



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

Minutes (Official) – September 23, 2021

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

(AD)<sup>2</sup>At 10:00 a.m., September 23, 2021, the Regular Meeting of 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 Community Center, 3920 RR 690, Burnet, Texas 78611. Notice of this meeting (Enclosure 1) had been previously posted at the Burnet County Courthouse, the Cassie Community Center, 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

Donna Kiley

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-2Commissioners

**5. (AI) Welcome guests**

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

*CVFD Treasurer Laura Schneider*

*CVFD Chief Curtis*

*Ben Schneider*

**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. No comments were offered.*

**7. (AI) Accept minutes from August 19, 2021 meeting**

*(AD) Commissioner Bremer called for corrections to the August 19, 2021 Meeting Minutes; with no additional changes the Minutes were accepted as presented.*

**8. (AI) Report from the Cassie VFD**

**A. Fire Chief (Curtis)**

**1. Number of calls**

**2. Training, etc.**

**3. Other department activity or concerns**

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

**C. Fire Board Re-affirmation of Chief for FY 2021-2022)**

*(AD) A. Chief Curtis reported on CVFD activity for the month of August. CVFD responded to 9 calls – 9 EMS/0 Fire. Mutual Aid 4 given, 1 received. YTD 104 calls – 61 EMS/43 Fire. YTD Mutual Aid 36 given, 5 received. Average response time for In-District calls for August is 9.04, Out-of-District is 11.12. Average personnel 3.8 and YTD 4.0. (Enclosure 2)*

*Chief Curtis reported that there will be a County Training Academy starting in November; the first topic will be Hazardous Materials.*

*Chief Curtis reported that the Fire Board met on Tuesday, September 21, 2021 and elected officers.*

*B. Mrs. Schneider gave the CVFD Treasurers Report for August 2021. There was a balance of \$108,497.72. Income for August was \$10,278.59 which included Donations received at the Open House and Burnet County reimbursement for iPads. Expenses for August was \$14,718.61. Total YTD Expenses are \$219,713.81 (Enclosure 3)*

*C. Chief Curtis reported that the Fire Board reaffirmed his appointment as Chief for 2021-2022*

**9. (AI) Receive approved and signed Fire Service Contract from CVFD for fiscal year 2021-2022**

*(AD) Commissioner Bremer reported receiving the approved and signed Fire Service Contract from CVFD; the document has been filed.*

**10. Review previously approved CVFD capital expenditure**

*(AD) There were no Capital expenditures for September.*

**11. (AI) ESD No. 2 Treasurers Report**

*(AD) Commissioner Kiley presented the Treasurer's Report for August 2021. The balance is \$317,823.93 which is comprised of CD - \$156,666.76, Checking - 141,819.22, and Sales Tax - \$19,337.95. August income was \$8,266.69 which was largely in Sales Tax revenue. Expenses were \$467.28. Net Income for August - \$7803.44 (Enclosure 4)*

*Commissioner Bremer called for any questions or discussion; with no further discussion the Treasurer's Report was accepted as presented.*

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

*(AD) Commissioners Kiley and Bremer discussed upcoming expenses to include: CAD Quarterly payment, Attorney, Newspaper, October CVFD Quarterly and Cassie Community Center. There was no further discussion.*

**13. (AI) Appointment of Commissioner John Call as Assistant Treasurer and action to approve John Call as signee on all accounts**

*(AD) Commissioner Bremer discussed the open position of Assistant Treasurer; John Call was appointed as the Assistant Treasurer.*

*Commissioner Cheatham made the motion to add John Call as a signee on ESD accounts; the motion passed unanimously.*

*Commissioner Barclay made the motion to remove Ben Schneider as a signee from the ESD accounts; the motion passed unanimously.*

*Additionally, there was discussion to ascertain from the Bank the current positions listed on accounts and update them accordingly.*

**14. (AI) Discussion and/or action concerning the transfer of funds (startup funds) from Sales Tax Account to Regular Account**

*(AD) Commissioner Bremer discussed moving \$2500 from the Sales Tax Account to the General Fund; the funds had been transferred initially to the Sales Tax Account to open it. Commissioner Kiley made the motion to transfer \$2500 from the Sales Tax Account back to the General Fund; the motion passed unanimously.*

**15. (AI) Discussion and/or action concerning adding carry over funds from FY 2020-21 to FY 2021-2022 Budget designated for SCBA for Cassie VFD.**

*(AD) Commissioner Bremer discussed carrying over \$50,000 from General Funds to the 2021-2022 Budget to be used for SCBA for Cassie VFD. There was discussion related to the remaining months of funds for calendar year 2021 until new revenues were received. Commissioner Bremer discussed upcoming anticipated expenses for October 2021-January 2022; moving these funds should not affect these anticipated needs.*

*Commissioner Bremer made the motion to move \$50,000 from the General Budget and reallocating the fund in the Burnet County ESD No. 2 2021-2022 Budget for the purpose of purchasing SCBA equipment for Cassie VFD; the motion was seconded by Commissioner Call; the motion passed unanimously.*

**16. (AI) Status of annual audit for ESD and CVFD**

*(AD) Commissioner Bremer stated that Taber and Burnett had received the Letter of Engagement for the annual audit for the ESD and CVFD. He was expecting further communication during October.*

**17. (AI) Administrative update of the Sales Tax Program for ESD 2**

*(AD) Commissioner Barclay reported that the September Sales Tax proceeds were \$5254. She also reported reviewing the State Comptroller's website and cannot find specific data related to time and amount from Tax Payers; upon further investigation, it was found that specific data would require a Public Information Request for each time period.*

*Commissioner Barclay reported interacting with HdL Companies at the SAFE-D Conference and suggested reengaging with them in the future. There was much discussion related to the HdL and their role. The topic will be readdressed at a future meeting.*

**18. (AI) Report on the SAFE-D Fall Conference held in Fort Worth**

*(AD) Commissioner Barclay reported on the seminars that she attended at the SAFE-D Fall Event 2021. Included topics included:  
ESD Risk Communication; 87<sup>th</sup> Legislature; Working with County Governments;  
Back to the future of ESD/s: Future Considerations and Planning for the Long Term;  
Contracts Every ESD Should Have; Ethics for ESD Commissioners;  
Social Media and ESD's; Policies and Procedures that Every ESD Needs;  
Community Engagement: How to Get the Public on Your Side and Know Who You Are  
(Enclosure 5)*

*Commissioner Barclay made a brief report on each session with ideas earmarked for future engagement. Commissioner Bremer additionally commented on amending the Budget at a future meeting to increase funding for the SAFE-D Conference.*

**19. (AI) Discussion and/ or action concerning the Letter from Burnet County regarding the tower subscription fee for radios and our letter in response and their response to our letter.**

*(AD) Commissioner Bremer reported on a follow-up communication, phone conversation with Judge Oakley. Commissioner Bremer reported that there was communication regarding the role of the ESD and a Service Contract Provider and additionally the use of tax funds by the County. There was no definite resolution; to date, the ESD has not received a bill for the radio/tower service.*

- 20. (AI) Calendar of Events for October 28, 2021. (Bremer)**
- A. Review previously approved capital expenditures.**
  - B. Treasurer review and recommend ESD #2 Investment Policy.**
  - C. Secretary review and recommend ESD #2 Goods in Transit Policy.**
  - D. CVFD present the year-end residual tax fund level.**
  - E. Review insurance coverage with VFIS and Texas Mutual.**
  - F. Prepare and present the annual Cassie VFD property inventory.**
  - G. Assign and monitorm1295 contract numbers to each ESD #2 Service Provider Contract.**

*(AD) Commissioner Bremer presented anticipated upcoming events for the October 2021 Meeting. Commissioner Bremer also added amending the budget for Conference expense and reallocating funds to the General Account that had been incurred during the Sales Tax election.*

- 21. (AI) Next meeting 10:00 AM, October 28, 2021. Tentative meetings for November and December: November 18, 2021 and December 16, 2021**

*(AD) Commissioner Bremer announced that the next regular meeting will be on Thursday, October 28, 2021 at 10:00 a.m. at the Cassie Community Center. He also announced for the Commissioners to consider their calendars to make adjustments for the November and December meetings.*

**22. (AI) Adjourn**

*(AD) With no additional business, the Burnet County Emergency Services District No. 2 September 23, 2021 meeting was adjourned at 11:38 a.m.*

Sharon K. Barclay  
Secretary  
Emergency Service District #2  
Burnet County  
September 23, 2021

Richard Bremer  
President  
Emergency Service District #2  
Burnet County  
September 23, 2021



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

### NOTICE OF REGULAR MEETING

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a Regular Meeting of the Board of Emergency Services Commissioners of Burnet County Emergency Services District #2, to be held at the Cassie Community Center located at 3910 RR 690, Burnet, Texas, 78611 at 10:00 AM on Thursday, September 23, 2021. This agenda is posted in the Burnet County Courthouse, at the Cassie Community Center and on the [cassievfd.com](http://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 August 19, 2021 meeting. (Bremer)
8. Report from the Cassie VFD
  - A. Fire Chief (Curtis)
    1. Number of calls
    2. Training, etc.
    3. Other department activity or concerns
  - B. CVFD Financial Report. (L. Schneider)
  - C. Fire Board Re-affirmation of Chief for FY 2021-2022)
9. Receive approved and signed Fire Service Contract from CVFD for fiscal year 2021-2022. (Curtis)
10. Review previously approved CVFD capital equipment expenditures. (Curtis)
11. ESD #2 Treasures Report. (Kiley)



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

12. Discussion and/or action regarding the disbursement of funds. (Killey)
13. Appointment of Commissioner John Call as Assistant Treasurer and action to approve John Call as signee on all accounts.
14. Discussion and/or action concerning the transfer of funds (start up funds) from Sales Tax Account to Regular Account.
15. Discussion and/or action concerning adding carry over funds from FY 2010-11 to FY 2021-2022 Budget designated for SCEA for Cassie VFD.
16. Status of annual audit for ESD and CVFD. (Killey/Bremer)
17. Administrative update of the Sales Tax Program for ESD 2 (Barclay)
18. Report on the SAFE-D Fall Conference held in Fort Worth (Barclay)
19. Discussion and/ or action concerning the Letter from Burnet County regarding the tower subscription fee for radios and our letter in response and their response to our letter.
20. Calendar of Events for October 28, 2021. (Bremer)
  - A. Review previously approved capital expenditures.
  - B. Treasurer review and recommend ESD #2 Investment Policy.
  - C. Secretary review and recommend ESD #2 Goods in Transit Policy.
  - D. CVFD present the year-end residual tax fund level.
  - E. Review insurance coverage with VFIS and Texas Mutual.
  - F. Prepare and present the annual Cassie VFD property inventory.
  - G. Assign and monitor 1295 contract numbers to each ESD #2 Service Provider Contract.
21. Next meeting 10:00 AM, October 28, 2021. Tentative meetings for November and December: November 18, 2021 and December 16, 2021.
22. Adjourn.

Richard Bremer, President



### Cassie VFD/ Burnet ESD 2

Burnet, TX  
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**Incident Statistics**

Zone(s): All Zones | Start Date: 08/01/2021 | End Date: 08/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		9	
<b>TOTAL</b>		<b>9</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
C-60	0	0	5
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>5</b>
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		4	
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	0:19:43		
<b>AVERAGE FOR ALL CALLS</b>		<b>0:17:01</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:07:10		
<b>AVERAGE FOR ALL CALLS</b>		<b>0:05:29</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		37:16	

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, 738 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 NEMESIS 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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### Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 08/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		61	
FIRE		43	
<b>TOTAL</b>		<b>104</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4499	0	0	1
C-60	0	0	14
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>15</b>
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
<b>TOTAL</b>		<b>1</b>	
MUTUAL AID			
Aid Type		Total	
Aid Given		36	
Aid Received		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		3.85	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:12:55	0:24:12	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:14:27</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:04:48	0:07:52	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:04:42</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		45:24	

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.

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## Cassie VFD/ Burnet ESD 2

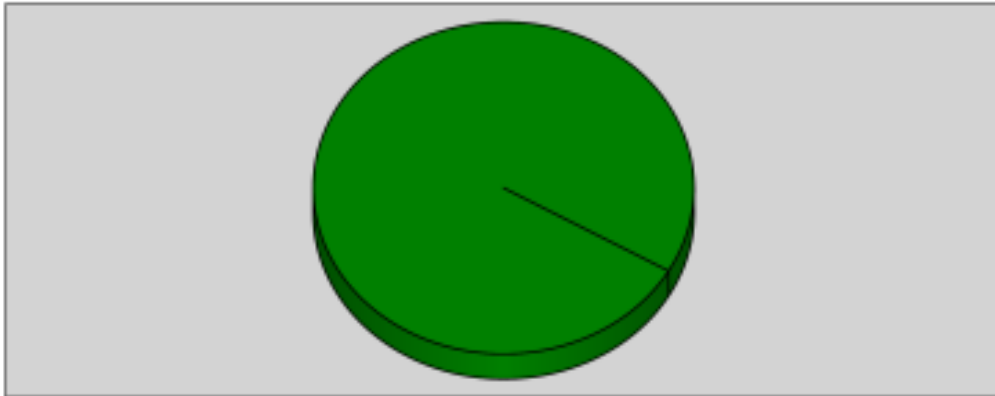
Burnet, TX

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### Major Incident Types by Month for Date Range

Start Date: 08/01/2021 | End Date: 08/31/2021



■ Rescue & Emergency Medical Service Incident

INCIDENT TYPE	AUG	TOTAL
Rescue & Emergency Medical Service Incident	9	9
<b>Total</b>	<b>9</b>	<b>9</b>

Only REVIEWED incidents included

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## Cassie VFD/ Burnet ESD 2

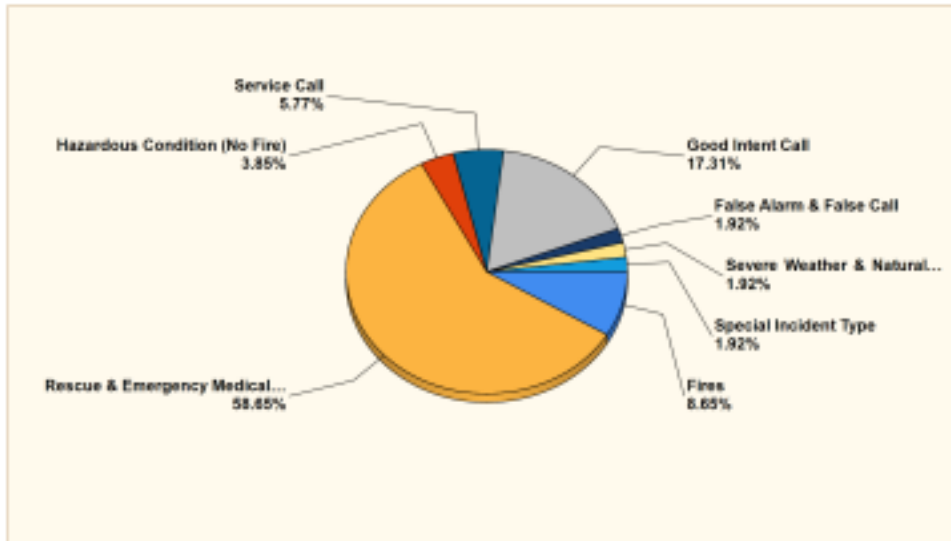
Burnet, TX

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 08/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	8.65%
Rescue & Emergency Medical Service	61	58.65%
Hazardous Condition (No Fire)	4	3.85%
Service Call	6	5.77%
Good Intent Call	18	17.31%
False Alarm & False Call	2	1.92%
Severe Weather & Natural Disaster	2	1.92%
Special Incident Type	2	1.92%
<b>TOTAL</b>	<b>104</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
112 - Fires in structure other than in a building	2	1.92%
121 - Fire in mobile home used as fixed residence	1	0.96%
141 - Forest, woods or wildland fire	1	0.96%
142 - Brush or brush-and-grass mature fire	3	2.88%
143 - Grass fire	2	1.92%
311 - Medical assist, assist EMS crew	1	0.96%
320 - Emergency medical service, other	1	0.96%
321 - EMS call, excluding vehicle accident with injury	43	41.35%
322 - Motor vehicle accident with injuries	3	2.88%
324 - Motor vehicle accident with no injuries	5	4.81%
342 - Search for person in water	2	1.92%
365 - Watercraft rescue	4	3.85%
381 - Rescue or EMS standby	2	1.92%
424 - Carbon monoxide incident	1	0.96%
441 - Heat from short circuit (wiring), defective/worn	1	0.96%
444 - Power line down	1	0.96%
480 - Accident, potential accident, other	1	0.96%
520 - Water problem, other	1	0.96%
522 - Water or steam leak	1	0.96%
553 - Public service	3	2.88%
571 - Cover assignment, standby, moveup	1	0.96%
611 - Dispatched & cancelled en route	13	12.5%
622 - No incident found on arrival at dispatch address	2	1.92%
631 - Authorized controlled burning	3	2.88%
733 - Smoke detector activation due to malfunction	1	0.96%
745 - Alarm system activation, no fire - unintentional	1	0.96%
812 - Flood assessment	1	0.96%
813 - Wind storm, tornado/hurricane assessment	1	0.96%
900 - Special type of incident, other	2	1.92%
<b>TOTAL INCIDENTS:</b>	<b>104</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

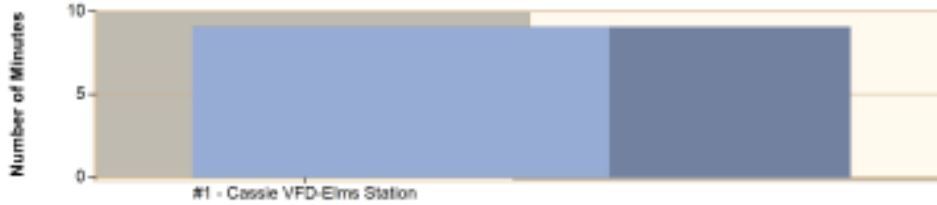
Burnet, TX

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### Average Response Time per Station for Date Range

Start Date: 08/01/2021 | End Date: 08/31/2021



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	9:04

### Average Response Time per Station for Date Range

Start Date: 01/01/2021 | End Date: 08/31/2021

STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	11:12

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

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## Cassie VFD/ Burnet ESD 2

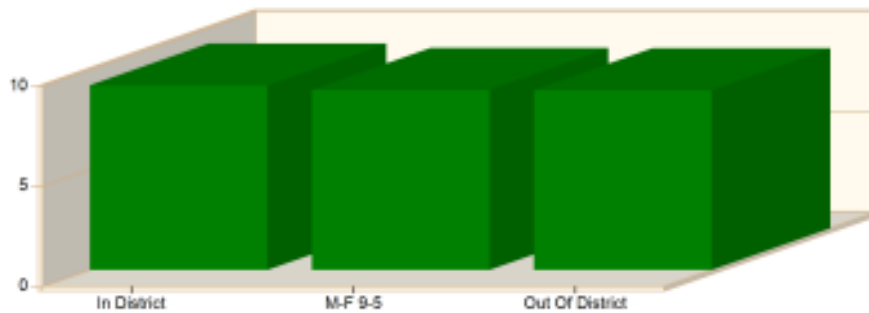
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### Incident Average Response Time per Shift for Date Range

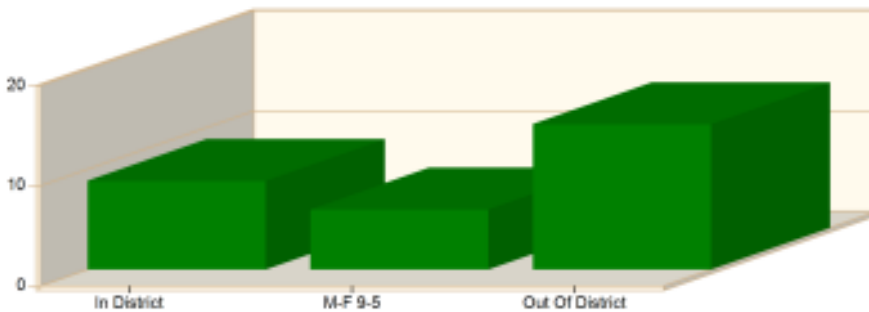
Start Date: 08/01/2021 | End Date: 08/31/2021



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	9.20	4
M-F 9-5	8.98	1
Out Of District	8.97	4
<b>Total Number of Calls:</b>		<b>9</b>

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

Start Date: 01/01/2021 | End Date: 08/31/2021



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	8.83	41
M-F 9-5	5.98	23
Out Of District	14.49	34
<b>Total Number of Calls:</b>		<b>98</b>

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



## Cassie VFD/ Burnet ESD 2

Burnet, TX

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### Personnel Count per Incident for Date Range

Start Date: 08/01/2021 | End Date: 08/31/2021

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2021-2100096	8/7/2021 15:48:39	321 - EMS call, excluding vehicle accident with injury	BP208	1	0	1
2021-2100097	8/11/2021 08:15:32	324 - Motor vehicle accident with no injuries.	BP208	1	7	8
2021-2100098	8/12/2021 08:25:22	320 - Emergency medical service, other	BP208	3	0	3
2021-2100099	8/20/2021 12:17:42	321 - EMS call, excluding vehicle accident with injury	BP208	5	0	5
2021-2100100	8/21/2021 09:51:22	324 - Motor vehicle accident with no injuries.	BP208	3	2	5
2021-2100101	8/24/2021 23:40:32	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
2021-2100102	8/26/2021 07:36:33	311 - Medical assist, assist EMS crew	BP208	2	0	2
2021-2100103	8/26/2021 10:09:50	321 - EMS call, excluding vehicle accident with injury	BP208	1	1	2
2021-2100104	8/31/2021 23:13:41	321 - EMS call, excluding vehicle accident with injury	BP208	4	0	4
<b>TOTAL # OF INCIDENTS: 9</b>		<b>AVERAGES:</b>		<b>2.7</b>	<b>1.1</b>	<b>3.8</b>

### Personnel Count per Incident for Date Range

Start Date: 01/01/2021 | End Date: 08/31/2021

**TOTAL # OF INCIDENTS: 104**      **AVERAGES:**      **3.0**      **1.0**      **4.0**

Only REVIEWED incidents included



## Cassie VFD/ Burnet ESD 2

Burnet, TX

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### Incidents per Zone for Date Range

Start Date: 08/01/2021 | End Date: 08/31/2021

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
<b>ZONE: 27 - OOD-ELBVFD</b>				
2021-2100102	311 - Medical assist, assist EMS crew	08/26/2021	611 SOLAR DR	B-51,C-60
2021-2100103	321 - EMS call, excluding vehicle accident with injury	08/26/2021	804 cr 140	C-60
Total # Incidents for 27:				2
<b>ZONE: 28 - OOD- Burnet VFD</b>				
2021-2100097	324 - Motor vehicle accident with no injuries.	08/11/2021	6200 W Sh 29	C-60
Total # Incidents for 28:				1
<b>ZONE: 37 - OODOC- Llano County Buchanan Dam VFD</b>				
2021-2100098	320 - Emergency medical service, other	08/12/2021	E SH 29	B-50,C-60
Total # Incidents for 37:				1
<b>TOTAL # INCIDENTS:</b>				<b>9</b>

Only REVIEWED incidents included. Archived Zones cannot be unarchived.

 **EMERGENCY REPORTING**  
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## Cassie VFD/ Burnet ESD 2

Burnet, TX

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### Incidents per Zone for Date Range

Start Date: 01/01/2021 | End Date: 08/31/2021

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
<b>ZONE: 27 - OOD-ELBVFD</b>				
2021-2100048	611 - Dispatched & cancelled en route	03/20/2021	16946 fm 2341	4450
2021-2100060	141 - Forest, woods or wildland fire	04/25/2021	4501 WOLF CREEK RANCH RD	C-60,T-40,UTV31
2021-2100102	311 - Medical assist, assist EMS crew	08/26/2021	611 SOLAR DR	B-51,C-60
2021-2100103	321 - EMS call, excluding vehicle accident with injury	08/26/2021	804 cr 140	C-60
2021-2100063	365 - Watercraft rescue	05/06/2021	309 LAKEWOOD DR	4490,B-50,C-60,RB-30

Total # Incidents for 27: 5

### ZONE: 28 - OOD- Burnet VFD

2021-2100074	324 - Motor vehicle accident with no injuries.	06/12/2021	6600 W Sh 29	C-60
2021-2100097	324 - Motor vehicle accident with no injuries.	06/11/2021	6200 W Sh 29	C-60

Total # Incidents for 28: 2

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

2021-2100001	112 - Fires in structure other than in a building	01/04/2021	670 Park Rd 4	4440
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Total # Incidents for 29: 1

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

2021-2100007	441 - Heat from short circuit (wiring), defective/worn	01/16/2021	108 LOST trail	4421,4460
2021-2100015	321 - EMS call, excluding vehicle accident with injury	02/02/2021	6716 Park Rd 4	4450,4460
2021-2100016	611 - Dispatched & cancelled en route	02/02/2021	103 DOVE MEADOW DR	4450
2021-2100017	611 - Dispatched & cancelled en route	02/05/2021	107 RIVER BEND DR	4460
2021-2100026	611 - Dispatched & cancelled en route	02/21/2021	623 SENECA DR	4421,4440
2021-2100031	121 - Fire in mobile home used as fixed residence	03/03/2021	1100 NAVAJO DR	4421,4440,4460
2021-2100032	321 - EMS call, excluding vehicle accident with injury	03/05/2021	109 SENECA DR	4460
2021-2100033	381 - Rescue or EMS standby	03/05/2021	1200 NAVAJO DR	4451
2021-2100035	321 - EMS call, excluding vehicle accident with injury	03/05/2021	914 cr 118B	4450,4460
2021-2100038	611 - Dispatched & cancelled en route	03/11/2021	224 cr	4451,4490

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2021-2100043	321 - EMS call, excluding vehicle accident with injury	03/15/2021	447 SHOALS PKY	4460
2021-2100044	745 - Alarm system activation, no fire - unintentional	03/15/2021	100 MARINA BLF	4421
2021-2100045	321 - EMS call, excluding vehicle accident with injury	03/15/2021	111 HILL CREST DR	4460
2021-2100054	321 - EMS call, excluding vehicle accident with injury	04/15/2021	1200 NAVAJO DR	4460
2021-2100058	142 - Brush or brush-and-grass mixture fire	04/20/2021	5403 Park Rd 4	C-60,T-40,UTV31
2021-2100059	143 - Grass fire	04/24/2021	100 COLLIER LN	T-40
2021-2100078	142 - Brush or brush-and-grass mixture fire	08/17/2021	521 ENCHANTED WAY	B-50,T-40
2021-2100093	611 - Dispatched & cancelled en route	07/27/2021	3835 FM 2342	C-60,TRLR1,UTV31
Total # Incidents for 30:				18

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

2021-2100004	112 - Fires in structure other than in a building	01/10/2021	223 cr 218	4440,4460
Total # Incidents for 31:				1

**ZONE: 34 - OOD- Granite Shoals VFD**

2021-2100055	611 - Dispatched & cancelled en route	04/17/2021	800 SCENIC LOOP	C-60,RB-30
Total # Incidents for 34:				1

**ZONE: 37 - OODOC- Llano County Buchanan Dam VFD**

2021-2100014	611 - Dispatched & cancelled en route	01/30/2021	1157 OLD SPANISH TRL	4450
2021-2100075	571 - Cover assignment, standby, moveup	08/15/2021	577 ESCALAR	B-50
2021-2100076	142 - Brush or brush-and-grass mixture fire	08/15/2021	977 escalar	B-50,T-40
2021-2100079	322 - Motor vehicle accident with injuries	08/17/2021	17500 e sh 29	B-50,E-20
2021-2100098	320 - Emergency medical service, other	08/12/2021	E SH 29	B-50,C-60
Total # Incidents for 37:				5

**ZONE: 42 - OOD- Bertram VFD**

2021-2100011	143 - Grass fire	01/17/2021	530 cr 326	4440,4450
2021-2100036	611 - Dispatched & cancelled en route	03/06/2021	8520 N FM 1174	4440
Total # Incidents for 42:				2

**ZONE: 45 - Burnet CISD**

2021-2100027	522 - Water or steam leak	02/21/2021	1000 greenmile	4451,4460
Total # Incidents for 45:				1

**TOTAL # INCIDENTS: 36**

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



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**Cassie Volunteer Fire Department**  
**Balance Sheet**  
As of August 31, 2021

	Aug 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 - CASSIE VFD-ESD2	108,497.72
Total Checking/Savings	108,497.72
Total Current Assets	108,497.72
Fixed Assets	
1410 - Land	13,820.69
1420 - Furniture & Fixtures	10,438.09
1430 - Vehicles & Equipment	1,060,057.47
1440 - EMS Equipment	5,037.56
1450 - Communication Equipment	103,956.55
1460 - Buildings	113,750.42
1510 - Accumulated Depreciation	-853,730.09
Total Fixed Assets	453,330.69
<b>TOTAL ASSETS</b>	<b>561,828.41</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 - Employer & Emp. Payroll Tax	948.25
Total Other Current Liabilities	948.25
Total Current Liabilities	948.25
Total Liabilities	948.25
Equity	
3010 - Unrestricted Net Assets-Ret.Ern	531,468.82
Net Income	29,411.34
Total Equity	560,880.16
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>561,828.41</b>

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**Cassie Volunteer Fire Department**  
**Profit & Loss Budget vs. Actual**  
October 2020 through August 2021

	Oct '20 - Aug 21	Budget	\$ Over Budget
<b>Income</b>			
<b>4000 - Income</b>			
4005 - ESD payments	175,066.00	175,066.00	0.00
4010 - Individual Donations	7,355.00	0.00	7,355.00
4020 - Group & Company Donations	8,492.03	0.00	8,492.03
4025 - Grants	10,000.00	0.00	10,000.00
4030 - County Funds	4,730.35	5,000.00	-269.65
4065 - Training Reimbursement	250.00	0.00	250.00
4070 - ESD Reimbursement	1,015.77	0.00	1,015.77
4075 - Grant Reimbursement-nontraining	2,450.00	0.00	2,450.00
4095 - ESD Pynte-Capital Expenditures	39,766.00	37,635.00	2,131.00
<b>Total 4000 - Income</b>	<b>249,125.15</b>	<b>217,701.00</b>	<b>31,424.15</b>
<b>Total Income</b>	<b>249,125.15</b>	<b>217,701.00</b>	<b>31,424.15</b>
<b>Expense</b>			
<b>5000 - ADMINISTRATIVE</b>			
5005 - Accounting	1,420.00	1,300.00	120.00
5010 - Legal Services	0.00	100.00	-100.00
5015 - Meetings	170.38	101.50	68.88
5020 - Office Equipment/Maint.	0.00	258.00	-258.00
5025 - Office Supplies	825.70	1,000.00	-174.30
5030 - Printer Supplies	54.87	300.00	-245.13
5035 - Shipping/Postage/PO Box Rental	619.10	150.00	469.10
5040 - Subscrip/Dues/Membership/Rec/Mgmt	8,198.46	10,000.00	-1,801.54
5045 - Travel Allowance	0.00	100.00	-100.00
5050 - Uniforms (Caps and Shirts)	1,358.30	4,000.00	-2,641.70
5055 - Printing Services	105.26	100.00	5.26
5060 - Banking/City/Dep/Box/Chks/Bkgd/Chk	35.00	100.00	-65.00
5070 - Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
5076 - RECRUITMENT & RETENTION	3,917.83	3,500.00	417.83
<b>Total 5000 - ADMINISTRATIVE</b>	<b>16,704.90</b>	<b>21,309.50</b>	<b>-4,604.60</b>
<b>5200 - PAID POSITION</b>			
5205 - Base Salary	45,230.88	49,000.00	-3,769.12
5215 - CVFD SS & Medicare Tax Match	3,490.32	3,748.50	-288.18
<b>Total 5200 - PAID POSITION</b>	<b>48,691.20</b>	<b>52,748.50</b>	<b>-4,057.30</b>
<b>5300 - BUILDING AND GROUNDS</b>			
5305 - Botanical Supplies	0.00	50.00	-50.00
5310 - Janitorial Supplies	240.42	200.00	40.42
5320 - Repairs and Maintenance	5,920.06	3,000.00	2,920.06
5325 - Furn&YardEquip Repl/Rep/New	2,359.03	500.00	1,859.03
5330 - Electrical Service	2,143.22	3,750.00	-1,606.78
5335 - Telephone Service	4,006.28	3,600.00	406.28
<b>Total 5300 - BUILDING AND GROUNDS</b>	<b>14,669.01</b>	<b>11,120.00</b>	<b>3,549.01</b>
<b>5600 - COMMUNICATIONS</b>			
5605 - Batteries, Clips, Acc.	62.45	500.00	-437.55
5615 - Non-Warranty Repair	0.00	300.00	-300.00
5620 - Digital Radio and Pagers	0.00	500.00	-500.00
<b>Total 5600 - COMMUNICATIONS</b>	<b>62.45</b>	<b>1,300.00</b>	<b>-1,237.55</b>
<b>6000 - INSURANCE</b>			
6005 - Building and Property	4,194.00	3,819.00	375.00
6010 - Vehicle	7,174.02	8,000.00	-825.98
6015 - Personnel Coverage	9,573.00	10,200.00	-627.00
<b>Total 6000 - INSURANCE</b>	<b>20,941.02</b>	<b>22,019.00</b>	<b>-1,077.98</b>
<b>7000 - OPERATIONS</b>			
7007 - CAD-Computer Aided Dispatch	19,535.35	24,034.00	-4,498.65
7010 - Fuel-Vehicle and Equipment	191.64	500.00	-308.36
7012 - Fuelman-Vehicles & Equipment	3,601.04	4,530.00	-928.96
7015 - Equipment Maint/Rep-Vendor	0.00	500.00	-500.00
7020 - Fire Extinguisher Test/Rep	183.90	300.00	-116.10

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**Cassie Volunteer Fire Department**  
**Profit & Loss Budget vs. Actual**  
October 2020 through August 2021

	Oct '20 - Aug 21	Budget	\$ Over Budget
7030 · First Responder Supplies	677.46	3,300.00	-2,622.54
7035 · Ladder, Pump & Hose Testing	2,434.70	3,000.00	-565.30
7040 · Minor Tools	1,025.61	150.00	875.61
7045 · Veh/Equip Lights-Decals-Safety	3,444.07	100.00	3,344.07
7050 · Personal Protect Equip-PPE	6,817.68	4,000.00	2,817.68
7055 · PPE Testing/Cleaning/Repair	0.00	500.00	-500.00
7060 · Rehabilitation Supplies	587.69	500.00	87.69
7065 · Rescue Equipment Maint/Repr	0.00	250.00	-250.00
7070 · SCBA Testing/Hydro/FaceMsk/Pack	1,044.09	2,000.00	-955.91
7072 · SCBA MAINTENANCE & REPAIR	233.16	500.00	-266.84
7075 · State Veh Safety Inspec&Regist	44.50	151.00	-106.50
7080 · Vehicle Maintenance/Repair	2,241.42	1,500.00	741.42
7085 · Vehicle Maint/Repr(Vendor)	5,048.49	7,000.00	-1,951.51
7090 · Equipmt Reprmt(Fire Fightg)	115.79	1,750.00	-1,634.21
7095 · Fire Fighting Equipmt - NEW	11,253.70	2,500.00	8,753.70
7100 · Rescue Equipment - NEW	6,442.12	1,000.00	5,442.12
7105 · Rescue Equipment - REPLMNT	0.00	200.00	-200.00
<b>Total 7000 · OPERATIONS</b>	<b>64,902.41</b>	<b>58,265.00</b>	<b>6,637.41</b>
<b>8000 · TRAINING</b>			
8005 · AED, CPR, First Aid	0.00	454.00	-454.00
8020 · Training -VENDOR	872.68	3,500.00	-2,627.32
8025 · Per Diem Travel/Lodging	901.73	3,000.00	-2,098.27
<b>Total 8000 · TRAINING</b>	<b>1,774.41</b>	<b>6,954.00</b>	<b>-5,179.59</b>
<b>9000 · PUBLIC RELATIONS</b>			
9005 · Educational Supplies	0.00	100.00	-100.00
9010 · Public Educatn/Relatn/Apprn	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	911.78	500.00	411.78
<b>Total 9000 · PUBLIC RELATIONS</b>	<b>911.78</b>	<b>1,300.00</b>	<b>-388.22</b>
<b>9500 · CAPITAL EXPENDITURES</b>			
9515 · Fire Equipment-Folding Water Tk	1,805.00	0.00	1,805.00
9518 · Fire Monitor Nozzle for T1#4440	1,680.95	0.00	1,680.95
9532 · HVAC SYSTEM-STATION 1	7,684.98	7,635.00	49.98
9533 · UTV--W/PUMP, TANK, & TRAILER	38,514.05	32,131.00	6,383.05
9566 · K-12 Saw-for cutting metal	1,371.65	0.00	1,371.65
<b>Total 9500 · CAPITAL EXPENDITURES</b>	<b>51,056.63</b>	<b>39,766.00</b>	<b>11,290.63</b>
<b>Total Expense</b>	<b>219,713.81</b>	<b>214,832.00</b>	<b>4,881.81</b>
<b>Net Income</b>	<b>29,411.34</b>	<b>2,869.00</b>	<b>26,542.34</b>

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Cassie Volunteer Fire Department  
Profit & Loss by Class  
October 2020 through August 2021

	ESD	ESDC	FD	FDE	FDG	FDMA	TOTAL
<b>Income</b>							
4000 - Income							
4005 - ESD payments	121,052.14	0.00	0.00	54,013.86	0.00	0.00	175,066.00
4010 - Individual Donations	0.00	0.00	7,365.00	0.00	0.00	0.00	7,365.00
4020 - Group & Company Donations	0.00	0.00	8,482.03	0.00	0.00	0.00	8,482.03
4025 - Grants	0.00	0.00	0.00	0.00	10,000.00	0.00	10,000.00
4030 - County Funds	0.00	0.00	4,730.35	0.00	0.00	0.00	4,730.35
4045 - Training Reimbursement	0.00	0.00	0.00	0.00	350.00	0.00	350.00
4070 - ESD Reimbursement	1,015.77	0.00	0.00	0.00	0.00	0.00	1,015.77
4075 - Grant Reimbursement-nontraining	0.00	0.00	0.00	0.00	2,450.00	0.00	2,450.00
4085 - ESD Pyrris-Capital Expenditures	0.00	39,796.00	0.00	0.00	0.00	0.00	39,796.00
<b>Total 4000 - Income</b>	<b>122,067.91</b>	<b>39,796.00</b>	<b>30,577.38</b>	<b>54,013.86</b>	<b>12,700.00</b>	<b>0.00</b>	<b>249,125.15</b>
<b>Total Income</b>	<b>122,067.91</b>	<b>39,796.00</b>	<b>30,577.38</b>	<b>54,013.86</b>	<b>12,700.00</b>	<b>0.00</b>	<b>249,125.15</b>
<b>Expense</b>							
5000 - ADMINISTRATIVE							
5005 - Accounting	420.00	0.00	0.00	1,000.00	0.00	0.00	1,420.00
5015 - Meetings	0.00	0.00	170.38	0.00	0.00	0.00	170.38
5025 - Office Supplies	825.70	0.00	0.00	0.00	0.00	0.00	825.70
5030 - Printer Supplies	54.87	0.00	0.00	0.00	0.00	0.00	54.87
5035 - Shipping/Postage/PO Box Rental	399.10	0.00	200.00	0.00	0.00	0.00	619.10
5040 - Subscrip/Dues/Membership/Rec/Mgmt	8,198.46	0.00	0.00	0.00	0.00	0.00	8,198.46
5050 - Uniforms (Caps and Shirts)	1,358.30	0.00	0.00	0.00	0.00	0.00	1,358.30
5055 - Printing Services	105.26	0.00	0.00	0.00	0.00	0.00	105.26
5060 - Banking/Drty/Duplicate/Checks/Deposits	35.00	0.00	0.00	0.00	0.00	0.00	35.00
5075 - RECRUITMENT & RETENTION	3,917.83	0.00	0.00	0.00	0.00	0.00	3,917.83
<b>Total 5000 - ADMINISTRATIVE</b>	<b>15,314.52</b>	<b>0.00</b>	<b>390.38</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,704.90</b>
6000 - PAID POSITION							
6005 - Base Salary	0.00	0.00	0.00	45,230.88	0.00	0.00	45,230.88
6015 - CVPD SS & Medicare Tax Match	0.00	0.00	0.00	3,460.32	0.00	0.00	3,460.32
<b>Total 6000 - PAID POSITION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,691.20</b>	<b>0.00</b>	<b>0.00</b>	<b>48,691.20</b>
8000 - BUILDING AND GROUNDS							
8010 - Janitorial Supplies	340.42	0.00	0.00	0.00	0.00	0.00	340.42
8020 - Repairs and Maintenance	5,920.06	0.00	0.00	0.00	0.00	0.00	5,920.06
8025 - Furn/Yard/Equip Repl/Rep/New	2,309.03	0.00	0.00	0.00	0.00	0.00	2,309.03
8030 - Electrical Service	2,143.22	0.00	0.00	0.00	0.00	0.00	2,143.22
8035 - Telephone Service	4,006.28	0.00	0.00	0.00	0.00	0.00	4,006.28
<b>Total 8000 - BUILDING AND GROUNDS</b>	<b>14,699.01</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,699.01</b>
9000 - COMMUNICATIONS							
9005 - Batteries, Clips, Acc.	62.45	0.00	0.00	0.00	0.00	0.00	62.45
<b>Total 9000 - COMMUNICATIONS</b>	<b>62.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62.45</b>
9900 - INSURANCE							
9905 - Building and Property	4,194.00	0.00	0.00	0.00	0.00	0.00	4,194.00
9910 - Vehicle	7,174.02	0.00	0.00	0.00	0.00	0.00	7,174.02
9915 - Personnel Coverage	9,573.00	0.00	0.00	0.00	0.00	0.00	9,573.00
<b>Total 9900 - INSURANCE</b>	<b>20,941.02</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,941.02</b>
7000 - OPERATIONS							
7007 - CAD-Computer Aided Dispatch	19,535.35	0.00	0.00	0.00	0.00	0.00	19,535.35
7010 - Fuel-Vehicle and Equipment	191.64	0.00	0.00	0.00	0.00	0.00	191.64
7012 - Fuel/Man-Vehicles & Equipment	3,250.14	0.00	0.00	0.00	0.00	390.90	3,641.04
7020 - Fire Extinguisher Test/Repr	183.90	0.00	0.00	0.00	0.00	0.00	183.90
7025 - First Responder Supplies	677.46	0.00	0.00	0.00	0.00	0.00	677.46
7035 - Ladder, Pump & Hose Testing	2,434.70	0.00	0.00	0.00	0.00	0.00	2,434.70
7040 - Minor Tools	1,005.61	0.00	0.00	0.00	0.00	0.00	1,005.61
7045 - Veh/Equip Lights/Decals/Safety	3,444.07	0.00	0.00	0.00	0.00	0.00	3,444.07
7050 - Personal Protect Equip-PPS	6,917.68	0.00	0.00	0.00	0.00	0.00	6,917.68
7060 - Rehabilitation Supplies	480.71	0.00	84.98	0.00	0.00	0.00	565.69
7070 - SCBA, Testing/Inspec/Facilitic/Pack	1,044.08	0.00	0.00	0.00	0.00	0.00	1,044.08
7072 - SCBA MAINT/INANCE & REPAIR	223.18	0.00	0.00	0.00	0.00	0.00	223.18
7075 - State Veh Safety Inspec/Regist	44.50	0.00	0.00	0.00	0.00	0.00	44.50
7080 - Vehicle Maintenance/Repair	3,241.42	0.00	0.00	0.00	0.00	0.00	3,241.42
7085 - Vehicle Maint/Repr(Vendor)	5,048.49	0.00	0.00	0.00	0.00	0.00	5,048.49
7090 - Equipment Replnt(Fire Fightg)	115.79	0.00	0.00	0.00	0.00	0.00	115.79
7095 - Fire Fighting Equipment - NEW	1,607.62	0.00	0.00	0.00	8,648.08	0.00	11,253.70
7100 - Rescue Equipment - NEW	374.61	0.00	6,087.51	0.00	0.00	0.00	6,462.12
<b>Total 7000 - OPERATIONS</b>	<b>48,712.94</b>	<b>0.00</b>	<b>6,162.49</b>	<b>0.00</b>	<b>8,648.08</b>	<b>350.90</b>	<b>64,903.41</b>
8900 - TRAINING							
8920 - Training -VENDOR	872.68	0.00	0.00	0.00	0.00	0.00	872.68



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**Cassie Volunteer Fire Department**  
**Profit & Loss by Class**  
October 2020 through August 2021

	ESD	ESDC	FD	FDE	FDG	FSMA	TOTAL
9025 - Per Diem Travel/Lodging	901.73	0.00	0.00	0.00	0.00	0.00	901.73
<b>Total 9025 - TRAINING</b>	<b>1,774.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,774.41</b>
9030 - PUBLIC RELATIONS							
9023 - Recognition/Thank You	919.77	0.00	92.01	0.00	0.00	0.00	911.78
<b>Total 9030 - PUBLIC RELATIONS</b>	<b>919.77</b>	<b>0.00</b>	<b>92.01</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>911.78</b>
9035 - CAPITAL EXPENDITURES							
9013 - Fire Equipment-Fording Water Tk	0.00	1,895.00	0.00	0.00	0.00	0.00	1,895.00
9018 - Fire Monitor Nozzle for T10M440	0.00	1,680.95	0.00	0.00	0.00	0.00	1,680.95
9022 - HVAC SYSTEM-STATION 1	0.00	7,634.98	50.00	0.00	0.00	0.00	7,684.98
9023 - UTV-W/PLUMP, TANK, & TRAILER	0.00	32,131.00	6,076.00	0.00	307.05	0.00	38,514.05
9044 - K-12 Saw-for cutting metal	0.00	1,371.65	0.00	0.00	0.00	0.00	1,371.65
<b>Total 9035 - CAPITAL EXPENDITURES</b>	<b>0.00</b>	<b>44,623.58</b>	<b>6,126.00</b>	<b>0.00</b>	<b>307.05</b>	<b>0.00</b>	<b>51,056.63</b>
<b>Total Expense</b>	<b>102,324.12</b>	<b>44,623.58</b>	<b>12,770.88</b>	<b>49,691.20</b>	<b>9,953.13</b>	<b>350.90</b>	<b>219,713.81</b>
<b>Net Income</b>	<b>19,742.79</b>	<b>-4,897.58</b>	<b>7,898.92</b>	<b>4,222.66</b>	<b>2,746.87</b>	<b>-350.90</b>	<b>29,413.34</b>



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08/19/21

Accrual Basis

**Cassie Volunteer Fire Department  
Profit & Loss Detail  
August 2021**

Date	Name	Memo	Class	Amount
<b>Income</b>				
<b>4000 - Income</b>				
<b>4010 - Individual Donations</b>				
08/09/2021	Individual Dona...	Cash donations received at the open house held 7-24-2021 for recruitme...	FD	255.00
08/09/2021	Individual Dona...	Schneider- Donation received at the open house held 7-24-2021 for recrui...	FD	225.00
08/09/2021	Individual Dona...	McKeller-Donation received at the open house held 7-24-2021 for recrui...	FD	100.00
08/09/2021	Individual Dona...	Parks-Donation received at the open house held 7-24-2021 for recruitme...	FD	100.00
08/09/2021	Individual Dona...	Mauzy-Donation received at the open house held 7-24-2021 for recruitme...	FD	50.00
08/09/2021	Individual Dona...	Gelzer-Donation received at the open house held 7-24-2021 for recruitme...	FD	50.00
08/09/2021	Individual Dona...	Allison-Donation received at the open house held 7-24-2021 for recruitme...	FD	500.00
08/09/2021	Individual Dona...	Patterson-Donation received at the open house held 7-24-2021 for recrui...	FD	500.00
08/09/2021	Individual Dona...	Chambers-Donation received at the open house held 7-24-2021 for recrui...	FD	500.00
08/09/2021	Individual Dona...	Brown-Donation received at the open house held 7-24-2021 for recruitme...	FD	300.00
08/09/2021	Individual Dona...	Fico-donation	FD	25.00
08/09/2021	Individual Dona...	Smith-thank you donation for assistance during winter storm	FD	50.00
08/09/2021	Individual Dona...	Howell-thank you donation for assistance during winter storm	FD	50.00
08/31/2021	Individual Dona...	Donation from Glorier	FD	25.00
	Total 4010 - Individual Donations			2,730.00
<b>4020 - Group &amp; Company Donations</b>				
08/09/2021	Texas Mutual L...	Policy Holder Safety Dividend	FD	2,568.24
	Total 4020 - Group & Company Donations			2,568.24
<b>4030 - County Funds</b>				
08/31/2021	Burnet County ...	Reimbursement for IPADS and some equipment for CAD system require...	FD	4,730.35
	Total 4030 - County Funds			4,730.35
<b>4065 - Training Reimbursement</b>				
08/31/2021	Texas A&M-Ta...	Grant #36-reimbursement for TCFP Fire Instructor 2-D. Curtis completed ...	FDG	250.00
	Total 4065 - Training Reimbursement			250.00
	Total 4000 - Income			10,278.59
<b>Expense</b>				
<b>5000 - ADMINISTRATIVE</b>				
<b>5005 - Accounting</b>				
08/05/2021	Chase Card Se...	Taber - fee for payroll processing for the months of July, August, Septem ...	FDE	250.00
	Total 5005 - Accounting			250.00
<b>5035 - Shipping/Postage/PO Box Rental</b>				
08/03/2021	USPS	Annual P.O. Box rental fee for #184 for period 8-31-2021 - 8-31-2022	ESD	56.00
08/05/2021	Chase Card Se...	UPS-postage to return boots that did not fit D. Lee	ESD	11.81
08/05/2021	Chase Card Se...	UPS-additional postage charged for boots returned-initial charge was not ...	ESD	2.85
	Total 5035 - Shipping/Postage/PO Box Rental			70.67
<b>5040 - Subscrptn/Dues/Membrshp/RecMgmt</b>				
08/02/2021	Costco	Membership # 000111873153374-for one year for period 9-2021 to 9-2022	ESD	60.00
08/05/2021	Chase Card Se...	Emergency Reporting-fee for access to reporting systems for period 7-1-...	ESD	184.91
08/05/2021	Chase Card Se...	Texas A&M Education online training procdring fee for D. Curtis to take l...	ESD	40.00
08/05/2021	Chase Card Se...	First Due-web hosting for period 8-1-2021 -- 8-31-2021	ESD	30.00
08/05/2021	Chase Card Se...	YMCA-August membership for D. Shields-senior single	ESD	30.00
08/05/2021	Chase Card Se...	YMCA-August membership for G. Sanchez-senior couple	ESD	49.00
08/05/2021	Chase Card Se...	YMCA-August membership for C. Kelley-family	ESD	58.00
08/05/2021	Chase Card Se...	YMCA-August membership for D. Curtis-family	ESD	58.00
	Total 5040 - Subscrptn/Dues/Membrshp/RecMgmt			569.91
<b>5076 - RECRUITMENT &amp; RETENTION</b>				
08/05/2021	Chase Card Se...	Restaurant Depot-food and items for open house held 7-24-2021 to recrui...	ESD	1,316.17
08/05/2021	Chase Card Se...	J Bar contractor service - dumpster to hold trash from open house-no rec...	ESD	518.70
08/05/2021	Chase Card Se...	Walmart-items for the open house held 7-24-2021 to recruit personnel to j...	ESD	68.66
08/05/2021	Chase Card Se...	HEB-items for the open house held 7-24-2021 to recruit personnel to join ...	ESD	14.49
08/05/2021	Chase Card Se...	Costco-items for the open house held held 7-24-2021 to recruit personnel...	ESD	613.53

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08/19/21  
Accrual Basis

**Cassie Volunteer Fire Department  
Profit & Loss Detail  
August 2021**

Date	Name	Memo	Class	Amount
Total 5078 - RECRUITMENT & RETENTION				2,531.55
Total 5000 - ADMINISTRATIVE				3,362.13
<b>5200 - PAID POSITION</b>				
<b>5205 - Base Salary</b>				
08/05/2021	Derrick R. Curtle	Salary-Laurs wrote check early due to husband having surgery 8-10-2021	FDE	1,884.62
08/25/2021	Derrick R. Curtle	Salary - payroll for period beginning 8-16-2021 and ending 8-27-2021	FDE	1,884.62
Total 5205 - Base Salary				3,769.24
<b>5215 - CVFD 55 &amp; Medicare Tax Match</b>				
08/05/2021	Derrick R. Curtle	Payroll for period beginning 8-2-2021 and ending 8-13-2021	FDE	144.18
08/25/2021	Derrick R. Curtle	payroll for period beginning 8-16-2021 and ending 8-27-2021	FDE	144.18
Total 5215 - CVFD 55 & Medicare Tax Match				288.36
Total 5200 - PAID POSITION				4,057.60
<b>5300 - BUILDING AND GROUNDS</b>				
<b>5310 - Janitorial Supplies</b>				
08/05/2021	Chase Card Se...	SP Sc Products-6 bottles of spray bunker and wildland gear spot cleaner	ESD	94.00
Total 5310 - Janitorial Supplies				94.00
<b>5320 - Repairs and Maintenance</b>				
08/05/2021	Chase Card Se...	Tri-Point - labor and material to work on compressor for ice maker-only w...	ESD	908.13
08/05/2021	Chase Card Se...	ACE-wiring for extension of electricity and draining of ice maker	ESD	71.33
08/05/2021	Chase Card Se...	ACE-screws and anchors to remount the projection screen that came loo...	ESD	15.19
08/05/2021	Chase Card Se...	AMDY-water tray for ice maker	ESD	78.14
Total 5320 - Repairs and Maintenance				1,073.79
<b>5330 - Electrical Service</b>				
08/15/2021	PEC	Acct#0000098025-stmt for period 6-21-2021 -- 7-21-2021	ESD	219.75
Total 5330 - Electrical Service				219.75
<b>5335 - Telephone Service</b>				
08/05/2021	Chase Card Se...	VZWRLSS-monthly service charge for internet and phone and ipads for t...	ESD	166.05
Total 5335 - Telephone Service				166.05
Total 5300 - BUILDING AND GROUNDS				1,553.59
<b>7000 - OPERATIONS</b>				
<b>7012 - Fuelman-Vehicles &amp; Equipment</b>				
08/02/2021	Fuelman	7-3-2021 - 4460 - 2-EMS & 1-SAR (Search & Rescue)	ESD	54.94
08/02/2021	Fuelman	7-13-2021 - 4480 - 2-EMS & 2-Auto	ESD	54.92
08/02/2021	Fuelman	7-29-2021 - 4480 - 3-EMS	ESD	56.24
08/02/2021	Fuelman	7-27-21 - 4460 - 2-EMS & 2-SAR	ESD	56.31
08/02/2021	Fuelman	7-1-2021 - Pump 4450 1-SAR	ESD	10.75
08/02/2021	Fuelman	7-13-2021 - 4420 - 2-Auto	ESD	54.74
08/02/2021	Fuelman	7-27-2021 - 4421 - regular fill up	ESD	41.79
08/02/2021	Fuelman	7-22-2021 - 4440 -regular fill up	ESD	29.43
08/02/2021	Fuelman	7-13-2021 - 4450 - 1-EMS & 2-Auto	ESD	28.97
08/02/2021	Fuelman	7-1-2021 - 4430 - Rescue Boat - 2-SAR	ESD	38.00
Total 7012 - Fuelman-Vehicles & Equipment				426.09
<b>7040 - Minor Tools</b>				
08/05/2021	Chase Card Se...	AMDM-6 amp battery charger to be used to slow charge vehicles	ESD	139.98
08/05/2021	Chase Card Se...	AMDM-bosch hc2167 sks-plus carbide tipped masonry drill bit	ESD	20.09
Total 7040 - Minor Tools				160.07
<b>7050 - Personal Protect Equip-PPE</b>				
08/05/2021	Chase Card Se...	WPSG-credit for laers charges on boots that were returned	ESD	-48.73
08/24/2021	Municipal Emer...	Inv# IN1909205-Hanging name plates(velcro material) for D. Lee and T. ...	ESD	66.65
08/27/2021	Municipal Emer...	SO#1489816-1-custom bunker coat for T.Henwig	ESD	1,037.00
08/27/2021	Municipal Emer...	SO#1489816--1-custom extracation/wildland pants for C. Schoenfeld	ESD	338.50
Total 7050 - Personal Protect Equip-PPE				1,393.42

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09/19/21  
Accrual Basis

**Cassie Volunteer Fire Department  
Profit & Loss Detail  
August 2021**

Date	Name	Memo	Class	Amount
<b>7060 - Rehabilitation Supplies</b>				
08/05/2021	Chase Card Se...	AMZN-coolers of E21 and E20	ESD	96.98
08/05/2021	Chase Card Se...	AMZN-100-10lb ice bags heavy-duty to put loose ice in since ice maker st...	ESD	21.98
Total 7060 - Rehabilitation Supplies				121.96
<b>7075 - State Veh Safety Inspe&amp;Regist</b>				
08/30/2021	Bumet County ...	Registration for E1-4421 for period 8-2021 -- 8-2022	ESD	7.50
Total 7075 - State Veh Safety Inspe&Regist				7.50
<b>7080 - Vehicle Maintenance/Repair</b>				
08/05/2021	Chase Card Se...	AMZN-2 cutoffs units to be installed in brush trucks to turn off radios so v...	ESD	148.00
Total 7080 - Vehicle Maintenance/Repair				148.00
<b>7085 - Vehicle MaintRepr(Vendor)</b>				
08/03/2021	Richardson Ap...	Inv# 1030-for labor and materials to replace 2 beacon lights and 1-low fre...	ESD	660.76
08/27/2021	Lanco's Fire Tr...	Inv# 5160-yearly preventive maintenance for E-1-84420 completed 5-27-...	ESD	475.29
08/27/2021	Lanco's Fire Tr...	Inv# 5161-yearly preventive maintenance for T-1-84440 completed 5-27-2...	ESD	1,041.28
08/27/2021	Lanco's Fire Tr...	Inv# 5162-yearly preventive maintenance for E-2-84421 completed 5-27-...	ESD	1,197.94
Total 7085 - Vehicle MaintRepr(Vendor)				3,375.27
Total 7000 - OPERATIONS				5,632.31
<b>8000 - TRAINING</b>				
<b>8020 - Training -VENDOR</b>				
08/05/2021	Chase Card Se...	Texas Commission Fire Protection-Officer 1 testing for TCFP for D. Curtis	ESD	56.49
08/05/2021	Chase Card Se...	Texas Commission Fire Protection-Instructor 2 testing for TCFP for D. Cu...	ESD	56.49
Total 8020 - Training -VENDOR				112.98
Total 8000 - TRAINING				112.98
Total Expense				14,718.61
<b>Net Income</b>				<b>-4,448.02</b>

**Burnet County Emergency Services District #2**  
**Balance Sheet**  
As of August 31, 2021

Cash Basis

	<u>Aug 31, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificate of Deposit 33086	156,666.76
First State Bank of Burnet	141,819.22
Sales Tax Account	19,337.95
Total Checking/Savings	<u>317,823.93</u>
Total Current Assets	<u>317,823.93</u>
<b>TOTAL ASSETS</b>	<b><u>317,823.93</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	286,116.21
Net Income	31,707.72
Total Equity	<u>317,823.93</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>317,823.93</u></b>

Respectfully Submitted, Donna Kiley

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	A	B	C	D	AT	AU	CG	CO	CS
1								<b>TOTAL</b>	
2					<b>Budget</b>	<b>Aug 21</b>	<b>Oct '20 - Aug 21</b>	<b>\$ Over Budget</b>	
3				<b>Income</b>					
4				<b>Government Contracts</b>					
5				Local Government Contracts	0.00	1,008.79		247,678.02	7,370.02
6				Government Contracts - Other	0.00	7,257.90		16,855.89	16,855.89
7				<b>Total Government Contracts</b>	0.00	8,266.69		264,533.91	24,225.91
8				<b>Interest Earned</b>	0.00	4.03		243.10	153.10
9				<b>Investments</b>					
10				Interest-Savings, Short-term CD	0.00	0.00		348.63	348.63
11				<b>Total Investments</b>	0.00	0.00		348.63	348.63
12				<b>Refund</b>			0.00	167.65	-321.35
13				<b>Reimburse Expenses</b>	0.00	0.00		0.00	0.00
14				<b>Total Income</b>	0.00	8,270.72		265,293.29	24,406.29

	A	B	C	D	AT	AU	CG	CO	CS
1								<b>TOTAL</b>	
2					<b>Budget</b>	<b>Aug 21</b>	<b>Oct '20 - Aug 21</b>	<b>\$ Over Budget</b>	
15				<b>Expense</b>					
16				Bank Charges			0.00	18.51	
17				<b>Contract Services</b>					
18				Accounting Fees	0.00	0.00		6,870.64	170.64
19				Cassie Volunteer Fire Dept	0.00	0.00		169,832.00	0.00
20				CVFD-Capital Expenditures	0.00	0.00		45,000.00	0.00
21				Insurance-Liability & D.O.			0.00	1,523.00	-49.00
22				Insurance-Workers Compensation			0.00	310.00	-48.00
23				Legal Fees	0.00	0.00		2,498.92	-61.08
24				Outside Contract Services	0.00	0.00		2,919.45	-977.55
25				<b>Total Contract Services</b>	0.00	0.00		228,954.01	-964.99
26				<b>Operations</b>					
27				Meeting space fees	0.00	0.00		600.00	0.00
28				Newspaper Advertisement	0.00	0.00		0.00	-100.00
29				Postage, Mail Service	0.00	0.00		144.00	48.00
30				<b>Total Operations</b>	0.00	0.00		744.00	-52.00

	A	B	C	D	AT	AU	CG	CO	CS
1									
2									<b>TOTAL</b>
					<b>Budget</b>	<b>Aug 21</b>	<b>Oct '20 - Aug 21</b>	<b>\$ Over Budget</b>	
30				<b>Total Operations</b>	0.00	0.00	744.00	-52.00	
31				<b>Other Types of Expenses</b>					
32				<b>Memberships and Dues</b>	0.00	0.00	275.00	0.00	
33				<b>Other Costs</b>			0.00	-1,000.00	
34				<b>Sales Tax Election Expenses</b>			0.00	2,831.77	831.77
35				<b>Total Other Types of Expenses</b>	0.00	0.00	3,106.77	-168.23	
36				<b>Reconciliation Discrepancies</b>			0.42	0.42	
37				<b>Travel and Meetings</b>					
38				<b>Conference, Convention, Meeting</b>			466.86	761.86	-738.14
39				<b>Travel</b>			0.00	0.00	-600.00
40				<b>Total Travel and Meetings</b>			466.86	761.86	-1,338.14
41				<b>Total Expense</b>	0.00	467.28	233,585.57	-2,504.43	
42				<b>Net Income</b>	0.00	7,803.44	31,707.72	26,910.72	
43									
44									

Synopsis of 2021 SAFE-D Conference Sessions

Preconference: ESD Risk Communication

- Adhere to OMA and PIA
- If you are confronted and you don't have a well thought out message, simply say, "No comment at this time"
- If you give a comment and find it to be erroneous, backtrack and make correction
- Be friends with local media
- Engage community; an engaged community will "protect" the ESD/Department

87<sup>th</sup> Legislature

- Entire focus was on ARPA
- County should have received money, where are they allocating it?

Working with County Governments

- Attend Commissioners Court
- Invite County Commissioners
- If the ESD/CVFD has financial or other requests, work with the County early
- Commissioners Court should have Budget, Expenses, Revenues (by Feb 1) Audit by April 1
- Informal communication should be ongoing
- County Commissioners can attend the SAFE-D Conference free!
- ARPA can be used for EMS and Facility Enhancements

Back to the future of ESD/s: Future Considerations and Planning for the Long Term

- Due to increase in population and needs many ESD's are having "Overlapping" districts to accommodate for Fire and EMS
- Annexation of non-ESD areas
- Identify Strategic Priorities - Needs, Expectations, Available Funding/Manpower
- Transformational Thinking – Reactive, Proactive, Predictive
- Need to tell compelling story
- Value of Volunteers – to man one truck 24/7 comes at cost of approximately \$1,606,000 in personnel cost only
- Develop a community profile
- Currently, most districts that collect Sales Tax use it for Capital and Staffing

Contracts Every ESD Should Have

- Service Provider Contract
- Insurance Contract with Minimum Coverage
- Contract with Tax Assessor/Central Appraisal District
- Check the name on the contract – it should read, "Burnet County Emergency Services District No. 2"

- Most contracts should have ~~Non-Appropriations Clause~~
- When we build, we should have an AIA Contract (Architecture)

#### Ethics for ESD Commissioners

- OMA/PIA
- Develop policy for public comment on agenda items/public now can comment on other agenda items
- Closed Sessions
- No "walking" meetings – this includes emails, text
- No when you can dispose of notes and recorded items
- Your cell phone is discoverable if it is used in a meeting
- Your notes you pass are discoverable
- Your private email and text is discoverable if you use it for any ESD business
- Don't comment on an action of the ESD on ~~Social Media~~, especially if another Commissioner has already commented

#### Social Media and ESD's

- If you engage on ~~Social Media~~, you must keep the transaction, even if it is deleted
- No more than 2 Commissioners should ever comment on a Social Media topic, it could ~~violate~~ the OMA
- Need a Communications Policy (the presenter had a copy of a policy on his PPT – need to look it up)

#### Policies and Procedures that Every ESD Needs

- ([www.coveler.com/safe-d/docs](http://www.coveler.com/safe-d/docs))
- Investment Policy
- Records Management Policy
- Paid Quarantine Leave (Local Govt Code 180 – CVFD)
- Policy for Operational Reserves (suggested 6-12 ~~mo~~)
- Policy for Disposition of Property
- Policy for PIA requests
- Handgun (doesn't really affect the Board Meeting)
- Financial Oversight Procedures/Audit
- Plan for Continuity of Functions – Exception to Quorums (Loc Gov Code 418.1102)
- Hiring
- Don't need a Goods-In-Transit Policy (but we better check with attorney before dissolving it)

#### Community Engagement: How to Get the Public on Your Side and Know Who You Are

- Active, up-to-date website; need something new at least every month
- ~~Lot's~~ of picture on website
- Each Commissioner should have business cards with Social Media Links
- Have a Communication Plan
- Items to cover on ~~Social Media~~ – large fires, road closures, community events, recruiting,



- Build partnerships with local businesses
- Safety Fairs and invite all First Responders in area; great recruiting slogan, "is there Fire in you?"
- Point person to manage Social Media/Website and inquiries (not everyone)
- Need a person to manage media in event of large scale issue, not necessarily the Chief because he will have other duties and may not be able to prepare and issue timely warnings.