

Travis County Emergency  
Service District 4.



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**TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4  
MINUTES OF THE REGULAR CALLED MEETING**

**Feb 23, 2021**

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, Feb. 23<sup>rd</sup>, 2021 at 6:30 p.m. via Zoom video teleconference. Commissioner Torgrimson being in the chair and a quorum present, the meeting was called to order at 6:35 pm

Present: Commissioners Torgrimson, Alexander, Opiela and Wills.

Not Present: Aleah Clark

District Administrator: David Bailey, present

1. Commissioners Torgrimson called the meeting to order at 6:32 pm.
2. There were no public comments.
3. Consider and take appropriate action on the minutes of the January 19, 2021 regular meeting. The meeting minutes were unanimously approved by all members present after motion to approve by Alexander and a second by Opiela.
4. Consider and take appropriate action on the January 2021 treasurer's report, which may include other reports. The Treasurer's report was presented by David Bailey and was unanimously approved by all members present after motion to approve by Opiela and a second by Alexander.
5. Update on the TexPool Investment. The monthly report on Texpool was reviewed, no action needed.
6. Discussion and possible action on committing surplus funds at year end to the Austin Fire Department FY22 contract. Agenda item 6 was tabled until March, with Commissioner Torgrimson to consult with the auditor for clarification about the suggested change. Chairman Torgrimson will speak with Auditor to get clear direction on this agenda item. Opiela moved to table, Anderson seconded. Passed Unanimously
7. Discussion and possible action regarding the appropriate use of Closed/Executive Session to work on contracts during meetings. David Bailey presented the email reply from attorney Ken Campbell on the appropriate use and limitation to using Closed / Executive sessions during meetings; no action needed.
8. Update, discussion and possible action concerning ongoing station improvement and renovation David Bailey reported the designer was collecting bids from contractors for the proposed work at station 48. He also followed up on a question tasked by several commissioners regarding future plans by Austin Fire regarding new stations in the area of station 48. A map showing the projected



next 10 fire stations was presented, as was the formal reply from AFD stating there are no plans for station within ESD4.

9. Update, discussion and possible action concerning homestead tax exemption. David Bailey presented his finding on 10 questions posed by commissioners regarding tax exemptions and their potential impact to the district. Formal action was postponed until next meeting, and Bailey tasked with making the presentation available for Commissioner review.
10. Update on the official ESD 4 history project. David Bailey noted there was no new information on the History project, the project is ongoing.
11. District Administrator's Report: David Bailey presented his Administrators report; information only, no action sought.
12. Review and Approve Pending Disbursements monthly fees for Bailey, Logan and Webb were approved and Bailey tasked with arranging the logistics of two Board members accessing and signing checks in Logan's absence. Other Pending Disbursements were approved under item 4.
13. No executive session
14. Adjourned at 7:28.

The next meeting is scheduled for March 16, 2021 at 6:30 pm.


Approved by: Robert Torquinson

attest

Chad H. Long



## MONTHLY REPORT FEBRUARY 23<sup>TH</sup>, 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:**

**II. Prevention:**

**III. Community Communication / Outreach:** (water distribution at 48, cell phone charging at 47)

**IV. Fire Station condition updates:**

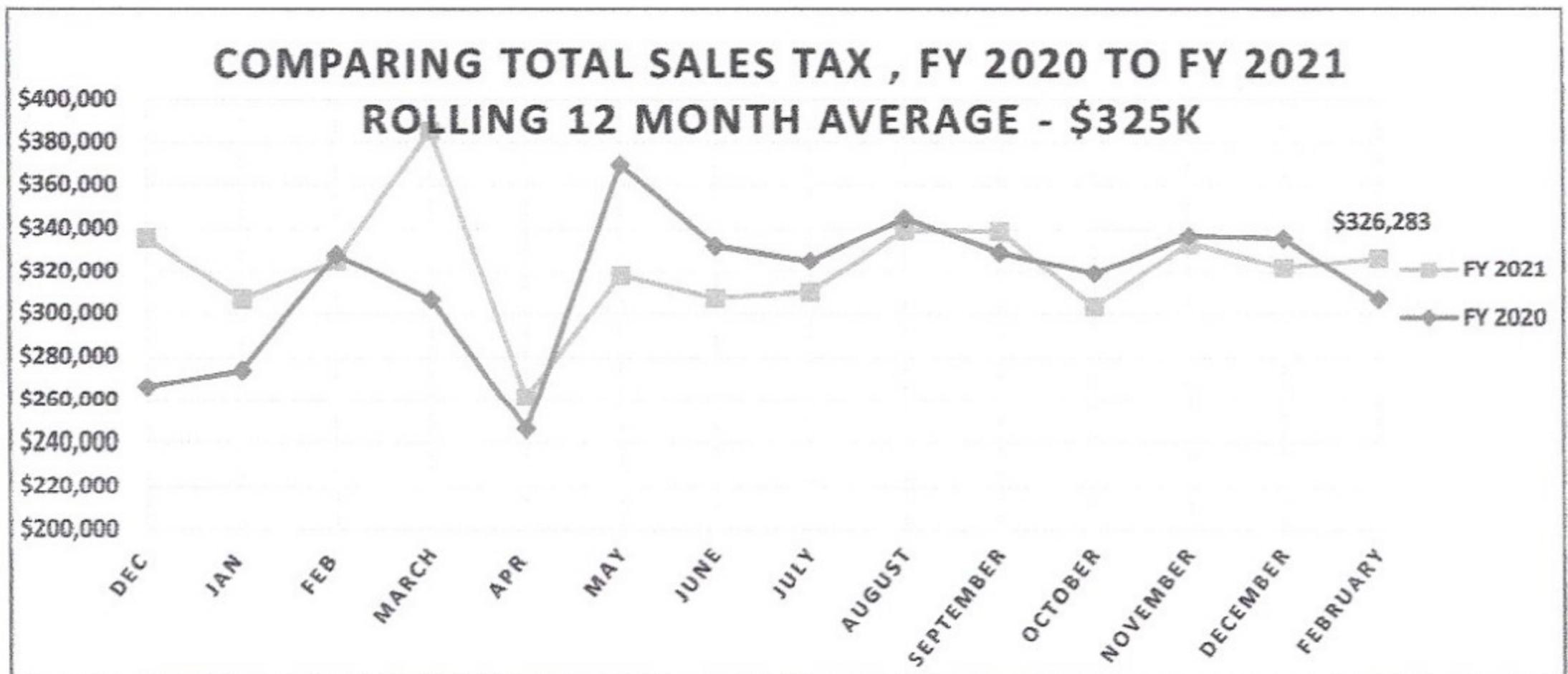
- 1) **Station 48 Enlargement ideas-** waiting for bids, through the designer.
- 2) **Variance request presentation-** letters of support from AFD and neighborhood. waiting on engineering to submit variance and get dates.

### 2) ADMINISTRATIVE TOPICS

**Ken Campbell -- open meetings reply**

**Tax exemptions -- overview and details.**

**Strategic Planning from AFD -- need for new fire station.**



**Travis County ESD #4**  
**Check Detail**  
February 2021

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	ACH	02/09/2021	Professional Civic ...	Inv Jan 2021	1000 Wells Fargo ...	-2,370.00	-2,370.00
TOTAL				Inv Jan 2021	5925 Administrative ...	-2,370.00	2,370.00
Check	ACH	02/23/2021	Visa	D Bailey	1000 Wells Fargo ...	-1,014.67	-1,014.67
TOTAL				phone gmail	5801 Utilities 5910 Web Hosting	-34.67 -980.00	34.67 980.00
Check	47132	02/23/2021	William D. Webb	Inv 0228	1000 Wells Fargo ...	-800.00	-800.00
TOTAL				Admin web email	5925 Administrative ...	-800.00	800.00
Check	47133	02/23/2021	Logan Consulting	Inv 21-02	1000 Wells Fargo ...	-2,000.00	-2,000.00
TOTAL				Inv 21-02	5925 Administrative ...	-2,000.00	2,000.00