

TRAVIS COUNTY ESD #3 BOARD MEETING

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December 15, 2025

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NOTICE IS HEREBY GIVEN that the Board of Emergency Services Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular and publicized meeting at 7:00 p.m. on Monday, December 15, 2025 in the Community Room of TCESD3 Station 302 located at 4111 Barton Creek Blvd., Austin, Travis County, Texas. The subject of and matters to be considered at said meeting include, among other business, the following:

1. Call to order.
2. Proof of quorum.
3. General visitor communications: Receive comments from visitors.
4. Review and approve the minutes of the November 24, 2025 regular meeting of the District.
5. Review and approval of the Treasurers' monthly report for November 2025.
6. Approve payments over \$2,000 from November 19th to December 11, 2025.
7. Review of Sales Tax Statistics
8. Review of Chief's Monthly Status Reports
 1. Significant incident runs;
 2. Statistics;
 3. Special Project Updates
9. Other Business:
 1. Report on any ESDCC activities. Announcement of the next ESDCC meeting dates.
 2. Commissioner Announcements (no action will be taken on any such announcements).
10. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
11. Adjourn.

By: _____ Herb Holloway, Business Manager

NOTE: The Board of Emergency Services Commissioners reserves the right to adjourn into Closed Meeting at any time during the course of this meeting to discuss any of the agenda items listed above as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), and 551.076 (Deliberations about Security Devices) or other applicable law. Travis County Emergency Services District Number 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modification and equal access to communications will be provided upon request. Please call the District Administrative Office at 288-5534 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may call the statewide Relay Program at 1-800-735-2988 or by dialing '711'. Visitor Communications are regular agenda items at monthly meetings of the Board of Emergency Services Commissioners of Travis County Emergency Services District Number 3. Visitors who wish to speak under Visitor's Communications must sign up before the meeting is called to order. Each person, organization or group wishing to address the Board will be allowed a maximum of three (3) minutes to speak on items on the agenda or other business of the District. Speakers may register in person at the posted location of the meeting, starting 30 minutes prior to the start of the meeting and using the form provided. The speaker will give his/her name, address, organizational affiliation, if any, and indicate the subject he/she intends to address. The Board welcomes citizen comment on any issue, but the Open Meetings Act prohibits any board action on issues not posted on the agenda. The District reserves the right to terminate any presentation by a speaker if it is disruptive of the good conduct of the meeting, or is in violation of law.

The undersigned affirms and states that he posted or caused to be posted a true and correct copy of the foregoing notice at a place convenient to the public at the Travis County ESD3 Administrative Office, 4111 Barton Creek Boulevard, Travis County, Texas, a location within said Travis County Emergency Services District Number 3 at _____ M. on December 9, 2025.

By: _____ Herb Holloway, Business Manager

Minutes of Travis County Emergency Services District #3

November 24, 2025

Attached to and incorporated into these minutes is a copy of the official agenda for the November 24, 2025 meeting.

Under Agenda Item 1 & 2: Commissioner President Edd New called the Travis County Emergency Services District #3 (TCESD# 3, the District) Board of Commissioners' regular meeting to order at 7:00 p.m. A quorum was established with Commissioners David Detwiler, John Villanacci, Carroll Knight, and Matt Escobedo in attendance. Fire department personnel present at the meeting included: Chief Wittig, Assistant Chief Ramsdell, Business Manager Herb Holloway, and Firefighters Torres, Grieser, Dawson, Stephenson, Howe and Salupo.

Under Agenda Item 3: No Announcements were made.

Under Agenda Item 4: The minutes of the October 27, 2025 Regular meeting were reviewed. Commissioner Villanacci moved to approve. Commissioner Detwiler seconded the motion, which was carried unanimously.

Under Agenda Item 5: The Treasurers Report ending October 2025 was reviewed. Commissioner Knight moved to approve. Commissioner Escobedo seconded the motion, which was carried unanimously.

Under Agenda Item 6: Checks over \$2,000 from October 23 to November 19, 2025 were reviewed. Commissioner Escobedo moved to approve. Commissioner Villanacci seconded the motion, which was carried unanimously.

Under Agenda Item 7: Chief Wittig presented the Sales Tax Statistics.

Under Agenda Item 8: Assistant Chief Ramsdell presented the Monthly Status Report. Chief Wittig discussed Special Projects.

Under Agenda Item 9: No announcements were made.

Under Agenda Item 10: It was announced that the next REGULAR Board meetings of TCESD #3 would be held on December 15, January 26 and February 23, 2025 at Station 302.

Under Agenda Item 11: Meeting was adjourned at 7:24 p.m.

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By: _____ Herb Holloway, Business Manager

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The undersigned affirms and states that he posted or caused to be posted a true and correct copy of the foregoing notice at a place convenient to the public at the Travis County ESD3 Administrative Office, 4111 Barton Creek Boulevard, Travis County, Texas, a location within said Travis County Emergency Services District Number 3 at _____ M. on November 18, 2025.

By: _____ Herb Holloway, Business Manager

NOTES TO THE FINANCIAL STATEMENTS

- 1) Balance Sheet – **December** transactions that will dramatically change cash positions:
 - A) WF Advisors - Cash Sweep -\$1,261,000 was removed and transferred to WF Money Market
 - B) \$2,000,000 will be transferred out of the WF Money Market into TexPool Investments
 - C) \$1,400,000 will be transferred out of the WF Money Market into the WF Checking account to cover the check to Sutphen Corporation and additional equipment for the NEW Engine to be delivered in January 2026.
 - D) Projected cash balance in the WF Money Market account by end of December would be \$900,000 plus property tax collections by that date.
- 2) Revenue & Expense – November 2025 only. Compares very closely to November 2024
- 3) Revenue & Expense for the two months of this year compares closely to last year except for the large change in TIFMAS reimbursements last year.
- 4) Budget vs. Actual for the year is tracking positive as to revenue and negative to expenses.
- 5) Checks over \$2,000 are self-explanatory.

Travis County ESD#3
Balance Sheet Prev Year Comparison
As of November 30, 2025

	Nov 30, 25	Nov 30, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
112 · Charles Swab - Cash Sweep	3,080.75	44,348.49	-41,267.74
113 · Treasury Bills - RESERVE	7,842,586.46	6,042,107.35	1,800,479.11
110 · WF ADVISORS - Cash Sweep	1,284,004.44	6,065.72	1,277,938.72
100 WF Money Market 8960	3,471,636.56	921,507.19	2,550,129.37
102 WF Checking Plus 8760	149,254.76	392,275.91	-243,021.15
103 WF RESERVE Savings 7928	817,356.04	812,014.06	5,341.98
104 WF General CDs	0.00	1,695,000.00	-1,695,000.00
105 WF RESERVE CDs	0.00	960,000.00	-960,000.00
107 WF 2005 & 2013 Bond Debt	4.25	113,205.88	-113,201.63
108 TexPool Investment 001	6,861,410.35	6,594,746.03	266,664.32
109 TexPool RESERVE 002	700,926.32	673,685.21	27,241.11
115 Petty Cash	145.00	145.00	0.00
Total Checking/Savings	21,130,404.93	18,255,100.84	2,875,304.09
Accounts Receivable			
125 Accounts Receivable	99,953.00	126,700.75	-26,747.75
Total Accounts Receivable	99,953.00	126,700.75	-26,747.75
Other Current Assets			
Accounts Receivable - Audit	16,083.00	16,083.00	0.00
Deferred Inflow	-15,482.00	-15,482.00	0.00
123 · Sales Tax Receivable	965,682.56	965,682.56	0.00
1021 Texas Compt. Reserve Acct	10,201.12	10,516.80	-315.68
120 A/R Property Taxes 1yr +	147,209.15	147,209.15	0.00
121 Allowance for Doubtful A/Cs	-22,081.00	-22,081.00	0.00
131 · Prepaid Expenses	292,254.35	292,254.35	0.00
Total Other Current Assets	1,393,867.18	1,394,182.86	-315.68
Total Current Assets	22,624,225.11	19,775,984.45	2,848,240.66
Fixed Assets			
Land and Land Improvements	1,350,661.00	1,350,661.00	0.00
Fire Trucks and Vehicles	3,630,794.70	3,630,794.70	0.00
Office and Other Equipment	1,135,763.42	1,135,763.42	0.00
Buildings	7,367,126.73	7,367,126.73	0.00
Accumulated Depreciation	-5,730,768.15	-5,730,768.15	0.00
Total Fixed Assets	7,753,577.70	7,753,577.70	0.00
TOTAL ASSETS	30,377,802.81	27,529,562.15	2,848,240.66

Travis County ESD#3
Balance Sheet Prev Year Comparison
As of November 30, 2025

	Nov 30, 25	Nov 30, 24	\$ Change
LIABILITIES & EQUITY			
Liabilities			
 Current Liabilities			
 Other Current Liabilities			
 Accounts Payable - Audit	42,063.26	42,063.26	0.00
 200 Deferred Revenue - Prop Tax	125,128.15	125,128.15	0.00
 260 Accrued salaries payable	256,649.98	256,649.98	0.00
 Total Other Current Liabilities	423,841.39	423,841.39	0.00
Total Current Liabilities	423,841.39	423,841.39	0.00
 Long Term Liabilities			
 Accrued Vacation Payable	395,966.00	395,966.00	0.00
 2013 Limited Bonds	0.00	80,000.00	-80,000.00
 Total Long Term Liabilities	395,966.00	475,966.00	-80,000.00
Total Liabilities	819,807.39	899,807.39	-80,000.00
Equity			
 Investment in Fixed Assets	7,855,614.52	7,775,614.52	80,000.00
 Fund Balance - Unassigned	17,269,188.50	17,269,188.50	0.00
 Fund Balance - Assigned	4,351,377.27	1,298,798.80	3,052,578.47
 Net Revenue	81,815.13	286,152.94	-204,337.81
Total Equity	29,557,995.42	26,629,754.76	2,928,240.66
TOTAL LIABILITIES & EQUITY	30,377,802.81	27,529,562.15	2,848,240.66

Travis County ESD#3
Revenue & Expense Prev Year Comparison
November 2025

	Nov 25	Nov 24	\$ Change
Revenue and Expense			
Revenue			
407 INTEREST	24,218.96	39,961.13	-15,742.17
410 PROPERTY TAX	64,616.70	32,621.36	31,995.34
415 SALES TAX ALLOCATION	520,465.06	536,571.57	-16,106.51
435 FACILITY RENTAL	200.00	100.00	100.00
470 FIRE ACADEMY FEES	13,350.00	25,786.90	-12,436.90
471 EMT SCHOOL FEES	880.00	1,650.00	-770.00
480 DONATIONS	100.00	0.00	100.00
493 REIMBURSEMENTS	85,541.67	83,498.13	2,043.54
Total Revenue	709,372.39	720,189.09	-10,816.70
Expense			
500 COST OF REVENUE ACQUISITION	11,409.30	11,731.43	-322.13
600 EMERGENCY RESPONSE	25,607.41	8,728.84	16,878.57
630 CONTINUED EDUCATION	7,231.15	5,753.49	1,477.66
640 HUMAN RESOURCES	536,202.61	518,347.93	17,854.68
650 ADMINISTRATION	16,374.78	45,579.78	-29,205.00
670 PREVENTION/PUBLIC EDUCATION	7,971.14	6,612.79	1,358.35
Total Expense	604,796.39	596,754.26	8,042.13
Net Revenue	104,576.00	123,434.83	-18,858.83

Travis County ESD#3
Revenue & Expense Prev Year Comparison
October through November 2025

	Oct - Nov 25	Oct - Nov 24	\$ Change
Revenue and Expense			
Revenue			
407 INTEREST	137,911.42	114,519.01	23,392.41
410 PROPERTY TAX	67,110.45	33,699.08	33,411.37
415 SALES TAX ALLOCATION	1,023,607.66	996,121.56	27,486.10
435 FACILITY RENTAL	450.00	8,550.00	-8,100.00
470 FIRE ACADEMY FEES	40,050.00	31,693.90	8,356.10
471 EMT SCHOOL FEES	880.00	6,600.00	-5,720.00
480 DONATIONS	1,100.00	0.00	1,100.00
493 REIMBURSEMENTS	85,541.67	546,690.46	-461,148.79
Total Revenue	1,356,651.20	1,737,874.01	-381,222.81
Expense			
500 COST OF REVENUE ACQUISITION	22,472.15	21,922.43	549.72
600 EMERGENCY RESPONSE	78,427.40	68,182.10	10,245.30
630 CONTINUED EDUCATION	35,890.81	19,195.87	16,694.94
640 HUMAN RESOURCES	1,046,128.08	1,262,461.97	-216,333.89
650 ADMINISTRATION	81,496.99	70,963.68	10,533.31
670 PREVENTION/PUBLIC EDUCATION	10,420.64	7,964.02	2,456.62
685 MACKEY FIELD	0.00	1,031.00	-1,031.00
Total Expense	1,274,836.07	1,451,721.07	-176,885.00
Net Revenue	81,815.13	286,152.94	-204,337.81

Travis County ESD#3
Rev-Exp Budget for the YEAR vs. Actual
October through November 2025

	Oct - Nov 25	Budget	\$ Over Budget
Revenue and Expense			
Revenue			
407 INTEREST	137,911	95,698	42,213
410 PROPERTY TAX	67,110	32,083	35,027
415 SALES TAX ALLOCATION	1,023,608	822,232	201,376
435 FACILITY RENTAL	450	450	0
470 FIRE ACADEMY FEES	40,050	12,500	27,550
471 EMT SCHOOL FEES	880	1,840	-960
480 DONATIONS	1,100	0	1,100
493 REIMBURSEMENTS	85,542	0	85,542
Total Revenue	1,356,651	964,803	391,848
Expense			
500 COST OF REVENUE ACQUISITION	22,472	23,424	-952
600 EMERGENCY RESPONSE	78,427	140,892	-62,465
630 CONTINUED EDUCATION	35,891	47,576	-11,685
640 HUMAN RESOURCES	1,046,128	1,134,740	-88,612
650 ADMINISTRATION	81,497	86,512	-5,015
670 PREVENTION/PUBLIC EDUCATION	10,421	5,682	4,739
Total Expense	1,274,836	1,438,826	-163,990
Net Revenue	81,815	-474,023	555,838

Travis County ESD#3
Profit & Loss
October through November 2025

Oct - Nov 25

Revenue and Expense

Revenue

407 INTEREST	137,911.42
410 PROPERTY TAX	
4101 Prop Tax Current	66,089.19
4102 Prop Tax Prior	1,021.26
Total 410 PROPERTY TAX	<u>67,110.45</u>
415 SALES TAX ALLOCATION	1,023,607.66
435 FACILITY RENTAL	
4351 BC Room Rental	450.00
Total 435 FACILITY RENTAL	<u>450.00</u>
470 FIRE ACADEMY FEES	40,050.00
471 EMT SCHOOL FEES	
4739 - EMT Academy 29	880.00
Total 471 EMT SCHOOL FEES	<u>880.00</u>
480 DONATIONS	
General Donations	100.00
480 DONATIONS - Other	1,000.00
Total 480 DONATIONS	<u>1,100.00</u>
493 REIMBURSEMENTS	
4934 TIFMAS	85,541.67
Total 493 REIMBURSEMENTS	<u>85,541.67</u>
Total Revenue	<u>1,356,651.20</u>

Expense

500 COST OF REVENUE ACQUISITION	
502 Sales Tax Collection Costs	22,472.15
Total 500 COST OF REVENUE ACQUISITION	<u>22,472.15</u>
600 EMERGENCY RESPONSE	
602 Pagers	80.00
603 Dispatch & Communications	39,901.30
604 Fuel	3,263.80
605 SCBA Maintenance	4,517.39
606 Vehicle Maint & Repairs	10,938.03
608 Vehicle Supplies	4,504.54
609 Uniforms & Protective Gear	1,818.25
611 Supplies - EMS	3,995.09
613 Auto Insurance	9,409.00
Total 600 EMERGENCY RESPONSE	<u>78,427.40</u>

Travis County ESD#3
Profit & Loss
 October through November 2025

Oct - Nov 25

630 CONTINUED EDUCATION	
631 Training - EMS	1,192.51
632 Training - Fire & Rescue	26,465.70
633 Seminars & Conferences	5,806.50
634 Fire Academy	2,116.10
635 EMT Certification School	310.00
Total 630 CONTINUED EDUCATION	35,890.81
640 HUMAN RESOURCES	
641 Benefits & Payroll Tax	264,563.94
642 Payroll	781,494.14
644 Certifications	70.00
Total 640 HUMAN RESOURCES	1,046,128.08
650 ADMINISTRATION	
651 Building Maint.	34,769.03
652 Office Supplies	1,189.98
653 Station Supplies	2,551.82
654 Bank Fees	
6541 SCHWAB Tex Reg Bank Fees	1,652.48
Total 654 Bank Fees	1,652.48
655 Dues & Subscriptions	7,126.92
656 Information Technology	1,550.79
657 Postage & Handling	193.32
658 Property & Liability Insura	13,068.00
659 Professional Services	1,057.50
660 Public Notices/Articles	528.00
661 Telephone	1,209.04
662 Utilities	14,891.20
666 Contract Services	1,708.91
Total 650 ADMINISTRATION	81,496.99
670 PREVENTION/PUBLIC EDUCATION	
672 Public Education	10,420.64
Total 670 PREVENTION/PUBLIC EDUCATION	10,420.64
Total Expense	1,274,836.07
Net Revenue	<u>81,815.13</u>

TRAVIS COUNTY ESD #3
PROPERTY TAX REVENUE COLLECTION COMPARISON

	FISCAL YEAR ENDING				Compared to prior year	
	2025		2026		Month \$	
	For all prior to 2024 taxes	For Current 2024-2025	For all prior to 2024 taxes	For Current 2025-2026		
OCT	\$1,044	\$0	\$2,819	\$0	\$0	0%
NOV	\$19,235	\$37,586	\$935	\$97,017	\$59,431	158%
DEC	\$1,297	\$1,140,307			-\$1,140,307	-100%
JAN	\$1,019	\$1,623,215			-\$1,623,215	-100%
FEB	\$382	\$179,075			-\$179,075	-100%
MAR	-\$1,453	\$59,344			-\$59,344	-100%
APR	\$241	\$9,669			-\$9,669	-100%
MAY	-\$103	\$15,681			-\$15,681	-100%
JUN	\$777	\$3,484			-\$3,484	-100%
JUL	-\$1,963	\$14,889			-\$14,889	-100%
AUG	-\$19	\$4,249			-\$4,249	-100%
SEPT	-\$965	\$2,919			-\$2,919	-100%
YEAR	\$19,491	\$3,090,417	\$3,754	\$97,017	-\$2,993,400	
	\$	3,109,909		\$100,771		
			2025-26 Tax Levy	\$3,674,702		

NET CERTIFIED TAXABLE PROPERTY VALUE UPDATES FROM TCAD

Rec'd	FISCAL YEAR ENDING				Inc/(Dec) from	
	2025		2026		Prior Year \$	Prior Year %
	2024	2025	2024	2025		
OCT	\$5,555,074,925	\$5,971,584,957	\$5,971,584,957	\$6,211,657,446	\$240,072,489	96%
NOV	\$5,555,074,925	\$5,971,383,511	\$5,971,584,957	\$6,211,657,446	\$240,072,489	96%
DEC	\$5,555,074,925	\$5,971,383,511			\$0	#DIV/0!
JAN	\$5,555,074,925	\$5,959,663,222			\$0	#DIV/0!
FEB	\$5,527,847,891	\$5,957,214,081			\$0	#DIV/0!
MAR	\$5,824,520,221	\$5,960,793,784			\$0	#DIV/0!
APR	\$5,824,520,221	\$5,960,793,784			\$0	#DIV/0!
MAY	\$5,824,520,221	\$5,960,793,784			\$0	#DIV/0!
JUN	\$5,530,028,973	\$6,142,977,998			\$0	#DIV/0!
JUL	\$5,530,028,973	\$6,142,977,998			\$0	#DIV/0!
AUG	\$5,978,769,295	\$6,228,308,479			\$0	#DIV/0!
SEPT	\$5,971,584,957	\$6,228,308,479			\$0	#DIV/0!

2018-2019 Tax Levy on 6,028 Parcels is \$3,281,236,467 at a tax rate of .0975

2019-2020 Tax Levy on 6,025 Parcels is \$3,504,957,784 at a tax rate of .0800

2020-2021 Tax Levy on 6,069 Parcels is \$3,677,674,279 at a tax rate of .0790

2021-2022 Tax Levy on 6,056 Parcels is \$4,022,828,637 at a tax rate of .0650

2022-2023 Tax Levy on 6,056 Parcels on \$4,974,785,781 would compute to a NO NEW tax rate of .0538

ADOPTED RATE FOR 2022-2023 is .0450 or \$2,227,447 in taxes

2023-2024 NO NEW tax rate is .0411

2024-2025 Tax Levy on \$5,971,584,957 at .0530 would levy \$3,164,940 in taxes

2025-2026 Tax Levy on \$6,228,308,479 at .059000 would levy \$3,674,702 in taxes

Checks over \$2,000 for the period of November 19 to December 10, 2025

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
11/24/2025	19568	Texas Mutual Insurance	October 2025 Workers Comp Audit	\$11,908.00
11/25/2025	Draft	Paychex	Employee 457 & Roth Contribution	\$16,266.04
11/25/2025	Draft	Paychex	Employer 401 Matching	\$30,867.24
11/25/2025	Draft	Paychex	Net Payroll	\$155,660.94
11/25/2025	Draft	Paychex	Employment Taxes	\$61,789.29
11/26/2025	Draft	Costco Visa Card	Numerous Charges	\$15,654.98
12/9/2025	Draft	Money Market	Transfer to Cover Decembeer Operations	\$600,000.00
12/9/2025	Draft	Paychex	Employee 457 & Roth Contribution	\$15,164.37
12/9/2025	Draft	Paychex	Employer 401 Matching	\$25,989.54
12/9/2025	Draft	Paychex	Net Payroll	\$128,019.57
12/9/2025	Draft	Paychex	Employment Taxes	\$46,575.94
12/10/2025	19569	Sutphen Corporation	Purchase Engine	\$1,322,906.03
12/10/2025	19574	BielsteinIT LLC	IT Services	\$2,476.50
12/10/2025	19580	Metro Fire Apparatus	Gloves, Exhaust Fan, Gear	\$10,277.55
12/10/2025	19583	Texas Assoc. of Counties	Health Insurance	\$53,050.26
12/10/2025	19585	The Hartford	Accident Insurance	\$4,520.02
12/10/2025	19586	Travis Central Appraisal District	Quarterly Appraisal Fees	\$4,845.56
12/10/2025	19587	Travis County Emergency Services	82 Radios for 12 Months	\$34,262.88
12/10/2025	19588	Travis County ESD #6	Truck Repairs	\$25,084.95
12/10/2025	19590	VFIS of Texas	Quarterly Commercial and Auto Insurance	\$22,392.00
12/10/2025	19591	Waste Management	Trash Service	\$2,671.95

Oak Hill Fire Department
Travis County Emergency Services District #3

Station 301
Circle Drive
9211 Circle Drive
Austin, Texas 78736
512-288-5576
Fax 512-288-5903



Station 302
Barton Creek
4111 Barton Creek
Austin, Texas 78735
Admin 512-288-5534
Fax 512-288-5844

December 2025 Sales Tax Summary

The December allocation reflects sales made during the month of October.

Our December 2025 sales tax allocation was \$636,182, which was up compared to December 2024.

Reporting was not available in time to provide an analysis of this month's sales tax allocation. The information will be distributed as soon as it becomes available.

December - Sales Tax Allocations by Year

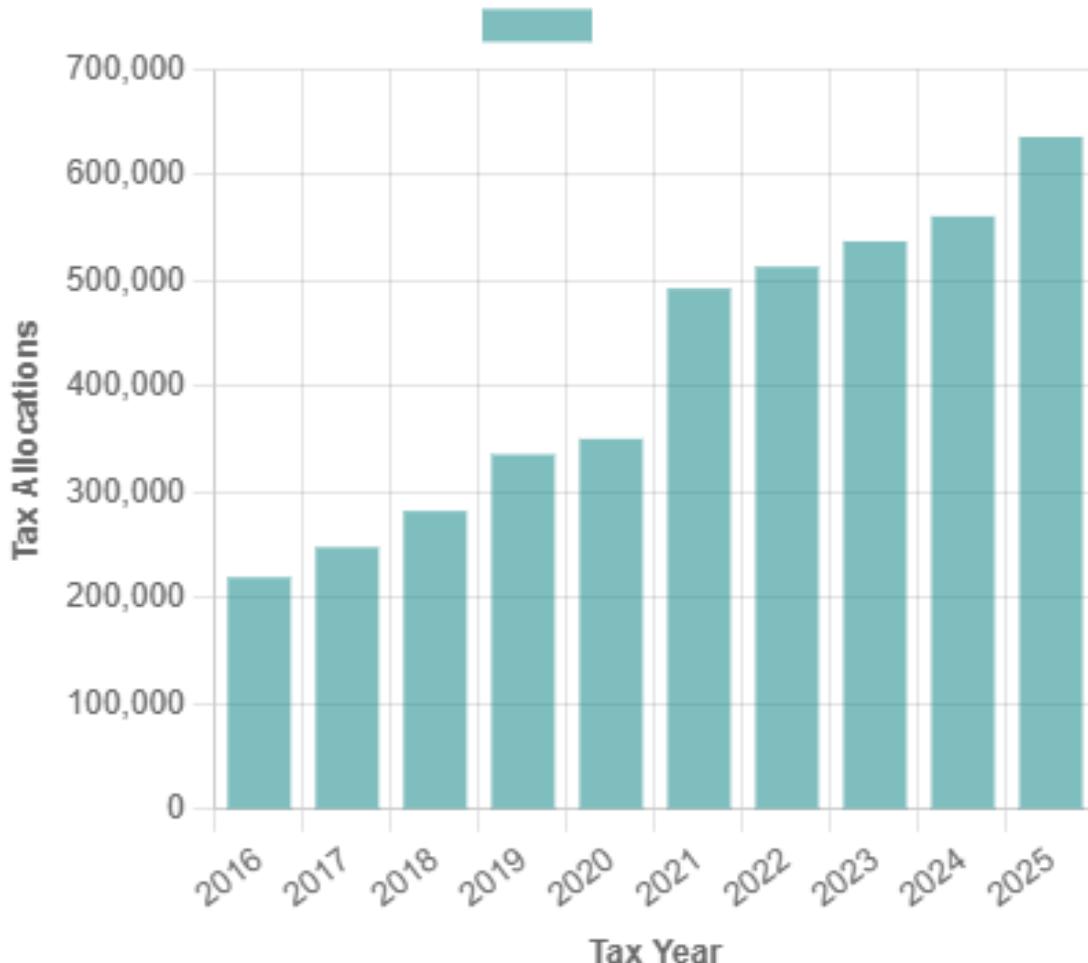


Chart Source: Municipal Advisory Council of Texas (mactexas.com)

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December 2025 Operations Report

Significant Events

November 9 (C) – Structure Fire – AutoAid Received (Austin, CE-Bar, Travis County Fire Rescue (ESD11)) – 9606 Bronzewood Dr

[Engine 301] E301 arrived first on scene and found heavy, light colored, smoke pushing from an unknown structure, as visibility was limited from the street. E301 initially parked on the street and prepared to stretch a bundle. E301 LT began walking up the driveway and the homeowner advised there was room to fit the engine up the driveway. E301 LT called for the driver to reposition over the radio and then performed a 360 of the involved structure. There was an approximately 20' x 24' shed with a loft inside. The front door was open and another homeowner was attempting to keep the fire at bay with a garden hose. E301 LT told the homeowner to get back. The homeowner stated there was a propane tank upstairs in the loft. After performing a 360, E301 LT updated the size up indicating the shop with the loft area fully involved and that we were operating in offensive mode. E301 was repositioned and the bundle was stretched and charged. The fire was first "reset" from the front door spraying up into the loft area. With 2 in, 2 out established, E301 LT then went up the stairs to the loft to try to pull the propane tank out but was pushed back by intense heat and heavy black smoke. The hose was brought up the stairs and the crew sprayed water on the ceiling to attempt to cool the environment. E301 crew then pushed into the upstairs loft area and continued to extinguish. The propane tank was located and handed down and out of the structure. Good progress was made and the fire was brought under control. Outside Truck recommended we hydraulically ventilate through an upstairs window, which slightly improved interior visibility. Crews continued to work until the fire was fully brought under control. E301 LT advised Command they were coming out to recycle. E301 stayed in rehab until the scene was wrapped up.

[Truck 302] TK302 was dispatched to a structure fire at 9606 Bronzewood Dr. Upon arrival, TK302 established RIC as requested by BAT301. TK302 located the electrical panel and shut off utilities. After the fire was extinguished, TK302 replaced QNT51 as Inside Truck and began salvage and overhaul. TK302 assisted with removing debris from the loft area of the structure and checked for hot spots with a TIC. TK302 was cleared from the scene after the arrival of the Travis County Fire Marshall and returned to the station for decon.

[Battalion 301] As I was responding and knowing the territory, I requested two water tenders due to lack of hydrants in the area. BAT301 arrived on scene and had a shed on fire with a 2nd floor loft converted into a small game room with heavy smoke coming from the building. I assumed Command of the incident. E301 was fire attack pulling a bundle, E37 was back up and transferring tank water. E27 and QNT51 arrived on scene and QNT51 assumed Inside Truck. I gave E37 Outside Truck and had them cut utilities. TK302 arrived on scene and I had them assume RIC. I assigned E29 as my Water Supply Officer in case we needed to have a water shuttle operation. Safety 1 from AFD arrived and they assumed Safety. E301 reported that they had knocked the fire down. Inside Truck concurred and they finished the Primary Search with nothing found. RES20 arrived on scene and I sent them to Outside Truck for other duties.

Since we had the fire knocked down, I discussed with Inside Truck if we still needed both water tenders and he said no. I then cancelled Tender 1101 and kept Tender 1003 coming but reduced them to code 1. We started to rotate crews in and work on Salvage and Overhaul. Once completed, I came up with a release of unit plan.

I called dispatch and requested the Travis County Fire Marshall (TCFM) to be enroute to the incident. I started to release units from the scene and get them back into service, keeping Engines 301, 37, and TK302 on scene. Once TCFM arrived on scene and briefed them, they said we did not need to stay on scene. We cleared the scene and had E301 and TK302 out of service for Decon and gear switch out. I then cleared the incident and went back into service.

Aid Responses

Austin
 Travis County ESD #1
 Pflugerville – TCESD #2
 Manchaca – TCESD #5
 Lake Travis FR – TCESD #6
 Pedernales – TCESD #8
 Westlake – TCESD #9
 CE-Bar – TCESD #10
 Travis County ESD #11
 Manor – TCESD #12
 Hays County
Total

November		2025	
Received	Given To	Received	Given To
15	12	229	204
0	0	0	1
0	0	0	0
0	0	0	0
1	2	21	28
0	1	0	10
7	1	109	22
1	0	4	4
1	0	2	0
0	0	0	2
1	0	1	0
26	16	366	271

Operations

Unscheduled OT Hours
 Sick and Vacation Hours Taken
 Injuries
 Injuries Lost Time Hours
 Volunteer Hours Contributed

November	2025
169	4,967
857	10,010
0	4
0	845
10	177

Special Projects Status

- Our bi-annual inspection by the Texas Commission on Fire Protection (TCFP) was conducted on December 2. We received a clear report from this inspection with only one minor infraction concerning an individual's helmet chinstrap that was corrected while the inspector was on site.
- We continue to participate in the Austin and Travis County Community Wildfire Protection Plan (CWPP) update including a virtual meeting held on December 12.
- A SAFE-D Third Tuesday legislative meeting is scheduled for December 16 in College Station. I am planning on attending to continue to provide assistance where possible.

Our 90th percentile response time this month was 9:50.

Our 50th percentile (median) response time this month was 6:47.

