

Travis County Emergency Services District No. 13 Board of Commissioners

Meeting Minutes - Feb. 5, 2024

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, February 5, 2024, 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, Chris Botello, and Mark Wobus were in attendance, as well as notary, Lisa Del Gaudio.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the January 8, 2024 monthly meeting and take appropriate action. Commissioner Lundgren made the motion to approve the minutes, Commissioner Anderson seconded the motion. The motion passed unanimously.
4. Review Treasurer's Report and take appropriate action. 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: Elgin Courier (\$52) and Montemayor Briton (auditor) retainer fee (\$1,150). Commissioner Lundgren made the motion to approve the payments, Commissioner Anderson seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on ESD13 board composition and February officer elections. The commissioners held officer elections. Commissioner Lundgren made the motion to approve the election of Leah Douglas for President, Travis Lundgren for Vice President, Gary Johnson for Treasurer, and Aron Anderson for Secretary, Commissioner Douglas seconded the motion. The motion passed unanimously. The commissioners signed Forms 2204 (notarized) and 2201.
7. Report from Service Providers:
 - Report from BAT1 (Bastrop Travis County Emergency Services District #1) First Responders. Chris Botello introduced new assistant fire chief, Mark Wobus, who introduced himself and answered the commissioners' questions about his previous experience.
 - Report given by Chris Botello including a printed report. 9 full-time firefighters, 33 volunteer firefighters, will be hiring two more full-time. They will be posting a job opening soon for a lieutenant position that is being vacated. There were 123 calls (38 EMS and 85 Fire) in January with 5 of those calls in the ESD13 area, and the average response time was 7 minutes, 2 seconds. Botello reported that Engine 3 is still out of service and gave other equipment updates. Website development's 3-phase process is moving forward. They have a set of CPR-training manikins. They

do in-house training for the firefighters and they offer classes to the public as well. They stay busy with classes for coaches, school staff, and daycare staff. Their board is now full again.

- 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 regarding the following items:
 - BAT1's Assessment I Strategic Plan
 - Special Purpose District Report due April 1. Commissioner Douglas will look at the report.
 - Audit is moving forward smoothly.
 - Future Agenda Items
 - Commissioner Douglas plans to review the budget again.
 - Need a letter to Wells Fargo taking Cliff Kessler and David Erickson removed from the account. Need to schedule a meeting for Commissioners Lundgren and Anderson to be added to the account.
 10. Other information requiring no action.
 - SAFE-D Convention coming up Feb. 22-24 in Irving. Commissioner Johnson will attend.
 11. Date of next meeting. March 4, 2024
 12. Executive Session. None.
 13. Adjourn. There being no further business, Commissioner Johnson adjourned meeting at 8:30 pm.

By: Emily Erickson for

Leah Douglas, President

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.