

Travis County Emergency Services District No. 13 Board of Commissioners**Monthly Meeting Minutes – December 12, 2022**

1. Call to order and establish a quorum: - The Board of Commissioners of Travis County Emergency Services District No. 13 (ESD#13) met for their monthly meeting on Monday, December 12, 2022, at Bethlehem Lutheran Church Fellowship Hall, Lund Texas. Commissioner Kessler called the meeting to order at 1:05 p.m. and declared a quorum with the following ESD#13 Commissioners attending: Douglas, Johnson, Erickson and Anderson. Also attending was Logan of Logan Consulting, Martinez, Fire Chief for Bastrop/Travis County Emergency Services District No. 1 (BAT1); Amanda Sanchez, ESD1 Commissioner; Chris Botello, Firefighter; Adam Tapia, Firefighter; Nick Mokry, Firefighter
2. Recognition of Citizens: General and Agenda Comments – No citizens were present.
3. Review and take appropriate action on minutes of the November 07, 2022, regular meeting – Commissioner Erickson made the motion to accept the minutes and was seconded by Commissioner Anderson. The motion passed with Commissioner Kessler abstaining.
4. Review November 2022 Treasurer report and take appropriate action – Commissioner Anderson made the motion to approve Treasurer’s report as presented and was seconded by Commissioner Erickson. The motion passed unanimously.
5. Consider, discuss, and take appropriate action regarding outstanding bills – The following bills were presented: ck 1283 \$720.00 Logan Consulting, ck 1284 \$2,724.80 Tax Assessor, ck 1285 \$240.00 VFIS. Commissioner Anderson made the motion to pay the bills as presented and was seconded by Commissioner Erickson. The motion passed unanimously.
6. Reports from Service Providers –
 - EVFD: Martinez stated the reports were combined now with BAT1
 - BAT1: Martinez stated there were 2 fire runs and 3 EMS for November 2022.
 - Austin-Travis County Emergency Medical Services System: None
 - Any Travis County Emergency Services District: None
7. Report on Travis County Fire Chief Meetings – None
8. Update on FY22 Audit – Ms. Logan stated that she had met with the CPA and handed over all required documents for the audit. She further stated that the CPA indicated she would be finished with the audit by the February 2023 meeting.
9. Consider, discuss and take appropriate action on a strategic plan for ESD13 - No action.

10. Update on meeting with ESD12 – No action.
11. Update on collection of sales tax – Ms. Logan stated that she had set up the direct deposits for the sales tax revenue to go directly to the operating checking account at Wells Fargo and they would begin sometime in December or January 2023.
12. Update on Logan Consulting contract: Ms. Logan stated that she would not be extending her contract and that as per, she was formally giving 60-day notice and the February 2023 meeting would be her last.
13. Consider, discuss, and take appropriate action regarding the following:
 - BAT1's Assessment & Strategic Plan – None
 - Status of Burn Ban and Signs – Burn ban is on. Commissioner Douglas stated she would reach out to Woodrow Washington to see about having him or the road crew change the signs in the future.
 - Future agenda items – Draft contract with BAT1 to Doug Young
14. Other information requiring no action – Ms. Logan stated the SAFE-D Conference is scheduled for February 2-4, 2023, in Round Rock at the Kalahari Resort.

The board went into Executive Session at 1:55 pm and came out at 2:27 pm
15. Date of next meeting – January 10, 2023, at 1:00 pm
16. Adjourn – There being no further business, Commissioner Kessler adjourned at 2:28 p.m.

Respectfully submitted,
Aaron Anderson, Secretary

By: 

M Logan, Business Manager