

**Travis County ESD No. 12
Minutes of the Regular Meeting
February 7, 2024 6:30 PM**

☒ **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
President Arellano called the meeting to order at 6:37 PM.
Present: President Arellano and Commissioners Fowler, and Zabalza
Not present: Commissioners Barnes and Anderson
Visitors: Chief Ryan Smith, Stephanie Naron, Capt.Von Beals, PIO Kassidy Buth, BC Adam Tapia, Richard Prado, Kylie Uhlaender, and John Smead.
- II. Review certified agenda
President Arellano verified the existence of a certified agenda.
- III. Citizen's Communication
No Public was in attendance
- IV. Consent items
 - a) Approval of the minutes of the November 8, 2023 Regular Meeting which may include corrections, if needed.
 - b) Approval of the October 2023 financial reports and bills, which may include corrections, if needed.After 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. Motion carried unanimously.
- V. Communications
 - a) Report from Commissioners on pertinent information and activity since the January 2023 meeting.
President Arellano shared there will be an ESD CC Meeting on the 17th as a future event.
 - b) Receive Administrative/Operations/Fire Prevention updates.
AC McKenzie provided the call summary report, Training and Events, and Recognitions. Chief Smith provided the Fire Prevention report.
- VI. Action items
 - a) Discussion, consideration, and possible action regarding Resolution Station 1202 bay insulation quote and possible approval.
This Item was tabled.


- b) Discussion, consideration, and possible action regarding the district's development Project on Hwy 290; ESD12 Administrative/Logistics/Station Complex
John Smead of (SP) Architects gave an update.
- c) Discussion, consideration, update, and possible action regarding lease agreement with TCESD4 for Station 1205 to include remodel quotes.
After review Commissioner Zabalza made a motion to approve lease agreement for Travis County ESD4 and Travis County ESD12 to lease Station 1205 in the amount of \$1,200 dollars a year for the term of five years. Commissioner Fowler seconded the motion. Motion carried unanimously.
- d) Discussion, consideration, update, and possible action regarding increases to Firefighter base salary and increasing the longevity brackets.
This item was tabled.

VII. Closing items

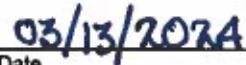
- a) Set meeting date.
Next meeting is tentatively scheduled for March 13, 2024.
- b) Proposed agenda items for next meeting.
Discussion, Consideration, and possible action regarding Station 1202 bay insulation quote and possible approval.
Discussion, Consideration, and possible action regarding increases to Firefighter base salary and increasing the longevity brackets.
- c) Adjourn
Commissioner Zabalza made a motion to adjourn the meeting. Commissioner Fowler seconded the motion and the motion passed. Meeting adjourned at 7:52 PM.



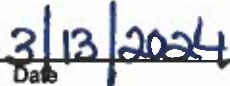
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