

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4

Minutes for Regular Meeting on June 21, 2023

A properly noticed meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held on **Wednesday, June 21, 2023, at 6:00 PM** at **Station 4, 215 Rebecca Creek Rd., Canyon Lake, Texas 78133** for the following purposes. The meeting to order at 6:02 pm. Commissioners Clausen, Kasbaum and Duke were present. Commissioner VanAusdall was absent.

1. Public Comment – no persons offered public comment at the meeting.
2. Reviewed and approved the Minutes of prior meeting held May 16, 2023 – Motion to approve made by Commissioner Duke, seconded by Commissioner Clausen. Approved unanimously.
3. Reviewed and approved for payment the following District's bills and invoices – Motion to approve all made by Commissioner Duke, seconded by Commissioner Kasbaum. Approved unanimously.

CNA Surety	\$243.84	Treasurer's bond
Comal Appraisal District	\$6,049.45	Quarterly fee
Montemayor Britton Bender	\$1,287.31	2022 audit services – final pmt
Coveler & Peeler	\$270.00	Legal services
Siddons Martin	\$24,810.45	Tender change orders
Delta Industrial	\$13,361.00	Bunker gear storage equipment
Delta Industrial	\$8,249.11	Additional bunker gear helmets

4. Reviewed and accepted the monthly ESD4 financial report as of May 31, 2023.
5. Received and discussed the monthly report for May 2023 from BSBES Chief regarding emergency operations, response times, call volume, training, management activities and personnel. No action taken.
6. Reviewed and discussed the BSBES financial results as of May 31, 2023, and the BSBES proposed 2024 budget. No action taken.

7. Reviewed and discussed the lease extension notification from received HIS related to Stations 1. No items discussed related to Stations 4 and 6. No action taken.
8. The Capital Acquisition Committee did not meet in the month prior to this meeting so no report including the purchase or repair of apparatus and proposed capital items was received. No action taken.
9. Reviewed and considered items related to the budget, bank accounts and TexPool accounts. No action taken.
10. No Closed Session pursuant to Government Code §551.071 to consult with legal counsel was held.
11. No Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters was held.
12. To review and take action on items from Closed Session, including action on legal and real estate matters – agenda item not needed since no Closed Session was held.
13. Reviewed and discussed agenda, time, and date for next meeting – joint meeting with ESDs 1 & 5 on July 19, 2023, at 6:00 pm. ESD 4 July regular meeting scheduled for July 19, 2023, at 5:00 pm.
14. Adjourned at 7:15pm.



Deena Clausen
President for Jeremy VanAusdall, Secretary
Comal County Emergency Services District No. 4

Comal County Emergency Services District No. 4 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 830-228-4501 for assistance and information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

The Board may retire to Closed 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.