

## Travis County Emergency Services District No. 13 Board of Commissioners

### Meeting Minutes - February 3, 2025

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 3, 2025, at Bethlehem Lutheran Church Fellowship Hall, Lund, Texas. Commissioner Douglas called meeting to order at 7:08 pm and declared a quorum with the following ESD 13 Commissioners attending: Johnson, Akard, and Lundgren.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the January 6, 2024 monthly meeting and take appropriate action. Commissioner Lundgren made the motion to approve the minutes as amended, Commissioner Johnson seconded the motion. The motion passed unanimously.
4. Review Treasurer's Report and take appropriate action. Commissioner Lundgren made the motion to approve the treasurer's report, Commissioner Akard seconded the motion. The motion passed unanimously.
5. Consider, discuss, and take appropriate action regarding outstanding bills. Commissioner Lundgren made the motion to approve the following payments: payment to Travis County Tax Assessor-Collector for (\$2,624.22) for the 2024 collection fees and to Elgin Courier for address publication (\$30). Commissioner Johnson seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on ESD13 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, Mike Akard for Assistant Treasurer, and Aaron Anderson for Secretary, Commissioner Johnson seconded the motion. The motion passed unanimously. The commissioners signed Forms 2204 (notarized) and 2201. The commissioners decided that the next officer election will take place at the December meeting with officer terms beginning January 1, 2026.
7. Consider, discuss, and take appropriate action on bank accounts, if needed. Commissioner Johnson is going to message the comptroller's office and Travis County tax office to get deposits redirected to Frontier Bank and to determine what documentation we need to provide to affect that change.
8. Report from Service Providers:
  - Report from BAT1 First Responders. Chief Botello shared a paper report and discussed the following: call breakdowns, average response times, recent and future hiring, training, and maintenance, and community events. As for staffing, 7-8 of the firefighters are from the ACC firefighting program. Reviewed levels of paramedic professionals and who is allowed to administer which medical services. Emergency Vehicle Operations Course was held at the SPCJA. Prescribed burn today at Camp Swift. Working with an architect to start planning future station.
  - Report from Austin-Travis County Emergency Medical Services System. None.
  - Report from any Travis County Emergency Services District. None.

9. Report on Travis County Fire Chief Meetings. None.
10. Consider, discuss, and take appropriate action regarding the following items:
  - BAT1's Assessment I Strategic Plan
  - Commissioner Lundgren made the motion that we make a payment for \$50 to Lisa del Gaudio who served as notary during officer elections. Commissioner Johnson seconded the motion. The motion passed unanimously.
  - Future Agenda Items.
    - Audit discussion
11. Other information requiring no action. SAFE-D Conference coming up February 6-8 in Round Rock. Commissioners discussed required classes to attend.
12. Date of next meeting. March 3, 2025.
13. Executive Session. None.
14. Adjourn. There being no further business, Commissioner Douglas adjourned meeting at 8:34 pm.

By: Emily Erickson for

Aaron Anderson, Secretary

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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.