



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Wednesday, July 25, 2018

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 p.m. on Wednesday, July 25, 2018 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/Secretary	Present
Commissioner Mary Lynne Gibbs	Assistant Treasurer	Present
Commissioner Ana M. Guzmán	Board Member	Absent

2. Public comment

None presented.

3. Employee recognition

None presented.

4. LTFR/Community events

The Fire Chief reminded everyone of the annual Public Safety Day to be held on Saturday, October 20, 2018.

5. Approve the minutes of the Thursday, June 28, 2018 Regular Session

MOTION: Approve the minutes of the Thursday, June 28, 2018 Regular Session as presented in Consent Item #5.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jefferson Howell, Vice President

SECONDER: Commissioner Jerry Stein, Treasurer/Secretary

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

ABSENT: Ana M. Guzmán

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

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Jerry Stein, Treasurer/Secretary
Legislative Educational Consultant Gib Lewis
Legislative Educational Consultant Debbie Mitchell

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

RESULT: DISCUSSED

6. Report from Lake Travis Firefighters Association

Members of the Board heard from:

Commissioner Paula S. Barr, President
Firefighter Braden Frame
Firefighter Graham Taylor

RESULT: DISCUSSED

7. Update, discuss and/or take action on the June 2018 Financial Report

Members of the Board heard from:

Financial Manager Smith

MOTION: Approve the June 2018 Financial Report as presented in Item #7.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jerry Stein, Treasurer/Secretary

SECONDER: Commissioner Jefferson Howell, Vice President

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

ABSENT: Ana M. Guzmán

8. Update, discuss and/or take action on June 2018 Bank Statements/Investments

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Financial Manager Smith

MOTION: Approve the June 2018 Bank Statements/Investments as presented in Item #8.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jefferson Howell, Vice President

SECONDER: Commissioner Mary Lynne, Assistant 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 Paula S. Barr, President
Commissioner Jefferson Howell, Vice 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 Mary Lynne Gibbs, Assistant Treasurer
SECONDER: Commissioner Jerry Stein, Treasurer/Secretary
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán

10. Election of officers for the Board of Commissioners

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

MOTION: Move to nominate Paula S. Barr as president, Jefferson Howell as vice president, Jerry Stein as treasurer, Mary Lynne Gibbs as assistant treasurer and Jerry Stein as secretary to the Travis County ESD No. 6 Board of Commissioners.
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

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

Members of the Board heard from:
Administrative Manager Marczynski

MOTION: Approve and authorize 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 Jerry Stein, Treasurer/Secretary
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán

12. Approve TexPool Resolution for authorized users on TexPool accounts

Members of the Board heard from:
Administrative Manager Marczynski

RESULT: NOT NEEDED

13. Update, discuss and/or take action on Truth-in-Taxation process

- Review tentative preliminary 2018 Tax Planning Calendar

Members of the Board heard from:
Administrative Manager Marczynski

- Authorize CFO to calculate, approve and publish the Effective and Rollback Tax Rates

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

MOTION: Authorize the CFO to calculate, approve and publish the Effective and Rollback Tax Rates.

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

14. Discuss FY 2019 Preliminary 10-Year Financial Plan and Capital Improvement Plan

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Commissioner Jerry Stein, Treasurer/Secretary
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Fire Chief Abbott
Assistant Fire Chief Tess
CFO De Witt
Financial Manager Smith

RESULT: DISCUSSED

16. Update, discuss and/or take action on second round of current hiring process

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED

17. 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 Govt. Code §551.071: Consult with attorneys – Regarding potential collaborative opportunities with other Travis County ESDs*

C. *Tex Govt. Code §551.071: Consult with attorneys – Regarding recent traffic incident*

D. *Tex Gov't Code §551.071: Consultation with attorneys – Regarding all matters authorized as by law*

RESULT: NO ACTION TAKEN

15. Update, discuss and/or take action on District's future strategic service goals, their prioritization and how to achieve them

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

RESULT: DISCUSSED

18. 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)
- Next CEF/CAC Quarterly Meeting – Thursday, August 2, 2018, 11:15 a.m.-1:30 p.m., Keller Williams Lake Travis Market Center, Suite #100, 1921 Lohmans Crossing, Lakeway, Texas 78734

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

RESULT: DISCUSSED

- City Relations Committee report

RESULT: NONE PRESENTED

19. Update, discuss and/or take action on Station 606

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

Commissioner Mary Lynne Gibbs, Assistant Treasurer
CFO De Witt

RESULT: DISCUSSED

20. Update, discuss and/or take action on Headquarters' safety and security renovations

Members of the Board heard from:
Assistant Fire Chief Rick Tess

RESULT: DISCUSSED

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

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Assistant Fire Chief Tess

RESULT: DISCUSSED

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

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

RESULT: DISCUSSED

- Update, discuss and identify back-up representative to ESDCC

RESULT: TABLED

23. 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: NONE PRESENTED

24. Update, discuss and/or take action on potential collaborative opportunities with other Travis County ESDs

RESULT: NONE PRESENTED

25. Fire Chief comments

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED


26. Commissioners concerns and future agenda items

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

8/22/18
Date of Approval



Jerry Stein
Secretary, Board of Commissioners