

# **Minutes of Travis County Emergency Services District #3**

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## **May 24, 2010**

*Attached to and incorporated into these minutes is a copy of the official agenda for the May 24<sup>th</sup> 2010 meeting.*

Under Agenda Items 1 & 2: 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 Rick Coneway, Carroll Knight, Bob Taylor, Edd New, and John Villanacci attending.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chief Elliot; Business Manager Miller; District Chief Hartigan; Captain Barfield, Lieutenants Morris & Nobles; Firefighters Martinez, Lyngaas, Bluemel, and Cooper; and PIO Warren.

Under Agenda Item 3: There were no visitors.

Under Agenda Item 4: Commissioner Villanacci moved to approve the minutes of the April 26<sup>th</sup> meeting. Commissioner Coneway seconded the motion, which carried unanimously.

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

Under Agenda Item 6: Commissioner Taylor moved to approve the Budget Amendments with the exception of the \$15,000 expense in Category 632, seconded by Commissioner Knight. The motion carried unanimously.

Under Agenda Item 7: Commissioner Taylor moved to authorize expenditures over \$2,000.00 each, written from April 28<sup>th</sup> – May 25<sup>th</sup> 2010. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 8: A decision on the possible staffing of the Rescue Unit situated on Bee Cave Road was postponed until after a workshop to discuss this and other matters.

Under Agenda Item 9: Fire Chief Warren presented the Status Report for the month of April. Chief Warren also presented a list of possible dates for a workshop to discuss long-range plans including the operation of the Rescue Unit, annexation, and budget. A date was set for Thursday, June 10<sup>th</sup> at 4:30 p.m.

Under Agenda Item 10: Commissioner Taylor reported that the May 1<sup>st</sup> meeting of the ESDCC went well with several presentations outlining basic procedures and some presentations on open meeting with regard to electronic media – Facebook, social networking etc. The next meeting of the ESDCC will be held at station 302 on June 19<sup>th</sup> 2010.

Under Agenda Item 11: President New announced the next regular meeting will be held on June 28<sup>th</sup> with a reminder of the workshop to be held on June 10<sup>th</sup>.

Under Agenda Item 12: There was no Executive Session (Closed Meeting).

Under Agenda Item 13: There being no further business Commissioner Coneway moved to adjourn the meeting at 7:55 p.m. Commissioner Villanacci 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, May 24, 2010 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 April 26<sup>th</sup> meeting.
5. Treasurer's monthly report for April 2010 and Sales Tax Report.
6. Review proposed budget amendments. Possible approval of budget amendments.
7. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 4/28/2010 - 5/12/2010
  2. Checks dated 5/13/2010 - 5/25/2010
8. Discuss and approve, possibly, staffing a Rescue Unit to be stationed along Bee Cave Road during the day-time hours.
9. Chief's Monthly Status Report.
10. Other Business:
  - A. Review and discussion of the latest information from the ESDCC.
  - B.
11. 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.

12. Consider and take appropriate action on matters discussed in Executive Session.
13. 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 May 20<sup>th</sup> 2010

\_\_\_\_\_ Megan Lundquist, Office Manager