

**Burnet County ESD #3 Meeting Minutes**  
**Thursday, January 13, 2022 Starting at 2:00 p.m.**  
**Granite Shoals Fire Department**  
**8410 West RR 1431, Granite Shoals, TX**

1. *Call to Order:* President Steve Tatom called the meeting to order at 2:02 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."* Pledges were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Mr. Tatom stated that with the presence of four of the commissioners that a quorum exists to conduct the business of the District. Present were Mr. Tatom, Ms. Pam McGregor, Mr. Bucky Brady, and Ms. Joanne Hanifan.
5. *Recognition of Guests:* Mr. Tatom recognized the presence at the meeting of Mr. Ron Munos, Councilman for City of Granite Shoals, Burnet County Pct. 1 Commissioner Jim Luther, and Chief Tim Campbell, Granite Shoals Fire Department.
6. *Ask for Citizen's comment and input. No action, including discussion or deliberation, will be undertaken at this time:* No comments were made.
7. *Discussion with Pct. 1 County Commissioner Jim Luther:* Commissioner Luther reported that things in the County were going well and that they were busy doing work that was originally scheduled for last season but were superseded by needed repairs due to the February freeze incident. Mr. Luther noted that he hopes to begin work on the cut through to CR 120 from CR 1980 this summer. There will be initial dozer work then a chip and seal surface. A sturdier surface (asphalt) will be done as soon as they can. Mr. Luther is working with about ½ of his normal staff and the staff is trying to isolate as best they can to avoid the Omicron virus. Mr. Luther noted that there are two new multi-home developments going in his precinct. One near Naruna is 900 acres and had 154 lots sold in one day. There is a 250 to 300 lot development that is mostly in Lampasas but extends into Burnet County. The subdivision approval process requires developers to undertake a groundwater study to determine if there is sufficient water to support the number of lots proposed. If there is insufficient water than the number of lots must be adjusted downward and/or lot size increased. Mr. Luther reported that the number of new homes in Burnet County for 2021 was 1700. Mr. Luther also indicated that work is proceeding on the bridge proposal between Cottonwood Shores and RR 1431.
8. *Discussion and/or action on the Monthly Contract Report: (Tatom)*
  - a. *Chief Tim Campbell, Granite Shoals Fire Department: Monthly Reports for October, November and December:* Chief Campbell noted that they were fully staffed. Firefighter Joshua Nugent has been hired into a full-time position. Chief Campbell is not going to fill the assistant chief position, instead he will promote 3 persons into a lieutenant position so that there will be a senior officer on duty for each shift. Chief Campbell is also dealing with COVID related issues. Pump testing was done yesterday. The City has agreed to fund a new squad truck. This truck would respond to mostly to medical calls rather than sending out the larger brush trucks. The new truck would be outfitted out with appropriate gear and have a transferable format so that the above bed structure can be moved to a new truck base when needed. Chief Campbell noted that they were having problems with Burnet Dispatch being unable to tone out the station as needed. The Granite Shoals Fire Department responded to 1444 calls in 2021, more than either Marble Falls or Horseshoe Bay. Chief Campbell noted that the number comparison was comparable as all the departments included good intent calls in their numbers. He noted that 380 calls were in District #3. Chief Campbell stated that 232 of the calls were overlapping calls and that there were a few incidents of triple overlapping calls. When asked by Mr. Brady how they handle the situation, Chief Campbell responded that it depended on the nature of the calls and if needed to they would call for mutual aid. The flashing light issue is still under discussion with TxDot.

9. *Reading and Acceptance of the Minutes of the December 2021 meeting:* Mr. Brady moved and Ms. McGregor seconded the motion to accept the minutes as amended. Motion carried.
10. *Reading and Acceptance of Treasurer's Report:*
  - a. *See Monthly Reports for Account Status:* Mr. Brady went over the treasurer's report and the various fund totals. Mr. Brady noted that he keeps a close eye on the operating account to make sure there are sufficient funds for pay for the quarterly bills to the City of Granite Shoals and BCAD. If we have the funds, he will put the money back into the Capital account that was used to pay for the January Granite Shoals payment. He will try to keep the working fund near \$240,000.
  - b. *Pending Bills:* We have three bills: Ms. Tami Griffin for \$50.00, USPS for the post office box for \$166 for 12 months and a bill from Tabor and Burnett for \$3200.00 for the annual audit.
  - c. *Reimbursements/ Banking Matters/ Other Money Related Items:* None. Ms. Hanifan moved and Ms. McGregor seconded the motion to accept the treasurer's report and to pay the three bills. Motion carried.
11. *Discussion and/or action on Budget for Fiscal Year 2022:*
  - a. *Answering Service/Credit Card:* Mr. Brady has to work with the bank so that we can pay the bill for the business credit cards electronically. Since the charges on the three cards come into one central account a special process has to be established. Mr. Brady is not sure if we will get a paper or e-statement. Ms. Hanifan will set up the answering service to bill on the credit card.
12. *Discussion and/or action on the Existing Contracts: (Brady, Tatom)*
  - a. *City of Granite Shoals for time period FY 2019 to FY 2023*
  - b. *Tabor & Burnett*
    - i. *Presentation by Ms. Charity Tabor of the FY 2021 Audit report.* Ms. Tabor went over the highlights of the audit report. Ms. Tabor noted that the increase in revenues was mostly due to an increase in property values and thus an increase in taxes received. She noted that the report was pretty straight forward with no issues or causes for concern. When asked by Mr. Tatom for any suggestions for improvements or changes, Ms. Tabor responded that things were going well. She did suggest a monthly organization of the paperwork would facilitate her work of the audit.
13. *Discussion and/or action on communications from Legal Counsel:* Mr. Tatom will send the dispatch agreement to Mr. Campbell for review.
14. *Discussion and/or action regarding ESD concerns on LCRA and Lake LBJ:* Nothing to report.
15. *Discussion and/or action on training for Commissioners:* All are registered for the Conference. Ms. Hanifan will post a notice of our attendance on the Monday prior to the conference.
16. *Discussion and/or action on public interaction by Commissioners:* Nothing to report.
17. *Discussion and/or action on incoming mail:* Ms. Hanifan passed all the mail on to Mr. Brady.
  - a. BCAD
    - i. Tax Collection Activity for 12/1 to 12/15 for \$56,099.33
    - ii. Tax Collection Activity for 12/16 to 12/31 for \$43,584.89 and \$4.57
    - iii. Quarterly payment schedule for payments of \$1049.84 starting January 1, 2022
    - iv. List of members elected to the BCAD Board of Directors for 2022-2023 term.
  - b. Bills
    - i. Tabor & Burnett: A bill for \$1,600.00 for the audit report
    - ii. Bill from Tami Griffin for \$50.00
    - iii. USPS Annual Box Rental is due for \$166.00 for 12 months
  - c. Banks
    - i. Security State Bank & Trust
      1. Monthly Statement for December – Balance of \$10,760.50
    - ii. BankcorpSouth
      1. Monthly Statement for December – Balance of \$105,511.19
      2. Notice of Renewal for CD on 12/18/2021

3. Certificate of Deposit Renewal Notice for 12 months at a rate of .300% for 12 months, current balance is \$40,501.94
  - d. VIFS: A check for \$13.00
  - e. Burns Anderson Jury & Brenner, L.L.P.: A copy of the letter sent to Tabor & Burnett regarding legal issues involving the District
  - f. SAFE-D: 4<sup>th</sup> Quarter Newsletter for 2021
18. *Internal Items and Establish tasks for next meeting: (All)*
- a. Mr. Brady will establish a payment process for the credit cards so that it can be paid online.
  - b. Ms. Hanifan will get the answering service to charge on the credit card.
19. *Discussion and/or action on establishing time, date and location of next meeting:*
- a. The next meeting will be on February 10, 2022 starting at 2:00 p.m.
20. *Close meeting:* Mr. Tatom adjourned the meeting at 2:58 p.m.

Joanne Hanifan, Secretary ESD #3