

**Travis County ESD No. 12
Minutes of the Regular Meeting
July 26, 2023**



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 6:35 PM.

Present: Commissioners Arellano, Fowler, Zabalza, and Anderson

Not present: Commissioner Barnes:

Visitors: Chief Ryan Smith, Michelle McRae, Penny Freemyer, BC Adam Tapia, Capt. Von Beals, and Eng Justin Johnson

II. Review certified agenda

Commissioner Arellano verified the existence of a certified agenda.

III. Citizen's Communication

None.

IV. Consent items

a) Approval of the minutes of the June 14, 2023 Regular Meeting which may include corrections, if needed.

b) Approval of the June 2023 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 Fowler seconded the motion and the motion passed.

V. Communications

a) Report from Commissioners on pertinent information and activity since the June 2023 meeting.

There is a Team Meeting scheduled for Saturday regarding a report to the commissioner's court. It was suggested that the ESD's and wildfire videos be shown.

b) Receive Administrative/Operations/Fire Prevention updates.

Chief gave the call summary report, Training and Events, Awards and Recognitions, and Fire Prevention Summary reports. Chief mentioned about meetings with ESD 2 regarding not having dual responses, time discrepancies with call responses from dispatch, Fire Inspection 360 updating to include links to appropriate fire codes, letter from commissioner's court requesting commissioner's info, announcement of two retirements from Admin and HR, and update on pending vehicles.

This item was reopened to include the following

ESD 12 was put on the Manville Board Meeting agenda, and Chief requested in person the needed LUE's (Living Unit Equivalent) for the 290 Hwy Station. We will wait for a response.

VI. Action items

a) Discussion, consideration, and possible action regarding the purchase of a Logistics van.

After discussion, Commissioner Zabalza made a motion to approve the purchase of the 2023 Ford Transit 350 cargo van not to exceed \$100,000. with funds coming from capital expenditure fund. Commissioner Anderson seconded the motion and the motion passed.

b) Discussion, consideration, and possible action regarding the draft of the FY24 budget.

Chief Smith presented the FY24 budget draft to the Board. He explained the differences coming from rank and personnel changes, and fire prevention changes and updates. The Travis Central Appraisal estimate was higher than expected, and adjustments will be made.

VII. Closing items

a) Set meeting date.

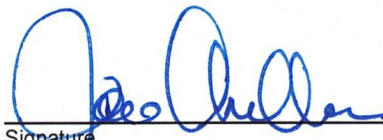
Next meeting is tentatively scheduled for August 16 2023.

b) Proposed agenda items for next meeting.

None mentioned.

c) Adjourn

Commissioner Anderson made a motion to adjourn the meeting. Commissioner Zabalza seconded the motion and the motion passed. Meeting adjourned at 7:40 PM.



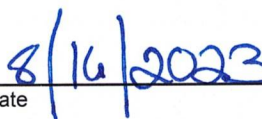
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