

**Bastrop County
Emergency Services District No. 2
Regular Meeting
Draft Agenda**

FILED
AUG 16 2024
Krista Bartsch
Bastrop County Clerk
8:10am

Notice is hereby given that a regular meeting of the Board of Commissioners of the Bastrop County Emergency Services District No. 2 will be held on Aug 20, 2024 at 7:00 p.m. at the **ESD Station 4, 1432 N. State Highway 95, Bastrop, Texas**, for the following purposes:

1. Call meeting to order.
2. Invocation.
3. Pledges of Allegiance.
4. Public Comment - Individual members of the public may address the Board for a maximum of five minutes per person on items not on the current agenda for a collective total of thirty minutes. In accordance with the Texas Open Meetings Act, any response to a public comment that is made on an item that is not on the published final agenda will be limited to a statement of factual information or a statement of existing policy given in response to the public comment. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda.
5. Public Comment on Agenda Items - Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public may collectively address the Board for a total of thirty minutes per item on the agenda. Members of the public will speak on an agenda item after comments on the item are called for by the presiding officer, but before Board discussion and consideration of the item.

ADMINISTRATIVE ITEMS

6. Approval of minutes:
 - a. July 16, 2024 Regular Meeting.
 - b. July 27, 2024 Special Meeting – Budget Workshop
 - c. Aug 2, 2024 Special Meeting – Proposed Tax Rate
 - d. Aug 19, 2024 Special Meeting – Public Hearing / Budget Approval

FINANCIAL DISCUSSION/ACTION ITEMS

7. Presentation by Accountants Medack and Oltmann on transition of accounting tasks
8. Discussion and possible action regarding monthly report from Treasurer, including:
 - a. Update on payments from Tax Assessor-Collector and bank balance;
 - b. Update from HdL on Sales Tax Analysis
 - c. Approval of unbudgeted expense items in excess of \$2,000;
 - d. Report from Fire Chief on prior month disbursements;
 - e. Monthly financial reports and issues;
 - f. Discussion and Possible Action on 3rd Qtr. Investment Report.

OPERATIONAL DISCUSSION/ACTION ITEMS

9. Operations report from Bastrop County ESD #2 - Fire Chief Josh Gill, including:
 - a. Operations report –
 - b. Monthly Response Statistics –
 - c. Monthly EMS calls vs responses -
 - d. Training –
 - e. Management Activities –
 - f. Personnel –
 - g. Equipment Maintenance Report –
 - h. Major New Construction in District –
 - i. Discussion and possible action on Disposal Log -

POLICY DISCUSSION/ACTION ITEMS

Station 2

9. Discussion and possible action on the Board action in the July 16 Regular Meeting to authorize Chief Gill to spend up to \$20,000.00 on amendments to the contract for capital construction at Station 2 – Larry Crabtree
10. Update, discussion and possible action on implementation progress of Property and Equipment for South Station. – Chief Gill.
11. Discussion and possible action on Flooring for Station 2 - Chief Gill
12. Review of Budget Details possibly discussed in Aug 19 Special Meeting – Chief Gill / Doug Kelsay
 - a A 10 year schedule of major equipment replacement, to include showing reserve and / or funding process requirements.
 - b A way to provide for unexpected unforeseen expense financial needs.

Administration

13. Update, discussion and possible action on District website status, accessibility, and posting requirements and take any related action – Doug Kelsay / Lisa Eller
14. Update on email & discussion and possible action on social media archiving – Lisa Eller


Budget Related:

13. Discussion and possible action regarding engaging Montemayor Britton, Bender PC to perform the annual audit pursuant to HSC 775.082 in an amount not to exceed \$10,000.00. – Larry Crabtree
14. Update, discussion and possible action on opting out of Social Security – Chief Gill /Kyle Swarts
15. Discussion and possible action on updating the 2023-2024 Budget – Chief Gill

Personnel Related:

16. Update on actions related to employee grievance noted in Aug 2 Special Meeting minutes in Public Comments
17. Update on actions related to employee complaint received on February 4, 2024
 - a Update on the quote from Mr. McCall and progress on providing Internal Response Guidelines – Chief Gill
 - b Update on Subcommittee to review and update the Department policies and procedures and bring a recommendation to the board – James Allen / Larry Crabtree.
18. Update on legal review of proposal to change the hiring and firing policy / procedure for the department. – Chief Gill.
19. Adjournment.

A packet containing all supportive documentation for this agenda is available for inspection at the Bastrop ESD #4 Fire Station located at 1432 N. State Highway 95, Bastrop, Texas, between the hours of 9:00 am and 5:00 pm.



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

Bastrop County Emergency Services District No. 2 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Josh Gill, Fire Chief for the District, at (512) 332-6366 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074); discussion of real estate acquisition (Section 551.072); discussion regarding a prospective gift to the District (Section 551.073); and/or deliberation regarding security devices or security audits (Section 551.076). Action, if any, will be taken in open session.