

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

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**August 27, 2012**

Attached to and incorporated into these minutes is a copy of the official agenda for the August 27<sup>th</sup> 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 John Villanacci, Edd New, Carroll Knight, and Gina Starr-Hill attending.

Fire department personnel present at the meeting included: Business Mgr. Miller & District Chief Hartigan.

Under Agenda Item 3: There were no visitors.

Under Agenda Item 4: Commissioner Knight moved to approve the minutes of the July 23<sup>rd</sup> regular meeting and the August 9<sup>th</sup> special meeting. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Villanacci moved to approve the July 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 July 25<sup>th</sup> – August 28<sup>th</sup> 2012. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner Villanacci moved to authorize the expenditure of some \$9,756.27 to Bubba's Lone Star Propane to complete installation of the propane tools to be used in fire training, which will not entail a general amendment to the FY2012 budget. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 9: Commissioner Villanacci moved to order the tax rate for the 2012 tax year at 7.46 cents per \$100 valuation of appraised property for Maintenance and Operations and 2.43 cents per \$100 valuation of appraised property for Interest and Sinking (Debt) Fund, which is 0.11 cents per \$100 decrease from previous years. Commissioner Knight seconded the motion. Commissioners Villanacci, New, Knight, and Starr-Hill voted aye to approve the motion. Commissioner Taylor was absent and not voting.

Under Agenda Item 10: Commissioner Villanacci moved to authorize President New to appoint a committee to investigate re-financing all or any part, as appropriate, of the District's debt. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 11: Commissioner Knight moved to approve the engagement letter from John F. Lewis, P.C. to complete the District's audit of FY2012's accounts at a cost not to exceed \$12,225. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 12: District Chief Hartigan presented the Status Report for July.

Under Agenda Item 13: President New presented a report from the August ESDCC meeting, with the following highlights:

- 1. Austin Fire Department and several ESDs and county organizations want to form a Community Wildfire Protection Plan, citing the vast amount of kindling in the county due to weather conditions. An outside company would be hired to for this plan and, possibly, each ESD will be asked to help foot the bill.
- 2. Present executive Danny Hobby is extremely angry over the huge budget overrun by EMS services and their lack of notification at an earlier time, rather than at the end of the budget year.
- 3. During the upcoming legislative session, SAFE-D is again hoping to have the legislature raise the ceiling of 10 cents on \$100 appraised value that is imposed on ESD’s currently.
- 4. There is a committee to review the responses for a successor to Danny Hobby, hoping to narrow the applications down to 10-15. Mr. Hobby retires January 31<sup>st</sup> 2013.
- 5. The next meeting of the ESDCC will be at ESD station 302 on October 6<sup>th</sup> 2012.

Under Agenda Item 14: Commissioner New announced September 17<sup>th</sup> and October 22<sup>nd</sup> as the next two regular monthly meetings of the Board

Under Agenda Item 15: There being no further business, Commissioner Villanacci moved to adjourn at 8:05 p.m.

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, August 27<sup>th</sup> 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 July 23<sup>rd</sup> and August 9<sup>th</sup> meetings of the District.
5. Review and approval of the treasurer's monthly report for July.
6. Review Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 7/25/12 – 8/23/12
  2. Checks dated 8/24/12 -8/28/12
8. Address a request to proceed with propane set-up at the drill tower. The amount was not called out as a line item in the FY2012 budget, but does not require additional funds.
9. Vote to adopt the tax rate for the 2012 – 2013 year. Record individual votes.
10. Consider, and approve possibly, authorizing President New to appoint a committee to investigate re-financing all or any part, as appropriate, of the District's debt.
11. Review and possible approval of an engagement letter from John F. Lewis to perform FY 2012 audit.
12. Chief's Monthly Status Report
  1. Significant incident runs;
  2. Statistics;
  3. Special Projects
13. Other Business:
  1. Report on any ESDCC activities. 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 August 23<sup>rd</sup> 2012

\_\_\_\_\_ Kurstin Bluemel, Administration