

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4

Agenda for Regular Meeting on Tuesday, December 9, 2025

Notice is hereby given that a meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 will be held on **Tuesday, December 9, 2025, at 1:00 PM** 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. Review and approve the minutes of prior meetings held October 9, 2025, and November 13, 2025.
3. Review and take action on monthly ESD4 financial report as of November 30, 2025.
4. Review and take action on payment of District's bills and invoices.
5. Review, consider, and take action on the items related to the 2025 budget, bank accounts and TexPool accounts.
6. Receive and discuss the monthly report from BSBES management.
 - a. Receive and discuss the monthly report from BSBES Chief regarding emergency operations, response times, call volume, training, management activities and personnel
 - b. Receive and discuss an overview of BSBES's Strategic Plan Working Group from BSBES General Manager.
 - c. Discuss and take action to approve an ESD 4 Commissioner as Advisory Member to BSBES's Strategic Plan Working Group.

7. Review and act to approve the certification of tax levy for the tax year 2025.
8. Review, consider and take action on the 2025 financial audit engagement letter from Montemayor Britton Bender Carey PC.
9. Review, consider, and take action on items related to the Capital Acquisition Committee actions, purchase or repair of apparatus, equipment or other capital items.
10. Review, consider and take action on any items related to startup of Station 60.
11. Review, consider and take action on any items related to the completion of the additional bay structure at Station 74.
12. Review, consider and take action on any items and projects related to Stations 71, 74 and 76.
13. Review, discuss and take action on BSBES budget for operations and capital expenditures.
14. Review and discuss agenda, time, and date for next regular meeting.
15. Meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.
16. Meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
17. Review and take action on items from Closed Session, including action on legal and real estate matters.
18. 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.