



**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6**  
**Regular Session Minutes**  
**Wednesday, July 22, 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 Wednesday, June 24, 2020 via attendance by videoconference.

Commissioner Paula S. Barr	President	Present
Commissioner Mary Lynne Gibbs	Vice President	Present
Commissioner Jim Boushka	Treasurer	Present
Commissioner Jefferson Howell	Assistant Treasurer	Present
Commissioner Jessica Clinton	Secretary	Present

**2. Safety awareness**

*The Fire Chief reminded everyone to stay hydrated during this hot weather. He reported there was a burn ban in Travis County and that Texas is under a threat for wildfire due to the weather.*

**3. Public comment**

*None presented.*

**4. Approve the minutes of the Wednesday, June 24, 2020 Regular Session**

**MOTION:** Approve the minutes of the Wednesday, June 24, 2020 Regular Session in Consent Item #4.

**RESULT:** **ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Mary Lynne Gibbs, Vice President

**SECONDER:** Commissioner Jefferson Howell, Assistant Treasurer

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Jefferson Howell, Jessica Clinton

**ABSTAIN:** Jim Boushka

**5. Update, discuss and/or take appropriate action to execute a Worker's Compensation Policy effective 10/1/2020 with 7710**

Members of the Board heard from:

Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Jefferson Howell, Assistant Treasurer  
Commissioner Jessica Clinton, Secretary  
Fire Chief Abbott  
Chief Financial Officer De Witt  
Administrative Manager Marczynski  
Financial Manager Smith  
Nick Hand, The Mahoney Group

**MOTION:** Approve the Worker’s Compensation policy effective 10/1/2020 with 7710 and authorizes the Board President to execute this policy once vetted by attorney.

**RESULT:** **ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Jefferson Howell, Assistant Treasurer

**SECONDER:** Commissioner Jim Boushka, Treasurer

**AYES:** Paula S. Barr, Jim Boushka, Jefferson Howell, Jessica Clinton

**ABSENT:** Mary Lynne Gibbs

**6. Update, discuss and/or take appropriate action on a Statement of Work and Master Services Agreement with Rebound**

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

**MOTION:** Approve the Statement of Work and Master Services Agreement with Rebound and authorizes the Board President to sign the agreement once vetted by attorney.

**RESULT:** **ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Jessica Clinton, Secretary

**SECONDER:** Commissioner Jim Boushka, Treasurer

**AYES:** Paula S. Barr, Jim Boushka, Jefferson Howell, Jessica Clinton

**ABSENT:** Mary Lynne Gibbs

**7. Update, discuss and/or take appropriate action on the June 2020 Financial Report**

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

**MOTION:** Approve the June 2020 Final Financial Report as presented in Item #7.

**RESULT:** **ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Jim Boushka, Treasurer

**SECONDER:** Commissioner Jefferson Howell, Assistant Treasurer

**AYES:** Paula S. Barr, Jim Boushka, Jefferson Howell, Jessica Clinton

**ABSENT:** Mary Lynne Gibbs

**8. Update, discuss and/or take appropriate action on the June 2020 Bank Statements/Investments**

Members of the Board heard from:  
Financial Manager Smith

**MOTION:** Approve the June 2020 Bank Statements/Investments as presented in Item #8.  
**RESULT:** **ADOPTED (UNANIMOUS)**  
**MOVER:** Commissioner Jim Boushka, Treasurer  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Jim Boushka, Jefferson Howell, Jessica Clinton  
**ABSENT:** Mary Lynne Gibbs

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

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

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

**10. Discuss FY 2021 Preliminary 10-Year Financial Plan and Capital Improvement Plan**

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

**RESULT:** **DISCUSSED**

**11. Update, discuss and/or take appropriate action on Truth-in-Taxation process**

- Review preliminary 2020 Tax Planning Calendar

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jim Boushka, Treasurer  
Commissioner Jefferson Howell, Assistant Treasurer  
Commissioner Jessica Clinton, Secretary  
Administrative Manager Marczynski

**RESULT: DISCUSSED**

- Authorize CFO to calculate, approve and publish the No-New Revenue and Voter-Approval Tax Rates

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Chief Financial Officer De Witt  
Administrative Manager Marczynski  
Financial Manager Smith

**MOTION:** Authorize the CFO to calculate, approve and publish the No-New-Revenue and Voter-Approval Tax Rates.

**RESULT: ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Jefferson Howell, Assistant Treasurer

**SECONDER:** Commissioner Jim Boushka, Treasurer

**AYES:** Paula S. Barr, Jim Boushka, Jefferson Howell, Jessica Clinton

**ABSENT:** Mary Lynne Gibbs

**12. Update, discuss and/or take appropriate action on impacts of Coronavirus (COVID-19) Pandemic**

- Operational impact

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

**RESULT: DISCUSSED**

- Potential financial impact

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

**RESULT: DISCUSSED**

**13. Receive a report on the status of completion of the Station 606 project, including but not limited to commencement of warranties for various aspects of the project, a potential dispute regarding damaged utility infrastructure, potential disputes arising out of construction delays regarding liquidated damages and payment of retained amounts and final payment application amounts, and possible action to direct District agents to accept all project improvements, act to enforce contract documents, and/or authorize offers of compromise in settlement of disputes arising out of the project**

Members of the Board heard from:  
Chief Financial Officer De Witt

**RESULT: DISCUSSED**

**14. 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 §551.071: Consult with attorneys – Regarding the District’s rights and obligations arising out of contract documents pertaining to delayed completion of the Station 606 project and potential settlement of disputes with the project contractor
- C. Tex Govt. Code §551.071: Consult with attorneys – Regarding all matters as authorized by law

**RESULT: NO EXECUTIVE SESSION NEEDED**

**15. Update, discuss and/or take appropriate action on Board Educational Sub-Committees’ work**

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

Members of the Board heard from:  
Commissioner Jefferson Howell, Assistant Treasurer

**RESULT: DISCUSSED**

**16. 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

**RESULT: DISCUSSED**

**17. 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**

**18. Fire Chief comments**

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

**RESULT: DISCUSSED**

**19. Commissioners interests and future agenda items**

**RESULT: NONE PRESENTED**

**ADJOURN**

**Approved by the Board of Commissioners:**

08-27-2020

\_\_\_\_\_  
Date of Approval



\_\_\_\_\_  
Jessica Clinton, Secretary