

**Travis County ESD No. 12  
Minutes of the Regular Meeting  
February 9, 2022**

**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 6:41 PM.

Present: Commissioners Arellano, Fowler, Zabalza, and Anderson

Not present: Commissioner Barnes

Visitors: Chief Ryan Smith, AC Chris McKenzie, Michelle McRae, Penny Freemyer, BC Jeff O'Leary, FMO Randy Treffer, Lt. Sean Griffith, and Eng Preston Muston. Auditor, James Medack, and Capt. Von Beals attended by Zoom.

II. Review certified agenda

Commissioner Arellano verified the existence of a certified agenda.

III. Citizen's Communication

a) Discussion, consideration, and possible action on the FY21 Audit by Medack & Oltmann LLP  
Auditor, James Medack, presented the FY21 audit via Zoom. He stated we received an unmodified opinion, the highest opinion an auditor can give an auditee. He later explained new GASB rules pertaining to lease reporting. After discussion, Commissioner Zabalza made a motion to accept the audit as presented by James Medack. Commissioner Fowler seconded the motion and the motion passed.

IV. Consent Items

- a) Approval of the minutes from the Regular Meeting of January 12, 2022, which may include corrections, if needed.
- b) Approval of the January 2022 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, and balance sheet.) Commissioner Fowler seconded the motion and the motion passed.

V. Communication

- a) Report from Commissioner's on pertinent information and activity since the January 2022 meeting.

Commissioners Arellano and Fowler will be attending the SAFE-D conference next weekend in Round Rock.

- b) Receive Administrative/Operations/Fire Prevention updates.

AC McKenzie presented the Operations Summary report and Chief Smith the Fire Prevention report. After the last hiring process, it was determined that the physical agility test will have a new format. The in-house promotion process was successful, and the promotions will be done in stages.

Commissioner Arellano made a motion to move into Executive Session, citing Texas Government Code 551.074, Personnel Matters. The Board went into Executive Session at 7:36 PM. Board returned to Public Session at 8:18 PM.

No discussion or action was taken.

VI. Action Items

a) Discussion, consideration, and possible action regarding the Bluebonnet land purchase.

No updates to report, documents are still in the editing process.

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

Commissioner Fowler viewed the first video regarding Investment Policies. The program is being updated. Investment Policy needs final editing and put before the Board for approval.

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

No updates to report.

VII. Closing Items.

a) Set meeting date.

Next scheduled meeting is tentatively set for March 16, 2022.

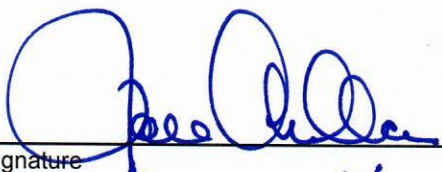
b) Proposed agenda items for next meeting.

Items not discussed at this meeting.

Re-consideration of the Quint.

c) Adjourn

Commissioner Fowler made a motion to adjourn. Commissioner Anderson seconded the motion and the motion passed. Meeting adjourned at 8:29 PM.

  
Signature

3/16/2022  
Date

  
Signature

3/16/22  
Date