



BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 2

P.O. Box 249

Buchanan Dam, Texas 78609-0249

Minutes (Official) – June 20, 2024

1. (AI)¹ Call meeting to order.

(AD)²At 6:00p.m., May 16, 2024, the Regular Meeting for the Board of Emergency Service Commissioners of Burnet County Emergency Services District No. 2 was called to order by President Sharon Barclay at the Cassie Volunteer Fire Department, 3900 RR 690, Burnet, Texas 78611. Notice of this meeting (Enclosure 1) had been previously posted at the Burnet County Courthouse and the Burnet County website, (Burnet County burnetcountytexas.org) in compliance with the provisions of Chapter 551, Texas Government Code.

2. (AI) Establish a quorum.

(AD) Board member in attendance were:

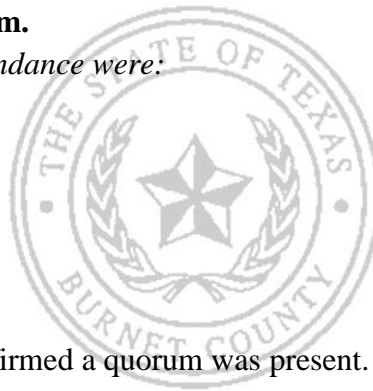
Sharon Barclay

Jodeen Lee

William Proffer

Robbie Cheatham

Felicia Sanchez - Absent



Commissioner Barclay 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) Commissioner Barclay offered the Invocation.

¹ AI – Agenda Item

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

5. (AI) Welcome guests

(AD) Commissioner Barclay welcomed to the meeting:
CVFD Chief Derrick Curtis
CVFD Asst. Chief Schoenfeld
Mrs. Laura Schneider, CVFD Treasurer
Mrs. Megan Paz – BCESD2 Administrative Assistant

6. (AI) Comments for the Board and Public not scheduled on the agenda may be made. 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 Barclay called for any comments regarding non-Agenda items. No items brought forward for discussion.

7. (AI) Accept minutes from the May 16, 2024 Meeting

(AD) Commissioner Barclay noted that there were typographical changes that had been submitted. With the submitted changes, the minutes were accepted as presented.

8. (AI) ESD #2 Treasurer Report

(AD) Commissioner Lee presented the Treasurer’s Report of June 2024. (Enclosure 2)

<i>Balances</i>	<i>Checking: \$310,759.89</i>
	<i>Savings: \$19307.25</i>
	<i>Texas Class Reserve Investment: \$376,354.37</i>
	<i>Texas Class Sales Tax Investment: \$247,249.38</i>
	<i>Total Assets: \$953,670.89</i>
	<i>Total Income: \$16,281.76</i>
	<i>Expenses: \$ 505.47</i>
	<i>Net: \$15,776.29</i>

<i>YTD Income</i>	<i>\$508,201.38</i>
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Budget \$517,527.67

Commissioner Barclay called for discussion and or questions regarding the June 2024 Treasurers Report; with no discussion, the Treasurers Report was accepted as presented.

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

(AD) Commissioner Lee reported at this time that there is not anything pending payment.

10. (AI) Report from the Cassie Volunteer Fire Department.

A. Report of VFD (Chief Curtis / Asst. Chief Schoenfeld)

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

B. Cassie VFD Financial Report (L. Schneider)

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

(AD) A. Chief Curtis gave the report on CVFD activity for the month of May 2024; CVFD responded to 16 calls—13 EMS / 3 Fire & Mutual Aid. There were 0 overlapping calls. Average response time 10:19 minutes. In-District calls –5.36 M-F 3:40, Out of District – 13.21. The average personnel per call for May as 4.4 (Enclosure 3)

Chief Curtis gave a report on the current building and repairs that need to be completed. Chief Curtis stated that there have been some severe storms and have caused some roof leaks and some gutter issues. He stated that these can be repaired and will be getting those repairs completed.

B. Mrs. Laura Schneider provided the CVFD Treasurers Report for May 2024. There was a balance of \$226,645.09 in checking. Expenses for May were 10,651.27. which included expenses for routine operations and training. Net Income YTD \$164,348.73.

Mrs. Laura Schneider provided the CVFD Account Report for May 2024. There was a balance of \$118,347.83 in checking. Expenses for May were \$0. There were donations received totaling \$850.00. (Enclosure 4)

11. (AI) Administrative update of the Sales Tax Program for ESD No. 2. Including update on reports from HdL.

(AD) Commissioner Barclay noted that May Sales Tax was \$9803.00 reflecting a YoY increase of 37.3% (Enclosure 5)

12. (AI) Acknowledge the sale of Engine 20 for \$175,000.00 and receive payment from Cassie Volunteer Fire Department minus the listing commission to Brindlee Mountain Fire Apparatus for \$12,250.00. Total received amount \$162,750.00. (Curtis)

(AD) Chief Curtis gave an update on the sale of the sale of Engine #20 for a total of \$175,000.00 minus the seller's fee which was \$12,500.00 for a total of \$162,750.00.

13. (AI) Discussion and/or action to approve Burnet County ESD No. 2 Strategic Plan 2024-2029. (Barclay)

(AD) Commissioner Barclay reported that she had updated the report, noting this is a living document it could be changing as necessary. Commissioner Barclay asked for questions or comments. Chief Derrick Curtis asked for a change to the Fire Department Call report to reflect a longer tracking period. He stated that he would provide the information.

Chief Curtis also stated that he would be bringing the Strategic Plan to the Fire Department membership at their next meeting.

Commissioner Barclay stated that she would put it on the July Agenda for additional consideration.

14. (AI) Report on TAC 419.021 (Texas Commission on Fire Protection) with necessary changes to compliance with new regulations. Confirm the appointment of Derrick Curtis as the Head of the Department. (Curtis)

(AD) Chief Curtis presented that there had been a change from the Texas Department of Fire Protection as required in the Texas Administration code. The new regulations require the Fire Department to have a "Head of the Department." This will also require a change in the CVFD By-Laws and action from the ESD to confirm the appointment.

Commissioner Barclay called for a motion to confirm Chief Derrick Curtis as head of the department in conformance with the Texas Commission on Fire Protection. Commissioner Cheatham made the motion to confirm Chief Derrick Curtis as head of the department in conformance with the Texas Commission on Fire Protection. Commissioner Lee seconded the motion; the motion passed unanimously. (Enclosure 6)

15. (AI) Discussion and/or action to authorize Chief Curtis to pursue bids for a Tactical Engine. (Curtis/Barclay)

(AD) As part of the ongoing plan recommended from the Joint Task Force, Chief Curtis discussed the time expected for a new engine what would be suitable for this department. Currently, there is a Tactical Engine that is due for completion in August and another coming out in 2 years.

Commissioner Barclay asked if there was any further discussion needed.

Commissioner Barclay called for a motion to authorize Chief Curtis to pursue bids for a Tactical Engine.

Commissioner Proffer made the motion to authorize Chief Curtis to pursue bids for a Tactical Engine. Commissioner Lee seconded the motion; the motion passed unanimously.

16. (AI) Report on acquiring Burnetcotxesd2.gov domain name. (Proffer)

(AD) Commissioner Proffer updated that there is no update at this time.

17. (AI) Compliance Report for Cybersecurity and ESD Commissioners CEU for 2024. (Barclay)

(AD) Commissioner Barclay noted that we are in compliance.

18. (AI) Report from CVFD regarding progress on Contract requirements. (Curtis)

(AD) Commissioner Barclay brought forth discussion related to the CVFD Contract. She noted that there are areas of the contract that need to be updated. Payments to CVFD previously were quarterly – October, January, April and July. Due to large expenses incurred by the CVFD in the first quarter, there is the recommendation to change the payment structure a 1 ½ payment October 1st; full payment January 1st and April 1st and ½ payment in July.

Previously, the budget has been given to ESD2 in October which falls after the fiscal year start date. Chief Curtis noted that they usually have it ready in July. Agreement to change the document to read due in July.

6.8 Standard of Practice documentation is noted in task book

6.12 Proof of Bond coverage will be submitted to the district. This is done in the insurance & ESD needs a copy of the Summary document & Blanket Commercial Bond.

6.15.7 Emergency Vehicle Apparatus Insurance value is to be a set amount; an agreed amount value on all vehicles. ESD2 will need a copy for record keeping per contract.

7.9 Performance Expectations are in written form in the CVFD by-laws. Need to Enhance and change wording by the end of August 2024.

7.10 Need to Enhance and change working by August 2024.

19. (AI) Discussion and work on the BCESD2 FY'24-25 Budget. (Lee/Barclay)

(AD) Commissioner Barclay noted the FY '24-25 Budget preliminarily has been completed. The ESD is waiting for confirmation from the BCAD and the CVFD Budget. The August Budget Approval Meeting Date will be announced in July.

20. (AI) Calendar of events for July 18, 2024, Meeting.

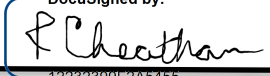
- A. Standing Agenda Items.
- B. Review and discussion regarding CVFD FY '24-25 Contract.
- C. Strategic Plan updates.
- D. Discussion and work on the BCESD 2 Budget for FY '24-25.

21. (AI) Next meeting, at 6:00 p.m. on Thursday, July 18, 2024, at the Cassie Volunteer Fire Department.

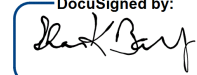
(AD) Commissioner Barclay announced that the next BCESD2 Meeting will be on July 18, 2024 at 6pm at the Cassie Volunteer Fire Department.

22. (AI) Adjourn

(AD) With no additional business, the Burnet County Emergency Services District No 2, June 20,2024 Meeting was adjourned at 7:14 p.m.

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Robbie Cheatham
Secretary
Emergency Services District No. 2
Burnet County
June 20,2024

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Sharon K. Barclay
President
Emergency Services District No. 2
Burnet County
June 20, 2024

Enclosure 1



BURNET COUNTY EMERGENCY SERVICES DISTRICT No. 2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

POSTED
YOUNG CLARK
Burnet County Clerk
By Hilton Warwick at 10:36 am, Jun 13 2024

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, June 20, 2024, at 6:00 p.m. at the Cassie VFD Station located at 3900 RR 690, Burnet, Texas, 78611. This agenda is posted in the Burnet County Courthouse and on the [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 items and the Board will not debate the comments at this meeting. Comments regarding specific agenda items should occur when the item is called. There is a 2-minute speaking limit.
7. Accept minutes from the May 16, 2024 Meeting. (Barclay)
8. ESD #2 Treasurer Report. (Lee)
9. Discussion and/or action regarding the disbursement of funds. (Lee)
10. Report from the Cassie Volunteer Fire Department.
 - A. Report of VFD (Chief Curtis/Asst. Chief Schoenfeld)
 1. Number of calls.
 2. Training, etc.
 3. Other department activity or concerns.
 - B. Cassie VFD Financial Report (L. Schneider)

Minutes
BCESD #2
June 20, 2024
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BURNET COUNTY EMERGENCY SERVICES DISTRICT No. 2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249

10. Report from the Cassie Volunteer Fire Department.
 - A. Report of VFD (Chief Curtis/Asst. Chief Schoenfeld)
 1. Number of calls.
 2. Training, etc.
 3. Other department activity or concerns.
 - B. Cassie VFD Financial Report (L. Schneider)
 11. Administrative update of the Sales Tax Program for ESD No. 2 including update on reports from HdL. (Proffer)
 12. Discussion and/or action to approve Burnet County ESD No. 2 Strategic Plan 2024-2029. (Barclay)
 13. Report from CVFD regarding progress on Contract requirements. (Curtis)
 14. Discussion and/or action regarding CVFD Contract for FY 2024-25. (Barclay)
 15. Discussion and/or action to approve the purchase of the Mini-Pumper Engine. (Curtis/Barclay)
 16. Discussion and work on the BCESD2 Budget for FY 2024-25. (Lee/Barclay)
 17. Report on acquiring *Burnetcotxesd2.gov* domain name. (Proffer)
 18. Calendar of event for August 15, 2024 Meeting
 - A. Notice of Public Hearing as part of the August meeting to set the FY 2024-25 Budget and the Tax Rate for 2024.
 - B. Standing Agenda Items.
 - C. Strategic Plan updates
 - D. Forward Service Provider Contract to Cassie VFD for their review and signatures.
 19. Next meeting, at 6:00 p.m. on Thursday, August 15, 2024 at the Cassie Volunteer Fire Department.
 20. Adjourn
- Sharon K. Barclay
President
Burnet County Emergency Service District No. 2
Burnet County, Texas

Enclosure 2

5:13 PM
06/13/24
Cash Basis

Burnet County Emergency Services District #2
Balance Sheet
As of May 31, 2024

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
First State Bank of Burnet	310,759.89
FSB of Burnet-Sales Tax	19,307.25
Texas Class Invest - Reserve	376,354.37
Texas Class Invest - Sales Tax	247,249.38
Total Checking/Savings	953,670.89
Total Current Assets	953,670.89
TOTAL ASSETS	953,670.89
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	622,527.06
Net Income	331,143.83
Total Equity	953,670.89
TOTAL LIABILITIES & EQUITY	953,670.89

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Burnet County Emergency Services District #2 Profit & Loss Detail

06/13/24

Cash Basis

May 2024

Type	Date	Num	Name	Memo	Paid Amount
Income					
Government Contracts					
Local Government Contracts					
Deposit	05/06/2024	auto	Burnet County Appraisal Dist.	4/16 - 4/30/24	494.63
Deposit	05/21/2024	auto	Burnet County Appraisal Dist.	5/1 - 5/15/24	3,653.57
Total Local Government Contracts					4,148.20
Sales Tax Revenue					
Deposit	05/10/2024	auto	HdL Companies	Sales tax ending 5/7/24	9,303.24
Total Sales Tax Revenue					9,303.24
Total Government Contracts					13,451.44
Interest Earned					
Deposit	05/31/2024			Interest	4.01
Deposit	05/31/2024			Interest	65.53
Total Interest Earned					69.54
Investments					
Interest-Investments					
Deposit	05/31/2024			Interest	1,672.34
Deposit	05/31/2024			Interest	1,088.44
Total Interest-Investments					2,760.78
Total Investments					2,760.78
Total Income					16,281.76
Expense					
Contract Services					
Contract Labor					
Check	05/18/2024	1539	Megan Paz	April 2024*	500.00
Total Contract Labor					500.00
Outside Contract Services					
Burnet Co. Appraisal Dist.					
Tax Collection Legal Fees					
Deposit	05/06/2024	auto	Burnet County Appraisal Dist.	4/16 - 4/30/24	5.47
Total Tax Collection Legal Fees					5.47
Total Burnet Co. Appraisal Dist.					5.47
Total Outside Contract Services					5.47
Total Contract Services					505.47
Total Expense					505.47
Net Income					15,776.29

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06/13/24

Cash Basis

Burnet County Emergency Services District #2

Profit & Loss Budget vs. Actual

October 2023 through May 2024

	Oct '23 - May 24	Budget	\$ Over Budget
Income			
Government Contracts			
Local Government Contracts	424,737.99	405,437.67	19,300.32
Sales Tax Revenue	63,073.34	100,000.00	-36,926.66
Total Government Contracts	487,811.33	505,437.67	-17,626.34
Interest Earned	425.70	90.00	335.70
Investments			
Interest-Investments	19,964.35	12,000.00	7,964.35
Total Investments	19,964.35	12,000.00	7,964.35
Total Income	508,201.38	517,527.67	-9,326.29
Expense			
Capital Reserve	-30,301.38	234,475.19	-264,776.57
Contract Services			
Accounting Fees	8,500.00	9,500.00	-1,000.00
Cassie Volunteer Fire Dept	177,573.00	236,764.00	-59,191.00
Contract Labor	1,100.00	4,500.00	-3,400.00
CVFD-Capital Expenditures	6,424.71	6,000.00	424.71
HdL Companies	2,511.00		
Insurance-Liability & D.O.	1,409.00	2,595.00	-1,186.00
Insurance-Workers Compensation	400.00	454.25	-54.25
Legal Fees	925.00	5,000.00	-4,075.00
Outside Contract Services			
Burnet Co. Appraisal Dist.			
Tax Collection Legal Fees	199.52		
Burnet Co. Appraisal Dist. - Other	3,300.02	6,020.23	-2,720.21
Total Burnet Co. Appraisal Dist.	3,499.54	6,020.23	-2,520.69
Total Outside Contract Services	3,499.54	6,020.23	-2,520.69
Total Contract Services	202,342.25	270,833.48	-68,491.23
Operations			
Newspaper Advertisement	52.00	100.00	-48.00
Postage, Mail Service	0.00	244.00	-244.00
Total Operations	52.00	344.00	-292.00
Other Types of Expenses			
computer expense	0.00	1,000.00	-1,000.00
Memberships and Dues	0.00	275.00	-275.00
Total Other Types of Expenses	0.00	1,275.00	-1,275.00
Sales Tax Expenditures-Cap Exp	0.00	5,000.00	-5,000.00
Travel and Meetings			
Conference, Convention, Meeting	3,839.03	5,000.00	-1,160.97
Travel	1,125.65	600.00	525.65
Total Travel and Meetings	4,964.68	5,600.00	-635.32
Total Expense	177,057.55	517,527.67	-340,470.12
Net Income	331,143.83	0.00	331,143.83

Enclosure 3

Cassie VFD/ Burnet ESD 2
Burnet, TX
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Incident Statistics
Zone(s): All Zones | Start Date: 05/01/2024 | End Date: 05/31/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		13	
FIRE		3	
TOTAL		16	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4490	0	0	1
C-60	0	0	2
TOTAL	0	0	3
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		5	
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	0:10:48	0:10:33	
AVERAGE FOR ALL CALLS		0:10:19	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:02:30	0:03:20	
AVERAGE FOR ALL CALLS		0:02:02	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		38:40	

Cassie VFD/ Burnet ESD 2

Burnet, TX

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Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 05/31/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		44	
FIRE		19	
TOTAL		63	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4490	0	0	2
C-60	0	0	17
TOTAL	0	0	19
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		16	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		3.17	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:08:42	0:08:16	
AVERAGE FOR ALL CALLS		0:08:45	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Cassie VFD-Elms Station	0:02:27	0:02:10	
AVERAGE FOR ALL CALLS		0:02:12	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Cassie VFD/ Burnet ESD 2		65:18	

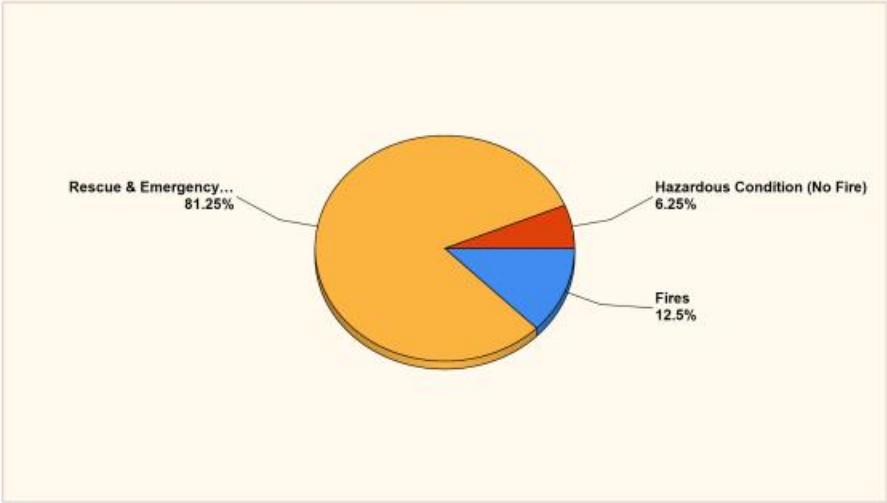
Cassie VFD/ Burnet ESD 2

Burnet, TX

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Breakdown by Major Incident Types for Date Range
Zone(s): All Zones | Start Date: 05/01/2024 | End Date: 05/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	12.5%
Rescue & Emergency Medical Service	13	81.25%
Hazardous Condition (No Fire)	1	6.25%
TOTAL	16	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
123 - Fire in portable building, fixed location	1	6.25%
143 - Grass fire	1	6.25%
311 - Medical assist, assist EMS crew	4	25%
321 - EMS call, excluding vehicle accident with injury	6	37.5%
322 - Motor vehicle accident with injuries	1	6.25%
324 - Motor vehicle accident with no injuries.	2	12.5%
444 - Power line down	1	6.25%
TOTAL INCIDENTS:	16	100%

Cassie VFD/ Burnet ESD 2

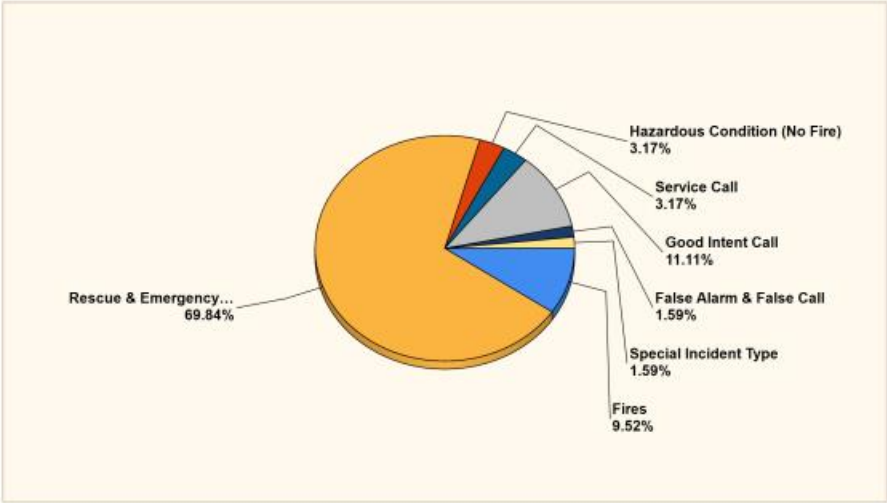
Burnet, TX

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 05/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	9.52%
Rescue & Emergency Medical Service	44	69.84%
Hazardous Condition (No Fire)	2	3.17%
Service Call	2	3.17%
Good Intent Call	7	11.11%
False Alarm & False Call	1	1.59%
Special Incident Type	1	1.59%
TOTAL	63	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
122 - Fire in motor home, camper, recreational vehicle	3	4.76%
123 - Fire in portable building, fixed location	1	1.59%
143 - Grass fire	1	1.59%
151 - Outside rubbish, trash or waste fire	1	1.59%
311 - Medical assist, assist EMS crew	11	17.46%
321 - EMS call, excluding vehicle accident with injury	26	41.27%
322 - Motor vehicle accident with injuries	1	1.59%
324 - Motor vehicle accident with no injuries.	4	6.35%
341 - Search for person on land	1	1.59%
342 - Search for person in water	1	1.59%
444 - Power line down	2	3.17%
551 - Assist police or other governmental agency	1	1.59%
561 - Unauthorized burning	1	1.59%
611 - Dispatched & cancelled en route	4	6.35%
631 - Authorized controlled burning	3	4.76%
745 - Alarm system activation, no fire - unintentional	1	1.59%
900 - Special type of incident, other	1	1.59%
TOTAL INCIDENTS:	63	100%

Cassie VFD/ Burnet ESD 2

Burnet, TX

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Average Response Time per Station for Date Range
Start Date: 05/01/2024 | End Date: 05/31/2024



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	9:02

Average Response Time per Station for Date Range
Start Date: 01/01/2024 | End Date: 05/31/2024

STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
#1 - Cassie VFD-Elms Station	7:38

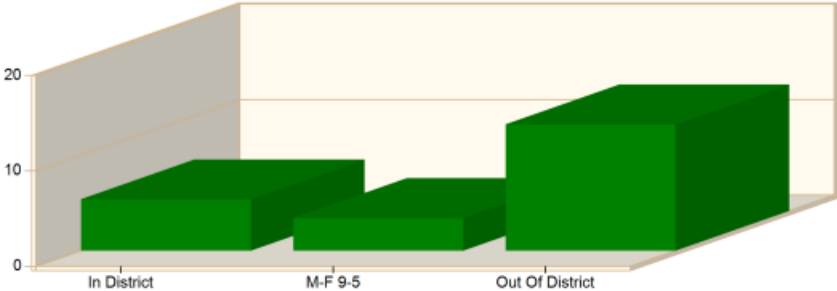
Cassie VFD/ Burnet ESD 2

Burnet, TX

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Incident Average Response Time per Shift for Date Range
Start Date: 05/01/2024 | End Date: 05/31/2024



SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	5.36	9
M-F 9-5	3.40	1
Out Of District	13.21	6
Total Number of Calls:		16

Incident Average Response Time per Shift for Date Range
Start Date: 01/01/2024 | End Date: 05/31/2024

SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrived)	CALLS
In District	6.33	35
M-F 9-5	5.68	8
Out Of District	10.22	15
Total Number of Calls:		58

Cassie VFD/ Burnet ESD 2

Burnet, TX

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Personnel Count per Incident for Date Range
Start Date: 05/01/2024 | End Date: 05/31/2024

INCIDENT				NUMBER OF PEOPLE			
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL	
2024-2400048	5/2/2024 11:11:35	311 - Medical assist, assist EMS crew	BP208	3	2	5	
2024-2400049	5/2/2024 14:47:00	311 - Medical assist, assist EMS crew	BP208	4	1	5	
2024-2400050	5/9/2024 10:25:59	324 - Motor vehicle accident with no injuries.	BP208	2	1	3	
2024-2400051	5/12/2024 13:06:17	321 - EMS call, excluding vehicle accident with injury	BP208	3	0	3	
2024-2400052	5/14/2024 08:01:05	321 - EMS call, excluding vehicle accident with injury	BP208	2	2	4	
2024-2400053	5/14/2024 14:24:30	322 - Motor vehicle accident with injuries	BP208	2	5	7	
2024-2400054	5/16/2024 14:41:39	143 - Grass fire	BP208	5	2	7	
2024-2400055	5/18/2024 05:28:02	321 - EMS call, excluding vehicle accident with injury	BP208	2	1	3	
2024-2400056	5/18/2024 12:31:05	311 - Medical assist, assist EMS crew	BP208	3	1	4	
2024-2400057	5/18/2024 13:51:45	321 - EMS call, excluding vehicle accident with injury	BP208	2	1	3	
2024-2400058	5/19/2024 06:59:00	311 - Medical assist, assist EMS crew	BP208	1	4	5	
2024-2400059	5/22/2024 15:58:00	321 - EMS call, excluding vehicle accident with injury	BP208	4	1	5	
2024-2400060	5/23/2024 01:38:35	324 - Motor vehicle accident with no injuries.	BP208	1	3	4	
2024-2400061	5/30/2024 12:32:17	321 - EMS call, excluding vehicle accident with injury	BP208	1	0	1	
2024-2400062	5/31/2024 19:11:40	123 - Fire in portable building, fixed location	BP208	7	1	8	
2024-2400063	5/31/2024 23:23:22	444 - Power line down	BP208	3	0	3	
TOTAL # OF INCIDENTS: 16				AVERAGES:	2.8	1.6	4.4

Personnel Count per Incident for Date Range
Start Date: 01/01/2024 | End Date: 05/31/2024

TOTAL # OF INCIDENTS: 63	AVERAGES:	3.6	1.4	5.0
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Cassie VFD/ Burnet ESD 2

Burnet, TX

This report was generated on 6/20/2024 4:41:06 PM

**Incidents per Zone for Date Range**

Start Date: 05/01/2024 | End Date: 05/31/2024

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
ZONE: 01 - Cassie				
2024-2400062	123 - Fire in portable building, fixed location	05/31/2024	118 White Tail	B-51,C-60,E-21,T-40
Total # Incidents for 01:				1
ZONE: 04 - The Willows				
2024-2400051	321 - EMS call, excluding vehicle accident with injury	05/12/2024	150 Cr 141	4490,B-51
2024-2400052	321 - EMS call, excluding vehicle accident with injury	05/14/2024	198 Cr 141	4490,C-60
2024-2400057	321 - EMS call, excluding vehicle accident with injury	05/18/2024	198 Cr 141	C-60
Total # Incidents for 04 :				3
ZONE: 12 - Park Road 4				
2024-2400053	322 - Motor vehicle accident with injuries	05/14/2024	5600 Park Rd 4	B-50,C-60
2024-2400059	321 - EMS call, excluding vehicle accident with injury	05/22/2024	Park Rd 4	4490,B-51,C-60
Total # Incidents for 12:				2
ZONE: 15 - Reveille Peak Ranch				
2024-2400055	321 - EMS call, excluding vehicle accident with injury	05/18/2024	105 Cr 114	B-50,C-60
2024-2400056	311 - Medical assist, assist EMS crew	05/18/2024	105 Cr 114	B-50,C-60
2024-2400058	311 - Medical assist, assist EMS crew	05/19/2024	105 Cr 114	C-60
Total # Incidents for 15:				3
ZONE: 16 - West State Highway 29				
2024-2400060	324 - Motor vehicle accident with no injuries.	05/23/2024	9600 W Sh 29	C-60
Total # Incidents for 16:				1
ZONE: 17 - FM 690				
2024-2400063	444 - Power line down	05/31/2024	5100 Fm 690	B-51,C-60
Total # Incidents for 17:				1
ZONE: 27 - OOD-ELBVFD				
2024-2400054	143 - Grass fire	05/16/2024	14851 RR 2341	B-50,C-60,T-40
Total # Incidents for 27:				1
ZONE: 30 - OOD- Hoover Valley VFD				
2024-2400048	311 - Medical assist, assist EMS crew	05/02/2024	610 Apache DR	B-50,C-60
2024-2400049	311 - Medical assist, assist EMS crew	05/02/2024	137 cr 118A	B-50,B-51
2024-2400050	324 - Motor vehicle accident with no injuries.	05/09/2024	7600 Park Rd 4	C-60
2024-2400061	321 - EMS call, excluding vehicle accident with injury	05/30/2024	2011 CR 118	C-60

ZONE: 21 - Lake Buchanan				
2024-2400016	342 - Search for person in water	03/13/2024	3400 TX 261	C-60,RB-30
Total # Incidents for 21:				1
ZONE: 27 - OOD-ELBVFD				
2024-2400054	143 - Grass fire	05/16/2024	14851 RR 2341	B-50,C-60,T-40
Total # Incidents for 27:				1
ZONE: 28 - OOD- Burnet VFD				
2024-2400005	122 - Fire in motor home, camper, recreational vehicle	01/18/2024	6161 W Sh 29	C-60,T-40
2024-2400013	122 - Fire in motor home, camper, recreational vehicle	02/28/2024	6161 W Sh 29	4490,E-21,T-40
2024-2400021	122 - Fire in motor home, camper, recreational vehicle	03/16/2024	100 Rocky Hollow DR	C-60,E-21,T-40
Total # Incidents for 28:				3
ZONE: 29 - OOD- CI Burnet FD				
2024-2400044	631 - Authorized controlled burning	04/22/2024	3000 RR 2341	B-50,E-21,T-40
Total # Incidents for 29:				1
ZONE: 30 - OOD- Hoover Valley VFD				
2024-2400015	151 - Outside rubbish, trash or waste fire	03/12/2024	3630 Park Rd 4	C-60
2024-2400018	341 - Search for person on land	03/14/2024	3630 Park Rd 4	B-50,C-60
2024-2400037	611 - Dispatched & cancelled en route	04/13/2024	6800 Park Rd 4	B-50
2024-2400046	311 - Medical assist, assist EMS crew	04/29/2024	1008 apache dr	B-51,C-60
2024-2400047	611 - Dispatched & cancelled en route	04/30/2024	3600 Park Rd 4	B-51,E-20
2024-2400048	311 - Medical assist, assist EMS crew	05/02/2024	610 Apache DR	B-50,C-60
2024-2400049	311 - Medical assist, assist EMS crew	05/02/2024	137 cr 118A	B-50,B-51
2024-2400050	324 - Motor vehicle accident with no injuries.	05/09/2024	7600 Park Rd 4	C-60
2024-2400061	321 - EMS call, excluding vehicle accident with injury	05/30/2024	2011 CR 118	C-60
Total # Incidents for 30:				9
ZONE: BCSO - Burnet County SO				
2024-2400017	551 - Assist police or other governmental agency	03/14/2024	211 N River Oaks DR	C-60
Total # Incidents for BCSO:				1
TOTAL # INCIDENTS:				16

Enclosure 4

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Cash Basis

Cassie Volunteer Fire Department
Balance Sheet
 As of May 31, 2024

	<u>May 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 - CASSIE VFD-ESD2	226,645.09
Total Checking/Savings	<u>226,645.09</u>
Total Current Assets	226,645.09
Fixed Assets	
1410 - Land	13,820.69
1420 - Furniture & Fixtures	10,438.09
1430 - Vehicles & Equipment	1,198,347.79
1440 - EMS Equipment	8,464.56
1450 - Communication Equipment	103,956.55
1460 - Buildings	120,053.61
1510 - Accumulated Depreciation	<u>-1,174,957.72</u>
Total Fixed Assets	280,123.57
Other Assets	
1090 - Transfers (In/Out)	70,000.00
1100 - Grant Receivable	<u>665.00</u>
Total Other Assets	<u>70,665.00</u>
TOTAL ASSETS	<u>577,433.66</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 - Employer & Emp. Payroll Tax	<u>1,888.78</u>
Total Other Current Liabilities	<u>1,888.78</u>
Total Current Liabilities	<u>1,888.78</u>
Total Liabilities	1,888.78
Equity	
3010 - Unrestricted Net Assets-Ret.Ern	362,143.34
Net Income	<u>213,401.54</u>
Total Equity	<u>575,544.88</u>
TOTAL LIABILITIES & EQUITY	<u>577,433.66</u>

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 June 20, 2024
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Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Detail
May 2024

Date	Name	Memo	Class	Paid Amount
Income				
4000 · Income				
4035 · FD Equipment Sale				
05/30/2024	ROCKY MOUNTAIN...	E1-4420 was sold to Canadian Indian Fire Department-money r...	ESD	175,000.00
Total 4035 · FD Equipment Sale				175,000.00
Total 4000 · Income				175,000.00
Total Income				175,000.00
Expense				
5000 · ADMINISTRATIVE				
5025 · Office Supplies				
05/20/2024	Chase Card Services	Apple-cloud storage for reports monthly fee-no receipt	ESD	0.99
05/20/2024	Chase Card Services	Norton-1 yr renewal of anti-virus software for 5 devices at station...	ESD	169.99
Total 5025 · Office Supplies				170.98
5040 · Subscriptn/Dues/Membrshp/RecMgmt				
05/20/2024	Chase Card Services	B2B-Amazon prime business membership for period 4-13-2024-...	ESD	179.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Sanchez-couple	ESD	58.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Rivera-single	ESD	40.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Dupont-couple	ESD	58.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Ganci-family	ESD	67.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Herwig-senior couple	ESD	40.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Lee-senior couple	ESD	40.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Curtis-family	ESD	67.00
05/20/2024	Chase Card Services	YMCA May 2024 membership for Kelley-family	ESD	67.00
Total 5040 · Subscriptn/Dues/Membrshp/RecMgmt				616.00
5042 · Record Mgmt Systems-ER,PC,CAD				
05/02/2024	ESO Solutions, Inc	Inv#ESO-137149-First Responder PCR package for period 5-1-...	ESD	495.00
Total 5042 · Record Mgmt Systems-ER,PC,CAD				495.00
Total 5000 · ADMINISTRATIVE				1,281.98
5200 · PAID POSITION				
5205 · Base Salary				
05/14/2024	Derrick R Curtis	Salary-Payroll for period ending 5-17-2024	FDE	2,423.08
05/28/2024	Derrick R Curtis	Salary-Payroll for period ending 5-31-2024	FDE	2,423.08
Total 5205 · Base Salary				4,846.16
5215 · CVFD SS & Medicare Tax Match				
05/14/2024	Derrick R Curtis	Employer Social Security & Medicare	FDE	185.37
05/28/2024	Derrick R Curtis	Employer Social Security & Medicare	FDE	185.37
Total 5215 · CVFD SS & Medicare Tax Match				370.74
Total 5200 · PAID POSITION				5,216.90
5300 · BUILDING AND GROUNDS				
5330 · Electrical Service				
05/15/2024	PEC	Acct#3000098825 for period 3-21-2024-4-21-2024	ESD	154.66
Total 5330 · Electrical Service				154.66
5335 · Telephone Service				
05/20/2024	Chase Card Services	281-internet service for period 4-10-2024-5-9-2024	ESD	167.00
05/20/2024	Chase Card Services	HAAS Alert-digital alerting transponder and safety cloud service ...	ESD	527.00
05/20/2024	Chase Card Services	VZWLSS-wireless service for ipads in vehicles for period 3-11-...	ESD	250.51
Total 5335 · Telephone Service				944.51
Total 5300 · BUILDING AND GROUNDS				1,099.17

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Cash Basis

**Cassie Volunteer Fire Department
Profit & Loss Detail
May 2024**

Date	Name	Memo	Class	Paid Amount
7000 - OPERATIONS				
7010 - Fuel-Vehicle and Equipment				
05/20/2024	Chase Card Services	Longhorn Grocery-gas for 4460-EMS call in Buena Vista-fuel wa...	ESD	50.00
Total 7010 - Fuel-Vehicle and Equipment				50.00
7012 - Fuelman-Vehicles & Equipment				
05/07/2024	Fuelman	4-3-2024-4460-3 EMS	ESD	62.34
05/07/2024	Fuelman	4-7-2024-4460-2EMS-1Auto	ESD	46.98
05/07/2024	Fuelman	4-10-2024-4460-2 EMS	ESD	59.52
05/07/2024	Fuelman	4-24-2024-4460-\$ EMS-1Auto	ESD	63.24
05/07/2024	Fuelman	4-2-2024-4450-Pump-regular fill up	ESD	11.09
05/07/2024	Fuelman	4-2-2024-4451-filled gas cans with regular gas to prepare for the...	ESD	51.94
05/07/2024	Fuelman	4-2-2024-4420 regular fill up	ESD	11.36
05/07/2024	Fuelman	4-23-2024-4420-1 Auto	ESD	34.85
05/07/2024	Fuelman	4-2-2024-4421-regular fill up	ESD	33.73
05/07/2024	Fuelman	4-23-2024-4421-regular fill up-1 Auto	ESD	30.69
05/07/2024	Fuelman	4-4-2024-4431-UTV-regular fill up	ESD	16.03
05/07/2024	Fuelman	4-2-2024-4450-filled gas cans with diesel to prepare for the eclip...	ESD	99.68
05/07/2024	Fuelman	4-2-2024-4451-regular fill up-2EMS	ESD	55.19
05/07/2024	Fuelman	4-09-2024-4451-regular fill up and RPR calls	ESD	63.45
Total 7012 - Fuelman-Vehicles & Equipment				640.09
7060 - Rehabilitation Supplies				
05/14/2024	Chris Kelley	Reimbursement for rehab items purchased for eclipse-VOIDED ...	ESD	0.00
05/20/2024	Chase Card Services	The Dam Grill-prep meeting for eclipse	ESD	82.08
Total 7060 - Rehabilitation Supplies				82.08
7080 - Vehicle Maintenance/Repair				
05/20/2024	Chase Card Services	NAPA-two new batteries for Brush 3-4451	ESD	154.11
Total 7080 - Vehicle Maintenance/Repair				154.11
Total 7000 - OPERATIONS				926.28
8000 - TRAINING				
8022 - Training-Certification&Testing				
05/20/2024	Chase Card Services	TCFP-Interm Arson Investigator certification for Nick Ganci	ESD	87.17
05/20/2024	Chase Card Services	TCFP-Interm Fire Inspector certification for Nick Ganci	ESD	87.17
05/20/2024	Chase Card Services	TCFP-Interm Fire Investigator certification for Nick Ganci	ESD	87.17
05/20/2024	Chase Card Services	TCFP-Advanced Arson Investigator certification for Nick Ganci	ESD	87.17
05/20/2024	Chase Card Services	TCFP-Advanced Fire Inspector certification for Nick Ganci	ESD	87.17
05/20/2024	Chase Card Services	TCFP-Advanced Fire Investigator certification for Nick Ganci	ESD	87.17
Total 8022 - Training-Certification&Testing				523.02
8025 - Per Diem Travel/Lodging				
05/20/2024	Chase Card Services	TST-Weber Grill-supper for D. Curtis attending the FDIC confer...	ESD	60.96
05/20/2024	Chase Card Services	Indiana Convention Center-lunch for D. Curtis attending the FDI...	ESD	16.35
05/20/2024	Chase Card Services	TGI Fridays-lunch for D. Curtis attending the FDIC conference in...	ESD	29.85
05/20/2024	Chase Card Services	MCC Resort-Dick's-supper for D. Curtis attending the FDIC conf...	ESD	48.63
05/20/2024	Chase Card Services	Indiana Convention Hall-lunch for D. Curtis attending the FDIC c...	ESD	18.53
05/20/2024	Chase Card Services	PF Chang's-supper for D. Curtis attending the FDIC conference ...	ESD	60.00
05/20/2024	Chase Card Services	Marriott-supper for D. Curtis attending the FDIC conference in In...	ESD	50.85
05/20/2024	Chase Card Services	Dallas FT Worth-supper for D. Curtis attending the FDIC confer...	ESD	22.39
05/20/2024	Chase Card Services	Marriott Indy-hotel stay for D. Curtis attending the FDIC confere...	ESD	1,296.36
Total 8025 - Per Diem Travel/Lodging				1,603.92
Total 8000 - TRAINING				2,126.94
Total Expense				10,651.27
Net Income				164,348.73

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Cash Basis

Cassie Volunteer Fire Department
Profit & Loss by Class
October 2023 through May 2024

	ESD	ESDC	FDE	TOTAL
Income				
4000 · Income				
4005 · ESD payments	123,408.36	0.00	54,164.64	177,573.00
4035 · FD Equipment Sale	175,000.00	0.00	0.00	175,000.00
4040 · FD Reimbursement	156.00	0.00	0.00	156.00
4095 · ESD Pymts-Capital Expenditures	0.00	6,634.81	0.00	6,634.81
Total 4000 · Income	298,564.36	6,634.81	54,164.64	359,363.81
Total Income	298,564.36	6,634.81	54,164.64	359,363.81
Expense				
5000 · ADMINISTRATIVE				
5005 · Accounting	345.00	0.00	0.00	345.00
5025 · Office Supplies	465.94	0.00	0.00	465.94
5030 · Printer Supplies	151.95	0.00	0.00	151.95
5035 · Shipping/Postage/PO Box Rental	66.00	0.00	0.00	66.00
5040 · Subscrptn/Dues/Membrshp/RecMgmt	6,407.48	0.00	0.00	6,407.48
5042 · Record Mgmt Systems-ER,PC,CAD	1,915.00	0.00	0.00	1,915.00
5050 · Uniforms (Caps and Shirts)	3,354.20	0.00	0.00	3,354.20
5060 · Banking/SftyDepBox/Chks/BkgdCks	25.00	0.00	0.00	25.00
5076 · RECRUITMENT & RETENTION	6,568.95	0.00	0.00	6,568.95
5078 · Items to be reimbursed by ESD	0.00	210.10	0.00	210.10
Total 5000 · ADMINISTRATIVE	19,299.52	210.10	0.00	19,509.62
5200 · PAID POSITION				
5205 · Base Salary	0.00	0.00	43,615.44	43,615.44
5215 · CVFD SS & Medicare Tax Match	0.00	0.00	3,336.66	3,336.66
Total 5200 · PAID POSITION	0.00	0.00	46,952.10	46,952.10
5300 · BUILDING AND GROUNDS				
5310 · Janitorial Supplies	299.43	0.00	0.00	299.43
5320 · Repairs and Maintenance	2,687.55	0.00	0.00	2,687.55
5325 · Furn&YardEquip Repl/Rep/New	474.07	0.00	0.00	474.07
5330 · Electrical Service	2,030.61	0.00	0.00	2,030.61
5335 · Telephone Service	5,165.83	0.00	0.00	5,165.83
Total 5300 · BUILDING AND GROUNDS	10,657.49	0.00	0.00	10,657.49
5600 · COMMUNICATIONS				
5605 · Batteries, Clips, Acc.	2,849.55	0.00	0.00	2,849.55
Total 5600 · COMMUNICATIONS	2,849.55	0.00	0.00	2,849.55
6600 · INSURANCE				
6605 · Building and Property	2,982.00	0.00	0.00	2,982.00
6610 · Vehicle	6,914.00	0.00	0.00	6,914.00
6615 · Personnel Coverage	14,626.00	0.00	0.00	14,626.00
Total 6600 · INSURANCE	24,522.00	0.00	0.00	24,522.00
7000 · OPERATIONS				
7007 · CAD-Computer Aided Dispatch	6,855.65	0.00	0.00	6,855.65
7010 · Fuel-Vehicle and Equipment	50.00	0.00	0.00	50.00
7012 · Fuelman-Vehicles & Equipment	3,745.24	0.00	0.00	3,745.24
7020 · Fire Extinguisher Test/Repr	130.00	0.00	0.00	130.00
7030 · First Responder Supplies	3,732.65	0.00	0.00	3,732.65
7035 · Ladder, Pump & Hose Testing	1,380.00	0.00	0.00	1,380.00
7040 · Minor Tools	15.89	0.00	0.00	15.89
7050 · Personal Protect Equip-PPE	955.44	0.00	0.00	955.44
7057 · Operations - Radio Service Fee	5,459.28	0.00	0.00	5,459.28
7060 · Rehabilitation Supplies	1,072.93	0.00	0.00	1,072.93
7072 · SCBA MAINTENANCE & REPAIR	395.43	0.00	0.00	395.43
7075 · State Veh Safety Inspec&Regist	29.00	0.00	0.00	29.00
7080 · Vehicle Maintenance/Repair	506.00	0.00	0.00	506.00

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Cash Basis

Cassie Volunteer Fire Department
Profit & Loss by Class
 October 2023 through May 2024

	ESD	ESDC	FDE	TOTAL
7085 · Vehicle Maint/Repr(Vendor)	3,354.37	0.00	0.00	3,354.37
7105 · Rescue Equipment · REPLMNT	228.32	0.00	0.00	228.32
Total 7000 · OPERATIONS	27,910.20	0.00	0.00	27,910.20
8000 · TRAINING				
8005 · AED, CPR, First Aid	207.50	0.00	0.00	207.50
8020 · Training -VENDOR	3,100.94	0.00	0.00	3,100.94
8022 · Training-Certification&Testing	635.19	0.00	0.00	635.19
8025 · Per Diem Travel/Lodging	2,908.97	0.00	0.00	2,908.97
Total 8000 · TRAINING	6,852.60	0.00	0.00	6,852.60
9000 · PUBLIC RELATIONS				
9010 · Public Educatn/Relatn/Apprtn	284.00	0.00	0.00	284.00
Total 9000 · PUBLIC RELATIONS	284.00	0.00	0.00	284.00
9500 · CAPITAL EXPENDITURES				
9523 · Tires- 6 New Tires for E2-4421	0.00	6,424.71	0.00	6,424.71
Total 9500 · CAPITAL EXPENDITURES	0.00	6,424.71	0.00	6,424.71
Total Expense	92,375.36	6,634.81	46,952.10	145,962.27
Net Income	206,189.00	0.00	7,212.54	213,401.54

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Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Budget vs. Actual
 October 2023 through June 2024

	Oct '23 - Jun 24	Budget	\$ Over Budget
Income			
4000 - Income			
4005 - ESD payments	177,573.00	236,764.00	-59,191.00
4035 - FD Equipment Sale	175,000.00		
4040 - FD Reimbursement	156.00		
4095 - ESD Pymts-Capital Expenditures	6,634.81	6,000.00	634.81
Total 4000 - Income	359,363.81	242,764.00	116,599.81
Total Income	359,363.81	242,764.00	116,599.81
Expense			
5000 - ADMINISTRATIVE			
5005 - Accounting	1,195.00	2,000.00	-805.00
5010 - Legal Services	0.00	100.00	-100.00
5015 - Meetings	0.00	300.00	-300.00
5020 - Office Equipment/Maint.	0.00	258.00	-258.00
5025 - Office Supplies	1,295.91	1,000.00	295.91
5030 - Printer Supplies	151.95	300.00	-148.05
5035 - Shipping/Postage/PO Box Rental	66.00	150.00	-84.00
5040 - Subscripnt/Dues/Membrshp/RecMgmt	19,445.23	6,000.00	13,445.23
5042 - Record Mgmt Systems-ER,PC,CAD	1,915.00	5,500.00	-3,585.00
5045 - Travel Allowance	0.00	100.00	-100.00
5050 - Uniforms (Caps and Shirts)	3,184.96	2,000.00	1,184.96
5055 - Printing Services	0.00	100.00	-100.00
5060 - Banking/StyDepBox/Chks/BkgdCks	50.00	100.00	-50.00
5070 - Replen Petty Cash/Toll Charges	0.00	350.00	-350.00
5075 - PYMNT TO ESD FROM SALE OF ITEMS	162,750.00	0.00	162,750.00
5076 - RECRUITMENT & RETENTION	7,071.95	10,200.00	-3,128.05
5078 - Items to be reimbursed by ESD	210.10	0.00	210.10
Total 5000 - ADMINISTRATIVE	197,336.10	28,458.00	168,878.10
5200 - PAID POSITION			
5205 - Base Salary	48,461.60	63,000.00	-14,538.40
5215 - CVFD SS & Medicare Tax Match	3,707.40	4,819.50	-1,112.10
Total 5200 - PAID POSITION	52,169.00	67,819.50	-15,650.50
5300 - BUILDING AND GROUNDS			
5305 - Botanical Supplies	0.00	50.50	-50.50
5310 - Janitorial Supplies	299.43	200.00	99.43
5320 - Repairs and Maintenance	2,687.55	2,000.00	687.55
5325 - Furn&YardEquip Repl/Rep/New	474.07	2,000.00	-1,525.93
5330 - Electrical Service	2,196.76	4,200.00	-2,003.24
5335 - Telephone Service	5,583.34	6,600.00	-1,016.66
Total 5300 - BUILDING AND GROUNDS	11,241.15	15,050.50	-3,809.35
5600 - COMMUNICATIONS			
5605 - Batteries, Clips, Acc.	2,849.55	500.00	2,349.55
5615 - Non-Warranty Repair	0.00	300.00	-300.00
5620 - Digital Radio and Pagers	0.00	500.00	-500.00
Total 5600 - COMMUNICATIONS	2,849.55	1,300.00	1,549.55
6600 - INSURANCE			
6605 - Building and Property	2,982.00	5,800.00	-2,818.00
6610 - Vehicle	6,914.00	12,355.00	-5,441.00
6615 - Personnel Coverage	14,626.00	16,100.00	-1,474.00
Total 6600 - INSURANCE	24,522.00	34,255.00	-9,733.00

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07/06/24
Cash Basis

Cassie Volunteer Fire Department
Profit & Loss Budget vs. Actual
October 2023 through June 2024

	Oct '23 - Jun 24	Budget	\$ Over Budget
7000 - OPERATIONS			
7007 - CAD-Computer Aided Dispatch	6,855.65	5,800.00	1,055.65
7010 - Fuel-Vehicle and Equipment	50.00	250.00	-200.00
7012 - Fuelman-Vehicles & Equipment	4,122.75	16,000.00	-11,877.25
7015 - Equipment Maint/Repr-Vendor	0.00	500.00	-500.00
7020 - Fire Extinguisher Test/Repr	130.00	300.00	-170.00
7025 - Fire Suppressant Supplies	0.00	5,000.00	-5,000.00
7030 - First Responder Supplies	5,941.86	4,500.00	1,441.86
7035 - Ladder, Pump & Hose Testing	1,380.00	4,000.00	-2,620.00
7040 - Minor Tools	73.24	150.00	-76.76
7045 - Veh/Epmt Lights-Decals-Safety	0.00	100.00	-100.00
7050 - Personal Protect Equip-PPE	1,285.34	4,000.00	-2,714.66
7055 - PPE Testing/Cleaning/Repair	0.00	500.00	-500.00
7057 - Operations - Radio Service Fee	5,459.28	5,570.00	-110.72
7060 - Rehabilitation Supplies	1,363.91	500.00	863.91
7065 - Rescue Equipment Maint/Repr	0.00	250.00	-250.00
7070 - SCBA Testing/Hydro/FaceMsk/Pack	0.00	2,500.00	-2,500.00
7072 - SCBA MAINTENANCE & REPAIR	395.43	500.00	-104.57
7075 - State Veh Safety Inspec&Regist	44.00	150.00	-106.00
7080 - Vehicle Maintenance/Repair	506.00	2,000.00	-1,494.00
7085 - Vehicle Maint/Repr(Vendor)	10,543.28	16,000.00	-5,456.72
7090 - Equipmt Replmt(Fire Fightg)	0.00	1,750.00	-1,750.00
7095 - Fire Fighting Equipmt - NEW	0.00	2,500.00	-2,500.00
7096 - FIRE FIGHTING EQUIPMENT-MAINTEN	0.00	1,007.00	-1,007.00
7100 - Rescue Equipment - NEW	0.00	1,000.00	-1,000.00
7105 - Rescue Equipment - REPLMNT	228.32	200.00	28.32
Total 7000 - OPERATIONS	38,379.06	75,027.00	-36,647.94
8000 - TRAINING			
8005 - AED, CPR, First Aid	207.50	454.00	-246.50
8020 - Training -VENDOR	3,100.94	7,000.00	-3,899.06
8022 - Training-Certification&Testing	635.19	1,000.00	-364.81
8025 - Per Diem Travel/Lodging	2,908.97	4,000.00	-1,091.03
8030 - Wildland	0.00	500.00	-500.00
8035 - Educational Supplies	0.00	600.00	-600.00
Total 8000 - TRAINING	6,852.60	13,554.00	-6,701.40
9000 - PUBLIC RELATIONS			
9005 - Educational Supplies	0.00	100.00	-100.00
9010 - Public Educatn/Relatn/Apprtn	284.00	500.00	-216.00
9015 - Shipping and Postage	0.00	100.00	-100.00
9020 - Printing	0.00	100.00	-100.00
9025 - Recognition/Thank You	95.99	500.00	-404.01
Total 9000 - PUBLIC RELATIONS	379.99	1,300.00	-920.01
9500 - CAPITAL EXPENDITURES			
9523 - Tires- 6 New Tires for E2-4421	6,424.71	6,000.00	424.71
Total 9500 - CAPITAL EXPENDITURES	6,424.71	6,000.00	424.71
Total Expense	340,154.16	242,764.00	97,390.16
Net Income	19,209.65	0.00	19,209.65

Minutes
BCESD #2
June 20, 2024
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5:06 PM
06/15/24
Cash Basis

Cassie Volunteer Fire Dept. & EMS
Balance Sheet
As of May 31, 2024

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1010 · FSB of Burnet - 68007	118,347.83
Total Checking/Savings	118,347.83
Total Current Assets	118,347.83
Other Assets	
1090 · Transfers (In/Out)	-70,000.00
Total Other Assets	-70,000.00
TOTAL ASSETS	48,347.83
LIABILITIES & EQUITY	
Equity	
3010 · Unrestricted Net Assets	48,297.40
Net Income	50.43
Total Equity	48,347.83
TOTAL LIABILITIES & EQUITY	48,347.83

5:16 PM

Cassie Volunteer Fire Dept. & EMS

06/15/24

Profit & Loss Detail

Cash Basis

May 2024

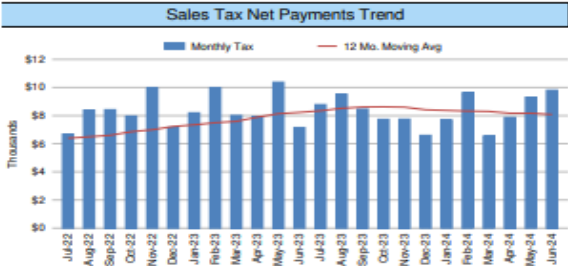
Date	Name	Memo	Class	Paid Amount
Income				
4000 · INCOME				
4015 · Memorial Donations				
05/22/2024	Individual Donations	Wehkamp-In honor of memory of MaryEtta Ehler	FD	100.00
05/22/2024	Individual Donations	Looney-In honor of memory of MaryEtta Ehler	FD	150.00
05/22/2024	Individual Donations	Vaughan-In honor of memory of MaryEtta Ehler	FD	100.00
05/22/2024	Individual Donations	Schwab Charitable-Gates--In honor of memory ...	FD	500.00
Total 4015 · Memorial Donations				850.00
Total 4000 · INCOME				850.00
Total Income				850.00
Expense				
Net Income				850.00

Enclosure 5

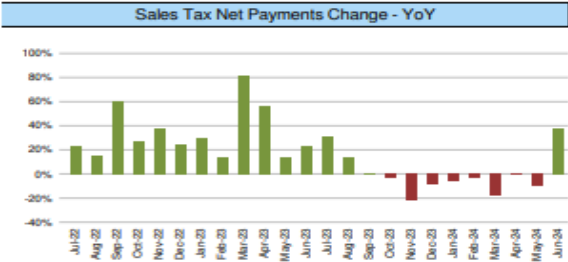
HdL Companies
SALES TAX SNAPSHOT
Burnet Co ESD 2

Jun-24

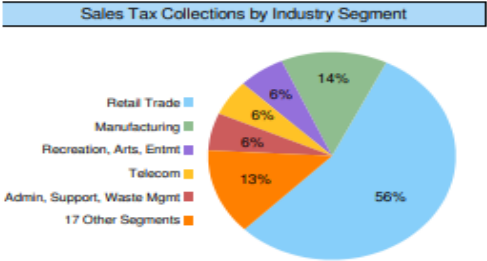
Sales Tax Net Payments			
FY Mo.	FY2023	FY2024	YoY % Change
Oct	\$ 7,965	\$ 7,725	-3.0%
Nov	\$ 9,955	\$ 7,743	-22.2%
Dec	\$ 7,155	\$ 6,591	-7.9%
Jan	\$ 8,190	\$ 7,684	-6.2%
Feb	\$ 9,980	\$ 9,624	-3.6%
Mar	\$ 8,004	\$ 6,536	-18.3%
Apr	\$ 7,909	\$ 7,867	-0.5%
May	\$ 10,373	\$ 9,303	-10.3%
Jun	\$ 7,142	\$ 9,803	37.3%
Jul	\$ 8,779		
Aug	\$ 9,518		
Sep	\$ 8,457		
FYTD	\$ 76,674	\$ 72,876	-5.0%
FY Total	\$ 103,428		



Top 10 Taxpayers			
Rank	Company	FYTD Collections	% Total
1	AMAZON.COM SERVICES INC (MARKETPLACE)		
2	SMS BUCHANAN BUSINESS INC		
3	AMAZON.COM SERVICES LLC		
4	BUCHANAN SEPTIC TANKS INC.		
5	JIM EACHUS		
6	REVEILLE PEAK RANCH SOLUTIONS LLC		
7	UTOPIAFEST LLC		
8	MARK W MARDIS		
9	APPLE INC.		
10	REVEILLE PEAK RANCH L.L.C.		
Top 10 Companies		\$ 40,946	55.0%
1100 Other Large Companies		\$ 20,854	28.0%
Small Companies/Other		\$ 11,834	15.9%
Single Local Tax Rate (SLT)		\$ 757	1.0%
Total		\$ 74,391	100.0%



Industry Segment Collections Trend - YoY % Chg						
SEGMENT	Jan	Feb	Mar	Apr	May	Jun
Retail Trade	-5.8%	21.5%	-7.7%	19.0%	23.1%	-100.0%
Manufacturing	332.6%	-33.3%	-32.1%	10.8%	-53.2%	-100.0%
Recreation, Arts, Entmt	-79.8%	-32.1%	-38.8%	-43.2%	-67.4%	-100.0%
Admin, Support, Waste Mgmt	-5.8%	9.4%	-13.1%	-8.2%	-5.4%	-100.0%
Telecom	13.9%	26.0%	22.8%	34.6%	11.2%	-100.0%
All Others	50.0%	-38.6%	-55.3%	-57.7%	-34.0%	-100.0%
Total Collections	-3.9%	-0.8%	-20.1%	2.0%	-12.7%	-100.0%



Enclosure 6

Date Received	Texas Commission on Fire Protection Fire Service Standards & Certification Division P.O. Box 2286, Austin, Texas 78768-2286 (512) 936-3838 FAX (512) 936-3808	Date Processed
		Processed By

Appointee/Department Information:					
FIDO PIN	Last Name	Suffix	First Name	Middle Name or Initial	
2144693882	Curtis		Derrick	Ray	
FDID No.	Department Name	Dept Phone	Cell Phone	Date of Appointment	
12307	Cassie Volunteer Fire Department	512-756-3852	830-613-7524	6-18-2024	

*****IMPORTANT*****

YOU ARE REQUIRED TO SUBMIT FINGERPRINT DATA FOR A CRIMINAL HISTORY CHECK IF YOU HAVE NOT BEEN APPOINTED TO FIRE PROTECTION OR PREVENTION DUTIES WITH A COMMISSION-REGULATED ENTITY AND DO NOT HOLD AN ACTIVE CERTIFICATION WITH THE TEXAS COMMISSION ON FIRE PROTECTION.

SEE ATTACHED APPLICATION INSTRUCTION PAGES FOR HOW TO SUBMIT FINGERPRINT DATA.

Please supply the following information if you do not hold an active certificate with the Texas Commission on Fire Protection at this time:						
Previously Used Last Names List all aliases, including maiden name, if applicable.		Previously Used Suffixes	Previously Used First Names		Previously Used Middle Names or Initials	
Daytime Phone Number	Driver's License No.	D.L. State	Height (Feet and Inches)	Weight (Pounds)	Hair Color	Eye Color
Date of Birth	Sex	Race or Ethnicity				
	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Black		<input type="checkbox"/> White (includes Hispanic)	<input type="checkbox"/> Other: _____	
High School Diploma?	If No, Highest Grade Completed?	GED?		College Degree?	If yes, which major?	
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been convicted of any criminal offense (other than minor traffic offenses)?						
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach explanation regarding the date of conviction, original charge, jurisdiction, disposition, and circumstances surrounding the offense.						

DUTY APPOINTMENT:

<input checked="" type="checkbox"/>	Head of Suppression Department (Includes Prevention)
<input type="checkbox"/>	Head of Prevention-Only Department
Attach any of the following <u>as is applicable</u> for this appointment (see instructions):	
<input type="checkbox"/> Original notarized Affidavit (TCFP-016) from previous department indicating time with department. More than one Affidavit may be submitted if necessary	

TCFP-001HOD
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6/5/2020

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BCESD #2
June 20, 2024
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<input type="checkbox"/> <u>Letter from previous department</u> verifying that service was <u>full time</u> in the required discipline. More than one letter may be submitted if necessary
<input type="checkbox"/> <u>Letter from volunteer department</u> verifying that required level of annual activity or experience was met. More than one letter may be submitted if necessary
<input type="checkbox"/> <u>Copies of IFSAC certificates</u> deemed equivalent to TCFP basic fire suppression, investigation, or inspector
<input checked="" type="checkbox"/> A FIDO Account Owner Designation Form (TCFP-019) is attached (REQUIRED)
<input type="checkbox"/> A Removal from Appointment Form (TCFP-005) is attached to remove previous Head of Department (REQUIRED)

It is the policy of this agency that all applicants will receive an equal opportunity without regard to race, color, age, religion, sex, national origin, or physical/mental disability unless the individual does not meet the standards set by the commission as stated in the Standards Manual for Fire Protection Personnel, "Standards for Certification", §421.3.

By my signature below, I attest I have read and agree that the statements on this form and any attachments to this form are true and correct. I understand any misstatements or omissions of material facts may constitute grounds for administrative proceedings by the T.C.F.P.

Signature of Administrative Head: Charles Schoenfeld Sharon Barclay Date: 06/20/2024
(Individual who is authorized to make this appointment for the entity)

Printed Name of Administrative Head: Charles Schoenfeld / Sharon Barclay
Caspio VFD President / Burnet ESD No. 2 President Date: 06/20/2024

Signature of Appointee: [Signature]