



**BURNET COUNTY EMERGENCY SERVICES DISTRICT #8 SERVING
BRIGGS/OAKALLA AREAS
REGULAR MEETING NOTES OF APRIL 22, 2024**

The following agenda items were discussed, considered and action taken as appropriate:

AGENDA

1. **Call to order and establish a quorum.** - A quorum of commissioners was achieved and the meeting was called to order by Commissioner Shamard @ 6:47pm, Commissioner Price arrived at 7:12pm.
2. **Pledge of Allegiance and Invocation.**- The Pledge of Allegiance was led by Commissioner Shamard and Invocation was given by Deputy Fire Chief Travis Akin.
3. **Recognition of Citizens and Elected Officials.**- Burnet County Commissioner Damon Beierle and BCESD#2 Fire Chief Curtis Derrick were in attendance.
4. **Citizen Comments on items not on the agenda:** Individual members of the public may address the Board for a maximum of three minutes per person on items not on the current agenda for a collective total of 15 minutes. No formal action, discussion, deliberation, or comment by the board will be made for items not on the current agenda. **None**
5. **Citizen Comments on agenda Items:** Individual members of the public may address the Board for a maximum of three minutes per person, per item. Individuals may address the Board once per item. If a translator is required, the speaker and the translator are allotted six minutes per agenda item to address the Board. - **None**
6. **Review posted minutes for additions or corrections and approve minutes from the March 25, 2024, Regular Meeting.** A motion was made by Commissioner Ewart and seconded by Commissioner Eide to approve the minutes of March 25th, 2024. Motion passed.
7. **Review posted treasurer's report for any questions and approval for the month of March, 2024.** Commissioner Ewart gave the treasurer's report, see attached. Motion to accept the treasurer's report was made by Commissioner Keith, second by Commissioner Eide, motion passed. Commissioner Eide presented the Investment/Rainey Day Fund Policy guidelines attached. A motion was made by Commissioner Keith and seconded by Commissioner Shamard to accept this policy. Motion passed.
8. **Consider and take appropriate action on the following items:**
 - A. Approve payment of regular bills. Commissioner Ewart presented two bills.
 1. US Post office Box rental fee: \$84
 2. Yearly Audit from our CPA. \$2,200Motion to approve the payment of regular bills was made by Commissioner Shamard and seconded by Commissioner Keith. Motion passed.

9. **Consider and take appropriate action on the following items:**
 - A. NBCFR Performance Measures Report
 - B. NBCFR Financial Reports
10. **Fire Chief's Report.** – Chief Freitag gave his report. Nothing remarkable this month.
11. **Consider and take appropriate action on a proposal by the Department President to improve accessibility to department response vehicle.** Department President Sharada Akin presented a proposal to improve 600 feet of Chief Freitag's drive way for better Department vehicle access. No action taken.
12. **Consider and take appropriate action on items associated with implementation of the District Fire Code.** Assistant Fire Chief Potter presented a proposal from Fire Safety Technical Servies LLC for their Fire Inspection 360 software annual subscription. This software will provide the District the ability to manage our newly adopted fire code. A motion was made by Commissioner Ewart, seconded by Commissioner Eide to accept this proposal and implement it once our staff has the approved training. Motion passed.
13. **Consider and take appropriate action on establishing a district records retention policy.** Item tabled by Commissioner Keith
14. **Receive a status update, consider and take appropriate action on the NBCFR financial control and monitoring measures to be implemented on or before April 1, 2024.** – Chief Freitag gave the board an update. No action taken.
15. **As allowed by Texas Government Code 551.074: (a)-2. Burnet County ESD #8 board of commissioners will go into a Closed Meeting to discuss personnel matters.** Went into Executive Session @ 8:17pm, came out at 8:53pm no decisions where made in Executive Session.
16. **Consider and take appropriate action on items associated with the NBCFR financial control and monitoring measures.** No action taken.
17. **Set the date, time and location for the next ESD #8 board meeting:** The next meeting will be on Monday May 20, 2024, 6:45 PM, at the Northeast Burnet County Fire Rescue (NBCFR) Station #1, located at 9111 FM 963, Oakalla, TX.
18. **Adjourn-** Motion made to adjourn by Commissioner Keith, seconded by Commissioner Eide, motion passed. Meeting adjourned at 9:02 pm.

Respectfully Submitted,



Barker F. Keith II

Vice President

Burnet County ESD #8

Financial Report EDS #8

April 22, 2024

1. Our March property tax deposits totaled \$12,579.54. The sales tax deposit was \$25,100.20.
2. As of April 22nd, our BCAD property tax deposits for this month have been \$9,415.34.
3. Our April sales tax check was \$28,468.97.
4. Our bank balance on March 31st, was \$416,884.20. Our bank balance today (4/22/2024) is \$458,438.60
5. Our contingency account balance as of March 31st was \$102,157.89.

BURNET COUNTY EMERGENCY SERVICES DISTRICT 8 (BCESD8)

INVESTMENT/RAINY DAY FUND

BCESD8 will establish and maintain an Investment/Rainy Day Fund by annually setting aside funds, up to 15% of its annual funding sources. The funds will be invested in US Government insured security instruments/funds including money market account and/or C.D. insured by FDIC or similar US government agencies.

The initial funds shall be invested in a money market account and available for immediate use if the need arises.

Non-monetary gifts to BCESD8 will be immediately monetized and invested in an appropriately insured fund (see above).

Earned interest will be re-invested in the same type of fund and will be considered part of the investment/rainy day fund.

BCESD8 will annually review its Investment/Rainy Day Fund strategy. Review will coincide with the annual budgeting process.

Exception: BCESD8 may acquire real property and maintain it if the intended future use of the property is to support the mission of the BCESD8.