

COMMISSIONERS:

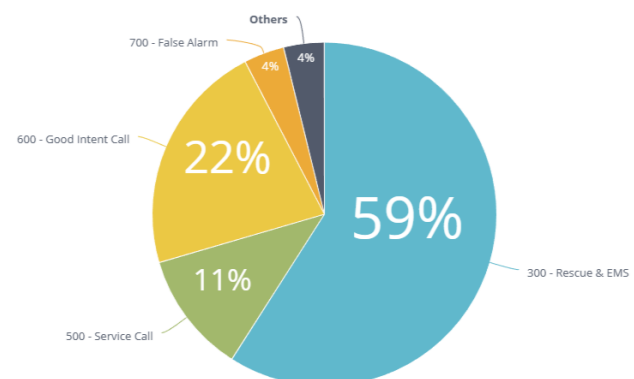
Reed Boyd, President
Tom Dodds, Vice President
Dennis Wright, Treasurer
Judy Canion, Assistant Treasurer
Tom Quirk, Secretary

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5 BOARD MEETING MINUTES, JUNE 12, 2025

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:** n/a
 - c. **MFD MANAGEMENT:** Chief Barron and Officer Mendenhall
 - d. **VISITORS:** Andrea Hanson, Auxiliary President, Kyle Kanson
2. **MINUTES FROM MAY 8, 2025, 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. The treasurer’s report was approved by the members of the board by unanimous voice vote.
5. **MONTHLY OPERATIONS REPORT:**

May 2025 Monthly Report

Activity:	Month	YTD
Fire	3	38
EMS	62	373
Hazardous Cond	1	18
Service	12	45
Good Intent	23	88
False Call	4	28
Other		0
Total	105	590



Auto Aid Received by AFD 20

Auto Aid Given to AFD 45

Apparatus/Equipment/Projects

- PPE – Wear testing and evaluation completed / recommend going with Lion Apparel based on committee's recommendations
- E511 – Returned to full service / all items from have been repaired
- All hose and pumps on apparatus have been completed annual testing

Administration

- Financial statements/reports/reconciliations updated by accountant
- Received clarification from ERS Social Security Administrator that we may cease withholding SS
- Healthcare, dental, vision renewal period June 1 - - will stay with existing plans which went up slightly in cost per individual
- Worked on FY26 budget and financial forecast model to account for second station, staffing and equipment
- Adjusted some budget accounts for end of year budget spending
- New ESO reporting system training for end of month reports

Community Developments/Events

- Hosted 2 birthday parties, attended pre-k public ed at Manchaca Elementary, hosted CPR/First Aid for community - 7 individuals attended, hosted Manchaca Optimist meeting

Personnel

- Firefighters went through annual wildland pack walking test
- Ropes training completed
- Summer ACC/AFD continuing education classes have been released for all personnel to complete

Station/Land

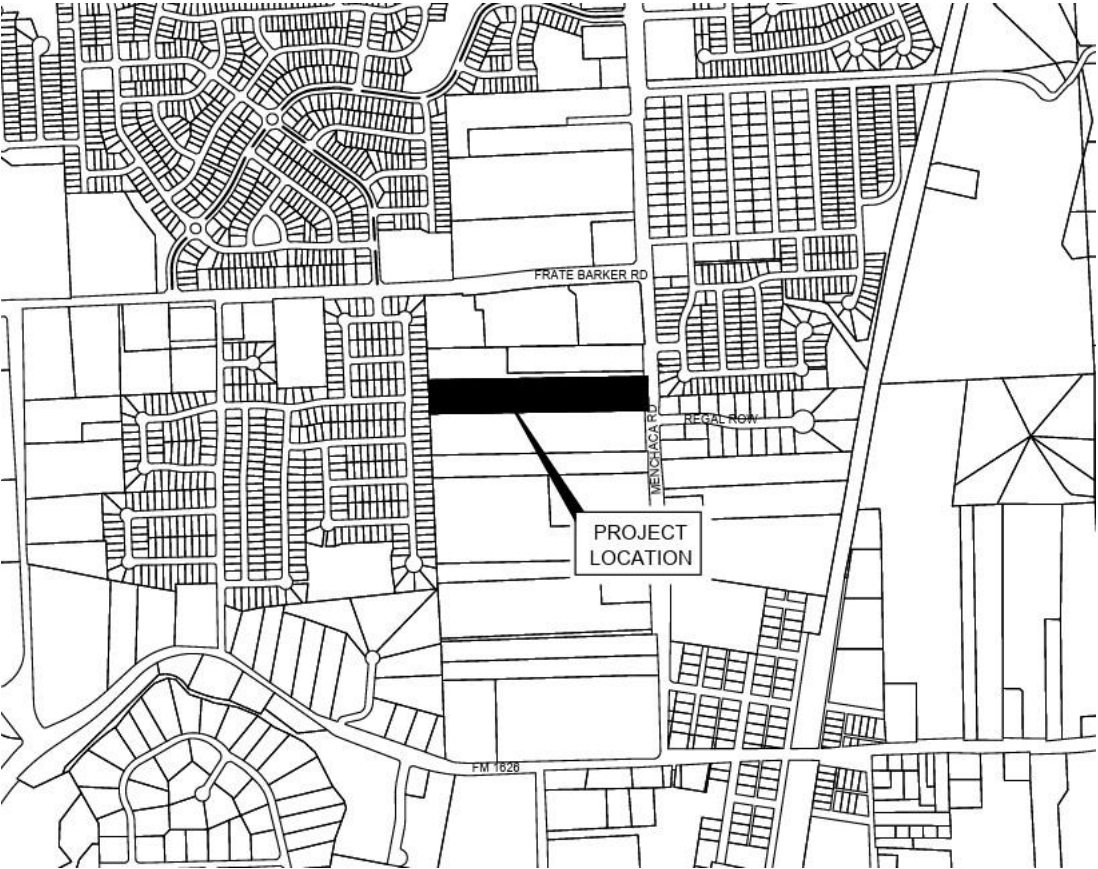
- Station 501
 - All renovations completed
 - Rainwater collection system – issues with pump maintaining prime if isolating to tanks on west side of property. Leak detection, check valve replacement and diagnosing pump issues taking place to correct the problem
 - Solar system – technicians logged into system to check on system performance
 - Site network issues – computer network issues continue at station (on/off line connections with server/internet) – have support ticket in for onsite work to be performed June 9
- Station 502 –
 - Appraisal expected first of June
 - Updated quotes for Project Management

Community Risk Reduction:

- Attended CAFCA Prevention Subcommittee meeting;
- Attended Texas Fire Protection Association's training on regulation of Lithium Ion Batteries and Energy Storage;
- Coordinated Menchaca Elementary school visit;
- Met with Lexipol regarding law enforcement policy creation;
- Attended CAFCA monthly meeting;
- Coordinated and witnessed fire pump acceptance testing and inspection at Marbridge;
- Taught community CPR and First Aid course on May 20th;
- Inspection for Knox Gate Switch in Shady Hollow;
- Coordinated community use for the training room for 2 birthday parties;
- Attended Travis County Prevention monthly roundtable meeting;
- Meeting with ICC custom codes facilitator on code publication;
- Performed re-inspection at Austin Stone Church on Manchaca Road;
- Drafted MOU/ILA and met with Doug Young regarding law enforcement commission for fire code enforcement;
- Coordinated upgrade of station's fire alarm communication module; converting from IP to cell dialer and monitoring;
- Planning and coordinating with Texas Forest Service to host Structure Ignition Zone training course;
- Continued work on fire code adoption, including setup of Certified Payment integration with RMS;
- Coordinating Independence Day parade activities;
- Other duties as assigned.

Two mid-rise apartment complexes breaking ground in TCESD5 district:

11800 Manchaca Rd:



4 Building 1 - North Elevation

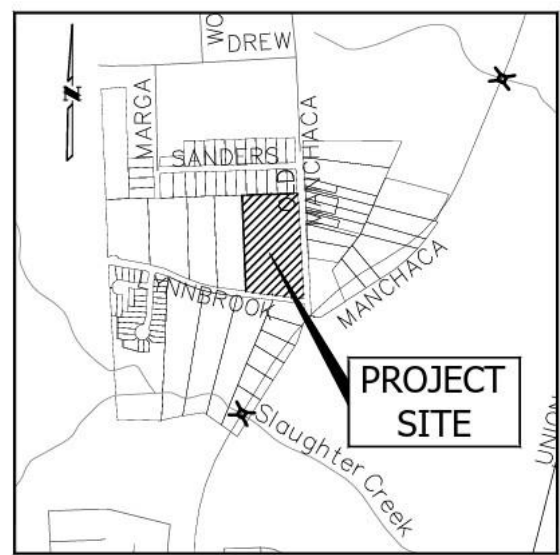
3 Building 3 - West Elevation



2 Building 1 South Elevation

1 Building 1 East Elevation

2116 Lynnbrook (Demo of Southwest Christian Church and construction of new apartment complex):

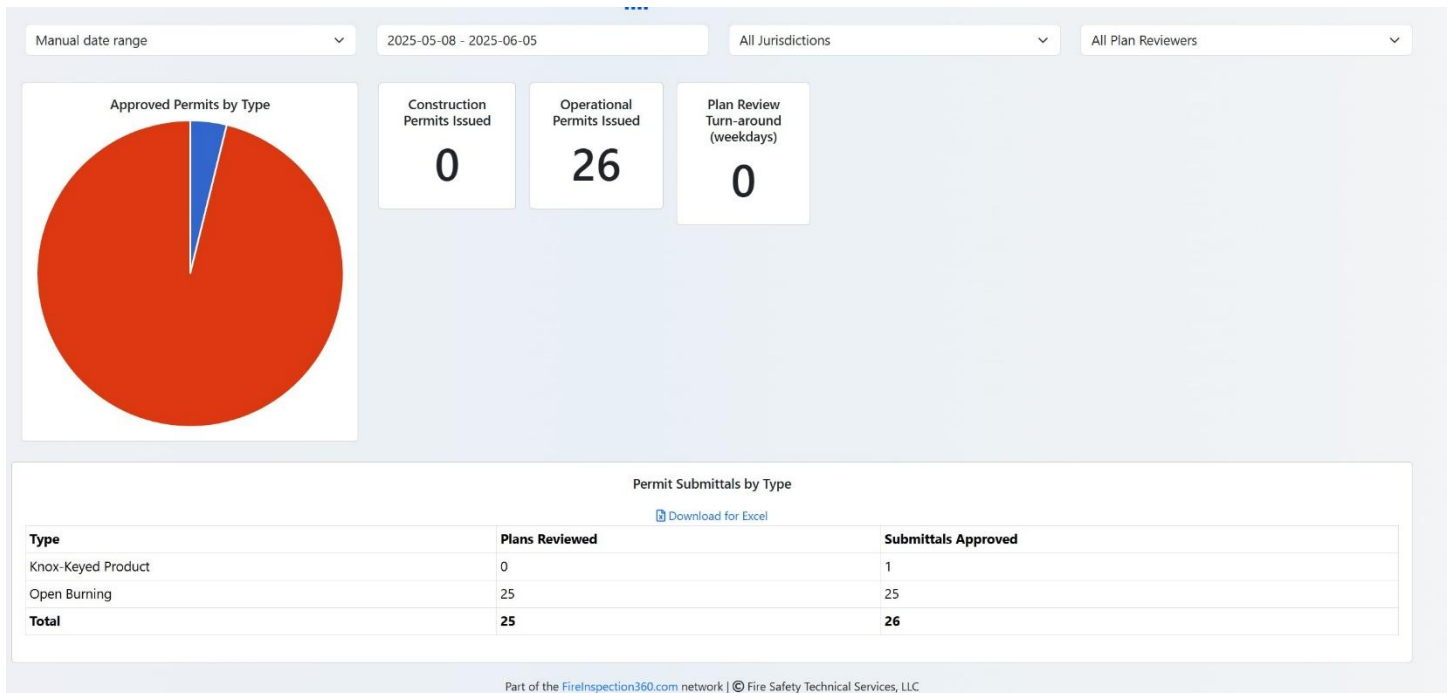


LOCATION MAP

N.T.S.



- **Processed and issued 26 outdoor burn permits between 5/7/2025 and 6/5/2025; Burn ban has been lifted since 3/28/2025...**



6. DISCUSSION AND POSSIBLE ACTION ON STATION 502 LAND PURCHASE OR LEASE AGREEMENT

Chief Barron presented appraisals for two properties on Old San Antonio Road. Wright moved Dodds second that an offer be made for the Urban property appraised value all cash.

7. DISCUSSION AND POSSIBLE ACTION ON STATION 502 PROJECT MANAGEMENT PROPOSALS+

There was a discussion regarding three proposed contracts for project management. It was moved by Commissioner Dodds and Commissioner Canion that the district engage KAH Architecture to be the Project manager for Station 502.

8. DISCUSSION AND POSSIBLE ACTION ON MANCHACA FIRE AUXILIARY AND TCESD5 AGREEMENT

Chief Barron presented a proposed agreement with the Auxiliary. After a discussion Commissioner Dodds seconded by Commissioner Canion moved to approve the agreement. It passed unanimously.

9. DISCUSSION AND POSSIBLE ACTION ON NEW ENGINE PURCHASE

There was a discussion regarding the new engine. The purchase was approved at the last meeting, so no action was required.

10. DISCUSSION AND POSSIBLE ACTION ON TRAINING BUILDING RENOVATIONS

After discussion, Commissioner Wright and Commissioner Dodds seconded motion that authorized \$35,000 is authorized for renovations.

11. DISCUSSION AND POSSIBLE ACTION ON BUDGET AMENDMENT FOR PERSONAL PROTECTIVE EQUIPMENT FOR PERSONNEL

After discussion, Commissioner Dodds made the motion with Commissioner Wright seconding the motion to authorize \$85,000 for personal protective equipment for personnel.

12. DISCUSSION AND POSSIBLE ACTION ON MOU WITH GUADALUPE COUNTY FIRE MARCHAL'S OFFICE ON LAW ENFORCMENT COMMISION FOR FIRE CODE ENFORCEMENT

No action taken.

13. DISCUSSION ON 2021 FIRE CODE ADOPTION

No action taken.

14. DISCUSSION AND POSSIBLE ACTION ON FIRE CHIEF'S CONTRACT

THE BOARD WENT INTO THE EXECUTIVE SESSION AT 8:23 PM AND RETURNED AT 8:30 PM

Commissioner Dodds moved Commissioner Quirk seconded that the district agree to the Fire Chief's contract presented by Commissioner Dodds.

15. DISCUSSION FY26 ANNUAL BUDGET

No action taken.

16. SET AGENDA ITEMS AND DATE FOR JULY 10, 2025 MEETING.

17. THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 9:00 PM

Submitted by:

Approved:

Tom Quirk, TCESD #5, Secretary

Reed Boyd, TCESD #5, President