

Comal County Emergency Services District No. 5

Regular Meeting Notes

July 24, 2019

1. Call to Order

- a. The meeting was called to order by President Turk at 1600

2. Call of Roll

- a. Present were Commissioners Tom Turk, Bob Guilbault, Deb Kruciak, Robert Evans
- b. Absent: Commissioner Dave Geisbush
- c. Guests: Captain Torres, Ms. Derrich

3. Presidents Opening Comments

- a. There were none.

4. Citizen Communication

A there were no public remarks.

5. Consent Agenda

- A. Consider approval of the minutes from previous Board Meeting(s). (Evans)

Commissioner Kruciak made a motion that the minutes be accepted as presented. Commissioner Evans seconded the motion. The motion was approved unanimously

6. Individual Items for Consideration

- A. Discuss and consider approval of the monthly financial reports, individual financial transactions and payment of bills/invoices. (Geisbush)

Bills presented for approval were

Knox Company for \$1,166.00 for loose equipment for engine 73

Mustang Equipment \$2149.99 for loose equipment for engine 73

Rescue Gear for \$1,887.20 for Rescue gear - helmets

Commissioner Guilbault moved that we approve the bills as presented. Commissioner Turk second the motion. The motion passed unanimously.

Discussed revising the budget on a monthly basis versus trueing up at end of year. Consensus was to true up at end.

- B. Discuss and consider changes to CCESD5 bank accounts. (Guilbault) tabled until the next meeting.

C. Consider generator funding or partial funding (Torres) Captain Torres reported that since the damage was caused by a lightning strike; the insurance covered repairs and that repairs have been completed. No action was taken.

D. Consider funding radios table no action - table

7. Informational Items and Project / Assignment Updates

A. BSBES Incident and Operations Report (Chief Southwell) Chief Torres reviewed the operations and Incident reports. (copies Accompany)

B. News, activities, meetings and other issues related to the operations for CCESD#1, CCESD#4, CCESD#5, BSBES and associated committees. (All)

Sale of Rodeo Drive - Commissioner Turk reported that ESD#1 wants all ambulance fees to go to them in return for their approval of the sale. That would be a loss of around \$200,000 to ESD#5 budget.

Finance committee discussed the employee contribution to retirement. It is costing more than anticipated.

C. Review of Action items necessary for CCESD#5 to acquire the Cougar Bend Station. (Evans)

Commissioner Evans presented an estimate of costs associated with the sale of the Cougar Bend station. (copy accompanies)

Consensus to set aside \$25,000 in 2020 budget for the sale

D. Short term maintenance/repair and sale of the Cougar Bend Station (Guilbault)

Commissioner Guilbault reported that no maintenance items were required.

E. Sale of Temporary Station #4 - The "Trailer" (Guilbault)

Commissioner Guilbault reported that once ESD#4 finished using the trailer we could just sell it

F. New Fire Engine Delivery (Guilbault)

Commissioner Guilbault reported that the engine has been delivered. It is still in need of some loose equipment. Expect to see it in service in about 2 weeks.

This is a good opportunity for a Front Porch News article.

G. Scheduling workshop with ESD#4 to plan Honey Creek Station Development (Guilbault)

Commissioner Guilbault reported that the station design would be much like station #4 but simpler, and smaller. Probably two bays,

Commissioner Turk is to meet with the land donor toward the end of September.

If we get the donation, we will still need about six months for plat approval etc.

H. Presentation of 2020 Budget (Derrich)

Ms. Derrich discussed budget considerations.

ESD#5 portion of the non-profit operation expenses will be \$1,626,000

We should consider a new auditor to replace Reed and Company for next year.

I. JSPA Committee Activities (Guilbault)

a. Carlton supplied a Conflict of Interest. So, he can continue to represent all ESDs.

J. Calendar Review for Setting the Tax Rate (through September) (Evans)

Ms. Derrich reviewed the steps:

Meeting #1 - approve the budget 7 or 8 August

Meeting #2 on 21 August for public comment

Meeting #3 28 August for public comment and approval of the tax rate and the regular monthly meeting.

All meetings will begin at 1730

K. CCESD1 ambulance billings with regards to the Rodeo Dr. station and the JSPA (Turk)

Discussion of how the non-profit will spend funds if ESD #1 gets Ambulance billings. No action taken.

L. Attorney Conflict of Interest regarding the review and preparation of the JSPA renewal (Turk)

Attorney Carlton has filed a Conflict of Interest Notice so he is able to continue representing all 3 ESDs.

7. Executive Session

There was no Executive Session.

8. Adjournment

There being no further business to come before the Commission: the meeting was adjourned at 1748.

The next meeting will be on 8 August 2019 in the Public Room of the Johnson Ranch Substation at 30475 Johnson Way, Bulverde, TX 78163. Meeting will begin at 1730.

Recorded by *Robert Evans, Secretary CCESD#5*