

**Travis County Emergency Services District No. 13 Board of Commissioners**  
**Meeting Minutes - July 7, 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, July 7, 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, Johnson, and Lundgren.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the June 2, 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 Lundgren made the motion to approve the treasurer's report, Commissioner Anderson seconded the motion. The motion passed unanimously.
5. Consider, discuss, and take appropriate action regarding outstanding bills. Commissioner Lundgren made the motion to approve the following payment: Montemayor Britton for 2024 audit (\$450), reimbursement to Gary Johnson for PO Box renewal (\$214), and to Emily Erickson for website renewals (\$36.17). Commissioner Anderson seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on bank accounts, if needed. The commissioners discussed the bank accounts and are in the process of transitioning to Frontier Bank for operations. We will close the Wells Fargo account at the August meeting. As of June 30, the Frontier Bank account balance was \$34,785.86.
7. Consider, discuss, and take appropriate action regarding budget for next fiscal year. Commissioner Lundgren made the motion to accept proposed budget for fiscal year 2026, Commissioner Anderson seconded the motion. The motion passed unanimously.
8. Consider, discuss, and take appropriate action regarding language for Ad Valorem notice in Elgin Courier. Tabled until next meeting.
9. Report from Service Providers:
  - Report from BAT1 First Responders. Chief Botello emailed a report that covered the following: call breakdowns, average response times, recent hiring, training, maintenance, and community events. 294 total calls: 106 were fire and 188 were EMS. Seventeen were in ESD#13 (7-fire, 10-EMS).
  - Report from Austin-Travis County Emergency Medical Services System. Chuck Brotherton emailed a report.
  - Report from any Travis County Emergency Services District. None.
10. Report on Travis County Fire Chief Meetings. None.
11. Consider, discuss, and take appropriate action regarding the following items:

- BAT1's Assessment I Strategic Plan.
- Future Agenda Items.
  - Investment Policy review and approval
  - Vote on revised budget for 2025
- Audit discussion. Audit is complete.

12. Other information requiring no action.

13. Date of next meeting. Monday, August 25, 2025 and Monday, September 15, 2025

14. Executive Session. None.

15. Adjourn. There being no further business, Commissioner Douglas adjourned meeting at 7:53 pm.

By: Emily Erickson for

Aaron Anderson, Secretary

---

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.