

Burnet County ESD #3 Meeting Minutes
Thursday, Starting at 2:00 p.m.
November 13, 2025
Granite Shoals Fire Department

1. *Call to Order:* Vice President Pam McGregor called the meeting to order at 2:08 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 to the flags were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Ms. McGregor stated that with the presence of four commissioners there existed a quorum to conduct District business as presented in the posted agenda. Present were Ms. Joanne Hanifan, Ms. Pam McGregor, Mr. Bucky Brady and Mr. Bob Childress. Mr. Steve Tatom was absent.
5. *Recognition of Guests:* Ms. McGregor recognized the presence of the Granite City Mayor, Mr. Ron Munos and the Granite Shoals Fire and Rescue Department Chief Tim Campbell. Ms. McGregor thanked Chief Campbell for giving the Commissioners a look at and tour of the new truck.
6. *Ask for Citizen comments and input. No Action, including discussion or deliberation, will be undertaken at this time.* No comments were offered.
7. *Discussion with Pct. 1 County Commissioner Jim Luther:* County Commissioner Luther was unable to attend.
8. *Discussion and/or action on the Monthly Contract Report:*
 - a. *Chief Tim Campbell, Granite Shoals Fire and Rescue Department:* Chief Campbell reported on the Departments recent visit to the elementary school. They discussed fire issues, what to do when you smell smoke and the kids had a fire station bounce house to enjoy. Chief Campbell announced that the various ESDs and fire stations in the southern portion of Burnet County are establishing an Explorer program for those young persons interested in work related to fire prevention, emergency services, and the careers possibilities that exist. The activities and training sessions will rotate among the various participating stations. Sign up will begin in January. A flood review was completed on the activities relating the Cow Creek Situation. Chief Campbell discussed how the Department's incident command training played an important role in the management of the activities that occurred in the 12 days of organizing personnel, identifying equipment needs and managing the work effort. Chief Campbell stated that they extensively used drones to assist in the search effort an also the app Find My Friend. Three firefighters have been promoted to engineers for the new truck. Chief Campbell noted that the south Burnet County Fire chiefs are meeting monthly, this includes Horseshoe Bay, Marble Falls, Cottonwood, and Sunrise Beach. Several firefighters moved on to other fire departments, and replacements have been hired. Overall, the month of October was slow, see report. Chief Campbell reported that they have ordered the first round of wildland fire gear, this gear will be used to better determine the equipment sizes needed for all. Chief Campbell said that the prices for the highway safety lights for the station entrance have gone up in prices and they are still looking at the best type to buy. TDOT will install the lights after purchase
 - b. *Update on activities in the Hoover Valley VFD service area:* The new ESD 11 passed in the November election with 90% voting in favor. Interested persons have submitted their names for appointment to the Board of Commissioners to County Commissioner Luther. The new appointments will be made in January.

9. *Reading and Acceptance of the Minutes of the October 9 meeting:* The minutes were read. Mr. Childress moved to accept the minutes with corrections and Mr. Brady seconded the motion. Motion carried 4-0.
10. *Reading and Acceptance of the Treasurer's Report:*
 - a. See Monthly Reports for Account Status: Mr. Brady updated the CD information at Cadence Bank but will need to wait until the CD matures before making any actual changes. Mr. Brady reported that the sales tax report for November totaled \$27219.29.
 - b. Pending Bills: No bills were received via USPS this month. The annual bill for the sales tax information service that HdL provides is \$2500. A letter from BCAD stated that the quarterly payment would be \$1175.48. Mr. Brady requested approval to pay each of the quarterly payments as they come due. Marble Falls Dispatch has submitted a quarterly bill of \$1778.50 and Mr. Brady is requesting the we pay the entire bill of \$7133 at this time. Mr. Childress moved and Ms. Hanifan seconded the motion to pay the annual bill of HdL and Marble Falls Dispatch. The motion carried 4-0. The request for BCAD payment approval will be addressed in December.
 - c. Banking Matters
 - i. Interactions with Banks: Mr. Brady will move the Security Bank CD to Candence Bank in December.
 - ii. Reimbursements/Credit Card Use: Mr. Childress moved and Ms. Hanifan seconded the approval to pay the credit card charge for our membership renewal in SAFE for \$550. Motion carried 4-0.
 - iii. Other Money Related Items:
11. *Discussion and/or action on the Budget for Fiscal Year 2026:* Nothing to Report.
12. *Discussion and/or action on the Existing/Pending Contracts:*
 - a. City of Granite Shoals Contract for Fire and Related Services- FY 2026 to FY 2031: Nothing to report on the City contract.
 - b. ORW- (Audit): Mr. Brady took items to Ms. Charity Tabor for her use in the audit, and spent time going over the material.
 - c. Clicktunity- Ms. McGregor reported that we are still awaiting the annual bill.
 - d. HdL- Sales Tax Update and Services – Ms. McGregor noted that we have been using HdL long enough so that we have a full year of data for comparisons. We have a form to sign for HdL so that they can have access to our data with the Comptroller's Office. Ms. McGregor signed the form.
13. *Marble Falls Communications – Mr. Brady noted that the bill will be paid for year this month.*
14. *Discussion and/or action of communications from Legal Counsel:* No interaction with Mr. Campbell was reported.
15. *Discussion and/or action on training for Commissioners:*
 - a. SAFE-D 2026 Conference;
 - i. January 29 to 31, 2026, San Antonio Henry B. Gonzales Convention Center;
 - ii. As of today, 3 Commissioners had registered for the conference. Ms. McGregor reserved 5 rooms total at the two Marriot Hotels at the conference rate.
16. *Discussion and/or action of public interaction by Commissioners:* None to report.
17. *Discussion and/or action on incoming mail: See List.* Ms. Hanifan stated that all the mail was transferred to Mr. Brady for his use.
18. *Internal Items and Establish Tasks for the next meeting:*
 - a. Discussion, Review, Revise Existing ESD Policies: After a review of the policies Mr. Brady moved and Mr. Childress seconded the motion to let all the policies stand as currently written, with the exception of Policy M-1 regarding Election of Officers. The motion carried 4-0. Ms. Hanifan will revise Policy M-1 so that the election of officers occurs after the appointment or reappointment of the Commissioners in January of each year.
 - b. *Discussion on Future Planning Needs*

19. *Discussion and/or action on establishing time, date, and location of next meeting:*
 a. The next regular meeting will be on Thursday, December 11, 2025 starting at 2:00 p.m.
20. *Close the Meeting:* Ms. Hanifan moved and Mr. Childress seconded the closure of the meeting at 3.25 p.m. Motion carried 4-0.

Joanne Hanifan, Secretary, ESD #3

Mail Received from October 8 to November 13, 2025

1. BCAD:

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| a. Tax Collections Activity, October 1 to October 15 | \$156.38 |
| b. Tax Collections Activity, October 16 to October 31 | \$10,724.65 + \$0.44 |
| c. First Quarterly Payment Notice, due January 1, 2026 | \$1,175.48 |

2. Texas Comptroller of Public Accounts

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| a. Sales Tax Summary, Ending October 10, 2025 | \$28,864.87 |
| b. Sales Tax Summary, Ending November 7, 2025 | \$27,219.29 |

3. Banks/Financial Institutions

a. Cadence Bank

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| i. List of securities pledged to BCESD#3 as of September 30, 2025 | |
| ii. September Monthly Statement XXXX372 | Balance of \$388,654.12 |
| iii. October Monthly Statement XXXX372 | Balance of \$417,602.06 |

b. Security State Bank

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| i. September Monthly Statement | Balance of \$11,149.61 |
| ii. October Monthly Statement | Balance of \$11,149.61 |
| iii. Credit Card Statement for Joanne Hanifan | Zero Balance, paid \$ 25.00 for Ans Service |
| iv. Credit Card Statement for Bucky Brady | Zero Balance, paid \$ 550.00 for SAFE-D |

Membership

- v. Letter requesting confirmation of account