

Williamson County ESD No. 1
9218 Anderson Mill Road
Austin, Texas 78729

March 20, 2024 Board of Directors meeting minutes

Present: Laurie Golding, Steve Rundell, Matt Zurek, Alan McNeil

Virtual: Mack Sherrod

Guests: Amy Flanigan, Travis Haffelder, Max Freytag, Brad Landi

Meeting called to order by President Golding at 6:34pm with a quorum present

Amy Flanigan from HDL (Sales Tax Services) discussed WCESD#1 sales tax income changes and suggested changes to reporting of businesses sales taxes in district

Minutes from the February 28, 2024 were reviewed. Steve Rundell made the motion to approve

New Business

Request by Treasurer McNeil to make changes to the meeting minutes. He would like to add Action Items to each monthly report to identify items that need to be completed by individuals prior to the next meeting. This item was approved by the board.

Banking and Investments:

Treasurer McNeil presented the financial and sales tax summaries, discussed where ESD funds are currently invested and reinvest and ladder funds that are coming up for maturity

The board reviewed and approved two checks – MES & JVFD

Action Items - Kiracofe:

Take necessary actions to establish complete online banking with Frost bank to include:

Implement ACH or credit card payments on all available accounts

Link Frost online account to WCESD#1 Quickbooks software

Discontinue handwritten checks and print all checks

Implement online delivery of all billing statements from suppliers, banks, utilities, etc. where applicable and discontinue USPS delivery

List and present last 12 months of checks over \$2000 for board review and approval

Action Items – McNeil:

Coordinate/assist in implementation of all online banking changes with Administrator

New Business:

Discussion on researching other options for WCESD#1 CPA/auditor

Action Items – Landi:

Research options and costs pertaining to Annual Audit preparation for possible change in 2025

Action Items – Kiracofe:

Email copies of WCESD#1 2023 audit to Commissioners Rundell and McNeil

The board discussed revision of the WCESD#1 by laws. In accordance with information from SAFE-D and other ESD's it was decided by the board that Chapter 775 would suffice as the district by-laws and any previous copies would be void

Chief Landi's report:

Chief Landi updated the board on the on-going purchase of equipment for the new apparatus. This includes two (2) replacement thermal imaging devices and one (1) battery powered rescue tool.

Chief Landi also continued the discussion of increasing department funding for insurance. The board decided that it would be more equitable to increase pay rather than increase funding for insurance. Numbers were discussed and recommended salary increases will be provided by Chief Landi, to be included in the proposed budget to be presented in the next regular meeting of the board or in a special session if deemed necessary.

Action Items – Landi

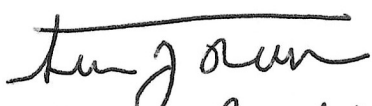
Update payroll spreadsheet with increases for base and step pay and provide it to the board members

Action Items – Kiracofe/McNeil

Prepare WCESD#1 2024 amended budget to include ESD amendments and recommended salary increases and present to the board at the next regular meeting or in a special session if deemed necessary

Next scheduled regular meeting is set for April 17, 2024 at 6:30pm.

There being no further business Steve Rundell made the motion to adjourn at 9:34pm


Steven Rundell
ESD #1 Secretary

Steven Rundell
Secretary/Asst. Treasurer