

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, June 25, 2024, 6:30 p.m.**  
**1301 S. Capital of Texas Hwy., Building B, Suite 123**  
**West Lake Hills, Texas 78746**

1. Call to Order. 6:30pm

2. Roll Call and Certification of Quorum.

**Commissioners Present:**

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

**Officers Present:**

David Wilson (DW)  
Justin Poag

**Others Present**

Kelly Ling  
FF Ian Keas  
James Medack

3. Review and Approve Minutes for the May 28, 2024, Regular Meeting. A motion was made to approve the minutes from the May 28, 2024, Regular Meeting. (M-SH, 2nd-DK, V-unanimous)

4. Citizens' Communication – There were no citizens present.

5. Presentations

a. Report from the Firefighters' Union – None

b. Recognition of District Employees – Firefighters Carson Conklin, Michael Joseph, Juan PonceDeLeon, Adam Phillips, and Chase Whites completed their relief driver training process and are now cleared to operate as an Engineer when an Engineer is off duty. Engineer Austyn Smith completed his associate's degree through Blinn College. Lieutenant Seth Bonnecarrere achieved his Master Firefighter and Master Investigator certifications. District Chief Justin Poag has completed his application to receive his Chief Fire Officer Designation through the Center for Public Safety Excellence.

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

a. Semi-Annual Audit Report – Medack & Oltmann, LLP. James Medack presented the semi-annual report. No action is required.

b. Discussion and Possible Action Related to Salary and Benefit Adjustments for Fiscal Year 2024-2025 Budget – Chief Wilson presented information on proposed employee salary increases. No action is required.

c. Receive an Update and Possibly Take Action Related to Fire Station 903 Engineering, Design, and Specification – Chief Wilson presented an update on Station 903 design. No action is required.

d. Discussion and Possible Action Related to the Annexation of the Lost Creek Area – Chief Wilson presented an update on the Lost Creek annexation. No action is required.

e. Discussion and Possible Action on a Proposal for Professional Services from TNT Fire Service Solutions for Communications with District Residents – Chief Wilson presented a proposal from TNT. A motion was made to approve the Agreement with TNT for an amount not exceeding \$5,000. (M-SH, 2nd-SW, V-unanimous)

f. Tax and Budget Planning Calendar – Commissioners reviewed the calendar.

g. Invoices Over \$2,000 – Office Manager Kelly Ling presented invoices over \$2,000 and a motion was made to approve the invoices over \$2,000. (M-SH, 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, the Financial Reports, and the ESD CC meeting.

9. Set Date and Time of future ESD No. 9 Meetings. Regular Meeting on July 23, 2024, at 6:30pm.

10. Adjournment. 7:55pm

Steve Hudson

Steve Hudson, Secretary