

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17

REGULAR MEETING MINUTES

July 15, 2021

The Board of Commissioners of Travis County Emergency Services District No. 17 held a meeting on Tuesday, July 15, 2021 at 4:00 p.m. at the Travis County Emergency Services District No. 17 Headquarters located at 201 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended:

Mike Howe Vicky Linsalata Mitchell Jones

The following persons were also in attendance:

Ron Moellenberg Howard Katz Rob Humphrey Nick Perkins Victor Gonzalez
Jessica Frazier Brian Fairbanks Blake Brown Kevin Croegaert

1. THE MEETING *was called to order by President Howe at 4:00 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. 17 Headquarters.

PUBLIC COMMENT

2. PUBLIC COMMENT: *Blake Brown – PPFA Local 4137 Representative*

CONSENT ITEMS

3. APPROVE MINUTES FROM THE JUNE 22, 2021 REGULAR MEETING AND THE JULY 8-10, 2021 SPECIAL MEETING; *A MOTION was made by Commissioner Jones, Commissioner Linsalata made a SECOND to the motion; the motion carried.*

REPORTS

4. COMMISSIONERS’ REPORTS, RESPONSES TO INQUIRIES; *There was nothing to report.*
5. RECEIVE REPORT FROM TREASURER AND CONSIDER TAKING RELATED ACTION; *There was nothing to report.*
6. RECEIVE MONTHLY REPORT FROM THE DISTRICT’S LEGAL COUNSEL REGARDING CONTRACT ISSUES, AND ADMINISTRATIVE MATTERS, AND CONSIDER TAKING ACTION AS MAY BE NECESSARY; *Attorney Katz informed the Board that they will need to decide who to contract with to provide EMS services for ESD 17. Attorney Katz believes the Board is in favor of pursuing a contract with ESD 2 so he has been in communication with ESD 2’s attorney, John Carlton. Both attorneys are reviewing contracts used*

elsewhere in Travis County. ESD 17 received draft maintenance tax and revenue anticipation note terms from Government Capital. Attorney Katz has reviewed the draft, but action will have to wait until on the agenda at the next meeting.

DISCUSSION/ACTION ITEMS

7. DISCUSS AND CONSIDER ADOPTING ROBERT'S RULES OF ORDER FOR BOARD/GOVERNMENT MEETING PROCEEDINGS, AND TAKE ANY RELATED ACTION; *President Howe asked Attorney Katz about the order in which discussion and motions must occur, Attorney Katz responded the order does not matter as long as the Board is consistent. Commissioner Jones clarified his understanding of Robert's Rules. A MOTION was made by Commissioner Jones to adopt Robert's Rules of Order with government limitations, Commissioner Linsalata made a SECOND to the motion; the motion carried.*
8. DISCUSS AND CONSIDER APPROVING FINANCING OF THE DISTRICT'S 2021 OPERATIONS IN ADVANCE OF RECEIPT OF 2021 TAX REVENUE, AND TAKE ANY RELATED ACTION, INCLUDING MAKING A TAX PLEDGE; *Finance Director Jessica Frazier explained Government Capital would need to know the anticipated tax revenue before finalizing details. She stated official certified values are expected on July 25th. Once the values are determined the board can set the tax rate. A MOTION to approve pursuing Government Capital for financing was made by Commissioner Jones, Commissioner Linsalata made a SECOND to the motion; the motion carried.*
9. DISCUSS AND CONSIDER APPROVING A FISCAL YEAR 2021 BUDGET, AND TAKE ANY RELATED ACTION; *Finance Director Jessica Frazier explained budget codes, funding, and amendments. Commissioner Linsalata asked how the annexation election figure of \$100,000 was arrived at. The Fire Chief explained that it was an estimate from the cost of an election held in prior years. A MOTION was made by Commissioner Jones, Commissioner Linsalata made a SECOND to the motion; the motion carried.*
10. DISCUSS AND CONSIDER A RESOLUTION ESTABLISHING COMMISSIONERS' FEES OF OFFICE PURSUANT TO SECTIONS 775.038 AND 775.0205 OF THE TEXAS HEALTH AND SAFETY CODE, AND TAKE ANY RELATED ACTION; *President Howe stated the commissioners are eligible for \$150 fee for office per day but they can choose to take a portion of that if they prefer. Because President Howe serves on two boards, he inquired about payment. Attorney Katz informed him he is only eligible to receive payment from one jurisdiction. HR Director Rob Humphrey explained the process for requesting reimbursement and notified the Board that the compensation is taxable income. Commissioner Linsalata asked for clarification on a verified statement to which Mr. Humphry explained that is the compensation form they sign. A MOTION was made by Commissioner Jones to establish the Commissioner's fees of office, Commissioner Linsalata made a SECOND to the motion; the motion carried.*
11. DISCUSS AND CONSIDER APPROVING A PUBLISHING A PUBLIC NOTICE OF ADMINISTRATIVE OFFICE IN THE PFLUGERVILLE PFLAG NEWSPAPER, AND TAKE ANY RELATED ACTION; *A MOTION was made by Commissioner Linsalata, Commissioner Jones made a SECOND to the motion; the motion carried.*
12. DISCUSS AND CONSIDER RECEIPT AND REVIEW OF PETITION(S) FOR INCLUSION OF TERRITORY INTO THE DISTRICT PURSUANT TO SECTION 775.051 OF THE TEXAS HEALTH AND SAFETY CODE AND TAKE ACTION INCLUDING:

- a. DETERMINING THE SUFFICIENCY OF THE PETITION(S); *Both petitions are deemed sufficient due to exceeding the minimum requirement of 50 verified signatures.*
- b. SETTING A TIME AND PLACE TO HOLD PUBLIC HEARING(S) ON THE PETITION(S) TO INCLUDE THE TERRITORIES IN THE DISTRICT, SAID TERRITORIES GENERALLY DESCRIBED AS (A) THE CORPORATE AND EXTRATERRITORIAL JURISDICTIONAL LIMITS OF THE CITY OF PFLUGERVILLE SITUATED IN TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2, AND (B) SUCH OTHER TERRITORY CONTAINED WITHIN TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 THAT IS NOT CONTAINED WITHIN THE CURRENT BOUNDARIES OF TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17; *Attorney Katz explained how the elections would work. Due to space restrictions in the meeting location at headquarters, the public hearing will be held at the Wells Branch Community Center on August 16, 2021 at 6:00 p.m.*

A MOTION to accept the petitions as sufficient and hold a public hearing at the Wells Branch Community Center on August 16, 2021 at 6:00 p.m. was made by Commissioner Jones, Commissioner Linsalata made a SECOND to the motion; the motion carried.

Attorney Katz asked the Board to authorize ESD 2 staff and himself to follow up and pursue the notice of the public hearing, designate staff to follow the Pflugerville Pflag and/or the Austin American Statesman for the publication of the notice of public hearing and allow staff to designate the locations to post.

A MOTION was made by Commissioner Jones, Commissioner Linsalata made a SECOND to the motion; the motion carried.

13. DISCUSS AND CONSIDER APPROVING AN INTERLOCAL AGREEMENT TO RECEIVE ADMINISTRATIVE SERVICES FROM TRAVIS COUNTY ESD NO. 2, AND TAKE ANY RELATED ACTION; *A MOTION was made by Commissioner Jones, Commissioner Linsalata made a SECOND to the motion; the motion carried.*
14. DISCUSS AND CONSIDER APPROVING AN INTERLOCAL AGREEMENT FOR THE PROVISION OF EMERGENCY MEDICAL SERVICES WITH TRAVIS COUNTY ESD NO. 2, AND TAKE ANY RELATED ACTION; *The Board directs the attorney to pursue an agreement with ESD 2 as the designated provider, and prepare for future action. Commissioner Linsalata made a MOTION designating ESD 2 to be the emergency medical provider for ESD 17 and to have the attorneys work on drafting an agreement. Commissioner Jones made a SECOND to the motion; the motion carried.*

Discussion was had about the best time to hold future meetings and future meeting dates. President Howe thanked everyone that played a role in getting everything set up at the tax office. Barbara Rush from the Travis County Commissioner's Court mentioned they plan to host a vaccination clinic in Wells Branch and would reach out for a potential partnership. The Fire Chief pointed out a potential logo for ESD 17. The Commissioner's liked it with the correction of changing ESD 2 to ESD 17 on the table name placards.

President Howe adjourned the meeting at 5:05 p.m.

The next Board meeting is scheduled for August 12, 2021 at 4:00 p.m.

Respectfully Submitted By: Rob Humphrey, Board Recorder