

Travis County Emergency Services District No. 13 Board of Commissioners

Meeting Minutes - August 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, August 5, 2024, at Bethlehem Lutheran Church Fellowship Hall, Lund, Texas. Commissioner Douglas called meeting to order at 7:10 pm and declared a quorum with the following ESD 13 Commissioners attending: Johnson, Lundgren, and Anderson.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the July 1, 2024 monthly meeting and take appropriate action. Commissioner Lundgren made the motion to approve the minutes, Commissioner Johnson seconded the motion. The motion passed unanimously.
4. Review Treasurer's Report and take appropriate action. Commissioner Anderson 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: Commissioner Anderson made the motion to approve the following payments: Diane Moellenberg reimbursement for Bluehost charge (\$35.99), Commissioner Johnson reimbursement for printing (\$72.97), and SAFE-D renewal (\$275). Commissioner Lundgren seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on budget. Noted that sales tax is trending downward, and the commissioners will revisit it in January. Commissioner Lundgren made the motion to approve the budget, year-end September 30, 2025, Commissioner Anderson seconded the motion. The motion passed unanimously.
7. Consider, discuss, and take appropriate action on BTC ESD1 funding request including cost of equipment, timelines for service of equipment, NFPA standards, future and current needs of the fire department.
 - a. 2 Motorola Radios for BTC ESD1 command vehicles. (APX 8500). \$8,533.70 each. The gold star radio would include automatic updates through wifi instead of in-person at the service station. There was a problem recently with the radio upgrades. Trying to improve relationship with Travis County communications and radio shop. Encrypted system is coming and will render current radios useless. Some radios in their possession have the encryption chip but haven't been activated yet. Chris Botello got new contact info for the Travis County people.
 - b. 2 command slide-outs for completion of BTC ESD1 command vehicles. BTC ESD1 has approved the purchase of the command units with year-end money. \$6,400 each.
8. Consider, discuss, and take appropriate action on bank accounts, if needed. No action taken.
9. Consider, discuss, and take appropriate action on Ad Valorem publication. Commissioner Lundgren made the motion to approve language for publication pending completion of meeting date and proposed tax rate that will be calculated this week, Commissioner Anderson seconded the motion. The motion passed unanimously.

10. Consider, discuss, and take appropriate action on tax rates due by August 7 including posting to the ESD13 website and the Travis Taxes portal, the following: the No-New-Revenue tax rate, the Voter-Approval tax rate, and an explanation of how they were calculated. Discussion took place. The 2024 tax rates must be adopted no later than September 30.
11. Consider, discuss, and take appropriate action on a commissioner workshop with NBCFR. Mark Wobus shared about a workshop held with new ESD 1 commissioners where they discussed what it takes to run a fire department and how they operate in order to meet all requirements and standards. They would like to have a similar workshop for ESD 13 commissioners, a 4-hour workshop, 8am-12pm, possibly on a Saturday morning in November. The commissioners will revisit this at future meetings to find dates that would work.
12. Report from Service Providers:
 - Report from NBCFR (North Bastrop County Fire & Rescue/Travis County Emergency Services District #1) First Responders. Chris Botello gave a report for June and shared a printed report. ESD #13 had 3 fire calls and 4 EMS calls. Acadian's dispatching system was down for a month (had a virus) and ESD1 had some missed medical calls. Dispatchers were hand-writing the calls. They have to rebuild the CAD system. Station 1 is in Elgin area and Station 6 is in McDade area. They recognize that their volunteer roster was not fully active so they've narrowed it down to 21 active volunteer firefighters. They've gotten their radio need from 74 to 44 or so. As of August 1, Station 6 is open full-time, and it's already making a difference on response times. Hoping to hire 6 new firefighters by October 1, followed by a 4-day orientation. Population growth is creating this demand. Manor has three stations, 4 per station per shift, 3 battalion chiefs, 3 fire prevention personnel. Lots of MUDs have been created just outside of Manor that are serviced. They have access to a privately-owned drone but are looking to buy one. Promoted 4 lieutenants. New lieutenant in charge of radio inventory and communications. They work with two different radio systems but would prefer just working with one in the future. New fire truck hopefully in mid-August. Command vehicles (2) 2023 Chevy's coming this month. Currently, sharing just one blue medical truck. Working with their ESD1 commissioners on getting six computers that will be in the frontline apparatuses and will include GPS tracking. Will connect with Travis and Bastrop Counties.

Overview of Fire Department

Fire Chief (Chris Botello)

Asst. Fire Chief (Mark Wobus)

2 Volunteer Assistant Fire Chiefs (Randy Reyna, Villareal), Station 1 and 6

1 Captain

4 Lieutenants

Drivers

6 Firefighters

- Report from Austin-Travis County Emergency Medical Services System. None.
 - Report from any Travis County Emergency Services District. None.
13. Report on Travis County Fire Chief Meetings. None. Meeting in July was canceled. Next meeting is in September.
 14. Consider, discuss, and take appropriate action regarding the following items:
 - NBCFR's Assessment I Strategic Plan.
 - ESD13 board appointments.
 - Future Agenda Items.
 15. Other information requiring no action.
 16. Date of next meeting. September 9, 2024
 17. Executive Session. Discussion of ESD1 funding requests.
 18. Adjourn. There being no further business, Commissioner Douglas adjourned the regular meeting at 8:37 pm.
 19. Executive Session. Discussion of ESD1 funding requests. Commissioner Douglas called the executive session to order at 8:41 pm. Commissioner Lundgren moves to allot up to \$40,000 per year for acquisition of apparatus that is essential to operations, with approval required for each individual funding request. Commissioner Johnson seconded the motion. The motion passed unanimously. Commissioner Johnson made the motion to approve funding for the two radios (\$8,533.70 each) and the two command slide-outs (\$6,400 each). Commissioner Anderson seconded the motion. The motion passed unanimously.
 20. Adjourn. There being no further business, Commissioner Douglas adjourned the executive session at 9:25 pm.

By: Emily Erickson for

Aron Anderson, Secretary

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.