

**TRAVIS COUNTY EMERGENCY SERVICE DISTRICT 16**

**MINUTES**

**August 17, 2020**

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held via Tele-Conference in order to adhere to social distancing rules on Monday, August 17, 2020 at 6:00 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 6:00 pm

**Board Present in Person:**

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

**Board Present via Tele-Conference:**

Rusty Jedlicka – Treasurer.

**Absent Board Members:**

Kristy Quigley – Secretary.

**Also present in person:**

Troy Wenzel, Jeff Hunt, Sheila Prince.

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;

None Present.

3. Public Comment on Agenda items: Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public will speak on agenda items before Board consideration of 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.

None Present.

**Discussion/Action Items**

4. Approval of Minutes from 7-18-2020, 7-20-2020, and 8-3-2020 Board Meeting;

Charles Valadez asked for any changes to the minutes from 7-18-2020, 7-20-2020, and 8-3-2020 Board Meetings. If there were none then a motion to approve was needed.

Debra Opdahl moved to approve minutes from 7-18-2020, 7-20-2020, and 8-3-2020 Board Meetings. Becky Wynn 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;

b. Approval on checks, including:

Jeff Hunt reviewed expenses.

Charles Valadez called for a motion to approve all expenses listed on Vender transaction, including all Lance invoices. Motion was made by Rusty Jedlicka and Becky Wynn seconded. Motion passed unanimously.

c. Approval of financial report;

Jeff Hunt reviewed financial report which included:

- Revenue
- Expenses
- Contract Costs with ESD8
- 3<sup>rd</sup> Quarter investment Report

Charles Valadez called for a motion to approve financial report and 3<sup>rd</sup> Quarter Investment report. Motion was made by Rusty Jedlicka and Becky Wynn seconded. Motion passed unanimously. Investment report was then signed by Asst. Treasurer Debra Opdahl.

6. Consider taking action regarding 2020-2021 budget:

Troy Wenzel reviewed 2020-2021 budget which included:

- TCAD progress
- Projected property Tax
- Budget remains unchanged

No Action Taken.

7. Discuss and consider taking action regarding 2020 tax rate, including:

a. Establishing proposed tax rate;

Charles Valadez opened discussion;

- Proposed 2020 tax rate to continue at 0.09 per \$100.00 of assessed valuation.

b. Taking record vote and scheduling public hearing/meeting;

Charles Valadez called for a motion to set proposed tax rate at 0.09 per \$100.00 of assessed valuation. Motion was made by Debra Opdahl and Becky Wynn seconded. A verbal vote was then taken.

Charles Valadez – Yes                      Debra Opdahl – Yes

Becky Wynn – Yes                      Rusty Jedlicka – Yes

Kristy Quigley was absent for this vote. Motion passed unanimously.

Charles Valadez opened discussion on public meeting date.

Charles Valadez called for a motion to set public meeting date for September 21, 2020 at 6:00 pm at 801 Bee Creek Road, Briarcliff, Texas 78669. Motion was made by Debra Opdahl and Becky Wynn seconded. Motion passed unanimously.

c. Authorizing publication of "Notice of Meeting on Tax Increase" in the *Lake Travis View*, and

Charles Valadez called for a motion authorizing publication of "Notice of Meeting on Tax Rate" in the *Lake Travis View*. Motion was made by Debra Opdahl and was seconded by Becky Wynn. A verbal vote was then taken.

Charles Valadez – Yes                      Debra Opdahl - Yes

Becky Wynn – Yes                          Rusty Jedlicka – Yes

Kristy Quigley was absent for this vote. Motion passed unanimously.

- d. Acknowledging and approving posting of tax rate notice and "Notice of Public Meeting on Tax Increase" to the home page of the District website.

Charles Valadez called for a motion to acknowledge and approve posting of tax rate notice and "Notice of Public Meeting on Tax Rate" to the home page of the District website. Motion was made by Debra Opdahl and was seconded by Becky Wynn. A verbal vote was then taken.

Charles Valadez – Yes                      Debra Opdahl – Yes

Becky Wynn – Yes                          Rusty Jedlicka – Yes

Kristy Quigley was absent for this vote. Motion passed unanimously.

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

Tabled. No Action Taken.

9. Contract Provider Update regarding emergency response operations, response times, call volume, training, management activities and personnel;

Chief Wenzel reported:

- A total of 80 runs
- 30 calls were medical in nature
- Lake water rescue calls
- Response times
- No calls made outside of ESD 16 Boundaries

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

September 21, 2020 at 6:00 pm at 801 Bee Creek Road, Briarcliff, Texas 78669.

- Take action regarding budget for fiscal year October 1, 2020 to September 30, 2021;
- Discuss and consider District's 2020 tax rate, adopt an Order Levying Taxes, authorize filing the Order with the Travis County Tax Assessor/Collector; and
- Acknowledge and approve posting of statement regarding adopted tax rate to home page of District website.

11. Adjourn. Meeting was adjourned at 6:24 pm.



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Debra Opdahl – Asst. Secretary  
Travis County Emergency Services District No. 16