

**MINUTES**  
**REGULAR MEETING**  
**JANUARY 16, 2024**

The regular monthly meeting of the Parker Sewer and Fire Subdistrict Commission was held on Tuesday, January 16, 2024, at 4 p.m. Notices were posted and sent according to Freedom of Information Act requirements.

Commissioners present: Mr. Randall Jones, Chairman  
Mr. Alan Kay, Vice Chairman  
Mr. Wayne Moore, Secretary/Treasurer  
Ms. Sarah Franco, Member  
Mr. Charlie Mullinax, Member

Also present: Chief Gregory Farley, Fire Department  
Mr. Mark Jacobs, Fleet Maintenance Supervisor  
Mrs. Jennifer Beckett, Benefits/Payroll Administrator  
Ms. Shannon Pritchett, Financial Administrator

Guest: The Honorable Charles R. Garrett  
Mr. James B. Starks, IV – CPA, Partner of Bradshaw, Gordon & Clinkscales, LLC

The Chairman called the meeting to order at 3:59 p.m.

The Chairman declared that, in compliance with SC Freedom of Information Act, the following media were notified:

Greenville News via fax 864-298-4395 on January 12, 2024, at 9:10 a.m.  
Channel 4 News via email at [newstips@wyff4.com](mailto:newstips@wyff4.com) on January 12, 2024, at 9:02 a.m.

Mr. Wayne Moore gave the invocation.

Everyone stood for the Pledge of Allegiance.

The Minutes of November 21, 2023, were approved as written.  
The Minutes of December 19, 2023, were approved as written.

Under new business, the Chairman expressed his appreciation to everyone for their presence at the meeting and welcomed Judge Garrett. Judge Garrett performed the swearing in of Mr. Charlie Mullinax, the newly elected member of the Parker District Board of Commissioners, and re-elected member, Ms. Sarah Franco.

The Chairman asked the commission to consider postponing the selection of liaisons until the next meeting.

The Chairman called for a short break. The break began at 4:04 p.m. and ended at 4:12 p.m.

The Chairman welcome Mr. James Starks to the meeting. Mr. Starks presented the Audited Financial Statements for the Year Ended June 30, 2023. After much discussion, Mr. Wayne Moore made a motion to accept as rendered the final draft Audit Fiscal Year June 30, 2023, as prepared by Bradshaw, Gordon & Clinkscales, LLC.; Ms. Sarah Franco seconded the motion; all were in favor, motion carried. Draft is accepted as written.

Mrs. Jennifer Beckett gave a brief overview of the Summary of Estimated Charges in the General Fund Balance and Summary of Revenue and Expenditures for the month of December located on Pages 5 through 19 of the commissioner packets; and the Administration's monthly financial report located on Page 20. The Administration Department's other reports were included in the packets.

Chief Farley updated the commission on the Fire Department's monthly financial report located on Page 21; and the department's monthly reports located on Pages 22 through 25 of the commissioner packets. The Fire Department's other reports were included in the packets.

Mr. Mark Jacobs updated the commission on Fleet Department's monthly financial report located on Page 26. Mr. Jacobs also gave a brief narrative of vehicles that Fleet worked on during the month and informed the commission on the Fleet Maintenance Department's monthly reports located on Pages 27 through 33 of the commissioner packets. The Fleet Department's other reports were included in the packet.

The Chairman called for a short break. The break began at 5:15 p.m. and ended at 5:25 p.m.

Ms. Franco made a motion to go into Executive Session for contractual matters. Mr. Kay seconded the motion; all in favor, motion carried. The Executive Session began at 5:26 p.m. and ended at 6:22 p.m. The Chairman stated that there was nothing to report.

There being no further business, the meeting adjourned at 6:23 p.m.

Mr. Wayne Moore, Secretary/Treasurer



Attachments: Media Notification Documents (4 pp)  
Draft Audited Financial Statements for the Year Ended June 30, 2023 (70 pp)