

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, DECEMBER 13, 2023**

1. **CALL TO ORDER AND ESTABLISH A QUORUM:** The meeting was called to order at 6:30 p.m. by Commissioner Boyd.
 - a. **COMMISSIONERS PRESENT:** Thomas Dodds, Dennis Wright, Judy Canion, Tom Quirk
 - b. **COMMISSIONERS ABSENT:** Reed Boyd
 - c. **MFD MANAGEMENT:** Chief Chris Barron and Captain Carlos Braumuller
 - d. **VISITORS:** Andrew Buitron, Jeffery Jones, Silvestre Islas-Ramirez, Vincent Reed, Randy Salinas, and Andrea Burgard

2. **MINUTES FROM THE NOVEMBER 9, 2023 BOARD MEETING WERE APPROVED**

3. **PUBLIC COMMENTS:** None

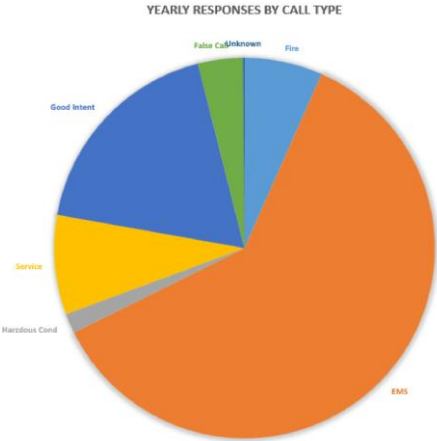
4. **DISCUSSION AND POSSIBLE ACTION ON ANNUAL AUDIT:** The audited financial statements as of the year end of September 30,2023 and the independent Auditor’s Report dated December 13, 2023 and accompanying correspondence was presented by Andrea Burgard.

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 a voice vote.

6. **MONTHLY OPERATIONS REPORT:**

November 2023 Monthly Report

Activity:	Month	YTD
Fire	6	103
EMS	99	946
Hazardous Cond	2	26
Service	12	131
Good Intent	19	283
False Call	11	59
Other		2



Total	149	1550
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Auto Aid Received by AFD 39

Auto Aid Given to AFD 46

Apparatus/Equipment/Projects

- FD Radio Update:
 - Vhf Radio Repeater project – awaiting repeater/duplexer – Antenna replaced and moved on tower to comply with FCC Rules
- Squad 501 – Everything is still in process and awaiting various parts of the unit to be assembled
- All other apparatus up and operational

Administration

- Financial statements/budgets/reports updated by accountants
- Chase Bank – Continuing to setup auto-pays, ACH, etc. Approximately 99% complete to the change over to the new bank account/New CC/ Auto payment are being set up. November was closeout of Frost credit card usage and subsequent payments
- Reconciled bank, investment and credit card statements
- Website updates including meeting agendas, minutes
- Continued to work with Auditor on items needed for audit

Community Developments/Events

- Hosted Bday party, HOA meeting, Girl Scout Meeting, and made numerous fire safety presentations

Personnel

- Presentation to ACC fire academy on benefits of being a member of TCESD5 / Gathered names/email addresses of 12 potential new recruits and have sent out subsequent applications

Station/Land

- Station 501
 - Solar Project Update – Solar project awaiting monitoring control unit
 - Station 501 renovation project – project complete
 - Lease agreement comments sent to Marbridge – meeting with Marbridge Mid-Nov to discuss lease agreement. Concerns about time frame and FD selling station to someone else if ESD vacated the building.

7. DISCUSSION AND POSSIBLE ACTION ON STATION 502

No action was taken.

8. SET AGENDA ITEMS AND DATE FOR JANUARY 4, 2023 MEETING.

9. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:15 pm.

Submitted by:

Approved:

Tom Quirk, TCESD #5, Secretary

Reed Boyd, TCESD #5, President