

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
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**TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4
MINUTES OF THE REGULAR CALLED MEETING**

April 20, 2021

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, April 20, 2021 at 6:30 p.m. via Zoom Teleconference. Commissioner Torgrimson being in the chair and a quorum present, the meeting was called to order at 6:43 pm.

Present: Commissioners Torgrimson, Alexander, Opiela, and Wills. Commissioner Clark joined at 6:45 pm

District Contractors: David Bailey and M Logan

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:43 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the March 16, 2021 Regular Meeting: Commissioner Opiela made the motion to accept the minutes of the March 16, 2021 regular meeting and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present on Zoom.

Commissioner Clark joined meeting at 6:45 pm
4. Consider and take appropriate action on the February and March 2020 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the amended February 2021 treasurer's report and Commissioner Opiela made the motion to accept as amended and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present on Zoom. Ms. Logan presented to the commissioners the March 2021 treasurer's report, the expenditures over \$2000 report, cash flow report, and others. After review and discussion, Commissioner Alexander made a motion to accept the March 2021 treasurer's report, including the expenditures over \$2000 report, and the line-item expenditures as reflected in the report, and other reports. Commissioner Opiela seconded the motion and it passed unanimously by a show of hands among those present on Zoom.

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5. Update on the TexPool Investment report: Ms. Logan reviewed the March 2021 TexPool Investment Summary Report with the commissioners. No questions were asked.
6. Discussion and possible action on allocating surplus funds in current fiscal year for the next fiscal year for the contract with Austin Fire Department : Commissioner Opiela made the motion to move \$1,331,715.00 from the TexPool Operating Account into the TexPool Reserve account and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present on Zoom. Ms. Logan stated she would make the transfer and apprise the president and treasurer.
7. Discussion and possible action concerning ESD4 acquisition of technology facilitating clear and complete participation in board meetings by Commissioners, staff and the public whether attending in person or electronically: Commissioner Alexander made the motion for ESD4 to engage Professional Civic Services LLC to research and bring recommendations to the Board as to available hardware and software that would best serve to allow the full participation of all Commissioners in all Board meetings either in person or remotely, while also providing public access. Such recommendations to include cost estimates of the various options. The motion was seconded by Commissioner Opiela and passed unanimously by a show of hands among those present on Zoom.
8. Discussion and possible action concerning station remodeling: Chief Bailey brought the board up to date on Station 47 and Station 48 remodel stating that all the work has gone out for formal bid. No other action at this time.
9. Update on the official ESD #4 history project: Nothing new to report.
10. 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.
11. Review and Approve Pending Disbursements: Commissioner Opiela made the motion to approve the pending disbursements and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present on Zoom.
12. Executive Session: None

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13. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 8:04 pm.


Next meeting is scheduled for May 18, 2021

Approved by:

A handwritten signature in black ink, appearing to be "R. Torgrimson", written over a horizontal line.

Attest:

A handwritten signature in black ink, appearing to be "Peter Torgrimson", written over a horizontal line.

MONTHLY REPORT FOR APRIL 20 TH , 2021 BOARD MEETING		
To:	Travis County Emergency Service District 4.	
From:	District Administrator	Professional Civic Services, LLC

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

- I. Operations:** 2020 Performance Data= Acceptable response numbers *except* for portions of the Spicewood Springs island and the south end of FM973 at the river. Discussed at the Coordinating Committee meeting; *waiting on findings from AFD.*
- II. Prevention:** Brush pickup is complete; Outdoor Burn Monitoring- being handled by Billy Webb.
- 36 burn plan notifications from 15 citizens since 1/1/21.
- III. Communication / Outreach:** 29 emails; 8 voice mails; 11 webform = 48 total in March.
- IV. Fire Station condition updates:**
- \$3300 water heater repair at Sta. 48 during ice storm paid by AFD; *Insurance claim filed.*
 - \$1257 for septic system pump *replacement* at station 47.
 - \$1480 backup generator upgrade; had not protected *enough* circuits from outage.
- V. Financial:**
- **Sales Tax**, we had a ~\$186K prior period adjustment in April allocation? Researching through staff at Texas Comptroller's Office. See email 4/14
 - **Pending annexation** of 28 acres on north Cameron Road; ~\$700 of lost revenue, annually.

2) AFD COORDINATING COMMITTEE MEETING

- \$4,480,410 in 2021 versus \$4,571,091 in 2022, an increase of 1.99%

3) PROJECTS AND COMMITTEES


- 1) Outdoor Burning Workgroup- Alexander, Opiela, D Bailey; ***AFD has not committed; waiting.***
- 2) Tax Exemption Working Group- Torgrimson, Alexander, K Campbell; ***Summary letter*** attached
- 3) Building Remodel Work Group- Alexander, Torgrimson, Bailey;
 - Plans for Station 48 and 47 both received initial estimates of roughly \$135K each.
 - Waiting for proposals from Barnaby/Fattner and Associates to take these project through the competitive bid process and find a contractor to do the work.
 - Directed that Station 48 is ready to go forward; will waiting on 47 until the parking lot is done.
- 4) Parking Lot Permit- Latest Delay is On-Site Septic Evaluation and re-designs to fulfill *an irrigation requirements.* (\$2200)

Allocation Period: Apr 2021

Total Period Collections:	513,927.96
Prior Period Collections:	186,109.22
Current Period Collections:	317,143.73
Future Period Collections:	0.00
Audit Collections:	6,171.96
Unidentified	66.72
Single Local Rate Collections:	4,436.33
Service Fee:	10,278.56
Current Retained:	10,072.99
Prior Retained	6,366.92
Net Payment	49,111.11

2021

January	284,811.27
February	270,744.37
March	317,388.15
April	499,943.33
May	-
June	-

PROPERTY TAX EXEMPTION STUDY, APRIL 2021		
To:	Travis County Emergency Service District 4.	

From November 2020 through March of 2021, research was conducted to examine the **actions necessary** to offer property tax exemptions to homeowners in ESD4. Further study was done to **assess the potential financial impact** of various tax exemption amounts.

These efforts revealed the following:

- A general homestead exemption, once granted, is not designed to be repealed. There has never a homestead exemption repeal in Travis County.
 - The loss in revenue could range from \$150-\$300K in FY2021.
- An additional Over 65 homestead exemption would only affect ~ 25 percent of the homeowners and would only provide minimal reduction (\$5-10 per year) to those homeowners.
 - The Over 65 homestead can be repealed, but any calamity that would motivate such a repeal, probably would not be repaired by removing the exemption.
 - The loss in revenue could range from \$10K to \$40K in FY2021.
- There remains the unknown loss of revenue due to the Governor's Temporary Disaster Property Tax exemption.
 - Early estimates of lost revenue range from \$50-100K in 2021.
- No other ESDs in Central Texas have enacted a general homestead exemption; only one has offered a very small (\$5000) exemption for Over 65.

A subcommittee of Commissioner Alexander and Torgrimson meet with the District Administrator to review the findings and concluded they **would not recommend** offering a property tax exemption. ***Instead, they noted that:***

- Reducing the property tax rate would reduce the homeowner's tax burden, while-
 - 1) Being more flexible; a wider range of lost revenue, based on budget needs.
 - 2) More easily re-captured through the 3.5% voter-approved increase.
 - 3) Including business owners and commercial properties in the reduction.