

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 **January 16, 2025 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.
2. Confirmation of reappointment and taking oath of office of Alan Stahlman,
Confirmation of reappointment and taking oath of office of Holly Gill.

PUBLIC COMMENT

3. 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.
4. Election of Officers for 2025.
5. Motion for authorization given to check signers.
6. Establish time and date of monthly meetings.
7. Review and reaffirmation of standard operating guidelines, i.e., line of succession, presidential motions and voting, citizen comments, etc.
8. Appointment of Commissioners to Committees
 - Apparatus
 - Audit
 - Budget and Finance
 - Building
 - Compensation
 - Strategic Planning
 - ESD No. 3 Representatives (2) to Canyon Lake Fire/EMS, Inc. Board of Directors

COMAL COUNTY
EMERGENCY SERVICES DISTRICT No. 3

CONSENT ITEMS

9. Consider, discuss and take appropriate action on acceptance of the meeting minutes from the December Regular Meeting.

REPORTS/ACTION ITEM

10. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
- Monthly bills and invoices;
 - Quarterly financial report;
 - 4th Quarter investment report.
11. Consider, discuss and take appropriate action on Reports from the Fire Chief:
- Operational report;
 - General discussion and question

COMMITTEE REPORTS

Apparatus – Alan Stahlman (Chair), Holly Gill

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

- Status of Engines (2) Pierce/Siddons Martin
- Status of Brush Truck (1)
- Current and Future needs

Audit – Don Wagner (Chair)

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

- Tentative Dates for FY24 Audit

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

Consider, discuss and take appropriate action on status reports:

- Approval of Proposed Investment Policy for FY25;
- Appointment of Investment Officers for FY25;
- Transfer of Reserve funds from TexPool to Security State Bank.

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

Consider, discuss and take appropriate action on a status report from the Building Committee.

- 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.

COMAL COUNTY
EMERGENCY SERVICES DISTRICT No. 3

Strategic Planning – Holly Gill (Chair), Stuart Magloff
Consider, discuss and take appropriate action on a status report.

Canyon Lake Fire/EMS, Inc. – Susan Shirley-Menzel

- Update on status.

Canyon Lake Professional Firefighters Association L4713 –

- Update on association activities

OLD BUSINESS

12. 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.

NEW BUSINESS

13. Consider, discuss and take appropriate action on proposed presentation of annual report to present to Commissioners Court on January 30, 2025.
14. Consider, discuss and take appropriate action on proposed Purchase Order for annual medical/physicals totaling \$27,590.00 through Front Line Mobile Health (Budgeted)
15. Consider, discuss and take appropriate action on Proposed Purchase Order for fire equipment totaling \$17,275.00 through Metro Fire (Budgeted)
16. Consider, discuss and take appropriate action on proposed Purchase Order for hose totaling \$15,907.60 through Metro Fire (Budgeted)
17. Commissioners Comments (Not subject to vote)
18. Announcements: Safe D update (February 6-8)
19. Next Meeting: February 20th, 2025 @1:30PM
20. 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;

COMAL COUNTY
EMERGENCY SERVICES DISTRICT No. 3

- 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: (1/13/2025)