

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4
Meeting Minutes for Monday, August 12, 2019 Meeting

A meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held on **Monday August 12, 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. (June)
- Motorola for radios for \$7397.68 for 2020 engine
- Title insurance Old Republic National Title for \$750.00 for financing
- Schmoyer Reinhard for \$390.00 for lawsuit case
- INET for \$8000.00 for security system at Rodeo Drive

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

- b. approval of monthly financial report.

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

DISCUSSION/ACTION ITEMS

4. Review and consider approval of Meeting Minutes;

Mr. Dean made a motion to approve the meeting minutes from July 18, 2019.

Motion was seconded by Mr. Bruce and passed unanimously.

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

No action 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

Motion was made by Ms. Clausen and seconded by Mr. Graf to make payment # 8 to Seidel for \$261,341.01 to Seidel (for Station 4 construction). Motion passed unanimously by those present.

- b. Discuss and Consider naming on Station 4

No action taken. To be discussed at next regular meeting.

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

Motion was made by Mr. Graf to approve the budget as presented and modified by Ms. Clausen. Motion seconded by Mr. Dean with unanimous approval.

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

Motion was made by Mr. Graf to approve up to \$3500 to send a paramedic to the fire academy. Mr. Dean seconded the motion with unanimous approval.

- a. Committee update on Joint Service Provider Agreement

No action taken and no committee update.

9. Capital Acquisition Committee

Chief Southwell reported that Engine 75 will return to full service shortly.

10. Discuss and consider the District's financial forecast

No action taken.

11. Discuss and consider any actions regarding ongoing legal matters;

A hearing is expected in December and Kelly Carlton will not be assisting.

12. Discuss and consider taking action regarding the 2019 tax rate, including;

- a. Establishing proposed tax rate;

Mr. Dean made a motion proposing a tax rate of 6.498 cents per \$100 valuation. Mr. Graf seconded the motion.

- b. Taking record vote and scheduling two public hearings, and;

A roll call vote was taken, and all 5 commissioners voted for the new rate.

Hearings were proposed for August 28 and Sept. 4 at 6:00 pm at the Bremer Building.

- c. Authorizing publication of “Notice of Public Hearing on Tax Increase” in the New Braunfels Herald Zeitung;

Mr. Graf made a motion to authorize publication of “Notice of Public Hearing on Tax Increase” in the New Braunfels Herald Zeitung. The motion was seconded by Mr. Dean and passed unanimously.

- 13. Discuss date and time for meetings to adopt the tax rate at regular September meeting on Sept. 9, 2019;

The meeting will be held on September 9 at 6:00 pm at the Bremer Building.

- 14. Discuss dates and times for potential Public Hearing meeting on the tax rate for August 19 and August 26 at 5:30 pm;

See 12b above.

- 15. Executive Session to discuss purchase of Real Estate

The board did not go into Executive Session.

- 16. Discuss and consider any actions related to Executive Session;

No action taken.

- 17. Discuss agenda, time and date for next meeting.

See 12b and 13 above.

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.