

**Travis County ESD No.12  
Minutes of the Regular Meeting  
April 14, 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 6:34 PM.

Present: Commissioner Arellano

By google meet: Commissioners Barnes and Zabalza, Commissioner Fowler joined at 6:54 PM.

Not present: Commissioner Anderson

Visitors: Chief Ryan Smith, AC Chris McKenzie, Michelle McRae, Penny Freemyer

By google meet: Capt. Von Beals, FM Bill Carlson, BC's Nathan McRae and Adam Tapia, FMO Randy Treffer, Lt's. Joshua Ruiz, Ashley Brackett, and Steve Kaucher, Engineers Austen Hill and Morgan Stewart, and FF Arianna Simpson.

II. Review certified agenda

Commissioner Arellano verified the existence of a certified agenda.

III. Citizen's communication

None.

IV. Communications

a. Report from Commissioners on pertinent information and activity since the March 10, 2021 meeting.

Commissioners recommended options of streamlining the agenda.

b. Receive Administration/ Operations/Fire Prevention updates.

Chief Ryan Smith presented the March 2021 Operations report and the training/events report. FM Bill Carlson presented the Fire Prevention Report. Miscellaneous issues regarding the street widths in a new development, the City Planning and Zoning Department functions, and response times were mentioned. Commissioner Barnes made a motion to accept the reports. Commissioner Zabalza seconded the motion and the motion passed.

c. 87<sup>th</sup> Legislature updates as it pertains to ESD's

Chief Smith updated the Board regarding the House Bills that related to ESD's.

V. Consent items

a. Approval of the minutes from the Regular Meeting of March 10, 2021 which may include corrections, if needed.

b. Approval of the March 2021 financial reports and bills, which may include corrections, if needed.

c. Approval of the continued temporary check stamping policy for checks over \$5000 during the pandemic.

After previous review, Commissioner Barnes made a motion to approve Consent Items a, b, and c as presented. But after discussion regarding item c, he withdrew that motion and made the motion to remove the temporary policy regarding check writing over \$5000 and return to the previous check writing policy. Commissioner Zabalza seconded the motion and the motion passed.

Commissioner Zabalza made a motion to approve the remaining Consent items a and b.

Commissioner Barnes seconded the motion and the motion passed. (The treasurer's report does include the over \$2000 expenditures report, the P & L report, expenditures by vendor report, and balance sheet.)

VI. Action items.

a) Discussion, consideration, and possible action regarding the purchase of additional brush trucks

BC Nathan McRae presented the Apparatus Committee report regarding additional brush trucks. They have talked with 3 different vendors, Ag-Miere, Danko, and Skeeter (Siddons-Martin) and

explained that build out and delivery could be from 12 to 14 months. There was one brush truck available now from Siddons-Martin, a 2021 Skeeter Ford F-550 Type 5, Step Side, Lifted for approximately \$196,000 and ready in 30 days. The Board agreed to send a letter of interest to Siddons-Martin to hold that brush truck for ESD 12. After discussion, Commissioner Barnes made a motion to move forward to approve \$415,000 for the purchase of 2 brush trucks (and equipment). Commissioner Zabalza seconded the motion and the motion passed. A presentation regarding the financing options of the brush trucks will be brought to the Board at the next meeting for consideration and possible approval. There was also discussion of the future purchase of a quint and where to house the apparatus.

VII. Department Updates on District's facilities.

a) St. 1201 repair/remodel options

AC McKenzie had no additional information to share other than furniture has not been ordered yet.

b) St. 1202 inspection report

Capt. Beals reported that the State has approved of 2 variances, but not the variance regarding the kitchen cabinet heights. Ellis Modular will be on site tomorrow to do interior remodelations and the additional handrail installation is scheduled for April 26 and 27.

c) IT Network updates

Capt. Beals reported of ongoing progress with the migrations of documents from google drive into the network drive. Cloud backup on board in the next couple of weeks.

d) Miscellaneous updates.

None.


VIII. Closing items

a. Set next meeting date.

Next meeting is tentatively set for May 12, 2021.

b. Adjourn

Commissioner Barnes made a motion to adjourn the meeting. Commissioner Fowler seconded the motion and the motion passed. Meeting adjourned at 8:11 PM.

  
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