

COMAL COUNTY
EMERGENCY SERVICES DISTRICT No. 3

PUBLIC NOTICE

The Board of Commissioners of Comal County Emergency Services District No. 3
will hold a **Regular Monthly Meeting** on **December 19, 2024 at 1:30 PM**
at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, TX 78133.

This meeting is open to the public.

1. Invocation, Pledges of Allegiance, Call to Order, and Statement of Quorum.

PUBLIC COMMENT

2. **Public Comment**

In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners.

It is also the policy of Comal County Emergency Services District No. 3 that Public Comment at regular monthly meetings of the Board of Commissioners will be limited to a total of 20 minutes, and individual comments will be limited to 3 minutes. A speaker may not speak for more than 3 minutes by accumulating time periods of other speakers.

REPORTS/ACTION ITEMS

3. Consider, discuss and take appropriate action on acceptance of the regular meeting minutes from October and November and the October Special meeting minutes.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
 - Monthly bills and invoices;
 - Update on TexPool/Security State Bank;
 - Status of progress of Streamline website.
5. Consider, discuss and take appropriate action on Reports from the Fire Chief and/or Assistant Fire Chief:
 - Operational report;
 - General discussion.

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COMMITTEE REPORTS

Apparatus – Alan Stahlman (Chair), Holly Gill

Consider, discuss and take appropriate action on a status report:

- Current and Future needs

Audit – Don Wagner (Chair)

Consider, discuss and take appropriate action on a status report;

- Proposal from ABIP including estimate of cost vs. going out for bid.

Budget and Finance – Stuart Magloff (Chair), Alan Stahlman

Consider, discuss and take appropriate action report:

- Transfer of Reserve funds from TexPool to Security State Bank.

Building Committee – Alan Stahlman (Chair), Susan Shirley-Menzel

Consider, discuss and take appropriate action on status report;

- Status of search for property to replace Station 53;
- Status of Martinez Architects – Design Phase of Administration Building and Station 52.
- Discussion related to RFQ for Project Management Services to oversee construction of Administration Building and New Station 52

Compensation Committee – Holly Gill (Chair), Stuart Magloff

Consider, discuss and take appropriate action on a status report;

- The Comal County ESD No. 3 Board will enter a closed meeting pursuant to the Texas Government Code Section 551.074 to consider and discuss the 2024 Job Performance of the Fire Chief, Robert Mikel and the Chief Financial Officer, Angela Hemphill;
- Approval of the proposed FY25 Compensation for the Fire Chief;
- Approval of the proposed FY25 Compensation for the Chief Financial Officer.

Strategic Planning – Holly Gill (Chair), Stuart Magloff

Consider, discuss and take appropriate action on a status report.

CANYON LAKE PROFESSIONAL FIREFIGHTERS' ASSOCIATION L4713

- Update on Association activities.

OLD BUSINESS

6. Consider, Discuss and take appropriate action on an affiliation agreement between the College of Healthcare Professional, Comal County ESD 2 and ESD 3.

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7. Consider, Discuss and take appropriate action on report by Todd Frisk on the vulnerability of department cybersecurity.

NEW BUSINESS

8. Consider, discuss and take appropriate action on proposed purchase order for fire equipment through Municipal Emergency Services totaling \$76,555.00. (Budgeted FY25)
9. Consider, discuss and take appropriate action on proposal to transfer of reserve funds to Security State Bank & Trust Money Market account.
10. Consider, discuss and take appropriate action on proposed BILL (Online Spend/Expense software) platform for district credit cards for authorized employees and authority to cancel existing SSB&T Mastercard/debit card accounts once implemented.
11. Commissioner's Comments
12. Announcements
13. Next Meeting: Thursday, January 16, 2025 at 1:30 PM
14. Adjournment.

NOTICE:

If, during the course of the meeting covered by this Notice, the Board of Commissioners should determine that a closed meeting or session of the Board of Commissioners is required, then such a closed meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code, Section 551.001, et seq., will be held by the Board of Commissioners at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Board of Commissioners may conveniently meeting such closed meeting or session concerning any and all purposes permitted by the Act. Should any final action, final decision, or final vote be required in the opinion of the Board of Commissioners with regard to any matter considered in such closed meeting or session, the final action, final decision, or final vote shall be either:

- a. in the open meeting, covered by the Notice upon reconvening of the public meeting;
- b. at a subsequent public meeting of the Board of Commissioners upon notice thereof;
- c. as the Board of Commissioners shall determine

Comal County Emergency Services District No. 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Angela Hemphill, Manager for Comal County Emergency Services District No. 3 at (830) 907-2922, EXT 304 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

Susan Shirley-Menzel, Secretary, CCESD No. 3
POSTED: (12/16/2024)