Comal County Emergency Services District No. 7

Minutes of April 30, 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, Greg Drake, 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, and Assistant Director of Finance Becky Wiatrek.

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

   Board members reviewed meeting minutes from the March 19, 2026 regular board meeting. Commissioner Seidel moved to approve the minutes as presented, and Commissioner Kauzlarich 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 March 2026 Call Report as follows:

   - There were 142 calls in Emergency Services District No. 7, which was 11.82% of the total calls (1201) 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:

   - LCRA radio system antenna project has started with installation of equipment at the Conrads Lane water tower site. There was discussion regarding the payment process. A timeline for completion of the project has not been established.

- The City has selected a design team for final design of the fire training facility completion project.
- All fire and EMS personnel have completed annual swift water refresher training and are certified as Swiftwater Rescue Technicians.
- Wildlands firefighting certifications have been updated for a majority of firefighter personnel.
- Completed biennial inspection by the Texas Commission on Fire Protection and received an Excellent rating which is the highest rating.
- A Technical Rescue training class has been completed by fire and EMS personnel.
- New Braunfels Fire Department preliminary funding requests have been submitted to the City Manager’s office for the City of New Braunfels 2026-27 budget.
- A “State of the Fleet” report will be presented to the City Manager’s office in early April.
- There are 6 vacancies for firefighters. 43 applications were received for the “paramedic only” positions. Testing will be conducted on May 15th.
- New Braunfels Fire Department executive chiefs are conducting “communication visits” to all fire stations. A goal has been established to conduct the visits on a quarterly basis.
- A status report for the Right Site telehealth service was provided.
- The GIS study discussed at previous meetings will be ready for presentation at the next ESD7 Board meeting.
- A report regarding fire station maintenance inspections was provided.
- A collision avoidance management system trial is being planned which will utilize dash camera systems with live-stream capability.
- Chief Bushnell told the board that the Opticon traffic signal management system would be fully operational by July 2026.
- Chief Bushnell provided contact info for the ISO contractor to Commissioner Drake so that he could inquire about the status of the Water Shuttle Survey.

Sandy Paulos discussed current sales tax rebate payments.

7. 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 - $23,474,126
- Revenue January - March 2026 – $4,009,051
- Expenses January - March 2026 - $1,733,421

- Current accounts payable - $11,544.00

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

There were 2 checks presented for payment:

- Carlton Law Firm PLLC for contracted legal services $ 1,044.00
- Haynie & Company for contracted services - audit $10,500.00

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.

8. Review Budget - YTD 1st quarter.

Commissioner Seidel provided a review of the current budget. All line items are within budget through the 1st quarter.

9. Conduct an annual review of investment policy and investment strategies and adopt a resolution.

Commissioner Seidel described the proposed resolution regarding the ESD7 investment policy.

Commissioner Kauzlarich presented the annual review of the ESD7 Investment Policy and Investment Strategies.

Commissioner Carroll moved to adopt a resolution confirming annual review of the District's investment policy, strategies, guidelines and management practices. Commissioner Kauzlarich seconded the motion. After discussion, the motion carried by majority vote.

10. Review and approve the quarterly investment report for the 1st quarter of 2026.

Commissioner Kauzlarich presented the 1st quarter investment report. Commissioner Seidel moved to approve the 1st quarter investment report, and Commissioner Drake 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., May 29, 2026, 550 Landa Street, New Braunfels City Hall.

13. Adjournment.

There being no further business, the meeting was adjourned at 10:10 A.M.

Kim Carroll, Secretary