

Comal County Emergency Services District #7

Minutes of November 29, 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 8:30 A.M. by President James Frye

2. STATEMENT OF QUORUM

The following Commissioners were present: James Frye, Christine Seidel, Kim Carroll, Greg Drake, and Mark Kauzlarich. A quorum was declared. ESD7 Accountant, Patricia Wagner, and Assistant Fire Chief Matt Bushnell were also in attendance.

3. APPROVAL OF MINUTES OF PRIOR MEETING

Members reviewed Minutes from the October 27, 2022 meeting. On a motion made by Christine Seidel and seconded by Greg Drake, to accept the Final version of Minutes, the motion carried unanimously.

4. CITIZEN COMMENT

There were no comments from citizens.

5. REVIEW CITY CALL REPORT

Assistant Chief Bushnell asked if there were any questions regarding the call report for November. Greg Drake asked about the number of calls to the FM482 area. Chief Bushnell replied that there was a high instance of repeat calls from the area.

6. CHIEF'S REPORT

Assistant Chief Bushnell presented his report, as follows:

- Run numbers are back to normal
- There were several structure fires but none within ESD7
- City Council has approved \$5.5 million for a new radio system
- New cardiac monitors will be delivered by the end of December
- The replacement for Engine 3 which was involved in an accident earlier in the year should be in service in January.
- Substantial completion for Station 7 is scheduled for October 2023. The station will hopefully be in service in December 2023 or January 2024.
- The civil package for Station 7 is currently out for bidding.
- James Frye asked about the status of the Coleman site at 306/1102. Chief Bushnell said that he understands that the company is still moving out and that the property is for sale.
- Mark Kauzlarich discussed the solicitation mailing from Canyon Lake Fire Dept.

which was sent to numerous ESD7 constituents. He provided copies of a letter that he had posted on the River Chase community website which explained that the letter should not have been sent to ESD7 constituents.

7. TREASURER'S REPORT

Pat Wagner presented the Treasurer's Report, as follows:

- TxPool interest payment for October is \$9,952.94.
- The final tax assessment value for the 2022 tax year of \$2,034,460 has been received from the Comal County Tax Office. It is booked as a receivable as required.
- Ad Valorem tax collections are 99.59% for the 2021 tax year.
- \$31,314 in tax payments have been received in October for the 2022 tax year.
- The value of the City contract for 2023 is \$2,073,157. The 95% limit will probably kick-in in the 4th quarter of the City fiscal year.
- Kim Carroll asked about the City status regarding their proposed contract revisions. Ms. Wagner replied that she had not had any further contact with the City staff, and she stated that the payments for 2021-22 did not exceed the 95% of total ad valorem tax receipts which is a cap established in the ESD7/City contract. The Board consensus is to continue under the current contract until it becomes necessary to revise it.

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 OF THE BOUNDARIES OF ESD 7

The City GIS specialists, Neil Rose and Braden Warns, presented the final boundary map project. They displayed the completed boundary using the City GIS. They described the process and answered questions from commissioners. The common boundary between ESD 2,3 and ESD7 has been resolved between the ESD 2,3 surveying contractor and the City GIS staff. The Board consensus is to consider formally accepting the boundary as presented by the City GIS Specialists and submitting it to the Comal County Engineer for distribution to the various County departments.

10. DISCUSSION AND ACTION ON PAYMENT OF BILLS

The following bills were presented for payment.

Texas Municipal League – Insurance Premium	\$1,464.12
Patricia Wagner – Accounting Services	\$ 341.25

On a motion made by Kim Carroll and seconded by Christine Seidel, to approve payment of the bills as listed, the motion carried unanimously.

WORKSHOP TO DISCUSS MAYFAIR DEVELOPMENT

11. MEETING WITH DEVELOPER AND CITY REPRESENTATIVES REGARDING FUTURE FIRE AND EMS SERVICES FOR THE DEVELOPMENT

City representatives attending: City Manager Robert Camareno, Assistant City Managers Jordan Matney and Jared Werner, Fire Chief Ruy Lozano, Assistant Fire Chiefs Michael Wehman and Matt Bushnell. The developer's representative did not attend due to a meeting conflict.

The following items were discussed:

- City representatives stated that additional fire stations will be needed in the Mayfair and Veramendi developments. The need for a station in the Veramendi development will precede the need in the Mayfair Development.
- The City Manager stated that the City's expectation is that additional stations within the Mayfair and Veramendi developments will be designed, constructed and owned by ESD7. The stations would be manned and operated by the City under some form of interlocal agreement.
- The projected build-out for the Mayfair Development is 25 years. The development company has begun plat submittal for the initial phases.
- The additional fire stations will become necessary based on the number of rooftops and number of fire hydrants. The Fire Department management will monitor growth in the developments and will advise the ESD7 Board when planning needs to begin. The process may begin in approximately 10 years.
- The time to complete construction of a new fire station is 2 to 2 ½ years; 1 year for design completion, 1 – 1 ½ years for bidding and construction.
- The development agreements for Veramendi and Mayfair provide for annexation by the City of New Braunfels after completion of development and retirement of debt associated with construction of improvements.

DISCUSSION ITEMS:

- A. **OLD BUSINESS:** There was no old business to discuss.
- B. **NEW BUSINESS/ANNOUNCEMENTS:** There was no new business to discuss.
- C. **NEXT MEETING:** The next regular meeting of ESD-7 will take place at 9:00 A.M, Friday, December 16, 2022, at Avery's Kitchen, 2063 Central Plaza, Suite 107, New Braunfels.
- D. **ADJOURNMENT:** There being no further business, the meeting was adjourned at approximately 10:30 a.m.



Kim Carroll, Secretary