

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

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## **May 23, 2011**

*Attached to and incorporated into these minutes is a copy of the official agenda for the May 23<sup>rd</sup> 2011 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, and Edd New attending.

Fire department personnel present at the meeting included: Chief Warren; Assistant Chief Wittig; Business Mgr. Miller; District Chiefs Hartigan and Wilson; Captain Patton; Firefighter Lee; and PIO Warren.

Under Agenda Item 3: There were no general visitors.

Under Agenda Item 4: Commissioner Taylor moved to approve the minutes of the April 25<sup>th</sup> meeting. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Villanacci moved to approve the Treasurer's report seconded by Commissioner Taylor. The motion carried unanimously.

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

Under Agenda Item 7: Commissioner Villanacci moved to authorize expenditures over \$2,000.00 each, written from April 27<sup>th</sup> – May 24<sup>th</sup> 2011. Commissioner New seconded the motion and Commissioner Taylor abstained. The motion carried.

Under Agenda Item 8: Chief Warren presented the Activity Report for the month of April 2011. Wildfire danger is still high with the continuing drought across Texas. The report details deployment activities during April and mentions the Oak Hill fire that began in a nearby field and proceeded to destroy several homes – thus being named a Wildland Urban Interface (WUI) incident. This fire has created interest from neighborhoods wishing to know more about how to protect their properties. Along the same lines, Chief Warren has spoken with Stratus Properties regarding the Wilderness areas around Barton Creek and with the Wild Basin Preserve managers (St. Edward's University) regarding access into these areas by emergency personnel and, ideally, creations of fire breaks. A discussion with the Nature Conservancy is slated for the near future. The Nature Conservancy backs up to many neighborhoods on the west side of Barton Creek Boulevard.

Under Agenda Item 9: Commissioner Taylor addressed the board concerning the District's economic outlook for the next fiscal year. Generally, the position is to assume a flat property tax collection rate and a 5% possible increase in sales tax receipts. Chief Warren announced that his 'policy budget' would include the purchase of some equipment to enable the training division to conduct propane burns. This equipment would cost approximately \$25,000. The suggestion was made that the district seek a possible sponsor for these purchases.

Under Agenda Item 10: Attention was drawn to the report from the meeting with attorney Ken Campbell regarding annexation issues. The report is included in the board's package.

Under Agenda Item 11: There was no other business.

Under Agenda Item 12: President New reminded those present of the special meeting to be held May 26<sup>th</sup> at 7:30 p.m. and the next regular meeting to be held on June 27<sup>th</sup> at the usual time of 7:00 p.m.

Under Agenda Item 13: There were no closed meetings.

Under Agenda Item 14: There being no further business, Commissioner Taylor moved to adjourn at 7:50 p.m. Commissioner Villanacci seconded the motion, which carried unanimously.

Respectfully submitted,

John Villanacci, 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, May 23, 2011 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 April 25<sup>th</sup> 2011 regular meeting and of the May 7<sup>th</sup> 2011 ESDCC workshop.
5. Review and approval of the treasurer's monthly report for April 2011
6. Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 4/27/2011 – 5/10/2011
  2. Checks dated 5/11/11 – 5/24/2011
8. Chief's Monthly Status Report.
9. Discuss FY2012 budget issues and give staff directions for preparing the preliminary FY2012 budget.
10. Receive report from Commissioners New and Taylor on discussions with the District's attorney related to annexation issues.
11. Other Business:
12. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
13. Consider and take appropriate action on any matters discussed in Closed Meeting(s).
14. 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 May 19, 2011

\_\_\_\_\_ Megan Lundquist, Office Manager