

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
Austin, Texas 78723
Office (512) 836-7566,
Fax (512) 832-8389
www.esd4.org

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #4
MINUTES OF THE REGULAR CALLED MEETING**

December 16, 2025

The regular meeting of the Board of Fire Commissioners of Travis County Emergency Services District #4 was held on Tuesday, December 16, 2025 at 6:30 p.m. at 14312 Hunter's Bend Road, in the Modular Building, Austin, TX 78725. Commissioner Opiela being in the chair and a quorum present, the meeting was called to order at 6:30 pm.

Present: Commissioners Opiela, Alexander, Torgrimson, Clark and Laryea

District Contractors: David Bailey and M Logan

Public: Ryan Opiela, James Medack, Medack & Oltmann, CPA, William Webb, Mrs. Peter Torgrimson and Mitch Kreindler

1. Open meeting: Commissioner Opiela, declaring a quorum, called the meeting to order at 6:38 pm.
2. Public Comments: William Webb spoke.
3. FY 25 Audit Presentation: James Medack presented the FY25 Audit as clean and unmodified. Commissioner Laryea made the motion to accept the FY25 Audit as presented and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
4. Accept Peter Torgrimson resignation: Commissioner Alexander made the motion to accept Peter Torgrimson resignation and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
5. Commissioner Presentation/Appreciation: Commissioner Torgrimson was presented with a plaque and thanked for his many years of service.
6. Consider and take appropriate action on the minutes of the November 18, 2025 regular meeting: Commissioner Clark made the motion to approve the November 18, 2025, regular meeting minutes and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present.

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
Austin, Texas 78723
Office (512) 836-7566,
Fax (512) 832-8389
www.esd4.org

7. Consider and take appropriate action on the November 2025 treasurer's report, which may include other reports: Commissioner Laryea made the motion to approve the November 2025 treasurer's report and was seconded by Commissioner Torgrimson. The motion passed unanimously by a show of hands among those present.
8. Review and approve pending disbursements: Commissioner Laryea made the motion to approve the pending disbursements and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present. Check detail attached.
9. Consider and take appropriate action on revisions to Austin Fire Department Contract and appointment of a committee consisting of two Commissioners to negotiate contract revisions with the City of Austin with final approval authority to remain with the Board of Commissioners, ESD4 – Commissioner Opiela made the motion to appoint himself and Commissioner Alexander as the committee to negotiate contract revisions with the City of Austin with final approval authority to remain with the Board of Commissioners, ESD4. The motion was seconded by Commissioner Clark and passed unanimously.
10. Consider and take appropriate action on the District Administrator's report to include updates on the AFD contract for services, District Office updates and other administrative topics: See the attached report.
11. Date of the next meeting – January 20, 2026
12. Executive Session: None
13. Adjournment: Commissioner Opiela declared that the agenda had been completed and adjourned the meeting at 7:52 pm.

Approved by:

A handwritten signature in blue ink, appearing to be "A. Opiela", written over a horizontal line.

Attest:

A handwritten signature in blue ink, written over a horizontal line.



Add Check Issues — Confirmation

Date 12/16/2025 12:43:23 pm CT


- Check issues have been submitted.
9 items sent to bank.

— Sent to Bank

1 to 9 of 9

Account Number	Transaction Type	Check Number	Issue Date	Amount (USD)	Payee Name or Memo
1 9550113577	320 - New Issue	47487	12/16/2025	368.73	M Logan
2 9550113577	320 - New Issue	47488	12/16/2025	295.00	Charles Alexander
3 9550113577	320 - New Issue	47489	12/16/2025	889.92	Iris Laryea
4 9550113577	320 - New Issue	47490	12/16/2025	295.00	SAFE-D
5 9550113577	320 - New Issue	47491	12/16/2025	6,500.00	Medack & Oltmann, LLP
6 9550113577	320 - New Issue	47492	12/16/2025	29,000.00	Gardner Land Services, LLC
7 9550113577	320 - New Issue	47493	12/16/2025	1,160.00	William D. Webb
8 9550113577	320 - New Issue	47494	12/16/2025	2,500.00	Logan Consulting
9 9550113577	320 - New Issue	47495	12/16/2025	2,975.00	Professional Civic Services
Total for 9 issues				43,983.65	

MONTHLY REPORT FOR DECEMBER 16TH, 2025 BOARD MEETING

To:	Travis County Emergency Service District 4.	
From:	District Administrator	Professional Civic Services, LLC

1) CURRENT AFD SERVICE CONTRACT ITEMS AND ISSUES.

Service Contract Revisions- Spring 2025 (emailed) Please provide comments or concerns.

I. Operations:

II. Prevention: Two Fuel Projects Complete. Two more (Austin' Colony and Chimney Hills) in development. Requests documents are being worked now.

III. Community Communication / Outreach:

- 911 Drive closure: 3-4 hours as they drill core samples.
- Annual Brush Pickup Dates

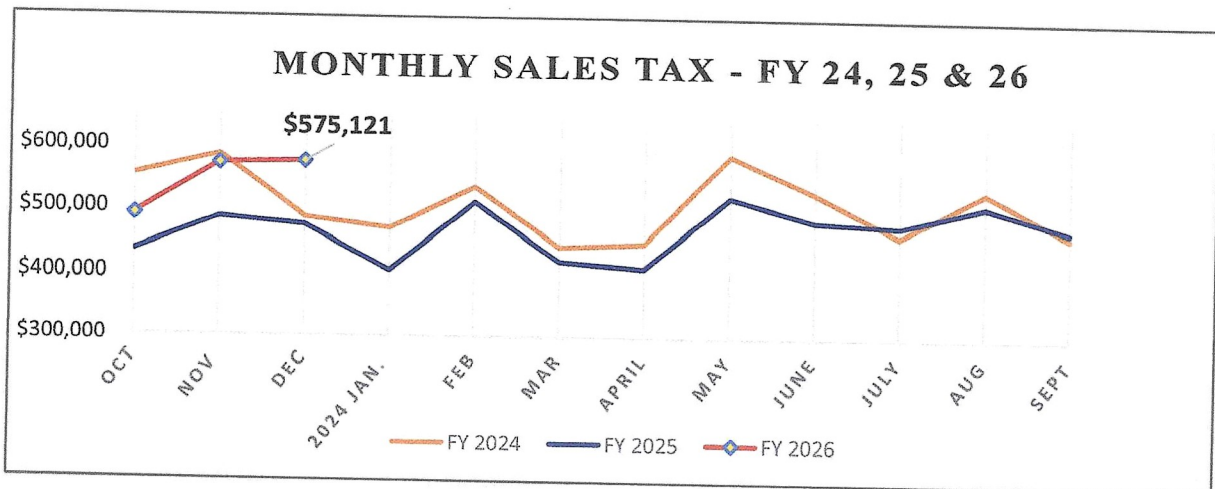
January 5-11	Island E
January 12-17	Island C & D
February 2-9	Island B
February 9-15	Island A

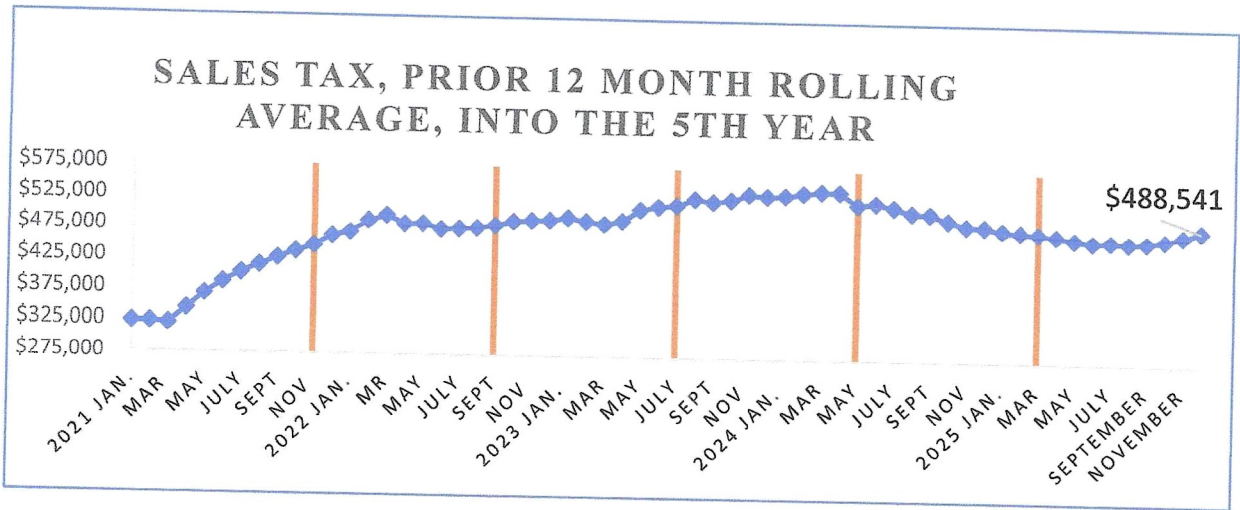
IV. Facilities

- a) Sta. 47 Diesel Exhaust installed.
- b) 911 Dr. with Kitchel Project Management update.
- c) Cell tower, utility conflicts.

IV. Finance

- 1) COA/ AFD meeting: Personnel Cost Update?
- 2) Itemized list of articles that need revision in the AFD service contract.
- 3) Property Search along FM 973 @ Platt Lane - Austin Water Utility now brought into the conversation by AFD.





2) OTHER ITEMS

- 1) Commissioner Re-Appointments in December/January. (Opiela and Alexander)
- 2) 26 properties along Lake Austin, so far, Dis-Annexed from COA. Now need to be added to TC ESD 4 rolls.
 - a. Notification Letters
 - b. Working w Attorney to coordinate with other ESDs (wanting consistency)
 - c. Meeting with the owners.

SAFE-D Conference
January 29-31st.
San Antonio Convention Center