

**TRAVIS COUNTY EMERGENCY SERVICE DISTRICT 16
MINUTES**

September 21, 2020

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held via Tele-Conference) on **Monday, September 21, 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, 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 8-17-2020 Board Meeting;

Charles Valadez asked for any changes to the minutes from 8-17-2020 Board Meeting. If there were none then a motion to approve was needed.

Debra Opdahl moved to approve minutes from 8-17-2020 Board Meeting. 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;

Jeff Hunt reviewed expenses.

Charles Valadez called for a motion to approve all expenses listed on Vender transaction. Debra Opdahl made the motion and Becky Wynn seconded. Motion passed unanimously.

- b. Approval on checks;

Jeff Hunt reviewed the pending final payment to Travis County ESD 8 of \$475,000.00 will need to be paid by check.

Charles Valadez call for a motion to approve final quarterly payment of Service Contract to Travis County ESD 8 of \$457,000.00 via check. Debra Opdahl made the motion and Becky Wynn seconded. Motion passed unanimously.

- c. Approval of financial report;

Jeff Hunt informed Board that financial report was approved at last Board meeting.

No Action Taken.

6. Discuss and consider taking action regarding budget for fiscal year October 1, 2020 to September 30, 2021;

Troy Wenzel reviewed the proposed Budget for FY 2020/2021 with the Board. Chief Wenzel noted an adjusted amount in below listed category.

- Contract Services will be budgeted at \$2,000,000.00
- Total Budget of \$2,049,970.23

Charles Valadez asked for a motion to approve proposed Budget for FY 2020/2021. Debra Opdahl made the motion and Becky Wynn seconded. Roll call vote was taken.

Charles Valadez – Yes
Becky Wynn – Yes
Rusty Jedlicka – Yes

Debra Opdahl – Yes
Kristy Quigley – Yes

Motion passed unanimously.

Resolution Adopting Budget and Certificate for Resolution was then read, signed and notarized.

7. Discuss and consider District's 2020 tax rate, adopt an Order Levying Taxes, and authorize filing the Order with the Travis County Tax Assessor/Collector;

Charles Valadez opened the discussion and called for a motion to approve 2020 tax rate, adopt an Order Levying Taxes, and authorize filing the order with the Travis County Tax Assessor/Collector.

Debra Opdahl made the following motion:

"I move to adopt a tax rate of \$0.09000 per \$100 for maintenance and operations and approve the Order Levying Taxes and authorize it to be filed with the County Tax Assessor." Becky Wynn seconded the motion. A roll call vote was then taken:

Charles Valadez – Yes
Becky Wynn – Yes
Rusty Jedlicka – Yes

Debra Opdahl – Yes
Kristy Quigley – Yes

Motion passed unanimously.

Order Levying Taxes and Certificate for Order was then read, signed and notarized.

8. Acknowledge and approve posting of statement regarding adopted tax rate to home page of District website;

Charles Valadez called for a motion to approve posting of statement regarding adopted tax rate to home page of District website. Debra Opdahl made the motion and Becky Wynn seconded. Motion passed unanimously.

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

Tabled. No Action Taken.

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

Chief Wenzel reported:

- Total of 73 runs
- 30 calls were medical in nature
- 1 water rescue
- Response times
- 1 call made outside of ESD 16 boundaries

11. Discuss agenda, time and date for next meeting; and discuss time and dates for Board Meetings through December 2020;

- October 19, 2020 at 6 pm at 801 Bee Creek Road Briarcliff, TX
- November 16, 2020 at 6 pm at 801 Bee Creek Road Briarcliff, TX
- December 14, 2020 at 6 pm at 801 Bee Creek Road Briarcliff, TX

12. Adjourn. Meeting adjourned at 6:31 pm.


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