



Travis County Emergency Service District 4.



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

STAYS IN FILE

**NOTICE OF REGULAR CALLED MEETING
May 21, 2024**

Notice is hereby given that a regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 will convene on Tuesday, May 21, 2024, at 6:30 p.m. Nathaniel Booker Community Center, 14502 Lippincott Drive, Austin, TX 78725 for the following purposes:

1. Open meeting and declare a quorum
2. Public Comments (limited to 3 minutes per person with no board discussion or decision)
3. Consider and take appropriate action on the minutes of the April 16, 2024, regular meeting
4. Consider and take appropriate action on the April 2024 treasurer's report, which may include other reports
5. Update on the TexPool Investment
6. Discussion on property taxes, budget and timetable
7. Consider and take appropriate actions on the District Administrator's report to include updates on the AFD contract for services, District Office updates and other administrative topics
8. Review and Approve Pending Disbursements
9. Executive Session, as needed under Title 5 Open Government Code, Chapter 551, Subchapter (a) through (g). The ESD #4 Board may retire to Executive Session any time between the meetings opening and adjournment for purpose of consultation with legal counsel pursuant to chapter 551.071 of the Texas Government Code, discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code and/or discussion of real estate acquisition to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.
10. Next meeting: June 18, 2024
11. Adjournment



Came to hand and posted on a Bulletin Board in the County Recording Office, Austin, Travis County, Texas on this the 16 day of May 2024

Dyana Limon-Mercado
County Clerk, Travis County, Texas

By E. Medina Deputy

E. MEDINA

**FILED AND RECORDED
OFFICIAL PUBLIC RECORDS**



Dyana Limon-Mercado
Dyana Limon-Mercado, County Clerk
Travis County, Texas

202480669

May 16, 2024 03:39 PM

Fee: \$2.00

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Service District 4.



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

April 16, 2024

The regular meeting of the Board of Fire Commissioners of Travis County Emergency Services District #4 was held on Tuesday, April 16, 2024, at 6:30 p.m. at Nathaniel Booker Community Center, 14502 Lippincott Drive Austin, TX 78725. Commissioner Torgrimson, being in the chair and a quorum present, the meeting was called to order at 6:30 pm.


Present: Commissioners Torgrimson, Opiela, Alexander, Laryea and Clark
District Contractors: David Bailey and M Logan

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:30 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the March 19, 2024 Regular meeting: Commissioner Opiela made the motion to accept the minutes of the March 19, 2024 regular meeting. The motion was seconded by Commissioner Clark and passed with Commissioner Laryea abstaining.
4. Consider and take appropriate action on the March 2024 treasurer's report which may include other reports: Commissioner Alexander made the motion to approve the March 2024 treasurers' reports and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
5. Update on the TexPool Investment report: Ms. Logan reviewed the March 2024 TexPool Investment Summary Report with the commissioners.
6. Discussion and possible action on 65 & over property tax exemptions: Commissioner Opiela made the motion to offer the over 65 exemption at \$400,000.00 (Four hundred thousand dollars) and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present.

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- 7. [Consider and take appropriate actions on the District Administrator's report to include updates on the AFD contract for services, District Office updates and other administrative topics:](#) See attached report.
- 8. [Review and Approve Pending Disbursements:](#) Commissioner Opiela made the motion to approve the pending disbursements and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present. Check detail attached.
- 9. [Executive Session:](#) None.
- 10. [Next Meeting:](#) May 21, 2024
- 11. [Adjournment:](#) Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 7:14 pm.

Approved by:

Attest:

Travis County ESD #4 Profit & Loss Budget Performance April 2024

	Apr 24	Oct '23 - Apr 24	% Budget	Annual Budget
Ordinary Income/Expense				
Income				
4000 Property Taxes	10,210.31	2,670,578.32	100.53%	2,656,444.00
4001 Sales Tax Deposits	450,365.16	3,468,454.92	77.08%	4,500,000.00
4005 Bank Interest	88,820.31	604,168.70	120.83%	500,000.00
4145 Rent Income	0.00	0.00		0.00
4150 Misc Income	1,000.00	83,101.60		
Total Income	550,395.78	6,826,303.54	89.16%	7,656,444.00
Expense				
5000 COA/AFD Contract	1,178,168.00	3,891,769.00	76.33%	5,098,727.00
5100 Capital Funding	0.00	75,724.00	7.57%	1,000,000.00
5200 Advertising	0.00	566.50	37.77%	1,500.00
5500 Insurance				
5502 General Liability	0.00	10,529.00	90.26%	11,665.00
Total 5500 Insurance	0.00	10,529.00	90.26%	11,665.00
5600 Commissioners Expenses				
5601 SAFE-D Training	0.00	1,770.00	102.43%	1,728.00
5602 Accomodations/Per Diem	0.00	2,729.24	122.17%	2,234.00
5603 SAFE-D Membership Dues	0.00	1,100.00	90.76%	1,212.00
Total 5600 Commissioners Expenses	0.00	5,599.24	108.22%	5,174.00
5800 Distirct Office Expenses				
5801 Utilities	34.75	245.39	6.58%	3,727.00
5802 Office Supplies	121.24	695.99	23.16%	3,005.00
5803 Station 47 Remodel	3,700.00	7,350.99	13.74%	53,500.00
5804 Station 48 Remodel	0.00	0.00	0.00%	53,500.00
5805 Wildland Fuel Removal	0.00	79,736.25		
Total 5800 Distirct Office Expenses	3,855.99	88,028.62	77.40%	113,732.00
5900 Personnel/Admin Expenses				
5901 Audit	0.00	6,000.00	100.00%	6,000.00
5902 Legal Fees	0.00	425.00	0.85%	50,000.00
5904 Apprasial Fees	0.00	18,945.42	95.91%	19,753.00
5905 TCAD Budget Liability	0.00	6,866.82	41.20%	16,669.00
5909 Travis County Post Fee	0.00	0.00	0.00%	112.00
5910 Web Hosting	228.99	1,808.56	62.69%	2,885.00
5911 Meetings	179.05	1,018.94	67.93%	1,500.00
5925 Administrative Services	6,466.00	47,932.00	55.97%	85,638.00
5926 Strategic Planning	0.00	90,685.12		
5930 RESERVE	0.00	0.00		0.00
Total 5900 Personnel/Admin Expenses	6,874.04	173,681.86	95.14%	182,557.00
VOID	0.00	0.00		
Total Expense	1,188,898.03	4,245,898.22	66.20%	6,413,355.00
Net Ordinary Income	-638,502.25	2,580,405.32	207.58%	1,243,089.00
Net Income	-638,502.25	2,580,405.32	207.58%	1,243,089.00

Travis County ESD #4
Balance Sheet
As of April 30, 2024

	Apr 30, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 Wells Fargo 3577	38,420.88
1200 TexPool 9579	9,440,612.55
1300 TexPool Reserve	9,961,979.81
Total Checking/Savings	19,441,013.24
Accounts Receivable	
1400 Accounts Receivable	87,574.32
Total Accounts Receivable	87,574.32
Other Current Assets	
1500 Deposits	250.00
1600 Due from Other Governments	1,219,125.27
Total Other Current Assets	1,219,375.27
Total Current Assets	20,747,962.83
TOTAL ASSETS	<u>20,747,962.83</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4200 Accounts Payable	104,915.89
Total Accounts Payable	104,915.89
Other Current Liabilities	
4300 Deferred Revenue	87,574.32
Total Other Current Liabilities	87,574.32
Total Current Liabilities	192,490.21
Total Liabilities	192,490.21
Equity	
3900 Fund Balance Unreserved	-250,000.00
Committed Funds	10,000,000.00
Unrestricted Net Assets	8,225,067.30
Net Income	2,580,405.32
Total Equity	20,555,472.62
TOTAL LIABILITIES & EQUITY	<u>20,747,962.83</u>

**Travis County ESD #4
Investment Summary Rolling 12 Months**

Date	Beginning Balance OPERATING	Monthly Deposits	Transfers	Monthly Interest	Ending Balance
4/30/2023	\$9,303,348.54	\$ 462,788.29	\$ (1,297,158.00)	\$34,736.41	\$8,503,715.24 AFD Contract Q3 FY23
5/31/2023	\$8,503,715.24	\$ 880,553.32		\$40,037.42	\$9,424,305.98
6/30/2023	\$9,424,305.98	\$ 496,017.70		\$42,675.74	\$9,962,999.42
7/31/2023	\$9,962,999.42	\$ 539,303.35	\$ (1,276,684.00)	\$33,744.18	\$9,259,362.95 AFD Contract Q4 FY23
8/31/2023	\$9,259,362.95	\$ 633,892.25	\$ (3,000,000.00)	\$31,218.05	\$6,259,362.95 Transfer to Reserve
9/30/2023	\$6,259,362.95	\$ 491,963.45	\$ (150,000.00)	\$32,134.77	\$6,774,473.25 Transfer to Wells Fargo Operating
10/31/2023	\$7,148,571.47	\$ 556,771.78	\$ (50,000.00)	\$35,434.88	\$7,690,778.13 Transfer to Wells Fargo Operating
11/30/2023	\$7,690,778.13	\$ 605,486.06	\$ (50,000.00)	\$37,270.15	\$8,283,534.34 Transfer to Wells Fargo Operating
12/31/2023	\$8,283,534.34	\$ 1,061,113.29	\$ (1,340,405.00)	\$39,262.08	\$8,043,504.71 AFD Contract Q1 FY24
1/31/2024	\$8,043,504.71	\$ 942,124.71	\$ (100,000.00)	\$40,237.95	\$8,925,867.37 Transfer to Wells Fargo Operating
2/29/2024	\$8,925,867.37	\$ 2,108,622.16	\$ (1,373,196.00)	\$44,594.14	\$9,705,887.67 AFD Contract Q2 FY24
3/31/2024	\$9,705,887.67	\$ 461,426.18	\$ (100,000.00)	\$46,710.84	\$10,114,024.69 Transfer to Wells Fargo Operating
4/30/2024	\$10,114,024.69	\$ 460,575.47	\$ (1,178,168.00)	\$44,180.39	\$9,440,612.55 AFD Contract Q3 FY24
Date	Beginning Balance RESERVE	Monthly Deposits	Transfers	Monthly Interest	Ending Balance
4/30/2023	\$ 6,434,350.03			\$ 26,397.88	\$ 6,460,747.91
5/31/2023	\$ 6,460,747.91			\$ 28,562.84	\$ 6,489,310.75
6/30/2023	\$ 6,489,310.75			\$ 28,288.97	\$ 6,517,599.72
7/31/2023	\$ 6,517,599.72	\$ 3,000,000.00		\$ 38,942.16	\$ 9,556,541.88 Transfer from Operating
8/31/2023	\$ 9,556,541.88			\$ 45,150.29	\$ 9,601,692.17
9/30/2023	\$ 9,601,692.17			\$ 43,809.37	\$ 9,645,501.54
10/31/2023	\$ 9,645,501.54			\$ 45,763.94	\$ 9,691,265.48
11/30/2023	\$ 9,691,265.48			\$ 44,716.46	\$ 9,735,981.94
12/31/2023	\$ 9,735,981.94			\$ 46,265.49	\$ 9,782,247.43
1/31/2024	\$ 9,782,247.43			\$ 46,093.84	\$ 9,828,341.27
2/29/2024	\$ 9,828,341.27			\$ 42,978.45	\$ 9,871,319.72
3/31/2024	\$ 9,871,319.72			\$ 46,020.17	\$ 9,917,339.89
4/30/2024	\$ 9,917,339.89			\$ 44,639.92	\$ 9,961,979.81