



CAECD Board of Managers | Agenda

10:30 a.m., or upon adjournment of the Executive Committee
Wednesday, June 12, 2024
CAPCOG Lantana Room
6800 Burleson Road, Bldg. 310, Ste. 155
Austin, Texas 78744

Mayor Lew White, City of Lockhart, **Chair**
Judge Brett Bray, Blanco County, **1st Vice Chair**
Mayor Pro Tem Matthew Baker, City of Round Rock,
2nd Vice Chair
Judge Ron Cunningham, **Secretary &
Parliamentarian**
Judge James Oakley, Burnet County, **Immediate Past
Chair**
Council Member Mackenzie Kelly, City of Austin
Commissioner Clara Beckett, Bastrop County
Mayor Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Judge Dan Mueller, Fayette County

Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Walt Smith, Hays County
Mayor Pro Tem Esmeralda Mattke Longoria, City of Leander
Commissioner Steven Knobloch, Lee County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Mayor Jane Hughson, City of San Marcos
Council Member Janice Bruno, City of Smithville
Mayor Brandt Rydell, City of Taylor
Judge Andy Brown, Travis County
Commissioner Ann Howard, Travis County
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County
Senator Pete Flores
Representative Stan Gerdes
Representative Vikki Goodwin

- 1. Call to Order and Opening Remarks by the Chair**
- 2. Consider Approving Minutes for the May 8, 2024 CAECD Board of Managers Meeting**
- 3. Consider Adopting a Resolution Setting the 9-1-1 Service Fee for FY2025**
Richard Morales Jr., Emergency Communications Director
- 4. Consider Amending FY 2024 Budget to Add Proposition 8 Funding**
Andrew Hoekzema, Deputy Executive Director
- 5. Consider Approving Committee Appointments**
Betty Voights, Executive Director
- 6. Staff Reports**
Betty Voights, Executive Director
- 7. Adjourn**



CAECD Board of Managers | Summary Minutes

10:30 a.m. or upon adjournment of the Executive Committee, Wednesday, May 8, 2024
6800 Bureson Road
Building 310, Suite 165
Austin, Texas 78744

Present (17)

Mayor Lew White, City of Lockhart, **Chair**
Mayor Pro Tem Matthew Baker, City of Round Rock,
2nd Vice Chair
Mayor Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Judge Dan Mueller, Fayette County
Council Member Ron Garland, City of Georgetown

Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Steven Knobloch, Lee County
Mayor Jane Hughson, City of San Marcos
Council Member Janice Bruno, City of Smithville
Mayor Brandt Rydell, City of Taylor
Judge Andy Brown, Travis County
Commissioner Ann Howard, Travis County
Commissioner Cynthia Long, Williamson County
Commissioner Russ Boles, Williamson County

Absent (8)

Judge Brett Bray, Blanco County, **1st Vice Chair**
Judge Ron Cunningham, Llano County, **Secretary & Parliamentarian**
Judge James Oakley, Burnet County, **Immediate Past Chair**

Council Member Mackenzie Kelly, City of Austin
Commissioner Clara Beckett, Bastrop County
Commissioner Walt Smith, Hays County
Mayor Pro Tem Esme Mattke Longoria, City of Leander
Mayor Pro Tem Doug Weiss, City of Pflugerville

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

Mayor White called the meeting to order at 11:00 a.m.

2. **Consider Approving Minutes for the April 10, 2024 CAECD Board of Managers Meeting**

Mayor White asked the Board to consider approving the April 10, 2024 CAECD Board of Managers meeting minutes. Mayor Pro Tem Hougen made a motion to approve the minutes. Commissioner Dockery seconded the motion. It passed unanimously.

3. **Consider Approving the Purchase of GeoComm Data Hosting, Data Hub & Spatial Interface (SI) Services** **Richard Morales, Emergency Communications Director**

Mr. Morales asked the Board to consider approving the purchase of GeoComm Data Hosting, Data Hub and Spatial Interface (SI) services through AT&T. To provide true NENA i3 NG9-1-1 services through geospatial routing, GIS data must be uploaded by agencies via a secure webpage. The GeoComm Data Hosting service is an Amazon Web Services (AWS) purchased service, which allows the computing power and security of AWS without the in-house additional router and server equipment purchases and maintenance. This will be a multi-node service and customer faced platform.

Mr. Morales also shared that the total cost for all three services on a 5-year contract is \$1,325,073.75 or \$265,014.74 annually, and that funding is from the current budget and from the unassigned funds balance.

Mayor White asked for a motion to approve the purchase of GeoComm Data Hosting, Data Hub and Spatial Interface (SI) services through AT&T. Mayor Hughson made a motion to approve. Judge Haden seconded the motion. It passed unanimously.

4. **Consider Approving Committee Appointments**

Betty Voights, Executive Director

Ms. Voights did not have any committee appointments to share with the Board.

5. **Staff Reports**

Betty Voights, Executive Director

Ms. Voights did not have any staff reports to share with the Board.

6. **Adjourn**

Mayor White adjourned the meeting at 11:07 a.m.

Judge Ron Cunningham, Secretary
Board of Managers
Capital Area Emergency Communications District

Date

CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT BOARD OF MANAGERS MEETING

MEETING DATE: June 12, 2024

AGENDA ITEM: 3. Consider Adopting a Resolution Setting the 9-1-1 Service Fee for FY2025

GENERAL DESCRIPTION OF ITEM:

In Texas, there are three components to the overall 9-1-1 fee:

- 9-1-1 Service Fee; charged to each local access line or equivalent and known as traditional landline service, currently \$.50 per month.
- 9-1-1 Wireless Fee; charged to each activated cell phone, currently \$.50 per month.
- 9-1-1 Prepaid Wireless Fee, currently two percent (2%) of the purchase price.

The 9-1-1 wireless fee and the 9-1-1 prepaid wireless fee are set at the state level. The 9-1-1 service fee is set by the state for the Councils of Government and by the boards of each Emergency Communications District or Municipal Emergency Communications District.

Texas Health and Safety Code Section 772.516 (e) requires the district board to set the 9-1-1 service fee each year as part of the annual budget. The 9-1-1 service fee pertains to the traditional landline and Voice over Internet Provider (VoIP) telephone services within the district and is charged to each residential line, business line and business trunk. The revenue generated from the 9-1-1 service fee is determined by the number of wireline or landline connections in the region. The \$.50 rate has been standard in the CAPCOG region since before the 9-1-1 District was established in 2013. Subsequently, as the number of wireless users has increased over the years the number of wireline users has diminished resulting in the 9-1-1 Wireless Fee increasing and the 9-1-1 Service Fee decreasing. Currently, the total number of wirelines in the CAPCOG region is 568,268 dropping from 665,819 in 2022, and 607,225 in 2023. To ensure adequate funding in the coming years as wireline users continue to decrease and population plateaus, an increase in the 9-1-1 service fee should be considered. The proposal for the FY 2025 budget to be approved by the Board at the July 2024 Board of Managers meeting would increase the 9-1-1 service fee rate from \$.50 to \$1.00 for Fiscal Year 2025 resulting in a revenue gain of \$284,134.00.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER:

Richard Morales Jr., Director of Emergency Communications

BUDGETARY IMPACT OF AGENDA ITEM:

Total estimated cost: N/A

Source of funds: 9-1-1 Fees

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Consider approving the resolution to set the 9-1-1 Service Fee at \$1.00 per line for Fiscal Year 2025.

BACK-UP DOCUMENTS ATTACHED:

1. Resolution setting the 9-1-1 Service Fee
2. Proposed Service Fee Category Chart

BACK-UP DOCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

None



RESOLUTION

A RESOLUTION CLASSIFYING RATES FOR THE 9-1-1 EMERGENCY SERVICE FEE ON SERVICE USERS FOR LOCAL EXCHANGE ACCESS LINES AND EQUIVALENT LOCAL EXCHANGE ACCESS LINES

WHEREAS, the Capital Area Emergency Communications District Board of Managers is authorized by Texas Health and Safety Code, Chapter 772 to impose a 9-1-1 emergency service fee on service users for local exchange access lines and equivalent local exchange access lines;

WHEREAS, in accordance with Texas Health and Safety Code, Section 771.063, the Capital Area Emergency Communications District is required to follow the definition of a local exchange access line and an equivalent local exchange access line as adopted by rule by the Commission on State Emergency Communications;

WHEREAS, in accordance with Texas Health and Safety Code Chapter 772.516(d), the rate of the fee may not exceed six percent of the monthly base rate charged a service user by the principal service supplier in the participating jurisdiction;

WHEREAS, in accordance with Texas Health and Safety Code Chapter 772.516(e), the board shall set the amount of the fee each year as part of the annual budget; and

WHEREAS, the schedule of fee rates and classifications recommended by District management for Fiscal Year 2025 complies with the six percent cap in Texas Health and Safety Code, Chapter 772.516(d).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MANAGERS OF THE CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT THAT: The 9-1-1 emergency service fee rates and classifications for Fiscal Year 2025 are hereby levied at the monthly rate of \$1.00 per line for residential lines, business lines and business trunks. The fees are applied to a maximum of 100 lines per customer bill, per location.

Passed and approved on this first and final reading on this 12th day of June 2024.

Mayor Lew White, Chair
Board of Managers Emergency Communications
District

Judge Ron Cunningham, Secretary
Board of Managers Emergency Communications
District

PROPOSED

CAPITAL AREA EMERGENCY COMMUNICATIONS FY25 9-1-1 FEE CATEGORIES

Fee Type	Rate	Annual Total Collected	% of Service Fee Revenue
9-1-1 Service Fee (Traditional Landline)	\$1.00	\$2,811,191	17%
9-1-1 Wireless Fee (Mobile Phone Service)	\$.50	\$12,734,869	77%
Pre-paid Wireless Service Fee (Mobile Phone Service- advanced purchases)	2% of final purchase price	\$931,515	6%
Total Forecasted Fee Collection		\$16,477,575	100%

**CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT
BOARD OF MANAGERS MEETING**

MEETING DATE: June 12, 2024

AGENDA ITEM: 4. Consider Amending FY 2024 Budget to Add Proposition 8 Funding

GENERAL DESCRIPTION OF ITEM:

This purpose of this item is to amend this year’s budget to add the \$12,400,329.42 in funding that the Commission on State Emergency Communications (CSEC) allocated to the CAECD in March 2024 from the Proposition 8 funding that passed in November 2023. CAPCOG’s share of the funding was based on population and a redistribution to ensure that all districts received at least \$373,492.32 in funding. The CAECD has already received half of the allocation, and we expect to receive the additional funding in the final quarter of FY 2024. Additional funds beyond the \$12,400,329.42 may be received as a result of interest accrual prior to disbursement from the state. Since this funding is not yet included in the FY 2024 budget and all of the funding is expected to be received in FY 2024, we are requesting a budget amendment to add this funding to the FY 2024 budget to offset expenditures tied to the CHE project, either in this year or subsequent ones.

Item	Budget as of October 11, 2023	Proposed Budget Amendment	Change
Budgeted Revenues	\$25,982,867	\$38,383,196	\$12,400,329
Budgeted Expenditures	\$28,051,058	\$28,051,058	\$0

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Andrew Hoekzema, Deputy Executive Director**

BUDGETARY IMPACT OF AGENDA ITEM:

Total estimated cost: n/a, \$12,400,329.42 in revenue

Source of funds: Proposition 8 Funding through the Commission on State Emergency Communications

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? N/A

PROCUREMENT: N/A

ACTION REQUESTED:

Amend FY 2024 CAECD Budget to Add the Proposition 8 Funding

BACK-UP DOCUMENTS ATTACHED:

CSEC-Approved Proposition 8 Funding Allocation to Emergency Communications Districts

BACK-UP DOCUMENTS NOT ATTACHED: None

88(R) HB9 NEXT GENERATION 9-1-1 SERVICE FUND				Total Distribution	Reduction	9% Equal	Net Distribution
State Funds Disbursement Calculations				\$155,200,000.00	9.00%	Redistribution	
9-1-1 Entity	Pop %	Comp					
1 Abilene/Taylor County 9-1-1 District	0.49897%		\$ 774,401.63	\$ (69,696.15)	\$ 373,492.32	\$ 1,078,197.80	
2 Austin County Emergency Communications District	0.10340%	761300	160,476.99	(14,442.93)	373,492.32	\$ 519,526.38	
3 Bexar Metro 9-1-1 Network District	8.04087%	761300	12,479,430.43	(1,123,148.74)	373,492.32	\$ 11,729,774.01	
4 Brazos County Emergency Communications District	0.80340%	761300	1,246,876.99	(112,218.93)	373,492.32	\$ 1,508,150.38	
5 Calhoun County 9-1-1 Communications District	0.06503%	761300	100,926.75	(9,083.54)	373,492.32	\$ 465,335.53	
6 Cameron County Emergency Communications District	1.40218%	761300	2,176,183.55	(195,856.52)	373,492.32	\$ 2,353,819.35	
7 Capital Area Emergency Communications District	8.51566%	761300	13,216,304.51	(1,189,467.41)	373,492.32	\$ 12,400,329.42	
8 Denco Area 9-1-1 District	2.48912%	761300	3,863,114.43	(347,680.30)	373,492.32	\$ 3,888,926.45	
9 El Paso County 9-1-1 District	2.86984%	761300	4,453,991.87	(400,859.27)	373,492.32	\$ 4,426,624.92	
10 Emergency Communication District of Ector County	0.59768%	761300	927,599.55	(83,483.96)	373,492.32	\$ 1,217,607.91	
11 Galveston County Emergency Communications District	0.66068%	761300	1,025,375.55	(92,283.80)	373,492.32	\$ 1,306,584.07	
12 Greater Harris District	19.84467%	761300	30,798,928.03	(2,771,903.52)	373,492.32	\$ 28,400,516.83	
13 Gulf Coast Regional 911 Emergency Communications District	2.17338%	761300	3,373,085.95	(303,577.74)	373,492.32	\$ 3,443,000.53	
14 Henderson County 9-1-1 Communications District	0.27135%	761300	421,135.39	(37,902.19)	373,492.32	\$ 756,725.52	
15 Howard County 9-1-1 Communications District	0.10924%	761300	169,540.67	(15,258.66)	373,492.32	\$ 527,774.33	
16 Kerr Emergency 9-1-1 Network	0.17845%	761300	276,954.59	(24,925.91)	373,492.32	\$ 625,521.00	
17 Lubbock County Emergency Communications District	1.13324%	761300	1,758,788.67	(158,290.98)	373,492.32	\$ 1,973,990.01	
18 McLennan County Emergency Assistance District	0.87986%	761300	1,365,542.91	(122,898.86)	373,492.32	\$ 1,616,136.37	
19 Medina County 9-1-1 Emergency Communication District	0.17272%	761300	268,061.63	(24,125.55)	373,492.32	\$ 617,428.40	
20 Midland Emergency Communications District	0.54708%	761300	849,068.35	(76,416.15)	373,492.32	\$ 1,146,144.52	
21 Montgomery County Emergency Communications District	2.27847%	761300	3,536,185.63	(318,256.71)	373,492.32	\$ 3,591,421.24	
22 North Central Texas Emergency Communication District	6.92673%	761300	10,750,285.15	(967,525.66)	373,492.32	\$ 10,156,251.81	
23 Potter-Randall County 9-1-1 Communications District	0.86883%	761300	1,348,424.35	(121,358.19)	373,492.32	\$ 1,600,558.48	
24 Rio Grande Valley Emergency Communication District	3.01469%	761300	4,678,799.07	(421,091.92)	373,492.32	\$ 4,631,199.47	
25 Smith County 9-1-1 Communications District	0.80994%	761300	1,257,027.07	(113,132.44)	373,492.32	\$ 1,517,386.95	
26 Tarrant County 9-1-1 District	8.73417%	761300	13,555,432.03	(1,219,988.88)	373,492.32	\$ 12,708,935.47	
27 Texas Eastern 9-1-1 Network	0.41280%	761300	640,665.79	(57,659.92)	373,492.32	\$ 956,498.19	
28 Wichita/Wilbarger 9-1-1 Communications District	0.46714%	761300	725,001.47	(65,250.13)	373,492.32	\$ 1,033,243.66	
TOTAL DISBURSED TO 772 DISTRICTS	74.86959%		\$ 116,197,609.00	\$ (10,457,784.96)	\$ 10,457,784.96	\$ 116,197,609.00	

**CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT
BOARD OF MANAGERS MEETING**

MEETING DATE: June 12, 2024

AGENDA ITEM: 5. Consider Approving Appointments to the CAECD Strategic Advisory Committee

GENERAL DESCRIPTION OF ITEM:

This is the monthly item for filling positions on our CAECD Strategic Advisory Committee; please let us know if our staff can assist in identifying interested persons to serve. It is presumed that both city and county representatives will collaborate when making appointments.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Jennifer Salazar, Senior Administrative Coordinator**

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: N/A

- | | | |
|---|------------------------------|-----------------------------|
| Is item already included in fiscal year budget? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does item represent a new expenditure? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does item represent a pass-through purchase? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
- If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Approve any advisory committee recommendations.

BACK-UP DOCUMENTS ATTACHED:

1. Committee Vacancy Update- Memo

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting):

1. CAECD Strategic Advisory Committee attendance roster



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BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

MEMORANDUM
June 12, 2024

TO: Capital Area Emergency Communications District (CAECD) Board of Managers

FROM: Jennifer Salazar, Senior Administrative Coordinator

RE: Advisory Committee Recommendations

This memo identifies current recommendations to CAPCOG Advisory Committees and serves as a reminder of vacancies that still need to be filled. Please see the attendance rosters for the requirements & responsibilities, and if you have any questions, please contact the Advisory Committee staff liaison.

City of Austin

- The Capital Area Emergency Communications District Strategic Advisory Committee (CAECD SAC) has one (1) representative vacancy.

Hays County

- The Capital Area Emergency Communications District Strategic Advisory Committee (CAECD SAC) has one (1) representative vacancy.