

**Travis County ESD No. 12
Minutes of the Regular Meeting
August 13, 2025 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 6:30 PM.

Present: President Arellano, Commissioners Fowler, Commissioner Anderson, and Commissioner Barnes.

Not present: All present

Visitors: Interim Chief McKenzie, PIO Kassidy Buth, Stephanie Naron, Bill Carlson, FMO Randy Treffer, BC Nathan McRae, Captain Von Beals, Sharee Salmons, Nathaniel Canclini, Ashley Brackett, Juan Garcia, and John Smead with Martinez Architects.

II. Review certified agenda

President Arellano verified the existence of a certified agenda.

III. Pledge of Allegiance

IV. Citizen's Communication

No public was in attendance.

V. Consent items

a) Approval of the minutes of the July 9, 2025 Regular Meeting which may include corrections, if needed.

b) Approval of the July 2025 financial reports and bills, which may include corrections, if needed.

After review, Commissioner Barnes 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.

VI. Communications

a) Report from Commissioners on pertinent information and activity since the July 2025 meeting.

No new communications since the last meeting.

b) Receive Administrative/Operations/Fire Prevention updates.

Interim Chief McKenzie gave the call summary report, Training and Events, and Recognitions. Bill Carlson provided the Fire Prevention report.

- Operations: Incidents: July 2025 - 445 Year to Date – 3168
- Prevention: May: Builder Development Meetings- 6, Building Permits- 11, Plan Reviews- 53, Inspections- 54, Investigations- 6, Hydrant Inspections – 1

Additional administrative communications: Interim Chief McKenzie was approached by Bastrop/Travis County ESD 1 for a potential auto aid agreement. BTESD1 has already secured an agreement with TCESD2 and working on auto aid with other Bastrop ESD's around them. Chief McKenzie will obtain a copy of the auto aid agreement from TCESD2 and present it at the next Commissioners meeting as an example of what our agreement could look like.

VII. Action items

- a) Discussion, consideration, and possible action regarding upon receiving a report from Martinez Architects on issues related to design and construction matters included but not limited to contract negotiations and approval of general contractor, engagement with design professional, review, and approval of pay applications and change orders, and any other matters related to the site development and project design."

John Smead with Martinez Architects gave an update. The interior is coming along. Final inspections of mechanical, electrical, plumbing and fire protections happening soon. No issues to report at the moment. The survey for the access road was completed last Friday (August 8, 2025). They are waiting on the files which will then go to the civil engineers to figure out if the access road is feasible. In roughly 4 weeks, we could have an estimate of what the project will cost.

Commissioner Fowler made a motion to pay Cerris Builders the amount of \$885,884.14 as of August 13, 2025. Commissioner Anderson seconded the motion. Motion carried unanimously.

- b) Discussion, consideration, and possible action regarding having Martinez Architects on the feasibility of possible expansion to the 11200 Gregg Lane property.

Interim Chief McKenzie requests that this agenda item be reworded. The feasibility of the property has been worked out since we could not build the training tower on the property due to height restrictions in place from the airport. The plan now is to possibly purchase the property, build a fire station and then utilize the current building as a high school fire academy for Manor ISD.

Manor ISD's original asking price for the 11200 Gregg Lane property was incorrect. Manor ISD superintendent would like TCESD 12 commissioners to provide an offer on the property to begin negotiations. Chief McKenzie spoke with a local realtor who provided a median price of \$525,000 for 2.6 acres, which breaks down to \$4.58 per square foot.

The Commissioners will discuss options for the Gregg Ln property in a special meeting.

- c) Discussion, consideration, and possible action regarding current fiscal year's budget amendments.

The Commissioners reviewed the current fiscal year amendments. Chief McKenzie ask the board to move \$89,705.43 from the sales tax in excess to cover Station Maintenance, Station Equipment and SCBA.

Commissioner Barnes made a motion to approve the budget amendments as presented in the amount of \$89,705.43 to be used from the Sales Tax Revenue. Commissioner Fowler seconded the motion. Motion carried unanimously.

- d) Discussion, consideration, and possible action regarding district's FY26 Budget.

The Commissioners reviewed the proposed budget for the FY 2025-2026.

Commissioner Fowler made a motion to adopt the FY 2025-2026 Budget in the amount of \$13,852,508.89. Commissioner Anderson seconded the motion. Motion carried unanimously.

- e) Public Hearing on the District's 2025 Tax Rate of \$0.10 per \$100 valuation, consisting of a separately adopted Debt Rate of \$0.023646 per \$100 valuation and a separately adopted Maintenance & Operations Rate of \$0.076354 per \$100 valuation.

President Arellano waited approximately 10 minutes for any community members who would like to speak for or against the adoption of the tax rate. President Arellano closed out the public hearing. No community members attended.

- f) Discussion, consideration, and possible action on the adoption of the District's the District's 2025 Tax Rate of \$0.10 per \$100 valuation, consisting of a separately adopted Debt Rate of \$0.023646 per \$100 valuation and a separately adopted Maintenance & Operations Rate of \$0.076354 per \$100 valuation.

President Arellano read the proposed tax rate for FY 26. Commissioner Barnes made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.10 per \$100 valuation, consisting of a separately adopted Debt Rate of \$0.023646 and a separately adopted Maintenance & Operations Rate of \$0.076354 per \$100 valuation, which is effectively a 1.06216 percent increase in the tax rate. Commissioner Fowler seconded the motion. Motion carried unanimously. Commissioner Anderson was present for the vote.

VIII. Closing items

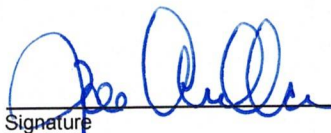
- a) Set meeting date.

Next Regular Meeting is tentatively scheduled for September 10, 2025.
Special Meeting is scheduled for August 19, 2025 at 6:30PM.

- b) Proposed agenda items for next meeting.

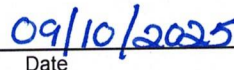
- c) Adjourn

Commissioner Fowler made a motion to adjourn the meeting. Commissioner Barnes seconded the motion and the motion passed. Meeting adjourned at 7:28 PM


Signature


Date


Signature


Date