

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

January 17, 2023

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, January 17, 2023 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; Meeting called to order 5:33 pm.

Board Present in Person:

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

Also present in person:

Troy Wenzel, Lynnette Courtney, Sheila Prince, Bruce Mills, Kristy Quigley, Cody Fojtik, Allen Fulbright, Charlie Newton, Jaden Cannaday, Michael Teague

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.
4. Board of Commissioners to honor Kristy Quigley for her many years of service to Pedernales Fire Department.

Commissioner Opdahl spoke on behalf of the Board of Commissioners and thanked Kristy Quigley for her years of service to her community and the Pedernales Fire Department. Commissioner Opdahl noted that Ms. Quigley's ability to balance work, home, and community is inspiring. Commissioner Opdahl further noted that Ms. Quigley brought her problem solving skills and diplomacy to each meeting, which the Board appreciated.

Becky Wynn echoed Commissioner Opdahl's sentiments.

Charles Valadez thanked Kristy Quigley for her service and acknowledged that this was not a goodbye but just a see you later, as Ms. Quigley will always be family.

Assistant Chief Tony Haden acknowledged Kristy Quigley's many achievements and added that in the fire service, being a volunteer is highly valued. Assistant Chief Haden stated that volunteering for the Board is greatly appreciated and is what makes the fire service thrive. Chief Haden echoed Commissioner Valadez's statement that "we will always be family."

Chief Troy Wenzel echoed the previous sentiments and then presented Kristy Quigley with a PFD/TCESD 8 challenge coin as a token of the Department's gratitude for her service to her community and the Pedernales Fire Department.

Commissioner Opdahl presented Kristy Quigley with a statue commending her on her years of service.

Kristy Quigley addressed the Board and all present, and thanked them for the honor of serving her community and the opportunity to work alongside great people.

Administrative

5. Introduction of Bruce Mills to the Board of Commissioners.

Commissioner Opdahl introduced Bruce Mills and noted that he is a native Texan and retired Director of Public Safety and Emergency management. Bruce Mills served Burnet County as a commissioner and as President of Burnet County ESD No. 9 for the last 3 years. Commissioner Opdahl added that the Board is looking forward to working alongside Mr. Mills.

Bruce Mills addressed the BOC thanking them for the warm welcome and expressing his optimism working with the commissioners and Pedernales Fire Department.

6. Approve and accept statements and oaths of office for appointment of Commissioners.

Commissioners Debra Opdahl, Bruce Mills, Charles Valadez and Matt Coffel each signed their statements of office for appointment as Commissioners on the ESD 8 Board. The statements were signed and notarized.

Debra Opdahl, Bruce Mills, Charles Valadez and Matt Coffel each took their oath of office for appointment as commissioners on the ESD 8 Board. The oaths were signed and notarized.

7. Action regarding election of officers for Board of Commissioners.

Commissioner Opdahl opened the floor for nominations for ESD 8 Board President:

Commissioner Wynn nominated Debra Opdahl for Board President, no other nominations were received. Nominations were closed.

Commissioner Wynn moved to approve Debra Opdahl as ESD 8 Board President. Commissioner Valadez seconded the motion. The motion passed by a vote of 4-0-1, and Debra Opdahl abstained.

President Opdahl opened the floor for nominations for ESD 8 Board Secretary.

Commissioner Wynn nominated Bruce Mills for ESD 8 Board Secretary, no other nominations were received. Nominations were closed.

Commissioner Wynn moved to approve Bruce Mills as ESD 8 Board Secretary. Commissioner Valadez seconded the motion. The motion passed by a vote of 4-0-1, and Bruce Mills abstained.

President Opdahl opened the floor for nominations for ESD 8 Board Treasurer.

Commissioner Wynn nominated Matt Coffel as Board Treasurer, no other nominations were received. Nominations were closed.

Commissioner Wynn moved to approve Matt Coffel as ESD 8 Board Treasurer. Commissioner Valadez seconded the motion. The motion passed by a vote of 4-0-1 and Matt Coffel abstained.

President Opdahl opened the floor for nominations for ESD 8 Board Assistant Treasurer/Secretary.

Commissioner Wynn nominated Charles Valadez as ESD 8 Board Assistant Treasurer/Secretary, no other nominations were received. Nominations were closed.

Commissioner Wynn moved to approve Charles Valadez as ESD 8 Board Assistant Treasurer/Secretary. Commissioner Mills seconded the motion. The motion passed by a vote of 4-0-1 and Charles Valadez abstained.

Discussion/Action Items

8. Approval of Minutes from the 12/14/2022 Board meeting.

President Opdahl asked for any changes to the minutes from the 12/14/2022 Board meeting. There being no corrections, President Opdahl asked for a motion to approve the minutes from 12/14/2022.

Commissioner Valadez moved to approve the minutes from the 12/14/2022 Board meeting. Commissioner Wynn seconded the motion. The motion passed unanimously by a vote of 4-0-1 and Bruce Mills abstained from this vote.

9. Receive report from Administrative Manager and consider taking related action.

Lynnette Courtney reviewed:

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

- Amcheck
- Armand Advertising
- Austin American Statesman
- BCBS-TX
- Dell Technologies
 - Chief Troy Wenzel noted this was a budgeted item.
- ESO
- Hartford
- Humana
- KS State Bank
- Lexipool
- MES
 - Chief Wenzel noted this was a budgeted item.
- Richardson Apparatus
- TCDRS
- Travis Central Appraisal District
- US Bank Corp

b) Approval of financial report;

- Revenue
- Property Tax
- Sales Tax
- Cash Accounts

c) Review and approve quarterly investment report;

- General Fund
 - Value of investment at the beginning and end of the quarter

- Interest earned
- Sales Tax Fund
 - Value of investment at the beginning and end of the quarter
 - Interest earned

President Opdahl asked for a motion to approve all bills, invoices, checks, payroll, including all expenses exceeding \$2,000.00 for the month ending December 31, 2022, approval of the financial report ending December 31, 2022 and approve the quarterly investment reports for Texpool General Fund and Texpool Sales Tax fund. A motion was made by Commissioner Valadez and seconded by Commissioner Wynn. The motion passed unanimously.

Investment reports were then signed.

10. Discuss and consider approval of Resolutions for the Board of Commissioners to express opposition to certain Texas Municipal League legislative initiatives.

Assistant Chief Tony Haden reviewed all resolutions, legislation, governing bodies and repercussions for ESDs

- a) Resolution to Oppose Legislation Allowing Unilateral Withdrawal from an ESD's Jurisdiction;
- b) Resolution to Oppose Legislation Requiring Municipal Consent for an ESD to Extend Services into the Municipality's Extra-territorial Jurisdiction;
- c) Resolution to Oppose Legislation Requiring an ESD to Enter into a Sales and Use Tax "Sharing" Agreement when a Municipality Annexes Territory Included in an ESD; and
- d) Resolution to Oppose Legislation Limiting an ESD's Ability to Represent its Legislative Interests

President Opdahl opened the floor for discussion.

The Board discussed each resolution and President Opdahl asked for motion to approve resolutions:

Commissioner Valadez moved to approve:

- a) Resolution to Oppose Legislation Allowing Unilateral Withdrawal from an ESD's Jurisdiction;
- b) Resolution to Oppose Legislation Requiring Municipal Consent for an ESD to Extend Services into the Municipality's Extra-territorial Jurisdiction;
- c) Resolution to Oppose Legislation Requiring an ESD to Enter into a Sales and Use Tax "Sharing" Agreement when a Municipality Annexes Territory Included in an ESD; and
- d) Resolution to Oppose Legislation Limiting an ESD's Ability to Represent its Legislative Interests

The motion was seconded by Commissioner Wynn. A roll call vote was then taken.

Charles Valadez – Yes	Becky Wynn – Yes
Matt Coffel – Yes	Bruce Mills – Yes
Debra Opdahl – Yes	

The motion passed unanimously. The resolutions were then signed and notarized.

11. Discuss and consider taking action on jurisdictional options.

No action taken.

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

- Briarcliff ETJ Project;
 - Chief Wenzel reported this is ongoing.
- Options for Station 805;
 - No action taken.
- Records Management Program; and
 - No action taken.
- Legislative update
 - Assistant Chief Haden reviewed legislation and governing bodies as it effects ESDs
 - Chief Haden asked for approval for Commissioner Valadez and President Opdahl to receive Board authorization to sign a letter from Travis County ESD Nos. 8 and 16 on the ESDs' position on proposed legislation.

The Board discussed the proposed legislation.

Commissioner Wynn moved to authorize Commissioner Valadez and President Opdahl to sign a letter from ESDs 8 and 16 on the ESDs' position in upcoming legislation. The motion was seconded by Commissioner Mills. The motion passed unanimously.

13. Discuss and consider taking action on Resolution to designate old Mobile Data Computers as surplus property for sale.

Brian Storer reviewed resolution to designate MDC's as surplus property for sale.

President Opdahl asked for a motion to approve the resolution to designate old Mobile Data Computers as surplus property for sale. The motion was made by Commissioner Mills and seconded by Commissioner Wynn. The motion passed unanimously.

The resolution was then signed and notarized.

14. Receive monthly Fire Chief report and consider taking appropriate actions.

Chief Wenzel reviewed:

- Emergency operations, response times, call volume;
 - 89 Total Calls
 - 39 medical calls
 - Response time 7.5 minutes
 - YTD calls 1,240 total
- Training;
 - Chief Haden reviewed:
 - General Rescuer class.
 - Firefighters Newton and Gray attended this class.
 - Command and Control Course held on January 11, 2023 and hosted by Travis County ESD 8.
 - Train the trainer course
 - Mathew Montgomery attended this class.
 - Upcoming wildland operation drills
 - Training Course for Big Rig extrication will be held in February.

- CPR class was conducted
 - 14 community members attended.
- Management activities, personnel, budget FY 2022/2023, and community impact;

Chief Haden reviewed community impact:
Chief Haden reported that Pedernales Fire Department will increase involvement with the community via social media:

 - PIO Team
 - A team of 6 members has been organized and will address emerging public safety incidents and announcements via social media
 - PR Committee
 - The PR committee will address public safety, events, burn status and announcements via social media.

Chief Wenzel reviewed:

- All fleet radios have been upgraded/updated
- Committee chair involvement throughout Pedernales Fire Department.

Chief Wenzel reviewed:

- Discuss and consider taking action on RFQ for Station 801
 - RFQ submission
 - Selection process
 - Selection made
 - FGMA architectural firm
 - Firm will design as directed from Department

To proceed with the design for the Station 801 remodel, the Department will require a contract with FGMA. Chief Wenzel asked for Board authorization to enter into a contract with FGMA for the initial Station 801 redesign/remodel.

President Opdahl asked for a motion to authorize Chief Wenzel to enter into a contract with FGMA for Station 801 redesign/remodel. The motion was made by Commissioner Valadez and seconded by Commissioner Mills. The motion passed unanimously.

- Apparatus needs.
 - Discuss and consider taking action on Resolution to designate Engine 804 as surplus property for sale.

Chief Wenzel reviewed:

- Resolution to designate Engine 804 as surplus property for sale.
- An error was pointed out on resolution on exhibit "A" page, item one;
 - Engine listed as 803
 - VIN# and Model number is correct on exhibit A
 - Resolution was corrected with pen.

President Opdahl asked for Board approval on Resolution to designate Engine 804 as surplus property for sale with the noted correction on the Exhibit "A" page. The motion was made by Commissioner Mills and seconded by Commissioner Wynn. The motion passed unanimously.

Resolution was then signed and notarized.

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

No action taken.

16. Review and possibly update Resolution Designating Authorized Persons to District Account. Lynnette Courtney reviewed both Resolutions Designating Authorized Persons to District Accounts
 - Resolution Designating Authorized Persons to District Accounts for Texpool accounts
 - Resolution Designating Authorized Persons to District Accounts for Wells Fargo and Plains Capital accounts.

President Opdahl asked for a motion to approve both resolutions designating authorized persons to district accounts:

- Resolution Designating Authorized Persons to District Accounts for Texpool accounts
- Resolution Designating Authorized Persons to District Accounts for Wells Fargo and Plains Capital accounts.

The motion was made by Commissioner Valadez and seconded by Commissioner Coffel. The motion passed unanimously.

Resolutions were then signed and notarized.

17. 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.

Michael Teague reported

- Reorganization has occurred and elections have been held
- New President for the association is Michael Teague
- The association will be involved with social media in tandem with PIO team and PR committee promoting public safety and education
- The association will engage community in efforts with PFD Auxiliary
- The association offered their help with all needs of the department

President Opdahl spoke on behalf of the Board and congratulated Mr. Teague on his new office. President Opdahl stated the Board is looking forward to working with the association.

18. Discuss agenda, time and date for next meeting.

Next meeting will be held on Tuesday, February 21, 2023 at 5:30 pm at 801 Bee Creek Road, Briarcliff Texas 78669.

19. Adjourn. Meeting adjourned at 7:45 pm.



Bruce Mills, Secretary
Travis County ESD 8