

Minutes of Travis County Emergency Services District #3

July 27, 2020

Attached to and incorporated into these minutes is a copy of the official agenda for the July 27, 2020 meeting. The meeting was held electronically via a ZOOM connection and not in person, due to the COVID pandemic.

Under Agenda Items 1 & 2: Commissioner 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. via a ZOOM connection. A quorum was established with Commissioners Carroll Knight, David Detwiler, John Villanacci and Matt Escobedo present.

Fire department personnel present at the meeting included: Chief Wittig, Business Manager Holloway, Battalion Chiefs Torres and firefighters Ramsdell and Barfield.

Under Agenda Item 3: There were no Visitors comments.

Under Agenda Item 4: Commissioner Escobedo moved to approve the June 22, 2020 regular meeting minutes. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 5: The June Treasurers monthly reports were reviewed. Commissioner Villanacci moved to approve. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 6: Checks and distributions over \$2,000 were reviewed for the period of June 18th to July 23, 2020. Commissioner Knight moved to approve. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 7: The Quarterly Investment Officers Report was reviewed. Commissioner Villanacci moved to approve. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 8: The Commissioners reviewed the Sales Tax Status Report for June.

Under Agenda Item 9: The FINAL Draft of the 2020-21 TCESD#3 Budget and Financial Forecast was presented by Chief Wittig. Commissioner Villanacci moved to approve both the 2020-21 and Financial Forecast. Commissioner Detwiler seconded the motion, which carried unanimously.

Under Agenda Item 10: A discussion ensued regarding the four (4) bids that were received regarding the expansion and modifications to Station 301. A Motion was made by Commissioner Knight to approve Chief Wittig to work with Commissioner Escobedo to move forward with acquiring more information regarding the four bids and to select the contractor of choice in a range of \$750k to \$800k. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 11: Chief Wittig presented the Monthly Status Report for June.

Under Agenda Item 12: The next scheduled ESDCC meeting is August 15th.

Under Agenda Item 13: It was announced that the next REGULAR Board meetings of TCESD#3 would be held August 24th, September 28th and October 26, 2020 at Station 302.

Under Agenda Item 14: There being no further business, the meeting was adjourned at 8:08 p.m.

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, July 27, 2020. On March 16, 2020, in accordance with Texas Government Code § 418.016, Governor Abbott suspended various provisions of the Open Meetings Act that require government officials and members of the public to be physically present at a specified meeting location due to the COVID-19 virus. Pursuant to that suspension, members of the public will not be allowed to attend this regular meeting in person.

The **public** may view this regular meeting while in progress online at the following web address:

<https://us02web.zoom.us/j/81501837394?pwd=Yy9WbzJkOHI0MwSTdDaW5kWHpzUT09>

An electronic copy of the agenda and its published contents can be found at:

<http://www.oakhillfire.org/esddocs/Meetings/ESD Board Package 20200727.pdf>

Please note that members of the **public** who wish to communicate to the Commissioners during the "Public Comments" item (#3) on the agenda may do so by selecting the "Raise Hand" icon on their screen and standby for acknowledgement.

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. **Comments from the Public:** Receive comments from visitors and a response once acknowledged.
4. Review and approve the minutes of the June 22, 2020 regular meeting of the District.
5. Review and approval of the Treasurers' monthly report for June 2020.
6. Approve payments over \$2,000 from June 18th to July 23, 2020.
7. Review and approve the Quarterly Investment Officers Report
8. Review Sales Tax Statistics
9. Review and potentially Approve the FINAL Proposed Budget and Financial Forecast.
10. Discuss and consider authorizing the Fire Chief to execute an agreement to hire a General Contractor to perform the expansion and remodel efforts at the Circle Drive Station

11. Review of Chief's Monthly Status Reports
 1. Significant incident runs;
 2. Statistics;
 3. Special Project Updates
12. Other Business:
 1. Report on any ESDCC activities. Announcement of the next ESDCC meeting dates.
 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. 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. 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 he 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 July 24, 2020.

By: _____ Herb Holloway, Business Manager