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 August 28, 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 July.

4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
   - Monthly bills, outstanding purchase orders.
   - Monthly investment report;
   - Purchase Order System – Update on Procedures and report on outstanding PO's

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.

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:

- Presentation and discussion on the Proposed Budget for Fiscal Year 2026.
- Discussion and possible action on the Proposed 2025 Tax Rate setting and need for Public Hearing Date(s) and publications necessary for the proposed tax rate

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

- Status of land acquisition for Station 53.
- Status of Competitive Sealed Bid Process for contractor(s) for Station 52 and Administrative Building.
- Status on results of interviews of contractor finalists for Station 52 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:

- Adoption of Strategic Planning and 2026 Budget.

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 report from Martinez Architects on issues related to design and construction matters included but not limited to project solicitation, contract negotiations, approval of general contractor for construction, engagement with design professionals, review and approval of pay applications and change orders, and any other matters related to the site development and project design.

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NEW BUSINESS

7. Consider, discuss and take appropriate action on proposed agreement between Comal County ESD No. 3 and Rosborough Project Management, Inc. for Project Management Services related to Station 52 and Admin Building Constriction.

8. Consider, discuss and take appropriate action on contract agreement for services between Locality Media, Inc. dba First Due and Comal County ESD No. 3.

9. Commissioners Comments (Not subject to vote)

10. Announcements

11. Next Meeting: TBD

12. 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: (8/25/2025)