

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3
MINUTES of August 14th, 2019
Regular Monthly Meeting

The meeting was held at Canyon Lake Fire/EMS Station No. 51, 1074 Scissortail, Canyon Lake, Texas. The following commissioners were present: **Alan Stahlman, Jane Bowen, Susan Shirley-Menzel, Holly Gill and Don Wagner**. Fire Chief Darren Brinkkoeter, Battalion Chief Justin Lowth, EMS Division Chief Brandon Kludt and District Business Manager Angela Hemphill were also in attendance.

Call to Order and Confirmation of a Quorum: Commissioner Wagner called the meeting to order at 5:30PM, declared that **a quorum was present and confirmed with Mrs. Shirley-Menzel that the meeting notice was posted in compliance with Government Code 551.041 and 551.043.** She affirmed.

Citizen's Comments: No citizens were present.

Approval of Minutes: The minutes of the regular monthly meeting held in July were previously made available to each commissioner. All changes/corrections that were requested have been reflected. The board accepted the minutes for July as revised.

Presentation of C.L. FIRE/EMS Status Reports:

Chief Kludt gave the monthly Operational Report. Chief Brinkkoeter informed the board of the letter received by ISO stating that our PPC (Policy Protection Class) rate for our department will be improved from a 4/10 to a 2/10 as of January 1st of 2020. He stated that this change could afford our citizen who live within a 5 road mile distance to one of our stations a reduction in their premiums for homeowners insurance. Once Station 54 and 56 are operational, those citizens within 5 road miles will go from a 10 to a 2 and will see a significant reduction in their premiums.

Treasurers/Business Manager's Report: Angela Hemphill presented to the Board the budget versus actual report ending June 30th. She also presented the analysis reports relaying current year to date property tax and sales tax revenue received as of August 14th compared to previous years. **The board acknowledged the report given.** Mrs. Hemphill informed the board that the two accounts at Wells Fargo have officially been closed as of August 12th by Commissioner Stahlman.

Committee Reports

Apparatus Committee:

Chief Brinkkoeter stated that there was nothing new to report.

Audit Committee:

Commissioner Wagner stated that there was nothing new to report.

Budget & Finance:

Mrs. Hemphill stated that the board conducted their budget workshop on August 9th and have scheduled the two required public hearings for August 26th and 30th.

Building Committee:

Commissioner Stahlman stated that the building committee is still working on negotiations with Seidel Construction. There have been some additional delays due to permit applications not being submitted to TCEQ by BRW Architects and DVO Engineering. PEC has invoiced the district for the membership fee however there will be no additional cost for PEC to bring power to the Station 54 site. NBU's cost was a little over \$16,000 but they are still coordinating with DVO regarding the Station 56 site plan as it was submitted. The board also discussed the status of the TX Dot Permit for Station 54.

Mrs. Hemphill stated that there are no new developments regarding land acquisition in the Station 52 and Station 53 districts.

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Community Outreach:

Commissioner Shirley-Menzel relayed that this committee has met twice and included the Community Health Paramedic Juanita Billieter and Lt. Michael Vayo. She stated that the department would be attending the Family Fest held at the CRRC and would pass out fliers for our upcoming Open House in October. Commissioner Stahlman mentioned the upcoming event that the Rotary Club is hosting for Active Shooter preparedness on September 25th from 6-8PM at Tye Preston Memorial Library and requested the department's attendance if they were available.

Community Health Paramedicine Program:

Chief Kludt stated that there was nothing new to report. Ms. Billieter is working well in the community and he is very happy so far with her performance. He has reapplied to McKenna Foundation for a grant. Commissioner Bowen and Shirley-Menzel mentioned the need for Canyon lake Fire/EMS, Inc. board of directors meeting to discuss renewal of the agreement between the districts and itself for the program to continue into 2020 and to discuss the use of donations.

Compensation Committee:

Commissioner Wagner stated that there was nothing new to report.

Interlocal Agreement:

Commissioner Bowen stated that this committee is finalizing the proposed agreement and should be able to share with each board at the next monthly meeting. This committee meets again on September 17th.

NEW BUSINESS

ORDER FOR INCLUSION IN THE NOVEMBER GENERAL ELECTION BALLOT AN ITEM TO INCREASE THE TAX CAP FOR ESD 3 FROM \$.08/\$100 VALUATION TO \$.10/\$100 VALUATION: Discussion took place amongst the commissioner as to the current versus future need of this election. **Commissioner Shirley-Menzel moved to adopt the order calling for an election to increase the tax cap for ESD No. 3 from \$.08/\$100 Valuation to \$.10/\$100 Valuation on the November 5th general election ballot. Commissioner Gill seconded. Motion carries with 3 in favor (Wagner, Shirley-Menzel and Gill) and 2 (Stahlman and Bowen) opposing.**

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED TAX ELECTION CONSULTING SERVICES BY GCP ASSOCIATION SERVICES LLC NOT TO EXCEED \$12,000: The board received the proposal for consulting services by GCP Association Services related to the November 5th election for review prior to the meeting. **Commissioner Gill moved to hire GCP Association Services, LLC for consulting services related to the November 5th general election. Commissioner Shirley-Menzel seconded. Motion carries with 3 in favor (Wagner, Shirley-Menzel and Gill) and 2 (Stahlman and Bowen) opposing**

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON THE PROPOSED PAYMENT TO SIDDONS MARTIN EMERGENCY GROUP FOR PREVENTATIVE MAINTENANCE AND REPAIRS TO UNIT 4889 (ENGINE) TOTALING \$8,817.06: Battalion Chief Lowth stated that this unit went in for its annual preventative maintenance however needed repairs that did not come in a single request. The cost is over Chief Brinkkoeter and Mrs. Hemphill's authority and he is requesting the board authorize payment as services were completed prior to him determining that the total was over \$5,000. **Commissioner Stahlman moved to approve payment to Siddons Martin Emergency Group for preventative maintenance and repairs to Unit 4889 totaling \$8,817.06. Commissioner Gill seconded and all commissioners approved.**

COMMENTS:

No comments were made.

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Announcements:

No announcements were made.

Next Meeting: Public Hearing # 1 August 26th, Public Hearing #2 August 30th
Special Meeting September 9th, September 18th @ 5:30PM

Adjournment: Meeting Adjourned at 7:15 PM.