

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3**  
**MINUTES of September 19, 2024**  
**Regular Monthly Meeting**

The following Commissioners were present: **Don Wagner, Alan Stahlman, Stuart Magloff and Holly Gill.** Commissioner **Susan Shirley-Menzel** was not in attendance for this meeting. Fire Chief Robert Mikel, CFO Angela Hemphill and Benefits Specialist Shawna Bantis were in attendance. Assistant Fire Chief Christopher Clapper joined the meeting at 1:58 PM. Engineer Charles Richard and citizen Ryan Rosborough were also in attendance.

**Call to Order and Confirmation of a Quorum:**

President Wagner called the meeting to order at 1:33 PM, and declared that a quorum was present and confirmed with CFO Angela Hemphill that the meeting notice was posted in compliance with Government Code 551.041 and 551.043. She affirmed.

**Citizen's Comments:**

No citizen comments.

**Approval of Minutes:**

The July and August Regular Meeting Minutes were reviewed by the Board.

**MOTION:** Commissioner Magloff moved to accept the July and August Regular Monthly Meeting Minutes. Commissioner Gill 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 discussed the budget vs. actual and stated that nothing is out of the ordinary with the numbers to report. CFO Hemphill stated that there is no update in regards to the TexPool vs. Security State Bank Money Market Account proposal. She updated the Board on the Streamline software platform and stated that the fine-tuning of the new website continues and the employee portal is currently being created. She will ask our IT Technician, Todd Frisk to attend the October monthly meeting to discuss the Cyber Security component of Streamline and our online presence in general.

**Chief's Report:**

Fire Chief Mikel reported that a major motor vehicle accident occurred recently which became a six-hour emergency situation. He praised the dedication and professionalism shown by our Firefighters and the many other agency personnel involved in the extrication of the victim. An After-Action Report is being scheduled with the emergency personnel that were involved.

**Committee Reports:**

**Apparatus Committee:**

Nothing new to report.

**Audit Committee:**

Nothing new to report.

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3**  
**MINUTES of September 19, 2024**  
**Regular Monthly Meeting**

**Budget and Finance Committee:**

CFO Hemphill reported on the proposed transfer of funds to the Reserve Account from the GenOps Account at TexPool.

**MOTION:** Motion to discuss the proposed transfer of funds to the Reserve Account from the GenOps Account at TexPool. Commissioner Gill moved to approve. Commissioner Stahlman seconded.

**ACTION:** The motion passed unanimously.

**Building Committee:**

Commissioner Stahlman stated that he and Battalion Chief Bednorz have scheduled a meeting to review the building plans for Station No. 52 and the Administration Building. Once this is complete, a meeting with Martinez Architects will be scheduled. CFO Hemphill stated that the Request for Qualifications to hire a Project Management Service will be scheduled in the near future.

**Compensation Committee:**

Nothing new to report.

**Strategic Planning Committee:**

Nothing new to report.

**Canyon Lake Fire/EMS, Inc:**

Nothing new to report.

**Canyon Lake Professional Firefighters Association Local 4713:**

Engineer Richard reported to the Board that the 911 Memorial Freedom Walk across Canyon Lake Dam that CLPFFA hosted was a very successful event and the Association looks forward to hosting this event in future years. He stated that the Association has several other community events planned including a blood drive, golf tournament and EMT school student scholarship nomination.

**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.**

CFO Hemphill updated the Board on the recent Interlocal Agreement proceedings following the review by ESD No. 2 and ESD No. 3 Board members. CFO Hemphill will work on the recommended changes/additions and send out to both Boards for review and then to the attorneys for the respective Boards.

**NEW BUSINESS:**

No new business.

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3  
MINUTES of September 19, 2024  
Regular Monthly Meeting

**Commissioners Comments:**

No Commissioner comments.

**Announcements:**

No announcements.

**Next Meeting:** Thursday, October 24<sup>th</sup> at @1:30 PM Regular Monthly Meeting.

**Adjournment:** Meeting Adjourned at 3:22 PM.