

Minutes of Travis County Emergency Services District #3

March 24, 2014

Attached to and incorporated into these minutes is a copy of the official agenda for the March 24, 2014 meeting.

Under Agenda Items 1 & 2: Commissioner 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 Edd New, Carroll Knight, Gina Starr-Hill, and David Detwiler attending.

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

Present: Drew Peterson CPA with John F. Lewis CPA's (Districts Independent Auditors)

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

Under Agenda Item 4: Commissioner Knight moved to approve the minutes of the February 24, 2014 regular meeting. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 5: Mr. Drew Peterson CPA gave a overview of the Annual Audited Financial Statements and Independent Auditors Reports for the year ending September 30, 2013. Commissioner Starr-Hill made a motion to approve the audit. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 6: Commissioner Knight moved to approve the February Treasurer's report seconded by Commissioner Starr-Hill, which carried unanimously

Under Agenda Item 7: The record shows that a sales tax collection report was received, reviewed, and questions asked.

Under Agenda Item 8: Commissioner Starr-Hill moved to authorize expenditures over \$2,000.00 each, written from February 21, 2014 to March 20, 2014. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 9: Discussion on potential sale of Rescue Vehicle R-301. Chief Wittig updated status. One offer outstanding for \$60,000 with no reply. Reduce sales price approved to \$50,000

Under Agenda Item 10: Review and discussion of Strategic plan and long term financial reserves.

Under Agenda Item 11: Fire Chief Wittig presented the Status Report for February.

Under Agenda Item 12: It was noted that the ESDCC was held March 22, 2014 in Pflugerville. Chief Wittig, Business Manager Holloway, Commissioners New and Villanacci in attendance. Next meeting will be held May 31st at Station 302.

Under Agenda Item 13: Commissioner New announced the next board meetings to be held April 28, 2014 , May 19, 2014 and June 23, 2014

Under Agenda Item 14: There being no further business, Commissioner New moved to adjourn the meeting at 9:26 p.m., which carried unanimously.

Respectfully submitted,

Carroll Knight, Commissioner
(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, March 24, 2014 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 February 24, 2014 regular meeting of the District.
5. Receive the Annual Financial Statements and Independent Auditors report for the year ending September 30, 2013 from John F. Lewis CPA's and take appropriate action.
6. Review and approval of the Treasurer's monthly report for February 2014.
7. Review Sales Tax Statistics.
8. Approve payments over \$2,000 from February 21 to March 20, 2014.
9. Consider possible offer regarding sale of Rescue Vehicle (R-301) .
10. Review and discuss Strategic Plan and the appropriate level of Financial Reserves.
11. Review of Chief's Monthly Status Reports
 1. Significant incident runs;
 2. Statistics;
 3. Special Projects
12. 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)
13. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
14. 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 March 20, 2014.

_____ Kurstin Bluemel, Office Manager