



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6
Regular Session Minutes
Thursday, May 25, 2017

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, May 25, 2017 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 Jim Boushka	Assistant Treasurer	Present
Commissioner Mary Lynne Gibbs	Secretary	Absent

2. Public comment

NONE

3. Employee recognition

The Fire Chief recognized Wildfire Specialist Boettner for his work in putting on a successful Firewise community event in Lakeway on Saturday, May 6. Dignitaries attending were State Senator Dawn Buckingham, State Representative Paul Workman, Lakeway Mayor Joe Bain, Lakeway City Manager Steve Jones and Travis County ESD No. 6 Board President Paula S. Barr.

He commended the Lake Travis Honor Guard. Tomorrow some members will attend the funeral services for fallen San Antonio Fire Department firefighter Scott Deem and other members will attend the Lakeway Memorial Day Ceremony. Earlier this month, Honor Guard members performed a 36-hour casket standby for the Morgan Point Rescue Squad fallen diver.

11. 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, Board President

Legislative Education Consultant Gib Lewis
Legislative Education Consultant Debbie Mitchell

4. LTFR/Community events

None presented.

5. Approve the minutes of the Thursday, April 27, 2017 Regular Session

MOTION: Approve the minutes of the Thursday, April 27, 2017 Regular Session as presented in Consent Item #5.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Jefferson Howell, Vice President
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein
ABSTAINED: Jim Boushka
ABSENT: Mary Lynne Gibbs

6. Update, discuss and/or take action on the April 2017 Financial Report

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

MOTION: Approve the April 2017 Financial Report as presented in Item #6.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka
ABSENT: Mary Lynne Gibbs

7. Update, discuss and/or take action on April 2017 Bank Statements/Investments

Members of the Board heard from:
CFO De Witt
Financial Manager Smith

MOTION: Approve April 2017 Bank Statements/Investments as presented in Item #7.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Assistant Treasurer
SECONDER: Commissioner Jefferson Howell, Vice President
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka
ABSENT: Mary Lynne Gibbs

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

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Lieutenant Griggs

Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #8.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Assistant Treasurer
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka
ABSENT: Mary Lynne Gibbs

9. Discuss and/or take action on increasing limit on Fire Chief's and Assistant Fire Chief's District credit card to \$10,000 each and issuing District credit cards for the Fire Chief's Executive Assistant Taylor, Battalion Chiefs Carlson, Jacobi, Knaus, Petersma, Phillips, Prather, and Financial Manager Smith with a credit limit of \$5,000 each

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Vice President
Commissioner Jerry Stein, Treasurer
Commissioner Jim Boushka, Assistant Treasurer
Fire Chief Abbott
CFO De Witt
Administrative Manager Marczynski
Financial Manager Smith

MOTION: Approve increasing limit on Fire Chief's and Assistant Fire Chief's District credit card to \$10,000 each and issuing District credit cards for the Fire Chief's Executive Assistant Taylor, Battalion Chiefs Carlson, Jacobi, Knaus, Petersma, Phillips, Prather, and Financial Manager Smith with a credit limit of \$5,000 each
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Assistant Treasurer
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka
ABSENT: Mary Lynne Gibbs

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

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

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

RESULT: **DISCUSSED**

- Update, discuss and/or take action on the Citizen's Advisory Committee (CAC)

Members of the Board heard from:

Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Board Vice President

RESULT: DISCUSSED

- City Relations Committee report

RESULT: NONE PRESENTED

12. Update, discuss and/or take action on License Agreement between Travis County and Travis County ESD No. 6 for Travis County Parks West Facility

Members of the Board heard from:
Commissioner Jim Boushka, Assistant Treasurer
Assistant Fire Chief Tess
Lieutenant Griggs

MOTION: Approve the License Agreement between Travis County and Travis County ESD No. 6 for Travis County Parks West Facility as presented in Item #12 and authorizes the Board President to sign the agreement.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Jefferson Howell, Vice President

SECONDER: Commissioner Jim Boushka, Assistant Treasurer

AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka

ABSENT: Mary Lynne Gibbs

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

Members of the Board heard from:
Assistant Fire Chief Tess
Lieutenant Griggs
Wildfire Specialist Boettner

RESULT: DISCUSSED

14. Update, discuss and/or take action on planning process for District's next station

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

RESULT: DISCUSSED

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

Members of the Board heard from:

Commissioner Paula S. Barr, Board President

RESULT: DISCUSSED

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

- Commissioner training opportunities

RESULT: NONE PRESENTED

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 ACTION TAKEN

17. Fire Chief comments

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED

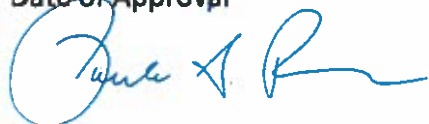
18. Commissioners concerns and future agenda items

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

6/23/17
Date of Approval



Paula S. Barr
President, Board of Commissioners