



BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2
P.O. Box 249
Buchanan Dam, Texas 78609-0249

Minutes (Official) – October 17, 2024

1. (AI)¹ Call meeting to order.

(AD)²At 6:00p.m., October 17, 2024, the Regular Meeting for the Board of Emergency Service Commissioners of Burnet County Emergency Services District No. 2 was called to order by President Sharon Barclay at the Cassie Volunteer Fire Department, 3900 RR 690, Burnet, Texas 78611. Notice of this meeting (Enclosure 1) had been previously posted at the Burnet County Courthouse and the Burnet County website, (Burnet County burnetcountytexas.org) in compliance with the provisions of Chapter 551, Texas Government Code.

2. (AI) Establish a quorum.

(AD) Board member in attendance were:

*Commissioner Sharon Barclay
Commissioner Jodeen Lee
Commissioner William Proffer
Commissioner Robbie Cheatham*

Commissioner Sanchez - Absent

3. (AI) Pledge of Allegiance

(AD) The quorum having been established, the Pledge of Allegiance to the United States was rendered with appropriate honors.

¹ AI – Agenda Item

² AD – Action and/or Discussion by BCESD-2Commissioners

4. (AI) Invocation

(AD) Commissioner Barclay offered the Invocation.

5. (AI) Welcome guests

(AD) Commissioner Barclay welcomed guests to the meeting:

*Chief Derrick Curtis
Assistant Chief Schoenfeld
Mrs. Laura Schneider, CVFD Treasurer*

6. (AI) Comments from the Board and Public not scheduled on the agenda may be made. However, no action can be taken on those items and the Board will not debate the comments at this meeting. Comments regarding specific agenda items should occur when the time is called. There is a 2-minute speaking limit.

(AD) Commissioner Barclay called for any comments regarding non-agenda items. No items were brought forward for discussion.

7. (AI) Accept minutes from the September 19, 2024 Meeting.

(AD) Commissioner Barclay called for any changes to the September 19, 2024 Meeting Minutes. With no corrections noted, the Minutes were accepted as presented.

8. (AI) ESD #2 Treasurer Report

(AD) Commissioner Lee presented the Treasurer's Report for September 2024

*Balances- Checking: \$257,962.54
 Sales Tax: \$18,055.01
 Texas Class Reserve Investment: \$192,222.06
 Texas Class Sales Tax Investment: \$112,105.17
 Total Income: \$10,803.14
 Expenses: \$534,296.81
 Net: (-) \$523,493.67*

*Fiscal Year Closing
Income: \$733,544.70
Expenses: \$775,726.98
Net: (-)42,182.28*

Commissioner Barclay called for discussion and/or questions regarding the October 17, 2024 Treasurers Report. Commissioner Barclay stated that the negative net income is due to the purchase of the new Fire Apparatus, Rescue 24. She noted that all other operational expenses were within projected parameters. With no further discussion, the Treasurers Report was accepted as presented. (Enclosure 2)

9. (AI) Discussion and/or action regarding the disbursement of funds

(AD) Commissioner Lee reported that payments to VFIS for Liability and Workers Compensation, Mrs. Paz, and the CVFD October disbursement had been paid.

Commissioner Barclay called for discussion and/or questions regarding the disbursement of funds. There was no further discussion.

10. (AI) 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. Other department activity or concerns.**

B. Cassie VFD Financial Report (L. Schneider)

C. Discussion and/or action regarding Capital Expense request.

(AD) A1. Chief Curtis gave the report on CVFD activity for the month of September 2024; CFVD responded to a total of 25 calls ---17 EMS & 8 Fire. Mutual Aid – 8 given, 1 received. There were 4 overlapping calls. Average response time 6.15. In-District calls – 6.14; M-F – 3.19; Out of District – 4.64. The average personnel per call for September was 4.8. (Enclosure 3)

A2. Chief Curtis stated that there was one new volunteer who was voted in at the last meeting, he comes with firefighter certification and has received EMT education, but still needs National Registry certification.

A3. Chief Curtis reported that CVFD had hosted a multi-department training on September 28. There were four local Departments and one out-of-district Department that attended. He reported that the training was well received and hoped to be able to host more in the future.

Chief Curtis also reported that CVFD had hosted a CPR class for area Departments with Hoovers Valley FD and East Lake Buchanan FD attending.

A4. Chief Curtis reported that CVFD had attended the Buena Vista Picnic on October 5. Also, on Halloween they are planning to attend the Trunk or Treat at the Cassie Community Center and at the Burnet County Sheriff's Office.

Other upcoming events are the Open House/Truck Push-In on November 16.

Commissioner Barclay asked if there was any further discussion or questions for Chief Curtis. Commissioner Proffer inquired about run totals and trends, there was general discussion regarding trends over the past years with high and low volumes that could be attributed to weather patterns and residents with chronic medical needs.

B. Mrs. Schneider provided the CVFD Treasurers Report for September 2024. There was a balance of \$12,613.95 in checking. Expenses \$573,009.96. FY'23-24 Income: \$952,162.26, Expenses \$952,162.26. Net Income \$0 (Enclosure 4)

Mrs. Schneider provided the CVFD Account Report for September 2024. There was a balance of \$122,692.94 in checking. Income \$150 which included a donation, Expenses \$4390 for a Forcible Entry tool. (Enclosure 5)

C. There are no Capital Expense requests for October 2024.

11. (AI) Administrative update of the Sales Tax Program for ESD No. 2. Including update on reports from HdL-Strategic Plan #5 Goal 6.

(AD) Commissioner Proffer gave the Sales Tax Update for October 2024. October income was \$20,616 which reflected a YoY increase of 166.9%. There was a brief discussion on entities that submit Sales Tax, and it was noted that all of the data regarding this disbursement was not available from the Texas Comptroller's Office. (Enclosure 6)

**12. (AI) Joint Task Force Report – Strategic Plan #5 Goal 1.
(Barclay/Proffer/Curtis/Schoenfeld)**

(AD) Commissioner Barclay reported that the JTF had met on October 14 with Chief Curtis, Commissioner Proffer, and Commissioner Barclay attending. The following items were discussed:

911 Signs – Chief Curtis reported that he had ordered 911 signs that will be made available for purchase and if needed help in mounting for residents.

Building – Chief Curtis is going to follow-up with MFVFD on the plans and other ideas for station construction.

Open House/Truck Push-In – the event will be held on Saturday, November 16, 11-1. The Fire Department is going to provide a meal. Commissioner Barclay stated that she is going to work on a PPT slide presentation to highlight CVFD that can continuously play during the event. She also proposed that the ESD, using budgeted funds provide dessert for the event, there was common consensus.

Retention Assessment – tabled for next meeting

Fire Code – Commissioner Barclay will contact Mr. Campbell for direction.

13. (AI) Review of the Policies for Burnet County ESD No. 2

- A. Operational Reserves (Lee)**
- B. Investment (Lee)**
- C. Records Management (Sanchez)**
- D. Exception to a Quorum (Cheatham)**
- E. Goods in Transit (Barclay)**

(AD) Commissioner Barclay reported that as an ongoing best practice, BCESD2's policies are reviewed for accuracy each year and reaffirmed. The following policies were brought forth:

- A. Operational Reserves: Commissioner Lee reported that she had reviewed the policy and found no changes necessary. Commissioner Lee made the motion to adopt the Operational Reserve Policy 10-17-2024-01, Commissioner Cheatham seconded the motion; the Policy was approved unanimously. (Enclosure 7)*
- B. Investment Policy: Commissioner Lee reported that she had reviewed the policy and found no changes necessary. Commissioner Lee made the motion to adopt the Investment Policy 10-17-2024-02, Commissioner Proffer seconded the motion; the Policy was approved unanimously. (Enclosure 8)*

- C. Records Management: Commissioner Barclay reported that she had reviewed the policy and found no changes necessary. Commissioner Cheatham made the motion to adopt the Records Management Policy 10-17-2024-03, Commissioner Proffer seconded the motion; the Policy was approved unanimously. (Enclosure 9)*
- D. Exception to a Quorum: Commissioner Cheatham reported that she had reviewed the policy and found no changes necessary. Commissioner Proffer made the motion to adopt the Exception to a Quorum Policy 10-17-2024-04, Commissioner Lee seconded the motion; the Policy was approved unanimously. (Enclosure 10)*
- E. Goods In Transit: Commissioner Barclay reported that she had reviewed the policy and found no changes necessary. Commissioner Cheatham made the motion to adopt the Goods in Transit Policy 10-17-2024-05, Commissioner Proffer seconded the motion; the Policy was approved unanimously. (Enclosure 11)*

14. (AI) Review Insurance coverage provided by VFIS-Liability and Texas Mutual-Workers Comp

(AD) Commissioner Lee reported receiving the Liability and Workers Compensation renewal policies for the ESD. There was no change in the terms of coverage. The cost is \$1422 for Liability and \$356 for Workers Compensation. Commissioner Barclay noted that this quote did come in less than budget.

15. (AI) Schedule Audit for ESD and CVFD

(AD) Commissioner Barclay reported that the audit with ORW is scheduled for November 20.

16. (AI) Strategic Plan Updates

(AD) Commissioner Barclay inquired if there had been any progress on information for grants for fire stations; both Commissioner Proffer and Commissioner Cheatham stated that they had not discovered anything.

Commissioner Proffer reported attending Burnet County Commissioners Court on October 8; he reported that there was nothing present that would affect the ESD.

Commissioner Proffer reported that he was going to contact LCRA to establish communication for monitoring water related issues.

17. (AI) Calendar of event for November 21, 2024 Meeting

A. Standing Agenda Items.

B. Strategic Plan updates

C. Recommendations to Commissioner Luther for reappointment/appointment of ESD Commissioners Lee and Cheatham

D. Discussion regarding SAFE-D Conference in February 2025


(AD) Commissioner Barclay reviewed anticipated Agenda Items for the November 21 meeting. Chief Curtis did note that SAFE-D had published that rooms for the February 2025 Conference would be released the beginning of November.

18. (AI) Next meeting, at 6:00 p.m. on Thursday, November 21, 2024 at the Cassie Volunteer Fire Department


(AD) Commissioner Barclay announced that the next regular meeting for the Burnet County ESD No. 2 Commissioners would be held on Thursday, November 21, 2024 at the Cassie Volunteer Fire Department.

20. (AI) Adjourn

(AD) With no additional business, the Burnet County Emergency Services District No 2, October 17, 2024, Meeting was adjourned at 6:47p.m.

Signed by:

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Robbie Cheatham
Secretary
Emergency Services District No. 2
Burnet County
October 17, 2024

DocuSigned by:

51B400102400400...

Sharon K. Barclay
President
Emergency Services District No. 2
Burnet County
October 17, 2024

Enclosure 1



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, October 17, 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 September 19, 2024 Meeting. (Barclay)
8. ESD No. 2 Treasurer Report. (Lee)
9. Discussion and/or action regarding the disbursement of funds. (Lee)

POSTED Vicinta Stafford
Burnet County Clerk
By Amy Grant at 3:34 pm, Oct 11, 2024



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. Equipment and Apparatus - Strategic Plan #2
 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. Review of the Policies for Burnet County ESD 2
 - A. Operational Reserves (Lee)
 - B. Investment (Lee)
 - C. Records Management (Sanchez)
 - D. Exception to a Quorum (Cheatham)
 - E. Goods in Transit (Barclay)
14. Review Insurance coverage provided by VFIS-Liability and Texas Mutual-Workers Comp
15. Schedule Audit for ESD and CVFD (Barclay)
16. Strategic Plan Updates (Barclay)
17. Calendar of event for November 21, 2024 Meeting
 - A. Standing Agenda Items.
 - B. Strategic Plan updates
 - C. Recommendations to Commissioner Luther for reappointment/appointment of ESD Commissioners Lee and Cheatham
 - D. Discussion regarding SAFE-D Conference in February 2025



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

18. Next meeting, at 6:00 p.m. on Thursday, November 21, 2024 at the Cassie Volunteer Fire Department.

19. Adjourn

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

Enclosure 2

9:36 AM
10/04/24
Cash Basis

Burnet County Emergency Services District #2
Balance Sheet
As of September 30, 2024

	<u>Sep 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
First State Bank of Burnet	257,962.54
FSB of Burnet-Sales Tax	18,055.01
Texas Class Invest - Reserve	192,222.06
Texas Class Invest - Sales Tax	112,105.17
Total Checking/Savings	<u>580,344.78</u>
Total Current Assets	<u>580,344.78</u>
TOTAL ASSETS	<u>580,344.78</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	622,527.06
Net Income	<u>-42,182.28</u>
Total Equity	<u>580,344.78</u>
TOTAL LIABILITIES & EQUITY	<u>580,344.78</u>

9:40 AM
10/04/24
Cash Basis

Burnet County Emergency Services District #2
Profit & Loss Budget vs. Actual
October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget
Income			
Government Contracts			
Local Government Contracts	434,225.40	405,437.67	28,787.73
Sales Tax Revenue	104,562.59	100,000.00	4,562.59
Total Government Contracts	538,787.99	505,437.67	33,350.32
Interest Earned	788.08	90.00	698.08
Investments			
Interest-Investments	31,218.63	12,000.00	19,218.63
Total Investments	31,218.63	12,000.00	19,218.63
Uncategorized Income	162,750.00		
Total Income	733,544.70	517,527.67	216,017.03
Expense			
Capital Reserve	-30,301.38	234,475.19	-264,776.57
Contract Services			
Accounting Fees	8,500.00	9,500.00	-1,000.00
Cassie Volunteer Fire Dept	236,334.25	236,764.00	-429.75
Contract Labor	2,950.00	4,500.00	-1,550.00
CVFD-Capital Expenditures	539,955.51	6,000.00	533,955.51
Hdl. Companies	2,511.00		
Insurance-Liability & D.O.	1,409.00	2,595.00	-1,186.00
Insurance-Workers Compensation	242.21	454.25	-212.04
Legal Fees	1,500.00	5,000.00	-3,500.00
Outside Contract Services			
Burnet Co. Appraisal Dist.	451.83		
Tax Collection Legal Fees			
Burnet Co. Appraisal Dist. - Other	6,600.03	6,020.23	579.80
Total Burnet Co. Appraisal Dist.	7,051.86	6,020.23	1,031.63
Total Outside Contract Services	7,051.86	6,020.23	1,031.63
Total Contract Services	800,453.83	270,833.48	529,620.35
Operations			
Newspaper Advertisement	104.00	100.00	4.00
Postage, Mail Service	154.00	244.00	-90.00
Total Operations	258.00	344.00	-86.00
Other Types of Expenses			
computer expense	76.85	1,000.00	-923.15
Memberships and Dues	275.00	275.00	0.00
Total Other Types of Expenses	351.85	1,275.00	-923.15
Sales Tax Expenditures-Cap Exp	0.00	5,000.00	-5,000.00
Travel and Meetings			
Conference, Convention, Meeting	3,839.03	5,000.00	-1,160.97
Travel	1,125.65	600.00	525.65
Total Travel and Meetings	4,964.68	5,600.00	-635.32
Total Expense	775,726.98	517,527.67	258,199.31
Net Income	-42,182.28	0.00	-42,182.28

9:38 AM
 10/04/24
 Cash Basis

Burnet County Emergency Services District #2
Profit & Loss Detail
 September 2024

Type	Date	Num	Name	Memo	Paid Amount
Income					
Government Contracts					
Local Government Contracts					
Deposit	09/06/2024		Burnet County Appraisal Dist.	8/16 - 8/31/24	72.41
Deposit	09/19/2024		Burnet County Appraisal Dist.	9/1 - 9/15/24	11.62
Total Local Government Contracts					84.03
Sales Tax Revenue					
Deposit	09/13/2024		Texas Comptroller	sales tax ending 9/6/24	8,050.20
Total Sales Tax Revenue					8,050.20
Total Government Contracts					8,134.23
Interest Earned					
Deposit	09/30/2024			Interest	4.81
Deposit	09/30/2024			Interest	87.22
Total Interest Earned					92.03
Investments					
Interest-Investments					
Deposit	09/30/2024			Interest	1,499.72
Deposit	09/30/2024			Interest	1,077.16
Total Interest-Investments					2,576.88
Total Investments					2,576.88
Total Income					10,803.14
Expense					
Contract Services					
Contract Labor					
Check	09/19/2024	1551	Megan Paz	Sep 2024	500.00
Total Contract Labor					500.00
CVFD-Capital Expenditures					
Check	09/27/2024	1552	Cassie VFD	New Mini Pumper Fire Truck	533,530.80
Total CVFD-Capital Expenditures					533,530.80
Legal Fees					
Check	09/19/2024	1550	Burns Anderson Jury Brenner, ...	Service Provider contract	200.00
Total Legal Fees					200.00
Outside Contract Services					
Burnet Co. Appraisal Dist.					
Tax Collection Legal Fees					
Deposit	09/06/2024		Burnet County Appraisal Dist.	8/16 - 8/31/24	12.07
Deposit	09/19/2024		Burnet County Appraisal Dist.	9/1 - 9/15/24	1.94
Total Tax Collection Legal Fees					14.01
Total Burnet Co. Appraisal Dist.					14.01
Total Outside Contract Services					14.01
Total Contract Services					534,244.81

Enclosure 3

Cassie VFD/ Burnet ESD 2
 Burnet, TX
 This report was generated on 10/14/2024 9:36:17 AM



Incident Statistics
 Zone(s): All Zones | Start Date: 09/01/2024 | End Date: 09/30/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		17	
FIRE		8	
TOTAL		25	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4490	0	0	1
C-60	0	0	8
TOTAL	0	0	9
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		8	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		16	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:08:00	0:07:25	
AVERAGE FOR ALL CALLS		0:08:07	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:02:44	0:00:29	
AVERAGE FOR ALL CALLS		0:02:03	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		37:18	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 10/14/2024 9:40:12 AM



Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 09/30/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		96	
FIRE		46	
TOTAL		142	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4490	0	0	5
C-60	0	0	39
TOTAL	0	0	44
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		45	
Aid Received		7	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
6		4.23	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:08:29	0:14:11	
AVERAGE FOR ALL CALLS		0:09:45	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:01:49	0:03:33	
AVERAGE FOR ALL CALLS		0:02:09	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		60:27	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Cassie VFD/ Burnet ESD 2

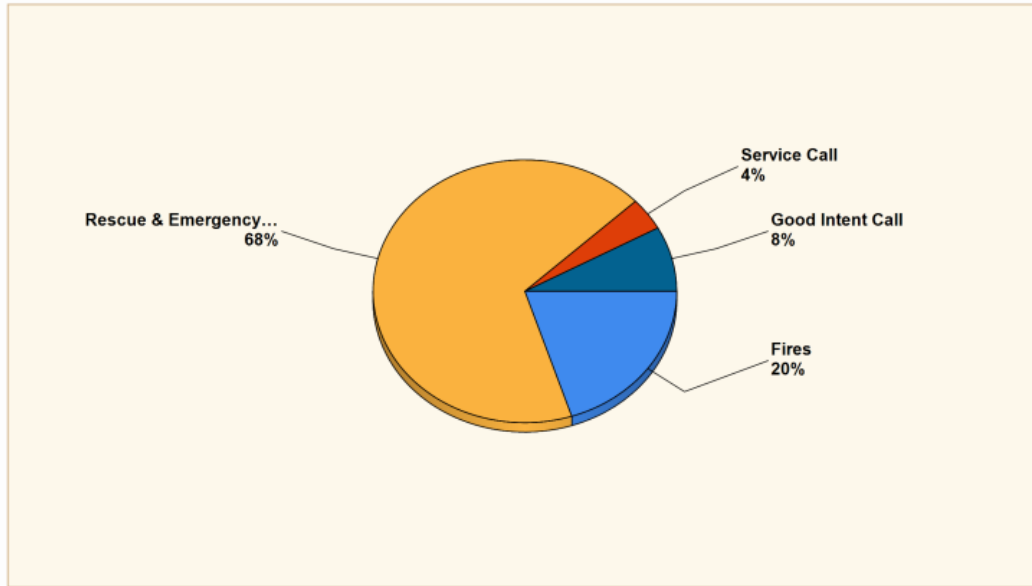
Burnet, TX

This report was generated on 10/14/2024 9:40:36 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2024 | End Date: 09/30/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	20%
Rescue & Emergency Medical Service	17	68%
Service Call	1	4%
Good Intent Call	2	8%
TOTAL	25	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
143 - Grass fire	5	20%
311 - Medical assist, assist EMS crew	2	8%
321 - EMS call, excluding vehicle accident with injury	10	40%
324 - Motor vehicle accident with no injuries.	2	8%
342 - Search for person in water	1	4%
356 - High-angle rescue	1	4%
365 - Watercraft rescue	1	4%
553 - Public service	1	4%
622 - No incident found on arrival at dispatch address	1	4%
651 - Smoke scare, odor of smoke	1	4%
TOTAL INCIDENTS:	25	100%

Cassie VFD/ Burnet ESD 2

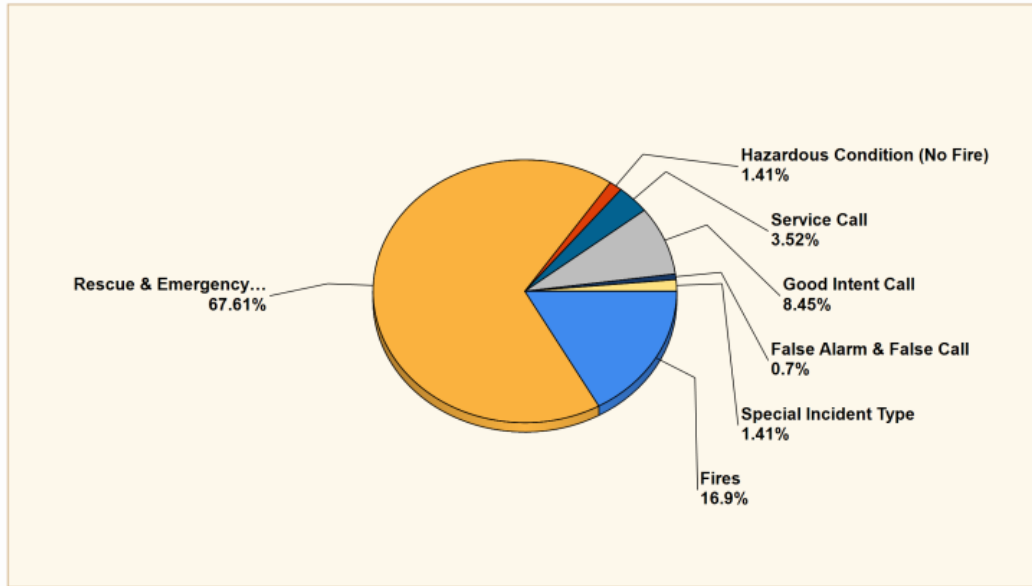
Burnet, TX

This report was generated on 10/14/2024 9:40:49 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 09/30/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	24	16.9%
Rescue & Emergency Medical Service	96	67.61%
Hazardous Condition (No Fire)	2	1.41%
Service Call	5	3.52%
Good Intent Call	12	8.45%
False Alarm & False Call	1	0.7%
Special Incident Type	2	1.41%
TOTAL	142	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	2.11%
122 - Fire in motor home, camper, recreational vehicle	3	2.11%
123 - Fire in portable building, fixed location	1	0.7%
132 - Road freight or transport vehicle fire	1	0.7%
141 - Forest, woods or wildland fire	2	1.41%
142 - Brush or brush-and-grass mixture fire	3	2.11%
143 - Grass fire	10	7.04%
151 - Outside rubbish, trash or waste fire	1	0.7%
300 - Rescue, EMS incident, other	1	0.7%
311 - Medical assist, assist EMS crew	18	12.68%
320 - Emergency medical service, other	1	0.7%
321 - EMS call, excluding vehicle accident with injury	57	40.14%
322 - Motor vehicle accident with injuries	2	1.41%
324 - Motor vehicle accident with no injuries.	7	4.93%
341 - Search for person on land	1	0.7%
342 - Search for person in water	5	3.52%
356 - High-angle rescue	2	1.41%
365 - Watercraft rescue	2	1.41%
444 - Power line down	2	1.41%
551 - Assist police or other governmental agency	1	0.7%
553 - Public service	3	2.11%
561 - Unauthorized burning	1	0.7%
611 - Dispatched & cancelled en route	6	4.23%
622 - No incident found on arrival at dispatch address	1	0.7%
631 - Authorized controlled burning	3	2.11%
651 - Smoke scare, odor of smoke	2	1.41%
745 - Alarm system activation, no fire - unintentional	1	0.7%
900 - Special type of incident, other	1	0.7%
911 - Citizen complaint	1	0.7%
TOTAL INCIDENTS:	142	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Cassie VFD/ Burnet ESD 2

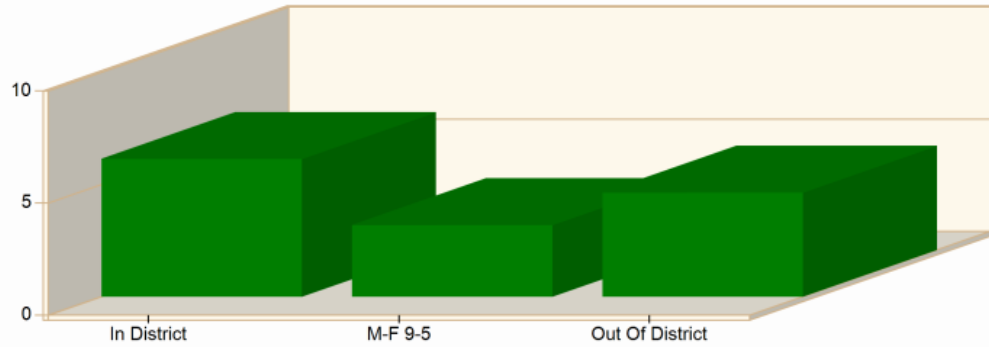
Burnet, TX

This report was generated on 10/14/2024 9:42:09 AM



Incident Average Response Time per Shift for Date Range

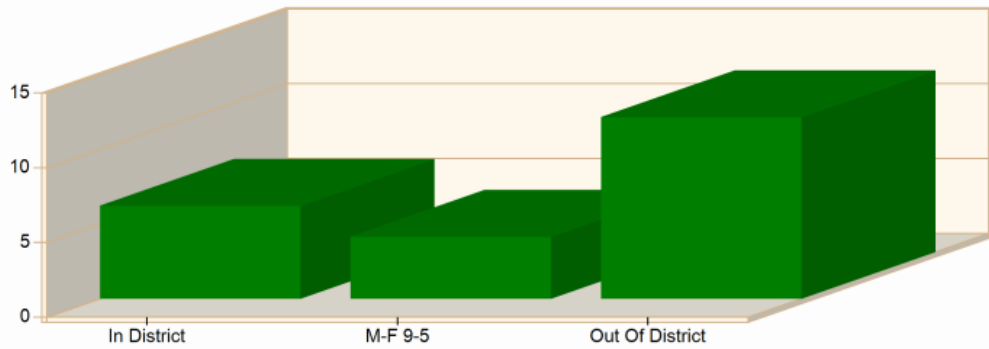
Start Date: 09/01/2024 | End Date: 09/30/2024



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.14	11
M-F 9-5	3.19	6
Out Of District	4.64	8
Total Number of Calls:		25

Incident Average Response Time per Shift for Date Range

Start Date: 01/01/2024 | End Date: 09/30/2024



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.21	67
M-F 9-5	4.14	26
Out Of District	12.14	43
Total Number of Calls:		136

Cassie VFD/ Burnet ESD 2

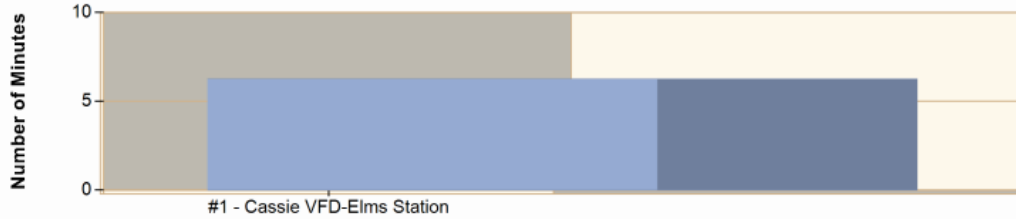
Burnet, TX

This report was generated on 10/14/2024 9:41:23 AM



Average Response Time per Station for Date Range

Start Date: 09/01/2024 | End Date: 09/30/2024



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	6:15

Average Response Time per Station for Date Range

Start Date: 01/01/2024 | End Date: 09/30/2024

STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	8:20

AVERAGE RESPONSE TIME calculated from the average time difference between DISPATCH and ARRIVED times on Basic Info 4. Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
ZONE: 21 - Lake Buchanan				
2024-2400130	365 - Watercraft rescue	09/21/2024	100 Little Midland DR	B-51,RB-30
Total # Incidents for 21:				1
ZONE: 28 - OOD- Burnet VFD				
2024-2400133	324 - Motor vehicle accident with no injuries.	09/26/2024	5900 W Sh 29	B-50
2024-2400134	143 - Grass fire	09/26/2024	814 yucca DR	B-50,B-51
2024-2400136	143 - Grass fire	09/26/2024	7100 cr 108	B-50,B-51
Total # Incidents for 28:				3
ZONE: 29 - OOD- CI Burnet FD				
2024-2400135	143 - Grass fire	09/26/2024	8000 e sh 29	B-50
Total # Incidents for 29:				1
ZONE: 30 - OOD- Hoover Valley VFD				
2024-2400128	143 - Grass fire	09/14/2024	100 CR 118B	B-50,C-60,T-40
2024-2400137	321 - EMS call, excluding vehicle accident with injury	09/27/2024	3630 Park Rd 4	4490,C-60
Total # Incidents for 30:				2
ZONE: 37 - OODOC- Llano County Buchanan Dam VFD				
2024-2400118	342 - Search for person in water	09/01/2024	2400 rr 261	B-51,C-60
2024-2400123	356 - High-angle rescue	09/10/2024	110 meridian WAY	4490,B-50,E-21
Total # Incidents for 37:				2
TOTAL # INCIDENTS:				25

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 10/14/2024 9:43:34 AM



Incidents per Zone for Date Range

Start Date: 09/01/2024 | End Date: 09/30/2024

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
ZONE: 01 - Cassie				
2024-2400121	321 - EMS call, excluding vehicle accident with injury	09/06/2024	102 S Chaparral	B-50,C-60
2024-2400124	321 - EMS call, excluding vehicle accident with injury	09/11/2024	310 S Chaparral	4490,B-51
2024-2400131	321 - EMS call, excluding vehicle accident with injury	09/25/2024	405 N Chaparral	4490,B-51
2024-2400138	321 - EMS call, excluding vehicle accident with injury	09/28/2024	2800 Fm 690	4490,B-51,C-60
2024-2400142	651 - Smoke scare, odor of smoke	09/30/2024	3900 Fm 690	B-51,C-60,E-21

Total # Incidents for 01: 5

ZONE: 02 - Buena Vista				
2024-2400120	321 - EMS call, excluding vehicle accident with injury	09/05/2024	335 Cr 139	B-51,C-60
2024-2400122	311 - Medical assist, assist EMS crew	09/07/2024	335 Cr 139	B-51,C-60
2024-2400126	311 - Medical assist, assist EMS crew	09/13/2024	335 Cr 139	4490,B-51,C-60
2024-2400132	143 - Grass fire	09/25/2024	118 Cr 139 C	B-50,B-51,T-40

Total # Incidents for 02: 4

ZONE: 04 - The Willows				
2024-2400127	321 - EMS call, excluding vehicle accident with injury	09/14/2024	125 Cr 141	4490,B-51,C-60

Total # Incidents for 04 : 1

ZONE: 06 - Rocky Ridge				
2024-2400119	321 - EMS call, excluding vehicle accident with injury	09/03/2024	309 Bumpy Ridge RD	B-51,C-60

Total # Incidents for 06: 1

ZONE: 16 - West State Highway 29				
2024-2400129	553 - Public service	09/21/2024	8600 W Sh 29	B-50,B-51,C-60
2024-2400139	324 - Motor vehicle accident with no injuries.	09/28/2024	10000 W Sh 29	C-60,E-21
2024-2400140	321 - EMS call, excluding vehicle accident with injury	09/28/2024	8600 W Sh 29	4490,B-51,C-60
2024-2400141	622 - No incident found on arrival at dispatch address	09/29/2024	9100 W Sh 29	B-51,C-60,E-21

Total # Incidents for 16: 4

ZONE: 17 - FM 690				
2024-2400125	321 - EMS call, excluding vehicle accident with injury	09/13/2024	4390 Fm 690	4490,B-51,C-60

Total # Incidents for 17: 1

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
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ZONE: 27 - OOD-ELBVFD				
2024-2400054	143 - Grass fire	05/16/2024	14851 RR 2341	B-50,C-60,T-40
2024-2400076	143 - Grass fire	06/25/2024	712 CR 107	B-50,B-51,T-40,UTV31
2024-2400079	111 - Building fire	07/02/2024	206 Bluebonnet ST	C-60,E-21
2024-2400103	311 - Medical assist, assist EMS crew	08/05/2024	200 Greenwood Hills TRL	C-60
2024-2400109	342 - Search for person in water	08/11/2024	11800 FM 2341	C-60,RB-30

Total # Incidents for 27: 5

ZONE: 28 - OOD- Burnet VFD				
2024-2400005	122 - Fire in motor home, camper, recreational vehicle	01/18/2024	6161 W Sh 29	C-60,T-40
2024-2400013	122 - Fire in motor home, camper, recreational vehicle	02/28/2024	6161 W Sh 29	4490,E-21,T-40
2024-2400021	122 - Fire in motor home, camper, recreational vehicle	03/16/2024	100 Rocky Hollow DR	C-60,E-21,T-40
2024-2400116	142 - Brush or brush-and-grass mixture fire	08/24/2024	400 Treadgill Ranch RD	B-50,T-40
2024-2400133	324 - Motor vehicle accident with no injuries.	09/26/2024	5900 W Sh 29	B-50
2024-2400134	143 - Grass fire	09/26/2024	814 yucca DR	B-50,B-51
2024-2400136	143 - Grass fire	09/26/2024	7100 cr 108	B-50,B-51

Total # Incidents for 28: 7

ZONE: 29 - OOD- CI Burnet FD				
2024-2400044	631 - Authorized controlled burning	04/22/2024	3000 RR 2341	B-50,E-21,T-40
2024-2400135	143 - Grass fire	09/26/2024	8000 e sh 29	B-50

Total # Incidents for 29: 2

ZONE: 30 - OOD- Hoover Valley VFD				
2024-2400015	151 - Outside rubbish, trash or waste fire	03/12/2024	3630 Park Rd 4	C-60
2024-2400018	341 - Search for person on land	03/14/2024	3630 Park Rd 4	B-50,C-60
2024-2400037	611 - Dispatched & cancelled en route	04/13/2024	6800 Park Rd 4	B-50
2024-2400046	311 - Medical assist, assist EMS crew	04/29/2024	1008 apache dr	B-51,C-60
2024-2400047	611 - Dispatched & cancelled en route	04/30/2024	3600 Park Rd 4	B-51,E-20
2024-2400048	311 - Medical assist, assist EMS crew	05/02/2024	610 Apache DR	B-50,C-60
2024-2400049	311 - Medical assist, assist EMS crew	05/02/2024	137 cr 118A	B-50,B-51
2024-2400050	324 - Motor vehicle accident with no injuries.	05/09/2024	7600 Park Rd 4	C-60
2024-2400061	321 - EMS call, excluding vehicle accident with injury	05/30/2024	2011 CR 118	C-60
2024-2400068	143 - Grass fire	06/13/2024	101 River Park DR	B-51,C-60,T-40
2024-2400077	111 - Building fire	07/01/2024	1336 S Lakeside DR	C-60,E-21,T-40
2024-2400078	111 - Building fire	07/02/2024	1336 S Lakeside DR	C-60,E-21,T-40
2024-2400080	342 - Search for person in water	07/04/2024	3630 Park Rd 4	C-60

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2024-2400081	611 - Dispatched & cancelled en route	07/04/2024	5900 park RD	B-50,C-60
2024-2400086	321 - EMS call, excluding vehicle accident with injury	07/08/2024	112 River Park DR	4490,B-51,C-60
2024-2400089	311 - Medical assist, assist EMS crew	07/12/2024	201 cr 134	C-60
2024-2400091	142 - Brush or brush-and-grass mixture fire	07/14/2024	1253 cr 119	B-50
2024-2400105	311 - Medical assist, assist EMS crew	08/08/2024	100 boutillier ST	B-50,C-60
2024-2400107	321 - EMS call, excluding vehicle accident with injury	08/09/2024	3630 Park Rd 4	B-50,B-51,C-60
2024-2400113	321 - EMS call, excluding vehicle accident with injury	08/16/2024	811 iroquois DR	B-51,C-60
2024-2400115	321 - EMS call, excluding vehicle accident with injury	08/23/2024	502 N river oaks DR	B-51,C-60
2024-2400117	651 - Smoke scare, odor of smoke	08/25/2024	7000 cr 116	B-50,C-60
2024-2400128	143 - Grass fire	09/14/2024	100 CR 118B	B-50,C-60,T-40
2024-2400137	321 - EMS call, excluding vehicle accident with injury	09/27/2024	3630 Park Rd 4	4490,C-60

Total # Incidents for 30: 24

ZONE: 32 - OOD- Marble Falls Area VFD				
2024-2400088	141 - Forest, woods or wildland fire	07/12/2024	6200 cr 340	B-51,T-40,UTV31

Total # Incidents for 32: 1

ZONE: 37 - OODOC- Llano County Buchanan Dam VFD				
2024-2400112	142 - Brush or brush-and-grass mixture fire	08/14/2024	699 Preston RD	B-50
2024-2400118	342 - Search for person in water	09/01/2024	2400 rr 261	B-51,C-60
2024-2400016	342 - Search for person in water	03/13/2024	3400 TX 261	C-60,RB-30
2024-2400123	356 - High-angle rescue	09/10/2024	110 meridian WAY	4490,B-50,E-21

Total # Incidents for 37: 4

ZONE: 44 - OOCOOD- LLANO VFD				
2024-2400090	141 - Forest, woods or wildland fire	07/13/2024	2160 cr 215	B-50,T-40

Total # Incidents for 44: 1

ZONE: BCSO - Burnet County SO				
2024-2400017	551 - Assist police or other governmental agency	03/14/2024	211 N River Oaks DR	C-60

Total # Incidents for BCSO: 1

TOTAL # INCIDENTS:45

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



Enclosure 4

4:22 PM
10/12/24
Cash Basis

Cassie Volunteer Fire Department
Balance Sheet
As of September 30, 2024

	Sep 30, 24
ASSETS	
Current Assets	
Checking/Savings	
1010 · CASSIE VFD-ESD2	12,613.95
Total Checking/Savings	12,613.95
Total Current Assets	12,613.95
Fixed Assets	
1410 · Land	13,820.69
1420 · Furniture & Fixtures	10,438.09
1430 · Vehicles & Equipment	1,198,347.79
1440 · EMS Equipment	8,464.56
1450 · Communication Equipment	103,956.55
1460 · Buildings	120,053.61
1510 · Accumulated Depreciation	-1,174,957.72
Total Fixed Assets	280,123.57
Other Assets	
1090 · Transfers (In/Out)	70,000.00
1100 · Grant Receivable	665.00
Total Other Assets	70,665.00
TOTAL ASSETS	363,402.52
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 · Employer & Emp. Payroll Tax	1,259.18
Total Other Current Liabilities	1,259.18
Total Current Liabilities	1,259.18
Total Liabilities	1,259.18
Equity	
3010 · Unrestricted Net Assets-Ret.Ern	362,143.34
Total Equity	362,143.34
TOTAL LIABILITIES & EQUITY	363,402.52

4:26 PM
10/12/24
Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Detail
September 2024

Date	Name	Memo	Class	Paid Amount
Income				
4000 · Income				
4095 · ESD Pymts-Capital Expenditures				
09/27/2024	Burnet County E...	Funds for new mini-pumper purchased from Darley	ESDC	533,530.80
Total 4095 · ESD Pymts-Capital Expenditures				533,530.80
Total 4000 · Income				533,530.80
Total Income				533,530.80
Expense				
5000 · ADMINISTRATIVE				
5025 · Office Supplies				
09/17/2024	Chase Card Serv...	Apple-cloud storage for reports-no receipt	ESD	0.99
09/30/2024	Chase Card Serv...	Office Depot-1-5pk of file boxes and 6 pack of 500 count of copypaper	ESD	67.99
09/30/2024	Chase Card Serv...	Apple-monthly cloud storage charge for reports-no receipt	ESD	0.99
Total 5025 · Office Supplies				69.97
5035 · Shipping/Postage/PO Box Rental				
09/17/2024	Chase Card Serv...	Mail Box--mailing of items to Darley for new mini-pumper-#4424	ESD	55.74
Total 5035 · Shipping/Postage/PO Box Rental				55.74
5040 · Subscrptn/Dues/Membrshp/RecMgmt				
09/17/2024	Chase Card Serv...	YMCA-September membership for M. Rivera-single	ESD	40.00
09/17/2024	Chase Card Serv...	YMCA-September membership for C. Kelley-family	ESD	67.00
09/17/2024	Chase Card Serv...	YMCA-September membership for D. Lee-senior couple	ESD	40.00
09/17/2024	Chase Card Serv...	YMCA-September membership for G. Sanchez-couple	ESD	58.00
09/17/2024	Chase Card Serv...	YMCA-September membership for T. Herwig senior couple	ESD	40.00
09/17/2024	Chase Card Serv...	YMCA-September membership for D. Dupont-couple	ESD	58.00
09/17/2024	Chase Card Serv...	YMCA-September membership for D. Curtis-family	ESD	67.00
09/17/2024	Chase Card Serv...	YMCA-September membership for N. Ganci-family	ESD	67.00
Total 5040 · Subscrptn/Dues/Membrshp/RecMgmt				437.00
5045 · Travel Allowance				
09/30/2024	Chase Card Serv...	Southwest Airlines-one-way tickets for D. Curtis and C.Schoenfeld to p...	ESD	803.96
Total 5045 · Travel Allowance				803.96
5076 · RECRUITMENT & RETENTION				
09/17/2024	Chase Card Serv...	Eagle Engraving--for recognition of fire fighter of the year and for end o...	ESD	764.50
Total 5076 · RECRUITMENT & RETENTION				764.50
5080 · REIMBURSEMENT TO BCESD2				
09/30/2024	Voided	VOID	ESD	0.00
09/30/2024	BCESD#2	Return of unused funds for fiscal year 10-1-2023--9-30-2024	ESD	17,588.15
Total 5080 · REIMBURSEMENT TO BCESD2				17,588.15
Total 5000 · ADMINISTRATIVE				19,719.32
5200 · PAID POSITION				
5205 · Base Salary				
09/03/2024	Derrick R Curtis	Salary-payroll for period ending 9-6-2024	FDE	2,423.08
09/17/2024	Derrick R Curtis	Salary-Payroll for period ending 9-20-2024	FDE	2,423.08
Total 5205 · Base Salary				4,846.16
5215 · CVFD SS & Medicare Tax Match				
09/03/2024	Derrick R Curtis	Employer Social Security & Medicare	FDE	185.37
09/17/2024	Derrick R Curtis	Employer Social Security & Medicare	FDE	185.37
Total 5215 · CVFD SS & Medicare Tax Match				370.74
Total 5200 · PAID POSITION				5,216.90

4:26 PM
 10/12/24
 Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Detail
September 2024

Date	Name	Memo	Class	Paid Amount
5300 · BUILDING AND GROUNDS				
5310 · Janitorial Supplies				
09/17/2024	Chase Card Serv...	Amzn-2-pack of goo gone adhesive remover spray gel	ESD	19.77
09/29/2024	Laura L. Schneider	HEB-trash bags-50G-50count	ESD	19.98
Total 5310 · Janitorial Supplies				39.75
5320 · Repairs and Maintenance				
09/14/2024	Highland Lakes ...	Inv# INV-000739-labor and material to repair exterior of storeroom wall...	ESD	1,050.00
09/17/2024	Chase Card Serv...	ACE-bolts for storeroom repair	ESD	15.98
Total 5320 · Repairs and Maintenance				1,065.98
5325 · Furn&YardEquip Repl/Rep/New				
09/17/2024	Chase Card Serv...	AMZN-1 heavy duty circular fan to help cool ice maker motor- hot weat...	ESD	59.99
Total 5325 · Furn&YardEquip Repl/Rep/New				59.99
5330 · Electrical Service				
09/15/2024	PEC	Acct#3000098825 for period 7-23-2024--8-21-2024	ESD	260.30
Total 5330 · Electrical Service				260.30
5335 · Telephone Service				
09/17/2024	Chase Card Serv...	281-Internet service for the period 8-10-2024--9-9-2024	ESD	167.00
09/17/2024	Chase Card Serv...	VZWRLSS-cell service for station and ipads in vehicles for period 7-11...	ESD	212.65
09/30/2024	Chase Card Serv...	VZWRLSS-for cell service for 6 ipads used for CAD in vehicles for peri...	ESD	212.65
09/30/2024	Chase Card Serv...	281 Communications--Internet service for the period 9-10-2024--10-9-...	ESD	167.00
Total 5335 · Telephone Service				759.30
Total 5300 · BUILDING AND GROUNDS				2,185.32
5600 · COMMUNICATIONS				
5620 · Digital Radio and Pagers				
09/17/2024	Chase Card Serv...	Magnum-cables, bracket, antenna, and mount for radio for new mini-p...	ESD	218.47
Total 5620 · Digital Radio and Pagers				218.47
Total 5600 · COMMUNICATIONS				218.47
7000 · OPERATIONS				
7010 · Fuel-Vehicle and Equipment				
09/30/2024	Chase Card Serv...	AMZN-2 Wavian -NATO Jerry Cans and Spout Systems	ESD	195.90
Total 7010 · Fuel-Vehicle and Equipment				195.90
7012 · Fuelman-Vehicles & Equipment				
09/10/2024	Fuelman	8-5-24-4460-3 EMS calls and regular	ESD	46.05
09/10/2024	Fuelman	8-9-24-4460-2 EMS & 2 Auto	ESD	52.87
09/10/2024	Fuelman	8-14-24-4460-1 EMS, 1 SAR, 2-Fire, 1 Auto	ESD	54.40
09/10/2024	Fuelman	8-23-24-4460-3 EMS	ESD	50.92
09/10/2024	Fuelman	8-29-24-4460-2 Fire and regular and meetings	ESD	51.75
09/10/2024	Fuelman	8-29-24-4450-gas can & pump regular fill up	ESD	12.15
09/10/2024	Fuelman	8-13-24-4421- 1 Auto and regular fill up	ESD	60.04
09/10/2024	Fuelman	8-13-24-4440- regular fill up	ESD	21.05
09/10/2024	Fuelman	8-25-24-4440-regular fill up	ESD	14.47
09/10/2024	Fuelman	8-27-24-4440-regular fill up	ESD	20.88
09/10/2024	Fuelman	8-20-24-4450-calls and regular fill up	ESD	60.47
09/10/2024	Fuelman	8-20-24-4451-calls and regular fill up	ESD	47.98
Total 7012 · Fuelman-Vehicles & Equipment				493.03
7030 · First Responder Supplies				
09/10/2024	Bound Tree Medi...	Inv#85476763-20 nasal cannulas	ESD	21.30
09/30/2024	Chase Card Serv...	Northwest Health-AED Universe--2 sets of 10pk batteries for Zoll AED ...	ESD	229.54
09/30/2024	Chase Card Serv...	North West Health (AED Universe)-3 sets of Adult Zoll AED Stat Pads	ESD	255.19
Total 7030 · First Responder Supplies				506.03

4:26 PM
10/12/24
Cash Basis

**Cassie Volunteer Fire Department
Profit & Loss Detail
September 2024**

Date	Name	Memo	Class	Paid Amount
7040 · Minor Tools				
09/29/2024	Laura L. Schneider	Harbor Freight-wood dolly with wheels	ESD	12.99
Total 7040 · Minor Tools				12.99
7045 · Veh/Epmt Lights-Decals-Safety				
09/17/2024	Chase Card Serv...	WPSG-Super -LED lighthead, horizontal mount clear, blue, red for ve...	ESD	443.67
09/17/2024	Chase Card Serv...	Car Stickers-decals credit for decals for UTV #4431	ESD	-11.09
09/17/2024	Chase Card Serv...	Car Stickers-decals for UTV #4431	ESD	169.29
Total 7045 · Veh/Epmt Lights-Decals-Safety				601.87
7060 · Rehabilitation Supplies				
09/17/2024	Chase Card Serv...	Walmart-rehab supplies-gatorade and body armour	ESD	51.76
09/17/2024	Chase Card Serv...	Walgreens-rehab beverages on sale	ESD	32.44
09/29/2024	Laura L. Schneider	Walgreens-rehab drinks	ESD	14.99
09/29/2024	Laura L. Schneider	Walgreens-rehab drinks	ESD	14.99
09/30/2024	Chase Card Serv...	Walmart-Body armour and gatorade drinks for rehab	ESD	68.70
09/30/2024	Chase Card Serv...	Walmart-Body Armour and Gatorade drinks for rehab	ESD	14.00
Total 7060 · Rehabilitation Supplies				196.88
7072 · SCBA MAINTENANCE & REPAIR				
09/22/2024	Municipal Emerg...	Inv#-IN2117994-for testing of SCBA Cascade System	ESD	250.00
Total 7072 · SCBA MAINTENANCE & REPAIR				250.00
7080 · Vehicle Maintenance/Repair				
09/17/2024	Chase Card Serv...	WPSG-2- variable length utility straps for straping UTV and equipment	ESD	130.78
09/17/2024	Chase Card Serv...	AMZN-Sun shade for 4460	ESD	16.99
09/17/2024	Chase Card Serv...	Guardian Angel--front running light, dual-port car charger, and device t...	ESD	142.96
09/17/2024	Chase Card Serv...	NAPA-bushing and snap ring for Brush 50-#4450	ESD	9.61
09/30/2024	Chase Card Serv...	NAPA-2 batteries, 35 ton jack, terminal protectors, cables and brush--...	ESD	544.47
Total 7080 · Vehicle Maintenance/Repair				844.81
7085 · Vehicle Maint/Repr(Vendor)				
09/17/2024	Chase Card Serv...	Quick Brakes-4 new tires for Brush 50-#4450 to replace worn and dam...	ESD	1,971.96
Total 7085 · Vehicle Maint/Repr(Vendor)				1,971.96
7095 · Fire Fighting Equipmt - NEW				
09/17/2024	Chase Card Serv...	WPSG-2-fire hooks EZ can brackets and tip discharge hose-12 feet	ESD	319.18
Total 7095 · Fire Fighting Equipmt - NEW				319.18
Total 7000 · OPERATIONS				5,392.65
8000 · TRAINING				
8020 · Training -VENDOR				
09/17/2024	Chase Card Serv...	DSHS-EMT Testing and Recertification for EMT-D. Shields	ESD	94.00
Total 8020 · Training -VENDOR				94.00
8025 · Per Diem Travel/Lodging				
09/30/2024	Chase Card Serv...	Hillside Donuts-for joint Fire Dept RIT and SCBA training held at Cassi...	ESD	24.50
Total 8025 · Per Diem Travel/Lodging				24.50
Total 8000 · TRAINING				118.50
9500 · CAPITAL EXPENDITURES				
9524 · New Mini Pumper				
09/30/2024	W.S. Darley	This was voided after written-vendor provided an updated cost sheet-s...	ESDC	0.00
09/30/2024	W.S. Darley	Order#CC24-02282-For Tactical Pumper CV-Navistar CV515-mini-pu...	ESDC	532,884.31
09/30/2024	BCESD#2	Return of dirrerence on purchase of mini-pumper-vendor adjusted prici...	ESDC	646.49
Total 9524 · New Mini Pumper				533,530.80

4:26 PM
10/12/24
Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Detail
September 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Paid Amount</u>
09/22/2024	Piraino Consulting	Quote#35725-SMART Board QX075 Pro series used to display and int...	ESDC	6,628.00
Total 9581 - SMART Board				6,628.00
Total 9500 - CAPITAL EXPENDITURES				540,158.80
Total Expense				573,009.96
Net Income				-39,479.16

4:31 PM
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Cash Basis

Cassie Volunteer Fire Department
Profit & Loss by Class
October 2023 through September 2024

	ESD	ESDC	FD	FDE	TOTAL
Income					
4000 - Income					
4005 - ESD payments	164,544.48	0.00	0.00	72,219.52	236,764.00
4035 - FD Equipment Sale	175,000.00	0.00	0.00	0.00	175,000.00
4040 - FD Reimbursement	232.65	0.00	0.00	0.00	232.65
4095 - ESD Pymts-Capital Expenditures	0.00	540,165.61	0.00	0.00	540,165.61
Total 4000 - Income	339,777.13	540,165.61	0.00	72,219.52	952,162.26
Total Income	339,777.13	540,165.61	0.00	72,219.52	952,162.26
Expense					
5000 - ADMINISTRATIVE					
5005 - Accounting	645.00	0.00	0.00	550.00	1,195.00
5025 - Office Supplies	1,425.25	0.00	0.00	0.00	1,425.25
5030 - Printer Supplies	151.95	0.00	0.00	0.00	151.95
5035 - Shipping/Postage/PO Box Rental	261.74	0.00	0.00	0.00	261.74
5040 - Subscrip/n/Dues/Membrshp/RecMgmt	20,756.23	0.00	0.00	0.00	20,756.23
5042 - Record Mgmt Systems-ER,PC,CAD	1,915.00	0.00	0.00	0.00	1,915.00
5045 - Travel Allowance	4,139.52	0.00	0.00	0.00	4,139.52
5050 - Uniforms (Caps and Shirts)	2,851.20	0.00	333.76	0.00	3,184.96
5060 - Banking/SftyDepBox/Chks/BkgdCks	50.00	0.00	0.00	0.00	50.00
5075 - PYMNT TO ESD FROM SALE OF ITEMS	162,750.00	0.00	0.00	0.00	162,750.00
5076 - RECRUITMENT & RETENTION	7,836.45	0.00	0.00	0.00	7,836.45
5078 - Items to be reimbursed by ESD	0.00	210.10	0.00	0.00	210.10
5080 - REIMBURSEMENT TO BCESD2	17,588.15	0.00	0.00	0.00	17,588.15
Total 5000 - ADMINISTRATIVE	220,370.49	210.10	333.76	550.00	221,464.35
5200 - PAID POSITION					
5205 - Base Salary	0.00	0.00	0.00	63,300.15	63,300.15
5215 - CVFD SS & Medicare Tax Match	0.00	0.00	0.00	4,819.62	4,819.62
Total 5200 - PAID POSITION	0.00	0.00	0.00	68,119.77	68,119.77
5300 - BUILDING AND GROUNDS					
5310 - Janitorial Supplies	473.16	0.00	0.00	0.00	473.16
5320 - Repairs and Maintenance	12,339.74	0.00	0.00	0.00	12,339.74
5325 - Furn&YardEquip Repl/Rep/New	2,088.49	0.00	0.00	0.00	2,088.49
5330 - Electrical Service	2,983.06	0.00	0.00	0.00	2,983.06
5335 - Telephone Service	7,077.57	0.00	0.00	0.00	7,077.57
Total 5300 - BUILDING AND GROUNDS	24,962.02	0.00	0.00	0.00	24,962.02
5600 - COMMUNICATIONS					
5605 - Batteries, Clips, Acc.	2,849.55	0.00	0.00	0.00	2,849.55
5620 - Digital Radio and Pagers	218.47	0.00	0.00	0.00	218.47
Total 5600 - COMMUNICATIONS	3,068.02	0.00	0.00	0.00	3,068.02
6600 - INSURANCE					
6605 - Building and Property	3,976.00	0.00	0.00	0.00	3,976.00
6610 - Vehicle	8,661.00	0.00	0.00	0.00	8,661.00
6615 - Personnel Coverage	14,626.00	0.00	0.00	0.00	14,626.00
Total 6600 - INSURANCE	27,263.00	0.00	0.00	0.00	27,263.00
7000 - OPERATIONS					
7007 - CAD-Computer Aided Dispatch	6,855.65	0.00	0.00	0.00	6,855.65
7010 - Fuel-Vehicle and Equipment	245.90	0.00	0.00	0.00	245.90
7012 - Fuelman-Vehicles & Equipment	5,730.44	0.00	0.00	0.00	5,730.44
7020 - Fire Extinguisher Test/Repr	130.00	0.00	0.00	0.00	130.00
7030 - First Responder Supplies	7,344.89	0.00	0.00	0.00	7,344.89
7035 - Ladder, Pump & Hose Testing	1,380.00	0.00	0.00	0.00	1,380.00
7040 - Minor Tools	231.87	0.00	0.00	0.00	231.87
7045 - Veh/Eprmt Lights-Decals-Safety	601.87	0.00	0.00	0.00	601.87
7050 - Personal Protect Equip-PPE	6,073.74	0.00	0.00	0.00	6,073.74
7057 - Operations - Radio Service Fee	5,459.28	0.00	0.00	0.00	5,459.28
7060 - Rehabilitation Supplies	1,732.71	0.00	0.00	0.00	1,732.71
7072 - SCBA MAINTENANCE & REPAIR	758.35	0.00	0.00	0.00	758.35
7075 - State Veh Safety Inspec&Regist	59.00	0.00	0.00	0.00	59.00
7080 - Vehicle Maintenance/Repair	1,627.51	0.00	0.00	0.00	1,627.51
7085 - Vehicle Maint/Repr(Vendor)	13,456.80	0.00	0.00	0.00	13,456.80
7095 - Fire Fighting Equipmt - NEW	419.16	0.00	0.00	0.00	419.16
7100 - Rescue Equipment - NEW	336.49	0.00	0.00	0.00	336.49
7105 - Rescue Equipment - REPLMNT	228.32	0.00	0.00	0.00	228.32
Total 7000 - OPERATIONS	52,671.98	0.00	0.00	0.00	52,671.98

4:31 PM
 10/12/24
 Cash Basis

Cassie Volunteer Fire Department
Profit & Loss by Class
 October 2023 through September 2024

	ESD	ESDC	FD	FDE	TOTAL
8000 - TRAINING					
8005 - AED, CPR, First Aid	207.50	0.00	0.00	0.00	207.50
8020 - Training -VENDOR	3,648.19	0.00	0.00	0.00	3,648.19
8022 - Training-Certification&Testing	860.46	0.00	0.00	0.00	860.46
8025 - Per Diem Travel/Lodging	2,933.47	0.00	0.00	0.00	2,933.47
Total 8000 - TRAINING	7,649.62	0.00	0.00	0.00	7,649.62
9000 - PUBLIC RELATIONS					
9010 - Public Eductn/Relatn/Apprtn	284.00	0.00	0.00	0.00	284.00
9025 - Recognition/Thank You	0.00	0.00	95.99	0.00	95.99
Total 9000 - PUBLIC RELATIONS	284.00	0.00	95.99	0.00	379.99
9500 - CAPITAL EXPENDITURES					
9523 - Tires- 6 New Tires for E2-4421	0.00	6,424.71	0.00	0.00	6,424.71
9524 - New Mini Pumper	0.00	533,530.80	0.00	0.00	533,530.80
9581 - SMART Board	0.00	6,628.00	0.00	0.00	6,628.00
Total 9500 - CAPITAL EXPENDITURES	0.00	546,583.51	0.00	0.00	546,583.51
Total Expense	336,269.13	546,793.61	429.75	68,669.77	952,162.26
Net Income	3,508.00	-6,628.00	-429.75	3,549.75	0.00

4:34 PM
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 Cash Basis

**Cassie Volunteer Fire Department
 Profit & Loss Budget vs. Actual
 October 2023 through September 2024**

	Oct '23 - Sep 24	Budget	\$ Over Budget
Income			
4000 · Income			
4005 · ESD payments	236,764.00	236,764.00	0.00
4035 · FD Equipment Sale	175,000.00		
4040 · FD Reimbursement	232.65		
4095 · ESD Pymts-Capital Expenditures	540,165.61	6,000.00	534,165.61
Total 4000 · Income	952,162.26	242,764.00	709,398.26
Total Income	952,162.26	242,764.00	709,398.26
Expense			
5000 · ADMINISTRATIVE			
5005 · Accounting	1,195.00	2,000.00	-805.00
5010 · Legal Services	0.00	100.00	-100.00
5015 · Meetings	0.00	300.00	-300.00
5020 · Office Equipment/Maint.	0.00	258.00	-258.00
5025 · Office Supplies	1,425.25	1,000.00	425.25
5030 · Printer Supplies	151.95	300.00	-148.05
5035 · Shipping/Postage/PO Box Rental	261.74	150.00	111.74
5040 · Subscrptn/Dues/Membrshp/RecMgmt	20,756.23	6,000.00	14,756.23
5042 · Record Mgmt Systems-ER,PC,CAD	1,915.00	5,500.00	-3,585.00
5045 · Travel Allowance	4,139.52	100.00	4,039.52
5050 · Uniforms (Caps and Shirts)	3,184.96	2,000.00	1,184.96
5055 · Printing Services	0.00	100.00	-100.00
5060 · Banking/SftyDepBox/Chks/BkgdCks	50.00	100.00	-50.00
5070 · Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
5075 · PYMNT TO ESD FROM SALE OF ITEMS	162,750.00	0.00	162,750.00
5076 · RECRUITMENT & RETENTION	7,836.45	10,200.00	-2,363.55
5078 · Items to be reimbursed by ESD	210.10	0.00	210.10
5080 · REIMBURSEMENT TO BCESD2	17,588.15	0.00	17,588.15
Total 5000 · ADMINISTRATIVE	221,464.35	28,458.00	193,006.35
5200 · PAID POSITION			
5205 · Base Salary	63,300.15	63,000.00	300.15
5215 · CVFD SS & Medicare Tax Match	4,819.62	4,819.50	0.12
Total 5200 · PAID POSITION	68,119.77	67,819.50	300.27
5300 · BUILDING AND GROUNDS			
5305 · Botanical Supplies	0.00	50.50	-50.50
5310 · Janitorial Supplies	473.16	200.00	273.16
5320 · Repairs and Maintenance	12,339.74	2,000.00	10,339.74
5325 · Furn&YardEquip Rep/Rep/New	2,088.49	2,000.00	88.49
5330 · Electrical Service	2,983.06	4,200.00	-1,216.94
5335 · Telephone Service	7,077.57	6,600.00	477.57
Total 5300 · BUILDING AND GROUNDS	24,962.02	15,050.50	9,911.52
5600 · COMMUNICATIONS			
5605 · Batteries, Clips, Acc.	2,849.55	500.00	2,349.55
5615 · Non-Warranty Repair	0.00	300.00	-300.00
5620 · Digital Radio and Pagers	218.47	500.00	-281.53
Total 5600 · COMMUNICATIONS	3,068.02	1,300.00	1,768.02
6600 · INSURANCE			
6605 · Building and Property	3,976.00	5,800.00	-1,824.00
6610 · Vehicle	8,661.00	12,355.00	-3,694.00
6615 · Personnel Coverage	14,626.00	16,100.00	-1,474.00
Total 6600 · INSURANCE	27,263.00	34,255.00	-6,992.00

4:34 PM
 10/12/24
 Cash Basis

**Cassie Volunteer Fire Department
 Profit & Loss Budget vs. Actual
 October 2023 through September 2024**

	Oct '23 - Sep 24	Budget	\$ Over Budget
7000 · OPERATIONS			
7007 · CAD-Computer Aided Dispatch	6,855.65	5,800.00	1,055.65
7010 · Fuel-Vehicle and Equipment	245.90	250.00	-4.10
7012 · Fuelman-Vehicles & Equipment	5,730.44	16,000.00	-10,269.56
7015 · Equipment Maint/Repr-Vendor	0.00	500.00	-500.00
7020 · Fire Extinguisher Test/Repr	130.00	300.00	-170.00
7025 · Fire Suppressant Supplies	0.00	5,000.00	-5,000.00
7030 · First Responder Supplies	7,344.89	4,500.00	2,844.89
7035 · Ladder, Pump & Hose Testing	1,380.00	4,000.00	-2,620.00
7040 · Minor Tools	231.87	150.00	81.87
7045 · Veh/Epmt Lights-Decals-Safety	601.87	100.00	501.87
7050 · Personal Protect Equip-PPE	6,073.74	4,000.00	2,073.74
7055 · PPE Testing/Cleaning/Repair	0.00	500.00	-500.00
7057 · Operations - Radio Service Fee	5,459.28	5,570.00	-110.72
7060 · Rehabilitation Supplies	1,732.71	500.00	1,232.71
7065 · Rescue Equipment Maint/Repr	0.00	250.00	-250.00
7070 · SCBA Testing/Hydro/FaceMsk/Pack	0.00	2,500.00	-2,500.00
7072 · SCBA MAINTENANCE & REPAIR	758.35	500.00	258.35
7075 · State Veh Safety Inspec&Regist	59.00	150.00	-91.00
7080 · Vehicle Maintenance/Repair	1,627.51	2,000.00	-372.49
7085 · Vehicle Maint/Repr(Vendor)	13,456.80	16,000.00	-2,543.20
7090 · Equipmt Replmt(Fire Fightg)	0.00	1,750.00	-1,750.00
7095 · Fire Fighting Equipmt - NEW	419.16	2,500.00	-2,080.84
7096 · FIRE FIGHTING EQUIPMENT-MAINTEN	0.00	1,007.00	-1,007.00
7100 · Rescue Equipment - NEW	336.49	1,000.00	-663.51
7105 · Rescue Equipment - REPLMNT	228.32	200.00	28.32
Total 7000 · OPERATIONS	52,671.98	75,027.00	-22,355.02
8000 · TRAINING			
8005 · AED, CPR, First Aid	207.50	454.00	-246.50
8020 · Training -VENDOR	3,648.19	7,000.00	-3,351.81
8022 · Training-Certification&Testing	860.46	1,000.00	-139.54
8025 · Per Diem Travel/Lodging	2,933.47	4,000.00	-1,066.53
8030 · Wildland	0.00	500.00	-500.00
8035 · Educational Supplies	0.00	600.00	-600.00
Total 8000 · TRAINING	7,649.62	13,554.00	-5,904.38
9000 · PUBLIC RELATIONS			
9005 · Educational Supplies	0.00	100.00	-100.00
9010 · Public Eductn/Relatn/Apprtn	284.00	500.00	-216.00
9015 · Shipping and Postage	0.00	100.00	-100.00
9020 · Printing	0.00	100.00	-100.00
9025 · Recognition/Thank You	95.99	500.00	-404.01
Total 9000 · PUBLIC RELATIONS	379.99	1,300.00	-920.01
9500 · CAPITAL EXPENDITURES			
9523 · Tires- 6 New Tires for E2-4421	6,424.71	6,000.00	424.71
9524 · New Mini Pumper	533,530.80		
9581 · SMART Board	6,628.00		
Total 9500 · CAPITAL EXPENDITURES	546,583.51	6,000.00	540,583.51
Total Expense	952,162.26	242,764.00	709,398.26
Net Income	0.00	0.00	0.00

Enclosure 5

4:41 PM
10/12/24
Cash Basis

Cassie Volunteer Fire Dept. & EMS
Balance Sheet
As of September 30, 2024

	<u>Sep 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · FSB of Burnet - 68007	122,692.94
Total Checking/Savings	<u>122,692.94</u>
Total Current Assets	122,692.94
Other Assets	
1090 · Transfers (In/Out)	<u>-70,000.00</u>
Total Other Assets	<u>-70,000.00</u>
TOTAL ASSETS	<u>52,692.94</u>
LIABILITIES & EQUITY	
Equity	
3010 · Unrestricted Net Assets	48,297.40
Net Income	<u>4,395.54</u>
Total Equity	<u>52,692.94</u>
TOTAL LIABILITIES & EQUITY	<u>52,692.94</u>

4:45 PM
 10/12/24
 Cash Basis

Cassie Volunteer Fire Dept. & EMS
Profit & Loss Detail
 September 2024

Date	Name	Memo	Class	Paid Amount
Income				
4000 · INCOME				
4015 · Memorial Donations				
09/20/2024	Individual Donations	From Gene Ehler in memory of Steve Simmons	FD	150.00
Total 4015 · Memorial Donations				150.00
Total 4000 · INCOME				150.00
Total Income				150.00
Expense				
7000 · OPERATIONS				
7100 · RESCUE EQUIPMENT-NEW				
09/03/2024	Siddons-Martin Emerge...	Inv#700-SIV0015897-for 2-#161028 T1-Forcible Entry Tool...	FD	4,390.00
Total 7100 · RESCUE EQUIPMENT-NEW				4,390.00
Total 7000 · OPERATIONS				4,390.00
Total Expense				4,390.00
Net Income				-4,240.00

Enclosure 6

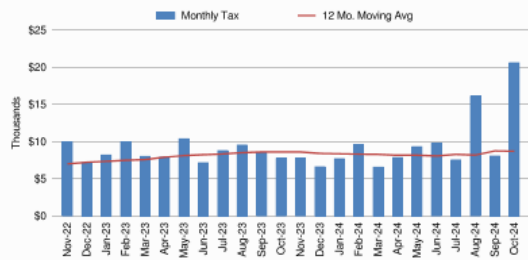
HdL Companies
SALES TAX SNAPSHOT
 Burnet Co ESD 2

Oct-24

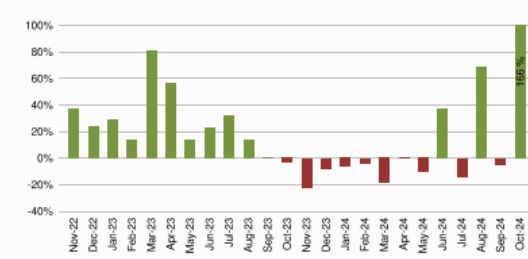
Sales Tax Net Payments

FY Mo.	FY2024	FY2025	YoY % Change
Oct	\$ 7,725	\$ 20,616	166.9%
Nov	\$ 7,743		
Dec	\$ 6,591		
Jan	\$ 7,684		
Feb	\$ 9,624		
Mar	\$ 6,536		
Apr	\$ 7,867		
May	\$ 9,303		
Jun	\$ 9,803		
Jul	\$ 7,539		
Aug	\$ 16,097		
Sep	\$ 8,050		
FYTD	\$ 7,725	\$ 20,616	166.9%
FY Total	\$ 104,563		

Sales Tax Net Payments Trend



Sales Tax Net Payments Change - YoY



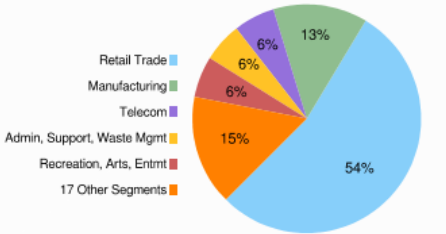
Top 10 Taxpayers

Rank	Company	FYTD Collections	% Total
1	AMAZON.COM SERVICES INC (MARKETPLACE)		
2	SMS BUCHANAN BUSINESS INC		
3	AMAZON.COM SERVICES LLC		
4	BUCHANAN SEPTIC TANKS INC.		
5	FESTIVAL OUTFITTER		
6	JIM EACHUS		
7	REVELLE PEAK RANCH SOLUTIONS LLC		
8	APPLE INC.		
9	MARK W MARDIS		
10	NEW CINGULAR WIRELESS PCS LLC		
Top 10 Companies	\$	na	
902 Other Large Companies	\$	na	
Small Companies/Other	\$	21,091	99.0%
Single Local Tax Rate (SLT)	\$	211	1.0%
Total	\$	21,302	100.0%

Industry Segment Collections Trend - YoY % Chg

SEGMENT	May	Jun	Jul	Aug	Sep	Oct
Retail Trade	26.4%	16.1%	-15.7%	4.7%	-3.8%	-100.0%
Manufacturing	-53.2%	-29.1%	8.7%	-26.4%	7.7%	-100.0%
Telecom	11.2%	64.0%	34.5%	51.3%	-3.2%	-100.0%
Unidentified	9598.3%	5298.5%	562.8%	7853.3%	426.2%	-100.0%
Admin, Support, Waste Mgmt	-5.4%	264.7%	-39.5%	-57.5%	-84.1%	-100.0%
All Others	-41.9%	203.0%	-43.2%	3.3%	49.8%	-100.0%
Total Collections	-10.9%	39.8%	-15.0%	61.8%	-5.7%	-100.0%

Sales Tax Collections by Industry Segment



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Data Source: Texas Comptroller of Public Accounts



Enclosure 7



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2
P. O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

**BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2
OPERATIONAL RESERVES
RESOLUTION 10-17-2024-01**

STATE OF TEXAS §
 §
COUNTY OF BURNET §

In conformity with best practices according to both the SAFE-D Handbook and the Texas Department of Emergency Management, Burnet County Emergency Services District No. 2 will adopt a guideline of 10% (ten percent) of our anticipated funds as our Operational Reserves.

ORDERED AND ISSUED on this the 17th day of October 2024.

BURNET COUNTY EMERGENCY
SERVICES DISTRICT NO. 2

By: *Sean Bailey*
President, Burnet County ESD No. 2

Attested: *Robbie A. Heathman*
Secretary, Burnet County ESD No. 2

Enclosure 8

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2

**INVESTMENT POLICY
RESOLUTION NO. 10-17-2024-02**

1) SCOPE

The investment policy of the Burnet County Emergency Services District No 2 ("District") applies to all cash and other investments of the District unless funds are accounted for in the District's Comprehensive Annual Financial Report.

STATUTORY GUIDELINES

- A) The Texas Public Funds Investment Act of 1987, as amended, codified as Chapter 2256 of the Texas Government Code, defines the legal investment options of certain local governments, including the District, and requires each such entity to have a written investment policy.

The Texas Public Funds Collateral Act, as amended, codified at Chapter 2257 of the Texas Government Code, authorizes the creation of public funds investment pools and established criteria for allowable investments and collateral.

- B) Section 2256.005 of the Texas Governmental Code requires the District to adopt a separate written investment strategy for each of the funds under the District's control. Each investment strategy will be provided to the Investment Committee and must describe the investment objectives for particular fund using the following priorities in order of importance:

- (1) The suitability of the investment to the financial requirements of the District;
- (2) Preservation and safety of principal;
- (3) Liquidity;
- (4) Marketability of the investment if there is a need to liquidate before maturity;
- (5) Diversification of the investment portfolio; and
- (6) Yield.

2) PRUDENCE

Investment transactions of the District shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering preservation of capital and liquidity as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "reasonable prudent person" standard whereby officials exercising due diligence and acting in full compliance with the investment policy and written procedures shall be personally indemnified for an individual

security's credit risk or market price changes. In determining whether the investment officials have exercised prudence with respect to an investment decision. The determination shall be made taking into consideration (1) the investment of all funds, or funds under the District's control, over which the Investment Committee had responsibility rather than the consideration of a single investment; and (2) whether the investment decision was consistent with the written investment policy for the District.

A) SAFETY

Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

B) LIQUIDITY

The District's investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.

C) YIELD

The District's investment portfolio shall be designed with the objective of attaining the maximum possible rate of return throughout budgetary and economic cycles, taking into account the necessary investment risk associated with the protection of capital required by law, and while providing a desired maturity schedule and level of liquidity to meet the cash flow needs of the District.

4) DELEGATION OF AUTHORITY

A) RESPONSIBILITY AND DESIGNATION

An Investment Coordinator, appointed by the District, is responsible for carrying out the decisions of the governing body of the District ("Investment Committee") and performing various ministerial duties assigned by the Investment Committee from time to time. Written procedures consistent with the investment policy including explicit delegation of authority to persons responsible for investment transactions are established and monitored by the District. The Investment Coordinator shall be the Treasurer of the District, and he or she may appoint at least one other member of the Board of Emergency Services Commissioners of the District to assist him or her in his or her duties hereunder.

B) INVESTMENT COMMITTEE

The Investment Committee shall be the Investment Officer for the District responsible for the investment of the District's funds and shall consist of Board of Emergency Services

Commissioners of the District, the Treasurer of which shall be Chair of the Budget, Finance and Administration Committee who shall act as chair of the Investment Committee. Members of the Investment Committee can be removed at any time by majority vote of the District with or without cause. The Investment Committee may deposit, withdraw, invest, transfer and manage the District's funds consistent with the provisions of this Investment Policy.

The Investment Committee shall maintain written records of Committee meetings. The Committee will develop, review and revise the investment strategy of the District. The Committee will establish parameters for the investment process to be used as guidelines to carry out investment transactions for the District. The Committee is responsible for reviewing and approving broker/dealer relationships.

C) TRAINING

The members of the Investment Committee may attend at least one training session relating to the person's responsibilities as a member of the Investment Committee in accordance with the provisions of Section 2256.008 of the Texas Government Code; however, pursuant to Section 775.043, Texas Health & Safety Code, the District and its officers and employees are exempt from the investment training required by 2256.008 and may invest funds in investments set forth under 2256.009, 2256.010, or 2256.016 without the investment officer or coordinator for the District attending and completing the training requirements of Section 2256.007, Government Code.

5) STANDARD OF ETHICS AND CONFLICTS OF INTEREST

Investment Committee members and employees of the District involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees of the District and Investment Committee members shall disclose to the District any material financial interest in financial institutions that conduct business with the District, and they shall further disclose any large personal financial or investment positions greater than fifteen thousand dollars (\$15,000.00) that could be related to the performance of the District' investment portfolio. Investment Committee members shall subordinate their personal investment transactions to those of the District, particularly with regard to the timing of purchases and sales. Investment Committee members who have a personal business relationship with an entity seeking to sell an investment to the District shall file a statement with the District disclosing that personal business interest. Investment Committee members related within the second degree by affinity or consanguinity as determined by Chapter 573 of the Texas Government Code, to an individual seeking to sell an investment to the District shall file a statement with the District and the Texas Ethics Commission disclosing the relationship.

6) AUTHORIZED SECURITIES DEALERS AND FINANCIAL INSTITUTIONS

The Investment Committee will maintain a list of financial institutions authorized to provide investment service to and on behalf of the District. No deposit of District monies shall be made except in a qualified public depository as established by State Law.

A list of at least seven (7) security broker/dealers approved by the Investment Committee, which are authorized to conduct transactions with the District, may be maintained and reviewed by the Investment Committee who will make revisions to the list as necessary. Securities dealers may include primary dealers, designated dealers of the Federal Reserve Bank of New York, or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1.

A) BROKER/DEALER QUESTIONNAIRE

To provide for a process that will screen out institutions that lack economic viability or whose past practices suggest that the safety of public capital would be impaired if transactions were directed to or through such firms, all financial institutions and broker/dealers who desire to become qualified bidders for investment transactions not otherwise allowed under applicable law must complete the District's broker/dealer questionnaire (Appendix C) and provide annual audited financial statements and certifications.

B) BIDDING REQUIREMENTS

The Investment Committee may solicit bids from at least three (3) qualified broker/dealers prior to the purchase or sale of any investment instrument. The most competitive investment opportunity will be chosen provided the opportunity adequately meets the objectives, strategy, and parameters established by the Investment Committee. Bid documentation will remain on file with the District as required by law.

C) WRITTEN STATEMENT FILED WITH THE DISTRICT

A written copy of this Investment Policy shall be presented to any person seeking to sell to the District an authorized investment. The registered principal of the business organization seeking to sell an authorized investment shall sign a written statement which states as follows:

- (1) He/she has received and thoroughly reviewed the Investment Policy of the District;
- (2) He/she acknowledges that his/her organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between his/her organization on behalf of the District #10.

The Investment Committee shall not buy any securities from a person who has not delivered to the District the foregoing statement, unless otherwise allowed by law.

7) AUTHORIZED AND SUITABLE INVESTMENTS

According to the Public Fund Investment Act, as amended, the Public Funds Collateral Act, as amended, and the Chapter 775, Texas Health and Safety Code, the legal investment options of the District include:

- A) Obligations of the United States or it's agencies and instrumentalities;
- B) Direct obligations of the State of Texas or it's agencies and instrumentalities;
- C) Collateral mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
- D) Other obligations, the principal and interest of which are unconditionally guaranteed or insured by or backed by the full faith and credit of the State of Texas or the United States or their respective agencies and instrumentalities;
- E) Obligations of states, agencies, counties, cities and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than "A" or its equivalent;
- F) Certificates of Deposit issued by state and national banks and credit unions domiciled in this state which are either insured by the Federal Deposit Insurance Corporation or secured by legal collateral as defined in the Public Funds Collateral Act;
- G) Repurchase agreements which are fully collateralized, and which meet the requirements of Section 2256.011 of the Texas Government Code;
- H) Prime Domestic Bankers' Acceptances, subject to limitations of Section 2256.012 of the Texas Government Code;
- I) Commercial paper, subject to limitations of Section 2256.013 of the Texas Government Code;
- J) Money-market mutual funds, subject to limitations of Section 2256.014 of the Texas Government Code;
- K) Public funds investment pools, subject to the limitations of 2256.016 and Section 2256.019 of the Texas Government Code;
- L) Guaranteed Investment Contracts, subject to the limitations of Section 2256.015 of the Texas Government Code.

Although allowed under State Law, Prime Domestic Banker's Acceptances, Commercial Paper, Collateralized Mortgage Obligations, money-market mutual funds and Guaranteed Investment contract are not considered suitable investments of the District it will refrain from making such investments or allowing such investments to be pledged to the District's deposits or to serve as underlying collateral. No security with a stated final maturity exceeding two years will be purchased.

8) COLLATERALIZATION

Collateralization is required on repurchase agreements, certificates of deposit, and demand deposit accounts in excess of FDIC coverage. Collateral must be that of securities authorized by State statutes for outright purchase by the District at a minimum market value equal to the

purchase price, except that collateral will always be held in a safekeeping or trust account on the District's behalf by an independent third party with whom the District has a current custodial agreement. A safekeeping receipt showing evidence of collateral ownership must be supplied to and retained by the District. Collateral may be requested, substituted, or released with oral authorization followed by written confirmation of the Investment Committee.

9) SAFEKEEPING AND CUSTODY

All securities, including collateral for repurchase agreements, shall be purchased on a deliver-versus-payment (DIP) basis through a third-party safekeeping/custody account. The District will authorize the simultaneous release of its funds by the custodial agent to the broker/dealer after securities matching those described for purchase by the District have been delivered by the broker/dealer to the District's safekeeping account through the custodial agent. The custodial agent shall forward the original safekeeping receipt/confirmation to the District.

10) DIVERSIFICATION

Diversification of investments as to investment type, issuer, institution and maturity serve to reduce overall portfolio risk while attaining market average rates of return. The District recognizes that in a diversified portfolio, occasional unrealized market losses are inevitable and must be considered within context of the overall portfolio's return and current market conditions.

11) INTERNAL CONTROL

The Investment Committee shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures. The external auditor shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

12) PERFORMANCE STANDARDS

The District's primary investment strategy is passive. To protect the portfolio from imprudent trading, normally a security should not be sold until such time as the current market value of the security is at least equal to the purchase price of the security plus accrued interest. However, should holding the security to maturity adversely affect the financial position of the District, the Investment Committee may authorize sale of the security.

In general, the performance of the investment portfolio is based on the goal to purchase securities with rates of return equal to or greater than US Treasury obligations with like maturities.

13) REPORTING

The Investment Coordinator shall provide to the District a performance report/analysis on at least a quarterly basis summarizing the performance of investments held by the District's funds. In addition, a detailed listing of all investments held by the District stating the type of instrument, principal amount, interest rate, broker/dealer purchased from, purchase date and maturity date of

each shall be provided at least 72 hours before the publicly posted meeting date. The report must provide the following:

- (A) Describe in detail the investment position of the District on the date of the report;
- (B) Be prepared jointly by Investment Coordinator;
- (C) Be signed by the Investment Coordinator;
- (D) Contain a summary statement of each pooled fund group that states the:
 - (1) Beginning market value for the reporting period;
 - (2) Additions and changes to the market value during the period; and
 - (3) Ending market value for the period.
- (E) State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
- (F) State the maturity date of each separately invested asset that has a maturity date;
- (G) State the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and
- (H) State the compliance of the investment portfolio of the District as it related to:
 - (1) The investment strategy expressed in the District's investment policy; and,
 - (2) Relevant provisions of Chapter 2256 of the Texas Government Code.

14) INVESTMENT POLICY ADOPTION AND REVIEW

The District's investment policy shall be adopted by resolution of the District. This policy shall be revised annually during the month of October and may be amended by the District as recommended by the Investment Committee or as state law may require. The Investment Committee will review the investment policy annually, or as needed due to changes in state law, and shall make recommendations to the District for revisions as necessary.

ISSUED THIS the 17th day of October 2024.

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2

By: Sharon Barclay
Sharon Barclay
President

By: Jodeen Lee
Jodeen Lee
Treasurer

ATTEST:
Robbie Cheatham
Robbie Cheatham
Secretary

Enclosure 9



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

ORDER 10-17-2024-03
BURNET COUNTY EMERGENCY SERVICE DISTRICT NO. 2
RECORDS MANAGEMENT POLICY

STATE OF TEXAS §
 §
COUNTY OF BURNET §

WHEREAS, the Texas Local Government Records Act (Title 6, Subtitle C, Local Government Code), provides that each local government must establish an active and continuing records management program; and the Burnet County Emergency Services District No. 2 desires to adopt a plan to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping; now therefore:

NOW THEREFORE:

SECTION 1. DEFINITION OF RECORDS OF THE BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2. All documents, papers, letters, books, maps, photographs, sound or video recordings, microfilm, magnetic tape, electronic media, or other information-recording media, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by the Burnet County Emergency Services District No. 2 or any of its officers or employees pursuant to law or in the transaction of public business, are declared to be the records of Burnet County Emergency Services District No. 2 and of in accordance with the provisions of this ordinance or procedures authorized by it and in no other manner.

SECTION 2. RECORDS DECLARED PUBLIC PROPERTY. All records as defined in Sec. 1 of this plan are declared to be the property of the Burnet County Emergency Services District No. 2. No official or employee of the Burnet County Emergency Services District No. 2 **Error! Reference source not found.** has, by virtue of his or her position, any personal or property right to such records even though he or she may have developed or compiled them. The unauthorized destruction, removal from files, or use of such records is prohibited.



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

SECTION 3. POLICY. It is declared to be the policy of the Burnet County Emergency Services District #2 to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, and disposition of all records of this office through a comprehensive system of integrated procedures for the management of records from their creation to their ultimate disposition, consistent with the requirements of the Local Government Records Act and accepted records management practice. This policy shall apply to all employees, agents, independent contractors, and volunteers of the Burnet County Emergency District #2.

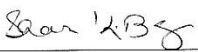
SECTION 4. RECORDS MANAGEMENT OFFICER. The Secretary will serve as Records Management Officer for the Burnet County Emergency District No. 2 as provided by law and will develop policies and procedures to ensure that the maintenance, preservation, security, destruction, electronic storage, and other disposition of the records of this office are carried out in accordance with the requirements of the Local Government Records Act.

SECTION 5. RECORDS CONTROL SCHEDULES. Appropriate records control schedules issued by the Texas State Library and Archives Commission shall be adopted by the Records Management Officer for use in Burnet County Emergency District No. 2 as provided by law. The Records Management Officer shall prepare amendments to the schedules as needed to reflect new records created or received by this office, or revisions to retention periods established in a records retention schedule issued by the Commission. Any destruction of records of the Burnet County Emergency District No. 2 will be in accordance with these schedules and the Local Government Records Act.

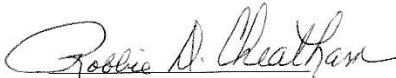
ORDERED THIS 17th DAY OF OCTOBER 2024

BURNET COUNTY EMERGENCY SERVICES DISTRICT #2

By:



Sharon Barclay
President



Robbie Cheatham
Secretary

Enclosure 10



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

**BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2
EXCEPTION TO A QUORUM
RESOLUTION 10-17-2024-04**

STATE OF TEXAS §
 §
COUNTY OF BURNET §

Burnet County Emergency Services District No. 2 following policy, regarding an Exception to a Quorum, as Burnet County Emergency Services District No.2 falls under the guidelines of Texas Local Government Sec. 418.1102

Sec. 418.1102. EXCEPTION TO QUORUM REQUIREMENTS.

(a) This section applies to a local governmental entity created and operating under the laws of this State, including a political subdivision, school district, or special district or authority.

(b) Notwithstanding any other law, a quorum is not required for the governing body of a local governmental entity to act if:

(1) the entity's jurisdiction is wholly or partly located in the area of a disaster declared by the president of the United States or the governor; and

(2) a majority of the members of the governing body are unable to be present at a meeting of the governing body as a result of the disaster.

Added by Acts 2007, 80th Leg., R.S., Ch. 338 (S.B. 61), Sec. 1, eff. June 15, 2007.

Renumbered from Government Code, Section 418.112 by Acts 2009, 81st Leg., R.S., Ch. 87 (S.B. 1969), Sec. 27.001(27) Eff. September 1, 2009.

ORDERED AND ISSUED on this the 17 day of October 2024

BURNET COUNTY EMERGENCY
SERVICES DISTRICT NO. 2

By: Sharon Barclay
Sharon Barclay
President, Burnet County ESD No. 2

Attested: Robbie D. Cheatham
Robbie Cheatham
Secretary, Burnet County ESD No. 2

Enclosure 11



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

**RESOLUTION NO. 10-17-2024-05
GOODS-IN-TRANSIT**

WHEREAS, pursuant to the Texas Constitution and TEX. PROP. TAX CODE, § 11.253, local taxing units are granted the option to "tax goods-in- transit" which would otherwise be exempt pursuant to § 11.253; and


WHEREAS, this governing body has held a public hearing pursuant to TEX. CONST. Art. VIII. § 1-n (d) on the issue of whether "goods-in-transit," as defined by the referenced § 11.253, should be taxed or exempted; and

WHEREAS, the Burnet County Emergency Services District Number 2 determines that it is in the public interest to provide for the ad valorem taxation of "goods-in-transit," as defined by the referenced § 11.253;

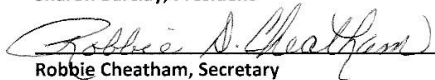
NOW, THEREFORE, BE IT RESOLVED BY THE BURNET COUNTY EMERGENCY SERVICES DISTRICT NUMBER 2 THAT:

All "goods-in-transit" as defined by TEX. PROP. TAX CODE § 11.253, shall be subject to ad valorem taxation by Burnet County Emergency Services District No. 2 annual ad valorem tax assessment, if not otherwise exempt or subject to abatement by law other than § 11.253 and TEX CONST. Art. VIII. § 1-n.

The foregoing resolution adopted by a majority vote at a meeting of the Burnet County Emergency Services District No. 2 on the 17th day of October 2024.



Sharon Barclay, President



Robbie Cheatham, Secretary