

## **COMMISSIONERS:**

Reed Boyd, President  
Tom Dodds, Vice President  
Dennis Wright, Treasurer  
Judy Canion, Assistant Treasurer  
Tom Quirk, Secretary

# **TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5 BOARD MEETING MINUTES, MARCH 4, 2023**

**CALL TO ORDER AND ESTABLISH A QUORUM:** The meeting was called to order at 6:38 p.m. by Commissioner Boyd.

- a. **COMMISSIONERS PRESENT:** All
- b. **COMMISSIONERS ABSENT:** N/A
- c. **MFD MANAGEMENT:** Captain Braunmuller
- d. **VISITORS:** Jimmy Romell and Andrea Burgard

## **2. MINUTES FROM THE FEBRUARY 10, 2023, BOARD MEETING WERE APPROVED**

## **3. DISCUSSION AND POSSIBLE ACTION ON AUDIT REPORT**

A presentation by Mr Jimmy Rommell and Ms Andrea Burgard, Maxwell Locke & Ritter, LLP, was made. As part of the presentation the following documents were presented:

- a. Financial Statements as of and for the Year ended September 30, 2022 and Independent Auditors' Report
- b. Letter explaining details of the audit
- c. Letter detailing basis for audit report

Commissioner Dodds moved and Commissioner Quirk second the motion to accept the audit report and the motion passed unanimously

## **4. PUBLIC COMMENTS:**

None

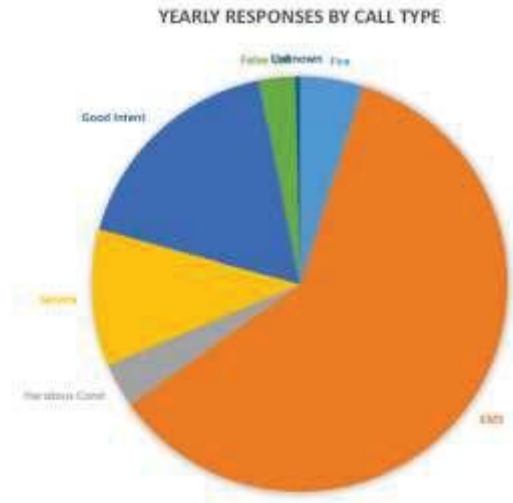
## **5. ESD TREASURER'S REPORT:**

Balanced Accounting and Financial Reports were presented by Commissioner Wright. Treasurer's report was approved by the members of the board by voice vote.

**6. MONTHLY OPERATIONS REPORT:**

**February 2023  
Monthly Report**

Activity:	Month	YTD
Fire	8	14
EMS	91	171
Hazardous Cond	6	10
Service	17	30
Good Intent	25	50
False Call	2	8
Other	1	1
<b>Total</b>	<b>150</b>	<b>284</b>



Auto Aid Received by AFD 36  
Auto Aid Given to AFD 42

**Apparatus/Equipment/Projects**

- Engine 501 and Tender 501 sustained damage to low hanging tree branches while responding to a structure fire. We are working to get the repairs done
- New policy on use of pole saw while responding to incidents

**Administration**

- Continued to work on items for annual audit, final submissions and followups
- Reconciled bank, investment and credit card statements
- Website updates including meeting agendas, minutes, notice about ice storm debris
- Annual employee evaluations completed

**Community Developments/Events**

- Hosted 2 birthday party events at station, a girl scout, an auxiliary meeting, Manchaca Baptist Church Mothers day out event and Village of San Leanna Council meeting

**Personnel**

- All full time personnel have gone through the annual firefighter physical evaluations and post evaluation meetings with health staff

## Station/Land

- Station 501 - No significant issues - gathering bids on HVAC replacements and energy audit items
- Station 502
  - Continuing to work with Marbridge on draft lease agreement

### **7. May 20 8:00 Strategic planning**

### **8. SET AGENDA ITEMS AND DATE FOR APRIL 6, 2023 MEETING.**

### **9. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:36 pm.

Submitted by:

Approved:

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Tom Quirk, TCESD #5, Secretary

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Reed Boyd, TCESD #5, President