

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

## **January 26, 2009**

Attached to and incorporated into these Minutes is a copy of the official Agenda for the January 26<sup>th</sup> 2009 meeting.

Under Agenda Items 1 & 2: Board President Bob Taylor called the Travis County Emergency Services District #3 (TCESD 3, the District) Board of Commissioners' regular meeting to order at 7:01 p.m. A quorum was established with Commissioners Bob Taylor, John Villanacci, Edd New, Rick Coneway, and Carroll Knight attending.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chiefs Elliott and Wittig; District Chiefs Groman and Hartigan; and Lieutenant Roy.

Under Agenda Item 3: There were no visitors.

Under Agenda Item 4: Commissioner Coneway moved to approve the December 15<sup>th</sup> 2008 minutes. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Knight moved to approve the Treasurer's Report, seconded by Commissioner Coneway. The motion carried unanimously.

Under Agenda Item 6: A brief presentation of information was made by Commissioner New, the District's Investment Officer.

Under Agenda Item 7: Commissioner Coneway moved to authorize expenditures over \$2,000.00 each, written from December 17, 2008 through January 27, 2009. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 8: Chief Warren presented the operations report.

Under Agenda Item 9: Chief Warren presented information regarding the ability for employees to transfer positions between TCESD3 and TCESD9. The Board directed Chief Warren and ACs Wittig and Elliott to confer with TCESD9 Board, develop scenarios to outline different liability transfers between Districts, and verify no tax liability would be brought upon an employee accepting a transfer or promotion. The Board also directed the Fire Chief to ensure that lessons learned summaries were completed and filed for significant emergency events that occur in the District.

Under Agenda Item 10: Assistant Chief Wittig reported that work on the Mackey Field support building was due to begin shortly with a projected timeframe of about one month once work begins.

Under Agenda Item 11: Commissioner Taylor presented an update on the activities of the ESD Commissioners' Council.

Under Agenda Item 12: Commissioner Taylor presented information concerning support for a Travis County-wide initiative to increase the Ad Valorem tax cap by five cents for debt service for a total of 15 cents per hundred dollars valuation. This change, if legislated, would likely require voter approval for implementation. Commissioner Taylor motioned to support SAFE-D, TCESD2, and TCESD6 in this initiative with Commissioner Knight seconding. The motion carried unanimously.

Under Agenda Item 13: A Thank You letter was reviewed in response to a donation from WCID #19 for a set of protective firefighting gear.

Under Agenda Item 14: A Thank You and acceptance letter was reviewed for ISO concerning the proposed rating of 2/8B for TCESD3 as well as a brief review of the scores from the survey. Commissioner Villanacci motioned to accept the proposed rating and was seconded by Commissioner New. The motion carried unanimously.

Under Agenda Item 15: A Thank You letter was reviewed for the Barton Creek Country Club for their generosity with the 2008 Annual Awards Banquet.

Under Agenda Item 16: Commissioner Taylor proposed the following officers for 2009:

|                      |                 |
|----------------------|-----------------|
| President:           | Edd New         |
| Vice President:      | John Villanacci |
| Secretary:           | Carroll Knight  |
| Treasurer:           | Carroll Knight  |
| Assistant Treasurer: | Rick Coneway    |

Commissioner Coneway moved to accept the proposed officers by acclamation, seconded by Commissioner Villanacci. The motion carried unanimously. The board thanked Commissioner Taylor for his years of service as the Board President.

Under Agenda Item 17: Commissioner Villanacci motioned to appoint Commissioner Taylor as the primary ESDCC representative and Commissioner New as the alternate. The motion was seconded by Commissioner Knight and the motion carried unanimously.

Under Agenda Item 18: Commissioner Taylor moved that Gary Warren, Carroll Knight, and Edd New continue serving as officers for the Oak Hill Regional Emergency Response Training Foundation. Commissioner Coneway seconded the motion and it passed unanimously.

Under Agenda Item 19: President New announced that future regular meetings would continue to be held on the fourth Monday of the month with certain exceptions. The next meeting was scheduled for February 23, 2009.

Under Agenda Items 20: There was no executive session.

Under Agenda Item 21: There being no further business, Commissioner Coneway moved to adjourn the general meeting at 9:18 p.m. with Commissioner Villanacci seconding. The motion carried unanimously.

Respectfully submitted,

Rick Coneway, Secretary  
Board of Commissioners  
*(Minutes taken by Jeffrey Wittig)*

Approved by Board of Commissioners: \_\_\_\_\_ (Date)

Representative Commissioner: \_\_\_\_\_ (Signature)

(Printed Name) \_\_\_\_\_

NOTICE IS HEREBY GIVEN that the Board of Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular board meeting at 7:00 p.m. on Monday, January 26, 2009 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. Visitor Communications:
  - a. Receive comments from visitors.
4. Review and approval of minutes of the December 15<sup>th</sup> meeting.
5. Treasurer's Report.
6. Quarterly report by Investment Officer.
7. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 12/17/08 – 1/12/09
  2. Checks dated 1/13/09 - 1/27/2009
8. Chief's Operations Report.
9. Discuss and consider action to authorize the Fire Chief to extend longevity and paid leave time accrual transfers between TCESD9 employees and TCESD3 employees in the event of promotion or transfer, including potential compensation received from or paid to TCESD9.
10. Mackey Field and Facility Storage Building Project update.
11. Comments from President Taylor on activities of the latest ESD Commissioners' Council meeting.
12. Discuss and possibly approve funds to support legislative efforts within Travis Co. ESDs to seek passage of legislation related to options to increase property tax limits for ESDs within Travis County.
13. Review and consider approval of a Thank You letter accepting a donation from WCID #19 for protective gear.
14. Review and consider approval of a Thank You letter accepting the proposed ISO Rating of 2/8B.
15. Discuss and consider approval of a Thank You letter to Barton Creek Country Club for their generosity with the 2008 Annual Awards Banquet.
16. Election of TCESD3 Officers for 2009.
17. Discuss and appoint representative and alternate to the ESD Commissioner's Council.
18. Election of Oak Hill Regional Emergency Response Training Foundation Officers.
19. Announcement of future meeting dates of the Board of ESD 03 Commissioners

Adjourn to Executive Session to discuss matters concerning pending or contemplated litigation, real property, or personnel, as authorized pursuant to Texas Government Code Section 551.071, *et seq.*

Return to open session.

20. Consider and take appropriate action on matters discussed in Executive Session.
21. Adjourn.

By: \_\_\_\_\_ Jeffrey J. Wittig, Assistant Fire Chief

NOTE: The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters 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). 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 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. 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 undersigned affirms and states that he/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 January 22<sup>nd</sup> 2009 \_\_\_\_\_ Megan Lundquist, Office Manager