



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

**Minutes (Official) – December 16, 2021**

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

*(AD)<sup>2</sup>At 10:00 a.m., December 16, 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 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*

*Donna Kiley*

*John Call*

*Sharon Barclay*

*Robbie Cheatham - absent*

*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 Derrick Curtis*

*Richard Fletcher, HdL Companies*

**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. Presentation by HdL Companies in relation to the Sales Tax and services available to the ESD.**

*(AD) Richard Fletcher with HdL Companies presented information related to Sales Tax Services that HdL Companies provides. HdL Companies provides analysis and reporting of Sales Tax for individual Special Districts (ESD), revenue forecasting, revenue recovery, management of Sales Tax support, and studies related to Sales Tax. He provided examples of reports that would be provided to the ESD and explained how the reports could be used and revenues forecasted. Mr. Fletcher also explained that HdL looks at data to determine the sources of the tax and can assist in recovery of taxes and proper allocation.*

*Mr. Fletcher offered to provide these reports to BCESD #2 for two months at no cost and to assist Commissioner Barclay in requesting information from the Texas Comptroller to analyze tax sources. It was agreed by the Commissioners to give permission and allow HdL to run and provide these reports at no cost as we consider their services. Commissioner Barclay and Commissioner Bremer will follow-up with HdL on this authorization.*

**8. (AI) Accept minutes from November 18, 2021 meeting**

*(AD) Commissioner Bremer called for corrections to the November 18, 2021 Meeting Minutes; with no additional changes the Minutes were accepted as presented.*

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

**A. Fire Chief**

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

**B. Cassie VFD Financial Report.**

**C. Discussion and/or approval of a Capital Expenditure for CVFD, if applicable.**

A. (AD) Chief Curtis reported on CVFD activity for the month of November. CVFD responded to 9 calls – 5 EMS/4 Fire. Mutual Aid - 1 given, 1 received. YTD 141 calls – 79 EMS/62 Fire. YTD Mutual Aid 47 given, 7 received. Average response time for In-District calls for November is 6.36, Out-of-District is 10.51. Average personnel per call – 3.6 and YTD 4.0. (Enclosure 2)

Chief Curtis reported having a meeting with County Officials and other Department Chief's regarding the County's Outdoor Burning Policy. The policy has been inconsistently enforced; it was agreed on at the meeting to reinforce the Policy.

B. (AD) Mrs. Schneider gave the CVFD Treasurers Report for November 2021. There was a balance of \$26,867.19 in checking. Expenses for October were \$10,156.52 which included expenses for training. (Enclosure 3)

Mrs. Schneider also discussed balances in the separate CVFD Account that includes donations directly to the Department. (Enclosure 4)

C. (AD) No Capital Expenditures were presented.

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

(AD) Commissioner Kiley presented the Treasurer's Report for November 2021.

ESD Account – the balance in the ESD Account is \$282,768.50 which includes \$156,804.97 in CD and \$125,963.23 in Checking. Total expenses for November were \$1,021 which included reimbursement for training and accommodations expense for SAFE-D Conference. (Enclosure 5)

Sales Tax Account -the balance in the Sales Tax Account is \$32,791.46. There were no expenses logged in the Sales Tax Account for November. (Enclosure 6)

*Commissioner Bremer called for any questions or discussion; Commissioner Bremer asked if there was a forecasted balance after upcoming expenses. There was discussion related to probable income and expenses. With forecasted income it was felt that there were sufficient funds to cover anticipated expense.*

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

*(AD) Commissioner Kiley and Bremer reported upcoming expenses:*

*January CVFD Quarterly  
Capital Expense – SCBA  
Appraisal District Fee  
Taber and Burnett for Audit  
Cassie Community Center*

**12. Status of CPA Audits for ESD #2 and CVFD**

*(AD) Commissioner Bremer reported that the Auditors had performed the necessary fieldwork and that the Board would receive a report in January.*

**13. (AI) Reports and input on ESD Policies being worked on:**

- A. Records Management – Barclay**
- B. Disposition of Property – Curtis**
- C. Operational Reserves – Kiley/Call**
- D. Financial Oversight – Kiley/Call**
- E. Exception to having a Quorum – Cheatham**

*(AD) A. Commissioner Barclay reported that she had sent a draft to the Texas State Library Associate who is reviewing a draft for updates. ESD #2 does have a Records Management Policy, this would just be for updates.*

*B. Chief Curtis presented the CVFD Policy for Disposition of Property (Enclosure 7). There was general discussion; the Policy will be presented for approval at a later date.*

*C. Commissioner Bremer provided direction for Commissioners Kiley and Call in drafting a policy for Operational Reserves.*

*D. Commissioner Bremer provided direction for Commissioners Kiley and Call in drafting a policy for Financial Oversight.*

*E. No report provided due to Commissioner Cheatham's absence.*

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

*(AD) Commissioner Barclay reiterated information that was previously discussed during the Hdl presentation. There was much discussion related to positively identifying tax payment sources and benefit of improved reports.*

**15. (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 that there had been no further communication with Burnet County related to this issue.*

**16. (AI) Re- Appointment of Commissioners Bremer and Barclay to another 2-year term ending 2023 by County Commissioner Jim Luther and the Burnet County Court.**

*(AD) Commissioner Bremer reported that he had sent his and Commissioner Barclay's name to Commissioner Luther for reappointment by the Burnet County Commissioners Court.*

**17. (AI) SAFE-D Conference – February 17-19, 2022 in Round Rock**

*(AD) Commissioner Bremer discussed the upcoming SAFE-D Conference. To date, Commissioners Kiley, Cheatham, and Call have registered. Commissioner Barclay stated her intent to register at the beginning of the year.*

**18. (AI) Annual ESD report – due by January 1, 2022 – has been completed and filed with SAFE-D for submission to State of Texas.**

*(AD) Commissioner Bremer stated that he had filed the Annual ESD Report required by the State. (Enclosure 8)*

**19. Calendar of Events for January 2022**

- A. Presentation of Audits (Bremer/Kiley)**
- B. Update State of Texas Comptrollers Data Base with current ESD information.**
- C. Forward copies of audits to Burnet County Judge, Auditor and Precinct Number 1 Commissioner.**

*(AD) Commissioner Bremer presented upcoming events for the meeting. Item B has already been completed.*

**20. (AI) Next meeting: January 27, 2022**

*(AD) Commissioner Bremer announced that the next regular meeting will be on Thursday, January 27, 2022 at 10:00 a.m. at the Cassie Community Center.*

**21. (AI) Adjourn**

*(AD) With no additional business, the Burnet County Emergency Services District No. 2 December 16, 2021 meeting was adjourned at 11:30 a.m.*

*Sharon K. Barclay*

Sharon K. Barclay  
Secretary  
Emergency Service District #2  
Burnet County  
December 16, 2021

Richard Bremer  
President  
Emergency Service District #2  
Burnet County  
December 16, 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 3920 RR 690, Burnet, Texas, 78611 at 10:00 AM on Thursday, December 16, 2021. 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. Presentation by Hdl Companies in relation to the Sales Tax and services available to the ESD.
8. Accept minutes from November 12, 2020 meeting. (Bremer)
9. Report from the Cassie VFD.
  - A. Fire 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 CVFD, if applicable. (Curtis)



BURNET COUNTY EMERGENCY SERVICES DISTRICT #2  
P.O. BOX 249  
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10. ESD Treasurer Report. (Kiley)
11. Discussion and/or action regarding the disbursement of funds. (Kiley)
12. Status of CPA Audits for ESD #2 and Cassie VFD. (Bremer/Kiley)
13. Reports and input on ESD Policies being worked on:
  - A. Records Management – Barclay
  - B. Disposition of Property – Curtis
  - C. Operational Reserves – Kiley/Call
  - D. Financial Oversight – Kiley/Call
  - E. Exception to having a Quorum – Cheatham
14. Administrative update of the Sales Tax Program for ESD #2. (Barclay)
15. Discussion and/or action concerning the Letter from Burnet County concerning the tower subscription fee for radios and our response and their response to our letter, etc. (Bremer)
16. Re- Appointment of Commissioners Bremer and Barclay to another 2-year term ending 2023 by County Commissioner Jim Luther and the Burnet County Court.
17. SAFE-D Conference – February 17-19, 2022 in Round Rock.
18. Annual ESD report – due by January 1, 2022 – has been completed and filed with SAFE-D for submission to State of Texas. (Bremer)
19. Calendar of Events for January 2022: (Bremer)
  - A. Presentation of Audits (Bremer/Kiley)
  - B. Update State of Texas Controllers Data Base with current ESD information.
  - C. Forward copies of audits to Burnet County Judge, Auditor and Precinct Number 1 Commissioner.
20. Next meeting, 10:00 AM, January 27, 2022.
21. Have a Merry Christmas and a Happy New Year!
22. Adjourn

Richard Bremer, President



**Cassie VFD/ Burnet ESD 2**  
 Burnet, TX  
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**Incident Statistics**  
 Zone(s): All Zones | Start Date: 11/01/2021 | End Date: 11/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		5	
FIRE		4	
<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	3
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>3</b>
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		2	
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	0:11:15		
<b>AVERAGE FOR ALL CALLS</b>		<b>0:10:53</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:03:26		
<b>AVERAGE FOR ALL CALLS</b>		<b>0:02:45</b>	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Cassie VFD/ Burnet ESD 2	110:43		

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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## Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 11/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		79	
FIRE		62	
<b>TOTAL</b>		<b>141</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4490	0	0	1
C-60	0	0	28
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>29</b>
PRE-INCIDENT VALUE		LOSSES	
\$212,585.00		\$202,585.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
<b>TOTAL</b>		<b>1</b>	
MUTUAL AID			
Aid Type		Total	
Aid Given		47	
Aid Received		7	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		2.84	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:12:06	0:22:20	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:14:03</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:03:56	0:07:06	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:04:05</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		53:48	

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

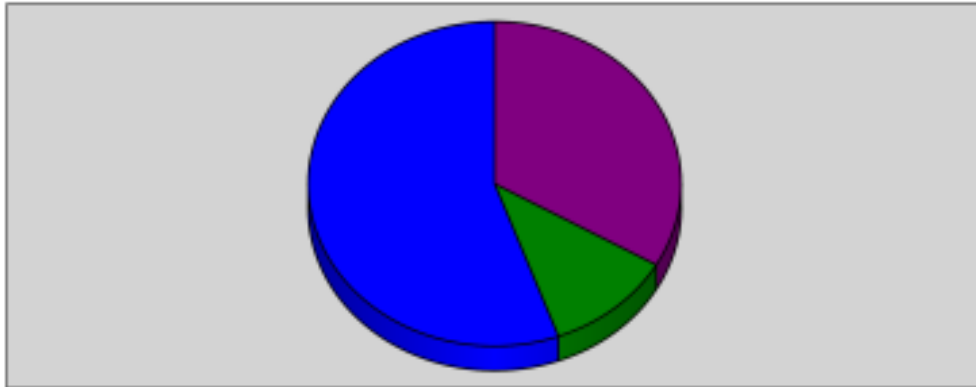
Burnet, TX

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### Major Incident Types by Month for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021



Good Intent Call    Rescue & Emergency Medical Service Incident    Service Call

INCIDENT TYPE	NOV	TOTAL
Good Intent Call	1	1
Rescue & Emergency Medical Service Incident	5	5
Service Call	3	3
<b>Total</b>	<b>9</b>	<b>9</b>

Only REVIEWED incidents included

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# Cassie VFD/ Burnet ESD 2

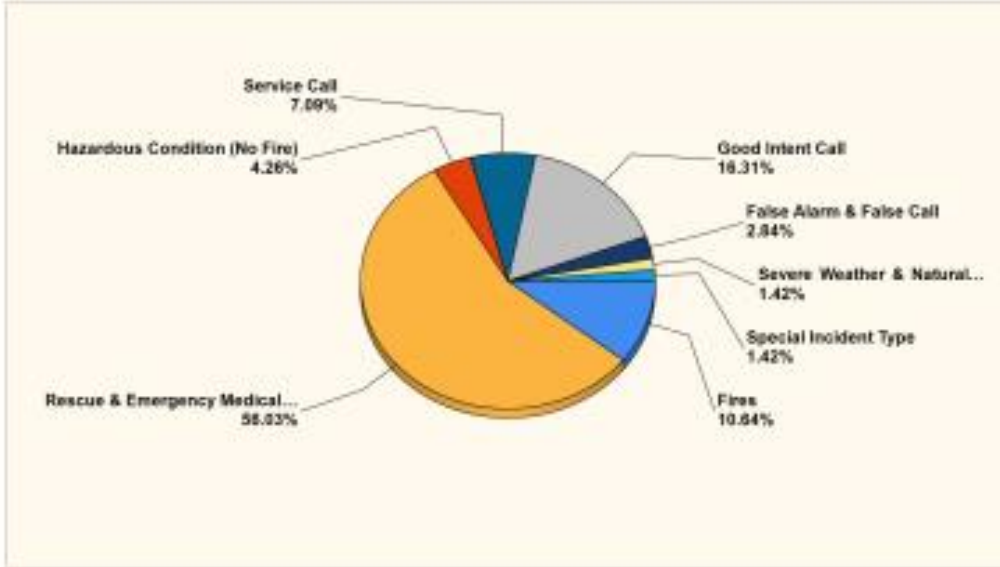
Burnet, TX

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 11/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	15	10.64%
Rescue & Emergency Medical Service	79	56.03%
Hazardous Condition (No Fire)	6	4.26%
Service Call	10	7.69%
Good Intent Call	23	16.31%
False Alarm & False Call	4	2.84%
Severe Weather & Natural Disaster	2	1.42%
Special Incident Type	2	1.42%
<b>TOTAL</b>	<b>141</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	2.13%
112 - Fires in structure other than in a building	2	1.42%
121 - Fire in mobile home used as fixed residence	1	0.71%
123 - Fire in portable building, fixed location	1	0.71%
141 - Forest, woods or wildland fire	2	1.42%
142 - Brush or brush-and-grass mixture fire	3	2.13%
143 - Grass fire	3	2.13%
311 - Medical assist, assist EMS crew	2	1.42%
320 - Emergency medical service, other	1	0.71%
321 - EMS call, excluding vehicle accident with injury	55	39.01%
322 - Motor vehicle accident with injuries	5	3.56%
324 - Motor vehicle accident with no injuries	7	4.96%
341 - Search for person on land	1	0.71%
342 - Search for person in water	2	1.42%
365 - Watercraft rescue	4	2.84%
381 - Rescue or EMS standby	2	1.42%
424 - Carbon monoxide incident	1	0.71%
441 - Heat from short circuit (wiring), defective/worn	1	0.71%
444 - Power line down	2	1.42%
480 - Accident, potential accident, other	2	1.42%
511 - Lock-out	1	0.71%
520 - Water problem, other	1	0.71%
522 - Water or steam leak	1	0.71%
553 - Public service	3	2.13%
581 - Unauthorized burning	1	0.71%
571 - Cover assignment, standby, moveup	3	2.13%
611 - Dispatched & cancelled en route	17	12.06%
622 - No incident found on arrival at dispatch address	2	1.42%
631 - Authorized controlled burning	4	2.84%
733 - Smoke detector activation due to malfunction	2	1.42%
743 - Smoke detector activation, no fire - unintentional	1	0.71%
745 - Alarm system activation, no fire - unintentional	1	0.71%
812 - Flood assessment	1	0.71%
813 - Wind storm, tornado/hurricane assessment	1	0.71%
900 - Special type of incident, other	2	1.42%
<b>TOTAL INCIDENTS:</b>	<b>141</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

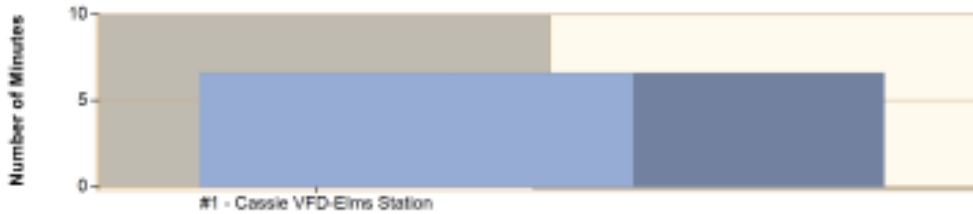


Burnet, TX

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## Average Response Time per Station for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	6.36

## Average Response Time per Station for Date Range

Start Date: 01/01/2021 | End Date: 11/30/2021

STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	10.51

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

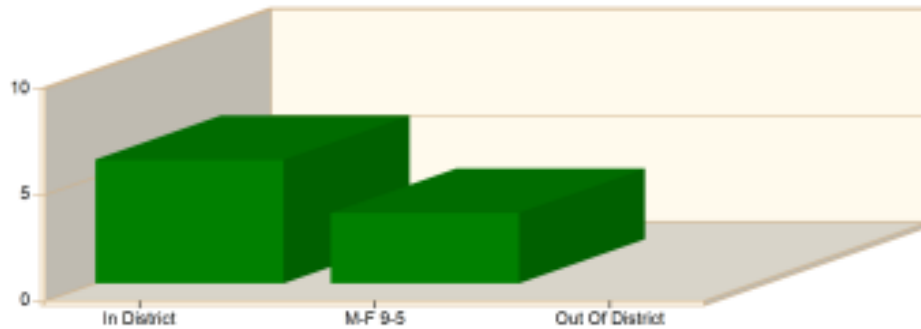
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### Incident Average Response Time per Shift for Date Range

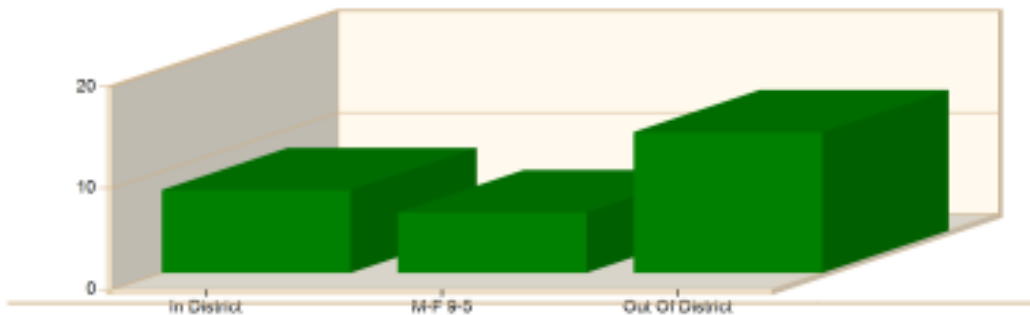
Start Date: 11/01/2021 | End Date: 11/30/2021



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.82	6
M-F 9-5	3.32	1
Out Of District		2
<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: 11/30/2021



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	8.15	60
M-F 9-5	5.96	29
Out Of District	13.86	44
<b>Total Number of Calls:</b>		<b>133</b>

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

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## Cassie VFD/ Burnet ESD 2

Burnet, TX

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### Personnel Count per Incident for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2021-2100133	11/02/2021 19:43:23	611 - Dispatched & cancelled en route	BP208	1	5	6
2021-2100134	11/02/2021 08:30:00	571 - Cover assignment, standby, moveup	BP208	1	0	1
2021-2100135	11/13/2021 09:30:00	571 - Cover assignment, standby, moveup	BP208	1	0	1
2021-2100136	11/18/2021 14:31:53	341 - Search for person on land	BP208	3	1	4
2021-2100137	11/21/2021 00:37:06	321 - EMS call, excluding vehicle accident with injury	BP208	3	2	5
2021-2100138	11/24/2021 09:42:27	321 - EMS call, excluding vehicle accident with injury	BP208	2	0	2
2021-2100139	11/26/2021 18:45:01	324 - Motor vehicle accident with no injuries	BP208	3	2	5
2021-2100140	11/27/2021 18:31:00	561 - Unauthorized burning	BP208	1	3	4
2021-2100141	11/30/2021 05:08:08	321 - EMS call, excluding vehicle accident with injury	BP208	3	1	4

**TOTAL # OF INCIDENTS: 9**

**AVERAGES:**

**2.0**

**1.6**

**3.6**

### Personnel Count per Incident for Date Range

Start Date: 01/01/2021 | End Date: 11/30/2021

**TOTAL # OF INCIDENTS: 141**

**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: 11/01/2021 | End Date: 11/30/2021

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
<b>ZONE: 28 - OOD- Burnet VFD</b>				
2021-2100133	611 - Dispatched & cancelled en route	11/04/2021	955 or 101	C-60

Total # Incidents for 28: 1

<b>ZONE: 30 - OOD- Hoover Valley VFD</b>				
2021-2100138	341 - Search for person on land	11/18/2021	3630 PR 4 W	B-50,C-60

Total # Incidents for 30: 1

**TOTAL # INCIDENTS: 2**

Only REVIEWED incidents included. Archived Zones cannot be unarchived.

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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: 11/30/2021

#### ZONE: 27 - OOD-ELBVFD

2021-2100048	611 - Dispatched & cancelled en route	03/20/2021	18948 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
2021-2100105	321 - EMS call, excluding vehicle accident with injury	09/01/2021	106 SOLAR DR	C-60
2021-2100116	143 - Grass fire	09/23/2021	12301 FM 2341	B-51,E-21

Total # Incidents for 27: 7

#### 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.	08/11/2021	6200 W Sh 29	C-60
2021-2100114	611 - Dispatched & cancelled en route	09/18/2021	336 HURST PLACE BLVD	B-50
2021-2100132	611 - Dispatched & cancelled en route	10/30/2021	823 BIG VALLEY LN	C-60
2021-2100133	611 - Dispatched & cancelled en route	11/04/2021	955 cr 101	C-60

Total # Incidents for 28: 5

#### 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
2021-2100129	123 - Fire in portable building, fixed location	10/28/2021	104 CENTER ST	T-40

Total # Incidents for 29: 2

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

2021-2100007	441 - Heat from short circuit (wiring), defective/worn	01/16/2021	106 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	02/08/2021	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
2021-2100043	321 - EMS call, excluding vehicle accident with injury	03/15/2021	447 SHOALS PKY	4460

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
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	4480
2021-2100054	321 - EMS call, excluding vehicle accident with injury	04/15/2021	1200 NAVAJO DR	4480
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	06/17/2021	521 ENCHANTED WAY	B-50,T-40
2021-2100093	611 - Dispatched & cancelled en route	07/27/2021	3835 FM 2342	C-60,TRLR1,UTV31
2021-2100109	322 - Motor vehicle accident with injuries	09/10/2021	3100 FM 2342	B-51,C-60,E-20
2021-2100136	341 - Search for person on land	11/18/2021	3630 PR 4 W	B-50,C-60
Total # Incidents for 30:				20
<b>ZONE: 31 - OOD- Oakalla VFD</b>				
2021-2100004	112 - Fires in structure other than in a building	01/10/2021	223 cr 218	4440,4480
Total # Incidents for 31:				1
<b>ZONE: 34 - OOD- Granite Shoals VFD</b>				
2021-2100055	611 - Dispatched & cancelled en route	04/17/2021	800 SCENIC LOOP	C-60,RB-30
Total # Incidents for 34:				1
<b>ZONE: 37 - OODOC- Llano County Buchanan Dam VFD</b>				
2021-2100014	611 - Dispatched & cancelled en route	01/30/2021	1157 OLD SPANISH TRL	4450
2021-2100075	571 - Cover assignment, standby, moveup	06/15/2021	577 ESCALAR	B-50
2021-2100076	142 - Brush or brush-and-grass mixture fire	06/15/2021	977 escalar	B-50,T-40
2021-2100079	322 - Motor vehicle accident with injuries	06/17/2021	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
2021-2100111	141 - Forest, woods or wildland fire	09/17/2021	1035 escalar	B-50,B-51,T-40
2021-2100125	111 - Building fire	10/18/2021	840 Old Spanish TRL	B-50,E-21
Total # Incidents for 37:				7
<b>ZONE: 42 - OOD- Bertram VFD</b>				
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
2021-2100119	111 - Building fire	10/13/2021	1015 County Road 303	T-40
Total # Incidents for 42:				3
<b>ZONE: 45 - Burnet CISD</b>				
2021-2100027	522 - Water or steam leak	02/21/2021	1000 greenmile	4451,4480
Total # Incidents for 45:				1
<b>TOTAL # INCIDENTS:</b>				<b>47</b>

Only REVIEWED incidents included. Archived Zones cannot be unarchived.

4:58 PM  
12/15/21  
Cash Basis

**Cassie Volunteer Fire Department**  
**Balance Sheet**  
As of November 30, 2021

	Nov 30, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 - CASSIE VFD-ESD2	26,867.19
<b>Total Checking/Savings</b>	26,867.19
<b>Total Current Assets</b>	26,867.19
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
<b>Total Fixed Assets</b>	453,330.69
Other Assets	
1090 - Transfers (In/Out)	70,000.00
<b>Total Other Assets</b>	70,000.00
<b>TOTAL ASSETS</b>	<b>550,197.88</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 - Employer & Emp. Payroll Tax	1,047.18
<b>Total Other Current Liabilities</b>	1,047.18
<b>Total Current Liabilities</b>	1,047.18
<b>Total Liabilities</b>	1,047.18
Equity	
3010 - Unrestricted Net Assets-Ret.Ern	534,281.25
Net Income	14,869.45
<b>Total Equity</b>	549,150.70
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>550,197.88</b>

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12/15/21

Cash Basis

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

	Oct - Nov 21	Budget	\$ Over Budget
<b>Income</b>			
4000 - Income			
4005 - ESO payments	46,456.25	185,824.75	-139,368.50
<b>Total 4000 - Income</b>	<b>46,456.25</b>	<b>185,824.75</b>	<b>-139,368.50</b>
<b>Total Income</b>	<b>46,456.25</b>	<b>185,824.75</b>	<b>-139,368.50</b>
<b>Expense</b>			
5000 - ADMINISTRATIVE			
5005 - Accounting	385.00	1,500.00	-1,115.00
5010 - Legal Services	0.00	100.00	-100.00
5015 - Meetings	0.00	300.00	-300.00
5020 - Office Equipment/Maint.	1,018.96	358.00	760.96
5025 - Office Supplies	30.90	1,000.00	-969.10
5030 - Printer Supplies	0.00	300.00	-300.00
5035 - Shipping/Postage/PO Box Rental	58.00	150.00	-92.00
5040 - Subscrip/Dues/Membership/RecMgmt	940.00	5,000.00	-4,060.00
5045 - Record Mgmt Systems-ER,PC,CAD	2,219.00	4,000.00	-1,781.00
5046 - 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/Std/Dep/Box/Chks/BkgsdChks	30.00	100.00	-70.00
5070 - Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
5076 - RECRUITMENT & RETENTION	0.00	10,200.00	-10,200.00
<b>Total 5000 - ADMINISTRATIVE</b>	<b>4,671.86</b>	<b>27,458.00</b>	<b>-22,786.14</b>
5200 - PAID POSITION			
5205 - Base Salary	8,230.70	53,500.00	-45,269.30
5215 - CVFD SS & Medicare Tax Match	629.64	4,092.75	-3,463.11
<b>Total 5200 - PAID POSITION</b>	<b>8,860.34</b>	<b>57,592.75</b>	<b>-48,732.41</b>
5300 - BUILDING AND GROUNDS			
5305 - Botanical Supplies	0.00	50.00	-50.00
5310 - Janitorial Supplies	108.66	200.00	-91.34
5320 - Repairs and Maintenance	0.00	3,000.00	-3,000.00
5325 - Furn&YardEquip Rep/Rep/New	0.00	1,000.00	-1,000.00
5330 - Electrical Service	427.31	3,750.00	-3,322.69
5335 - Telephone Service	328.81	4,600.00	-4,271.19
<b>Total 5300 - BUILDING AND GROUNDS</b>	<b>866.78</b>	<b>12,600.00</b>	<b>-11,733.22</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 Papers	0.00	500.00	-500.00
<b>Total 5600 - COMMUNICATIONS</b>	<b>34.20</b>	<b>1,300.00</b>	<b>-1,265.80</b>
6000 - INSURANCE			
6005 - Building and Property	945.00	4,500.00	-3,555.00
6010 - Vehicle	2,131.00	9,600.00	-7,469.00
6015 - Personnel Coverage	9,502.00	12,240.00	-2,738.00
<b>Total 6000 - INSURANCE</b>	<b>12,578.00</b>	<b>26,340.00</b>	<b>-13,762.00</b>
7000 - OPERATIONS			
7007 - CAD-Computer Aided Dispatch	0.00	4,700.00	-4,700.00
7010 - Fuel-Vehicle and Equipment	0.00	250.00	-250.00
7012 - Fuelman-Vehicles & Equipment	1,147.46	4,530.00	-3,382.54
7015 - Equipment Maint/Repr-Vendor	0.00	500.00	-500.00
7020 - Fire Extinguisher Test/Repr	0.00	300.00	-300.00
7025 - Fire Suppressant Supplies	0.00	5,000.00	-5,000.00
7030 - First Responder Supplies	465.96	3,300.00	-2,834.04
7035 - Ladder, Pump & Hose Testing	0.00	3,000.00	-3,000.00
7040 - Minor Tools	0.00	150.00	-150.00
7045 - Veh/Epmnt Lights-Decals-Safety	0.00	100.00	-100.00
7050 - Personal Protect Equip-PPE	48.65	4,000.00	-3,951.35
7055 - PPE Testing/Cleaning/Repair	0.00	500.00	-500.00

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12/16/21  
Cash Basis

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

	Oct - Nov 21	Budget	\$ Over Budget
7000 - Rehabilitation Supplies	12.50	500.00	-487.50
7065 - Rescue Equipment Maint/Repr	0.00	250.00	-250.00
7070 - SCBA Testing/Hydro/FaceMask/Pack	0.00	2,000.00	-2,000.00
7072 - SCBA MAINTENANCE & REPAIR	0.00	500.00	-500.00
7075 - State Veh Safety Inspec&Regist	0.00	150.00	-150.00
7080 - Vehicle Maintenance/Repair	92.95	1,500.00	-1,407.05
7085 - Vehicle Maint/Repr(Vendor)	0.00	7,000.00	-7,000.00
7090 - Equipment Replmt(Fire Fighting)	0.00	1,750.00	-1,750.00
7095 - Fire Fighting Equipment - NEW	0.00	2,500.00	-2,500.00
7100 - Rescue Equipment - NEW	0.00	1,000.00	-1,000.00
7105 - Rescue Equipment - REPLMNT	0.00	200.00	-200.00
<b>Total 7000 - OPERATIONS</b>	<b>1,767.52</b>	<b>43,680.00</b>	<b>-41,912.48</b>
<b>8000 - TRAINING</b>			
8005 - AED, CPR, First Aid	99.98	454.00	-354.04
8020 - Training -VENDOR	1,702.98	8,000.00	-6,297.02
8022 - Training-Certification&Testing	87.17	1,000.00	-912.83
8025 - Per Diem Travel/Lodging	358.00	5,000.00	-4,642.00
8030 - Wildland	0.00	500.00	-500.00
8035 - Educational Supplies	585.93	600.00	-34.07
<b>Total 8000 - TRAINING</b>	<b>2,814.04</b>	<b>15,554.00</b>	<b>-12,739.96</b>
<b>9000 - PUBLIC RELATIONS</b>			
9005 - Educational Supplies	0.00	100.00	-100.00
9010 - Public Educn/Relain/Apprtin	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)	0.00	5,000.00	-5,000.00
9527 - 5" LG Diameter Hose (10)	0.00	6,500.00	-6,500.00
9528 - Turbo Draft	0.00	5,000.00	-5,000.00
9529 - 5" Intake Valve (4)	0.00	5,000.00	-5,000.00
9531 - Scape,Prep,Paint Fire Station	0.00	9,300.00	-9,300.00
9590 - SCBA's-PACKS & MASKS	0.00	125,000.00	-125,000.00
<b>Total 9500 - CAPITAL EXPENDITURES</b>	<b>0.00</b>	<b>155,800.00</b>	<b>-155,800.00</b>
<b>Total Expense</b>	<b>31,586.80</b>	<b>341,624.75</b>	<b>-310,037.95</b>
<b>Net Income</b>	<b>14,889.45</b>	<b>-155,800.00</b>	<b>170,689.45</b>

2:08 PM  
12/15/21  
Cash Basis

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

	<u>ESD</u>	<u>FD</u>	<u>FDE</u>	<u>TOTAL</u>
<b>Income</b>				
4000 - Income				
4005 - ESD payments	30,565.55	0.00	15,890.70	46,456.25
Total 4000 - Income	<u>30,565.55</u>	<u>0.00</u>	<u>15,890.70</u>	<u>46,456.25</u>
Total Income	30,565.55	0.00	15,890.70	46,456.25
<b>Expense</b>				
5000 - ADMINISTRATIVE				
5005 - Accounting	0.00	100.00	285.00	385.00
5020 - Office Equipment/Maint.	1,018.96	0.00	0.00	1,018.96
5025 - Office Supplies	30.90	0.00	0.00	30.90
5035 - Shipping/Postage/PO Box Rental	58.00	0.00	0.00	58.00
5040 - Subscriptn/Dues/Membershp/RecMgmt	940.00	0.00	0.00	940.00
5042 - Record Mgmt Systems-CR,PC,CAD	2,219.00	0.00	0.00	2,219.00
5060 - Banking/SlfryDepBox/Chks/RegstChks	20.00	0.00	0.00	20.00
Total 5000 - ADMINISTRATIVE	<u>4,285.86</u>	<u>100.00</u>	<u>285.00</u>	<u>4,671.86</u>
5200 - PAID POSITION				
5205 - Base Salary	0.00	0.00	8,230.76	8,230.76
5215 - CVFD SS & Medicare Tax Match	0.00	0.00	629.64	629.64
Total 5200 - PAID POSITION	0.00	0.00	8,860.40	8,860.40
5300 - BUILDING AND GROUNDS				
5310 - Janitorial Supplies	100.00	0.00	0.00	100.00
5320 - Electrical Service	427.31	0.00	0.00	427.31
5335 - Telephone Service	326.81	0.00	0.00	326.81
Total 5300 - BUILDING AND GROUNDS	<u>853.78</u>	<u>0.00</u>	<u>0.00</u>	<u>853.78</u>
5600 - COMMUNICATIONS				
5605 - Batteries, Clips, Acc.	34.20	0.00	0.00	34.20
Total 5600 - COMMUNICATIONS	<u>34.20</u>	<u>0.00</u>	<u>0.00</u>	<u>34.20</u>
6000 - INSURANCE				
6005 - Building and Property	945.00	0.00	0.00	945.00
6010 - Vehicle	2,131.00	0.00	0.00	2,131.00
6015 - Personnel Coverage	9,502.00	0.00	0.00	9,502.00
Total 6000 - INSURANCE	<u>12,578.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,578.00</u>
7000 - OPERATIONS				
7012 - Fuelman-Vehicles & Equipment	1,147.46	0.00	0.00	1,147.46
7020 - First Responder Supplies	485.96	0.00	0.00	485.96
7050 - Personal Protect Equip-PPE	48.85	0.00	0.00	48.85
7060 - Rehabilitation Supplies	12.50	0.00	0.00	12.50
7080 - Vehicle Maintenance/Repair	62.95	0.00	0.00	62.95
Total 7000 - OPERATIONS	<u>1,767.52</u>	<u>0.00</u>	<u>0.00</u>	<u>1,767.52</u>
8000 - TRAINING				
8005 - AED, CPR, First Aid	66.96	0.00	0.00	66.96
8020 - Training -VENDOR	1,702.98	0.00	0.00	1,702.98
8022 - Training-Certification&Testing	87.17	0.00	0.00	87.17
8025 - Per Diem Travel/Lodging	358.00	0.00	0.00	358.00
8035 - Educational Supplies	565.93	0.00	0.00	565.93
Total 8000 - TRAINING	<u>2,814.04</u>	<u>0.00</u>	<u>0.00</u>	<u>2,814.04</u>
Total Expense	<u>22,341.40</u>	<u>100.00</u>	<u>9,145.40</u>	<u>31,586.80</u>
Net Income	<u>8,224.15</u>	<u>-100.00</u>	<u>6,745.30</u>	<u>14,869.45</u>

5:04 PM  
12/15/21  
Accrual Basis

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

Date	Name	Memo	Class	Amount
<b>Income</b>				
<b>Expense</b>				
<b>5000 - ADMINISTRATIVE</b>				
<b>5005 - Accounting</b>				
11/11/2021	Chase Card S...	Taber & Burnett -- preparation of payroll and tax documents to IRS for the ...	FDE	250.00
11/11/2021	Chase Card S...	Taber & Burnett--setup new company for Fire Department in Quickbooks	FD	100.00
11/11/2021	Chase Card S...	Taber & Burnett--setup new pay rate and tax deposit in Quickbooks for sal...	FDE	35.00
Total 5005 - Accounting				385.00
<b>5020 - Office Equipment/Maint.</b>				
11/11/2021	Chase Card S...	AMZN--1-Epson Eco Tank Pro Wireless Color All-in-one printer with scann...	ESD	970.00
11/11/2021	Chase Card S...	AMZN--1-desk organizer for accessories and 1-3-tier under cabinet sliding ...	ESD	48.96
Total 5020 - Office Equipment/Maint.				1,018.96
<b>5025 - Office Supplies</b>				
11/11/2021	Chase Card S...	Apple--this is a recurring monthly charge for storage back-up for the ipads i...	ESD	0.99
11/11/2021	Chase Card S...	AMZN--1-tripp lite USB 2.0 Hi-speed micro-B cable 10foot for use with mo...	ESD	5.95
11/11/2021	Chase Card S...	Office Depot--4-wall 2022 calendars	ESD	23.96
Total 5025 - Office Supplies				30.90
<b>5035 - Shipping/Postage/PO Box Rental</b>				
11/11/2021	Chase Card S...	USPS--1-roll or 100 postage stamps mailing FD bills and other documents	ESD	58.00
Total 5035 - Shipping/Postage/PO Box Rental				58.00
<b>5040 - Subscrip/Dues/Membshp/RecMgmt</b>				
11/11/2021	Chase Card S...	SFFMA--Memberships for Lee, Herwig, Nave	ESD	150.00
11/11/2021	Chase Card S...	YMCA--October membership for D. Shields-single senior	ESD	30.00
11/11/2021	Chase Card S...	YMCA--October membership for G. Sanchez-couple	ESD	49.00
11/11/2021	Chase Card S...	YMCA--October membership for D. Curtis-family	ESD	58.00
11/11/2021	Chase Card S...	YMCA--October membership for C. Kelley-family	ESD	58.00
11/11/2021	Chase Card S...	YMCA--November membership for D. Shields-senior single	ESD	30.00
11/11/2021	Chase Card S...	YMCA--November membership for D. Lee-senior couple	ESD	40.00
11/11/2021	Chase Card S...	YMCA--November membership for G. Sanchez-couple	ESD	49.00
11/11/2021	Chase Card S...	YMCA--November membership for D. Curtis-family	ESD	58.00
11/11/2021	Chase Card S...	YMCA--November membership for C. Kelley-family	ESD	58.00
Total 5040 - Subscrip/Dues/Membshp/RecMgmt				580.00
Total 5000 - ADMINISTRATIVE				2,072.86
<b>5200 - PAID POSITION</b>				
<b>5205 - Base Salary</b>				
11/02/2021	Derrick R. Curtis	Salary--payroll for period beginning 10-25-21 and ending 11-5-21	FDE	2,057.89
11/19/2021	Derrick R. Curtis	Salary	FDE	2,057.89
Total 5205 - Base Salary				4,115.78
<b>5215 - CVFD SS &amp; Medicare Tax Match</b>				
11/02/2021	Derrick R. Curtis	payroll for period beginning 10-25-21 and ending 11-5-21	FDE	157.41
11/19/2021	Derrick R. Curtis	payroll for period beginning 11-8-2021 and ending 11-19-2021	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>				
11/11/2021	Chase Card S...	AMZN--1-case of 12 blue shop towels and 1 case of 16 family roll bounty p...	ESD	66.67
11/11/2021	Chase Card S...	AMZN--1 case of 12 - 15.5 oz cans of disinfectant spray	ESD	39.99
Total 5310 - Janitorial Supplies				106.66
<b>5330 - Electrical Service</b>				
11/15/2021	PEC	Acc#300008825-monthly stmnt for period 9-20-21--10-20-21	ESD	206.30
Total 5330 - Electrical Service				206.30
<b>5335 - Telephone Service</b>				



5:04 PM

12/15/21

Accrual Basis

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

Date	Name	Memo	Class	Amount
11/11/2021	Chase Card S...	VZwireless-monthly stmt for internet and phone service for period 9-11-2021 ...	ESD	326.81
	Total 5305 - Telephone Service			326.81
	Total 5300 - BUILDING AND GROUNDS			639.77
	<b>5600 - COMMUNICATIONS</b>			
	<b>5605 - Batteries, Clips, Acc.</b>			
11/11/2021	Chase Card S...	AMZN-3 replacement batteries for novelel MFI 7730L mobile jetpack hots...	ESD	34.20
	Total 5605 - Batteries, Clips, Acc.			34.20
	Total 5600 - COMMUNICATIONS			34.20
	<b>7000 - OPERATIONS</b>			
	<b>7030 - First Responder Supplies</b>			
11/11/2021	Chase Card S...	Choice Medical--refill/exchange 3-D-tank O2 bottles	ESD	60.00
	Total 7030 - First Responder Supplies			60.00
	<b>7060 - Rehabilitation Supplies</b>			
11/11/2021	Chase Card S...	Longhorn Grocery-10-8lb bags of ice for coolers on vehicles	ESD	12.50
	Total 7060 - Rehabilitation Supplies			12.50
	<b>7080 - Vehicle Maintenance/Repair</b>			
11/11/2021	Chase Card S...	AMZN-2 stainless steel mini spring loaded latch pin 5" to replace broken l...	ESD	16.99
11/11/2021	Chase Card S...	NAPA-4-2.5 gal containers of DEF-Diesel fuel stabilizer/cleaner for fire ve...	ESD	75.96
	Total 7080 - Vehicle Maintenance/Repair			92.95
	Total 7000 - OPERATIONS			195.45
	<b>8000 - TRAINING</b>			
	<b>8005 - AED, CPR, First Aid</b>			
11/11/2021	Chase Card S...	AMZN-1-life/form CPR prompt blue single infant manikin w/10 lung bags ...	ESD	99.96
	Total 8005 - AED, CPR, First Aid			99.96
	<b>8020 - Training -VENDOR</b>			
11/11/2021	Chase Card S...	TEEX--for Tuition and Technical Assistance for Firefighter 1 school at TEE...	ESD	605.00
11/11/2021	Chase Card S...	AMZN-2-Exercises of Firefighting 7th edition for prep work and exams that ...	ESD	77.98
11/11/2021	Chase Card S...	TEEX--for Tuition and kTechnical Assistance for Firefighter 1 school at TE...	ESD	605.00
11/11/2021	Chase Card S...	Safe-D--registration for D.Curtis for conference and training for the Februar...	ESD	295.00
	Total 8020 - Training -VENDOR			1,702.98
	<b>8022 - Training-Certification&amp;Testing</b>			
11/11/2021	Chase Card S...	TCFP -- Certification for Hazardous Materials Incident Commander for D. ...	ESD	87.17
	Total 8022 - Training-Certification&Testing			87.17
	<b>8025 - Per Diem Travel/Lodging</b>			
11/11/2021	Chase Card S...	Kalahari--hotel charge for one of two night stay for the SAFE-D conference...	ESD	179.00
11/11/2021	Chase Card S...	Kalahari--hotel charge for one of two night stay for the SAFE-D conference...	ESD	179.00
	Total 8025 - Per Diem Travel/Lodging			358.00
	<b>8035 - Educational Supplies</b>			
11/11/2021	Chase Card S...	WPSG-The Fire Store--1-internal energy female down thermal mat and 1-L...	ESD	565.93
	Total 8035 - Educational Supplies			565.93
	Total 8000 - TRAINING			2,814.04
	Total Expense			10,156.52
	<b>Net Income</b>			<b>-10,156.52</b>

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5:22 PM  
12/15/21  
Accrual Basis

**Cassie Volunteer Fire Dept. & EMS**  
**Balance Sheet**  
As of November 30, 2021

	<u>Nov 30, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 - FSB of Burnet - 68007	74,880.50
Total Checking/Savings	<u>74,880.50</u>
Total Current Assets	74,880.50
Other Assets	
1090 - Transfers (In/Out)	-70,000.00
Total Other Assets	<u>-70,000.00</u>
<b>TOTAL ASSETS</b>	<b><u>4,880.50</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
3010 - Unrestricted Net Assets	-95.66
Net Income	4,976.16
Total Equity	<u>4,880.50</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>4,880.50</u></b>

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12/15/21  
Accrual Basis

**Cassie Volunteer Fire Dept. & EMS**  
**Profit & Loss by Class**  
October through November 2021

	<u>FD</u>	<u>TOTAL</u>
Income		
4000 - INCOME		
4010 - Individual Donations	<u>5,050.00</u>	<u>5,050.00</u>
Total 4000 - INCOME	<u>5,050.00</u>	<u>5,050.00</u>
Total Income	5,050.00	5,050.00
Expense		
5000 - ADMINISTRATIVE		
5060 - Checks/Dep Slips/Stamp/Banking	<u>73.84</u>	<u>73.84</u>
Total 5000 - ADMINISTRATIVE	<u>73.84</u>	<u>73.84</u>
Total Expense	<u>73.84</u>	<u>73.84</u>
Net Income	<u>4,976.16</u>	<u>4,976.16</u>

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12/15/21  
Accrual Basis

**Cassie Volunteer Fire Dept. & EMS**  
**Profit & Loss Detail**  
November 2021

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<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
Net Income				<hr/>

3:33 PM  
12/15/21  
Cash Basis

**Burnet County Emergency Services District #2**  
**Balance Sheet**  
As of November 30, 2021

	<u>Nov 30, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificate of Deposit 33086	156,804.97
First State Bank of Burnet	125,963.53
Total Checking/Savings	<u>282,768.50</u>
Total Current Assets	<u>282,768.50</u>
<b>TOTAL ASSETS</b>	<b><u>282,768.50</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	297,942.61
Net Income	<u>-15,174.11</u>
Total Equity	<u>282,768.50</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>282,768.50</u></b>

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 12/15/21  
 Cash Basis

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

	<u>Oct - Nov 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
Cash Reserves	0.00	50,000.00	-50,000.00
Government Contracts			
Local Government Contracts	28,964.42	275,208.00	-246,243.58
<b>Total Government Contracts</b>	28,964.42	275,208.00	-246,243.58
Interest Earned	5.95	90.00	-84.05
Investments			
Interest-Savings, Short-term CD	0.00	800.00	-800.00
<b>Total Investments</b>	0.00	800.00	-800.00
Refund	0.00	170.00	-170.00
Reimburse Expenses	5,331.77	8,560.00	-3,228.23
<b>Total Income</b>	34,302.14	334,828.00	-300,525.86
<b>Expense</b>			
Contract Services			
Accounting Fees	125.00	7,200.00	-7,075.00
Cassie Volunteer Fire Dept	46,456.25	185,825.00	-139,368.75
CVFD-Capital Expenditures	0.00	114,175.00	-114,175.00
Insurance-Liability & D.O.	1,510.00	1,572.00	-62.00
Insurance-Workers Compensation	324.00	358.00	-34.00
Legal Fees	40.00	2,500.00	-2,460.00
Outside Contract Services	0.00	4,256.00	-4,256.00
<b>Total Contract Services</b>	48,455.25	315,886.00	-267,430.75
Operations			
Meeting space fees	0.00	600.00	-600.00
Newspaper Advertisement	0.00	100.00	-100.00
Postage, Mail Service	0.00	244.00	-244.00
<b>Total Operations</b>	0.00	944.00	-944.00
Other Types of Expenses			
Memberships and Dues	0.00	275.00	-275.00
Other Costs	0.00	1,000.00	-1,000.00
<b>Total Other Types of Expenses</b>	0.00	1,275.00	-1,275.00
Travel and Meetings			
Conference, Convention, Meeting	1,021.00	5,000.00	-3,979.00
Travel	0.00	600.00	-600.00
<b>Total Travel and Meetings</b>	1,021.00	5,600.00	-4,579.00
<b>Total Expense</b>	49,476.25	323,705.00	-274,228.75
<b>Net Income</b>	<b>-15,174.11</b>	<b>11,123.00</b>	<b>-26,297.11</b>

3:41 PM  
 12/15/21  
 Accrual Basis

**Burnet County Emergency Services District #2**  
**Profit & Loss Detail**  
 November 2021

Type	Date	Name	Memo	Amount
<b>Income</b>				
<b>Government Contracts</b>				
<b>Local Government Contracts</b>				
Deposit	11/04/2021	Burnet County Appr...	Tax Collections 10/16/2021 thru 10/31/2021	12,556.43
Deposit	11/04/2021	Burnet Central Appr...	Legal Fees 10/16/2021 thru 10/31/2021	-1.48
Deposit	11/04/2021	Burnet Central Appr...	tax collection 10/16/2021 thru 10/31/2021	0.07
Deposit	11/19/2021	Burnet Central Appr...	Taxes collected 11/01/2021 to 11/15/2021	5,937.81
Deposit	11/19/2021	Burnet Central Appr...	Legal Fees 11/01/2021 to 11/15/2021	-7.20
Total Local Government Contracts				<u>18,485.63</u>
Total Government Contracts				18,485.63
<b>Interest Earned</b>				
Deposit	11/30/2021		Interest	<u>3.01</u>
Total Interest Earned				3.01
<b>Reimburse Expenses</b>				
Deposit	11/02/2021	sales tax account - #...	money moved from sales tax account to co...	<u>5,331.77</u>
Total Reimburse Expenses				<u>5,331.77</u>
Total Income				23,820.41
<b>Expense</b>				
<b>Travel and Meetings</b>				
<b>Conference, Convention, Meeting</b>				
Check	11/18/2021	Donna Kiley	Safe-D Registration 2/22 Donna Kiley	305.00
Check	11/18/2021	Donna Kiley	Hotel Expense 2/22 Donna Kiley	358.00
Check	11/18/2021	Donna Kiley	Hotel Expense 2/22 John Call	358.00
Total Conference, Convention, Meeting				<u>1,021.00</u>
Total Travel and Meetings				<u>1,021.00</u>
Total Expense				<u>1,021.00</u>
<b>Net Income</b>				<u><b>22,799.41</b></u>

4:01 PM  
12/16/21  
Accrual Basis

**Burnet Cty. ESD#2 Sales Tax  
Balance Sheet  
As of November 30, 2021**

	<u>Nov 30, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
FSB of Burnet - Sales Tax	32,791.46
Total Checking/Savings	<u>32,791.46</u>
Total Current Assets	<u>32,791.46</u>
<b>TOTAL ASSETS</b>	<b><u>32,791.46</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	2,500.00
Unrestricted Net Assets	22,092.31
Net Income	8,199.15
Total Equity	<u>32,791.46</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>32,791.46</u></b>



4:06 PM  
12/15/21  
Accrual Basis

**Burnet Cty. ESD#2 Sales Tax  
Profit & Loss Detail  
November 2021**

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Type	Date	Name	Memo	Amount
<b>Income</b>				
<b>Interest Income</b>				
Deposit	11/30/2021		Interest	0.73
Total Interest Income				0.73
<b>Sales Tax Revenue</b>				
Deposit	11/15/2021	Texas State Compr...	Texas State Comptroll...	7,245.42
Total Sales Tax Revenue				7,245.42
Total Income				7,246.15
Expense				
<b>Net Income</b>				<b>7,246.15</b>

<b>400-01 CVFD EQUIPMENT DISPOSAL POLICY</b>	
	CASSIE VOLUNTEER FIRE DEPARTMENT STANDARD OPERATING PROCEDURES/GUIDELINES
TITLE: Equipment Disposal Policy	SECTION/TOPIC: Logistics
NUMBER: 400-01	ISSUE DATE: 12/15/2021
	REVISED DATE:
PREPARED BY: Derrick Curtis, Fire Chief CVFD	APPROVED BY: Derrick Curtis, Fire Chief Cassie VFD

**1.0 PURPOSE**

This standard operating procedure/guideline addresses CVFD's policy is disposal of equipment.

**2.0 SCOPE**

This SOP/SOG pertains to all personnel with Cassie VFD and Burnet County ESD #2.

**3.0 PROCEDURES/GUIDELINES & INFORMATION**

CVFD follows NFPA standards and guideline in reference to apparatus, equipment which includes personal protective equipment (i.e. gloves, SCBA, helmets, boots, station wear, bunker gear, wildland gear, ETC.) station furniture, and hardware.

Once the equipment has been purchased and placed into service by being given an asset tag number and placed into inventory system.

An items that may be able to be sold or donated will be done through proper channels, any capital expenditure items at the end of service life and has been replaced, the fire department will notify the Burnet County ESD #2. (i.e. selling of a truck or large equipment, CVFD will notify BCESD#2 of the intentions and get approval to sell the item, CVFD then will take offers for the equipment and

the CVFD will then notify BCESD#2 of the winning offer. Once money has been received from CVFD, CVFD will then write a check to BCESD#2)  
CVFD will at times donate items if they cannot be sold.  
Any item that can not be sold or donated will be destroyed and properly disposed of.

Once an item has been sold, damaged, stolen, lost, aged out CVFD will dispose of the asset tag in the inventory system. A reason will be noted in the system for the annual inventory to the BCESD#2 and Auditors.

## ESD Reporting Form - Jan. 1, 2022

Information received from this form will be transmitted to the appropriate state agency in satisfaction of reporting requirements under Chapter 775 of the Health and Safety Code. This form is for the report required for Jan. 1, 2022. If you wish to submit a report for a different year, contact SAFE-D at [admin@safe-d.org](mailto:admin@safe-d.org).

Please familiarize yourself with the form before you begin submitting answers, because there is no mechanism to save the form and return later.

ESD Name (i.e., Buffalo County ESD No. 99) \*

Burnet County ESD No.2

County or Counties in Which ESD is Located \*

Burnet

**ESD Business Address \***

PO Box 249

Street Address

Street Address Line 2

Buchanan Dam Texas

City

State / Province

79609 United States

Postal / Zip Code

Country

**ESD email \***

bcesd2@cassievfd.com

**ESD phone \***

512 - 793-2926

Area Code

Phone Number

**ESD website**

cassievfd.com

**Type of ESD \***

- Fire
- Emergency Medical Service
- Both

**Annual ESD Budget \***

\$335,000

**Tax rate (most recently adopted; i.e., \$0.10/\$100) \***

\$0.10/\$100

Population of ESD

1500

Area (sq. miles) of ESD

24

Does your ESD collect a sales tax?

- Yes
- No

If your ESD collects a sales tax, what is the rate of the sales tax? (i.e. 1/2 percent)

2 percent



Name of Person Completing this Form \*

Richard Bremer  
First Name Last Name

E-mail \*

rbremer@cassievfd.com

Phone Number \*

830 - 798-4230  
Area Code Phone Number



Name of ESD President (Commissioner No. 1) \*

Richard Bremer  
First Name Last Name

E-mail \*

rbremer@cassievfd.com

Term Expires (example: 12/31/16) \*

12/31/23



Name of ESD Vice President (Commissioner No. 2) \*

Robbie      Cheatham

First Name      Last Name

E-mail \*

rcheatham@cassievfd.com

Term Expires (example: 12/31/16) \*

12/31/22



Name of ESD Secretary (Commissioner No. 3) \*

Sharon      Barclay

First Name      Last Name

E-mail \*

sbarclay@cassievfd.com

Term Expires (example: 12/31/16) \*

12/31/23



Name of ESD Treasurer (Commissioner No. 4) \*

Donna Kiley  
First Name Last Name

E-mail \*

dkiley@cassievfd.com

Term Expires (example: 12/31/16) \*

12/31/22



Name of ESD Commissioner (Commissioner No. 5) \*

John Cali  
First Name Last Name

E-mail \*

jcali@cassievfd.com

Term Expires (example: 12/31/16) \*

12/31/23



Name of ESD's legal counsel \*

Ken Campbell  
First Name Last Name

Address



PO Box 26300

Street Address

Street Address Line 2

Austin

Texas

City

State / Province

78755-6300

United States

Postal / Zip Code

Country

**Phone Number**

512

-

338-5322

Area Code

Phone Number

**E-mail \***

kcampbell@bajb.com



**Name of ESD's general manager, executive director or administrator (N/A if none)**

N/A

First Name

Last Name

**E-mail**

ex: myname@example.com



**Name of fire chief or EMS CEO**

Derrick

Curtis

First Name

Last Name

**E-mail**



**Names of Other Consultant**

First Name Last Name

**Service provided (i.e. audit)**

**E-mail**



**Names of Other Consultant**

First Name Last Name

**Service provided (i.e. audit)**

**E-mail**



Question or comment for SAFE-D:

NEW: BEFORE you click SUBMIT below, click the PRINT FORM button (below) to print the form for your records.