

Minutes of Travis County Emergency Services District #3

December 17, 2012

Attached to and incorporated into these minutes is a copy of the official agenda for the December 17th, 2012 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 John Villanacci, Edd New, Carroll Knight, and Gina Starr-Hill attending.

Fire department personnel present at the meeting included: Fire Chief Wittig; Business Mgr. Miller; District Chief Hartigan; and Office Mgr. Bluemel.

Under Agenda Item 3: There were no general comments from visitors.

Under Agenda Item 4: Commissioner Villanacci moved to approve the minutes of the November 26th meeting. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 5: After a discussion of approval and some suggested changes, Commissioner Starr-Hill moved to approve the November Treasurer's report seconded by Commissioner Taylor. 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 November 27 – December 11 2012. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 8: Fire Chief Wittig presented the Status Report for November.

Under Agenda Item 9:

At 8:20 p.m. President New announced a withdrawal of the Board into a Closed Meeting as authorized pursuant to Texas Government Code Section 551.074, et seq. Joining the Board was Chief Jeffrey Wittig.

At 8:31 p.m. President New reconvened the general meeting.

Under Agenda Item 10: Commissioner Villanacci moved to increase the business manager's base pay to \$55,016. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 11: Business Manager Herb Holloway explained the need for increase coverage on the umbrella covering Crime Policies. Commissioner Taylor moved to authorize the increase. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 12: President New reported no current activity with ESDCC and that the next meeting of the ESDCC will be held late January.

Under Agenda Item 13: President New announced the following monthly board meetings: a special board meeting January 7th and a regular board meeting January 28th.

Under Agenda Item 14: There being no further business, President New moved to adjourn the meeting at 8.45 p.m., which carried unanimously.

Respectfully submitted,

Carroll Knight, Commissioner
(Minutes taken by Herb Holloway)

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, December 17th., 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. General visitor communications: Receive comments from visitors.
4. Review and approval of minutes of the November 26th regular meeting of the District.
5. Review and approval of the treasurer's monthly report for October
6. Review Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 11/27/12 - 12/11/12
8. Chief's Monthly Status Report
 1. Significant incident runs;
 2. Statistics;
 3. Special Projects
9. Closed Meeting under Section 551.074 of the Texas Government Code to discuss a personnel matter related to the Business Manager position.
10. Consider and take appropriate action on any matters discussed in Closed Meeting (s).
11. Consider and take appropriate action on raising the bonded insurance levels for certain employees and Commissioners.
12. Other Business:
 1. Report on any ESDCC activities. Announcement of the next ESDCC meeting date.
 2. Commissioner Announcements (no action will be taken on any such announcements)
13. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
14. Adjourn.

By: _____ Herb Holloway, 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 December 12th 2012

_____ Kurstin Bluemel, Administration