



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

Minutes(Approved) – April 10, 2020

1. (AI)¹Call meeting to order. (Schneider)

(AD)²At 10:00 a.m., April 10, 2020, the Special Meeting of the Board of Emergency Service Commissioners of Burnet County Emergency Services District #2 was called to order in the Cassie Volunteer Fire Department Conference Room, 3900 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. Additionally, due to a State of Emergency and/or Local Disaster caused by COVID-19 pandemic, the Board of Commissioners of Burnet County Emergency Service District #2 held its meeting in Accordance with Section 418.016 of the Texas Government Code; Governor Abbott suspended various provisions of the Texas Open Meeting Act requiring Officials and members of the public to be physically present at a specified meeting location (the “Proclamation”). In accordance with the Proclamation, the District implemented procedures to allow members of the public to participate and address the Board of Commissioners during the Telephone/Video Conference and via Facebook Live.

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

(AD) Board member in attendance were:

Ben Schneider

Dick Bremer

Robbie Cheatham

Board member attending by Video Conference:

Sharon Barclay

Commissioner Schneider confirmed a quorum was present

¹ AI – Agenda Item

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

3. (AI) Pledge of Allegiance.

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

4. (AI) Invocation.

(AD) The Invocation was offered by Commissioner Bremer

5. (AI) Welcome telephone/videoconferencing guests.

(AD) Commissioner Schneider welcomed attending guests who included:

CVFD Fire Chief Derrick Curtis

CVFD EMS Lieutenant Laura Schneider

Judge Roxanne Nelson

Donna Kiley

Videoconferencing guest:

Ed Schaefer

6. (AI) Swearing in ceremony of newest ESD #2 Board member.

(AD) Judge Roxanne Nelson performed the Oath of Office to Donna Kiley for Burnet County Emergency Service District #2 Commissioner. (Enclosure 2)

Commissioner Kiley was welcomed and took her seat on the Board.

7. (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.

(AD) No comments were offered.

8. (AI) Discussion and appointment of newest Commissioners to vacant Vice President and Assistant Treasurer Board positions

(AD) Commissioner Schneider discussed the vacant Board positions. Commissioner Kiley expressed interest in the vacant Assistant Treasurer position. Commissioner Bremer made the motion to appoint Commissioner Kiley as the Assistant Treasurer; the motion passed unanimously.

Commissioner Schneider then discussed the vacant Vice President position and Commissioner Cheatham expressed interest in the position. Commissioner Bremer made the motion to appoint Commissioner Cheatham as the Vice President; the motion passed unanimously.

9. (AI) Accept minutes from February 27, 2020 meeting.

(AD) Commissioner Schneider called for comments or corrections from the Board regarding the minutes from the February 27, 2020 BCESD#2 meeting. With no additional changes, Commissioner Schneider accepted the minutes as presented.

10. (AI) Report from the Cassie VFD Chief

Number and types of calls

Training activity

Other department activities

(AD) Chief Curtis presented the Incident Statistics for March 2020 (Enclosure 3). Chief Curtis reported that there was one in-district structure fire that resulted in a 40% loss; this incident also resulted in Mutual Aid of other departments. Commissioner Schneider reviewed the importance of the Incident Statistics in Fire Department ratings.

Chief Curtis reported that changes to responding to medical incidents from COVID precautions include reducing to only Emergency Medical Responders wearing PPE for all calls and full covering when Respiratory or Infection suspicious. CVFD is currently stocked with adequate PPE and is working with Jim Barho, Burnet County Office of Emergency Management for planning and needs.

One firefighter resigned due to moving out of district.

Maintenance and warranty work have been performed on various pieces of equipment.

11. Discussion and/or action regarding Sales Tax presentation to Buena Vista POA meeting.

(AD) Chief Curtis reported that he presented information on the Sales Tax proposed election to the general meeting of the Buena Vista POA. In addition to his presentation, several CVFD Firefighters attended and spoke with approximately 30-40 residents. Support and

verbal commitment to vote for the initiative was overwhelming. Most questions surrounded donations and homeowner insurance.

Chief Curtis reported while there is the Stay in Place order, that there are no further public plans for presentations. There are plans to have an Open House for CVFD, probably in October. There was discussion concerning the timeline and ensuring that information passed after the filing deadline is only directed to facts surrounding the initiative.

Chief Curtis stated that CVFD has applied for a grant from Firehouse Sub to be allocated for an ATV; increasingly CVFD is responding to incidents where vehicles are not accessible.

12. (AI) Cassie VFD Financial Report

(AD) Lt. Schneider provided the Board a summary of the CVFD Financial Report (Enclosure 4) as of February 29, 2020, CVFD had a balance of \$73,631.19 in Checking/Savings. Expenses for February was \$20,537.85. Total expenses for October 2019 – January 2020 was \$90,701.88. Lt. Schneider explained Profit & Loss by Class for further clarification of receiving and distributing of funds.

13. (AI) Approve Capital Expenditure, if appropriate

(AD) Chief Curtis presented information regarding a previously approved Capital Expenditure; Toro Commercial Riding Lawnmower. Total amount requested is \$8000. The purchase is being made through a State contract. (Enclosure 5) The used lawnmower that is currently in use will be sold via open bidding.

14. (AI) Treasurer Report for ESD #2

(AD) Commissioner Bremer reported the balance in the ESD accounts on February 29, 2020 of \$350,215.97, comprised of CD#33086 in the amount of \$154,797.38 and FSB Checking in the amount of \$195,418.59. Total income for the period was \$29,353.90 and expenses of \$2424.66; for an operating gain of \$26,929.24. (Enclosure 6).

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

15. (AI) Discussion and/or action concerning the disbursement of ESD #2 funds

(AD) Commissioner Bremer reported that he had written the check for the approved Capital Expenditure and Legal expenses. Also, he has the information to provide reimbursement for the SAFE-D Conference expenditures.

16. (AI) Review and approve ESD#2 Goods-in-Transit policy.

(AD) Commissioner Schneider explained the Goods-in-Transit policy; on annual review it has continued to be found that there is no warehouse that meets the criteria for Goods-in-Transit in ESD#2. Commissioner Schneider stated that he would provide the information to Commissioner Barclay to place on file.

17. (AI) Review and approve ESD#2 Investment policy.

(AD) Commissioner Schneider explained the ESD#2 Investment Policy; he explained that currently ESD#2 only has a Checking Account with First State Bank Burnet and has a Certificate of Deposit. Commissioner Schneider stated that he would provide the information to Commissioner Barclay to place on file.

18. (AI) Follow-up on the pending receipt of 1295 contract renewal numbers.

- A. Taber & Burnett – ESD #2 Audit – 2019/2020-002**
- B. Taber & Burnett – CVFD – 2019/2020-003**
- C. Texas Mutual Ins. – Workers Compensation-2019/2020-004**
- D. VFIS of Texas Ins. – Liability-2019/2020-005**
- E. CVFD – Returned and complete.**

(AD) Commissioner Schneider reviewed HB1295 that relates to Local Government contracts. Contracts that ESD#2 currently hold are logged at the State Comptroller's Office. ESD#2 has five contracts; we are awaiting feedback from 4 of the 5 vendors for complete contracts; CVFD has completed the contract. Commissioner Barclay will follow-up with Mr. Schaefer regarding procedure and access for these contracts and report back to the Board.

19. (AI) Update ESD pre-filing tax election activities. (L. Schneider & B. Schneider)

- A. Contact Burnet County election administrator.**
- B. Identify total election filing expense.**
- C. Secure ballot proposition verbiage to be used.**
- D. Amend ESD#2 budget to reflect total election expense.**
- E. Develop Sales Tax mailer and present to CVFD and ESD#2.**
- F. Develop sales tax ballot proposition language and present to CVFD and ESD#2.**

*(AD) A. Commissioner Schneider reviewed and presented information that was obtained by Laura Schneider from the Burnet County Elections Officer – Doug Ferguson.
B. Commissioner Schneider provided the email feedback regarding cost to file - \$1000. Additionally, there are 654 registered voters in ESD#2. (Enclosure 7)
C. Commissioner Schneider stated that the example given was from ESD #5 pending election; feedback regarding the verbiage to be used was given; there is no set verbiage, but an example was given. All were in agreement that the verbiage needs to be clear and concise. (Enclosure 8)*

D. Costs associated with the Tax Election were discussed; specific amounts related to mailers and postage was discussed. Commissioner Bremer stated that he would calculate approximate costs and examine the budget to determine areas to realign expenses and present at the April 23 meeting. (Enclosure 9)

E. The mailers were discussed; the example given (Enclosure 10) was reviewed with the CVFD membership. It was discussed that the mailer needs to be dated. Consensus was that the ESD should present a "Yes" mailer prior to the actual filing date and then another post card type mailer in October. There was much discussion surrounding making the envelope attractive to catch people's attention.

F. Commissioner Schneider again presented information regarding verbiage for the ballot; as the topic had been covered earlier (AD 19-C), all agreed that concise language and appropriate voter education was going to be necessary. There was no dissenting discussion.

20. (AI) A new contract is required by First State Bank of Burnet for our Checking Account and our Certificate of Deposit. (Schneider)

A. A new board resolution stating board has approved that all board members appearing by name and position will be approved and authorized to sign any legal banking document.

B. The resolution must appear in the ESD#2 meeting minutes and accompany the minutes when presented to First State Bank of Burnet.

(AD) Commissioner Schneider presented a resolution to present to First State Bank of Burnet (Enclosure 11) regarding authorized signatories to the account. There were no comments regarding the resolution.

21. (AI) A new contract for credit card service with Chase Bank will need to be re-established. What will be required to complete this activity?

(AI) Commissioner Bremer stated that he currently is not able to reestablish this contract due to Chase Bank having limited services available. He will follow-up as restrictions related COVID-19 are removed.

22. (AI) Have recent SAFE-D Conference attendees completed and filed expense statements?

(AD) Commissioner Bremer affirmed that he has received expense statements related to the SAFE-D Conference.

23. (AI) Calendar of Events for April 2020.

A. SAFE-D membership fees are due.

(AD) There was discussion concerning the role of SAFE-D in training and keeping ESD's up-to-date on legislation and changes. Commissioner Schneider stated that ESD#2 membership fees are due.

B. Is a tax planning special meeting required?

(AD) There was discussion on the necessity of a Special Meeting for Tax Election planning and the consensus was that there was no need.

24. (AI) Next meeting: 10:00 AM Thursday, April 23, 2020 at Cassie VFD.

25. Adjourn

(AD) With no additional business attending, the BCESD#2 April 10, 2020 meeting was adjourned at 11:46 a.m. by Commissioner Schneider.

Sharon K. Barclay
Secretary
Emergency Service District 2
Burnet County
April 10, 2020

Benjamin H. Schneider
President
Emergency Service District 2
Burnet County
April 10, 2020



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

SPECIAL MEETING DATE: April 10, 2020
MEETING TIME: 10:00 AM
MEETING PLACE: Cassie Volunteer Fire Department 3900 RR 690,
Burnet, Texas

DUE TO THE STATE OF EMERGENCY AND/OR LOCAL DISASTER CAUSED BY COVID-19 PANDEMIC, THE BOARD OF COMMISSIONERS OF BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2 MAY HOLD ITS MEETING VIA TELEPHONE CONFERENCE CALL BECAUSE OF THE DIFFICULTY AND RISK OF CONVENING A QUORUM IN ONE LOCATION. IF INITIATED, THE CALL WILL BE BROADCAST AT THE MEETING LOCATION AND RECORDED AS REQUIRED BY THE TEXAS OPEN MEETINGS ACT.

ON MARCH 16, 2020, IN ACCORDANCE WITH SECTION 418.016 OF THE TEXAS GOVERNMENT CODE, GOVERNOR ABBOTT HAS SUSPENDED VARIOUS PROVISIONS OF THE TEXAS OPEN MEETING ACT THAT REQUIRE OFFICIALS AND MEMBERS OF THE PUBLIC TO BE PHYSICALLY PRESENT AT A SPECIFIED MEETING LOCATION (THE "PROCLAMATION"). IN ACCORDANCE WITH THE PROCLAMATION, THE DISTRICT HAS IMPLEMENTED PROCEDURES TO ALLOW MEMBERS OF THE PUBLIC TO PARTICIPATE AND ADDRESS THE BOARD OF COMMISSIONERS DURING THE TELEPHONE/VIDEO CONFERENCE MEETING. TO PARTICIPATE IN THE CONFERENCE MEETING:

1. Please call-1-727-877-0024 and use access code 173 797 416# to access the meeting and announce your name to the meeting host then place your phone on mute.
2. To view please either click the link or copy and paste into a view browser <https://stream.meet.google.com/stream/eadf8ff8-d43d-47e7-9cac-dc163e853e25>
3. To view via face book live stream go to <https://www.facebook.com/cassievolfire/>
4. Agenda packets will be available on <https://yourfirstdue.com/manager/data/1477932001/file/4102020%20agenda%20packet.pdf>
5. The audio and video of the meeting will be recorded.



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

AGENDA

1. Call meeting to order. (Schneider)
2. Establish a quorum. (Schneider)
3. Pledge of Allegiance. (Schneider)
4. Invocation. (Bremer)
5. Welcome telephone/videoconferencing guests. (Schneider)
6. Swearing in ceremony for Donna Kiley our newest Board member. (Judge Nelson)
7. 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.
8. Discussion and appointment of newest Commissioners to vacant Vice President and Assistant Treasurer Board positions. (Schneider)
9. Accept minutes from February 27, 2020 meeting. (Schneider)
10. Report from the Cassie VFD Chief. (Curtis)
 - Number and types of calls
 - Training Activity
 - Other Department Activities
11. Discussion and/or action regarding Sales Tax presentation to Buena Vista POA meeting. (Curtis)
12. Cassie VFD Treasurers Report. (L. Schneider)



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

13. Approve budgeted Capital Expenditure, if appropriate. (Schneider)
14. Treasurers Report for ESD #2. (Bremer)
15. Discussion and/or action concerning the disbursement of ESD #2 funds. (Bremer)
16. Review and approve ESD#2 Goods-in-Transit policy. (Schneider)
17. Review and approve ESD#2 Investment policy. (Schneider)
18. Follow-up on the pending receipt of 1295 contract renewal numbers. (Schneider)
 - A. Taber & Burnett – ESD #2 Audit – 2019/2020-002
 - B. Taber & Burnett – CVFD – 2019/2020-003
 - C. Texas Mutual Ins. – Workers Compensation-2019/2020-004
 - D. VFIS of Texas Ins. – Liability-2019/2020-005
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19. Update ESD pre-filing tax election activities. (L. Schneider & B. Schneider)
 - A. Contact Burnet County election administrator.
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P.O. BOX 249
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22. Have recent SAFE-D Conference attendees completed and filed expense statements?
23. Calendar of Events for April 2020.
 - A. SAFE-D membership fees are due.
 - B. Is a tax planning special meeting required?
24. Next meeting: 10:00 AM Thursday, April 23, 2020.
25. Adjourn.

Benjamin H. Schneider, President

Donna Kiley Oath of Office to go here

Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 4/6/2020 9:37:44 AM



Incident Statistics

Start Date: 03/01/2020 | End Date: 03/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		17	
FIRE		5	
TOTAL		22	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$368,153.00		\$55,000.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		5	
Aid Received		4	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		9.09	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:08:27	0:15:47	
AVERAGE FOR ALL CALLS		0:10:38	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:03:44	0:06:11	
AVERAGE FOR ALL CALLS		0:03:47	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		55:37	

Only Reviewed Incidents Included. 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 NEMIS 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 4/6/2020 9:39:04 AM



Incident Statistics

Start Date: 01/01/2020 | End Date: 03/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		34	
FIRE		11	
TOTAL		45	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$368,153.00		\$55,000.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		12	
Aid Received		16	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
8		17.78	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:09:15	0:16:56	
AVERAGE FOR ALL CALLS		0:10:21	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:03:11	0:05:53	
AVERAGE FOR ALL CALLS		0:03:17	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		51:43	

Only Reviewed Incidents Included. 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.

EMERGENCY REPORTING
 emergencyreporting.com
 Doc Id: 1545
 Page # 1 of 1

Cassie VFD/ Burnet ESD 2

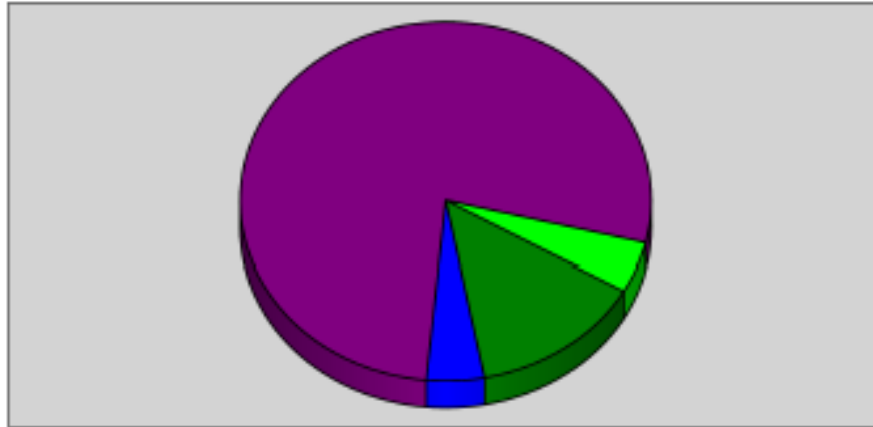
Burnet, TX

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Major Incident Types by Month for Date Range

Start Date: 03/01/2020 | End Date: 03/31/2020



■ Fire ■ Good Intent Call ■ Rescue & Emergency Medical Service Incident ■ Service Call

INCIDENT TYPE	MAR	TOTAL
Fire	3	3
Good Intent Call	1	1
Rescue & Emergency Medical Service Incident	17	17
Service Call	1	1
Total	22	22

Only REVIEWED Incidents Included

Cassie VFD/ Burnet ESD 2

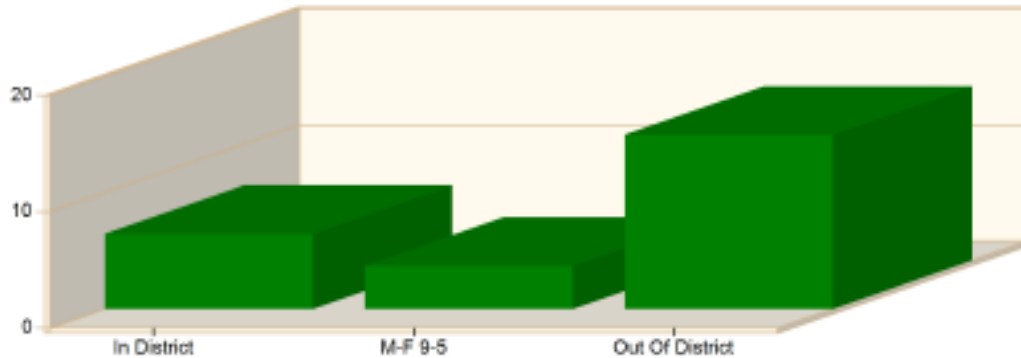
Burnet, TX

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Incident Average Response Time per Shift for Date Range

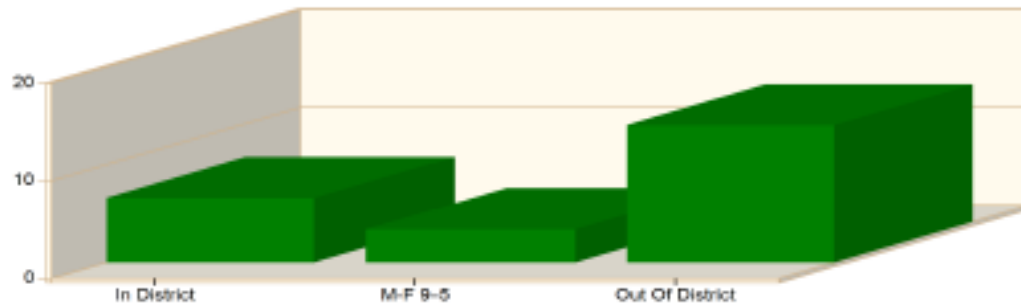
Start Date: 03/01/2020 | End Date: 03/31/2020



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.43	12
M-F 9-5	3.70	5
Out Of District	14.96	4
Total Number of Calls:		21

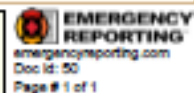
Incident Average Response Time per Shift for Date Ranch

Start Date: 01/01/2020 | End Date: 03/31/2020



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.57	22
M-F 9-5	3.39	12
Out Of District	14.03	9
Total Number of Calls:		43

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

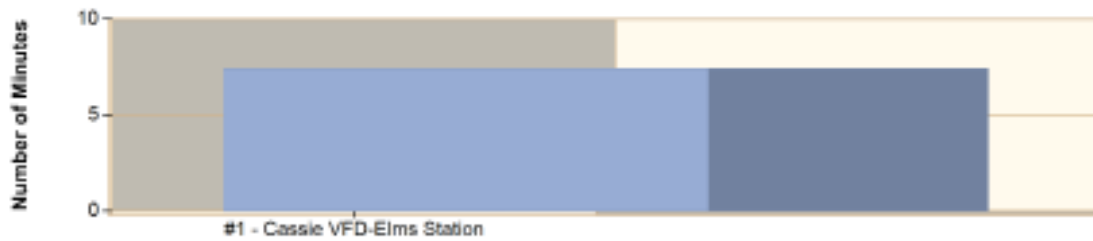
Burnet, TX

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Average Response Time per Station for Date Range

Start Date: 03/01/2020 | End Date: 03/31/2020



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	7:26

Average Response Time per Station for Date Range

Start Date: 01/01/2020 | End Date: 03/31/2020

STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	7:18

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: 03/01/2020 | End Date: 03/31/2020

INCIDENT NUMBER	DATE	INCIDENT TYPE	FDID	NUMBER OF PEOPLE		
				ON APPARATUS	NOT ON APPARATUS	TOTAL
2020-2000024	3/2/2020 07:50:39	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000025	3/2/2020 10:31:08	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000026	3/4/2020 14:55:23	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000027	3/5/2020 15:19:03	111 - Building fire	BP208	4	2	6
2020-2000028	3/8/2020 12:58:28	111 - Building fire	BP208	6	0	6
2020-2000029	3/8/2020 18:07:20	350 - Exhalation, rescue, other	BP208	4	0	4
2020-2000030	3/9/2020 07:01:48	324 - Motor vehicle accident with no injuries.	BP208	1	2	3
2020-2000031	3/9/2020 11:28:26	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000032	3/13/2020 00:51:41	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000033	3/13/2020 18:18:35	622 - No incident found on arrival at dispatch address	BP208	4	1	5
2020-2000034	3/15/2020 13:50:54	322 - Motor vehicle accident with injuries	BP208	5	3	8
2020-2000035	3/15/2020 18:08:46	321 - EMS call, excluding vehicle accident with injury	BP208	2	2	4
2020-2000036	3/15/2020 22:08:14	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000037	3/17/2020 11:40:07	350 - Exhalation, rescue, other	BP208	3	0	3
2020-2000038	3/18/2020 18:04:01	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000039	3/19/2020 17:57:38	321 - EMS call, excluding vehicle accident with injury	BP208	5	0	5
2020-2000040	3/20/2020 01:19:45	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000041	3/20/2020 09:41:28	142 - Brush or brush-and-grass mixture fire	BP208	6	1	7
2020-2000042	3/20/2020 14:40:50	383 - Swift water rescue	BP208	3	4	7
2020-2000043	3/28/2020 19:57:28	321 - EMS call, excluding vehicle accident with injury	BP208	3	2	5
2020-2000044	3/27/2020 18:50:29	553 - Public service	BP208	3	3	6
2020-2000045	3/28/2020 00:47:00	324 - Motor vehicle accident with no injuries.	BP208	1	2	3
AVERAGES:				3.6	1.0	4.6

Personnel Count per Incident for Date Range

Start Date: 01/01/2020 | End Date: 03/31/2020

AVERAGES: **3.3** **0.8** **4.1**

Only REVIEWED Incidents Included



Cassie VFD/ Burnet ESD 2

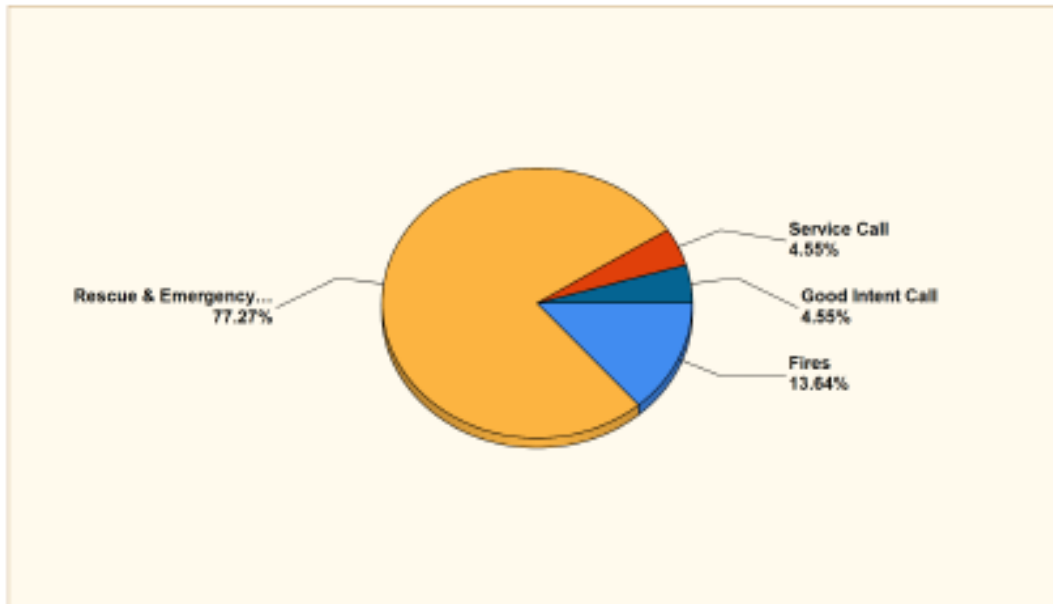
Burnet, TX

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2020 | End Date: 03/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	13.64%
Rescue & Emergency Medical Service	17	77.27%
Service Call	1	4.55%
Good Intent Call	1	4.55%
TOTAL	22	100.00%

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	2	9.09%
142 - Brush or brush-and-grass mixture fire	1	4.55%
321 - EMS call, excluding vehicle accident with injury	11	50.00%
322 - Motor vehicle accident with injuries	1	4.55%
324 - Motor vehicle accident with no injuries	2	9.09%
350 - Extrication, rescue, other	2	9.09%
363 - Swift water rescue	1	4.55%
553 - Public service	1	4.55%
622 - No incident found on arrival at dispatch address	1	4.55%
TOTAL INCIDENTS:	22	100.00%

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

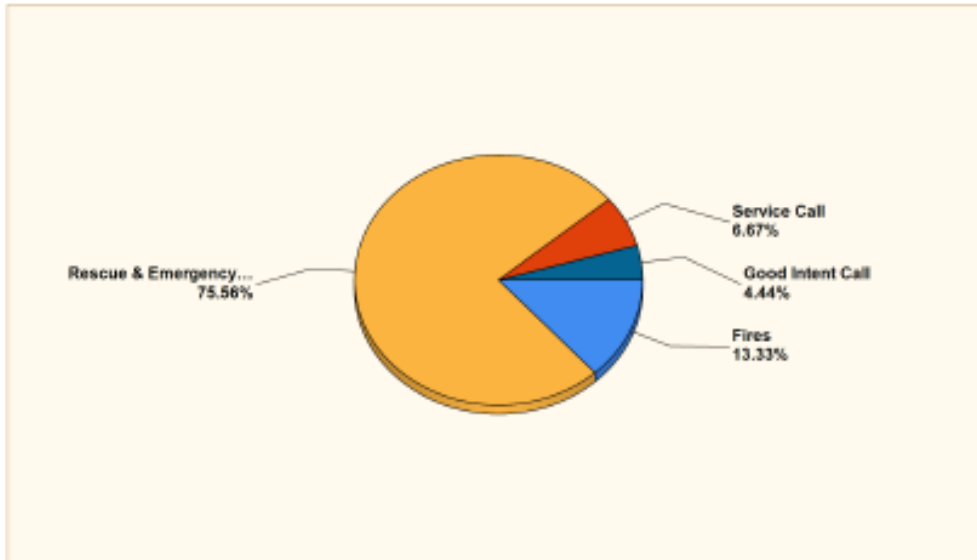
Burnet, TX

This report was generated on 4/6/2020 9:55:36 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 03/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	13.33%
Rescue & Emergency Medical Service	34	75.56%
Service Call	3	6.67%
Good Intent Call	2	4.44%
TOTAL	45	100.00%

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	6.67%
131 - Passenger vehicle fire	1	2.22%
142 - Brush or brush-and-grass mixture fire	2	4.44%
311 - Medical assist, assist EMS crew	2	4.44%
321 - EMS call, excluding vehicle accident with injury	23	51.11%
322 - Motor vehicle accident with injuries	2	4.44%
324 - Motor vehicle accident with no injuries.	2	4.44%
341 - Search for person on land	1	2.22%
350 - Extrication, rescue, other	3	6.67%
363 - Swift water rescue	1	2.22%
511 - Lock-out	1	2.22%
553 - Public service	2	4.44%
611 - Dispatched & cancelled en route	1	2.22%
622 - No incident found on arrival at dispatch address	1	2.22%
TOTAL INCIDENTS:	45	100.00%

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

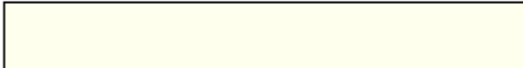
This report was generated on 4/6/2020 9:56:30 AM



Total Manhours per Activity Code for Date Range

StartDate: 01/01/2020 | EndDate: 03/31/2020

ACTIVITY CODE	# DAYBOOK ITEMS	# PEOPLE	HOURS	MANHOURS	% TOTAL TIME
1st responder training - 1st responder training	1	1	4.58	4.58	0.53%
Admin - Admin hours	47	47	59.49	59.49	6.87%
Alarm - Alarm Response	98	149	99.64	149.84	17.31%
Budget - Budget work	2	2	0.93	0.93	0.11%
Building Maint. - Building Maintenance	2	4	5.50	11.00	1.27%
Community Event - Pr for VFD In the Communities	5	26	15.09	70.71	8.17%
EMS Reports - EMS Reports	2	2	1.45	1.45	0.17%
ESD - ESD meeting	3	7	5.88	13.88	1.60%
ESD website - updateing ESD website	9	9	3.77	3.77	0.44%
Financials - Financials	8	8	25.87	25.87	2.99%
Fire Reporting - TFS, ER reporting	5	5	4.01	4.01	0.46%
Grant - Grant work, (fill out, submit, closing)	23	24	31.98	33.98	3.92%
Ind. Training - Individual Training	6	6	12.13	12.13	1.40%
Lawn - Lawns mowed and trimmed	1	1	1.25	1.25	0.14%
Mail - Mail Box Run	1	1	12.50	12.50	1.44%
Med Bag Check - Monthly Med Bag Inspection	1	1	0.98	0.98	0.11%



ACTIVITY CODE	# DAYBOOK ITEMS	# PEOPLE	HOURS	MANHOURS	% TOTAL TIME
Meet and Confer - Participating In Meet and Confer Activities	6	6	9.59	9.59	1.11%
Meeting Prep - Preperation for Fire Board and ESD meetings	5	5	3.71	3.71	0.43%
Pre-Plan - Pre-Plan Tour of Building	2	4	3.00	6.00	0.69%
Public Relations - Public Relations	7	7	2.28	2.28	0.26%
SCBA bottles - filling SCBA bottles	2	2	1.51	1.51	0.17%
Training - Company Training	14	65	68.00	234.00	27.03%
VSC - Volunteer Shift Coverage	20	20	130.35	130.35	15.05%
Weekly Maint. - Weekly Maintenance Truck Check	53	73	50.70	72.03	8.32%
TOTAL	323	475	554.19	865.84	



8:41 PM
03/18/20
Cash Basis

Cassie Volunteer Fire Department
Balance Sheet
As of February 29, 2020

	<u>Feb 29, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 - CASSIE VFD-ESD2	73,831.19
Total Checking/Savings	<u>73,831.19</u>
Total Current Assets	73,831.19
Fixed Assets	
1410 - Land	13,820.89
1420 - Furniture & Fixtures	7,967.10
1430 - Vehicles & Equipment	1,048,210.40
1440 - EMS Equipment	5,037.56
1450 - Communication Equipment	98,987.85
1460 - Buildings	113,750.42
1510 - Accumulated Depreciation	<u>-738,920.38</u>
Total Fixed Assets	548,853.44
Other Assets	
1100 - Grant Receivable	<u>3,770.25</u>
Total Other Assets	3,770.25
TOTAL ASSETS	<u>626,254.88</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 - Employer & Emp. Payroll Tax	<u>940.97</u>
Total Other Current Liabilities	940.97
Total Current Liabilities	<u>940.97</u>
Total Liabilities	940.97
Equity	
3010 - Unrestricted Net Assets-Res.Ern	598,192.18
Net Income	<u>29,112.73</u>
Total Equity	<u>625,304.91</u>
TOTAL LIABILITIES & EQUITY	<u>626,254.88</u>

Cassie Volunteer Fire Department
Profit & Loss Budget vs. Actual
October 2019 through February 2020

	Oct '19 - Feb 20	Budget	\$ Over Budget
Income			
4000 - Income			
4005 - ESD payments	80,138.00	180,270.50	-80,141.50
4010 - Individual Donations	2,000.00		
4020 - Group & Company Donations	300.00		
4030 - County Funds	5,655.50	7,541.00	-1,885.50
4065 - Training Reimbursement	2,524.00		
4075 - Grant Reimbursement-nontraining	13,500.00		
4095 - ESD Pymts-Capital Expenditures	15,607.11	42,500.00	-26,802.89
Total 4000 - Income	119,814.61	210,320.50	-90,505.89
Total Income	119,814.61	210,320.50	-90,505.89
Expense			
5000 - ADMINISTRATIVE			
5005 - Accounting	750.00	1,300.00	-550.00
5010 - Legal Services	0.00	100.00	-100.00
5015 - Meetings	262.35	225.00	37.35
5020 - Office Equipment/Maint.	329.58	258.00	71.58
5025 - Office Supplies	347.85	750.00	-402.15
5030 - Printer Supplies	215.91	300.00	-84.09
5035 - Shipping/Postage/PO Box Rental	0.00	150.00	-150.00
5040 - Subscripns/Dues/Membershp/RecMgmt	4,509.65	10,716.00	-6,206.35
5045 - Travel Allowance	0.00	100.00	-100.00
5050 - Uniforms (Caps and Shirts)	251.08	4,000.00	-3,748.92
5055 - Printing Services	0.00	100.00	-100.00
5060 - Banking/Sfty/DepBoz/Chks/BkgdCls	20.00	100.00	-80.00
5070 - Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
Total 5000 - ADMINISTRATIVE	6,686.42	18,440.00	-11,753.58
5200 - PAID POSITION			
5205 - Base Salary	20,730.82	49,000.00	-28,269.18
5215 - CVFD SS & Medicare Tax Match	1,585.98	3,748.50	-2,162.52
Total 5200 - PAID POSITION	22,316.80	52,748.50	-30,431.70
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	3,315.50	3,500.00	-184.50
5325 - Furn&YardEquip Repl/RepNew	0.00	520.00	-520.00
5330 - Electrical Service	990.31	3,750.00	-2,759.69
5335 - Telephone Service	1,238.67	2,527.00	-1,288.33
Total 5300 - BUILDING AND GROUNDS	5,555.76	10,547.00	-4,991.24
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
Total 5600 - COMMUNICATIONS	0.00	900.00	-900.00
6600 - INSURANCE			
6605 - Building and Property	1,772.00	3,613.00	-1,841.00
6610 - Vehicle	3,642.00	8,786.00	-5,144.00
6615 - Personnel Coverage	7,867.00	8,901.00	-1,034.00
Total 6600 - INSURANCE	13,281.00	21,300.00	-8,019.00
7000 - OPERATIONS			
7010 - Fuel-Vehicle and Equipment	404.24	500.00	-95.76
7012 - Fuelman-Vehicles & Equipment	1,345.98	4,530.00	-3,184.02
7015 - Equipment Maint/Repr-Vendor	0.00	500.00	-500.00
7020 - Fire Extinguisher Test/Repr	232.80	250.00	-17.20
7025 - Fire Suppressant Supplies	0.00	5,000.00	-5,000.00
7030 - First Responder Supplies	3,033.42	4,000.00	-966.58

8:54 PM
03/19/20
Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Budget vs. Actual
October 2019 through February 2020

	Oct '19 - Feb 20	Budget	\$ Over Budget
7035 - Ladder, Pump & Hose Testing	2,567.20	3,000.00	-432.80
7040 - Minor Tools	0.00	150.00	-150.00
7045 - Veh/Epmnt Lights-Decals-Safety	0.00	100.00	-100.00
7050 - Personal Protect Equip-PPE	11,278.66	4,000.00	7,278.66
7055 - PPE Testing/Cleaning/Repair	0.00	500.00	-500.00
7060 - Rehabilitation Supplies	298.02	500.00	-201.98
7065 - Rescue Equipment Maint/Repr	172.67	100.00	72.67
7070 - SCBA Testing/Hydro/FaceMsk/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	966.72	550.00	416.72
7085 - Vehicle Maint/Repr(Vendor)	310.14	5,000.00	-4,689.86
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
Total 7000 - OPERATIONS	20,861.35	35,981.00	-15,119.65
8000 - TRAINING			
8005 - AED, CPR, First Aid	0.00	454.00	-454.00
8020 - Training -VENDOR	5,595.00	12,500.00	-6,905.00
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
Total 8000 - TRAINING	6,197.08	19,054.00	-12,856.92
9000 - PUBLIC RELATIONS			
9005 - Educational Supplies	0.00	100.00	-100.00
9010 - Public Educatn/Relatn/Apprtn	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
Total 9000 - PUBLIC RELATIONS	500.00	1,300.00	-800.00
9500 - CAPITAL EXPENDITURES			
9512 - Pagers-20 New	8,030.00	9,500.00	-570.00
9515 - Fire Equipment-Folding Water Tk	0.00	2,500.00	-2,500.00
9518 - Fire Monitor Nozzle for T1#44440	0.00	2,000.00	-2,000.00
9521 - Tires-4 New Tires for T1-44440	0.00	5,000.00	-5,000.00
9525 - Lawn/Ground Equipment	0.00	8,000.00	-8,000.00
9526 - Ice Maker	3,085.47	5,000.00	-1,914.53
9530 - Medical Equipment	3,288.00	5,000.00	-1,712.00
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
Total 9500 - CAPITAL EXPENDITURES	15,303.47	42,500.00	-27,196.53
Total Expense	90,701.88	202,779.50	-112,077.62
Net Income	29,112.73	7,541.00	21,571.73

6:43 PM
03/16/20
Cash Basis

Cassie Volunteer Fire Department
Profit & Loss by Class
October 2019 through February 2020

	ESD	ESDC	FD	FDE	FDMA	TOTAL
Income						
4000 - Income						
4005 - ESD payments	52,513.75	0.00	0.00	27,624.25	0.00	80,138.00
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	5,655.50	5,655.50
4065 - Training Reimbursement	2,524.00	0.00	0.00	0.00	0.00	2,524.00
4075 - Grant Reimbursement-nontraining	13,500.00	0.00	0.00	0.00	0.00	13,500.00
4095 - ESD Pymts-Capital Expenditures	0.00	15,697.11	0.00	0.00	0.00	15,697.11
Total 4000 - Income	88,537.75	15,697.11	2,300.00	27,624.25	5,655.50	119,814.61
Total Income	88,537.75	15,697.11	2,300.00	27,624.25	5,655.50	119,814.61
Expense						
5000 - ADMINISTRATIVE						
5005 - Accounting	250.00	0.00	0.00	500.00	0.00	750.00
5015 - Meetings	0.00	0.00	262.35	0.00	0.00	262.35
5020 - Office Equipment/Maint.	29.59	0.00	299.99	0.00	0.00	329.58
5025 - Office Supplies	347.85	0.00	0.00	0.00	0.00	347.85
5030 - Printer Supplies	215.91	0.00	0.00	0.00	0.00	215.91
5040 - Subscripns/Dues/Membrshp/RecMgmt	4,509.65	0.00	0.00	0.00	0.00	4,509.65
5050 - Uniforms (Caps and Shirts)	251.08	0.00	0.00	0.00	0.00	251.08
5060 - Banking/SHyDepBox/Chks/BkgdCks	20.00	0.00	0.00	0.00	0.00	20.00
Total 5000 - ADMINISTRATIVE	5,624.08	0.00	562.34	500.00	0.00	6,686.42
5200 - PAID POSITION						
5205 - Base Salary	0.00	0.00	0.00	20,730.82	0.00	20,730.82
5215 - CVFD SS & Medicare Tax Match	0.00	0.00	0.00	1,585.98	0.00	1,585.98
Total 5200 - PAID POSITION	0.00	0.00	0.00	22,316.80	0.00	22,316.80
5300 - BUILDING AND GROUNDS						
5310 - Janitorial Supplies	10.28	0.00	0.00	0.00	0.00	10.28
5320 - Repairs and Maintenance	3,318.50	0.00	0.00	0.00	0.00	3,318.50
5330 - Electrical Service	990.31	0.00	0.00	0.00	0.00	990.31
5335 - Telephone Service	1,238.67	0.00	0.00	0.00	0.00	1,238.67
Total 5300 - BUILDING AND GROUNDS	5,557.76	0.00	0.00	0.00	0.00	5,557.76
6600 - INSURANCE						
6605 - Building and Property	886.00	0.00	0.00	0.00	886.00	1,772.00
6610 - Vehicle	1,821.00	0.00	0.00	0.00	1,821.00	3,642.00
6615 - Personnel Coverage	4,013.50	0.00	0.00	0.00	3,853.50	7,867.00
Total 6600 - INSURANCE	6,720.50	0.00	0.00	0.00	6,560.50	13,281.00
7000 - OPERATIONS						
7010 - Fuel-Vehicle and Equipment	234.93	0.00	0.00	0.00	169.31	404.24
7012 - Fuelman-Vehicles & Equipment	1,167.72	0.00	0.00	0.00	178.26	1,345.98
7020 - Fire Extinguisher Test/Repr	232.80	0.00	0.00	0.00	0.00	232.80
7030 - First Responder Supplies	3,033.42	0.00	0.00	0.00	0.00	3,033.42
7035 - Ladder, Pump & Hose Testing	2,567.20	0.00	0.00	0.00	0.00	2,567.20
7050 - Personal Protect Equip-PPE	11,278.98	0.00	0.00	0.00	0.00	11,278.98
7060 - Rehabilitation Supplies	248.54	0.00	41.84	0.00	10.54	298.92
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	966.72	0.00	0.00	0.00	0.00	966.72
7085 - Vehicle Maint/Repr(Vendor)	310.14	0.00	0.00	0.00	0.00	310.14
Total 7000 - OPERATIONS	20,461.40	0.00	41.84	0.00	358.11	20,861.35
8000 - TRAINING						
8020 - Training -VENDOR	5,595.00	0.00	0.00	0.00	0.00	5,595.00
8025 - Per Diem Travel/Lodging	602.08	0.00	0.00	0.00	0.00	602.08
Total 8000 - TRAINING	6,197.08	0.00	0.00	0.00	0.00	6,197.08
9000 - PUBLIC RELATIONS						

6:43 PM
 03/18/20
 Cash Basis

**Cassie Volunteer Fire Department
 Profit & Loss by Class
 October 2019 through February 2020**

	<u>ESD</u>	<u>ESDC</u>	<u>FD</u>	<u>FDE</u>	<u>FDMA</u>	<u>TOTAL</u>
9025 - Recognition/Thank You	0.00	0.00	500.00	0.00	0.00	500.00
Total 9000 - PUBLIC RELATIONS	0.00	0.00	500.00	0.00	0.00	500.00
9500 - CAPITAL EXPENDITURES						
9512 - Pagers-20 New	0.00	8,930.00	0.00	0.00	0.00	8,930.00
9525 - Ice Maker	0.00	3,085.47	0.00	0.00	0.00	3,085.47
9530 - Medical Equipment	0.00	3,288.00	0.00	0.00	0.00	3,288.00
Total 9500 - CAPITAL EXPENDITURES	0.00	15,303.47	0.00	0.00	0.00	15,303.47
Total Expense	44,558.82	15,303.47	1,104.18	22,816.80	6,918.61	90,701.88
Net Income	<u>23,978.93</u>	<u>393.64</u>	<u>1,195.82</u>	<u>4,807.45</u>	<u>-1,263.11</u>	<u>29,112.73</u>

6:50 PM
03/16/20
Accrual Basis

Cassie Volunteer Fire Department
Profit & Loss Detail
February 2020

Date	Name	Memo	Class	Amount
Income				
Expense				
5000 - ADMINISTRATIVE				
5005 - Accounting				
02/17/2020	Chase Card ...	Taber and Burnett - payroll preparation for Jan, Feb, Mar 2020	FDE	250.00
Total 5005 - Accounting				250.00
5020 - Office Equipment/Maint.				
02/17/2020	Chase Card ...	Amzn - parts for wall mount for training TV	ESD	29.59
Total 5020 - Office Equipment/Maint.				29.59
5025 - Office Supplies				
02/17/2020	Chase Card ...	Office Depot - 1 box of copy paper	ESD	33.82
02/17/2020	Chase Card ...	ACE - screws, bolts, nuts for mounting and wiring of training TV	ESD	33.17
02/17/2020	Chase Card ...	ACE - brackets, and braces for mounting training TV	ESD	38.17
02/17/2020	Chase Card ...	IDLH - incident command worksheets, work board and car table for ...	ESD	155.91
Total 5025 - Office Supplies				261.07
5030 - Printer Supplies				
02/17/2020	Chase Card ...	4inks - drum set for Brother printer in the kitchen	ESD	139.99
Total 5030 - Printer Supplies				139.99
5040 - Subscrip/Dues/Membershp/RecMgmt				
02/17/2020	Chase Card ...	In Emergency - reporting system software and access for reports an...	ESD	184.91
02/17/2020	Chase Card ...	YMCA - February membership Curtis - family	ESD	58.00
02/17/2020	Chase Card ...	YMCA - February membership Shields - single senior	ESD	30.00
02/17/2020	Chase Card ...	YMCA - February membership Schaefer - single senior	ESD	30.00
02/17/2020	Chase Card ...	YMCA-February membership Nugent - single - membership has bee...	ESD	34.00
02/17/2020	Chase Card ...	YMCA - February membership Sanchez - couple	ESD	49.00
02/17/2020	Chase Card ...	YMCA - February membership Kelley - family	ESD	58.00
02/18/2020	Fire Engineer...	Acct#215391 - 2 year renewal of online and printed copy of magazine	ESD	59.00
02/18/2020	Ctrl Tx Fire...	2020 Annual Membership Dues for department	ESD	20.00
Total 5040 - Subscrip/Dues/Membershp/RecMgmt				522.91
5050 - Uniforms (Caps and Shirts)				
02/17/2020	Chase Card ...	ID Creator - ID badges for fire personnel	ESD	90.00
02/17/2020	Chase Card ...	Amzn - 2-badge holders for ID badges	ESD	29.11
Total 5050 - Uniforms (Caps and Shirts)				119.11
Total 5000 - ADMINISTRATIVE				1,322.67
5200 - PAID POSITION				
5205 - Base Salary				
02/11/2020	Derrick R Curtis	Salary	FDE	1,884.62
02/25/2020	Derrick R Curtis	Salary	FDE	1,884.62
Total 5205 - Base Salary				3,769.24
5215 - CVFD SS & Medicare Tax Match				
02/11/2020	Derrick R Curtis	Payroll for period beginning 2-3-20 and ending 2-14-20	FDE	144.18
02/25/2020	Derrick R Curtis	payroll for period beginning 2-17-20 and ending 2-28-20	FDE	144.18
Total 5215 - CVFD SS & Medicare Tax Match				288.36
Total 5200 - PAID POSITION				4,057.60
5300 - BUILDING AND GROUNDS				
5330 - Electrical Service				
02/15/2020	PEC	Acct#3000068825-monthly stnd for period 12-20-19 - 1-19-20	ESD	262.14
Total 5330 - Electrical Service				262.14
Total 5300 - BUILDING AND GROUNDS				262.14
7000 - OPERATIONS				

6:50 PM
03/19/20
Accrual Basis

Cassie Volunteer Fire Department
Profit & Loss Detail
February 2020

Date	Name	Memo	Class	Amount
7012 - Fuelman-Vehicles & Equipment				
02/11/2020	4480	Kwik Chek-regular fill up and EMS call (\$78.58 savings total on stat...	ESD	31.48
02/11/2020	4480	Kwik Chek - regular, EMS call and cover of HVVFD	ESD	36.67
02/11/2020	4480	Kwik Chek- EMS calls and funeral	ESD	37.69
02/11/2020	4480	Kwik Chek-EMS call and meeting	ESD	33.21
02/11/2020	4480	Kwik Chek-EMS HVVFD #20-00010 and Fire ELB-VFD-Rpt#20-00011	FDMA	38.45
02/11/2020	4450	Kwik Chek-pump-regular fill up	ESD	9.53
02/11/2020	4420	Kwik Chek-regular fill up	ESD	35.13
02/11/2020	4440	Kwik Chek-ELB VFD - structure fire #20-00011	FDMA	47.59
02/11/2020	4450	Kwik Chek-one fire call andand regular fill up #20-00003	ESD	50.90
Total 7012 - Fuelman-Vehicles & Equipment				320.72
7030 - First Responder Supplies				
02/11/2020	Bound Tree ...	Inv#83496385--2-Narcan nasal spray, 1 box of 3" sterile gauze	ESD	280.18
02/11/2020	Bound Tree ...	Inv#83496535--1 suction canister with 6ft tubing for large suction unit	ESD	9.69
02/11/2020	Bound Tree ...	Inv#83485523--1 large suction unit, quik clot gauze and dressing, gl...	ESD	2,034.22
02/11/2020	Bound Tree ...	Inv#83485524--2 manual suction kits	ESD	281.00
02/17/2020	Chase Card ...	North West Health - 2 sets of AED adult pads to replace one set use...	ESD	138.59
02/17/2020	Chase Card ...	Choice Medical - refill 3 O2 D-tanks @\$20 each	ESD	60.00
02/17/2020	Chase Card ...	D & W Printing - 4 copies of new protocols for EMS personnel	ESD	43.20
Total 7030 - First Responder Supplies				2,835.88
7060 - Rehabilitation Supplies				
02/17/2020	Chase Card ...	Exxonmobil - rehab - funeral for J. Davis	FD	7.88
Total 7060 - Rehabilitation Supplies				7.88
7080 - Vehicle Maintenance/Repair				
02/17/2020	Chase Card ...	NAPA - 3-2.5 gals of DEF, car wash, and transmission fluid	ESD	60.84
Total 7080 - Vehicle Maintenance/Repair				60.84
7085 - Vehicle Maint/Repr(Vendor)				
02/17/2020	4480	Burnet Lube - oil change for 4480	ESD	123.96
02/17/2020	4450	Quick Brakes - oil change for 4450	ESD	186.18
Total 7085 - Vehicle Maint/Repr(Vendor)				310.14
Total 7000 - OPERATIONS				3,535.44
8000 - TRAINING				
8020 - Training -VENDOR				
02/17/2020	Chase Card ...	Memberzone - Credit for Safe-D conference for J. Davis	ESD	-255.00
02/17/2020	Chase Card ...	TEEX - Auto Extracation class for R. Warford	ESD	385.00
02/17/2020	Chase Card ...	TEEX - Training class for D. Curtis - Fire Service Chief - Management	ESD	2,300.00
Total 8020 - Training -VENDOR				2,430.00
Total 8000 - TRAINING				2,430.00
9500 - CAPITAL EXPENDITURES				
9512 - Pagers-20 New				
02/11/2020	Voided	Check was voided due to incorrect amount on total on invoice from ...	ESDC	0.00
02/11/2020	Chuck Dear	For 19 Motorola Minitor VI pagers, each with 5 channel, stored voice...	ESDC	8,930.00
Total 9512 - Pagers-20 New				8,930.00
Total 9500 - CAPITAL EXPENDITURES				8,930.00
Total Expense				20,537.65
Net Income				-20,537.65



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.

Items	Description	QTY	Amount
Mower	Toro Zero Turn Commercial Grade riding mower.	1	\$8,007.51
Total amount requested for funding is			\$8,000.00



Professional Turf Products, L.P.
 9465 Siles Parkway
 Seitz, Texas 76154
 Larry Moody
 (817) 330-3676
 moody@ptprod.com



Ship To	Cassie VFD	Date	4/10/2020
Bill To	BUYBOARD (CONTRACT # 529-17) - Credit Cards Not Accepted	Tax Rate	
Contact	Chuck Schoenfeld	Destination	
Address	3500 FM 690 Barret, Tx 70611	Trade-In	\$0.00
Phone	512-644-5403	Finance	
Email		Account Type	Contract
Comments:		QMS ID	Standard

Proposal

Qty	Model#	Description	Quantity	Extended
1	72949	Toro ZMaster 24.5 HP Kawasaki FX w/ 52" TURBO FORCE Deck [1]		\$ 3,007.51
SubTotal			\$	3,007.51
Destination Tax (Estimated)				Included
TOTAL			\$	3,007.51

Comments:

For all New Equipment, Demo units may be available for up to 20% savings.
 For all New Equipment, Refurbished units may be available for up to 40% savings.

Terms & Conditions

- Orders are considered contractual. Order cancellations are subject to fees up to 10% of the original order value.
- New equipment delivery time is estimated at six weeks from the time credit is approved & documents are executed.
- Pricing, including finance options, valid for 30 days from time of quotation.
- After 30 days all prices are subject to change without notice.
- Used and Demo equipment is in high demand and availability is subject to change.
 - Upon the customer's commitment to purchase, said equipment availability will be determined and "locked".
 - In the event equipment is unavailable at time of order, PTP will employ every resource to secure an acceptable substitute.
 - PTP strongly advises the customer to issue a firm PO as quickly as possible after acceptance of quotation.
- "Trade In Allowance" will be treated as a credit for future parts purchases on PTP account unless other arrangements have been made.

Returns Policy:

- All returns are subject to reworking, refurbishing, usage, and shipping fees.
- All returns must be able to be sold as new.
- Some rotating parts are non-returnable.
- Professional Turf Products will have sole discretion as to the resalable condition of the product.
- This policy does not apply to items that are defective, or shipped incorrectly by PTP or one of its vendors.

Payment:

- Terms are net 10 unless prior arrangements have been made.
- Quoted prices are subject to credit approval.
 - PTP will work with third party financial institutions to ensure loans when requested to do so.
 - When using third party financing, documentation fees & advance payments may be required.
 - For convenience, monthly payments are estimated based on third party rate factors in effect at time of the quotation.
 - PTP assumes no liability in the event credit becomes unavailable or rates change during the approval process.
- There will be a service charge equal to 1.5% per month (18% per annum) on all past due invoices.
- By law we are required to file a "Notice to Debit" of our intent to file in the event of payment default. This notice must be sent within 60 days of the date the original invoice and will happen automatically regardless of any special payment arrangements that may have been made.

Authorized Signature _____ Date _____

12:22 PM
03/16/20
Cash Basis

Burnet County Emergency Services District #2
Balance Sheet
As of February 29, 2020

	Feb 29, 20
ASSETS	
Current Assets	
Checking/Savings	
Certificate of Deposit 33086	154,797.38
First State Bank of Burnet	195,418.59
Total Checking/Savings	350,215.97
Total Current Assets	350,215.97
TOTAL ASSETS	<u>350,215.97</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	258,905.67
Net Income	113,310.30
Total Equity	350,215.97
TOTAL LIABILITIES & EQUITY	<u>350,215.97</u>



Respectfully submitted by: Richard Bremer

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Burnet County Emergency Services District #2
Profit & Loss Budget vs. Actual
October 2019 through February 2020

	TOTAL				
	Feb 20	Budget	Oct '19 - Feb 20	Budget	\$ Over Budget
Income					
Government Contracts					
Local Government Contracts	29,339.00	42,000.00	220,244.34	217,000.00	3,244.34
Total Government Contracts	29,339.00	42,000.00	220,244.34	217,000.00	3,244.34
Interest Earned	14.90	8.23	618.77	28.63	590.14
Investments					
Interest-Savings, Short-term CD	0.00	0.00	0.00	386.00	-386.00
Total Investments	0.00	0.00	0.00	386.00	-386.00
Total Income	28,353.90	42,008.23	220,863.11	217,414.63	3,448.48
Expense					
Contract Services					
Accounting Fees	0.00	3,700.00	8,200.00	8,700.00	-500.00
Cassie Volunteer Fire Dept	0.00	0.00	80,138.00	80,140.00	-2.00
CVFD-Capital Expenditures	2,400.00	0.00	18,097.11	42,500.00	-24,402.89
Insurance-Liability & D.O.	0.00	0.00	1,608.00	1,672.00	-64.00
Insurance-Workers Compensation	0.00	0.00	323.00	358.00	-35.00
Legal Fees	24.66	4.88	128.86	269.55	-140.69
Outside Contract Services	0.00	0.00	977.80	1,829.00	-851.20
Total Contract Services	2,424.66	3,704.88	107,372.77	133,368.55	-26,996.78
Operations					
Meeting space fees	0.00	0.00	150.00	300.00	-150.00
Total Operations	0.00	0.00	150.00	300.00	-150.00
Travel and Meetings					
Conference, Convention, Meeting	0.00	1,500.00	30.04	1,500.00	-1,469.96
Travel	0.00	600.00	0.00	600.00	-600.00
Total Travel and Meetings	0.00	2,100.00	30.04	2,100.00	-2,069.96
Total Expense	2,424.66	5,804.88	107,552.81	135,768.55	-28,215.74
Net Income	25,929.24	36,203.35	113,310.30	81,646.08	31,664.22

ESD Sales Tax Mailer-Burnet County Election Office

Responses from Doug Ferguson regarding upcoming 11-3-2020 election.

1. Cost to have an item on a ballot? ESD's and Mud's ect. Have a flat \$1,000.00 fee for an election. He will send out new contracts and joint agreements in June for the November 2020 thru the May 2021 time period.
2. A sample of the language for the ballot. See the attached ESD 5 sample ballot.
3. A list of all registered voters (names and addresses) within ESD 2 district. Can you provide mailing labels and if so, what is the cost? I can do at no charge including the labels.
4. Is there any cost for providing the above information if so, cost to provide? No
5. When do you need final language information to add to the ballot? The deadline for you to order an election will be around August 20, which is when I would need the ballot language from you.
6. When do you need the payment for adding the item to the ballot? Payment is not due until I bill for the election and that usually takes place in late November, although I might send out the flat fee invoices earlier if I get the time to work on them.

19. A, B & D

- **Title of Election:**

**SPECIAL ELECTION
BURNET COUNTY EMERGENCY SERVICES DISTRICT. 5**

May 20, 2020

- **Title of Contest**

ADOPTION OF A LOCAL SALES AND USE TAX

- **Directions for voting:**

Vote For or Against

- **Wording for Proposition:**

PROPOSITION A

The adoption of a local sales and use tax in Burnet County Emergency Services District No. % at a rate not to exceed two percent in any location in the district.

19. C

We are in the process of putting together flyers and mailers providing information to voters in our fire district, that the ESD is going to have a proposition on the November ballot regarding the 2% sales tax. To that end would you please provide me with the cost for the following:

1. 700 copies of single sheet, letter size, black and white print, letter. Please provide individual cost per sheet as well as total cost as we may have additional copies made later.

2. If you provide folding of the letter to be put in envelopes, please provide that cost.

3. If you sell letter size envelopes, please provide the cost of the envelopes.

4. Also if you provide or have equipment that stuffs and seals the envelopes please provide the cost for that service.

5. If you provide the stuffing and sealing of the envelopes, do you also provide printing a return address on the envelopes, if yes please provide that cost, it would be a three line address. We do already have the address labels for the voters in the fire district.

The ESD is meeting Thursday, March 26th, if you can provide the information by then that would be wonderful, but I understand if not, since I have been so late in getting the request to you.

1. \$42.00 one sided print in black ink. Those will be 6 cents per copy.
2. \$15.00 to fold to letter size
3. \$26.00 for blank envelopes and \$94.00 printed in black ink
4. \$31.40 to insert the letter and \$34.00 to seal the envelopes

Your Fire Department & Emergency Service District Needs Your YES VOTE!

On November 3, 2020 voters in Precinct 7 that live in the Cassie Fire District will be asked to vote "YES" for a proposition to secure the unclaimed Sales Tax for the Cassie Fire and Emergency Service District. When approved, the funds will be used to defray the ever increasing high expense associated with providing fire, rescue and EMS protection to all residents in the communities we serve.

Cassie Fire and Emergency Service District will place a sales tax proposition on the ballot and will ask our voters approve a 2% tax on certain purchases in the Cassie Fire District. "This proposition will not increase taxes to our voters, but will authorize through voting, the reallocation of existing tax dollars available."

Today the maximum Sales Tax allowed in State of Texas is 8.25% on certain purchases. Texas collects 6.25% on those purchases. By law, the remaining 2% is available to eligible local jurisdictions such as Emergency Service Districts (ESD's).

Any ESD or State approved jurisdiction may collect up to 2% of the unclaimed Sales Tax for each district, as long as, the voters approve through an election.

You may ask where do these unclaimed sales tax dollars go today. If there are no approved state jurisdictions that claim these funds through a voter election, then all unclaimed sales tax dollars will automatically revert to the Texas state treasury, until claimed.

Again, we ask for your "YES" vote on November 3, 2020 to keep our sales tax dollars in the Cassie Fire and Emergency Service District working to protect the safety and well being to our people and communities.

Should you require further information, visit our website at cassievfd.com.

Thank You!

