

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1

MINUTES

June 20, 2024

A regular meeting of the Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 was held on **Thursday, June 20, 2024, at 6:30 p.m.**, at the Elgin Fire Station, 111 N. Avenue C, Elgin, Texas.

Attending the meeting were Commissioners Larry Moseley, Damon Doss, Nick Teague, and Brian Henson. Commissioner Ramiro Garza arrived late to the meeting. A quorum was present at the meeting. Also present were ESD staff members, representatives of the Fire Department, and representatives of the First Responder Unit. The District's attorney, Kelli Carlton, was present as well.

1. **Pledge of Allegiance:** Pledge of Allegiance led by Commissioner Moseley.
2. **Call meeting to order:** Meeting called to order at 18:30 by Commissioner Moseley.
3. **Public Comment:** none
4. **Public Comment on Agenda Items:** none

PRESENTATION AND REPORTS

5. **Presentation by Bastrop County First Responders on the creation of Bastrop County Emergency Services District No. 3, intended to be a county-wide ESD for providing EMS services:** Bastrop County First Responders P. McGrew and C. Peck presented the proposed Bastrop County ESD 3 to the Board. This would be an overlay ESD that would provide emergency transport services in Bastrop County, so the Bastrop County portion of the District would be overlaid by this new proposed ESD. The Travis County portion of the District would not be included. Mr. McGrew provided detailed information on the proposed overlay ESD, stating they had accumulated over 200 signatures for support. Mr. McGrew said they proposed 11 ambulances for the County, with a full-time staff, should the overlay ESD be created.
6. **Receive monthly report from the Treasurer and consider:** CPA Pam Oakes presented the monthly bills, invoices, financial report and the amendments to the budget for FY 23-24.
 - (a) **approval of payment of monthly bills and invoices:** Commissioner Doss made motion to approve monthly bills and invoices seconded by Commissioner Teague. All in favor, motion passes.
 - approval of monthly financial report; and** Commissioner Henson made a motion for financial report approval and seconded by Commissioner Doss. All in favor, motion passes.
 - (b) **action regarding amendments to budget for FY24:** Commissioner Teague made motion to accept budget amendment, seconded by Commissioner Henson. All in favor, motion passes.
7. **Receive monthly report regarding District emergency operations, apparatus, response times, call volume, training, budget, management activities, personnel issues, and membership:** Chief Botello presented his report for the month of May. Chief Botello also presented a "heat" map and call map which shows the District's busiest days and busiest call locations. Assistant Chief Reyna proposed a contract for preventative maintenance on the engines.
8. **Receive monthly Commissioner activity reports:** none

DISCUSSION/ACTION ITEMS

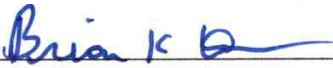
9. **Discuss and consider approval of minutes for the May 21, 2024, regular meeting:** The vote on Item #17 from the May 21 meeting was not "all in favor". Commissioners Moseley and Doss were against. Commissioner Doss moved to accept minutes as amended and Commissioner Teague seconded. All in favor; motion passes.

At the July 18, 2024, Board Meeting, Commissioner Doss had an issue with the May 21st meeting minutes not being correct in the June meeting minutes that were amended the first time and made a motion to amend the May 21, 2024 meeting minutes as stated: "**Motion made by Commissioner**

Teague for Commissioners to be able to participate in TCDRS, provided that Commissioners pay the full cost of participation with no cost paid by BTCESD#1. Seconded by Commissioner Doss. Commissioners Teague, Doss, Henson and Moseley For; Commissioner Garza Against. Motion passed.” Commissioner Doss made a motion to insert the correction for the May 21, 2024, meeting minutes into the June 20, 2024, Board Meeting minutes. Commissioner Teague seconded. All in favor, motion passes.

10. **Discuss and consider adopting Resolution Acknowledging Creation of Overlapping District:** Attorney Kelli Carlton discussed the resolution with the Board. She pointed out this is not the official statement of services, but rather an indication of support for the work of the Bastrop County First Responders in the overlay ESD creation. The actual statement of services will be requested later. Commissioner Doss made motion to adopt the resolution and Commissioner Teague seconded. All in favor, motion passes.
11. **Discuss and consider adopting the tax and budget planning calendar for 2024 and authorize payment for tax process publications:** Ms. Carlton explained the tax planning calendars and tax process to the Board. Motion made by Commissioner Teague to adopt the tax and budget planning calendar for 2024, seconded by Commissioner Garza. All in favor, motion passes. Motion made by Commissioner Garza, seconded by Commissioner Doss, to approve payment to newspapers for required tax season ads. All in favor, motion passes.
12. **Discuss and take required action to obtain Treasurer's bond:** The Board discussed the Treasurer's bond requirement with Ms. Carlton. Commissioner Doss made a motion to approve Commissioner Garza for a Treasurer's bond of \$50,000 seconded by Commissioner Teague. All in favor, motion passes.
13. **Discuss the creation of a Fire Prevention/ Investigation Committee, and the establishment of a Fire Prevention and Investigation Program and/or Fire Marshal's Office and consider taking related action:** Ms. Carlton provided the guidelines to the Board on fire prevention/investigation. Commissioner Teague spoke on creating a committee to work on this program further. Motion made by Commissioner Teague to create committee with not more than two board members assigned to the committee and seconded by Commissioner Garza. All in favor, motion passes.
14. **Discuss and consider transfer of funds - Texas CLASS:** Motion made by Commissioner Doss and seconded by Commissioner Teague to move \$500,000 from the money market account at Prosperity Bank and \$500,000 from the checking account at Prosperity Bank to the Texas CLASS investment account. All in favor, motion passes.
15. **Discuss and consider the Fire Recovery Agreement:** Motion made by Commissioner Teague to adopt the Fire Recovery USA agreement as amended by counsel. Seconded by Commissioner Henson. All in favor, motion passes.
16. **Discuss and consider taking action on salary for Assistant Fire Chief, Admin Position, and Operational Staff:** At 8:28 pm the commissioners went into executive session for personnel matters under Texas Government Code Section 551.074. At 8:53 pm the commissioners came out of executive session and reopened the open session. No action was taken in executive session. Commissioner Teague made a motion authorizing Chief Botello to engage an employment law attorney, seconded by Commissioner Garza. All in favor, motion passes. Motion made by Commissioner Teague to authorize Chief Botello to start evaluations on personnel, seconded by Commissioner Garza. All in favor, motion passes. Motion made by Commissioner Teague to authorize Chief Botello to adjust the employment dates for personnel whose current records reflect inaccurate employment dates with the District, seconded by Commissioner Doss. All in favor, motion passes.
17. **Discuss and consider scheduling Commissioner Orientation Workshop in July; and** Motion made by Commissioner Doss and seconded by Commissioner Garza for a July 6th at 8am workshop in Elgin, TX. All in favor, motion passes.

18. **Discuss agenda items, time, and date for next meeting.** Next meeting date is July 18th at 6:30 pm. Motion made to adjourn the meeting by Commissioner Henson and seconded by Commissioner Teague. All in favor, motion passes. Meeting was adjourned at 8:58 pm.



Brian Henson, Secretary
Board of Commissioners

Approved July 18, 2024.