

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

### Minutes

July 20, 2020

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held via Tele-Conference in order to adhere to social distancing rules on **Monday, July 20, 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 6:33 pm

**Board present in person:**

Debra Opdahl – President, Becky Wynn – Vice President, Charles Valadez – Asst. Secretary/Treasurer.

**Board Present via Tele-Conference:**

Kristy Quigley – Secretary, Rusty Jedlicka – Treasurer

**Also present in person:**

Troy Wenzel

**Also present via Tele-Conference:**

Sheila Prince

2. Public Comment on items not on the Agenda: Members of the public may speak for up to three minutes regarding general topics or specific agenda items. Members of the public may collectively address the Board for a total of fifteen minutes on items not on the current agenda. 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;

None Present.

3. Public Comment on Agenda Items: Members of the public will speak on agenda items before Board consideration of item. Individual members of the public may address the Board once per item for a maximum of three minutes per person per agenda item. Members of the public who wish to speak on agenda items or make a public comment must complete speaker cards prior to the beginning of the Board meeting. Speaker cards will include the speaker's name, address, representation or affiliation (if any), and agenda items to be addressed;

None Present.

### Discussion/Action Items

4. Approval of Minutes from June 15, 2020 Board Meeting;

Debra Opdahl asked for any changes to the minutes for June 15, 2020 if none a motion to approve was needed.

Becky Wynn motioned to approve minutes from June 15, 2020, Charles Valadez seconded. 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:

Chief Wenzel reviewed expenses which included:

- Motorola - \$6,745.67 – New Engine 801

Debra Opdahl called for a motion to approve all expenses on Transaction by Vendor list which included Motorola for the amount of \$6,745.67. Charles Valadez made the motion, seconded by Becky Wynn. Motion passed unanimously.

b. Approval of financial report;

- Discuss and consider taking action on budget adjustment to Administrative expenses.

No Action Taken. Board requested budget adjustments be presented for approval at August 16, 2020 meeting.

6. Discuss submission of Annual Tax Office Survey and Tax Plan;

Chief Wenzel reviewed Survey and reported that the Survey was completed and filed on 7/8/2020.

7. Discuss and consider taking action on 2020 Tax Planning Calendar;

Debra Opdahl opened discussion.

Meeting dates were reviewed and will be held via Tele-Conference in order to adhere to social distancing rules at 801 Bee Creek Road, Briarcliff Texas 78669 as listed below:

August 3, 2020 at 6:15 pm

Special Meeting:

- Discuss District budget, tax rate notice and potential tax rate.
- Discuss and designate a representative to calculate the no new revenue rate and the voter approval tax rate for the District.

August 10, 2020 at 6:15 pm

Special Meeting:

1. Consider taking action regarding 2020-21 budget;
2. Discuss and consider taking action regarding 2020 tax rate, including:
  - a) Establishing proposed tax rate;
  - b) Taking record vote and scheduling public hearing;
  - c) Authorizing publication of "Notice of Public Hearing on Tax Increase: in the Lake Travis View; and
  - d) Acknowledging and approving posting of tax rate notice and "Notice of Public Hearing on Tax increase" to home page of District website.

August 17, 2020 at 6:30 pm

Regular Meeting:

- Discuss District budget, tax rate notice and potential tax rate.

Debra Opdahl called for a motion to set Travis County ESD 8 Board meetings on August 3, 2020, August 10, 2020 and August 17, 2020 that will include discussed Agenda topics. Motion made by Charles Valadez, seconded by Becky Wynn. Motion passed unanimously.

8. Discuss and consider taking action on 2020/2021 District Budget and potential tax rate;

Debra Opdahl opened discussion  
No Action Taken

9. Discuss and consider taking action on signing the engagement letter for Medack and Oltman CPA;

Debra Opdahl opened discussion.

Rusty Jedlicka reviewed engagement letter.

Debra Opdahl called for a motion to sign the engagement letter for Medack and Oltman CPA.

Motion made by Rusty Jedlicka, motion seconded by Kristy Quigley. Motion passed unanimously.

10. Discuss and consider approval of a Resolution Authorizing Sale of Surplus Property 22404 HWY 71 W Spicewood Texas 78669

Tabled.

11. Discuss and consider taking action on Cost Recovery options;

Tabled.

12. Discuss and review Records Management Program and make changes as appropriate;

Tabled.

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

Chief Wenzel reported:

- Total runs of 95
- 47 calls were medical in nature
- Response times
- AEMT classes are ongoing
- Cost Recovery research is ongoing
- Upcoming hiring process

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

Tabled

15. 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

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

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- Discuss and designate a representative to calculate the no new revenue rate and the voter approval tax rate for the District.

August 10, 2020 at 6:15 pm

Special Meeting:

3. Consider taking action regarding 2020-21 budget;
4. Discuss and consider taking action regarding 2020 tax rate, including;
  - a) Establishing proposed tax rate;
  - b) Taking record vote and scheduling public hearing;
  - c) Authorizing publication of "Notice of Public Hearing on Tax Increase: in the Lake

Travis View; and

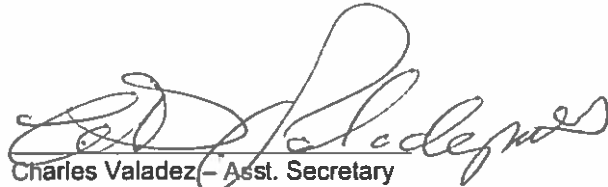
- d) Acknowledging and approving posting of tax rate notice and "Notice of Public Hearing on Tax increase" to home page of District website.

August 17, 2020 at 6:30 pm

Regular Meeting:

- Discuss District budget, tax rate notice and potential tax rate.
- Discuss and consider taking action on budget adjustment related to budget year 2019/2020.

17. Adjourn. Meeting adjourned at 7:18 pm.



Charles Valadez - Asst. Secretary  
Travis County ESD 8