

Travis County Emergency  
Service District 4.



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[www.esd4.org](http://www.esd4.org)

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

**May 21, 2024**

The regular meeting of the Board of Fire Commissioners of Travis County Emergency Services District #4 was held on Tuesday, May 21, 2024, 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 6:30 pm.

**Present:** Commissioners Torgrimson, Alexander, Laryea and Clark

**District Contractors:** David Bailey and M Logan

**Public:** Thomas Madison, Local 975; Charles Brotherton, Travis County; Michael Nelson, Firefighters Association, Cliff Alexander and Lisa Sejnowski, private citizens.

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:30 pm.
2. Public Comments: Thomas Madison, Michael Nelson, Charles Brotherton and Lisa Sejnowski
3. Consider and take appropriate action on the minutes of the April 16, 2024 Regular meeting: Commissioner Clark made the motion to accept the minutes of the April 16, 2024 regular meeting. The motion was seconded by Commissioner Laryea and passed unanimously by a show of hands among those present.
4. Consider and take appropriate action on the April 2024 treasurer's report which may include other reports: Commissioner Alexander made the motion to approve the April 2024 treasurers' reports and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
5. Update on the TexPool Investment report: Ms. Logan reviewed the April 2024 TexPool Investment Summary Report with the commissioners.
6. Discussion on property taxes, budget and timetable: Chief Bailey stated that he will need a copy of the signed minutes to send to Travis Central Appraisal District in order to set the Exemptions Over 65 to \$400,000. (four hundred thousand dollars) by the June 28 due date. Ms. Logan

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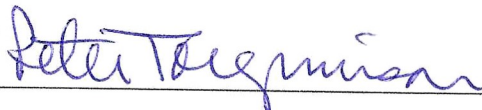
stated she would scan and send them in a timely manner. She also stated that the draft budget would be ready for review at the June 18th meeting with the proposed FY25 budget set for the July meeting and adoption in August.

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. Commissioner Laryea made the motion to approve Chief Bailey to enter into negotiations with bidder number one (1) as the general contractor for the Station 47 remodel and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
8. Review and Approve Pending Disbursements: Commissioner Clark 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.
9. Executive Session: None.
10. Next Meeting: June 18, 2024
11. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 7:30 pm.


Approved by:

  
\_\_\_\_\_

Attest:

  
\_\_\_\_\_

# MONTHLY REPORT FOR MAY 21ST, 2024 BOARD MEETING

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

## 1) CURRENT AFD SERVICE-CONTRACT UPDATE:

**Operations:** 1) Discussion with Chief of Staff Rob Vires regarding response times & call-processing times with ATCEMS. 3) TC ESD 12- additional unit at Sta. 47 for Priority 3,4,5s.

**Fire Prevention, Risk Reduction. Wildfire Initiatives.**

- 1) Blue Bluff trailer home protection w TC Wildfire teams. - waiting to burn piles.
- 2) PANO AI cameras are up and running and sending alerts! Too many??

**Fire Stations and Facilities**

- **Station 48**
- 1) New Lettering for the front of the station.? (Handout)
  - 2) Protection for the Grate that drains the retention pond. (Handout)
  - 3) Modular renovations are on-going.
  - 4) Cell Tower: Deposited 2<sup>nd</sup> option check; new electric poles in place?

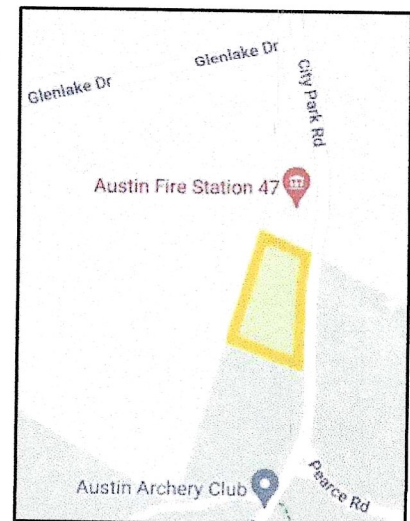
➤ **Station 47**

**A: Station remodel:** Consider and take appropriate action to select a general contractor.

Top 3 Responsive Bidders- Station 47 remodel.								
Bidder	Base Price	calendar days to complete	average yearly contracted projects	Years in business	Bid Bond	Qualified Subs?	References contacted?	History with ESD 4?
1	\$ 357,941	70	2.7 million	4	✓	✓	✓	
2	\$ 529,000	180	5.2 million	13	✓	✓	x	
3	\$ 555,540	150	25 million	29	✓	✓	✓	✓
4,5,6,7	various	180						
8	\$ 994,802	210						

**B: Pursuing a small parcel (1-2 acres) of Emma Long Park:**

- 1) Several emails with COA Real Estate office.
- 2) Planned meeting w Councilwoman Alter; securing support.
- 3) Appraised Travis County, looking for advice.

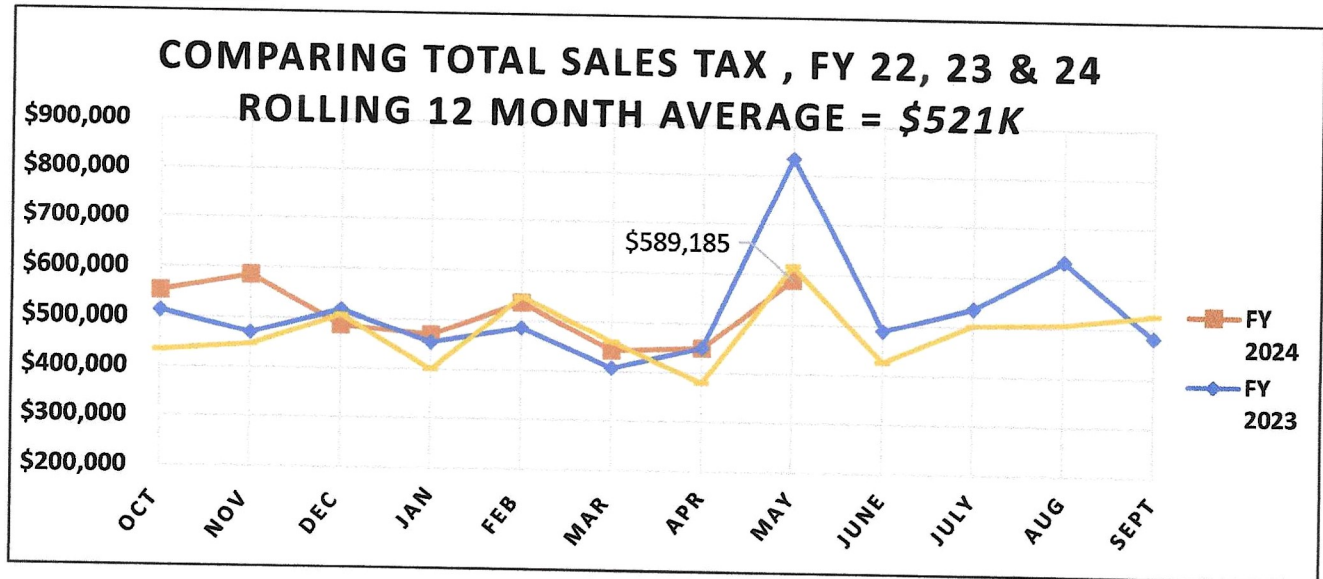


## 2 OTHER RELATIONSHIPS

- 1) ESD Commissioners Council meeting at CTEEC. (combined dispatch center) June 1<sup>st</sup>. 10am. All are welcome- who wants to go???
- 2) All Travis County ESDs annual report on website. Very good document to share.

## 3 FINANCIAL ITEMS

- Sales Tax trends:



- Federal Grant Dollars for radios (\$90K)
  - a) Finalizing the total package- hoping to allocate funds in the current fiscal year
  - b) Reimbursement will come through an Interlocal Agreement (ILA between TC and the ESDs.)
  - c) "Credit" back through the AFD contract through bartering the cost of COA work done in the remodel. (Telecom)

New Station Lettering ?



Retention Pond Grate



**Travis County ESD #4**  
**Check Detail**  
 May 21, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	47363	05/21/2024	Fatter & Evans Architects, I...	Inv 4618 Design ...	1000 Wells...	
				Site Plan	5803 Statio...	-56,499.23
TOTAL						-56,499.23
Check	47364	05/21/2024	William D. Webb	Inv 67	1000 Wells...	
				as per contract	5925 Admin...	-1,083.00
TOTAL						-1,083.00
Check	47365	05/21/2024	Professional Civic Services	Inv April 2024	1000 Wells...	
				as per contract	5925 Admin...	-3,990.00
TOTAL						-3,990.00
Check	47366	05/21/2024	Logan Consulting	Inv 24-05	1000 Wells...	
				as per contract	5925 Admin...	-2,303.00
				Grant Project	5925 Admin...	-375.00
TOTAL						-2,678.00