

**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 Thursday, October 21, 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 September regular meeting and September 28<sup>th</sup> Special Meeting.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
  - Monthly bills and invoices;
  - Quarterly Financial Report
  - Quarterly Investment Report

**REPORTS/ACTION ITEM**

5. Consider, discuss and take appropriate action on Reports from Interim Fire Chief and EMS Division Chief:
  - Status YTD Report: Grants (Awarded and Pending);
  - Update on TEEX Paramedic program;
  - Report on Wellness program by Lt. Parker and injury prevention measures;
  - Criteria for posting of Fire Chief position;
  - Report on Communication with ESD No. 4 concerning the Mystic Shores area;

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- Update on ESD No. 7 discussions;
- General discussion and questions

**COMMITTEE REPORTS**

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

- Current and Future needs

**Audit** – Don Wagner (Chair), Holly Gill  
Consider, discuss and take appropriate action on a status report.

**Budget and Finance** – Alan Stahlman (Chair), Holly Gill  
Consider, discuss and take appropriate action on a status report including:

- Proposed refinance package for Stations 54 / 56 through Government Capital
- Consideration and action on proposed resolution related to a proposed promissory agreement 9688 – Refinance of Stations 54/56

**Building** – Alan Stahlman (Chair), Susan Shirley-Menzel  
Consider, discuss and take appropriate action on a status report from the Building Committee including:

- Station 55 Roof Leak and status of possible repairs;
- Report on closing of Dove Street property;

**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

**Compensation Committee** – Don Wagner (Chair), Holly Gill  
Consider, discuss and take appropriate action on a status report.

**Strategic Planning** – Jane Bowen (Chair), Holly Gill  
Consider, discuss and take appropriate action on a status report and approval by the board.

**OLD BUSINESS**

6. Consider, discuss and take appropriate action on proposed Interlocal Agreement between Comal County ESD No. 3, No. 2 and No. 6.
7. Report on Status of 501C3 Fundraising.

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8. Update from the County Appraisal District on the creation of a Shape File

NEW BUSINESS

9. Ratification of President Wagner's approval of purchase order from Siddons-Martin Emergency Group for brake repair on E53 Unit 4889 totaling \$6,750.42 on October 8, 2021.
10. Consider, discuss and take appropriate action on proposed purchase order for district commission renewal totaling \$5,250.00 through Texas Commission on Fire Protection
11. Consider, discuss and take appropriate action on proposed service agreement for Fire Billing between Comal County ESD No. 3 and Emergifire, LLC.
12. Commissioners Comments (Not subject to vote)
13. Announcements
14. Next Meeting: November date to be determined.
15. 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: (10/16/2021)