

**BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 6**  
**Minutes of Regular Meeting for July 19, 2018**

**1. Call to order and establish quorum:**

The meeting was called to order at 6:00 p.m. with a quorum present: Commissioners Londa Chandler, Nancy Hansen, Herbert Holloway, Jr., and Robyn Richter were present. J. Don McAlpin was absent.

**2. Recognition of citizens:**

Chuck Dear, Cecilia Phillips, Mike Phillips, Chris Savage, Paula Barr (Sales Tax Assurance)

**3. Citizen Comments:**

No comments.

**4. Reading of Minutes:**

Minutes from regular meeting on June 19, 2018, were reviewed and approved.

**5. Adjourn from public meeting at 6:03 p.m. and reconvene in closed meeting as per Section 551.071, Texas Government Code, Consultation with Attorney:**

Closed meeting attended by Commissioners present at regular meeting, Paula Barr, and ESD attorney, Ken Campbell, by phone.

Closed meeting adjourned at 6:22 p.m.

**6. Reconvene open session at 6:25 p.m.**

No action taken after closed session.

**7. Discussion of Correspondence:**

- Information from the Burnet County Appraisal District (BCAD) including:
  - Monthly collections report and tax collection recap.
  - Letter: re: public hearing on 2019 budget, July 19, 2018 at 6:30 p.m. in office in Burnet.
  - Letter: re: public hearing on July 19, 2018, at 6:30 p.m. on District's Reappraisal Plan for 2019/2020.
- First United Bank: statements for Money Market account reflecting balance of \$567,350.35; Business Free checking reflecting balance of \$65,029.83.
- First Capital Bank statements: Small Business Checking with balance of \$7,666.96; Business MMA with balance of \$99,506.60.
- VFIS: past due reminder for policy; Spring 2018 Newsletter; Certificate of Liability Insurance.
- Texas Comptroller of Public Accounts: SUT allocation of \$18, 900.17
- City of Marble Falls, Planning and Zoning, notice of public hearing on comprehensive rewrite and replacement of the existing Code of Ordinances, Appendix B titled Land Use Regulations.
- Miscellaneous: Ad for check reordering; Ad to list ESD on Yellow Pages; Atlantic Safety Products (given to MFAVFD); Government Capital Inquiry re: future financing needs; SAFE-D 2<sup>nd</sup> Quarter 2018 Newsletter.

**8. Treasurer's Report:**

Commissioner Holloway presented the following information:

- Balance Sheet
- Profit/ Loss Budget v. Actual

Commissioner Chandler moved to approval of report; all voted in favor.

Paperwork is still in progress for paying off station debt.

Certified appraisal rolls to be provided by end of July.

**9. Report from Marble Falls Area VFD.**

- Financial report and call/ response time report given.
- No action taken on addition to building.
- Budget to be submitted to next ESD meeting.

**10. Discuss and take action regarding updating ESD No. 6 Policies and Procedures.**

- Amendment to Board Policy proposed to create minimum year end reserve of 100% of budget. Motion by Commissioner Holloway; second by Commissioner Chandler; all voted in favor.
- No changes proposed to Records Policy: Commissioner Hansen moved approval as written, second by Commissioner Chandler; all voted in favor.
- No changes proposed to Investment Policy: Commissioner Holloway moved approval as written, second by Commissioner Chandler; all voted in favor.

**11. Discuss and take action regarding FY 2018/2019 budget.**

No action taken.

**12. Discuss and take action regarding expansion of ETJ of City of Marble Falls into ESD service area.**

No action taken.

**13. Discuss and take action on issues with sales tax collection.**

No action taken.

**14. Set date of next meeting.**

Next regular meeting will be August 21, 2018, at 6:00 p.m.

**15. Adjourn meeting.**

Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Robyn Richter, Secretary