

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4
Meeting Minutes for Thursday July 18, 2019 Meeting

A meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held on **Thursday July 18, 2019, at 6:00 p.m.**, at the Bremer Training Center at 9850 FM 311, Spring Branch, Texas 78070, for the following purposes:

1. Call meeting to order;

Mr. Barnett called the meeting to order at 6:00 pm and declared a quorum with all five commissioners present: President Barnett, Secretary Graf, Assistant Treasurer Bruce, Treasurer Clausen, and Vice-President Dean were in attendance. Also in attendance was Chief Southwell.

2. 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 final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners;

No comments were made.

REPORTS

3. Receive monthly report from the Treasurer and consider;
 - a. approval of payment of monthly bills and invoices;

Ms. Clausen made a motion to approve payment of the following monthly bill and invoices;

- BRW for \$4699.00 for architectural services.
- AG/CM for \$7852.00 (total of 2 invoices) for construction monitoring.
- Carlton Law Firm for \$1002.50 (total of 2 invoices).
- Coveler and Peeler Law Firm for \$1890.00
- Schmoyer and Reinhard Law Firm for \$97.50.
- Deena Clausen for \$47.66 (bond application).

Mr. Graf seconded the motion and it was approved unanimously.

- b. approval of monthly financial report;

Mr. Dean made a motion to accept the monthly financial report. Motion was seconded by Mr. Graf with unanimous approval of the commissioners.

DISCUSSION/ACTION ITEMS

4. Review and consider approval of Meeting Minutes;

Ms. Clausen made a motion to approve the meeting minutes from June 21, 2019. Motion was seconded by Mr. Dean and passed unanimously.

5. Discuss and consider any needed repairs or other uses related to Bremer Training Center;

No action was taken.

6. Discuss and consider construction, financing, furnishing and staffing the new station on FM 311 (Station 4); This may include contracts with financial institutions;

- a. General Contractor Payment;

No payment was made this month.

- b. Discuss and Consider naming on Station 4;

No report and will be discussed at the next meeting.

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

Reviewed BSBES proposed budget. No actions taken.

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

- a. Committee update on Joint Service Provider Agreement;

Mr. Dean made a motion to allow the Carlton Law Firm to work on the JSPA in a similar fashion as was done on the initial drafting in the 2013/2014-time frame. Mr. Bruce seconded the motion and it passed unanimously.

- b. Update and Consider any actions related to Millspaugh lawsuit;

No action taken. To be discussed again in at August meeting.

9. Capital Acquisition Committee;

No action taken. Chief Southwell described the Engine 75 problem.

10. Discuss and consider the District's financial forecast;

No action taken but tentative meeting set for August 2.

11. Discuss and consider any actions regarding ongoing lawsuits;

No action taken.

12. Executive Session to discuss purchase of Real Estate;

No executive session.

13. Discuss and consider any actions related to Executive Session;

No actions taken.

14. Discuss agenda, time and date for next meeting;

Next meetings are Aug. 2 at 6:00 and Aug. 13 at 6:00 at Bremer building.

Meeting adjourned at 7:55 pm.

A packet containing all supportive documentation for this agenda is available for inspection at 353 Rodeo Drive, Spring Branch, Texas 78070, between the hours of 8:00 a.m. and 5:00 p.m.

Paul Graf, Secretary
Comal County Emergency Services District 4

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). Action, if any, will be taken in open session.