

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1 MINUTES

October 16, 2025

The Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 held a regular meeting on **Thursday, October 16, 2025, at 6:30 p.m.**, at the Elgin Fire Station, 111 N. Avenue C, Elgin, Texas.

Attending the meeting were Commissioners Larry Moseley, Nick Teague, Ramiro Garza, Brian Henson and Damon Doss. A quorum was present at the meeting. Also present were ESD staff members, representatives of the Fire Department, and representatives of the First Responder Unit.

1. **Pledge of Allegiance;** Led by Commissioner Moseley.
2. **Call meeting to order;** Called to order at 6:30 pm by Commissioner Moseley.
3. **Public Comment:** None
4. **Public Comment on Agenda Items:** None

PRESENTATION AND REPORTS

5. **Receive monthly report from the Treasurer and consider:** CPA Pam Oakes presented the monthly financial report, bills and invoices, budget amendments, quarterly investment report, transfers among district accounts and approval of check payments.
 - (a) **approval of payment of monthly bills and invoices;**
 - (b) **approval of monthly financial report;**
 - (c) **approval of amendments to budget for FY25;**
 - (d) **approval of quarterly investment report for 3rd quarter;**
 - (e) **approval of transfers among District accounts; and**
 - (f) **approval of check payments;**

Motion made by Commissioner Ramiro Garza to approve items #5(a), (b), (e) and (f). Seconded by Commissioner Brian Henson. All in favor, motion carried.

Motion made by Commissioner Nick Teague to approve items #5(c) and (d). Seconded by Commissioner Damon Doss. All in favor, motion carried.

6. **Receive monthly report regarding District emergency operations, apparatus, response times, call volume, training, budget, management activities, personnel issues, membership, and repairs needed at stations or to equipment or apparatus, and take any related action;** Total EMS & Fire Incidents for the month of September were 303. In September, the firefighters had trauma and Starflight EMS training. The firefighters also trained on forcible entry, pump ops, and Mayday. Several events were attended by the firefighters which included Neidig Elementary Parade, National Night Out, Elgin Child Development Center, and HEB came to the station to feed the firefighters.

7. **Receive monthly Commissioner activity reports;** Commissioner Nick Teague reported that he spoke with the Commission on Law Enforcement regarding the District's Fire Code and assigning peace officers.

DISCUSSION/ACTION ITEMS

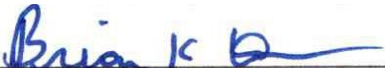
8. **Discuss and consider approval of minutes for September 18, 2025, regular meeting;** Motion made by Commissioner Damon Doss to approve September meeting minutes. Motion seconded by Commissioner Nick Teague. All in favor, motion carried.
9. **Discuss and consider approval of Resolution Authorizing Certain Employees to Disburse Funds on Behalf of the District;** Motion made by Commissioner Nick Teague to approve and adopt the Resolution as presented. Motion seconded by Commissioner Damon Doss. All in favor, motion carried.
10. **Discuss and consider action to rescind Resolution Adopting Recurring Payment Policy due to recent legislation;** Motion made by Commissioner Damon Doss to rescind Resolution Adopting Recurring Payment Policy as presented. Motion seconded by Commissioner Brian Henson. All in favor, motion carried.
11. **Discuss and consider action to amend Purchase Order Policy due to recent legislation;** Motion made by Commissioner Nick Teague to approve the amended Purchase Order Policy as presented. Motion seconded by Commissioner Damon Doss. All in favor, motion carried.
12. **Discuss and consider approval of Auto Aid Agreements with Travis County Emergency Services District No. 12 and Bastrop County Emergency Services District No. 2;** Motion made by Commissioner Damon Doss to approve both agreements as presented. Motion seconded by Commissioner Brian Henson. All in favor, motion carried.
13. **Discuss and consider approval of Accounting Handbook and adoption of Resolution Adopting Accounting Handbook;** Motion made by Commissioner Nick Teague to adopt the handbook as presented. Motion seconded by Commissioner Ramiro Garza. All in favor, motion carried.
14. **Discuss and consider approval of Order Adopting Amended Fire Code Permits and Fees;** Motion made by Commissioner Nick Teague to approve the Order and the amended fire code permits and fees as presented. Motion seconded by Commissioner Brian Henson. All in favor, motion carried.
15. **Receive update from subcommittee addressing issues related to the purchase and development of property in Travis County for a future station and consider taking associated action;** No action.

The Commissioners went into executive session at 8:10 pm to discuss property in Travis County pursuant to Section 551.072 of the Texas Government Code. Executive session ended at 8:28 pm, at which point the regular meeting was reconvened. No action was taken in executive session.

16. **Discuss and consider action on potential consolidation with Travis County ESD No. 13;** Tabled.

17. **Discuss required training hours for Commissioners;** Tabled.
18. **Discuss and consider attendance at Texas State Association of Fire and Emergency Services District (“SAFE-D”) Annual Conference scheduled for January 29-31, 2026, at the Henry B. González Convention Center in San Antonio;** All commissioners are planning to attend the SAFE-D conference.
19. **Discuss agenda items, time, and date for next meeting.** Next meeting scheduled for November 20, 2025, 6:30 pm, Elgin Fire Station. Meeting adjourned at 8:28 pm.

Approved December 11, 2025



Brian Henson, Secretary
Board of Commissioners