

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3

MINUTES of August 2, 2024

Special Meeting and Budget Workshop

The following commissioners were present: **Don Wagner, Alan Stahlman, Stuart Magloff and Holly Gill. Commissioner Susan Shirley-Menzel joined the meeting at 10:09 AM.** Fire Chief Robert Mikel, CFO Angela Hemphill, Benefits Specialist Shawna Bantis and Engineer Charles Richard were also in attendance.

Call to Order and Confirmation of a Quorum:

President Wagner called the meeting to order at 10:00 AM, and declared that a quorum was present.

Citizen's Comments:

There were no citizen comments.

SPECIAL MEETING AGENDA:

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED PURCHASE ORDER FOR ELECTRICAL INSTALLATION BY LOWERY ELECTRIC AT STATION NO. 51 TOTALING \$16,799.52.

CFO Hemphill explained the cost and needs associated with the electric installation for the covered parking at Station No. 51.

MOTION: Commissioner Stahlman moved to approve the purchase order for electrical installation by Lowery Electric at Station No. 51 totaling \$16,799.52. Commissioner Gill seconded.

ACTION: The motion passed unanimously.

CONSIDER AND DISCUSS COMPENSATION COMMITTEE RECOMMENDATION ON PAY STRUCTURE REVISION TO BE IMPLEMENTED FY25.

CFO Hemphill presented the salary survey results and pay structure revision findings to the Board. She stated that we are at the 29th percentile in annual compensation compared to several other similar fire departments in our surrounding area. The proposed structure revision would bring us up to the 70th percentile, thus making our annual compensation more comparable and competitive to similar fire departments. CFO Hemphill discussed the financial impact the proposed 7% compensation increase would have on the District and how the Interlocal Agreement with ESD No. 2 would offset a portion of the impact. She also discussed the summary of changes to the pay structure and the timeline for implementation which would be included in the 2025 budget.

The Compensation Committee recommended the adoption of this pay structure to the Board as part of the 2025 budget.

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Budget Workshop:

CFO Hemphill presented the proposed budget for Fiscal Year 2025. The Commissioners discussed the budget items. CFO Hemphill presented the proposed 2024 tax rates to the board for consideration.

Commissioner Magloff moved to propose a \$.056898 for the Maintenance and Operations Tax Rate and a \$.00828 for the Interest & Sinking Tax Rate for 2024. Commissioner Shirley-Menzel seconded. President Wagner took record vote of this motion. Commissioners Wagner, Shirley-Menzel, Stahlman, Magloff and Gill all voted in favor. Motion carries. The Board then authorized publication in the local newspaper announcing the date and time of the public hearing to be set for August 15th, 2024 at 1:30PM.

Commissioners Comments:

Commissioner Shirley-Menzel asked that all Commissioners please take a look at and review the new Canyon Lake Fire/EMS website that is completed and ran by Streamline online platform.

Adjournment: The Budget Workshop Adjourned at 12:30 PM.