

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, December 19, 2023, 6:30 p.m.**  
**1301 S. Capital of Texas Hwy., Building B, Suite 123**  
**West Lake Hills, Texas 78746**

1. Call to Order. - 6:35pm

2. Roll Call and Certification of Quorum.

**Commissioners Present:**

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

**Officers Present:**

David Wilson (DW)

**Others Present:**

James Medak  
Pam Wilson

3. Review and Approve Minutes for the November 28, 2023, Regular Meeting and December 5, 2023, Public Hearing. A motion was made to approve the minutes from the November 28, 2023, Regular Meeting and the December 5, 2023, Public Hearing. (M - SH, 2<sup>nd</sup> – 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.

5. Presentations

a. Report from the Firefighters' Union – Firefighter Scott Elkins was not present and no report was given.

6. The Board will consider and possibly take action on the following Items:

a. Presentation and Possible Action on the Semi-Annual Internal Audit – James Medack, Medack and Oltmann, LLP. Mr. Medack presented the findings of the Semi-Annual Internal Audit. A motion was made to approve the Semi-Annual Audit (M - SH, 2<sup>nd</sup> – SW, V - Unanimous)

b. Presentation and Possible Action on the Annual Audit for Fiscal Year 2022/2023 – James Medack, Medack and Oltmann, LLP - Mr. Medack presented the findings of the Annual Audit for Fiscal Year 2022/2023. A motion was made to approve the Annual Audit. (M - SH, 2<sup>nd</sup> – SW, V - Unanimous)

c. Discuss and Possible Action Related to Resolution 2023-07, Related to the Annexation of Territory Commonly Known as Lost Creek, Comprised of 903 Acres of Real Property – After discussion a motion was made to approve Resolution 2023-07. (M - SW, 2<sup>nd</sup> – DK, V - Unanimous)

d. Discuss and Possible Action to adopt Resolution 2023-08, to Call an Annexation Election for the May General Election and to Arrange for all Election Matters Preliminary Thereto – After discussion a motion was made to approve Resolution 2023-08. (M - SW, 2<sup>nd</sup> – DK, V - Unanimous)

e. Discuss and Possible Action related to the Ongoing Feasibility Study for Fire Station 903 – Chief Wilson updated the Board on the preliminary findings of the feasibility study. No action taken.

f. Discuss and Possible Action Related to Resolution 2023-09 to elect to operate under Local Government Code 2267 Regarding Future Public-Private Projects – After discussion a motion was made to approve Resolution 2023-09. (M - SH, 2<sup>nd</sup> – KK, V - Unanimous)

- g. Discussion and Possible Action to Appoint One or More Commissioners to a Committee to Develop Guidelines for Operating Under Government Code Chapter 2267 – A motion was made to appoint Chief Wilson, Steve Wilson, and Steve Hudson to the Committee. (M - SH, 2<sup>nd</sup> – KK, V - Unanimous)
  - h. Discuss and Possibly Approve an Interlocal Agreement with Travis County Emergency Services District (ESD) No. 9 and the City of West Lake Hills for enforcement of the City of West Lake Hills, Texas Fire Code – After discussion, a motion was made to approve the Interlocal Agreement with the City of Westlake Hills. (M - SH, 2<sup>nd</sup> – SW, V - Unanimous)
  - i. Invoices Over \$2,000 – Chief Wilson presented invoices over \$2,000 and a motion was made to approve the invoices over \$2,000. (M - KK, 2<sup>nd</sup> – DK, V - Unanimous)
- 7. Executive Session (No Executive Session was held)
  - 8. Fire Chief's Report – Chief Wilson reported on District activities and the Financial Reports.
  - 9. Set Date and Time of future ESD No. 9 Meetings. - Regular Meeting on January 23, 2024, at 6:30pm.
  - 10. Adjournment. - 8:11pm.

*Steve Hudson*

Steve Hudson, Secretary