

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

December 13, 2022

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, December 13, 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 6:35 pm.

Present: Commissioners Torgrimson, Clark and Opiela
District Contractors: David Bailey and M Logan

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:35 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the November 15, 2022 Regular Meeting: Commissioner Opiela made the motion to accept the minutes of the November 15, 2022 regular meeting and was seconded by Commissioner Torgrimson. The motion passed with Commissioner Clark abstaining.
4. Consider and take appropriate action on the November 2022 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the November 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 November 2022 treasurer's report, including the expenditures over \$2000 report, and the line-item expenditures as reflected in the report, and other reports. Commissioner Clark 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 November 2022 TexPool Investment Summary Report with the commissioners.

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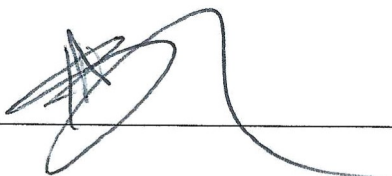
6. Update on the cell tower on the property at Station 48: David Bailey stated that the proposed contract was still with council, and he is waiting for Ken Campbell to review and approve. Will apprise the board at the January meeting. Mr. Bailey further stated that he would move forward with obtaining the \$1,000.00 non-refundable deposit until the contract is finalized.
7. Update on FY22 Audit: Ms. Logan stated that the FY22 audit is in progress and expects it to be completed by the January 2023 meeting.
8. 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.
9. 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. Check detail attached.
10. Discuss and consider appropriate action related to Phase III of the ESD 4 Strategic Planning Process: discussion not to exceed 30 minutes: No action taken.
11. Executive Session: None
12. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 7:23 pm.

Next meeting is scheduled for January 17, 2022.


Approved by:



Attest:



MONTHLY REPORT FOR DECEMBER 13TH, 2022 BOARD MEETING

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

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

Prevention, Risk Reduction.

- 1) **Brush Pickup Dates for 2023**
 - Section E-Collection week of 1/9/23**
 - Section D & C- Collection week of 1/23/23**
 - Section B, Collection week of 2/13/23**
 - Section A, Collection week of 2/20/23**

2) New Construction Data from TC Fire Marshal permitting. **(attached)**
 Limitations, errors? That's why we are looking.

Community Communication / Outreach:

31 emails, webforms, phone calls. Burn ban lifted, uptick in notifications.

Fire Station remodels:

48 kitchen / dining finished: Final close out check of the GCreek Contract.
\$3850, new request for IT enhancements?

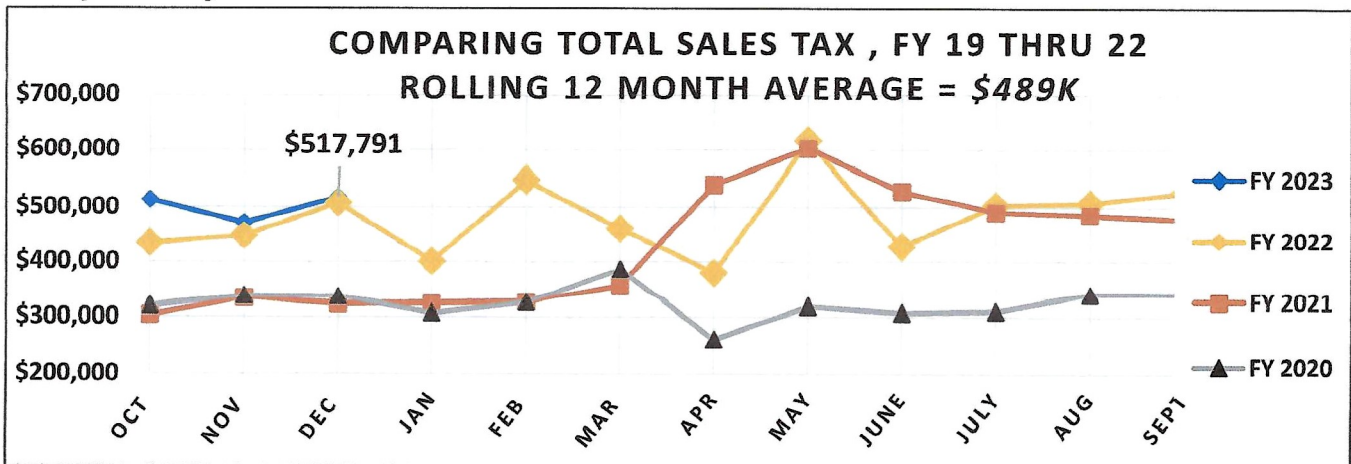
47 parking lot construction:

OSS septic permit is issued, **(see drawing)**

Further political action sought for the larger site plan. (ROW issue)

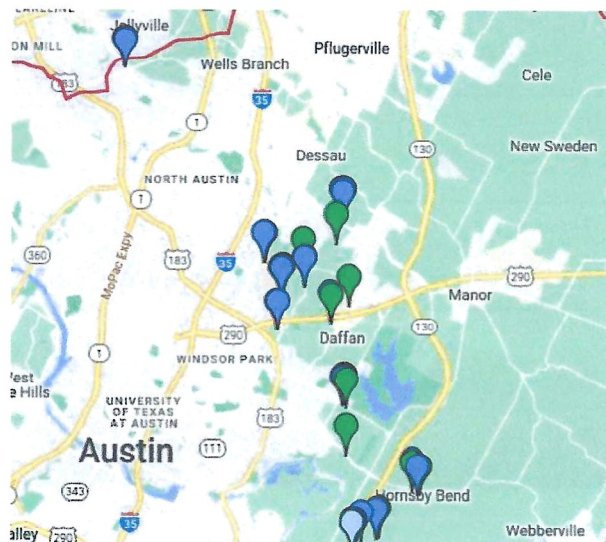
2) REVENUE / FINANCE

- A) **Sold some surplus** exercise equipment (\$500) and sold the spiral stairs (\$750)- will be applied to other station furnishings.
- B) Annual check **instead** of monthly rent from Central Health.
- C) Monthly sales tax



Where is the Construction , December 2022?

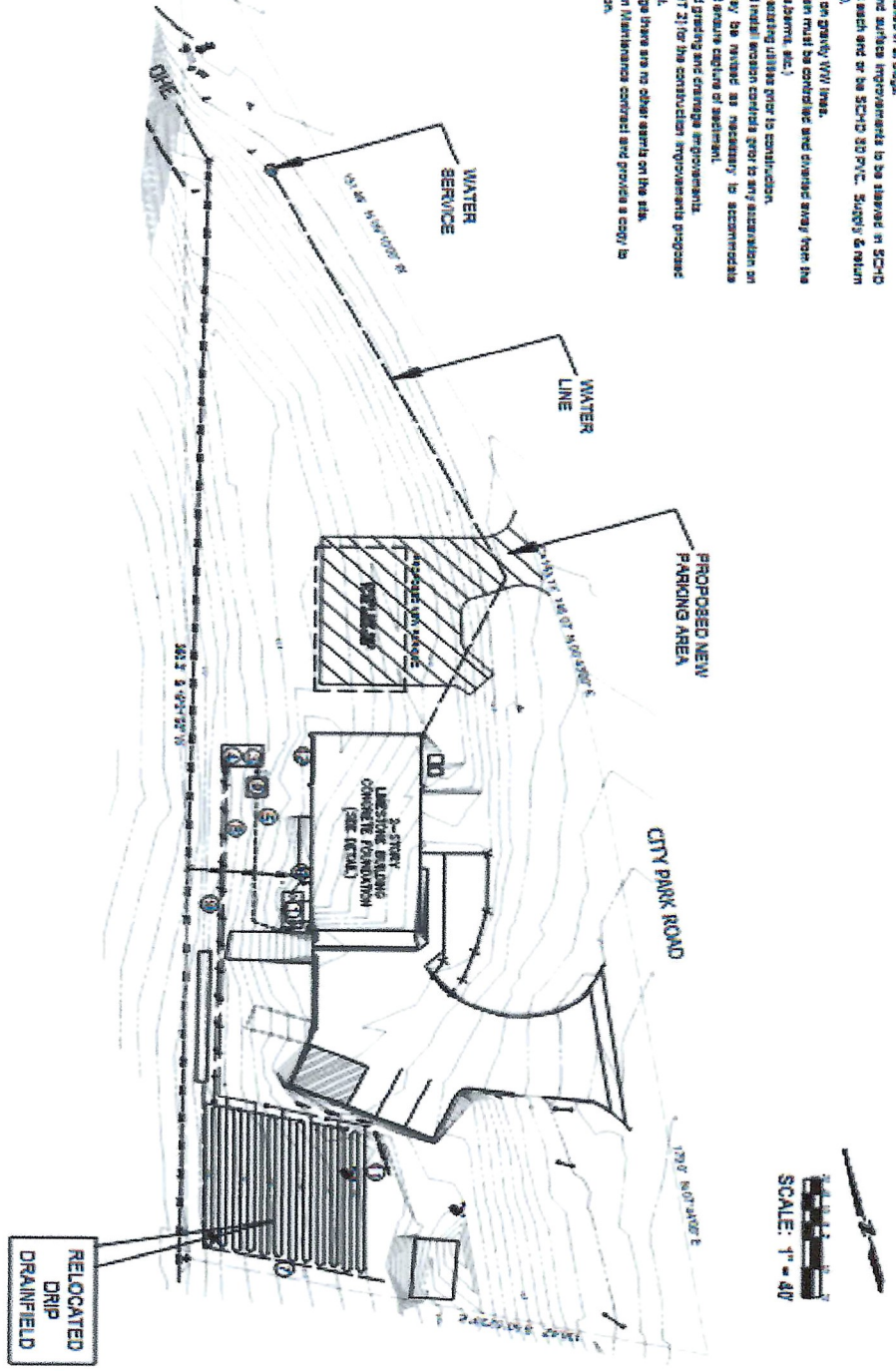
Type	Property	Street Address
Site	Schon Tepler Group Apartments (near Donn's BBQ)	10109 FM 969 RD
Site	Barr Mansion - Fire Works Display 1/1/23	10463 SPRINKLE RD
Site	Johnny Morris Industrial (Industrial Warehouse Complex)	9103 OLD MANOR RD
Site	Waste Management of Texas, Inc. (Facility Improvements)	9900 GILES LN
Site	Yager Land Holdings (combining multi lots into one for apartments)	4901 E YAGER LN
Site	Hog Eye Apartments (224 units)	9351 DECKER LAKE RD
Building & Site Plan	Austin Beerworks (remodel and additional warehouse)	10300 SPRINGDALE RD
Building & Tenant permits	ABC PEST CONTROL (New Tech Room, added sprinkler & fire pump)	9475 E US 290 HWY
Building & Site Plan	EMS STATION 38 RECONFIGURATION (added a sprinkler system)	3400 ANDTREE BLVD
Building & Site Plan	Ferguson Commercial Park (5 Large Buildings)	2910 FERGUSON LN, Bldg 1
Building & Site Plan	Maldonado Landscape (new office, warehouse with fire sprinklers)	9800 BROWN LN
Building & Site Plan	Prose Decker Lake Apartments (15 Buildings, 29 permits)	8705 DECKER LAKE RD, Bldg 1
Building & Site Plan	Recovery Unplugged (new hood and suppression system installed)	14109 FM 969 RD
Building & Site Plan	Ridge at East Village Apartments (14 Buildings)	4801 E PARMER LN, Bldg 4
Building & Site Plan	Santa Barbara Catholic Church (new sprinkler system)	13713 FM 969 RD
Building & Tenant permits	Parmer McNeil Plaza New Tenant/ Building 5 / Suite 506	6301 W PARMER LN, Bldg 5
Building, Site Permit & Tenant permits	Tesla (9 bulding permits, 14 tenant permits)	1 TESLA RD, Bldg Cathode Job Trailer



On-Site Septic relocation, December 2022.

NOTES:

1. Location features to be retained in all bids.
2. Gas under driveways and surface improvements to be allowed in SCHD 40 PVC and extend 5' at each end or be SCHD 30 PVC. Supply & return lines to be PVC SCHD 40.
3. No 90° bends are allowed on gravity VPI lines.
4. Stormwater run-off from rain must be conveyed and directed away from the septic system (i.e., gutters/downs, etc.)
5. Contractor must locate all existing utilities prior to construction.
6. Contractor or Builder must install erosion controls prior to any excavation on the site. S&I fencing may be required as necessary to accommodate construction activities and ensure safety of settlement.
7. Site Call Based for detailed grading and drainage improvements for the entire development.
8. See Detailed Site Plan (SP1) for the construction improvements program.
9. To the best of my knowledge there are no other utilities on the site.
10. Contractor must obtain an Maintenance contract and provide a copy to THIS prior to final inspection.



SCALE: 1" = 40'

LEGEND

- ① EX. TANK TO REMAIN
 - ② EX. EQUILIZATION TANK TO REMAIN
 - ③ EX. AEROBIC TANK TO REMAIN
 - ④ EX. PUMP TANK COMPARTMENT TO REMAIN
 - ⑤ 4" VAV GRAVITY LINE @ 1.1% MIN.
 - ⑥ EX. 2WAY CLEANOUT
 - ⑦ TYPICAL DRIP TUBING @ 24" O.C
 - ⑧ RETURN FLUSH LINE 1"
 - ⑨ SUPPLY LINE 1 1/2"
 - ⑩ RETURN BALL VALVE (MANUAL FLUSH)
 - ⑪ 1/2" AIR RELEASE VALVES
 - ⑫ APPROX. LOCATION OF PANEL **
 - PH - PROFFLE HOLE
 - CLEANOUT (10X2 O.C. MAX.)
- ** SEE TANK PROFILE FOR SIZES & DETAILS

** EXACT LOCATION OF ELEC. CONTROL PANEL MAY VARY AS NEEDED BASED ON FIELD CONDITIONS AS LONG AS IT IS IN A VISIBLE LOCATION & CAN BE SEEN FROM THE TANKS

- ① 3" VAV. 200' MAX. LENGTH
- ② 3" FT FROM PROPERTY LINE
- ③ 3" FT FROM SURFACE IMPROVEMENTS
- ④ 3" FT FROM WATER LINES

- ① 1.5" FT FROM LABELS IMPROVEMENTS & FROM PROPERTY LINES
- ② 1.5" FT FROM PUBLIC WATER LINES
- ③ 1.5" FT FROM FOUNDATION & 1.5" FT FROM SURFACE IMPROVEMENTS
- ④ 1.5" FT FROM SUMP

Travis County ESD #4
Check Detail
December 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	47249	12/13/2022	Logan Consulting	Inv 23-12	1000 Wells Fargo ...	
TOTAL				as per contract	5925 Administrative ...	-2,193.50
Check	47250	12/13/2022	Professional Civic ...	Nov 2022	1000 Wells Fargo ...	
TOTAL				as per contract	5925 Administrative ...	-2,835.00
Check	47251	12/13/2022	William D. Webb	Inv 50	1000 Wells Fargo ...	
TOTAL				as per contract	5925 Administrative ...	-908.68
Check	47252	12/13/2022	VFIS of Texas	Inv 4113	1000 Wells Fargo ...	
TOTAL				Bond for Eric O	5502 General Liability	-400.00
Check	47253	12/13/2022	KSA	Inv 1004106	1000 Wells Fargo ...	
TOTAL				Permitting	5803 Station 47 Re...	-1,078.50
Check	47254	12/13/2022	G. Creek Construct...	Pay app #4	1000 Wells Fargo ...	
TOTAL				final closeout	5804 Station 48 Re...	-34,298.95
Check	47255	12/13/2022	M Logan	Avast for laptop	1000 Wells Fargo ...	
TOTAL				Avast for laptop	5802 Office Supplies	-70.11
						-70.11