

**WOOD COUNTY EMERGENCY SERVICE DISTRICT #1
NOTICE OF MEETING OF DIRECTORS TO BE HELD:
MONDAY MAY 19, 2025, 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 9:24 a.m. Other commissioners in attendance were Robin Edwards, Chuck Bahr and Sharon Lindquist. Commissioner Treece was out of town.

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 has 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 in attendance participated.

Recognition of guests

No guests were present from the public.

Donnie Reynolds from Christus attended as did HLVFD Chief Joe Taylor and Captain Cheryl Thomas.

Receive public comment.

None

Review and consider approval of prior minutes.

The Commissioners reviewed the April 2025 meeting minutes. Commissioner Edwards moved to accept the minutes without corrections, and Commissioner Lindquist seconded the motion. It was approved.

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

Commissioner Lindquist presented the treasurer's report in a new stream-lined format. The beginning balance on March 31, 2025 was \$370,518.64. Deposits made included \$7,854.39 from the Wood County Appraisal District and \$115.74 in interest. A disbursement of \$74,176.79 was made, resulting in an ending balance of \$304,371.98. There were no outstanding checks. Revenues for 2025 to date total \$278,936.75 and disbursements total \$142,096.88.

Commissioner Edwards moved to approve the report, and Commissioner Bahr seconded the motion, which was approved.

Present, review, and consider approval for Payment of Accounts due.

Accounts due included \$42.73 to Linebarger (for collecting taxes) and \$2,104.25 to the Wood County Appraisal District. Total due was \$2,146.98.

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).

Captain Thomas had previously submitted sworn billings for March 2025 of \$6,657.62 and receipts for April 2025 of \$15,622.82. The March billing was reduced by \$600.00.

The Commissioners had previously reviewed the receipts for these billings. Commissioner Edwards moved to approve both of these billings for payment, and Commissioner Bahr seconded the motion. The motion was approved.

Captain Thomas also presented sworn billings of \$6,387.90 from May and June. These billings will be reviewed at the June 2025 meeting.

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

HLVFD:

Structure fire – 4

Grass fire – 2

Landing zone - 1

Medical calls – 53

Motor vehicle collisions - 6

Public assists – 6

NP - 0

Total – 72

February training hours – 32-man hours

Christus:

Calls – 42

Transports – 28 (1 cardiac related)

Average response time: 11 minutes, 32 second

Old Business:

1. Update, discuss and take any necessary action for FY 2024 audit report due to be filed with Wood County Commissioners' Court.

Commissioner Lindquist has been in contact with Terry Sellers, the Wood County Auditor. The June 1, 2025 deadline will not be met. President Horn will deliver a 30-day extension request to the Wood County judge.

It has been difficult to find a new auditor. An estimated quote for the audit is \$10,000 to \$15,000, and the time required is approximately 80 hours. Firms are not responding to email requests.

Commissioner Bahr made some suggestions for auditors that will be helpful.

2. Report, discuss and take any necessary action to update signatures and account agreement for Wood County ESD #1's account at City National Bank.
The documents are ready for new signatures from the ESD #1 board members.
3. Any other old business.
There has not been any progress on inquiring about County email addresses for the Commissioners.

New Business:

1. Report on 2025 Preliminary Value Totals letter dated 4/25/2025 from Wood County Appraisal District.
The report shows a preliminary total value of \$40,000,000-plus before adjustments. It will be updated in July 2025.
2. Discuss any upcoming or planned public events involving Wood County ESD #1, HLVFD or Christus EMS.
Christus Regional Manager, Donnie Reynolds, stated that the Fall Prevention program is being passed on to Hook and Ladder.

HLVFD has a Hook and Ladder meeting on June 10, hazardous material training on June 28 and 29, the 4th of July Fireworks show, a waffle breakfast on July 5, and bingo every Saturday night.
3. Any other new business.
There was no other new business.

Close Meeting

Commissioner Bahr moved to adjourn the meeting, and Commissioner Edwards seconded the motion, which was approved.

By _____ *Cynthia Treece* _____

Prepared by Cynthia Treece, Secretary, June 15, 2025