

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 **April 17, 2025 at 1:30 PM**
at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, TX 78133.

This meeting is open to the public.

1. 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.

REPORTS/ACTION ITEMS

3. Consider, discuss and take appropriate action on acceptance of the regular meeting minutes from March.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
 - Monthly bills and invoices;
 - Quarterly investment report
 - HDL Sales Tax Assurance presentation on sales tax process and how vendors are tracked to assure that Comal County ESD No. 3 is receiving appropriate taxes
 - PO / Invoice reconciliation process
5. Consider, discuss and take appropriate action on Reports from the Fire Chief and/or Assistant Fire Chief:
 - Operational report;
 - Update on station repairs;
 - Sick leave authorization;
 - General discussion.

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COMMITTEE REPORTS

Apparatus – Commissioners: Alan Stahlman (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report:

- Current and Future needs

Audit – Commissioner: Don Wagner (Chair)
Consider, discuss and take appropriate action on a status report:

Budget and Finance – Commissioners: Don Wagner (Chair), Alan Stahlman
Consider, discuss and take appropriate action report:

- Status of Transfer of Reserve Funds from TexPool to Security State Bank
- Proposed Budget Amendment to FY25 Budget
Increase total Expenses from \$15,423,953.86 to \$15,688,564.86

Building Committee – Commissioners: Alan Stahlman (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on status report;

- Status of Station 53 replacement;
- Status of Martinez Architects – Design Phase of Administration Building and Station 52.

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

Strategic Planning – Commissioners: Stuart Magloff (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report.

Canyon Lake Fire/EMS, Inc. – Commissioners: Susan Shirley-Menzel, Stu Magloff
(Representatives)

- Update on status.

CANYON LAKE PROFESSIONAL FIREFIGHTERS' ASSOCIATION L4713

- Update on Association activities.

OLD BUSINESS

6. Consider, discuss and take appropriate action on a contract with Rosborough Project Management for services regarding the Administration/Training/Logistics facility and Fire Station 52.

NEW BUSINESS

7. Ratification of President Magloff's emergency approval of additional bathroom and floor repairs due to water leaks and mold damage of Station 51 totaling \$40,868.16

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8. Consider, discuss and take appropriate action on proposed agreement between CCESD No. 2, CCESD No.3 and Comal County Water Oriented Recreation District (WORD) for Emergency Service for the 2025 season.
9. Consider, discuss and take appropriate action on proposed utility easement agreement between Texas Water Company and Comal County ESD No. 3 for 10x10 Water Easement on Station 52 property for after construction of new facility.
10. Ratification of President Magloff's emergency approval of purchase order 25020034 for ladder truck maintenance through Siddons Martin Emergency Group totaling \$38,279.57.
11. Consider, discuss and take appropriate action on purchase order for Stations 54/56 shower repairs through Superb Roofing & Restoration totaling \$34,949.40
12. Consider, discuss and take appropriate action on purchase order for Station 51 roof replacement through Superb Roofing & Restoration totaling \$105,678.38 (insurance claim)
13. Consider, discuss and take appropriate action on purchase order for 92 set of bunker gear (PPE) through Dooley Tackaberry totaling \$315,261.00 (Budget Amendment)
14. Consider, discuss and take appropriate action on proposed agreement between ABC Fire Systems, LLC and Comal County ESD No. 3 for monitoring services for Stations 51, 54, 55 and 56.
15. Commissioners Comments (Not subject to vote)
16. Announcements
17. Next Meeting: TBD, 2025 at 1:30 PM
18. 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;

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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: (4/14/2025)