

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 **January 3rd, 2023 at 12:00PM**
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 meeting minutes from the November Regular Meeting.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
 - Monthly bills and invoices;
 - Monthly financial report;

REPORTS/ACTION ITEM

5. Consider, discuss and take appropriate action on Reports from the Fire Chief:
 - Operational report;
 - Status YTD Report: Grants (Awarded and Pending);
 - Update on status of the CAD and radio communication;
 - Update on status of TEEX 2022 and 2023 Paramedic Programs;
 - Update on Promotional process;
 - Update on response to discussions related to boundary lines between districts;
 - General discussion and question

COMMITTEE REPORTS

Apparatus – Alan Stahlman (Chair), Holly Gill
Consider, discuss and take appropriate action

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- Current and Future needs

Audit – Don Wagner (Chair)

Consider, discuss and take appropriate action on a status report:

- Proposal from ABIP to conduct FY 22 Financial Audit

Budget and Finance – Alan Stahlman (Chair), Stuart Magloff

Consider, discuss and take appropriate action on status reports including investments.

- FY22 Proposed Budget amendments;
- Review payroll process.

Building – Alan Stahlman (Chair), Susan Shirley-Menzel

Consider, discuss and take appropriate action on a status report from the Building Committee.

- Status of feasibility study for Station 52 rebuild/property
- Proposal to hire contractors for Station 52 site work:
 1. To clear and remove brush along the property line at \$25/man per hour, \$50/load and associated fees for dumping at recycling center and/or County Landfill, \$50/daily for miscellaneous supplies.

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.

Compensation Committee – Don Wagner (Chair), Holly Gill

Consider, discuss and take appropriate action on a status report including:

- The Board will enter into a closed meeting pursuant to the Texas Government Code Section 551.074 to consider and discuss the recommendations of the Compensation Committee about the Job Performance and 2023 Goals for the Fire Chief Robert Mikel and for the Chief Financial Officer Angela Hemphill;
- Approval of the proposed FY23 Compensation for the Fire Chief;
- Approval of the proposed FY23 Compensation for the Chief Financial Officer.

Strategic Planning – Holly Gill (Chair), Stuart Magloff

Consider, discuss and take appropriate action on a status report.

Canyon Lake Fire/EMS, Inc. – Susan Shirley-Menzel (President)

- Status update on donation campaign

OLD BUSINESS

NEW BUSINESS

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6. Consider, discuss and take appropriate action on proposed SRT equipment totaling \$6,840 through Rescue Gear. (Budgeted)
7. Consider, discuss and take appropriate action on proposed Battalion 51 replacement vehicle up-fitting totaling \$51,680.71 through FarrWest Specialty Vehicles. (Budgeted)
8. Ratification of President Wagner’s authorization to Chief Mikel for continued repairs to Tender 55/Unit 3856 totaling \$25,934.24 through Siddons Martin Emergency Group. (Insurance Claim)
9. Consider, discuss and take appropriate action on proposed Texas Counties and Districts Retirement System plan change and authorization to expense an additional \$250,000 employer contribution. (Budgeted)
10. Consider, discuss and take appropriate action on proposed Memorandum of Agreement between Texas A&M Engineering & Extension Service (TEEX), Comal County ESD No. 3 and Comal County ESD No. 2 for the 2023 Paramedic Program at a cost of \$15,300.00. (Budgeted)
11. Commissioners Comments (Not subject to vote)
12. Announcements
13. Next Meeting: January 18th, 2023
14. 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

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: (12/30/2022)