

**Travis County ESD No. 12
Minutes of the Regular Meeting
October 13, 2021**

 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 6:33 PM.

Present: Commissioners Arellano, Barnes, Fowler, and Zabalza

Not Present: Commissioner Anderson

Visitors: Chief Ryan Smith, Michelle McRae, and Penny Freemyer. AC Chris McKenzie was in attendance by phone.

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 from the Regular Meeting September 15, 2021, which may include corrections, if needed.
- b) Approval of the September 2021 financial reports and bills, which may include corrections, if needed.

After previous review, Commissioner Zabalza made a motion to accept the Consent Items as presented. (The treasurer's report consisted of the over \$2,000 expenditures report, the P & L report, expenditures by vendor report, and balance sheet.) Commissioner Barnes seconded the motion and the motion passed. It was mentioned that the CD from the Manor VFD donation last month needs to be included in the treasurer's report, it was overlooked for this report.

V. Communications

- a) Report from Commissioners on pertinent information and activity since the September 2021 meetings.

Commissioners advised of Covid precautions, survey markings along Gregg Lane, and Parsons St. road construction.

- b) Receive Administrative/Operations/Fire Prevention updates

AC McKenzie gave the Operational Summary, training and events summary, and the awards and recognitions report. Phoenix Award will be given to 7 members of our department. Chief Smith presented the Prevention Summary Report. He expressed his concerns again regarding call response to neighboring districts that can't reciprocate. Another meeting or letter to the Executive Director of the Travis County Emergency Services was suggested by Chief and the Board. Chief attended a station planning seminar, and he updated the Board regarding the accepted offer for the 290 property. No action will be taken till after January per a request from Bluebonnet, and sale of property will be a private sale, with approval from our attorney. Other updates included the COA Auto-Aid with touching ESD's dissolution, but mutual aid still exists, and training of electric vehicle fires. Commissioner Fowler receive a Perfect Attendance Certificate for FY 21 meeting attendance.

VI. Action Items

- a) Discussion, consideration, and possible action regarding Strategic Planning.

Item still on hold awaiting responses.

b) Discussion, consideration, and possible action regarding the Investment Policy.

Commissioner Fowler will edit the draft. He would like to start the training as an investment officer and work to optimize our monies. First Public should be able to offer direction.

c) Discussion, consideration, and possible action regarding FY 21 Budget Amendments.

Michelle McRae presented the Budget Amendments recommended for FY 21. After discussion, Commissioner Zabalza made a motion to approve the budget amendments as presented. Commissioner Barnes seconded the motion and the motion passed. Commissioner Zabalza then amended the motion to approve the budget amendments for FY 21 as presented. Commissioner Barnes seconded the amended motion and the motion passed.

d) Discussion, consideration, and possible action regarding the Sales Tax Allocation with the City of Manor Agreement.

Chief Smith and our attorney have had discussions regarding the Interlocal Agreement for the Sales Tax Allocation between the City of Manor and ESD 12. Chief shared our attorney's response. After discussion, Commissioner Zabalza made a motion to terminate the Interlocal Agreement for the Allocation of Sales Tax Revenue for the Development of Infrastructure by the City of Manor and Travis County Emergency Services District No. 12 effective 60 days from the Notice. Commissioner Barnes seconded the motion and the motion passed.

VII. Closing Items

a) Set meeting date.

Next meeting is tentatively set for November 17, 2021.

b) Proposed agenda items for next meeting.

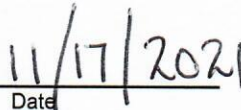
- Strategic Planning
- Investment Policy

c) Adjourn.

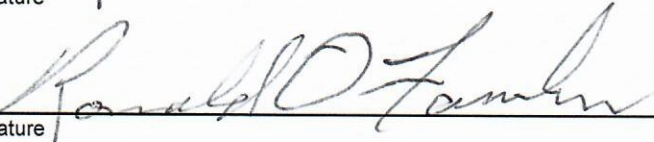
Commissioner Barnes made a motion to adjourn the meeting. Meeting adjourned at 8:00 PM.



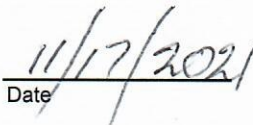
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