

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, May 24, 2016, 6:30 p.m.**  
**911 Westlake Dr.**  
**West Lake Hills, Texas**

1. Call to Order – 6:30 p.m.

2. Roll Call and Certification of Quorum.

Present:

Virgil Flathouse (VF)  
Steve Scheffe (SS)  
Kirt Kiester (KK)  
Tad Davis (TD) – 6:40

Officers Present:

Mike Elliott (ME)  
David Wilson (DW)  
Ryan Vacek (RV)  
Jack Frost (JF)

Others Present:

Cliff Avery (CA)  
Chris Gill (CG)  
Seth Bonnecarrere (SB)  
Ben Williams (BW)  
Hunter Kellum (HK)  
Trent Koenings (TK)

3. Review and Approve Minutes for the April 26, 2016 Regular Meeting – A motion was made to approve the minutes from the previous meeting (M – KK, 2<sup>nd</sup> – SS, V - Unanimous)
4. Citizens' Communication – The Board of Commissioners welcomes public comments at this point on any issue. The Board will not respond to questions or comments from the public at this time. The Board cannot discuss or take action on matters not listed on the agenda. Speakers must sign up with the Fire Chief or his designee before speaking. Speakers shall limit their comments to two (2) minutes each. There were no citizens present who wished to speak to the Board.
5. Sales Tax Potential – Cliff Avery, GCP Association Services, LLC, reviewed his personal and company history, sales tax legislative elements and common preparation for elections with the Board. This would include a town hall meeting, printed mailings, election education procedures rebranding the official District name and an estimated cost for his services.
6. Report from the Firefighters' Union – Chris Gill, President of the Firefighters Association, reviewed educational and Texas Commission requirements for firefighters to work in Texas. The review included possible targets for improving the overall education and health of firefighters. There was discussion on cost of living and other indices that could be used for salary adjustment considerations.
7. The Board will consider and possibly take action on the following Items:
- a. St. 902 Remodel Construction Update – Chief Elliott provided an update on the permitting for the St. 902 remodel estimating approval by the West Lake Hills Council near the end of June.
    - i. Change Order Two – ME reviewed a change order for construction cost that was for performance and payment bonds for Qual Con, LLC. A motion was made to approve the change order for \$5,481.00 (M – KK, 2<sup>nd</sup> – TD, V – Unanimous).
  - b. Firefighter Pay Review and 2016/17 Adjustments – Chief Elliott presented some Incentive Program changes designed to increase firefighter interest in higher education and certification levels consistent with the Board's desire to create an elite firefighting force. The Board asked that the item be included in the next agenda when all Commissioners were present and to

change the FY 2016/17 draft salary projections to include a 2.5% COLA increase. No action was taken.

- c. Invoices Over \$2,000 – Chief Elliott presented invoices over \$2,000 for approval. A motion was made to approve the expenditures with corrections on payments to Broadway Bank for \$130,000 (bond payments) and Capital View Center for \$4,130.48 ( M – SS, 2<sup>nd</sup> – KK, V – Unanimous).
8. Fire Chief's Report – Chief Elliott reviewed some calls of interest and statistics from the previous month with the Board.
  - a. Review Financial Report – ME reviewed the Financial Reports with the Board.
  - b. Pass the Torch – June 25<sup>th</sup>
9. Executive Session to discuss matters included on this agenda as authorized by Texas Government Code (see below). There was no Executive Session.
10. Discuss and Consider action on matters discussed in Executive Session – N/A.
11. Set Date and Time of the Next Regular Meeting – Tuesday, June 28, 2016, 6:30 p.m. at 911 Westlake Dr, West Lake Hills, Texas 78746.
12. Adjournment – A motion was made to adjourn at 8:20 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.

*Tad Davis*  
Secretary