

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

JULY 10, 2025

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The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, July 10, 2025, at 5:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 201B East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended: Rico Reyes April Griffin Mike Howe Robert Turner Randy Reese

The following persons were also in attendance:

Nick Perkins	Jessica Frazier	Dan Berger	AJ Stacer	Sequina Allen
Michael Anderson				

PUBLIC COMMENT

1. CALL REGULAR MEETING TO ORDER. *The meeting was called to order by Board Commissioner Reyes at 5:02 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, 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/>.
2. PUBLIC COMMENT: *None.*

The Board addressed the agenda items in the following order:

DISCUSSION/ACTION ITEM

10. DISCUSS AND CONSIDER APPROVAL OF FINANCING FOR FY25 VEHICLE AND EQUIPMENT PURCHASES AND TAKE ANY RELATED ACTIONS;

Jessica Frazier introduced Ed King from Government Capital and he presented financing options for the dozer haul truck, two ambulances, and additional equipment. Mr. King discussed the different bids that were received and the bank loan options, and noted that JP Morgan Chase is the recommended lender, given the favorable rate and terms offered. Mr. King provided additional information on fees associated with the loan, as well as term and structure of the loan.

Commissioner Howe moved and Commissioner Reyes seconded to approve the financing through Chase Bank for the FY25 vehicle and equipment purchases. The motion passed unanimously.

SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE;
 - AS/P Daniel Bearden earned his Master Structure Firefighter certification from the Texas Commission on Fire Protection.

- Firefighter Quentin Powers received his Associate of Arts Degree in Psychology from Austin Community College.
- Recognize Anthony Lamanna for graduation from the Texas Fire Chiefs' Academy-Certified Fire Executive.
- Recognize Paul Nutting for leading the Stillwater Training.
- Recognize Terrence Wade for earning his Intermediate Structure Firefighter and Intermediate Aircraft Rescue Firefighter certifications from the Texas Commission on Fire Protection.
- Ashley Hackstock received a certificate from Cornell University for completing the Employment Law program.
- Recognize Trevor Stoke, John Carlton, Jamie Capello, Larry Gonzales and Clay Avery for their service and hard work with SAFE-D regarding Senate Bill 2965.

Commissioner Reyes recognized the named individuals for their exceptional performance.

CONSENT ITEMS

4. APPROVAL OF PURCHASE OF ZOLL MONITORS INCLUDED IN THE DISTRICT'S BUDGET;
Chief Perkins and Jessica Frazier provided brief background information on purchase.

Commissioner Turner moved and Commissioner Griffin seconded to approve the purchase. 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;

Commissioner Howe advised that there was nothing more to report with respect to the Public Safety Subcommittee. Commissioner Reyes briefly noted that a cordial discussion was held with the Pflugerville City Council earlier in the day.

No updates or reports provided by the District Public Relations Committee.

Commissioner Turner advised that a delay is expected before the next meeting of the Emergency Services District Commissioners' Council.

Commissioner Reyes advised that he will not be seeking re-appointment.

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 monthly bills and invoices, the financial report, sales tax analysis report, and approval of purchases included in the budget.

Commissioner Howe moved and Commissioner Griffin seconded to approve the Treasurer's report, including the payment of monthly bills and invoices, the financial report and processing of payroll, the monthly sales tax analysis report, and the purchase of items included in the District's approved budget. The motion passed unanimously.

7. RECEIVE MONTHLY REPORT FROM ASSISTANT CHIEF OF COMMUNITY RISK REDUCTION REGARDING STATUS OF FIRE CODE VIOLATIONS AND ENFORCEMENT ACTIVITIES WITHIN THE DISTRICT AND AUTHORIZE ACTION AS NECESSARY, INCLUDING THE FOLLOWING PROPERTIES AND OWNERS:
 - A. GLENN WILLIAMS, 6511 BRATTON LANE, AUSTIN, TEXAS 78728 ("PERFECT 10");
 - B. JOHN MELFI, 13800 DRAGLINE DR., AUSTIN, TEXAS 78728 ("COLETTE AUSTIN");
 - C. SHAWN THAI, 13422 DESSAU RD, AUSTIN, TEXAS 78754 ("FOOD TRUCK PARK")
 - D. NINA MORRISON, 2213 E HOWARD LANE, MANOR, TEXAS 78653 ("BROOKSIDE MANOR GROUP HOME")
 - E. MADISON CLARK, 19051 MELWAS WAY, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
 - F. AUGUSTINE TAMBE, 17118 SIMSBROOK, PFLUGERVILLE, TEXAS 78660 ("MAOFU GROUP HOME")
 - G. RESIDENTIAL SERVICES, 16821 CONSTANTINOPLE LANE, PFLUGERVILLE, TEXAS 78660 ("KENMAR GROUP HOME")
 - H. KIMBERLY STEVENSON, 17504 WISEMAN DR., PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
 - I. AUGUSTINE TAMBE, 1602 JIGSAW CV., PFLUGERVILLE, TEXAS 78660 ("MAOFU GROUP HOME")
 - J. AUGUSTINE TAMBE, 1603 JIGSAW CV., PFLUGERVILLE, TEXAS 78660 ("MAOFU GROUP HOME")
 - K. PAUL YANEZ, 19305 SUNKEN CREEK PASS, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
 - L. RHONDA HEARNS, 19621 CLOUDY BAY DR., PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
 - M. MADISON CLARK, 1202 CROSSVINE WAY, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
 - N. MADISON CLARK, 514 OAT MEADOW, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)

Assistant Chief Dan Berger provided background on the fire code violations and enforcement activities for the properties listed, noting that sub-item K is expected to be closed or shut down per information received from the owner. Assistant Chief Berger also briefly discussed a growing issue with food truck courts in the unincorporated areas of the District. Commissioner Reyes and Commissioner Howe inquired about the requirements and enforcement. Assistant Chief Berger stated that the food truck vendors are doing a great job with what they make; however, there should be at least 10-feet between food trucks and structures and that requirement is what is being enforced.

8. RECEIVE REPORT REGARDING STATION #7 AND TRAINING FIELD CONSTRUCTION PROGRESS, AND DISCUSS AND CONSIDER ACTION REGARDING AGREEMENTS WITH CORE CONSTRUCTION SERVICES OF TEXAS, INC., AND MARTINEZ ARCHITECTS, INCLUDING ANY CHANGE ORDERS OR REQUESTS FOR PAYMENT;

Chief Perkins advised that the Certificate of Substantial Completion has been issued for the Station, as well as a punchlist of items to be addressed and a three-year warranty for the septic system. Chief Perkins also advised that he is expecting the space to be occupied starting September 1st. Commissioner Turner commended the efforts in completing the structure and the work on the training field.

9. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION;

Mr. Carlton stated that pertinent matters will be discussed during the meeting that is scheduled for the following day.

DISCUSSION/ACTION ITEM

11. DISCUSS AND CONSIDER ADOPTING THE TAX AND BUDGET PLANNING CALENDAR FOR 2025, AND AUTHORIZE PAYMENT FOR TAX PROCESS PUBLICATIONS AND TAKE ANY RELATED ACTION;

Jessica Frazier briefly discussed the timing associated with the tax and budget planning calendar. Ms. Frazier noted that she expects to receive the certified values and reports required to conduct the tax rate calculations on July 25th. At the next regular meeting, scheduled for August 18th, the Board will discuss and vote on the proposed tax rate, and the submission for publication of the required Notice will be due to the Pflugerville Pflag by August 27th. On September 11th, a physical quorum of the Board is needed in order to adopt the new tax rate. Ms. Frazier further noted that public hearing is not being scheduled because it is not anticipated that the Board will choose a tax rate that requires a hearing. No action taken.

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

This item was discussed under Item 11, above. No action taken.

At this time, the Board returned to Item 3, Special Recognition:

Commissioner Griffin, on behalf of the Board and leadership team, recognized Commissioner Reyes for his exceptional service in his role as a Board Commissioner since being appointed in 2015.

13. ADJOURN THE MEETING.

Board adjourned the meeting at approximately 5:51 p.m.
The next Board meeting is scheduled for August 18, 2025 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder