

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

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### **September 26, 2011**

*Attached to and incorporated into these minutes is a copy of the official agenda for the September 26<sup>th</sup> 2011 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 7:05 p.m. A quorum was established with Commissioners John Villanacci, Edd New, Carroll Knight, and Gina Starr-Hill attending.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Chiefs Elliott & Wittig; Business Mgr. Miller; District Chief Hartigan; Captain Patton; Firefighters Clark and Montgomery; and PIO Warren.

Under Agenda Item 3: There were no general visitors.

Under Agenda Item 4: Commissioner Villanacci moved to approve the minutes of the August 22<sup>nd</sup> meeting. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Villanacci moved to approve the Treasurer's report seconded by Commissioner Starr-Hill. The motion carried unanimously.

Under Agenda Item 6: The record shows that a sales tax collection report was presented.

Under Agenda Item 7: Commissioner Knight moved to authorize expenditures over \$2,000.00 each, written from August 24<sup>th</sup> – September 27<sup>th</sup> 2011. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner Villanacci moved to approve the FY 2012 budget, seconded by Commissioner Starr-Hill. The motion carried with Commissioner Knight abstaining.

Under Agenda Item 9: Commissioner Villanacci moved to authorize Treasurer, Commissioner Knight to move funds from TexPool accounts to Wells Fargo accounts and then to invest same monies in Wells Fargo CDs. The motion was seconded by Commissioner Knight and carried unanimously.

Under Agenda Item 10: Commissioner Villanacci moved to approve the expenditure of up to \$500 for legal advice regarding a name change for Oak Hill Regional Emergency Response Training Foundation. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 11: Commissioner Knight moved to approve the proposed amendments to the FY2011 budget. The motion was seconded by Commissioner Starr-Hill and carried unanimously.

Under Agenda Item 12: Commissioner Starr-Hill moved to approve the encumbrance of \$32,865 on FY2011 funds for purchase of propane burn props. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 13: Commissioner Knight moved to not apply for “Goods in Transit” taxes. Commissioner Starr-Hill seconded the motion, which passed unanimously.

Under Agenda Item 14: it was reported that vehicle R-301 has incurred approximately \$5,000 in repairs and responds all over ESDs 3 and 9. The TCESD9 Board of Commissioners deferred discussion on the purchase of a new vehicle until a planning session planned for October. President New appointed Commissioners Taylor and Villanacci to form a committee to study consolidations of ESDs.

Under Agenda Item 15: It was reported that Columbia Southern University is not accredited in that credits could be transferred to major universities. It was decided that the staff be surveyed on interest in a partnership with Columbia Southern University before any further action be taken.

Under Agenda Item 16: Chief Warren gave some verbal informal reports regarding all the activities on September 7<sup>th</sup> 2011, when TCESD3 was involved fighting several wildfires, at the request of President New. The chief also spoke about an ATV vehicle that would be useful while fighting wildfires in locations where a fire truck could not go, due to lack of proper roads etc. The vehicle costs about \$35,000.

Under Agenda Item 17: Commissioner Villanacci moved that the property tax be neither increased nor decreased by the adoption of a tax rate of 7.44 cents per \$100 valuation for maintenance and operations plus 2.56 cents per \$100 valuation for debt service, which is effectively a 0% increase in the tax rate. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 18: There was no report on the September 15<sup>th</sup> ESDCC meeting, but it was noted that the October meeting would be held on October 22<sup>nd</sup> at TCESD3, station 302.

Under Agenda Item 19: President New announced October 24<sup>th</sup> as the next regular meeting date and October 26<sup>th</sup> as a special workshop meeting.

Under agenda Item 20: There were no closed sessions.

Under Item 21: There being no further business, Commissioner Villanacci moved to adjourn at 10:05 p.m. Commissioner Knight seconded the motion, which carried unanimously

Respectfully submitted,

Carroll Knight, Commissioner  
*(Minutes taken by Madeline Miller)*

Approved by Board of Commissioners: \_\_\_\_\_ (Date)

Representative Commissioner: \_\_\_\_\_ (Signature)

(Printed Name) \_\_\_\_\_

NOTICE IS HEREBY GIVEN that the Board of Emergency Services Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular meeting at 7:00 p.m. on Monday, September 26, 2011 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 August 22<sup>nd</sup> meeting of the District.
5. Review and approval of the treasurer's monthly report for August 2011.
6. Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 8/24/11 – 9/22/11
  2. Checks dated 9/23/11 – 9/27/11
8. Review and possible approval of the **FY2012** budget.
9. Discussion and possible approval for the Treasurer to authorize the closure of TexPool accounts and move the funds into the Wells Fargo high money market account and thence to invest approximately \$2,000,000.00 in Wells Fargo CDs.
10. Consider, and possibly approve, actions related to the operation of Oak Hill Regional Emergency Response Training Foundation.
11. Review and possible approval of amendments to **the FY2011** budget
12. Discussion and possible approval of funds from **FY2011** budget to be used for Special Projects - encumbrances.
13. Review "Taxation of Business Personal Property Goods-in-Transit" and take any appropriate action.
14. Review the status of ESD3 vehicle R-301 again and take any appropriate action.
15. Establish a committee to examine issues and aspects of consolidation with other departments.
16. Discuss and possibly approve a learning partnership with Columbia Southern University.
17. Chief's Monthly Status Report.
18. Vote to adopt the tax rate for the 2011 – 2012 year. Record individual votes.
19. Other Business:
  1. Report from the September 17<sup>th</sup> ESDCC meeting
20. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
21. Consider and take appropriate action on any matters discussed in Closed Meeting(s).
22. Adjourn.

By: \_\_\_\_\_ Madeline Miller, Business Manager

NOTE: The Board of Emergency Services Commissioners reserves the right to adjourn into Closed Meeting at any time during the course of this meeting to discuss any of the agenda items 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) or other applicable law. 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 Emergency Services 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 to speak on items on the agenda or other business of the District. 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 District reserves the right to terminate any presentation by a speaker if it is disruptive of the good conduct of the meeting, or is in violation of law.

The undersigned affirms and states that 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 September 22<sup>nd</sup> 2011

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