



**BURNET COUNTY EMERGENCY SERVICES DISTRICT #8
SERVING BRIGGS/OAKALLA AREAS
REGULAR MEETING MINUTES FOR MAY 22, 2023**

The following agenda items were discussed, considered and action taken as appropriate:

1. Call to order and establish a quorum: The Meeting was called to order by Commissioner Shamard at 7:00pm with a quorum of Commissioner Shamard, Keith, Eide & Ewart was present. Commissioner Price was absent.

2. Pledge of Allegiance and Invocation: The Pledge of Allegiance was said by all and the invocation was given by Deputy Chief Travis Akin.

3. Recognition of Citizens and Elected Officials –None

4. Introduction of new Burnet County emergency services District #8 Board Member: Commissioner Shamard introduced Mr. Bill Eide as our newest commissioner.

5. Citizen Comments on items not on the agenda: None

6. Citizen Comments on the agenda: None

7. Review posted minutes for additions or corrections and approve minutes from the April 24, 2023 Regular Meeting.

Motion: Commissioner Keith motioned to accept the Minutes of the February 27th Meeting.

Second: Commissioner Ewart

Discussion: No discussion.

Vote: Motion passed unanimously

8. Review posted treasurer's report for any questions and approval for the month of April 2023.

1. Our April property tax deposits totaled \$11,711.42. The sales tax deposit was \$23,555.98.

2. As of May 20, our BCAD property tax deposits for this month have been \$4668.58.

3. Our May sales tax check was \$26,003.99.

4. Our bank balance on April 30th, was \$349,190.54 Our bank balance today (5/20/2023) is

\$416,138.44.

5. Our contingency account balance as of April 30th was \$101,763.38.

6. We have received the Preliminary Estimated Value of taxable property in the county as a total value of \$400,375,128.00. Projected property tax revenue produced at the tax rate of \$0.10/\$100 of valuation will be greater than \$400,000. Our sales tax revenue for the past 12 months has been \$+ 320,000.00 with one month including one-time collections of about \$20,000.00 from taxes due us by having been paid to other districts. The number we should plan on for budgeting is \$700,000. It is my recommendation- that we protect our 1- cent tax rate because we want to improve our ability to provide medical response in our rural area. Our budgets should be drawn with this in mind.

Motion: Commissioner Keith motioned to accept the treasurers report as stated.

Second: Commissioner Eide

Discussion: None

Vote: Motion passed unanimously

9. Consider and take appropriate action on the following item:

A. Approve payment of regular bills: Two bills this month for: \$1,318 for ESD Board liability insurance.

Motion: Commissioner Keith motioned to pay the bills

Second: Commissioner Eide

Discussion: Commissioner Newt introduced and explained the bills.

Vote: Motion passed unanimously

B. Receive a three year growth projection update for strategic planning.

Commissioner Keith reviewed his meeting with Mr. Stan Hemphill of BCAD. BCAD raised the average personal property assessment by 25% across the county based on residential property sales statistics. He continues to see noncommercial development heading up US Highway 183 into our district. There is no indication that any of this growth is industrial as of this writing. We do not expect any large company to arrive, buy hundreds of acres of land and employ thousands of people. Our district growth will come from urban sprawl out of Liberty Hill from Leander. Burnet County is next to grow rapidly.

C. Review and discuss the preliminary tax estimates for the district.

Commissioner Newt discussed the letter from BCAD as outlined in his treasurers report. No action taken.

D. Discuss, consider and take appropriate action on authorizing and funding additional paid staff for the department for the remainder of FY 22-23. Commissioner Shamard recessed the regular session and went into Executive Session @ 7:43pm. Commissioner Shamard reconvened the regular session @ 8:14pm. Commissioner Shamard indicated that the board discussed

the funding of additional paid staff for the remainder of FY22-23 and no actions were taken in executive session.

Discussion: Commissioner Shamard discussed that the department already had a one part time administrative position and the ESD board was thinking that it's time for a second part time administrative position, one at each station with part time hours that cover call demand. He also mentioned that the ESD Board felt it was necessary for the Department to hire a part time Fire Chief to oversee the operation. He requested that the Departments board consider these requests and that the ESD board will work with the Departments board to establish job descriptions and employment contracts.

E. Establish an FY 23-24 budget strategy for the district and department.

Commissioner Shamard requested for board members who would work with the Department on developing the FY 23-24 budget. Commissioners Newt and Eide agreed to do such.

10. Consider and take appropriate action on the following item:

A. NBCFR Financial Reports

Discussion: Assistant Chief Potter reviewed the reports with the board. Commissioner Shamard requested that the department provide an updated quick books files and report of last FY 21-22 and FY 22-23 YTD by the next meeting.

A. NBCFR Performance Measures Report

Discussion: Assistant Chief Potter reviewed the reports with the board.

11. Fire Chief's Report.

Discussion: Nothing unique in last month's response calls to mention. Fire Chief Freitag III discussed some equipment modifications and updates.

12. Consider and take appropriate action on the following items if needed:

A. Computer Aided Dispatch (CAD)-

Discussion: Chief Freitag III mentioned we should be up and running in July.

B. Watson Water storage tank

Discussion: Tank and fittings are on order, ETA mid June. All pumps have arrived and awaiting installation.

Vote: no action required.

C. NBCFR Station #2 Parking Lot

Discussion: Assistant Chief Potter will work with Burnett county to coordinate the installation of hot mix to the station parking areas. He will be on site when the

instillation occurs. The ESD pays for the materials; Burnet County will install the asphalt. This is expected to be completed in late June. Discussion occurred about the over flow parking we had on the recent Gun show and Commissioner Shamard requested that Assistant Chief Potter get a quote to extent the road base over flow parking lot as far toward US Hwy 183 as possible.

Vote: No action required.

D. NBCFR Station #2 road sign. Commissioner Newt and Eide opposed the suggestions of an electric digital two sided road sign as a potential constant maintenance item and far too expensive. We have one quote for over \$15,000 in total. The board agreed to table this motion and to bring other suggestions to the next meeting.

13. Consider and take appropriate action on the following item:

A. Review and take action on an event plan and budget for the NBCFR Station #2 Grand Opening.

Motion: Commissioner Keith motioned to establish a \$15,000 budget and accept the Proposed plan from Suade Marketing

Second: Commissioner Newt

Discussion: Commissioner Shamard introduced the Suade Marketing plan and the board requested that he continue to work with them to establish a concrete plan and proposed date.

Vote: Motion passed unanimously

14. Next Meeting will be located at Northeast Burnet County Fire Rescue (NBCFR) Station #2, located at 2285 US 183 Bertram, TX 7860, at 6:45 PM on Monday, June 26, 2023.

14. Closing remarks and announcements. Commissioner Shamard thanked all our board and the department for their work.

15. Adjourn

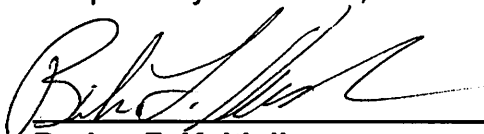
Motion: Commissioner Keith motioned for adjournment

Second: Commissioner Eide

Vote: Motion approved unanimously.

Meeting adjourned at 9:32 pm

Respectfully Submitted,



Barker F. Keith II

Vice President

Burnet County ESD #8