



**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6**  
**Regular Session Minutes**  
**Thursday, December 19, 2024**

**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 4:02 p.m. on Thursday, December 19, 2024, 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	Absent
Commissioner Jessica Clinton	Secretary-Asst. Treasurer	Absent
Commissioner Paula S. Barr	Board Member	Present

**2. Safety awareness**

*Fire Chief Abbott spoke on New Year's fireworks, decorations and cooking safety. He said to be sure and water your live Christmas tree. He also recommended cleaning your gutters.*

**3. Public comment**

*None presented.*

**4. Personnel recognition**

*Outgoing board member of 18 years, Paula S. Barr, was recognized by Fire Chief Abbott and all in attendance.*

**CONSENT**

**5. Approve the minutes of the Thursday, November 21, 2024, Regular Session**

**6. Approve the November 2024 Investment Report**

**7. Approve expenditures over \$2,000**

**MOTION:** Approve Consent Items 5-7 as presented.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Paula S. Barr, Board Member  
**SECONDER:** Commissioner Larry Sarton, Vice President  
**AYES:** Shiloh Newman, Larry Sartin, Paula S. Barr  
**ABSENT:** Matt Womack, Jessica Clinton

**8. Update, discuss and/or take appropriate action on 2024 Budget Transfers**

Members of the Board heard from:  
Chief Financial Officer Smith

**MOTION:** Approve the 2024 Budget Transfers.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Paula S. Barr, Board Member  
**SECONDER:** Commissioner Larry Sartain, Vice President  
**AYES:** Shiloh Newman, Larry Sartin, Paula S. Barr  
**ABSENT:** Matt Womack, Jessica Clinton

**9. Update, discuss and/or take appropriate action on September 2024 Financial Report**

Members of the Board heard from:  
Chief Financial Officer Smith

**MOTION:** Approve the September 2024 Final Financial Report.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Larry Sartin, Vice President  
**SECONDER:** Commissioner Paula S. Barr, Board Member  
**AYES:** Shiloh Newman, Larry Sartin, Paula S. Barr  
**ABSENT:** Matt Womack, Jessica Clinton

**10. Update and discuss the Standard of Coverage Analysis for the District**

Members of the Board heard from:  
Commissioner Larry Sartin  
Commissioner Paula S. Barr  
Fire Chief Abbott  
Assistant Fire Chief Prather  
Battalion Chief Adam Lear  
Michael Rainey  
Barbara Lowrance, Rainey & Associates  
Kandice Stellmon, Rainey & Associates

**RESULT:** **DISCUSSED**

**11. Update, discuss and/or take appropriate action on agreement between Travis County Emergency Services District No. 6 and legislative educational consultant**

Members of the Board heard from:  
Commissioner Shiloh Newman  
Commissioner Larry Sartin  
Commissioner Paula S. Barr  
Fire Chief Abbott  
Chief Financial Officer Smith

**RESULT: DISCUSSED**

**12. Update, discuss and/or take appropriate action to amend the District's Fee Schedule**

Members of the Board heard from:  
Commissioner Shiloh Newman  
Assistant Fire Chief/Fire Marshal Trubee

**MOTION:** Approve to amend the District's Fee Schedule to become effective January 1, 2025.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Larry Sartin, Vice President  
**SECONDER:** Commissioner Paula S. Barr, Board Member  
**AYES:** Shiloh Newman, Larry Sartin, Paula S. Barr  
**ABSENT:** Matt Womack, Jessica Clinton

**13. Update and/or discuss ongoing District construction projects**

Members of the Board heard from:  
Commissioner Shiloh Newman  
Commissioner Larry Sartin  
Commissioner Paula S. Barr  
Fire Chief Abbott  
Chief Financial Officer Smith

**RESULT: DISCUSSED**

**14. 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:  
Fire Chief Abbott

**RESULT: DISCUSSED**

- Update, discuss and/or take appropriate action on Community Advisory Committee

**RESULT: NONE TO BE DISCUSSED**

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

Members of the Board heard from:  
Commissioner Shiloh Newman  
Commissioner Larry Sartin  
Commissioner Paula S. Barr  
Fire Chief Abbott

**RESULT: DISCUSSED**

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

- Commissioner training opportunities
- 2025 SAFE-D Annual Conference, February 5-8, 2025, Kalahari Resort and Convention Center, Round Rock

Members of the Board heard from:  
Commissioner Shiloh Newman  
Commissioner Larry Sartin  
Commissioner Paula S. Barr

**RESULT: DISCUSSED**

**17. Fire Chief's Report**

Members of the Board heard from:  
Commissioner Shiloh Newman  
Commissioner Larry Sartin  
Commissioner Paula S. Barr  
Fire Chief Abbott  
Chief Financial Officer Smith

**RESULT: DISCUSSED**

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

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

**RESULT: DISCUSSED**

**19. 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 §551.074: Personnel matters – Fire Chief – Annual review/evaluation, compensation package adjustment and employment agreement
- C. Tex Govt. Code §551.071: Consult with attorneys – Regarding any matters on this agenda

**RESULT: NO ACTION TAKEN**

**20. Update, discuss and/or take appropriate action on Fire Chief’s annual review/evaluation, compensation package adjustment and employment agreement**

**RESULT: NO ACTION TAKEN**

**ADJOURN**

**Approved by the Board of Commissioners:**

01-23-2025

\_\_\_\_\_  
Date of Approval

*Jessica Clinton*

\_\_\_\_\_  
Jessica Clinton, Secretary-Assistant Treasurer