

**Travis County Emergency Services  
District Number Two**

Regular Meeting of the Board of Commissioners

A meeting of the Board of Commissioners of the Travis County Emergency Services District Number Two was held on Thursday, May 14, 2015 at Travis County Emergency Services District Number Two Headquarters, located at 201 East Pecan Street, Pflugerville, Texas 78660.

The following Commissioners, duly appointed by Travis County Commissioners Court and constituting a quorum, were present for the meeting:

Terry Struble

Mike Howe

Rudy Metayer

The following persons were also in attendance:

Ron Moellenberg  
John Carlton

Kevin Croegaert  
John Grasshoff

Monica Reed  
JoAnn Haley

1. THE MEETING *was called to order by President Struble at 6:00 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 Number Two Headquarters;*
2. PUBLIC COMMENT; *no public comment was made; no action was taken on this item;*
3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE; *Assistant Chief Croegaert announced the departure of one Apparatus Specialist and the promotion of Firefighter Tommy Weeks to Apparatus Specialist. Commissioner Howe asked how long Firefighter Weeks has been with the District and Assistant Chief Croegaert replied since September 2006; no action was taken on this item;*
4. ACTION REGARDING APPROVAL OF MINUTES; *a MOTION was made by Commissioner Howe to approve the minutes of the Thursday, April 9, 2015 regular meeting; Commissioner Metayer made a Second to the motion; the motion carried;*
5. COMMISSIONER'S REPORTS, INCLUDING RESPONSES TO INQUIRIES; *President Struble announced the upcoming Emergency Services District Commissioner's Council (ESDCC) meeting to be held on Saturday, May 30 at Pflugger Hall. Judge Sarah Eckhardt will be delivering the keynote address. Comment taken on this item: Post the meeting may have a possible quorum;*
6. TREASURER'S REPORT and BOOKKEEPER'S REPORT; *Commissioner Howe reviewed the district budget spreadsheet, invoices with questions, bills, district investments and sales tax and approval for payroll processing; Commissioner Howe made a Motion to accept the financial report as presented; Commissioner Metayer made a Second to the motion; the motion carried;*

*Commissioners specifically approved the payment for Bailey Elliott Construction in the amount of \$106,327.65; Commissioner Howe made a Motion to approve payment; President Struble made a Second to the motion; the motion carried;*

*Commissioners specifically approved the payment to facEt for no more than \$1,500.00; Commissioner Howe made a Motion to approve the payment; Commissioner Metayer made a Second to the motion; the motion carried;*

7. REPORT FROM THE DISTRICT'S FIRE CHIEF; *Chief Moellenberg presented the monthly report and commented on the items listed:*

- *A second meeting with the City of Pflugerville will take place next Thursday to continue further discussions on provisions of enhanced EMS system;*
- *There will be a Planning Conference with the Commissioners on June 26-28 in San Antonio. This is to discuss the State of the Department. This conference will involve in depth planning sessions. Comment taken on this item: Post the meeting will have a quorum;*
- *On May 5<sup>th</sup> Texas Commission Fire Protection (TCFP) came to the District and conducted an inspection. These audits occur every two years. Chief Moellenberg stated we passed inspection;*
- *Chief Moellenberg discussed water rescue assistance to Manor and Elgin last week, and one walk out, and that we are all on high alert;*
- *Chief Moellenberg later discussed community para-medicine and be right in step with the Affordable Care Act, and there is an opportunity with this system;*

8. REPORT FROM DISTRICT'S ATTORNEY;

*John Carlton presented his report towards the end of the meeting; he is tracking bills during the 84<sup>th</sup> Legislative Session which could have an impact to the District. He discussed:*

- *Proposed legislation regarding cities authority to annex territory;*
- *84<sup>th</sup> Legislative Session is coming to an end;*
- *There could be a Special Session after the 84<sup>th</sup> Legislative Session concludes;*

9. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *Association President Trevor Stokes was not in attendance; and no action was taken on this item;*

10. DISCUSS AND CONSIDER A LONG TERM WORKING RELATIONSHIP/PARTNERSHIP BETWEEN TRAVIS COUNTY ESD NO. 2 AND THE CITY OF PFLUGERVILLE AND TAKE ANY RELATED ACTION;

*Chief Moellenberg presented the proposal made to the City and County regarding an enhanced EMS system and the current delivery cost and the shared cost for an emergency medical response and transport services in ESD 2.*

*A fire based EMS could:*

- *Improve ALS coverage in the District;*
- *Improve Fire and EMS response time in the District;*
  - *Provide 2 medical squads, and*
  - *Provide 2 additional ambulances in the District;*
- *Discussed the oversight and how we would manage within the District, and to add some people;*
- *Discussed the projected cost to the City of Pflugerville, Travis County, and to the District; and no action was taken on this item;*

11. DISCUSS AND CONSIDER THE NOTICE OF ANNEXATION(S) DATED APRIL 21, 2015, FROM THE CITY OF ROUND ROCK FOR LEPPIN TRACT FOR 7.72 ACRES AND FOR ROCK & ROE TRACT FOR 2.27, AND TAKE ANY RELATED ACTION;

- *Discussed the disannexation of the Leppin Tract for 7.72 acres. Note: The Leppin Tract is the only land in the District; the Rock & Roe tract is outside of the District limits;*
- *The District received notification from the Comptroller the District would lose 1% sales tax on the disannexation of the Leppin Tract;*
- *The Certificate for Order Disannexing Territory was signed by Commissioner Metayer, secretary of the board;*
- *Commissioner Howe made a Motion for the disannexation of Leppin Tract; Commissioner Metayer made a Second to the motion; the motion carried;*

12. DISCUSS AND CONSIDER INVOICES AND CHANGE ORDERS FOR STATION 2 REMODEL AND TAKE ANY RELATED ACTION;

- *President Struble discussed the eleven change orders for the Fire Station 2 remodel. All fall within the authorized allowances;*
- *Waiting for dry weather to replace roof panels and install windows;*
- *This is a FYI and does not need approval; no action was taken on this item;*

13. DISCUSS AND CONSIDER APPROVING A RESOLUTION REGARDING A LEASE PURCHASE AGREEMENT FOR A FIRE ENGINE AND TAKE ANY RELATED ACTION;

- *Assistant Chief Croegaert discussed the timeframe for the Fire Engine;*
- *Radios will be installed after the Fire Engine arrives;*
- *Currently President Struble is designated to negotiate with financing;*
- *Commissioner Howe made a Motion to approve the resolution; Commissioner Metayer made a Second to the motion; the motion carried;*

14. DISCUSS AND CONSIDER SUBMITTAL OF FINANCIAL TRANSPARENCY EFFORTS TO THE TEXAS COMPTROLLER OF PUBLIC ACCOUNTS OFFICE FOR APPROVAL AND TAKE ANY RELATED ACTION;

- *Discussed the Texas Comptroller program and the different levels;*
- *Propose the Bronze Level which is the starting level which requires submission of major criteria and minor criteria and a point total of at least 10 points. The District is at 11 points;*
- *The District plans to have on its webpage financial documents for major criteria and minor criteria;*
- *Commissioners approved the concept and are interested in moving forward; no action was taken on this item;*

15. DISCUSS AND CONSIDER THE CITY OF PFLUGERVILLE'S INTEREST IN RENEWING THE LEASE FOR OFFICE SPACE ON THE FIRST FLOOR OF THE CONFERENCE AND EDUCATION CENTER AND TAKE ANY RELATED ACTION;

- *Assistant City Manager, Trey Fletcher requested a meeting with Commissioner Struble to discuss the City of Pflugerville interest in renewing the lease on the first floor of the Conference and Education Center (CEC);*
- *The District has contacted a realtor specializing on commercial property to conduct comps on the office space currently being leased;*
- *Get the comps and the District will review the comps on the office space for the first floor of CEC before signing a new lease agreement; no action was taken on this item;*

16. DISCUSS AND CONSIDER THE CITY OF PFLUGERVILLE'S REQUEST FOR ADDITIONAL OFFICE SPACE ON THE SECOND FLOOR OF THE CONFERENCE AND EDUCATION CENTER AND TAKE ANY RELATED ACTION;

- *President Struble discussed he met with the Assistant City Manager, Trey Fletcher, and they discussed a request for additional space on the second floor of the Conference and Education Center (CEC);*
- *A written request from the Assistant City Manager, Trey Fletcher, has not been submitted;*
- *The space on the second floor is unavailable due to District usage;*
- *Chief Moellenberg made a recommendation that the request be tabled; no action was taken on this item;*

*Being no further business before the Board, President Struble adjourned the meeting at 7:31 p.m.*