

## Minutes of Travis County Emergency Services District #3

November 26, 2012

Attached to and incorporated into these minutes is a copy of the official agenda for the November 26 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 7:00 p.m. A quorum was established with Commissioners Bob Taylor, John Villanacci, Edd New, Gina Starr-Hill and Carroll Knight.

Fire department personnel present at the meeting included: Chief Wittig, Business Mgr. Holloway and District Chief Hartigan.

Under Agenda Item 3: There were no general visitors.

Under Agenda Item 4: Commissioner Taylor moved to approve the minutes of the October 22<sup>nd</sup> regular meeting and October 18<sup>th</sup> special meeting. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Taylor, after a further review of the Treasures Report, moved to approve the October Treasurer's report. The motion was seconded by Commissioner Villanacci and carried unanimously.

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

Under Agenda Item 7: Commissioner Villanacci moved to authorize expenditures over \$2,000.00 each, written from October 24<sup>th</sup> – November 26<sup>th</sup> 2012. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 8: Chief Wittig presented the Status Report for October and after reviewing the monthly report Commissioner New asked if there was a program to track fire academy graduates. Chief Hartigan replied that currently there is no detailed plan in place.

Under Agenda Item 9: President New announced that the Emergency Services Districts' Commissioners' Council (ESDCC) will be held on December 1<sup>st</sup> in Pflugerville. President New further commented that Commissioners Star-Hill, Villanacci, and Taylor were up for appointment. President New also commented about the next special bond meeting to be held on January 7<sup>th</sup>. The Audit is in process and the final report is expected to be presented at the January 28<sup>th</sup> 2013 District meeting.

Under Agenda Item 10: President New announced the next regular meetings of the District to be December 17<sup>th</sup> 2012 and January 28<sup>th</sup> 2013.

Under Agenda Item 11: There being no further business, Commissioner Villanacci moved to adjourn the meeting at 8:15 p.m., with Commissioner Taylor seconding.

Respectfully submitted,

Carroll Knight, Secretary  
*(Minutes taken by Herb Holloway)*

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, November 26th 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 October 18<sup>th</sup> SPECIAL and October 22<sup>nd</sup> regular meeting of the District.
5. Review and approval of the treasurer's monthly report for October
6. Review Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 10/24/12 - 11/13/12
  2. Checks dated 11/14/12- 11/26/12 .
8. Chief's Monthly Status Report
  1. Significant incident runs;
  2. Statistics;
  3. Special Projects
9. Other Business:
  1. Report on any ESDCC activities. Announcement of the next ESDCC meeting date.
  2. Commissioner Announcements (no action will be taken on any such announcements)
10. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
11. Adjourn.

By: \_\_\_\_\_ Herb Holloway, 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 November 20th 2012