

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 4

MEETING NOTES

May 19, 2016

NOTICE was given that a regular meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held Thursday, the 19th day of May 2016, beginning at 5:00 p.m., at the Emergency Services Building, 353 Rodeo Drive, Spring Branch, Texas 78070 for the following purposes:

Meeting was called to order at 5:01 PM, all commissioners were present, President Paul Graf, Vice President Bret Barnett, Treasure Deena Clausen, Commissioner Curtis Bremer and Secretary Josh Dean.

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); No citizens to be heard.

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;

DISCUSSION/ACTION ITEMS

1. Discuss and consider Consent Agenda:
 - a. April 21, 2016 regular meeting minutes; an adjourn time was added and turned into Jay Sanchez BSBFEMS.
 - b. Monthly Financial Reports; Mr. Graf was concerned on the low sales tax numbers being seen from Signing Hills, Walmart. Motion to approve by Mr. Bremer, seconded by Mr. Barnett, passed unanimously
 - c. Monthly bills and invoices; Motion to approve by Ms. Clausen, seconded by Mr. Bremer, passed unanimously
2. Discuss and consider any items related to the revised BSBES 2016 budget; nothing new.
3. Discuss and consider any items related to bank accounts; Ms. Clausen will pick up a check card to facilitate online banking, she will then shred the check card.
4. Discuss and consider 2015 audited financial statements and audit results communication; Mr. Graf was to call Mr. Larry Hull and discuss the Blanco Bank Account with \$8,971.01 and ask what the purpose of the account was.

5. Discuss and consider VFIS payments; remove item.
6. Discuss and consider any items related to the 311/Rebecca Creek Station; Mr. Bremer stated that the sign is crooked at FM 311/ Rebecca Creek and wanted to have it moved straight.
7. Discuss and consider any items related to the Mystic Shores area station; nothing to report.
8. Update on BSBES activities, financials, and other related items; nothing to report.
9. Update on ESD Council activities and any proposed JSPA modifications; nothing to report.
10. Discuss and consider how Bunker Gear is purchased; ESD 4 Commissioner's consensus was that ESD 4 will purchase new gear, BSBFEMS will maintain gear, when it is worn out or no longer useable ESD 4 purchase new gear.
11. Discuss and consider how grants are written by BSBES on behalf of ESD; nothing new to report.
12. Update, discuss and consider any items on ISO study; nothing new to report.
13. Next regular meeting planned for June 16, 2016 at 5:00 PM.

Brief recess to re-convene for Cathy Talcott and BSB ES Board Meeting. Recess at 6:09 PM

WORKSHOP AGENDA (Continued)

2. Discussion with Cathy Talcott, Comal County Tax Assessor-Collector;
3. Attend meeting and receive reports from the BSB ES service provider;

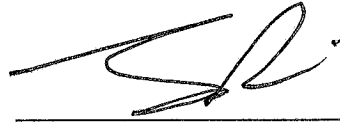
DISCUSSION/ACTION ITEMS (Continued)

14. Adjourn at 8:00 PM

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. Executive Sessions may include the following: consultation with attorney for litigation or a settlement offer (Sec. 551.071), deliberations regarding real property (Sec. 551.072), deliberation regarding a contract being negotiated (Sec. 551.0725), deliberation regarding a prospective gift (Sec. 551.073), personnel matters (Sec. 551.074), personnel matters affecting a county advisory body (Sec. 551.0745), deliberation regarding security devices or security audits (Sec. 551.076), and deliberation regarding economic development negotiations (Sec. 551.087). 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.

Comal County Emergency Services District No. 4 and the Bulverde-Spring Branch Emergency Services are committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request by calling (830) 228-4501 for assistance and information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

A handwritten signature in black ink, appearing to read 'JD', is positioned above a horizontal line.

Josh Dean, Secretary
Comal County ESD No. 4

COMAL COUNTY
EMERGENCY SERVICES DISTRICT #4
BOARD OF COMMISSIONERS
Board Special Meeting Minutes, June 3, 2016

A Special Meeting of the ESD #4 Board was held beginning at 2:00 PM at the Emergency Services Building at 353 Rodeo Drive, Spring Branch, Texas 78070 on Wednesday, the 3rd day of June, 2016.

Call meeting to order;

Having been duly posted, the meeting was called to order and a Quorum was declared at 2:00 PM with Commissioners Curtis Bremer, Bret Barnett, and Paul Graf in attendance. Commissioners Deena Clausen and Joshua Dean were not present.

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 Citizen comments were made.

2. Discuss and consider approval of equipment for Engine on order;

Motion was made by Mr. Bremer and seconded by Mr. Barnett to approve \$31,000 for equipment for the new engine currently being built, with unanimous approval of the three Commissioners present by voice vote.

3. Discuss the BSBES budget for 2017 and the service provider agreement;

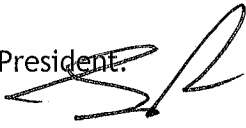
2017 budget was discussed briefly. No Action was taken.

4. Legal representation;

Commissioners were notified that ESD 1 is no longer retaining John Carlton as their attorney. No action taken.

5. Adjourn; The meeting adjourned at 3:00 PM.

Minutes prepared by Mr. Paul Graf, President.

Board Acceptance June 16, 2016.  _____, Secretary