

**COMAL COUNTY**  
**EMERGENCY SERVICES DISTRICT No. 3**

**PUBLIC NOTICE**

The board of Comal County Emergency Services District No. 3 will hold a **Regular Monthly Meeting Monday, June 28th, 2021 at 5:30 PM** 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 April and May.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
  - Monthly bills and invoices;
  - Monthly Financial Reports

**REPORTS/ACTION ITEM**

5. Consider, discuss and take appropriate action on Reports from District Fire Chief, Assistant Fire Chief and EMS Division Chief:
  - Review of Monthly FIRE/EMS Activity Data and Status Report;
  - Status YTD Report: Grants (Awarded and Pending);
  - General discussion and questions

**COMMITTEE REPORTS**

**Apparatus** – Jane Bowen (Chair), Alan Stahlman  
Consider, discuss and take appropriate action on:

- Current and Future needs

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**Audit** – Don Wagner (Chair), Holly Gill

Consider, discuss and take appropriate action on:

- Presentation by ABIP regarding the FY20 Audit

**Budget and Finance** – Alan Stahlman (Chair), Holly Gill

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

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

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

- Update of status of Station 54 (River Chase) and Station 56 (Vintage Oaks);
- Discussion of end of contracts and payments for BRW and Seidel;
- **Executive Session:** Comal County ESD No. 3 Board will enter a closed meeting pursuant to the Texas Government code Section 551.072 to consider and discuss real property
- Action related to proposed property acquisition discussed in closed session

**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:

- Status Report from committee meetings

**Community Paramedicine** – Jane Bowen (Chair), Susan Shirley-Menzel

Consider, discuss and take appropriate action on status report:

- Update on Community Paramedicine activity
- Contributions Drive Status

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

Consider, discuss and take appropriate action on status report:

**Strategic Planning** – Jane Bowen (Chair), Don Wagner

Consider, discuss and take appropriate action on conducting a Strategic Planning Session.

**NEW BUSINESS**

6. Consider, discuss and take appropriate action on proposed purchase order for miscellaneous items totaling \$9,851.00 from Metro Fire.

7. Ratification of President Wagner’s approval of purchase order for a Westerbeke generator totaling \$12,586.00 from Lake Assault Boats.

8. Ratification of President Wagner’s approval of purchase order for Repairs to Engine 50 Unit 3383 totaling \$9,231.55 through Siddons-Martin Emergency Group.

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9. Ratification of President Wagner’s approval of purchase order for Repair to Engine 53 (4889) body damage totaling \$30,851.01 through Aguirrie Paint and Body.
10. Consider, discuss and take appropriate action on proposed purchase order for RMS Software for Fire/EMS records totaling \$12,503.45 through ESO Solutions, Inc.
11. Consider, discuss and take appropriate action on proposals for repairs to Station 51 damage sustained during the February winter storm.
12. Consider, discuss and take appropriate action on proposed list of Swiftwater equipment to be removed from inventory and deemed surplus/salvage equipment.
13. Commissioners Comments (Not subject to vote)
14. Announcements
15. Next Meeting: July – date to be determined
16. 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  
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