

Comal County Emergency Services District No. 1

Regular Meeting Notes

December 16th, 2025

NOTICE was given that a Regular Meeting of the Board of Commissioners of Comal County Emergency Services District No. 1 was held on Tuesday, December 16th, 2025, beginning at 4:00 p.m., at the Bulverde Spring Branch Fire & EMS Station 1, Conference Room, 353 Rodeo Drive, Spring Branch, TX, 78070, for the following purposes:

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.

DISCUSSION / ACTION ITEMS

Call the meeting to order, establish a Quorum. A Quorum was established with three Commissioners present: Josh Dean, Henry Delgado, and Daryl Grieger at 4:49 pm. 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 are called for by the presiding officer, but before Board discussion and consideration of the item. Speakers will be called upon in the order in which 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, each speaker's allotted time will be proportionally reduced to allow all speakers an opportunity to speak within the 30-minute time limit.

1. Approve November 18th, 2025, Meeting minutes. – All Commissioners, Motion by Henry Delgado to approve the minutes, seconded by Daryl Grieger, passed unanimously.
2. Review and discuss the Chief's monthly report. – Monthly report provided by Chief Southwell. Deferred until next month.
3. Discuss and update on renters, leases for Station 5 property, including any necessary action on the same. -Chief Southwell, Kay Derrich, James Shadle. No new updates.
4. Discuss and update on the proposed purchase of properties, including any necessary action on the same. - John Peeler, Chief Southwell, Kay Derrich, James Shadle. No new updates.
5. Discuss current commissioner's positions and any desired changes for the January 2026 meeting – All Commissioners. No new updates will discuss again in January 2026.
6. Consider and approve bills/invoices to be paid. Kay Derrich, James Shadle. Motion made by Daryl Grieger to approve all bills, seconded by Henry Delgado, passed unanimously.
 - Check #0513 for \$77.25 to Andrew Myers for legal fees.
 - Check #0514 for \$11,042.76 to Bulverde Spring Branch Emergency Services reimbursement for Station 5 properties' new roof.
 - Check #0515 for \$20,412.19 to Comal County Appraisal District for 1st quarter contribution 2026.
 - Check #0516 for \$827.50 to Coveler & Peeler for legal fees.

- Check #0517 for \$6,135.86 to Bound Tree for ultrasound and loose equipment for new ambulances.
7. Review, consider, and accept monthly financial reports- Kay Derrich, James Shadle. Kay provided the updated financial reports. There is nothing of concern, and we are aligned with our budget. Confirm that ESD1 has received the Certification of Tax Levy for the tax Year 2025 from Tax Assessor Collector Hoyt with no objections.
 8. Review and discuss updates on Capital Items and approve purchases, orders, repairs, and upgrades. Discuss quotes for Stations and Vehicles. - Chief Southwell, James Shadle. No new updates. Will have a Capital Apparatus meeting in February 2026.
 9. Review and act to set the date and time for the district's regular meeting for January 2026. – All Commissioners. The meeting will be held on January 20th, 2026, at 4:00 pm.
 10. Commissioners' request for items or follow-up for the next board meeting - All Commissioners
 - Commissioner Loudon requested a follow-up presentation on ambulance transport costs, which have possibly increased over the last few years.
 11. Executive Session regarding personnel, legal, and real estate matters. – All Commissioners. No new updates.
 12. Adjourn. – All Commissioners. Meeting adjourned at 5:06 pm.

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.

Josh Dean – President

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