

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

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## **January 22, 2024**

Attached to and incorporated into these minutes is a copy of the official agenda for the January 22, 2024 meeting.

Under Agenda Item 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. A quorum was established with Commissioners Carroll Knight, David Detwiler, Matt Escobedo and John Villanacci in attendance. Fire department personnel present at the meeting included: Chief Wittig, Administrative Assistant Jacqueline Elkins, Firefighters Hartigan, Lyngaas, and Ford.

Under Agenda Item 3: There were no comments from visitors.

Under Agenda Item 4: The Statement of Officer was recited and solemnly sworn to by all five (5) TCESD #3 Commissioners and Executed by same. All five (5) Commissioners then took the Oath of Office to faithfully execute the duties of the office of Travis County ESD #3. Administrative Assistant Jacqueline Elkins certified their Oaths and signed to such.

Under Agenda Item 5: A reconfirmation of Title of Position was agreed to by all Commissioners.

President – J. Edd New

Vice President – John Villanacci

Treasurer – Carroll D. Knight

Assistant Treasurer – David Detwiler

Commissioner – Matt Escobedo

Under Agenda Item 6: The minutes of the December 18, 2023 Regular meeting were reviewed. Commissioner Villanacci moved to approve. Commissioner Detwiler seconded the motion, which was carried unanimously.

Under Agenda Item 7: The Treasurers Report ending December 2023 was reviewed. Commissioner Knight moved to approve the report. Commissioner Villanacci seconded the motion, which was carried unanimously.

Under Agenda Item 8: Checks over \$2,000 from December 15 ,2023 to January 18, 2024 were reviewed. Commissioner Escobedo moved to approve. Commissioner Knight seconded the motion, which was carried unanimously.

Under Agenda Item 9: The Investment Officers Report as of December 31, 2023 was reviewed and discussed. Commissioner Villanacci moved to approve. Commissioner Detwiler seconded the motion, which was carried unanimously.

Under Agenda Item 10: Sales Tax reports for December were not fully available at the time of the meeting. Chief Wittig presented the information available and will distribute a full report once it becomes available.

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

Under Agenda Item 12: There are no scheduled ESDCC meetings in the near future. There were no comments.

Under Agenda Item 13: It was announced that the next REGULAR Board meetings of TCESD #3 would be held on February 26, March 25, and April 22, 2024 at Station 302.

Under Agenda Item 14: Meeting was adjourned at 7:29 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 and publicized meeting at 7:00 p.m. on Monday, January 22, 2024 in the Community Room of TCESD3 Station 302 located at 4111 Barton Creek Blvd., 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. Action on Statements of appointed Commissioners and administration of Oath of Office for Commissioners.
5. Reconfirm or Reappoint Commissioners Officers positions.
6. Review and approve the minutes of the December 18,2023 regular meeting of the District.
7. Review and approval of the Treasurers' monthly report for December 2023.
8. Approve payments over \$2,000 from December 15, 2023 to January 18, 2024.
9. Review and approve Investment Officers Report.
10. Review Sales Tax Statistics
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. 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 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 January 19, 2024.

By: \_\_\_\_\_ Herb Holloway, Business Manager