

**Travis County ESD No. 12
Minutes of the Regular Meeting
March 11, 2026 6:30 PM**



Meeting was held at the TCESD No.12 District Office
11200 Gregg Lane, Manor, TX 78653

- I. Call meeting to order and establish quorum
President Arellano called the meeting to order at 6:36 PM.

Present: President Arellano, Commissioner Fowler, Commissioner Barnes, Commissioner Anderson, Commissioner Graham, and Commissioner Rhone

Not present: Commissioner Mays

Visitors: Interim Chief McKenzie, PIO Cassidy Buth, Stephanie Naron, Bill Carlson, BC Nathan McRae, Capt. Von Beals, Sharee Salmons, Sean Griffith, Ashley Carter, Zulema Dominguez, Jayvon Newcoste, Ryan Harper, Judah Villalobos, Esther Villalobos, Ashley Brackett, Adam Tapia, Aaron Allert, Austen Hill, Julian Miller, Patrick Speir, Freddie Garcia, Steve Kaucher, Attorney Ken Campbell, John Smead with Martinez Architect and James Medack with Medack & Oltmann.
- II. Review certified agenda
President Arellano verified the existence of a certified agenda.
- III. Pledge of Allegiance
- IV. Citizen's Communication
Chuck Brotherton, who is the Travis County Executive for Emergency Services, thanked Commissioner Arellano and Fowler for their long dedicated and valuable service to Travis County and this community's Emergency Service District on behalf of the Commissioner's Court and Travis County.
- V. Consent items
 - a) Approval of the minutes of the February 18, 2026 Regular Meeting which may include corrections, if needed.
 - b) Approval of the February 2026 financial reports and bills, which may include corrections, if needed.
No motion was made to approve the February Meeting Minutes and Financials. These documents will be reviewed and approved in next month's commissioners meeting.
- VI. Communications
 - a) Report from Commissioners on pertinent information and activity since the February 2026 meeting.
Commissioner Travillion appointed 3 new commissioners since the last meeting. Commissioner Arellano, Commissioner Zabalza and Commissioner Fowler were replaced by Commissioner Thomas Graham, Commissioner Michael Rhone, and Commissioner Al Mays. Graham and Rhone were in attendance. Mays was unable to make the meeting.
 - b) Receive Administrative/Operations/Fire Prevention updates.
No administrative/operations/fire prevention updates were given.

VII. Action items

- a) Discussion, consideration, and possible action regarding upon receiving a report from Martinez Architects on issues related to design and construction matters included but not limited to contract negotiations and approval of general contractor, engagement with design professional, review, and approval of pay applications and change orders, and any other matters related to the site development and project design.” The pay application for Cerris Builders, Inc will be paid in the amount of \$39,934.10 for work done in February 2026 on Station 1204.

President Graham asked for an overview of action item “VII - a”. Interim Chief McKenzie gave information on the new station.

John Smead was in attendance. Commissioner Barnes asked for updates on the change orders to make sure all the commissioner were aligned. John Smead gave the change order summary.

Commissioner Barnes made a motion to pay Cerris Builders in the amount of \$39,934.10 for the month of February 2026. Commissioner Rhone seconded the motion. Motion carried unanimously.

- b) Discussion, consideration, and possible action regarding Medack & Oltmann, LLP presenting the audit.

James Medack with Medack & Oltmann, LLP gave the annual audit presentation and recommendations.

Commissioner Barnes made a motion to approve Mr. Medack’s audit report and allow staff to provide the report to the appropriate County Authority as required. President Graham seconded the motion. The motion carried unanimously.

- c) Discussion and action on election of officers of the Board of Emergency Services Commissioners, consisting of a president, vice president, secretary, treasurer and assistant treasurer in conformance of applicable law.

Commissioner Arellano and Commissioner Fowler turned the meeting over to Commissioner Barnes and relinquished their seats to the two new Commissioners, Thomas Graham and Michael Rhone. Both new commissioners introduced themselves and provided a brief personal/work history.

Attorney Ken Campbell gave an overview of what an ESD is and background information on TCESD12.

Due to new commissioners being appointed, the board voted to elect new officers.

Commissioner Barnes made a motion to elect a presiding officer of the board, position to President. Commissioner Anderson seconded the motion.

Commissioner Rhone nominated Commissioner Graham as President. Commissioner Anderson seconded the motion. The motion carried unanimously.

Commissioner Graham nominated Commissioner Barnes as Secretary and Commissioner Rhone as Treasurer. Commissioner Rhone seconded the motion. The motion carried unanimously.

Commissioner Anderson continues to hold his position as Assistant Treasurer.

- d) Discussion and action on authorization of new signature cards for all ESD Commissioners, and authorize District's attorney, Ms. Naron, and one commissioner to work with the banks on the same.

President Graham made a motion for Ms. Naron, Ken Campbell and Commissioner Rhone to facilitate the signing of the signature cards with the bank. Commissioner Rhone seconded the motion. The motion carried unanimously.

- e) The Board will convene in executive session pursuant to the Texas Government Code 551.074 to deliberate the evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or Texas Government Code 551.071, Consultation with an attorney.

This item was tabled.

VIII. Closing items

- a) Set meeting date.

Next Regular Meeting is tentatively scheduled for April 8, 2026.

- b) Proposed agenda items for next meeting.

- c) Adjourn

Commissioner Barnes made a motion to adjourn the meeting. Commissioner Rhone seconded the motion and the motion passed unanimously. Meeting adjourned at 7:39PM.

Signature

Signature

Date

Date

4-6-2026.

4-6-2026