

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

JULY 11, 2024

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, July 11, 2024, at 8:00 a.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: Rico Reyes April Griffin Randy Reese Mike Howe

Commissioners absent: Robert Turner

The following persons were also in attendance:

AJ Stacer	John Carlton	Sequina Allen	Nick Perkins	Jessica Frazier
Brandon Barkley	Dan Berger	Tory Thompson	Aaron Segura	Tim Moellenberg
Mark Moellenberg	Kimberly Holiday	David Rodgers	Charles Pleasant	Vicky Linsalata
Trevor Stokes	Heath Doyle	Glen Smith	Ed King	Ronald Moellenberg
Gabriel Gutierrez	Chris Montoya	Larry Gonzalez		

1. CALL REGULAR MEETING TO ORDER: *The meeting was called to order by Board President Commissioner Reyes at 8:02 a.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, in the offices of the Travis County Emergency Services District No. 2 Headquarters, and on the District’s website at <https://www.pflugervillefire.org/board-of-commissioners-agenda/>.*

PUBLIC COMMENT

2. PUBLIC COMMENT: *No public comment.*

CONSENT ITEMS

3. APPROVE REGULAR MEETING MINUTES FROM THE JUNE 14, 2024 MEETING;
Item was tabled and not addressed.
4. APPROVE A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS;

Commissioner Howe moved and Commissioner Griffin seconded to approve the Resolution. The motion passed unanimously.

REPORTS

5. COMMISSIONERS' REPORTS, RESPONSES TO INQUIRIES, INCLUDING;
 - COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE;
 - DISTRICT PUBLIC RELATIONS COMMITTEE
 - TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT;

No reports presented.

6. RECEIVE REPORT FROM TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING:
 - A. APPROVAL OF MONTHLY BILLS AND INVOICES;
 - B. APPROVAL OF FINANCIAL REPORT, INCLUDING PROCESSING OF PAYROLL;
 - C. RECEIVE MONTHLY SALES TAX ANALYSIS REPORT;
 - D. APPROVAL OF PURCHASES FOR ITEMS INCLUDED IN THE DISTRICT'S APPROVED BUDGET;

Commissioner Howe provided a brief overview of the Treasurer's Report and noted that the Board has been provided a list of monthly bills and invoices as well as the financial report. Commissioner Howe briefly discussed variations in sales tax, noting that proceeds are up 8.5% from last year. Commissioner Howe also advised on the status of payroll to be approved by the Board, as well as purchases that were included in the District's budget and that are ready to be approved by the Board.

Commissioner Howe moved to approve the Treasurer's Report and Commissioner Griffin seconded; the motion was approved unanimously.

7. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION;
 - CAUSE NO. D-1-GN-23-000748; DAVID ROGERS, JENNIFER PAKENHAM, AND KRISTI POWELL, PLAINTIFFS V. TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 BOARD, DEFENDANT;

This item will be discussed in executive session.

DISCUSSION/ACTION ITEMS

8. DISCUSS AND CONSIDER APPROVAL OF FINANCING FOR THE STATION 7 AND TRAINING FACILITY PROJECT INCLUDING A REIMBURSEMENT RESOLUTION;

Jessica Frazier introduced Ed King with Government Capital Corporation and invited Mr. King to discuss the status of the District's loan. Mr. King described the process for securing financing for the District's project, especially given the status of the District's sales tax and the unknown nature of elections.

Government Capital approached six different banks to search for a favorable loan, two of which did not respond. Mr. King advised that Governmental Capital recommends the District finance the construction project through Webster Bank, and Mr. King briefly discussed the documents that were provided for the

Board's approval. Ms. Frazier then discussed the status of the loan and the final reimbursement resolution to be approved by the Board.

Commissioner Howe moved and Commissioner Reese seconded to approve the loan and reimbursement resolution. The motion passed unanimously.

9. DISCUSS AND CONSIDER SCHEDULING OF BUDGET MEETINGS, PUBLIC HEARINGS AND TAKE ANY RELATED ACTION;

Mr. Carlton briefly discussed the need to address the budget and tax rate setting process in the upcoming months and the requirement that a quorum of the Board be available to meet in person. Ms. Frazier noted that as long as the Board of Commissioners adopts a tax rate for the District that does not exceed the voter approval rate, an election is not needed for this and the regular August and September Board meetings, scheduled for August 8th and September 12th, respectively, are sufficient to conduct the necessary meetings and public hearing. After brief discussion, no action was taken.

10. DISCUSS AND CONSIDER APPROVAL OF A CONTRACT FOR SERVICE FOR THE REPLACEMENT OF IT AND TECHNOLOGY INFRASTRUCTURE FOR THE ADMINISTRATION BUILDING AND CENTRAL STATION AND TAKE ANY RELATED ACTION;

Chief Perkins provided an overview of this item, noting that the District's administrative campus has been experiencing service interruptions with IT-related equipment and ongoing connectivity problems. Chief Perkins noted that the current IT and infrastructure has mixed network wiring, the vast majority of which is over 20 years old. Given the immediate nature of the network problems, District staff was directed to obtain quotes to replace the cabling. Of the three quotes that were obtained, the lowest quote was presented by Contigo Technology, with which the District already contracts, and in the amount of \$92,143.15. The Board then, briefly, discussed this matter, with Commissioner Howe inquiring about Commissioner Turner's availability to review and comment on the proposals, and Chief Perkins responded affirmatively.

After discussion, Commissioner Griffin moved and Commissioner Reese seconded to approve the contract with Contigo Technology. The motion passed unanimously.

11. DISCUSS AND CONSIDER APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT FOR HUMAN RESOURCES ADMINISTRATIVE SERVICES AND TAKE ANY RELATED ACTION;

Chief Perkins discussed this item, noting that the District provides HR administration services to its employees. Discussions were previously held with regard to utilizing a third-party resource for providing HR administrative services, which is anticipated to increase efficiency for District staff. Two proposals were received by the District. Chief Perkins provided an overview of the contract with Christopher Fisher of HR&P, which costs \$112,000 and covers up to 300 personnel, and noted the benefits. Commissioner Howe inquired about implementing the change in HR services and the process for resolving issues for current employees. Chief Perkins responded and identified the staff responsible for navigating such matters. Commissioner Reyes inquired about the major categories reviewed and taken under consideration in awarding the contract. Assistant Chief AJ Stacer informed the Board on the rubrics that were used to determine the degree and types of service that would best serve the District's staff.

After discussion, Commissioner Griffin moved and Commissioner Howe seconded to approve the agreement with HR&P, and the motion passed unanimously.

12. DISCUSS AND CONSIDER ACTION RELATED TO CITIZEN PETITION TO ABOLISH DISTRICT'S SALES TAX IN THE CITY OF PFLUGERVILLE AND REDUCE DISTRICT'S SALES TAX IN ALL OTHER AREAS FROM 1% TO 0.5% AND TAKE ANY RELATED ACTION;
The District's attorney John Carlton advised that this item should be discussed in executive session.

Commissioner Reyes announced that the Board would convene in closed session to discuss Item 12 and Item 7.

At this time, the Board went into Executive Session to receive legal advice from counsel pursuant to Texas Government Code Section 551.071. Executive Session convened at 8:27 a.m. and ended at 8:58 a.m., at which point the regular meeting was reconvened. No action was taken during executive session.

Upon reconvening the meeting, Board President Reyes noted that the Board did not complete its discussion in closed session and moved to recess until the next day, on Friday, July 12th. Commissioner Howe seconded the motion and the meeting was recessed at 8:58 a.m.

Board President Reyes reconvened the Board's meeting at 8:34 a.m. on Friday, July 12th.

At this time, the Board returned to closed session to receive legal advice from counsel pursuant to Texas Government Code Section 551.071. Executive Session convened at 8:34 a.m. and ended 11:18 a.m. at which point the regular meeting was reconvened. No action was taken during executive session.

13. ADJOURN THE MEETING.

Board President Rico Reyes adjourned the meeting at 11:18 a.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder