



**BURNET COUNTY EMERGENCY SERVICES DISTRICT #8  
SERVING BRIGGS/OAKALLA AREAS  
MINUTES OF SPECIAL CALL MEETING JULY 17<sup>TH</sup>, 2024, at 5:30 PM at Northeast  
Burnet County Fire Rescue (NBCFR) Station #2, 2285 US 183 Bertram, TX.**

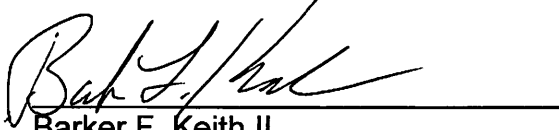
The following agenda items were discussed, considered and action taken as appropriate:

**AGENDA**

- 1. Call to order and establish a quorum.** -Commissioners, Shamard, Keith, Eide and Ewart were present, Commissioner Price was absent. Commissioner Shamard called the meeting to order @ 5:31pm.
- 2. Consider and take appropriate action on the following items:**
  - A. Identify future service needs of the district (Gap Analysis)
  - B. Conduct a SWOT Analysis of the ESD/Department.  
An updated SWOT and Gap analysis was performed and Chief Freitag was requested to update this document to be included into the minutes of the next meeting.
- 3. Consider and take appropriate action on the following items:**
  - A. Receive a budget update and financial forecast from Commissioner Ewart- Budget update was received and reviewed.
  - B. Discuss the economic outlook for the district- Commissioner Ewart mentioned that the Sales Tax income per month is hovering around \$30,000 and is above our yearly forecast.
  - C. Discuss ESD financial strategies – Group agreed to review again once we get an agreed operating budget.- Thoughts of adding more funds back to the contingency account were discussed.
- 4. Consider and take appropriate action on the following items:**
  - A. Discuss strategies and guidelines for the Chief to develop an operating budget.- A preliminary budget was reviewed and discussed.
  - B. Discuss and create a capital expenditure budget and timeline to meet future service needs of the district. (Close the Gap)- In process.
  - C. Discuss the FY:24-25 Service Contract- Tabled
- 5. As allowed by Texas Government Code 551.074: (a)-2. Burnet County ESD #8 board of commissioners will go into a Closed Meeting to discuss personnel matters.** Board went into closed session at 8:06pm, came out at 8:47p. No decisions were made in closed session.
  - A. Discuss annual performance review of the Fire Chief
  - B. Discuss performance of the Assistant Chief and Deputy Chief.

6. **Adjourn:** Motion to adjourn meeting by Commissioner Keith, 2<sup>nd</sup> by Commissioner Ewart. Motion passed. Meeting adjourned at 8:48pm.

Respectfully submitted.

A handwritten signature in black ink, appearing to read "Barker F. Keith II", is written over a solid horizontal line.

Barker F. Keith II  
Vice President  
Burnet County ESD #8