



BURNET COUNTY EMERGENCY SERVICES DISTRICT No. 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 No. 2, to be held on Thursday, September 18, 2025, at 6:00 p.m. at the Cassie VFD Station located at 3900 RR 690, Burnet, Texas, 78611. This Agenda is posted at the Burnet County Courthouse and on the [Burnet County \(burnetcountytexas.org\)](https://burnetcountytexas.org) website.

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

AGENDA

1. Call meeting to order. (Barclay)
2. Establish a quorum. (Barclay)
3. Pledge of Allegiance. (Barclay)
4. Invocation. (Barclay)
5. Welcome guests. (Barclay)
6. Comments from the Board and Public not scheduled on the agenda may be made. However, no action can be taken on these matters, and the Board will not debate the comments at this meeting. Comments regarding specific agenda items should occur when the item is called. There is a 2-minute speaking limit.
7. Accept minutes from the August 14, 2025 Meeting. (Barclay)
8. Burnet County ESD No. 2 Treasurer Report. (Lee)
9. Discussion and/or action regarding the disbursement of funds. (Lee)



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10. Report from the Cassie Volunteer Fire Department.
 - A. Report from CVFD Leadership (Chief Curtis/Lt. M. Rivera)
 1. Number of calls.
 2. Staffing, Structure, Retention, Recruitment-Strategic Plan #3
 3. Training-Strategic Plan #4
 4. Community Involvement – Strategic Plan #7
 5. Equipment and Apparatus - Strategic Plan #2
 6. Other department activity or concerns.
 - B. Cassie VFD Financial Report (L. Schneider)
 - C. Discussion and/or action regarding Capital Expense request. (Curtis)
11. Administrative update of the Sales Tax Program for Burnet County ESD No. 2 including update on reports from HdL- Strategic Plan #5 Goal 6 (Proffer)
12. Joint Task Force Report – Strategic Plan #5 Goal 1. (Barclay/Proffer/Curtis)
13. Distribution of the Retention Bonus for active Cassie VFD Members- Strategic Plan #3 Goal 3 (Barclay)
14. Discussion and/or action regarding the Service Provider Contract for FY2025-26 for Cassie VFD. (Barclay)
15. Discussion and/or action to set disbursement amounts to Cassie VFD for FY'25-26. (Barclay)
16. Discussion and/or action regarding contract with Megan Paz for FY'25-26 Administrative Assistant. (Barclay)
17. Calendar of events for October 16, 2025 Meeting
 - A. Standing Agenda Items.
 - B. Strategic Plan updates
 - C. Review of the Policies for Burnet County ESD 2
 - A. Operational Reserves (Lee)
 - B. Investment (Lee)
 - C. Records Management (Barclay)
 - D. Exception to a Quorum (Cheatham)
 - E. Goods in Transit (Barclay)
 - F. Review Insurance coverage provided by VFIS-Liability and Texas Mutual-Workers Comp



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19. Next meeting – Thursday, October 16, 2025, 6p.m. at the Cassie Volunteer Fire Department.

20. Adjourn

Sharon K. Barclay
President
Burnet County Emergency Services District No. 2
Burnet County, Texas

The Board of Commissioners of Burnet County Emergency Services District No. 2 reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters as authorized by the Texas Government Code including, but not limited to, Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Security Devices/Security Audits), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues).