

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Minutes of Regular Meeting for July 16, 2024

1. Call to order and establish quorum:

The meeting was called to order at 6:02 p.m. with a quorum present: Commissioners Londa Chandler, Nancy Hansen, Herbert Holloway, and Robyn Richter were present. Commissioner J. Don McAlpin was absent.

2. Recognition of citizens:

Michael Phillips, Thomas Jacobs, Mitch Gellar from VFD were present.

3. Citizen Comments:

No comments

4. Reading of Minutes:

Minutes from the regular meeting of June 18, 2024, with corrections were approved by consent.

5. Discussion of Correspondence:

- Information from the Burnet County Appraisal District (BCAD) including:
 - Tax Collections activity report for collections period 06/01-30, 2024.
 - Letter re: notice of public meeting on 7/18/2024 at 2:00 p.m. re: BCAD's proposed 2025 budget and on the appraisal plan for 2025/2026.
- First United Bank statements for
 - Money Market Account i/a/o \$2,266,843.93 dated 05/21-06/19/2024.
 - Checking Account i/a/o \$160,167.25 dated 06/03-06/30/2024.
- Texas Comptroller of Public Accounts:
 - Allocation Report for period ending 6/11/24 i/a/o \$83,906.90 with \$0.47 from audit payments and \$888.11 from single local use tax.
- Invoices:
 - VFIS invoice for 2024 Commercial Package i/a/o \$9,231.00.
 - RMA Toll i/a/o \$16.67.
 - Oliver, Rainey, & Wojtek for 2023 audit i/a/o \$4,000.00.
 - Burns Anderson Jury & Brenner i/a/o \$250.00 with a total outstanding of \$625.00.
- Email:
 - SUT Texas Forecast June 2024.
 - Letter from Charity Taber, ORW re: 2024 proposed audit fee and information needed for audit.
 - VFIS email with invoice, summary of coverage, and policy package for 2024 insurance.
- Miscellaneous:
 - Email from Missy Bindseil re: 2024 Marble Falls Rodeo, July 19th, re: 1st responders get in free, able to have a recruiting booth, fielding a team steer saddling team..

6. Treasurer's Report:

Treasurer Holloway presented the following financials:

- Check to VFIS for liability insurance for property and liability insurance for officers i/a/o \$9,231.00 and check to Oliver, Rainey, & Wojtek LLP i/a/o \$4,000.00 for audit ending 9/20/2023.
 - Commissioner Chandler moved approval of checks; all in favor.
 - Engagement letter for audit for FY 2023-24 including an increase in fees was presented.
- Balance Sheet Prev Year Comparison as of July 14, 2024.
- Profit & Loss Prev Year Comparison through July 14, 2024.
- Profit & Loss Budget vs. Actual October 2023 through July 14, 2024.
- CD i/a/o \$1,000,000.00 @5% interest to mature in January 2025.
- Commissioner Chandler moved approval of financials and to authorize engagement letter; all in favor.
- Additional checks presented for payment by VFD:
 - To Roberto Sanchez i/a/o \$2,300.00 for concrete work and landscaping at Main Station.
 - To Roberto Sanchez i/a/o \$37,587.00 for work at Fairland Annex

- To Pinnacle Water Tanks for two 40,000-gallon tanks costing \$47,116.00. Check i/a/o \$14,134.00 to be paid now; \$32,982.00 paid on completion.
- Commissioner Chandler moved approval of checks; all in favor.

7. Report from Marble Falls Area VFD.

- Mitch Gellar presented the monthly run report. 62 calls for month.
 - Fire near Mormon Mill Road; on scene Friday through Monday
 - Brush truck damaged at fire
- Financials presented by Michael Phillips.
- PEC has placed poles at Fairland Annex

8. Decide on Budget Process for ESD for Upcoming FY.

- VFD budget includes \$42,000.00 from Meadowlakes with 5% automatic increase for next two years.
- BCAD report due before end of July.
- ESD budget to be approved at August 20th regular meeting.

9. Review and update ESD policies and procedures.

Postponed until September meeting.

10. Review and approve as needed improvements for Fairland Annex (CR 120) property.

Move ahead with tanks, fencing, and electrical work.

11. Discussion and action regarding issues with sales tax collections.

\$50,977.13 received in July.

12. Set date of next meeting and adjourn.

Regular meeting set for August 20, 2024, at 6:00 p.m. Meeting adjourned at 7:27 p.m.

Respectfully submitted,

Robyn Richter, Secretary
Burnet County ESD No. 6.

Approved at regular meeting August 20, 2024.