

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 AUGUST 14, 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:** Commissioner Boyd, Commissioner Dodds, & Commissioner Canion
 - b. **COMMISSIONERS ABSENT:** Commissioner Wright, Commissioner Quirk
 - c. **MFD MANAGEMENT:** Chief Barron, Nathan Mendenhall
 - d. **VISITORS:** Doug Young, Kyle Hanson, Austin Leal, Eddie Rodriguez, DeAngelo Torres
- 2.) Minutes from the July 2025 board meeting approved by unanimous vote
- 3.) Public Comment – no public comment
- 4.) **ESD Treasurers Report:** Balanced Accounting and Financial Reports were presented by Commissioner Dodds and seconded by Commissioner Canion. The treasurers’ report was approved by the members of the board by unanimous voice vote.
- 5.) **Monthly Operations report:**

July 2025 Monthly Report

Activity:	Month	YTD
Fire	3	49
EMS	57	499
Hazardous Cond	1	29
Service	13	82
Good Intent	15	105
False Call	4	32
Other		0
Total	93	796

Auto Aid Received by AFD 22

Auto Aid Given to AFD 36

Apparatus/Equipment/Projects

- PPE – Committee working on specs/measuring of personnel
- Emergency Vehicle Driver Training classes planned for August

Administration

- Financial statements/reports/reconciliations updated by accountant
- Ongoing property tax rate reporting/calculations
- Completed TC Radio Audit
- Worked with legal counsel on land offer letter and review of architect agreement
- Finalized architect agreement and executed agreement

Community Developments/Events

- Hosted 2 birthday parties, TFS Structure Ignition Zone Class, Texas Mutual new employee orientation, and Akins HS event

Personnel

- One FF on leave
- DCPE hands on Sepsis training
- PPE 101 required inspection/cleaning training
- Ongoing CE's required by AutoAid due August 29
- Probationary firefighters almost through their probationary period

Station/Land

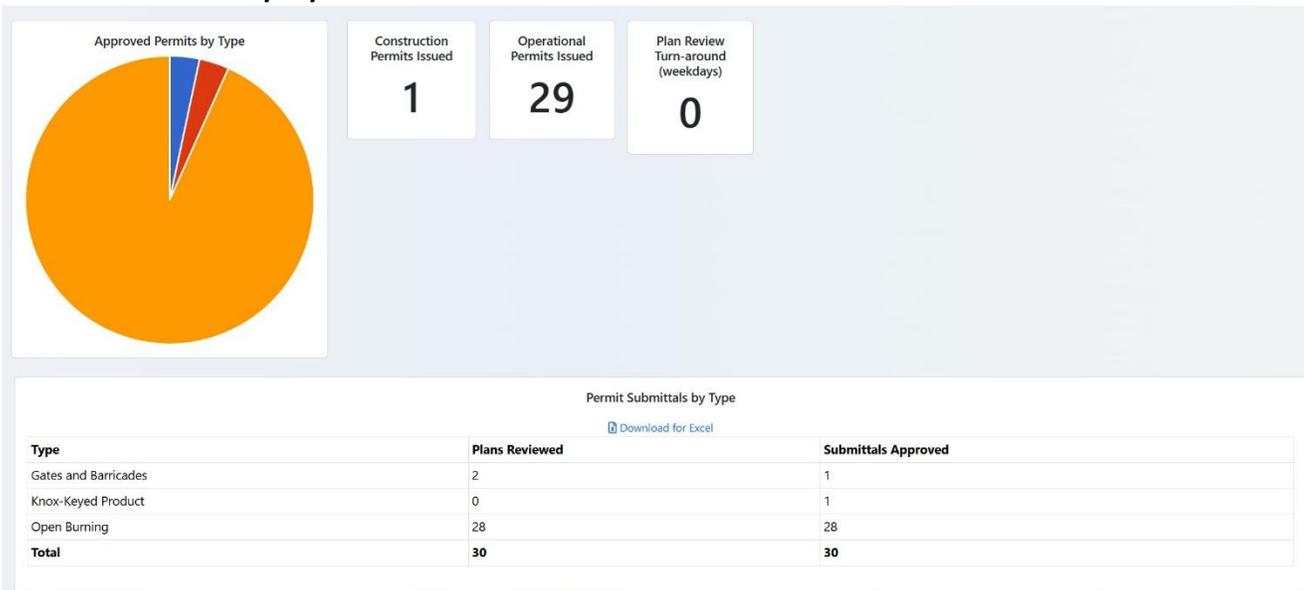
- Station 501
 - Backup Internet Service Provider failover switch resolved
 - Researching new primary Internet Service Provider (wireless link to a fiber connection on a local tower)
 - Garage door opener repairs on aging motors
- Station 502 –
 - Offer sent to Urbans
 - Travis South still has a plot available if needed
 - Estancia limited purpose area has designated 9 acres for a future fire station. Will begin exploring that potential site

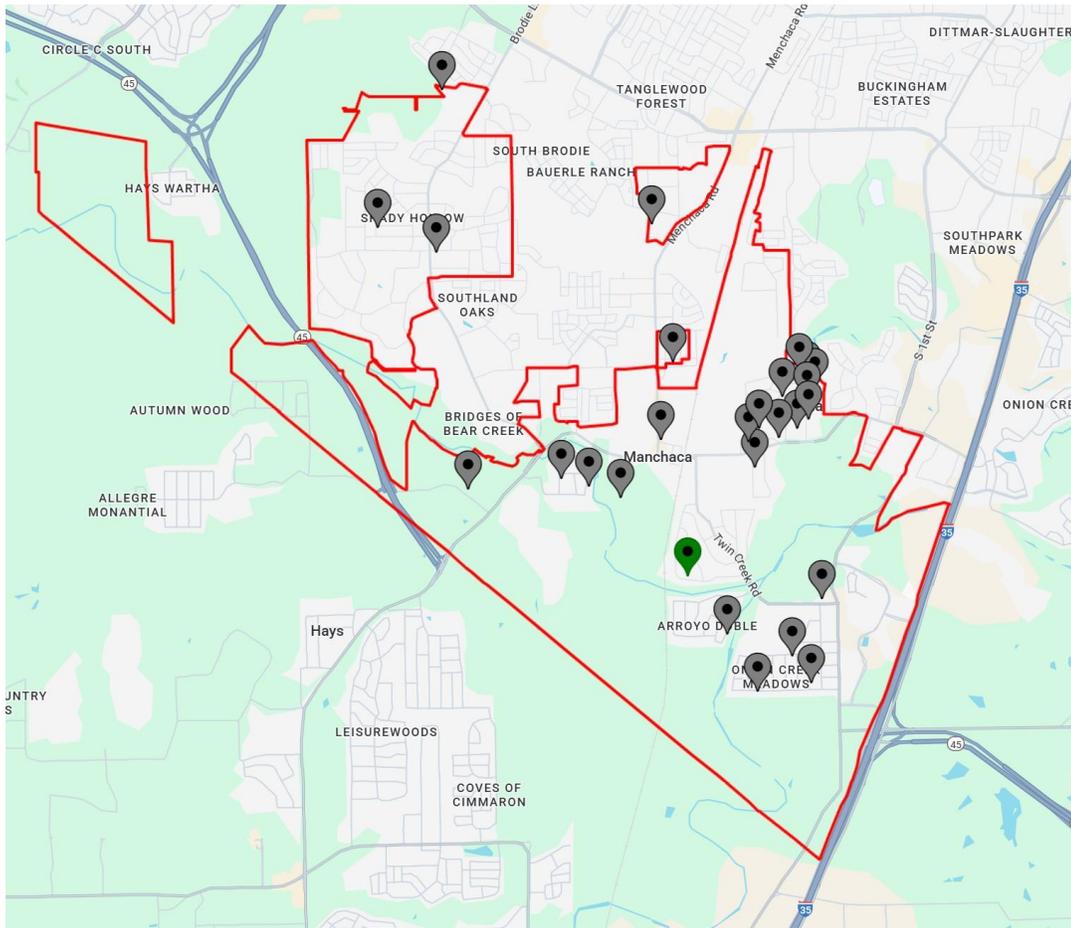
Community Risk Reduction:

- Inspection at Enclave at Estancia Amenity Center Knox Box key update;
- Structure Ignition Zone Assessment course and certification to perform SIZE assessments;

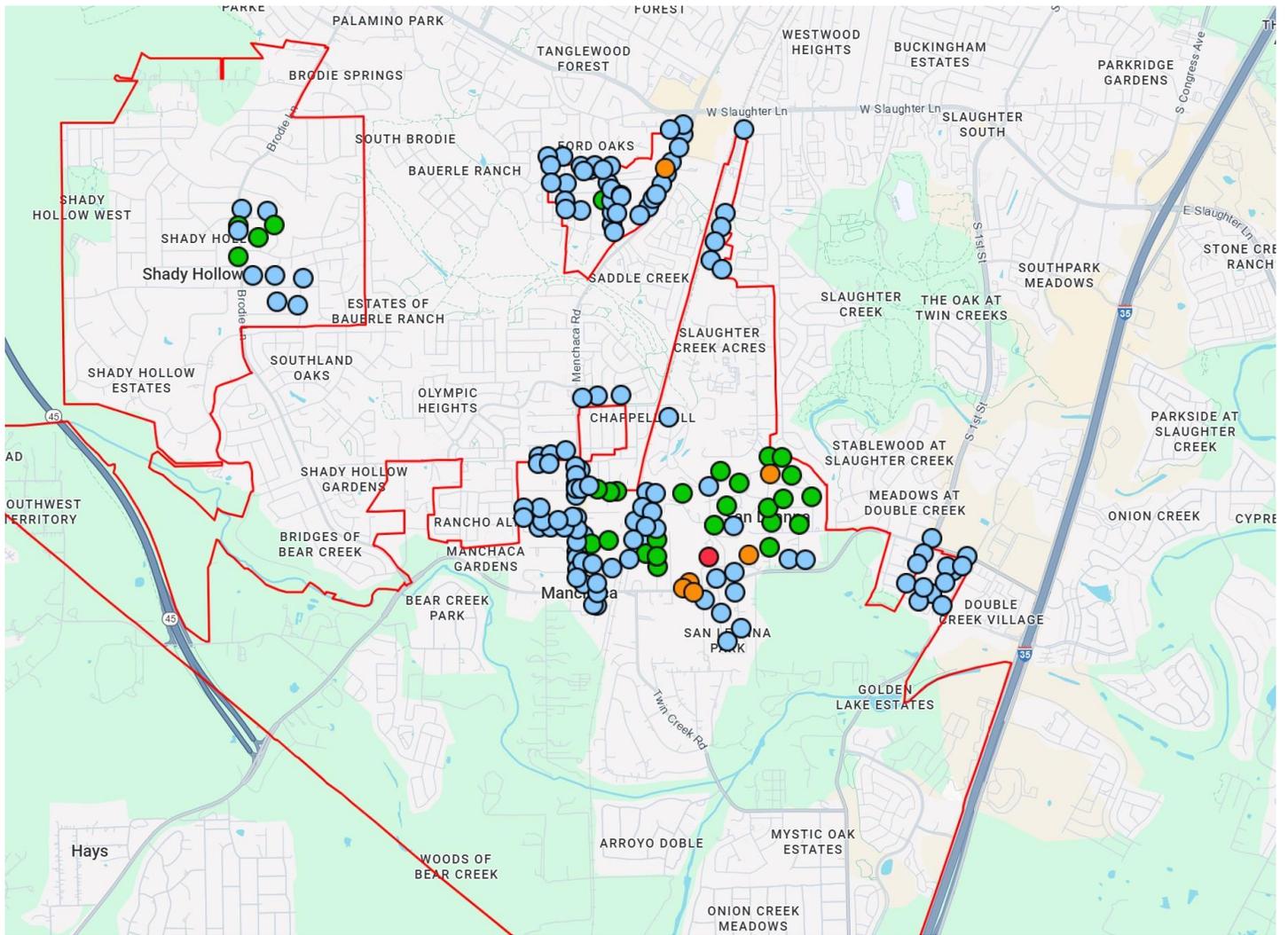
- Attended CWPP Austin/Travis Co kickoff meeting for next Community Wildfire Protection Planning phase;
- TCESD 5 and 6 ILA discussion with Chief Trubee and Doug Young, for Peace Officer ILA;
- Monthly DCPE training;
- Field Map update training for Wildfire Evac planning;
- Site consult with ATX RV Storage on Lowden; testing Knox gate switches;
- Site consult with Big Valley Apts regarding fire water during construction;
- Site consult with Valero at Bliss Spiller and 1626 regarding fuel tank replacement;
- Firewise program coordination with TFS for Estancia; other communities;
- 20 hours mandated TCOLE CEs for training cycle;
- Summer CEs for fire/medical;
- Coordination with JP3 for fire code enforcement;
- Initial planning for McCoys Fire Prevention week event;
- Coordination and planning for Fire Safety Training for Manchaca UMC CDC;
- Ongoing communications and changes to fire code; discussions with Doug Young; fire code fees; false alarm fees; Information Bulletins; Board of Appeals; Third Party Reviewers, Amendment revisions;
- Demo on 6M Grocery Store property finally commences;

- **Processed and issued 28 outdoor burn permits between 7/9/2025 and 8/11/2025; Burn ban has been lifted since 3/28/2025...**





Continuing hydrant inspections/flow testing. Approximately 170 hydrants completed, some were out of service and have since been repaired.



6.) Commissioners go into Executive Session under 551.071 at 6:34pm to consult with attorney

7.) Executive Session ends at 6:55pm / No action taken

8.) Deliberation and possible action to adopt a fire code based on the International Fire Code (2021 Edition) with appendices and referenced standards to be published by the International Code Council, Inc.

Motion by Commissioner Dodds to adopt the Ordinance No. 2025-08-14-01 for the Adoption of the 2021 Edition of the International Fire Code with appendices and referenced standards. Second by Commissioner Canion. Motion passed unanimously.

9.) Deliberation and possible action to amend the District's personnel policies to provide for procedures for assignment of personnel to fire watch and related duties, and to provide for voluntary participation of exempt employees in such duties at an hourly rate.

Tabled

10.) Deliberation and possible action to adopt a fee ordinance providing for fees for permits, inspections, and other approvals or actions pursuant to the fire code.

Motion by Commissioner Dodds to adopt Ordinance 2025-08-14-02 for the adoption of Fees associated with the adoption of the Fire Code. Seconded by Commissioner Canion. Motion carried.

11.) Deliberation and possible action to waive a conflict of interest and consent to the joint representation by the District's attorney, Doug Young and the Law Office of Doug Young, PLLC in connection with the preparation of a possible interlocal agreement with Travis County ESD No. 6 regarding the supervision of a peace officer to serve the District.

Motion by Commissioner Dodds we waive a conflict of interest and consent to the joint representation of ESD 6 and ESD 5 by our attorney, Doug Young for the purpose of drafting a proposed interlocal agreement between the two districts for TCESD6 Chief to oversee an employee of ESD 5 in the performance of peace officer duties for ESD 5, provided that ESD 5 shall be responsible to pay all of Doug Young's fees, and ESD 6 shall not be responsible to pay any part of Doug Young's fees in connection with this matter., seconded by Commissioner Canion. Motion carried.

12.) Discussion and possible action on Station 502 Land Purchase agreement

Motion by Commissioner Dodds, seconded by Commissioner Canion to terminate offer on the Urban property and to make an offer to the Travis South developer for appraisal value with contingencies of a site assessment study be conducted and the property to be released from the City of Austin ETJ. Motion passed unanimously.

13.) Discussion and possible action on Employee Pay Scale

Motion by Commissioner Dodds, seconded by Commissioner Canion. Motion carried.

14.) Discussion and possible action regarding FY25-26 tax adoption rate including the no-new revenue tax rate, voter approved tax rate and proposed tax rate which will include M&O Rate and I&S Rate.

Motion by Commissioner Dodds that Travis County Emergency Services District No. 5 approve a proposed tax rate for 2026 of .10 for each \$100.00 of taxable value. Seconded by Commissioner Canion. Motion Passed. Boyd – Aye, Dodds – Aye, Canion – Aye Absent: Quirk and Wright

15.) Set agenda items and date for September meeting

The Board agreed there will be a tax rate hearing on September 14th at 6pm followed by a monthly meeting at 6:30pm

16.) Adjournment:

There being no further business, the meeting was adjourned at 7:54 p.m.

Submitted by:

Approved:

Tom Quirk, TCESD #5, Secretary

Reed Boyd, TCESD #5, President