

CONSENT ITEMS

4. **Approve minutes from the January 13, 2022, regular meeting:**
5. **Approve the record destruction of listed records based on the district's record retention schedule from the Texas State Library and Archives Commission:**

Commissioner Turner moved to approve the consent agenda items. Commissioner Griffin seconded the motion and it passed 4-0.

REPORTS

6. **Commissioners' reports, responses to inquiries, including:**
 - **communications with the City Council of Pflugerville Public Safety Subcommittee:** *Commissioner Griffin reported that she and Commissioner Bessner met with the City Council for the City of Pflugerville and communications between the two organizations have continued. Commissioner Bessner commented that efforts to meet on a regular basis will be continued.*
 - **District Public Relations Committee:** *Commissioner Griffin stated that the Public Relations Committee has been on hiatus. Chief Perkins commented that meetings will resume, soon, and is looking to schedule for March.*
 - **Travis County ESD Commissioners' Council report:** *Commissioner Bessner advised that he did not have anything to report. The Council was supposed to meet in January, but that meeting did not occur and discussions are still happening with regard to scheduling a meeting.*

Commissioner Bessner stated that the Pflugerville Chamber of Commerce is holding its Annual Banquet on March 8th, and the District will have a table. Given the seats that are available, Commissioner Bessner advised that anyone wanting to attend the Banquet, should inform District staff.

Commissioner Griffin commented that the Pflugerville Education Foundation's Annual Gala is scheduled for February 26th. Chief Perkins advised that the District donates items for the silent auction. Commissioner Griffin stated that she thinks a member of the Board or someone from the District should consider attending. Commissioner Bessner agreed and Chief Perkins stated that he will provide ticket information.

Commissioner Bessner mentioned that the SAFE-D conference is scheduled for the following week, and the Board discussed the schedule for the Conference.

7. **Receive report from Treasurer and consider taking related action:**
 - a. **Including approval of monthly bills and invoices:**
 - b. **Approval or financial report, including processing of payroll:**
 - c. **Receive monthly sales tax analysis report:**
 - d. **Approval of quarterly investment report:**

Jessica Frazier reported to the Board on the list of checks to be approved, as well as the financial report and the quarterly investment report, as provided in the packet. Ms. Frazier commented that sales tax revenue has increased, and the property tax revenue has been received. Commissioner Reyes asked about the costs for Stanard & Associates, Inc. Chief Perkins responded, stating that the company handles the District's aptitude testing. Commissioner Bessner asked if the District traditionally handles the pay out of leave balances this time of year, and Ms. Frazier said, "yes." Commissioner Griffin moved to approve the payment of monthly bills and invoices, as well as approve the financial report and quarterly investment report. Commissioner Turner seconded and the motion passed 4-0.

8. **Receive monthly report from the Fire Chief regarding emergency operations, response times, call volume, training, management activities and personnel to include:**

- **an update on the District's EMS billing policy:**
- **an update on the District's planning development:**
- **and consider taking any related action:**

Chief Perkins reported to the Board on the status of COVID-19 infections within the District, commenting that the recent wave was the hardest one faced by the District, yet, and further commenting on the commitment of the firefighters and paramedics that have stepped up. Chief Perkins further reported to the Board, addressing recent inclement weather and preparedness, as well as planning and development, advising that Station 7 now has a mobile home structure on site and efforts are being made to work through utility issues and bay access. With regard to Station 8, Chief Perkins advised that a building has been acquired for the site, a pad is being prepared, and then the building will be moved on site. Chief Perkins commented that the EMS response time is down for the Howard Lane / Dessau Road area and, while the response time is still in the 90th percentile for Travis County, it does not meet the District's standards and the department is working to improve. After Station 8 has been completed and is in use, response times will decrease. Chief Perkins acknowledged a delay in preparing the annual report, but he intends to present it to the Public Relations Committee, next month. Chief Perkins also commented on the growth and demand the District is facing, stating that the department responded to 10,940 calls in 2020 and 13,315 calls in 2021 – reflecting a 21% increase in call volume. Additionally, the current population estimate is at 160,000 residents. Chief Perkins continued, stating that while the District has seen a large increase in sales tax revenue, high inflation rates are expected to continue in the coming months, and the strategic planning that has been implemented over the past decade, will help the District navigate the coming months. Chief Perkins further reported to the Board on the issues the District faces with regard to the City's contract with Acadian, advising that department staff spend an enormous amount of time, resources and energy reviewing reports and addressing issues with Acadian Ambulance. There have been at least 18 significant events reported, resulting from emergency communications and the failure to pass on critical information. Commissioner Turner asked if the City is involved in communications and if City personnel are demonstrating concern over the situation. Chief Perkins advised the City has been getting more involved in recent weeks. Commissioner Bessner asked if the fire code issue Acadian is facing with the City, that was discussed at the January meeting has been addressed or resolved. Chief Perkins advised that it has not been resolved but Acadian has initially responded. Chief Perkins continued outlining and summarizing the issues the department faces with regard to Acadian's communications and response times, noting that there are at least 53 reports of delayed or problematic responses, and at least 11 events where the department was not notified at all. Commissioner Griffin asked how information regarding events, issues or problems with Acadian is being shared. Chief Perkins responded, stating that weekly meetings are held and the City, Acadian, the District and others participate, and information is presented there.

Chief Perkins provided a brief update to the Board on the District's strategic planning, as provided in the packet. Then he briefly discussed the District's EMS billing policy and introduced Christopher Turner with Emergicon, who presented to the Board on the billing process.

9. **Receive monthly report from the District's legal counsel regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action:** *John Carlton, the District's legal counsel, advised that he is working with District staff as needed and has nothing to report to the Board.*

10. **Receive report from the Pflugerville Professional Firefighter's Association, Local No. 4137 and consider taking related action:** *Steve Blocker, C-Shift Vice President for Local No. 4137 presented the report. Mr. Blocker acknowledged changes and difficulties were anticipated with the City's hiring of Acadian, as Chief Perkins has already addressed. Mr. Blocker looks forward to continuing to address the*

issues with Acadian to keep the firefighters and residents safe. Commissioner Bessner expressed his gratitude for the work the Association does and congratulated Mr. Blocker on his promotion. Commissioner Turner also thanked Mr. Blocker and the Association for the work the line staff does to provide the best possible care to the patients.

DISCUSSION/ACTION ITEMS

11. **Discuss and consider a guaranteed maximum price and approval of financing for construction of Fire Station 6, and any matters related thereto, and take any related action:** *Victor Gonzalez reported to the Board on the guaranteed maximum price for the construction of Fire Station 6 of \$7,500,000, as provided in the packet. Mr. Gonzalez introduced Kenton Heinze, President, and Colin Juren, Vice President, with Braun & Butler Construction, to address the Board and answer any questions regarding the construction costs. Mr. Juren provided the Board with a detailed overview of the maximum price of Fire Station 6, outlining the increase in costs for materials and labor needed for the Station 6 project, as well as the cost-saving measures that have been taken. Commissioner Reyes inquired about the driving force for the increased costs. Mr. Heinze responded, stating that tariffs are impacting the cost of lumber, and production costs are increasing as a result of COVID, as well as demand. Commissioner Bessner commented that the cost is approximately \$1,100,000 million more than was budgeted. Ms. Frazier then discussed the financing aspect of the construction project, and introduced Ed King with HdL, who reported to the Board on financing options and the impact of inflation. Mr. King advised that he had a resolution approving financing with Southside Bank for the Board's approval. Commissioner Griffin asked from where the additional \$1,100,000 would come. Ms. Frazier advised that, given the District's financial position and the forecasts available, she is not concerned about the District's ability re-pay the full amount. Mr. Carlton outlined the actions to be taken by the Board. Commissioner Reyes moved to approve the guaranteed maximum price of \$7,500,000; Commissioner Turner seconded; and the motion passed 4-0. Commissioner Turner moved to approve the resolution for financing; Commissioner Reyes seconded; and the motion passed 4-0.*
12. **Discuss and consider a contract for a construction manager at risk for the Training Field / Fire Station 7 project and take any related action:** *Mr. Gonzalez reported to the Board that 13 RFQ responses were received for the project and interviews were conducted with the top three firms. From that process, Core Construction Company was selected as the most qualified vendor, with a total cost of \$20,000 for pre-construction and a project construction fee of 2.75% of the construction cost. Commissioner Turner moved to authorize District staff to negotiate and execute the contract with Core Construction to act as the manager at risk for the construction of the Training Field/Fire Station 7. Commissioner Griffin seconded and the motion passed 4-0.*
13. **Discuss and consider a contract for an Architect for Fire Station 7 and take any related action:** *Mr. Gonzalez reported to the Board that when the Training Field project started, it did not include a fire station; however, the scope has since been updated to include Fire Station 7. Martinez Architects will handle construction of the training field and Brinkley Sargent, which designed Station 6, will handle construction of Station 7. Commissioner Reyes moved to authorize District staff to negotiate a contract with Brinkley Sargent for architectural services for Station 7 in an amount not to exceed \$335,363, Commissioner Griffin seconded, and the motion passed 4-0.*
14. **Discuss and consider an easement for Oncor Electric to provide electrical service at the Training Field, and take any related action:** *Chief Perkins advised that in order to deliver electric service to the temporary building at the Training Field / Station 7, Oncor requires an easement so it may install the necessary poles and deliver service, but there is not an associated cost. Commissioner Reyes moved to authorize the District Fire Chief to execute an easement agreement with Oncor Electric; Commissioner Griffin seconded the motion; and it passed 4-0.*

16. **Discuss and consider an application to the Texas Comptroller of Public Accounts' Transparency Stars program, and take any related action:** *Chief Perkins informed the Board that the District is already meeting the vast majority of the requirements of the Comptroller's Transparency Stars program; however, there are certain updates required for the District's website in order to fulfill all requirements of the program. Commissioner Reyes moved to authorize District staff to finalize posting all required data and information to the District's website and submit an application to the Texas Comptroller for the Traditional Finance Star category. Commissioner Griffin seconded and the motion passed 4-0.*
18. **Discuss and consider taking action on an update to an Automatic Aid Agreement with Round Rock Fire Department, and to authorize the Fire Chief to negotiate needed updates to the Agreement with legal counsel and take any related action:** *Chief Perkins updated the Board regarding the status of the Automatic Aid Agreement, which was put into place in 2007; however, it was not fully implemented due to problems with computer-aided dispatches connecting with Travis County and Williamson County. Commissioner Griffin moved to authorize the Fire Chief to update the Automatic Aid Agreement with legal counsel and negotiate the Agreement with the Round Rock Fire Department. Commissioner Reyes seconded and the motion passed 4-0.*
19. **Discuss and consider approving updated fire code adoption and take any related action:** *Dan Berger presented to the Board on the status of the District's fire code and the updates to be made. Mr. Berger also provided an overview of the appeal process under the fire code, noting that the Board of Commissioners is the governing body to which an appeal must be presented. Mr. Berger continued, stating that there is an expectation that more appeals will be filed given the growth and development in the area. Further, any enforcement proceedings will be handled through Justice of the Peace, Precinct 2. Commissioner Bessner asked if the process to appeal was changing as a result of the updates to the fire code. Mr. Berger advised that the provisions had not changed; instead, the appeal process had not been used before, and so he wanted to bring it to the Board's attention. Commissioner Bessner commented that, in his time on the Board, no appeals had been presented for Board consideration. Mr. Berger agreed but noted that he expected that to change, given the growth and development within the District. Commissioner Reyes also inquired about the appeals process, and Mr. Carlton provided an overview of the process and noted that the fire code would not be presented for adoption until the March regular meeting or the April meeting. Commissioner Griffin recommended a process be laid out, so all parties are educated about the process. The Board discussed the matter. After which, Mr. Berger offered to create a flow chart that details the appeal process to ultimately be posted on the District's website, and the Board agreed. Mr. Berger also provided a brief overview of the updates and changes contained in the 2021 International Fire Code for the Board's consideration. No action was taken.*
20. **Discuss and consider activity in support of operations combatting the COVID-19 pandemic, and take any related action:** *Chief Perkins discussed this under Item 8, above.*
21. **Discuss and consider approving and accepting the oath of office for commissioner turner, and take any related action:** *John Carlton issued the Oath of Office to Commissioner Turner. No action was taken.*
22. **Discuss and consider the election of officers for the board of commissioners, and take any related action:** *Commissioner Reyes made a motion for the Board members to maintain their current officer positions and no changes be made. Commissioner Griffin seconded and the motion passed 4-0.*

The Board went into Executive Session pursuant to Chapter 551.071 of the Texas Government Code for the purpose of consultation with legal counsel at 7:13 pm. The Board re-convened from Executive Session at 8:09 pm; no action was taken during Executive Session.

At 8:40 p.m., Commissioner Bessner stated that the Board would convene in Executive Session to receive advice from the District's attorney regarding matters on the agenda.

At 9:29 p.m., Commissioner Bessner reconvened the Board in open meeting, and stated that no action was taken in Executive Session.

15. Discuss and consider strategic planning for the District related to financial and operational projections, including:

- **review of projected growth in revenue, population, service demand, and impact on response times and provision of service:**
- **reports from the commissioners concerning community interactions and relations:**
- **reports from staff regarding agreements for emergency services with other entities:**
- **and take any related action:**

Commissioner Turner moved to authorize the Fire Chief to work with legal counsel to negotiate and execute a Mutual Aid Agreement between the District and Acadian Ambulance for the provision of ambulance services. Commissioner Reyes seconded the motion and the motion passed 4-0.

17. Discuss and consider the provision of emergency medical services in fiscal year 2022 to other governmental entities and take any related action: *Commissioner Bessner stated that Item 17 is related to Item 15; no action was taken.*

23. Adjourn the meeting. *The Board's next meeting will be March 10, 2022 at 6:00 p.m. Commissioner Bessner adjourned the meeting at 9:31 p.m.*

Respectfully Submitted By:

Sequina Allen
Board Recorder

March 10, 2022