

# Minutes of Travis County Emergency Services District #3

## January 25, 2010

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*Attached to and incorporated into these minutes is a copy of the official agenda for the January 25<sup>th</sup> 2010 meeting.*

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

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chiefs Elliott and Wittig; Business Manager Miller; District Chief Wilson; Captain Patton, and PIO Warren.

Under Agenda Item 3: Commissioner Taylor moved to elect all commissioners to the same offices as held currently. Commissioner Coneway seconded the motion, which carried unanimously.

Under Agenda Item 4: There were no visitors.

Under Agenda Item 5: Commissioner Villanacci moved to approve the minutes of the December 21<sup>st</sup> meeting. Commissioner Coneway seconded the motion, which carried unanimously.

Under Agenda Item 6: Commissioner Villanacci moved to approve the Treasurer's Report and the Sales Tax Report, seconded by Commissioner Taylor. The motion carried unanimously.

Under Agenda Item 7: Commissioner Taylor moved to approve the Investment Officer's Quarterly Report. The motion was seconded by Commissioner Coneway and was carried unanimously.

Under Agenda Item 8: Commissioner Villanacci moved to authorize expenditures over \$2,000.00 each, written from December 23<sup>rd</sup> 2009 – January 26<sup>th</sup> 2010. Commissioner Taylor seconded the motion, which carried unanimously.

Under Agenda Item 9: Commissioner Knight moved to approve the proposal regarding recruitment of fire academy students of limited means who would be funded by Travis County in a similar fashion to the funding of TCESD4 fire academy to be sent to Travis County Commissioner Huber and Travis County Emergency Services Executive Manager Hobby. Commissioner Taylor seconded the motion, which was carried unanimously.

Under Agenda Item 10: Commissioner Villanacci moved to approve that the President makes decisions regarding the self-submittal to EMMA in lieu of paying Ladd Pattillo to submit for the ESD. Commissioner Taylor seconded the motion, which was carried unanimously.

Under Agenda Item 11: Fire Chief Warren presented the Status Report for the month of December and reported on the graduation ceremony held for EMT-B Academy class #4.

Under Agenda Item 12: Attention was drawn to the highlights of the December 5<sup>th</sup> meeting, including the presentation of the merger between ESD's #1 and #7 and Chief Warren's presentation regarding the joint management of ESD3 and ESD9. Commissioner Taylor reported there were many conversations regarding

general cooperation between and among the ESD's. On this note, Chief Warren mentioned that TCESD3 would begin a firefighter exchange with TCESD11

Under Agenda Item 13: President New announced the next regular meeting would be held on Monday, February 22<sup>nd</sup>.

There was no executive meeting.

Under Agenda Item 14: There being no further business Commissioner Taylor moved to adjourn the meeting at 8:15 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, January 25, 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. Election of officers of the Board of Commissioners.
4. Visitor Communications:
  - a. Receive comments from visitors.
5. Review and approval of minutes of the December 21<sup>st</sup> meeting.
6. Treasurer's monthly report for December 2009 and Sales Tax Report.
7. Treasurer's Quarterly Investment Report.
8. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 12/23/2009 – 1/15/2010
  2. Checks dated 1/16/10 - 1/26/10
9. Consider and take appropriate action on a proposal to be sent to Travis County Commissioner Huber and Travis County Emergency Services Executive Manager Hobby regarding recruitment of fire academy students of limited means who would be funded by Travis County in a similar fashion to the funding of TCESD4 fire academy.
10. Consider a motion to approve that ESD3 submit documents (annual audit and summary budget) to the Electronic Municipal Market Access (EMMA) in lieu of D. Ladd Pattillo & Associates.
11. Chief's Monthly Status Report.
12. Other Business:
  - A. Review and discussion of the latest information from the ESDCC.
  - B. Any other business.
13. 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.

14. Consider and take appropriate action on matters discussed in Executive Session.
15. 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 January 21<sup>st</sup> 2010 \_\_\_\_\_ Megan Lundquist, Office Manager