

Minutes of Travis County Emergency Services District #3

March 22, 2010

Attached to and incorporated into these minutes is a copy of the official agenda for the March 22nd 2010 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 Rick Coneway, Carroll Knight, Edd New, Bob Taylor, and John Villanacci attending.

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

Under Agenda Item 3: There were no visitors.

Under Agenda Item 4: Commissioner Taylor moved to approve the minutes of the February 22nd meeting. Commissioner Knight seconded the motion, which carried unanimously.

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

Under Agenda Item 6: Commissioner Taylor moved to authorize expenditures over \$2,000.00 each, written from February 24th – March 23rd 2010. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 7: Commissioner Knight moved to approve the financial audit for fiscal year 2009 seconded by Commissioner Taylor. The motion was carried unanimously.

Under Agenda Item 8: Revised tuition/enrolment procedures for the Fire Academy were presented. Commissioner Villanacci moved to approve the revised procedures and to direct staff to bring a similar set of revisions for the EMT-B Academy to the next meeting. Commissioner Coneway seconded the motion, which carried unanimously. The staff was urged also to compose a list of lenders in the area to whom students in need of financial assistance could turn.

Under Agenda Item 9: Commissioner Villanacci moved to approve an Order to amend the ESD Fire Code to upgrade to the 2009 Edition of the International Fire Code. Commissioner Coneway seconded the motion, which carried unanimously. Fire Marshall Lacey drew attention to provision #18, which states that builders shall offer a sprinkler system to be installed in one- and two-family dwellings and townhouses as an option, when not required by any other section of the International Fire Code. This is more stringent than the County's fire code.

Under Agenda Item 10: President New was requested to contact a representative of the TCESD4 Board of Commissioners to see if there would be any interest in TCESD4 becoming part of the management team of ESD's 3 and 9. This is in response to an announcement by TCESD4 seeking a new Fire Chief.

Under Agenda Item 11: Commissioner Villanacci moved to approve funding half the cost of a permanent barbecue preparation and dining area as a memorial to Firefighter Cohnway Johnson up to \$2,500, with the

balance to be funded by the Oak Hill Professional Firefighters Association. Commissioner Taylor seconded the motion, which carried unanimously.

Under Agenda Item 12: Fire Chief Warren presented the Status Report for the month of February. Chief Warren distributed copies of the 2009 Annual Report and a boxed “challenge coin” to the commissioners. The challenge coins are to be awarded to anyone showing outstanding performance in any situation.

Under Agenda Item 13: President New was asked to have a conversation with a representative from the TCESD9 Board of Commissioners regarding the desire for a possible merger of ESD’s 3 and 9. This is preliminary to engaging an attorney who is an expert in sales tax and merger questions.

Under Agenda Item 14: Attention was drawn to need for emergency protection coverage for small cities, as mentioned in Item V of the ESDCC Meeting Highlights. There is to be a meeting of the ESDCC at TCESD3 in Oak Hill on Saturday, March 27th 8:30 a.m.

Under Agenda Item 15: President New announced the next regular would be held on Monday, April 26th 2010.

Under Agenda Item 16: There was no executive session.

Under Agenda Item 17: There being no further business Commissioner Coneway moved to adjourn the meeting at 9:25 p.m. Commissioner Taylor 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, March 22, 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. Visitor Communications:
 - a. Receive comments from visitors.
4. Review and approval of minutes of the February 22nd meeting.
5. Treasurer's monthly report for February 2010 and Sales Tax Report.
6. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 2/24 - 3/15/2010
 2. Checks dated 3/16 - 3/23/10
7. Review and approve the financial audit for FY 2009.
8. Review and possibly approve a proposed policy for tuition payment for the Oak Hill Fire Academy.
9. Review and possibly approve an order to amend the ESD3 Fire Code to upgrade to the 2009 edition of the International Fire Code.
10. Discuss and take any appropriate action on the announcement of a vacancy for fire chief at TCESD4 and possible management involvement as with ESD3 and ESD9.
11. Discuss and possibly approve using available funds for a memorial to be erected at station 302 to Cohnway Johnson. Preliminary approval has been obtained from the property owners association.
12. Chief's Monthly Status Report.
13. Discuss and possibly approve engaging an attorney to advise on the feasibility of continuing to collect sales tax when merging with a district that cannot collect sales tax.
14. Other Business:
 - A. Review and discussion of the latest information from the ESDCC.
 - B.
15. 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.

16. Consider and take appropriate action on matters discussed in Executive Session.
17. 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 March 18th 2010 _____ Megan Lundquist, Office Manager