



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Thursday, February 27, 2020

1. Call to Order

With a quorum present, the regular session meeting of Travis County ESD No. 6 was called to order by Commissioner Barr at 1:00 p.m. on Thursday, February 27, 2020 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Suite #100, Austin, Travis County, Texas 78734.

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|-------------------------------|---------------------|---------|
| Commissioner Paula S. Barr | President | Present |
| Commissioner Jefferson Howell | Vice President | Absent |
| Commissioner Mary Lynne Gibbs | Assistant Treasurer | Present |
| Commissioner Jim Boushka | Board Member | Present |
| Commissioner Jessica Clinton | Board Member | Present |

2. Public comment

None presented.

3. Safety awareness

The Fire Chief gave a safety message concerning the Coronavirus and urged everyone to take the Center for Disease Control (CDC) seriously.

4. LTFR/Community events

The Fire Chief reported The 100 Club of Central Texas would honor Lake Travis Fire Rescue's Lt. Chris Wood and Austin Fire Department's Firefighter Justin La Prie as Outstanding Firefighters of the Year for the being pivotal in the plane rescue while both were off-duty on Lakeway Blvd. in 2019. The annual Awards Banquet was to be held Saturday, April 4.

5. Administer Oath of Office to newly-appointed commissioner

Administrative Manager Marczynski administered the oath of office to newly-appointed Commissioner Jessica Clinton.

6. Election of officers for the Board of Commissioners

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Jim Boushka, Board Member
Fire Chief Abbott
Financial Manager Smith

MOTION: Agrees that Paula S. Barr’s specific professional background skills and qualifications qualifies her to continue to serve at the present position beyond the two-year term limit and move that term limits may be waived for the existing positions.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jim Boushka, Board Member

SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer

AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton

ABSENT: Jefferson Howell

MOTION: Moves that the following commissioners be elected as follows: Paula S. Barr, President, Mary Lynne Gibbs, Vice President, Jim Boushka, Treasurer, Jefferson Howell, Assistant Treasurer and Jessica Clinton, Secretary

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer

SECONDER: Commissioner Jim Boushka, Board Member

AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton

ABSENT: Jefferson Howell

7. Approve the minutes of the Thursday, January 23, 2020 Regular Session

MOTION: Approve the minutes of the Thursday, January 23, 2020 Regular Session in Consent Item #7.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jim Boushka, Treasurer

SECONDER: Commissioner Mary Lynne Gibbs, Vice President

AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka

ABSENT: Jefferson Howell

ABSTAIN: Jessica Clinton

8. Discuss and accept the Audit for Fiscal Year 2019 (Financial Statements for the Year ended September 30, 2019 and Independent Auditors’ Report by Maxwell, Locke and Ritter, LP)

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Vice President
Commissioner Jim Boushka, Treasurer
Fire Chief Abbott
Chief Financial Officer De Witt

Financial Manager Smith
Jimmy Romell, Maxwell, Locke and Ritter, LP
Veronica Lomas Day, Maxwell, Locke and Ritter, LP

MOTION: The Board accepts the Audit for Fiscal Year 2019.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

9. Update, discuss and/or take appropriate action on the January 2020 Financial Report

Members of the Board heard from:
Commissioner Jim Boushka, Treasurer
Fire Chief Abbott
Financial Manager Smith

MOTION: Approve the January 2020 Final Financial Report as presented in Item #9.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Vice President
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

10. Update, discuss and/or take appropriate action on the January 2020 Bank Statements/Investments

Members of the Board heard from:
Commissioner Paula S. Barr, President
Fire Chief Abbott
Financial Manager Smith

MOTION: Approve the January 2020 Bank Statements/Investments as presented in Item #10.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Vice President
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

11. Update, discuss and/or take appropriate action on expenditures over \$2,000

Members of the Board heard from:
Commissioner Mary Lynne Gibbs, Vice President
Commissioner Jim Boushka, Treasurer
Fire Chief Abbott
Assistant Fire Chief Tess
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #11.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Vice President
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

12. Approve Compass Bank Resolution designating authorized signators on the District checking account: Operating (Main) Account

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jessica Clinton, Secretary
Administrative Manager Marczynski
Financial Manager Smith

MOTION: Approve and authorizes the indicated District agents to execute the resolution in the form presented to the board, designating signatories on accounts and those with authority to act with respect to the accounts of the District, all as provided in such resolution.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

13. Approve resolution authorizing individual Board members to execute the TexPool Resolution designating authorized users (Record Vote)

Members of the Board heard from:
Administrative Manager Marczynski
Financial Manager Smith

MOTION: Approve resolution authorizing individual Board members to execute the TexPool Resolution designating authorized users.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

14. Update and discuss Travis Central Appraisal District's decision to not reappraise a majority of residential properties in 2020

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Vice President
Commissioner Jim Boushka, Treasurer

Chief Financial Officer De Witt
Financial Manager Smith

RESULT: DISCUSSED

15. Executive Session (No public discussion on these items)

The Travis County Emergency Services District No. 6 Board of Fire Commissioners will consider the following items in Executive Session. The Commissioners may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners announce that the item will be considered during Executive Session. No action may be taken on any items considered during Executive Session.

- A. Tex Govt. Code §551.074: Deliberation about personnel matters
- B. Tex Govt. Code §551.074: Personnel matters – Fire Chief – Annual review/evaluation, compensation package adjustment and employment agreement
- C. Tex Govt. Code §551.071: Consult with attorneys – Regarding all matters as authorized by law

RESULT: NO ACTION TAKEN

16. Update, discuss and/or take appropriate action on Fire Chief’s annual review/evaluation, compensation package adjustment and employment agreement

RESULT: NO ACTION NEEDED

17. Discuss and take appropriate action to approve the change of District records and discontinuation of service to area disannexed in connection with the annexation by the City of Austin in compliance with Health & Safety Code Section 775.022

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Treasurer
Fire Chief Abbott
Chief Financial Officer De Witt

MOTION: Approve the change of District records and discontinuation of service to the Milky Way Drive annexation area (approximately 42 acres) disannexed in connection with the annexation by the City of Austin in compliance with Health & Safety Code Section 775.022.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Jim Boushka, Treasurer

SECONDER: Commissioner Mary Lynne Gibbs, Vice President

AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton

ABSENT: Jefferson Howell

18. Update, discuss and/or take appropriate action on Board Educational Sub-Committees' work

- Update, discuss and/or take appropriate action on Legislative Strategic Plan

Members of the Board heard from:
Commissioner Paula S. Barr, President

RESULT: DISCUSSED

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Vice President

- Update, discuss and/or take appropriate action on Citizen's Education Forum (CEF) and Citizen's Advisory Committee (CAC)
 - Next quarterly luncheon meeting of CEF and CAC – Thursday, March 5, 2020, Sonesta Bee Cave Hotel, 11:30 a.m.-1:30 p.m.

RESULT: DISCUSSED

19. Update, discuss and/or take appropriate action on Travis County ESD Commissioners Council (ESDCC)

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Fire Chief Abbott

RESULT: DISCUSSED

20. Update, discuss and/or take appropriate action on Texas State Association of Fire Emergency Districts (SAFE-D)

Members of the Board heard from:
Commissioner Paula S. Barr, President

- Commissioner training opportunities

RESULT: DISCUSSED

21. Fire Chief comments

Members of the Board heard from:
Commissioner Paula S. Barr, President
Fire Chief Abbott
Battalion Chief of EMS Fernandes

RESULT: DISCUSSED

22. Commissioners interests and future agenda items

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

03-26-2020

Date of Approval



Jessica Clinton, Secretary