

**Comal County**  
**Emergency Services District No. 3**  
**PUBLIC NOTICE**

**AGENDA**

The board of Comal County Emergency Services District No. 3 will hold a **Regular Monthly Meeting** on **June 14, 2019** at **9:00 am** 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 previous month's meeting minutes;
4. Consider, discuss and take appropriate action on reports from treasurer and district business manager, including:
  - Monthly bills and invoices;
  - Monthly financial reports

**REPORTS/ ACTION ITEM**

5. Consider, discuss and take appropriate action on Reports from District Fire Chief and EMS Division Chief:
  - Review of Monthly FIRE/EMS Activity Data and Status Report;
  - Status YTD Report: Grants (Awarded and Pending);
  - Status of NR and DSHS licensing of new paramedics;
  - Status of additional ambulance acquisition
  - Review of policies, written and unwritten, regarding payment for paramedic and firefighter certifications and subsequent expenditures i.e. exams, review and/or refresher courses and time away from work.
  - General discussion and questions

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#### COMMITTEE REPORTS

6. **Apparatus** – Jane Bowen (Chair), Alan Stahlman  
Consider, discuss and take appropriate action on:
  - Current and Future needs under apparatus replacement plan
  - Status of current apparatus in production
7. **Audit** – Don Wagner (Chair), Holly Gill  
Consider, discuss and take appropriate action on a status report.
  - FY 2018 ESD 3 Financial Audit timely submission under 775.082
8. **Budget and Finance** – Alan Stahlman (Chair), Holly Gill  
Consider, discuss and take appropriate action on a status report:
  - Senate Bill 2 effects to Truth and Taxation Process and 2020 annual budget
9. **Building** – Alan Stahlman (Chair), Susan Shirley-Menzel  
Consider, discuss and take appropriate action on a status report from the Building Committee including:
  - Update on future Station 54 (River Chase) and Station 56 (Vintage Oaks)
  - Search for land in the Hancock area and Station 52 area
  - Adoption of Davis Bacon prevailing wages scale for utilization during the construction of Stations 54 and 56
  - Approval of most qualified materials testing firm. Authorization to move forward in negotiating a contract for services related to the construction of Stations 54 and 56.
10. **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.
  - Citizen Fire Academy Alumni Leadership update
11. **Community Paramedicine** – Jane Bowen (Chair), Susan Shirley-Menzel  
Consider, discuss and take appropriate action on ways to meet the needs of the Canyon Lake and surrounding areas to include:
  - Safe D Presentation on MIH by Chief Kludt
  - Update on Community Paramedicine activity
12. **Compensation Committee** – Don Wagner (Chair), Holly Gill  
Consider, discuss and take appropriate action on status report.
13. **Interlocal Agreement with ESD No. 2** – Jane Bowen (Chair), Holly Gill  
Consider, discuss and take appropriate action on the Renewal of the Interlocal Agreement with ESD No. 2 that would begin in 2020

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#### OLD BUSINESS

14. Consider, discuss and take appropriate action on a status report regarding the 86<sup>th</sup> Legislative Session:
- Senate Bill 2 / House Bill 2 (Property Tax)
  - House Bill 3307 (Community Paramedicine Program)
  - House Bill 2748 (Fireworks)

#### NEW BUSINESS

15. Consider, discuss and take appropriate action on proposed purchase order for loose equipment totaling \$8,053.00 through Metro Fire.
16. Consider, discuss and take appropriate action on proposed purchase order for a Zodiac FC 420 totaling \$27,523.98 and boat motor totaling \$6,107.98 through Triad Marine.
17. Consider, discuss and take appropriate action on proposed AIA Document A101-2017 Standard Agreement for the construction of Stations 54 and 56 between Comal County ESD No. 3 and Seidel Construction, LLC.
18. Consider, discuss and take appropriate action on proposed agreement for Construction Management oversight between Comal County ESD No. 3 and AGCM, Inc. – Ryan Rosborough.
19. Commissioners Comments (Not subject to vote)
20. Announcements
21. Next Meeting: To be determined
22. 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.

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Susan Shirley-Menzel, Secretary, CCESD #3  
POSTED: (6/11/2019)  
(CCESD#3 Meeting Notice Format (rev'd. 1/1/2009))