

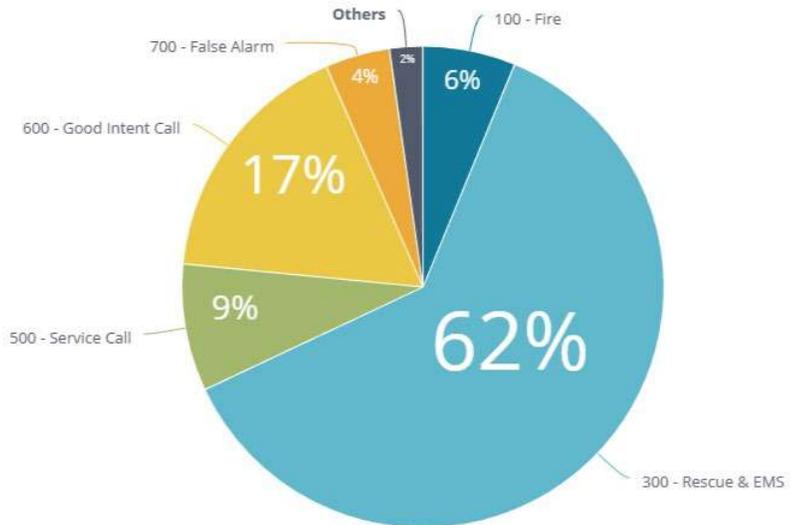
Commissioners:
 Reed Boyd, President
 Tom Dodds, Vice President
 Dennis Wright, Treasurer
 Judy Canion, Assistant Treasurer
 Tom Quirk, Secretary

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5 BOARD MEETING MINUTES December 11, 2025

- 1.) Call to order and establish a quorum. The meeting was called to order at 6:30 p.m. by Commissioner Boyd. Quorum was present.
 - a. **COMMISSIONERS PRESENT:** Commissioner Boyd, Commissioner Dodds, Commissioner Canion, Commissioner Quirk, and Commissioner Wright
 - b. **COMMISSIONERS ABSENT:**
 - c. **MFD MANAGEMENT:** Chief Barron
 - d. **VISITORS:** Kyle Hanson, DeAngelo Torres, Eddie Rodriguez, Stephanie Grayson
- 2.) Minutes from November 2025 board meeting approved by unanimous vote
- 3.) Public Comment – no public comment
- 4.) ESD Treasurers Report: TCESD5 financial reports were presented and reconciled through November 2025
- 5.) Monthly Operations report:

November 2025 Monthly Report

Activity:	Month	YTD
Fire	6	80
EMS	68	729
Hazardous Cond	4	37
Service	6	116
Good Intent	32	204
False Call	6	54
Other		0
Total	122	1220



Auto Aid Received by AFD 22
 Auto Aid Given to AFD 67

Apparatus/Equipment/Projects

- All PPE was sent in for annual cleaning and advanced inspection
- E501 front tires replaced

Administration

- Financial statements in the process of being worked on by the new accountant

Community Developments/Events

- Hosted 2 Birthday parties, attended 2 community events, hosted auxiliary meeting and Akins HS career day

Personnel

- Two FF on leave
- Personnel attended West Side 5 training
- Auto Aid high rise training completed
- Semester CEs administered by Austin Fire due mid-December
- 3 Firefighters working through their driver training
- Emergency Vehicle Driver Training Course completed for personnel (insurance requirement)
- Held Badge Pinning Ceremony for 4 personnel

Station/Land

- Station 501
 - Secured a contract with Spectrum to bring a fiber line to the station / will be working on permits, etc needed to bring the line from further down FM1626
 - 501 Upgrades:
 - Garage Doors – garage door opening and opener project slated for December
 - Solar system inverter/fuse fixed. Another inverter will be replaced under warranty
- Station 502 –
 - Multiple meetings with developer, civil engineer and our project manager
 - Still working on land options between two pieces of land

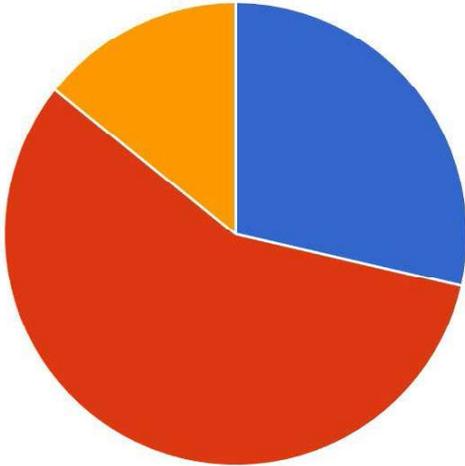
Community Risk Reduction:

BURN BAN LIFTED NOV 25, 2025

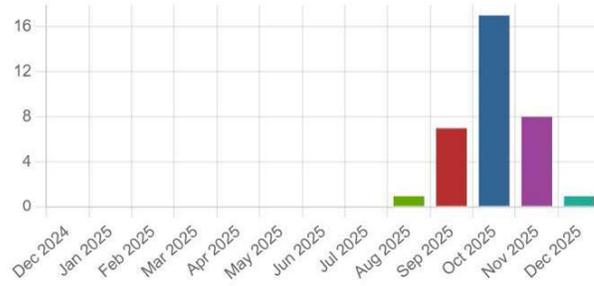
We completed 8 Public Events in November, totaling approximately 17 hours, reaching 108 seniors, 345 adults, and 426 children. (Manchaca United Methodist Child Development Center; Birthday Parties at the Station; Casey Elementary School Visit; Community CPR Course on November 20th (15 in attendance):

PUBLIC EVENT STATS:

Completed Public Events by Type
previous 30 days



Completed Public Events by Month



Event Hours

17
prev 30 days

Number of Seniors

108

prev 30 days

Number of Adults

345

prev 30 days

Number of Children

426

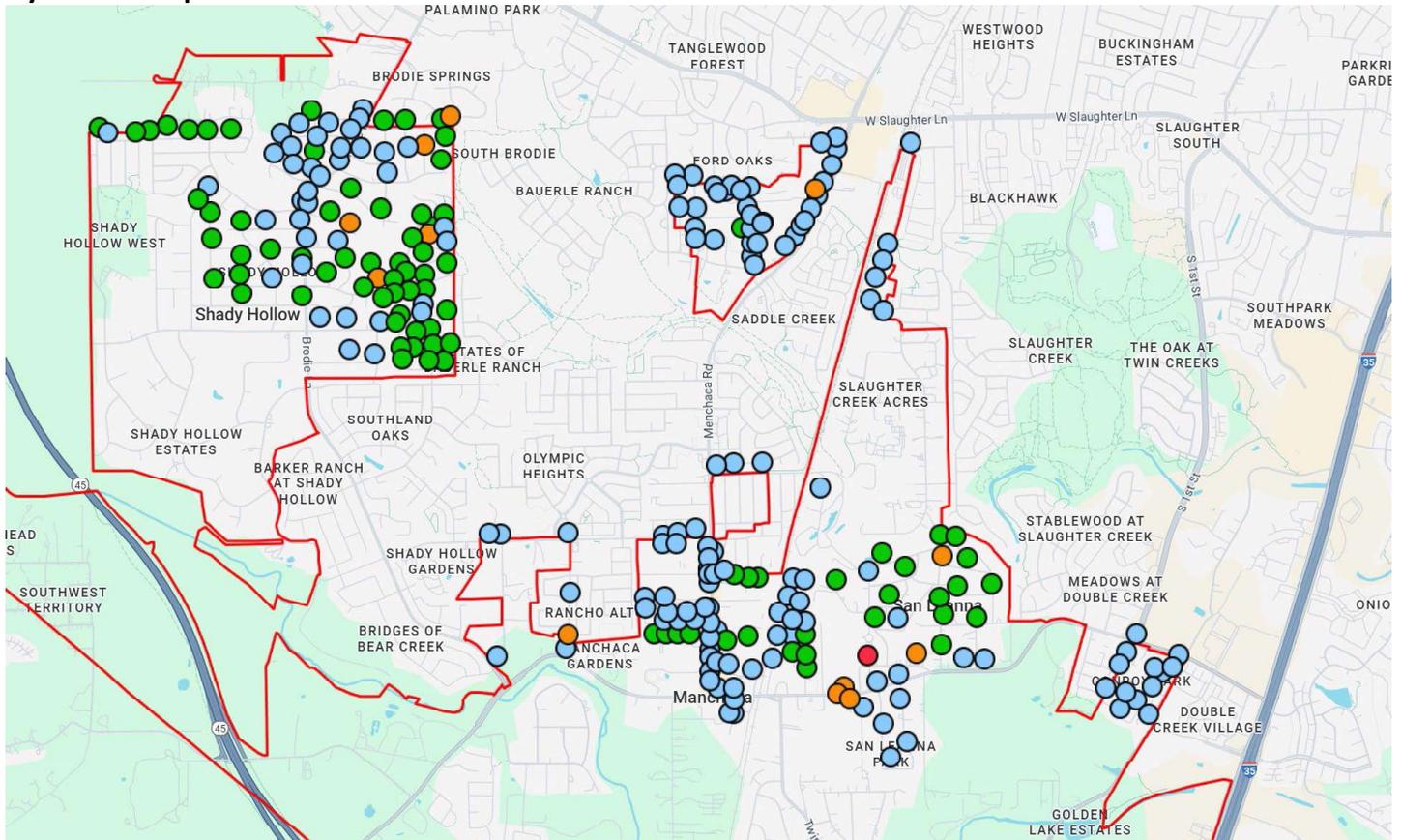
prev 30 days



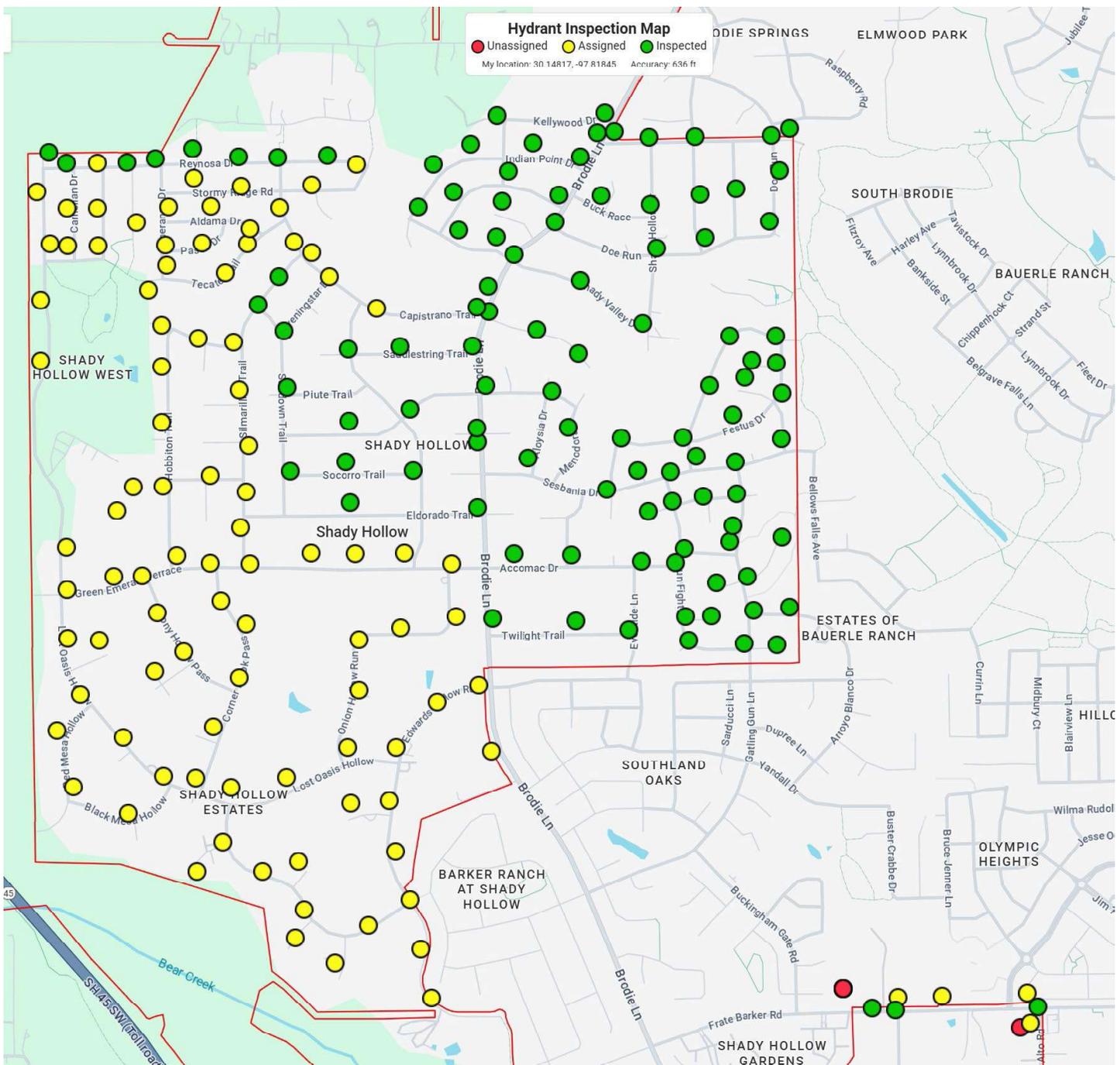
HYDRANT INSPECTIONS:

284 hydrants in the District have been inspected; Hydrant inspections for 2025 are wrapping up. A and C Shifts are still working on assigned hydrants.

Hydrants completed:

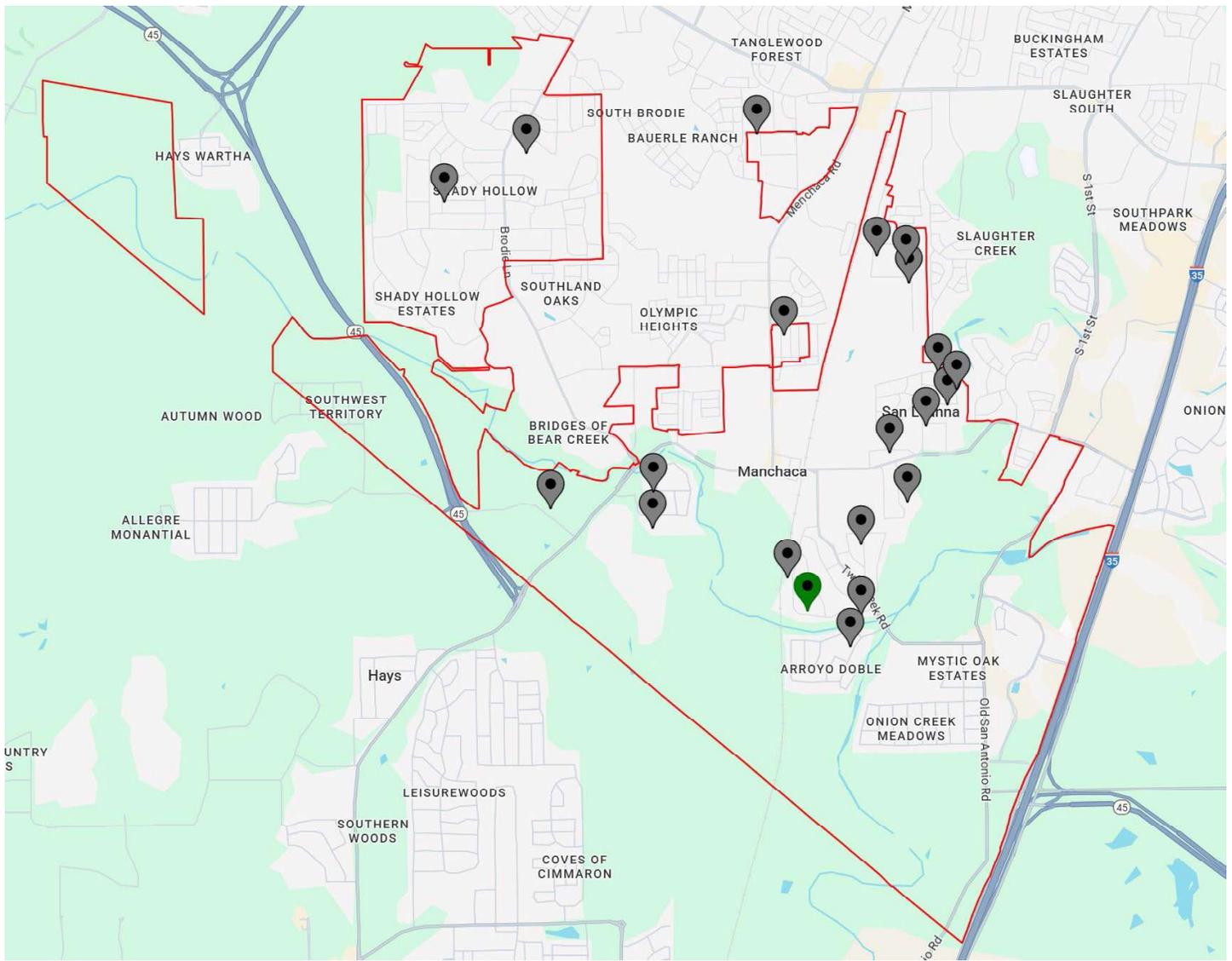


Hydrants assigned and in progress (in yellow/light gray):



CODE / PREVENTION ACTIVITIES FOR NOVEMBER:

- Six Outdoor Burn Site Inspections with Annual Permits Issued / Map below shows current permits issued through Dec 5th.



- Completed Plan Review and Issued 11 permits in November / 15 days average review time

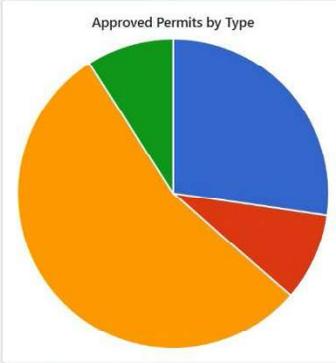
Permit Statistics

Manual date range

2025-11-01 - 2025-11-30

All Jurisdictions

All Plan Reviewers



Construction Permits Issued 4	Operational Permits Issued 7	Plan Review Turn-around (weekdays) 15
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Permit Submittals by Type

[Download for Excel](#)

Type	Plans Reviewed	Submittals Approved
Building (New construction: All occupancy types)	1	0
Building (Remodels/Shell/White Box)	1	0
Fire Alarm and Detection Systems/Related Equipment (>20 devices)	3	3
Hazardous Materials Operational	1	0
Knox-Keyed Boxes, Switches, Products	0	1
Open/Outdoor Burning	0	6
Site (All sites, incl food truck sites)	1	1
Tenant Occupancy	1	0
Total	8	11

- Collected \$34,709,56 in permit and inspection fees; mainly apartment complexes;
- Completed 11 inspections (licensed care facilities; Knox acceptance; outdoor burn sites; complaint follow-ups; courtesy consult inspections; Kings Cross Church; Live Oak Drive Assisted Living; Austin Christian Academy follow-up; Manchaca United Methodist Church; Menchaca Elementary School.
- Inspection scheduling for December;
- Coordination with Doug Young on Open Records Request for Stop Work Order / Complaint Follow-up action concerning unlawful use of residence as an Assembly Event venue in Shady Hollow.
- Ongoing coordination with Texas Forest Service for FireWise / Received Cooperator Agreement and identification from Texas Forest Service as authorized FireWise coordinator/assistant (see attached)

6.) Discussion and possible action on Station 502 Land Purchase agreement: An update on land options was provided to the ESD. No action taken

7.) FY25 Audit Report – Audit report and findings presented by Andrea Burgard, Maxwell, Locke & Ritter

8.) Set agenda items and date for January meeting.

9.) Adjournment:

There being no further business, the meeting was adjourned at 7:23 p.m.

Submitted by:

Approved:

Stephanie Grayson, Executive Assistant

Reed Boyd, TCESD #5, President