

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

March 21, 2023

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, March 21, 2023, at 6:30 p.m. at Nathaniel Booker Community Center, 14502 Lippincott Drive, Austin, TX 78725. Commissioner Alexander being in the chair and a quorum present, the meeting was called to order at 6:41 pm.

Present: Commissioners Clark, Alexander, Laryea and Opiela

Not Present: Commissioner Torgrimson

District Contractors: David Bailey and M Logan

1. Open meeting: Commissioner Alexander called the meeting to order at 6:41 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the February 21, 2023 Regular Meeting: Commissioner Opiela made the motion to accept the minutes of the February 21, 2023 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 February 2023 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the February 2023 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 February 2023 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 February 2023 TexPool Investment Summary Report with the commissioners.

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6. Update on the Third Tuesday meeting with Legislators at Texas Capitol: David Bailey stated that he is attending the meetings at the Capitol. See the attached report for Item #7. He will keep the board apprised as things develop.
7. 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.
8. 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.
9. 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.
10. Executive Session: None
11. Next Meeting: April 18, 2023
12. Adjournment: Commissioner Alexander declared that the agenda had been completed and adjourned the meeting at 8:04 pm.

Approved by:


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

Attest:

A handwritten signature in black ink, written over a horizontal line.

GR1000-1b Minutes-Written

March
MONTHLY REPORT FOR FEBRUARY 21ST, 2023 BOARD MEETING

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

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

Annual Contract Negotiation, Discussion. April 25th.

Fire Prevention, Risk Reduction.

- * **Wildland Brush Removal Summary (attached)**
- * **Winter Ice Storm Mara- Debris Removal continues.**
- * **Lot 21 in Westminster Glen- conservation exemption?**

Fire Stations and Facilities.

Station 48-

- a) We missed a final \$24K payment to GCreek for the Station 48 renovation. The total project remains at \$342K. Included in the check detail.
- b) ADA inspection report, post-remodel, 2 violations corrected.
- c) Cell tower survey continues: discovered it is in a designated water retention?
- d) * Two mini-split A/C units need replacing. (~\$10K station maintenance)

Station 47 parking lot construction:

- a) Concrete form work starting. Lots of soil sampling and compaction inspections.
- b) Extension of KSA contract to include construction phase and permit close out.

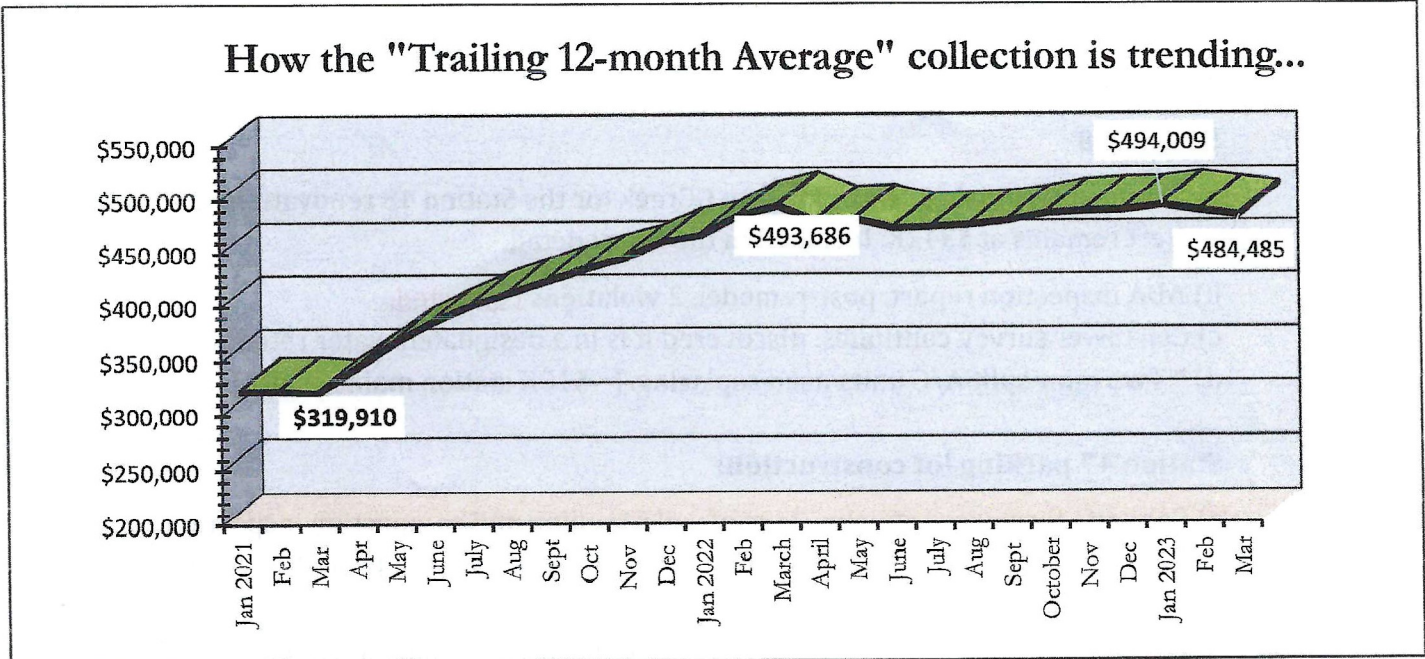
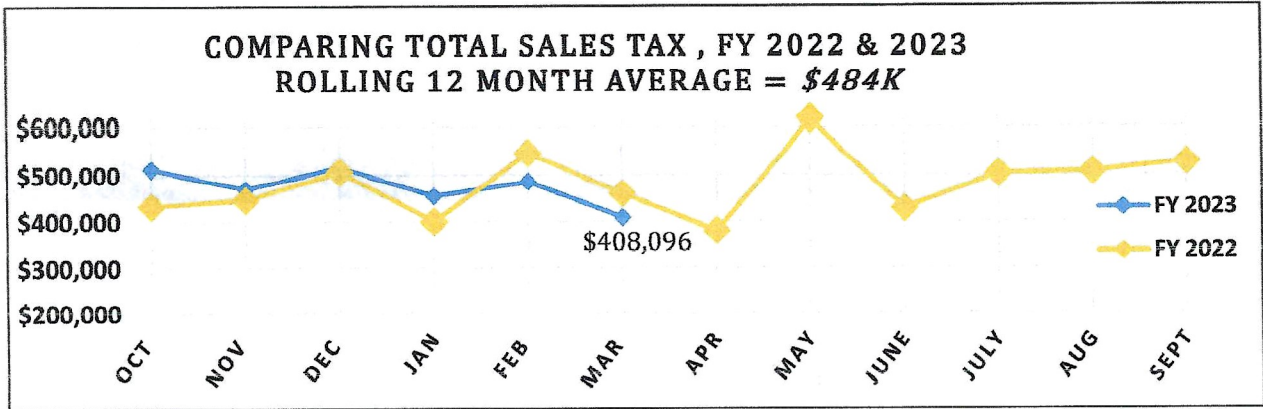
Station 47 remodel. Preparing docs for the bid process. Maybe April/May?

Firefighters: AFD Labor Contract *Binding Arbitration* begins March 29th.

2) ESD LEGISLATION UPDATE

- a) HB 1775/SB 659, Sen. Eckhardt, Mandates elections for Travis Co. ESD boards.
- b) HB 1776/SB 660, Sen. Eckhardt, Blocks ESD expansion unless the city approves.
- c) HB 152, Rep. Vicki Goodwin, allows TC to adopt Wildland Interface fire codes,
- d) HB 1246, Craddick, allow citizens to de-annex if services are not provided.
- e) HN 1204, Rep. Martinez, allows ESDs to stop annexations if it cripples the district.
- f) HB 1205, Rep. Martinez, blocks county fire marshal from enforcing a fire code without ant ILA, if an ESD already has on in place.

3) REVENUE / FINANCE



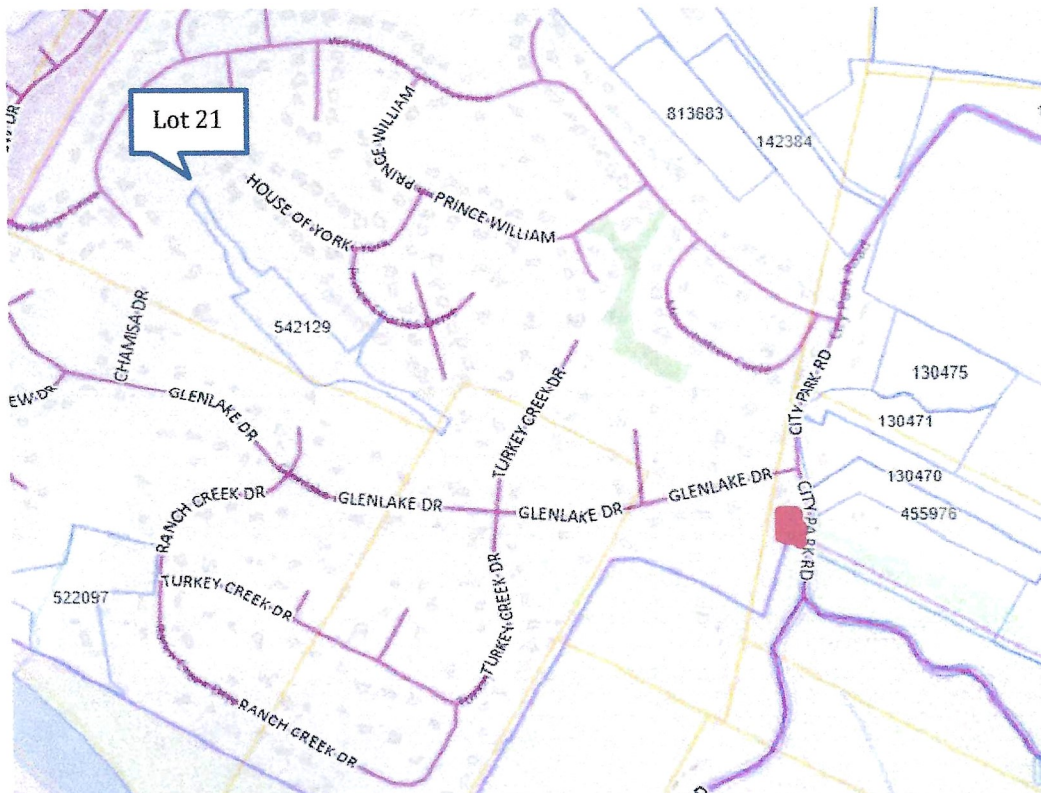
b) ANNUAL SALES AND USE TAX ANALYSIS FOR 1 cent 4, (west side)- see handout

OTHER ITEMS

- 1) Two items for the Historical Folder:
 - a. Communications with David Basore, visits to go through memorabilia and property from TCFC.
 - b. Communication with Patricia Burns - who lives in the old Jennings Drive Fire Station. (1995-2003). Discussions to commemorate the building.

2) Wildland Brush summary

ESD 4 Collection 2023			
Dates of Collection	Number of Stops	Total Tons	Area Collected
January 9-13	430	79.95	Section E
January 23-27	35	5	Sections D & C
February 13-17	55	30.08	Section B
February 20-24	128	80.15	Section A
Totals	648	195.18	
ESD 4 Collection 2022			
Dates of Collection	Number of Stops	Total Tons	Area Collected
January 3-7	359	86.87	Section E
January 10-14	20	4.34	Sections D & C
February 7-11	29	9.09	Section B
February 14-18	118	35	Section A
Totals	526	135.3	
2021			
January 4-8	199	1.99	Section E
January 11-15	12	51.79	Sections D & C
February 1-5	14	2.37	Section B
February 8-13	149	17.37	Section A
Totals	374	73.52	



Travis County ESD #4
Check Detail
March 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	47274	03/21/2023	William D. Webb	Inv 53	1000 Wells Fargo ...	-908.68
				as per contract	5925 Administrative ...	-908.68
TOTAL						-908.68
Check	47275	03/21/2023	Logan Consulting	Inv 23-03	1000 Wells Fargo ...	-2,193.50
				as per contract	5925 Administrative ...	-2,193.50
TOTAL						-2,193.50
Check	47276	03/21/2023	Professional Civic Servi...	Inv Feb	1000 Wells Fargo ...	-4,270.00
				as per contract	5925 Administrative ...	-4,270.00
TOTAL						-4,270.00
Check	47277	03/21/2023	Travis Central Appraisal...	Inv 8204 2nd Qtr JD...	1000 Wells Fargo ...	-2,597.68
				Inv 8204 2nd Qtr JD ...	5904 Appraisal Fees	-2,597.68
TOTAL						-2,597.68
Check	47278	03/21/2023	Burns Anderson Jury & ...	File 019-15707 Inv 8...	1000 Wells Fargo ...	-550.00
				cell tower	5902 Legal Fees	-550.00
TOTAL						-550.00
Check	47279	03/21/2023	G. Creek Construction	Final Pay app #5	1000 Wells Fargo ...	-24,232.41
				Final Pay app #5	5804 Station 48 Re...	-24,232.41
TOTAL						-24,232.41
Check	47280	03/21/2023	KSA	Amendment #2 Par...	1000 Wells Fargo ...	-19,768.00
				Amendment #2 Parki...	5803 Station 47 Re...	-19,768.00
TOTAL						-19,768.00

Travis County ESD #4
Check Detail
March 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	47281	03/21/2023	M Logan	office laptop laptop 2 yr protection	1000 Wells Fargo ... 5802 Office Supplies 5802 Office Supplies	-549.99 -104.99
TOTAL						-654.98