

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

September 21, 2020

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held via Tele-Conference on **Monday, September 21, 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 6:34 pm.

Board present in person:

Debra Opdahl – President, Becky Wynn – Vice President, Charles Valadez – 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;

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

Charles Valadez moved to approve minutes from the 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 and checks;

Jeff Hunt reviewed expenses and transaction by vendor list which included:

- Payroll

- Blue Cross Blue Shield
- Notes and Mortgages
- Boundtree emergency medical supplies for \$11,000.00 (for Ambuman training equipment)
- Frontline Mobile Medical \$21,000.00 for annual physicals.
- NAFECO for \$23,000.00 for equipment was completely reimbursed by the Auxiliary

Debra Opdahl called for a motion to approve all expenses including all expenditures on the Transaction by Vendor list. Charles Valadez made the motion and Becky Wynn seconded. Motion passed unanimously.

- b. Approval of financial report;
- Discuss and consider taking action on budget adjustment to Administrative expenses.

Jeff Hunt reviewed financial report.

Debra Opdahl called for a motion to approve budget adjustment. Rusty Jedlicka made a motion to approve the September Financial Statements noting the following adjustments that need to be made to the report:

1. Change the header on the 2019-2020 to reflect that this is the Revised Budget as of August 2020.
2. Update the budget categories for 802 setup and Unallocated Surplus to reflect the adjustments approved by the Board in the August 2020 Board Meeting and noting that the Communications Budget is over budget by \$1,681.00 and will be addressed in the October 2020 Board Meeting

Charles Valadez seconded the motion. Motion passed unanimously

- c. Review and approve District investments and quarterly investment report;

Jeff Hunt reviewed district investments and quarterly investment report as required by Texas Statute; this was an investment report for third quarter of FY 2020.

Jeff Hunt reported investments are managed by a compliant fund (Texpool). Jeff Hunt reviewed:

- Value of the investment
- Interest earned during the quarter for sales tax.

Debra Opdahl called for a motion to approve district investments and quarterly investment report. Becky Wynn made the motion, and Rusty Jedlicka seconded. Motion passed unanimously.

Investment reports were then signed by Charles Valadez – Asst. Treasurer.

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 October 1, 2020 to September 30, 2021 which included:

- Tax Revenues
- Additional Income
- Human Resources
 - Salaries

- Benefit plan
 - Annual physicals
 - PTO Buy Back
- Notes and Mortgages
- Administration fees
 - PSTrax software to replace Fire House
- Communications
 - Radio Purchases
 - Dual Band Radios
 - MDC Purchases
 - PSTrax software
 - Technical Support
- Public Relations
 - Annual Banquet depending on COVID rules and regulations
- Facilities
- Support Equipment
 - Self-Contained breathing apparatus
 - Air Bags
- Training
- Fleet Charges
 - Upcoming purchases

Debra Opdahl asked for a motion to approve proposed Budget for FY 2020/2021. Charles Valadez 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 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.

Charles Valadez 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 and adopted budget to home page of District website;

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

9. Discuss, review and consider taking action on City of Lakeway's plan to de-annex the special services district of Travis County ESD 8 from all land that has previously been full purpose annexed into the City of Lakeway;

Tabled. No Action Taken.

10. Discuss and consider taking action on debt consolidation;

Jeff Hunt reviewed options for debt consolidation and deadline for rate lock of October 6, 2020. More information is in the process of being collected.

Debra Opdahl led the discussion and concluded that more information will be collected by Jeff and then reviewed at a Special Board Meeting to be held on September 28, 2020 at 6 PM at 801 Bee Creek Road Briardcliff, TX.

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

Tabled. No Action Taken.

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

Tabled. No Action Taken.

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 of 73 runs
- 30 calls were medical in nature
- Water Rescue
- Fires
- Annual physicals
- Hiring Process
 - SAFER Grant is on hold
 - In Process of hiring of 5 firefighters
- Response times
- TCFP Inspections
- AEMT Class

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

Tabled. No Action Taken.

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;

No Association members present. Tabled. No Action Taken.

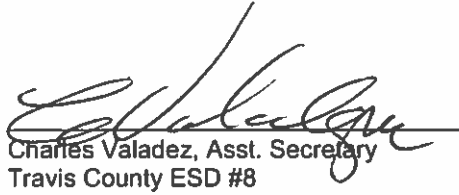
16. Discuss and consider taking action on Chief Wenzel's salary for FY 2020/2021;

- Board entered Executive session at 8:20 PM.
- Board exited Executive session at 8:33 and re-entered regular session at 8:33.
- No Action Taken was taken by the Board during Executive Session
- The Board discussed Chief Wenzel salary for FY 2020/2021. President Opdahl asked for a motion to support a 3.5% salary increase. Charles Valadez made the motion. Becky Wynn seconded. Motion passed unanimously.

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

- Special Meeting on September 28, 2020 at 6:00 pm at 801 Bee Creek Road Briarcliff, TX
- October 19, 2020 at 6:30 pm at 801 Bee Creek Road Briarcliff, TX
- November 16, 2020 at 6:30 pm at 801 Bee Creek Road Briarcliff, TX
- December 14, 2020 at 6:30 pm at 801 Bee Creek Road Briarcliff, TX

18. Adjourn. Meeting adjourned at 8:34 pm.



Charles Valadez, Asst. Secretary
Travis County ESD #8