

**Travis County Emergency Services District No. 13 Board of Commissioners**  
**Meeting Minutes - August 25, 2025**

1. Call to order and establish a quorum. The Board of Commissioners of Travis County Emergency Services District No. 13 (ESD 13) met for their monthly meeting on Monday, August 25, 2025, at Bethlehem Lutheran Church Fellowship Hall, Lund, Texas. Commissioner Douglas called meeting to order at 7:03 pm and declared a quorum with the following ESD 13 Commissioners attending: Anderson and Johnson.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the July 7, 2025 monthly meeting and take appropriate action. Commissioner Anderson made the motion to approve the minutes as presented, Commissioner Johnson seconded the motion. The motion passed unanimously.
4. Review Treasurer's Report and take appropriate action. Commissioner Anderson made the motion to approve the treasurer's report, Commissioner Johnson seconded the motion. The motion passed unanimously.
5. Consider, discuss, and take appropriate action regarding outstanding bills. Commissioner Anderson made the motion to approve the following payments: Bethlehem Lutheran Church (\$510) and reimbursement to Gary Johnson for printing costs for 2023-2024 (\$55.80). Commissioner Johnson seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on bank accounts, if needed. The Wells Fargo account is going to be closed officially by Commissioner Johnson. Emily will send an official letter on ESD13 letterhead to Gary for him to print, sign, and submit to Wells Fargo.
7. Consider, discuss, and take appropriate action on revised budget for 2025. Commissioner Johnson made the motion to accept revised budget for 2025 (fiscal year ending 9/30/25), Commissioner Anderson seconded the motion. The motion passed unanimously.
8. Consider, discuss, and take appropriate action regarding investment policy review and approval. Commissioners discussed the investment policy. Commissioner Johnson made the motion to accept the standing investment policy under which we've been operating. Commissioner Anderson seconded the motion. The motion passed unanimously.
9. Consider, discuss, and take appropriate action regarding language for Ad Valorem notice in Elgin Courier. Commissioner Anderson made the motion to accept the language for the small taxing unit notice for publication in the Elgin Courier. Commissioner Johnson seconded the motion. The motion passed unanimously.
10. Report from Service Providers:
  - Report from BAT1 First Responders. Chief Botello shared a report that covered the following: call breakdowns, average response times, recent hiring, training, maintenance, and community events. 311 total calls: 141 were fire and 170 were EMS. Twelve were in ESD#13 (2-fire, 10-EMS). Property off of 1704 is in operation now, and they continue planning for future sites as the need for services continues to grow.

Budget workshops went well. First sales tax check (that was approved in May) should show up around December.

- Report from Austin-Travis County Emergency Medical Services System. Chuck Brotherton emailed the July report.
- Report from any Travis County Emergency Services District. None.

11. Report on Travis County Fire Chief Meetings. Chief Wobus shared about the meeting in May including the Texas Legislative Sessions, updates in CAD systems, response packages, vehicle addition plans, call prioritizing - fire and EMS dispatcher coordination, tax evaluation cap for municipalities and counties that will affect future taxation, and process for critical fire and weather days - adding units. July meeting was virtual but not well-attended, topics included upgrading response package and matrix, Starflight adding a site to the area, and upcoming training.

12. Consider, discuss, and take appropriate action regarding the following items:

- BAT1's Assessment I Strategic Plan. They are working on policies and procedures, HR planning, etc. There was discussion about planning a work session this fall to identify ESD13's goals and needs for the future.
- Future Agenda Items.
  - Schedule a work session with BAT1 coupled with an ESD13 meeting.

13. Other information requiring no action.

14. Date of next meeting. Monday, September 15, 2025

15. Executive Session. None.

16. Adjourn. There being no further business, Commissioner Douglas adjourned meeting at 8:16 pm.

By: Emily Erickson for

Aaron Anderson, Secretary

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THE DISTRICT'S COMMISSIONERS MAY RETIRE INTO A CLOSED SESSION AT ANY TIME BETWEEN THE MEETING'S OPENING AND ADJOURNMENT FOR THE PURPOSE OF CONSULTING WITH LEGAL COUNSEL PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE ON ANY MATTER INCLUDED ON THE AGENDA. ANY ACTION, IF ANY, RESULTING FROM SUCH CONSULTATION WILL BE TAKEN IN OPEN SESSION.