

## **BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 6**

### **Minutes of Regular Meeting for October 15, 2024**

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

The meeting was called to order at 6:01 p.m. with a quorum present: Commissioners Londa Chandler, Nancy Hansen, Herbert Holloway, J. Don McAlpin, and Robyn Richter were present.

#### **2. Recognition of citizens:**

Cecilia Phillips, Mitch Geller from VFD were present.

#### **3. Citizen Comments:**

None

#### **4. Reading of Minutes:**

Minutes from the regular meeting of September 17, 2024, were approved by consent.

#### **5. Discussion of Correspondence:**

- Information from the Burnet County Appraisal District (BCAD) including:
  - Tax Collections activity report for collections period 09/01-30, 2024.
- FirstUnited Bank statements for
  - Money Market Account i/a/o \$1,244,632.27 dated 08/20-09/18/2024.
  - Checking Account i/a/o \$171,521.35 dated 09/03-09/30/2024.
- Texas Comptroller of Public Accounts:
  - Special Purpose District SUT Allocation Summary, 09/10/24, i/a/o \$57,694.72 with \$401.64 from audit payments and \$550.79 from single local use tax collections.
- Invoices:
  - Highland Lakes Newspapers i/a/o \$91.00 for published tax notice.
  - Burns Anderson Jury & Brenner, L.L.P. i/a/o \$250.00 for Open the Books inquiry and lien waiver.
  - Invoices from Apex and Texas Department of Transportation.
- Email:
  - Inquiry from Rhett Bourne re: how ESD handles properties annexed by the City.
- Miscellaneous: Ownwell re: our property tax bill- did we overpay? BCAD assessed Avenue U Fire Station at \$1,277,533.00

#### **6. Treasurer's Report:**

Treasurer Holloway presented the following financials:

- Balance Sheet Prev Year Comparison as of October 14, 2024.
- Profit & Loss Budget vs. Actual October 2023 through September 2024. Finalized budget.
- Profit & Loss Budget vs Actual for October 2024 through September 2025. Projected deficit of \$876,750 for new Fiscal Year.
- Check to Apex approved i/a/o \$9,996.44 for pump.
- Commissioner Chandler moved approval of financials; all in favor.
- Audit schedule: no contact made for dates.

#### **7. Discussion and Action regarding updating ESD policies for operations and investments.**

Attached with no changes. Depreciation schedule in operation policies.

Order 2410-01: Investment policy

Order 2410-02: Board Operations

Order 2410-03: Depreciation policy

Commissioner McAlpin moved to approve policies: all voted in favor.

#### **8. Report from Marble Falls Area VFD.**

- Mitch Geller gave call report from September, noting spike in call numbers.
- Financial report given by Cecilia Phillips. Noted increase in insurance expense.

- Texas Commission on Fire Protection (TCFP) requires Fire Chief to be certified. Position cannot be filled by election.

**9. Discussion and action regarding qualifications for Fire Chief required by TCFP and selection process.**

As per legal counsel, an ESD member may serve on committee to select Fire Chief.

Commissioner McAlpin made motion to appoint Commissioner Holloway to committee to hire the Fire Chief; all in favor.

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

- Apex Drilling will put in well and pressure pump and hook up everything. Pump house to be built.
- Contractor may need a \$25,000.00 payment bond and \$100,000.00 performance bond.
- Willis Engineering to get specifications on road and then solicit bids.

**11. Discussion and action regarding website.**

Website package expires at end of November. GoDaddy currently provides everything.

No action taken.

**12. Discussion and action regarding issues with sales tax collections.**

Payment of \$54,000.00 reported.

**13. Set date of next meeting and adjourn.**

Regular meeting set for November 19, 2024, at 6:00 p.m. Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Robyn Richter, Secretary  
Burnet County ESD No. 6.

*Approved at regular meeting November 19, 2024.*