



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Tuesday, September 26, 2023

1. Call to Order

With a quorum present, the regular session meeting of Travis County ESD No. 6 was called to order by Commissioner Newman at 1:00 p.m. on Tuesday, September 26, 2023 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Austin, Travis County, Texas 78734.

Commissioner Shiloh Newman	President	Present
Commissioner Larry Sartin	Vice President	Present
Commissioner Matt Womack	Treasurer	Present
Commissioner Jessica Clinton	Secretary-Asst. Treasurer	Present
Commissioner Paula S. Barr	Board Member	Present

2. Safety awareness

Fire Chief Abbott reported that temperatures are lowering and wet weather is anticipated, but we are still in a drought. Wildfire mitigation is still in progress.

3. Public comment

None.

24. Fire Chief's Report

Members of the Board heard from:
Fire Chief Robert B. Abbott
Assistant Chief Prather
Engineer Levon Steele

Fire Chief Abbott and Assistant Fire Chief Prather presented Engineer Levon Steele with a Commendation Medal.

RESULT: DISCUSSED

CONSENT

4. Approve the minutes of the Thursday, August 24, 2023 Regular Session

5. Approve the August 2023 Financial Report

6. Approve the August 2023 Investment Report

7. Approve expenditures over \$2,000

MOTION: Approve Consent Items 4-7 as presented.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Larry Sartin, Vice President

SECONDER: Commissioner Matt Womack, Treasurer

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

8. 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 Shiloh Newman, President

Fire Chief Abbott

RESULT: **DISCUSSED**

- Update, discuss and/or take appropriate action on Citizen's Advisory Committee

Members of the Board heard from:

Fire Chief Abbott

RESULT: **DISCUSSED**

9. Update, discuss and approve Reserve Transfers

Members of the Board heard from:

Chief Financial Officer Smith

MOTION: Approve the transfer of \$4,718,122 to the Texpool investment reserve account as presented.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Paula S. Barr

SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

Members of the Board heard from:

Chief Financial Officer Smith

MOTION: Move to assign the following:
1. an additional \$1,860,000 of reserves to the District’s operations reserve, and
2. an additional \$2,529,122 of reserves to the District’s capital acquisition reserve.
Moves to commit the following:
1. an additional \$259,000 of reserves to the District’s earned sick time liability reserve, and
2. an additional \$70,000 of reserves to the District’s earned vacation liability reserve.

RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Paula S. Barr
SECONDER: Commissioner Larry Sartin, Vice President
AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

10. Update, discuss and approve Fiscal Year 2024 10-Year Financial Plan and Capital Improvement Plan

Members of the Board heard from:
Commissioner Shiloh Newman, President
Commissioner Paula S. Barr
Chief Financial Officer Smith

MOTION: Approve the Fiscal Year 2024 10-Year Financial Plan and Capital Improvement Plan as presented.

RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Paula S. Barr
SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer
AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

11. Update, discuss and adopt the Fiscal Year 2024 Budget

Members of the Board heard from:
Commissioner Paula S. Barr
Chief Financial Officer Smith

MOTION: Adopt the Fiscal Year 2024 Budget as presented.

RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Larry Sartin, Vice President
SECONDER: Commissioner Matt Womack, Treasurer
AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

12. Update, discuss and take appropriate action on setting the ad valorem tax rates for 2023

- Set 2023 tax rate for Maintenance and Operations
- Set 2023 tax rate for Debt Service
- Set total tax rate for 2023
- 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 \$0.0831 for each hundred dollars of taxable value, which is effectively a 2.47% increase in the tax rate. Such tax rate is allocated \$0.0822 per \$100 valuation of the appraised property within the boundaries of the District for Maintenance and Operations and \$0.0009 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 BY RECORD VOTE (UNANIMOUS)**

MOVER: Commissioner Matt Womack, Treasurer

SECONDER: Commissioner Larry Sartin, Vice President

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

13. Resolution to approve, adopt and order the ad valorem tax rates for 2023

Members of the Board heard from:
Commissioner Paula S. Barr
Chief Financial Officer Smith

MOTION: Approve Resolution 2023-01 to approve, adopt and order the ad valorem tax rates for 2023.

RESULT: **APPROVED BY RECORD VOTE (UNANIMOUS)**

MOVER: Commissioner Matt Womack, Treasurer

SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

14. Update, discuss and/or take appropriate action to execute a Property and Casualty policy with Intact Insurance, an Accidental Death & Dismemberment policy with Provident and an Accidental Health policy with Provident all effective 10/1/2023

Members of the Board heard from:
Fire Chief Abbott
Chief Financial Officer Smith

MOTION: Update, discuss and/or take appropriate action to execute a Property and Casualty policy with Intact Insurance, an Accidental Death & Dismemberment policy with Provident and an Accidental Health policy with Provident all effective 10/1/2023

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

SECONDER: Commissioner Paula S. Barr

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

15. 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 any matters on this agenda

RESULT: NO EXECUTIVE SESSION NEEDED

16. Update, discuss and/or take appropriate action on an Interlocal Cooperation Agreement by and between the City of Bee Cave and the District for the Preliminary Design and Planning Phase of the Joint Facilities Project

Members of the Board heard from:
Commissioner Shiloh Newman, President
Commissioner Paula S. Barr
Chief Financial Officer Smith

MOTION: Approve the Interlocal Cooperation Agreement by and between the City of Bee Cave and the District for the Preliminary Design and Planning Phase of the Joint Facilities Project.

RESULT: APPROVED (UNANIMOUS)

MOVER: Commissioner Paula S. Barr

SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

17. Update, discuss and/or adopt the 2021 International Fire Code

Members of the Board heard from:
Commissioner Matt Womack, Treasurer
Commissioner Paula S. Barr
Fire Chief Abbott
Assistant Fire Chief/Fire Marshal Trubee
Assistant Fire Chief Prather

MOTION: Adopt Ordinance 2023-01 which amends and restates the District's Fire Code to include the 2021 version of the International Fire Code with local amendments, including regulation of certain animal kennels, revised fire safety requirements pertaining to marinas, and regulations pertaining to carbon dioxide storage and dispensing equipment maintained in restaurants.

RESULT: APPROVED (UNANIMOUS)

MOVER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

SECONDER: Commissioner Larry Sartin, Vice President

AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

18. Discuss and/or take appropriate action to approve a fee agreement with the Law Office of Doug Young, PLLC for Fiscal Year 2023-2024

Members of the Board heard from:

Chief Financial Officer Smith

MOTION: Approve a fee agreement with the Law Office of Doug Young, PLLC for Fiscal Year 2023-2024.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Larry Sartin, Vice President
SECONDER: Commissioner Matt Womack, Treasurer
AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

19. Discuss and/or take appropriate action to consent to the association by Doug Young of the Law Office of David Sander, PLLC, in connection with representation of the District

Members of the Board heard from:
Fire Chief Abbott
Chief Financial Officer Smith

MOTION: Consent to the association by Doug Young of the Law Office of David Sander, PLLC, in connection with representation of the District.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Paula S. Barr
SECONDER: Commissioner Matt Womack, Treasurer
AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

20. Update, discuss and/or take appropriate action on an Interlocal Agreement (ILA) with Travis County for the use and operation of heavy machinery

RESULT: **TABLED**

21. Update, discuss and/or take appropriate action on Texas Task Force Interlocal Agreement

Members of the Board heard from:
Fire Chief Abbott

MOTION: Approve Memorandum of Understanding between Texas A&M Engineering Extension Service, the Sponsoring Agency of Texas A&M Task Force 1, and the Participating Agency/Employer Travis County ESD No. 6.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Larry Sartin, Vice President
SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer
AYES: Shiloh Newman, Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr

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

RESULT: **NONE TO DISCUSS**

23. 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 Paula S. Barr

RESULT: DISCUSSED

25. Commissioners interests and future agenda items

Members of the Board heard from:
Commissioner Shiloh Newman, President
Chief Financial Officer Smith

RESULT: DISCUSSED

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Approved by the Board of Commissioners:

10-26-23

Date of Approval

Jessica Clinton

Jessica Clinton, Secretary-Assistant Treasurer