TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 12

Regular Meeting Minutes

June 15, 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 6:02 p.m. on Monday, June 15, 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	Not 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 May 18, 2026, Regular Meeting.

b. Approve the May 2026 financial reports and bills.

MOTION:	I move to approve May 18, 2026 meeting minutes.
RESULT:	**APPROVED (UNANIMOUS)**
MOVER:	Commissioner Al Mays
SECONDER:	Commissioner Eric Anderson
AYES:	Thomas Graham, Al Mays, & Eric Anderson

MOTION:	I move to approve May 2026 financials.
RESULT:	**APPROVED (UNANIMOUS)**
MOVER:	Commissioner Al Mays
SECONDER:	Commissioner Eric Anderson
AYES:	Thomas Graham, Al Mays, & 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 are not present.

Chief McKenzie explains current egress requires fighting traffic on Highway 290 and making a U-turn; the improved George Bush South will provide a controlled intersection for safer departure.

Chief McKenzie presents City of Manor's request for a right-of-way dedication deed: 0.180 acres at back corner near Emu Lane for George Bush South extension; proposes sending deed to legal for review. Commissioners give approval for legal review.

b. Discussion, consideration, and possible action on receiving a report from TAC on the district's insurance policies.

TAC representative (Ashley - Wellness supervisor) arrives to present renewals for medical, dental, and vision benefits.

- Medical: 3.5% increase.
- Dental: 5.9% increase.
- Vision: 0% increase (flat).

MOTION:	I move to approve renewal of TCESD 12's health insurance with TAC for the next budget year.
RESULT:	**APPROVED (UNANIMOUS)**
MOVER:	Commissioner Thomas Graham
SECONDER:	Commissioner Al Mays
AYES:	Thomas Graham, Al Mays, & Eric Anderson

c. 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 7:00PM and returned to open session at 7:17PM.

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. Topics included:

Apparatus

- New 1,000-gallon pumper has arrived locally and is awaiting graphics, radios, and equipment installation.
- Brush truck purchased for approximately **$294,000** and is scheduled for delivery in January.
- Damaged engine remains under repair in Killeen awaiting replacement parts.
- Reserve apparatus planning continues while financing options for additional engines are evaluated.

Training

- All shifts completed Emergency Vehicle Operator Course (EVOC) training utilizing the Pflugerville training facility.
- Personnel completed medical standby coverage for Manor Palooza.

- Crews participated in numerous school spray-downs and community outreach events.
- Staff provided AED training for St. Joseph's Church personnel.

b. Fire Marshal Report - Bill Carlson provided a report on the Prevention Division. Topics included:

- Draft Fire Code adoption process.
- Proposed Prevention Division Mission Statement emphasizing service and exceeding expectations.

c. Operational Report

Truck 1204, Squad 1204 and Battalion 1201 A-Shift introduced themselves to the new commissioners.

d. Commissioner Report - Commissioners discussed future initiatives including:

- Development of a department nonprofit organization.
- Creation and distribution of department challenge coins.
- Exploring a community-supported firefighter appreciation event
- Chief McKenzie and Commissioners briefly discussed the proposed Interlocal Agreement with the City of Manor related to future revenue-sharing and economic development coordination. Legal counsel will review the agreement and provide recommendations.

7. Adoption of a tax planning calendar

a. Discuss and consider adoption of the tax and budget planning calendar for 2026, authorize payment of tax process publications, and take any related action;

Legal Counsel John Carlton presented the annual tax planning calendar and discussed statutory timelines for adoption of the FY 2026 tax rate. John Carlton's firm - Upon receiving data from the appraisal district, calculate the various tax rates and present them to the board for decision-making. Appraised values are expected from Travis County Appraisal District on July 25, 2026. Critical meeting dates identified are Thursday, July 30, 2026, and Monday, August 17, 2026. A potential backup meeting date is Monday, August 3, 2026, if the appraisal district delivers data late.

MOTION:	I move to adopt the tax rate calendar.
RESULT:	**APPROVED (UNANIMOUS)**
MOVER:	Commissioner Eric Anderson
SECONDER:	Commissioner Al Mays
AYES:	Thomas Graham, Al Mays & Eric Anderson

b. Schedule budget/meeting workshops; and

No discussion or action was taken on this item.

c. Discuss and consider District website status, accessibility, and posting requirements and take any related action.

No discussion or action was taken on this item.

8. Discuss and consider approval of quarterly investment report for the first quarter of 2026; and

Legal counsel discussed statutory requirements regarding quarterly investment reports and investment policies. Staff will begin incorporating quarterly investment reporting into future Board agendas to ensure compliance with state requirements.

9. Closing Items

a. Next meeting date is tentatively set for July 13 2026, 6:00PM at Station 1204.

b. Proposed agenda items for next meeting: The board will formally approve an engagement for statewide government affairs support at the next meeting. The engagement can be made effective retroactively to July 1, 2026, after the board's approval.

c. Adjourned 7:19PM

MOTION:	I move to adjourn this meeting.
RESULT:	**APPROVED (UNANIMOUS)**
MOVER:	Commissioner Eric Anderson
SECONDER:	Commissioner Al Mays
AYES:	Thomas Graham, Al Mays, & Eric Anderson

Approved by the Board of Commissioners:

Signature

7-13-2026

Date