



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

**Minutes – January 23, 2020**

**1. (AI)<sup>1</sup>Call meeting to order. (Schneider)**

*(A/D)<sup>2</sup>At 10:00 a.m., January 23, 2020, the regular meeting of the Board of Emergency Service Commissioners of Burnet County Emergency Services District #2 was called to order in the Cassie Community Center, 3920 RR 690, Burnet, Texas 78611. Notice of this meeting (Enclosure 1) had been previously posted at the Burnet County Courthouse and the Cassie Community Center in compliance with the provisions of Chapter 551, Texas Government Code*

**2. (AI) Establish a quorum. (Schneider)**

*(A/D) Board member in attendance were:*

*Ben Schneider*

*Dick Bremer*

*Ed Schaefer*

*Sharon Barclay*

*Commissioner Schneider confirmed a quorum was present*

**3. (AI) Pledge of Allegiance. (Schneider)**

*(A/D) The quorum having been established, the Pledge of Allegiance to the United States was rendered with appropriate honors*

**4. (AI) Invocation. (Bremer)**

*(A/D) The Invocation was offered by Commissioner Bremer*

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<sup>1</sup> AI – Agenda Item

<sup>2</sup> A/D – Action and/or Discussion by BCESD-2Commissioners

**5. (AI) Welcome guests. (Schneider)**

*(A/D) Commissioner Schneider welcomed attending guests who included:*

*CVFD Fire Chief Derrick Curtis  
CVFD EMS Lieutenant Laura Schneider  
Burnet County Commissioner Jim Luther  
Charity Tabor  
Susan Scott  
Tate Johnson*

**6. (AI) Comments from the Board and Public not scheduled on the agenda may speak, 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.**

*(A/D) Commissioner Schneider thanked Cassie VFD for their presence and service during the Memorial Service for Commissioner John Davis.*

*Commissioner Schaefer stated that while he had moved to his new residence, that he still owned property and a residence in the District and would continue as long as he is eligible or until a replacement Commissioner can be appointed.*

*Commissioner Schneider stated that the ESD Agenda has been placed on the Cassie VFD website under the ESD tab. <https://cassievfd.com/custom.html?id=22526>*

*Burnet County Commissioner Jim Luther gave an update to County projects and development. Current paving projects are underway with only a small amount of Burnet Co. Pct. 1 remaining unpaved. The Recycle Center is open on FM 963, with plans to expand access as it becomes more operational. A residential area is being developed east of the Hwy 29/PR 4 area; plans include multi-acre lots and access to fire hydrants. Much more development is expected in other areas of Burnet County. Commissioner Luther also stated that TXDOT is expected to place a flashing light at Hwy 29 and FM 2341.*

**7. (AI) ESD #2 Commissioner-Secretary position vacancy. (Schneider)**

*(A/D) Commissioner Schneider discussed that Commissioner Barclay has agreed to serve in the role of ESD #2 Secretary. Commissioner Schneider made the motion to appoint Commissioner Barclay as ESD #2 Secretary, Commissioner Bremer seconded the motion; the vote was unanimous to appoint Commissioner Barclay as ESD #2 Secretary.*

**8. (AI) CVFD and ESD#2 Audit results presentation. (C. Taber)**

*Charity Taber from Taber and Burnett, P.C presented the independent financial audit for the period of October 1, 2018 to September 30, 2019 for both ESD #2 and CVFD. Mrs. Taber reported that both entities accounting principles were in conformity and there were no outstanding discrepancies presented. A copy of the ESD and the CVFD audit will be available on the CVFD website for public viewing.*

**9. (A/I) Accept minutes from the December 19, 2019 meeting. (Schneider)**

*(A/D) Commissioner Schneider called for comments or corrections from the Board regarding the minutes from the December 19, 2019 BCESD#2 meeting. With no additional changes, Commissioner Schneider accepted the minutes as presented.*

**10. Report from the Cassie Volunteer Fire Department. (Curtis)**

**A. Report from Cassie Volunteer Fire Chief (Curtis)**

*(A/D) Chief Curtis provided the Board a summary of CVFD activities (Enclosure 2); total manhours for 2019 were 3860.39. Chief Curtis reported a member being removed as a result of a By-laws violation.*

**B. Review FY 2019/2020 Cassie VFD Goals and Objectives. (Curtis)**

*(A/D) Chief Curtis reviewed the Cassie VFD 2019-20 Goals and Objectives (Enclosure 3); these goals were started on October 1, 2019 and are grouped by "Building, Department, Equipment, and Personnel." There are 26 total goals, with 2 completed, and many in progress.*

**C. Present Cassie VFD Five Year Plan to board. (Curtis)**

*(A/D) Chief Curtis presented the CVFD Five Year Plan (Enclosure 4). This plan includes items for Capital Expenditure; replacement and primary purchases. Grants have been submitted for several items.*

**D. CVFD Financial Report. (L. Schneider)**

*(A/D) Lt. Schneider provided the Board a summary of the CVFD Financial Report (Enclosure 5) as of November 30, 2019, CVFD had a balance of \$47,154.30 in Checking/Savings. Total income for October-December 2019 was \$54,586.36, expenses were \$52,425.84, with a net gain of \$2,160.52.*

**11. ESD #2 Treasurer Report. (Schaefer)**

*(A/D) Commissioner Schaefer reported a balance on December 31, 2019 of \$255,953.19, comprised of CD#33086 in the amount of \$154,797.38 and FSB Checking in the amount of \$101,155.81. Total income for the period was \$44,745.58 and expenses of \$3,747.51; for an operating gain of \$40,998.07 (Enclosure 6).*

*Commissioner Schneider asked for any additional questions; the report was accepted as presented.*

**12. Discussion and/or action regarding the disbursement of funds. (Schaefer)**

*Commissioner Schaefer stated that the only extra expenses anticipated would be for Taber and Burnet, P.C. for compensation for the Audit and the possibility for Capital items if approved.*

*There was no discussion. Commissioner Schneider accepted the report as presented.*

**13. Discussion and/or approval of Capital expenditure for Cassie VFD, if applicable. (Schneider)**

*(A/D) Chief Curtis provided a request for approval of a Capital expenditure for pagers to replace the current ones that have been in use for approximately 12-13 years and are increasingly unreliable and out of warranty. The request is for \$9,000 for 19 Motorola Minitor VI pagers. (Enclosure 7)*

*Commissioner Bremer made the motion for approval of the Capital expenditure, Commissioner Barclay seconded; the vote was unanimous for the approval of \$9,000 for purchase of 19 Motorola Minitor VI pagers.*

**14. Burnet County Oath of Office for Commissioners Bremer and Schneider.**

*(A/D) Commissioner Schneider announced that he and Commissioner Bremer had agreed to serve on the ESD #2 Board for another term and had been sworn in on January 6, 2020.*

**15. Texas sales tax funding discussion. (Schneider)**

*(A/D) Commissioner Schneider presented an action plan to proceed with an ESD #2 Sales Tax initiative. (Enclosure 8) There was much discussion and it was decided that to proceed would require more planning. Commissioner Barclay made the motion to call a Special Meeting for the purpose of working on an ESD #2 Sales Tax Action Plan on February 5, 2020 at 6:30 p.m. at the Cassie VFD; Commissioner Bremer seconded; the vote was unanimous.*

**16. Review the status of the Burnet Live Fire Training Tower Project. (Schaefer)**

*(A/D) Commissioner Schaefer reported that there had been no return communication with leadership at Burnet FD related to a possible partnership of the Burnet Live Fire Training Tower project. After much discussion it was decided not to further pursue a partnership at this time.*

**17. Discussion and/or action regarding Commissioner Positions of Treasurer and Assistant Treasurer. (Schneider)**

*(A/D) Commissioner Schneider and Commissioner Schaefer explained the positions and the responsibilities of the ESD #2 Treasurer and the ESD #2 Assistant Treasurer to the guests who were considering appointment to the position. At this time, both Mrs. Scott and Mr. Johnson stated that they were not interested in pursuing appointment.*

**18. Submit ESD #2 organizational and/or financial changes to State of Texas Division of Emergency Management. (Schneider)**

*(A/D) Commissioner Schneider reported that he had completed the reports to the State of Texas Division of Emergency Management on January 14, 2020. No further action is required at this time.*

**19. Calendar of events for February 2020. (Schneider)**

**A. SAFE-D Conference**

*(A/D) The SAFE-D Conference will be held on February 20-22, 2020 in Galveston. Commissioner Barclay is attending as a representative of ESD #2 and Chief Curtis as a representative of CVFD. Both will report back to the Board at the next regular meeting.*

**B. Approve Capital Expenditure, if applicable**

**C. ESD #2 Board review and discuss CVFD's Goals & Objectives and their Five-Year Plan.**

**20. Next meeting, at 10:00 a.m. on Thursday, February 27, 2020**

*(A/D) Commissioner Schneider announced that the next regular meeting will be held on Thursday, February 27, 2020 at 10:00 a.m. at the Cassie Community Center and a Special Meeting on Wednesday, February 5, 2020 at 6:30 p.m. at the Cassie VFD.*

**21. Adjourn**

*(A/D) With no additional business attending, the BCESD#2 January 23, 2020 meeting was adjourned at 11:47 a.m. by Commissioner Schneider.*

Sharon K. Barclay  
Secretary  
Emergency Service District 2  
Burnet County  
January 23, 2020

Benjamin H. Schneider  
President  
Emergency Service District 2  
Burnet County  
January 23, 2020



BURNET COUNTY EMERGENCY SERVICES DISTRICT #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 #2, to be held at the Cassie Community Center located at 3920 RR 690, Burnet, Texas, 78611 at 10:00 AM on Thursday, January 23, 2020. This agenda is posted in the Burnet County Courthouse at the Cassie Community Center and on [cassievfd.com](http://cassievfd.com).

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

#### AGENDA

1. Call meeting to order. (Schneider)
2. Establish a quorum. (Schneider)
3. Pledge of Allegiance. (Schneider)
4. Invocation. (Bremer)
5. Welcome guests. (Schneider)
6. Comments from the Board and Public not scheduled on the agenda may speak, 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.
7. ESD #2 Commissioner-Secretary position vacancy. (Schneider)
8. CVFD and ESD#2 Audit results presentation. (C. Taber)
9. Accept minutes from 12/19/19 meeting. (Schneider)



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P.O. BOX 249  
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10. Report from the Cassie Volunteer Fire Chief. (Curtis)
  - A. CVFD Financial Report. (L. Schneider)
  - B. Review FY 2019/2020 Cassie VFD Goals and Objectives. (Curtis)
  - C. Present Cassie VFD Five Year Plan to board. (Curtis)
11. ESD #2 Treasurer Report. (Schaefer)
12. Discussion and/or action regarding the disbursement of funds. (Schaefer)
13. Discussion and/or approval of Capital expenditure for Cassie VFD, if applicable. (Schneider)
14. Burnet County Oath of Office for Commissioners Bremer and Schneider. (Schneider)
15. Texas sales tax funding discussion. (Schneider)
16. Review the status of the Burnet Live Fire Training Tower Project. (Schaefer)
17. Discussion and/or action regarding Commissioner Positions of Treasurer and Assistant Treasurer. (Schneider)
18. Submit ESD #2 organizational and/or financial changes to State of Texas Division of Emergency Management. (Schneider)
19. Calendar of events for February 2020. (Schneider)
  - A. SAFE-D Conference.
  - B. Approve Capital Expenditure, if applicable.
  - C. ESD #2 Board review and discuss CVFD's Goals & Objectives and their Five Year Plan.
20. Next meeting, at 10:00 AM on Thursday, February 27, 2020.
21. Adjourn.

Benjamin H. Schneider, President



## Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 1/22/2020 10:33:45 AM



### Incident Statistics

Start Date: 01/01/2020 | End Date: 01/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		7	
FIRE		1	
<b>TOTAL</b>		<b>8</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
<b>TOTAL</b>			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		1	
Aid Received		7	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		25	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:04:39		
<b>AVERAGE FOR ALL CALLS</b>		<b>0:04:39</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:01:33		
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:33</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		42:47	

Only Reviewed Incidents Included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMESIS 2 & 3 data as appropriate.



## Cassie VFD/ Burnet ESD 2

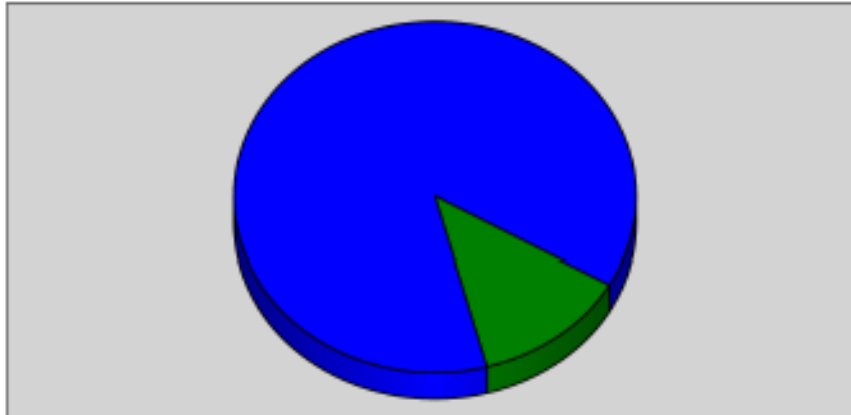
Burnet, TX

This report was generated on 1/22/2020 10:34:54 AM



### Major Incident Types by Month for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020



■ Good Intent Call    ■ Rescue & Emergency Medical Service Incident

INCIDENT TYPE	JAN	TOTAL
Good Intent Call	1	1
Rescue & Emergency Medical Service Incident	7	7
<b>Total</b>	<b>8</b>	<b>8</b>

Only REVIEWED Incidents Included

 **EMERGENCY REPORTING**  
emergencyreporting.com  
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## Cassie VFD/ Burnet ESD 2

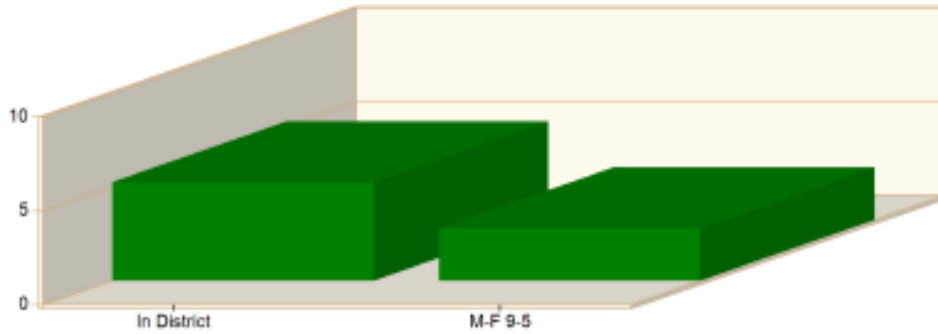
Burnet, TX

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### Incident Average Response Time per Shift for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	5.23	3
M-F 9-5	2.77	4
<b>Total Number of Calls:</b>		<b>7</b>

Incident Average Response Time calculated from Dispatch to first arriving unit apparatus Arrived time. Only Reviewed Incidents are included. Incidents that are Cancelled with no apparatus actually arriving are not part of the Incident count.

## Cassie VFD/ Burnet ESD 2

Burnet, TX

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Average Response Time per Station for Data Range

Start Date: 01/01/2020 | End Date: 01/31/2020



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	3:49

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

# Cassie VFD/ Burnet ESD 2

Burnet, TX

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## Personnel Count per Incident for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2020-00001	1/1/2020 20:59:44	321 - EMS call, excluding vehicle accident with injury	BP208	5	0	5
2020-00002	1/2/2020 08:30:39	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-00003	1/2/2020 14:20:20	321 - EMS call, excluding vehicle accident with injury	BP208	2	0	2
2020-00004	1/8/2020 13:11:45	611 - Dispatched & cancelled en route	BP208	2	2	4
2020-00005	1/9/2020 09:20:00	321 - EMS call, excluding vehicle accident with injury	BP208	2	0	2
2020-00006	1/15/2020 05:38:40	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-00007	1/15/2020 12:56:19	311 - Medical assist, assist EMS crew	BP208	2	0	2
2020-8	1/15/2020 13:16:48	311 - Medical assist, assist EMS crew	BP208	2	0	2
<b>AVERAGES:</b>				<b>2.6</b>	<b>0.3</b>	<b>2.9</b>

Only REVIEWED incidents included



# Cassie VFD/ Burnet ESD 2

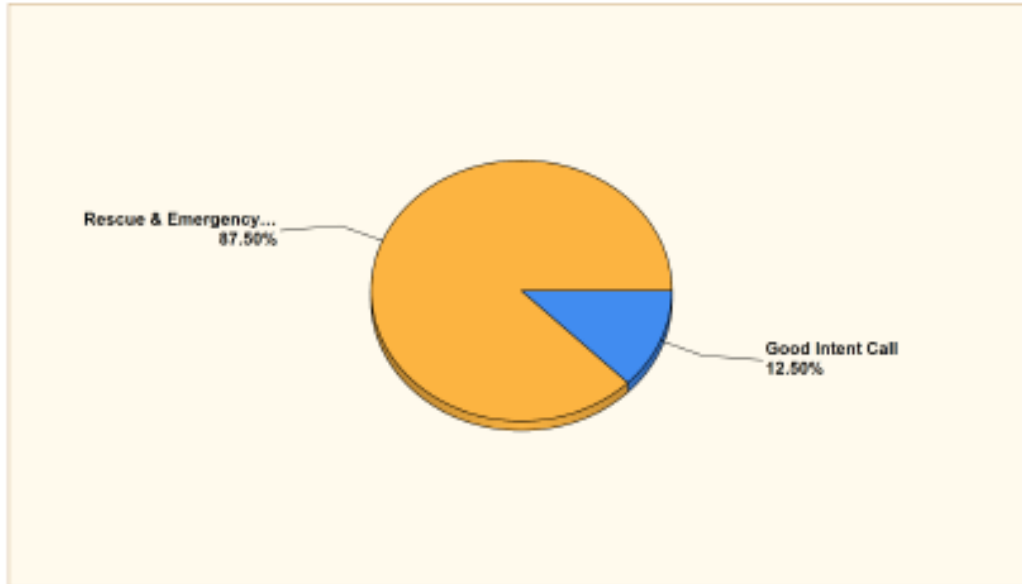
Burnet, TX

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 01/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	7	87.50%
Good Intent Call	1	12.50%
<b>TOTAL</b>	<b>8</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include imported data.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
311 - Medical assist, assist EMS crew	2	25.00%
321 - EMS call, excluding vehicle accident with injury	5	62.50%
611 - Dispatched & cancelled en route	1	12.50%
<b>TOTAL INCIDENTS:</b>	<b>8</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include imported data.

## Cassie VFD/ Burnet ESD 2

Burnet, TX

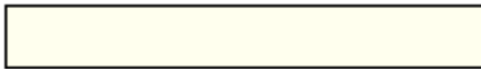
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Total Manhours per Activity Code for Date Range

Start Date: 01/01/2019 | End Date: 12/31/2019

ACTIVITY CODE	# DAYBOOK ITEMS	# PEOPLE	HOURS	MANHOURS	% TOTAL TIME
1st responder training - 1st responder training	1	1	2.50	2.50	0.00%
Admin - Admin hours	65	74	196.09	225.20	5.54%
Alarm - Alarm Response	201	480	297.72	518.09	13.44%
Budget - Budget work	5	11	8.15	19.19	0.50%
Building Maint - Building Maintenance	5	7	8.03	14.41	0.37%
Burn - Burning permit	1	1	1.00	1.00	0.03%
Community Event - Pt for VFD in the Communities	4	10	6.17	25.67	0.66%
EMS Reports - EMS Reports	10	12	18.39	23.39	0.61%
EMS-CE hours - EMS-CE hours training	1	1	9.00	9.00	0.23%
ESD - ESD meeting	8	14	14.19	26.21	0.68%
ESD website - updating ESD website	4	4	2.09	2.09	0.05%
Financials - Financials	45	45	152.11	152.11	3.94%
Fire Reporting - TFS, ER reporting	10	10	7.40	7.40	0.19%
Ind. Training - Individual Training	14	18	20.28	23.70	0.62%
Lawn - Lawns mowed and trimmed	2	2	3.87	3.87	0.10%
Mail - Mail Box Run	8	8	96.00	96.00	2.49%



EMERGENCY RESPONSE OPERATIONS  
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ACTIVITY CODE	# DAYBOOK ITEMS	# PEOPLE	HOURS	MANHOURS	% TOTAL TIME
Meet and Confer - Participating in Meet and Confer Activities	6	27	14.00	57.50	1.49%
Meeting Prep - Preparation for Fire Board and ESD meetings	2	2	1.23	1.23	0.03%
Phys - Physical Fitness	1	2	0.50	1.00	0.03%
PPE Inspection - PPE Monthly Inspections	1	1	1.42	1.42	0.04%
Pre-Plan - Pre-Plan Tour of Building	1	3	1.25	3.75	0.10%
Training - Company Training	57	268	707.50	2018.50	52.34%
Training Prep - Preparation for Training	3	6	3.00	6.00	0.16%
VOC - Volunteer Shift Coverage	72	74	371.06	361.10	9.37%
WASH - GEAR WASHING	1	1	2.00	2.00	0.05%
Wash Trucks - Washing Trucks	4	7	3.77	7.77	0.20%
Weekly Maint. - Weekly Maintenance Truck Check	139	231	138.70	231.47	6.00%
<b>TOTAL</b>	<b>754</b>	<b>1352</b>	<b>2959.70</b>	<b>3863.39</b>	



EMERGENCY RESPONSE OPERATIONS  
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GOALS AND OBJECTIVES 2019-2020



GROUP	GOAL DESCRIPTION	SCHEDULED START DATE	START DATE	CPLTD DATE
<b>Building</b>				
B-1	Rebuild the housing around the plumbing on the water tower	10-01-2019		
B-2	Replace damaged wood, trim and add gutter to storage room	10-01-2019		
B-3	Look at the possibility of getting bay floor recovered for FY '21	10-01-2019		
<b>Department</b>				
D-1	Review 5-year plan requirements and information each quarter at Fire Board Meeting First Quarter Second Quarter Third Quarter Fourth Quarter	10-01-2019 01-01-2020 03-01-2020 07-01-2020	10-15-2019 01-21-2020	10-15-2019 01-21-2020
D-2	Set up Quarterly Training Schedule Training schedule completed and posted for 1 <sup>st</sup> quarter Training schedule completed and posted for 2 <sup>nd</sup> quarter Training schedule completed and posted for 3 <sup>rd</sup> quarter Training schedule completed and posted for 4 <sup>th</sup> quarter	10-01-2019 01-01-2020 04-01-2020 07-01-2020	10-01-2019 01-01-2020 04-01-2020 07-01-2020	10-01-2019 01-03-2020
D-3	Maintain NFPA Standards for compliance in all aspects for Fire Dept. NFPA Standards were in compliance for FY ending 9-30-2018 Maintained NFPA Standards First Quarter Maintained NFPA Standards Second Quarter Maintained NFPA Standards Third Quarter Maintained NFPA Standards Fourth Quarter	10-01-2019 01-01-2020 04-01-2020 07-01-2020	10-01-2019 01-01-2020	12-31-2019
D-4	Preplan any new high-risk areas within the Fire District (FA) Preplan for Reveille Ranch for events-this will be ongoing based upon each event	10-01-2019	10-01-2019	On-Going
D-5	Keep website and social media up to date for public (ongoing)	10-01-2019	10-01-2019	On-Going
D-6	Maintain and Update Emergency Reporting System	10-01-2019	10-01-2019	On-Going
<b>Equipment</b>				
E-1	Purchase 2- AED's	10-01-2019	12-17-2019	01-04-2020
E-2	Purchase riding lawn mower	10-01-2019		
E-3	Purchase 6- tires for Tender 1 4440	10-01-2019		
E-4	Purchase pagers	10-01-2019	01-21-2019	
E-5	Purchase drop tank for Tender 1 4440	10-01-2019		
E-6	Purchase Chief lab top	10-01-2019		
E-7	Purchase ice maker	10-01-2019	10-15-2019	11-12-2019
E-8	Purchase flag pole	10-01-2019		
E-9	Purchase monitor for Tender 1 4440	10-01-2019		
E-10	Purchase thermal imaging camera	10-01-2019		
<b>Personnel</b>				
P-1	Maintain Accident Free Record – Review Quarterly First Quarter Second Quarter Third Quarter Fourth Quarter	10-01-2019 01-01-2020 04-01-2020 07-01-2020	10-01-2019 01-01-2020	N/A
P-2	Chief Curtis to attend FSCEO at TEEEX	05-11-2020		
P-3	Maintain SFFMA Training information is up-to-date	10-01-2019	10-01-2019	On-Going
P-4	Increase SFFMA accredited Firefighters by 1	10-01-2019	10-01-2019	
P-5	Send one member to EMT School	10-01-2019	10-01-2019	
P-6	Increase certified EMT by 1	10-01-2019	10-01-2019	
-----	NUMBER OF GOALS BY GROUP -----		-----	-----



Enclosure 4

	A	F	G	H	I	J	K	L
		2019-2020	YEAR 2 2020-2021	2021-2022	2022-2023	2023-2024	YEAR 6 2024-2025	Notes
1	CAPITALIZED ITEMS							
2	AED'S (2)-replace date (purchased 1/4/20)	\$3,588.00						
3	Riding Mower-commercial grade	\$8,000.00						
4	Replace SCBA packs & masks					\$125,000.00		
5	Ice Maker (purchased 11-2019)	\$3,109.11						
6	New Building or Add to Existing for additional vehicles & storage			#####				
7	New Brush Truck (1)*				#####			
8	Motorola Minitor VI pagers x 19	\$3,500.00						
9	Ground Monitors		\$8,000.00					
10	5" LDH (1)		\$5,200.00					
11	Turbo Draft (1)		\$5,000.00					
12	5" Intake Valve(1)		\$2,500.00					
13	Drop Tank	\$2,500.00						
14	Tires (6) for T1 - #4440	\$5,000.00						
15	Laptop or Computer replace existing	\$2,500.00						
16	Sell Engine 1 at 10 yrs & replace with mini pumper(3)		#####					
17	Tires (6) for E1-4420			\$5,000.00				
18	Tires (6) for E2 4421						\$5,000.00	
19	Update HVAC system for existing station		\$15,000.00					
20	Flagpole	\$1,500.00						
21	Fire Monitor-Nozzle for T1-#4440	\$2,000.00						
22	Thermal Imaging Unit	\$1,500.00						
23	UTV with pump, tank and trailer (2)		\$32,000.00					
24	4 sets of Bunker gear						\$8,000.00	
25	Airbags						\$15,000.00	
26	<b>TOTALS FOR CAPITAL</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	
27	<b>ORIGINAL CAPITAL EXPENDITURE</b>	<b>#####</b>						
28	(1) Have submitted a grant							
29	(1) * TFS grant submitted for 30/10 218K							
30	(2) FMEA or Firehouse Sub grant will be submitted							
31	(3) 125k plus to money from the sell							
32								
33								

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Cassie Volunteer Fire Department  
Balance Sheet  
As of December 31, 2019

	<u>Dec 31, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 - CASSIE VFD-ESD2	47,154.30
Total Checking/Savings	<u>47,154.30</u>
Total Current Assets	47,154.30
Fixed Assets	
1410 - Land	13,820.89
1420 - Furniture & Fixtures	7,067.10
1430 - Vehicles & Equipment	906,267.30
1440 - EMS Equipment	5,037.56
1450 - Communication Equipment	98,987.65
1460 - Buildings	108,746.42
1510 - Accumulated Depreciation	<u>-659,124.78</u>
Total Fixed Assets	569,721.96
Other Assets	
1200 - Prepaid Insurance	<u>6,038.00</u>
Total Other Assets	6,038.00
<b>TOTAL ASSETS</b>	<u><u>622,914.26</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 - Employer & Emp. Payroll Tax	1,425.29
Total Other Current Liabilities	<u>1,425.29</u>
Total Current Liabilities	<u>1,425.29</u>
Total Liabilities	1,425.29
Equity	
3010 - Unrestricted Net Assets-Rel.Ern	619,328.45
Net Income	<u>2,160.52</u>
Total Equity	<u>621,488.97</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>622,914.26</u></u>

4:10 PM  
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**Cassie Volunteer Fire Department  
Profit & Loss Budget vs. Actual  
October through December 2019**

	Oct - Dec 19	Budget	\$ Over Budget
<b>Income</b>			
4000 - Income			
4005 - ESD payments	40,069.00	160,279.50	-120,210.50
4010 - Individual Donations	2,000.00		
4020 - Group & Company Donations	300.00		
4030 - County Funds	3,770.25	7,541.00	-3,770.75
4065 - Training Reimbursement	1,750.00		
4095 - ESD Pymts-Capital Expenditures	6,607.11	42,500.00	-35,892.89
<b>Total 4000 - Income</b>	<b>54,586.36</b>	<b>210,320.50</b>	<b>-155,734.14</b>
<b>Total Income</b>	<b>54,586.36</b>	<b>210,320.50</b>	<b>-155,734.14</b>
<b>Expense</b>			
5000 - ADMINISTRATIVE			
5005 - Accounting	250.00	1,300.00	-1,050.00
5010 - Legal Services	0.00	100.00	-100.00
5015 - Meetings	51.47	225.00	-173.53
5020 - Office Equipment/Maint.	0.00	258.00	-258.00
5025 - Office Supplies	88.78	790.00	-698.22
5030 - Printer Supplies	75.92	300.00	-224.08
5035 - Shipping/Postage/PO Box Rental	0.00	150.00	-150.00
5040 - Subscripns/Dues/Membership/RecMgmt	1,842.21	10,716.00	-8,873.79
5045 - Travel Allowance	0.00	100.00	-100.00
5050 - Uniforms (Caps and Shirts)	131.97	4,000.00	-3,868.03
5055 - Printing Services	0.00	100.00	-100.00
5060 - Banking/SftyDepBox/Chks/BkgdCks	20.00	100.00	-80.00
5070 - Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
<b>Total 5000 - ADMINISTRATIVE</b>	<b>2,458.35</b>	<b>18,440.00</b>	<b>-15,981.65</b>
5200 - PAID POSITION			
5205 - Base Salary	13,102.34	40,000.00	-35,897.66
5215 - CVFD SS & Medicare Tax Match	1,009.26	3,748.50	-2,739.24
<b>Total 5200 - PAID POSITION</b>	<b>14,201.60</b>	<b>52,748.50</b>	<b>-38,546.90</b>
5300 - BUILDING AND GROUNDS			
5305 - Botanical Supplies	0.00	50.00	-50.00
5310 - Janitorial Supplies	10.28	200.00	-189.72
5320 - Repairs and Maintenance	3,205.53	3,500.00	-294.47
5325 - Furn&YardEquip Repl/RepNew	0.00	520.00	-520.00
5330 - Electrical Service	537.88	3,750.00	-3,212.12
5335 - Telephone Service	928.90	2,527.00	-1,598.10
<b>Total 5300 - BUILDING AND GROUNDS</b>	<b>4,882.39</b>	<b>10,547.00</b>	<b>-5,664.61</b>
5600 - COMMUNICATIONS			
5605 - Batteries, Clips, Acc.	0.00	250.00	-250.00
5615 - Non-Warranty Repair	0.00	150.00	-150.00
5620 - Digital Radio and Pagers	0.00	500.00	-500.00
<b>Total 5600 - COMMUNICATIONS</b>	<b>0.00</b>	<b>900.00</b>	<b>-900.00</b>
6600 - INSURANCE			
6605 - Building and Property	886.00	3,613.00	-2,727.00
6610 - Vehicle	1,835.00	8,786.00	-6,951.00
6615 - Personnel Coverage	7,707.00	8,601.00	-1,194.00
<b>Total 6600 - INSURANCE</b>	<b>10,428.00</b>	<b>21,000.00</b>	<b>-10,572.00</b>
7000 - OPERATIONS			
7010 - Fuel-Vehicle and Equipment	404.24	500.00	-95.76
7012 - Fuelman-Vehicles & Equipment	873.25	4,530.00	-3,656.75
7015 - Equipment Maint/Repr-Vendor	0.00	500.00	-500.00
7020 - Fire Extinguisher Test/Repr	0.00	250.00	-250.00
7025 - Fire Suppressant Supplies	0.00	5,000.00	-5,000.00
7030 - First Responder Supplies	197.54	4,000.00	-3,802.46
7035 - Ladder, Pump & Hose Testing	0.00	3,000.00	-3,000.00

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**Cassie Volunteer Fire Department  
Profit & Loss Budget vs. Actual  
October through December 2019**

	Oct - Dec 19	Budget	\$ Over Budget
7040 - Minor Tools	0.00	150.00	-150.00
7045 - Veh/Epmt Lights-Decals-Safety	0.00	100.00	-100.00
7050 - Personal Protect Equip-PPE	10,972.71	4,000.00	6,972.71
7055 - PPE Testing/Cleaning/Repair	0.00	500.00	-500.00
7060 - Rehabilitation Supplies	291.08	500.00	-208.94
7065 - Rescue Equipment Maint/Repr	172.67	100.00	72.67
7070 - SCBA Testing/Hydro/FaceMask/Pack	0.00	1,200.00	-1,200.00
7072 - SCBA MAINTENANCE & REPAIR	250.60	500.00	-249.40
7075 - State Veh Safety Inspec&Regist	0.00	151.00	-151.00
7080 - Vehicle Maintenance/Repair	905.88	550.00	355.88
7085 - Vehicle Maint/Repr(Vendor)	0.00	5,000.00	-5,000.00
7090 - Equipmt Replmt(Fire Fightng)	0.00	1,750.00	-1,750.00
7095 - Fire Fighting Equipmt - NEW	0.00	2,500.00	-2,500.00
7100 - Rescue Equipment - NEW	0.00	1,000.00	-1,000.00
7105 - Rescue Equipment - REPLMNT	0.00	200.00	-200.00
<b>Total 7000 - OPERATIONS</b>	<b>14,067.95</b>	<b>35,981.00</b>	<b>-21,913.05</b>
<b>8000 - TRAINING</b>			
8005 - AED, CPR, First Aid	0.00	454.00	-454.00
8020 - Training -VENDOR	2,400.00	12,500.00	-10,100.00
8025 - Per Diem Travel/Lodging	602.08	5,000.00	-4,397.92
8030 - Wildland	0.00	500.00	-500.00
8035 - Educational Supplies	0.00	600.00	-600.00
<b>Total 8000 - TRAINING</b>	<b>3,002.08</b>	<b>19,054.00</b>	<b>-16,051.92</b>
<b>9000 - PUBLIC RELATIONS</b>			
9005 - Educational Supplies	0.00	100.00	-100.00
9010 - Public Eductn/Relatns/Aprtrn	0.00	500.00	-500.00
9015 - Shipping and Postage	0.00	100.00	-100.00
9020 - Printing	0.00	100.00	-100.00
9025 - Recognition/Thank You	500.00	500.00	0.00
<b>Total 9000 - PUBLIC RELATIONS</b>	<b>500.00</b>	<b>1,300.00</b>	<b>-800.00</b>
<b>9500 - CAPITAL EXPENDITURES</b>			
9512 - Pagers-20 New	0.00	9,500.00	-9,500.00
9515 - Fire Equipment-Folding Water Tk	0.00	2,500.00	-2,500.00
9518 - Fire Monitor Nozzle for T1#4440	0.00	2,000.00	-2,000.00
9521 - Tires-6 New Tires for T1-#4440	0.00	5,000.00	-5,000.00
9525 - Lawn/Ground Equipment	0.00	8,000.00	-8,000.00
9528 - Ice Maker	3,085.47	5,000.00	-1,914.53
9530 - Medical Equipment	0.00	5,000.00	-5,000.00
9545 - Remodel & Repairs-Flag Pole	0.00	1,500.00	-1,500.00
9570 - Rescue Equip-Thermal Imaging Un	0.00	1,500.00	-1,500.00
9580 - Computer Equipment-Laptop	0.00	2,500.00	-2,500.00
<b>Total 9500 - CAPITAL EXPENDITURES</b>	<b>3,085.47</b>	<b>42,500.00</b>	<b>-39,414.53</b>
<b>Total Expense</b>	<b>52,425.84</b>	<b>202,779.50</b>	<b>-150,353.66</b>
<b>Net Income</b>	<b>2,180.52</b>	<b>7,541.00</b>	<b>-5,380.48</b>

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Casale Volunteer Fire Department  
Profit & Loss by Class  
October through December 2018

	ESD	ESDC	FD	FDE	FDMA	TOTAL
<b>Income</b>						
4000 - Income						
4005 - ESD payments	26,691.88	0.00	0.00	13,437.12	0.00	40,069.00
4010 - Individual Donations	0.00	0.00	2,000.00	0.00	0.00	2,000.00
4020 - Group & Company Donations	0.00	0.00	300.00	0.00	0.00	300.00
4030 - County Funds	0.00	0.00	0.00	0.00	3,770.25	3,770.25
4065 - Training Reimbursement	1,750.00	0.00	0.00	0.00	0.00	1,750.00
4095 - ESD Pymts-Capital Expenditures	0.00	6,697.11	0.00	0.00	0.00	6,697.11
<b>Total 4000 - Income</b>	<b>28,381.88</b>	<b>6,697.11</b>	<b>2,300.00</b>	<b>13,437.12</b>	<b>3,770.25</b>	<b>54,586.36</b>
<b>Total Income</b>	<b>28,381.88</b>	<b>6,697.11</b>	<b>2,300.00</b>	<b>13,437.12</b>	<b>3,770.25</b>	<b>54,586.36</b>
<b>Expense</b>						
5000 - ADMINISTRATIVE						
5005 - Accounting	0.00	0.00	0.00	250.00	0.00	250.00
5015 - Meetings	0.00	0.00	51.47	0.00	0.00	51.47
5025 - Office Supplies	86.78	0.00	0.00	0.00	0.00	86.78
5030 - Printer Supplies	75.92	0.00	0.00	0.00	0.00	75.92
5040 - Subscrip/Dues/Membrshp/RecMgmt	1,810.45	0.00	31.78	0.00	0.00	1,842.21
5050 - Uniforms (Caps and Shirts)	131.97	0.00	0.00	0.00	0.00	131.97
5060 - Banking/Sfty/DepBox/Chks/BkgdCks	20.00	0.00	0.00	0.00	0.00	20.00
<b>Total 5000 - ADMINISTRATIVE</b>	<b>2,125.12</b>	<b>0.00</b>	<b>83.23</b>	<b>250.00</b>	<b>0.00</b>	<b>2,458.35</b>
5200 - PAID POSITION						
5205 - Base Salary	0.00	0.00	0.00	13,192.34	0.00	13,192.34
5215 - CVFD SS & Medicare Tax Match	0.00	0.00	0.00	1,009.26	0.00	1,009.26
<b>Total 5200 - PAID POSITION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,201.60</b>	<b>0.00</b>	<b>14,201.60</b>
5300 - BUILDING AND GROUNDS						
5310 - Janitorial Supplies	10.28	0.00	0.00	0.00	0.00	10.28
5320 - Repairs and Maintenance	3,205.53	0.00	0.00	0.00	0.00	3,205.53
5330 - Electrical Service	537.68	0.00	0.00	0.00	0.00	537.68
5335 - Telephone Service	928.90	0.00	0.00	0.00	0.00	928.90
<b>Total 5300 - BUILDING AND GROUNDS</b>	<b>4,682.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,682.39</b>
6600 - INSURANCE						
6605 - Building and Property	443.00	0.00	0.00	0.00	443.00	886.00
6610 - Vehicle	917.50	0.00	0.00	0.00	917.50	1,835.00
6615 - Personnel Coverage	3,853.50	0.00	0.00	0.00	3,853.50	7,707.00
<b>Total 6600 - INSURANCE</b>	<b>5,214.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,214.00</b>	<b>10,428.00</b>
7000 - OPERATIONS						
7010 - Fuel-Vehicle and Equipment	234.93	0.00	0.00	0.00	169.31	404.24
7012 - Fuelman-Vehicles & Equipment	781.03	0.00	0.00	0.00	92.22	873.25
7030 - First Responder Supplies	197.54	0.00	0.00	0.00	0.00	197.54
7050 - Personal Protect Equip-PPE	10,972.71	0.00	0.00	0.00	0.00	10,972.71
7060 - Rehabilitation Supplies	246.54	0.00	33.98	0.00	10.54	291.06
7065 - Rescue Equipment Maint/Repr	172.67	0.00	0.00	0.00	0.00	172.67
7072 - SCBA MAINTENANCE & REPAIR	250.60	0.00	0.00	0.00	0.00	250.60
7080 - Vehicle Maintenance/Repair	905.88	0.00	0.00	0.00	0.00	905.88
<b>Total 7000 - OPERATIONS</b>	<b>13,761.90</b>	<b>0.00</b>	<b>33.98</b>	<b>0.00</b>	<b>272.07</b>	<b>14,067.95</b>
8000 - TRAINING						
8020 - Training -VENDOR	2,400.00	0.00	0.00	0.00	0.00	2,400.00
8025 - Per Diem Travel/Lodging	602.08	0.00	0.00	0.00	0.00	602.08
<b>Total 8000 - TRAINING</b>	<b>3,002.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,002.08</b>
9000 - PUBLIC RELATIONS						
9025 - Recognition/Thank You	0.00	0.00	500.00	0.00	0.00	500.00
<b>Total 9000 - PUBLIC RELATIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
9500 - CAPITAL EXPENDITURES						

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Cassie Volunteer Fire Department  
Profit & Loss by Class  
October through December 2019

	ESD	ESDC	FD	FDE	FDMA	TOTAL
9528 - Ice Maker	0.00	3,085.47	0.00	0.00	0.00	3,085.47
Total 9500 - CAPITAL EXPENDITURES	0.00	3,085.47	0.00	0.00	0.00	3,085.47
Total Expense	28,785.40	3,085.47	617.21	14,451.60	5,486.07	52,425.84
Net Income	-403.61	3,611.64	1,862.79	-1,014.48	-1,715.82	2,160.52



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Accrual Basis

**Cassie Volunteer Fire Department  
Profit & Loss Detail  
December 2019**

Date	Name	Memo	Class	Amount
<b>Income</b>				
<b>4000 - Income</b>				
<b>4010 - Individual Donations</b>				
12/29/2019	Individual Do...	Chambers	FD	2,000.00
Total 4010 - Individual Donations				2,000.00
<b>4095 - ESD Pymts-Capital Expenditures</b>				
12/29/2019	BCESD#2	Payment for two AED plus units purchased for additional EMS...	ESDC	3,588.00
Total 4095 - ESD Pymts-Capital Expenditures				3,588.00
Total 4000 - Income				5,588.00
Total Income				5,588.00
<b>Expense</b>				
<b>5000 - ADMINISTRATIVE</b>				
<b>5015 - Meetings</b>				
12/11/2019	Chase Card ...	Office Depot - 1-24 k-cp pk of swiss chocolate for coffee maker	FD	12.65
Total 5015 - Meetings				12.65
<b>5025 - Office Supplies</b>				
12/11/2019	Chase Card ...	Office Depot - 10-pk of 1099 forms and expandable wallet-13 ...	ESD	37.78
Total 5025 - Office Supplies				37.78
<b>5040 - Subscrptn/Dues/Membrshp/RecMgmt</b>				
12/11/2019	Chase Card ...	YMCA - December membership for D. Curtis-family	ESD	58.00
12/11/2019	Chase Card ...	YMCA - December membership for C. Kalley-family	ESD	58.00
12/11/2019	Chase Card ...	YMCA - December membership for E. Schaefer-single senior	ESD	30.00
12/11/2019	Chase Card ...	YMCA - December membership for D. Shields-single senior	ESD	30.00
12/11/2019	Chase Card ...	YMCA - December membership for J. Nugent-adult single	ESD	34.00
12/11/2019	Chase Card ...	Emergency Reporting - reporting system for December and H...	ESD	184.91
12/11/2019	Chase Card ...	YMCA - December membership for G. Sanchez-adult couple	ESD	40.00
12/11/2019	Chase Card ...	Your First Due - web hosting for December 2019	ESD	24.95
12/11/2019	Chase Card ...	Audible - this is a mischarge - Audible company had charge th...	FD	15.88
Total 5040 - Subscrptn/Dues/Membrshp/RecMgmt				484.74
Total 5000 - ADMINISTRATIVE				535.17
<b>5200 - PAID POSITION</b>				
<b>5205 - Base Salary</b>				
12/09/2019	Derrick R Cur...	Salary-wrote check early due to D. Curtis being out of the office	FDE	1,884.62
12/19/2019	Derrick R Cur...	Salary	FDE	1,884.62
12/29/2019	Derrick R Cur...	Salary	FDE	1,884.62
Total 5205 - Base Salary				5,653.86
<b>5215 - CVFD SS &amp; Medicare Tax Match</b>				
12/09/2019	Derrick R Cur...	Payroll for period beginning 11-25-19 and ending 12-6-19	FDE	144.18
12/19/2019	Derrick R Cur...	Payroll for period beginning 12-9-2019 and ending 12-20-2019	FDE	144.18
12/29/2019	Derrick R Cur...	Payroll for period beginning 12-22-19 and ending 1-3-2020-wr...	FDE	144.18
Total 5215 - CVFD SS & Medicare Tax Match				432.54
Total 5200 - PAID POSITION				6,086.40
<b>5300 - BUILDING AND GROUNDS</b>				
<b>5320 - Repairs and Maintenance</b>				
12/11/2019	Circle S Pest ...	quarterly pest control treatment for Dec-19, Jan-20, Feb-20-S...	ESD	75.00
12/11/2019	Chase Card ...	HEB - 2 bags of softner salt for water softner	ESD	8.94
12/11/2019	Chase Card ...	Ring - year storage of videos and information for security cam...	ESD	100.00
Total 5320 - Repairs and Maintenance				183.94
<b>5330 - Electrical Service</b>				
12/15/2019	PEC	Acct#3000008825-monthly statement for period 10-22-2019 - ...	ESD	163.10

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**Cassie Volunteer Fire Department  
Profit & Loss Detail  
December 2019**

Date	Name	Memo	Class	Amount
Total 5330 - Electrical Service				183.10
<b>5335 - Telephone Service</b>				
12/11/2019	Chase Card ...	VZWRLSS - monthly stmt for period 10-11-19 -- 11-10-19 for ...	ESD	309.77
Total 5335 - Telephone Service				309.77
Total 5300 - BUILDING AND GROUNDS				656.81
<b>7000 - OPERATIONS</b>				
<b>7012 - Fuelman-Vehicles &amp; Equipment</b>				
12/11/2019	Fuelman	Wekpoint - #4460 - EMS calls, meeting in Burnet, LCRA meet...	ESD	43.21
12/11/2019	Fuelman	Kwik Check - #4460 - Pump stop working EMS calls	ESD	4.16
12/11/2019	Fuelman	J&S Food Mart - #4460 - EMS calls	ESD	41.37
12/11/2019	Fuelman	Circle K - #4460 - Class (O-305) in Austin - D. Curtis	ESD	43.51
12/11/2019	Fuelman	Circle K - #4460 - Class (O-305) in Austin - D. Curtis	ESD	36.20
12/11/2019	Fuelman	Kwik Check - #4460 - EMS calls	ESD	39.17
12/11/2019	Fuelman	Kwik Check - #4420 - regular fill up	ESD	44.81
12/11/2019	Fuelman	Kwik Check - #4421 - regular fill up	ESD	29.17
12/11/2019	Fuelman	Kwik Check - #4421 - Mutual Aid - Buchanan Dam VFD - 134 H...	FDMA	42.21
12/11/2019	Fuelman	Kwik Check - #4440 - regular fill up	ESD	38.43
12/11/2019	Fuelman	Hoover Valley Store - #4450 - Mutual Aid Hoover Valley VFD ...	FDMA	26.95
Total 7012 - Fuelman-Vehicles & Equipment				388.99
<b>7072 - SCBA MAINTENANCE &amp; REPAIR</b>				
12/11/2019	MAX-AIR	Inv# 16227-filter, moisture element, 1-gal oil for SCBA Cascad...	ESD	168.65
Total 7072 - SCBA MAINTENANCE & REPAIR				168.65
<b>7080 - Vehicle Maintenance/Repair</b>				
12/11/2019	Chase Card ...	AMZN - exhaust pipe to replace and extend exhaust pipe on B...	ESD	29.99
12/11/2019	Chase Card ...	AMZN - band clamps and flange assembly to connect new exh...	ESD	22.48
Total 7080 - Vehicle Maintenance/Repair				52.47
Total 7000 - OPERATIONS				610.11
<b>8000 - TRAINING</b>				
<b>8025 - Per Diem Travel/Lodging</b>				
12/11/2019	Chase Card ...	Gude's - Breakfast-11-19-19 for D. Curtis attending an all haza...	ESD	6.62
12/11/2019	Chase Card ...	Subway - Lunch-11-18-19 for D. Curtis attending an all hazard...	ESD	10.14
12/11/2019	Chase Card ...	TST-Austin Java - Lunch-11-19-19 for D. Curtis attending an a...	ESD	13.75
12/11/2019	Chase Card ...	Torchy's - Lunch-11-20-19 for D. Curtis attending an all hazard...	ESD	15.97
12/11/2019	Chase Card ...	Gude's - Breakfast-11-21-19 for D. Curtis attending an all haza...	ESD	6.62
12/11/2019	Chase Card ...	FWS- Lunch-11-22-19 for D. Curtis attending an all hazards cl...	ESD	10.34
Total 8025 - Per Diem Travel/Lodging				63.44
Total 8000 - TRAINING				63.44
<b>9000 - PUBLIC RELATIONS</b>				
<b>9025 - Recognition/Thank You</b>				
12/11/2019	Chase Card ...	SQ CustomCoinShop - 100 challenge coins for department re...	FD	500.00
Total 9025 - Recognition/Thank You				500.00
Total 9000 - PUBLIC RELATIONS				500.00
<b>9500 - CAPITAL EXPENDITURES</b>				
<b>9526 - Ice Maker</b>				
12/11/2019	Chase Card ...	Lowes - water filter and parts to connect filter for the ice maker	ESDC	143.84
12/11/2019	Chase Card ...	Hoovers - Adapter and reducer to connect the ice maker	ESDC	17.56
12/11/2019	Chase Card ...	AMZN - Condensate Pump for ice maker	ESDC	70.07
Total 9526 - Ice Maker				231.47
Total 9500 - CAPITAL EXPENDITURES				231.47
Total Expense				8,683.40

4:00 PM  
01/20/20  
Accrual Basis

Cassie Volunteer Fire Department  
Profit & Loss Detail  
December 2019

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<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
Net Income				<u>-3,095.40</u>

8:01 PM  
01/21/20  
Cash Basis

**Burnet County Emergency Services District #2**  
**Profit & Loss Budget vs. Actual**  
October through December 2019

	TOTAL				
	Dec 19	Budget	Oct - Dec 19	Budget	\$ Over Budget
<b>Income</b>					
<b>Government Contracts</b>					
Local Government Contracts	44,181.94	80,000.00	67,289.94	103,000.00	-35,710.06
<b>Total Government Contracts</b>	44,181.94	80,000.00	67,289.94	103,000.00	-35,710.06
Interest Earned	583.64	5.12	592.13	12.91	579.22
<b>Investments</b>					
Interest-Savings, Short-term CD	0.00	386.00	0.00	386.00	-386.00
<b>Total Investments</b>	0.00	386.00	0.00	386.00	-386.00
<b>Total Income</b>	44,745.58	80,391.12	67,882.07	103,398.91	-35,516.84
<b>Expense</b>					
<b>Contract Services</b>					
Accounting Fees	0.00	3,000.00	0.00	3,000.00	-3,000.00
Cassie Volunteer Fire Dept	0.00	0.00	40,069.00	40,070.00	-1.00
CVFD-Capital Expenditures	3,588.00	0.00	6,697.11	0.00	6,697.11
Insurance-Liability & D.O.	0.00	0.00	1,508.00	1,572.00	-64.00
Insurance-Workers Compensation	0.00	0.00	323.00	358.00	-35.00
Legal Fees	9.51	5.28	57.40	84.67	-27.27
Outside Contract Services	0.00	0.00	0.00	878.00	-878.00
<b>Total Contract Services</b>	3,597.51	3,005.28	48,654.51	46,862.67	2,691.84
<b>Operations</b>					
Meeting space fees	150.00	0.00	150.00	150.00	0.00
<b>Total Operations</b>	150.00	0.00	150.00	150.00	0.00
<b>Travel and Meetings</b>					
Conference, Convention, Meeting	0.00	0.00	30.04	0.00	30.04
<b>Total Travel and Meetings</b>	0.00	0.00	30.04	0.00	30.04
<b>Total Expense</b>	3,747.51	3,005.28	48,834.55	48,112.67	2,721.88
<b>Net Income</b>	<u>40,998.07</u>	<u>77,385.84</u>	<u>19,047.52</u>	<u>57,286.24</u>	<u>-38,238.72</u>

12:06 PM  
02/25/20  
Cash Basis

**Burnet County Emergency Services District #2**  
**Balance Sheet**  
As of December 31, 2019

	<u>Dec 31, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificate of Deposit 33086	154,797.38
First State Bank of Burnet	101,155.81
Total Checking/Savings	<u>255,953.19</u>
Total Current Assets	<u>255,953.19</u>
<b>TOTAL ASSETS</b>	<b><u>255,953.19</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	236,905.67
Net Income	19,047.52
Total Equity	<u>255,953.19</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>255,953.19</u></b>



**Request for Approval and Funding of  
Capital Expenditures**

**Cassie Volunteer Fire Department and EMS INC.**

**Burnet County, TX**

**Service Provider for Burnet County ESD #2**

**Staffed by Professional Volunteers Since 1977**

**"Guardians of Our Communities"**



**Cassie VFD is seeking approval and funding for the following Capital Expenditures.**

<b>Items</b>	<b>Description</b>	<b>QTY</b>	<b>Amount</b>
Pagers	Motorola Minitor VI	19 x 470.00	\$9,000.00

Total amount requested for funding is \$9,000.00

CHUCK DEAR  
409A Ave. S  
MARBLE FALLS, TEXAS 78654  
(512) 673-3732

DATE: 01-01-2020

TO: Cassie Volunteer Fire Department  
Attn: Derrick Curtis

Here are your choices: All are available in Black, Red, Or Green  
New prices for 2020.

Qty:	Part Number	Description:	Unit:	Total:
1 ea.	Motorola Minitor VI Pager	5 channel, stored voice, battery, clip, desktop charger, Non-Intrinsically safe with 2-year warranty. A03JAC9JA2AN 143-174.995 MHZ	\$445.00 ea.	
1 ea.	Motorola Minitor VI Pager	1 channel, stored voice, battery, clip, desktop charger, Non-Intrinsically safe with 2-year warranty. A03JAC8JA2AN 143-174.995 MHZ	\$402.00 ea.	
1 Ea.	Motorola Minitor VI Pager	5 channel, stored voice, battery, clip, desktop charger, Intrinsically safe with 2-year warranty A03JAC9JA1AN 143-174.995 MHZ	\$470.00 ea.	
1 ea.	Motorola Minitor VI Pager	1 channel, stored voice, battery, clip, desktop charger, Intrinsically safe with 2-year warranty. A03JAC8JA1AN 143-174.995 MHZ	\$427.00 ea.	
			Tax Exempt	
			Total:	\$

Thank You.





TEXAS SALES TAXES

In Texas, 8.25% is the maximum allowed state sales tax rate to be charged on certain purchases. The state collects 6.25%, leaving 2% available to eligible local jurisdictions, including Emergency Service Districts (ESD'S). An ESD may collect (if approved by the voters) from 1.25% to 2% of the remaining sales tax rate.

The public/voter should be aware, that if this tax goes uncollected by eligible jurisdictions in a local, the remaining tax will revert to the state.

## ELEMENTS OF AN ACTION PLAN

- > SPECIFIC OBJECTIVES
  - Objectives need to be detailed and understandable.
  
- > MEASURABLE RESULTS
  - Results need to be measurable.
  - Outcome must achieve objective.
  
- > AGREEMENT OF PARTICIPANTS
  - Individuals assigned to a specific activity need to agree to it.
  
- > REALISTIC
  - Each person has to believe each activity is achievable.
  
- > TIME SPECIFIC DEADLINES
  - Deadlines for each activity must be set.
  - The end objective must be given a deadline.
  
- > SUPPORTIVE BACK-UP
  - Additional support should be available to those requesting it.

## ESD 2 SALES TAX ACTION PLAN

### ➤ SPECIFIC OBJECTIVES

- Obtain a listing of all registered voters and addresses in Cassie's fire district.
  - Obtain a listing of all property owners and addresses in Cassie's fire district.
  - Obtain postage for all direct mail pieces.
  - Create direct mail piece explaining ESD2's desire to secure unclaimed Texas sales tax in the Cassie's fire district.
  - Obtain mailing stickers for mailer.
  - Professionally print direct mailer.
  - Assemble mailers, fold, stamp and mail letters to all property owners.
  - Establish a date to mail letters.
  - Issue reminder notices following first mailing.
- 
- Develop informational signs requesting property owners vote & support CVFD.
  - Place support signs at the entrance of each community in the Cassie fire district.
  - Set a date to place signs.
- 
- Identify POA Presidents and their physical locations.
  - Develop a POA presentation addressing Cassie's desire to secure unclaimed Texas State sales taxes in Cassie's fire district.
  - Presentation should be given to each Property Owners Association within the Cassie fire district.
  - A set of Cassie sales tax fact sheets should be left with each POA for further Distribution.
  - The message developed must be consistent throughout all verbal and written communication.
  - Set dates for each activity.
- 
- Create article and or Ad to appear in the Burnet Bulletin.