

Comal County Emergency Services District No. 5
Regular Board Meeting Minutes
Johnson Ranch Community Room, 30475 Johnson Way, Bulverde, TX 78163
November 15, 2023 @4:00 pm

1. Call to Order. Commissioner Kruciak called the meeting to order at 4:07
2. Call of Roll. Present: Commissioners Kruciak, Morrow, Martinez, Phillips. Absent: Commissioner Wyndham. The guests were Chief Southwell and Ms. Jennifer Loftin.
3. Citizen Communication: No citizens presented.
4. Consider approval of the minutes of the 25 October 2023 Regular Meeting. Commissioner Phillips made a motion to approve the minutes. Commissioner Martinez seconded. All ayes. Motion approved.
5. Review and take action on ESD 5 monthly financials. Commissioner Kruciak covered. Commissioner Morrow made a motion to accept the financials. Seconded by Commissioner Phillips. All ayes. Motion accepted.
6. Review and take action on payment of District's bills/invoices. ESD 5's share of expenses were covered. Chief Southwell asked about paying for services that are about to start. Canyon Lake paid the bill and Chief asks for ESD 5 to pay its portion. Commissioner Kruciak stated it was approved and budgeted already. ESD 5 will process per the Memorandum of Understanding (MOU.) Commissioner Martinez made a motion to pay the three bills. Seconded by Commissioner Phillips. All ayes. Motion approved.
7. Receive monthly report from BSBES Chief regarding emergency operations. Chief Southwell Service calls up about 15% compared to last year. Fractile was 89.89% for the department. EMS fractile being down explains the department fractile being below 90% due to the large number of calls.
8. Discuss and authorize Commissioner Wyndham or Commissioner Kruciak to sign an engagement letter with Montmayor Britton Bender PC to complete the district's 2023 Audit. Commissioner Martinez made a motion for Commissioner Kruciak to sign the engagement letter. Seconded by Commissioner Phillips. All ayes. Motion approved.
9. Review, consider and act on the purchase, repair, and/or disposal of apparatus and proposed capital items. Commissioner Martinez shared loan offers from competing lenders. She added Texpool comparison with their regular and prime pools as well as rates locally. May still be advantageous to finance to sustain liquidity. CD rates at our banks show jumbo CD rates vary and some in the 5% range. She covered the risk management of the offerings. While Texpool is safe, there is still some risk compared to FDIC insured options. She advised putting money in all three options. Commissioner Kruciak mentioned a possible liquidity clause in our investment policy which Commissioner Martinez will investigate. Commissioners will review the investment policy before next meeting. December meeting folder in SharePoint houses the policy.

10. Consider and take action if necessary to participate in TEXPOOL. See Texpool relevant discussion in agenda item 9.
11. Discuss participation in the takeaways from the 22-24 February 2024 SAFE-D Conference. Commissioner Kruciak shared with Commissioner Phillips and Ms. Loftin details of the conference. 2/22, 23, 24 in Irving, TX.
12. Executive Session – Nothing to cover.
13. Reconvene into open session and take any necessary action relating to the Executive Session as described above.
14. Future Agenda Items and any discussion for the good of ESD#5.
15. Discuss agenda, time, and date for next regular meeting. Next meeting will be at 4 PM on the 3rd Wednesday which is 12/20/2023 at Johnson Ranch.
16. Adjournment. Adjourned at 4:53 PM.

A handwritten signature in black ink, appearing to read "Rick Morrow", with a long horizontal flourish extending to the right.

Rick Morrow, Secretary

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