

Travis County Emergency Services District No. 13 Board of Commissioners
Meeting Minutes - Dec. 4, 2023

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 4, 2023, at Bethlehem Lutheran Church Fellowship Hall, Lund, Texas. Commissioner Johnson called meeting to order at 7:05 pm and declared a quorum with the following ESD 13 Commissioners attending: Anderson, Douglas, and Lundgren. Emily Erickson, Darren Mogonye, and Chris Botello were in attendance.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the November 6, 2023 monthly meeting and take appropriate action. Commissioner Anderson made the motion to approve the minutes, Commissioner Douglas seconded the motion. The motion passed unanimously.
4. Review Treasurer's Report and take appropriate action. Commissioners discussed putting more assets into the Texas Class account. Commissioner Lundgren made the motion to move \$200K to Texas Class account. Commissioner Anderson seconded the motion. The motion passed unanimously. Commissioner Douglas made the motion to approve the Treasurer's Report, Commissioner Lundgren seconded the motion. The motion passed unanimously.
5. Consider, discuss, and take appropriate action regarding outstanding bills. The following bills were presented for payment: Emily Erickson (\$1,080) and Travis County Tax Assessor-Collector (\$2,242.76), pending what Gary finds out from Travis County, based on a fee of \$2.27/parcel (988 parcels in ESD13). Commissioner Douglas made the motion to approve the payments, Commissioner Lundgren seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on ESD13 board composition, reappointments, and administrator position. Emily will email the Travis County Commissioners Court and specifically ask them to add the reappointments to an upcoming agenda.
7. Report from Service Providers:
 - Report from BAT1 (Bastrop Travis County Emergency Services District #1) First Responders. Report given by Chris Botello. Discussion of recent area fire protection audits, codes, and requirements for subdivisions as well as engagement with the local fire marshal.
 - Report from Austin-Travis County Emergency Medical Services System. None.
 - Report from any Travis County Emergency Services District. None.
8. Report on Travis County Fire Chief Meetings. None.
9. Consider, discuss, and take appropriate action on audit for year ending 2023. Commissioner Douglas received the requested list of schedules from the auditors and document requests for Wells Fargo and others that Commissioner Johnson is signing.
10. Discuss preparing report for Texas Division of Emergency Management. Report is due Jan. 1. Commissioners discussed the population report supplied by Chuck Brotherton of Travis County.

11. Consider, discuss, and take appropriate action regarding the following items:

- BAT1's Assessment I Strategic Plan. Commissioner Anderson asked Darren Mogonye to include ESD13 in their next strategic plan work. Mogonye said we can discuss that when they start working on it again. Botello reported that they are still working to fulfill the strategic plan they put in place a few years ago. Fire Dept. staffing efforts are improving. Elgin and McDade are under the umbrella of BAT1. Their 501c3 board still exists but calls are combined. Damon Doss replaced Liston Crim, up for election in May is Mogonye, Matt Benson, and Botello.
- Future Agenda Items. Approval of wording for Elgin Courier. Special Purpose District Report due April 1. Payment due to Bethlehem. Follow up on reappointments. Prepare for February officers election and securing a notary to attend that meeting.

12. Other information requiring no action. SAFE-D Convention coming up Feb. 22-24 in Irving. Commissioners and staff will be reimbursed for travel expenses.

13. Date of next meeting. January 8, 2024

14. Executive Session. None.

15. Adjourn. There being no further business, Commissioner Johnson adjourned meeting at 8:35 pm.

By: Emily Erickson for

Gary Johnson

THE DISTRICT'S COMMISSIONERS MAY RETIRE INTO A CLOSED SESSION AT ANY TIME BETWEEN THE MEETING'S OPENING AND ADJOURNMENT FOR THE PURPOSE OF CONSULTING WITH LEGAL COUNSEL PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE ON ANY MATTER INCLUDED ON THE AGENDA. ANY ACTION, IF ANY, RESULTING FROM SUCH CONSULTATION WILL BE TAKEN IN OPEN SESSION.