

**Comal County Emergency Services District No. 5**  
**Minutes for Regular Board Meeting, March 23, 2026 @ 4:00 pm**  
**Fire Station 3, 30475 Johnson Way, Bulverde, TX 78163**

1. Meeting called to order at 4:01PM by Commissioner Kruciak. Commissioners Townsend, Phillips, Raichlen and Ronquillo were present; quorum established. BSBES staff: GM Shadle; Chief Southwell; Division Chief Morgan; Assistant Chief Torres; Kay Derrich, Comptroller. Also present: Mr. Shashank Gandhi and Mr. Joshua Slusher with AG/CM, and Mr. Steve Minus, a member of the public.
2. No Citizen Communication.
3. Motion to approve the minutes of the 23 February 2026 Regular Meeting made by Commissioner Kruciak with a correction to replace "Agenda" with "Minutes" in the header and seconded by Commissioner Phillips. All Ayes.
4. Motion to accept the monthly financial reports as of 28 February 2026 made by Commissioner Townsend and seconded by Commissioner Raichlen. All Ayes.
5. Wealth management is looking into other investments that would provide a better return on investments.
6. Motion to issue 7 checks totaling \$29,258.28 made by Commissioner Raichlen and seconded by Commissioner Phillips. All Ayes.
7. Update provided by Mr. Gandhi and Mr. Slusher of AG/CM regarding project progress.
8. Chief Southwell presented department reports. Copies on Share Point/Meeting book in Power Point presentation. Strategic Management Committee making progress on strategic plan. Goal for May to present the final draft to the BSB Board for feedback with June having a completed plan. Budget workshops are underway.
9. Commissioner Townsend made motion to approve payment, including additional \$100 for Public Employee Dishonesty coverage, of the D&O Insurance Policy. Seconded by Commissioner Phillips. All Ayes.
10. Motion to adopt resolution amending the covered applications prohibition policy made by Commissioner Townsend and seconded by Commissioner Kruciak. All Ayes.
11. Motion to adopt the resolution concerning exemptions from taxation for the 2026 tax year made by Commissioner Phillips and seconded by Commissioner Townsend. All Ayes.
12. Motion to adopt the resolution authorizing the petition to challenge appraisal records made by Commissioner Townsend and seconded by Commissioner Phillips. All Ayes.

13. Motion to approve the Public Participation Policy made by Commissioner Kruciak and seconded by Commissioner Townsend to keep the policy on the agenda and add to the website and sign-in sheet. All Ayes.
14. Motion made by Commissioner Kruciak and seconded by Commissioner Phillips to engage HdL companies for consulting services for sales tax and auditing services, and comprehensive community insights reports. All Ayes. Motion made by Commissioner Phillips to authorize Commissioner Kruciak to engage HdL and sign contract. Seconded by Commissioner Townsend. All Ayes.
15. Capital Acquisitions Committee Meeting briefing provided by Commissioner Phillips and Chief Morgan.
16. Chief Morgan provided updates on various pieces of equipment.
17. Next meeting is scheduled for 27 April 2026 at 4PM at Station 3.
18. No Executive Session.
19. Meeting adjourned at 5:03PM.



David Ronquillo, Secretary  
Comal County Emergency Services District No. 5

*Note: Comal County Emergency Services District No. 5 is 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.*