TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, September 23, 2025, 6:30 p.m.
1301 S. Capital of Texas Hwy., Building B, Suite 123
West Lake Hills, Texas 78746

1. Call to Order. 6:40pm

2. Roll Call and Certification of Quorum.

Commissioners Present:	Officers Present:	Others Present:
Virgil Flathouse (VF)	Chief David Wilson	Kelly Ling
Steve Hudson (SH)	Chief Justin Poag	
Kirt Keister (KK)		
Debbie Kasper (DK)		

3. Review and Approve Minutes for August 19, 2025, Public Hearing and August 19, 2025, Regular Meeting. (pg. 3-4) A motion was made to approve the minutes from the August 19, 2025, Public Hearing and August 19, 2025, Regular Meeting. (M-DK, 2nd-SH, V-unanimous)

4. Citizens' Communication – No citizens present.

5. Presentations
   a. Report from the Firefighters' Union - No report given.

   b. Recognition of District Personnel. Chief Wilson presented a letter of recognition for Ricardo Leon and a letter from a citizen.

   c. Report on Travis County Auditor's Office Subrecipient Monitoring Report for ESD 9. Chief Wilson presented the County Auditor' Report.

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

   a. Discussion and Possible Action on Resolution 2025-04, Committing and Assigning Fund Balance. A motion was made to approve the Resolution 2025-04. (M-SH, 2nd-DK, V-unanimous)

   b. Discussion and Possible Action on the District's Internal Semi-Annual Audit Process. A motion was made to not conduct a second internal audit in October. (M-KK, 2nd-DK, V-Yes; DK, KK: No; VF, SH: motion not approved)

   c. Discussion and Possible Action on the District's Part-Time and Special Project Pay Rates for FY 25-26. Chief Wilson presented changes to the Part-Time and Special Project Pay Rates. A motion was made to approve the proposed pay rates. (M-SH, 2nd-DK, V-unanimous)

   d. Discussion and Possible Action on an Interlocal Agreement Between the City of Austin and Travis County Emergency Services Districts for Dispatch Services. Chief Wilson presented the Interlocal Agreement. A motion was made to approve the agreement. (M-KK, 2nd-DK, V-unanimous)

   e. Discussion and Possible Action on an Update to the Fire Station 903 Site Plan. Chief Wilson presented the proposed site plan. Two changes were recommended: adding the location of vehicle gate arms and providing access to the septic field. A motion was made to allow Chief Wilson to approve the site plan with the two discussed changes. (M-SH, 2nd-DK, V-unanimous)

   f. Update, Discuss, and/or Take Appropriate Action on the Construction of Fire Station 903 Permit Process, Bidding Notice, Bidding Process, Bidding Timeline, and Construction Schedule. Chief Wilson presented the Permit Process, Bidding Notice, Bidding Process, Bidding Timeline, and Construction Schedule. No action taken.

   g. Discussion and Action on the Invoices Over $2,000. Kelly Ling presented the invoices over $2,000. A motion was made to approve the invoices. (M-SH, 2nd-DK, V-unanimous)

7. Executive Session – No Executive Session 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. October 28, 2025 at 6:30pm
10. Adjournment. 8:06pm

Steve Hudson

Steve Hudson, Secretary