

**Travis County ESD No. 12  
Minutes of the Regular Meeting  
March 16, 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 6:30 PM.

Present: Commissioners Arellano, Fowler, and Zabalza

Not Present: Commissioners Anderson and Barnes

Visitors: Chief Ryan Smith, AC Chris McKenzie, Michelle McRae, Penny Freemyer, BC Nate McRae, Lt's Steve Kaucher and Nathaniel Canclini, Eng. Charlie Sinclair, and FF Juan Garcia, and Manor resident Gavin Palmer. Capt. Von Beals joined online.

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 of the Regular Meeting of February 9, 2022 which may include corrections, if needed.

b) Approval of the February 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. Communications

a) Report from Commissioners on pertinent information and activity since the February 2022 meeting.

SAFE-D Conference was attended by Commissioners Arellano and Fowler. Chief Smith was a presenter discussing prevention. Nothing to report from the ESDCC meeting of two weeks prior.

b) Receive Administrative/Operations/Fire Prevention updates.

Chief Ryan Smith presented the Operations Summary/Fire Prevention report. He updated the commissioners about the renewal of the property insurance, being instructed to keep the drone on the policy. He also mentioned the 3<sup>rd</sup> party fire prevention reviewing company (CSG Consultants) is about to start online, the resolved septic issues at St. 1201, the City of Manor dropping their lawsuit, the required annual Cyber Security training from DIR, and that he had a meeting with the medical director, an AFD Chief and Assistant Chief, and the COA Assistant manager to discuss the handling of priority one medical responses. Capt. Von Beals announced that the Eagle Scout project, the table and two chairs, was going to be assembled at St. 1201 on Saturday at 10 AM.

VI. Action Items

a) Discussion, consideration, and possible action regarding a discussion with TCESD 4.

Travis County ESD 4 representatives could not attend the meeting, so have rescheduled to attend the April meeting. Topic of discussion could be the status of any outstanding contracts between the two entities, and the continuance of working together in the future.

b) Discussion, consideration, and possible action regarding the Bluebonnet land purchase financing options.

Commissioner Arellano also opened Action Item VI.c (financing for the Quint) for discussion. Chief Smith shared a spreadsheet with the responses from the 4 institutions that he requested quotes from regarding the financing of the Quint, the purchase of the Bluebonnet land, and the subsequent building. After discussion, Commissioner Zabalza made a motion to approve the payment for the Bluebonnet land purchase from the First Public Operating Fund account, not to exceed \$1.9 million. Commissioner Fowler seconded the motion and the motion passed.

c) Discussion, consideration, and possible action regarding the Quint financing options.

After review and discussion of the options presented on the spreadsheet, Commissioner Zabalza made a motion to approve the financing of the Quint through Government Capital Corporation in the amount of \$1,750,000 at an interest rate of 3.05% (7- Year loan), for a total financing of \$1,969.912. Commissioner Fowler seconded the motion and the motion passed.

d) Discussion, consideration, and possible action regarding the TAC (Texas Association of Counties) renewal of property insurance.

With Commissioner Zabalza refraining from discussion and voting, no action could be taken on this item as a quorum could no longer be maintained. Chief Smith will provide an update at the next meeting regarding any changes he makes on the policy regarding value. The deductible was raised by TAC to \$5000.

e) Discussion, consideration, and possible action regarding the AO Wireless Support contract.

Capt. Beals reported that the renewal for the AO Wireless Support contract was up for renewal. We have 4 sites at \$1,750 each. Due to an oversight, this item was not budgeted. After discussion, Commissioner Zabalza made a motion to amend the budget line item 5300 for the amount of \$7000 for the payment of the annual wireless AO contract. Commissioner Fowler seconded the motion and the motion passed.

f) Discussion, consideration, and possible action regarding the approval of the Investment Policy.

Commissioner Fowler is registered to take the recommended courses. After discussion, Commissioner Zabalza made a motion to approve the draft of the Travis County ESD No. 12 Investment Policy. Commissioner Arellano seconded the motion and the motion passed.

VII. Closing Items

a) Set meeting date

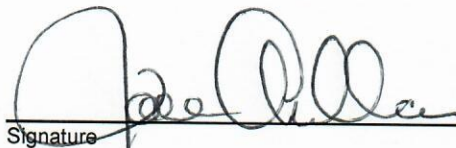
Next meeting is tentatively set for April 13, 2022.

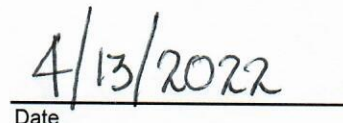
b) Proposed agenda items for next meeting.

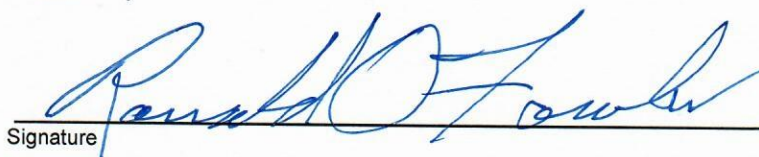
None specifically mentioned.

c) Adjourn

Commissioner Fowler made a motion to adjourn the meeting. Commissioner Zabalza seconded the motion and the motion passed. Meeting adjourned at 7:30 PM.

  
Signature

  
Date

  
Signature

  
Date