

Minutes of Travis County Emergency Services District #3

September 17, 2012

Attached to and incorporated into these minutes is a copy of the official agenda for the September 17th 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 7:04 p.m. A quorum was established with Commissioners Bob Taylor, John Villanacci, Edd New, Carroll Knight, and Gina Starr-Hill attending.

Fire department personnel present at the meeting included: chief Wittig, Business Mgr. Miller; District Chief Hartigan; and Prevention Lt. Fiebig.

Under Agenda Item 3: New Business Manager Holloway was in attendance.

Under Agenda Item 4: Commissioner Villanacci moved to approve the minutes of the August 27th regular meeting. Knight seconded the motion, which carried with Bob Taylor abstaining.

Under Agenda Item 5: Commissioner Taylor moved to approve the August Treasurer's report with the proviso that the \$467,634 amount in accounts 405 and 601 in Revenue and Expenses be adjusted. 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.

Under Agenda Item 7: Commissioner Taylor moved to authorize expenditures over \$2,000.00 each, written from August 29th – September 18th 2012. Commissioner Knight seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner New introduced Mr. Herbert Holloway to replace Business Manager Miller upon retirement on October 1st 2012. At this time, the commissioners presented Ms. Miller with a 'Proclamation' in a glass frame, flowers in a glass vase and cards and tartlets in recognition of her years of service.

Under Agenda Item 9: Commissioner Villanacci moved to approve the amendments to the fy2012 budget with the following adjustments: reclassification of the \$467, 634 (from re-finance of the drill tower loan) and the addition of \$5,000 to be added to Professional Services expense (category 659). The motion was seconded by Commissioner Knight and carried unanimously.

Under Agenda Item 10: Chief Wittig presented the Status Report for August there was brief discussion regarding ILS and mapping and an update from Lt. Fiebig regarding the various recent code violations.

Under Agenda Item 11: President New announced the next Emergency Services Districts' Commissioners' Council (ESDCC) meeting at station 302 on October 6th.

Under Agenda Item 12: President New announced the next regular meetings of the District to be October 22nd and November 26th.

Under Agenda Item 13: There being no further business, Commissioner Taylor moved to adjourn the meeting at 8:30 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, September 17th 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 August 27th meeting of the District.
5. Review and approval of the treasurer's monthly report for August.
6. Review Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 8/29/12 – 9/11/12
 2. Checks dated 9/12/12 - 9/18/12
8. Report from the ad hoc committee regarding the filling of the Business Manager position.
9. Review and possibly approve budget amendments for the 2012 fiscal year.
10. Chief's Monthly Status Report
 1. Significant incident runs;
 2. Statistics;
 3. Special Projects
11. Other Business:
 1. Report on any ESDCC activities. Announcement of the next ESDCC meeting date.
12. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
13. 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 September 13th 2012

_____ Kurstin Bluemel, Administration