

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

September 10, 2020

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, September 10, 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 Anthony Nguyen Michael Anderson

Harley Preston

1. CONDUCT A PUBLIC HEARING ON THE PROPOSAL TO INCREASE PROPERTY TAXES; *Public hearing was called to order at 6:00 p.m. No members of the public made comment. Commissioner Howe made a MOTION to close the public hearing. Commissioner Turner made a SECOND to the motion; the motion carried.*
2. THE REGULAR MEETING *was called to order by President Bessner at 6:02 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 on September 7, 2020 by 5:00 p.m.
3. Public Comment: *There was no public comment; no action was taken on this item.*

SPECIAL RECOGNITION

4. Celebrate special recognition of personnel for exceptional performance: *There was no special recognition; no action was taken on this item*

CONSENT ITEMS

5. APPROVE MEETING MINUTES FROM THE AUGUST 13, 2020 REGULAR MEETING *Commissioner Bessner asked if any consent items required discussion. There were none. A MOTION was made by Commissioner Howe to approve the consent agenda; Commissioner Reyes made a SECOND to the motion; the motion carried.*

REPORTS

6. COMMISSIONERS REPORT, INCLUDING RESPONSES TO INQUIRIES: *Commissioner Bessner asked the Commissioners if they had anything to report. There was nothing to report.*

7. TREASURER'S REPORT: *Commissioner Howe presented the report and discussed one of the checks that was written. He asked the Board if they had any questions on the checks written and the statement provided. No one had any questions. Commissioner Howe discussed the bank balances and payroll amounts. 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 continues to increase.*
 - *The District continues to chronicle the activities related to COVID-19.*
 - *The District continues to see a downward turn in COVID-19 cases locally and will continue to monitor closely to see if Labor Day and the opening of some schools affects that.*
 - *The Fire Chief reports the District has made job offers to 15 firefighters to fill 12 current vacancies. This does not include the hiring of 15 firefighters for Station 6 planned for next year.*
 - *The District will make the projected budget due to increase in sales tax.*
 - *Due to Station 5 being the second busiest station the District, Commissioner Turner complimented the Fire Chief and Staff on its placement. He also noted that periods when all units are busy has dropped dramatically.*
9. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION; *Attorney Carlton reports helping the District move through the tax process, an agreement with the City of Pflugerville, and other various items. There will be more to report in later agenda items. Attorney Carlton reminded the Board that the legislative session starts in mid-January and he will keep everyone up to date as more information becomes available.*
10. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *Association President, Josh Stubblefield, stated the Association will be hosting a press release outside of the Central Station. The Association has been obtaining signatures and feels they have a high success rate. They plan to wrap-up their efforts in the next few weeks. They are obtaining signatures walking door-to-door but also have setup at several local locations. He reports having approximately 1,000 signatures although they have not all been verified. Their goal is 4,000 signatures.*

DISCUSSION/ACTION ITEMS

11. DISCUSS AND CONSIDER ADOPTING AMENDED RESOLUTION REGARDING PUBLIC PARTICIPATION AT OPEN MEETINGS AND TAKE ANY RELATED ACTION; *This is to define how the public can sign-up to participate in open meetings that are held virtually through a video conference. A MOTION was made by Commissioner Howe to adopt the resolution; Commissioner Turner made a SECOND to the motion; the motion carried.*
12. DISCUSS AND CONSIDER ACCEPTING FEDERAL EMERGENCY MANAGEMENT AGENCY FUNDS UNDER THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM – COVID-19 SUPPLEMENTAL AND TAKE ANY RELATED ACTION; *The Fire Chief stated this is for reimbursement on activity already taken related to COVID-19. A MOTION was made by Commissioner Reyes to accept the money from FEMA; Commissioner Turner made a SECOND to the motion; the motion carried.*

13. DISCUSS AND CONSIDER APPROVING AN INTERLOCAL AGREEMENT WITH THE CITY OF PFLUGERVILLE TO RECEIVE FUNDS FROM THE CARES ACT AND TAKE ANY RELATED ACTION; *The District Staff is asking for approval of this document in the event that the City of Pflugerville finds any funding from the CARES Act they can share with the District. A MOTION was made by Commissioner Howe to approve the ILA; Commissioner Griffin made a SECOND to the motion; the motion carried.*
14. DISCUSS AND CONSIDER A CONTRACT TO REPLACE THE STATION 1 GENERATOR AND TAKE ANY RELATED ACTION; *The generator at Station 1 has reached the end of its useful life. A request for proposal was completed and the lowest bid came from Capital Power Systems. A MOTION was made by Commissioner Reyes to approve the contract with Capital Power Systems; Commissioner Turner made a SECOND to the motion; the motion carried.*
15. DISCUSS AND CONSIDER A CONTRACT FOR A CONSTRUCTION MANAGER AT RISK FOR STATION 6 AND TAKE ANY RELATED ACTION; *The District completed a request for proposal for a construction manager at risk for Station 6. Out of the six returns, two were disqualified which left four remaining candidates. After a review, Braun and Butler received the top score. A MOTION was made by Commissioner Reyes to approve a contract with Braun and Butler; Commissioner Howe made a SECOND to the motion; the motion carried.*
16. DISCUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING:
 - a. REVIEWING PROJECTED GROWTH IN REVENUE, POPULATION, SERVICE DEMAND, AND IMPACT ON RESPONSE TIMES AND PROVISION OF SERVICE, *The Fire Chief discussed in depth the financial challenges faced.*
 - b. PRESENTING REPORTS FROM THE COMMISSIONERS CONCERNING COMMUNITY INTERACTIONS AND RELATIONS, *In regard to financial comments, Commissioner Howe asked for the pros and cons in an operational analysis of the four options the District has published on how to move forward. President Bessner asked each commissioner if they had any community interactions. Commissioner Howe reported gathering support from the Wells Branch Municipal Utility District. Commission Griffin reports having conversations with several Pflugerville City Council members and is in the process of setting up a joint session. Commissioner Turner reports having a meeting scheduled for Monday to meet with his contact. Commissioner Reyes reports making contact with County Commissioner Jeff Travillion through text and will continue to attempt to connect via phone. President Bessner reported he made contact with the CEO of the Chamber, Shontel Mays. She plans to take information to her executive board to see if they will allow President Bessner to present at one of their meetings.*
 - c. AND TAKE ANY RELATED ACTION; *no action was taken on this item.*
17. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATTING THE COVID-19 PANDEMIC AND TAKE ANY RELATED ACTION; *The Fire Chief reports that COVID-19 continues to be a concern but the daily ILI (Influenza Like Illness) type calls have decreased. No action was taken on this item.*
18. CONSIDER TAKING ACTION REGARDING THE FISCAL YEAR 2021 BUDGET FOR THE PERIOD OCTOBER 1, 2020 TO SEPTEMBER 30, 2021; *The Fire Chief pointed out the highlights of the proposed budget. A MOTION was made by Commissioner Howe to adopt the budget for fiscal year 2021; Commissioner Reyes made a SECOND to the motion; the motion carried.*

19. TAKE A RECORD VOTE ON THE DISTRICT'S 2020 TAX RATE, INCLUDING:

- a. ADOPTING AN ORDER LEVYING TAXES, *Commissioner Howe made a MOTION that the property rate be increased by the adoption of a tax rate of 10 cents per \$100 of assessed value which is effectively a 0.81% increase in the tax rate. Commissioner Reyes made a SECOND to the motion; the motion carried.*

Mike Bessner- Aye

Rico Reyes- Aye

Mike Howe- Aye

April Griffin- Aye

Robert Turner- Aye

- b. AUTHORIZING FILING THE ORDER WITH THE TRAVIS COUNTY TAX ASSESSOR/COLLECTOR; *Commissioner Griffin made a MOTION to authorize filling the order with the Travis County tax assessor/collector; Commissioner Reyes made a SECOND to the motion; the motion carried.*

- c. OR AUTHORIZING THE DATE, TIME AND PLACE OF THE MEETING TO VOTE ON THE TAX RATE; *no action necessary.*

20. AUTHORIZE POSTING OF STATEMENT REGARDING THE ADOPTED 2020 TAX RATE TO HOME PAGE OF DISTRICT'S WEBSITE; *A MOTION was made Commissioner Howe to post the adopted 2020 tax rate statement to the District's website; Commissioner Reyes made a SECOND to the motion; the motion carried.*

21. ADJOURN THE MEETING. *President Bessner adjourned the meeting at 7:29 p.m.*

The next Board meeting is a Special Meeting, jointly with Pflugerville City Council and is scheduled for September 29, 2020 at 6:00 p.m.

Respectfully Submitted,
Rob Humphrey, Board Recorder