

**MEETING OF
TRAVIS COUNTY EMERGENCY SERVICES DISTRICT 14**
Minutes of a special-called board meeting at the Volente Fire Hall located at
15406 FM 2769, Volente, TX 78641
Meeting Date: Thursday, February 3, 2011 Time: 7:00 PM

MINUTES, Approved

1. Call to Order, Roll Call and Establishment of Quorum

President Stevenson called the meeting to order at 7:04PM. Four commissioners were present: Stevenson, Jordan, Tanous and Moore, forming a quorum. Commissioner Blunt was absent.

2. Discussion and possible action on formation of a working group to consider short and long range planning for ESD 14, including but not limited to, considerations of known and projected budget scenarios, use of existing and other possible service providers, staffing and station locations, etc., and to report the group's findings and recommendations to the ESD 14 Board.

President Stevenson reminded those present that the suggestion for an ad hoc committee had been brought up in the previous meeting of ESD 14 but had not been acted upon. Stevenson made the following motion: *"Moved, that the board of commissioners of ESD 14 create an ad hoc committee, to be known as the Planning Committee,, to consider short and long range planning for ESD 14, including but not limited to, considerations of known and projected budget scenarios, use of existing and other possible service providers, staffing and station locations, etc., and to report the group's findings and recommendations to the ESD 14 board of directors. Further, the committee's makeup shall be comprised as follows: two members of ESD 14, 1 member of the VVFD board of directors, 1 member of the public residing in the area of the District within the ETJ of Cedar Park and 1 member of the public residing within the remaining portion of the District. Each committee member shall have an alternate appointed."*

The motion was seconded by Moore and approved by voice vote with no dissent.

It was decided that Stevenson and Tanous would be the two representatives from the ESD. Gary Potts will represent the VVFD board, with Scott Spurlin as his alternate. Ken Beck, President of Volente Neighborhood Association and a resident of Booth Circle, will be asked to participate on behalf of the area outside the Cedar Park ETJ. From the Cedar Park ETJ area: Wiley McMinn and Veronica Frederick (President of Bella Vista HOA) were both present and each indicated a willingness to participate; a decision will be made at a later time. Roger Shull and Fire Chief Groman will be asked to participate as "technical consultants". A first meeting of the Planning Committee was tentatively scheduled for Monday, 2/7/11 at 7:00PM, to be confirmed. The Planning Committee will be expected to provide updates at each ESD 14 meeting, with a target date for a preliminary report of April 1, 2011.

President Stevenson said he will attempt to get a copy of the Cedar Park annexation report that was reportedly to be available after January 31, 2011.

3. Consider and take appropriate action on budget line item revisions

Commissioner Moore reviewed for the commissioners a proposed revised 2010-2011 budget that had been prepared by Chief Groman. It contained two revisions: 1) line item 5020 Audit (GASB) was increased from \$7,250 to \$8,000 and line item 90313 Station Planning was added with an amount of \$50,000. Moore noted that the Station Planning line item had been in past years' budgets when the ESD was considering construction of a new building and was needed now to allow investigation of a possible second station.

Moore made the following motion, *"Moved, that the District adopt the revised budget presented,*

with the changes to line items 50200 and 90313.” The motion was seconded by Jordan and approved by voice vote with no dissent.

RECESS FOR CLOSED SESSION

At this point President Stevenson announced the commissioners would go into closed session with the following statement: *“The board of Travis County Emergency Services District No. 14 will now recess the open meeting at 7:20 PM and go into Closed Meeting pursuant to Section 551.072, Deliberation Regarding Real Property, § 551.072, Texas Government Code, to deliberate the possible purchase, acquisition, exchange, lease, or value of real property for use as a possible emergency services station. The open meeting will be reconvened shortly following the Closed Meeting.”*

OPEN MEETING RECONVENED

At 7:48PM President Stevenson reconvened the open meeting and the commissioners immediately took up agenda item 4.

4. Discussion and possible action on the purchase, acquisition, exchange, lease, or value of real property by the District for use as a possible emergency services station, and authorization of appropriate District officials, including commissioners, real estate agents, attorney, land planners, engineers, or other appropriate entities or individuals to investigate same.

Commissioner Moore noted that he planned to make two motions that would allow the ESD to proceed with investigating suitable properties and securing options on potential sites for a possible second station. He stressed that the commission has not made a decision to implement a second station, but that actions were necessary now in order to preserve this option should the commission decide to pursue it. Similar statements were made by Commissioner Tanous.

Commissioner Moore made the following motion: *“Moved, that Commissioner Moore is authorized to investigate available sites for a possible second emergency services station and that Commissioner Moore is authorized to engage in negotiations with the appropriate property owner(s) and to enter into agreements to secure options for acquisition of property for this purpose on behalf of the District, such agreements subject to approval by the District’s attorney and the District President and further subject to an initial expenditure commitment for such agreement(s) of \$10,000 unless further board approval is granted. The budget line item is 90313, Station Planning.”*

The motion was seconded by Jordan and approved by voice vote with no dissent.

Commissioner Moore then made the following motion: *“Moved, that Commissioner Moore, subject to the approval of the District’s attorney and District President, is authorized to engage the services of land planners, engineers, property inspectors, surveyors, or other appropriate individuals or entities in the investigation of real property for use as a possible emergency services station and further subject to a total expenditure limitation for such services of \$5,000 unless further board approval is granted. The budget line item is 90313, Station Planning.”*

The motion was seconded by Tanous and approved by voice vote with no dissent.

5. Consideration and Possible Action Regarding Revisions to the Agreement Between ESD 14 and Volente VFD for Fire Protection and First Responder Emergency Medical Services

Commissioner Moore noted that the ESD’s attorney had provided suggested revisions to the current contract to the commissioners in the form of a redlined version of the 2009-2010 contract. The parties are currently operating under that contract on a month to month basis under its automatic renewal provisions.

6. Receive report from Secretary confirming certain required reporting and publishing activities have been completed.

Moore noted three items he wanted to get into the minutes for the purpose of documentation:

- 1) As required by statute, ESD 14 published notice of its legal address in the Hill Country News during the month of January 2011;
- 2) During the month of January, Moore updated the ESD's information kept on the website of the Texas Department of Rural Affairs, including information on the appointment of Commissioner Tanous and reappointment of Commissioner Stevenson;
- 3) Commissioner Tanous has completed the required training on Open Meetings Act and on Public Information Act and copies of his training certificates were placed in the ESD's records.

7. Reimbursement and Payment Requests

Motion by Moore: *"Moved, that the ESD approve and pay the invoice for \$21.00 to Hill Country News for publication of the ESD's address in January 2011."*

The motion was seconded by Tanous and approved by voice vote with no dissent.

8. Adjournment

The next regular meeting of the ESD will be Wednesday, February 16, 2011 at 7:00PM.

Moore moved to adjourn the meeting; the motion was seconded by Tanous and approved by voice vote, adjourning the meeting at 8:22PM.

Respectfully submitted by:

Lonnie Moore, Secretary