

## **Minutes of Travis County Emergency Services District #3 February 26, 2007**

Board President Bob Taylor called the Travis County Emergency Services District #3 (TCESD 3) Board of Commissioners' regular meeting to order at 7:02 p.m. A quorum was established. Attending were Commissioners David Luther, Bob Taylor, John Villanacci, Edd New, and Rick Coneway.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chiefs Elliot, Rodriguez, and Wittig; Business Mgr. Miller; Public Information Officer Milissa Warren, Captain Stock; and Firefighters Nobles, Seyfried, and Bergman.

Visitors included former Commissioner David Cooper and Rick Branning.

Under Agenda Item 3: Mr. Rick Branning of Revenue Rescue spoke of the history of his firm and the possibilities for extra revenue from charging for services. There was considerable discussion among the commissioners ranging from the desire (or not) of adopting a policy for charging for services to specifics regarding services for which there might be a charge. It was emphasized that charges would be made directly to the insurance carrier of those involved in a motor vehicle accident or hazardous waste

Commissioner Luther moved that the ESD adopt a policy of cost recovery and billing for services on a limited basis, with implementation to begin when the staff feels able, and hire Revenue Rescue for a 90-day period. Commissioner Villanacci seconded the motion with the addendum that the staff will have 30 days from now to implementation and to provide a specific policy within that time. The motion carried unanimously.

Under Agenda Item 4: Business Manager reported that the ESD's Project Manager had not been successful in meeting with Bill Heine as of February 23<sup>rd</sup> but that he recommended retaining Rizzo's final pay application until completion of a letter addressing some testing.

Under Agenda Item 5: Commissioner Edd New moved to pay the Spencer Godfrey invoice from funds set aside for construction. Commissioner Luther seconded the motion which passed unanimously.

Under Agenda Item 6: Commissioner Villanacci moved to approve the minutes of the January 22<sup>nd</sup> meeting with Commissioner Coneway seconding. The motion carried unanimously.

Under Agenda Item 7: Commissioner New commented on the current state of the budget and noted that there would probably be some budget adjustments for the next meeting and that the annual financial audit would be distributed at the next meeting also. Commissioner Villanacci moved to approve the Treasurer's Report. Commissioner Coneway seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner Coneway moved to approve construction for additional parking spaces at the Barton Creek facility (station 302). Commissioner Villanacci seconded the motion,

which carried unanimously. Commissioner Coneway asked Assistant Chief Wittig to consult with him regarding the planning stages for this construction.

Under Agenda Item 9: Bids were presented for the 2002 Palm Harbor mobile home to be sold from the premises of Miller Station. The bids were \$6,705, \$4,501, and under \$3,000. Commissioner Coneway moved to reject all bids and proceed further with marketing the home. Commissioner New seconded the motion, which carried unanimously.

Under Agenda Item 10: During the creation of the Oak Hill Regional Emergency Response Training Foundation (OHRERTF), the following persons were named directors: David Luther, Bob Taylor, and Gary Warren. Commissioner Villanacci moved to consent to these three individuals as the directors of OHRERTF. Commissioner Coneway seconded the motion, which carried unanimously.

Under Items 11: Commissioner Taylor reported that the bank accounts of the Oak Hill Fire Department had been transferred to the new foundation (OHRERTF). Under an agreement between the two parties, the proceeds are to be used for the drill tower and the field complex is to be named "The Mackey Field". After deducting the cost of marketing the real property, also donated to OHRERTF, the cash will be donated to the ESD.

Under Agenda Item 12: a) A schedule was presented that showed a possible completion date of September 25<sup>th</sup> 2007 for site construction of the drill field. If money was in hand and construction of the tower was begun immediately, that could be completed by February 12<sup>th</sup> 2008.  
b) Mr. David Cooper reported that Advanced Micro Devices (AMD) had declined to donate to the drill field project. AMD cited the recent downturn in profits and their need to curtail all unnecessary spending. They mentioned also that the project did not really fit their policy on community donations and grants which concentrated primarily on education.  
c) Commissioner Taylor presented a report and three spreadsheets showing the results of using different methods to pay for the drill tower – use cash assets, fund by donations, or finance the project. It was agreed that the staff should begin the RFP process for a drill tower vendor and make a selection recommendation in parallel with the drill field site development.

Under Agenda Item 13: Chief Warren presented the monthly report, touching briefly on each area. Volunteer participation is up from the prior month. Referring to the sub-report from Chief Lacey, Commission Taylor asked why there were no inspections in some categories in ESD3 territory. He requested Chief Warren to acquire Pre-Planning reports on upcoming inspections of all kinds.

Under Agenda Item 14: Chief Warren handed out a description of a Volunteer Staffing Plan. It was decided that that commissioners would study the plan and take up discussion of a possible policy at the next board meeting.

Under Agenda Item 17: Assistant Chief Wittig announced that the Dean of Fire Protection of the Fire academy of Austin Community College (ACC) was going to 'look around' Circle Drive to see if the ESD's evening academy can fit into ACC plans. [It was announced recently that ACC would move its Fire Academy to Austin Fire Department's Shaw Lane facilities from Taylor.]

Under Agenda Item 19: March 26<sup>th</sup> 2007 was announced as the next general meeting date.

The general meeting adjourned at 9:15 p.m.

Under Agenda Item 15: The District Commissioners convened an executive session at 9:16 to discuss a personnel issue. The session was adjourned at 9:30 p.m.

Under Agenda Item 16: There was no action to be taken.

Respectfully submitted,

Rick Coneway, Secretary  
Board of Commissioners  
*(Minutes taken by Madeline Miller)*

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

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

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