

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3

MINUTES of August 15, 2024

Regular Monthly Meeting

The following Commissioners were present: **Don Wagner, Susan Shirley-Menzel, Alan Stahlman, and Stuart Magloff**. Commissioner **Holly Gill** was not in attendance for this meeting. Fire Chief Robert Mikel, Assistant Fire Chief Christopher Clapper, CFO Angela Hemphill and Benefits Specialist Shawna Bantis were in attendance. Citizens Charles Richard, Doug Leacock, Derek Bird and Ryan Rosborough were also in attendance.

Call to Order and Confirmation of a Quorum:

President Wagner called the meeting to order at 1:30 PM, and declared that a quorum was present and confirmed with Commissioner Shirley-Menzel that the meeting notice was posted in compliance with Government Code 551.041 and 551.043. She affirmed.

Citizen's Comments:

On behalf of his fellow Firefighter's, Engineer Richard thanked the Board for the progress being made on the proposed FY2025 budget and the approval of hiring additional Firefighter's in 2025 to complement each shift.

Doug Leacock thanked the Firefighter's for a job well done on a recent emergency call for a stranded boater.

Ryan Rosborough and Derek Bird introduced themselves as representatives with AGCM Project Management Company. Mr. Rosborough also thanked the Firefighter's for a job well done on a recent emergency call that occurred in his neighborhood.

Approval of Minutes:

The July Regular Meeting minutes and August Special Meeting/Budget Workshop Minutes were reviewed by the Board.

MOTION: The July Regular Meeting Minutes were tabled until the September Regular Monthly Meeting. Commissioner Shirley-Menzel moved to accept the August Special Meeting/Budget Workshop minutes. Commissioner Magloff seconded.

ACTION: The motion passed unanimously.

Treasurers / Chief Financial Officer's Report:

CFO Hemphill reported on the monthly financial report which included the previous month and current month's cross comparison. The expenses for the month were reviewed along with property and sales tax collections. She noted that sales tax is up this month compared to last. She discussed the budget vs. actual and stated that nothing is out of the ordinary with the numbers to report. Discussion related to the proposed Security State Bank money market account occurred; it was decided to table until a future meeting. CFO Hemphill updated the Board on the Streamline software platform and although we are working on fine-tuning the new website, it is an overall improvement in comparison to the previous website platform that we utilized and makes our website fully ADA compliant.

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Chief's Report

Fire Chief Mikel reported that Westnet and station alerting are working very well and has had positive feedback from the Firefighter's on the new dispatch system.

He discussed the CAD system and the infrastructure behind it and feels very confident that if a wide-spread power outage occurred the dispatch system would still work fine as we do have a back-up system in place. But if that did not work, we would then utilize manual dispatching as done in the past.

Committee Reports:

****President Wagner asked that The Building Committee report occur at this time****

Building Committee:

CFO Hemphill introduced Derek Bird and Ryan Rosborough of AGCM, a project management company to the Board. Mr. Bird spoke on the type of services AGCM provides and the projects that they have completed. Discussion occurred related to adding an agenda item in September related to obtaining proposals for these type services for the district's current construction projects to be added to the September regular monthly meeting minutes.

Apparatus Committee:

Nothing new to report.

Audit Committee:

Nothing new to report.

Budget and Finance Committee:

CFO Hemphill reported that the FY25 budget is finalized and will be presented later in the meeting for approval. She also reported that the lending for building Station No. 52 and the Administration/Training Building has been funded and currently deposited in the District's construction fund account at TexPool. The Committee will be proposing a transfer of TexPool Gen Ops funds to the TexPool Reserve Account at the next regular monthly meeting.

Compensation Committee:

Nothing new to report.

Strategic Planning Committee:

Nothing new to report.

Canyon Lake Fire/EMS, Inc:

Commissioner Shirley-Menzel stated that a meeting date will be determined to discuss how and where current funds will be utilized based on need.

Canyon Lake Professional Firefighters Association Local 4713:

Engineer Richard reported to the Board that CLPFFA will be hosting the 911 Memorial Freedom Walk across Canyon Lake Dam for the first time. He invited and encouraged all to attend.

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OLD BUSINESS:

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON INTERLOCAL AGREEMENT NEGOTIATIONS BETWEEN ESD NO. 3 AND ESD NO. 2 BY COMMISSIONERS GILL AND MAGLOFF.

Commissioner Magloff updated the Board on the recent Interlocal Agreement proceedings. The financial allocation for personnel between ESD No. 2 and ESD No. 3 has been resolved with each Board sharing the allocation at the equal amount of 50/50. The agreement is currently being revised by the Interlocal Agreement Committee with the next meeting to occur on September 7th.

NEW BUSINESS:

CONSIDER, DISCUSS TAKE APPROPRIATE ACTION/APPROVAL OF THE PROPOSED FY 2025 ANNUAL MAINTENANCE & OPERATIONS BUDGET AND INTEREST & SINKING (DEBT) BUDGET.

CFO Hemphill presented the FY25 annual maintenance & operations budget as well as the interest & sinking (debt) budget to the Board for consideration.

MOTION: Commissioner Stahlman moved to approve the proposed FY2025 annual maintenance & operations budget and interest & sinking (debt) budget. Commissioner Magloff seconded.

ACTION: The motion passed unanimously.

TAKE A RECORD VOTE ON THE DISTRICT'S 2024 MAINTENANCE & OPERATIONS TAX RATE AND INTEREST AND SINKING (DEBT) TAX RATE, ADOPT AN ORDER LEVYING TAXES AND AUTHORIZE FILING THE ORDER WITH THE COMAL COUNTY TAX ASSESSOR/COLLECTOR.

CFO Hemphill discussed the proposed tax rate for 2024 with the Board. She explained that with the current assessed values for the ESD 3 jurisdiction, the proposed rate is lower from the previous year. The proposed rate is considered the no new revenue rate.

MOTION: Commissioner Magloff moved to approve the District's 2024 maintenance & operations tax rate and sinking (debt) tax rate, adopt an order levying taxes and authorize filing the order with the Comal County Tax Assessor/Collector. Commissioner Shirley-Menzel seconded.

ACTION: President Wagner called for a record vote: Alan Stahlman "yes", Stuart Magloff "yes", Don Wagner "yes", Susan Shirley-Menzel "yes." All Commissioners in attendance voted to accept the motion. Commissioner Gill was not in attendance for this vote.

Commissioners Comments:

No Commissioner comments.

Announcements:

CFO Hemphill reminded the Board about the Freedom Walk across Canyon Lake Dam which is taking place on September 11th.

Next Meeting: Thursday, September 19th at @1:30 PM Regular Monthly Meeting.

Adjournment: Meeting Adjourned at 2:42 PM.