

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

February 15, 2022

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Monday, February 15, 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 6:34 pm.

Present: Commissioners Torgrimson, Alexander, Opiela and Laryea

Not present: Commissioner Clark

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 January 18, 2022 Regular Meeting: Commissioner Laryea made the motion to accept the minutes of the January 18, 2022 regular meeting and was seconded by Commissioner Opiela. The motion passed by a show of hands among those present with Commissioner Alexander abstaining.
4. Consider and take appropriate action on the January 2022 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the January 2022 treasurer's report, the expenditures over \$2000 report, cash flow report, and others. After review and discussion, Commissioner Alexander made a motion to accept the January 2022 treasurer's report, including the expenditures over \$2000 report, and the line-item expenditures as reflected in the report, and other reports. Commissioner Opiela 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 January 2022 TexPool Investment Summary Report with the commissioners. No questions were asked.

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6. Discuss and take appropriate action on adding Commissioner Eric Opiela to the TexPool account: Commissioner Alexander made the motion to add Commissioner Opiela to the TexPool account and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present.
7. Discuss and take appropriate action on setting up a vendor pay from TexPool to Austin Fire Department for contract payments: Commissioner Opiela made the motion to approve the set up of vendor pay at TexPool for contract payments to Austin Fire Department and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present.
8. Discuss and take appropriate action on moving funds from operating to reserve at TexPool: Commissioner Alexander made the motion to move \$1,000,000. (One million dollars) from the TexPool operating account into the TexPool Reserve account and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present.
9. Discussion on continuing education requirements and status for Commissioners: Ms. Logan gave each commissioner a list of their hours needed and stated the SAFE-D Conference was being held at Kalahari Resort February 17-19, 2022 in Round Rock, Texas.
10. Update on Station 48 remodel: David Bailey presented the formal bid sheet on the remodel on station 48. Attached.
11. Consider and take appropriate action concerning an Attorney General's opinion on tax exemptions: Commissioner Opiela stated he has drafted and sent a letter to the County Attorney for submission to the Attorney General's office regarding tax exemptions. He will keep the board apprised if further action is needed.
12. 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 Opiela made the motion to have David Bailey negotiate the contract for Station 48 remodel and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present.

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13. Review and Approve Pending Disbursements: Commissioner Opiela 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.
14. Executive Session: None
15. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 8:02 pm.

Next meeting is scheduled for March 15, 2022.

Approved by:


A handwritten signature in black ink, appearing to read "Charles F. Land", written over a horizontal line.

Attest:

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

GR1000-1b Minutes-Written

MONTHLY REPORT FOR FEBRUARY ¹⁵~~14~~, 2022 BOARD MEETING

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

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

- Operations:**
 - a) Tesla response presentation with AFD and TC Fire Marshal; Pre-Plans
 - b) Auto Aid with Manor ESD 12 (statesman article)
- Prevention:** Major increase in utilization Brush Pick-up in Jan./Feb.

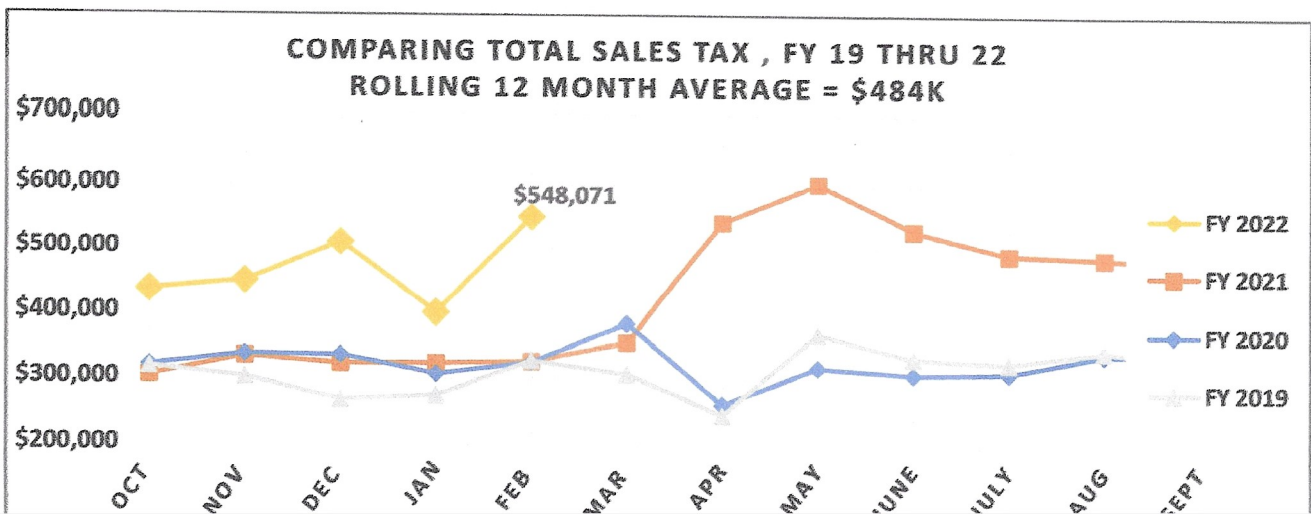
	Number of Stops	Total Tons	Location
January 3-7	359	86.87	Section A A
January 10-14	20	4.34	D & C
February 7-11	29	9.09	Section B
February 14-			Section E

Fire Station remodels:

48 kitchen / dining: Received seven qualified bids. Price ranged from \$315k to \$515k.
 Authorization to commence negotiations with #1?
±90-day completion.

47 parking lot permit - Hearing with the Environmental Commission (March?), Seeking the 4th variance without Staff support.

2) REVENUE / FINANCE

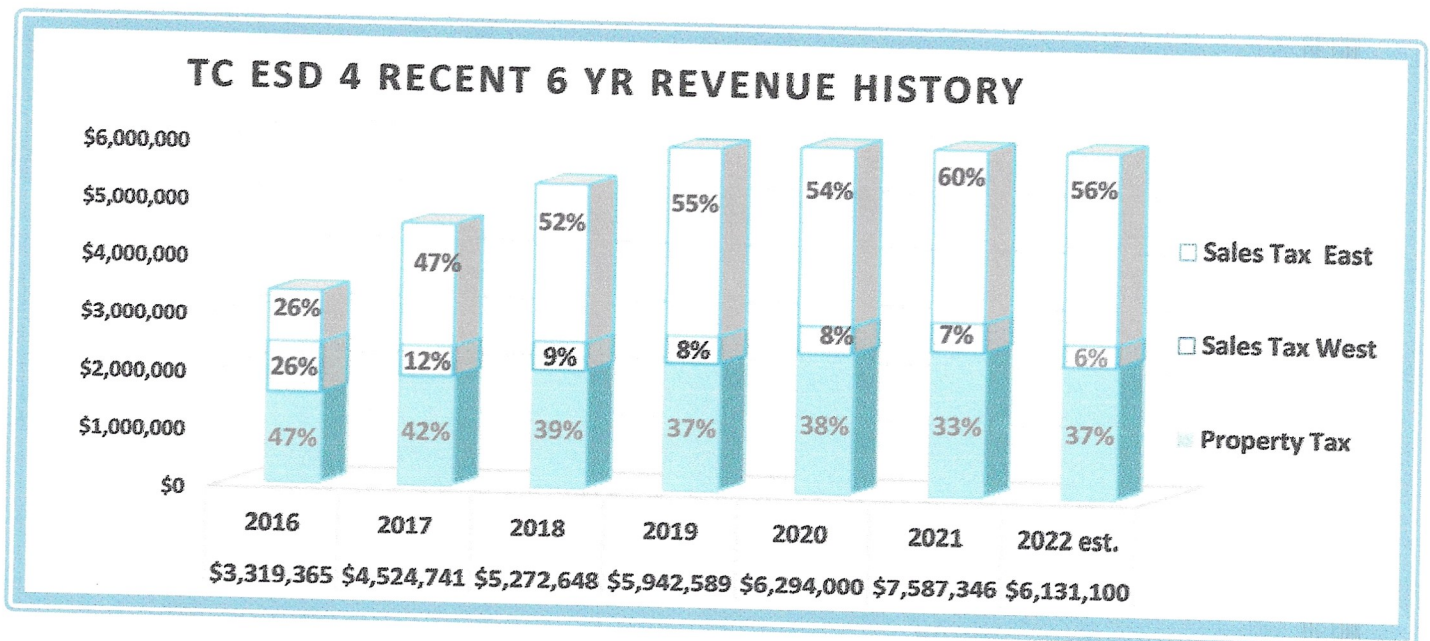


Finance cont.

- 1) New Historical Revenue Summary chart. (See below)
- 2) City of Austin quarterly payments by ACH?

3) OTHER ITEMS

- a) Property Tax Exemptions- Seeking an Attorney General's Opinion.
Need the help of the County Attorney.
Could take 6 months.
- b) Community Care Lease Renewal.
Agreed to a single annual check rather than monthly.
- c) Founding Fire Chief Lee Basore's memorial service.



Travis County ESD #4
Check Detail
February 2022

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	47199	02/15/2022	William D. Webb	Inv 40	1000 Wells Fargo ...	
				as per contract	5925 Administrative ...	-849.24
TOTAL						-849.24
Check	47200	02/15/2022	Logan Consulting	Inv 22-02	1000 Wells Fargo ...	
				as per contract	5925 Administrative ...	-2,050.00
TOTAL						-2,050.00
Check	47201	02/15/2022	Professional Civic ...	Inv Jan 2022	1000 Wells Fargo ...	
				as per contract	5925 Administrative ...	-2,220.00
TOTAL						-2,220.00
Check	47202	02/15/2022	David Bailey	Donation Reimburse	1000 Wells Fargo ...	
				Lee Basore memorial	5700 Station Expen...	-250.00
TOTAL						-250.00