

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, October 10, 2024

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. **MFD MANAGEMENT:** Chief Barron
- d. **VISITORS:** Vincent Reed, Zach Ingram, Kyle Hanson and Dylan Lopez

2. **MINUTES FROM THE SEPTEMBER 5, 2024 BOARD MEETING WERE APPROVED**

3. **PUBLIC COMMENTS:** None

4. **ESD TREASURER’S REPORT:** Balanced Accounting and Financial Reports were presented by Commissioner Wright and Commissioner Canion. Treasurer’s report was approved. All were in favor.

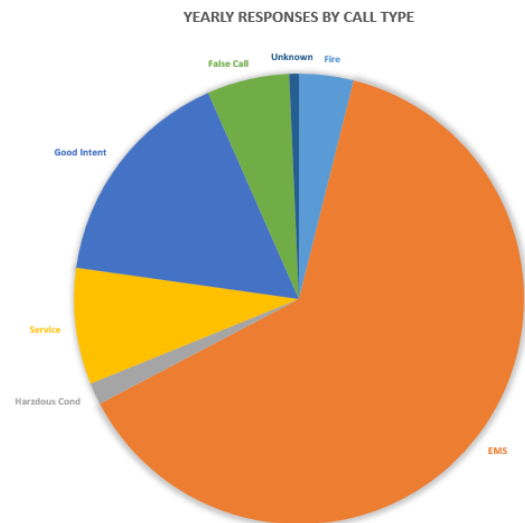
5. **MANCHACA FIRE RESCUE REPORT:** Chief Barron presented a written report, which contained the following information:

September 2024 Monthly Report

Activity:	Month	YTD
Fire	8	45
EMS	71	729
Hazardous Cond	3	18
Service	13	96
Good Intent	18	186
False Call	2	68
Other		8
Total	115	1150

Auto Aid Received by AFD 23

Auto Aid Given to AFD 50



Apparatus/Equipment/Projects

- Squad 501 –
 - o Working out some dispatching call type adjustments
 - o Squad has been available for responses in the district when the engine has been assigned to other emergencies. Thus, the ability for ESD5 to respond to multiple calls occurring at the same time is now in place which allows for quicker responses in the area.
- Support 501 Replacement - located a couple of in-stock units to replace Support 501 / proceeding with purchase from Mac Haik in Georgetown via BuyBoard bidding/pricing
- Began receiving PPE Test Gear for Wear testing

Administration

- Financial statements/budgets/reports updated by accountant
- Website updates including meeting agendas and minutes
- Budget adjustments/expenditures for end of year close out
- Engagement letter with auditors for annual audit - - audit to begin in October
- Setting up filing system to begin storage of records/bills/etc for FY25
- Coordinated multiple Fire Prevention Month PR visits and presentations for October

Community Developments/Events

- Hosted Auxiliary meeting, Bday Party, Mystic Oaks HOA meeting, attended Bright Beginnings School PR, Manchaca Baptist Church Child Care
- Working with Auxiliary to plan a Movie Night at Firehouse for November 9th
- Pancakes with Santa Event – December 7th
- Holiday Party – December 13th at the Hummingbird House

Personnel

- 8 personnel attended the Honor Guard training in Taylor
- Personnel assisted in flow testing of new apartments and businesses in the area
- BShift participated in a fire prevention video production that will be developed for the county

- Scheduled several members for wildland, driver/operator and other trainings
- Scheduling Badge Pinning Ceremony at local church for late November

Station/Land

- Station 501 – Repaired water softener system, began researching companies for quotes on kitchen/bedroom/bathroom remodels, had kitchen vent hood professionally cleaned and installed new AC filtering system in kitchen
- Station 502 – worked with the attorney on language to the lease agreement and submitted to Marbridge. Received comments back from Marbridge and working on agreement changes

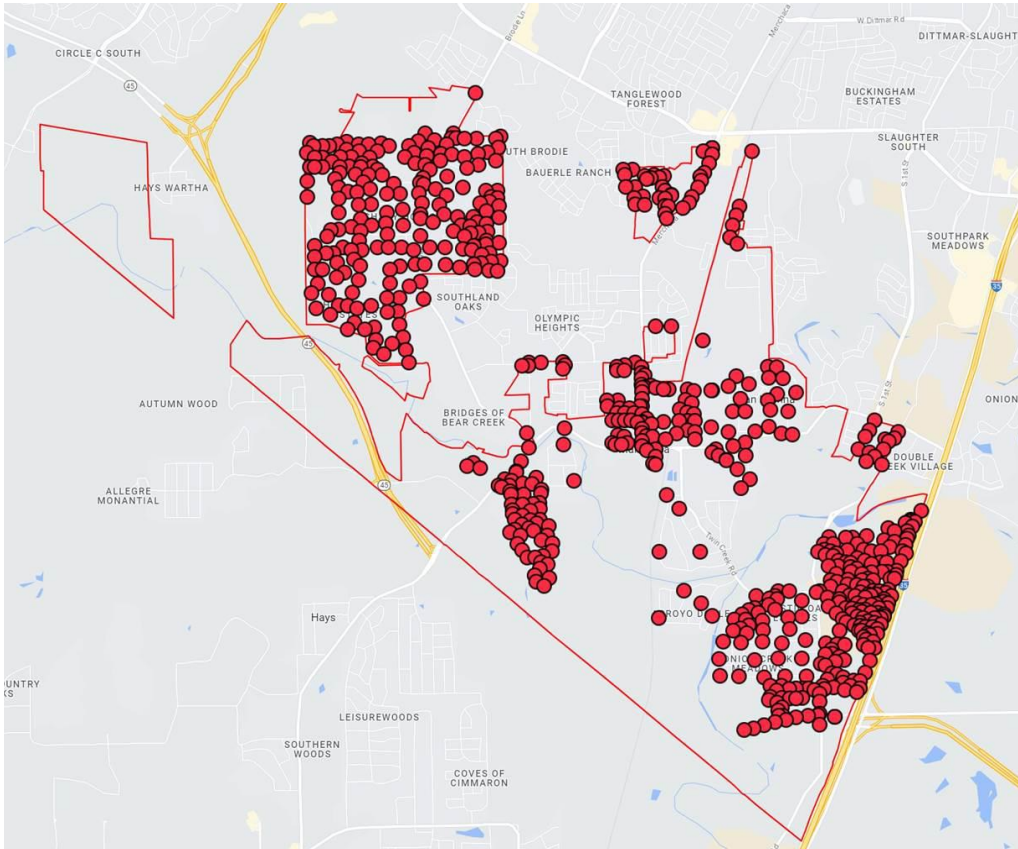
Community Risk Reduction:

- Coordinated Tank Flow Testing for new Mi Ranchito Restaurant on Twin Creeks/FM 1626;

Coordinated and assisted with County-wide ESD Fire Prevention Week video production in Milestone Community off Johnson Ln. (visit department Facebook / Instagram page for the video);

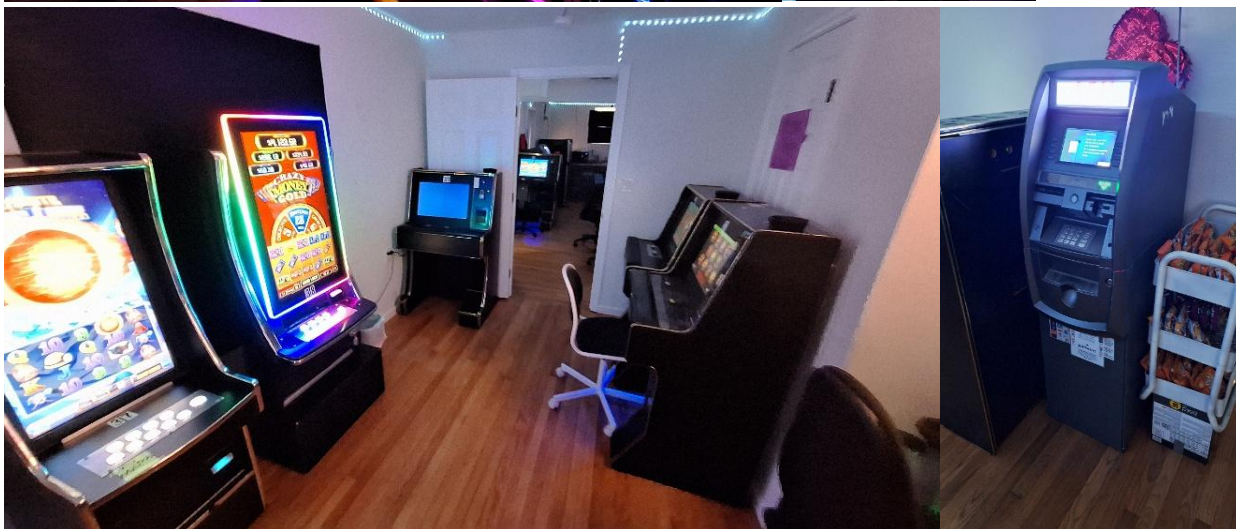
- Assisted FMO with Shelby Ranch Apt Fire Alarm Testing;
- Coordinated school visit for Bright Beginnings Preschool on Black Bear Dr with C-Shift / presentation to the children;
- Assisted FMO and B Shift with standpipe flow testing at Shelby Ranch Apts;
- Met with Commissioner Howard and Chief Barron regarding concerns over emergency access for the Estancia West and Travis South Industrial complex projects;
- Planning meeting with Asst. Principal at Baranoff Elementary for Fire Prevention Week;
- Met Fire Marshal Howell at Shelby Ranch to address concerns for aerial access and fire lanes;
- Coordinated and presented to Manchaca United Methodist 2-4 year olds on Oct 1st and 2nd with C-Shift;
- Attended monthly County-wide ESD Fire Prevention consortium to discuss fire code and enforcement related issues;
- Coordinated and setup tables at National Night Out Events for Enclave at Estancia and Village of San Leanna on Oct 1st and 2nd;
- Met with TC JP 3, Judge Holmes, regarding possible future ESD 5 fire code; enforcement support – citations, etc would be written to JP 3 court;
- Attended mandatory peace officer 16 hour Advance Law Enforcement Active Response Training (active shooter response training) on Oct 8 and 9 with TCSO;

· Completed importing all fire hydrants in ESD 5 into RMS...this will save time when completing hydrant flow testing/maintenance:



- I. Coordinate reschedule of hydrant flow test training for crews. New training dates are Oct 14, 16 and 18;
- II. Prepared take-home bags of fire prevention educational materials for all school visits and fire prevention week (approx. 1000 bags);
- III. Coordinated/scheduling for Fire Prevention educational school visits to/by:
 - A. Baranoff Elementary
 - B. Shady Hollow Primrose
 - C. Nature Pod Private School
 - D. Manchaca United Methodist PreK (mentioned above)
 - E. Bright Beginnings PreK (mentioned above)

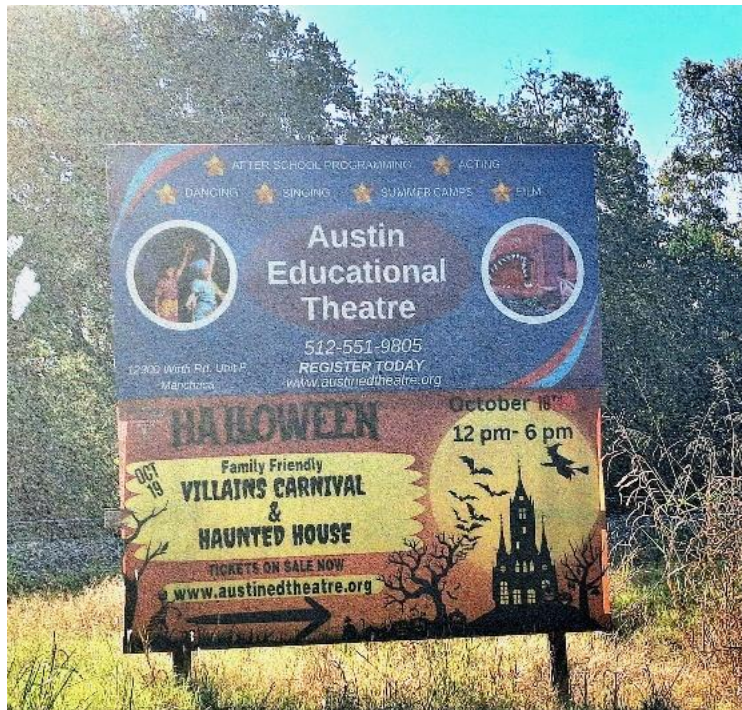
Took enforcement action with TCFMO to close down an illegal gaming room at 694 Old Manchaca Rd., (near San Leanna). Opened without permits, however other penal code offenses were noticed and will be dealt with by TCSO:



- Implemented Fire Prevention Week social media campaigns on Facebook, Instagram, NextDoor, and X/Twitter:



- Coordinating/assisting with continued enforcement of the Austin Educational Theatre, now advertising an unlawful haunted house (still not in compliance and not authorized to reopen):



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. **SET AGENDA ITEMS AND DATE FOR NOVEMBER 14, 2024 MEETING.**
9. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:30 pm

Submitted by:

Approved:

Tom Quirk, TCESD #5, Secretary

Reed Boyd, TCESD #5, President