

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

Minutes

FEBRUARY 18, 2020

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, February 18, 2020 at 6:30 p.m.**, at Station 801, located at 801 Bee Creek Road, Spicewood, Texas 78669, for the following purposes:

1. Call meeting to order;

Meeting called to order at 6:30 pm

Board Members Present:

Debra Opdahl – President, Kristy Quigley – Secretary, Charles Valadez – Commissioner, Becky Wynn – Commissioner

Board Members Absent:

Rusty Jedlicka – Treasurer,

Also Present:

Troy Wenzel, Jeff Hunt, Sheila Prince, Matthew Montgomery, David Lackey, Neil Loth, Scott Wegner, Justin O’Baugh, Wade Schmitzinsky, Miguel Campuzano, Clayton Blount, Mike Barker.

2. Public Comment: Members of the public may speak for up to three (3) minutes regarding general topics or specific agenda items. 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;

Lt. Barker addressed the board and informed them he would like to introduce a new crew member:

Neil Loth – Firefighter 802/803

Mr. Loth introduced himself to the Board

Lt. Montgomery addressed the board and informed them he would like to introduce the new crew members:

Scott Wegner – Engineer 803

Miguel Campuzano – Firefighter 802/803

Mr. Wegner and Mr. Campuzano introduced themselves to the Board.

Lt. O’Baugh addressed the board and informed them he would like to introduce a new crew member:

Clayton Blount – Paramedic/Firefighter 803

Mr. Blount introduced himself to the Board

The Board welcomed the new crew members and thanked them and their Lieutenants for coming to the meeting.

No Registered Speakers for Non-Agenda items

No Registered Speakers for Agenda items

Administrative

3. Action regarding election of officers for Board of Commissioners;

Debra Opdahl opened discussion on elections to the office of Vice President and Assistant Secretary and Treasurer.

Kristy Quigley nominated Becky Wynn to the office of Vice President of the ESD 8 Board, Becky Wynn accepted the nomination, nomination seconded by Charles Valadez. Motion passed unanimously.

Becky Wynn nominated Charles Valadez to the office of Assistant Secretary and Assistant Treasurer of the ESD 8 Board, Charles Valadez accepted the nominations, nominations seconded by Kristy Quigley. Motion passed unanimously

Discussion/Action Items

4. Approval of Minutes from January 21, 2020 and January 27, 2020, Board Meeting;

Debra Opdahl asked for any changes to the minutes for January 21, 2020 and January 27, 2020 if none then a motion to approve was needed.

Charles Valadez moved to approve minutes for January 21, 2020, seconded by Kristy Quigley. Motion passed unanimously.

Charles Valadez moved to approve minutes for January 27, 2020, seconded by Kristy Quigley. Motion passed unanimously.

5. Receive report from Business Manager and consider taking related action, including:

a. Approval of monthly bills and invoices, including processing of payroll; approval on checks, including:

Jeff Hunt reviewed December expenses, which included

- Bestline
- LOC Structural
- TDO Custom Cabinets
- Escrow 802

Debra Opdahl called for a motion to approve all monthly expenses reflected on transaction list by vendor and expenses outlined exceeding five thousand dollars. Becky Wynn moved to approve all monthly expenses and seconded by Charles Valadez. Motion passed unanimously.

b. Approval of financial report;

Jeff Hunt reviewed financial report including:

- Property Tax
 - Disputed Property Taxes
 - Budget vs Actual
 - ESD 8 and ESD 16 taxable value
 - Chief Wenzel reviewed the conservative plan taken when creating the budget
- Escrow

- ESD 16 payment due
- Unallocated Surplus
- Total Revenue
- Total Expense

Debra Opdahl called for a motion to approve the financial report. Becky Wynn moved to approve the financial report and seconded by Kristy Quigley. Motion passed unanimously

c. Review and approve district investments and investment report; and

Tabled -

6. Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement; (Due April 1st)

Tabled – Jeff Hunt to compile information needed for compliance.

7. Discuss and consider approval of Resolution Authorizing Sale of Surplus Property for used compressed air breathing system;

Troy Wenzel reviewed Resolution and Memo.

Debra Opdahl called for a motion to approve the Resolution Authorizing Sale of Surplus Property for used compressed air breathing system. Kristy Quigley moved to approve the Resolution and was seconded by Charles Valadez. Motion passed unanimously

Resolution was then signed and notarized.

8. Consider and take action to task PFD management to commence a debt management project.

Debra Opdahl opened discussion of PFD management to commence a debt management project.

Jeff Hunt reviewed aspects of this project with included:

- Research
- Cost
- Equity
- Strategy
- Debt
- Auditor's input
- Amortization Schedule

Jeff Hunt will update Board on progress at next board meeting.

Debra Opdahl questioned when the Auditor will have an update on Audit. Jeff Hunt informed board that ESD 8 will have an update in the April to May timeframe.

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| <ul style="list-style-type: none"> • Item 10 • Debra Opdahl Changed the agenda order and introduced item 10 |
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Debra Opdahl introduce item 10 Receive monthly report from the Fire Chief regarding emergency operations, response times, call volume, training, management activities and personnel and consider taking related action.

Troy Wenzel gave report including:

- 78 Calls made
- 34 Medical Calls Made
- Response time, averaging 6 minutes 16 seconds
- Incident type
- Responding Apparatus

- AEMT class currently in progress
- Lt. Storer joined the Administrative staff as Special Project Officer
 - Orders and Repairs are being processed accurately and in a timely manner
 - Lt. Storer has been an asset to the Fire Chief and to the Battalion Chief's

Item 11

Debra Opdahl changed the agenda order and introduced item 11

Debra Opdahl introduce item 11 Receive monthly report from the District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action;

Tabled –

Item 12

Debra Opdahl changed the agenda order and introduced item 12

Debra Opdahl introduce item 12 Receive report from Pedernales Association of Firefighters regarding fundraising efforts, social and membership events, and unresolved issues discussed at the Chief/Association/Board (aka "CAB") Committee meeting;

None Present

9. Discuss and consider taking action regarding Station 802;

Debra Opdahl opened discussion regarding Station 802 and closing escrow of Station 802.

Debra Opdahl reported that a building was constructed by a citizen in ESD 8 believing it to be an appropriate replacement of the older 802 property. After reviewing the building location and specifications, staff determined that the new property would be an appropriate replacement for existing Station 802.

In addition to explaining the cost savings, Chief Wenzel explained the cost of building a new fire station and the savings obtained by the construction of the building by a citizen.

Troy Wenzel reported that a plaque for the building is in the process of being made that will include special thanks to Matt Coffel and his family, also a dedication to Russ Munsch.

Debra Opdahl thanked Rusty Jedlicka, Jeff Hunt, Troy Wenzel and the ESD 8 staff for their participation in this project and making this plan come to its fruition.

Debra Opdahl called for a motion to authorize Debra Opdahl and Rusty Jedlicka to move forward, including all documentation and signatures, on the closing in acquisition of Fire Station 802 at 21311 Highway 71 West Spicewood, Texas 78669. Charles Valadez moved to authorize Debra Opdahl and Rusty Jedlicka to move forward and was seconded by Kristy Quigley. Motion passed unanimously.

10. Receive monthly report from the Fire Chief regarding emergency operations, response times, call volume, training, management activities and personnel and consider taking related action.

See Above

11. Receive monthly report from the District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action;

See Above

12. Receive report from Pedernales Association of Firefighters regarding fundraising efforts, social and membership events, and unresolved issues discussed at the Chief/Association/Board (aka "CAB") Committee meeting;

See Above

13. Discuss agenda, time and date for next meeting;

The next Board Meeting will be held Monday March 16, 2020 at 6:30 pm; 801 Bee Creek Rd
Briarcliff, Texas

14. Adjourn. Meeting Adjourned at 7:20 PM



Charles Valadez, Assistant Secretary
Travis County Emergency Services District No. 8

