

# **Comal County Emergency Services District No. 1**

## **Regular Meeting Agenda**

### **September 26, 2023**

**NOTICE** is hereby given that a Regular Meeting of the Board of Commissioners of Comal County Emergency Services District No. 1 will be held Tuesday, September 26th, 2023, beginning at 5:00 p.m., at the Bulverde Spring Branch Fire & EMS Station 1, Conference Room, 353 Rodeo Drive, Spring Branch TX, 78070 for the following purposes:

#### **DISCUSSION / ACTION ITEMS**

- 1) Call meeting to order, establish Quorum Public Comments: Members of the public may collectively address the Board for a total of thirty minutes on items not on the current agenda (i.e., the public comment section of the meeting). Individual members of the public may address the Board for a maximum of three minutes on items not on the current agenda (i.e., the public comment section of the meeting). Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public may collectively address the Board for a total of thirty minutes per item on the agenda. Members of the public will speak on an agenda item after comments on the item is called for by the presiding officer, but before Board discussion and consideration of the item. Speakers will be called upon in the order that they signed up to speak on an item. If more than ten speakers sign up to speak on an agenda item or as part of public comment on items not on the agenda item, each speaker's allotted time will be proportionally reduced to allow all speakers an opportunity to speak within the 30-minute time limit.
- 2) Approve August 28, 2023, Meeting minutes – All Commissioners
- 3) Review and discuss the Chief's monthly report. – All Commissioners
- 4) Review, consider and accept monthly financial reports, Kay Derrich – All Commissioners
- 5) Consider and approve bills/invoices to be paid – All Commissioners  
Motorola invoice 8281695641, Grandpa's Plumbing invoice 3287, Coveler & Peeler invoice 10124, Rogue Fitness invoice 11690342, BSB Reimbursement for i4094 and q2183
- 6) Discuss Update of EMS orders, repairs and upgrades, Station 5 housing transition. - Chief Southwell, Chief Torres
- 7) Review and Discuss Update on Capital Items, approve purchases / changes. – Chief Southwell/ Chief Torres.
- 8) Discuss and act on matters regarding rental property as needed.  
Repairs, release of a deposit and upcoming vacancy. Update on release of tenant deposit. – All Commissioners
- 9) Station 5 Property –Discuss Ink Civil updates on Replat and Site Plan information, review and updates with water well. - All Commissioners
- 10) Discuss Land and Property - All Commissioners
- 11) Receive and discuss progress reports from the BSBES board /standing ESD committees.  
Address the need for commissioners to attend assigned committees.  
Review Banking Signatures and approve removals of past signers - All Commissioners
- 12) Executive Session regarding personnel, legal and real estate matters. – All Commissioners

13) Sign Record Retention Form - Josh Dean

13) Adjourn and set next meeting date. – All Commissioners.

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney pursuant to Chapter 551.071 of the Texas Government Code; discussing real property matters pursuant to Chapter 551.072 of the Texas Government Code; discussing gifts and donations pursuant to Chapter 551.073 of the Texas Government Code; discussing personnel matters pursuant to Chapter 551.074 of the Texas Government Code; discussing security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. 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 Meeting Act that authorizes the closed or executive session. Comal County Emergency Services District No. 1 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.

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Dan Saenz – President

Comal County Emergency Services District