

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1
MEETING MINUTES

December 19, 2024

The Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 held a regular meeting on **Thursday, December 19, 2024, at 6:30 p.m.**, at the Elgin Fire Station, 111 N. Avenue C, Elgin, Texas, for the following purposes:

Attending the meeting were Commissioners Larry Moseley, Ramiro Garza, Brian Henson and Damon Doss. Commissioner Nick Teague was absent. 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.

1. **Pledge of Allegiance;** Led by Commissioner Larry Moseley
2. **Call meeting to order;** Meeting called to order at 6:30 pm by Commissioner Larry Moseley
3. **Public Comment:** None
4. **Public Comment on Agenda Items:** None

PRESENTATION AND REPORTS

5. **Receive monthly report from the Treasurer and consider:** CPA Pam Oakes presented the monthly bills and invoices and financial report to the ESD Board.

(a) **approval of payment of monthly bills and invoices;**

(b) **approval of monthly financial report; and**

Motion was made by Commissioner Brian Henson and seconded by Commissioner Ramiro Garza to approve monthly payment of bills and invoices and to approve the monthly financial report. All in favor, motion carried.

(c) **action regarding amendments to budget for FY24;**

No amendments were presented.

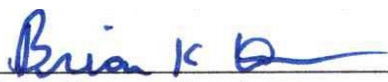
6. **Receive monthly report regarding District emergency operations, apparatus, response times, call volume, training, budget, management activities, personnel issues, and membership;** Total EMS and Fire incidents for the month of November were 286; there were 159 Fire calls and 127 EMS patient contacts. We currently have 16 full-time firefighters and 18 volunteer firefighters. The firefighters participated in Operation Turkey for Thanksgiving and are going to participate in the Christmas Parade.
7. **Receive monthly Commissioner activity reports;** None presented.

DISCUSSION/ACTION ITEMS

8. **Discuss and consider approval of minutes for the November 21, 2024, regular meeting;** Commissioner Damon Doss made a motion to approve minutes with correction to item #7 Travis Lundgrea to Lundgren. Commissioner Ramiro Garza seconded. All in favor, motion carried.
9. **Discuss and consider submitting required annual report to the Division of Emergency Management;** Commissioner Damon Doss made a motion to approve the annual report and submit it to the Division of Emergency Management. Commissioner Ramiro Garza seconded. All in favor, motion carried.

10. **Discuss and consider requesting extension on Prosperity Bank contract and take related action;** Commissioner Larry Moseley made a motion to approve the extension on Prosperity Bank contract. Commissioner Damon Doss seconded. All in favor, motion carried.
11. **Discuss and consider transfer of funds from Texas Class account to Prosperity Bank account and take related action;** No action taken.
12. **Discuss and consider creating an RFQ for banking services and take related action;** No action taken.
13. **See Supplemental Agenda for election items;** See items below.
14. **Discuss and consider update on Fire Prevention and status of the 2018 Fire Code and take related action;** 2018 International Fire Code Appendices were presented and discussed. No action taken.
15. **Receive update from sub-committee on proposal to equip the District with a drone for fire and search and rescue operations and take related action;** No action taken.
16. **Discuss and consider establishing a Vehicle/Equipment Replacement Fund (“VERF”) and authorize related action;** No action taken.
17. **Discuss and consider increasing daily authorized amount to be spent by Chief Botello on District debit card and take related action;** Motion was made by Commissioner Ramiro Garza to increase the daily authorized amount to be spent by Chief Botello on District debit card. Commissioner Brian Henson seconded. All in favor, motion carried.
18. **Discuss and consider establishing debit card for the District’s Assistant Fire Chief and take related action;** Motion was made by Commissioner Ramiro Garza to establish a debit card for the District’s Assistant Fire Chief. Commissioner Damon Doss seconded. All in favor, motion carried.
19. **Discuss, consider and take action on seeking property on the Western side of the District for a future station;**

The Commissioners went into executive session at 7:56 p.m. to discuss agenda Item #19 under Section 551.072 of the Texas Government Code. The executive session ended at 8:11 p.m., at which point the regular meeting was reconvened. No action was taken in the Executive Session. No action was taken in open session.
20. **Discuss agenda items, time, and date for next meeting.** Next meeting to be held on January 16, 2025 at 6:30pm at the Elgin Fire Station. Meeting was adjourned at 8:22 p.m.



Brian Henson, Secretary
Board of Commissioners

January 16, 2025

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1
SUPPLEMENTAL AGENDA
MEETING MINUTES

December 19, 2024

The Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 held a regular meeting at 6:30 p.m. on Thursday, December 19, 2024, at the Elgin Fire Station, located at 111 North Avenue C, Elgin, Texas, and considered the following matters:

1. **Discuss and consider approval of the Order Calling Election to Change the Rate of Local Sales and Use Tax within the District for May 3, 2025;** Commissioner Damon Doss made a motion to approve the Order Calling Election to Change the Rate of Local Sales and Use Tax within the District for May 3, 2025. Motion was seconded by Commissioner Ramiro Garza. All in favor, motion carried.
2. **Discuss and consider approval of an Order Adopting and Implementing the Use of Electronic Voting Systems in Addition to Paper Ballots in District Elections;** Commissioner Damon Doss made a motion to approve the Order Adopting and Implementing the Use of Electronic Voting Systems in Addition to Paper Ballots in District Elections. Motion was seconded by Commissioner Ramiro Garza. All in favor, motion carried.
3. **Discuss and consider approval of the Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period;** Commissioner Damon Doss made a motion to approve the Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period. Motion was seconded by Commissioner Ramiro Garza. All in favor, motion carried.
4. **Discuss and consider approval of Contracts for Election Services for a May 3, 2025, Election with both Bastrop and Travis Counties and Joint Election Agreements with both Bastrop and Travis Counties, including Resolutions Approving Contract for Election Services and Joint Election Agreement;** Action tabled.
5. **Authorize District's attorney to give Notice of Election for May 3, 2025;** Commissioner Damon Doss made a motion to Authorize District's attorney to give Notice of Election for May 3, 2025. Commissioner Brian Henson seconded the motion. All in favor, motion carried.
6. **Discuss and consider adoption of an election calendar for the District's May 3, 2025, election;** Commissioner Damon Doss made a motion to adopt the election calendar for the District's May 3, 2025, election. Commissioner Ramiro Garza seconded the motion. All in favor, motion carried.
7. **Any other matters in connection with the District's May 3, 2025, Election.** No other matters. No action.