

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

July 19, 2022

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, July 19, 2022, at 5:30 p.m.**, at Station 801, located at 801 Bee Creek Road, Spicewood, Texas 78669, for the following purposes:

1. Call meeting to order;

Board Present in Person:

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

Board Present via Zoom:

Kristy Quigley – Secretary

Also Present in Person:

Tony Haden, Sheila Prince, Faye Crossett, Chad Kubin, Wade Schmitzinsky, Matt Montgomery, Ryan Smith, Clay Hendon, Chase Westerman, Jude Henry, Colin Gray, Paige Bushnell, Ernest Gonzales, Scott Wegner and Chase Abbott.

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 the 6/14/2022 Board Meeting;

Debra Opdahl asked for any changes to the minutes from the 6/14/2022 Board meeting.

There being none, Charles Valadez moved to approve minutes from the 6/14/2022 Board meeting. Becky Wynn seconded the motion. The motion passed unanimously.

5. Receive report from Business Manager and consider taking related action, including:

Faye Crossett reviewed:

- a) Approval of monthly bills, invoices, and checks, including processing of payroll;
 - Amcheck

- Bank of America
- Bestline
- BCBS
- Dell Computers
- Family Power Sports
- Medack & Oltmann
- Motorola Solutions
- Security State Bank

b) Approval of financial report.

- Revenue
- Property Tax
- Sales Tax
- Expenses
- Cash accounts

Debra Opdahl asked for a motion to approve all bills, invoices, checks, payroll, including all expenses exceeding \$2,000.00 for the month ending June 30, 2022, and approval of the financial report ending June 30, 2022. A motion made by Charles Valadez and seconded by Becky Wynn. The motion passed unanimously.

c) Review and approve quarterly investment report;

- TexPool General Fund
 - Value
 - Interest
- TexPool Sales Tax
 - Value
 - Interest

Debra Opdahl asked for a motion to approve the Quarterly Investment reports for both TexPool General Fund and TexPool Sales Tax Fund dated for the Third Quarter (April 1, 2022 thru June 30, 2022.) Motion made by Charles Valadez and seconded by Becky Wynn. The motion passed unanimously.

The Third Quarter Investment reports were then signed.

6. Discuss and consider adoption of the tax and budget planning calendar for 2022 and take related action.

Board of Commissioners reviewed and discussed tax and budget planning calendar.

- Meeting set for Tax and budget planning will be Saturday, July 30, 2022, at 9:00 am at 801 Bee Creek Road, Briarcliff Texas.
- Special meeting set for Tuesday August 2, 2022, at 5:30 pm at 801 Bee Creek Road, Briarcliff Texas.

7. Discuss District website status, accessibility and posting requirements and take any related action.

Chief Haden reviewed requirements for the District's website and informed Board of Commissioners the Department has met all requirements.

8. Discuss and take appropriate action on the purchase of a Stuphen Engine to be used in the reserve fleet.

Chief Haden Reviewed

- 2001 Precision w/Spartan Chassis with recently refurbished Engine, Transmission and Pump (5 years ago.)
- Replacement for Engine 803 as frontline until 2021 apparatus arrives.
- Requesting approval for an amount not to exceed \$200,000.00 to allow purchase and any needed repairs.

BC Kubin reviewed:

- Repairs and Refurbishing
- Mechanic inspection and recommendations
- Functions and specifications

Chief Hayden and BC Kubin reviewed:

- Projected income from sale of surplus equipment/apparatus.
- Projected delivery of New Engine 802 and New Engine 803.

Board of Commissioners discussed request.

Debra Opdahl called for a motion to approve an amount not to exceed \$200,000.00 for the procurement of a Refurbished 2001 Precision W/Spartan Chassis Engine. Motion made by Charles Valadez and seconded by Becky Wynn. The motion passed unanimously.

9. Discuss and consider taking action on grant request for new Tender through TIFMAS.

Chief Hayden reviewed:

- Chief Kubin researching grant
- Documentation is currently being completed to apply for TIFMAS grant for a Brush Truck and/or Tactical Tender.
- Both would be provided by TIFMAS and considered a deployable resource by the State.
- Apparatus would be used by Travis County ESD 8 when not on deployment.
- Insurance and maintenance would be provided by the ESD8 when not on deployment and by the State when on deployment.

Board of Commissioners discussed request.

Debra Opdahl called for a motion to approve the grant application for a New Brush Truck and/or Tactical Tender through TIFMAS. Motion made by Charles Valadez and seconded by Becky Wynn. The motion passed unanimously.

10. Discuss and consider taking appropriate action to approve needed improvements at Station 803 to enable operating the station with four-person staffing.

Chief Hayden reviewed:

- Deed for building and land
 - Property shall be used exclusively for the construction and operation of a fire station and emergency services station
- Renovations
 - Allowances for additional dorm space, improved sprinklers, improved kitchen and living area
 - Facility needs renovations to allow four-person staffing
 - Researching different options for building
 - Researching designs
 - Researching additional curb cut for driveway
- Requested amount
 - Requesting an amount not to exceed \$200,000.00

Board of Commissioners discussed request.

Debra Opdahl called for a motion to approve an amount not to exceed \$200,000.00 for needed improvements to Station 803 to enable operating station with four-person staffing. Motion made by Charles Valadez and seconded by Becky Wynn. The motion passed unanimously.

11. Discuss and consider taking action on jurisdictional options;

Tabled. No action taken.

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


- Briarcliff ETJ Project
 - Chief Wenzel is communicating with the large property, single owner about the ETJ project. This will serve as a test case and a bridge to other key areas.
 - The Association is available to help with this project.
- Options for Station 805
 - No action taken.
- ESD8 Personnel Manual Update
 - Undated manual to be published Oct 1, 2022.
- Records Management Program
 - No action taken.

13. Receive monthly Fire Chief report and consider taking appropriate actions;

Chief Hayden reviewed:

- Emergency operations, response times, call volume;
 - 95 calls
 - 94 actual calls
 - 40 medical calls
 - Response time 7.25 minutes
 - Longer response time average
 - Two 20 plus minute response times due to change in assignments through dispatch.
- Training;
 - Boat Sonar
 - Heat Related Emergencies
 - Rope Rescue
 - Fire Shelters
 - Vehicle Stabilization
 - TCSO Boat Training
 - OMD Hands on Training
 - Starflight
- Management activities, personnel, budget FY 2022/2023, and community impact;
 - Eng 801 attended McCoy's grand opening on 6/2/2022
 - Eng 801 attended McCoy's pancake breakfast on 6/4/2022
 - Officers Meeting on 6/9/2022 to discuss PFF orientation and expectations
 - All Members participated in the orientation process, feedback was positive

- Orientation was conducted 6/13 thru 6/24/2022
 - Eng 801 attended the Briarcliff Ice Cream Social on 6/18/2022
 - Apparatus needs.
 - Updated radios for handhelds and several apparatuses throughout the month of June
14. Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate;
- Board of Commissioners reviewed the 2019 Resolution Regarding Public Participation at Open Meeting and determined no changes are necessary.
15. 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.
16. 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 report was given by the Association.
17. Discuss agenda, time and date for next meeting; and
- Meeting set for Tax and budget planning will be Saturday, July 30, 2022 at 9:00 am at 801 Bee Creek Road, Briarcliff Texas.
 - Special meeting set for Tuesday August 2, 2022, at 5:30 pm at 801 Bee Creek Road, Briarcliff Texas.
 - Regular meeting set for Tuesday August 16, 2022, at 5:30 pm at 801 Bee Creek Road, Briarcliff Texas.
18. Adjourn. Meeting adjourned at 6:37 pm.


Charles Valadez, Asst Secretary
Travis County ESD #8