



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 12

Regular Meeting Minutes

May 18, 2026

1. Call meeting to order and establish quorum.

With a quorum present, the regular session meeting of Travis County ESD No. 12 was called to order by President Graham at 6:08 p.m. on Monday, May 18, 2026, at Travis County ESD No. 12, Station 1204, 12701 E US 290 Hwy, Manor, Texas 78653.

Commissioner Thomas Graham	President	Present
Commissioner Al Mays	Vice President	Present
Commissioner Michael Rhone	Treasurer	Present
Commissioner Eric Anderson	Deputy Treasurer	Present
Commissioner Shawn Barnes	Secretary	Not Present

2. Pledge of Allegiance

3. Citizen's Communication

No citizen's present

4. Consent Agenda Items

- a. Approve the minutes from April 6, 2026, Regular Meeting.
- b. Approve the April 2026 financial reports and bills.

MOTION: I move to approve April 6, 2026 meeting minutes.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Michael Rhone

SECONDER: Commissioner Al Mays

AYES: Thomas Graham, Al Mays, Michael Rhone, & Eric Anderson

MOTION: I move to approve April 2026 financials.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Michael Rhone

SECONDER: Commissioner Al Mays

AYES: Thomas Graham, Al Mays, Michael Rhone, & Eric Anderson

5. Action Items

[a. Discussion, consideration, and possible action regarding a report from Martinez Architects on issues related to design and construction matters including but not limited to contract negotiations and approval of general contractor, engagement with design professionals, review, and approval of pay design.”](#)

Martinez Architects representative John Smead reported the new station grand opening was successful. Remaining construction items include gutters, door sills, and IT troubleshooting. A payment to Cerris Builder was approved.

MOTION: I move to approve payment to Cerris Builders in the amount of \$16,401.95.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Thomas Graham

SECONDER: Commissioner Michael Rhone

AYES: Thomas Graham, Al Mays, Michael Rhone & Eric Anderson

b. Discussion, consideration, and possible action regarding a report from Amy Flanigan with HDL on our sales tax.

Amy Flanigan presented a “Sales Tax 101” overview. She reviewed the district’s sales tax history and provided the new commissioners with an overview of how sales tax supports our district, as well as her role and responsibilities with TCESD12.

c. Discussion, consideration, and possible action regarding the general counsel letter of engagement from The Carlton Law Firm P.L.L.C.

The commissioners reviewed a general counsel letter of engagement to change from Burns, Anderson, Jury & Brenner L.L.P to The Carlton Law Firm P.L.L.C for legal counsel.

MOTION: I move to retain The Carlton Law Firm as our counsel for ESD12.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Michael Rhone

SECONDER: Commissioner Al Mays

AYES: Thomas Graham, Al Mays, Michael Rhone & Eric Anderson

d. Discussion, consideration, and possible action regarding purchase of new apparatus/equipment.

Chief McKenzie reported a fire engine had sustained significant damage after striking a tree and would require extensive repairs estimated at approximately \$105,000 with repair timelines potentially reaching six months.

Chief McKenzie requested authorization to purchase a stock fire engine, fully equipped, not to exceed \$1.3 million.

MOTION: I move to approve the purchase of a stock fire engine not to exceed 1.3 million.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Michael Rhone

SECONDER: Commissioner Al Mays

AYES: Thomas Graham, Al Mays, Michael Rhone & Eric Anderson

e. Discussion, consideration, and possible action regarding strategic planning on vision, mission, and how to meet those goals.

Representatives from the City of Manor, Scott Jones and Scott Moore, presented information regarding a proposed interlocal agreement related to economic development partnerships and potential sales tax sharing arrangements. Discussions included:

- o Infrastructure expansion needs
- o Utility and wastewater development
- o Retail and industrial growth opportunities
- o Economic incentives for developers
- o Future station placement and strategic coverage planning

Board members expressed support for continued collaboration while emphasizing long-term planning, responsible development, and public safety considerations.

Commissioners will review the proposed agreement and will make a decision at a later date.

f. The board will convene in executive session pursuant to Texas Government Code §551.074 Deliberation about personnel matters.

The board went into executive session at 7:22PM and returned to open session at 7:49PM.

6. Reports

- a. Chief Report - Chief McKenzie provided a report on department events, awards, and meetings that have taken place since the previous Commissioner meeting.
- b. Fire Marshal Report - Bill Carlson provided a report on new retail, warehouses and manufacturing coming to the area.
- c. Engine 1202 B-Shift introduced themselves to the new commissioners.
- d. Commissioner Report - No new pertinent information since April 6, 2026 Regular Meeting.

7. Closing Items

- a. Next meeting date is tentatively set for June 15, 2026, 6:00PM at Station 1204.
- b. No proposed agenda items for next meeting.
- c. Adjourned 8:00PM

MOTION: I move to adjourn this meeting.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Michael Rhone

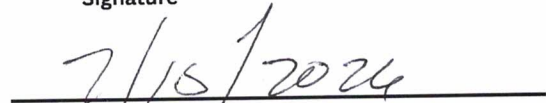
SECONDER: Commissioner Eric Anderson

AYES: Thomas Graham, Al Mays, Michael Rhone & Eric Anderson

Approved by the Board of Commissioners:



Signature



Date