

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
Austin, Texas 78723
Office (512) 836-7566,
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**TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4
MINUTES OF THE REGULAR CALLED MEETING**

August 16, 2022

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, August 16, 2022, at 6:30 p.m. at Sleep Inn & Suites NW Austin – 8410 Hwy 290E. Austin, TX 78724. Commissioner Torgrimson being in the chair and a quorum present, the meeting was called to order at 6:42 pm.

Present: Commissioners Torgrimson, Clark, Opiela and Laryea

District Contractors: David Bailey and M Logan

Not Present: Commissioner Alexander

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:42 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the July 19, 2022 Regular Meeting: Commissioner Opiela made the motion to accept the minutes of the July 16, 2022 regular meeting and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present.
4. Consider and take appropriate action on the July 2022 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the July 2022 treasurer's report, the expenditures over \$2000 report, cash flow report, and others. After review and discussion, Commissioner Opiela made a motion to accept the July 2022 treasurer's report, including the expenditures over \$2000 report, and the line-item expenditures as reflected in the report, and other reports. Commissioner Laryea seconded the motion, and it passed unanimously by a show of hands among those present.
5. Update on the TexPool Investment report: Ms. Logan reviewed the July 2022 TexPool Investment Summary Report with the commissioners.

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6. Propose FY23 Budget: Commissioner Opiela made the motion to propose the FY23 budget as presented and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
7. Propose 2022 Tax Rate: Commissioner Clark proposed the 2022 tax rate to be .06 per \$100 dollar valuation and was seconded by Commissioner Opiela. The roll call vote was Commissioner Torgrimson, Aye; Commissioner Laryea, Aye; Commissioner Clark, Aye; Commissioner Opiela, Aye. Commissioner Alexander was not present and did not vote.
8. Discuss and Consider Action on contract for paving at Station 47: Commissioner Clark made the motion to accept the contract with G Creek Construction for the paving at Station 47 and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present.
9. Discuss and Consider Action on back yard deck for Station 48: Commissioner Clark made the motion to approve the back yard deck for Station 48 with a not to exceed amount of \$15,800.00 and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present.
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 Clark made the motion to approve the pending disbursements and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present. Check detail attached.
12. Executive Session: None
13. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 8:17 pm.

Next meeting is scheduled for September 20, 2022.

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Approved by:


A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right. It is written above a solid horizontal line.

Attest:

A handwritten signature in black ink, appearing to read "Peter Torgerson". It is written above a solid horizontal line.

GR1000-1b Minutes-Written

MONTHLY REPORT FOR AUGUST 16TH, 2022 BOARD MEETING

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

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

- 1) Contract update, finalize FY 2023 **contract price** on Sept. 8th, 2:30pm.
- 2) FY 2022 AFD invoice error, corrected? MLogan

- Community Communication / Outreach:**
 - Networking & and Strategic Planning with ESD 12.
 - Newspaper Ad Re Public Notice of Tax Rate Hearing (publish on 8/26/22)
 - TCAD portal, and ESD 4 Website.

<https://travis.trueprodigy-taxtransparency.com/taxTransparency/propertySearch>

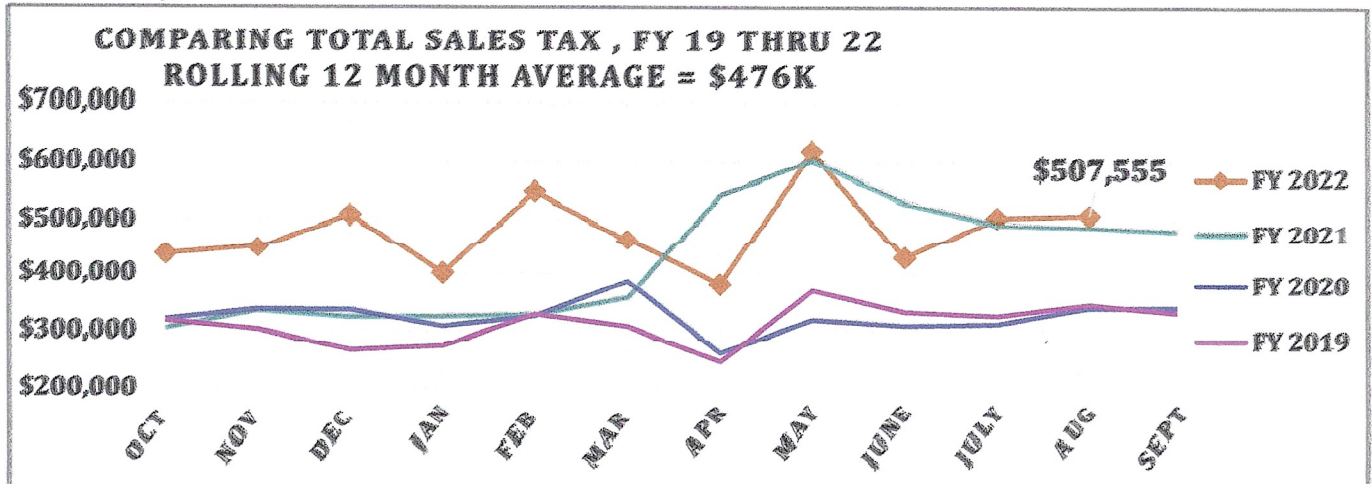
- Fire Station remodels:**
 - 48 kitchen / dining:**
 - Delay due to HVAC arrival
 - New Proposal for a back deck? \$16K

 - 47 parking lot construction contract approval:**
 - 2 formal documents of recommendation.
 - G Creek Construction- \$321 K**

2) REVENUE / FINANCE

A) Review of 2022 Certified Totals, Exemptions, Top Properties, etc. (highlights from emails)

B) Monthly sales tax



3) OTHER ITEMS

Any interest in lease space to a cell tower??

We've been approached by Verizon regarding a 150' self-supported tower. (see pic)

Water tower is still scheduled to go away:

TC Commissioners Court approve a Sept. 13 public hearing prior to approving a Oct. 15-16 demolition date.



Travis County ESD #4
Check Detail
August 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	ACH	08/01/2022	VFIS of Texas	Bond IL with credit	1000 Wells Fargo ...	-145.00
TOTAL				Bond IL with credit	5502 General Liability	-145.00
Check	ACH	08/23/2022	Visa	D Bailey	1000 Wells Fargo ...	-40.00
TOTAL				D Bailey	5601 SAFE-D Training	-948.75
				bid ad large	5200 Advertising	-266.75
				bid ad small	5911 Meetings	-125.00
				conf room	5801 Utilities	-34.38
				phone	5910 Web Hosting	-140.71
				gmail	5200 Advertising	-126.63
				commissioner shirts		-1,682.22
Check	47227	08/16/2022	Void		1000 Wells Fargo ...	0.00
TOTAL						0.00
Check	47228	08/16/2022	Void		1000 Wells Fargo ...	0.00
TOTAL						0.00
Check	47229	08/16/2022	William D. Webb	Inv 46	1000 Wells Fargo ...	-1,061.55
TOTAL				as per contract	5925 Administrative ...	-1,061.55
Check	47230	08/16/2022	Logan Consulting	Inv 22-08	1000 Wells Fargo ...	-2,050.00
TOTAL				as per contract	5925 Administrative ...	-2,050.00

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Check Detail
August 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	47231	08/16/2022	Professional Civic ...	Inv July as per contract	1000 Wells Fargo ... 5925 Administrative ...	-2,570.00
TOTAL						-2,970.00