

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

### Minutes

July 20, 2021

A meeting of the Board of Commissioners of Travis County Emergency Services District No.8 was held in person and via Tele-Conference on Tuesday, July 20, 2021 at 5:00 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 5:22 pm.

**Board Present in Person:**

Debra Opdahl – President, Becky Wynn – Vice President,

**Board Members Present via Tele-Conference**

Kristy Quigley – Secretary

**Board Members Absent**

Charles Valadez –Asst. Secretary/Treasurer, Matt Coffel - Treasurer

**Also present in person:**

Troy Wenzel, Jeff Hunt, Sheila Prince, Greg Yancey, Chad Kubin, Carlton Melton, Cody Fojtik, Greg Yancey, Marc Talamantez, Allen Fulbright, Randolph Ruiz.

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 -

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 -

### Discussion/Action Items

4. Approval of Minutes from 6-15-2021 Board Meetings;  
Debra Opdahl asked for any changes to the minutes from the 6-15-2021 Board meeting. If there were none then a motion to approve was needed.  
Becky Wynn moved to approve minutes from the 6-15-2021 Board meeting. Kristy Quigley seconded. Motion passed unanimously.
5. Receive report from Business Manager and consider taking related action, including:
  - a) Approval of monthly bills, invoices, and checks, including processing of payroll;  
Jeff Hunt reviewed:

Transactions for June 2021 which included payments over \$2,000.00;

- Amcheck – Payroll
- Bestline
- BCBS
- City of Austin
- Dooley Tackaberry
- ESO
- Fast and Friendly Promotions
- Hartford
- Lance Fire Truck
- McNeil
- MES
- SSBT
- TCAD
- TC Emergency Services

Debra Opdahl called for a motion to approve all expenses including those above \$2,000.00 included in report. Motion made by Becky Wynn and seconded by Kristy Quigley. Motion passed unanimously.

b) Approval of Quarterly investment report for 3<sup>rd</sup> quarter; and

Jeff Hunt reviewed quarterly investment report which included:

- Texpool General Fund
  - Value
  - Interest
- Texpool Sales Fund
  - Value
  - Interest

Debra Opdahl called for a motion to approve the 3rd Quarter investment reports. Motion made by Becky Wynn and seconded by Kristy Quigley. Motion passed unanimously.

The report was then signed by Becky Wynn – Vice President.

c) Approval of financial report.

Jeff Hunt Reviewed:

- Revenue
  - Property Tax
  - Sales Tax
  - Total Revenue
- Expenses
  - Human Resources
    - TIFMAS Deployment
  - Administrative
  - Communications
  - Facilities
  - Training
  - Total Expense
- Cash Accounts

Debra Opdahl called for a motion to approve the financial report. Motion made by

Becky Wynn and seconded by Kristy Quigley.

6. Discuss and consider taking action on jurisdictional options.

No update at this time. No action taken.

7. Discuss submission of Annual Tax Office Survey and Tax Plan.

Jeff Hunt reviewed the submission.

No Action Taken.

8. Discuss and consider taking action on signing the 2021 audit engagement letter for Medack and Oltmann CPA.

Jeff Hunt reviewed the audit engagement letter.

The Board of Commissioners discussed the issue.

Debra Opdahl called for a motion to approve and sign the 2021 audit engagement letter for Medack and Oltmann CPA. Motion made by Becky Wynn and seconded by Kristy Quigley. Motion passed unanimously.

The engagement letter was then signed by Debra Opdahl.

9. Discuss and consider taking action on 2021 Tax Planning Calendar.

Jeff Hunt reviewed:

- 2021 Tax Planning Calendar Categories
  - Red - Exceeds the Voter/Approval Tax Rate
  - Blue - Exceeds No New Revenue Rate but NOT Voter Approval Rate
  - Green - Does not exceed No new Revenue Rate or Voter Approval Rate
- Preliminary appraisal roll numbers
- Special meeting requirements
- Deadline for Chief Appraiser to certify appraisal rolls
- Board of Commissioners discussed information and meeting dates.

Debra Opdahl reminded the Board of Commissioners the 2021 Tax Planning calendar was adopted on 6-15-2021 and the Special Meeting should be set.

Special meeting will be held Tuesday, August 3, 2021 at 5:00 pm.

10. Discuss and consider taking action on 2021/2022 District Budget and potential tax rate.

Troy Wenzel reviewed the 2021/2022 District Budget including:

- Tax Revenues
- Addition Income
- Expenses
- Contract with ESD8

No Action Taken.

11. Identify, prioritize and consider taking action on strategic management projects, including:

- Briarcliff ETJ Project
  - Tabled
- Options for Station 805

- No Updates at this time.
- Cost Recovery options
  - Tabled
- ESD8 Personnel Manual Update
  - Chief Wenzel reported that this is ongoing.
- Records Management Program
  - Tabled

12. Receive monthly report from the Fire Chief regarding;

a) Emergency operations, response times, call volume.

- 84 Total Calls
- 17 Control Burns
- 67 Runs
- Response times
- 23 Medical Calls
  - 12 Responded by Squad 801
  - Chief Wenzel will keep the Board updated on progress of Squad 801.

b) Training

- Driver/Operator training has been completed and testing is in progress.

c) Management activities, personnel, budget FY 2022, and community impact;

- No updates at this time.

d) Apparatus needs

Chief Wenzel review the need of a replacement engine for Engine 803:

- Production time
- Design
- Capabilities

Board discussed options.

No Action Taken.

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

None -

14. 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;

Randolph Ruiz addressed the board reporting that the Association is restructuring at this time.

15. Discuss and consider taking action on Chief Wenzel's performance evaluation.

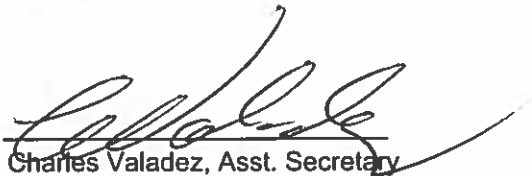
- The Board went into Executive Session at 6:16 pm.
- The Board exited from Executive Session at 6:45 pm.

The Board took no action during Executive Session.

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

- Special Meeting will be held at 5:00 pm on Tuesday, August 3, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.
- Next Regular Board Meeting will be held at 5:00 pm on Wednesday, August 18, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.

17. Adjourn. Meeting adjourned at 6:46 pm



Charles Valadez, Asst. Secretary  
Travis County ESD #8