

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

## **June 30, 2008**

Attached to and incorporated into these Minutes is a copy of the official Agenda for the June 30, 2008 meeting.

Under Agenda Items 1 & 2: Board Vice President John Villanacci called the Travis County Emergency Services District #3 (TCESD 3, the District) Board of Commissioners' regular meeting to order at 7:01 p.m. A quorum was established with Commissioners John Villanacci, Edd New, Rick Coneway, and Carroll Knight attending.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chiefs Wittig and Elliott; Business Mgr. Miller; District Chiefs Hartigan, Groman, and Lacey.

Under Agenda Item 3: There were no visitors.

Under Agenda Item 4: Commissioner New moved to approve the minutes of the May 19<sup>th</sup> and June 23<sup>rd</sup> meetings. Commissioner Coneway seconded the motion, which carried unanimously.

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

Under Agenda Item 6: Commissioner Coneway moved to authorize expenditures over \$2,000.00 each, written from May 21<sup>st</sup> through June 30<sup>th</sup> 2008. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 7: Commissioner Knight moved to approve the Letter Agreement between TCESD3 and the Lower Colorado River Authority (LCRA) concerning a \$24,500 grant for a classroom and storage facility at Mackey Field. Commissioner New seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner Coneway moved to approve the Local Government Interlocal Participation Agreement and to resolve to be a Cooperative Member. This action is contingent upon there being no recurring "membership fees" but fees such as reasonable commission with purchase only. Commissioner New seconded the motion, which carried unanimously.

Under Agenda Item 9: Chief Warren distributed copies of a letter proposed to be sent to Jeff Mills, Mayor of the City of Sunset Valley and the latest emails regarding the possibility of contracting with the City of Sunset Valley to provide fire service. The Commissioners present suggested Chief Warren proceed with this action and other negotiations as an extension of the authorization given by the Board of Commissioners on May 19<sup>th</sup>, 2008.

Under Agenda Item 10: The Board discussed the changes made to the tentative budget proposals of June 23<sup>rd</sup> including an increase in retirement program (457) matches and the addition of a small short term disability policy to cover all full time paid employees. Commissioner New moved to approve the FY 2009 Budget as depicted on page 27 of the commissioners' package with a change to the explanation on line 642 to 4% Cost-of-Living, not 3.5%. The motion was seconded by Commissioner Coneway and carried unanimously.

Under Agenda Items 11: Commissioner New moved to plan to levy a tax rate of 10 cents on each 100 dollar valuation of appraised 2008 property in order to meet the approved budget for FY 2009. Commissioner Coneway seconded the motion, which was carried unanimously. (Commissioner Taylor is registered absent for this recorded vote.)

Under Agenda Item 12: Commissioner Knight moved to amend the Investment Policy by removing restrictions (dating to laws in effect in 2001) and allowing the District to take full advantage under the most current edition of Texas Government Code Section n 2256-010. Commissioner Coneway seconded the motion which carried unanimously.

Under Agenda Item 13: Chief Warren presented the Operations Report.

Under Agenda Item 14: Assistant Chief Wittig reported that the Mackey Field project was proceeding well and that it could be finished in approximately three weeks. Presently, the project is held up somewhat by the lack of a water meter that is to be provided by the City of Austin.

Under Agenda Items 15: Commissioner Villanacci reported on the ESD Commissioners Council meeting.

Under Agenda Items 16 & 17: There was no executive session.

Under Agenda Items 18: Commissioner Villanacci announced the next regular meeting to be Monday, July 28<sup>th</sup>,

Under Agenda Item 19: There being no further business, Commissioner New moved to adjourn the general meeting at 8:10 p.m. The motion was seconded by Commissioner Coneway and carried unanimously.

Respectfully submitted,

Rick Coneway, Secretary

Board of Commissioners

*(Minutes taken by Madeline Mille)*

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, June 30, 2008 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 May 19<sup>th</sup> and June 23<sup>rd</sup> meetings.
5. Treasurer's Report.
6. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 5/21/08 – 6/24/08
  2. Checks dated 6/25/08 – 6/30/08
7. Review and approve the Letter Agreement between LCRA and TCESD3 pertaining to a \$24,500 grant.
8. Review and approve a Local Government Purchasing Cooperative Interlocal Agreement and Resolve that TCESD3 participate in the Government Purchasing Cooperative.
9. Receive an update, review, and possibly take action on a proposal to the City of Sunset Valley.
10. Review, discuss, and possibly approve the Budget for FY2009.
11. Discuss and take action on a proposed tax rate of 0.10 cents per 100 dollars on 2008 property values. Record individual votes.
12. Review and possibly approve a revised Investment Policy for the District.
13. Chief's Operations Report.
14. Mackey Field Project update.
15. Comments from Commissioner Villanacci on activities of the ESD Commissioners' Council meeting.
16. 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.
17. Consider and take appropriate action on matters discussed in Executive session.
18. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
19. Adjournment.

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 June 26, 2008 \_\_\_\_\_ Megan Lundquist, Office Manager