

**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 **November 16, 2022 at 10:00 AM**  
at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, TX 78133.

The meeting is open to the public.

1. The Opening meeting Agenda is as follows: 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.

**CONSENT ITEMS**

3. Consider, discuss and take appropriate action on acceptance of the meeting minutes from the October Regular Meeting.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
  - Monthly bills and invoices;
  - Monthly financial report;
  - Report on status of wire transferred CD's to TexPool;
  - Report on migration of email to alternate service provider;

**REPORTS/ACTION ITEM**

5. Consider, discuss and take appropriate action on Reports from the Fire Chief:
  - Operational report;
  - Status YTD Report: Grants (Awarded and Pending);
  - Update on status of the CAD and radio communication;
  - Update on status of TEEX 2022 Paramedic Program;
  - Update on Promotional process;
  - Update on response to discussions related to boundary lines between districts;
  - General discussion and question

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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:

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

Consider, discuss and take appropriate action on status reports including investments.

- Payroll process
- FY 22 Proposed Budget amendments

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

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

- Status of obtaining firm to complete feasibility study for Station 52 rebuild/property.
- Discussion about hiring contractors for Station 52:
  1. To clear and remove brush along the property line;
  2. To fill the low area of the east side of the property;
  3. Engaging Greg Johnson to design the septic system at the appropriate time.

**Community Outreach** - Susan Shirley-Menzel (Chair)

Consider, discuss and take appropriate action on development of a community outreach program to educate the public about Canyon Lake Fire/EMS that will contribute to improvement in the health and safety of the community.

**Compensation Committee** – Don Wagner (Chair), Holly Gill

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

**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 (President)

- Status update

**OLD BUSINESS**

**NEW BUSINESS**

6. Ratification of the emergency authorization by President Wagner for the purchase of a 2022 Ford F-250, 4x4, Crew cab pickup truck from the Leif Johnson Truck Center in Buda for the Battalion Chief vehicle in the amount of \$49,995.00. (budgeted)

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7. Consider, discuss and take appropriate action on proposed purchase order for two (2) 2023 GMC Sierra 1500 Crew Cab V8 totaling \$82,147.50 through Gunn Buick GMC (BuyBoard). (budgeted)
8. Consider, discuss and take appropriate action on proposed purchase order for repairs to Station 55 fire suppression relief valve assembly totaling \$6,394.00 through Fire Life Safety America.
9. Consider, discuss and take appropriate action on proposed purchase order for RO Water System installation at Station 54 totaling \$30,000 through Aqua Systems.
10. Consider, discuss and take appropriate action on proposed purchase order for duty jackets totaling \$11,499.75 through Fuego (budgeted)
11. Commissioners Comments (Not subject to vote)
12. Announcements:  
The Canyon Lake fire/EMS Christmas Party is being held on Friday, December 9<sup>th</sup> at the Clubhouse in Vintage Oaks.
13. Next Meeting: December 2022 date to be determined
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: (11/12/2022)