

**Travis County ESD No. 12  
Minutes of the Regular Meeting  
October 11, 2023 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 6:48 PM.  
Present: Commissioners Arellano, Fowler, and Anderson  
Not present: Commissioners Barnes, and Zabalza  
Visitors: Chief Ryan Smith, AC Chris McKenzie, Michelle McRae, Stephanie Naron, Capt. Von Beals, Eng. Justin Johnson, PIO Kassidy Buth and BC Ashley Brackett.
- 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 July 26, 2023 Regular Meeting which may include corrections, if needed.
  - b) Approval of the July 2023 financial reports and bills, which may include corrections, if needed.After previous review, Commissioner Fowler 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.
- V. Communications
  - a) Report from Commissioners on pertinent information and activity since the September 2023 meeting.  
No comments
  - b) Receive Administrative/Operations/Fire Prevention updates, which may include the 2023 Pierce Quint, possible naming and updates of the Hwy 290 project, and the 290 Station Brick Project..  
AC McKenzie gave the call summary report, Training and Events, and Awards and Recognitions reports.
- VI. Action item
  - a) Discussion, consideration, and possible action regarding Reserve Fund Policy.  
Item was tabled
  - b) Discussion, consideration, and possible action regarding ESD4/12 building agreement  
Chief Smith gave information regarding the ESD4/12 building agreement. There are talks of a 2-to-3-month timeline roughly 60 days. Under 20,000 to 30,000 for remodel. Other properties have been considered. The Board is receptive but needs more numbers and Legal information. This will be discussed again when the whole Board is present.

c) Discussion, Consideration, and possible action regarding Hwy 290 project

Received an update of 75% Architectural Design, the next deadline is November 8, for the 100% Design to be complete. From there we will begin the issue for Permit phase, which is due right before Thanksgiving, on the 22<sup>nd</sup> of November.

d) Discussion, Consideration, and possible action regarding DCPA the final FY23 budget amendment's

President Arellano made a motion for the final budget amendments for the FY23 budget Commissioner Fowler seconded the motion and the motion passed.

VII. Closing items

a) Set meeting date.

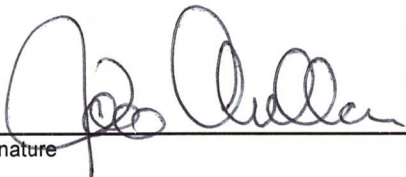
Next meeting is tentatively scheduled for November 8, 2023.

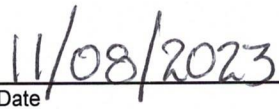
b) Proposed agenda items for next meeting.

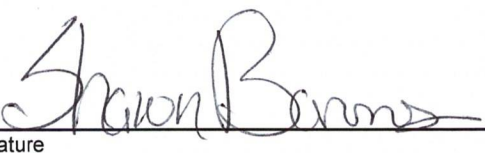
Reserve fund policy

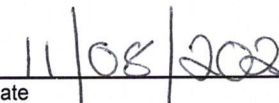
c) Adjourn

Commissioner Fowler made a motion to adjourn the meeting. Commissioner Anderson seconded the motion and the motion passed. Meeting adjourned at 7:20 PM.

  
Signature

  
Date

  
Signature

  
Date