

## **TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16**

### **Minutes**

**August 20, 2025**

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on Wednesday, August 20, 2025, 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. The meeting was called to order at 5:03 p.m. The pledge of allegiance was said.

#### **Board Present in Person:**

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

#### **Board Absent**

Chris Wood – Secretary

#### **Also present in person:**

Chief Tony Haden, Director of Administration Lynnette Courtney, EMS Coordinator Clayton Blount, Battalion Chief Wade Schmitzinsky, Jared Mikeska, Carlton Melton, Danny Hill, John Carlton

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 the 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. Conduct a public hearing on the proposal to increase property taxes;

Charles Valadez opened the public hearing at 5:03 p.m.

The public hearing was closed at 5:04 p.m.

No public was present, no action was taken.

5. Take a record vote on the District's 2025 tax rate, adopt an Order Levying Taxes, authorize filing the Order with the County Tax Assessor/Collector;

Charles Valadez moved to approve the property tax rate being increased by the adoption of a tax rate of \$.0775 per \$100 which is effectively a 7.9% increase in the tax rate.

Debra Opdahl seconded the motion. A voice vote was taken.

Bruce Mills- Yes

Charles Valadez- Yes

Becky Wynn- Yes

Debra Opdahl- Yes

The motion passed unanimously.

Charles Valadez moved to adopt the order levying taxes as written for the FY 25/26 and authorize filing the order with County Tax Assessor/Collector.

Debra Opdahl seconded the motion. A voice vote was taken.

Bruce Mills- Yes

Charles Valadez- Yes

Becky Wynn- Yes

Debra Opdahl- Yes

The motion passed unanimously.

The order was then signed and notarized.

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

Debra Opdahl moved to authorize the posting of statement regarding adopted tax rate on the home page of the districts website.

Bruce Mills seconded the motion. The motion passed unanimously

7. Announce the date, time and place of the meeting to vote on the tax rate;

No action was taken. The tax rate was adopted.

8. Approval of the minutes from the 7/23/2025, 7/30/2025, and 8/5/2025 Board Meeting.

President Valadez asked if there were any changes to the meeting minutes from the 7/23/2025, 7/30/2025, and 8/5/2025 Board meeting. Charles Valadez stated that he had reviewed all the minutes, and his notes were minimal and not worthy of change. He requested that all future meeting minutes reflect committees, and which Board members were assigned to them and staff maintain those records.

Chief Haden assured him, that those were being documented and staff kept an on-going working list. There were no changes. Debra Opdahl moved to approve the 7/23/2025, 7/30/2025, and 8/5/2025 Board meeting minutes. Becky Wynn seconded the motion. The motion passed unanimously.

The minutes were signed.

9. Receive report from Director of Administration and consider taking related action, including:

Director Courtney reminded the board that last month, she was directed to not read the financials and asked if there were any questions from the packet provided.

- a. Approval of monthly bills, invoices, and checks, including processing of payroll.
  - The Carlton Law Firm, P.L.L.C.
- b. Approval of financial report.
- c. Review and approve quarterly investment report.
  - None.

No questions were asked. Bruce Mills moved to approve the monthly bills, invoices, checks, including processing of payroll, and the financial report for July 2025. Debra Opdahl seconded the motion. The motion passed unanimously.

- d. Discuss and consider approval of a resolution regarding removing authorized access and signatories for District Texpool account; and
- e. Discuss and consider approval of a resolution regarding removing authorized access and signatories for bank accounts with Plains Capital;

Director Courtney reported that we did not have the resolutions from the attorney's office and item needed to be tabled.

John Carlton, general counsel, reported that there is new legislation in regards to spending limits for ESD employees and our bank resolutions do not have those established.

Debra Opdahl asked that staff work with the Board Treasurer and attorney to get this updated and on a future agenda.

No action was taken.

10. Receive the monthly Fire Chief report and consider taking appropriate action.

EMS Coordinator Blount presented:

- a. Emergency operations, response times, call volume

Medical Calls

- 49 Calls with 55 Patients
  - 1. Most calls were traffic accidents
  - 2. No trends on types of calls

Charles Valadez has increasing concerns on the amount of traffic on Pace Bend Road and would like to monitor the traffic accidents in that area.

Chief Haden stated that we would reach out to our partners that respond to traffic issues on this matter.

- b. Training

- Adrenal Insufficiency
  - 1. DCPE special protocol for Addisonian crisis
- Engineer Brewer credentialed as a Paramedic
- 2 Paramedics in the works
  - 1. Probationary Firefighter Nick Olivo
  - 2. Firefighter Joel Hawkes

- c. Strategic Planning update

- Will update in Travis County ESD 8 meeting.

11. Receive the monthly President's report and consider taking related action.

Charles Valadez informed everyone that Chris Wood has taken a job in Italy and has submitted his resignation.

Debra Opdahl stated that Chris Wood was a valuable part of our organization with his wisdom and forward thinking. She hoped he could stay on board if possible.


John Carlton stated that as long as Chris Wood owned property or voted in our district, and if the Travis County Commissioners had not accepted his resignation, then he would be able to stay on the Board.

President Valadez will discuss this with Commissioner Wood.

12. Discuss the agenda, time, and date for next meeting.

The next regular meeting will be held on Wednesday September 23, 2025, at 5:00 p.m. at 801 Bee Creek Road Briarcliff, Texas 78669.

13. Adjourn. The meeting adjourned at 5:32 p.m.



Chris Wood, Secretary  
Travis County ESD #16