

# **TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 10**

## Regular Meeting Minutes

December 20, 2023

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**1. Call to order and establishment of a quorum:**

President Glen Reid called the meeting to order at 7:04 p.m. A quorum was present with Commissioners Glen Reid, Robyn Cantor and Mollie Clakley present. Commissioners Campbell and Johnston were absent due to holiday obligations.

**2. Citizen Comments:**

There were no comments. Citizens present were Engineer Paul Buster and Chief Crain.

**3. Review and approve Minutes from Regular Meetings dated 11/15/2023:**

No minutes were available from the November 2023 meeting.

**4. Treasurer's Report:**

Commissioner Clakley reported that the October through December audit with Chief Crain would be conducted after the first of the year. Commissioner Clakley reported that two notable checks had not yet cleared, 3607 and 3463.

**5. Budget Report:**

Chief Crain provided year-to-date financials, attached.

**6. HVAC replacement status:**

Chief Crain reported on-site progress by the electrical contractor. Receipt of ordered HVAC split units is pending.

**7. Community Preparedness Workshops:**

Tabled until next month.

**8. Community Emergency Notification/District communication options:**

Tabled until next month.

**9. Purchase/Installation of bulk water tank at station:**

Tabled until next month.

**10. Construction of Health & Wellness facility with necessary equipment and machinery:**

Tabled until next month.

**7. Fire Chief's Report**

Crain reported that all apparatus were in service and that all employees were well. The YTD run summary was distributed.

**8. Adjournment:**

Motion to adjourn by Commissioner Clakley, second by Commissioner Cantor and unanimously approved, with adjournment at 7:19 p.m.

Respectfully submitted,

Buddy Crain  
Surrogate Scribe