

# **Minutes of Travis County Emergency Services District #3**

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## **December 15, 2025**

Attached to and incorporated into these minutes is a copy of the official agenda for the December 15, 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 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, Firefighters Patton, Bergman, Raatz, and Meadows, and guest Charles January.

Under Agenda Item 3: No Announcements were made.

Under Agenda Item 4: The minutes of the November 24, 2025 Regular meeting were reviewed. Commissioner Villanacci moved to approve. Commissioner Escobedo seconded the motion, which was carried unanimously.

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

Under Agenda Item 6: Checks over \$2,000 from November 23 to December 11, 2025 were reviewed. Commissioner Villanacci moved to approve. Commissioner Escobedo 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 and gave presentation regarding TCFP on site inspection.

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 January 26, February 23 and March 23, 2026 at Station 302.

Under Agenda Item 11: Meeting was adjourned at 7:31 p.m.

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