

Travis County Emergency Service District #4
Minutes of the February Commissioner's Meeting
February 23, 2011

The regular called meeting of the Travis County Emergency Service District #4 was held on Wednesday, February 23, 2011 at 12:30 PM at 11800 N. Lamar Blvd., Ste. 4B, Austin, TX. The President being in the chair and a quorum present, the meeting was called to order at 12:40 PM.

Present: Commissioners Maple, Herman, Williams, and Wills.

Not Present:

Visitors: Chief Soliz, Bob Grady, Michelle McRae, Penny Freemyer, Capt. Von Beals, BC Botello, Lt. Botello, Lt. Leon, Lt. Benjamin, FF Liscano, FF Vargas.

Approval of the minutes of the January 2011 regular meeting.

After reviewing the January 2011 regular meeting minutes, Commissioner Wills made a motion to approve the minutes as written. Commissioner Herman seconded the motion and the motion passed unanimously.

Approval of the January 2011 treasurer's report.

Bob Grady presented the commissioners with the January 2011 treasurer's report. After review and discussion, Commissioner Herman made a motion to approve the treasurer's report of January 2011, including expenditures over \$2,000., and approve the line item expenditures as reflected in attached treasurer's report pages. Commissioner Wills seconded the motion and the motion passed unanimously.

Discussion and possible approval of creating a subaccount relating to the remodeling of fire stations as an expense item versus a capital improvement.

After discussion, Commissioner Maple made a motion for a subaccount to relate to Stations 1, 4, and 7. (The subaccounts are the 5700 series classification. Investment Policy instructs that any one item over \$5,000 is considered capital. The construction changes of St. 4 would be considered an expense. The remodeling of St. 7 and the proposed remodeling of St. 1 would be considered capital.) Commissioner Wills seconded the motion and the motion passed unanimously.

Discussion and possible approval to amend the 2011 Budget to include an amount more than \$75,000 as a capital item expense for the purchase of a brush truck.

In the January 2011 meeting, \$75,000 was approved to possibly purchase a Brush Truck from ESD #12. Due to complexities relating to the Brush Truck, Chief Soliz recommended not purchasing the vehicle. After a presentation by Lt. Leon on researching the availability of other Brush Trucks and further discussion, Commissioner Herman made a motion to amend the 2011 Budget to include the amount of \$80,873 to purchase a 2011 F-550, brush truck that includes a 400 gallon tank, various hoses, winch, and lights. Commissioner Williams seconded the motion and the motion passed unanimously.

Discussion of different options for investment of ESD #4 money with TEXPOOL/TEXPOOL Prime.

Chief Soliz presented the commissioners with information regarding TEXPOOL/TEXPOOL Prime for investment options for ESD #4 money. After discussion, Commissioner decided to keep ESD #4 money with Merrill Lynch.

Discussion and possible approval of the method of receiving funds from Revenue Rescue.

After discussion, Commissioner Maple made a motion to select the option that would have the “recovery checks” processed and deposited into Revenue Rescue Client Trust Account, and send monthly payments via one check minus commission. Commissioner Wills seconded the motion and the motion passed unanimously.

Discussion and possible approval of an HRA (Health Reimbursement Plan).

After discussion, Commissioner Wills made a motion to approve the HRA plan. Commissioner Herman seconded the motion and the motion passed unanimously.

Department Updates.

Chief Soliz updated the commissioners on the following items:

- Capt. Von Beals explained to the commissioners about the Locution wireless alerting system. Grant money is available till August, and ESD #4 can purchase the equipment and get reimbursed from the grant money. It will cost approximately \$140 a month after installation for each station. Commissioner Maple made a motion to proceed with purchasing the Locution Alerting System. Commissioner Herman seconded the motion and the motion passed unanimously. The budget will be amended when the installation is complete and ready for operation, which could take approximately 4 months.
- ESD #4 and ESD #9 have agreed to enter into an automatic aid agreement. The agreements were unanimously approved by both ESD boards and signed by their Presidents and Fire Chiefs.

Executive Session

Commissioner Maple made a motion to move to executive session. Commissioners adjourned to executive session 1:30 PM.

Public Session.

Commissioners returned to public session at 1:45 PM.

In executive session, the following items were discussed:

Criminal history and driving record: 1 Approved Denied Conditional
One personnel issue.

Commissioner Maple asked for suggestions to replace the position left vacant by the resignation of Commissioner Emery-Culberson. Travis County Commissioner Ron Davis will be appointing the next ESD #4 commissioner.

Commissioner Maple signed documents for:

- Travis County Tax Collector/Assessor and Texas Comptrollers Office to notify them of the new routing numbers as requested by Merrill Lynch.
- Document for the release of records from Armbrust and Brown to John Carlton, attorney. Mr. Carlton was leaving that firm and opening his own firm.

No other business was discussed or votes taken.

Next commissioners meeting will be March 30, 2011.

Commissioner Herman made a motion to adjourn the meeting. The meeting adjourned at 1:47 PM.