

Comal County Emergency Services District #7

Minutes of February 18, 2022 Meeting

1. **CALL TO ORDER**

A regular meeting was held at 550 Landa Street, New Braunfels City Hall and was called to order at 8:33 A.M. by President James Frye. The following other Commissioners were present: Christine Seidel, Kim Carroll.

2. **STATEMENT OF QUORUM**

A quorum was declared. ESD#7 accountant, Pat Wagner and City of New Braunfels Assistant Fire Chief, Matt Bushnell were also in attendance.

3. **APPROVAL OF MINUTES OF PRIOR MEETING**

Members reviewed Minutes from the January 21, 2021 meeting. Corrections were noted regarding the date of previous meeting minutes and an edit to item 9, Discussion and Action on Payment of Bills. On a motion made by Christine Seidel and seconded by Kim Carroll, to accept the Minutes as corrected, the motion carried unanimously.

4. **CITIZEN COMMENT**

There were no comments from citizens.

5. **REVIEW CITY CALL REPORT**

There was a brief discussion regarding the January 2022 Call Report. Chief Bushnell stated that the call volume had increased for the third straight month. Total calls for January were 120.

6. **CHIEF'S REPORT**

Chief Bushnell stated that applicants for the Fire Chief position had been selected for meet and greet and interviews beginning the first week of March. Chief Bushnell stated that the Fire Department had made presentations to the City Bond Committee for a new radio system (in conjunction with the Police Department), a new Ladder Truck, and Station 5 expansion. He stated that the Fire Department was down to 2 COVID cases and that COVID cases are trending downward in the community. Chief Bushnell stated that progress on all the fire station projects was delayed again. Station 3 will be substantially complete on April 24, 2022. Station 2 will be substantially sometime in June. Station 7 is ready to be advertised for bidding. Chief Bushnell stated that the Fire Department is in the process of hiring 8 fire fighters (5 are also paramedics). 4 of the positions are new.

7. **TREASURER'S REPORT**

Pat Wagner stated that there was no report for the month because there was no tax

office report. She stated that TxPool interest for the month was \$99.50.

8. CLOSED MEETING OF BOARD OF EMERGENCY SERVICES COMMISSIONERS TO MEET AND CONFER WITH LEGAL COUNSEL PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE

A closed meeting was not held.

ACTION AGENDA

9. DISCUSSION AND ACTION ON PAYMENT OF BILLS.

There were no bills to consider for payment.

10. APPROVE SOLICITING AN ENGAGEMENT LETTER FOR THE 2021 AUDIT.

Patricia Wagner stated that she had solicited proposals from two accounting firms but had not received any responses.

11. COMMITTEE REPORT REGARDING STATE COMPTROLLER LISTING OF ENTITIES SUBJECT TO ESD7 SALES TAX.

Christine Seidel discussed her activities regarding development of a list of entities which would be used by the State Comptroller's office to collect sales tax on behalf of ESD7. She stated that the list had been sent to the State Comptroller's office for review. Sales tax collections will begin on April 1st.

DISCUSSION ITEMS:

- A. OLD BUSINESS:** Kim Carroll stated that there was no activity by the boundary Study Committee since the last meeting.
- B. NEW BUSINESS/ANNOUNCEMENTS:** Patricia Wagner reported that she would send the ESD7 sales tax bank account information to Aubrey at the State Comptroller's office to facilitate deposit of collections. She recommended that \$1000 be transferred to this account from the ESD7 checking account to cover account expenses.
- C. NEXT MEETING:** The next regular meeting of ESD-7 will take place at 8:30 A.M, March 18, 2022 at 550 Landa Street, New Braunfels City Hall.
- D. ADJOURNMENT:** There being no further business, the meeting was adjourned at approximately 9:06 a.m.



Kim Carroll, Secretary