

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
Austin, Texas 78723
Office (512) 836-7566,
Fax (512) 832-8389
www.esd4.org

TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4 MINUTES OF THE REGULAR CALLED MEETING

September 15, 2020

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, September 15, 2020 at 6:45 p.m. via Zoom Teleconference. Commissioner Torgrimson being in the chair and a quorum present, the meeting was called to order at 6:45 pm.

Present: Commissioners Torgrimson, Alexander, Opiela, Wills and Clark via Zoom

District Contractors: M. Logan and David Bailey

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:45 pm.
2. Public Comments: None present
3. Adopt FY21 Budget: Commissioner Opiela made the motion to adopt FY21 Budget as presented and was seconded by Commissioner Wills. The motion passed unanimously by a show of hands among those present on Zoom.
4. Adopt FY20 Tax Rate: Commissioner Alexander made the motion to adopt the 2020 tax rate at .0997 per \$100.00 valuation and was seconded by Commissioner Opiela. The roll call vote had all commissioners present on Zoom voting "Aye" therefore the motion passed unanimously.
5. Consider and take appropriate action on the minutes for August 18, 2020, 2020 Regular Meeting: Commissioner Alexander made the motion to accept the minutes of August 18, 2020 regular meeting with the change of wording on Item #2 from "discussion" to "comments" and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present on Zoom.
6. Consider and take appropriate action on the August 2020 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the August 2020 treasurer's report, the expenditures over \$2000 report, cash flow report, and others. After review and discussion,

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Commissioner Clark made a motion to accept the August 2020 treasurer's report, including the expenditures over \$2000 report, and the line item expenditures as reflected in the report, and other reports. Commissioner Wills seconded the motion and it passed unanimously by a show of hands among those present on Zoom.

7. [Update on the TexPool Investment report:](#) Ms. Logan reviewed the August 2020 TexPool Investment Summary Report with the commissioners. No questions were asked.
8. [Discuss and Consider Action on Logan Consulting, William Webb and Professional Civic Services Contracts for FY 21:](#) Commissioner Alexander made the motion to renew the FY 21 Contract for Logan Consulting and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present on Zoom. Commissioner Wills made the motion to renew the FY 21 Contract for William Webb and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present on Zoom. Commissioner Wills made the motion to renew the FY 21 Contract for Professional Civic Services and was seconded by Alexander. The motion passed unanimously by a show of hands among those present on Zoom.
9. [Update from Wildfire Reduction Committee:](#) After discussion no action was taken. The project is ongoing and the committee will apprise as things develop and progress.
10. [Consider and Take Appropriate Action on Tax Resale Deed on Lot 77 Blk T Hornsby Glen Subdivision Phase 1 \(Drainage Easement\) of the deed records of Travis County, Texas:](#) Commissioner Alexander made the motion to approve the sale of the drainage easement and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present on Zoom.
11. [Discussion and Possible Action on developing an official ESD #4 history:](#) Commissioner Alexander made the motion to request a price estimate from Professional Civic Services, LLC for researching and preparing a detailed history of TCESD4 and was seconded by Commissioner Wills. The motion passed unanimously by a show of hands among those present on Zoom. David Bailey agreed to get back with the board at the October meeting with a cost estimate and timeline.
12. [Discussion and possible action on developing a commissioner's reference package:](#) Commissioner Alexander made the motion to request a price estimate from Logan Consulting

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for researching and preparing a detailed commissioner's information packet and was seconded by Commissioner Wills. The motion passed unanimously by a show of hands among those present on Zoom. Ms. Logan agreed to get back with the board at the October meeting with a cost estimate and timeline.

13. Consider and take appropriate actions on the District Administrator's report to include updates on the AFD contract for services, District Office updates and other administrative topics: See attached report.
14. Review and Approve Pending Disbursements: Commissioner Opiela made the motion to approve the pending disbursements and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present on Zoom.
15. Executive Session: None
16. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 8:03 pm.

Next meeting is scheduled for October 20, 2020


Approved by:

A handwritten signature in blue ink, appearing to read "Peter Torgrimson", is written over a horizontal line.

Attest:

A handwritten signature in black ink, appearing to read "C. H. [unclear]", is written over a horizontal line.

MONTHLY REPORT SEPTEMBER 15TH, 2020 BOARD MEETING

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

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

I. Operations: 1) **Burn Ban in place.**

2) **Tesla 1st site visit complete. (AFD, TCESD 11, ATCEMS)**

II. Prevention: 1) **Wildfire Reduction workgroup meetings on 9/2 & 9/10.**

2) Recent increase in Outdoor burn notifications.

III. Community Communication / Outreach: 27 emails/forms/phone calls.

- 1) Video meeting with Commissioner Shea regarding county outdoor burning processes.
- 2) Also, conversations with R. Jamieson regarding outdoor burning. 8/20
- 3) Tesla safety personnel meetings. 9/3
- 4) Central Health Neighborhood Advisory Group 8/26.
- 5) Presentation during the ESDCC meeting, Tesla questions.

IV. Fire Station condition updates:

1. **Station 48 tile project complete (last few boxes of trim)**
2. **Remodel designers: signed contract with Evans and Fatner, architects.**
3. **Parking Lot at Station 47: Permits to COA = \$11, 020.**
 - **Collecting construction bids: \$89K, \$110K, \$169K, waiting on a fourth.**
 - **Performance Bonds? 3%**

2) FINACIAL PLANNING.

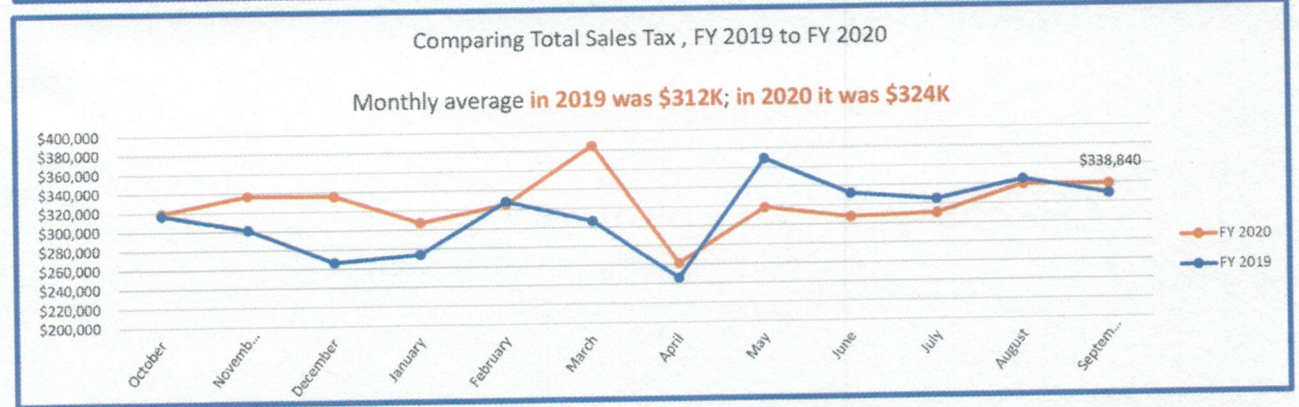
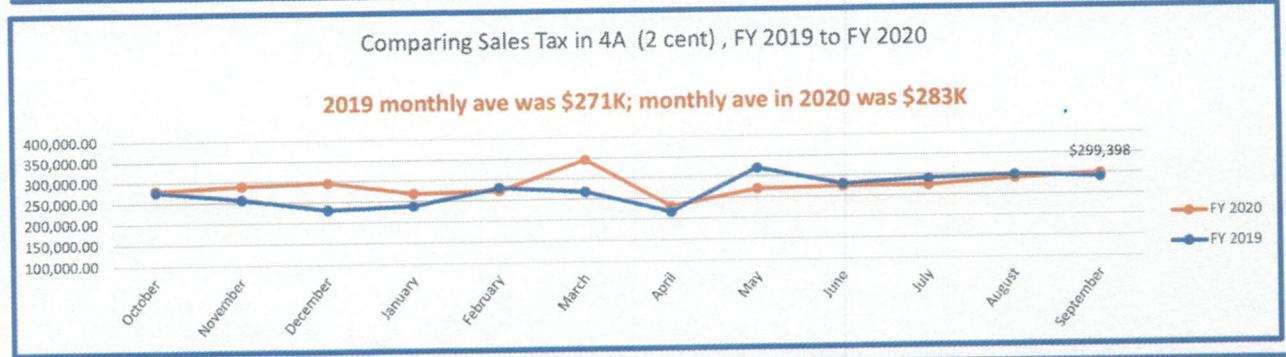
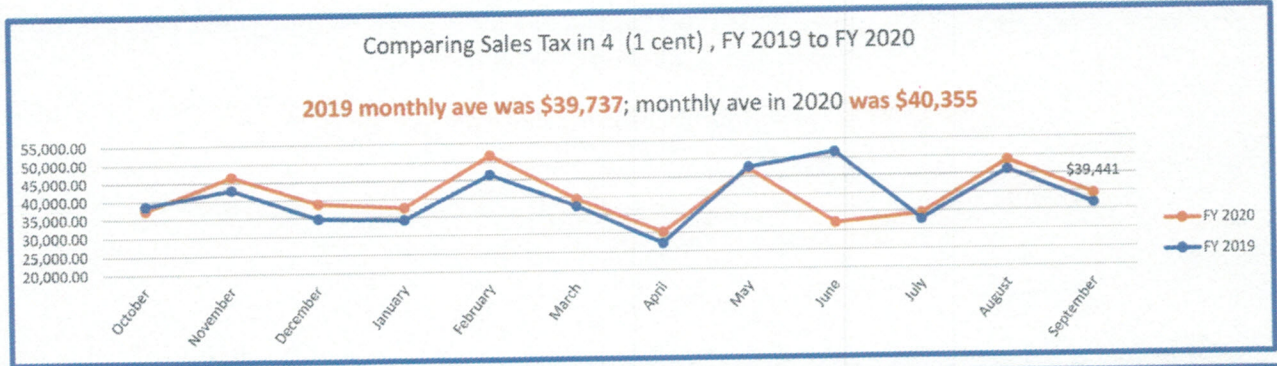
See FY 20 Sales Tax Summary (Backup 1)

Hypothetical Property Tax Exemptions? (Back up 2)

3) Next 60 days

Sept . 23 meeting with AFD Coor, Committee	Special concerns?
More meetings regarding the Wildfire Reduction workgroup.	
Next Project at Station 48: back door/ bay door conversion.	
October meeting- Pick a parking lot contractor?	

TCESD 4 Sales Tax Revenue during the 2020 Pandemic



Hypothetical Tax Exemption Scenarios			
	Baseline	10 Pct	20 Pct
Number of HS	4023	4,023	4023
Amount Exempted	\$ -	\$ 156,766,761	\$ 313,533,238
Total Taxable	\$ 2,534,799,874	\$ 2,378,033,113	\$ 2,221,266,636
Revenue at .0997	\$ 2,527,195	\$ 2,370,899	\$ 2,214,603
Ave. HS tax payment	\$ 628	\$ 589	\$ 550