

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4

Agenda for Regular Meeting on Wednesday, January 7, 2026

Notice is hereby given that a meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 will be held on **Wednesday, January 7, 2026, at 11:00 AM at Station 71, 353 Rodeo Dr., Spring Branch, Texas 78070** for the following purposes.

Pursuant to the requirements of the Texas Open Meetings Act (Chapter 551 of the Texas Government Code) and specifically §551.127 of the Texas Government Code, allows for the participation of District Commissioners via videoconference. A quorum will be present at the meeting location indicated above, as well as the presiding officer. Any Commissioner attending via videoconference will be visible to all persons in attendance at the meeting location.

Call meeting to order.

1. **Public Comment:** Individual members of the public may address the Board for a maximum of three minutes on items either on or not on the current agenda, but collectively no more than thirty minutes per item. In reliance upon the guidance provided by the Office of the Attorney General of Texas Open Meetings Handbook, any issues raised in public comment may be responded to by member of the Board of Commissioners with only (1) state of specific factual information, (2) recitation of existing District policy or (3) a brief deliberation by the Board to determine if an item should be placed on a subsequent agenda.
2. Introduce and confirm newly appointed Commissioner has been properly sworn in.
 - a. Appoint newly appointed Commissioner and other Commissioners to District Officer positions for the remainder of 2026.
 - b. Discuss, review and take action to reapprove the 2026 appointments to the Joint Services Agreement Committees: Executive, Finance, Compensation and Capital Acquisition.
3. Review and approve the minutes of prior meeting held December 9, 2025.
4. Discuss, review and take action to approve the 2026 appointments to the Board of Directors of the Bulverde Spring Branch Emergency Services (BSBES).
5. Discuss, review and take action to approve the 2026 appointments to the Joint Services Agreement Committees: Executive, Finance, Compensation and Capital Acquisition.
6. Discuss, review and take action to designate a District General Counsel and/or the duties of the Special Counsel.
7. Discuss, review and take action on the designation of the District Administrative Office including publishing notice of the same required by Health and Safety Code §775.036(f).

8. Review and discuss annual conflicts of interest requirements under Local Government Code §176.003 (Conflicts Disclosure Statement Required) and §171.004 (Affidavit And Abstention From Voting Required).
9. Review and discuss access to personal information under the Public Information Act, including review of sections 552.024, 552.117 and 552.1175.
10. Review, discuss and take action regarding records management resolution.
11. Review and take action on monthly ESD4 financial report as of December 31, 2025.
12. Review and take action on payment of District's bills and invoices.
13. Review and approve the 2026 monthly payments to BSBES.
14. Review, consider, and take action on the items related to the 2025 and 2026 budget, bank accounts and TexPool accounts.
15. Review and act to approve the certification of tax levy for the tax year 2025.
16. Receive, discuss and take action in the monthly report from BSBES Chief and General Manager regarding emergency operations, response times, call volume, training, management activities, budget and personnel.
17. Review, consider, and take action on items related to the purchase or repair of apparatus, equipment and/or capital items.
18. Review, consider and take action on any items related to Stations 71, 74, 76 and 60.
19. Review and discuss agenda, time, and date for next meeting.
20. Meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.
21. Meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
22. Review and take action on items from Closed Session, including action on legal and real estate matters.
23. Adjournment.



Deena Clausen
 President
 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.