

Travis County Emergency Services District #13 Board of Commissioners
Monthly Meeting Minutes – July 5, 2021

- 01) Call Meeting to Order – The Board of Commissioners of Travis County Emergency Services District 13 (ESD13) met for their monthly meeting on Monday, July 5, 2021 at Bethlehem Fellowship Hall, Lund, Texas. Commissioner Erickson called the meeting to order at 7:12 p.m. and declared a quorum with the following ESD13 Commissioners attending: Erickson, Johnson, Anderson and Douglas. Also attending was Moellenberg, Contracted Administrative Assistant for ESD13; Foehner, Commissioner for Bastrop/Travis County Emergency Service District No. 1 (BAT1), and Martinez and Botello, First Responders for BAT1.
- 02) Recognition of Citizens and Public Comments - No citizens were present.
- 03) Approve Minutes of the June 7, 2021 Regular Monthly Meeting – Johnson noted a correction was needed from the years “2019-2010” to “2019-2020” under No. 5. With that correction Johnson made a motion to approve the minutes, Douglas seconded the motion, motion carried.
- 04) Review Treasurer’s Report and take appropriate action - Johnson distributed the Treasurer’s Report for ESD13’s checking account as of June 7, 2021, and ESD13’s investment account as of May 31, 2021 and provided an overview. Douglas made a motion to approve the Treasurer’s Report; Anderson seconded the motion; motion carried.
- 05) Consider, discuss and take appropriate action regarding outstanding bills – Johnson presented the following for payment: \$1,080.00 to Moellenberg for quarterly payment for contracted administrative services; \$510.00 to Bethlehem Lutheran Church for semi-annual payment for hall rental for monthly meetings and filing cabinet storage and \$92.97 to Travis Central Appraisal District for Appraisal Fees. Anderson made a motion to pay the bills presented, Douglas seconded the motion; motion carried.
- 06) Report of Service Providers
- Report from representatives of Elgin Volunteer Fire Department (EVFD) – Moellenberg distributed the June EVFD Call Report Hernandez emailed her to give to ESD13 Commissioners. The report reflected 87 total calls in June with six being in ESD13 territory.
 - Report from representatives of BAT1 First Responders – Martinez (a) distributed the BAT1 First Responder’s report for the month of June and stated BAT1 First Responders responded to 162 calls with nine being in ESD13 territory. Martinez noted a new paragraph regarding Overlapping Calls was added to the report and clarified BAT1 First Responders are still limited to one unit with one person. Douglas inquired if First Responders have seen an increase in the number of calls to date as compared to last year. Hernandez replied he did not have that information with him; however, he anticipates there is an increase as First Responders are now getting dispatched through an active 911 System. Foehner informed ESD13 Commissioners that due to health reasons, BAT1 Commissioner Schwartz had to resign from serving on the BAT1 Board.
 - Report from representatives of Austin/Travis County Emergency Medical Services Systems (ATCEMS) – No reports were provided.
 - Report from any Travis County Emergency Services District – No additional emergency service district submitted a report.
- 07) Report on Travis County Fire Chief Meeting – Moellenberg stated no report or information was provided by ESD12’s Fire Chief Smith.
- 08) Consider, discuss and take appropriate action on ESD13’s Proposed Budget for Twelve Months Ending September 30, 2022 – Moellenberg distributed the revised proposed budget for year ending September 30, 2022. Commissioners reviewed and discussed the proposed budget. Douglas made a motion to approved the proposed budget distributed; Johnson seconded the motion; motion carried.

- 09) Consider, discuss and take appropriate action on Truth in Taxation July 26, 2021 Webinar – All ESD Commissioners and Moellenberg were encouraged to attend the webinar.
- 10) Consider, discuss and take action on Proposed Newspaper Publication regarding Ad Valorem Tax – Moellenberg distributed draft language. ESD13 Commissioners discussed the timing of the publication and requested this item be put on the August Agenda for further discussion and approval.
- 11) Consider, discuss and take appropriate action on meeting with Attorney regarding Fire Code – No information was discussed.
- 12) Consider, discuss and take appropriate action on the following items:
- BAT1's Assessment & Strategic Plan – No items were discussed.
 - Status of Burn Ban and Burn Ban signs – Anderson stated several burn ban signs reflect a burn ban is in effect. Moellenberg stated Arnhamn had informed her that several of the signs were missing the hardware to secure the signs in proper position. ESD13 Commissioners requested Moellenberg contact Arnhamn and request he purchase the hardware needed and check all signs so the proper burn ban status is displayed.
 - Future Agenda items – See No. 10 above.
 - Confirm and/or change August 2, 2021 meeting date - ESD13 Commissioners confirmed the August 2, 2021 meeting date.
- 13) Other information requiring no Action – No information discussed.
- 14) Adjourn – Douglass made a motion to adjourn at 7:55 p.m.; Johnson seconded the motion; motion carried.

Respectfully submitted,
Aaron Anderson, Secretary, TCESD13

By: _____
Diane Moellenberg, ESD13 Contracted Administrative Assistant