

Comal County Emergency Services District #7

Minutes of January 19, 2023 Meeting

1. CALL TO ORDER

A regular meeting was held 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, Greg Drake, and Mark Kauzlarich. A quorum was declared. Also, in attendance were ESD7 Accountant, Patricia Wagner; New Braunfels Fire Department Deputy Fire Marshall, Captain Anthony Pitzer; Assistant City Manager, Jared Werner; and Director of Finance, Sandy Paulos.

3. APPROVAL OF MINUTES OF PRIOR MEETING

December 16, 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

Captain Pitzer presented December 2022 Call Report.

1050 total calls, ESD 7 had 98 calls of which 64 were EMS.

Christine Seidel asked why the “year-to-date” field was not completed on report. Captain Pitzer indicated that this was an administrative oversight and would notify Assistant Chief Bushnell to complete on future reports.

Captain Pitzer summarized structure fire that occurred on December 24, 2022. Residence on Oaklawn Drive, five units responded, no casualties except family lost pets. Comal County conducted investigation, did not provide copy of investigation to NBFD.

Christine Seidel asked about fire at Cancun Restaurant that occurred November 14, 2022. Captain Pitzer indicated that it was an interior fire, and the kitchen was the area of origin. The building was secure with no personnel in restaurant at time of fire. Investigation revealed that cause of fire to be “undetermined” no suspicious source. Building was taken down for safety concerns. Although cause of Cancun Restaurant fire was undermined, NBFD will track future fires to compare any similarities.

6. CHIEF’S REPORT

No Chief’s Report or update on progress of Station 7.

7. TREASURER'S REPORT

Prior to Treasurer's report, lengthy discussion was held with Assistant City Manager, Jared Werner and Director of Finance, Sandy Paulos to discuss current seven-year contract between City of New Braunfels and Comal County Emergency Services District 7. Mr. Werner expressed concerns that current contract may not meet the growing costs for emergency services within ESD 7.

Discussion addressed number of issues to include:

- Growing number of emergency calls within ESD 7 over past two years
- City of New Braunfels growing administrative costs
- Hiring of additional firefighters and personnel pay raises following pandemic
- Contractual requirement to stay at or below 95% of collected ad valorem taxes within ESD 7
- Unexpectedly high FY 2021 \$207,000 true-up due to pandemic
- Use of ESD 7 sales tax to pay growing emergency services costs
- ESD 7 not receiving share of CARES Act reimbursements
- ESD 7 not included in initial planning for Veramendi and Mayfair developments
- \$80,000 annual contribution ESD 7 pays to support Nbfd Equipment

ESD 7 Board of Commissioners stated appreciation and great satisfaction with quality of emergency services provided by Nbfd. Commissioners asked City of New Braunfels representatives for more detailed/itemized list of future cost increases. Commissioners also asked for estimated FY 2022 true-up. Mr. Werner and Ms. Paulos agreed to attend next scheduled meeting of ESD 7 Board of Commissioners to provide more specific calculations of cost increases and future FY true-up costs.

No motion was proposed by ESD 7 Board of Commissioners to modify current seven-year contract between City of New Braunfels and Comal County Emergency Services District 7.

Patricia Wagner presented the Treasurer's Report as follows:

- Reviewed December 31, 2022 Balance Sheet and Profit & Loss statements.
- ESD 7 collected \$1,880,279 in sales taxes from April 1, 2022 to year-end payments from State Comptroller.
- ESD 7 finished the 2022 with net income of \$2,030,727, mainly due to sales tax collections.
- ESD 7 currently has \$4,390,074 in the TexPool account, that balance earned \$14,487 for month of December 2022.
- Property taxes received by December 21st for 2022 operations were 41.69 percent of the total assessed taxes of \$2,027,024.
- February statement will show the January collections of over 1 million dollars as the deadline for payment is January 31, 2023.
- Patricia Wagner stated that local firm of Mathews and Johnson no longer performs audits. Proposed contracting with an audit firm based in San Antonio for ESD 7's annual audit.

- Mark Kauzlarich presented a short information paper comparing ad valorem taxes within the seven Emergency Services Districts of Comal County.

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

- 1403 James Frye reimbursement of \$125.53 for ESD 7 Board of Commissioners annual breakfast
- 1404 Christine Seidel reimbursement of \$156.00 for annual Post Office box fee.
- 1405 Payment of \$40.00 to Burns Anderson Jury & Brenner, LLP for legal services.
- 1406 Payment of \$577.50 to Patricia Wagner for accounting services.
- Quarterly payment of \$518,289.25 to City of New Braunfels for emergency services O&M
- Quarterly payment of \$20,000.00 to City of New Braunfels for equipment
- ESD 7 Board of Commissions discussed then unanimously voted to pay FY 2021 true-up over next three quarters. \$69,029.00 due each quarter to City of New Braunfels.

DISCUSSION ITEMS:

A. OLD BUSINESS: Discussion of ESD boundaries moved to next regular ESD 7 meeting.

B. NEW BUSINESS/ANNOUNCEMENTS: There was no new business.

C. NEXT MEETING: The next regular meeting of ESD7 will take place at 8:30 A.M. Thursday, February 16, 2023 at 550 Landa Street, New Braunfels City Hall.

D. ADJOURNMENT: There being no further business, the meeting adjourned at approximately 10:20 A.M.

Minutes taken and prepared by ESD7 Commissioner, Mark Kauzlarich



Kim Carroll, Secretary