



**BRACKEN VOLUNTEER FIRE DEPARTMENT**  
**23600 FM3009, San Antonio TX 78266**  
**(210) 651-5762**

**Final Minutes – Bracken VFD Board of Directors Meeting**  
**Monday, July 26, 2023**

**Board Members**

Charles Flink, President	- Present	Skip Courter, Member	- Present
Kurtis Wilcox, Vice President	- Present	Bob Schoeler, Member	- Absent
Colin Smith, Treasurer	- Present	Gary Palmer, Member	- Present
Jim Moreland, Secretary	- Absent	Jackie Mitchell, Member	-Present
Buddy Boone, Member	- Present		

**Regular Board Meeting**

President Charles Flink called the meeting to order at 7:00 p.m. In addition to the BoD members above, Chief Zipp, Asst Chief Anz, and bookkeeper Marilyn Winters were present. The Pledge of Allegiance and Pledge to the Texas Flag were spoken.

**Minutes Approval** – The minutes from the June 2023 meeting were presented. Motion to accept was made by Jackie Mitchell, Colin Smith seconded, and the motion passed unanimously.

**Treasurer's Report** – Colin Smith, Treasurer presented his Report for the July 24<sup>th</sup>, 2023 meeting. As of July 24<sup>th</sup>, 2023, cash on hand was **\$ 853,993.07**. As of June 30<sup>th</sup>, 2023, income was 77% of budget and expenses were 41.3% of budget through 50% of the year. Buddy Boone made a motion to approve the report and Kurtis Wilcox seconded. Motion passed unanimously. A copy of the summary report is attached.

**Unfinished Business and General Orders**

- 1. Fire Chief Report** – Chief Zipp reported the county burn ban is now in effect. The Station 2 septic tank was pumped and the septic lines cleared.
- 2. Activity Report/ Emergency Rescue Report** –Asst. Chief Anz reported there were 68 total runs, 15 fire calls and 53 rescue calls. Average emergent fire response was 9:50 minutes and average emergent rescue response was 7:17 minutes. 12 calls were run out of Station 2. So far this season there has only been one grass fire in our jurisdiction. Report attached.
- 3. Emergency Services District (ESD 6) Update** – No ESD representative present. No discussion. ESD budget was being finalized, looking like an increase of 3.3%. BVFD's budget was accepted as presented.

## New Business

1. **Review and discuss and act as needed on BVFD's 2022 Form 990.** The Board was informed that the return had been completed, signed, and e-filed.
2. **Review and discussion of how much of our non-ESD revenue should be divided between bank accounts.** Tabled until next meeting.

## Round Table

Jim Moreland notified President Flink prior to the meeting that the GRCPAAA Scholarship mentioned in last month's minutes was awarded to Travis Zipp, son of Fire Chief Donald Zipp for \$1,000 as he transfers from NE Lakeview to Texas A&M in College Station. He will be pursuing a degree in Poultry Science.

## Adjournment

President Flink moved for adjournment and Jackie Mitchell seconded. Motion passed unanimously. President Flink adjourned the meeting at 7:18 p.m. Next scheduled meeting is August 28<sup>th</sup>, 2023 at 7:00 p.m.

Respectfully submitted,

*Skip Courter*

*for*

Jim Moreland (absent)  
Secretary, BVFD BoD

**Treasurer's Report  
For July 24, 2023**

- **Budget Recap Jan 1, 2023 – June 30, 2023**

Through 50.0% of the year

Income	77.0% of budget
Expenses	41.3% of budget

- **Cash on Hand as of 07/24/23:      \$ 853,993.07**

First United Bank Checking	\$ 124,824.83
First United Bank Christmas Fund	\$ 1,682.53
Schertz Bank Checking	\$ 88,595.32
Schertz Bank Payroll	\$ 53,943.19
Schertz Money Market	\$ 584,947.20

- **Other Business**

We have received the final copy of our 2022 Federal Income Tax Return Form 990. A copy has been forwarded to all Bracken board members and ESD #6 commissioners. The report will be discussed as a separate agenda item at the 7/24/23 board meeting.

We received our 3<sup>rd</sup> Quarter payment of \$492,355.00 from the ESD on June 30<sup>th</sup>. That amount is reflected in the income and cash balances shown above.

Respectfully Submitted,

Colin Smith  
Treasurer

## JUNE 2023

68 total runs, 15 fire calls and 53 rescue calls.

TOTAL Average emergent fire response was 9:50 minutes and average emergent rescue response was 7:17 minutes.

Station 1 average emergent fire response time 9:50

Station 1 average emergent rescue response time 6:58

Station 2 average emergent fire response time 00:00

Station 2 average emergent rescue response time 11:43

12 calls were run out of station 2.