

## BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

### MINUTES

December 22, 2025

A regular meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 was held on **Monday, December 22, 2025, 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 called to order by John Smallwood at 5:30 pm. Present were Commissioners John Smallwood, Brenda Goble, Barbara Postel and Roy Hallmark. Clayton Smith was absent.**
2. Public Comment on Agenda Items: **None.**

### REPORTS

3. Receive monthly report from the Treasurer and consider:
  - (a) approval of payment of monthly bills and invoices:
  - (b) approval of monthly financial report:

**John Smallwood moved to approve sub-items a and b as presented. Roy Hallmark seconded. Motion passes 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: **Casey Daniels presented monthly report, addressing run times, types of runs and training.**
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: **Tim Marchan presented monthly report, addressing run times, types of runs, training.**
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: **Mark Ingram presented the monthly report addressing run times, types of runs.**

### DISCUSSION/ACTION ITEMS

7. Review and consider approval of the November 24, 2025, regular meeting minutes: **John Smallwood moved to approve regular meeting minutes, Roy Hallmark seconded. Motion passes unanimously.**
8. Discuss and consider submitting required annual report to the Division of Emergency Management through SAFE-D portal. **Roy Hallmark suggested Jill Kayser submit. Jill Kayser accepted responsibility for submission. No action.**

9. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action: **First, Mark Ingram addressed ongoing issues with two wedding venues with fire code deficiencies. This topic will be added to January 2026 agenda. Secondly, Roy Hallmark submitted resignation from ESD #7 Board. John Smallwood moved to accept resignation. Roy Hallmark seconded. Motion passes unanimously.**
10. Public Comment: **None.**
11. Discuss agenda, time, and date for next meeting: **January 26, 2026 at 5:30 pm at the Burnet Community Center, 401 E. Jackson St., Burnet, Texas.**
12. Adjourn: Meeting was adjourned at 6 p.m.

/s/ Jill Kayser

Jill Kayser, Burnet County  
Emergency Services District No. 7