

TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4
MINUTES OF THE REGULAR CALLED MEETING
July 10, 2018



APPROVED

Peter Torgrimson

The regular called meeting of the Travis County Emergency Service District #4 Board of Fire Commissioners was held on Tuesday July 10, 2018 at Station 404, located at 3400 Andtree, Austin, TX at 6:30 pm. The President being in the chair and a quorum present, the meeting was called to order a 6:48 pm.

Present: Commissioners Wills, Alexander, Williams and Torgrimson

Not present: Commissioner Anderson

Visitors: Chief Bailey, Michelle McRae.

1. Open meeting.

Commissioner Torgrimson opened the meeting at 6:48 pm.

2. Citizen's communication.

None

3. Consider and take appropriate action on the minutes of the Regular meeting on June 12, 2018.

After review of the minutes of the Regular meeting of June 12, 2018, Commissioner Williams made a motion to accept the minutes as written. Commissioner Alexander seconded the motion and the motion was passed unanimously by a show of hands among those present.

4. Consider and take appropriate action on the June 2018 treasurer's report which may include other reports.

Michelle McRae presented to the commissioners the June 2018 treasurer's report, the expenditures over \$2000 report, cash flow report, and others. After review and discussion, Commissioner Wills made a motion to accept the June 2018 treasurer's report, including the expenditures over \$2000 report, and the line item expenditures as reflected in the report, and other reports. Commissioner Williams seconded the motion and the motion was passed unanimously by a show of hands among those present.

5. Consider and take appropriate action regarding on the sale of Station 404 located at 3400 Andtree

David Bailey presented to the commissioners with the status on the sale of Station 404 to the City of Austin EMS was still going forward with the City of Austin council approving the purchase. David Bailey will update the commissioners when the closing will take place.

6. Consider and take appropriate action on the status of the TexPool Investment accounts.

Commissioner Torgrimson informed the commissioners that the transfers from Wells Fargo to TexPool has been completed.

7. Consider and take appropriate action regarding the results of the Insurance Services Organization (ISO) department review and change in the Public Protection Classification (PPC) rating.

David Bailey reviewed with the commissioners the postcard to inform the public of the new Public Protection Classification (PPC) was ready for mailing to the constituents in Travis County ESD #4 and would take place sometime in July or early August.

8. Consider and take appropriate action regarding a contract with Logan Consulting.

David Bailey reviewed with the commissioners the contract with Logan Consulting and requested that the board review it and come back in August with any changes or recommendations. No action was taken.

9. Consider and take appropriate action regarding the FY19 Budget.

David Bailey reviewed with the commissioners the FY19 Budget with a recommendation to keep the tax rate at \$.10. After review of the FY19 Budget Commissioners Wills made a motion to accept the FY19 Budget as presented. Commissioner Williams seconded the motion and the motion was passed unanimously by a show of hands among those present.

10. Discussion and possible action on the District Administrator's report to include updates on the AFD contract, Transition of the District Office, and other administrative topics.

Some topics on the District Administrator report was previously discussed in the above topics. A Public Information Request was received from KXAN regarding the injuries incurred by the ESD#4 employees attending the AFD Academy, the commissioners requested that David Bailey contact the attorney at Bickerstaff Health Delgado Acosta, LLP, for counsel regarding the release of requested information

10. Executive Session.

NONE

9. Any other matters that may come before the Board.


NONE.

10. Adjournment.

Commissioner Williams made a motion to adjourn the meeting. Commissioner Wills seconded the motion and the motion was passed unanimously by a show of hands. Meeting adjourned at 8:26 pm.

Next meeting is scheduled for August 28, 2018

MONTHLY REPORT FOR JULY 10, 2018 BOARD MEETING

To:	Travis County Emergency Service District 4.	
From:	District Administrator	Professional Civic Services, LLC

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

I. Operations: No known problems.

II. Prevention: No known problems.

III. Community Communication / Outreach:

IV. Fire Station condition: 1 Request from AFD to install ice makers at the Stations, more details forthcoming.

V. Financial:

2) TRANSITION ACTIVITIES

ISO rating upgrade to Class 2- mail mailing / direct communication planned for July.

Sale of Sta. 404 – June 14th COA Council approval to “negotiate and execute” the purchase.

Received Title Insurance Commitment and New Survey.

Invoiced April and May occupancy (\$2500 per month) to COA EMS.

3) STRATEGIC DECISIONS

How best to Communicate New ISO rating: 1 mass mailing or 2? EMAILS, NEWLETTERS

Setting our Tax Rate without the Additional Steps? (no debt?)

4) NEXT 60 DAYS

June 28th, COA council to approve sale of Andree.

July 4th? Communicate New ISO Rate.

July Board Meeting? Formally adopt FY 2019 Budget.

5) SALES TAX MONITORING

