

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### REGULAR MEETING MINUTES

OCTOBER 09, 2025

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The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday October 9, 2025, at 6:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 203 East Pecan Street, Pflugerville, Texas, for the following purposes.

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

The following persons were also in attendance:

Nick Perkins	Jessica Frazier	Mark Moellenberg	AJ Stacer	Sequina Allen
Glen Smith	Jason Flores	Bryan Ray	Tory Thompson	Lanie Stokes
Brandon Soto	Ram Beck	Steven Blocker	Charles Dossett	Ron Buys
Wayne Mclen	Terri Mclen	Ryan Ricki	Brian Fairbanks	Daniel Berger
John Carlton				

### PUBLIC COMMENT

1. CALL REGULAR MEETING TO ORDER. *The meeting was called to order by Board Commissioner Turner 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, 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: *No public comment was presented.*

### SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE;
  - RECOGNIZE NICHOLAS BRINDLE FOR PROMOTION TO APPARATUS SPECIALIST.
  - RECOGNIZE LIEUTENANT/PARAMEDIC CHARLES DOSSETT FOR RECEIVING HIS ASSOCIATE OF APPLIED SCIENCE DEGREE IN EMERGENCY MEDICAL SERVICES FROM WEATHERFORD COLLEGE.
  - RECOGNIZE APPARATUS SPECIALIST/PARAMEDIC ALEXANDER PADDEN FOR RECEIVING HIS MASTER FIREFIGHTER CERTIFICATION FROM THE TEXAS COMMISSION ON FIRE PROTECTION.
  - RECOGNIZE COMMISSIONER RANDY REESE FOR SUCCESSFULLY COMPLETING ALL THE REQUIREMENTS TO BECOME A CERTIFIED COMMISSIONER.
  - RECOGNITION LETTER FROM TEXAS A&M ENGINEERING EXTENSION SERVICE (TEEX) TO THE DISTRICT FOR CAPTAIN TREVOR STOKES AND FIRE PROTECTION ENGINEER

RON BUYS, ACKNOWLEDGING THEIR CONTINUED SUPPORT OF THE TASK FORCE DURING THE 4<sup>TH</sup> OF JULY FLOOD RESPONSE AND ONGOING RECOVERY EFFORTS.

- SPECIAL RECOGNITION OF COMMUNITY MEMBERS WAYNE AND TERRI MCLEN FOR THE GENEROUS AMERICAN FLAG DONATIONS.

*Commissioner Turner recognized the named individuals for their exceptional performance.*

### CONSENT ITEMS

4. APPROVE SEPTEMBER 11, 2025, REGULAR MEETING MINUTES;
5. APPROVE A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS;
6. APPROVE THE MAXWELL LOCKE & RITTER ENGAGEMENT LETTER FOR THE ESD2 FY25 FINANCIAL AUDIT;
7. APPROVE THE VFIS INSURANCE RENEWAL;
8. APPROVE UPDATING THE DISTRICTS REPRESENTATIVE TO THE CAPITAL AREA COUNCIL OF GOVERNMENTS FROM CHIEF MOELLENBERG TO CHIEF PERKINS;

**MOTION:** *Commissioner Howe moved and Commissioner Reese seconded to approve the consent items. The motion passed unanimously.*

### REPORTS

9. 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.*

10. 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 discussed the upcoming routine checks and financial numbers. He noted sales tax was up 7.5% for August and 4% for September.*

**MOTION:** *Commissioner Howe moved and Commissioner Reese seconded to approve the Treasurer's report. The motion passed unanimously.*

11. RECEIVE MONTHLY REPORT FROM THE FIRE CHIEF REGARDING EMERGENCY OPERATIONS RELATED TO FIRE SUPPRESSION AND EMS, RESPONSE TIMES, CALL VOLUME, PERSONNEL STAFFING AND TRAINING, MANAGEMENT ACTIVITIES, COMMUNICATIONS AND PUBLIC INFORMATION ACTIVITIES, INCLUDING:

- 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 discussed the financial section of his report, discussing the ambulance supplemental payment program providing reimbursement for Medicaid recipients. In FY22, they had \$819,000. This past year, they are at \$113,000. In response, they have created a direct payment program and will be meeting with the Department of Health and Human Services (HHS) representative on the date of the next Board meeting.*

*Chief Perkins added that they are currently discussing performance measures related to the direct payment program. He also discussed meeting with the county Emergency Medical Services (EMS) chiefs discussing the creation of the Fire Authority, more incident management response, and discussing EMS.*

*No action taken.*

*At this time, the Board returned to Item No. 3 to recognize Lt. Dosset for receiving his Master Firefighter certification from the Texas Commission on Fire Protection.*

12. 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. KENMAR 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);
- O. MIRIAM HERNANDEZ, 13015 DESSAU RD, AUSTIN TX 78754 (EVENT CENTERS);

*Assistant Chief Berger discussed Item B and noted a court date has not been assigned yet. Item C has been issued a final demand letter with the end date being by the end of the year. The Emergency Services District*

*(ESD) expects to schedule a court date for Item C. Item H will be removed and their business model has been changed. Item K paid a fine, and they are filing with the municipal court. Item O will be removed with the installation of sprinklers.*

*Assistant Chief Berger also discussed their online software that tracks the various fire systems in the District, including sprinklers, kitchen sensors, and others, are helping to drive compliance. He noted it is a good system to identify deficiencies and lessons false alarms.*

*Commissioner Howe complimented the team on the National Night Out.*

*No action taken.*

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

*This Item was discussed in Executive Session.*

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

*This Item was discussed in Executive Session.*

15. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL NO. 4137 AND CONSIDER TAKING RELATED ACTION;

*No report.*

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

16. DISCUSS AND CONSIDER FISCAL YEAR 2026 BUDGET AMENDMENT AND TAKE ANY RELATED ACTIONS;

*This Item was tabled for November.*

17. DISCUSS AND CONSIDER THE EVALUATION AND APPLICATION OF EMERGING TRENDS, TECHNOLOGIES, DRONES, AND ARTIFICIAL INTELLIGENCE AND TAKE RELATED ACTION;

*This Item is a placeholder.*

18. 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;
- PRESENTING REPORTS FROM THE COMMISSIONERS CONCERNING COMMUNITY INTERACTIONS AND RELATIONS;
- AND TAKE ANY RELATED ACTION;

*No report.*

19. DISCUSS AND CONSIDER 401(A) AND 457 BOND REQUIREMENT STATUS AND TAKE ANY RELATED ACTION;

*Chief Perkins discussed the bond status, and Mr. Carlton noted they are not legally required to have the bonds. Mr. Carlton explained that legislators do not believe there is a substantial risk and noted it is a legacy practice. Ms. Frazier added that it costs the District \$10,000 at most.*

**MOTION:** *Commissioner Howe moved and Commissioner Griffin seconded to cancel the fidelity bonds for the District 401A and 457 retirement plans. The motion passed unanimously.*

20. DISCUSS AND CONSIDER APPROVAL OF THE INTERLOCAL AGREEMENT REGARDING THE TRAVIS COUNTY FIRE AUTHORITY, SUBJECT TO LEGAL APPROVAL, AND TAKE ANY NECESSARY RELATED ACTION;

*Chief Perkins noted this is a way to operate shared services. He noted they contributed \$26,000 to \$30,000 to the county coordinator position. Commissioner Turner added that this agreement will enable organizations to share services, management, and purchases.*

**MOTION:** *Commissioner Howe moved and Commissioner Griffin seconded to forward the Interlocal Agreement (ILA) subject to legal approval. The motion passed unanimously.*

21. DISCUSS AND CONSIDER APPROVING THE REQUEST FOR WITHDRAWING FROM SOCIAL SECURITY AND TAKE ANY RELATED ACTION;

*Chief Perkins has a step-by-step guide to withdraw the funds from the Collective Bargaining unit and wishes to begin the process.*

**MOTION:** *Commissioner Griffin moved and Commissioner Howe seconded to approve the request. The motion passed unanimously.*

22. DISCUSS AND CONSIDER THE PROPOSED PROVISION OF EMERGENCY MEDICAL SERVICES TO OTHER GOVERNMENTAL ENTITIES, COST ALLOCATION, AND INTERLOCAL AGREEMENTS INCLUDING THE CITY OF PFLUGERVILLE AND TRAVIS COUNTY, AND TAKE ANY RELATED ACTION;

*No report.*

*The Board went into Executive Session to receive advice from legal counsel pursuant to Texas Government Code Section 551.071. The Executive Session convened at 6:49 p.m. and ended at 7:40 p.m. No action was taken.*

23. ADJOURN THE MEETING.

*Board adjourned the meeting at 7:41 p.m.*

*The next Board meeting is scheduled for November 13, 2025, at 6:00 p.m.*

Respectfully Submitted By:

Sequina Allen  
Board Recorder