

Minutes of Travis County Emergency Services District #3

June 25, 2012

Attached to and incorporated into these minutes is a copy of the official agenda for the June 25th 2012 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 7:07 p.m. A quorum was established with Commissioners John Villanacci, Edd New, Carroll Knight, and Gina Starr-Hill attending.

Fire department personnel present at the meeting included: Fire Chief Wittig; Business Mgr. Miller; District Chief Hartigan; Lieutenant Fiebig; and Admin. Assistant Bluemel. Also present was David Bluemel of City of Austin (AFD).

Under Agenda Item 3: There were no general comments from visitors.

Under Agenda Item 4: Commissioner Villanacci moved to approve the minutes of the May 21st 2012 meeting. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Villanacci moved to approve the May Treasurer's report seconded by Commissioner Starr-Hill. The motion carried unanimously.

Under Agenda Item 6: The record shows that a sales tax collection report was presented

Under Agenda Item 7: Commissioner Knight moved to authorize expenditures over \$2,000.00 each, written from May 23rd – June 26th 2012. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner Knight moved to approve the Order authorizing the re-finance of the Drill Tower with Wells Fargo and authorize the appropriate officials of the District to execute all necessary documents for same. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 9: Fire Chief Wittig presented the Status Report for May. Chief Wittig mentioned several new buildings-under-construction including another wedding venue and a religious compound.

Under Agenda Item 10: Commissioner Starr-Hill moved to approved budget amendments as presented in the package. The motion was seconded by Commissioner Villanacci and carried unanimously.

Under Agenda Item 11: Commissioner Starr-Hill moved to authorize Chief Wittig to hire Kurstin Bluemel, currently working on a part-time basis, as full-time with a view to training to succeed the business manager on October 1st 2012. Commissioner Villanacci seconded the motion, which carried with 3 ayes and Carroll Knight abstaining.

Under Agenda Item 12: Commissioner Starr-Hill moved to approve a revised fee schedule for the Prevention division with the exception of a fee for control burns [i.e. no fee for control burns]. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 13: Commissioner New reported briefly on the ESDCC meeting held on June 9th. He mentioned that Chief Jim Linardos of ESD6 reported 41% of Travis County is in what could be termed

Wildland-Inter-Urban areas. The next meeting of the ESDCC will be held at station 302 on Saturday July 21st. Commissioner New announced that he, Commissioner Villanacci, and Chief Wittig were scheduled to meet with members of Austin Fire Department on July 6th.

Under Agenda Item 14: President New announced the following regular monthly board meetings for the remainder of this fiscal year: July 23rd, August 27th, and September 24th.

Under Agenda Item 15: There being no further business, Commissioner Villanacci moved to adjourn the meeting at 8.03 p.m. Commissioner New seconded the motion, which carried unanimously.

Respectfully submitted,

Carroll Knight, Commissioner
(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, June 25th 2012 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. General Visitor Communications: Receive comments from visitors.
4. Review and approval of minutes of the May 21st meeting of the District.
5. Review and approval of the treasurer's monthly report for May.
6. Review Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 5/23/12 – 6/14/12
 2. Checks dated 6/15/12 - 6/26/12
8. Consider adoption of an order authorizing the issuance of Travis County Emergency Services District No. 3 Note (2012) in a maximum principal amount not to exceed \$467,633.95 to refinance the Fire Tower and making certain findings related thereto.
9. Chief's Monthly Status Report
 1. Significant incident runs;
 2. Statistics;
 3. Special Projects
10. Review and possible approval of FY 2012 budget amendments.
11. Discuss the appointment of a successor to the business manager effective 10/1/12 and full time training period leading up to that date. Take any appropriate action.
12. Review and discuss a proposed, revised rate schedule for the Prevention division. Take any appropriate action.
13. Other Business:
 1. Report on ESDCC meeting of June 9th 2012.
 2. Announcement of the next ESDCC meeting date.
14. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
15. 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 June 21st 2012

_____ Kurstin Bluemel, Administration