

**WOOD COUNTY EMERGENCY SERVICE DISTRICT #1
NOTICE OF MEETING OF DIRECTORS TO BE HELD:
MONDAY July 21, 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

Vice President Chuck Bahr called the meeting to order at 9:08 a.m. Other commissioners in attendance were Sharon Lindquist and Robin Edwards. President Kristina Horn and Commissioner Cindy Treece had prior commitments.

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.

Vice President Bahr 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.

Michael and Adrian 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 June 16, 2025 meeting minutes. Commissioner Edwards moved to accept the minutes 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. The beginning balance on June 30, 2025 was \$283,187.31

Deposits made included \$2,003.30 from the Wood County Appraisal District and \$92.54 in interest. Disbursement of \$12,387.90 were made, and there was a petty cash balance of \$60.00, resulting in an ending balance of \$272,955.25. There were no outstanding checks. Revenues for FY2025 to date total \$ 283,735.34 and disbursements total \$178,312.20.

Commissioner Bahr moved to approve the treasurer's report, and Commissioner Lindquist seconded the motion, which was approved.

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

Accounts due included a sworn billing of \$11,017.26 from HLVFD from June 2025, and \$35.25 to Linebarger, for collecting delinquent property taxes. Total due was \$11,052.51.

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).

Commissioner Lindquist inquired about a HLVFD invoice in the sworn billing of \$11,017.26 that was confusing, and Captain Cheryl Thomas left the room and returned with a corrected invoice that brought the request to \$10,672.45, making the new total for payments of accounts due \$10,707.70. Commissioner Bahr moved to approve the revised figure for the sworn billing and for the treasurer's report, and Commissioner Edwards seconded the motion, which was approved.

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

HLVFD:

Structure fire – 1

Grass fire – 2 (1 cancelled en route)

Medical calls – 47

Landing zone - 0

Motor vehicle collisions - 3

Public assists – 2

Total – 55

June training hours – 110-man hours

Christus:

Michael from Christus submitted a monthly report of the 46 calls (one life emergency) and 9 minutes and 19 seconds response time for the month of June 2025.

Old Business:

1. Update on FY 2024 Financial Audit Report submitted to Wood County Commissioners' Court on June 23, 2025 for review and approval.
The report was submitted on June 23, 2025 and accepted by the court.
2. Update and report by President Horn on delivery of resolution to appoint and authorize Wood County Tax Assessor-Collector Angie Luman to calculate the no-new-revenue tax rate and the voter-approval tax rate for Wood County ESD #1.
Commissioner Bahr moved to table this item, given the absence of President Horn, and the motion to table was seconded by Commissioner Edwards and approved.
3. Update on 2025 Preliminary Values notice 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.

The Preliminary Values were received by Commissioner Lindquist, but they were addressed to "Attention: Board Chairman." Given that the envelope was addressed to President Horn, Commissioner Bahr moved to table the discussion, and Commissioner Lindquist seconded the motion, which was approved.

4. Update and report by President Horn on renewal of public officials' liability insurance policy through Texas Association of Counties Risk Management Pool.
Commissioner Bahr moved to table this item, and the motion was seconded by Commissioner Lindquist and thus approved.
5. Any other old business.
There was no other old business.

New Business:

1. Report by Treasurer on FDIC insurance at CNB Bank; discuss and consider any necessary action.
Commissioner Lindquist stated that CNB insures all deposits up to a maximum of \$250,000. She went on to explain that ESD #1 originally opened an account as a business entity, but we may now open a new account as a government entity and be covered by FDIC insurance for each account totaling \$250,000 or less.

The commissioners discussed opening a new account at Origin Bank. Commissioner Bahr moved to open an account at Origin Bank specifically to protect ESD #1's assets that exceed \$250,000. Commissioner Lindquist seconded the motion and it was approved unanimously.
2. Discuss and consider email and web services for Wood County ESD #1 board members.
Wood County officials have stated that they will not give ESD #1 Commissioners access to Wood County email addresses because they are not employees of the county.

Commissioner Bahr moved to table further discussion. Commissioner Lindquist seconded the motion to table, which was approved.
3. Report by President Horn and discussion regarding current contract for paramedic ambulance services and proposal for renewal of contract with Christus EMS.
The original contract for ambulance service from Christus was signed in 2010 and has been auto-renewed for many years. Commissioner Lindquist moved to table discussion on this item. Commissioner Bahr seconded the motion, which was approved.
4. Discuss and receive input from HLVFD in regard to budget and financial needs of HLVFD.
Chief Taylor provided an estimate of approximately \$300,000 for FY 2026. There is a need for duplicate equipment, and some equipment is now obsolete. Mandatory requirements for existing equipment have also changed and will incur costs. The HLVFD parking lot needs repair, and the estimate is \$80,000. Retaining wall replacement for HLVFD is estimated at \$120,000.

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

Chief Taylor stated that HLVFD will host a waffle breakfast at the end of August, and will continue to conduct bingo and participate in Hook and Ladder meetings. There will be some preparation for Fire Prevention Week.

6. Any other new business.
There was no other new business.

Close Meeting

Commissioner Bahr moved to adjourn the meeting at 10:30 a.m., and Commissioner Lindquist seconded the motion, which was approved.

By _____ *Cynthia Treece* _____

Prepared by Cynthia Treece, Secretary, August 13, 2025