

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, June 27, 2023, 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.

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Meeting ID: 280 302 251 034

Passcode: euZgZr

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

Commissioners Present:

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

Officers Present:

Chief Wilson (DW)
Chief Nobles (HN)

Other Present:

Jaime Galbreath (JG)
James Medack (JM)
Pam Wilson (PW)
Cathy Coneway (CC)
Alex Coyne (AC)
Jason Johnson (JJ)
Adam Philips (AP)
Forest Wolfgang

3. Review and Approve Minutes for the May 23, 2023, Regular Meeting. - A motion was made to approve the minutes from the May 23, 2023, Regular 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 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.
5. Presentations:
 - a. Report from the Firefighters' Union – Firefighter Alex Coyne reported that they are so grateful and excited to announce that the benevolent fund has raised enough money to award all 4 \$1,200.00 Scholarships. This coming Saturday the union will be awarding the winners.
 - b. Recognition of Personnel – Chief Wilson presented Personnel Recognitions to the Board of Commissioners. Congratulations to Chief Michael Lacey and Lt. Seth Bonnacarrere on achieving credentialing with the Center for Public Safety Excellence.
6. The Board will consider and possibly take action on the following Items:
 - a. Semi-Annual Audit Report – James Medack, Medack & Oltmann, LLP presented the Semi Annual Audit Results. Going over all the findings and answering any questions that the Board may have regarding those results.
 - b. Discuss and Possibly Take Action on an Engagement Letter of Audit Services for Fiscal Year 2022-2023 – Chief Wilson presented the Engagement Letter of Audit Services for Fiscal Year 2022-2023. - A motion was made to sign the new engagement letter and continue working with James Medack at Medack & Oltmann's Firm this next fiscal year. (M – SH, 2nd – SW, V – Unanimous)

- c. Receive an Update and Take any Action Related to Salary and/or Benefit Adjustments for Fiscal Year 2023-2024 Budget – Chief Wilson presented the Proposed Employee Salary and Increase’s for next Fiscal Year. He presented 3 different proposals with an increase of 2%, 2.5%, and 3%. - There was no action to be taken this evening.
 - d. Discussion and Possible Action Relating to House Bill 3053 enacted by the Texas Legislature* – Chief Wilson reviewed House Bill 3053. No Action was taken by the Board.
 - e. Receive Updates and Possibly Take Action on Real Property Related to Fire Station 903 and the City of Rollingwood Joint Facility* – A motion was made to make an offer to purchase property for Fire Station 903 contingent on feasibility study results. (M – KK, 2nd – SW, Vote – Unanimous)
 - f. Tax and Budget Planning Calendar for Fiscal Year 2023/2024 – Commissioners reviewed the tax and budget planning calendar presented by Chief Wilson.
 - g. Invoices Over \$2,000 – Office Manager Jaime Galbreath Office Manager reviewed invoices over \$2,000 with the Board. – A motion was made to approve the expenditure. (M – SH, 2nd – SW, V – Unanimous)
7. Executive Session (No public discussion on these items) – Commissioners entered the executive session at 6:52 p.m. to deliberate about real property. Commissioner reconvened the meeting at 8:01 p.m.

The Travis County Emergency Service District No. 9 Board of Commissioners will consider the following items in Executive Session. The Commissioners may also consider any other matters posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners announce that the item will be considered during Executive Session. No action may be taken on any items considered during Executive Session.

- a. Tex Govt. Code Section §551.071 (Consultation with Attorney)
 - b. Tex Govt. Code Section §551.072 (Deliberations About Real Property)
8. Fire Chief’s Report – Chief Wilson reviewed the events of interest during the month of May, and provided updates on District activities, and statistics from the previous month.
- 9.
- a. Operations Report – Chief Wilson presented statistics for the month of May.
 - b. Legislative Update – Chief Wilson discussed bills affecting ESDs.
 - c. ESD CC Update – No update.
 - d. Financial Reports - Chief Wilson reviewed the financial reports with the Board.
10. Set Date and Time of future ESD No. 9 Meetings. July 25, 2023
11. Adjournment. 8:35pm

* 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