

Travis County Emergency Services District No. 13 Board of Commissioners

Meeting Minutes - January 6, 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, January 6, 2025, at Elgin Fire Station 111 N. Avenue C, Elgin, TX 78621. Commissioner Douglas called meeting to order at 7:18 pm and declared a quorum with the following ESD 13 Commissioners attending: Johnson, Anderson, Akard, and Lundgren.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the December 2, 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 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. Commissioner Lundgren made the motion to approve the following payments: Reimbursement to Commissioner Douglas for Safe-D Conference registration for Commissioners Lundgren and Akard (\$590) and UPS Binder to Auditors (\$31.50) for a total of \$621.50; initial payment to Montemayor Britton Bender for \$1,212.50; payment to Bethlehem Church for \$510, and reimbursement to Commissioner Johnson for Safe-D Conference registration for \$295. Commissioner Akard seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on bank accounts, if needed. In accordance with the guidelines established by the Commissioners in previous meetings, the Treasurer has discretion to transfer appropriate amount of funds to maximize interest earnings at Texas Class and ensure account balance is less than FDIC insured levels. Commissioners Johnson and Lundgren are in the process of setting up the checking account at Frontier Bank in Elgin, TX. To their knowledge, all requested documents have been provided to the bank.
7. 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. The team is utilizing a new QR code system through Google docs for inventory management.
 - 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. There was no meeting in December. The next meeting will be in February.
9. Consider, discuss, and take appropriate action regarding the following items:

- Approve language for publication of ESD13's address in Elgin Courier. Commissioner Johnson made the motion to approve the language for publication in the Elgin Courier. Commissioner Anderson seconded the motion. The motion passed unanimously.
 - BAT1's Assessment I Strategic Plan
 - BAT1 presented a request for funding for new Unication radio receivers that alert them to the calls. Chief Botello and Assistant Chief Wobus discussed the request and the equipment with commissioners. Commissioner Lundgren made the motion to approve the funding for two complete units for BAT1 (at \$763.40 per unit) for a total of \$1,526.80 to be paid tonight. Commissioner Anderson seconded the motion. The motion passed unanimously.
 - Future Agenda Items.
10. Other information requiring no action. Reminder that February meeting will include ESD13 officer elections. Reminder about SAFE-D Conference coming up February 6-8 in Round Rock.
 11. Date of next meeting. February 3, 2025.
 12. Executive Session. None.
 13. Adjourn. There being no further business, Commissioner Douglas adjourned meeting at 8:21 pm.

By: Emily Erickson for

Aaron 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.