



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

### Regular Session Minutes Thursday, September 23, 2021

#### **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 23, 2021 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Austin, Travis County, Texas 78734 and via videoconference.

Commissioner Paula S. Barr	President	Present
Commissioner Mary Lynne Gibbs	Vice President	Present
Commissioner Jim Boushka	Treasurer	Absent
Commissioner Shiloh Newman	Assistant Treasurer	Present
Commissioner Jessica Clinton	Secretary	Present

#### **2. Safety awareness**

*The Fire Chief reported that COVID epidemic continues and all should follow the same safety protocols as practiced in the past. The Austin City Limits permit was approved and will set a precedent for all other large gatherings planned in the future.*

#### **3. Public comment**

*None.*

#### **4. Approve the minutes of the Thursday, August 26, 2021 Regular Session and Tuesday, September 14, 2021 Special Session**

**MOTION:** Approve the minutes of the Thursday, August 26, 2021 Regular Session and Tuesday, September 14, 2021 Special Session as presented in Consent Item #4.

**RESULT:** **APPROVED (UNANIMOUS)**

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

**SECONDER:** Commissioner Shiloh Newman, Assistant Treasurer

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

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

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

Members of the Board heard from:

Commissioner Paula S. Barr, Board President  
Commissioner Mary Lynne Gibbs, Vice President  
Legislative Educational Consultant Gib Lewis  
Legislative Educational Consultant Debbie Mitchell

**RESULT: DISCUSSED**

**6. Update, discuss and/or take appropriate action on the August 2021 Financial Report**

Members of the Board heard from:

Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Shiloh Newman, Assistant Treasurer  
Commissioner Jessica Clinton, Secretary  
Fire Chief Abbott  
Assistant Fire Chief/Fire Marshal Trubee  
Chief Financial Officer Smith

**MOTION:** Approve the August 2021 Financial Report as presented in Item #6.

**RESULT: APPROVED (UNANIMOUS)**

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

**SECONDER:** Commissioner Jessica Clinton, Secretary

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

**7. Update, discuss and/or take appropriate action on the August 2021 Investment Report**

Members of the Board heard from:

Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Chief Financial Officer Smith

**MOTION:** Approve the August 2021 Investment Report as presented in Item #7.

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Commissioner Shiloh Newman, Assistant Treasurer

**SECONDER:** Commissioner Jessica Clinton, Secretary

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

**8. Update, discuss and approve Reserve Transfers**

Members of the Board heard from:

Chief Financial Officer Smith

**MOTION:** Moves to approve the transfer of \$1,787,290 to the Texpool investment reserve account as presented.

**RESULT:** **APPROVED (UNANIMOUS)**

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

**SECONDER:** Commissioner Jessica Clinton, Secretary

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

**MOTION:** Moves to assign the following:

1. an additional \$940,000 of reserves to the District's operations reserve, and
2. an additional \$573,270 of reserves to the District's capital acquisition reserve.

Moves to commit the following:

1. an additional \$144,079 of reserves to the District's earned vacation liability reserve,
2. and an additional \$129,941 of reserves to the District's earned sick time liability reserve.

**RESULT:** **APPROVED (UNANIMOUS)**

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

**SECONDER:** Commissioner Shiloh Newsman, Assistant Treasurer

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

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

Members of the Board heard from:

Commissioner Paula S. Barr, President

Commissioner Mary Lynne Gibbs, Vice President

Commissioner Jessica Clinton, Secretary

Chief Financial Officer Smith

**MOTION:** Approve the expenditures over \$2,000 as presented in Item #9.

**RESULT:** **APPROVED (UNANIMOUS)**

**MOVER:** Commissioner Jessica Clinton, Secretary

**SECONDER:** Commissioner Shiloh Newman, Assistant Treasurer

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

#### **10. Update, discuss and and approve the Fiscal Year 2022 10-Year Financial Plan and Capital Improvement Plan**

Members of the Board heard from:

Commissioner Paula S. Barr, President

Commissioner Mary Lynne Gibbs, Vice President

Commissioner Shiloh Newman, Assistant Treasurer

Fire Chief Abbott

Chief Financial Officer Smith

**MOTION:** Approves the Fiscal Year 2022 10-Year Financial Plan and Capital Improvement Plan as presented in Item #10.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Shiloh Newman, Assistant Treasurer  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton  
**ABSENT:** Jim Boushka

**11. Update, discuss and adopt the Fiscal Year 2022 Budget (2021-2011)**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Fire Chief Abbott  
Chief Financial Officer Smith

**MOTION:** Adopts the Fiscal Year 2022 Budget as presented in Item #11.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Mary Lynne Gibbs, Vice President  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton  
**ABSENT:** Jim Boushka

**12. Update, discuss and take appropriate action on setting the ad valorem tax rates for 2021**

- Set 2021 tax rate for Maintenance and Operations
- Set 2021 tax rate for Debt Service
- Set total tax rate for 2021
- Record Vote

Members of the Board heard from:  
Chief Financial Officer Smith

**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 7.872% increase in the tax rate. Such tax rate is allocated \$0.0974 per \$100 valuation of the appraised property within the boundaries of the District for Maintenance and Operations. And \$0.0026 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:** **APPROVED (UNANIMOUS BY RECORD VOTE)**  
**MOVER:** Commissioner Shiloh Newman, Assistant Treasurer

**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton  
**ABSENT:** Jim Boushka

**13. Resolution to approve, adopt and order the ad valorem tax rates for 2021**

- Record Vote

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Jessica Clinton, Secretary  
Chief Financial Officer Smith

**MOTION:** Approves Resolution 2021-01 to approve, adopt and order the ad valorem tax rates for 2021.  
**RESULT:** **APPROVED (UNANIMOUS BY RECORD VOTE)**  
**MOVER:** Commissioner Mary Lynne Gibbs, Vice President  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton  
**ABSENT:** Jim Boushka

**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 all matters as authorized by law

**RESULT: NO ACTION TAKEN**

**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)
- Update, discuss and/or take appropriate action on the appointment of vacant seat of the CEF and CAC Sub-Committee

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

**RESULT: DISCUSSED**

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

**RESULT: NONE TO PRESENT**

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

- Commissioner training opportunities

Members of the Board heard from:  
Commissioner Mary Lynne Gibbs, Vice President

**RESULT: DISCUSSED**

**18. Update, discuss and/or take action on Auto Aid Agreements**

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

**MOTION:** Approval by Board that Board President may sign Auto Aid Agreement once approved by Fire Chief and vetted by attorney.

**RESULT: APPROVED UNANIMOUS**

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

**SECONDER:** Commissioner Jessica Clinton, Secretary

**AYES:** Paula S. Barr, Mary Lynne Gibbs, Shiloh Newman, Jessica Clinton

**ABSENT:** Jim Boushka

**19. Update and discuss Draft Strategic Plan**

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

**RESULT: DISCUSSED**

**20. Fire Chief comments**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Jessica Clinton, Secretary  
Fire Chief Abbott

Assistant Fire Chief/Fire Marshal Trubee

**RESULT: DISCUSSED**

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

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Chief Administrative Officer Marcynski

**RESULT: DISCUSSED**

**ADJOURN**

**Approved by the Board of Commissioners:**

10-28-21

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Date of Approval

*Jessica Clinton*

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Jessica Clinton, Secretary