



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6
Regular Session Minutes
Thursday, March 28, 2019

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, March 28, 2019 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Suite #100, Austin, Travis County, Texas 78734.

Commissioner Paula S. Barr	President	Present
Commissioner Jefferson Howell	Vice President	Present
Commissioner Jerry Stein	Treasurer	Present
Commissioner Mary Lynne Gibbs	Assistant Treasurer	Present
Commissioner Ana M. Guzmán	Secretary	Absent

2. Public comment

Firefighter Braden Frame, Lake Travis Firefighters Association Local 4117 President, spoke about the Texas State Association of Firefighters legislative bills that the local association is supporting.

3. LTFR/Community events

The Fire Chief reminded everyone of the upcoming Annual 2019 SpringFest to be held at the Hill Country Galleria on Saturday, April 27 from 11 a.m.-8 p.m. He also reported that the Lake Travis Firefighters Association Local 4117 Benevolent Society will be sponsoring a golf tournament on Friday, May 3 and proceeds would go towards the Cavs Lounge. He also recognized Lt. Chris Wood for his off-duty help during the recent plane crash in Lakeway.

4. Approve the minutes of the Thursday, February 28, 2019 Regular Session

MOTION: Approve the minutes of the Thursday, February 28, 2019 Regular Session as presented in Consent Item #4.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán

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

- Educational Committee report
 - Update, discuss and/or take action on Legislative Strategic Plan

Members of the Board heard from:

Commissioner Paula S. Barr, President
 Commissioner Jefferson Howell, Vice President
 Commissioner Jerry Stein, Treasurer
 Commissioner Mary Lynne Gibbs, Assistant Treasurer
 Fire Chief Abbott
 Chief Financial Officer De Witt
 Legislative Educational Consultant Gib Lewis
 Legislative Educational Consultant Debbie Mitchell

RESULT: DISCUSSED

6. Discuss and accept the Audit for Fiscal Year 2018 (Financial Statements for the Year Ended September 30, 2018 and Independent Auditors' Report by Maxwell, Locke and Ritter, LLP)

Members of the Board heard from:

Commissioner Paula S. Barr, President
 Commissioner Jefferson Howell, Vice President
 Chief Financial Officer De Witt
 Auditor Veronica Lomas Day

MOTION: Approve the Audit for Fiscal Year 2018 as presented in Item #6.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán

7. Update, discuss and/or take action on the February 2019 Financial Report

Members of the Board heard from:

Commissioner Paula S. Barr, President
 Commissioner Jefferson Howell, Vice President
 Commissioner Jerry Stein, Treasurer
 Commissioner Mary Lynne Gibbs, Assistant Treasurer
 Financial Manager Smith

MOTION: Approve the February 2019 Financial Report as presented in Item #7.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán

8. Update, discuss and/or take action on the February 2019 Bank Statements/Investments

Members of the Board heard from:
Commissioner Jerry Stein, Treasurer
Financial Manager Smith

MOTION: Approve the February 2019 Bank Statements/Investments as presented in Item #8.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán

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

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Commissioner Jerry Stein, Treasurer
Fire Chief Abbott
Chief Financial Officer De Witt
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #9.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSTAIN: Paula S. Barr
ABSENT: Ana M. Guzmán

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

The Travis County Emergency Services District No. 6 Board of Commissioners will consider the following items in Executive Session. The Board of Commissioners may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Board of Commissioners announces that the item will be considered in 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 Gov't Code §551.071: Consultation with attorneys – Regarding all matters authorized as by law

RESULT: NO EXECUTIVE SESSION NEEDED

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

- Educational Committee report
- Update, discuss and/or take action on Citizen's Education Forum (CEF) and Citizen's Advisory Committee (CAC)

Members of the Board heard from:
Commissioners Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Commissioner Jerry Stein, Treasurer
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Fire Chief Abbott

RESULT: DISCUSSED

- City Relations Committee report

RESULT: NONE PRESENTED

12. Update, discuss and/or take action on donations for Project Graduation

- Lake Travis High School
- Vandegrift High School

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Administrative Manager Marczynski

MOTION: Approve \$500 donations to Lake Travis High School and Vandegrift High School for Project Graduation.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Jefferson Howell, Vice President

SECONDER: Commissioner Jerry Stein, Treasurer

AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs

ABSENT: Ana M. Guzmán

13. Update, discuss and/or take action on Wildland Fuels Management Program

Members of the Board heard from:
Commissioner Paula S. Barr
Commissioner Jefferson Howell, Vice President
Commissioner Jerry Stein, Treasurer
Fire Chief Abbott
Assistant Fire Chief Tess
Financial Manager Smith

RESULT: DISCUSSED

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

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

Commissioner Jerry Stein, Treasurer
Commissioner Mary Lynn Gibbs
Fire Chief Abbott

RESULT: DISCUSSED

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

- Commissioner training opportunities

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

RESULT: DISCUSSED

16. Fire Chief Report

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

RESULT: DISCUSSED

17. Commissioners concerns and future agenda items

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynn Gibbs
Fire Chief Abbott
Assistant Fire Chief Tess
Chief Financial Officer De Witt

RESULT: DISCUSSED

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Approved by the Board of Commissioners:

4-24-19

Date of Approval



Jerry Stein

Treasurer, Board of Commissioners