

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4

A regular meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 4 ("District") was called for at 5:30 p.m. on April 16, 2018, at the Labelle fire station, located at 12880 FM 365, Beaumont, Texas 77705, pursuant to notice duly posted according to law.

At approximately 5:45 p.m., the regular meeting was called to order. The roll was called of the duly constituted officers and members of the Board, to wit:

Jeff Roebuck	President
Charlie Reneau	Vice President
Randy Walston	Secretary
Sandra Melton	Treasurer
Robert Bordes	Assistant Treasurer

All of said Board members were present, with the exception of President Roebuck, thus constituting a quorum. Also present were: Patrick Larson, District Administrator; Jeremy Hansen, District Fire Chief; Joshua Heinz of the law firm Benckenstein & Oxford, L.L.P., attorneys for the District; and, the individuals shown on the attendance log attached hereto as **Exhibit A**.

Being as there was no public comment under Agenda Item No. 3, the Board moved along to Agenda Item No. 4, at which time Mr. Larson and Chief Hansen reviewed and discussed their Administrator and Chief Reports with the Board. Copies of the Administrator and Chief's Reports are attached hereto as **Exhibit B**.

Then, after tabling Agenda Item No. 5, the Board moved to Agenda Item No. 6 for review of the Minutes of the March 19, 2018 regular meeting. Upon motion by

Treasurer Melton and seconded by Assistant Treasurer Bordes, the proposed minutes were unanimously approved by the Board members present.

Next, the Board was directed to Agenda Item No. 7 for the Treasurer's Report. Treasurer Melton reported that the District's Texas First Bank checking account balance was \$663,935.30 as of March 31, 2018 and \$683,021.39 as of April 15, 2018, and that the District's Texas First Bank savings account balance was \$200,689.38 as of March 31, 2018 and April 15, 2018, as reflected in the account statements attached hereto as **Exhibit C**. Treasurer Melton then reviewed with the Board the monthly Statement of Activities, a copy of which is attached hereto as **Exhibit D**.

The Board then moved along to Agenda Item No. 8 for payment of the District's bills. Treasurer Melton and Mr. Larson reviewed with the Board the District's various monthly expenditures proposed for payment, as shown on the Check List and Bank Account Registers attached hereto as **Exhibit E**. Upon motion by Treasurer Melton and seconded by Assistant Treasurer Bordes, the Board members present unanimously approved payment of the bills and expenditures (Check Nos. 2707-2734, as well as the electronic payroll and utility payments).

Being as there were no matters discussed under Agenda Item No. 9, the Board was directed to Agenda Item No. 10 regarding the previously approved Event Rental Management Services Agreement with the Labelle-Fannett Ladies' Auxiliary and the Form Event Rental Agreement, at which time Mr. Larson recommended that the agreements be amended to reflect that no building key will be provided to renters and that no cash transactions will be allowed. Upon motion by Treasurer Melton and seconded by Assistant Treasurer Bordes, the Board members present unanimously approved the

proposed amendments. Copies of the amended Event Rental Management Services Agreement and the Form Event Rental Agreement are attached hereto as Exhibit F. Mr. Larson also advised that the Ladies' Auxiliary has indicated that it is not yet ready to assume the role of managing the event rentals on behalf of the District.

Thereafter, the Board moved to Agenda Item No. 11 regarding the proposed new fire truck, at which time Chief Hansen advised the Board that the truck committee had met, and based on said meeting, the department representatives are currently working on a new set of truck specifications, which will be submitted to the District Administrator upon completion. The matter will be discussed further at the next regular meeting.

The Board's attention was then directed to Agenda Item No. 12, at which time Mr. Heinz and the Board briefly discussed the status of the District's 2016-17 audit.

Being as there were no other matters to come before the Board under Agenda Item No. 13, the regular meeting was adjourned at approximately 6:35 p.m.



Jeff Roebuck, President

Date: 5/21/2018

ATTEST:


Randy Walston, Secretary

Date: 5/21/2018

Exhibit A

JEFFERSON COUNTY ESD No. 4

April 16, 2018 Regular Meeting Sign-In Sheet

IF OCCASIONALLY WE MAY CONTACT YOU FOR YOUR
INPUT PLEASE PROVIDE YOUR CONTACT INFORMATION

	Name	Address	Phone #	Email Address
1	KEVIN KESTER #4115	11557 CUNIFF	409-60	
2	PAT LARSON			
3	Jacob Ruff #4201			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

Exhibit B

DISTRICT ADMINISTRATOR'S REPORT

April 16, 2018

STATION 1 LaBelle

Area Security lighting quotes are being request from some local vendors that will provide better lighting for the building, parking lot and the flag poles so that we can properly display the flags day and night.

LMTV Work is progressing on readying the unit for service.

STATION 2 Fannett Nothing new to report.

STATION 3 Cheek Nothing new to report

ESD

Entergy Our billing has now been changed to Tax Exempt. Entergy is re-billing us for the current month and applying credits for taxes paid for all three accounts. They are providing us with the necessary forms to apply for a credit dating back to 2014 for Cheek directly from the Comptroller's Office (Approximately \$200). The two 1000W flood lights previously used to illuminate the old fire trucks have been discontinued, reflecting a savings of \$72/month in the LaBelle bill. Turning off the power to the walk-in cooler as a test for a 3 week period also resulted in a reduction of our electric bill of almost \$70 resulting in a combined \$140/month savings.

Safe-D I have an information sheet for Commissioners needing training hours.

No-Response calls for the month of March 2017 are reported as 7 Med.

No New Vendors were added this past month.

E-Mail providers are being researched. Gmail for Government comes as a cost of \$5/month/user for their minimum basic service. We currently have 21 email accounts reflecting a cost of approximately \$1200/year. The next level up (Business Suite) which includes collaboration and calendar would be \$2400/year. Another vendor, GovOffice, has also been contacted for a proposal for email and web hosting with no reply yet. A third vendor (local) has been contacted to make a proposal for web and email hosting. We are meeting with them tomorrow.

Rene Bates Auctioneers Surplus vehicles are being stored at ESD #3's Meeker Station as they are finalized for listing for auction.

The Labelle-Fannett Ladies Auxiliary is ready to assume building rental responsibilities May 1st. They will coordinate with this office on building rental and scheduling. A calendar will be maintained in the meeting area for the Fire Department to block out days when the building will be unavailable for rental. We do have a contract prepared but neither party has signed yet. The building rental agreement may need to be revisited for some minor revisions and clarifications. (We will not provide key to renter, Alcohol/No Alcohol, Deposit and Rental by Check Only, etc.)

Acadiana Waste Services of Sour Lake had given us a quote of \$85/month for container service. Republic Services is our current vendor at a charge of \$107/month per container. We have containers at Fannett and LaBelle. I spoke with Republic Services and although they couldn't quite price match, they did reduce their rate to \$86.19/month reflecting a savings of \$500/year.

As a reminder: The St. Mary's Catholic Church Ladies Altar Society will hold their Annual Garage Sale April 20th and 21st. Members of the LaBelle-Fannett Ladies Auxiliary will be present at all times and the Altar Society and Ladies Auxillary will be responsible for consumable supplies, parking control, opening and closing of the building and building clean-up.

The Jefferson County Appraisal District hosted an Operations Seminar on Thursday, April 12th. Report

Texas Farm Bureau Foundation has made a donation to the ESD/VFD of \$300 towards our efforts of Hurricane Harvey recovery. I have responded with a letter of appreciation.

**Jefferson County ESD No. 4
Chief's Report
16 April, 2018**

1. **Calls for Service:** Fire: 15 EMS: 31 MVA: 9 Total: 55
2. **Station Status:**

LaBelle STA #1: Operational – Brush truck out of service, nearing completion.

Fannett STA #2: Operational – Ambulance out of service.

Cheek STA #3: Operational – Limited facilities. All apparatus in service.
3. **Apparatus Status:**

E41 – In service.
T41 – In service (No portable tank)
B41 – Out of service, Skid unit installation near completion, awaiting lettering.
R41 – In service
E42 – In service
T42 – In service (No portable tank).
B42 – In service Foam system major failure (rot).
E43 – In service (Missing vent fan)
T43 – In service. Needs to be scheduled for BCM repairs at Performance Automotive.
MED4 – Out of service. Awaiting pick-up at Frazier in Houston
U4 – In service.

New Engine Truck Committee met with selected Commissioners to discuss way forward with new Rescue Pumper. Asst. Chief Schwartzenburg completing final amendments to bid spec, which will be forward to Dist. Administrator and Attorney for review.
4. **Membership:** One resignation – FF/EMT J. Cunio
5. **Training:** Three new members began the FF training program (one certified FF/EMT). Training continues with 30SEP18 compliance date for current Interior FF and Driver/Operators. Annual PAT completed for Interior FF's and Driver/Operators. Weekly training and work nights continue.
6. **Critical Needs: Update:** Labelle STA1 camera system restored to limited operation by FF J. Tatroe at no cost to ESD. Camera replacements needed. Experiencing multiple SCBA low pressure regulator failures due to dry-rotted O rings. Need to consider blanket repair of Approximately 17 SCBA regulators or accelerate annual service to resolve.
7. **Regional Coordination:** Licensure under JCESD 3 First Responder Organization (FRO) has been re-established, with all ESD4 medics now listed on Texas DSHS website for EMS response. Training will be conducted prior to the end of April on ESD3 protocols until ESD4 FRO and EMS Provider license can be established.
8. **EMS:** EMS CAPT S. Wade continues has project lead on Provider license. ESD4 FRO application is complete, pending letter of concurrence from Acadian Ambulance.

Jeremy D. Hansen, Fire Chief
Jefferson County ESD No. 4

Exhibit C

TEXAS FIRST BANK

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Return Service Requested

TELEPHONE BANKING
(409) 945-9889 (281) 538-2226
(855) 355-TF81 (8321)

BOOKKEEPING
(409) 948-1993
(409) 296-2111

Page: 1

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4
12880 FM 365 RD
BEAUMONT TX 77705-9682

Account Number: 10031508
Statement Date: 4/01/18
Checks/Items Enclosed: 33

EM

PUBLIC FUNDS TIERED INT.

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 10031508

Beginning Balance	3/01/18	644,074.72	
Deposits / Misc Credits	3	40,356.92	
Withdrawals / Misc Debits	39	20,496.34	
** Ending Balance	3/31/18	663,935.30	**
Service Charge		.00	
Interest Paid Thru	3/31/18	171.29	
Interest Paid Year To Date		440.54	
Annual Percentage Yield Earned		.30%	
Number of Days for A.P.Y.E.		31	
Average Balance for A.P.Y.E.		672,281.71	
Minimum Balance		643,860	
Enclosures		33	

FEE RECAP

	Total for this period	Total year-to-date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

DEPOSITS AND OTHER CREDITS

Date	Deposits	Activity Description
3/05	39,846.43	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4
3/21	339.20	Deposit
3/30	171.29	Interest Paid



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Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 4/01/18

DEBITS AND OTHER WITHDRAWALS

Date	Withdrawals	Activity Description
3/12	125.78	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
3/14	168.23	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
3/14	479.85	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
3/16	109.95	. 3rd Coast Inte/Payment 189139390 Jefferson County Emerg
3/20	28.14	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4
3/20	28.14	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD
3/20	28.14	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS

CHECKS PAID

* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
3/02	2655	107.00	3/26	2685	98.22	3/21	2697	297.32
3/02	2656	107.00	3/23	2686	104.50	3/21	2698	652.13
3/13	2668*	276.25	3/26	2688*	1,240.26	3/27	2699	69.92
3/06	2673*	1,628.17	3/30	2689	400.00	3/22	2700	500.00
3/27	2678*	1,250.00	3/21	2690	191.71	3/22	2701	1,835.41
3/21	2679	400.00	3/26	2691	418.20	3/26	2703*	132.38
3/26	2680	717.64	3/29	2692	107.00	3/26	2704	263.88
3/26	2681	1,493.73	3/29	2693	107.00	3/26	2705	183.74
3/23	2682	687.75	3/22	2694	750.00	3/26	2706	2,650.66
3/27	2683	353.50	3/26	2695	130.62	3/22	2707	550.00
3/21	2684	1,750.00	3/22	2696	74.12			

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
3/02	643,860.72	3/14	681,028.87	3/23	673,380.76
3/05	683,707.15	3/16	680,918.92	3/26	666,051.43
3/06	682,078.98	3/20	680,834.50	3/27	664,378.01
3/12	681,953.20	3/21	677,882.54	3/29	664,164.01
3/13	681,676.95	3/22	674,173.01	3/30	663,935.30



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BOOKKEEPING
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(409) 296-2111

Page: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 4/01/18

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 20041885

Beginning Balance	3/01/18	200,663.82	
Deposits / Misc Credits	1	25.56	
Withdrawals / Misc Debits	0	.00	
** Ending Balance	3/31/18	200,689.38	**
Service Charge		.00	
Interest Paid		25.56	
Interest Paid Year To Date		74.21	
Annual Percentage Yield Earned		.15%	
Number of Days for A.P.Y.E.		31	
Average Balance for A.P.Y.E.		200,663.82	
Minimum Balance		200,663	

DEPOSITS AND OTHER CREDITS

Date	Deposits	Activity Description
3/30	25.56	Interest Paid

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
3/30	200,689.38				



Texas First Bank Public Funds Tiered Int. **1508

Last Updated: 4/15/2018 5:25 PM

Available Balance

\$683,021.39

Available Balance

\$683,021.39

Date	Description	Amount
APR 12 2018	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$18,786.09 \$683,021.39
APR 2 2018	☒ Deposit	+ \$300.00 \$664,235.30
MAR 30 2018	Interest Paid	+ \$171.29 \$663,935.30
MAR 30 2018	☒ Check - 2689	-\$400.00 \$663,764.01
MAR 29 2018	☒ Check - 2693	-\$107.00 \$664,164.01
MAR 29 2018	☒ Check - 2692	-\$107.00 \$664,271.01
MAR 27 2018	☒ Check - 2678	-\$1,250.00 \$664,378.01
MAR 27 2018	☒ Check - 2683	-\$353.50 \$665,628.01
MAR 27 2018	☒ Check - 2699	-\$69.92 \$665,981.51
MAR 26 2018	☒ Check - 2706	-\$2,650.66 \$666,051.43
MAR 26 2018	☒ Check - 2681	-\$1,493.73 \$668,702.09
MAR 26 2018	☒ Check - 2688	-\$1,240.26 \$670,195.82
MAR 26 2018	☒ Check - 2680	-\$717.64 \$671,436.08
MAR 26 2018	☒ Check - 2691	-\$418.20 \$672,153.72
MAR 26 2018	☒ Check - 2704	-\$263.88 \$672,571.92
MAR 26 2018	☒ Check - 2705	-\$183.74 \$672,835.80

MAR 26 2018	☒ Check - 2703	-\$132.38 \$673,019.54
MAR 26 2018	☒ Check - 2695	-\$130.62 \$673,151.92
MAR 26 2018	☒ Check - 2685	-\$98.22 \$673,282.54
MAR 23 2018	☒ Check - 2682	-\$687.75 \$673,380.76
MAR 23 2018	☒ Check - 2686	-\$104.50 \$674,068.51
MAR 22 2018	☒ Check - 2701	-\$1,835.41 \$674,173.01
MAR 22 2018	☒ Check - 2694	-\$750.00 \$676,008.42
MAR 22 2018	☒ Check - 2707	-\$550.00 \$676,758.42
MAR 22 2018	☒ Check - 2700	-\$500.00 \$677,308.42
MAR 22 2018	☒ Check - 2696	-\$74.12 \$677,808.42
MAR 21 2018	☒ Check - 2684	-\$1,750.00 \$677,882.54
MAR 21 2018	☒ Check - 2679	-\$400.00 \$679,632.54
MAR 21 2018	☒ Check - 2690	-\$191.71 \$680,032.54
MAR 21 2018	☒ Teller Withdrawal - 2698	-\$652.13 \$680,224.25
MAR 21 2018	☒ Teller Withdrawal - 2697	-\$297.32 \$680,876.38
MAR 21 2018	☒ Deposit	+ \$339.20 \$681,173.70
MAR 20 2018	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS	-\$28.14 \$680,834.50
MAR 20 2018	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD	-\$28.14 \$680,862.64
MAR 20 2018	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$680,890.78
MAR 16 2018	. 3rd Coast Inte/Payment 189139390 Jefferson County Emerg	-\$109.95 \$680,918.92

MAR 14 2018	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$479.85 \$681,028.87
MAR 14 2018	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$168.23 \$681,508.72
MAR 13 2018	☞ Check - 2668	-\$276.25 \$681,676.95
MAR 12 2018	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$125.78 \$681,953.20
MAR 6 2018	☞ Check - 2673	-\$1,628.17 \$682,078.98
MAR 5 2018	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$39,846.43 \$683,707.15
MAR 2 2018	☞ Check - 2656	-\$107.00 \$643,860.72
MAR 2 2018	☞ Check - 2655	-\$107.00 \$643,967.72
FEB 28 2018	Interest Paid	+ \$148.74 \$644,074.72
FEB 28 2018	☞ Check - 2660	-\$430.83 \$643,925.98
FEB 27 2018	☞ Check - 2649	-\$334.79 \$644,356.81
FEB 27 2018	☞ Check - 2647	-\$131.10 \$644,691.60
FEB 27 2018	☞ Check - 2653	-\$7.00 \$644,822.70
FEB 27 2018	☞ Check - 2667	-\$5.38 \$644,829.70
FEB 26 2018	☞ Check - 2646	-\$4,684.55 \$644,835.08
FEB 26 2018	☞ Check - 2663	-\$1,542.27 \$649,519.63
FEB 26 2018	☞ Check - 2654	-\$400.00 \$651,061.90
FEB 26 2018	☞ Check - 2666	-\$168.08 \$651,461.90
FEB 23 2018	☞ Check - 2670	-\$32,603.65 \$651,629.98
FEB 23 2018	☞ Check - 2665	-\$180.85 \$684,233.63

FEB 23 2018	☒ Check - 2648	-\$20.62 \$684,414.48
FEB 23 2018	☒ Check - 2659	-\$10.00 \$684,435.10
FEB 22 2018	☒ Check - 2672	-\$2,427.20 \$684,445.10
FEB 22 2018	☒ Check - 2658	-\$750.00 \$686,872.30
FEB 21 2018	☒ Check - 2652	-\$1,750.00 \$687,622.30
FEB 21 2018	☒ Check - 2650	-\$1,250.00 \$689,372.30
FEB 21 2018	☒ Check - 2657	-\$550.00 \$690,622.30
FEB 21 2018	☒ Check - 2651	-\$400.00 \$691,172.30
FEB 21 2018	☒ Check - 2669	-\$20.22 \$691,572.30
FEB 21 2018	☒ Teller Withdrawal - 2662	-\$1,078.02 \$691,592.52
FEB 21 2018	☒ Teller Withdrawal - 2661	-\$255.00 \$692,670.54
FEB 21 2018	☒ Teller Withdrawal - 2664	-\$226.41 \$692,925.54
FEB 16 2018	3rd Coast Inte/Payment 185856478 Jefferson County Emerg	-\$219.90 \$693,151.95
FEB 16 2018	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS	-\$28.14 \$693,371.85
FEB 16 2018	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD	-\$28.14 \$693,399.99
FEB 16 2018	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$693,428.13
FEB 15 2018	IRS/USATAXPYMT *****4635126028 JEFFERSON COUNTY EMERG	-\$228.18 \$693,456.27
FEB 12 2018	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$408.37 \$693,684.45
FEB 12 2018	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$214.62 \$694,092.82
FEB 12 2018	☒ Deposit	+ \$2,408.00 \$694,307.44

FEB 9 2018	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$308.63 \$691,899.44
FEB 8 2018	☞ Deposit	+ \$11,639.94 \$692,208.07
FEB 6 2018	☞ Check - 2619	-\$1,125.81 \$680,568.13
FEB 6 2018	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$188,221.21 \$681,693.94
JAN 31 2018	Interest Paid	+ \$120.51 \$493,472.73
JAN 31 2018	☞ Check - 2641	-\$450.00 \$493,352.22
JAN 31 2018	IRS/USATAXPYMT *****3183688336 JEFFERSON COUNTY EMERG	-\$79.04 \$493,802.22
JAN 31 2018	TXWORKFORCECOMM/DEBIT (512)463-2325 TWC-998827876	-\$3.68 \$493,881.26
JAN 30 2018	☞ Check - 2636	-\$388.74 \$493,884.94
JAN 29 2018	☞ Check - 2624	-\$1,250.00 \$494,273.68
JAN 29 2018	☞ Deposit	+ \$729.00 \$495,523.68
JAN 29 2018	☞ Deposit	+ \$364.50 \$494,794.68
JAN 29 2018	☞ Deposit	+ \$364.50 \$494,430.18
JAN 26 2018	☞ Check - 2637	-\$874.70 \$494,065.68
JAN 25 2018	☞ Check - 2635	-\$535.00 \$494,940.38
JAN 25 2018	☞ Check - 2634	-\$535.00 \$495,475.38
JAN 25 2018	☞ Check - 2643	-\$340.00 \$496,010.38
JAN 25 2018	☞ Check - 2633	-\$109.95 \$496,350.38
JAN 24 2018	☞ Check - 2638	-\$2,625.00 \$496,460.33
JAN 24 2018	☞ Check - 2639	-\$483.87 \$499,085.33

JAN 24 2018	Check - 2630	-\$92.93 \$499,569.20
JAN 23 2018	Check - 2620	-\$4,328.52 \$499,662.13
JAN 23 2018	Check - 2618	-\$462.00 \$503,990.65
JAN 23 2018	Check - 2617	-\$354.00 \$504,452.65

Page totals: Credits: [13] \$263,439.41 | Debits: [87] \$-85,224.67

Texas First Bank Public Funds Savings **1885

Last Updated: 4/15/2018 5:10 PM

\$200,689.38

Available Balance

Date	Description	Amount
MAR 30 2018	Interest Paid	+ \$25.56 \$200,689.38
FEB 28 2018	Interest Paid	+ \$23.09 \$200,663.82
JAN 31 2018	Interest Paid	+ \$25.56 \$200,640.73
DEC 29 2017	Interest Paid	+ \$25.55 \$200,615.17
NOV 30 2017	Interest Earned	+ \$24.73 \$200,589.62
OCT 31 2017	Interest Earned	+ \$25.27 \$200,564.89
SEP 29 2017	Interest Earned	+ \$16.48 \$200,539.62
AUG 31 2017	Interest Earned	+ \$17.03 \$200,523.14
JUL 31 2017	Interest Earned	+ \$17.03 \$200,506.11
JUN 30 2017	Interest Earned	+ \$16.48 \$200,489.08
MAY 31 2017	Interest Earned	+ \$17.02 \$200,472.60
APR 28 2017	Interest Earned	+ \$16.47 \$200,455.58
MAR 31 2017	Interest Earned	+ \$17.02 \$200,439.11
FEB 28 2017	Interest Earned	+ \$15.37 \$200,422.09
JAN 31 2017	Interest Earned	+ \$17.02 \$200,406.72
DEC 30 2016	Interest Earned	+ \$17.02 \$200,389.70

Exhibit D

Jefferson County Emergency Services District No. 4
Statement of Activities (Modified Cash Basis)
All Locations

	1 Month Ended 3/31/2018 Actual	6 Months Ended 3/31/2018 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 40,022	\$ 501,262	\$ 540,000	\$ (38,738)	92.83%
EMS Billing	-	-	40,000	(40,000)	0.00%
Interest Income	197	825	500	325	165.00%
Other Income	339	183,270	1,500	181,770	12218.00%
Loan Proceeds	-	-	350,000	(350,000)	0.00%
Sale of Equipment	-	-	15,000	(15,000)	0.00%
Total Revenue	<u>40,558</u>	<u>685,357</u>	<u>947,000</u>	<u>(261,643)</u>	<u>72.37%</u>
Operating Expenses					
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	-	65	150	(85)	43.33%
Accounting	550	3,185	15,500	(12,315)	20.55%
Cleaning & Building Maintenance/Repairs	718	11,652	5,500	6,152	211.85%
Lawn Service	500	2,000	4,650	(2,650)	43.01%
Office Supplies & Postage	102	690	-	690	0.00%
Children's Education	-	-	2,000	(2,000)	0.00%
Dues & Fees	-	260	1,500	(1,240)	17.33%
Tax & Appraisal Fees	1,670	9,090	13,000	(3,910)	69.92%
Interest Expense	-	2,926	6,061	(3,135)	48.28%
Insurance - VFIS District	-	632	2,000	(1,368)	31.60%
Legal/Professional	2,635	11,106	15,000	(3,894)	74.04%
Lodging/Meals/Travel & Regist ESD	420	930	3,000	(2,070)	31.00%
District Manager	1,750	8,841	15,000	(6,159)	58.94%
Administrative Assistant	-	4,650	15,000	(10,350)	31.00%
Payroll Tax Expense	-	388	1,150	(762)	33.74%
Small Equipment Purchases (less than \$5,000)	1,240	1,240	3,250	(2,010)	38.15%
Cable	31	196	350	(154)	56.00%
Utilities	774	5,457	7,250	(1,793)	75.27%
Internet	110	550	1,950	(1,400)	28.21%
Telephone/Internet	-	1,158	900	258	128.67%
Water & Garbage	298	2,468	3,600	(1,132)	68.56%
Note Payable-First Financial (Mini Pumper)	-	-	37,877	(37,877)	0.00%
Note Payable-Dallas Bank&Trst(3000gal Tanker)	-	29,677	29,677	-	100.00%
Total Operating Expenses	<u>10,798</u>	<u>97,161</u>	<u>185,365</u>	<u>(88,204)</u>	<u>52.42%</u>

These financial statements have not been audited or reviewed and no CPA expresses an opinion or a conclusion nor provides any assurance on them.

Jefferson County Emergency Services District No. 4
Statement of Activities (Modified Cash Basis)
All Locations

	1 Month Ended 3/31/2018 Actual	6 Months Ended 3/31/2018 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Emergency Medical Services					
Emergency Medical Services	418	2,844	60,000	(57,156)	4.74%
Total Emergency Medical Services	<u>418</u>	<u>2,844</u>	<u>60,000</u>	<u>(57,156)</u>	<u>4.74%</u>
Fire Services					
Certification Dues	-	1,100	600	500	183.33%
Fire Chief	1,250	5,329	18,000	(12,671)	29.61%
Fire Field Meals	-	870	1,000	(130)	87.00%
Dispatch Services/Edispatches	-	21,989	20,000	1,989	109.95%
Vehicle Repair & Maintenance	225	12,852	25,000	(12,148)	51.41%
Travel/Lodging/Meals/Trans Expenses	-	-	5,000	(5,000)	0.00%
Tuition/Registration	-	221	2,000	(1,779)	11.05%
Personal Protection Equipment	-	5,773	15,000	(9,227)	38.49%
Equipment, Boots, Gloves-Insp/Repairs	70	4,324	6,500	(2,176)	66.52%
Fire Uniforms	-	354	6,000	(5,646)	5.90%
Training & Materials	955	6,357	10,000	(3,643)	63.57%
Fuel - Fire & EMS	436	3,746	6,000	(2,254)	62.43%
Insurance - Prop. & Liab.	-	-	31,500	(31,500)	0.00%
Insurance - Worker's Compensation	-	-	2,500	(2,500)	0.00%
Maintenance & Repairs - Radios	354	376	6,000	(5,624)	6.27%
Personal Protective Equipment - Inspection	131	4,480	8,500	(4,020)	52.71%
Payroll Tax Expense	-	-	1,450	(1,450)	0.00%
Supplies - Fire	1,175	2,913	20,000	(17,087)	14.57%
Quartermaster/Station Attendant	750	1,984	-	1,984	0.00%
Software - Firehouse	-	-	3,000	(3,000)	0.00%
Total Fire Services	<u>5,346</u>	<u>72,668</u>	<u>188,050</u>	<u>(115,382)</u>	<u>38.64%</u>
Capital Expenditures					
Radio Communication Upgrade	1,993	54,780	-	54,780	0.00%
Purchase of Land - Hwy 124	-	93	-	93	0.00%
LMTV Vehicle with Upgrades	-	4,605	-	4,605	0.00%
Tools	-	24,212	-	24,212	0.00%
Ambulance Expenditures	5,747	5,747	20,000	(14,253)	28.74%
Life Pak - EMS	-	-	15,000	(15,000)	0.00%
Rescue Pumper (1000 gal. engine)	-	-	350,000	(350,000)	0.00%
SCBA Packs/Replacement Bottles	-	-	15,000	(15,000)	0.00%
Capital Expenditures - Other	-	5,000	-	5,000	0.00%
Total Capital Expenditures	<u>7,740</u>	<u>94,437</u>	<u>400,000</u>	<u>(305,563)</u>	<u>23.61%</u>
Contingency					
Contingency	-	5,538	20,000	(14,462)	27.69%
Total Contingency	<u>0</u>	<u>5,538</u>	<u>20,000</u>	<u>(14,462)</u>	<u>27.69%</u>
Total Expenses	<u>24,302</u>	<u>272,648</u>	<u>853,415</u>	<u>(580,767)</u>	<u>31.95%</u>
Net Change in Fund Balance	<u>\$ 16,256</u>	<u>\$ 412,709</u>	<u>\$ 93,585</u>		

These financial statements have not been audited or reviewed and no CPA expresses an opinion or a conclusion nor provides any assurance on them.

Exhibit E

Jefferson County Emergency Services District No. 4**Check List**Texas First Bank - Checking
March 20, 2018 - April 16, 2018

Check Number	Check Date	Payee	Amount
Vendor Checks			
2707	03/20/18	Robertson, Shoemaker and Assoc., PLLC	550.00
2708	04/16/18	24 Hr Safety	199.97
2709	04/16/18	Beaumont Freightliner-Western Star	802.73
2710	04/16/18	Coastal Welding Supply Inc.	102.00
2711	04/16/18	Earl Lawn Service	500.00
2712	04/16/18	Green Acres Grocery, Inc.	207.39
2713	04/16/18	Jeremy D. Hansen	1,250.00
2714	04/16/18	Joshua C. Heinz	400.00
2715	04/16/18	Patrick L. Larson	1,750.00
2716	04/16/18	Lone Star Lube Right	272.10
2717	04/16/18	Love's Travel Stops & Country Stores	74.17
2718	04/16/18	M & D Supply, Inc.	310.27
2719	04/16/18	Metro Fire Apparatus Specialists, Inc.	128.86
2720	04/16/18	Hubert Oxford, IV	400.00
2721	04/16/18	Patrick Larson	304.16
2722	04/16/18	Physio-Control, Inc.	10.00
2723	04/16/18	REPUBLIC SERVICES #862	107.00
2724	04/16/18	REPUBLIC SERVICES #862	107.00
2725	04/16/18	Robertson, Shoemaker & Associates, PLLC	550.00
2726	04/16/18	Jared Sampson	750.00
2727	04/16/18	Sieben Equipment Service, Inc	6,153.15
2728	04/16/18	Town and Country	133.65
2729	04/16/18	Verizon Wireless	159.26
2730	04/16/18	VISA	341.43
2731	04/16/18	VISA	60.32
2732	04/16/18	VISA	378.01
2733	04/16/18	Wave Solutions LLC	275.00
2734	04/16/18	Witmer Public Safety Group, Inc.	855.00
Vendor Check Total			<u>17,131.47</u>
Check List Total			<u>17,131.47</u>

Check count = 28

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Checking

March 20, 2018 - April 16, 2018

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			658,227.66
03/20/18	2707	MER	Robertson, Shoemaker and Assoc., PLLC	550.00		657,677.66
03/21/18			Proceeds from Sale of Scrap Metal		339.20	658,016.86
03/30/18			Interest Deposit - Checking		171.29	658,188.15
04/02/18			Donation - Texas Farm Bureau Foundation		300.00	658,488.15
04/14/18			Jefferson County Tax Deposit for Month of March 2018		18,786.09	677,274.24
04/16/18	2708	24HRSAFETY	24 Hr Safety	199.97		677,074.27
04/16/18	2709	BEAUMONTFRE	Beaumont Freightliner-Western Star	802.73		676,271.54
04/16/18	2710	COASTAL	Coastal Welding Supply Inc.	102.00		676,169.54
04/16/18	2711	EARLLAWN	Earl Lawn Service	500.00		675,669.54
04/16/18	2712	GREENACRES	Green Acres Grocery, Inc.	207.39		675,462.15
04/16/18	2713	HANSEN	Jeremy D. Hansen	1,250.00		674,212.15
04/16/18	2714	HEINZ	Joshua C. Heinz	400.00		673,812.15
04/16/18	2715	PLARSON	Patrick L. Larson	1,750.00		672,062.15
04/16/18	2716	LONESTAR	Lone Star Lube Right	272.10		671,790.05
04/16/18	2717	LOVES	Love's Travel Stops & Country Stores	74.17		671,715.88
04/16/18	2718	M&DSUPPLY	M & D Supply, Inc.	310.27		671,405.61
04/16/18	2719	METROFIRE	Metro Fire Apparatus Specialists, Inc.	128.86		671,276.75
04/16/18	2720	OXFORD	Hubert Oxford, IV	400.00		670,876.75
04/16/18	2721		Patrick Larson	304.16		670,572.59
04/16/18	2722	PHYSIO	Physio-Control, Inc.	10.00		670,562.59
04/16/18	2723	REPUBLIC	REPUBLIC SERVICES #862	107.00		670,455.59
04/16/18	2724	REPUBLIC	REPUBLIC SERVICES #862	107.00		670,348.59
04/16/18	2725	ROBERTSONSH	Robertson, Shoemaker & Associates, PLLC	550.00		669,798.59
04/16/18	2726	JSAMPSON	Jared Sampson	750.00		669,048.59
04/16/18	2727	SIEBEN	Sieben Equipment Service, Inc	6,153.15		662,895.44
04/16/18	2728	TOWNANDCOUN	Town and Country	133.65		662,761.79
04/16/18	2729	VERIZON	Verizon Wireless	159.26		662,602.53
04/16/18	2730	VISA4586	VISA	341.43		662,261.10
04/16/18	2731	VISA5904	VISA	60.32		662,200.78
04/16/18	2732	VISA 8759	VISA	378.01		661,822.77
04/16/18	2733	WAVE	Wave Solutions LLC	275.00		661,547.77
04/16/18	2734	WITMER	Witmer Public Safety Group, Inc.	855.00		660,692.77
Totals				<u>17,131.47</u>	<u>19,596.58</u>	<u>660,692.77</u>

Transaction count = 32

Jefferson County Emergency Services District No. 4**Bank Account Register**

Texas First Bank - Savings

March 20, 2018 - April 16, 2018

Date	Reference	Description	Checks/ Payments	Deposits/ Additions	Balance
03/30/18		Beginning Balance			200,663.82
		Interest Deposit - Savings		25.56	200,689.38
		Totals	<u>0.00</u>	<u>25.56</u>	<u>200,689.38</u>

Transaction count = 1

Exhibit F

Jefferson County Emergency Services District No. 4

EVENT RENTAL AGREEMENT

Rental Fee Rate: \$50.00 per hour

Security Deposit: \$250.00

Date: _____

Person(s) or Organization: _____ (“Lessee”)

Contact Person: _____

Cell Phone: _____ Home/Work Phone: _____

Address: _____

Leased Premises: _____

Type of Event: _____

Rental Date: _____ Set-Up Date: _____

Total Rental Period (Hours): _____ Total Rental Fee: \$ _____

All rental fees and deposits must be paid by personal check, cashier’s check, or money order.
NO CASH PAYMENTS WILL BE ACCEPTED.

At least ten (10) days prior to the rental date, Lessee shall pay to JCESD No. 4 or its designated representative the \$250.00 security deposit, plus the total rental fee set forth above.

Upon payment of the security deposit and total rental fee, and prior to the rental date (and set-up date if applicable), JCESD No. 4 or its designated representative will make arrangements with Lessee to provide access to the building, and, if available, Lessee will be provided with a building access code.

The security deposit will be returned to Lessee only if the following conditions are satisfied:

- Rental area is cleaned up.
- Floors swept and mopped.
- Spills wiped up.
- Table tops and chairs cleaned.
- Furniture repositioned.
- All garbage picked up (inside and outside).
- Garbage bags placed in dumpster.
- HVAC thermostat set per instructions.
- Lights turned off.
- Doors locked.
- No property damage.

Once the event is held and all duties of the Lessee under this agreement have been, in the opinion of JCESD No. 4 or its designated representative, properly executed and completed, and any additional rental fees have been fully paid, the security deposit will be returned by JCESD No. 4 or its designated representative to Lessee.

The following JCESD No. 4 designated representative should be contacted if any problems arise during the event: _____.

Event Restrictions:

- No alcoholic beverages.
- No illegal activities or drugs.
- No firearms.
- No taping, nailing or thumb tacking of decorations or signs to any wall, door or ceiling.

The premises shall be used for the type of event described above and for no other purposes.

Lessee shall be responsible for all persons who attend the function and shall ensure that all persons act in an orderly, responsible and safe manner. JCESD No. 4 or its designated representative retains the right to terminate the event or expel any person or persons who are deemed to be unruly, unsafe, performing illegal acts or acting with dangerous behavior or who are in violation of any provision of this agreement. Lessee shall also be responsible for any damage to the leased premises during the subject rental, regardless of cause and shall promptly reimburse JCESD No. 4 or its designated representative in full for such damages.

In consideration of the leasing of the subject premises of JCESD No. 4 to Lessee, the undersigned Lessee hereby releases JCESD No. 4 and its commissioners, officers, employees, members, and representatives, as well as its Event Rental Management Service Provider, from any and all suits, actions, compensation, consequential and punitive damages, any and all property damage, personal injuries, illnesses, death resulting from any occurrence or accident that may occur as a result of or arise out of leasing or use of the described premises by Lessee.

This rental agreement shall be governed by the laws of the State of Texas. The parties agree that jurisdiction and venue shall lie exclusively in the appropriate trial court of Jefferson County, Texas.

The undersigned Lessee hereby agrees to indemnify, defend and hold harmless JCESD No. 4 and its commissioners, officers, employees, members, and representatives, as well as its Event Rental Management Service Provider, from any claims brought by any person or entity arising out of or related to this agreement.

In the event that any court of competent jurisdiction enters a final order determining that any provision of this rental agreement is unenforceable, all other provisions of this agreement shall survive and continue in full force and effect.

Lessee

Name: _____

If Lessee is an Organization, Name
and Title of Signing Representative: _____

Signature: _____

Date: _____

**Jefferson County Emergency Services District No. 4
(or its designated representative)**

Name: _____

Position: _____

Date: _____

EVENT RENTAL MANAGEMENT SERVICES AGREEMENT

This Event Rental Management Services Agreement ("Agreement") is made on _____, 2018 at Beaumont, Jefferson County, Texas, between Jefferson County Emergency Services District No. 4 ("JCESD No. 4"), a political subdivision of the State of Texas having its administrative office located at 12880 FM 365, Beaumont, Texas 77705, and the Labelle-Fannett Ladies' Auxiliary ("Ladies' Auxiliary"), a private association having its principal office located at _____.

Recitals

JCESD No. 4 desires to engage the services of the Ladies' Auxiliary, as an independent contractor, to manage, administer, and oversee the event rentals at various District properties, including the Labelle, Fannett, and Cheek fire stations, and to render services on the terms and conditions provided in this Agreement.

The Ladies' Auxiliary desires to render the event rental management services for JCESD No. 4 on the terms and conditions provided in this Agreement.

Therefore, JCESD No. 4 engages the services of the Ladies' Auxiliary. In consideration of the mutual promises contained in this Agreement, the parties agree as follows:

Term

This Agreement is for a period of one (1) year, commencing on _____, 2018. Thereafter, this Agreement shall automatically renew for successive one-year terms unless terminated as provided below.

This Agreement may be terminated by either party by giving at least sixty (60) days' written notice to the other party.

Services

The services to be rendered by the Ladies' Auxiliary for JCESD No. 4 include, but are not limited to, the following:

- Manage, administer, and oversee the event rentals at the various District properties, as identified herein above, subject to the rules and requirements of the District and its Board;
- Coordinate and facilitate the scheduling of event rentals with the designated District representative;
- Obtain completed Event Rental Agreements, the prescribed form of which is attached hereto, from each prospective renter in advance of the scheduled event rental; and on the Event Rental Agreement, fill in the name and contact number for the Ladies' Auxiliary member who will be in charge of that particular event rental;

- Provide advance notice of each event rental to the District, along with a copy of the completed Event Rental Agreements;
- Communicate with renters on all event rental related matters;
- Provide building access to renters, and ensure that events begin and end at scheduled times;
- Collect and account for all rental fees and security deposits, as well as security deposit refunds, and damage reimbursements, per the Event Rental Agreement (no cash transactions allowed);
- Inspect the pertinent property prior to an event rental to ensure that it is clean and ready;
- Ensure that renters are complying with all event rental rules as set forth in the Event Rental Agreement;
- Advise renters and ensure that no alcoholic beverages are served or consumed during an event on any District property;
- Inspect the facility following an event to ensure that the renter has complied with the Event Rental Agreement, and no security deposit shall be returned to a renter unless all of the post-event conditions have been fully satisfied;
- If a renter fails to fulfill all of the conditions set forth in the Event Rental Agreement, then the Ladies' Auxiliary shall be responsible for cleaning the facility and completing any of the other unfulfilled post-event conditions;
- If a renter damages a District property during an event rental, then the Ladies' Auxiliary shall be responsible for obtaining sufficient funds from the renter to satisfy the repair of such damage;
- On or before the 5th of each month, the Ladies' Auxiliary shall tender payment to the District equal to 50% of all rental fees collected during the preceding calendar month, along with a complete accounting of all funds collected and refunded by the Ladies' Auxiliary during the preceding calendar month; and,
- Have a representative attend District Board meetings to report on event rental matters.

Fee

For services to be rendered under this Agreement, the Ladies' Auxiliary will be entitled to a fee of 50% of the rental fees collected and accounted for, and the Ladies' Auxiliary shall submit a complete accounting to the District each month as provided hereinabove.

Entire Agreement

This Agreement constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting this subject matter.

Attorney's Fees

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party is entitled to reasonable attorney's fees in addition to any other relief to which it may be entitled.

Governing Law

This Agreement, and the rights and duties of the parties under it, are governed by the laws of the State of Texas.

Amendment

This Agreement may be amended by the mutual agreement of the parties to it, in a writing to be attached to and incorporated in this Agreement.

Legal Construction

In the event that any one or more of the provisions contained in this Agreement is for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions, and the Agreement will be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

Executed at Beaumont, Texas, on _____, 2018.

**Jeff Roebuck, President of the
Board of Commissioners of
Jefferson County Emergency Services
District No. 4**

_____, Authorized
Representative of the Ladies' Auxiliary