

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

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## **April 26, 2010**

*Attached to and incorporated into these minutes is a copy of the official agenda for the April 26<sup>th</sup> 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 7:03 p.m. A quorum was established with Commissioners Rick Coneway, Carroll Knight, Edd New, and John Villanacci attending. [Commissioner Bob Taylor joined the meeting at 7:50 p.m.]

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

Under Agenda Item 3: There were no visitors.

Under Agenda Item 4: Commissioner Coneway moved to approve the minutes of the March 22<sup>nd</sup> meeting. Commissioner Villanacci 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 Coneway moved to approve the Quarterly Investment Report, seconded by Commissioner Villanacci. The motion carried unanimously.

Under Agenda Item 7: The Academies P&L, updated to include EMT-B class # 5, was accepted as satisfactory.

Under Agenda Item 8: Commissioner Knight moved to authorize expenditures over \$2,000.00 each, written from March 24<sup>th</sup> 2010 – April 27<sup>th</sup> 2010. Commissioner Villanacci seconded the motion, which carried unanimously

Under Agenda Item 9: Revised tuition/enrolment procedures for the EMT-B academies were presented. The Commissioners requested some clarifications and wording changes. Commissioner Coneway moved to approve the revised procedures, with the current suggested changes, and to direct staff to e-mail the corrected procedures to the Commissioners and appropriate fire department personnel. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 10: Regarding Items 10 and 13 from the March agenda, President New reported that TCESD4 had engaged a new Fire Chief and thus the possibility of any management involvement with TCESD4 was off the table for the moment. President New also reported on a telephone conversation with one of TCESD9's commissioners and suggested no action be taken regarding the hiring of an attorney to look into sales tax issues at this time.

Under Agenda Item 11: Fire Chief Warren presented the Status Report for the month of March. Chief Warren also mentioned an Issue Paper that he was to present to TCESD9 Commissioners suggesting the creation of a rescue unit to be staffed by two fire department personnel and be stationed at some location along Bee Cave Road. The purpose of this unit in this high-traffic area would be to relieve the large engines of some of their runs. The unit would be in operation from 7:00 a.m. until 7:00 p.m. each day, thus spanning both morning and

evening rush hours. Questions and discussion ensued and it was suggested that a pre-planning meeting for this issue and the fire departments' status in 2015 be held one afternoon or a Saturday morning.

Under Agenda Item 12: Meeting Highlights of the March 27<sup>th</sup> ESDCC meeting were not available as of April 26<sup>th</sup>. Commissioner Taylor reported that the meeting was well attended and that County Commissioner Huber was present also. There is to be a meeting of the ESDCC at TCESD3 in Pflugerville on Saturday, May 1<sup>st</sup> at 8:30 a.m. and all commissioners are invited to attend. Two commissioners will definitely be attending. The next meeting will be at TCESD3, Barton Creek and will be held sometime in the middle of June.

Under Agenda Item 13: President New announced the next regular meeting would be held on Monday, May 24<sup>th</sup>.

Under Agenda Item 14: There was no executive session.

Under Agenda Item 15: There being no further business Commissioner Taylor moved to adjourn the meeting at 8:07 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, April 26, 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 March 22<sup>nd</sup> meeting.
5. Treasurer's monthly report for March 2010 and Sales Tax Report.
6. Quarterly report (through March 31<sup>st</sup>) from Investment Officer.
7. Review updated report on Academies P&L.
8. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 3/24/2010 - 4/09/2010
  2. Checks dated 4/10/2010 - 4/27/2010
9. Review and possibly approve a proposed policy for tuition payment for the Oak Hill EMT-B Academy.
10. 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.
11. Chief's Monthly Status Report.
12. Other Business:
  - A. Review and discussion of the latest information from the ESDCC.
  - B. Final head count of commissioners who will definitely attend the May 1<sup>st</sup> ESDCC meeting.
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 April 22<sup>nd</sup> 2010 \_\_\_\_\_ Megan Lundquist, Office Manager