

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

### AGENDA

**January 20, 2026**

Notice is hereby given that a meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 will be held on **Tuesday, January 20, 2026, at 5:00 p.m.**, at Station 801, located at 801 Bee Creek Road, Spicewood, Texas 78669, for the following purposes:

1. Call meeting to order. Pledge of Allegiance.
2. Public Comment: Members of the public may speak for up to three (3) minutes regarding general topics or specific agenda items. This may not exceed 30 minutes in total unless approved by the board at the start of the meeting. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners.
3. Public Comment on Agenda items: Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. This may not exceed 30 minutes in total unless approved by the board at the start of the meeting. Individuals may address the Board once per item. Members of the public will speak on agenda items before the Board consideration of item. Members of the public who wish to speak on agenda items or make a public comment must complete speaker cards prior to the beginning of the Board meetings.

#### **Administration**

4. Approve and accept statements and oaths of office for appointment of Commissioners;
5. Action regarding election of officers for Board of Commissioners;

#### **Discussion/Action Items**

6. Approval of minutes from the November 19, 2025 and December 16, 2025 Board meetings;
7. Receive report from Director of Administration and consider taking related action, including:
  - a. Approval of monthly bills, invoices, and checks, including processing of payroll.
  - b. Approval of financial report; and
  - c. Review and approve quarterly investment report.
8. Receive monthly president's report and consider taking appropriate action;
9. Receive monthly Fire Chief report and consider taking appropriate action;
  - a. Emergency operations, response times, call volume;
  - b. Medical Calls; and
  - c. Training;
10. Discuss and consider training requirements and compliance status for each Commissioner;
11. Discuss agenda, time, and date for next meeting; and
12. Adjourn.

A packet containing all supportive documentation for this agenda is available for inspection at 801 Bee Creek Road, Spicewood, Texas 78669, between the hours of 8:00 a.m. and 5:00 p.m.



John J. Carlton, Attorney for  
Travis County ESD No. 16

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.

Travis County Emergency Services District No. 16 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Secretary for Travis County Emergency Services District No. 16 at (512) 264-1476 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.