

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, July 22, 2025, 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.

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| Commissioners Present:<br>Virgil Flathouse (VF)<br>Steve Hudson (SH)<br>Kirt Keister (KK)<br>Steve Wilson (SW)<br>Debbie Kasper (DK) | Officers Present:<br>Chief David Wilson<br>Chief Justin Poag | Others Present:<br>FF Adam Phillips<br>8 additional FFs<br>Keith Heinz |
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3. Review and Approve Minutes for June 24, 2025, Regular Meeting. A motion was made to approve the minutes from the June 24, 2025 Meeting. (M-SH, 2nd-SW, V-unanimous)
4. Citizens' Communication – No citizens spoke.
5. Presentations
  - a. Report from the Firefighters' Union - FF Phillips presented the Union's request that the Board approve a salary increase and raise the District's contribution to the retirement program from a 2:1 match to 2.5:1.
  - b. Recognition of Employees – Chief Wilson presented two letters from citizens thanking the Department for their work.
  - c. Report on District's Quarterly Financial Statement – Chief Wilson presented the Quarterly Financial Statement.
6. The Board will consider and possibly take action on the following Items:
  - a. Discussion and Possible Action Related to Salary and Benefit Adjustments for Fiscal Year 2025-2026 Budget. Chief Wilson presented the salary and benefits recommendations. No action taken.
  - b. Discussion and Possible Action on Fiscal Year 2025-2026 Executive Budget Summary. Chief Wilson presented the proposed Budget Summary. No action taken.
  - c. Update, Discuss, and/or Take Appropriate Action on the Construction of Fire Station 903, Design, Permit, Bidding, and Construction Schedule. Chief Wilson presented an update on Station 903. No action taken.
  - d. Discussion and Possible Action on the Authorization of a Feasibility Study for Fire Station 901 Remodel, Addition, or Rebuild. Chief Wilson presented a proposal from BRW Architects for a feasibility study for Station 901. A motion was made to approve the BRW proposal. (M-KK, 2nd-SW, V-unanimous)
  - e. Discussion and Possible Action to Purchase a Motorola Mobile Radio for the new Fire Marshal 901 vehicle. Chief Wilson presented the bid from Motorola. A motion was made to approve the bid. (M-SH, 2nd-DK, V-Yea, SH, SW, VF, DK. KK Abstain)
  - f. Invoices Over \$2,000 – Chief Wilson presented the invoice over \$2,000. A motion was made to approve the invoices with the exception of the BCCP invoice for \$30,250. (M-SW, 2nd-SH, V-unanimous)
7. Executive Session – No Executive Session was held.
8. Fire Chief's Report – Chief Wilson reported on District Activities, Legislative Update, and the Financial Reports.

9. Set Date and Time of future ESD No. 9 Meetings. Budget meetings on August 5, 2025 at 6:30pm. August 6, 2025 at 6:30pm (if needed). Public Hearing on August 19, 2025 at 6pm. Regular Meeting on August 19, 2025 at 6:30pm.
10. Adjournment. 8:05pm

Steve Hudson

Steve Hudson, Secretary