

COMMISSIONERS:

Reed Boyd, President
Tom Dodds, Vice President
Dennis Wright, Treasurer
Judy Canion, Assistant Treasurer
Tom Quirk, Secretary

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5 BOARD MEETING MINUTES JULY 11, 2024

1. CALL TO ORDER AND ESTABLISH A QUORUM: The meeting was called to order at 6:30 p.m. by Commissioner Boyd.

- a. **COMMISSIONERS PRESENT:** All
- b. **COMMISSIONERS ABSENT:** None
- c. **MFDMANAGEMENT:** Chief Barron, Nathan Mendenhall, Dylan Lopez

2. MINUTES FROM THE JUNE 6, 2024, BOARD MEETING WERE APPROVED BY UNANIMOUS VOICE VOTE

3. PUBLIC COMMENT: None

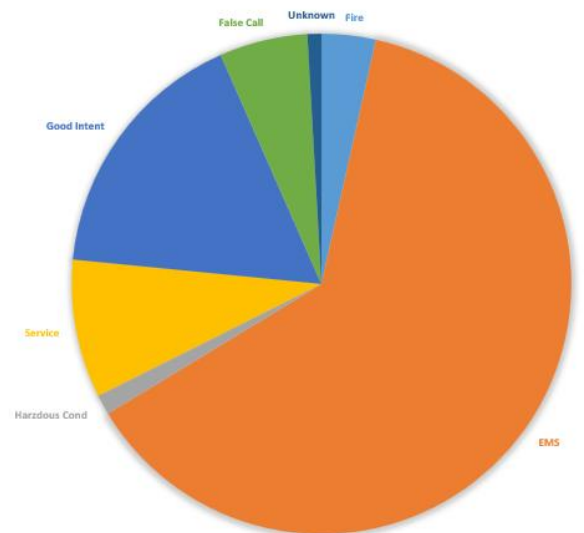
4. ESD TREASURER’S REPORT: Balanced Accounting and Financial Reports were presented by Commissioner Wright and Commissioner Canion. Treasurers’ report was approved by the members of the board by unanimous voice vote.

5. MONTHLY OPERATIONS REPORT:

June 2024 Monthly Report

Activity:	Month	YTD
Fire	3	27
EMS	90	485
Hazardous Cond	1	10
Service	6	69
Good Intent	24	130
False Call	12	44
Other		7
Total	136	772

Auto Aid Received by AFD 29
Auto Aid Given to AFD 58



Apparatus/Equipment/Projects

- Squad 501 –
 - Unit finally picked up from Alamo Fire Apparatus. Sign shop scheduled next then warning light, radios, etc. outfitting.
- Tender 501 – Unit was received back from dealer with \$14,000 worth of items fixed. Unfortunately, the unit is out of warranty, but we have requested some factory-related items be looked at regarding coverage.
- Replacement hose sections have been identified and replacement hose ordered - \$12k

Administration

- Financial statements/budgets/reports updated by accountant
- Reconciled bank, investment and credit card statements
- Website updates including meeting agendas and minutes
- Updated annual budget based on budget needs/adjustments
- Worked on FY25 budget draft
- Meeting with ATCEMS, Auto Aid Partners, County Evacuation Plans, Area Fire Chiefs' Assn.

Community Developments/Events

- Hosted Auxiliary May event, Old Navy Kids event, & Cub Scout demo.

Personnel

- Hosted Leadership class for crews
- Ropes and Starflight Medical training for crews
- Personnel scheduled for Westside 5 training
- 8 Personnel volunteered for creating an honor guard for TCESD5
- 4 Probationary Firefighters finishing up probationary period and expected to test and pass probation in June

Station/Land

- Station 501 – reviewed bids for paint project, determined product to be used and checked references, awarded bid to Streamline
- Station 502 – Working on potential lease agreement along with trying to identify other land availability

Community Risk Reduction:

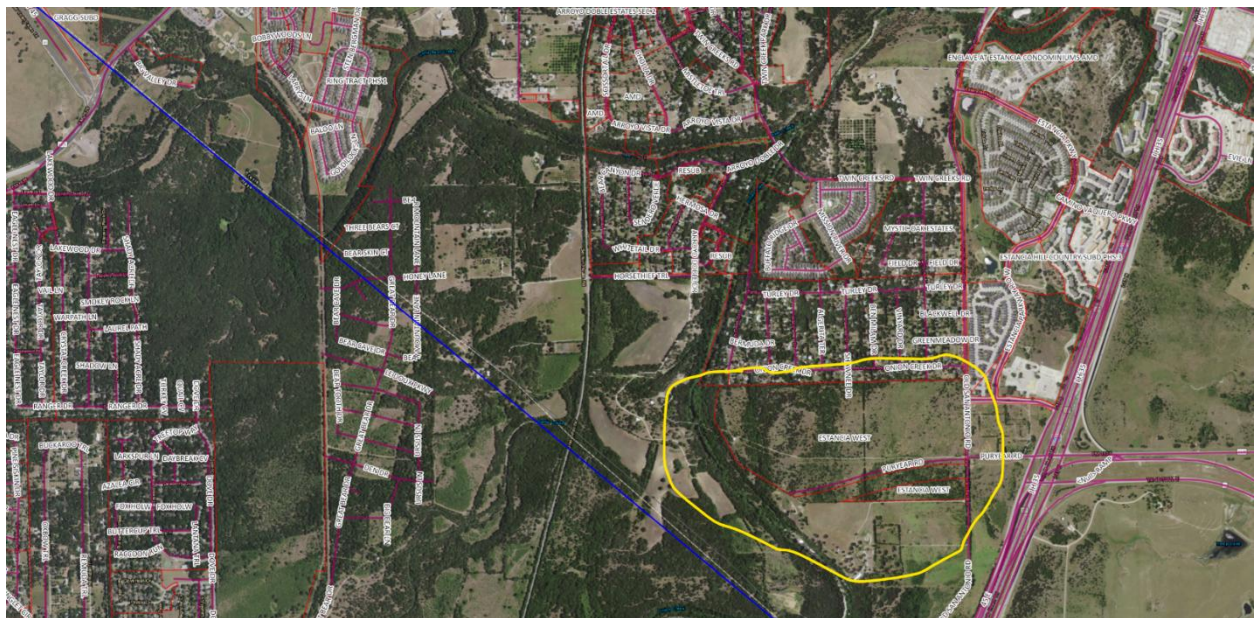
- Participated in two-day wildfire intro evac training course with AFD
- ICC Fire Alarm and Sprinkler significant changes training with Texas Fire Protection Assoc.
- Listed SCAG for sale on OfferUp, and Facebook Marketplace; responding to interested parties as they come in
- Worked with Estancia community to get into compliance with Knox gate switched (install to be completed by June 30th) for emergency access to three gates (Zamora and Torreon).

- Acquisition and initial setup of Inspections360 RMS for pre-planning, hydrants, controlled burns, inspections, API programming coordination, etc.
- Preplan/training with A, B and C Shifts at Estancia Bridge Apartments at 1100 Avenida Mercado (Building 1) which is 1/3 occupied along with amenity center and business offices.
- Coordination with tenant/landlord regarding building/fire code compliance of new construction of event center/Rose's Kitchen on Twin Creeks.
- Coordination with tenant/landlord regarding building/fire code compliance of two business park buildings each with 4 tenants at 12300 Wirth Rd.
- Coordination with tenant/landlord regarding building/fire code compliance and lack of permits for new automotive repair facility at 12306 Wirth Rd which can only be accessed from Deane Rd.
- Review of NFPA 1300 Standard for Community Risk Assessments and Plan Development
- Review of NFPA 1730 Standard for Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations
- Education with San Leanna resident on control burn safety and applicable TCEQ rules
- Coordination with County Fire Marshal's Office regarding various permitting projects and upcoming mass gathering events (Wing Festival, Hot Luck Event at Wild Onion, Indian Curry Restaurant/Food Truck, etc.)
- Working with AFD on finalization of Wildfire Evac plan; this includes coordination meetings; preplanning of Temporary Assembly Points for evacuees; preplanning/identification of critical infrastructure; acquisition of required technology to implement, etc.
- Acquisition and training prep for hydrant flow testing equipment
- Cleanup and organization of training room cabinets and storage room; inventory of public education and PR items

ESTANCIA WEST PROJECT NOW UNDER CONSTRUCTION:

Project is a 163 +/- acre residential development to include over 200 condo units and 12 3-story multi-family apartment buildings with a total of 360 apartments.

Puryear Rd will be extended to the bank of Onion Creek and will have a cul-de-sac, with multiple streets feeding off of it. Eventually, Puryear Rd will be a feeder Rd to SH-45 extension connecting SH-45 near I-35 to SH-45 (Mopac) extension. (Area circled in yellow below).



The apartments are currently in plan review with the county. Site map below shows individual condo lots. Apartment complex will be built on the B1 lot (32.94 acres):





6. DISCUSSION AND POSSIBLE ACTION ON STATION 502 LAND PURCHASE OR LEASE AGREEMENT No action taken.

7. DISCUSSION AND POSSIBLE ACTION ON SOCIAL SECURITY ADMINISTRATION WITHHOLDING No action taken

8. DISCUSSION AND POSSIBLE ACTION ON ADDING A PATERNITY/MATERNITY LEAVE POLICY TO PERSONNEL HANDBOOK PASSED

9. DISCUSSION AND POSSIBLE ACTION ON ILA WITH TRAVIS COUNTY ON FIRE CODE ENFORCEMENT NATHAN MENDENHALL MADE A PRESENTATION REGARDING THE ESTABLISHMENT OF AN ILA WRIGHT MOVED AND CANION SECONDED PASSED UNANIMOUS.

10. DISCUSSION AND POSSIBLE ACTION REGARDING THE RETENTION OF THE PROFESSIONAL SERVICES OF A REALTOR. NO ACTION TAKEN.

11. DISCUSSION AND POSSIBLE ACTION ON FORM FOR THE CALCULATION OF 2024 TAX RATE FROM THE TRAVIS COUNTY TAX ASSESSOR. WRIGHT MOVED AND BOYD SECONDED. MOTION PASSED.

12. DISCUSSION AND POSSIBLE ACTION FY 25 BUDGET WRIGHT MOVED DODDS SECOND BUDGET ADOPTED

13. SET AGENDA ITEMS AND DATE FOR August 7, 2024 MEETING.

14. ADJOURNMENT: There being no further business, the meeting was adjourned at 8:08 p.m.

Submitted by:

Approved:

Tom Quirk, TCESD #5, Secretary

Reed Boyd, TCESD #5, President