

Travis County Emergency
Service District 4.



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

June 20, 2023

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, June 20, 2023, at 6:30 p.m. at Nathaniel Booker Community Center, 14502 Lippincott Drive Austin, TX 78725. Commissioner Torgrimson being in the chair and a quorum present, the meeting was called to order at 6:31 pm.

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

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:30 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the May 16, 2023 Regular Meeting: Commissioner Clark made the motion to accept the minutes of the May 16, 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 May 2023 treasurer's report, which may include other reports: Commissioner Opiela made the motion to defer reviewing and approving the May 2023 Treasurer's report until the July meeting and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present.
5. Update on the TexPool Investment report: Ms. Logan reviewed the May 2023 TexPool Investment Summary Report with the commissioners.
6. Consider and take appropriate action on the modular building once Central Health vacates: Tabled until the July meeting.

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7. Update on FY24 Budget process-set date for Budget Workshop in July: Ms. Logan stated that she will prepare a draft FY24 budget and send to Commissioners Opiela and Torgrimson once completed. There will be a review on the July agenda for all commissioners. August meeting will propose the FY24 budget and September meeting will adopt the FY24 budget.
8. Update on Ad Valorem tax rate estimates: Ms. Logan stated that the appraisal district will provide the certified tax roll on July 25, 2023. August meeting will propose the 2023 tax rate and September meeting will adopt the 2023 tax rate.
9. Discuss and consider action on moving funds from the TexPool Operating to TexPool Reserve: Commissioner Opiela made the motion to move \$3,000,000. (Three Million Dollars) from the TexPool Operating account into the TexPool Reserve account and was seconded by Commissioner Clark. 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. Commissioner Clark made the motion to approve payment of \$250.00 to the EMS personnel for deductible on hit and run accident at Station 48 and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present.
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. Check detail attached.
12. Executive Session: None
13. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 7:54 pm.

Approved by

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

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Attest:

A handwritten signature in blue ink, written over a horizontal line. The signature is stylized and appears to be a cursive name.

GR1000-1b Minutes-Written

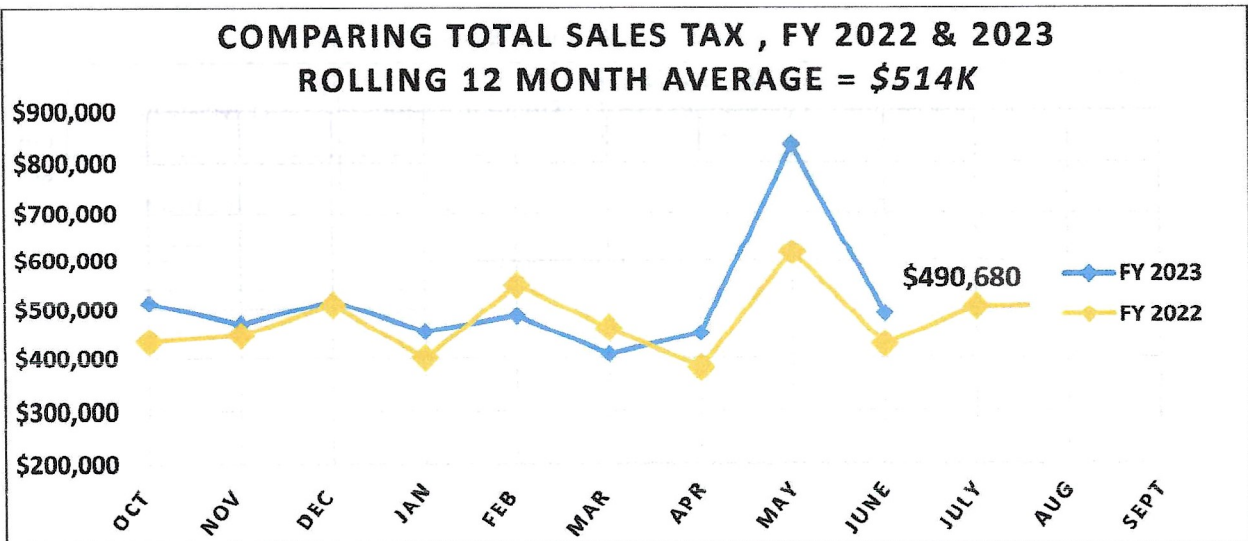
MONTHLY REPORT FOR JUNE 20TH, 2023 BOARD MEETING

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

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

- Operations: Poor response times-** 1) meetings with AFD/EMS dispatch. (handout)
2) exploring other response options. Squads ?
- Fire Prevention, Risk Reduction.** Example of the burn notification value; Capt Mac's Other citizen communication: **62** emails, webforms or voice mails.
- Fire Stations and Facilities.**
 - Station 48-** ➤ Unknown driver collision: deductible for EMS employee conversation.
 - Cell Tower: new location to avoid easement, same deal.
 - Central Health modular building: \$112K, 1200 square feet, 8 offices, 1 large bath.
 - Invitations made to AFD and EMS to provide ideas for future use.
 - Continued emails with water company re purchase of their part of the property.
 - **Station 47 parking lot:** The tale of the two concrete pours.... 28 days and 59 days.
 - **Station 47 remodel.** Limitations on the deck / patio; fear of IC restriction, again.
 - **Purchase** a slice of City Park land? Still making offers.
- Firefighters:** AFD Labor Contract *still UN- settled.*

2) REVENUE / FINANCE



2) PROPERTY TAX TAKE AWAYS

- 1) 96% off all valuations come Single-family homes (67%) or existing business (29%).
- 2) The remaining 4% seems the most at risk for annexation.
- 3) Last year's exemptions directly helped 4188 save an average of \$62, while reducing the District's revenue by \$277K.
- 4) We currently have .02 cents in our Un-Used Increment Bank. How fast could we pivot?

OTHER ITEMS

#Hand out 1 *Total Response Time* – Which segments can we impact?

SAMPLE of the GOOD				
PSAP receives 911 call	Call processing time	Turn-Out Time	Travel-time	On-scene
15 seconds	1 min	45 secs.	5 min.	
7 minutes is reported				

SAMPLE of the BAD				
PSAP receives 911 call	Call processing time	Turn-Out Time	Travel-time	On-scene
30 seconds	3 min	2 min	9 minutes	
14:30 is reported				

Present Day Medical Assist Call					
PSAP receives 911 call	EMS Call processing time	Request for assist sent to AFD	Turn-Out Time	Travel-time	On-scene
30 seconds	3 min	1 min	1 min	7 minutes	
12:30 is reported					

Travis County ESD #4
Check Detail
June 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	ACH	06/23/20	Visa	D Bailey	1000 Wells Fargo ...	
				Aleah Clark	5601 SAFE-D Training	-295.00
				norton/Mirco...	5802 Office Supplies	-146.11
				parts for AD...	5804 Station 48 Re...	-133.95
				new mailbox...	5802 Office Supplies	-17.74
				flowers for ...	5911 Meetings	-167.76
				telephone	5801 Utilities	-35.96
				gmail	5910 Web Hosting	-216.00
TOTAL						-1,012.52
Check	472...	06/20/20	Travis Central Apprai...	3rd qtr fees...	1000 Wells Fargo ...	
				3rd qtr fees l...	5904 Appraisal Fees	-2,597.68
TOTAL						-2,597.68
Check	472...	06/20/20	Logan Consulting	Inv 23-6	1000 Wells Fargo ...	
				as per contr...	5925 Administrative ...	-2,193.50
TOTAL						-2,193.50
Check	472...	06/20/20	William D. Webb	Inv 56	1000 Wells Fargo ...	
				as per contr...	5925 Administrative ...	-1,135.85
TOTAL						-1,135.85
Check	472...	06/20/20	Professional Civic Se...	Inv May 2023	1000 Wells Fargo ...	
				as per contr...	5925 Administrative ...	-3,850.00
TOTAL						-3,850.00