COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3
MINUTES of April 16, 2026
Regular Monthly Meeting

The following Commissioners were present: **Stuart Magloff, Don Wagner, Susan Shirley-Menzel Alan Stahlman and Holly Gill.** Fire Chief Robert Mikel, Assistant Fire Chief Christopher Clapper, CFO Angela Hemphill, Human Resources Generalist Shawna Bantis and citizen Allan Barrie were also in attendance.

Call to Order and Confirmation of a Quorum:
President Magloff called the meeting to order at 1:32 PM and declared that a quorum was present and confirmed with Commissioner Shirley-Menzel that the meeting notice was posted in compliance with Government Code 551.041 and 551.043. She affirmed.

Citizens' Comments:
Allan Barrie thanked the Board for allowing him to attend the recent Strategic Planning meeting that was held on April 17, 2026.

Approval of Minutes:
The March Regular Meeting Minutes were reviewed and accepted by the Board.

Treasurers / Chief Financial Officer's Report:
CFO Hemphill reported on the monthly financial report which included the previous month and current month's comparison. The budget vs. actual was reviewed. The expenses for the month, the vendor summary and property and sales tax collections were reviewed. CFO Hemphill reviewed the 1st Quarter Investment Report with the Board.

MOTION: Commissioner Wagner moved to approve the 1st Quarter Investment Report. Commissioner Gill seconded.

ACTION: The motion passed unanimously.

Chief's Report:
Fire Chief Mikel presented the 1st Quarter Operational Report to the Board.

He relayed that twenty-two Firefighters are currently attending S-131/S-190 Wildland Training with a completion date of Friday, April 17, 2026.

Committee Reports:

Apparatus Committee:
Nothing new to report.

Audit Committee:
Fiscal Year 2025 audit is underway, and a draft audit report will be completed by end of April for review. A draft of the final audit report will be presented to the Board at the May regular monthly meeting.

Budget and Finance Committee:
CFO Hemphill reviewed the revisions to the ODFI agreement between Comal County ESD No. 3 and Security State Bank. Commissioner Wagner reported that Commissioner Stahlman, CFO Hemphill and he met with officials at Security State Bank and are satisfied with the specifics of the arrangement. Therefore, the members of the Committee recommended adoptions of the ODFI agreement.

MOTION: Commissioner Wagner moved to approve the ODFI agreement between Comal County ESD No. 3 and Security State Bank. Commissioner Shirley-Menzel seconded.

ACTION: The motion passed unanimously.

Building Committee:
CFO Hemphill updated the Board on the construction progress of Station No. 52 and the Administrative/Training Building. Site work continues at Station No. 52 and a retaining wall is being constructed. The Administrate/Training Building is progressing on schedule.

Compensation Committee:
A salary survey will be conducted and the findings will be reviewed at the Budget Workshop which is slated for June. After being reviewed with the compensation committee, preliminary findings will be presented to the Board at June's regular monthly meeting.

Strategic Planning Committee:
A strategic planning meeting occurred on April 13, 2026, with members from ESD No. 2, ESD No. 3, members of the staff and public attended. It was reported that it was a successful planning meeting. The next meeting will occur in May with the date to be determined.

Canyon Lake Fire/EMS, Inc:
Nothing new to report.

Canyon Lake Professional Firefighters Association Local 4713:
No Association members in attendance, thus no update available.

OLD BUSINESS:
No old business.

NEW BUSINESS:

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON THE AGREEMENT BETWEEN COMAL COUNTY ESD NO. 2, COMAL COUNTY ESD NO. 3 AND KONA KOAST VENTURES (WWA) FOR STANDBY EMERGENCY MEDICAL SERVICES FOR THE 2026 CONCERT SEASON.

MOTION: Commissioner Wagner moved to approve the agreement between Comal County ESD No. 2, ESD No. 3 and Kona Koast Ventures (WWA) for standby emergency medical services for the 2026 concert season. Commissioner Gill seconded.

ACTION: The motion passed unanimously.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED AGREEMENT BETWEEN COMAL COUNTY ESD NO. 2, COMAL COUNTY ESD NO. 3 AND COMAL COUNTY WATER ORIENTED RECREATION DISTRICT (WORD) FOR EMERGENCY SERVICES COVERAGE DURING THE 2026 SUMMER SEASON.

MOTION: Commissioner Shirley-Menzel moved to approve the proposed agreement between Comal County ESD No. 2, Comal County ESD No. 3 and Comal County Water Oriented Recreation District (WORD) for emergency services coverage during the 2026 summer season. Commissioner Wagner seconded.

ACTION: The motion passed unanimously.

Commissioner's Comments:
No Commissioner comments.

Announcements:
No announcements.

Next Meeting: Thursday, May 21st, 2026, at 1:30 PM Regular Monthly Meeting.

Adjournment: Meeting Adjourned at 2:55 PM.