

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

June 26, 2023

A regular meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 was held on **Monday, June 26, 2023, at 5:30 p.m.**, at the Burnet Community Center at 401 E. Jackson Street, Burnet, Texas 78611, for the following purposes:

1. Call meeting to order: **Meeting was called to order by John Smallwood at 5:30 p.m. Present were: John Smallwood, Clayton Smith, Roy Hallmark, Brenda Goble and Randy Hartman, and no Commissioners were absent.**
2. Public Comment on Agenda Items: **None.**

REPORTS

3. Receive monthly report from the Treasurer and consider: **Brenda Goble presented the monthly financial report and bills and invoices.**
 - (a) approval of payment of monthly bills and invoices:
 - (b) approval of monthly financial report:
John Smallwood moved to approve the payment of monthly bills and invoices and the financial report, Roy Hallmark seconded, and the motion passed unanimously.
 - (c) current year budget amendments as necessary: **Brenda Goble reported on the need to move \$445 from attorney fees to website expenses. John Smallwood moved to approve an amendment to the budget to move \$445 from attorney fees to website expenses. Clayton Smith seconded the motion and it passed unanimously.**
4. Receive monthly report from Burnet Volunteer Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **Report was given by Casey Daniels.**
5. Receive monthly report from Lampasas Volunteer Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **Report was given by Tim Weinrich.**
6. Receive monthly report from the City of Burnet Fire Department regarding financial matters, training, management activities and personnel, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **Report was given by Curtis Murphy.**

DISCUSSION/ACTION ITEMS

7. Review and consider approval of the April 24, 2023, regular meeting minutes: **Brenda Goble moved to approve the April 24, 2023 minutes. John Smallwood seconded the motion and it passed unanimously.**

8. Review and consider adopting Resolution Confirming Review of Rules for Public Participation at Open Meetings: Roy Hallmark moved to adopt the Resolution Confirming Review of Rules for Public Participation at Open Meetings, Randy Hartman seconded, and the motion passed unanimously.
9. Approval of District's financial audit and filing audit with county: Brenda Goble moved to approve the audit and filing with the county. John Smallwood seconded the motion and it passed unanimously.
10. Discuss and consider engaging Taber & Burnett, P.C. as auditor for Fiscal Year 2023 audit: Brenda Goble moved to engage Taber & Burnett, P.C. as the auditor for the Fiscal Year 2023 audit. John Smallwood seconded the motion and it passed unanimously.
11. Discuss and consider adoption of tax and budget planning calendar for 2023, authorize payment of tax process publications, and take any related action: Brenda Goble moved to adopt the 2023 tax and budget planning calendar and authorize payment of the tax process publications, John Smallwood seconded, and the motion passed unanimously.
12. Discuss and consider scheduling budget meetings/workshops: The Board discussed scheduling budget meetings for July 10th and August 7th, per the adopted tax and budget planning calendar.
13. Discuss and consider District website status, accessibility, and posting requirements and take any related action: John Smallwood moved to authorize the website postings required by the tax rate setting process, Roy Hallmark seconded the motion, and it passed unanimously.
14. Discuss and consider updates from Subcommittee on District's fire code: Randy Hartman presented an update on the fire code. No action was taken.
15. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action: Chief Casey Daniels discussed the grass truck that was ordered for the department and issues he has faced with obtaining a chassis. No action was taken.
16. Public Comment: Roy Hallmark thanked Brenda Goble and Randy Hartman for their support and assistance for meetings that he missed.
17. Discuss agenda, time, and date for next meeting: The next regularly scheduled meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 will be held on Monday, July 24, 2023 at 5:30 p.m., and a special meeting is scheduled for Monday, July 10, 2023, at 5:30 p.m., at the Burnet Community Center, located at 401 E. Jackson Street, Burnet, Texas 78611.

/s/ Roy Hallmark

Roy Hallmark, Secretary for Burnet County
Emergency Services District No. 7

July 24, 2023