



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

**Minutes – February 27, 2020**

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

*(AD)<sup>2</sup>At 10:01 a.m., February 27, 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)**

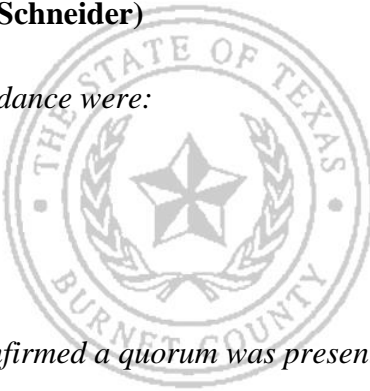
*(AD) Board member in attendance were:*

*Ben Schneider*

*Dick Bremer*

*Ed Schaefer*

*Sharon Barclay*



*Commissioner Schneider confirmed a quorum was present*

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

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

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

*(AD) The Invocation was offered by Commissioner Bremer*

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<sup>1</sup> AI – Agenda Item

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

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

*(AD) Commissioner Schneider welcomed attending guests who included:*

*CVFD Fire Chief Derrick Curtis*

*CVFD EMS Lieutenant Laura Schneider*

*Burnet County Commissioner Jim Luther*

*Judge Roxanne Nelson*

*Robbie Cheatham*

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

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

*Commissioner Cheatham 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) Commissioner Schneider stated that he and Lt. Schneider had the opportunity to obtain and go through old records. A copy of the Investment Policy (Enclosure 3) and the Good-In-Transit Policy (Enclosure 4) that were reaffirmed at the December 17, 2019 were found and submitted for documentation.*

*Commissioner Schaefer stated that due to his impending house sale, that at the end of today's meeting he would submit his Letter of Resignation. (Enclosure 5)*

*Commissioner Barclay asked for the May 28 meeting to be moved to May 21 (3<sup>rd</sup> Thursday) as she will be out of town; no one noted a conflict in a schedule.*

*Burnet County Commissioner Jim Luther gave a brief update of impending projects:*

*TXDOT is placing a pedestal for a light at SH 29 and FM 2341*

*Precinct 1 is near completion of paving all existing County Roads*

*An engineering study has been ordered for construction of the Wirtz Dam Bridge*

**8. (AI) ESD #2 Commissioner-Treasurer position vacancy.**

*(AD) Commissioner Schneider discussed that Commissioner Bremer had agreed to serve in the role of ESD #2 Treasurer. Commissioner Schaefer made the motion to appoint Commissioner Bremer as ESD #2 Treasurer, Commissioner Barclay seconded; the vote was unanimous.*

**9. (AI) Accept minutes from January 23, 2019 meeting.**

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

*Commissioner Schneider called for comments or corrections from the Board regarding the minutes from the February 5, 2020 BCESD#2 Special 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 reported that Cassie VFD along with the other VFD's in Burnet County are in the process of submitting a FEMA grant for the purchase of new radios. Chief Curtis is heading the effort and it will involve no cost for the VFD's, ESD's, or the County.*

*On 2-5-20 that they participated in a Tabletop Exercise with CAPCOG; the exercise went well and was affirmation of strengths and gaps for consideration within the area.*

*During March, June, and September Cassie VFD will participate in a training hosted and paid by Exxon Mobil regarding the area pipeline; cost will only be in transportation to and from College Station. The training will consist of 10 hours on-line and 16 hours contact. In March, four members of the Department will participate in College Station.*

*FF Rusty Wofford completed the Auto Extrication Technician course.*

*Chief Curtis gave the Incident Statistics report that included that the department has gone on 9 calls in which 2 were overlapping; 6 EMS, 3 Fire Related with response times in the month of February with (Enclosure 6)*

*Chief Curtis report that he had turned in the 1295 Ethics Form to Commissioner Schaefer.*

*Commissioner Schneider questioned if the ESD had received the 1295 Forms from Tabor and Burnett and VFIS; to date these are outstanding.*

**11. (AI) Cassie VFD Financial Report**

*(AD) Lt. Schneider provided the Board a summary of the CVFD Financial Report (Enclosure 7) as of January 31, 2020, CVFD had a balance of \$94,644.37 in Checking/Savings. Expenses for January were \$17,738.19. Total expenses for October 2019 – January 2020 was \$70164.03 and still operating under budget. Also reported that the FDMA funds were reduced by the County and are reflected in the report. (Enclosure 7).*

**12. (AI) Approve Capital Expenditure, if appropriate**

*(AD) Chief Curtis presented a request for approval of a Capital Expenditure; new computer with accessories for the Chief's office. Total amount requested is \$2400; this was a previously approved budget item. The current laptop will be used as a training laptop. (Enclosure 8)*

**13. (AI) Treasurer Report for ESD #2**

*(AD) Commissioner Schaefer reported that comparing income from 2019, the percentage was comparative. The balance on January 31, 2020 of \$323,286.73, comprised of CD#33086 in the amount of \$154,797.38 and FSB Checking in the amount of \$168,489.35. Total income for the period was \$123,627.14 and expenses of \$56,293,60; for an operating gain of \$67,333.54 He reported that a check for \$150 was placed in the Outside Contract Services and needs to be placed in Meeting Spaces Fees; he will make this correction. (Enclosure 9).*

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

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

*(AD) Commissioner Schaefer reported that he had written the check for the approved Capital Expenditure; upcoming will be the payment to the CAD and the payment for meeting space.*

**15. (AI) Identified ESD pre-filing sales tax election activities.**

**A. Identify and establish contact with appropriate election clerk.**

*(AD) Commissioner Schneider presented an initial four step action for the ESD to complete going forward with pre-filing for the Sales Tax Election. The first item is to identify the appropriate election clerk and establish rapport. Doug Ferguson is the Election Administrator for Burnet County.*

**B. Determine total expense required for election filing.**

*(AD) Commissioner Schneider stated that an activity will also be to determine expenses required and set aside this in the budget.*

**C. Secure proposition verbiage to be used on ballot.**

*(AD) Discussion concerning the verbiage to be used on the ballot. There is a set verbiage. It will need to be ascertained to for community education.*

**D. Amend ESD budget to reflect total election expense to be incurred.**

*(AD) The Treasurer will need to make changes to reflect expenses in the budget.*

*Lt. Schneider and Commissioner Bremer will approach Doug Ferguson to attain needed information to proceed with the Sales Tax Election.*

*Commissioner Schneider stated that by consensus we will proceed. He stated that we will need further motions when we go forth with Budget changes.*

**16. (AI) Observations of recently attended 2020 SAFE-D Conference in Galveston, Texas**

*(AD) Commissioner Barclay presented information gleaned from the SAFE-D Conference that she and Chief Curtis had attended. She gave a brief summary of SB2 and the necessity of having a meeting for Tax Rate calculations before August 7.*

*She shared information from the Financial Seminar to include the ESD having a 5-yr. plan; this would work in concert with Cassie VFD 5 yr. plan.*

*Information from the Basic Training Session concerning the Open Meeting and the Public Information Act training was shared with Commissioner Cheatham; she has completed this training and it was turned in to Commissioner Schaefer. Additionally, the added Cybersecurity training has been added for any who access ESD files electronically (HB 3834); must complete by 6-14-2020*

*In Records Management – ascertaining who the RMO is for ESD #2 and placing this on file with the State Library and Archives; Commissioner Davis had been the RMO on file, this will be changed by Commissioner Barclay.*

*Commissioner Barclay reviewed the Records Retention regulations that include keeping written notes and recordings of ESD Meetings for 90 days after the Final Minutes have been approved. Additionally, it was suggested that all Commissioners have an individual email account so that official business is not co-mingled with personal accounts; and that all official transactions be backed up to “cloud” storage. Commissioner Barclay will also review if we have an SLR508 on file with the State Library and Archives. Texts are subject to*

*PIA, screenshot and send to email. If a record is lost, document it. All paper documents should be scanned and backed up electronically.*

*Commissioner Barclay also made the suggestion based on information from Strategic Planning that the ESD develop a Purpose Statement, Mission Statement, Vision (2 yr. & 5 yr.), and Values Statements. In planning for the Sales Tax election, it was also suggested that we develop the “compelling story” to address where the monies will be used and identify community concerns.*

**17. (AI) CVFD sales tax campaign planning activities.**

- A. Identify pre-election activities to be performed during campaign.**
- B. Establish calendar of events for pre-election activities.**
- C. Develop script for direct mailer.**
- D. Develop presentation and Q&A for POA/HOA’s**

*(AD) There was much discussion concerning buy-in and activities surrounding campaign for Sales Tax election. Commissioner Schaefer volunteered to assist with a mailer(s).*

*Part of the activities will include public education through the POA/HOA’s. Information regarding where tax is currently going and the services that are being provided particularly with non-residents who use services in the District.*

*There was much discussion to develop a Strategic Plan collaterally between the ESD and CVFD.*

*Buena Vista POA will have a meeting on Saturday, March 7. It was discussed that we develop a multimodality approach with POA’s, fliers, and use of social media (Next Door, Facebook), and possibility of Customer Appreciation Day with CVFD.*

**18. (AI) Hand out updated POA/HOA listing.**

*(AD) Commissioner Schneider provided an updated POA/HOA listing. (Enclosure 10)*

**19. (AI) Calendar of Events for March 2020.**

*(AD) Commissioner Schneider presented the following for the March 2020 Agenda:  
Approve Capital Expenditure, if appropriate  
Good-In-Transit  
Investment Policy  
Vice President appointment*

**20. (AI) Next meeting: 10:00 AM Thursday, March 28, 2019**

*(AD) Commissioner Schneider announced that the next regular meeting will be held on Thursday, March 28 at 10:00 a.m. at the Cassie Community Center.*

**21. Adjourn**

*(AD) With no additional business attending, the BCESD#2 February 27, 2020 meeting was adjourned at 11:20 a.m. by Commissioner Schneider.*

Sharon K. Barclay  
Secretary  
Emergency Service District 2  
Burnet County  
February 27, 2020

Benjamin H. Schneider  
President  
Emergency Service District 2  
Burnet County  
February 27, 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, February 27, 2020. This agenda is posted in the Burnet County Courthouse and on the Cassie Community Center Bulletin Board.

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. Swearing in ceremony of newest ESD #2 Board members. (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. ESD #2 Commissioner-Treasurer position vacancy. (Schneider)
9. Accept minutes from January 23, 2019 meeting. (Schneider)
10. Report from the Cassie VFD Chief. (Curtis)
  - Number and types of calls
  - Training activity
  - Other department activities





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

11. Cassie VFD Financial Report. (L. Schneider)
12. Approve Capital Expenditure, if appropriate. (Schneider)
13. Treasurer Report for ESD #2. (Schaefer)
14. Discussion and/or action concerning the disbursement of ESD #2 funds.  
(Schaefer)
15. Identified ESD pre-filing sales tax election activities. (Schneider)
  - A. Identify and establish contact with appropriate election clerk.
  - B. Determine total expense required for election filing.
  - C. Secure proposition verbiage to be used on ballot.
  - D. Amend ESD budget to reflect total election expense to be incurred.
16. Observations of recently attended 2020 SAFE-D Conference in Galveston,  
Texas. (Barclay)
17. CVFD sales tax campaign planning activities. (Schneider)
  - A. Identify pre-election activities to be performed during campaign.
  - B. Establish calendar of events for pre-election activities.
  - C. Develop script for direct mailer.
  - D. Develop presentation and Q&A for POA/HOA's
18. Hand out updated POA/HOA listing. (Schneider)
19. Calendar of Events for March 2020. (Schneider)
  - A. Approve Capital Expenditure, if appropriate.
20. Next meeting: 10:00 AM Thursday, March 28, 2019.
21. Adjourn.

Benjamin H. Schneider, President

2 of 2

In the name and by the authority of

The County of Burnet  
Burnet, Texas

OATH OF OFFICE

I, **Robbie Cheatham**, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of:

**Emergency Services District No. 2 Commissioner**

of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

  
Robbie Cheatham, Affiant

SWORN TO and subscribed before me by affiant on this the 27<sup>th</sup> day of February, 2020.

  
Roxanne Nelson  
Justice of the Peace, Precinct 1  
Burnet County, Texas



**STATEMENT OF ELECTED/APPOINTED OFFICER**

*(Pursuant to Tex. Const. Art. XVI, §1(b), amended 2001)*

I, **Robbie Cheatham**, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

*UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING STATEMENT AND THAT THE FACTS STATED THEREIN ARE TRUE.*

**Appointed to the position of  
Emergency Services District No. 2 Commissioner  
Burnet County, Texas**

  
**Robbie Cheatham**

  
Date

**BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2**

**INVESTMENT POLICY  
RESOLUTION NO. 02-26-2009-01**

**1) SCOPE**

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

**STATUTORY GUIDELINES**

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

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

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

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

**2) PRUDENCE**

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

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

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

**A) SAFETY**

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

**B) LIQUIDITY**

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

**C) YIELD**

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

**4) DELEGATION OF AUTHORITY**

**A) RESPONSIBILITY AND DESIGNATION**

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

**B) INVESTMENT COMMITTEE**

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



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

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

**C) TRAINING**

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

**5) STANDARD OF ETHICS AND CONFLICTS OF INTEREST**

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

**6) AUTHORIZED SECURITIES DEALERS AND FINANCIAL INSTITUTIONS**

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

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

**A) BROKER/DEALER QUESTIONNAIRE**

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

**B) BIDDING REQUIREMENTS**

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

**C) WRITTEN STATEMENT FILED WITH THE DISTRICT**

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

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

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

**7) AUTHORIZED AND SUITABLE INVESTMENTS**

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

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

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

#### **8) COLLATERALIZATION**

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



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

**9) SAFEKEEPING AND CUSTODY**

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

**10) DIVERSIFICATION**

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

**11) INTERNAL CONTROL**

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

**12) PERFORMANCE STANDARDS**

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

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

**13) REPORTING**

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

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

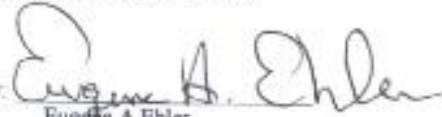
- (A) Describe in detail the investment position of the District on the date of the report;
- (B) Be prepared jointly by Investment Coordinator;
- (C) Be signed by the Investment Coordinator;
- (D) Contain a summary statement of each pooled fund group that states the:
  - (1) Beginning market value for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

#### 14) INVESTMENT POLICY ADOPTION AND REVIEW


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

ISSUED THIS the 26 day of February 2009.

BURNET COUNTY EMERGENCY  
SERVICES DISTRICT NO. 2

By:   
Eugene A Ehler  
President

ATTEST:

  
John Davis  
Secretary



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2  
P. O. BOX 249  
BUCHANAN DAM, TEXAS 76609-0249

Enclosure 4

**RESOLUTION NO. 01-2012  
GOODS-IN-TRANSIT**

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

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

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

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

All "good-in-transit" as defined by TEX. PROP. TAX CODE § 11.253, shall be subject to ad valorem taxation by Burnet County Emergency Services District Number 2 annual ad valorem tax assessment, if not otherwise exempt or subject to abatement by law other than § 11.253 and TEX CONST. Art. VIII. § 1-n.



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

The foregoing resolution was moved and seconded and adopted by a majority vote at a meeting of the Burnet County Emergency Services District Number 2 on \_\_\_\_\_.

\_\_\_\_\_  
Ben Schneider, President                      Date

\_\_\_\_\_  
Sharon Barclay, Secretary                      Date

**BURNET CENTRAL APPRAISAL DISTRICT  
P. O. BOX 908 / 223 SOUTH PIERCE  
BURNET, TEXAS 78611  
PHONE (512) 756-8291  
FAX (512) 756-7873**

September 16, 2011

Burnet Co ESD #2 (Cassie)  
P.O. Box 249  
Buchanan Dam, TX 78609

Dear Sir:

Please find enclosed a "Bulletin concerning Goods in Transit", summary of Section 11.253 of the Tax Code, as well as a sample resolution. The purpose of this letter is to inform you of this legislative change so that you can decide what action, if any, your entity needs to take.

"Goods in Transit" was originally passed in the 2007 Legislative Session and was available to be exempted in 2008. As of today, we have had no one to apply for the exemption in our District since it has been created. Should you choose to take no action at this time, "Goods in Transit" will be exempt from taxation beginning in 2012. However, you do have the option to take action to tax "Goods in Transit" in the future if you choose. If you do take action to tax "Goods in Transit", please send a copy of your resolution to our office. You must take action from October 1 to December 31, 2011 in order to tax for 2012.

If you have any questions, please let me know.

Sincerely,

  
Stan Hemphill  
Chief Appraiser





## MVBA BULLETIN

### Goods in Transit

The Legislature has amended the Goods in Transit exemption found in TEX. PROP. TAX CODE § 11.253 to clarify that the warehouse in which the goods are stored must not be "in any way owned or controlled by" the owner of the goods. S.B. 1, First Called Session.

The legislation also, however, requires taxing units to specifically adopt a resolution to continue taxing goods in transit even if the taxing unit has already done so in the past. If the taxing unit wishes to continue to tax the goods, it must hold a public hearing at which members of the public are allowed to speak for or against taxing goods in transit. Then, in order for the tax to be effective, the taxing unit must adopt a resolution to continue taxing the goods. That resolution must be passed after October 1, 2011 and before January 1 of the year in which the taxing unit wishes to tax the goods in transit. A sample resolution is attached. It must be adapted to the needs of the particular taxing unit. The option is open to any taxing unit, even if it has not previously elected to tax goods in transit.

Unfortunately, there is little guidance on what is required of the public hearing other than that proponents and opponents of taxation be allowed to speak. At a minimum, the taxing unit must comply with the Open Meetings Act, TEX. GOV'T CODE §§ 551.001 *et seq.*, and post a notice of the hearing at least 72 hours in advance. Since many public hearing require notice in the newspaper, a taxing unit may be wise to publish such a notice in advance of the hearing.

Under the current legislation, the option to tax remains open to the taxing unit in any future year, so long as the taxing unit adopts the appropriate resolution before January 1 of that year. If the tax on goods in transit is pledged as security for a debt and releasing those taxes would impair the obligation, the tax continues even without an additional resolution, at least until the debt is satisfied.

exemption under this subsection, property must be used exclusively by the trust, except that another person may use the property for activities incidental to the trust's use that benefit the beneficiaries of the trust.

(e) To receive an exemption under this section, a community land trust must annually have an audit prepared by an independent auditor. The audit must include:

(1) a detailed report on the trust's sources and uses of funds; and  
(2) any other information required by the governing body of the municipality or county that created or designated the trust under Section 373B.002, Local Government Code.

(f) Not later than the 180th day after the last day of the community land trust's most recent fiscal year, the trust must deliver a copy of the audit required by Subsection (e) to:

(1) the governing body of the municipality or county or an entity designated by the governing body; and  
(2) the chief appraiser of the appraisal district in which the property subject to the exemption is located.

§ 11.253

S.B. 1

Author: Duncan | Shapiro

Effective: January 1, 2012

SECTION 48.01. Subsection (a), Section 11.253, Tax Code, is amended by amending Subdivision (2) and adding Subdivisions (5) and (6) to read as follows:

(2) "Goods-in-transit" means tangible personal property that:

(A) is acquired in or imported into this state to be forwarded to another location in this state or outside this state;

(B) is stored under a contract of bailment by a public warehouse operator [detained] at one or more public warehouse facilities [a-location] in this state that are not in any way owned or controlled by [in-which] the owner of the personal property [does not have a direct or indirect ownership interest] for the account of [assembling, storing, manufacturing, processing, or fabricating purposes by] the person who acquired or imported the property;

(C) is transported to another location in this state or outside this state not later than 175 days after the date the person acquired the property in or imported the property into this state; and

(D) does not include oil, natural gas, petroleum products, aircraft, dealer's motor vehicle inventory, dealer's vessel and outboard motor inventory, dealer's heavy equipment inventory, or retail manufactured housing inventory.

(5) "Bailee" and "warehouse" have the meanings assigned by Section 7.102, Business & Commerce Code.

(6) "Public warehouse operator" means a person that:

(A) is both a bailee and a warehouse; and

(B) stores under a contract of bailment, at one or more public warehouse facilities, tangible personal property that is owned by other persons solely for the account of those persons and not for the operator's account.



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

RESOLUTION NO. 01-2012

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE  
Burnet County Emergency Services District 2 THAT:

All "goods in transit" as defined by TEX. PROP. TAX CODE § 11.253 shall be subject to ad valorem taxation by the Burnet County Emergency Services District Number 2 pursuant to the Burnet County Emergency Services District Number 2 annual ad valorem tax assessment, if not otherwise exempt or subject to abatement by law other than § 11.253 and TEX. CONST. Art. VIII, § 1-n.

The foregoing resolution was moved and seconded and adopted by a majority vote at a meeting of the Burnet County Emergency Services District Number 2 on November 17, 2011.

  
Ben Schneider, President 11-17-11

ATTEST:  
  
John Davis, Secretary 4-17-11



Ed Schaefer  
150 Amber Oaks Drive  
Burnet, Texas 78611

February 27, 2020

Hand delivered

Jim Luther, Commissioner  
Burnet County Precinct #1

Dear Commissioner Luther:

Due to my recent move and the pending sale of my property, I hereby submit my resignation as Commissioner, Burnet County Emergency Service District #2, effective immediately.

It has been an honor to serve in this role and I remain available to you if there is any way I can serve the citizens of Burnet County in the future.

Sincerely,

  
Ed Schaefer

Cc: Ben Schneider

## Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 2/27/2020 8:59:29 AM



### Incident Statistics

Start Date: 02/01/2020 | End Date: 02/29/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		6	
FIRE		3	
<b>TOTAL</b>		<b>9</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		2	
Aid Received		4	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		22.22	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:11:58	0:12:41	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:11:52</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:04:01	0:07:53	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:04:27</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		37:47	

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 NEMSIS 2 & 3 data as appropriate.

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Doc ID: 1545  
Page # 1 of 1

# Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 2/27/2020 9:00:15 AM



## Incident Statistics

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

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		15	
FIRE		5	
<b>TOTAL</b>		<b>20</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	5		
Aid Received	12		
OVERLAPPING CALLS			
# OVERLAPPING	% OVERLAPPING		
4	20		
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:08:47	0:14:48	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:08:51</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:02:48	0:05:54	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:02:54</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		40:53	

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.

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## Cassie VFD/ Burnet ESD 2

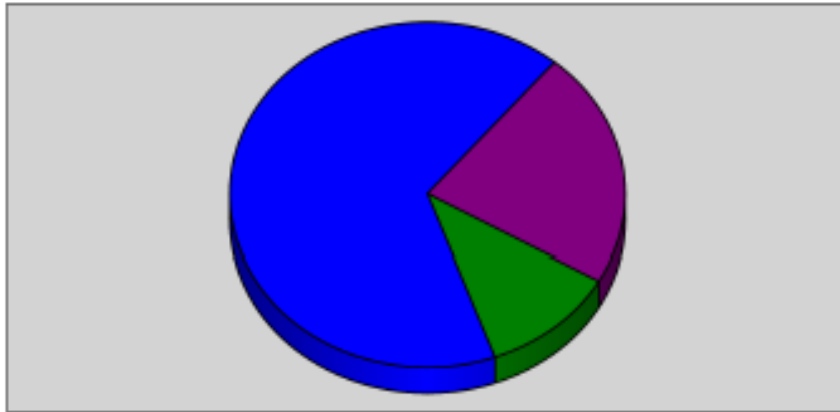
Burnet, TX

This report was generated on 2/27/2020 9:08:17 AM



### Major Incident Types by Month for Date Range

Start Date: 02/01/2020 | End Date: 02/29/2020



Fire	Rescue & Emergency Medical Service Incident	Service Call
------	---	--------------

INCIDENT TYPE	FEB	TOTAL
Fire	1	1
Rescue & Emergency Medical Service Incident	6	6
Service Call	2	2
<b>Total</b>	<b>9</b>	<b>9</b>

Only REVIEWED Incidents Included



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Page # 1

## Cassie VFD/ Burnet ESD 2

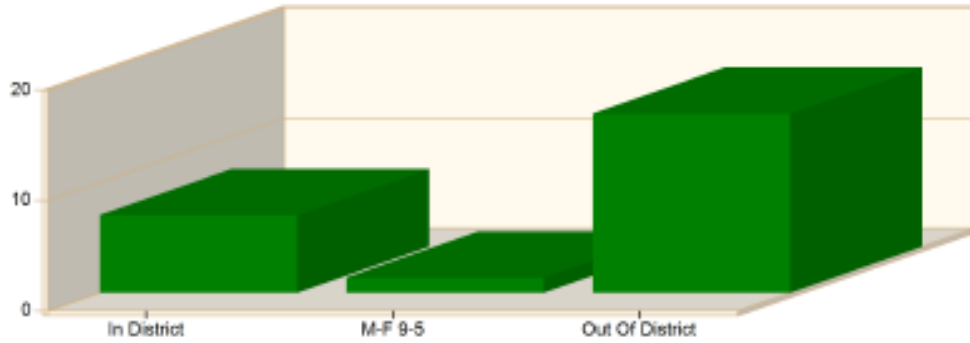
Burnet, TX

This report was generated on 2/27/2020 9:02:34 AM



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

Start Date: 02/01/2020 | End Date: 02/29/2020



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	7.02	5
M-F 9-5	1.35	2
Out Of District	16.22	2
<b>Total Number of Calls:</b>		<b>9</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.



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## Cassie VFD/ Burnet ESD 2

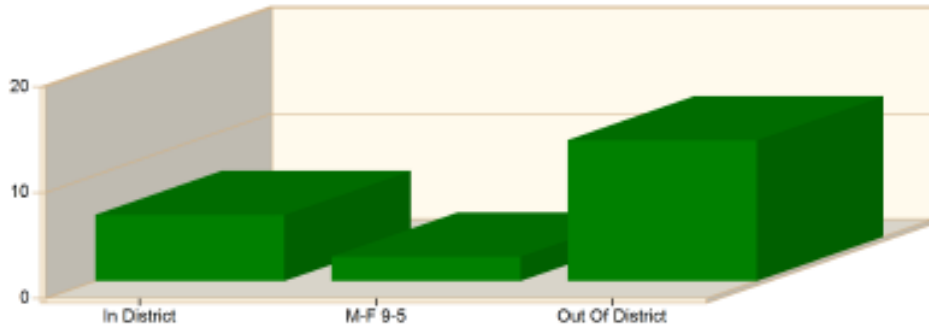
Burnet, TX

This report was generated on 2/27/2020 9:02:57 AM



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

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



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.23	9
M-F 9-5	2.29	6
Out Of District	13.29	4
<b>Total Number of Calls:</b>		<b>19</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.

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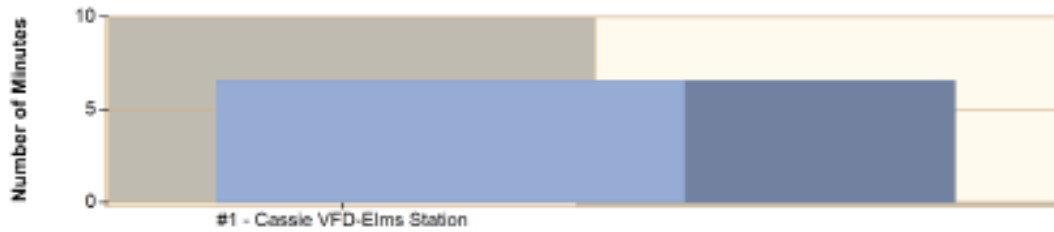
# Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 2/27/2020 9:04:11 AM



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	6:34

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



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# Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 2/27/2020 9:05:19 AM



## Personnel Count per Incident for Data Range

Start Date: 02/01/2020 | End Date: 02/29/2020

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2020-2000012	2/1/2020 18:42:50	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000013	2/1/2020 19:18:45	321 - EMS call, excluding vehicle accident with injury	BP208	3	2	5
2020-2000014	2/8/2020 23:44:17	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000015	2/9/2020 17:07:00	341 - Search for person on land	BP208	2	2	4
2020-2000016	2/10/2020 14:35:34	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000017	2/17/2020 21:50:17	131 - Passenger vehicle fire	BP208	4	1	5
2020-2000018	2/19/2020 11:12:00	553 - Public service	BP208	1	0	1
2020-2000019	2/24/2020 11:47:29	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000020	2/25/2020 18:15:00	511 - Lock-out	BP208	2	0	2
<b>AVERAGES:</b>				<b>2.9</b>	<b>0.6</b>	<b>3.4</b>

Only REVIEWED incidents included



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Doc Id: 358  
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# 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: 03/31/2020

INCIDENT NUMBER	DATE	INCIDENT TYPE	FDID	NUMBER OF PEOPLE		
				ON APPARATUS	NOT ON APPARATUS	TOTAL
2020-2000001	1/1/2020 20:59:44	321 - EMS call, excluding vehicle accident with injury	BP208	5	0	5
2020-2000002	1/2/2020 08:30:39	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000003	1/2/2020 14:20:20	321 - EMS call, excluding vehicle accident with injury	BP208	2	0	2
2020-2000004	1/8/2020 00:00:00	811 - Dispatched & cancelled en route	BP208	2	2	4
2020-2000005	1/9/2020 09:20:00	321 - EMS call, excluding vehicle accident with injury	BP208	2	0	2
2020-2000006	1/15/2020 05:38:40	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000007	1/15/2020 12:58:19	311 - Medical assist, assist EMS crew	BP208	2	0	2
2020-2000008	1/15/2020 13:16:46	311 - Medical assist, assist EMS crew	BP208	2	0	2
2020-2000009	1/24/2020 20:43:01	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000010	1/29/2020 13:21:41	321 - EMS call, excluding vehicle accident with injury	BP208	1	1	2
2020-2000011	1/30/2020 12:21:03	111 - Building fire	BP208	4	2	6
2020-2000012	2/1/2020 18:42:50	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000013	2/1/2020 19:18:45	321 - EMS call, excluding vehicle accident with injury	BP208	3	2	5
2020-2000014	2/8/2020 23:44:17	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2020-2000015	2/9/2020 17:07:00	341 - Search for person on land	BP208	2	2	4
2020-2000016	2/10/2020 14:35:34	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000017	2/17/2020 21:30:17	131 - Passenger vehicle fire	BP208	4	1	5
2020-2000018	2/18/2020 11:12:50	553 - Public service	BP208	1	0	1
2020-2000019	2/24/2020 11:47:29	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2020-2000020	2/25/2020 18:15:00	511 - Lock-out	BP208	2	0	2
<b>AVERAGES:</b>				<b>2.8</b>	<b>0.5</b>	<b>3.3</b>

Only REVIEWED incidents included



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# Cassie VFD/ Burnet ESD 2

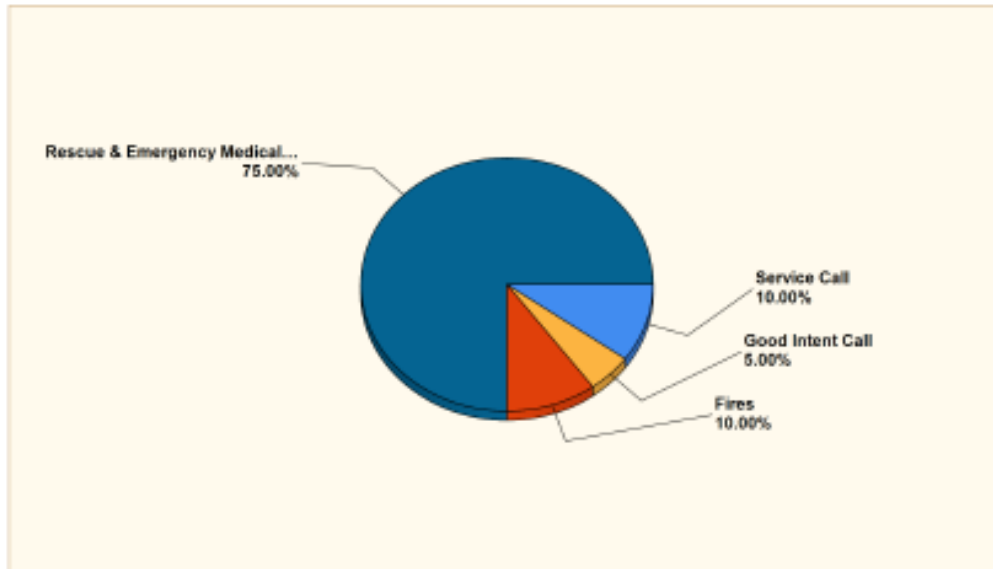
Burnet, TX

This report was generated on 2/27/2020 9:08:56 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	2	10.00%
Rescue & Emergency Medical Service	15	75.00%
Service Call	2	10.00%
Good Intent Call	1	5.00%
<b>TOTAL</b>	<b>20</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.



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Doc ID: 993  
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Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	5.00%
131 - Passenger vehicle fire	1	5.00%
311 - Medical assist, assist EMS crew	2	10.00%
321 - EMS call, excluding vehicle accident with injury	12	60.00%
341 - Search for person on land	1	5.00%
511 - Lock-out	1	5.00%
553 - Public service	1	5.00%
611 - Dispatched & cancelled en route	1	5.00%
<b>TOTAL INCIDENTS:</b>	<b>20</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.



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Cassie Volunteer Fire Department  
Balance Sheet  
As of January 31, 2020

Enclosure 7

	Jan 31, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 - CASSIE VFD-ESD2	94,844.37
Total Checking/Savings	94,844.37
Total Current Assets	94,844.37
Fixed Assets	
1410 - Land	13,820.89
1420 - Furniture & Fixtures	7,067.10
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	-738,920.38
Total Fixed Assets	548,853.44
Other Assets	
1100 - Grant Receivable	3,770.25
Total Other Assets	3,770.25
<b>TOTAL ASSETS</b>	<b>647,268.06</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 - Employer & Emp. Payroll Tax	1,425.30
Total Other Current Liabilities	1,425.30
Total Current Liabilities	1,425.30
Total Liabilities	1,425.30
Equity	
3010 - Unrestricted Net Assets-Ret.Ern	598,102.18
Net Income	49,650.58
Total Equity	645,842.76
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>647,268.06</b>

5:00 PM  
02/18/20  
Cash Basis

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

	Oct '19 - Jan 20	Budget	\$ Over Budget
<b>Income</b>			
4000 - Income			
4005 - ESD payments	80,138.00	180,279.50	-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	-26,892.89
<b>Total 4000 - Income</b>	<b>119,814.61</b>	<b>210,320.50</b>	<b>-90,505.89</b>
<b>Total Income</b>	<b>119,814.61</b>	<b>210,320.50</b>	<b>-90,505.89</b>
<b>Expense</b>			
5000 - ADMINISTRATIVE			
5005 - Accounting	500.00	1,300.00	-800.00
5010 - Legal Services	0.00	100.00	-100.00
5015 - Meetings	262.35	225.00	37.35
5020 - Office Equipment/Maint.	200.00	258.00	41.00
5025 - Office Supplies	86.78	750.00	-663.22
5030 - Printer Supplies	75.02	300.00	-224.98
5035 - Shipping/Postage/PO Box Rental	0.00	150.00	-150.00
5040 - Subscrip/Dues/Membrshp/RecMgmt	3,088.74	10,716.00	-6,729.26
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>5,363.75</b>	<b>18,440.00</b>	<b>-13,085.25</b>
5200 - PAID POSITION			
5205 - Base Salary	16,061.58	40,000.00	-23,938.42
5215 - CVFD SS & Medicare Tax Match	1,207.62	3,748.50	-2,450.88
<b>Total 5200 - PAID POSITION</b>	<b>18,259.20</b>	<b>52,748.50</b>	<b>-34,489.30</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	3,316.50	3,500.00	-183.50
5325 - Furn&YardEquip Repl/Rep/New	0.00	520.00	-520.00
5330 - Electrical Service	728.17	3,750.00	-3,021.83
5335 - Telephone Service	1,238.67	2,527.00	-1,288.33
<b>Total 5300 - BUILDING AND GROUNDS</b>	<b>5,293.62</b>	<b>10,547.00</b>	<b>-5,253.38</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	1,772.00	3,613.00	-1,841.00
6610 - Vehicle	5,642.00	8,788.00	-3,146.00
6615 - Personnel Coverage	7,867.00	8,901.00	-1,034.00
<b>Total 6600 - INSURANCE</b>	<b>13,281.00</b>	<b>21,300.00</b>	<b>-8,019.00</b>
7000 - OPERATIONS			
7010 - Fuel-Vehicle and Equipment	404.24	500.00	-95.76
7012 - Fuelman-Vehicles & Equipment	1,025.26	4,530.00	-3,504.74
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	107.54	4,000.00	-3,892.46

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

	Oct '19 - Jan 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/Epmt 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	291.06	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 Inspect/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 Fightg)	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>17,325.91</b>	<b>35,981.00</b>	<b>-18,655.09</b>
<b>8000 - TRAINING</b>			
8005 - AED, CPR, First Aid	0.00	454.00	-454.00
8020 - Training -VENDOR	3,165.00	12,500.00	-9,335.00
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>3,767.08</b>	<b>19,054.00</b>	<b>-15,286.92</b>
<b>9000 - PUBLIC RELATIONS</b>			
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
<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 - Papers-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 T1-44440	0.00	5,000.00	-5,000.00
9525 - Lawn/Ground Equipment	0.00	8,000.00	-8,000.00
9526 - Ice Maker	3,065.47	5,000.00	-1,934.53
9530 - Medical Equipment	3,268.00	5,000.00	-1,732.00
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>6,373.47</b>	<b>42,500.00</b>	<b>-36,126.53</b>
<b>Total Expense</b>	<b>70,164.03</b>	<b>202,779.50</b>	<b>-132,615.47</b>
<b>Net Income</b>	<b>49,650.58</b>	<b>7,541.00</b>	<b>42,109.58</b>

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

	ESD	ESDC	FD	FDE	FDMA	TOTAL
<b>Income</b>						
4000 - Income						
4005 - ESD payments	52,513.75	0.00	0.00	27,824.25	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	5,855.50	5,855.50
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	15,897.11	0.00	0.00	0.00	15,897.11
<b>Total 4000 - Income</b>	<b>68,537.75</b>	<b>15,897.11</b>	<b>2,300.00</b>	<b>27,824.25</b>	<b>5,855.50</b>	<b>119,814.61</b>
<b>Total Income</b>	<b>68,537.75</b>	<b>15,897.11</b>	<b>2,300.00</b>	<b>27,824.25</b>	<b>5,855.50</b>	<b>119,814.61</b>
<b>Expense</b>						
5000 - ADMINISTRATIVE						
5005 - Accounting	250.00	0.00	0.00	250.00	0.00	500.00
5015 - Meetings	0.00	0.00	282.35	0.00	0.00	282.35
5020 - Office Equipment/Maint.	0.00	0.00	299.99	0.00	0.00	299.99
5025 - Office Supplies	88.78	0.00	0.00	0.00	0.00	88.78
5030 - Printer Supplies	75.92	0.00	0.00	0.00	0.00	75.92
5040 - Subscripns/Dues/Membrshp/RecMgmt	3,988.74	0.00	0.00	0.00	0.00	3,988.74
5050 - Uniforms (Caps and Shirts)	131.97	0.00	0.00	0.00	0.00	131.97
5060 - Banking/SftyDepBox/Chks/Bkgs/Cks	20.00	0.00	0.00	0.00	0.00	20.00
<b>Total 5000 - ADMINISTRATIVE</b>	<b>4,551.41</b>	<b>0.00</b>	<b>582.34</b>	<b>250.00</b>	<b>0.00</b>	<b>5,383.75</b>
5200 - PAID POSITION						
5205 - Base Salary	0.00	0.00	0.00	16,961.58	0.00	16,961.58
5215 - CVFD SS & Medicare Tax Match	0.00	0.00	0.00	1,297.82	0.00	1,297.82
<b>Total 5200 - PAID POSITION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,259.20</b>	<b>0.00</b>	<b>18,259.20</b>
5300 - BUILDING AND GROUNDS						
5310 - Janitorial Supplies	10.28	0.00	0.00	0.00	0.00	10.28
5320 - Repairs and Maintenance	3,316.50	0.00	0.00	0.00	0.00	3,316.50
5330 - Electrical Service	728.17	0.00	0.00	0.00	0.00	728.17
5335 - Telephone Service	1,238.67	0.00	0.00	0.00	0.00	1,238.67
<b>Total 5300 - BUILDING AND GROUNDS</b>	<b>5,293.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,293.62</b>
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
<b>Total 6600 - INSURANCE</b>	<b>6,720.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,560.50</b>	<b>13,281.00</b>
7000 - OPERATIONS						
7010 - Fuel-Vehicle and Equipment	234.93	0.00	0.00	0.00	169.31	404.24
7012 - Fuelman-Vehicles & Equipment	933.04	0.00	0.00	0.00	92.22	1,025.28
7020 - Fire Extinguisher Test/Repr	232.80	0.00	0.00	0.00	0.00	232.80
7030 - First Responder Supplies	197.54	0.00	0.00	0.00	0.00	197.54
7035 - Ladder, Pump & Hose Testing	2,567.20	0.00	0.00	0.00	0.00	2,567.20
7050 - Personal Protect Equip-PPE	11,278.66	0.00	0.00	0.00	0.00	11,278.66
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>17,019.86</b>	<b>0.00</b>	<b>33.98</b>	<b>0.00</b>	<b>272.07</b>	<b>17,325.91</b>
8000 - TRAINING						
8020 - Training -VENDOR	3,165.00	0.00	0.00	0.00	0.00	3,165.00
8025 - Per Diem Travel/Lodging	602.08	0.00	0.00	0.00	0.00	602.08
<b>Total 8000 - TRAINING</b>	<b>3,767.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,767.08</b>
9000 - PUBLIC RELATIONS						

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

	<u>ESD</u>	<u>ESDC</u>	<u>FD</u>	<u>FDE</u>	<u>FDMA</u>	<u>TOTAL</u>
9025 - Recognition/Thank You	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
Total 9000 - PUBLIC RELATIONS	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
9500 - CAPITAL EXPENDITURES						
9528 - Ice Maker	<u>0.00</u>	<u>3,085.47</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,085.47</u>
9530 - Medical Equipment	<u>3,288.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,288.00</u>
Total 9500 - CAPITAL EXPENDITURES	<u>3,288.00</u>	<u>3,085.47</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,373.47</u>
Total Expense	<u>40,640.47</u>	<u>3,085.47</u>	<u>1,008.32</u>	<u>18,508.20</u>	<u>6,832.57</u>	<u>70,164.03</u>
Net Income	<u>27,897.28</u>	<u>12,611.64</u>	<u>1,203.88</u>	<u>9,115.05</u>	<u>-1,177.07</u>	<u>49,690.58</u>



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Cassie Volunteer Fire Department  
Profit & Loss Detail  
January 2020

Date	Name	Memo	Class	Amount
<b>Income</b>				
<b>4000 - Income</b>				
<b>4005 - ESD payments</b>				
01/09/2020	Burnet County ESD2	2nd quarterly instalment for fire protection-FY19-20	ESD	25,881.87
01/09/2020	Burnet County ESD2	2nd quarterly instalment from ESD for Payroll-FY19-20	FDE	14,187.13
Total 4005 - ESD payments				40,069.00
<b>4030 - County Funds</b>				
01/09/2020	Burnet County Funds	Oct, Nov, Dec-2019 for Local Services	FDMA	3,940.25
01/09/2020	Burnet County Funds	Due to Western Towers for Radio Services	FDMA	-2,064.00
Total 4030 - County Funds				1,885.25
<b>4065 - Training Reimbursement</b>				
01/15/2020	Texas A&M-Texas F...	Partial Reimbursement of Swiftwater Class-Grant #28	ESD	774.00
Total 4065 - Training Reimbursement				774.00
<b>4075 - Grant Reimbursement-nontraining</b>				
01/15/2020	Texas A&M-Texas F...	Reimbursement of maximum amount for PPE-Grant #22	ESD	13,500.00
Total 4075 - Grant Reimbursement-nontraining				13,500.00
<b>4095 - ESD Pymts-Capital Expenditures</b>				
01/24/2020	Burnet County ESD2	Capital money to purchase new pagers for the department	ESDC	9,000.00
Total 4095 - ESD Pymts-Capital Expenditures				9,000.00
Total 4000 - Income				65,228.25
Total Income				65,228.25
<b>Expense</b>				
<b>5000 - ADMINISTRATIVE</b>				
<b>5005 - Accounting</b>				
01/23/2020	Taber & Burnett, P.C.	Client ID# 10299-Inv#19108-preparation and filing of Inco...	ESD	250.00
Total 5005 - Accounting				250.00
<b>5015 - Meetings</b>				
01/14/2020	Chase Card Services	Juanes Mex Restaurant - accidental use of business card...	FD	10.83
01/14/2020	Chase Card Services	HEB - Food and Beverage for Christmas Appreciation, Th...	FD	200.05
Total 5015 - Meetings				210.88
<b>5020 - Office Equipment/Maint.</b>				
01/14/2020	Chase Card Services	AMZN - Television installed in chief's office that can be us...	FD	299.99
Total 5020 - Office Equipment/Maint.				299.99
<b>5040 - Subscrip/Dues/Membsrhp/RecMgmt</b>				
01/14/2020	Chase Card Services	Audible - credit of accidental charges Chase Card Service...	FD	-15.88
01/14/2020	Chase Card Services	Audible - credit of accidental charges Chase Card Service...	FD	-15.88
01/14/2020	Chase Card Services	Austin Comm. College - Testing fee for TCFP wildland dis...	ESD	30.00
01/14/2020	Chase Card Services	DNH-GOODADDOY - yearly fee to keep domain name on web...	ESD	18.17
01/14/2020	Chase Card Services	TCFP - Certification for Wildland FF for D. Curtis	ESD	87.17
01/14/2020	Chase Card Services	YMCA - January membership fee for G. Sanchez - couple	ESD	49.00
01/14/2020	Chase Card Services	YMCA - January membership fee for C. Kelley - family	ESD	58.00
01/14/2020	Chase Card Services	YMCA - January membership fee for D. Curtis - family	ESD	58.00
01/14/2020	Chase Card Services	YMCA - January membership fee for D. Shields - senior s...	ESD	30.00
01/14/2020	Chase Card Services	YMCA - January membership fee for E. Schaefer - senior ...	ESD	30.00
01/14/2020	Chase Card Services	YMCA - January membership fee for J. Nugent - single (h...	ESD	34.00
01/14/2020	Chase Card Services	Your First Due - January web hosting	ESD	24.95
01/14/2020	State Firemen's & FL...	SFFMA - 2020 membership for Department and Fire Pers...	ESD	1,000.00
01/14/2020	State Firemen's & FL...	NVFC - 2020 membership for Fire Personnel for period 1-...	ESD	288.00
01/21/2020	Gary Kimball	Reimbursement for YMCA membership he paid in full for ...	ESD	489.00
Total 5040 - Subscrip/Dues/Membsrhp/RecMgmt				2,144.53
Total 5000 - ADMINISTRATIVE				2,905.40

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Cassie Volunteer Fire Department  
Profit & Loss Detail  
January 2020

Date	Name	Memo	Class	Amount
<b>5200 - PAID POSITION</b>				
<b>5205 - Base Salary</b>				
01/15/2020	Derrick R Curtis	Salary	FDE	1,884.82
01/29/2020	Derrick R Curtis	Salary	FDE	1,884.82
Total 5205 - Base Salary				3,769.24
<b>5215 - CVFD SS &amp; Medicare Tax Match</b>				
01/15/2020	Derrick R Curtis	Payroll for period beginning 1-5-20 and ending 1-17-20	FDE	144.18
01/29/2020	Derrick R Curtis	Payroll for period beginning 1-20-20 and ending 1-31-20	FDE	144.18
Total 5215 - CVFD SS & Medicare Tax Match				288.38
Total 5200 - PAID POSITION				4,057.60
<b>5300 - BUILDING AND GROUNDS</b>				
<b>5320 - Repairs and Maintenance</b>				
01/14/2020	Chase Card Services	Satellite Station-security monitoring for the months of Jan...	ESD	110.97
Total 5320 - Repairs and Maintenance				110.97
<b>5330 - Electrical Service</b>				
01/15/2020	PEC	Acct # 300008825 monthly strnt for period 11-19-19 - 1...	ESD	190.49
Total 5330 - Electrical Service				190.49
<b>5335 - Telephone Service</b>				
01/14/2020	Chase Card Services	VZWRLSS - internet and phone service for the period 11-...	ESD	309.77
Total 5335 - Telephone Service				309.77
Total 5300 - BUILDING AND GROUNDS				611.23
<b>6600 - INSURANCE</b>				
<b>6605 - Building and Property</b>				
01/06/2020	VFIS of Texas	Inv#51642 - 2nd qtr installment for commercial insurance-...	ESD	443.00
01/06/2020	VFIS of Texas	Inv#51642 - 2nd qtr installment for commercial insurance-...	FDMA	443.00
Total 6605 - Building and Property				886.00
<b>6610 - Vehicle</b>				
01/06/2020	VFIS of Texas	Inv#51642 - 2nd qtr installment for auto insurance-ESD p...	ESD	903.50
01/06/2020	VFIS of Texas	Inv#51642 - 2nd qtr installment for auto insurance-FDMA ...	FDMA	903.50
Total 6610 - Vehicle				1,807.00
<b>6615 - Personnel Coverage</b>				
01/14/2020	State Firemen's & FL...	VFIS additional insurance for LOOD for period 1-1-2020 -...	ESD	180.00
Total 6615 - Personnel Coverage				180.00
Total 6600 - INSURANCE				2,853.00
<b>7000 - OPERATIONS</b>				
<b>7012 - Fuelman-Vehicles &amp; Equipment</b>				
01/13/2020	Fuelman	Circle K - #4480 regular fill up and calls	ESD	36.07
01/13/2020	Fuelman	Circle K - #4480 regular fill up and calls	ESD	36.49
01/13/2020	Fuelman	Kwik Chek - #4480 regular fill up and calls	ESD	41.53
01/13/2020	Fuelman	Kwik Chek - #4451 regular fill up and calls	ESD	37.92
Total 7012 - Fuelman-Vehicles & Equipment				152.01
<b>7020 - Fire Extinguisher Test/Repr</b>				
01/06/2020	San Sebe Fire Safet...	Inv#025942-Annual Fire Extinguisher Testing and Repair...	ESD	232.80
Total 7020 - Fire Extinguisher Test/Repr				232.80
<b>7035 - Ladder, Pump &amp; Hose Testing</b>				
01/06/2020	Access Fire & Safet...	annual NFPA hose testing for 5200 feet of hose at \$0.25 ...	ESD	1,300.00
01/06/2020	Access Fire & Safet...	Annual NFPA ladder testing for 96 feet/lungs at \$1.95 per...	ESD	187.20
01/06/2020	Access Fire & Safet...	Annual NFPA ladder testing of heat sensors on ladders-4...	ESD	70.00
01/21/2020	4420	Inv#10787-For Annual NFPA 1911 Pump Testing for E1, ...	ESD	336.68

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**Cassie Volunteer Fire Department  
Profit & Loss Detail  
January 2020**

Date	Name	Memo	Class	Amount
01/21/2020	4421	Inv#10787-For Annual NFPA 1911 Pump Testing for E1, ...	ESD	338.88
01/21/2020	4440	Inv#10787-For Annual NFPA 1911 Pump Testing for E1, ...	ESD	338.88
Total 7035 - Ladder, Pump & Hose Testing				2,567.20
<b>7050 - Personal Protect Equip-PPE</b>				
01/21/2020	George Sanchez	Reimbursement for wildland boots purchased prior to Gra...	ESD	305.95
Total 7050 - Personal Protect Equip-PPE				305.95
Total 7000 - OPERATIONS				3,257.98
<b>8000 - TRAINING</b>				
<b>8020 - Training -VENDOR</b>				
01/14/2020	Chase Card Services	SAFE-D - Conference charge for D. Curtis and S. Berday...	ESD	510.00
01/14/2020	Chase Card Services	SAFE-D - Conference charge for J. Davis to attend confer...	ESD	255.00
Total 8020 - Training -VENDOR				765.00
Total 8000 - TRAINING				765.00
<b>9500 - CAPITAL EXPENDITURES</b>				
<b>9530 - Medical Equipment</b>				
01/14/2020	Chase Card Services	DXE Medical Inc. - 2 new Zoll AED plus units for EMT's a...	ESD	3,288.00
Total 9530 - Medical Equipment				3,288.00
Total 9500 - CAPITAL EXPENDITURES				3,288.00
Total Expense				17,738.19
<b>Net Income</b>				<b>47,490.06</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>
Laptop	HP – Spectre 15.6" Laptop	1	\$1,399.99
Office	Windows Office 2019	1	\$129.99
USB drive	External USB drive	1	\$31.99
Mouse	Wireless mouse	1	\$19.99
Printer	Wireless Printer	1	\$279.99
Adobe	Adobe Acrobat pro	1	\$449.99
Case	Carrying case	1	\$39.99

Total amount requested for funding is \$2,400.00

HP - Spectre x360 2-in-1 15.6" 4K Ultra HD Touch-Screen Laptop - Intel Core i7 - 16GB Memory - 512GB SSD + 32GB Optane - Dark Ash Silver, Sandblasted Anodized Finish

Model: 8-2F10W0K MSRP: \$1499.99

★★★★★ 4.4 (201 reviews) | 3 Year Limited Warranty | 24 Hours of Support



Price Match Guarantee  
**\$1,399.99** - **\$116.67** inc.\*

~~MSRP \$1516.66~~ subject to change with  
no most financing  
options apply

Free item with purchase of \$50.00 value

Max offer: Save 10% on select Mouse with Laptop

Open Box from \$119.99

System Memory (RAM) ⓘ

16GB

Total Storage Capacity

512GB

Screen Size ⓘ

15.6"

Protect your product

- 1-Year Accidental Drop, Liquid Protection **\$203.99** MSRP \$203.99
- 2-Year Accidental Drop, Liquid Protection **\$273.99** MSRP \$273.99
- 3-Year Accidental Drop, Liquid Protection **\$383.99** MSRP \$383.99

Learn More

12:05 PM  
02/25/20  
Cash Basis

**Burnet County Emergency Services District #2**  
**Balance Sheet**  
As of January 31, 2020

	<u>Jan 31, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificate of Deposit 33086	154,797.38
First State Bank of Burnet	168,489.35
Total Checking/Savings	<u>323,286.73</u>
Total Current Assets	<u>323,286.73</u>
<b>TOTAL ASSETS</b>	<u><b>323,286.73</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	236,005.67
Net Income	86,381.06
Total Equity	<u>323,286.73</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>323,286.73</b></u>



11:45 AM  
02/25/20  
Cash Basis

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

			TOTAL		
	Jan 20	Budget	Oct '19 - Jan 20	Budget	\$ Over Budget
<b>Income</b>					
<b>Government Contracts</b>					
Local Government Contracts	123,815.40	72,000.00	100,905.34	175,000.00	15,905.34
<b>Total Government Contracts</b>	123,815.40	72,000.00	100,905.34	175,000.00	15,905.34
Interest Earned	11.74	7.40	603.87	20.40	583.47
<b>Investments</b>					
Interest-Savings, Short-term CD	0.00	0.00	0.00	388.00	-388.00
<b>Total Investments</b>	0.00	0.00	0.00	388.00	-388.00
<b>Total Income</b>	123,827.14	72,007.40	101,509.21	175,408.40	18,102.81
<b>Expense</b>					
<b>Contract Services</b>					
Accounting Fees	6,200.00	0.00	6,200.00	3,000.00	3,200.00
Cassie Volunteer Fire Dept	40,060.00	40,070.00	80,138.00	80,140.00	-2.00
CVFD-Capital Expenditures	9,000.00	42,500.00	15,697.11	42,500.00	-26,802.89
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	48.80	180.00	104.20	264.87	-160.47
Outside Contract Services	977.80	951.00	977.80	1,829.00	-851.20
<b>Total Contract Services</b>	56,293.60	83,701.00	104,948.11	129,663.67	-24,715.56
<b>Operations</b>					
Meeting space fees	0.00	150.00	150.00	300.00	-150.00
<b>Total Operations</b>	0.00	150.00	150.00	300.00	-150.00
<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>	56,293.60	83,851.00	105,128.15	129,963.67	-24,835.52
<b>Net Income</b>	<u>67,333.54</u>	<u>-11,843.51</u>	<u>86,381.06</u>	<u>45,444.73</u>	<u>40,938.33</u>

ESD2 COMMUNITIES IN DISTRICT

Buena Vista – Tim Hightower – President – timhightower.email@yahoo.com  
Cassie – Kenna Bolan – President – kennabolan@gmail.com  
Granit Hills – Wayne Nehring – President – wwehning@gmail.com  
Suzann - Jim Maury – President – jimmaury@gmail.com  
Willows – Pam Teich – President – pteich@lammes.com  
Peninsula on Lake Buchanan – J.D. Guidry – President – jd@bearkingbrewing.com  
Rocky Point – Robert Horan – Unknown - Unknown  
Rocky Ridge – Charles Hardy – Unknown - Unknown  
Clear Creek – No HOA/POA - None  
Emeralds – No HOA/POA - None  
Kelly Emeralds – No HOA/POA – None  
Lago Vista – No HOA/POA - None  
Little Midland – No HOA/POA – (Not Voters in District)

February 20, 2020