

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, December 21, 2021, 6:30 p.m.
1301 S. Capital of Texas Hwy., Building B, Suite 123
West Lake Hills, Texas 78746

The public may participate in the meeting via the internet from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/81807367713?pwd=WEZEelhHK3YxZnl1VE5aNEJqWk5Ydz09>

You can also dial in using your phone.

United States: +1 (346) 248-7799

Meeting ID: 818 0736 7713

Password: 731869

1. Call to Order. 6:30 p.m.
2. Roll Call and Certification of Quorum.

Commissioners Present:

Virgil Flathouse (VF)
Steve Hudson (SH)
Kirt Kiester (KK)
Debbie Kasper (DK)

Officers Present:

David Wilson (DW)

Other Present:

Jaime Galbreath (JG)
Scott Elkins (SE)
James Medack (JM)
Pam Wilson (PW)

3. Review and Approve Minutes for the November 23, 2021, Regular Meeting. – A motion was made to approve the minutes from the November 23, 2021 meeting. (M – SH, 2nd – DK, 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 of whether included on this agenda, must sign up with the Fire Chief or his designee prior to the meeting. 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 reported that the benevolent fund is finalized, and they can start fundraising now. Also, Breakfast with Santa went very well. A great crowd came out.
6. The Board will consider and possibly take action on the following Items:
 - a. Semi-Annual Accounts Payable Audit – James Medack, Medack & Oltmann, LLP Presented the Semi-Annual Accounts Payable Audit results and answered in detail any questions that the commissioners had.
 - b. Annual Audit, Fiscal Year 2020/2021 – James Medack, Medack & Oltmann, LLP Presented the Annual Audit, Fiscal Year 2020/2021 results and answered in detail any questions that the commissioners had.
 - c. Discussion and Possible Action to Enter into a Letter of Intent or Purchase Property for Fire Station 903; *the District Reserves the Right to go into Closed Meeting on this Item Under Section 551.072 of the Texas Government Code
 - Commissioners entered Executive Session at 7:08 p.m. to discuss Real Property. Commissioners completed Executive Session and reconvened the open meeting at 8:05 p.m.
 - A motion was made to create a contract and have the contract presented by two commissioners to the seller. (M – SH, 2nd – DK, V – Unanimous)

- d. Discussion and Possible Action on the Engagement of an Architecture Firm for a Feasibility Study Related to Fire Station 903 – Chief Wilson presented two Architecture Firms to the commissioners along with quotes. – A motion was made to move forward with BRW contingent on the purchase of property for Station 903 (M – VF, 2nd – SH, V – Unanimous).
 - e. Discussion and Possible Action Related to a Temporary Fire Station Location and Housing of Squad 903 Firefighters in 2022 – Chief Wilson discussed where things were at with the water district and permitting for a Temporary Fire Station and Housing of Squad 903.
 - f. Discussion and Possible Action to Engage the Law Office of Doug Young, PLLC as General Counsel – Chief Wilson presented a new contract to Engage the Law Office of Doug Young PLLC as General Council. – A motion was made to approve the contract. (M – KK, 2nd – SH, V – Unanimous)
 - g. Invoices Over \$2,000 – Office Manager Jaime Galbreath reviewed the invoices over \$2,000 with the Board. - A motion was made to approve the expenditures. (M – SH, 2nd – DK, V – Unanimous)
7. Fire Chief's Report – Chief Wilson
 - a. Operations Report - Chief Wilson reviewed the events of interest during September, updates on Strategic Planning Session, and statistics from the previous month.
 - b. 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).
 - Commissioners entered Executive Session at 7:08 p.m. to discuss Real Property. Commissioners completed Executive Session and reconvened the open meeting at 8:05 p.m.
 - Discuss and Consider action on matters discussed in Executive Session. A motion was made to create a contract and have the contract presented by two commissioners to the seller. (M – SH, 2nd – DK, V – Unanimous)
 9. Set Date and Time of future ESD No. 9 Meetings. The next regular meeting of the Commissioner will be held Tuesday, January 25, 2022 at 6:30 p.m.
 - 10.
 11. Adjournment. 8:50 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