

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, December 17, 2019, 6:30 p.m.
911 Westlake Drive
West Lake Hills, Texas

1. Call to Order – 6:30 p.m.

2. Roll Call and Certification of Quorum

Commissioners Present:

Virgil Flathouse (VF)
Steve Wilson (SW)
Steve Hudson (SH)

Officers Present:

David Wilson (DW)
Wayne Morris (WM)

Others Present:

James Medack (JM)
Lisa Litman (LL)
Ben Williams (BW)
Trevor Davila (TD)
Scott Elkins (SE)
Hunter Kellum (HK)

3. Review and Approve Minutes for the November 26, 2019 Regular Meeting – A motion was made to approve the minutes from the November 26, 2019 meeting. (M – SH, 2nd – SW, V – Unanimous)
4. Citizens' Communication – The Board of Commissioners welcomes public comments at this point on any issue, whether or not included as an item on the agenda. The Board cannot discuss or take action on matters not listed on the agenda. Anyone wishing to speak on any matter, regardless whether included on this agenda, must sign up with the Fire Chief or his designee before speaking. Speakers shall limit their comments to four (4) minutes each.
- There were no citizens present who wished to speak to the Board.
5. Report from the Firefighters' Union – Firefighter Scott Elkins addressed the Board and introduced Trevor Davila, the new Vice President. SE discussed the post-employment healthcare plan and some future 457/401 retirement plan goals that he would like to review with the Commissioners at upcoming meetings.
6. The Board will consider and possibly take action on the following Items:
- a. Accounts Payable Audit, Fiscal Year 2018/2019 – James Medack, Medack & Oltmann, LLP, presented the semiannual accounts payable audit to the Board.
 - b. Annual Audit, Fiscal Year 2018/2019 – James Medack, Medack & Oltmann, LLP, presented the fiscal year 2018/2019 to the Board. After discussion and questions a motion was made to accept the audit as presented. (M – SH, 2nd – SW, V – Unanimous)
 - c. Adoption of Ordinance 2019-5, Establishing Committed Fund Balance – Chief Wilson presented Ordinance 2019-5, Establishing Committed Fund Balance for Emergency Disaster, Severance Pay, Operating Expenses, Vehicle Replacement, and Fire Station Land and Design. After discussion, a motion was made to approve Ordinance 2019-5. (M – SH, 2nd – SW, V – Unanimous)
 - d. Adoption of Ordinance 2019-6, Establishing Rules for Citizen Participation in Public Meetings of the Board of Commissioners – Chief Wilson presented Ordinance 2019-6, Establishing Rules for Citizen Participation in Public Meetings. After discussion, a motion was made to approve Ordinance 2019-6. (M – SH, 2nd – SW, V – Unanimous)
 - e. Authorize the Approval of a Contract for Service for a District Standard of Cover – Chief Wilson presented a contract for a service delivery review of Travis County ESD 9. A motion was made to approve the contract. (M – SH, 2nd – SW, V – Unanimous)
 - f. Invoices Over \$2,000 – Chief Wilson reviewed the invoices over \$2,000 with the Board. A motion was made to approve the expenditures with the Skeeter Brush Trucks and Chastang Ford payments being made from the Vehicle Replacement Committed Funds.
7. Fire Chief's Report
- a. Operations Report – Chief Wilson reviewed the significant incidents and call statistics from the previous month with the Board.

- b. ESD CC Report and Update – Chief Wilson updated the Board on the recent ESD CC meeting and discussed the SAFE – D Conference scheduled in February 2020.
 - c. Financial Reports – Chief Wilson reviewed the financial reports with the Board.
8. Executive Session to discuss matters included on this agenda as authorized by Texas Government Code (see below).
 - There was no executive session.
 9. Discuss and Consider action on matters discussed in Executive Session. N/A
 10. Set Date and Time of the next ESD No. 9 Meeting – The next regularly scheduled meeting will be held January 21, 2020 at 6:30 p.m. at West Lake Hills City Council Chambers.
 11. Adjournment – 7:45 p.m.

* Note: The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters 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 (Deliberation about Security Devices).

Travis County Emergency Services District No. 9 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the District at 512-539-3400 for information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may call the statewide Relay Texas Program, 1-800-735-2988.

Steve Hudson

Steve Hudson, Secretary