

Minutes of Travis County Emergency Services District #3 August 24, 2009

Attached to and incorporated into these minutes is a copy of the official agenda for the August 24th 2009 meeting.

Under Agenda Items 1 & 2: Board President Edd New called the Travis County Emergency Services District #3 (TCESD 3, the District) Board of Commissioners' regular meeting to order at 7:00 p.m. A quorum was established with Commissioners Edd New, John Villanacci, Rick Coneway, and Carroll Knight attending.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chiefs Elliott and Wittig; Business Manager Miller; District Chief Hartigan; Acting District Chief Heath Nobles, and PIO Warren.

Under Agenda Item 3: Visitors included Roger Simmons of LPL Financial Services, the Districts 457 Plan broker.

Under Agenda Item 4: Commissioner Coneway moved to approve the July 27th minutes. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Villanacci moved to approve the Treasurer's Report, seconded by Commissioner Coneway. The motion carried unanimously.

Under Agenda Item 6: Commissioner Villanacci moved to authorize expenditures over \$2,000.00 each, written from July 29th through August 25th 2009. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 7: Roger Simmons presented a complicated plan for a new 457(b) with an additional 401(a) to contain the employer matches only. This plan proposes to save both the employee and the employer money spent on FICA taxes and would carry a greater number and variety of funds from which to choose to invest. The Plan Administrator would be Jay Scholz of San Antonio, an enrolled IRS agent and a broker. The commissioners decided that a sub-committee of the Board should meet again with Mr. Simmons and with Mr. Scholz in order to arrive at a better understanding of the Plan.

Under Agenda Item 8: Commissioner Villanacci moved to approve John F. Lewis, P.C. to audit the Districts books for the 2009 fiscal year. The motion was seconded by Commissioner Coneway and carried unanimously.

Under Agenda Item 9: Discussion was held regarding the commissioners' use of personal e-mail addresses and the option of logging onto the oakhillfire mail.

Under Agenda Item 10: Commissioner Villanacci moved to approve the amendments to the current FY2009 budget and to approve the purchase of the list of items presented by DC Hartigan. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 11: Commissioner Villanacci moved to adopt the FY2010 budget, with Commissioner Coneway seconding. The motion carried unanimously.

Under Agenda Item 12: Commissioner Coneway proposed a tax rate of 0.10 per \$100 of 2009 property values. Commissioner Knight seconded the motion; Commissioner New voted Aye; Commissioner Villanacci voted Aye; thus passing the motion. Commissioner Taylor was absent.

Under Agenda Item 13: Chief Warren presented the July Monthly Status Report.

Under Agenda Item 14: Assistant Chief Wittig reported that the Mackey Field Facility building was complete insofar as all grant money and matching funds were spent. An amount of landscaping around the building will fall under the general 2009 budget expenses.

Under Agenda Item 15: Chief Warren drew attention to the material in the package concerning reports and commentary on ESDCC activities. He announced that the next meeting will be held on September 12th 2009.

Under Agenda Item 16: President New announced that the next regular meeting of the board would take place on September 28th at 7:00 p.m. Tax increase hearings will be held on September 1st and September 15th. Both hearings begin at 6:00 p.m.

Under Agenda Item 17: There was no executive session.

Under Agenda Item 18: There being no further business Commissioner Villanacci moved to adjourn at 8:40 p.m. Commissioner Knight seconded the motion, which carried unanimously.

Respectfully submitted,

Carroll Knight Secretary
Board of Commissioners
(Minutes taken by Madeline Miller)

Approved by Board of Commissioners: _____ (Date)

Representative Commissioner: _____ (Signature)

(Printed Name) _____

NOTICE IS HEREBY GIVEN that the Board of Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular board meeting at 7:00 p.m. on Monday, August 24, 2009 in the Community Room of TCESD3 Station 302 located at 4111 Barton Creek Boulevard, Austin, Travis County, Texas. The subject of and matters to be considered at said meeting include, among other business, the following:

1. Call to order.
2. Proof of quorum.
3. Visitor Communications:
 - a. Receive comments from visitors.
4. Review and approval of minutes of the July 27th meeting.
5. Treasurer's Report.
6. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 7/29/09 – 8/17/09
 2. Checks dated 8/18/09 - 8/25/09
7. Presentation by Roger Simmons regarding a proposed new 457 plan for the District. Any action stemming from presentation.
8. Review and possibly accept an engagement letter from John F. Lewis, P.C., auditors.
9. Discuss and consider action on an e-mail policy for the District's Commissioners
10. Review and possible approval of amendments to the FY2009 budget.
11. Review and possible approval of the FY2010 budget.
12. Take action on a proposed tax rate of 0.10 cents per 100 dollars on 2009 property values. Record individual votes.
13. Chief's Monthly Status Report.
14. Final Mackey Field and Facility Storage Building Project update.
15. Other Business:
 - A. Review and discussion of information from the ESDCC.
 - B. Any other business.
16. Announcement of future meeting dates of the Board of ESD 03 Commissioners.

Adjourn to Executive Session to discuss matters concerning pending or contemplated litigation, real property, or personnel, as authorized pursuant to Texas Government Code Section 551.071, *et seq.*

Return to open session.

17. Consider and take appropriate action on matters discussed in Executive Session.
18. Adjourn.

By: _____ Madeline Miller, Business Manager

NOTE: The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), and 551.076 (Deliberations about Security Devices). Travis County Emergency Services District Number 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modification and equal access to communications will be provided upon request. Please call the District Administrative Office at 288-5534 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may call the statewide Relay Program at 1-800-735-2988 or by dialing '711'. Visitor Communications are regular agenda items at monthly meetings of the Board of Commissioners of Travis County Emergency Services District Number 3. Visitors who wish to speak under Visitor's Communications must sign up before the meeting is called to order. Each person, organization or group wishing to address the Board will be allowed a maximum of three (3) minutes. Speakers may register in person at the posted location of the meeting, starting 30 minutes prior to the start of the meeting and using the form provided. The speaker will give his/her name, address, organizational affiliation, if any, and indicate the subject he/she intends to address. The Board welcomes citizen comment on any issue, but the Open Meetings Act prohibits any board action on issues not posted on the agenda.

The undersigned affirms and states that he/she posted or caused to be posted a true and correct copy of the foregoing notice at a place convenient to the public at the Travis County ESD3 Administrative Office, 4111 Barton Creek Boulevard, Travis County, Texas, a location within said Travis County Emergency Services District Number 3 at _____ . M. on August 20th 2009 _____ Megan Lundquist, Office Manager