



POSTED

**Vicinta Stafford
Burnet County Clerk**

By Christy Simpson at 10:02 am, Sep 12, 2024

**BURNET COUNTY EMERGENCY SERVICES DISTRICT No. 2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249**

NOTICE OF REGULAR MEETING

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a Regular Meeting of the Board of Emergency Services Commissioners of Burnet County Emergency Services District No. 2, to be held on Thursday, September 19, 2024, at 6:00 p.m. at the Cassie VFD Station located at 3900 RR 690, Burnet, Texas, 78611. This agenda is posted in the Burnet County Courthouse and on the [Burnet County \(burnetcountytexas.org\)](http://burnetcountytexas.org) website.

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

AGENDA

1. Call meeting to order. (Barclay)
2. Establish a quorum. (Barclay)
3. Pledge of Allegiance. (Barclay)
4. Invocation. (Barclay)
5. Welcome guests. (Barclay)
6. Comments from the Board and Public not scheduled on the agenda may be made. However, no action can be taken on these items and the Board will not debate the comments at this meeting. Comments regarding specific agenda items should occur when the item is called. There is a 2-minute speaking limit.
7. Accept minutes from the August 15, 2024 Meeting. (Barclay)
8. ESD No. 2 Treasurer Report. (Lee)
9. Discussion and/or action regarding the disbursement of funds. (Lee)



BURNET COUNTY EMERGENCY SERVICES DISTRICT No. 2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

10. Report from the Cassie Volunteer Fire Department.
 - A. Report of VFD (Chief Curtis/Asst. Chief Schoenfeld)
 1. Number of calls.
 2. Staffing, Structure, Retention, Recruitment-Strategic Plan #3
 3. Training-Strategic Plan #4
 4. Community Involvement – Strategic Plan #7
 5. Other department activity or concerns.
 - B. Cassie VFD Financial Report (L. Schneider)
 - C. Discussion and/or action regarding Capital Expense request. (Curtis)
11. Administrative update of the Sales Tax Program for ESD No. 2 including update on reports from HdL- Strategic Plan #5 Goal 6 (Proffer)
12. Joint Task Force Report – Strategic Plan #5 Goal 1. (Barclay/Proffer/Curtis/Schoenfeld)
13. Receive the Service Provider Contract for FY2024-25 from Cassie VFD. (Schoenfeld)
14. Discussion and/or action to set quarterly disbursement amounts to Cassie VFD for FY'24-25. (Barclay)
15. Receive Letter of Engagement from ORW for annual audits. (Barclay)
16. Discussion and/or action regarding contract with Megan Paz for FY'24-25 Administrative Assistant. (Barclay)
17. Compliance with issuing Texas Ethics Commission Form 1295. (Barclay)
18. Discussion and/or action regarding Strategic Plan implementation. (Barclay)
19. Discussion and/or action to elect BCESD No. 2 Officers for FY'24-25. (Barclay)
20. Discussion and/or action to change the October 17, 2024 Meeting to October 24, 2024 (Barclay)
21. Calendar of event for October 17, 2024 Meeting
 - A. Standing Agenda Items.
 - B. Strategic Plan updates



BURNET COUNTY EMERGENCY SERVICES DISTRICT No. 2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

C. Review of the Policies for Burnet County ESD 2

- A. Operational Reserves (Lee)
- B. Investment (Lee)
- C. Records Management (Barclay)
- D. Exception to a Quorum (Cheatham)
- E. Goods in Transit (Barclay)
- F. Review Insurance coverage provided by VFIS-Liability and Texas Mutual-Workers Comp

22. Next meeting, at 6:00 p.m. on Thursday, October 17, 2024 at the Cassie Volunteer Fire Department.

23. Adjourn

Sharon K. Barclay
President
Burnet County Emergency Service District No. 2
Burnet County, Texas