



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Thursday, July 27, 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 1:01 p.m. on Thursday, July 27, 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	Absent
Commissioner Jerry Stein	Treasurer	Present
Commissioner Jim Boushka	Assistant Treasurer	Present
Commissioner Mary Lynne Gibbs	Secretary	Present

2. Public comment

NONE

3. Employee recognition

Legislative Educational Consultant Gib Lewis applauded Fire Chief Abbott for his testimonies at Senate and House Committee hearings.

The Fire Chief commended Lieutenant Griggs and Wildfire Mitigation Specialist Boettner for their efforts in wildland fire mitigation in the District. He also congratulated the seven firefighters that were promoted recently and Lt. Harris for his continuing work on the District's fleet. He also mentioned that the AEMT class is now completed and everyone passed their final exam.

He also thanked the Administrative staff for their implementation of the new software that will help streamline purchasing and travel arrangements.

4. LTFR/Community events

The Fire Chief reported that tonight there would be a Promotional Badge Pinning Ceremony at the

Lakeway Activity Center in Lakeway starting at 6:30 p.m.

5. Approve the minutes of the Thursday, June 22, 2017 Regular Session

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

13. 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

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

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jerry Stein, Board Treasurer
Commissioner Jim Boushka, Board Assistant Treasurer
Financial Manager Smith

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

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

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

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

ABSENT: Jefferson Howell

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

Members of the Board heard from:
Commissioner Jim Boushka, Assistant Treasurer
Fire Chief Abbott
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 Mary Lynne Gibbs, Secretary
AYES: Paula S. Barr, Jerry Stein, Jim Boushka, Mary Lynne Gibbs
ABSENT: Jefferson Howell

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

- Review tentative preliminary 2017 Tax Planning Calendar

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

RESULT: **DISCUSSED**

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

MOTION: Authorizes the CFO to calculate, approve and publish the Effective and Rollback Tax Rates.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Secretary
AYES: Paula S. Barr, Jerry Stein, Jim Boushka, Mary Lynne Gibbs
ABSENT: Jefferson Howell

10. Update, discuss and/or take action on FY 2018 Preliminary 10-Year Financial Plan and Capital Improvement Plan

Members of the Board heard from:
Fire Chief Abbott
CFO De Witt

RESULT: **DISCUSSED**

11. 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, Board President
Fire Chief Abbott

RESULT: DISCUSSED

12. 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

13. 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)
 - 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 Mary Lynne Gibbs, Secretary
Fire Chief Abbott

RESULT: DISCUSSED

- City Relations Committee report

Members of the Board heard from:
Fire Chief Abbott

RESULT: NONE PRESENTED

14. Update, discuss and/or take action on purchase of a quint and engine

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

Lieutenant Ted Harris

MOTION: Approve the purchase of a quint and engine and authorize the Board President to sign the purchase agreement as presented by staff.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Assistant Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Secretary
AYES: Paula S. Barr, Jerry Stein, Jim Boushka, Mary Lynne Gibbs
ABSENT: Jefferson Howell

15. Update, discuss and/or take action on Memorandum of Agreement between Capital Area Trauma Regional Advisory Council (CATRAC) and Lake Travis Fire Rescue/Travis County ESD No. 6 for Emergency Medical Task Force

Members of the Board heard from:
Fire Chief Abbott

MOTION: Approve the Memorandum of Agreement between Capital Area Trauma Regional Advisory Council (CATRAC) and Lake Travis Fire Rescue/Travis County ESD No. 6 for Emergency Medical Task Force and authorize the Board President to sign the agreement.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Jim Boushka, Assistant Treasurer
AYES: Paula S. Barr, Jerry Stein, Jim Boushka, Mary Lynne Gibbs
ABSENT: Jefferson Howell

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

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

RESULT: **DISCUSSED**

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

- Update, discuss and/or take action on contract with architect

Members of the Board heard from:
CFO De Witt

MOTION: The Board directs District staff to evaluate and select architect for Station 606 and authorizes Board President to sign contract once vetted by attorney.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jim Boushka, Assistant Treasurer
SECONDER: Commissioner Jerry Stein, Treasurer

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

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

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

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

RESULT: TABLED

19. 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, Board President

RESULT: DISCUSSED

20. Fire Chief comments

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED

21. Commissioners concerns and future agenda items

RESULT: NONE PRESENTED

ADJOURN

Approved by the Board of Commissioners:

8/17/17
Date of Approval

Mary Lynne Gibbs

Mary Lynne Gibbs
Secretary, Board of Commissioners