



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

**Minutes (Official) – October 20, 2022**

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

*(AD)<sup>2</sup> At 6:30p.m., October 20, 2022, the Regular Meeting for the Board of Emergency Service Commissioners of Burnet County Emergency Services District No. 2 was called to order by President Richard Bremer at the Cassie Volunteer Fire Department, 3900 RR 690, Burnet, Texas 78611. Notice of this meeting (Enclosure 1) had been previously posted at the Burnet County Courthouse and the Cassie VFD website ([www.cassievfd.com](http://www.cassievfd.com)), in compliance with the provisions of Chapter 551, Texas Government Code.*

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

*(AD) Board member in attendance were:*

*Richard Bremer  
Robbie Cheatham  
Jodeen Lee  
John Call  
Sharon Barclay*



*Commissioner Bremer confirmed a quorum was present.*

**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.*

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<sup>1</sup> AI – Agenda Item

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

**5. (AI) Welcome guests**

*(AD) Commissioner Bremer welcomed to the meeting:*

*CVFD Chief Derrick Curtis*

*Laura Schneider, CVFD Treasurer*

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

*(AD) Commissioner Bremer called for comments from the Board or guests.*

*There were no comments offered.*

**7. (AI) Accept Minutes from the September 22, 2022 meeting**

*(AD) Commissioner Bremer called for corrections to the September 22, 2022 Meeting Minutes; with no additional changes the Minutes were accepted as presented.*

**8. (AI) ESD #2 Treasurer's Report**

*(AD) Commissioner Lee gave the ESD Treasurer's Report for September 2022*

*Balances – Checking: \$121,963.43*

*CD: \$157,354.50*

*Total Assets: \$279,317.93*

*Income: \$433.99*

*Expenses: \$2829.88*

*Net: (-)2395.89*

*YTD Net Income: (-)18,624.88. There was discussion related to a shown negative income, it is noted that with the addition of the mid-year budgeted Cash Reserves of \$50,000 that this increased the ESD Proposed Budget. The Budget also does not reflect the rollover amount from FY20-21 which was utilized in Capital Expense. (Enclosure 2)*

*Report for Sales Tax September 2022*

*Balance: \$95,836.25*

*Income: \$8413.69*

*Expenses: 0 (Enclosure 3)*

*Commissioner Bremer called for discussion related to the September Financial Report; with no further discussion the reports were accepted as presented.*

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

*(AD) Commissioner Bremer and Commissioner Lee reported upcoming expenses to include CVFD Quarterly payment and VFIS.*

**10. (AI) Discussion and/or action concerning the investment of excess funds for future capital expenditures**

*(AD) Commissioner Bremer brought forth discussion related to creating a higher interest account to move Cash Reserves that are intended for future Capital Expenses. There were many questions related to particular aspects of the account. Commissioner Bremer will invite a representative from Edward Jones to an upcoming meeting.*

**11. (AI) Report from the Cassie Volunteer Fire Department.**

**A. Report of VFD**

- 1. Number of calls.**
- 2. Training, etc.**
- 3. Other department activity or concerns.**

**B. Cassie VFD Financial Report**

**C. Discussion and/or approval of Capital Expenditures for Cassie VFD, if applicable**

- A. (AD) Chief Curtis reported on CVFD activity for the month of September. CVFD responded to 11 calls – 7 EMS/ 4 Fire. Mutual Aid – 3 given, 1 received. Average response time for September was 11.25; In-District calls 4.85, M-F 6.16, and Out-of-District is 17.33. Average personnel per call for September was 4.5. (Enclosure 4)*

*Chief Curtis reported that CVFD was notified by the Texas Forest Service that they had been awarded a Fire and Rescue Grant for \$20,000.*

*He also reported that there would be a Ropes Introduction Training at the Fire Department.*

*Chief Curtis stated that on December 20 there will be the CVFD Christmas Party; ESD Commissioners and spouses are invited.*

*B. (AD) Mrs. Schneider gave the CVFD Treasurers Report for September 2022. There was a balance of \$12,401.94 in checking. Expenses for September were \$22,062.94, which included costs for Building Repair Costs (there was a reimbursement from VFIS on the damaged A/C), fuel, training, preventative maintenance on trucks and vehicle tires. Mrs. Schneider reported for FY21-22 that CVFD was over budget for Operational Expenses – Net (-)\$3587.45. FDE expense shows positive due to date alignment. Mrs. Schneider reported that YTD Net Income is \$404.21 (Enclosure 5)*

*Mrs. Schneider reported on the CVFD Account – current balance is \$94,801.12. (Enclosure 6)*

*C. There are not Capital Expenditures.*

**12. (AI) Report from the Joint Task Force concerning the 5-year plan**

*(AD) Commissioner Bremer reported there had been no meeting during the month. There is a meeting scheduled for the JTF with an Architect for October 21 to discuss preliminary building plans.*

**13. (AI) Administrative update of the Sales Tax Program for ESD #2 including update on reports from HdL.**

*(AD) Commissioner Barclay presented information obtained by HdL on Sales Tax statistics. Commissioner Barclay reported that October Sales Tax Income was \$7965; this reflected a 26.8% increase from October 2021. The major Sales Tax contributors remain in the Retail Trade sector and the top contributors stable. Commissioner Barclay reported that there remained some known business that are not reflecting on the report and that she is actively pursuing these contacts. Additionally, HdL is assisting in contacting and following up on known businesses that have been contacted but have not responded. HdL has realigned the data to match our FY. There was discussion related to creating a notification to vendors, perhaps creating an Ordinance for notifications; Commissioner Barclay will follow up on the feasibility of creating an Ordinance. (Enclosure 7)*

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

*(AD) Commissioner Bremer discussed the VFIS Liability and Workers Comp Insurance; the insurance policies are required.*

**15. (AI) Review of the Policies for Burnet County ESD 2: Operational Reserves; Investment; Records Management; Exception to a Quorum; Goods in Transit. Discussion and/or action concerning any of these policies for FY 2022-2023.**

*(AD) Commissioner Bremer reviewed sending the stated policies for annual review. He asked for discussion related to the policies. Commissioner Barclay stated that most policies were worked on during the year and reflected current information. Commissioner Bremer stated that the Good-In-Transit Policy is in place although there are no businesses that this currently applies to.*

*Commissioner Cheatham made the motion to affirm the Burnet County Emergency Services #2 Policies – Operational Reserves; Investment; Record Management; Exception to a Quorum; and Goods-In-Transit as they currently stand. Commissioner Call seconded; the vote was unanimous. (Enclosure 8)*

**16. (AI) Assign and monitor 1295 Contact numbers for each ESD 2 Service Provider**

*(AD) Commissioner Bremer presented the current 1295 Contract Information for FY22-23. (Enclosure 9)*

**17. (AI) Discussion and/or action on changing the meetings from the Fourth Thursday to the Third Thursday of each month for FY 2022-2023**

*(AD) Commissioner Bremer brought forth discussion related to changing the standing ESD Meetings from the fourth Thursday to the third Thursday of each month. There was general discussion concerning pros/cons of moving the meeting dates.*

*Commissioner Call made the motion to move the BCESD #2 Regular Meeting to the third Thursday of each month at 10am. Commissioner Cheatham seconded; vote was unanimous.*

*Commissioner Bremer discussed that the location be moved to CVFD to allay any conflicts with the Community Center. For upcoming meeting, the location will be at CVFD.*

**18. (AI) Calendar of Events for November 2022**

**A. Approve Capital Expenditures, if applicable.**

**B. Schedule annual audits for ESD #2 and CVFD with selected CPA Firm**

*(AD) Commissioner Bremer discussed upcoming events for November 2022. Commissioner Lee and Mrs. Schneider are meeting to finalize information for the Audit. Commissioner Bremer will contact Edward Jones for a representative to come to the meeting to discuss investment options.*

**19. (AI) Next meeting, at 10:00 AM on Thursday, November 17, 2022, at the Cassie**

**Community Center. The Meeting for December is on Thursday, December 15, 2022.**

*(AD) Commissioner Bremer announced that the next meeting will be on Thursday, November 17 at the Cassie Volunteer Fire Department at 10 a.m. The meeting for December will be on December 15.*

*Chief Curtis requested that Commissioners RSVP for the Christmas Party.*

**20. (AI) Adjourn**

*(AD) With no additional business, the Burnet County Emergency Services District No. 2 October 20, 2022 Meeting was adjourned at 7:34p.m.*

*Sharon K. Barclay*

Sharon K. Barclay  
Secretary  
Emergency Services District No. 2  
Burnet County  
October 20, 2022

Richard Bremer  
President  
Emergency Services District No. 2  
Burnet County  
October 20, 2022



**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 on Thursday, October 20, 2022, at 6:30 p.m. at the Cassie VFD Station located at 3900 RR 690, Burnet, Texas, 78611. This agenda is posted in the Burnet County Courthouse and on the cassievfd.com website.

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

1. Call meeting to order. (Bremer)
2. Establish a quorum. (Bremer)
3. Pledge of Allegiance. (Bremer)
4. Invocation. (Bremer)
5. Welcome guests. (Bremer)
6. Comments from the Board and Public not scheduled on the agenda may speak, however no action can be taken on these items and the Board will not debate the comments at this meeting. Comments regarding specific agenda items should occur when the item is called. There is a 2-minute speaking limit.
7. Accept minutes from the September 22, 2022 meeting. (Bremer)
8. ESD #2 Treasurer Report. (Lee)
9. Discussion and/or action regarding the disbursement of funds. (Lee)
10. Discussion and/or action concerning the investment of excess funds for future capital expenditures. (Bremer)
11. Report from the Cassie Volunteer Fire Department.
  - A. Report of VFD Chief Curtis
    1. Number of calls.
    2. Training, etc.
    3. Other department activity or concerns.
  - B. Cassie VFD Financial Report (L. Schneider)
  - C. Discussion and/or approval of Capital Expenditures for Cassie VFD, if applicable. (Curtis)



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

12. Report from the Joint Task Force concerning the 5-year plan. (Bremer)
13. Administrative update of the Sales Tax Program for ESD #2 including update on reports from Hdl. (Barclay)
14. Review Insurance coverage provided by VFIS (liability) and Texas Mutual (Workers Comp). (Bremer)
15. Review of the Policies for Burnet County ESD 2: Operational Reserves; Investment; Records Management; Exception to a Quorum; Goods in Transit. Discussion and/or action concerning any of these policies for FY 2022-2023.
16. Assign and monitor 1295 Contact numbers for each ESD 2 Service Provider. (Bremer)
17. Discussion and/or action on changing the meetings from the Fourth Thursday to the Third Thursday of each month for FY 2022-2023. (Bremer)
18. Calendar of events for November 2022. (Bremer)
  - A. Approve Capital Expenditures, if applicable.
  - B. Schedule annual audits for ESD 2 and CVFD with selected CPA firm.
19. Next meeting, at 10:00 AM on Thursday, November 17, 2022, at the Cassie Community Center. The Meeting for December is on Thursday, December 15, 2022.
20. Adjourn

Richard Bremer, President



2:59 PM  
10/17/22  
Cash Basis

**Burnet County Emergency Services District #2**  
**Balance Sheet**  
As of September 30, 2022

	Sep 30, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificate of Deposit 33086	157,354.50
First State Bank of Burnet	121,963.43
Total Checking/Savings	279,317.93
Total Current Assets	279,317.93
<b>TOTAL ASSETS</b>	<b>279,317.93</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	297,942.61
Net Income	-18,624.68
Total Equity	279,317.93
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>279,317.93</b>

3:02 PM  
 10/17/22  
 Cash Basis

**Burnet County Emergency Services District #2**  
**Profit & Loss Budget vs. Actual**  
 October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget
<b>Income</b>			
Cash Reserves	0.00	50,000.00	-50,000.00
Government Contracts			
Local Government Contracts	296,442.63	275,208.00	21,234.63
<b>Total Government Contracts</b>	296,442.63	275,208.00	21,234.63
Interest Earned	55.56	90.00	-34.44
Investments			
Interest-Savings, Short-term CD	549.53	800.00	-250.47
<b>Total Investments</b>	549.53	800.00	-250.47
Refund	0.00	170.00	-170.00
Reimburse Expenses	8,559.67	8,560.00	-0.33
Uncategorized Income	160.94		
<b>Total Income</b>	305,768.33	334,828.00	-29,059.67
<b>Expense</b>			
Contract Services			
Accounting Fees	7,325.00	7,200.00	125.00
Cassie Volunteer Fire Dept	185,825.00	185,825.00	0.00
CVFD-Capital Expenditures	116,189.65	114,175.00	2,014.65
Insurance-Liability & D.O.	3,020.00	1,572.00	1,448.00
Insurance-Workers Compensation	324.00	358.00	-34.00
Legal Fees	100.20	2,500.00	-2,399.80
Outside Contract Services			
Burnet Co. Appraisal Dist.			
Tax Collection Legal Fees	871.44		
Taxes Refunded-Property Owners	1,986.16		
Burnet Co. Appraisal Dist. - Other	4,459.87	4,256.00	203.87
<b>Total Burnet Co. Appraisal Dist.</b>	7,317.47	4,256.00	3,061.47
<b>Total Outside Contract Services</b>	7,317.47	4,256.00	3,061.47
<b>Total Contract Services</b>	320,101.32	315,886.00	4,215.32
Operations			
Meeting space fees	600.00	600.00	0.00
Newspaper Advertisement	48.00	100.00	-52.00
Postage, Mail Service	0.00	244.00	-244.00
<b>Total Operations</b>	648.00	944.00	-296.00
Other Types of Expenses			
Memberships and Dues	275.00	275.00	0.00
Other Costs	0.00	1,000.00	-1,000.00
<b>Total Other Types of Expenses</b>	275.00	1,275.00	-1,000.00
Travel and Meetings			
Conference, Convention, Meeting	3,238.69	5,000.00	-1,761.31
Travel	130.00	600.00	-470.00
<b>Total Travel and Meetings</b>	3,368.69	5,600.00	-2,231.31
<b>Total Expense</b>	324,393.01	323,705.00	688.01
<b>Net Income</b>	<b>-18,624.68</b>	<b>11,123.00</b>	<b>-29,747.68</b>

2:57 PM  
 10/17/22  
 Cash Basis

**Burnet County Emergency Services District #2**  
**Profit & Loss Detail**  
 September 2022

Type	Date	Num	Name	Memo	Paid Amount
<b>Income</b>					
<b>Government Contracts</b>					
<b>Local Government Contracts</b>					
Deposit	09/06/2022	auto	Burnet County Appr...	Tax collection activity 8/16 - 8/31/22	249.24
Deposit	09/21/2022	auto	First State Bank of B...	tax collections 9/1/22 - 9/15/22	42.99
Total Local Government Contracts					292.23
Total Government Contracts					292.23
<b>Interest Earned</b>					
Deposit	09/30/2022			Interest	3.07
Total Interest Earned					3.07
<b>Investments</b>					
<b>Interest-Savings, Short-term CD</b>					
Deposit	09/25/2022	auto	First State Bank of B...	3 month interest ending 9/25/22	138.69
Total Interest-Savings, Short-term CD					138.69
Total Investments					138.69
Total Income					433.99
<b>Expense</b>					
<b>Contract Services</b>					
<b>Insurance-Liability &amp; D.O.</b>					
Check	09/22/2022	1486	VFIS of Texas	renewal of commercial package	1,510.00
Total Insurance-Liability & D.O.					1,510.00
<b>Legal Fees</b>					
Check	09/22/2022	1484	Burns Anderson Jur...	telephone call 8/12/22 RB	40.00
Total Legal Fees					40.00
<b>Outside Contract Services</b>					
<b>Burnet Co. Appraisal Dist.</b>					
<b>Tax Collection Legal Fees</b>					
Deposit	09/06/2022	auto	Burnet County Appr...	Tax collection activity 8/16 - 8/31/22	28.11
Deposit	09/21/2022	auto	First State Bank of B...	legal fees 9/1/22 - 9/15/22	6.85
Total Tax Collection Legal Fees					34.96
<b>Taxes Refunded-Property Owners</b>					
Deposit	09/06/2022	auto	Burnet County Appr...	Tax collection activity 8/16 - 8/31/22	81.96
Total Taxes Refunded-Property Owners					81.96
<b>Burnet Co. Appraisal Dist. - Other</b>					
Check	09/22/2022	1483	Burnet County Appr...	4th qtr pmt	1,114.96
Total Burnet Co. Appraisal Dist. - Other					1,114.96
Total Burnet Co. Appraisal Dist.					1,231.88
Total Outside Contract Services					1,231.88
Total Contract Services					2,781.88
<b>Operations</b>					
<b>Newspaper Advertisement</b>					
Check	09/22/2022	1485	Highland Lakes New...	taxing unit notice 8/17/22	48.00
Total Newspaper Advertisement					48.00
Total Operations					48.00
Total Expense					2,829.88
<b>Net Income</b>					<b>-2,395.89</b>

3:10 PM  
10/17/22  
Cash Basis

**Burnet Cty. ESD#2 Sales Tax**  
**Balance Sheet**  
As of September 30, 2022

	<u>Sep 30, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
FSB of Burnet - Sales Tax	95,836.25
Total Checking/Savings	<u>95,836.25</u>
Total Current Assets	<u>95,836.25</u>
<b>TOTAL ASSETS</b>	<b><u>95,836.25</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	2,500.00
Unrestricted Net Assets	22,092.31
Net Income	71,243.94
Total Equity	<u>95,836.25</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>95,836.25</u></b>

3:14 PM  
 10/17/22  
 Cash Basis

**Burnet Cty. ESD#2 Sales Tax  
 Profit & Loss Detail  
 September 2022**

Type	Date	Num	Name	Memo	Paid Amount
<b>Income</b>					
<b>Interest Income</b>					
Deposit	09/30/2022			Interest	2.29
Total Interest Income					2.29
<b>Sales Tax Revenue</b>					
Deposit	09/12/2022	auto	Texas State Compr...	Tax allocation summary ending 9/9/22	8,411.40
Total Sales Tax Revenue					8,411.40
Total Income					8,413.69
Expense					-
<b>Net Income</b>					<b>8,413.69</b>

## Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 10/12/2022 1:33:39 PM



### Incident Statistics

Zone(s): All Zones | Start Date: 09/01/2022 | End Date: 09/30/2022

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		7	
FIRE		4	
<b>TOTAL</b>		<b>11</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
C-60	0	0	2
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>2</b>
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		3	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		0	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:06:06	0:16:34	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:10:19</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:00:43	0:00:36	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:00:31</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		47:27	

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



# Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 10/12/2022 1:35:01 PM



## Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 09/30/2022

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		69	
FIRE		55	
<b>TOTAL</b>		<b>124</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4490	0	0	4
C-60	0	0	34
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>38</b>
PRE-INCIDENT VALUE		LOSSES	
\$5,626,133.00		\$5,000,000.00	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		37	
Aid Received		8	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
6		4.84	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:08:25	0:16:53	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:11:25</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:01:17	0:00:41	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:00</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		68:15	

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



# Cassie VFD/ Burnet ESD 2

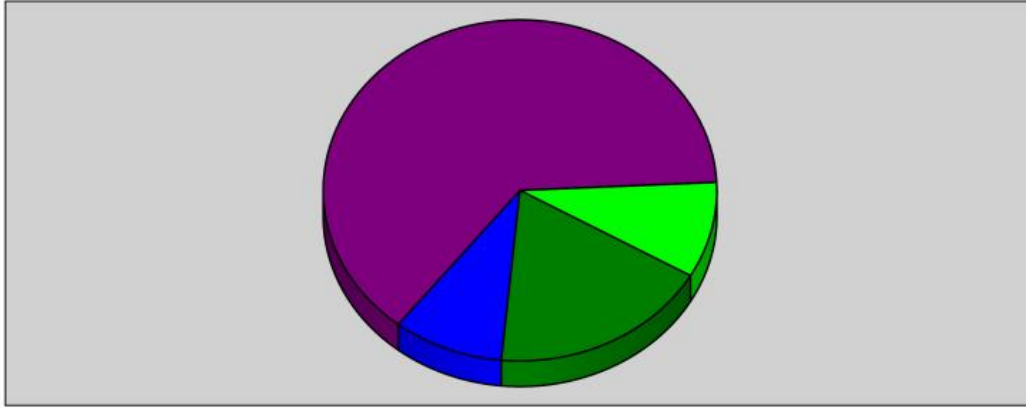
Burnet, TX

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## Major Incident Types by Month for Date Range

Start Date: 09/01/2022 | End Date: 09/30/2022



INCIDENT TYPE	SEP	TOTAL
Fire	2	2
Good Intent Call	1	1
Rescue & Emergency Medical Service Incident	7	7
Service Call	1	1
<b>Total</b>	<b>11</b>	<b>11</b>

Only REVIEWED incidents included



# Cassie VFD/ Burnet ESD 2

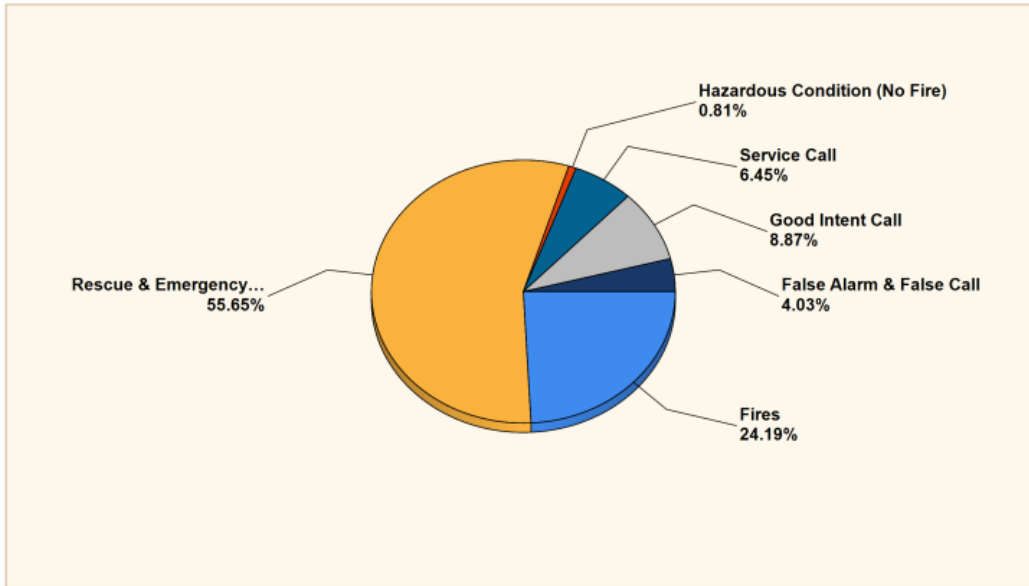
Burnet, TX

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 09/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	30	24.19%
Rescue & Emergency Medical Service	69	55.65%
Hazardous Condition (No Fire)	1	0.81%
Service Call	8	6.45%
Good Intent Call	11	8.87%
False Alarm & False Call	5	4.03%
<b>TOTAL</b>	<b>124</b>	<b>100%</b>

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



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	2.42%
112 - Fires in structure other than in a building	1	0.81%
121 - Fire in mobile home used as fixed residence	1	0.81%
141 - Forest, woods or wildland fire	4	3.23%
142 - Brush or brush-and-grass mixture fire	4	3.23%
143 - Grass fire	16	12.9%
151 - Outside rubbish, trash or waste fire	1	0.81%
311 - Medical assist, assist EMS crew	10	8.06%
321 - EMS call, excluding vehicle accident with injury	47	37.9%
324 - Motor vehicle accident with no injuries.	4	3.23%
341 - Search for person on land	1	0.81%
342 - Search for person in water	2	1.61%
363 - Swift water rescue	1	0.81%
365 - Watercraft rescue	4	3.23%
411 - Gasoline or other flammable liquid spill	1	0.81%
541 - Animal problem	1	0.81%
550 - Public service assistance, other	2	1.61%
551 - Assist police or other governmental agency	1	0.81%
561 - Unauthorized burning	3	2.42%
571 - Cover assignment, standby, moveup	1	0.81%
611 - Dispatched & cancelled en route	7	5.65%
622 - No incident found on arrival at dispatch address	2	1.61%
651 - Smoke scare, odor of smoke	2	1.61%
700 - False alarm or false call, other	1	0.81%
710 - Malicious, mischievous false call, other	1	0.81%
714 - Central station, malicious false alarm	1	0.81%
715 - Local alarm system, malicious false alarm	1	0.81%
743 - Smoke detector activation, no fire - unintentional	1	0.81%
<b>TOTAL INCIDENTS:</b>	<b>124</b>	<b>100%</b>

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

# Cassie VFD/ Burnet ESD 2

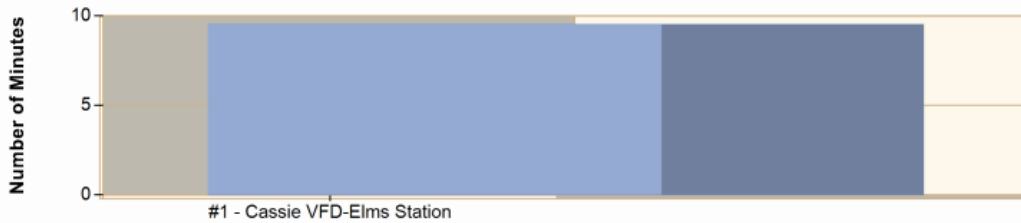
Burnet, TX

This report was generated on 10/12/2022 1:36:07 PM



## Average Response Time per Station for Date Range

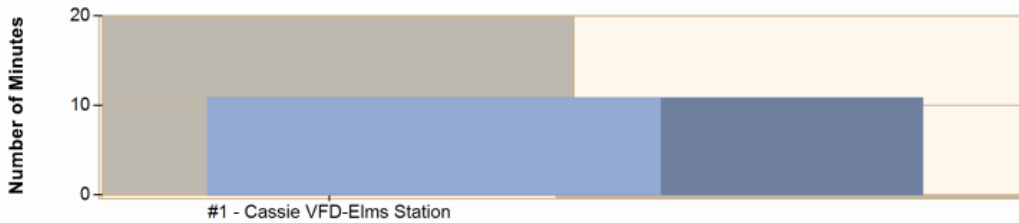
Start Date: 09/01/2022 | End Date: 09/30/2022



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	9:31

## Average Response Time per Station for Date Range

Start Date: 01/01/2022 | End Date: 09/30/2022



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	10:53

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

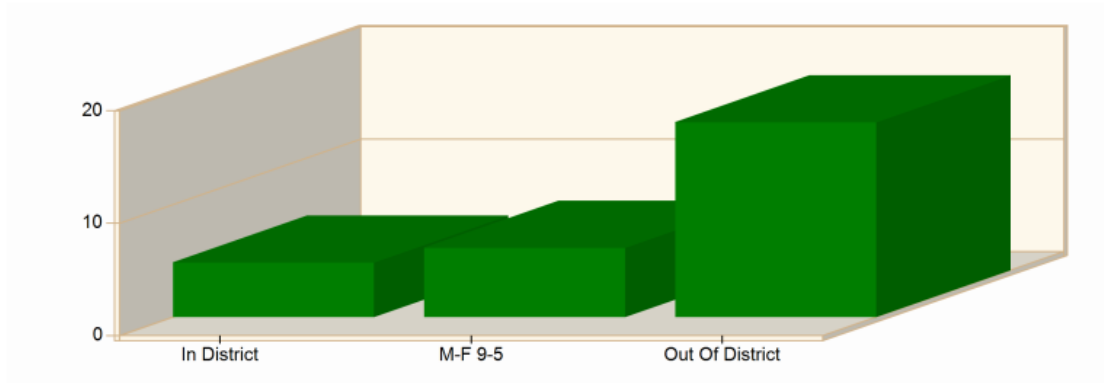
Burnet, TX

This report was generated on 10/12/2022 1:36:51 PM



## Incident Average Response Time per Shift for Date Range

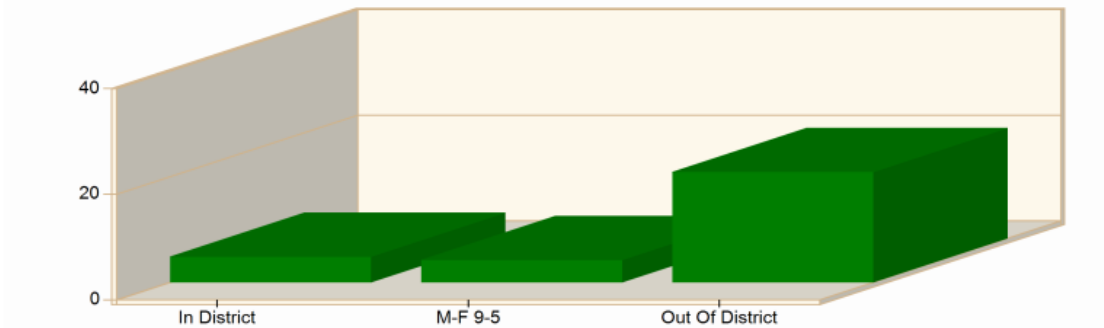
Start Date: 09/01/2022 | End Date: 09/30/2022



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	4.85	5
M-F 9-5	6.16	3
Out Of District	17.33	2
<b>Total Number of Calls:</b>		<b>10</b>

## Incident Average Response Time per Shift for Date Range

Start Date: 01/01/2022 | End Date: 09/30/2022



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	4.85	60
M-F 9-5	4.24	26
Out Of District	20.89	34
<b>Total Number of Calls:</b>		<b>120</b>

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



# Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 10/12/2022 1:37:20 PM



## Personnel Count per Incident for Date Range

Start Date: 09/01/2022 | End Date: 09/30/2022

INCIDENT NUMBER	DATE	INCIDENT TYPE	FDID	NUMBER OF PEOPLE		
				ON APPARATUS	NOT ON APPARATUS	TOTAL
2022-2200114	9/7/2022 14:29:04	541 - Animal problem	BP208	1	2	3
2022-2200115	9/8/2022 16:26:02	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2022-2200116	9/10/2022 13:44:04	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2022-2200117	9/17/2022 13:01:44	611 - Dispatched & cancelled en route	BP208	1	3	4
2022-2200118	9/18/2022 10:14:56	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3
2022-2200119	9/21/2022 16:38:00	321 - EMS call, excluding vehicle accident with injury	BP208	5	0	5
2022-2200120	9/26/2022 19:04:25	141 - Forest, woods or wildland fire	BP208	6	2	8
2022-2200121	9/27/2022 14:23:23	143 - Grass fire	BP208	4	1	5
2022-2200122	9/27/2022 19:02:27	321 - EMS call, excluding vehicle accident with injury	BP208	6	0	6
2022-2200123	9/28/2022 06:53:40	321 - EMS call, excluding vehicle accident with injury	BP208	3	1	4
2022-2200124	9/30/2022 11:41:55	311 - Medical assist, assist EMS crew	BP208	3	1	4

**TOTAL # OF INCIDENTS: 11**

**AVERAGES:**

**3.6**

**0.9**

**4.5**

## Personnel Count per Incident for Date Range

Start Date: 01/01/2022 | End Date: 09/30/2022

**TOTAL # OF INCIDENTS: 124**

**AVERAGES:**

**3.6**

**1.3**

**4.9**

Only REVIEWED incidents included



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# Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 10/12/2022 1:37:51 PM



## Incidents per Zone for Date Range

Start Date: 09/01/2022 | End Date: 09/30/2022

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
<b>ZONE: 01 - Cassie</b>				
2022-2200115	321 - EMS call, excluding vehicle accident with injury	09/08/2022	203 APACHE TRAIL	4490,B-50,C-60
2022-2200118	321 - EMS call, excluding vehicle accident with injury	09/18/2022	718 S Chaparral	4490,B-50,C-60
2022-2200119	321 - EMS call, excluding vehicle accident with injury	09/21/2022	718 South Chaparral	4490,B-50
2022-2200122	321 - EMS call, excluding vehicle accident with injury	09/27/2022	718 SOUTH CHAPARRAL	4490,C-60
2022-2200123	321 - EMS call, excluding vehicle accident with injury	09/28/2022	116 WHITE TAIL	4490,C-60
2022-2200124	311 - Medical assist, assist EMS crew	09/30/2022	718 SOUTH CHAPARRAL	4490,C-60
Total # Incidents for 01:				6
<b>ZONE: 02 - Buena Vista</b>				
2022-2200116	321 - EMS call, excluding vehicle accident with injury	09/10/2022	428 CR 139	4490,B-50,C-60
Total # Incidents for 02:				1
<b>ZONE: 13 - CR 114</b>				
2022-2200120	141 - Forest, woods or wildland fire	09/26/2022	909 Cr 114	B-50,B-51,C-60,T-40
Total # Incidents for 13:				1
<b>ZONE: 28 - OOD- Burnet VFD</b>				
2022-2200121	143 - Grass fire	09/27/2022	761 ROCKY CREEK RANCH RD	B-50,C-60,T-40
Total # Incidents for 28:				1
<b>ZONE: 30 - OOD- Hoover Valley VFD</b>				
2022-2200114	541 - Animal problem	09/07/2022	120 QUARTER HORSE CIR	C-60
Total # Incidents for 30:				1
<b>ZONE: 37 - OODOC- Llano County Buchanan Dam VFD</b>				
2022-2200117	611 - Dispatched & cancelled en route	09/17/2022	347 Ellison	C-60
Total # Incidents for 37:				1
<b>TOTAL # INCIDENTS:</b>				<b>11</b>

Only REVIEWED incidents included. Archived Zones cannot be unarchived.

 **EMERGENCY REPORTING**  
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**Incidents per Zone for Date Range**

Start Date: 01/01/2022 | End Date: 09/30/2022

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2022-2200031	324 - Motor vehicle accident with no injuries.	03/10/2022	5400 RR 2341	B-51,C-60,E-20
2022-2200033	111 - Building fire	03/17/2022	1009 CR 133	B-50,E-21,T-40
2022-2200034	143 - Grass fire	03/19/2022	RR 2341	B-50,B-51,T-40
2022-2200071	365 - Watercraft rescue	06/01/2022	1802 silver creek DR	C-60
2022-2200112	111 - Building fire	08/25/2022	304 GREENWOOD HILLS TRL	B-51,E-21,T-40
Total # Incidents for 27:				5

**ZONE: 28 - OOD- Burnet VFD**

2022-2200008	143 - Grass fire	01/14/2022	2009 Carpenter LOOP	B-50,T-40
2022-2200023	143 - Grass fire	02/13/2022	6100 FM 1478	B-50,C-60,T-40
2022-2200024	611 - Dispatched & cancelled en route	02/14/2022	301 CEDAR BREAK LN	B-50
2022-2200030	622 - No incident found on arrival at dispatch address	02/28/2022	117 LAKEVIEW DR	B-50
2022-2200046	341 - Search for person on land	04/12/2022	6757 CR 200	B-51,UTV31
2022-2200057	142 - Brush or brush-and-grass mixture fire	05/07/2022	712 CR 107A	T-40
2022-2200068	141 - Forest, woods or wildland fire	05/29/2022	4115 PR 4 S	B-50,E-21
2022-2200108	112 - Fires in structure other than in a building	08/20/2022	687 WARNER WAY	B-50,T-40
2022-2200121	143 - Grass fire	09/27/2022	761 ROCKY CREEK RANCH RD	B-50,C-60,T-40
Total # Incidents for 28:				9

**ZONE: 29 - OOD- CI Burnet FD**

2022-2200027	143 - Grass fire	02/22/2022	1527 CR 330	B-51,T-40
2022-2200040	142 - Brush or brush-and-grass mixture fire	03/25/2022	W Sh 29	B-50,B-51
2022-2200041	142 - Brush or brush-and-grass mixture fire	03/26/2022	1645 CR 250	B-51,T-40
2022-2200048	142 - Brush or brush-and-grass mixture fire	04/15/2022	2201 CR 340	B-51,T-40
Total # Incidents for 29:				4

**ZONE: 30 - OOD- Hoover Valley VFD**

2022-2200001	611 - Dispatched & cancelled en route	01/03/2022	602 CR 118B	C-60
2022-2200026	611 - Dispatched & cancelled en route	02/19/2022	1405 cr 118	4490
2022-2200032	342 - Search for person in water	03/17/2022	3630 PR 4 W	C-60,RB-30
2022-2200114	541 - Animal problem	09/07/2022	120 QUARTER HORSE CIR	C-60
Total # Incidents for 30:				4

**ZONE: 31 - OOD- Oakalla VFD**

2022-2200037	141 - Forest, woods or wildland fire	03/24/2022	305 CR 224	B-50,C-60,T-40
2022-2200086	363 - Swift water rescue	06/27/2022	4805 CR 207	C-60,RB-30
2022-2200094	143 - Grass fire	07/14/2022	890 US 183	T-40
Total # Incidents for 31:				3

**ZONE: 32 - OOD- Marble Falls Area VFD**

2022-2200104	321 - EMS call, excluding vehicle accident with injury	08/02/2022	110 Cr 120B	B-51
Total # Incidents for 32:				1

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
<b>ZONE: 33 - OOD- CI Marble Falls F/R</b>				
2022-2200103	571 - Cover assignment, standby, moveup	08/02/2022	700 Ave N	B-51
Total # Incidents for 33:				1
<b>ZONE: 37 - OODOC- Llano County Buchanan Dam VFD</b>				
2022-2200072	611 - Dispatched & cancelled en route	06/05/2022	815 Buchanan Plant RD	4490
2022-2200117	611 - Dispatched & cancelled en route	09/17/2022	347 Ellison	C-60
Total # Incidents for 37:				2
<b>ZONE: 38 - OODOC- Llano County Kingsland VFD</b>				
2022-2200100	143 - Grass fire	07/28/2022	300 Airway	B-50
Total # Incidents for 38:				1
<b>ZONE: 42 - OOD- Bertram VFd</b>				
2022-2200029	143 - Grass fire	02/27/2022	7221 CR 200	B-50,T-40
2022-2200038	143 - Grass fire	03/25/2022	555 CR 210B	B-50,T-40
2022-2200039	143 - Grass fire	03/25/2022	FM 963	B-51,T-40
2022-2200083	143 - Grass fire	06/20/2022	200 Misty Woods	B-51,T-40
2022-2200102	121 - Fire in mobile home used as fixed residence	08/01/2022	10444 CR 272	T-40
Total # Incidents for 42:				5
<b>ZONE: 44 - OOCOOD- LLANO VFD</b>				
2022-2200061	141 - Forest, woods or wildland fire	05/17/2022	6500 E SH 71	B-51,T-40
Total # Incidents for 44:				1
<b>ZONE: 46 - OODOC- ROUND MOUNTAIN VFD</b>				
2022-2200073	143 - Grass fire	06/05/2022	1516 Lincoln Smith RD	B-50,T-40
Total # Incidents for 46:				1
<b>TOTAL # INCIDENTS:</b>				<b>37</b>

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



4:27 PM  
 10/14/22  
 Cash Basis

**Cassie Volunteer Fire Department**  
**Balance Sheet**  
 As of September 30, 2022

	Sep 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
1010 · CASSIE VFD-ESD2	12,401.94
<b>Total Checking/Savings</b>	12,401.94
<b>Total Current Assets</b>	12,401.94
<b>Fixed Assets</b>	
1410 · Land	13,820.69
1420 · Furniture & Fixtures	18,123.07
1430 · Vehicles & Equipment	1,135,402.39
1440 · EMS Equipment	5,037.56
1450 · Communication Equipment	103,956.55
1460 · Buildings	111,750.42
1510 · Accumulated Depreciation	-971,645.11
<b>Total Fixed Assets</b>	416,445.57
<b>Other Assets</b>	
1090 · Transfers (In/Out)	70,000.00
<b>Total Other Assets</b>	70,000.00
<b>TOTAL ASSETS</b>	<b>498,847.51</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
2010 · Employer & Emp. Payroll Tax	1,047.17
<b>Total Other Current Liabilities</b>	1,047.17
<b>Total Current Liabilities</b>	1,047.17
<b>Total Liabilities</b>	1,047.17
<b>Equity</b>	
3010 · Unrestricted Net Assets-Ret.Ern	497,396.13
Net Income	404.21
<b>Total Equity</b>	497,800.34
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>498,847.51</b>

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10/14/22

Cash Basis

**Cassie Volunteer Fire Department**  
**Profit & Loss Budget vs. Actual**  
**October 2021 through September 2022**

	Oct '21 - Sep 22	Budget	\$ Over Budget
<b>Income</b>			
4000 · Income			
4005 · ESD payments	185,825.00	185,824.75	0.25
4040 · FD Reimbursement	600.00		
4070 · ESD Reimbursement	1,960.21		
4095 · ESD Pymts-Capital Expenditures	116,189.65		
<b>Total 4000 · Income</b>	<b>304,574.86</b>	<b>185,824.75</b>	<b>118,750.11</b>
<b>Total Income</b>	<b>304,574.86</b>	<b>185,824.75</b>	<b>118,750.11</b>
<b>Expense</b>			
5000 · ADMINISTRATIVE			
5005 · Accounting	1,135.00	1,500.00	-365.00
5010 · Legal Services	0.00	100.00	-100.00
5015 · Meetings	205.10	300.00	-94.90
5020 · Office Equipment/Maint.	1,018.96	258.00	760.96
5025 · Office Supplies	504.33	1,000.00	-495.67
5030 · Printer Supplies	0.00	300.00	-300.00
5035 · Shipping/Postage/PO Box Rental	346.28	150.00	196.28
5040 · Subscrptn/Dues/Membrshp/RecMgmt	5,543.18	5,000.00	543.18
5042 · Record Mgmt Systems-ER,PC,CAD	3,309.00	4,000.00	-691.00
5045 · Travel Allowance	0.00	100.00	-100.00
5050 · Uniforms (Caps and Shirts)	0.00	4,000.00	-4,000.00
5055 · Printing Services	0.00	100.00	-100.00
5060 · Banking/SftyDepBox/Chks/BkgdCks	132.62	100.00	32.62
5065 · Finance Chgs/Late Fees/Sales Tx	-40.00	0.00	-40.00
5070 · Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
5076 · RECRUITMENT & RETENTION	6,870.94	10,200.00	-3,329.06
<b>Total 5000 · ADMINISTRATIVE</b>	<b>19,025.41</b>	<b>27,458.00</b>	<b>-8,432.59</b>
5200 · PAID POSITION			
5205 · Base Salary	53,749.94	53,500.00	249.94
5215 · CVFD SS & Medicare Tax Match	4,092.66	4,092.75	-0.09
<b>Total 5200 · PAID POSITION</b>	<b>57,842.60</b>	<b>57,592.75</b>	<b>249.85</b>
5300 · BUILDING AND GROUNDS			
5305 · Botanical Supplies	0.00	50.00	-50.00
5310 · Janitorial Supplies	204.11	200.00	4.11
5320 · Repairs and Maintenance	5,849.49	3,000.00	2,849.49
5325 · Furn&YardEquip Repl/Rep/New	1,448.05	1,000.00	448.05
5330 · Electrical Service	3,226.66	3,750.00	-523.34
5335 · Telephone Service	3,981.58	4,600.00	-618.42
<b>Total 5300 · BUILDING AND GROUNDS</b>	<b>14,709.89</b>	<b>12,600.00</b>	<b>2,109.89</b>
5600 · COMMUNICATIONS			
5605 · Batteries, Clips, Acc.	34.20	500.00	-465.80
5615 · Non-Warranty Repair	0.00	300.00	-300.00
5620 · Digital Radio and Pagers	470.53	500.00	-29.47
<b>Total 5600 · COMMUNICATIONS</b>	<b>504.73</b>	<b>1,300.00</b>	<b>-795.27</b>
6600 · INSURANCE			
6605 · Building and Property	3,778.00	4,500.00	-722.00
6610 · Vehicle	8,429.00	9,600.00	-1,171.00
6615 · Personnel Coverage	11,147.00	12,240.00	-1,093.00
<b>Total 6600 · INSURANCE</b>	<b>23,354.00</b>	<b>26,340.00</b>	<b>-2,986.00</b>
7000 · OPERATIONS			
7007 · CAD-Computer Aided Dispatch	130.00	4,700.00	-4,570.00
7010 · Fuel-Vehicle and Equipment	46.38	250.00	-203.62
7012 · Fuelman-Vehicles & Equipment	8,421.44	4,530.00	3,891.44
7015 · Equipment Maint/Repr-Vendor	0.00	500.00	-500.00
7020 · Fire Extinguisher Test/Repr	284.15	300.00	-15.85
7025 · Fire Suppressant Supplies	4,740.72	5,000.00	-259.28
7030 · First Responder Supplies	4,226.71	3,300.00	926.71
7035 · Ladder, Pump & Hose Testing	1,399.70	3,000.00	-1,600.30

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 10/14/22  
 Cash Basis

**Cassie Volunteer Fire Department  
 Profit & Loss Budget vs. Actual  
 October 2021 through September 2022**

	Oct '21 - Sep 22	Budget	\$ Over Budget
7040 · Minor Tools	0.00	150.00	-150.00
7045 · Veh/Epmt Lights-Decals-Safety	675.16	100.00	575.16
7050 · Personal Protect Equip-PPE	3,440.32	4,000.00	-559.68
7055 · PPE Testing/Cleaning/Repair	0.00	500.00	-500.00
7057 · Operations - Radio Service Fee	4,722.36	0.00	4,722.36
7060 · Rehabilitation Supplies	879.15	500.00	379.15
7065 · Rescue Equipment Maint/Repr	35.98	250.00	-214.02
7070 · SCBA Testing/Hydro/FaceMsk/Pack	340.08	2,000.00	-1,659.92
7072 · SCBA MAINTENANCE & REPAIR	186.09	500.00	-313.91
7075 · State Veh Safety Inspec&Regist	69.50	150.00	-80.50
7080 · Vehicle Maintenance/Repair	2,366.28	1,500.00	866.28
7085 · Vehicle Maint/Repr(Vendor)	23,576.50	7,000.00	16,576.50
7090 · Equipmt Replmt(Fire Fightg)	18.00	1,750.00	-1,732.00
7095 · Fire Fighting Equipmt - NEW	3,128.26	2,500.00	628.26
7100 · Rescue Equipment - NEW	558.46	1,000.00	-441.54
7105 · Rescue Equipment - REPLMNT	0.00	200.00	-200.00
<b>Total 7000 · OPERATIONS</b>	<b>59,245.24</b>	<b>43,680.00</b>	<b>15,565.24</b>
<b>8000 · TRAINING</b>			
8005 · AED, CPR, First Aid	99.96	454.00	-354.04
8020 · Training -VENDOR	6,233.27	8,000.00	-1,766.73
8022 · Training-Certification&Testing	557.25	1,000.00	-442.75
8025 · Per Diem Travel/Lodging	5,283.28	5,000.00	283.28
8030 · Wildland	0.00	500.00	-500.00
8035 · Educational Supplies	1,125.37	600.00	525.37
<b>Total 8000 · TRAINING</b>	<b>13,299.13</b>	<b>15,554.00</b>	<b>-2,254.87</b>
<b>9000 · PUBLIC RELATIONS</b>			
9005 · Educational Supplies	0.00	100.00	-100.00
9010 · Public Eductn/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	0.00	500.00	-500.00
<b>Total 9000 · PUBLIC RELATIONS</b>	<b>0.00</b>	<b>1,300.00</b>	<b>-1,300.00</b>
<b>9500 · CAPITAL EXPENDITURES</b>			
9522 · Tires for E1-4420 (6)	4,833.99	5,000.00	-166.01
9527 · 5" LG Diameter Hose (10)	6,545.00	6,500.00	45.00
9528 · Turbo Draft	4,049.06	5,000.00	-950.94
9529 · 5" Intake Valve (4)	5,844.00	5,000.00	844.00
9551 · Scrape,Prep,Paint Fire Station	6,990.00	9,300.00	-2,310.00
9590 · SCBA's-PACKS & MASKS	87,927.60	125,000.00	-37,072.40
<b>Total 9500 · CAPITAL EXPENDITURES</b>	<b>116,189.65</b>	<b>155,800.00</b>	<b>-39,610.35</b>
<b>Total Expense</b>	<b>304,170.65</b>	<b>341,624.75</b>	<b>-37,454.10</b>
<b>Net Income</b>	<b>404.21</b>	<b>-155,800.00</b>	<b>156,204.21</b>

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 10/14/22  
 Cash Basis

**Cassie Volunteer Fire Department  
 Profit & Loss by Class  
 October 2021 through September 2022**

	ESD	ESDC	FD	FDE	TOTAL
<b>Income</b>					
4000 · Income					
4005 · ESD payments	123,754.72	0.00	0.00	62,070.28	185,825.00
4040 · FD Reimbursement	0.00	0.00	600.00	0.00	600.00
4070 · ESD Reimbursement	1,960.21	0.00	0.00	0.00	1,960.21
4095 · ESD Pymts-Capital Expenditures	0.00	116,189.65	0.00	0.00	116,189.65
<b>Total 4000 · Income</b>	<b>125,714.93</b>	<b>116,189.65</b>	<b>600.00</b>	<b>62,070.28</b>	<b>304,574.86</b>
<b>Total Income</b>	<b>125,714.93</b>	<b>116,189.65</b>	<b>600.00</b>	<b>62,070.28</b>	<b>304,574.86</b>
<b>Expense</b>					
5000 · ADMINISTRATIVE					
5005 · Accounting	250.00	0.00	100.00	785.00	1,135.00
5015 · Meetings	205.10	0.00	0.00	0.00	205.10
5020 · Office Equipment/Maint.	1,018.96	0.00	0.00	0.00	1,018.96
5025 · Office Supplies	504.33	0.00	0.00	0.00	504.33
5035 · Shipping/Postage/PO Box Rental	346.28	0.00	0.00	0.00	346.28
5040 · Subscrptn/Dues/Membrshp/RecMgmt	5,543.18	0.00	0.00	0.00	5,543.18
5042 · Record Mgmt Systems-ER,PC,CAD	3,309.00	0.00	0.00	0.00	3,309.00
5060 · Banking/SftyDepBox/Chks/BkgdCks	132.62	0.00	0.00	0.00	132.62
5065 · Finance Chgs/Late Fees/Sales Tx	-40.00	0.00	0.00	0.00	-40.00
5076 · RECRUITMENT & RETENTION	6,870.94	0.00	0.00	0.00	6,870.94
<b>Total 5000 · ADMINISTRATIVE</b>	<b>18,140.41</b>	<b>0.00</b>	<b>100.00</b>	<b>785.00</b>	<b>19,025.41</b>
5200 · PAID POSITION					
5205 · Base Salary	0.00	0.00	0.00	53,749.94	53,749.94
5215 · CVFD SS & Medicare Tax Match	0.00	0.00	0.00	4,092.66	4,092.66
<b>Total 5200 · PAID POSITION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>57,842.60</b>	<b>57,842.60</b>
5300 · BUILDING AND GROUNDS					
5310 · Janitorial Supplies	204.11	0.00	0.00	0.00	204.11
5320 · Repairs and Maintenance	5,849.49	0.00	0.00	0.00	5,849.49
5325 · Furn&YardEquip Rep/Rep/New	1,530.08	0.00	-82.03	0.00	1,448.05
5330 · Electrical Service	3,226.66	0.00	0.00	0.00	3,226.66
5335 · Telephone Service	3,981.58	0.00	0.00	0.00	3,981.58
<b>Total 5300 · BUILDING AND GROUNDS</b>	<b>14,791.92</b>	<b>0.00</b>	<b>-82.03</b>	<b>0.00</b>	<b>14,709.89</b>
5600 · COMMUNICATIONS					
5605 · Batteries, Clips, Acc.	34.20	0.00	0.00	0.00	34.20
5620 · Digital Radio and Pagers	470.53	0.00	0.00	0.00	470.53
<b>Total 5600 · COMMUNICATIONS</b>	<b>504.73</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>504.73</b>
6600 · INSURANCE					
6605 · Building and Property	3,778.00	0.00	0.00	0.00	3,778.00
6610 · Vehicle	8,429.00	0.00	0.00	0.00	8,429.00
6615 · Personnel Coverage	11,147.00	0.00	0.00	0.00	11,147.00
<b>Total 6600 · INSURANCE</b>	<b>23,354.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,354.00</b>
7000 · OPERATIONS					
7007 · CAD-Computer Aided Dispatch	130.00	0.00	0.00	0.00	130.00
7010 · Fuel-Vehicle and Equipment	46.38	0.00	0.00	0.00	46.38
7012 · Fuelman-Vehicles & Equipment	8,421.44	0.00	0.00	0.00	8,421.44
7020 · Fire Extinguisher Test/Repr	284.15	0.00	0.00	0.00	284.15
7025 · Fire Suppressant Supplies	4,740.72	0.00	0.00	0.00	4,740.72
7030 · First Responder Supplies	4,226.71	0.00	0.00	0.00	4,226.71
7035 · Ladder, Pump & Hose Testing	1,399.70	0.00	0.00	0.00	1,399.70
7045 · Veh/Epmt Lights-Decals-Safety	675.16	0.00	0.00	0.00	675.16
7050 · Personal Protect Equip-PPE	3,440.32	0.00	0.00	0.00	3,440.32
7057 · Operations - Radio Service Fee	4,722.36	0.00	0.00	0.00	4,722.36
7060 · Rehabilitation Supplies	846.10	0.00	33.05	0.00	879.15
7065 · Rescue Equipment Maint/Repr	35.98	0.00	0.00	0.00	35.98
7070 · SCBA Testing/Hydro/FaceMsk/Pack	340.08	0.00	0.00	0.00	340.08
7072 · SCBA MAINTENANCE & REPAIR	186.09	0.00	0.00	0.00	186.09
7075 · State Veh Safety Inspec&Regist	69.50	0.00	0.00	0.00	69.50
7080 · Vehicle Maintenance/Repair	2,366.28	0.00	0.00	0.00	2,366.28

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**Cassie Volunteer Fire Department**  
**Profit & Loss by Class**  
 October 2021 through September 2022

	ESD	ESDC	FD	FDE	TOTAL
7085 · Vehicle Maint/Repr(Vendor)	23,576.50	0.00	0.00	0.00	23,576.50
7090 · Equipmt Replmt(Fire Fightg)	18.00	0.00	0.00	0.00	18.00
7095 · Fire Fighting Equipmt - NEW	3,128.26	0.00	0.00	0.00	3,128.26
7100 · Rescue Equipment - NEW	558.46	0.00	0.00	0.00	558.46
<b>Total 7000 · OPERATIONS</b>	<b>59,212.19</b>	<b>0.00</b>	<b>33.05</b>	<b>0.00</b>	<b>59,245.24</b>
<b>8000 · TRAINING</b>					
8005 · AED, CPR, First Aid	99.96	0.00	0.00	0.00	99.96
8020 · Training -VENDOR	6,233.27	0.00	0.00	0.00	6,233.27
8022 · Training-Certification&Testing	557.25	0.00	0.00	0.00	557.25
8025 · Per Diem Travel/Lodging	5,283.28	0.00	0.00	0.00	5,283.28
8035 · Educational Supplies	1,125.37	0.00	0.00	0.00	1,125.37
<b>Total 8000 · TRAINING</b>	<b>13,299.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,299.13</b>
<b>9500 · CAPITAL EXPENDITURES</b>					
9522 · Tires for E1-4420 (6)	0.00	4,833.99	0.00	0.00	4,833.99
9527 · 5" LG Diameter Hose (10)	0.00	6,545.00	0.00	0.00	6,545.00
9528 · Turbo Draft	0.00	4,049.06	0.00	0.00	4,049.06
9529 · 5" Intake Valve (4)	0.00	5,844.00	0.00	0.00	5,844.00
9551 · Scrape,Prep,Paint Fire Station	0.00	6,990.00	0.00	0.00	6,990.00
9590 · SCBA's-PACKS & MASKS	0.00	87,927.60	0.00	0.00	87,927.60
<b>Total 9500 · CAPITAL EXPENDITURES</b>	<b>0.00</b>	<b>116,189.65</b>	<b>0.00</b>	<b>0.00</b>	<b>116,189.65</b>
<b>Total Expense</b>	<b>129,302.38</b>	<b>116,189.65</b>	<b>51.02</b>	<b>58,627.60</b>	<b>304,170.65</b>
<b>Net Income</b>	<b>-3,587.45</b>	<b>0.00</b>	<b>548.98</b>	<b>3,442.68</b>	<b>404.21</b>

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**Cassie Volunteer Fire Department  
 Profit & Loss Detail  
 September 2022**

Date	Name	Memo	Class	Paid Amount
<b>Income</b>				
<b>4000 - Income</b>				
<b>4070 - ESD Reimbursement</b>				
09/20/2022	VFIS of Texas	Check from VFIS for payment of damaged AC unit minus \$2500. deductible-Clai...	ESD	1,960.21
Total 4070 - ESD Reimbursement				1,960.21
Total 4000 - Income				1,960.21
Total Income				1,960.21
<b>Expense</b>				
<b>5000 - ADMINISTRATIVE</b>				
<b>5025 - Office Supplies</b>				
09/13/2022	Chase Card Ser...	Apple-cloud storage for reports-no receipt	ESD	0.99
09/28/2022	Chase Card Ser...	Apple-cloud storage for reports-no receipt	ESD	0.99
Total 5025 - Office Supplies				1.98
<b>5040 - Subscrptn/Dues/Membrshp/RecMgmt</b>				
09/13/2022	Chase Card Ser...	YMCA -September membership for D. Shields-senior single	ESD	32.00
09/13/2022	Chase Card Ser...	YMCA-September membership for D. Lee-senior couple	ESD	42.00
09/13/2022	Chase Card Ser...	YMCA-September membership for T. Herwig-senior couple	ESD	42.00
09/13/2022	Chase Card Ser...	YMCA-September membership for D. Curtis-family	ESD	61.00
09/13/2022	Chase Card Ser...	YMCA-September membership for C. Kelley-family	ESD	61.00
09/13/2022	Chase Card Ser...	YMCA-September membership for G. Sanchez-couple	ESD	52.00
Total 5040 - Subscrptn/Dues/Membrshp/RecMgmt				290.00
<b>5060 - Banking/SftyDepBox/Chks/BkgdCks</b>				
09/28/2022	Chase Card Ser...	Burnet Co. Search-Background check for new member M. Rivera	ESD	6.00
09/28/2022	Chase Card Ser...	Burnet Co. Search fee for background check for new member M. Rivera	ESD	1.00
Total 5060 - Banking/SftyDepBox/Chks/BkgdCks				7.00
<b>5065 - Finance Chgs/Late Fees/Sales Tx</b>				
09/28/2022	Chase Card Ser...	Late Fee-charge because credit given twice payment was late due to postal probl...	ESD	40.00
09/28/2022	Chase Card Ser...	Late Fee reversal-problem was postal problem in Austin	ESD	-40.00
09/28/2022	Chase Card Ser...	Late Fee reversal-problem was postal problem in Austin-this is a duplicate credit g...	ESD	-40.00
Total 5065 - Finance Chgs/Late Fees/Sales Tx				-40.00
<b>5076 - RECRUITMENT &amp; RETENTION</b>				
09/28/2022	Chase Card Ser...	SQ-FDPins-3-5yr pins, 4-1yr pins, 5-acrylic cases for pins	ESD	48.13
Total 5076 - RECRUITMENT & RETENTION				48.13
Total 5000 - ADMINISTRATIVE				307.11
<b>5200 - PAID POSITION</b>				
<b>5205 - Base Salary</b>				
09/06/2022	Derrick R Curtis	Salary-Payroll for period 8-29-22--9-9-2022	FDE	2,057.69
09/19/2022	Derrick R Curtis	Salary	FDE	2,057.69
Total 5205 - Base Salary				4,115.38
<b>5215 - CVFD SS &amp; Medicare Tax Match</b>				
09/06/2022	Derrick R Curtis	Payroll for period 8-29-22--9-9-2022	FDE	157.41
09/19/2022	Derrick R Curtis	Payroll for period beginning 9-12-22 --9-23-22	FDE	157.41
Total 5215 - CVFD SS & Medicare Tax Match				314.82
Total 5200 - PAID POSITION				4,430.20
<b>5300 - BUILDING AND GROUNDS</b>				
<b>5310 - Janitorial Supplies</b>				
09/13/2022	Chase Card Ser...	NAPA-pumice hand cleaner-1-gallon jug	ESD	16.49
Total 5310 - Janitorial Supplies				16.49
<b>5320 - Repairs and Maintenance</b>				
09/12/2022	Liberty Air Heati...	Inv#6691-replace Mitsubishi 1.5 ton mini split heat pump system for D. Curtis offic...	ESD	4,460.21
09/16/2022	Circle S Pest Co...	SR#75842-quarterly pest control treatment	ESD	82.50

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**Cassie Volunteer Fire Department  
Profit & Loss Detail  
September 2022**

Date	Name	Memo	Class	Paid Amount
09/28/2022	Chase Card Ser...	Satellite Station-security monitoring for Oct, Nov, Dec 2022	ESD	115.41
Total 5320 · Repairs and Maintenance				4,658.12
<b>5325 · Furn&amp;YardEquip Repl/Rep/New</b>				
09/13/2022	Chase Card Ser...	Flags USA-1-U's and 1-Texas flag to replaced worn ones on outside flagpole	ESD	114.00
09/13/2022	Chase Card Ser...	Tri-Point-special water filter for ice-maker required to keep warranty	ESD	156.17
Total 5325 · Furn&YardEquip Repl/Rep/New				270.17
<b>5330 · Electrical Service</b>				
09/15/2022	PEC	Acct#3000098825-stmt for period 7-23-22--8-22-22	ESD	282.59
Total 5330 · Electrical Service				282.59
<b>5335 · Telephone Service</b>				
09/13/2022	Chase Card Ser...	Vzwriss-monthly stmt for period 7-11-22--8-10-22 for phone service for station and...	ESD	250.55
09/13/2022	Chase Card Ser...	281 Internet-INv#22794 for internet setup and install & inv#22879 for monthly inter...	ESD	464.25
Total 5335 · Telephone Service				714.80
Total 5300 · BUILDING AND GROUNDS				5,942.17
<b>5600 · COMMUNICATIONS</b>				
<b>5620 · Digital Radio and Pagers</b>				
09/13/2022	Chase Card Ser...	SP Disco-1-low impedance motorola APX cable, 1-discus, 1-mounted tntenna sys...	ESD	470.53
Total 5620 · Digital Radio and Pagers				470.53
Total 5600 · COMMUNICATIONS				470.53
<b>6600 · INSURANCE</b>				
<b>6615 · Personnel Coverage</b>				
09/19/2022	AirMed Care Ne...	Inv#7434-09132022-membership for Jodeen Lee 9-13-22--3-18-22	ESD	33.00
09/19/2022	CareFlite Memb...	Inv#220916-310-membership for Jodeen Lee--4-1-22--3-31-22	ESD	15.00
Total 6615 · Personnel Coverage				48.00
Total 6600 · INSURANCE				48.00
<b>7000 · OPERATIONS</b>				
<b>7012 · Fuelman-Vehicles &amp; Equipment</b>				
09/07/2022	Fuelman	8-1-22-4460-regular fill up and calls	ESD	72.68
09/07/2022	Fuelman	8-8-22-4460- 3 calls and MF station coverage	ESD	71.73
09/07/2022	Fuelman	8-16-22-4460-regular and 1 call and meetings	ESD	59.14
09/07/2022	Fuelman	8-23-22-4460-3 calls-2-EMS & 1 Fire	ESD	69.10
09/07/2022	Fuelman	8-29-22-4460-3 EMS calls	ESD	63.10
09/07/2022	Fuelman	8-23-22-4450 pump-regular and calls	ESD	17.38
09/07/2022	Fuelman	8-23-22-4420-regular fill up-no receipt printed	ESD	42.09
09/07/2022	Fuelman	8-9-22-4421-regular fill up	ESD	57.06
09/07/2022	Fuelman	8-26-22-4421-fire call spider mountain	ESD	83.52
09/07/2022	Fuelman	8-1-22-4440-Bertram MA structure fire #22-00102	ESD	39.23
09/07/2022	Fuelman	8-20-22-4440-Burnet VFD MA structure fire #22-108	ESD	42.75
09/07/2022	Fuelman	8-23-22-4450-regular fill-up and calls	ESD	65.70
09/07/2022	Fuelman	8-2-22-4451-back fill MF fire dept station coverage-major fire-22-00103 & 104	ESD	61.73
Total 7012 · Fuelman-Vehicles & Equipment				745.21
<b>7030 · First Responder Supplies</b>				
09/06/2022	Bound Tree Me...	Inv#84665595-4 Curplex epi kits w/ vial, syringe, needle	ESD	183.96
09/13/2022	Chase Card Ser...	Northwest-2sets of adult pads for AEDs to replace expired ones and one carrying ...	ESD	161.24
Total 7030 · First Responder Supplies				345.20
<b>7050 · Personal Protect Equip-PPE</b>				
09/13/2022	Chase Card Ser...	Paypal-First Light Tomahawk MC red/green liight	ESD	239.44
09/28/2022	Chase Card Ser...	Team Wendy-gear for D. Curtis as part of the Rescue Task Force helmet, headse...	ESD	1,396.12
Total 7050 · Personal Protect Equip-PPE				1,635.56
<b>7075 · State Veh Safety Inspec&amp;Regist</b>				
09/20/2022	Burnet County T...	Registration for E-1--#4420	ESD	7.50

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**Cassie Volunteer Fire Department  
 Profit & Loss Detail  
 September 2022**

Date	Name	Memo	Class	Paid Amount
Total 7075 · State Veh Safety Inspec&Regist				7.50
<b>7080 · Vehicle Maintenance/Repair</b>				
09/13/2022	Chase Card Ser...	Buchanan General-Fitting for pump on B50-#4451	ESD	2.79
09/13/2022	Chase Card Ser...	Harbor Freight-plastic welding rods to fix leak on top of water tank on T40-#4440	ESD	95.97
09/13/2022	Chase Card Ser...	NAPA-1 pressure protect valve of pump pressure on T40-#4440	ESD	42.49
09/13/2022	Chase Card Ser...	Alls Hands-1 pac trac lok pak of 40 inserts and screws for E20-4420 and E21-4421	ESD	22.98
Total 7080 · Vehicle Maintenance/Repair				164.23
<b>7085 · Vehicle Maint/Repr(Vendor)</b>				
09/01/2022	Lance's Fire Tru...	Inv#5532-E21-#4421-troubleshoot AC, remove and replace dryer, pull vacuum les...	ESD	3,471.35
09/01/2022	Lance's Fire Tru...	Inv#5531-E20-#4420-Preventive Maintenance Labor, Change and check fluds & fi...	ESD	1,324.51
09/01/2022	Lance's Fire Tru...	Inv#5248-T40-#4440-Preventive Maintenance Labor, Change and check fluds & fil...	ESD	1,286.98
09/13/2022	Chase Card Ser...	Quick Brakes-new tire for Brush 50-4450-damaged from wildfires	ESD	508.49
Total 7085 · Vehicle Maint/Repr(Vendor)				6,591.33
Total 7000 · OPERATIONS				9,489.03
<b>8000 · TRAINING</b>				
<b>8020 · Training -VENDOR</b>				
09/13/2022	Chase Card Ser...	TEEX-Ecommerce class was canceled-D. Curtis	ESD	-400.00
09/13/2022	Chase Card Ser...	Paypal-Tx Emerg ED-class for D. Curtis	ESD	259.55
09/13/2022	Chase Card Ser...	State Firemen's-Fire Instructor for C. Schoenfeld	ESD	76.50
09/28/2022	Chase Card Ser...	Texas Fire Resources-Rope Rescue Apprentice-1 for D. Lee	ESD	350.00
09/28/2022	Chase Card Ser...	Texas Fire Resources- Fire Instructor !-Grant #21-22-008 for C. Schoenfeld	ESD	250.00
Total 8020 · Training -VENDOR				536.05
<b>8022 · Training-Certification&amp;Testing</b>				
09/13/2022	Chase Card Ser...	Texas Comm-TCFP-Advanced Fire Inspector Certification for D. Curtis	ESD	87.17
09/13/2022	Chase Card Ser...	Texas Comm-TCFP-Advanced Structure Firefighter Certification for D. Curtis	ESD	87.17
Total 8022 · Training-Certification&Testing				174.34
<b>8025 · Per Diem Travel/Lodging</b>				
09/13/2022	Chase Card Ser...	Prost Haus-supper for D. Curtis attending class on building of a new station requir...	ESD	19.02
09/13/2022	Chase Card Ser...	Hilton Hotel-valet parking of vehicle for D. Curtis attending class on building of a n...	ESD	106.09
09/13/2022	Chase Card Ser...	Hilton Hotel-room for D. Curtis attending class on building of a new station require...	ESD	528.40
09/28/2022	Chase Card Ser...	Chicken Express-lunch D. Curtis attending Rescue Task Force training in Burnet	ESD	12.00
Total 8025 · Per Diem Travel/Lodging				665.51
Total 8000 · TRAINING				1,375.90
Total Expense				22,062.94
<b>Net Income</b>				<b>-20,102.73</b>



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**Cassie Volunteer Fire Dept. & EMS**  
**Balance Sheet**  
As of September 30, 2022

	Sep 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
1010 - FSB of Burnet - 68007	94,801.12
<b>Total Checking/Savings</b>	94,801.12
<b>Total Current Assets</b>	94,801.12
<b>Other Assets</b>	
1090 - Transfers (In/Out)	-70,000.00
<b>Total Other Assets</b>	-70,000.00
<b>TOTAL ASSETS</b>	<b>24,801.12</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
3010 - Unrestricted Net Assets	-95.66
Net Income	24,896.78
<b>Total Equity</b>	24,801.12
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>24,801.12</b>

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**Cassie Volunteer Fire Dept. & EMS**  
**Profit & Loss Detail**  
 October 2021 through September 2022

Date	Name	Memo	Class	Paid Amount
<b>Income</b>				
<b>4000 · INCOME</b>				
<b>4010 · Individual Donations</b>				
10/27/2021	Individual Donations	Donation from H. Brady	FD	50.00
10/27/2021	Individual Donations	Donation from G. Kimball	FD	5,000.00
01/10/2022	Individual Donations	Susan Gillespie Trust	FD	100.00
01/10/2022	Individual Donations	Luis Sirvent and Marisa Bascope	FD	1,000.00
01/10/2022	Individual Donations	Randy and Tammy Chambers	FD	1,500.00
01/10/2022	Individual Donations	Glenn and Janet Patterson	FD	1,000.00
02/14/2022	Individual Donations	Michael Wortham	FD	100.00
03/19/2022	Individual Donations	G. Sanchez	FD	1,000.00
07/01/2022	Individual Donations	Staats-Rocky Point Fire On 5-19-2022	FD	50.00
08/12/2022	Individual Donations	Kathy Creech	FD	2,000.00
Total 4010 · Individual Donations				11,800.00
<b>4020 · Group &amp; Company Donations</b>				
07/01/2022	PEC United Charitie...	Members of PEC-Community Give Back	FD	200.00
07/01/2022	Rocky Point POA	POA-Rocky Point Fire on 5-19-2022	FD	500.00
07/01/2022	Glorieta 2.0/Camp E...	Camp Eagle per Sharon Barclay	FD	250.00
08/02/2022	Chapel of the Hills	Donation from the Church Chapel of the Hills...	FD	300.00
08/02/2022	Marble Falls Electric	Donation from Marble Falls Electric-for G. Wi...	FD	500.00
Total 4020 · Group & Company Donations				1,750.00
<b>4035 · FD EQUIPMENT SALE</b>				
05/11/2022	Nordheim Volunteer...	Sale of 8-scott SCBA air packs 22-2216 PSI ...	FD	4,500.00
Total 4035 · FD EQUIPMENT SALE				4,500.00
<b>4040 · REIMBURSEMENT</b>				
02/14/2022	Texas Mutual Ins	Insurance reimbursement from FY 21 audit	FD	763.00
06/27/2022	Texas A& M Forest ...	Grant#21-22-005-Rural VFD Insurance Progr...	FD	3,330.00
07/08/2022	Texas Mutual Ins	2022 Safety Dividend from Workmen's Comp...	FD	2,990.50
Total 4040 · REIMBURSEMENT				7,083.50
<b>4065 · GRANT REIMBURSEMENT</b>				
02/14/2022	Texas A& M Forest ...	Reimbursement of ASP601 Online FF1 for D...	FD	1,330.00
06/27/2022	Texas A& M Forest ...	Grant#21-22-003-ASp604-Prereq-Structural ...	FD	1,330.00
07/19/2022	Texas A& M Forest ...	Online-Texas Emergency Educators-Fire Inst...	FD	300.00
Total 4065 · GRANT REIMBURSEMENT				2,960.00
Total 4000 · INCOME				28,093.50
Total Income				28,093.50
<b>Expense</b>				
<b>5000 · ADMINISTRATIVE</b>				
<b>5060 · Checks/Dep Slips/Stamp/Banking</b>				
10/14/2021	Whit-Co	Automatic Debit from Whit-Co for deposit slip...	FD	41.35
10/21/2021	Whit-Co	Auto Debit for deposit stamp for account	FD	32.49
Total 5060 · Checks/Dep Slips/Stamp/Banking				73.84
Total 5000 · ADMINISTRATIVE				73.84
<b>7000 · OPERATIONS</b>				
<b>7050 · Personal Protective Equipment</b>				
08/19/2022	ROE Tactical	Inv#621-17-heavy duty responder coats w/ hi...	FD	3,122.88
Total 7050 · Personal Protective Equipment				3,122.88
Total 7000 · OPERATIONS				3,122.88
Total Expense				3,196.72
<b>Net Income</b>				<b>24,896.78</b>

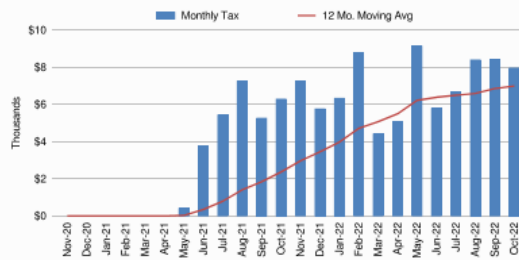
HdL Companies  
**SALES TAX SNAPSHOT**  
 Burnet Co ESD 2

Oct-22

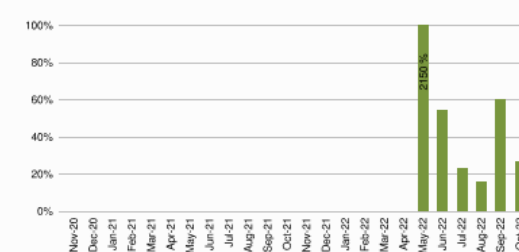
Sales Tax Net Payments

FY Mo.	FY2022	FY2023	YoY % Change
Oct	\$ 6,284	\$ 7,965	26.8%
Nov	\$ 7,245		
Dec	\$ 5,758		
Jan	\$ 6,336		
Feb	\$ 8,784		
Mar	\$ 4,411		
Apr	\$ 5,059		
May	\$ 9,132		
Jun	\$ 5,793		
Jul	\$ 6,675		
Aug	\$ 8,397		
Sep	\$ 8,411		
FYTD	\$ 6,284	\$ 7,965	26.8%
FY Total	\$ 82,287		

Sales Tax Net Payments Trend



Sales Tax Net Payments Change - YoY



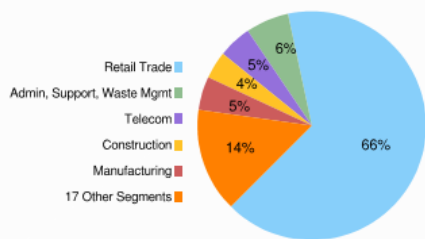
Top 10 Taxpayers

Rank	Company	FYTD Collections	% Total
1	AMAZON.COM SERVICES INC (MARKETPLACE)		
2	SMS BUCHANAN BUSINESS INC		
3	AMAZON.COM SERVICES LLC		
4	JIM EACHUS		
5	PEDERNALES ELECTRIC COOPERATIVE INC.		
6	REVEILLE PEAK RANCH SOLUTIONS LLC		
7	REVEILLE PEAK RANCH L.L.C.		
8	MARK W MARDIS		
9	APPLE INC.		
10	NEW CINGULAR WIRELESS PCS LLC		
Top 10 Companies	\$	na	
724 Other Large Companies	\$	na	
Small Companies/Other	\$	8,034	99.0%
Single Local Tax Rate (SLT)	\$	84	1.0%
Total	\$	8,119	100.0%

Industry Segment Collections Trend - YoY % Chg

SEGMENT	May	Jun	Jul	Aug	Sep	Oct
Retail Trade	1052.4%	19.6%	15.0%	11.5%	16.0%	-100.0%
Admin, Support, Waste Mgmt	0%	939.1%	-50.4%	18.7%	137.0%	-100.0%
Telecom	0%	304.7%	278.3%	291.6%	88.4%	-100.0%
Manufacturing	0%	696.8%	195.9%	259.7%	669.3%	-100.0%
Construction	0%	28763.3%	259.3%	-50.7%	61.5%	-100.0%
All Others	98.1%	315.0%	-10.7%	165.8%	-100.0%	-100.0%
Total Collections	2125.2%	49.4%	22.5%	15.6%	61.4%	26.2%

Sales Tax Collections by Industry Segment



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Data Source: Texas Comptroller of Public Accounts



**Burnet Co ESD 2**  
**TOP 30 COMPANIES RANK and CHANGE SUMMARY**  
**Oct-22**

Fiscal Year: Oct-Sep

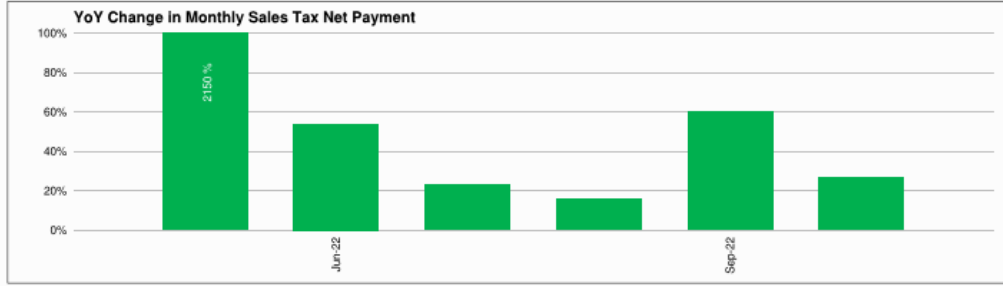
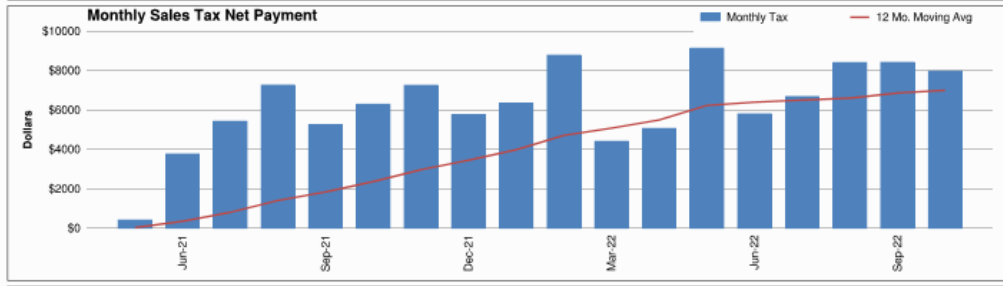
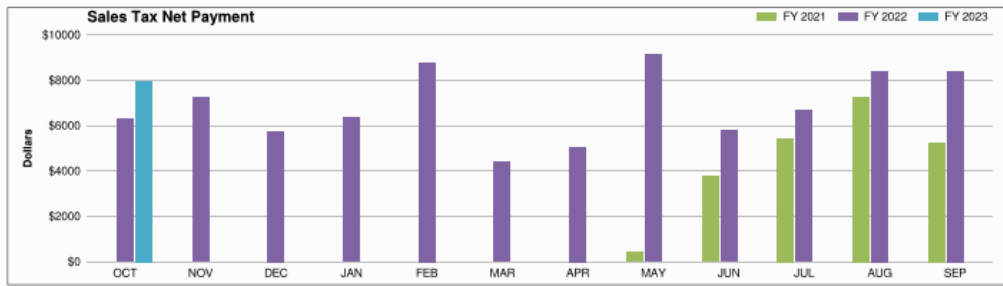
Rank*	Company	NAICS Key	Prior	Current	Change \$	Change %	Current
			Fiscal YTD Sales Tax Collections	Fiscal YTD Sales Tax Collections			Fiscal YTD % Total Collections
1	AMAZON.COM SERVICES INC (MARKETPLACE)	9					
2	SMS BUCHANAN BUSINESS INC	9					
3	AMAZON.COM SERVICES LLC	9					
4	JIM EACHUS	9					
5	PEDERNALES ELECTRIC COOPERATIVE INC.	3					
6	REVELLE PEAK RANCH SOLUTIONS LLC	21					
7	REVELLE PEAK RANCH L.L.C.	1					
8	MARK W MARDIS	18					
9	APPLE INC.	5					
10	NEW CINGULAR WIRELESS PCS LLC	12					
<b>TOP 10 LARGE** COMPANIES</b>			<b>3,718</b>		<b>(3,718)</b>	<b>-100.0%</b>	<b>0.0%</b>
11	MOW PARTNERS LLC	4					
12	EBAY INC.	9					
13	WASTE MANAGEMENT OF TEXAS INC.	18					
14	DISH NETWORK L.L.C.	12					
15	THE SHADE STORE LLC	9					
16	WAL-MART.COM USA LLC	9					
17	AQUA SPHERE INC.	8					
18	BUCHANAN SEPTIC TANKS INC.	5					
19	J BAR ENTERPRISES LLC	15					
20	BESTBUY.COM LLC	9					
21	TEXAS TRUCKING COMPANY INCORPORATED	10					
22	SAFE STEP WALK IN TUB LLC	4					
23	AQUATERRA GROUP LLC	18					
24	SIRIUS XM RADIO INC.	12					
25	VERIZON WIRELESS NETWORK PROCUREMENT LP	12					
26	DOCKTOYZ CORPORATION	5					
27	RUNSIGNUP INC.	11					
28	WAL-MART.COM USA LLC (MARKETPLACE)	9					
29	PALADIN GATCO LLC	5					
30	BARNES & NOBLE BOOKSELLERS INC.	9					
<b>TOP 30 LARGE COMPANIES</b>			<b>5,307</b>		<b>(5,307)</b>	<b>-100.0%</b>	<b>0.0%</b>
<b>TOP 100 LARGE COMPANIES</b>			<b>6,030</b>		<b>(6,030)</b>	<b>-100.0%</b>	<b>0.0%</b>
<b>633 OTHER LARGE COMPANIES</b>			<b>336</b>		<b>(336)</b>	<b>-100.0%</b>	<b>0.0%</b>
<b>SMALL COMPANIES &amp; OTHER</b>			<b>3</b>	<b>8,034</b>	<b>8,032</b>	<b>282800.0%</b>	<b>99.0%</b>
<b>SINGLE LOCAL TAX RATE COLLECTIONS (SLT)</b>			<b>66</b>	<b>84</b>	<b>18</b>	<b>27.4%</b>	<b>1.0%</b>
<b>TOTAL COLLECTIONS</b>			<b>6,435</b>	<b>8,119</b>	<b>1,684</b>	<b>26.2%</b>	<b>100.0%</b>
<b>STATE COMPTROLLER FEES</b>			<b>151</b>	<b>153</b>	<b>3</b>	<b>1.8%</b>	<b>1.9%</b>
<b>NET PAYMENTS</b>			<b>6,284</b>	<b>7,965</b>	<b>1,681</b>	<b>26.8%</b>	<b>98.1%</b>

\* Ranked by Total of Last Fiscal Year + Current Fiscal YTD  
\*\* Businesses whose detailed sales tax data is available

### Burnet Co ESD 2 - Sales Tax Net Payment Trend

FISCAL YEAR					Change: FY '23/'22				
	2019	2020	2021	2022	2023	Month		Year-to-Date	
						\$	%	\$	YTD %
Oct				\$ 6,284	\$ 7,965	\$ 1,681	26.8%	\$ 1,681	26.8%
Nov				\$ 7,245					
Dec				\$ 5,758					
Jan				\$ 6,336					
Feb				\$ 8,784					
Mar				\$ 4,411					
Apr				\$ 5,059					
May			\$ 406	\$ 9,132					
Jun			\$ 3,762	\$ 5,793					
Jul			\$ 5,431	\$ 6,675					
Aug			\$ 7,257	\$ 8,397					
Sep			\$ 5,254	\$ 8,411					
<b>YEAR</b>	<b>\$</b>	<b>\$</b>	<b>\$ 22,109</b>	<b>\$ 82,287</b>	<b>\$ 7,965</b>				

YoY Change      na      na      na      na



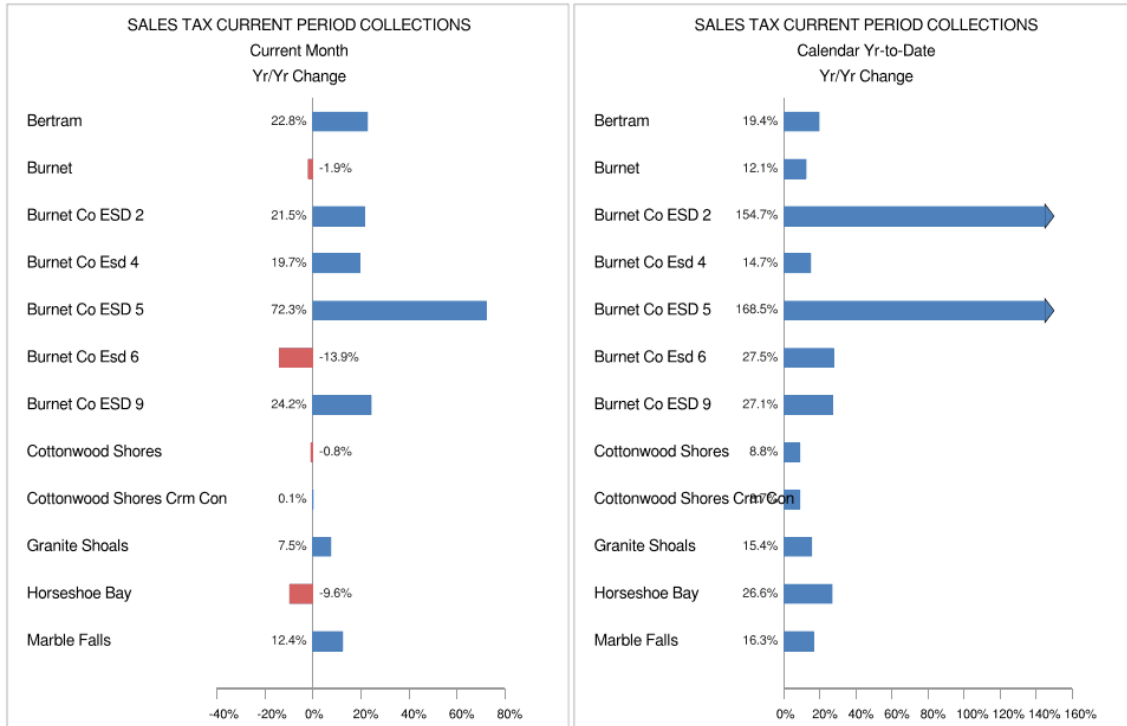
**Burnet Co ESD 2  
SALES TAX PAYMENT DETAIL**

**Oct-22**

Fiscal Year: Oct-Sep

COLLECTIONS	Oct-21	Oct-22	Chg. \$ Chg. %	Prior FYTD	Current FYTD	Chg. \$ Chg. %
<b>Current Period</b>	<b>6,126</b>	<b>7,441</b>	<b>1,314</b> <b>21.5%</b>	<b>6,126</b>	<b>7,441</b>	<b>1,314</b> <b>21.5%</b>
Prior Period	236	309	72 30.6%	236	309	72 30.6%
Future Period	0	280	280 0.0%	0	280	280 0.0%
Audit	3	0	(3) -100.0%	3	0	(3) -100.0%
Unidentified	3	5	2 77.8%	3	5	2 77.8%
Single Local Tax Rate	66	84	18 27.4%	66	84	18 27.4%
<b>TOTAL</b>	<b>6,435</b>	<b>8,119</b>	<b>1,684</b> <b>26.2%</b>	<b>6,435</b>	<b>8,119</b>	<b>1,684</b> <b>26.2%</b>
Service Fee	(129)	(162)	(34) 26.2%	(129)	(162)	(34) 26.2%
Current Retained	(126)	(159)	(33) 26.2%	(126)	(159)	(33) 26.2%
Prior Retained	104	168	64 61.4%	104	168	64 61.4%
<b>NET PAYMENT</b>	<b>6,284</b>	<b>7,965</b>	<b>1,681</b> <b>26.8%</b>	<b>6,284</b>	<b>7,965</b>	<b>1,681</b> <b>26.8%</b>

SALES TAX TREND  
 BURNET COUNTY  
 Oct-22



Data: Texas Comptroller of Public Accounts

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Hdl Companies



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

**RESOLUTION NO. 10-28-2021-03  
GOODS-IN-TRANSIT**

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

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

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

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

All "goods-in-transit" as defined by TEX. PROP. TAX CODE § 11.253, shall be subject to ad valorem taxation by Burnet County Emergency Services District 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 October 28, 2021.

  
Richard Bremer, President      10/28/21  
Date

  
Sharon Barclay, Secretary      10-28-2021  
Date



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

**BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2  
 EXCEPTION TO A QUORUM  
 RESOLUTION 03-24-2022-01**

STATE OF TEXAS       §  
                                   §  
 COUNTY OF BURNET   §

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

Sec. 418.1102. EXCEPTION TO QUORUM REQUIREMENTS.

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

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

- (1) the entity's jurisdiction is wholly or partly located in the area of a disaster declared by the president of the United States or the governor; and
- (2) a majority of the members of the governing body are unable to be present at a meeting of the governing body as a result of the disaster.


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

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

ORDERED AND ISSUED on this the 24th day of March 2022.

BURNET COUNTY EMERGENCY  
 SERVICES DISTRICT NO. 2

By:   
 President, Burnet County ESD No. 2

Attested:   
 Secretary, Burnet County ESD No. 2



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

**BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2  
OPERATIONAL RESERVES  
RESOLUTION 03-24-2022-02**

STATE OF TEXAS       §  
                                  §  
COUNTY OF BURNET   §

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

ORDERED AND ISSUED on this the 24th day of March 2022.

BURNET COUNTY EMERGENCY  
SERVICES DISTRICT NO. 2

By:   
\_\_\_\_\_  
President, Burnet County ESD No. 2

Attested:   
\_\_\_\_\_  
Secretary, Burnet County ESD No. 2



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

ORDER 01-2008  
(Amended 02-24-2022)  
OF  
BURNET COUNTY EMERGENCY SERVICE DISTRICT NO. 2  
RECORDS MANAGEMENT POLICY

STATE OF TEXAS           §  
  §  
COUNTY OF BURNET       §

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

**NOW THEREFORE:**

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

**SECTION 2. RECORDS DECLARED PUBLIC PROPERTY.** All records as defined in Sec. 1 of this plan are declared to be the property of the Burnet County Emergency Services District No. 2. No official or employee of the Burnet County Emergency Services District No. 2 has, by virtue of his or her position, any personal or property right to such records even though he or she may have developed or compiled them. The unauthorized destruction, removal from files, or use of such records is prohibited.



BURNET COUNTY EMERGENCY

SERVICES DISTRICT #2

P.O. BOX 249

BUCHANAN DAM, TEXAS 78609-0249

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

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

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

ORDERED THIS 24th DAY OF FEBRUARY, 2022

BURNET COUNTY EMERGENCY SERVICES DISTRICT #2

By:

Richard Bremer  
President

Sharon Barclay  
Secretary

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

**INVESTMENT POLICY  
RESOLUTION NO. 10-20-2022-1**

**1) SCOPE**

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

**STATUTORY GUIDELINES**

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

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

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

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

**2) PRUDENCE**

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

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

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

**A) SAFETY**

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

**B) LIQUIDITY**

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

**C) YIELD**

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

**4) DELEGATION OF AUTHORITY**

**A) RESPONSIBILITY AND DESIGNATION**

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

**B) INVESTMENT COMMITTEE**

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



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

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

### **C) TRAINING**

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

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

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

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



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

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

**A) BROKER/DEALER QUESTIONNAIRE**

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

**B) BIDDING REQUIREMENTS**

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

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

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

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

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

**7) AUTHORIZED AND SUITABLE INVESTMENTS**

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

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

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

#### **8) COLLATERALIZATION**

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

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

**9) SAFEKEEPING AND CUSTODY**

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

**10) DIVERSIFICATION**

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

**11) INTERNAL CONTROL**

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

**12) PERFORMANCE STANDARDS**

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

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

**13) REPORTING**

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

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

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

14) INVESTMENT POLICY ADOPTION AND REVIEW

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

ISSUED THIS the 20th day of October 2022.

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2

By: \_\_\_\_\_  
Richard Bremer  
President

By: \_\_\_\_\_  
Jodeen Lee  
Treasurer

ATTEST:

\_\_\_\_\_  
Sharon Barclay  
Secretary

BURNET COUNTY ESD #2  
1295 CONTRACT NO.'S – 2022/2023

<u>Contract ID #</u>	<u>Date Assigned</u>	<u>Business Name</u>	<u>Service Provided</u>	<u>Acknowledged</u>
2022/2023-001	10/01/2022	Cassie VFD	Fire Protection	
2022/2023-002	10/01/2022	Taber & Burnett	Audit of ESD No. 2	
2022/2023-003	10/01/2022	Taber & Burnett	Audit of Cassie VFD	
2022/2023-004	10/01/2022	Texas Mutual Ins. Winstar Ins. Group	Workers Comp. Insurance	
2022/2023-005	10/01/2022	VFIS of Texas Ins Winstar Ins. Group	Liability Insurance.	
2022/2023-006	10/01/2022	State Association of Fire and Emergency Districts	ESD #2 State Association	
2022/2023-007	10/01/2022	Hdl Companies Inc.	Sales Tax Collections	
2022/2023-008	10/01/2022	Cassie Community Center	Rental for meetings	