

**Travis County ESD No. 12
Minutes of the Regular Meeting
January 11, 2023**

 **APPROVED**

Meeting was held at the TCESD No. 12 District Office
11200 Gregg Lane, Manor, TX 78653

I. Call meeting to order and establish quorum

Commissioner Arellano called the meeting to order at 6:30 PM.

Present: Commissioners Arellano, Fowler, Anderson, and Zabalza

Not present: Commissioner Barnes

Visitors: Chief Ryan Smith, AC Chris McKenzie, Michelle McRae, Penny Freemyer, BC Ashley Brackett, Capt. Von Beals, PIO Cassidy Buth, auditor James Medack, and architect Ricardo Martinez. Visitors by audio: Lt's Minnix, Gatica, and Griffith, Eng's Johnson, Hill, and Bah, and FF's Michaelson, and R. Rhea.

II. Review certified agenda

Commissioner Arellano verified the existence of a certified agenda.

III. Citizen's communication

None

IV. Presentation and action on the FY 22 audit by Medack and Oltmann LLP

James Medack of Medack & Oltmann presented the audit for FY 22 to the Board. We again received an unmodified opinion, the highest opinion an auditor can give an auditee. After the presentation, Commissioner Zabalza made a motion to accept the audit as presented. Commissioner Fowler seconded the motion and the motion passed.

V. Consent items

a) Approval of the minutes of the December 14, 2022 Regular Meeting, which may include corrections, if needed.

b) Approval of the December 2022 financial reports and bills, which may include corrections, if needed.

After previous review, Commissioner Zabalza made a motion to approve Consent Items a and b as presented. (The treasurer's report consisted of the over \$2000 expenditures report, the P & L report, expenditures by vendor report, 290 station expense report, 290 station detail report, and balance sheet.) Commissioner Anderson seconded the motion and the motion passed.

VI. Communications

a) Report from Commissioners on pertinent information and activity since the December 2022 meeting, which may include discussion regarding department rebranding.

No report from the commissioners, and department rebranding discussion was tabled.

b) Receive Administrative/Operations/Fire Prevention updates.

AC McKenzie reported the call summary report, Training and Events, and Awards and Recognitions. Chief Smith gave the Fire Prevention report. He also talked about the 2021 Fire Code and would like to stay consistent with state and other ESD's. Code may be ready for review at next meeting and possible approval the following meeting

VII. Action items

a) Discussion, consideration, update, and possible action regarding the feasibility study of the Hwy 290 project conducted by Martinez Architect.

Ricardo Martinez of Martinez Architect presented a few updates regarding the Hwy 290 project. He

would like to move forward with the platting and surveying, but stressed the timeframe of 6-8 months to receive approval from TXDOT. Sufficient water supply is being addressed. Design meetings will be necessary to discuss needs, wants, and expenses. Posting will be necessary for 3 commissioners to attend this planning committee.

b) Discussion, consideration, and possible action regarding 4 possible resolutions for ESD's.

There was discussion regarding 4 possible resolutions for ESD's as suggested by SAFE-D for consideration in support or opposition in legislation sessions. Topics were requiring an ESD to enter into a sales tax "sharing" agreement when a city annexes into its territory, allowing cities to unilaterally withdraw from an ESD, requiring municipal consent for an ESD to annex into a city's extra-territorial jurisdiction, and to express opposition to legislation restricting its ability to hire legislative representation, join an association or reimburse for expenses related to legislative appearances. Customized documents may be ready by the next meeting.

c) Discussion, consideration, and possible action regarding the delayed 2021 approved brush truck.

AC McKenzie updated the commissioners with the issues of not being able to get the brush truck. Ford had discontinued making that chassis for the truck we ordered. We looked at other options, but none were acceptable or feasible. A Siddons-Martin representative told us we are being put into a lottery in January to see if we are selected for a 2023 model.

Item VI.b (Receive Administrative/Operation/Fire Prevention updates.) was reopened at this time.

PIO Kassidy Buth updated the commissioners saying the New Year kick off celebration will need to be postponed to the end of the year due to scheduling issues.

VIII. Closing items

a) Set meeting date.


Next meeting is tentatively scheduled for February 8, 2023.

b) Proposed agenda items for next meeting.

None mentioned at this time.

c) Adjourn

Commissioner Fowler made a motion to adjourn the meeting. Commissioner Anderson seconded the motion and the motion passed. Meeting adjourned at 8:00 PM.


Signature

2/8/2023
Date


Signature

2/8/2023
Date