

**WOOD COUNTY EMERGENCY SERVICE DISTRICT #1
NOTICE OF MEETING OF DIRECTORS TO BE HELD:
MONDAY JULY 15, 2024
AT 9:00 AM
LOCATION:
HOLLY LAKE VOLUNTEER FIRE DEPARTMENT
126 PR 7869
HOLLY LAKE RANCH, TEXAS 75765**

Meeting Minutes - FINAL

Call the Meeting to Order

President Kristina Horn called the meeting to order at 9:11 a.m. Commissioners Chuck Bahr, Robin Edwards, Keith Mullinax and Cindy Treece were present.

Certification by the President or Vice-President that the provisions of the Open Meetings Act, Section 551.001 Et. Seq. of the Texas Government Code have been complied with in connection with the public notice of this meeting and that a quorum is present.

President Horn confirmed that all the provisions of the Open Meetings Act were met, and that a quorum was present.

Invocation

Commissioner Bahr gave the invocation.

Pledge of Allegiance

All stood and recited the pledge.

Recognition of guests

No guests were present.

Receive public comment.

No public comments were made.

Review and consider approval of prior minutes.

Minutes for the May 20, 2024, and June 17, 2024, meetings were presented. Commissioner Treece commented that she now had the correct activity report for May 2024 and June 2024, thanks to the assistance of HLVFD Chief Joe Taylor. Commissioner Bahr moved to approve both sets of minutes, and Commissioner Edwards seconded the motion. The motion was approved.

Present, review, and consider approval of Treasurer's Report

The July 15, 2024, Treasurer's report showed a beginning balance of \$234,715.14, disbursements of \$9,708.40, interest of \$76.33, and deposits of \$4,537.86, with an ending balance of \$229,620.93. Commissioner Mullinax also reported that \$637.50 is in Accounts Due, there is a HLVFD request for \$9,070.90, and there are no outstanding deposits.

Commissioner Mullinax stated that the bank has changed a mechanism with the result that ESD #1 will no longer have outstanding deposits. He moved to approve the report, and Commissioner Treece seconded the motion. The motion was approved.

Present, review, and consider approval for Payment of Accounts due, including Linebarger account.
At this time, the \$637.50 in Accounts Due has been paid, and there are no other accounts due.

Commissioner Mullinax reported that Linebarger, the law firm that is paid by ESD #1 to collect delinquent property taxes, has not sent an invoice to ESD #1. HLVFD Captain Cheryl Thomas has also not heard from them.

ESD #1 Board to receive for review and consider approval for payment of sworn billing and any submitted requests of contractual amounts by Holly Lake Volunteer Fire Department (HLVFD)

Two requests were submitted by Captain Thomas for approval: February 24-April 17, 2024, for \$14,816.64, and May 6-June 19, 2024, for \$11,013.65. The Commissioners reviewed these two requests. Commissioner Mullinax moved to approve the first request, and Commissioner Bahr seconded the motion. The motion was approved. Commissioner Edwards moved to approve the second request, and Commissioner Mullinax seconded the motion. The motion was approved.

Captain Thomas submitted a third request to be reviewed in August. This request will include premiums for insuring three HLVFD generators and for insuring HLVFD for accidents and illness. The request will be for \$21,215.41.

Activity Report including any training time from HLVFD and Christus EMS.

HLVFD:

Structure fire – 1

Vehicle fire – 0

Grass fire – 3

Medical calls – 47

Landing Zone – 1

Motor vehicle collisions – 3

Public assists – 1 (traffic control)

Total – 56

Training hours for June were 29. Response time is also unknown.

Christus:

52 calls

26 transports

Paramedic Michael O'Connor commented that there were no life emergencies in June, that he is grateful that HLVFD also responds to the Christus calls. Captain Taylor stated that HLVFD also has the ability to call for a helicopter, and that not all rural fire departments are granted that privilege.

Commissioner Bahr asked if Christus had ever considered using a QRV, an emergency services vehicle that comes to serve patients but does not transport them. A QRV is a vehicle that provides immediate medical assistance with a 15-year veteran EMS provider. Paramedic O'Connor responded that although Van Zant County is using a QRV, he is unsure if Wood County has ever requested one.

Captain Taylor stated that HLVFD has signed up for a new response application that works on cell phones called “I Am Responding.” The department is working through the details of how the response system will work with Wood County and Christus. The chief is optimistic the new app will improve HLVFD’s response system.

Chief Taylor shared the good news that the HLVFD’s ISO (Insurance Service Office) rating for public fire protection has improved from a 5 to a 4 for this year. The letter stating this was received from the Fire Marshal on June 12, 2024.

This is excellent news, as a higher ISO rating means that homeowner’s insurance costs will be reduced. Chief Taylor stated that his goal is to move the rating to a 3 over the next three to four years. A rating of 3 is exceedingly rare for a rural fire department.

Old Business:

1. Update on 2024 Preliminary Value notices sent out by the Wood County Appraisal District and anticipated date that Wood County Appraisal District will make a Certified Appraisal Roll available to Wood County ESD #1.

Currently, there is not a certified value, only preliminary totals.

2. Continue discussion and planning for ESD #1 Summer 2024 Board workshop, if necessary, for input and suggestions on preparation of Wood County ESD#1 Budget for upcoming fiscal year and Ad Valorem Tax Rate for the upcoming tax year.

The deadline for the Appraisal District to provide the Certified Appraisal Roll is later this month. This creates a very tight timeframe to set the budget for ESD #1 for the upcoming tax year.

3. Second update and continuation of discussion and suggestions by Commissioner Treece regarding available resources for assisting HLVFD with developing strategic long and short-term plans.

Commissioner Treece reported that she and Captain Taylor have a meeting scheduled with former ESD #1 Commissioner Warren Blesh on Thursday, August 1 to discuss this subject.

Captain Taylor stated that the new fire engine was funded by fundraising. HLVFD builds up a reserve fund for purchasing trucks and tankers. Planning for this funding and for funds to maintain equipment, trucks and tankers is one of the reasons a strategic plan is critical.

4. Any other old business still pending.

None

New Business:

1. Discuss and consider Resolution authorizing Wood County Tax Collector Carol Taylor or Wood County Deputy Tax Collector Angie Luman to calculate the no-new-revenue tax rate and the over-approval tax rate for Wood County ESD#1.

President Horn stated that ESD #1 board can choose to work on the Truth in Taxation Worksheet to calculate the tax rate or we can authorize the Wood County Tax Collector or Deputy Tax Collector to do so. Commissioner Robins made a motion to authorize Wood County to do so. Commissioner Bahr seconded the motion. The motion was approved.

2. Discuss and receive input from HLVFD regarding budget and financial needs of the department.

Captain Taylor provided a 2025 spreadsheet of consumable purchase priorities and carefully explained the need for each item.

Commissioner Edwards asked the chief about replacing trucks and tenders. The chief replied that there will be a need for new tenders in the next 3 years—the approximate cost is \$650,000. HLVFD will take out a loan for the new tenders and will also apply for a TFS grant.

Chief Taylor advised adding contingency funding to the 2025 spreadsheet to account for car/truck accidents, etc. He stated that a total of \$100,000 for 2025 is a realistic total.

3. Discuss any planned public events involving Wood County ESD #1, HLVFD, or Christus EMS.

Christus has no upcoming public events planned.

HLVFD has regular Saturday bingo, TFS training on July 20 (not a public event) and a waffle breakfast planned for August 31.

4. Any other new business.

None

Close Meeting

Vice President Bahr moved to close the meeting, and Commissioner Edwards seconded the motion. The motion was approved.

President Horn adjourned the meeting at 10:44 a.m.

By Cynthia Treece

Prepared by Cynthia Treece, Board Secretary, August 5, 2024