

MINUTES OF MEETING OF BOARD OF COMMISSIONERS OF WILLIAMSON
COUNTY EMERGENCY SERVICES DISTRICT NO. 1

06/19/2024

A regular meeting of the Board of Commissioners of Williamson County Emergency Services District No. 1, open to the public, was held on 06/19/2024 at the Jollyville Fire Station, 9218 Anderson Mill Road, Austin, Texas, pursuant to notice duly given in accordance with law.

The roll was called of the members of the Board, to-wit:

Laurie Golding	President
Matt Zurek	Vice President
Steve Rundell	Secretary/Asst Treasurer
Alan McNeil	Treasurer
Mack Sherrod	Commissioner

Four out of five said Commissioners were present, thus constituting a quorum. Commissioner Mack Sherrod joined the meeting by telephone. Also in attendance during the meeting was John Carlton of Carlton and Associates Law Firm and Travis Haffelder, on behalf of the chief of Jollyville VFD who was unable to attend.

President Golding called the meeting to order at 6:30 PM and stated that the Board would first receive public comments if any. There were none.

The Board began with the engagement of attorney John Carlton. Issues discussed included:

- Potential tax rate increase requirements and the date requirements for the posting of related notices. It was advised the Board should adopt the regular tax planning calendar.
- A records retention schedule and policy for potential adoption by the Board.
- The Board entered executive session at 6:42 PM which was concluded at 8:01 PM. No business items requiring a motion were considered during the executive session.

The board next discussed and took action related to hiring an interim accountant. Commissioner McNeil made a motion to bring onboard an accountant one time for a sum no greater than \$2,000 to perform an assessment of our current financial records and ledgers. The motion was seconded by Commission Zurek and passed unanimously.

The board next reviewed and discussed internal procedures related to the distribution and posting of the minutes and agenda. The following was decided without need for a formal motion:

- In the future, Commissioner Zurek will post the agenda on the Fire Department's board. He will also be responsible for filing the final copies of the minutes and agenda each month.
- President Golding will create the agenda each month with the assistance of Board Secretary, Commissioner Rundell. This will be forwarded to Board members for review and comments, then to Carleton Law prior to posting.

The Board next considered approval of the previous meetings' minutes for both the May 19th and June 10th gatherings. Upon motion by Commissioner Zurek and seconded by Commissioner Rundell the Board voted to approve the minutes of both meetings. Commissioner Alan McNeil

abstained from voting as he was absent from both meetings.

The Board next reviewed the prior Action Items and received status updates. The following was decided without need for formal action.

- Chief Landi had followed up at the Board's request to determine if sales tax might be obtained related to that currently collected by Capital Metro Bus which does not operate within the confines of the District. President Golding reported that Chief Landi had said it was found that this was not an option open to the Board.
- It was decided the current, signed contract between the Board and Jollyville FD would be forwarded to Carlton Law Firm for review.

The Board next had a general discussion related to the current Frost Bank iPay system and approval process. No formal motion was required.

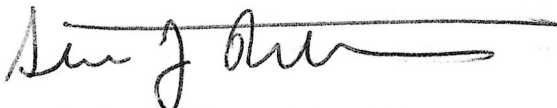
The Board next heard Treasurer McNeil's report addressing the bills, invoices, transfers and investments reports. The following was included:

- Upon motion by Commissioner McNeil and seconded by Commissioner Rundell the Board voted unanimously to approve all bills and invoices exceeding \$2,000 between the period of May 1st through June 18th as presented.
- Financial summaries were presented on all accounts for review by the Board.
- Investment summaries were presented for review by the Board.
- Sales tax summaries were presented for review by the Board.
- Earnings summaries were presented for review by the Board.
- Maintenance and retention of the monthly Investment reports was discussed by the Board.
- Documents were provided to Board President Golding and signed for the removal of former ESD Administrator, John Kiracofe, from all accounts. The Board took no action regarding the agenda item related to the adoption of any new tax rate or new budget planning calendar.

The Board received no report at this meeting from Chief Landi as he was absent.

The date of the next regular meeting of the Board is scheduled for July 17th at 6:30, the regular time.

There being no other matters to come before the Board, President Golding adjourned the meeting at 9:30 PM.



Commissioner Steven Rundell
Wilco ESD1 Secretary