Comal County Emergency Services District No. 7
Minutes of March 6, 2026 Meeting

1. **Call To Order**

   The Board of Comal County Emergency Services District No. 7 will hold a meeting on March 6, at 9:00 AM at 1285 Industrial Dr, New Braunfels, TX 78130. The meeting is open to the public.

2. **Statement of quorum**

   The following Commissioners were present: James Frye, Christine Seidel, Kim Carroll, Greg Drake, and Mark Kauzlarich. A quorum was declared. Also present were SLI Group, Inc. representatives Brett Lucksinger and Richard Mancilla.

3. C**itizen Comment (Any individual may make a presentation relevant to the business of the district not more than three (3) minutes to the Board of Emergency Services Commissioners, after executing the proper form, which may be obtained from the Secretary).**

   There were no citizens in attendance to make comments.

4. **Presentation by Richard Mancilla from SLI Group, Inc. regarding future Fire Stations and any discussion to follow.**

   Brett Lucksinger and Richard Mancilla made a presentation regarding the design-build method of project delivery for fire station projects. They also presented their company's experience and qualifications for design-build projects.

   There was a general discussion between board members and the SLI Group representatives regarding their presentation. No action was considered or taken for this item.

5. **Adjournment**

   There being no further business, the meeting was adjourned at 10:40 a.m.

Kim Carroll, Secretary

Comal County Emergency Services District No. 7

Minutes of March 19, 2026 Meeting

1. **Call to order.**

   A regular meeting of the Board of Commissioners of Comal County Emergency Services District No. 7 (District) 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, and Mark Kauzlarich. A quorum was declared. Also, in attendance were New Braunfels Fire Department Chief Ruy Lozano, Assistant Chief Michael Wehman, Assistant Chief Matt Bushnell, Captain Tyler Hindman, Director of Finance Sandy Paulos, Assistant Director of Finance Becky Wiatrek and New Braunfels Professional Firefighters Association President James Sellers.

3. **Approval of minutes of prior meeting.**

   Board members reviewed meeting minutes from the February 19, 2026 regular board meeting and the March 6, 2026 special board meeting. Commissioner Seidel moved to approve the minutes as presented, and Commissioner Carroll seconded the motion. After discussion, the motion carried by majority vote

4. **Citizen Comment (Any individual may make a presentation relevant to the business of the district not more than three (3) minutes to the Board of Emergency Services Commissioners, after executing the proper form, which may be obtained from the Secretary).**

   There were no citizens in attendance to make comments.

5. **Review of the City call report.**

   Chief Wehman presented the January 2026 Call Report as follows:

   - There were 117 calls in Emergency Services District No. 7, which was 10.7% of the total calls (1093) for the month.

6. **Receive monthly report from the Fire Chief regarding emergency operations related to fire suppression and EMS response times, call volume, personnel staffing and training, management activities, communications, and public information activities.**

   Chief Wehman reported the following:

   - Discussion of implementation of a “Station Captain” system within the

New Braunfels Fire Department.

- Testing for firefighter positions that are vacant will be conducted in May. Applicants must be “Paramedic Only”.
- Discussion of proposed staff increases to a level of 42 per day.
- A “State of the Fleet” report will be presented to the City Manager’s office in early April.
- Chief Bushnell told the board that the Water Shuttle Survey had not been completed and that he was working to contact the ISO contractor regarding the status of the survey. He said that it might help for a board member to contact the ISO contractor.
- Chief Lozano told the board that the Mobil Integrated Health operation would be expanded in April. A tele-health service called Right Site will provide access to a network of doctors which be available for on-site consultation with MIH and clients.

There was no report from the City Manager’s office.

7. **Discussion and consider taking action on Chief Lozano's staffing request for ESD7.**

   Commissioner Frye led a discussion regarding Chief Lozano's staffing request from the February regular board meeting. Discussion points included double billing, need for strategic planning, concepts and impacts of funding staff costs, potential costs of fire station construction. The board consensus was that additional planning and analysis would be necessary to determine long-term impacts on the ESD7 budget and on the current contractual relationship.

   No action was taken on this item.

8. **Receive report from Treasurer and consider taking action, including the monthly financial report, and taking action on the payment of bills.**

   Commissioner Kauzlarich presented the treasurer’s report through February 28, 2026, as follows:

   - Current assets in checking and saving accounts - $22,425,111
   - Revenue January - February 2026 – $3,476,651
   - Expenses January - February 2026 - $1,349,215
   - Current accounts payable - $19,696.03

   Commissioner Kauzlarich moved to approve the Treasurers Report as presented, and Commissioner Seidel seconded the motion. After discussion, the motion carried by majority vote.

There were 5 checks presented for payment:

- Carlton Law Firm P.L.L.C. for contracted legal services $ 420.50
- Eight 20 Consulting LLC for ZacTax software license $ 2,500.00
- Eight 20 Consulting LLC for ZacTax software license $ 1,250.00
- City of New Braunfels for Paramedic training $15,507.77
- John Seidel Enterprises for postage expense $ 17.76

Commissioner Kauzlarich moved to approve the payment of bills as presented, and Commissioner Carroll seconded the motion. After discussion, the motion carried by majority vote.

9. **Discussion and consider taking action on advertisements for the recruitment of Administrative and Operations Support personnel.**

   Commissioner Seidel led a discussion regarding recruitment of Administrative and Operations Support personnel. No action was taken and the item will be considered at a future meeting.

10. **Discuss and consider adoption of Order Establishing Records Management Program; Appointing Records Management Officer, Appointing Public Information Officer, and authorizing filing with the State Library and Archives Commission.**

    Commissioner Seidel moved to adopt an Order Establishing Records Management Program; Appointing Records Management Officer, Appointing Public Information Officer, and authorizing filing with the State Library and Archives Commission, and Commissioner Kauzlarich seconded the motion. After discussion, the motion carried by majority vote.

11. **Discuss and consider taking action on Strategic Planning.**

    Commissioner Kauzlarich led a discussion regarding strategic planning for ESD7. No action was taken and the item will be considered at a future meeting.

12. **Next meeting (agenda items and/or new/old business).**

    The next regular board meeting will take place at 8:30 a.m., April 30, 2026, 550 Landa Street, New Braunfels City Hall.

13. **Adjournment.**

    There being no further business, the meeting was adjourned at 9:55 A.M.