

Burnet County ESD #3 Meeting Minutes as amended
Thursday, Starting at 2:00 p.m.
December 11, 2025
Granite Shoals Fire Department

1. *Call to Order:* Vice President Pam McGregor 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." The pledges to the flags were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Ms. McGregor stated that as there were four commissioners present a quorum existed to conduct District business as per the posted agenda. Present were Ms. McGregor, Mr. Bucky Brady, Ms. Joanne Hanifan, and Mr. Bob Childers. Mr. Steve Tatom was not present.
5. *Recognition of Guests:* Ms. McGregor recognized the BCSO Chief Deputy Alan Tervino, Ms. Chairty Tabor from ORW to review the annual audit and Assistant Chief Joshua Nugent of the Granite Shoals Fire and Rescue Department.
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:* Commissioner Luther was unable to attend.
8. *Discussion and/or action on FY2025 Audit Report by Ms. Charity Tabot, ORW-* Ms. Tabor noted that the ESD did not have much in fixed debt. The Current assets are a little over \$1,000,000 which is up \$400,000 from last year. This is due to increases in property tax and the collection of sales tax. We received a clean opinion regarding FY 2025. The District received more funds then projected from previous year's budget. This is due to the receipt of sales tax funds higher than anticipated. Ms. McGregor asked if sales taxes were increasing in other Districts and Ms. Tabor responded that it seemed to be the situation with other Districts with sales tax collection. Ms. Tabor does not see the amounts coming down in the future. Mr. Brady will provide copies of the report to the appropriate parties.
9. *Discussion and/or action on the Monthly Contract Report:*
 - a. Asst Chief Joshua Nugent, Granite Shoals Fire and Rescue Department- Asst Chief Nugent reported on the training in the past month. The firefighters received training in rope rescues and several attended an EMS conference. There is a new engineer position for the new truck and it will be filled from within. The lieutenants have a month-long training program on their responsibilities. Granite Shoals FD held a joint training on extraction with the Kingsland VFD. Asst Chief Nugent and Lt. Villarreal will be attending a one-week course that the National Fire Academy. The Department is currently in the process of hiring a replacement full-time firefighter. They had 20 applicants and most had college degrees. Asst Chief Nugent went over the calls for the month of November. Ms. McGregor asked about the oldest equipment, Asst Chief Nugent responded that it is 2003 Brush Truck. The Department is currently at the top of the list for a Forest Service grant to fund a replacement.
10. *Discussion/Update on activities on other ESD Districts adjacent to ESD #3*
11. *Reading and Acceptance of the Minutes of the November 14 meeting:* The minutes were read. Mr. Brady moved and Mr. Childress seconded the motion to accept the minutes as read. Motion carried 4-0.
12. *Reading and Acceptance of the Treasurer's Report:*
 - a. See Monthly Reports for Account Status: see reports for details. Mr. Brady noted that the amount received in ad valorem taxes will be high in December and January and start to

reduce in February. Mr. Brady proposed to move the funds from a CD currently at Security Bank to Cadence Bank where he will create a new CD with additional ad valorem funds. Mr. Brady will open a new CD earning 4% at Cadence bank using some of the sales tax funds currently in a savings account. The District has received more than \$400,000 in sales tax to date.

- b. Pending Bills: Mr. Brady has received bills from Clicktunity for a one-year fee of \$2400 to manage our web site. Ms. Tabor submitted her bill for the 2025 audit of \$6725. Ms. Hanifan moved that the bills be paid and Mr. Childress seconded the motion. Motion carried 4-0.

- c. Banking Matters

- i. Interactions with Banks- Mr. Brady will be moving money between Security State Bank and Cadence Bank after 12/18.
 - ii. Reimbursements/Credit Card Use- Mr. Brady submitted the paperwork for use of the credit card for the District annual SAFE-D membership of \$500, for his registration at the SAFE-D conference and for various office supplies totaling \$704.24.
 - iii. Other Money Related Items: None
 - iv. Mr. Childress moved that the treasurer's report be accepted and Ms. McGregor seconded the motion. Motion carried 4-0.

13. *Discussion and/or action on the Budget for Fiscal Year 2026*- Mr. Brady had no comments on the current budget.

14. *Discussion and/or action on the Existing/Pending Contracts:*

- a. City of Granite Shoals for the time period FY 2024 to FY 2025- Nothing to report.
- b. ORW – Audit- See item 8 above.
- c. Clicktunity- Need information to update the web site to 2026.
- d. HdL- Sales Tax Update- Ms. McGregor handed out the sales tax snapshot. She noted we are starting to see more data comparison year to year.
- e. Marble Falls Communications – Nothing to Report.

15. *Discussion and/or action of communications from Legal Counsel:* None to report.

16. *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. Mr. Brady, Ms. McGregor, Mr. Tatom and Ms. Hanifan are registered for the Conference. Mr. Childress had not decided yet on his attendance.

17. *Discussion and/or action of public interaction by Commissioners:* Nothing to Report.

18. *Discussion and/or action on incoming mail:* See List. Ms. Hanifan turned all the mail to Mr. Brady for his use.

19. *Internal Items and Establish Tasks for the next meeting:*

- a. Approve Revised ESD Policies- All policies were reviewed. Mr. Childress moved to approve the policies with the exception of F-3, F-4 and M-1 and Mr. Brady seconded the motion. Motion carried 4-0. The 3 policies will be revised and presented at the next meeting. Policy F-8 was not reviewed as it was approved in FY 2025.
- b. Update/Status on Appointment Renewals- Ms. McGregor and Mr. Childress have submitted their paperwork.
- c. Ms. McGregor will undertake the posting of our mailing and business address in January 2026.
- d. Discussion on Future Planning Needs

20. *Discussion and/or action on establishing time, date, and location of next meeting: (Tatom)*

- a. The next regular meeting will be on Thursday, January 8, 2026 starting at 2:00 p.m.

21. *Close the Meeting:* Mr. Brady moved and Mr. Childress seconded the motion to adjourn the meeting at 2:50 p.m.

- 22.Reconvene Meeting at 2:53
- 23.Mr. Brady needed approval to pay the BCAD for the entire year with the first payment of \$1175.48 due January 1, 2026. Mr. Brady moved that the annual payments be approved and Ms. Hanifan seconded the motion. Motion carried 4-0.
- 24.Meeting adjourned.

Joanne Hanifan, Secretary, ESD #3

Mail Received from November 13 to December 11, 2025

BCAD:

Tax Collections Activity, November 1 to November 15	Mr. Brady gave to OHW
Tax Collections Activity, November 16 to November 30	\$8,412 + \$0.44

Texas Comptroller of Public Accounts

Sales Tax Summary, Ending December 2025

Banks/Financial Institutions

Cadence Bank

List of securities pledged to BCESD#3 as of October 31, 2025	
November Monthly Statement XXXX372	Balance of \$444,907.13
Maturity and Rollover Notices for XXXX4433	Balance of \$51,398.96

Security State Bank

November Monthly Statement	Balance of \$11,149.61
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Credit Card Statement for Joanne Hanifan	Zero Balance, paid \$ 25.00 for Ans Service and SAFE-D Conference paid \$295.00
Credit Card Statement for Bucky Brady	Zero Balance, paid \$ 295 for SAFE-D Conference
Pre Renewal Notice for CD XXXX0432	Renew on December 18, 2025

Other Items

VFIS Fall 25 Newsletter