



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Thursday, September 26, 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 Sartin at 4:00 p.m. on Thursday, September 26, 2024 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Austin, Travis County, Texas 78734.

Commissioner Shiloh Newman	President	Absent
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 reminded everyone to be aware of adverse weather conditions. Many first responders are deploying to the eastern part of the country due to hurricane season. He also mentioned that severe drought conditions still exist.

3. Public comment

None presented.

4. Personnel recognition

Assistant Fire Chief Prather awarded Lieutenant Matt Benson with a Medal of Commendation for his 20 years of leadership and service on the Lake Travis Fire Rescue Public Safety Squad. Assistant Fire Chief/Fire Marshal Trubee introduced newly-hired Deputy Fire Marshal Chris Lee.

Members of the Board heard from:
Commissioner Paula S. Barr
Lieutenant Matt Benson

CONSENT

5. Approve the minutes of the Thursday, August 22, 2024 Regular Session

6. Approve the August 2024 Financial Report

7. Approve the August 2024 Investment Report

8. Approve expenditures over \$2,000

Members of the Board heard from:
Commissioner Paula S. Barr

MOTION: Approve Consent Items 5-8 as presented.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Matt Womack, Treasurer
SECONDER: Commissioner Paula S. Barr, Board Member
AYES: Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr
ABSENT: Shiloh Newman

9. Update from Travis County Emergency Services Executive Director Charles Brotherton

Members of the Board heard from:
Commissioner Paula S. Barr
Fire Chief Abbott
Travis County Emergency Services Executive Director Charles Brotherton

RESULT: **DISCUSSED**

10. Update, discuss and/or take appropriate action on Maxwell, Locke & Ritter Audit Engagement Agreement

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Approve the Maxwell, Locke & Ritter Audit Engagement Agreement and authorize the Board President to sign the agreement.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Paula S. Barr, Board Member
SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer
AYES: Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr
ABSENT: Shiloh Newman

11. Update, discuss and approve Reserve Transfers

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Moves to approve the transfer of \$859,697 to the Texpool investment reserve account as presented.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Matt Womack, Treasurer
SECONDER: Commissioner Paula S. Barr, Board Member
AYES: Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr
ABSENT: Shiloh Newman

MOTION: Moves to assign the following:
1. an additional \$330,697 of reserves to the District's operations reserve, and
2. an additional \$387,000 of reserves to the District's capital acquisition reserve.

Moves to commit the following:
1. an additional \$148,000 of reserves to the District's earned sick time liability reserve, and
2. a reduction of \$6,000 of reserves from the District's earned vacation liability reserve.

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

12. Update, discuss and approve FY 2025 10-Year Financial Plan and Capital Improvement Plan

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

MOTION: Approve the Fiscal Year 2025 10-Year Financial Plan and Capital Improvement Plan.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Matt Womack, Treasurer
SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer
AYES: Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr
ABSENT: Shiloh Newman

13. Update, discuss and adopt the Fiscal Year 2025 Budget

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Adopt the Fiscal Year 2025 Budget.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Matt Womack, Treasurer
SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer
AYES: Larry Sartin, Matt Womack, Jessica Clinton, Paula S. Barr
ABSENT: Shiloh Newman

14. Update, discuss and take appropriate action on setting the ad valorem tax rates for 2024

- Set 2024 tax rate for Maintenance and Operations
- Set 2024 tax rate for Debt Service
- Set total tax rate for 2024
- 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 \$0.0876 for each hundred dollars of taxable value, which is effectively a 7.1% increase in the tax rate.

Such tax rate is allocated \$0.0838 per \$100 valuation of the appraised property within the boundaries of the District for Maintenance and Operations and \$0.0038 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 RECORD VOTE)**

MOVER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

SECONDER: Commissioner Paula S. Barr, Board Member

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

ABSENT: Shiloh Newman

15. Resolution to approve, adopt and order the ad valorem tax rates for 2024

- Record Vote

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Approve Resolution 2024-02 to approve, adopt and order the ad valorem tax rates for 2024.

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

MOVER: Commissioner Matt Womack, Treasurer

SECONDER: Commissioner Jessica Clinton, Secretary-Assistant Treasurer

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

ABSENT: Shiloh Newman

16. 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 Larry Sartin, Vice President
Commissioner Matt Womack, Treasurer
Commissioner Jessica Clinton, Secretary-Assistant Treasurer

Commissioner Paula S. Barr, Board Member
Fire Chief Abbott

RESULT: DISCUSSED

17. 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

18. Update and/or discuss ongoing District construction projects

Members of the Board heard from:
Commissioner Larry Sartin
Fire Chief Abbott
Chief Financial Officer Smith
Travis County Emergency Services Executive Director Charles Brotherton

RESULT: DISCUSSED

19. 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

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED

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

Members of the Board heard from:
Commissioner Paula S. Barr

RESULT: DISCUSSED

21. 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

22. Fire Chief's Report

Members of the Board heard from:
Fire Chief Abbott
Assistant Fire Chief Prather

RESULT: DISCUSSED

23. Commissioners interests and future agenda items

Members of the Board heard from:
Commissioner Larry Sartin
Chief Financial Officer Smith

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

10-24-2024

Date of Approval

Jessica Clinton

Jessica Clinton, Secretary-Assistant Treasurer