



**TRAVIS COUNTY EMERGENCY SERVICES
DISTRICT NO. 6**

**Regular Session Minutes
Thursday, September 28, 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, September 28, 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

The Fire Chief reported on the deployment of LTFR firefighters to Hurricane Harvey damaged areas in the state.

4. LTFR/Community events

The Fire Chief reported on National Night Out to be recognized on Tuesday, October 3 and reminded everyone of the upcoming Lake Travis Chamber of Commerce luncheon, firefighting pinning ceremony on Friday, October 27 and the 8th Annual Public Safety Day on Saturday, October 28.

5. Approve the minutes of the Thursday, August 17, 2017 Regular Session, Thursday, August 31, 2017 Public Hearing, Thursday, September 14, 2017 Special Session and Thursday, September 14, 2017 Public Hearing

MOTION: Approve the minutes of the Thursday, August 17, 2017 Regular Session, Thursday,

August 31, 2017 Public Hearing, Thursday, September 14, 2017 Special Session and Thursday, September 14, 2017 Public Hearing as presented in Consent Item #5.

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

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

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

MOTION: Approve August 2017 Financial Report as presented in Item #6.
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

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

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

MOTION: Approve August 2017 Bank Statements/Investments as presented in Item #7.
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

- Discuss and approve Reserve Transfers

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

MOTION: Approve the \$2,486,399 investment transfers as presented in Item #7.
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

MOTION: Moves to commit \$1,452 of reserves for the District's earned vacation liability.
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

MOTION: Moves to commit \$31,572 of reserves for the District's earned sick time liability.
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

MOTION: Moves to commit \$1,424,015 of reserves for the District's net pension liability.
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

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

Members of the Board heard from:
Financial Manager Smith

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

9. Update, discuss and approve the Fiscal Year 2018 10-Year Financial and Capital Improvement Plan

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Assistant Treasurer
Commissioner Mary Lynne Gibbs, Secretary
Fire Chief Abbott
CFO De Witt

MOTION: Approve the Fiscal Year 2018 10-Year Financial and Capital Improvement Plan as presented in Item #9.
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

10. Update, discuss and adopt the Fiscal Year 2018 Budget (2017-2018)

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

MOTION: Adopt the Fiscal Year 2018 Budget as presented in Item #10.
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

11. Update, discuss and take action on setting the ad valorem tax rates for 2017

- Set 2017 tax rate for Maintenance and Operations
- Set 2017 tax rate for Debt Service
- Set total tax rate for 2017
- Record Vote

Members of the Board heard from:
Commissioner Jerry Stein, Treasurer
CFO De Witt

MOTION: Move that the property tax rate be increased by the adoption of a tax rate of ten cents (\$0.10) for each hundred dollars (\$100) of taxable value, which is effectively a 4.6% increase in the tax rate. Such tax rate is allocated \$0.0967 per \$100 valuation of the appraised property within the boundaries of the District for Maintenance and Operations. And \$0.0033 per \$100 valuation of the appraised property within the boundaries of the District for Debt Service as provided in the proposed Resolution to be signed by the Board President.

RESULT: **ADOPTED (RECORD VOTE)**
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

12. Resolution to approve, adopt and order the ad valorem tax rates for 2017

- Record Vote

Members of the Board heard from:
CFO De Witt

MOTION: Approves Resolution 2017-07 to approve, adopt and order the ad valorem tax rates for 2017.
RESULT: **ADOPTED (RECORD VOTE)**
MOVER: Commissioner Mary Lynne Gibbs, Secretary
SECONDER: Commissioner Jim Boushka, Assistant Treasurer
AYES: Paula S. Barr, Jerry Stein, Jim Boushka, Mary Lynne Gibbs
ABSENT: Jefferson Howell

13. Update, discuss and/or take action on City of Austin’s proposed annexation of “River Place Outparcels”

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Assistant Treasurer
Fire Chief Abbott
CFO De Witt

RESULT: **DISCUSSED**

14. 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**

15. 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 Mary Lynne Gibbs, Secretary

RESULT: DISCUSSED

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

RESULT: NONE PRESENTED

- City Relations Committee report

RESULT: NONE PRESENTED

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

Members of the Board heard from:
Commissioner Jerry Stein, Treasurer
Commissioner Jim Boushka, Assistant Treasurer
Lt. Griggs
Financial Manager Smith

RESULT: DISCUSSED

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

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Assistant Treasurer
Fire Chief Abbott
CFO De Witt

RESULT: DISCUSSED

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

- Update, discuss and/or take action on October 3, 2017 Travis County ESD presentation to Travis County Commissioners Court

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

RESULT: DISCUSSED

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

RESULT: TABLED

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

- Commissioner training opportunities

RESULT: NONE PRESENTED

20. Update on 8th Annual Public Safety Day

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

21. Fire Chief comments

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

RESULT: DISCUSSED

22. Commissioners concerns and future agenda items

RESULT: NONE PRESENTED

ADJOURN

Approved by the Board of Commissioners:

10/26/17
Date of Approval



Mary Lynne Gibbs
Secretary, Board of Commissioners