

**Comal County Emergency Services District No. 5
Regular Board Meeting Minutes – January 26, 2026
Fire Station 3, 30475 Johnson Way, Bulverde, TX 78163**

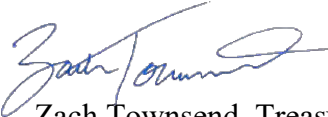
1. Meeting called to order at 4:00 PM by Commissioner Kruciak. All Commissioners present, quorum established. BSBES staff of Chief Southwell, DC Morgan & GM Shadle. Also, present Josh Slusher & Shashank Gandhi of AG|CM.
2. No Citizen Communication.
3. Motion to approve the minutes of the 15 December 2025 Regular Meeting made by Commissioner Phillips & seconded by Commissioner Townsend. All Ayes.
4. Motion to approve of the minutes of the 16 January 2026 Special Meeting made by Commissioner Townsend & seconded by Commissioner Ronquillo. All Ayes.
5. Motion to accept the financial reports as of 31 December 2025 made by Commissioner Townsend & seconded by Commissioner Raichlen. All Ayes.
6. Motion to accept the investment report made by Commissioner Phillips & seconded by Commissioner Townsend. All Ayes.
7. Motion to approve 7 checks totaling \$81,993.76 made by Commissioner Townsend & seconded by Commissioner Ronquillo. All Ayes.
8. 478 CFS for the month of December 2025. 6.22% growth over same month last year. Dept, Fire & EMS all made fractile. 2025 YTD CFS totaled 5,402. Dept, Fire & EMS met yearly fractile goals. YTD growth for 2025 was an increase of 7.42% from YTD 2024. '25 YTD fire calls up almost 25%. Increase is primarily due to noncompliance with Burn Ban.
9. GM Shadle briefed The Board about ongoing efforts with Strategic Planning efforts, internal reviews of P&P, retention of current employees and recruitment of new hires.
10. Motion to approve current D&O Insurance policy liability coverage and limits & proceed with execution of said policy made by Commissioner Phillips & seconded by Commissioner Ronquillo. All Ayes.
11. Item to be addressed at next regular meeting.
12. Motion to amend the 2026 budget to include an increase of \$950,000 of FF&E for Station 75 made by Commissioner Townsend & seconded by Commissioner Phillips. All Ayes.
13. Current status of the project is on schedule and on time. Some potential risks of the project as it relates to remaining on schedule are being weighed by AG|CM. Motion to preauthorize payment for pending TCEQ permit, NTE \$6,000.00, made by Commissioner Townsend & seconded by Commissioner Phillips. All Ayes.
14. All ESD Commissioners with the exception of Commissioner Townsend to attend SAFE-D.

15. No imminent capital acquisitions at this time.

16. Next Regular Meeting scheduled for 23 February 2026 @ 4:00 PM at Station 3.

17. No Executive Session.

18. Meeting adjourned at 4:58 PM.


Zach Townsend, Treasurer
Comal County Emergency Services District No. 5