

Tom Green County Volunteer Fire Department Reporting Policy
Effective June 2004

The County Commissioners' Court will approve budgeted payments to individual TGC Volunteer Fire Department by January 31 each year after receipt of the "Annual Volunteer Fire Department Report," by the County Judge's Office. Acknowledgment of the receipt of the Annual Report by the Tom Green County Commissioners' Court in regular session shall constitute acceptance of report.

A copy of your Volunteer Fire Department's Annual Report must be received by the by the Tom Green County Administrative Services Director not later than December 15th each year.

Income and expenses, through November 31st of the reporting year shall be included on or with your VFD's Annual Report form. Detailed use of funds shall also be included for the reporting year. If the funds have not been expended in full, the VFD should prepare a brief description stating the expected date and use of the funds.

If both reports are not received by December 15 the annual allotment will NOT be paid. If the report is received by December 15, the allotment shall be processed for payment by January 31st.

- A. Individual VFD's shall be responsible for all paperwork.
 - B. Policy should aid in VFD budget process.
 - C. Policy guarantees that each VFD will receive all money budgeted for that department.
1. Agreement to comply with policy.
 2. Annual Report Requirements.
 - A. Report shall include period December 1st – November 31st.
 - B. Reports shall be due annually not later than December 15th.
 - C. The dispersal of funds will depend upon submission of a complete report.
 3. Report Format.
 - A. The required report form supplied by county. *(attached)*
 - B. Additional copies of report form available upon request from TGC Administrative Services Director, 124 W. Beauregard, San Angelo, TX 76903 (659-6502).

The Tom Green County Volunteer Fire Department Reporting Policy is understood and accepted by the Mereta Volunteer Fire Department. It is further understood that the above policy must be followed to receive county funding.

Mark Kelleome, cc
Type or Print Name of President or Chief

12-12-12
Date

Mark Keller
Signature of President or Chief

List any injuries occurring on VFD runs during this reporting period (Attach page if additional space is needed)

Injury	Date
N/A	

Mail completed VFD Annual Report forms to:

Sandi Kenney
Administrative Assistant to
County Judge
122 W. Harris
San Angelo, TX 76903-5835
(325-659-6502)



Completed forms must be received by the above no later than December 15
Please type or print legibly the entire form except required signature line:

VFD Name: Mereta Date: 12-12-12
VFD Address: P.O. Box 72 Address Mereta, TX 76940 City, Zip
Prepared by: John Kellermeyer Title: Secretary/Treasurer
President: Mark Kellermeyer Signature: Mark Kellermeyer President

VFD Executive Board/Officers:

	Name	Cell Phone	Email Address
President:	<u>Mark Kellermeyer</u>	<u>245-7123</u>	
Vice-President:	<u>Jim Roberts</u>	<u>234-5163</u>	
Secretary:	<u>John Kellermeyer</u>	<u>374-0951</u>	<u>johnkellermeyer@hotmail.com</u>
Treasurer:	<u>" "</u>	<u>" "</u>	
Fire Chief/Captain:	<u>Ralph Kellermeyer</u>	<u>656-8542</u>	
Asst. Chief:	<u>Harvey Kaling</u>	<u>245-8678</u>	
Fire Marshall:	<u>w/A</u>		
Training Officer:	<u>w/A</u>		

Number of Current Members, including officers: 25
Number of Associate Members: 0
Number of EMT's, or members with EMT or Medical certification: 0

Emergency Events:

Type:	Number	Type:	Number
Automatic Alarm (no fire)	_____	EMS/Medical only	_____
Good Intent	_____	Haz-Mat (spills, etc)	_____
Public Service (control burn, etc)	_____	Smoke in Building	_____
Structure Fire	<u>1</u>	Traffic Accident	_____
Vehicle Fire	_____	Wild Fire	<u>3</u>
Other (please list)	_____	TOTAL # RUNS	<u>4</u>

Number Mutual Aid _____

Runs on Government Property: (Lakes, State Park, County Parks, etc.) Attach additional page if needed.

Date	Location	Reason
	<u>w/A</u>	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Meretz

Income and Expenses December 1, last year, thru November 30, this year.

INCOME:

Building Use	\$	_____
Community Center Rental	\$	_____
Donations	\$	_____
Dues & Subscriptions	\$	<u>250.00</u>
Emergency Service District	\$	_____
FD Burns	\$	_____
Fund Raiser(s)	\$	500 <u>6900.00</u> Type(s) _____
Grant(s)	\$	_____
Homeowner Association(s)	\$	_____
Interest	\$	_____
TFS FD Reimbursement	\$	<u>1880.00</u>
Tom Green County	\$	<u>5500.00</u>
Other	\$	_____

TOTAL INCOME \$ 14,030

EXPENSES:

Administrative	\$	<u>145.00</u>	(Stamps, P. O. Box Rent, Office Supplies, Copier Lease, Audit, Printing, etc)
Compensation	\$	_____	
Debt Service	\$	_____	
Deposit Refund	\$	_____	
Dues	\$	_____	
Education	\$	_____	
Equipment (CC, EMS, FD)	\$	_____	
Fuel	\$	<u>256.80</u>	
Fundraising	\$	<u>3110.13</u>	
Insurance	\$	<u>1174.00</u>	
Membership(s)	\$	_____	
Miscellaneous	\$	<u>177.70</u>	
Mortgage	\$	_____	
New Equipment	\$	_____	List on next page
Pagers / Radios	\$	_____	
Tires	\$	_____	
Travel & Training	\$	_____	
Utilities			
Community Center	\$	_____	
Fire Department	\$	<u>2375.85</u>	
Repairs or Improvements			
FD Building	\$	_____	
Community Center	\$	_____	
EMS	\$	_____	
Equipment	\$	_____	
FD	\$	_____	
Other Supplies	\$	_____	
Vehicles	\$	_____	

TOTAL EXPENSES \$ 6,065.48

Mereta

Equipment or Building Purchase(s) (please list equipment make/model and/or building type)

Type Repairs or Improvements to Equipment or Building(s).

FIRE FIGHTING VEHICLES: *If your department does not have a particular type of equipment please write "none" on the first line for that equipment. Attach additional page(s) if needed.*

COMMAND/FIRE/EMS/SUPPORT:

Make / Model/ Year/Type None

Make / Model/ Year/Type _____

FIRST RESPONSE:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type None

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

RESPONDER:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type None

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

FAST ATTACK:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year None

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Mereta

FIRE ENGINE / FIRE TRUCK:

Pump 100 gpm; Tank 1250 gallons
 Make / Model/ Year/Type International 4300 2005
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____

BRUSH TRUCK:

Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type None
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____

BRUSH TANKER:

Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type None
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____

TANKER - BRUSH COMBO

Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type None
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____

TANKER:

Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type None
 Pump _____ gpm; Tank _____ gallons
 Make / Model/ Year/Type _____

Mereta

TANKER (cont):

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

FIRE ENGINE:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

none

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

GRASS TRUCK:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

none

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

GRASS / PUMPER:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

none

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

PUMPER:

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

none

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

UTILITY TRUCK

Make / Model/ Year/Type _____

International 1987

Make / Model/ Year/Type _____

Mereta

OUT OF SERVICE VEHICLE(S)

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____ *None*

Pump _____ gpm; Tank _____ gallons

Make / Model/ Year/Type _____

Make / Model/ Year/Type _____

Pump _____ gpm; Tank _____ gallons

Thank you for legibly filling in the all the blanks on this and the preceding pages. This information is used by your Commissioners' Court to not only help when you need additional funding but will aid the court, the Texas Forestry Service, surrounding counties and others, per mutual aid agreements, when additional men and equipment are needed to fight wildfires and other disasters both in and outside your emergency service area .