

Bastrop County Emergency Services District No. 2

Special Meeting

Aug 18, 2023, 1:00 p.m.

Bastrop County ESD#2 Station 4; 1432 N. State Highway 95; Bastrop, Texas
FINAL MINUTES

OPENING

1. The meeting was called to order by President George Martinez at 1:05 p.m.

Those present included: President George Martinez, Vice President Tommy Chalmers, Chief Josh Gill and Secretary Doug Kelsay. Absent were Treasurer Tracy Waldron, Assistant Treasurer Peter Hicks,

Also in attendance were Office Manager Lisa Eller, Citizen Mike Norman and Battalion Chief Greg Monroe

2. President George Martinez provided the invocation.
3. Both Pledges of Allegiance were recited.
4. There were no Public Comments on Non-Agenda Items
5. There were no Public Comments on Agenda Items.

POLICY DISCUSSION/ACTION ITEMS

6. Budget Workshop. Key points of discussion included:

- a. Station 2 implementation schedule and cash flow assumptions:

- i. Building

1. Building contract will be completed approximately calendar 4Q23.
2. Loan should be granted around that time with payments commencing the following year.
3. Building build-out will take most of next fiscal year
4. Building soft costs (furnishings) should be left in the budget for late in fiscal year

- ii. Vehicles

1. Orders should be placed for new fire vehicles at or near finalization of building contract with approximately 1 year delivery time.
2. Loan should be granted around that time with payments commencing the following year.
3. Vehicle soft costs (decals, lights, radio) should be left in the budget for late in fiscal year.

- b. Service Trucks assumptions:

- i. One new service truck for Community Risk Reduction Officer (CRR) should stay in proposed budget
- ii. Battalion (shift) chiefs should share current vehicles
- iii. Volunteer Battalion chiefs (3) should keep their trucks due to logistics (they are located in un-supported areas and are needed to respond promptly to local calls)

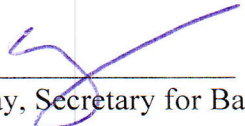
- c. Loans will be granted with payments commencing one year after grant. Carrying cost of the loans should be mostly or completely offset by money market return on deposited funds.

- d. Bookkeeper:

- i. Costs are rising. Options need to be considered. Those will be discussed in the Aug 22 Regular meeting in the financial section. Costs should stay in proposed budget
- e. Changes in staffing are shown as being in place at the beginning of the fiscal year. With the hiring process already completed for the Battalion Chief position, several candidates are expected to be available. Fire fighters are expected to be available in time for fiscal year start as well.
- f. This being a “workshop” no motions were offered. The product of the workshop is to be presented at the Aug 22 Regular meeting.

7. The meeting was adjourned at 2:23 PM

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 22 Aug 23

Doug Kelsay, Secretary for Bastrop County Emergency Services District No. 2