

**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 FEBRUARY 12, 2026

**1.) Call to order and establish a quorum.** The meeting was called to order at 6:32pm by Commissioner Boyd. Quorum was present.

**a. COMMISSIONERS PRESENT:** Boyd, Wright, Canion, Quirk, Dodds

**b. COMMISSIONERS ABSENT:**

**c. MFD MANAGEMENT:** Chief Barron, Stephanie Grayson, Nathan Mendenhall

**d. VISITORS:** None

**2.) Minutes from January 2026 board meeting approved by unanimous vote**

**3.) Public Comment:** None

**4.) ESD Treasurers Report:** TCESD5 financial reports were presented and reconciled through January 2025

**5.) Monthly Operations report:**

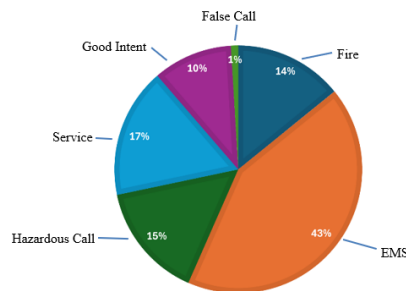
a. Monthly/Yearly Call Volume

b. Apparatus/Equipment/Station

c. Projects

### January 2026 Monthly Report

<b>Fire</b>	15	15
<b>EMS</b>	45	45
<b>Hazardous Cond</b>	16	16
<b>Service</b>	18	18
<b>Good Intent</b>	11	11
<b>False Call</b>	1	1
<b>Other</b>		
<b>Total</b>	106	106



Auto Aid Received by AFD

Auto Aid Given to AFD

#### Apparatus/Equipment/Projects

- New PPE Coat issue brought to the attention of the manufacturer
- New Roof Prop received and being put together
- SCBA cascade system fixed – to undergo annual PM in February
- Had meeting with SCBA air pack rep on new airpacks – crew to come up with min specs

#### Administration

- Followups with TDEM on TIFMAS reimbursement
- Attended SAFE-D Conference

## **Community Developments/Events**

- Hosted 1 Birthday party, 1 girl scout meeting, San Leanna Council Meeting, Auxiliary Mtg

## **Personnel**

- Two FF on leave
- Attended DCPE Online Medical Training
- Sent out crew on TIFMAS 7day deployment for winter storm
- Preparing for annual firefighter physicals with lab work, online assessments, etc

## **Station/Land**

- Station 501
  - Fiber to station installed. Now awaiting switch over
  - Garage Doors – New Garage Door installation mostly completed / Need to fine tune programming and get header painted
- Station 502 –
  - Multiple meetings with developer, civil engineer and our project manager

## **Community Risk Reduction:**

### **BURN BAN LIFTED (Jan 26, 2026)**

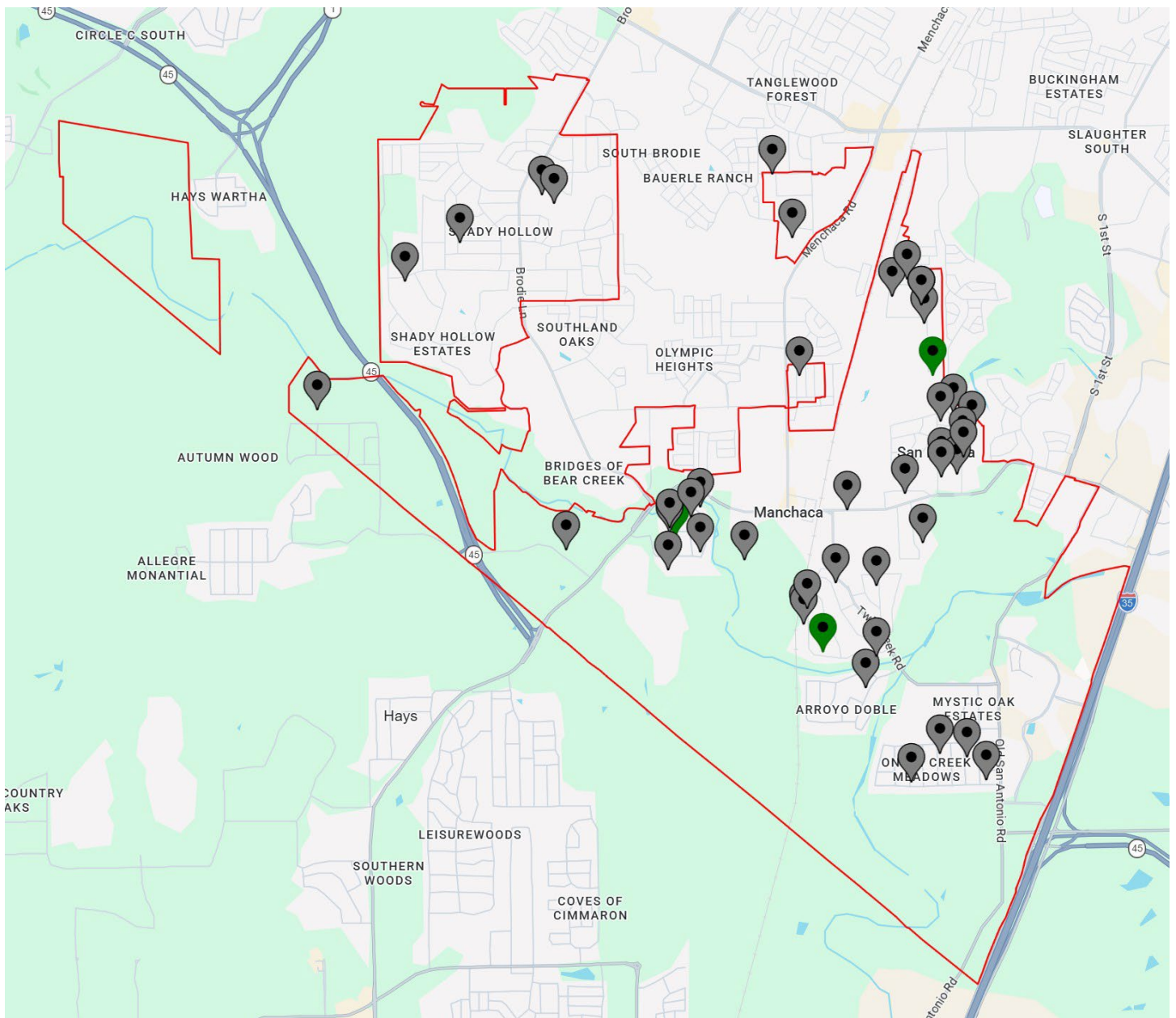
Updated social media pages and LED sign.

There was 1 public event in January (a birthday party).

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## **CODE / PREVENTION ACTIVITIES FOR JANUARY:**

- 2 new Outdoor Burn Site Inspections with Annual Permits Issued / Map below shows current permits issued through Jan 2026.

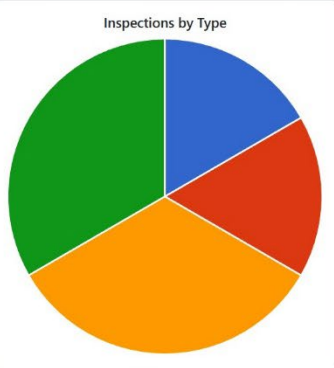


- Completed 6 inspections in January (5-14<sup>th</sup>); holiday/PTO Jan 1 and 2 / vacation Jan 15-31

### Inspection Statistics

Manual date range: 2026-01-01 - 2026-01-31 | All Inspection Types | All Jurisdictions

All Inspectors



Total Inspections  
**6**

Inspection Fees  
**\$30.00**

Inspection Hours by Inspector  
Nathan Mendenhall: 3.3

Violations Found  
**0**

Violations Corrected  
**4**

#### Top 5 Violations

1. New rooms to the right and left of the stage are not protected by sprinkler system; this is not an exempt location. **Used 3 times.**
2. This is a test violation. **Used 1 times.**
3. Building needs address identification (i.e. Building 2) **Used 1 times.**
4. Need address identification, showing street address at least 6 inches in heights on a contrasting background **Used 1 times.**
5. Main electrical disconnects on exterior of the building need to be labeled to identify which building they shut off (i.e. bldg 1 or 2) **Used 1 times.**

#### Inspections by Type

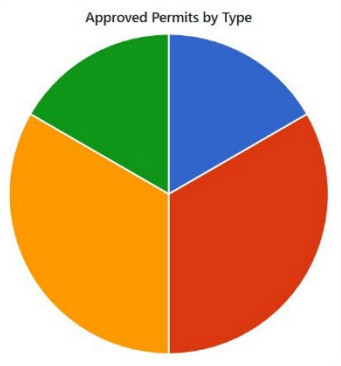
[Download for Excel](#)

Type	Count
Annual Fire	1
Complaint	1
Courtesy	2
Open/Outdoor Burning Site	2

- Completed 5 plan reviews; average time for review is 2 weekdays; approved 6 permit submittals (Jan 5-14);

### Permit Statistics

Manual date range: 2026-01-01 - 2026-01-31 | All Jurisdictions | All Plan Reviewers



Construction Permits Issued  
**4**

Operational Permits Issued  
**2**

Plan Review Turn-around (weekdays)  
**2**

#### Permit Submittals by Type

[Download for Excel](#)

Type	Plans Reviewed	Submittals Approved
Automatic Sprinkler/Fire Extinguishing Systems (>30 sprinkler heads; all other systems)	1	1
Building (Remodels/Shell/White Box)	3	2
Open/Outdoor Burning	0	2
Underground Fire Lines and Hydrants	1	1
<b>Total</b>	<b>5</b>	<b>6</b>

- Collected \$30 in inspection fees (one Foster home inspection);
- Consult meeting on 1/7/2026 regarding leasing center code requirements for Big Valley Apartments;
- Meeting with Austin 911 Addressing regarding proper addressing for business at/near 827 W FM 1626;
- Consult meeting with Engineer regarding the project at 827 W FM 1626;
- Attended online CWPP Planning meeting on 1/9/2026;
- Scheduling upcoming inspections for February;
- Implementation of a Risk Reduction referral tracking system so crews can forward incident follow-up to CRR (illegal burning; false alarms; code violations, etc);
- 3 site follow-up visits for false fire alarm incidents;
- 5 site visits for outdoor burning/burn ban violations; resident education and verbal warnings;
- CPR First Aid course planning for February for staff of area business (Pallet Bros USA) on Regal Row

**6.) Discussion and possible action on Station 502 Land Purchase agreement:** No action taken.

**7.) Discussion and possible action on Station 502 Architect Contract:** No action taken

**8.) Discussion and possible action on 2026 Budget Amendment for Construction Project Costs:** Discussion to amend budget. Action taken on budget increase amendment for construction project costs. Moved and seconded.

**9.) Discussion and possible action to approve engagement letter for legal services for fire code enforcement:** Discussion regarding legal services for fire code enforcement. Action taken to sign engagement letter for legal services. Moved and seconded.

**10.) Set agenda items and date for March meeting March 12<sup>th</sup>**

**11.) Adjournment:** There being no further business, the meeting was adjourned at 7:19 p.m.

Submitted by: Tom Quirk

Approved: Reed Boyd

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