



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Wednesday, August 22, 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 1:02 p.m. on Wednesday, August 22, 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	Present

2. Public comment

None presented.

3. LTFR/Community events

The Fire Chief reminded everyone of the annual 9/11 Stair Climb on Tuesday, September 11, 2018 at the Hill Country Galleria and the annual Public Safety Day to be held on Saturday, October 20, 2018.

Board President Paula S. Barr recognized the Fire Chief for receiving his Chief Fire Officer designation.

4. Approve the minutes of the Wednesday, July 25, 2018 Regular Session

MOTION: Approve the minutes of the Wednesday, July 25, 2018 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, Mary Lynne Gibbs, Ana M. Guzmán

ABSENT: Jerry Stein

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:

Fire Chief Abbott

Legislative Educational Consultant Debbie Mitchell

RESULT: DISCUSSED

6. Update, discuss and/or take action on District's FY 2019 Benefit Plans: Medical, Dental, Vision, Life (Basic and Optional) and Long-Term Disability

Members of the Board heard from:

Commissioner Paula S. Barr, President

Commissioner Jefferson Howell, Vice President

Commissioner Mary Lynne Gibbs, Assistant Treasurer

Commissioner Ana M. Guzmán, Board Member

Fire Chief Abbott

Chief Financial Officer De Witt

Administrative Manager Marczynski

Financial Manager Smith

Brent Howell, Watkins Insurance

MOTION: Accept the FY 2019 recommendations of United Healthcare for Medical, MetLife for Dental and Vision, MetLife for Life (Basic and Optional) and Hartford for Long-Term Disability as presented in Item #6.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer

SECONDER: Commissioner Ana M. Guzmán, Board Member

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

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

- Update, discuss and/or take action on Interlocal Agreement for Fire Prevention and Mitigation Services between Lake Travis Fire Rescue and the City of West Lake Hills

Members of the Board heard from:

Commissioner Paula S. Barr, President

Commissioner Jefferson Howell, Vice President

Commissioner Mary Lynne Gibbs, Assistant Treasurer

Commissioner Ana M. Guzmán, Board Member

Fire Chief Abbott

Lt. Adam Griggs

MOTION: Approve the Interlocal Agreement for Fire Prevention and Mitigation Services between Lake Travis Fire Rescue and the City of West Lake Hills and authorizes the Board President

to sign the agreement once vetted by attorney.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs, Ana M. Guzmán

MOTION: Approve the Interlocal Agreement for Conducting Prescribed Burns between Lake Travis Fire Rescue and the Lower Colorado River Authority and authorizes the Board President to sign the agreement once vetted by attorney.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Ana M. Guzmán, Board Member
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs, Ana M. Guzmán

7. Update, discuss and/or take action on Resolution 2018-01 Adopting Fees for Service

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Ana M. Guzmán, Board Member
Fire Chief Abbott
Asst. Fire Chief Tess
Lt. Glenn Trubee

MOTION: Approve Resolution 2018-01 Adopting Fees for Service as presented.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Ana M. Guzmán, Board Member
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs, Ana M. Guzmán

8. Update, discuss and/or take action on the July 2018 Financial Report

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Ana M. Guzmán, Board Member
Financial Manager Smith

MOTION: Approve the July 2018 Financial Report as presented in Item #8.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer/Secretary
SECONDER: Commissioner Ana M. Guzmán, Board Member
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs, Ana M. Guzmán

9. Update, discuss and/or take action on July 2018 Bank Statements/Investments

Members of the Board heard from:
Commissioner Jerry Stein, Treasurer
Commissioner Ana M. Guzmán, Board Member

Chief Financial Officer De Witt
Financial Manager Smith

MOTION: Approve the July 2018 Bank Statements/Investments as presented in Item #9.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Jefferson Howell, Vice President
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs, Ana M. Guzmán

10. 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
Commissioner Mary Lynne Gibbs, Assistant Treasurer
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, Ana M. Guzmán

11. Discuss and/or take action on proposal of ad valorem tax rates for 2018

- Effective and rollback tax rates and publication
- Proposed tax rate for 2018
- Record Vote (Note – If proposed tax rate exceeds the rollback or effective tax rate, whichever is lower, Board must take a Record Vote)

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Ana M. Guzmán, Board Member
Chief Financial Officer De Witt
Financial Manager Smith

MOTION: Propose that the property taxes be increased by the adoption of a total tax rate for 2018 of ten cents (\$0.10) per one hundred dollars (\$100.00) of taxable value with the tax rate for Debt Service of \$0.0031 per one hundred dollars (\$100.00) of taxable value and the tax rate for Maintenance and Operations (M&O) of \$0.0969 per one hundred dollars (\$100.00) of taxable value, and that these proposed tax rates be placed as an action item on the agenda of a meeting of the Board of Commissioners to be held in September 2018.
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, Ana M. Guzmán

12. Update, discuss and/or take action on scheduling two public hearings regarding the proposed tax rate for 2018 and the meeting to vote on adoption of proposed tax rate for 2018. (Note – if motion passes (above), Board must schedule two public hearings regarding the proposed tax rate for 2018 and the meeting to vote on adoption of proposed tax rate)

- Review tentative 2018 planning schedule
- Record Vote

Members of the Board heard from:

Commissioner Paula S. Barr, President

MOTION: Approve the scheduling of two public hearings and the meeting at which the Board will vote on the adoption of the proposed tax rates. The Board orders two Public Hearings as per Truth-in-Taxation statutes, with the first Public Hearing to be held on Friday, September 7, 2018 at 12 p.m., second Public Hearing to be held Thursday, September 13, 2018 at 4:30 p.m. and the meeting to vote on the adoption of the proposed ad valorem tax rates on Wednesday, September 26, 2018 at 1 p.m.

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, Ana M. Guzmán

13. 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 Ana M. Guzmán, Board Member

Fire Chief Abbott

CFO De Witt

Financial Manager Smith

RESULT: **DISCUSSED**

14. Update and/or discuss FY 2019 Preliminary Budget (2018-2019)

RESULT: **COVERED IN ITEM #13**

15. 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

16. 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:

Commissioner Paula S. Barr, President

Commissioner Mary Lynne Gibbs, Assistant Treasurer

Commissioner Ana M. Guzmán, Board Member

RESULT: DISCUSSED

- City Relations Committee report

RESULT: NONE PRESENTED

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

Members of the Board heard from:

Commissioner Paula S. Barr, President

Commissioner Jerry Stein, Treasurer

Commissioner Ana M. Guzmán, Board Member

Fire Chief Abbott

Asst. Fire Chief Tess

Chief Financial Officer De Witt

RESULT: DISCUSSED

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

Members of the Board heard from:

Assistant Fire Chief Rick Tess

Chief Financial Officer De Witt

RESULT: DISCUSSED

20. 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

21. 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

22. Fire Chief comments

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

RESULT: DISCUSSED

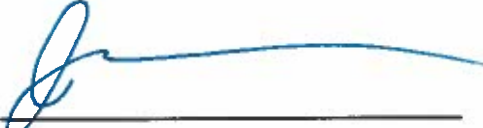
23. Commissioners concerns and future agenda items

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

8/22/2018
Date of Approval



Jerry Stein
Treasurer/Secretary, Board of Commissioners