



CAECD Board of Managers | Summary Minutes

10:30 a.m. or upon adjournment of the Executive Committee, Wednesday, Oct. 11, 2023
6800 Bureson Road
Building 310, Suite 165
Austin, Texas 78744

Present (21)

Judge James Oakley, Burnet County, **Chair**
Mayor Lew White, City of Lockhart, **1st Vice Chair**
Commissioner Debbie Ingalsbe, Hays County, **2nd Vice Chair**
Council Member Matthew Baker, City of Round Rock, **Secretary**
Mayor Brandt Rydell, City of Taylor, **Immediate Past Chair**
Mayor Jane Hughson, City of San Marcos, **Parliamentarian**
Commissioner Clara Beckett, Bastrop County
Ms. Connie Schroeder, City of Bastrop
Council Member Kevin Hight, City of Bee Cave

Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Esme Mattke Longoria, City of Leander
Commissioner Steven Knobloch, Lee County
Judge Ron Cunningham, Llano County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Council Member Janice Bruno, City of Smithville
Commissioner Ann Howard, Travis County
Commissioner Cynthia Long, Williamson County
Commissioner Russ Boles, Williamson County

Absent (3)

Council Member Mackenzie Kelly, City of Austin
Judge Dan Mueller, Fayette County

Judge Andy Brown, Travis County

1. **Call to Order and opening remarks by the Chair**

Judge Oakley called the meeting to order at 10:38 a.m.

2. **Consider Approving Minutes for the July 12, 2023, CAECD Board of Managers Meeting**

Judge Oakley ask the board to consider the July 12, 2023, meeting minutes. Judge Cunningham made a motion to approve the minutes. Council Member Garland seconded the motion. It passed unanimously.

3. **Consider Accepting the Financial Report for the Period October 1, 2022 to August 31, 2023**

Silvia Alvarado, Director of Finance

Ms. Alvarado said the financial report is for the 11-month period ending Aug. 31, 2023, which consists of a fund equity balance of \$30.8 million that represents monies to support continuing operations, meeting existing obligations, and maintaining the reserves. She noted there was about \$16.2 million in revenues and \$15.2 million in expenditures. Ms. Alvarado also said there was about \$1.2 million in interest earned during the period; as of Oct. 9, 2023, TexPool had an interest rate of 5.35 percent and 5.57 percent for its prime pool. She said the expenditures were projected higher than to date due to staff changes and vacancies, changes to allocation calculations, less equipment maintenance funds being used, and service contracts being used less.

Mayor Hughson made a motion to accept the financial report. Council Member Garland seconded the motion. It passed unanimously.

4. **Consider Amending FY 2024 Budget to Carry Forward Incomplete FY 2023 Projects and Update Operating Costs**

Andrew Hoekzema, Deputy Executive Director

Mr. Hoekzema said this is an annual item to carry forward projects that have not been completed, and this also includes the final negotiation of costs for the call-handling system replacement project and adds a

project manager position. He noted the big capital project being carried forward is the call-handling system replacement, which was mostly budgeted in 2023. The carry forward of \$10.8 million reflects what is needed to get the total of \$11.3 million cost for the capital project. Other projects included the Caldwell County tower site, generator replacement, Solacom replacements — if needed, and BUC, RBUC, and Llano County network connectivity projects. Mr. Hoekzema said with the addition of the project manager and operational cost reductions, CAPCOG has a net reduction of \$339,000 in operating cost for FY 2024.

Ms. Schroeder asked about the timing for the call-handling equipment replacement project and if it would need to be carried forward again. Mr. Hoekzema indicated the project would continue into 2024.

Commissioner Howard made a motion to amend the FY 2024 budget. Ms. Schroeder seconded the motion. It passed unanimously.

5. Consider Approving Contract with Juvare for WebEOC Subscription

Dee Harrison, Homeland Security Program Manager

Ms. Harrison said the region uses WebEOC, which is a proprietary software, to allow local governments to document their emergency management related operations to get reimbursements from the federal government during federal disasters. She said CAPCOG had a five-year contract with Juvare in the past and is asking for an additional five-year contract for about \$377,000.

Judge Cunningham asked if CAPCOG was replacing its current WebEOC. Ms. Harrison said no.

Council Member Garland made a motion to approve a contract with Juvare for the WebEOC subscription. Commissioner Long seconded that motion. It passed unanimously.

6. Consider Approving Purchase of Aerial Imagery

Rob Buckhouse, GIS Program Manager

Charles Simon, Director of Regional Planning & Services

Mr. Simon said this is the annual purchase of imagery that serves as the basemaps for address points and road centerlines that support 9-1-1 mapping. He said it will be completed for the same cost as last year but is going to be flown during the summer. He reminded that board that CAPCOG is now getting two sets of aerial imagery per year.

Commissioner Hughson asked how accurate the imagery will be if leaves are on the trees. Mr. Simon said the preferable time is leaf-off, but the most important information for this purchase is noting where new streets and buildings are located, which generally don't have much tree cover.

Commissioner Knobloch made a motion to approve the aerial imagery purchase. Mayor Hughson seconded the motion. It passed unanimously.

7. Consider Approving Appointments for Advisory Committee

Betty Voights, Executive Director

Ms. Voights said there were no recommendations for appointments.

8. Staff Reports

Betty Voights, Executive Director

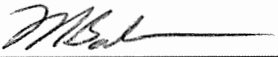
Ms. Voights reminded the board that the Solid Waste Grant Request for Applications is going out this week.

Commissioner Howard mentioned the October eclipse is happening this weekend and people should watch. Ms. Voights noted that the CAPCOG Homeland Security Division has been organizing planning

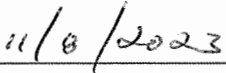
sessions for the April solar eclipse. Ms. Harrison said CAPCOG is hosting an eclipse summit on Oct. 18 to discuss preparedness as it relates to the eclipse and invited the board to attend.

9. **Adjourn**

Judge Oakley adjourned the meeting at 11 a.m.



Mayor Pro Tem Matthew Baker, Secretary
Board of Managers
Capital Area Emergency Communications District



Date