

Comal County Emergency Services District No.7
Minutes of July 23, 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 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 (President), Christine Seidel (Vice President), Kim Carroll (Secretary), Mark Kauzlarich (Treasurer), and Greg Drake (Assistant Treasurer). A quorum was declared. Also in attendance were New Braunfels Fire Department Chief Ruy Lozano, Assistant Fire Chief Mike Wehman, Assistant Fire Chief Matt Bushnell, District Administrator Diana Colbath, and ISO representatives David Dueñas and Chris Cardin. Others were present as announced.

3. Approval of minutes prior to meeting.

Board members reviewed meeting minutes from June 25, 2026, regular board meeting. Commissioner Drake moved to approve minutes as presented, and Commissioner Seidel 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.

Assistant Chief Wehman presented the June 2026 Call Report as follows:

- Combined Total Calls - 1,293
- ESD No. 7 represented 11.83% of total calls.

The Board requested that multi-company mutual aid events be identified in future reports. Tender locations were confirmed: Tender 4 at Station 4 (Alyssa Way, off 46 West, near ESD 7) and Tender 6 off Highway 46.

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 Lozano and Assistant Chiefs Wehman and Bushnell reported the following:

Staffing & Recruitment:

- Vacancies: 9 in Fire Operations Division, up from 7 last month, because of two recent resignations.
- Three new firefighter-paramedics completed the hiring process with a start date of August 17, 2026.
- Next eligibility test scheduled for October 2, 2026 (pending Civil Service Commission approval).
- Training Facility Progress: Contract signed with BRW. No outside “props” consultant is required; BRW has built several similar facilities and will consult as needed.
- Lower Colorado River Authority (“LCRA”) Communications Project: Expected completion by the end of the current fiscal year per LCRA communications.
- Fleet Issues: Fleet preventive maintenance contract renewal with Siddons-Martin is scheduled for Council approval on July 27, 2026. Fleet aging continues to drive significant repairs, including an engine replacement on a reserve unit and ongoing ambulance accident repairs dating to October 2025.

Purchase of two new apparatus is moving forward and will go to Council for approval. A letter of intent to purchase in future fiscal years is necessary because of delivery delays: approximately 3 years for engines and 4 years for aerials.

- Junior Fire Academy: The first session was reported as a “huge success” (ages 8–11; one week, 8:00 a.m.–12:00 p.m.). A second session is scheduled for July 27, 2026. Eligibility includes City of New Braunfels and ESD residents and workers. Data on participant breakdown (City of New Braunfels vs. ESD) is pending and will be provided next month.
- Response to Recent Weather Event: The Department upstaffed for boat/water rescue and staffed the EOC for approximately 1.5 days. Assets remained local due to state deployments north of the dam. An Ambulance Strike Team Leader and one

ambulance were deployed to LaSalle County (Southwest Texas Regional Advisory Council) to cover for an absent private provider, with deployment continuing until July 27. One staff member was deployed for peer support via Texas Division of Emergency Management.

- Ongoing swift water rescue training at Miller Dam (Lake Austin) due to floodwater release, with multi-county participation; focus on completing task books & certification.
- Flood Notification System Enhancements: Working with Comal County and the Texas Water Development Board on upgrades to sirens and installation of AWARE nodes that auto-trigger sirens at water level thresholds. This is a regional project with the City of New Braunfels, Guadalupe County, and Comal County. Funding is \$1.2 million per county; the City of New Braunfels' share is approximately \$700,000. The project may ultimately cost approximately \$1.4 million, with any shortfall to be placed in the Capital Improvement Project for future years.
- Emergency Traffic Light Preemption: Concerns by Commissioner Seidel were raised regarding response vehicle difficulty at Highway 46 / 1863 traffic light near Station 4. Preemption equipment is being installed. A status update was expected following a meeting on July 23, 2026. Completion is hoped for by the end of July
- Fleet Disposal Practices: Response to a question from Commissioner Seidel: Fire trucks are typically traded in (low return) or donated (e.g., to Lake Dunlop via state wildland agency); end-of-life units are sold at auction as salvage. Ambulance chassis are traded in for remounts (\$5,000–\$8,000 credit per chassis). One old engine and one ambulance have been retained for training and will remain in reserve until the training facility is built.
- Low Water Crossing Closures: Response to a question from Commissioner Seidel: Discussion regarding operational thresholds for closing low-water crossings, it is a county responsibility (in ESD7); often preemptive due to limited law enforcement resources. In the City of New Braunfels, planned automation includes installation of flashing lights/warning signs at 9 pre-identified crossings with AWARE nodes as part of the regional flood enhancement project.
- Recent Fatality / Industrial Accident: Response to a question from Commissioner Seidel. A fatality occurred at Veramendi at Del Webb approximately two days prior to the meeting, involving an industrial accident with a rock saw ("Ditch Witch" style equipment). Death was pronounced on scene.

There was no report from the City of New Braunfels City Manager's office.

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

Treasurer Mark Kauzlarich presented the Treasurer's report.

Current Assets in Checking/Savings Accounts

- Frost Bank – \$384,556 • Texpool – \$24,116,792

Revenue -January – June 2026

- Ad valorem Tax - \$2,615,655 (increase of \$33,046, June 2026)
- Penalties and Interest - \$7,566
- Interest Income - \$411,023 (increase of \$71,036, June 2026)
- Sales Tax – \$2,959,705 (increase of \$929,578, June 2026)

Expenses -January – June 2026

- Total Expenses - \$3,004,094 (increase of \$291,881, June 2026)

Current accounts payable - \$19,576.44

Obligated funds for special projects pursuant to Interlocal Agreements

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|---|-------------|
| • LCRA Radio Communications Project | \$2,500,000 |
| • New Braunfels Fire Department Training Facility | \$4,000,000 |
| • Total Obligated Funds | \$6,500,000 |

There were 5 checks presented for payment.

City of New Braunfels \$8,443.11

Haynie & Co. \$6,000.00

Diana Colbath \$2,333.33

Christine Seidel \$250.00

Carlton Law Firm \$2,550.00

Commissioner Seidel made a motion to approve the current Treasurers Report and the payment of bills as presented, and commissioner Drake seconded the motion. After discussion, the motion carried by majority vote.

8. Presentation from Michael Meek regarding Mayfair development.

Michael Meek was unable to attend the meeting. There was no presentation.

9. Presentation from Chris Carding at Verisk regarding ISO rating development for ESD7.

ISO representatives Chris Cardin and David Dueñas addressed the Board regarding the District's current ISO rating and opportunities for improvement.

- ESD 7 is scored as Class 2/2X. Structures within 1,000 feet of a hydrant and within 5 road miles of a station receive Class 2. Areas outside hydrant range but

within 5 miles receive a 2X rating. No hauled water system was in place at the time of the survey. Class 2 is an “outstanding” score for an ESD.

- A new “hauled water module” (for the classification software system) is available. The requirement is to provide and sustain 200 GPM for 2 hours, which requires sufficient tenders/tankers. Time and distance to water supply remain major constraints.
 - Current deployment analysis is suboptimal because apparatus must respond from inside the City of New Braunfels, increasing response times into the ESD.
 - Improving the ISO rating requires: (a) additional tankers, preferably 3,000+ gallons, (b) reliable auto-aid (CAD-to-CAD auto-aid is not yet operational with Canyon Lake/Guadalupe County), and (c) new stations in areas with time/distance gaps.
 - ISO methodology is moving toward possible “split class” ratings if a large portion of the ESD meets criteria while other portions do not.
 - ISO offered to run deployment analytics at no cost using candidate station lat/long coordinates to help optimize site selection(s).
 - The Board discussed the Mayfair/school property site; advantages of existing infrastructure and delays caused by Comal ISD attorney requests for new environmental reports. Alternative properties nearer major thoroughfares were suggested.
 - Next full ISO review for New Braunfels Fire Department is expected around 2029/2030. Key deficits from the last review included training facility completion/hours and dispatch upgrades. A planned public safety bond (\$75 million) is intended to support the upgrades needed.
 - The Board agreed to plan a group road trip/site visits for strategic station location selection, to be paired with GIS analysis of population and commercial growth. Lat/longs of candidate sites will be provided to ISO for deployment modeling.
- 10. Discuss and consider service providers (City of New Braunfels) contract renewals and/or amendments.**

Commissioner Seidel led a discussion regarding the City of New Braunfels’ contract payment calculation for the upcoming fiscal year.

Commissioner Seidel made a motion to approve the renewed City of New Braunfels’ contract payment schedule of \$3,927,515 annually, paid quarterly, effective October 1, and commissioner Carroll seconded the motion. After discussion, the motion carried by majority vote.

11. Review Budget - YTD 2nd quarter.

Commissioner Seidel led a discussion regarding the 2026 Budget through the 2nd quarter, and a review of the preliminary 2027 Budget.

- Income is slightly higher than budget based on an average quarterly projection because of Sales Tax.
- Expenses are lower than budget because progress and expenditure on large projects has been slower than anticipated.
- The year-to-date review showed a surplus of approximately \$3.4 million as of June 30, 2026.
- There was a detailed review of line items in the proposed 2027 budget. Items under consideration for the FY 2027 budget include adjustments to legal, accounting, and audit line items; New Braunfels Fire Department equipment funding (amended to support purchase of a stock fire engine); training (proposed \$206,000 for paramedic training, wet lab, and related overtime); and a \$2 million placeholder for future station land acquisition. Station 8 “soft cost” will remain at \$500,000. It was noted that governmental entities may approve unbalanced budgets when necessary to preserve planning flexibility.
- An updated version of the 2027 budget will be provided for review at the next regular meeting.

12. Review and approve the quarterly investment report for the 2nd quarter of 2026.

The second quarter investment report was presented by Christine Seidel.

- Value of Investment at the beginning of the Quarter: \$23,061,253.75
- Value of Investment at the end of the Quarter: \$23,318,723.94
- Amount of Interest Earned during the Quarter: \$211,797.51
- TexPool carries an AAA rating. (unchanged)

Commissioner Seidel made a motion to approve the 2nd quarter investment report (subject to correction of a labeling error) and Commissioner Kauzlarich seconded the motion. After discussion, the motion carried by majority vote.

13. Discuss and consider taking action on Chief Ruy Lozano request for investment.

The Board considered a request for allocation of funds for a reserve fire engine (Enforcer model) and essential equipment which is currently available as a stock apparatus.

Commissioner Seidel made a motion to approve up to \$1.3 million for the purchase of a reserve fire engine and essential equipment, and Commissioner Drake seconded the motion. After discussion, the motion carried by majority vote.

14. Discuss and consider taking action on Strategic Planning.

The Board discussed engagement with Mike Montgomery and Company for strategic planning workshops under a \$15,000 contract. Craig and Christine were designated primary points of contact.

The Board discussed difficulties with current document management tools (firewall/Dropbox issues) and reached consensus to transition to Google Drive/Google Docs for board document sharing. Steps will be initiated to upload key contracts, interlocal agreements, and reports, with appropriate administrative access and editing controls maintained.

It was noted that the administrator's contract (\$28,000 per year) has been signed and the position filled.

No action taken.

14. Discuss and consider change of regular meeting schedule.

The Board confirmed the move to fourth-Thursday meetings beginning August 27, 2026, with adjustments for holidays as needed. The Secretary and Administrator will confirm and post the updated schedule.

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

The next regular Board meeting will be held on August 27, 2026 (fourth Thursday), 550 Landa Street, New Braunfels City Hall.

Upcoming items and deadlines noted:

- Second Junior Fire Academy – July 27, 2026
- Council vote on fleet PM contract – July 27, 2026
- Civil service testing – October 2, 2026

- LCRA project completion targeted for end of fiscal year
- Finalize FY 2027 budget, including land acquisition and training facility allocations
- Plan meeting to vote on tax rate (August/September)

Follow-up items include: removal of annexed Costco from financial reports/submissions and contact with the State of Texas as needed; provision of Junior Fire Academy City of New Braunfels vs. ESD participation numbers; coordination with GIS for growth and roadway mapping; and monitoring of Mayfair/Veramendi land issues with possible alternate site search if delays continue.

16. Adjournment.

There being no further business, the meeting was adjourned at approximately 11:00 A.M.

Kim Carroll, Secretary