

**Travis County ESD No. 12
Minutes of the Regular Meeting
April 13, 2022**

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, Zabalza, and Barnes
Not Present: Commissioner Anderson
Visitors: Chief Ryan Smith present online, AC Chris McKenzie, Michelle McRae, Penny Freemyer, BC Jeff O'Leary, Capt. Von Beals, Lt's Sean Griffith and Alex Gatica, Eng's Casey Palous and Austen Hill, FF's Darren Nguyen, Arianna Simpson, and Ryan Rhea, TCESD 4 District Administrator David Bailey, TCESD 4 Commissioners Peter Torgrimson, Chuck Alexander, and Eric Opiela, Ricardo Martinez of Martinez Architects, and Manor resident Heather Barnes
- II. Review certified agenda
Commissioner Arellano verified the existence of a certified agenda.
- III. Citizen's Communication
Ricardo Martinez of Martinez Architects introduced himself to the Board and presented the professional services his firm can offer in regards to station building development.
- IV. Consent items
 - a) Approval of the minutes of the Regular Meeting of March 16, 2022 which may include corrections, if needed.
 - b) Approval of the March 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 March 2022 meeting.
None.
 - b) Receive Administrative/Operations/Fire Prevention updates.
AC McKenzie presented the Operations report. There is an effort being made to better define the 300 and 600 series calls for more accurate reporting. This item was reopened from later in the meeting so Chief Smith could present the updated version of the Fire Prevention report. Years of Service awards will be updated in next month's report.
- VI. Action Items
 - a) Discussion, consideration, and possible action regarding TCESD4/TCESD12 expired Auto-Aid agreements and other service-related discussions for our adjoining service areas.
ESD 4 District Administrator David Bailey introduced his commissioners. ESD 4 wanted to present a formal notification to cancel any interlocal agreements for automatic aid that may still be in place. ESD 4's contract of services with the City of Austin changed the dynamics of aid to all surrounding ESD's. They wish to continue a good working relationship with ESD 12.
 - b) Discussion, consideration, and possible action regarding the approval of the Investment Policy.
The draft of the Investment Policy was approved in the March 2022 meeting, and the Policy will be signed by the President and Secretary, and acceptance signature by the Investment Officer.

c) Discussion, consideration, and possible action regarding the development on the Hwy 290 property, including discussion regarding financing.

After review and discussion of a Government Capital preliminary term proposal and a phone conversation with Kevin Lerner of Government Capital regarding changes to the proposal, Commissioner Zabalza made a motion to accept the proposal provided by Government Capital for the financing of the ESD 12 station on Hwy 290, in the amount of \$6,581,250.00 at an interest rate of 3.55%. Commissioner Fowler seconded the motion and the motion passed. The Resolution and loan documents will be provided and signed at closing. An updated proposal was requested reflecting the loan amount change.

d) Discussion, consideration, and possible action regarding the purchase of additional vehicles.

After review and discussion of the product pricing summary from Silsbee Fleet regarding the replacement of the FMO vehicle and the purchase of two additional vehicles, Commissioner Zabalza made a motion to authorize the purchase of 3 new vehicles, two Ford F-150's and one Ford Escape, for the department, not to exceed \$135,000.00 and funding coming from excess Sales Tax Revenue. Commissioner Barnes seconded the motion and the motion passed. Vehicles are intended to replace the FMO vehicle, and provide a PIO vehicle and a logistics officer vehicle.

e) Discussion, consideration, and possible action regarding the Quint and Sinking funds in the First Public Accounts.

After discussion, Commissioner Zabalza made a motion to move the sinking fund balance into the reserve account in the amount of \$10,531.06 plus interest, closing that account in First Public. Commissioner Barnes seconded the motion and the motion passed. Commissioner Zabalza made another motion to make an ACH payment to Siddons from the Quint fund in the amount of \$21,339.76 plus interest and close that account. Commissioner Barnes seconded the motion and the motion passed. The Building Fund St. 1202 will be renamed to refer to the new station. A committee will be formed for Station planning.

VII. Closing Items

a) Set meeting date


Next meeting is tentatively set for May 11, 2022.

b) Proposed agenda items for next meeting.

None specifically mentioned.

c) Adjourn

Commissioner Barnes made a motion to adjourn the meeting. Commissioner Fowler seconded the motion and the motion passed. Meeting adjourned at 7:37 PM.



Signature

5/11/2022

Date



Signature

5/11/2022

Date