



## CAECD Board of Managers | Summary Minutes

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

### Present (19)

Mayor Lew White, City of Lockhart, **Chair**  
Judge Brett Bray, Blanco County, **1<sup>st</sup> Vice Chair**  
Mr. Matthew Baker, City of Round Rock, **2<sup>nd</sup> Vice Chair**  
Judge Ron Cunningham, Llano County, **Secretary & Parliamentarian**  
Judge James Oakley, Burnet County, **Immediate Past Chair**  
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  
Council Member Ron Garland, City of Georgetown  
Mayor Pro Tem Steve Hougen, City of Granite Shoals  
Commissioner Walt Smith, Hays County  
Ms. Esme Mattke Longoria, City of Leander  
Commissioner Steven Knobloch, Lee County  
Mayor Pro Tem Doug Weiss, City of Pflugerville  
Mr. Brandt Rydell, City of Taylor  
Commissioner Cynthia Long, Williamson County  
Commissioner Ann Howard, Travis County

### Absent (6)

Council Member Mackenzie Kelly, City of Austin  
Judge Dan Mueller, Fayette County  
Mayor Jane Hughson, City of San Marcos

Ms. Janice Bruno, City of Smithville  
Commissioner Russ Boles, Williamson County  
Judge Andy Brown, Travis County

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

Mayor White called the meeting to order at 10:34 a.m.

#### 2. **Consider Approving Minutes for the June 12, 2024, CAECD Board of Managers Meeting**

Mayor White asked the board to consider the June 12, 2024, CAECD Board of Manager meeting minutes. Judge Oakley made a motion to approve the minutes. Mayor Pro Tem Hougen seconded the motion.

#### 3. **Consider Accepting the Financial Report for the Period October 1, 2023 to May 31, 2024**

##### **Silvia Alvarado, Director of Finance**

Ms. Alvarado said the financial report is for the period of Oct. 1, 2023, to May 31, 2024, and includes a fund equity balance of \$39,448,852 with about \$13 million for operations reserves and \$5 million for equipment reserves. She said revenues are on track and show \$6.2 million from Proposition 8 funding. The total revenues for the period were about \$22 million and expenditures were about \$13.2 million.

Commissioner Long made a motion to accept the Financial Report for the period. Commissioner Dockery seconded the motion. It passed unanimously.

#### 4. **Consider Approving the FY 2025 CAECD Budget**

##### **Andrew Hoekzema, Deputy Executive Director**

Mr. Hoekzema explained the proposed FY 2025 CAECD Budget will be incorporated into the CAPCOG Budget, which the board will review and approve in August for recommendation to the General Assembly in September. He said the proposed budget projects revenues of \$16.2 million in service fees and \$1.5 million in other revenues such as interest for an estimated total of \$17.7 million. Proposed expenditures are \$20 million with funds from Prop 8 covering the additional expenditures. Mr. Hoekzema explained several differences between this year's budget and the proposed budget including adding a line item for

network contingency costs of \$1.5 million to support unexpected costs with the transition to Next Generation 9-1-1 (NG9-1-1). Also, \$1.2 million will be set aside to fund life cycle replacements of the call handling system. Mr. Hoekzema also explained the 9-1-1 proposed budget consists of funds to pay for WebEOC and the regional notification system, which is managed by the homeland security division,

Commissioner Long asked how long CAPCOG will be paying for legacy systems since most PSAPs are nearing transition to NG9-1-1. Mr. Morales said they should be done by the end of the calendar year. Commissioner Beckett asked why CAPCOG is paying the LCRA. Ms. Voights explained that the regional backup center (RBUC) has 20 calltaking stations along with radio consoles — half of those are for LCRA users and the others support GATTRS. Both are needed depending on who uses the RBUC, but it is never used. City of Austin PD and Fire, Travis County Sheriff's Office and Austin Travis County EMS, all take calls from the backup center (BUC) on a regular basis, but it is not practical for the RBUC users to come all the way over to use it. She mentioned that CAPCOG will not have the backup center once the new Austin-Travis County Combined Transportation, Emergency and Communications Center is completed.

Commissioner Long made a motion to approve the proposed FY 2025 CAECD Budget. Commissioner Howard seconded the motion. It passed unanimously.

**5. Consider Approving FY 2025 GIS Interlocal Agreements**

**Charles Simon, Director of Regional Planning and Services**

Mr. Simon said the FY 2025 GIS Interlocal Agreements are between CAPCOG and nine counties and the city of Austin for GIS mapping to support 9-1-1; Austin does this in lieu of Travis County. He noted that several changes were made to last year's contracts, but this year just the funding amounts changed, which was just over \$2 million for all the ILAs.

Judge Oakley made a motion to approve the FY 2025 GIS Interlocal Agreements. Commissioner Long seconded the motion. It passed unanimously.

**6. Consider Awarding Contract for Electrical Services to Richard's Electric**

**Richard Morales, Director of Emergency Communications**

Mr. Morales said Richard's Electric was the sole respondent to a request for qualifications for electrical services needed at public safety answering points and proposed a 5-year contract for \$300,000.

Commissioner Smith made a motion to approve the contract. Judge Haden seconded the motion.

Commissioner Howard asked if we questioned why only one vendor sent in information. Mr. Hoekzema said the request for qualifications followed CAPCOG's procurement policies, including generating a pool of vendors to solicit the request to, and only one vendor responded. Commissioner Smith noted Hays County tries to determine who in the area can provide services when seeking vendors and recommended polling local jurisdictions to see who their vendors are for future requests for qualifications.

Mayor White asked for a vote on the item. The recommended contract passed unanimously.

**7. Consider Approving Committee Appointments**

**Betty Voights, Executive Director**

Ms. Voights said there were no appointments to be recommended.


**8. Staff Reports**

**Betty Voights, Executive Director**

Ms. Voights said there were no staff reports.

9. **Adjourn**

Mayor White adjourned the meeting at 11 a.m.



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

8-14-24  
Date