

**ESD #3 Meeting Minutes**  
**Friday,**  
**December 13, 2019, Starting at 2:00 PM**  
**Granite Shoals Fire Department**  
**8410 West RR 1431, Granite Shoals, TX**  
**\*Note Change of Date\***

1. *Call to Order:* President Steve Tatom called the meeting to order at 2:01 p.m.
2. *Pledge of Allegiance to the flag of the United States of America*
3. *Pledge of Allegiance to the Texas State Flag: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."* The Pledges were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Mr. Tatom noted that there were four commissioners present therefore a quorum existed to conduct District business. Present were Ms. Terri Enloe, Mr. Bucky Brady and Ms. Joanne Hanifan. Mr. Jerry Schappe was absent.
5. *Recognition of Guests:* Mr. Tatom recognized the presence of Mr. Jim Davant, Mayor Pro Tem of the City of Granite Shoals and Chief Austin Stanphill of the Granite City Fire Department.
6. *Ask for Citizen's comment and input. No action, including discussion or deliberation, will be undertaken at this time:* Chief Stanphill announced that the Fire Department was having its annual Christmas party and gift exchange on December 20 starting at 7:00 p.m. and that the Board was invited. Sign up was requested. Mr. Davant said that the Granite Shoals Police Department was raffling off a large, donated gun safe. Tickets were \$25.00 or 5 for a \$100.00. More information was on the web site or contact Officer John Ortiz
7. *Discussion with Pct. 1 County Commissioner Jim Luther:* Comm. Luther did not attend.
8. *Discussion and/or action on the Monthly Contract Report:*
  - a. *Chief Austin Stanphill, Granite Shoals Fire Department*
    - i. *Monthly Report:* Chief Stanphill asked if the board would like to all receive the large monthly activity report via e-mail rather than only one copy at the meeting. The board said yes. Chief Stanphill then went over the monthly report, short version. See report for details. He noted that the FD was still collecting toys for children through December 22. The boat was out front to be used as a toy drop off
9. *Reading and Acceptance of the Minutes of the November meeting:* The minutes were read. Ms. Enloe moved and Mr. Brady seconded the minutes be accepted as read. Motion passed.
10. *Reading and Acceptance of Treasurer's Report:*
  - a. *Income and Current Accounts Status:* See report submitted.
  - b. *Pending Bills:* Mr. Brady determined that we did owe for bill submitted by Victory Publishing as we had two notices in the newspaper, for two consecutive weeks. We only paid for one notice. The quarterly payments were due to BCAD for tax collection for \$803.22 and the Granite Shoals. The amount in January will be for \$50,000.00, \$47,000 for the contract portion and \$3000 for the District's portion of the amount the County is no longer funding under the rubric of Mutual Aid. Succeeding payments to the City will be for \$47,000. Ms. Enloe moved and Ms. Hanifan seconded that the treasurer's report be accepted. The motion carried. Ms. Enloe moved and Ms. Hanifan seconded that the Victory Publishing bill be

paid, the BCAD bill be paid, and the Granite Shoals quarterly payment be made of \$47,000 with an additional amount of \$3000. Motion carried.

- c. *Reimbursements/ Banking Matters/ Other Money Related Items*: Mr. Brady has not yet resolved the CD interest issue.

11. *Discussion and/or action on Budget for FY 2020*

- a. *Additions or changes in the budget*: Mr. Tatom reported that we needed to amend the contract and the budget according to Mr. Campbell. Mr. Brady was directed to adjust the budget to reflect the additional costs of \$5000 per quarter as our portion of for the new full time paid firefighters, and to make a onetime adjustment of \$3000 for our portion of the Mutual Aid funds no longer being provided by the County to the City.

- i. *WEB site*: The new law requires ESD's to have a web site and to post specific data. The law is effective Jan 1, 2020 but has several months for compliance. Mr. Tatom will follow up on our needs.

12. *Discussion and/or action on the Existing Contracts*:

- a. *City of Granite Shoals for time period FY 2019 to FY 2023*: Mr. Tatom talked with Mr. Campbell and we need to amend the contract with the City of Granite Shoals. Mr. Tatom will send a letter to Mr., Campbell regarding the changes that need to be made, the additional costs, and rationale. The City's lawyer will use the letter to discuss the contract with the City Council.

- b. *Tabor & Burnett*: Ms. Tabor has everything she needs. There is a slight adjustment needed to the approved bill payment approved last meeting. The amount needs to be \$1600 not \$1500 as approved. Ms. Hanifan moved and Ms. Enloe seconded a motion to approve the change to \$1600. Motion carried. We also received a copy of the letter from Mr. Campbell as part of the audit process. Mr. Tatom requested that Ms. Tabor be added to the January agenda for the FY 2019 Audit Report.

13. *Discussion and/or action on communications from Legal Counsel*: See Item 11a above. Mr. Tatom talked with Mr. Campbell regarding needed changes to the contract.

14. *Discussion and/or action regarding ESD concerns on LCRA and Lake LBJ*: Mr. Tatom reported that the LCRA send out a memo regarding if you wanted to be contacted on various issues and information.

15. *Discussion and/or action on training for Commissioners*: Mr. Brady reported that he had signed up to attend the SAFE-D conference.

16. *Discussion and/or action on public interaction by Commissioners*: Nothing to report.

17. *Discussion and/or action on incoming mail*: Ms. Hanifan went over the mailed received since last month.

- a. BCAD

- i. Tax Collections 11/1 to 11/15 = \$4,665. & \$3.23
  - ii. Tax Collections 11/16 to 11/30 = \$6,166,.24 & \$1.50
  - iii. Monthly Tax Collections for October = \$8558.18
  - iv. Notice of quarterly payments of \$803.22 starting January 1, 2020

- b. Burns Anderson Jury & Brenner, L.L.P.- Letter required for annual audit

- c. Tabor & Burnet – Progress Bill for 2019 audit of \$1600.00

- d. Banks

- i. BancorpSouth Monthly Statement for November showing a total of \$83,230.86

- ii. Security State Bank & Trust Monthly Statement for November showing a total of \$110,469.01 and an invite to Annual Open House on December 13

18. *Internal Items and Establish tasks for next meeting*:

- a. Mr. Brady to try and resolve the CD interest question.

- b. Mr. Tatom to work on preparing a web site, with initial information presented at the February meeting.
- c. Ms. Hanifan will post the agenda at least one week prior to the meeting and if changes are needed a revised agenda will be posted 72 hours prior to the meeting,

19. *Discussion and/or action on establishing time, date and location of next meeting:* The next meeting will be on January 9, 2020 starting at 2:00 p.m.

20. *Close meeting:* Mr. Tatom closed the meeting at 2:41 p.m.

Joanne Hanifan  
Secretary ESD #3