

**TRAVIS COUNTY**  
**EMERGENCY SERVICES DISTRICT NO. 2**

**REGULAR MEETING MINUTES**

**August 13, 2020**

---

---

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, August 13, 2020 at 6:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 201 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended via video conference:

Mike Bessner      Mike Howe      Robert Turner      April Griffin      Rico Reyes

The following persons were also in attendance via video conference:

Ron Moellenberg      Nick Perkins      John Carlton      Jessica Frazier      Victor Gonzalez

Rob Humphrey      Cliff Avery      Josh Stubblefield      Michael Anderson      Patricio Perez

1. THE MEETING was called to order by Commissioner Bessner at 6:01 p.m. and the minutes were recorded by mechanical means. The meeting was held pursuant to a formal Notice of Meeting, which had been posted in accordance with the Texas Open Meetings Act at the Travis County Clerk's Office and in the offices of the Travis County Emergency Services District No. 2 Headquarters.
2. Public Comment: *There was no public comment; no action was taken on this item.*

**SPECIAL RECOGNITION**

3. Celebrate special recognition of personnel for exceptional performance:
  - *Letter of appreciation for participating in the Active Attack exercise with Pflugerville ISD for the following: Captain Beyer, Captain Ortiz, Lieutenant/Paramedic Kilventon, Lieutenant Rotelli, Apparatus Specialist Meglasson, Firefighter/Paramedic Bowser, Firefighter/Paramedic Buitron, Firefighter Dudley, Firefighter Guillot, Firefighter Lansdale, Firefighter/Paramedic Lister, Firefighter/Paramedic Muncher, Firefighter/Paramedic Ordieres, Firefighter Jeff Ramirez, Firefighter Sebesta, Firefighter Sherman, Firefighter/Paramedic Wolff*

**CONSENT ITEMS**

4. APPROVE MEETING MINUTES FROM THE JULY 9, 2020 REGULAR MEETING AND THE JULY 30, 2020 SPECIAL MEETING; *Commissioner Bessner asked if any consent items required discussion. There were none. A MOTION was made by Commissioner Howe. Commissioner Griffin made a SECOND to the motion; the motion carried.*

**REPORTS**

5. ANNUAL DISTRICT EMPLOYEE BENEFITS REPORT AND UPDATE; *Patricio Perez from Frost Insurance discussed percentage increases and options for insurance carriers. Commissioner Reyes asked how we came to our decision even though another carrier's quote was less. Discussion on movement of carriers for short term gain was made. Mr. Perez stated he will provide a document giving finer details of changing carriers. A MOTION was made by Commissioner Howe to accept the broker's recommendations, Commissioner Reyes made a SECOND to the motion; the motion carried.*

6. COMMISSIONERS' REPORTS, INCLUDING RESPONSES TO INQUIRIES; *Commissioner Bessner stated the next meeting for Travis County ESD Commissioners' meeting on August 22. Commissioner Griffin plans to attend.*
7. TREASURER'S REPORT; *Commissioner Howe discussed the bank balances and payroll for August. Commissioner Howe mentioned sales tax revenue was trending up. A MOTION was made by Commissioner Howe to accept payment of bills and invoices, processing of payroll, financial report, and monthly sales tax analysis report. Commissioner Turner made a SECOND to the motion; the motion carried.*
8. REPORT FROM THE DISTRICT'S FIRE CHIEF; Chief Moellenberg's report was included in the board packet;
  - *The Fire Chief reports call volume year to date totals are up 3.8%.*
  - *The Fire District has not had any employees contract COVID-19 because of patient care.*
  - *The District has interacted with 395 individuals exhibiting ILI (Influenza Like Illness) symptoms since the pandemic started.*
  - *The Fire District expenditures as a direct result of COVID-19 total \$322,000.*
  - *The Fire Chief attends weekly meetings with other Travis County Chiefs. The focus of the meetings is shifting from COVID-19 to other relevant issues.*
9. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S ATTORNEY REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION; *Attorney Carlton has been working on establishing the tax rate related matters. No major updates to report.*
10. RECEIVE REPORT FROM THE PFLUGERVILLE FIREFIGHTER'S PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *Association President, Josh Stubblefield, stated the Union will start a petition process tomorrow seeking support for an overlay district.*

#### **DISCUSSION/ACTION ITEMS**

11. DISCUSS AND CONSIDER THE PURCHASE AND FINANCING OF A 2020 FRAZER AMBULANCE AND TAKE ANY RELATED ACTION; *This is for the purchase of a new ambulance, Stryker stretcher and the resolution of the loan promissory note. President Bessner asked if the new ambulance is replacing one that was put on the ground in 2017. Battalion Chief Anderson mentioned this is to be ahead of the curve for replacement so that we are not waiting until the last minute to replace something that takes 6 months to build. Commissioner Griffin asked about the amount budgeted compared to actual expenses. Expense for the ambulance and equipment are within the budgeted amount. A MOTION was made by Commissioner Howe, Commissioner Reyes made a SECOND to the motion; the motion carried.*
12. DISCUSS AND CONSIDER A FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT TO SUPPORT FUNDING INSTALLATION OF SPRINKLERS IN STATION 2 AND TAKE ANY RELATED ACTION; *The Fire Department has been awarded a FEMA grant in the amount of \$90,909.09 with the Department's match being \$9,090.91 to install a sprinkler system at Station 2. A MOTION to accept the funds was made by Commissioner Turner, Commissioner Howe made a SECOND to the motion; the motion carried.*
13. DISCUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING PROJECTED GROWTH IN REVENUE, POPULATION, SERVICE DEMAND, AND IMPACT ON RESPONSE TIMES AND PROVISION OF SERVICE, AND TAKE ANY RELATED ACTION; *no action was taken on this item.*

14. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATTING THE COVID-19 PANDEMIC AND TAKE ANY RELATED ACTION; *The Department is still working with the City of Pflugerville to see if we will receive a portion of the CARES Act funds. No action was taken on this item.*
15. DISCUSS AND CONSIDER APPROVING THE FISCAL YEAR 2021 BUDGET AND TAKE ANY RELATED ACTION; *The Fire Chief discussed the FY21 budget. The District has made cuts where they can and plan to continue to be fiscally responsible. There are still five employees on a furlough status, decisions on these positions will be made by the end of the calendar year. Command staff is expanding with the addition of two Deputy Assistant Chief positions. This will help spread Command responsibilities across a broader base as the District continues to grow. No action was taken on this item.*
16. DISCUSS AND CONSIDER TAKING ACTION REGARDING THE 2020 TAX RATE, INCLUDING:
- a. ESTABLISHING THE PROPOSED TAX RATE; *A MOTION to set the proposed tax rate to 10 cents per \$100 of property value was made by Commissioner Howe, a SECOND was made by Commissioner Turner.*
  - b. TAKING A RECORD VOTE AND SCHEDULING A PUBLIC HEARING;  
*Mike Bessner – Aye*  
*Rico Reyes – Aye*  
*Robert Turner – Aye*  
*Mike Howe – Aye*  
*April Griffin – Aye*  
*The motion passes. Public hearing is scheduled for September 10, 2020 at 6:00 p.m.*
  - c. AUTHORIZING THE PUBLICATION OF “NOTICE OF PUBLIC HEARING ON TAX INCREASE” IN THE PFLUGERVILLE PFLAG; AND
  - d. ACKNOWLEDGING AND APPROVING THE POSTING OF TAX RATE NOTICE AND “NOTICE OF PUBLIC HEARING ON TAX INCREASE” TO THE HOMEPAGE OF THE DISTRICT WEBSITE; *A MOTION was made by Commissioner Howe to make the publication and posting, Commissioner Reyes made a SECOND to the motion; the motion carried.*

President Bessner adjourned the meeting at 7:17 p.m.

The next Board meeting is scheduled for September 10, 2020 at 6:00 p.m.

Respectfully Submitted,  
Rob Humphrey, Board Recorder