

Travis County Emergency Service District #4  
Minutes of the June Commissioner's Meeting  
June 22, 2011

The regular called meeting of the Travis County Emergency Service District #4 was held on Wednesday, June 22, 2011 at 12:30pm at 11800 N. Lamar Blvd., Ste. 4B, Austin, TX. The President in the chair and a quorum present, the meeting was called to order at 12:32pm.

*Present:* Commissioners Maple, Cannon, Herman, Williams

*Not present:* Commissioner Wills

*Visitors:* Chief Soliz, Bob Grady, Michelle McRae, Penny Freemyer, Robert Judd of Robert Judd & Associates, Lt. Oel Leon, Judy Osborn, Attorney, Chief Botello, BC Miguel Walters, Lt. Paul Reynolds, Heather Soliz-Mendoza

*Reconstitution of the Board of Commissioners for Travis County ESD #4.*

Commissioner Maple welcomed Charles Cannon to the Board of Commissioners. After discussion, Commissioner Herman made a motion to constitute the Board as follows:

President:	Art Maple
Vice-President:	Dan Herman
Secretary:	Reggie Williams
Treasurer:	Gene Wills
Assistant-Treasurer:	Charles Cannon

Commissioner Williams seconded the motion and the motion passed unanimously.

Chief Administrators are Art Maple and Gene Wills for the Wells Fargo account.

*Discussion and possible approval of the site work, fire alarm and sprinkler system bids for the fire station 401 remodel. (Presented by Architect Robert Judd).*

Architect, Robert Judd, presented to the board bids regarding the site work, fire alarm and sprinkler systems for the fire station 401 remodel. After discussion, Commissioner Williams made a motion to accept the low bid from Mach Construction for the site work. Commissioner Herman seconded the motion and the motion passed unanimously. Commissioner Herman made a motion to accept the bid for the fire alarm and sprinkler system from Pinnacle in the amount of \$17,935, excluding the garage bay. Commissioner Williams seconded the motion and the motion passed unanimously.

*Executive Session.*

Commissioner Maple made a motion to move to executive session. Commissioners adjourned to executive session at 12:40pm.

**Public Session.**

Commissioners returned to public session at 1:30pm.

In executive session, the following items were discussed:

- One personnel issue
- 15 Driving Records and Criminal Histories  
    14 Approved      1 Denied      0 Conditional

**Executive Session.**

Commissioner Maple made a motion to return to executive session.

Commissioners adjourned to executive session at 1:37pm.

**Public Session.**

Commissioners returned to public session at 1:43pm.

In executive session, the following item was discussed:

- Fire Chief annual review

**Approval of the minutes of the May regular meeting.**

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

**Approval of the May 2011 treasurer's report.**

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

Bob reviewed with the commissioners on the progress being made to move ESD #4 money to Wells Fargo from Merrill-Lynch. Paperwork supporting this move has been signed for Wells Fargo. Paperwork also signed for re-routing deposits and account numbers for the Tax Allocation Section Office and the Travis County Tax Assessor/Collector office. \$686,000 remains invested at Merrill-Lynch. Permission was given to Chief Soliz to discuss the Texas Charter Bank Rule with attorney, Ken Campbell.

**Discussion and possible approval for action on Merrill-Lynch cd's.**

After discussion, Commissioner Maple made a motion to table this item until the July meeting. Commissioner Williams seconded the motion and the motion passed unanimously.

**Discussion and possible approval of Interlocal Services Agreement between Travis County ESD #4 and ESD #12.**

Chief Soliz brought the commissioners up-to-date regarding the interlocal joint management agreement. After discussion, Commissioner Herman made a

motion to proceed with the interlocal joint management agreement between ESD #4 and ESD #12. Commissioner Williams seconded the motion and the motion passed unanimously.

*Presentation by Local 4848 Firefighter Association President, Lt. Oel Leon.*  
Firefighter Association President, Lt. Oel Leon, presented the commissioners with the mission statement for the formation of Local Chapter 4848. He has requested the dues be deducted from the payroll checks and one bi-weekly check be written to IAF Local 4848. Commissioner Maple requested that Bob Grady contact other organizations that have dues deduction processes to share.

*Department updates.*

Commissioner Maple updated the commissioners on the following items:

- New law in effect requiring each ESD commissioner to have 6 hours training in government operations every 2 years. There is a fall SAFE-D conference in San Antonio
- Informal meeting between AFD's Assistant-Chief's Harry Evans and Doug Fowler, Chief Soliz, and Commissioner Maple to discuss auto-aid and first responder service agreement. AFD made an informal suggestion that ESD #4 turn over our territory to them. Commissioner Maple stated any further discussions would need to include consideration of ESD #4 personnel.

Chief Soliz updated the commissioners on the following items:

- Station 1 remodel status
- Highlighted the discussions with AFD on auto-aid
- Improvements on the ESD #4 website
- Wildfire Mitigation education efforts in St. 7 area
- Battalion Chief exams on June 21
- Golf tournament on July 14 at Shadow Glen Golf Club in Manor
- July 4<sup>th</sup> staffing in anticipation of increased call volume
- Electronic issues with E- 401 have been fixed
- Cadet Class XI updates
- Deadline for Cadet Class XII applications July 27, 2011

No other business was discussed or votes taken.

Next commissioner's meeting will be July 27, 2011.

Commissioner Cannon made a motion to adjourn the meeting. The meeting adjourned at 2:37pm.