

Minutes

Burnet County Emergency Services District #8

Wednesday, July 6th 2022 Regular Meeting

Commissioners present: Price, Shamard, Ewart, Keith

1. The regular monthly meeting for ESD 8 was called to order at 7:01 pm by Commissioner Shamard.
2. The Pledges of Allegiance were said by all in attendance. The Invocation was led by Becky Moore.
3. Recognition of Citizens and Elected officials, no one spoke.
4. Citizen comments on items not on the Agenda, no one spoke.
5. Citizen comments on items posted on the Agenda, no one spoke.
6. Review posted minutes. Motion made to accept minutes by Comm.Ewart second by Comm. Price. Motion passes. Minutes approved.
7. Review treasurer's report. Commissioner Ewart presented the ESD Financials. Property tax deposits for May totaled \$6191.03. Sales Tax deposit was \$24,445.67. As Of 6/30/ our property tax deposits was \$6135.90. June sales tax check was \$19,276.77. The ESD bank balance as of 05/31/2022 was \$178,226.63. The bank balance as of 7/6/2022 is \$308,051.80. The ESD contingency account balance as of 05/31/22 is \$101,671.55. Motion to approve financial report made by Commissioner Keith, Second made by Commissioner Ewart. No discussion. Motion passed.
8. Consider and take action for payment of regular bills. Motion to approve payment regular bills. Payment to the department for \$103,094.50, Carlton Law firm for \$665.50, and partial auditor payment-partial \$2100.00, Motion made by Comm. Keith, second by Comm. Shamard, to approve payment of regular bills. Motion passes.
9. Reports from NorthEast Burnet County Fire and Rescue:
 - a. Review activity report for May 2022- response time 9.54
 - b. Review financial reports of Oakalla VFD for May 2022.- will address in budget
10. Fire Chief's Report. Rain has helped, cut down on grass fires. Had a vehicle rescue after the big rain. 4 adults caught in the water. Killeen swift water safety team showed up as did Cassie VFD. Game warden brought out the helicopter and all residents involved were saved with minor injuries. Forrest got rave reviews from Killeen fire department for our actions. Great stuff!
 - a. New engine update. Purchase order was received in September, but final approval didn't happen until mid April, so that was update. Hopefully here by labor day!
 - b. Fire ground Training Equipment- still wanting to pursue more training and expand to water safety rescue.
 - c. Cad is being partially used, but also needs to be updated by Burnet.

- d. Self contained Breathing Apparatus (SCBA) Filling equipment- still working toward this item.
 - e. Fire Rehab truck is almost complete, got a great deal! Was supposed to be under \$8500, but now Kyrish Government Group is going to be a donation to the department. Also great news! Request to take command vehicle as a demo to an aTm training. White vehicle- support rehab truck probably (# 80)
 - f. Brush Truck Chassi Retrofit- Budget item for next year.
 - g. NBCFR Station #2
 - a. Construction- just under 30K buildout to finish the interior. Volunteers will be doing most of labor, saving us money. Can 30K be used and blessed by ESD, to finish the building. Will allow for training room and extra offices. Possibly add dorms later if Burnet EMS wants to park ambulance on this end of the county. Motion made by Comm. Keith to spend approximately 30K to finish out station #2. Comm. Ewart will second. WE are providing concurrence with the department. Motion passes.
 - b. Equipment- Will discuss in the Budget
 - c. Station Grand opening- also in budget
11. Discuss and consider adoption of the tax and budget planning calendar for 2022 and take any related action.- This is a budget to justify your tax rate and demonstrate what the department is spending money on. Motion to Discuss and consider adoption of the tax and budget planning calendar for 2022 as written, Motion made by Comm. Keith and second by Comm. Ewart. Motion passes.
12. District website status, accessibility and posting requirements and take any related action. No action is required as our current website meets all requirements and is run by Burnet County.
13. Receive information and discuss the following
- a) NBCFR FY 22-23 Draft Operating Budget- discuss at length, motions made below
 - b) NBCFR FY 22-23 Draft Capitol Expense- same
 - c) NBCFR 3-5 Year Budget Needs/Horizon Issues
 - d) NBCFR Performance Measures
14. Discuss modify and take appropriate action, including the adoption of a NBCFR FY 22-23 Budget.
- a. motion that we approve the department operating budget \$369,700 as it's written. Motion made by Comm. Shamard and comm. Keith second. Motion passes
 - b. Motion – approve the one time capitol expenditures as presented \$226,440.00 that was presented by the department. Motion made by Comm. Shamard, second made by Comm. Keith. Motion passes
 - c. motion to approve one time capitol outlay of \$206,000.00 with the understanding when purchases are made, they will double check with the board before completing purchase. Motion made by Comm. Shamard and second made by Comm. Keith . Motion passes.
15. Next Meeting is located at 29111 FM 963 Oakalla, Tx 78608 at 6:45 PM on Monday August 1st, 2022.
16. Motion to Adjourn made by Comm. Price, second by Comm. Ewart.

Operation Budget Detail FY 21-22	Annual cost	Description	Code
Annual inspections	\$7,000	Annual Pump Cert., Hose Testing, Ladders, Nozzles, Vehicle Safety,	61100
CAD Fees	\$10,000	Fire Extenguisher, SCBA Flow Test, Extrication Tools, SM Batteries	
PPE/Safety	\$12,000	Protective Gear, Cones, Reflective Vests, Flashlights, Safety Equipment	61120
Training	\$10,000	Fire and EMS.	61050
Medical	\$15,000	Medical Supplies	61163
Office supplies	\$7,500	Copy Paper, Toner, Misc Office Supplies, Computers	61164
Apparatus general repairs and maint.	\$30,000	Repairs, Services, Service Supplies, Tires, and Batteries	61080
Facilities Maintenance	\$30,000	All Facilities, Repairs, Upkeep, Cleaning Supplies, Hygene Supplies, HVAC	61160
Loans	\$90,000	Annual Payment For Station #2 and Engine 81	61010??
Insurance	\$25,000	VFIS and Texas Mutual Policies	61001
Fuel	\$20,000	Command Vehicles, Apparatus, and Fire Pumps	61070
Admin	\$35,000	Administrator Payroll, Taxes, Insurance, and Uniforms	60903
Utilities	\$15,000	All Stations	61020
Contracted Services.	\$10,000	Annual Audit, CPA, Bookkeeper, and Legal	61040
Business expenses	\$8,000	Emergency Reporting, Background Checks, SFFMA Dues, and Travel.	61130
Fire Department Meals	\$8,000	Meals for Department Trainings, Meetings, and Work Days	61042
Rehab Supplies	\$5,000	Food, Snacks, Drink Additives, Pickle Juice, etc.	
Community Outreach/Fire Prevention	\$8,000	Community Events, Fire Prevention Supplies, Recruiting Events	
Fleet Cameras	\$4,200	Camera Equipment and Service for All Apparatus	
Radio Fees	\$10,000	Burnet County Radio Subscription Fees	61153
Class A foam	\$10,000	Firefighting Foam	61104
Projected Total Operating Budget	\$369,700		
Annual ESD Payments	\$500,000		

Capital Expenditures (Current)	
New Command Vehicle	\$100,000
Station #2 Interior Finish-Out	\$30,000
Station #2 Parking and Easement (Possible 3rd Party Funding)	\$25,000
Station #2 Sealing Of Concrete	\$6,000
Station #2 Ice Machine	\$3,000
Rehab Vehicle and Upfit	\$8,500
Live Fire Training Grounds	\$10,000
CAD	\$24,440
Delete of Tender 80	\$2,500
Relocation Of Temp Building, Pad, and Insulation For New Command	\$10,000
New Wheels and Tires For Brush 80 (Dually Conversion)	\$5,000
New Shirts and Hats For All Members	\$2,000
Total	\$226,440
Coming Out Of Current NEBC Funds	\$75,000
Coming Out Of Current NEBC Savings Funds	\$8,500
Coming Out Of Current ESD Funds	\$142,940
One-Time Capital Outlay (Purposed)	
Cascade System	\$55,000
Rainwater Collection - Watson	\$30,000
Cab, Chassis, and Tank Upgrade for Brush 83	\$90,000
Thermal Camera for Command Vehicles	\$8,000
Drone and Licensing Fees	\$20,000
Turbo Draft	\$3,000
Total	\$206,000