

Minutes of Travis County Emergency Services District #3

January 24, 2011

Attached to and incorporated into these minutes is a copy of the official agenda for the January 24th 2011 meeting.

Under Agenda Item 1: 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.

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

Under Agenda Item 2: All commissioners read and signed the generally accepted *Statement of Elected/Appointed Officer*. Following the statement all commissioners swore the *Oath of Office*.

Under Agenda Item 3: A quorum was established with Commissioners Bob Taylor, John Villanacci, Edd New, Carroll Knight, and Gina Starr Hill attending.

Under Agenda Item 4: There were no visitors.

Under Agenda Item 5: Commissioner Taylor moved to approve the minutes of the December 20th meeting. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 6: Commissioner Villanacci moved to approve the Treasurer's report seconded by Commissioner Taylor. The motion carried unanimously.

Under Agenda Item 7: The record shows that a sales tax collection report was presented.

Under Agenda Item 8: Commissioner Taylor moved to approve the Quarterly Investment Report presented by Investment Officer, Carroll Knight. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 9: Commissioner Villanacci moved to authorize expenditures over \$2,000.00 each, written from December 22nd 2010 – January 25th 2011. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 10: Commissioner Taylor moved that all continuing commissioners retain their titles/duties and that newly-appointed Commissioner Starr-Hill assume the title and duties of Assistant Treasurer. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 11: After some discussion regarding the merits and value of an elderly brush truck, the consensus was that \$2,500 would be a good base sales price for Brush 303 and that Chief J. J. Wittig should consider himself authorized to sell the vehicle..

Under Agenda Item 12: Chief Warren presented the Status Report for the month of December 2010, drawing attention to the special projects and needs.

Under Agenda Item 13: Commissioner Taylor drew attention to the documents in the package concerning actions of the ESDCC. The report on page 26 of the January 8th meeting was actually the last page of Chief Warren's report. Note was made of the *Request for Proposals from Consulting Services* in anticipation of a ground study of the unincorporated areas of Travis County. Commissioner Taylor announced that the next meeting of the EMS Advisory Board would be on February 2nd and the next meeting of the ESDCC would be February 19th at ESD3, station 302.

Under Agenda Item 14: President New announced February 28th and March 28th as the next regular monthly meeting dates for the Board.

Under Agenda Item 15: There were no closed meetings.

Under Agenda Item 16: There being no further business, Commissioner Villanacci moved to adjourn the meeting at 8:37 p.m. Commissioner Knight 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 Emergency Services Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular meeting at 7:00 p.m. on Monday, January 24, 2011 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. Statements of all appointed commissioners; administration of oaths of office to all appointed commissioners.
3. Proof of quorum.
4. Visitor Communications:
 - a. Receive comments from visitors.
5. Review and approval of minutes of the December 20th 2010 meeting.
6. Review and approval of the treasurer's monthly report for December 2010
7. Sales Tax Report.
8. Investment Officer's report for the last quarter 2010.
9. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 12/22/2010 – 1/7/2011
 2. Checks dated 1/08/2011 – 1/25/2011
10. Election of officers.
11. Dialogue regarding the possible sale of Brush Truck #303. Any appropriate action regarding this sale.
12. Chief's Monthly Status Report.
13. Other Business:
 - A. Report from the January 8th ESDCC meeting.
 - B. Various documents dated January 10th & January 11th concerning the plan to hire an independent consultant to review Travis County EMS services.
 - C. Any other business.
14. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
15. Consider and take appropriate action on any matters discussed in Closed Meeting(s).
16. Adjourn.

By: _____ Madeline Miller, Business Manager

NOTE: The Board of Emergency Services Commissioners reserves the right to adjourn into Closed Meeting at any time during the course of this meeting to discuss any of the agenda items 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) or other applicable law. 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 Emergency Services 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 to speak on items on the agenda or other business of the District. 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 District reserves the right to terminate any presentation by a speaker if it is disruptive of the good conduct of the meeting, or is in violation of law.

The undersigned affirms and states that 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 20th 2011

_____ Megan Lundquist, Office Manager