

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 4
MEETING AGENDA
October 24, 2018**

The regular monthly meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held Wednesday, the 24th day of October 2018, beginning at 4:30 p.m., at Johnson Ranch ES Station 3, 30475 Johnson Way, Bulverde, Texas.

Call meeting to order;

Mr. Graf called the meeting to order at 4:30 PM and declared a quorum with the following board members present. Paul Graf: President, Josh Dean: Vice President, and Bret Barnett: Assistant Treasurer and Ms. Deena Clausen, Treasurer. Robert Bruce: Secretary was not present for the meeting.

WORKSHOP AGENDA

1. Citizen comments (limited to 3 minutes and any comment made on subjects not included on the published agenda will not be discussed or action taken by the board);

Public Comment: In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published agenda will only be heard by the Board of Commissioners. No formal action, discussion, nor comment will be made by the Board of Commissioners;

No comments were made and no citizens were present.

DISCUSSION/ACTION ITEMS

1. Discuss and consider the following:
 - a. September 10, 2018 Regular Meeting minutes;
 - b. Monthly Financial Reports;
 - c. Monthly bills and invoices;

Mr. Barnett moved and Mr. Dean seconded to accept the financial reports with unanimous approval. (The meeting minutes approval was postponed to next month's meeting and the Monthly bills and invoices, to later in this meeting.)

After the Joint Meeting (item 13 below) Ms. Kay Derrich joined the meeting with the monthly bill and invoices. Mr. Dean moved and Mr. Barnett seconded a motion to approve payment of the following invoices with unanimous approval:

CLWSC--\$6500.00 (for construction deposition Station 4)
All Axis -- \$3300.00 (prep work for new temp station)
Carlton Law Firm -- \$2835.50 (tax setting and station 4 contracts)
BRW -- \$6450.00 (architects)
Bret Barnett -- \$239.81 (travel related to station 4)
NBU -- \$3167.5 (electrical service)

BSBES -- \$391.00 (for Herald Zeitung miss-billing)
Sherwood Surveying -- \$750.00 (for fences)
Siddons-Martin -- \$19,722.30 (upgrades to engine, previously approved)
AG/CM -- \$1595.00 (Station 4 support)

2. Discuss and consider any items related to Bremer Training Center;

No action was taken.

3. Discuss and consider any items for the new station on 311 (Station 4), including but not limited to the process for financing the construction and moving the temporary station;

Mr. Dean moved and Mr. Barnett seconded a motion to approve up to \$11,000 of fencing and clearing on the approximate 5 acre property on 311. Motion passed unanimously.

Mr. Dean moved and Ms. Clausen seconded approval of the AG/CM contract for construction assistance for amount not to exceed \$90,000 and to give authority to Mr. Graf and Mr. Barnett to finalize the contract. Motion passed unanimously.

Mr. Basrnett moved and Mr. Dean seconded a motion to accept the format of the proposal to lenders on financing Station 4 and to give Ms. Clausen the authority to obtain proposals from the potential lenders. Motion passed unanimously.

4. Discuss and consider any items related to the budget and to bank accounts;

No action was taken.

5. Discuss and consider adopting any final modifications to the 2019 ESD 4 budget;

No action was taken.

6. Update, discuss and consider BSBES activities, financials, and other related items, including the potential sale of the Rodeo Drive facility;

No action was taken.

7. Discuss and consider any apparatus and proposed capital items;

No action was taken.

8. Discuss and consider the financial forecast for ESD 4;

No action was taken.

9. Update, discuss and consider any items related to any legal issues, including the potential combining of ESD 4 and 5;

No action was taken.

10. Discuss and consider upcoming SAFE-D Conference in Frisco, Texas on February 7-9, 2019;

This was discussed at the workshop in item 13 below.

11. Discuss date and time for the next regular on November 12, 2018;

Meeting planned for November 9, 2018 at 5:30.

12. Executive Session to discuss ongoing law suits;

Board went into Executive Session at 5:06 to discuss ongoing law suits. Board came out of Executive Session at 5:13 and no action was taken.

13. Workshop for Joint Meeting—Participate with ESD 1 and 5 in a Joint Meeting, see attached agenda;

Joint meeting was held at 5:30 with numerous reports given. Next Joint meeting is planned for Feb 20, 2019. Joint meeting adjourned at 6:25 and ESD 4 reconvened its regular monthly meeting to handle the Bills and Invoices. (See item 1.c. above.)

14. Adjourn.

15. Meeting adjourned at 7:00 PM.

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). If the Board decides to enter executive session regarding any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and the provision from the Open Meetings Act that authorizes the closed or executive session. Action, if any, will be taken in open session.



Paul Graf, President
Comal County ESD No. 4

****Attachment****

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 1, 4, and 5
JOINT MEETING AGENDA
October 24, 2018, 5:30 p.m.
30475 Johnson Way**

1. Workshop for Joint Meeting between ESD 1, 4 and 5;
 - a. Introductions - New Commissioners
 - b. BSBES Chief's report regarding emergency operation, response time, call volume, training, management activities and personnel;
 - c. BSBES Chairman's Report - Bret Barnett
 - d. Committee Reports;
 - i. ESD Executive-No meetings
 - ii. Financial—7-year forecast, BSBES Budget
 - iii. Capital Acquisition—Bill Gonser
 - iv. Dispatch Communications - Bret Barnett
 - v. Other Committees
 - e. Commissioner comments;
2. Safe-D Registration begins Nov 1 / Conference Feb 7-9 - Paul Graf
3. Strategy Session Nov 30 - Dec 1 - Tom Turk / Bret Barnett
4. Date and time for next joint meeting in January;
5. Adjourn (or Adjourn to ESD meetings);