

**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 **July 24, 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 June.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
  - Monthly bills, outstanding purchase orders.
  - Quarterly financial report;
  - Quarterly investment report;
  - Truth In Taxation 2025.
5. Consider, discuss and take appropriate action on Reports from the Fire Chief and/or Assistant Fire Chief:
  - Operational report;
  - Update on station repairs;
  - Update on CLFD activities relating to the Hunt/Kerrville flood.
  - 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:

- Update on 2025 Budget and Master Plan schedule.

**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 Competitive Sealed Bid Process for contractor(s) for Station 2 and Administrative Building.

**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:

- Feedback on 2025 Strategic Planning draft and Master Planning timeline.

**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 proposed modification of PO 25050028 to Superb Roofing for the original amount of \$159,413.38 for roof repairs and mold remediation approved on 5/29/25 to be modified to include an additional \$847.50 for dehumidifier to be installed in station mechanical room and plumbed to drain lines for a new Purchase Order total of \$160,260.88.

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**NEW BUSINESS**

7. Consider, discuss and take appropriate action on proposed service agreement and purchase order between Comal County ESD 3 and Lexipol, LLC for EMS 1 Academy web-based training platform totaling \$5,239.25.
8. Consider, discuss and take appropriate action on interaction between ESD No. 3 Commissioners and Precincts 3 and 4 Comal County Commissioners.
9. Consider, discuss and take appropriate action for the scope of activities necessary from starting building to completion that may require retaining of Ryan Rosborough Project Management.
10. Commissioners Comments (Not subject to vote)
11. Announcements
12. Next Meeting: August 28, 2025 at 1:30 PM
13. 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: (7/21/2025)