

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 10

Regular Meeting Minutes

April 17, 2024

1. Call to order and establishment of a quorum:

President Glen Reid called the meeting to order at 7:04 p.m. A quorum was present with Commissioners Glen Reid, Greg Johnston, Robyn Cantor and Mollie Clakley present. Commissioner Campbell was absent.

2. Citizen Comments:

There were no comments. Citizens present were Architect Chris Dolce, Engineer Paul Buster and Chief Crain.

3. Review and approve Minutes from Regular Meetings dated 3/20/2024:

No minutes were available.

4. Treasurer's Report:

Commissioner Clakley reported that she had reviewed February and March 2024, with some corrections needed, but no significant issues noted. She did note that several checks were still outstanding from February and March.

5. Budget Report:

Chief Crain provided year-to-date financials, attached.

6. Discussion of station property development and enhancement:

With introductions from Commissioner Johnston, Chris Dolce presented his vision for a process to ultimately meet the space needs of the District. His specific proposal is attached. The cost for this portion of the project is \$4,500 for Site Feasibility and Programming Due Diligence. Motion to approve by Commissioner Johnston, seconded by Commissioner Cantor and unanimously approved.

7. Community Preparedness Workshops:

Commissioner Johnston reported that facilities had been acquired and materials were coming together for our first in a series of Disaster Preparedness Symposiums, scheduled for Saturday,

June 29 at Austin Ridge Church. Additional work needs to be completed regarding community notification and agenda building. Good progress at this point.

8. Commissioner Johnston's participation in the Texas Emergency Management Conference:

A motion was made by Commissioner Clakley to approve expenditures up to \$2,500 to send Commissioner Johnston to this conference. Seconded by Commissioner Cantor, and unanimously approved.

9. HVAC replacement status:

Chief Crain reported that all systems were up and running. A punch list has been prepared for the HVAC contractor by the Project Manager but all is functional at this point. Chief Crain voiced his thanks to all involved in the project, including Commissioner Johnston, the MEP engineers, the Project Management team and the HVAC subcontractors.

10. Sale/disposition of Brush Truck 1004:

Tow VFD has submitted a proposal to purchase this 2007 GMC C5500 brush truck for \$10,000. A motion was made to approve sale based on this proposal by Commissioner Johnston, seconded by Commissioner Clakley and unanimously approved.

11. Sale/disposition of Support 1003:

Reviewing Kelley Blue Book and other comparative vehicles/prices for this 2012 Ford Escape, Chief Crain recommended that this vehicle be offered for sale for \$5,500. Motion to sell for \$5,500 was made by Commissioner Clakley, seconded by Commissioner Cantor and unanimously approved.

12. Participation of Full-time and Full-time equivalent staff in full body MRI medical diagnostic scanning:

This item was tabled until next month.

13. Purchase of Solo Rescue SCBA Decon Washer:

This item was tabled until next month.

14. Fire Chief's Report

Crain reported that all apparatus were in service and that all employees were well. The YTD run summary was distributed. The 2023 annual audit report was also distributed. Crain reported his intention to hire a CPA consultant to correct the deficiency in internal control

noted. Crain also reported his intention to dispose of the window A/C units no longer needed at the station.

15. Adjournment:

Motion to adjourn by Commissioner Cantor, second by Commissioner Clakley and unanimously approved, with adjournment at 8:54 p.m.

Respectfully submitted,

Buddy Crain
Surrogate Scribe