

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

A public hearing and regular meeting of the Board of Commissioners of Jefferson County Emergency Services District No. 4 ("District") was called for at 5:30 p.m. on the September 28, 2015, at the Labelle-Fannett fire station, located at 12880 FM 365, Beaumont, Texas 77705, pursuant to notice duly posted according to law.

At approximately 5:30 p.m., the public hearing 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
Sandra Duhon	Secretary
Sandra Melton	Treasurer
Charlie Cox	Assistant Treasurer

All of said Board members were present, with the exception of Secretary Duhon and Assistant Treasurer Cox, thus constituting a quorum. Also present at the meeting were: Wayne Wilber, District Manager; Mary Ellen Robertson, accountant for the District; Joshua Heinz of the law firm Benckenstein & Oxford, L.L.P., attorneys for the District; and, the individuals listed in the attendance logs attached hereto as Exhibit A.

Upon establishing that a quorum was present, President Roebuck directed the Board and others in attendance to public hearing Agenda Item No. 3 regarding the District's proposed 2015-16 budget and 2015 tax rate. Being as there were no comments or questions presented regarding the District's proposed 2015-16 budget and 2015 tax rate, the public hearing was adjourned at approximately 5:32 p.m.

Immediately thereafter, the regular meeting was called to order, and being as all of the aforementioned Board members remained present, a quorum was again established. Also present at the regular meeting were the same individuals listed above.

President Roebuck then asked for public comment under regular meeting Agenda Item No. 3, at which time Carolyn Hurych of Hamshire VFD advised the Board of said department's complaint regarding Henry Labrie of Labelle-Fannett VFD, in his personal vehicle, escorting Hamshire VFD's ambulance while it was transporting a patient to the hospital in Beaumont. Ms. Hurych indicated that such practice is not recommended as it poses a risk to the ambulance and its passengers, as well as of traffic. A copy of the written complaint letter from Hamshire VFD is attached hereto as **Exhibit B**. Additionally, Jay Francis of Cheek VFD requested that Cheek VFD members receive notice of and be dispatched on all emergency calls, including those in Labelle-Fannett VFD's service area, so that the Cheek VFD members can provide assistance.

The Board then moved along to regular meeting Agenda Item No. 4 for the VFD Chiefs' reports. Ken Duhon, Chief of Cheek VFD, and Kelly Jo Arceneaux, Secretary of Labelle-Fannett VFD, advised the Board on the VFDs' recent activities and service calls during the previous month. Copies of the monthly run reports submitted by the departments are attached hereto as **Exhibit C**.

The Board was then directed to regular meeting Agenda Item No. 5 for the District Manager's report. Wayne Wilber reported that Charles Sonnier, Kelly Jo Arceneaux, and Jessie Arceneaux of Labelle-Fannett VFD will be attending the State Fire Marshall Certification Workshop, and that the hotels will cost \$103.49 per night (two rooms total), and that meals will be reimbursed at a rate of \$41.00 per day, and mileage will be reimbursed at a rate of 57.5 cents per mile. Mr. Wilber also advised that the Country Corner (Cow) Store has continuously failed

to provide proper documentation and receipts on the District's fuel account, and thus he recommends that the District stop using said station as a fuel vendor. The VFDs were then advised by the Board to stop getting fuel at the Country Corner Store, and instead only get fuel at the Green Acres store. Additionally, Mr. Wilber will contact the Valero station on Hwy 365 at Labelle Road to inquire about setting up a fuel account there. Mr. Wilber then advised the Board on the member t-shirts recently ordered by Labelle-Fannett VFD. Since Labelle-Fannett VFD has not actually paid for the shirts, then reimbursement for same cannot yet be considered by the Board. Also, Mr. Heinz reminded Labelle-Fannett VFD of the purchasing policies and procedures set forth in the department's service agreement, and advised Labelle-Fannett VFD's members that said policies and procedures need to be adhered to. Further, Mr. Wilber advised the Board on the DPS rules relating to escorting of emergency vehicles, which was previously mentioned during public comments. Lastly, Mr. Wilber advised the Board that Labelle-Fannett VFD had allowed students to ride on its fire truck during the recent homecoming parade, and the Board reminded the VFDs that said practice should be discontinued due to safety concerns, and that it is the District's policy that only department members should be allowed on emergency equipment while same is in use.

Next, President Roebuck directed the Board to regular meeting Agenda Item No. 6 for review of the Minutes of the August 17, 2015 regular meeting. Upon motion by Vice President Reneau and seconded by Treasurer Melton, the proposed minutes were unanimously approved by the Board members present.

Then, the Board moved to regular meeting Agenda Item No. 7 for the Treasurer's report. Treasurer Melton reported that the District's Texas First Bank checking account balance was \$205,083.00 as of August 31, 2015 and \$208,014.46 as of September 26, 2015, and that the

District's Texas First Bank savings account balance was \$200,121.96 as of as of August 31, 2015 and September 26, 2015, as reflected in the account statements attached hereto as Exhibit D. Additionally, Treasurer Melton and Mrs. Robertson reviewed with the Board the District's current financial statement of activities, which is attached hereto as Exhibit E. Treasurer Melton is going to contact Texas First Bank to inquire about the \$7.00 wire transfer fee charged to the District when it receives tax collection payments from the Jefferson County Tax Office. Also, Treasurer Melton advised the Board that the District's line of credit at Texas First Bank was about to expire, and since there would be a renewal fee of \$200.00, all of the Board members present agreed that there was no reason to renew same at this time.

Thereafter, the Board's attention was directed to regular meeting Agenda Item No. 8 for payment of the District and VFDs' bills. After reviewing and discussing the various expenditures, Vice President Reneau made a motion to approve payment of the bills and expenditures listed on the account register attached hereto as Exhibit F (Check Nos. 1999-2022), except for Check No. 2013, which is being held. The motion was seconded by Treasurer Melton and unanimously approved by all of the present Board members.

President Roebuck then directed the Board to regular meeting Agenda Item No. 9 regarding the District's 2015-16 annual budget. Treasurer Melton made a motion to adopt the District's proposed 2015-16 annual budget, which was seconded by Vice President Reneau and unanimously approved by all the Board members present. The Resolution Adopting Budget, which includes a copy of the District and VFDs' approved 2015-16 budget, is attached hereto as Exhibit G.

Then, under regular meeting Agenda Item No. 10, the Board discussed the ad valorem tax rate being proposed for 2015 and the amount of revenue said rate would generate. After

discussing the matter and reviewing the District's Certified Tax Roll and Effective Tax Rate Notice, copies of which are attached hereto as Exhibit H, Treasurer Melton made a motion to set the District's 2015 ad valorem tax rate at \$0.087410/\$100, being the same rate as the prior year, and approve an order for levy of same. The motion was seconded by Vice President Reneau and unanimously approved by the Board members present. The Order Levying Taxes is attached hereto as Exhibit I.

Thereafter, the Board was directed to regular meeting Agenda Item No. 11 regarding approval of the 2015 tax roll and completion of the tax rate information form, which are required by the Jefferson County Tax Office. Upon motion by President Roebuck and seconded by Vice President Reneau, and with the unanimous consent of the Board members present, the District's 2015 tax roll was approved. The Resolution Approving Tax Roll is attached hereto as Exhibit J, along with the completed tax rate information form. Mr. Heinz will forward copies of the Order Levying Taxes, Resolution Approving the 2015 Tax Roll, and tax rate information form to the Tax Office and Appraisal District.

Next, President Roebuck directed the Board to regular meeting Agenda Item No. 12 regarding equipment repairs and purchases. Mr. Wilber reported that the A/C at Labelle-Fannett VFD Station No. 1 was recently repaired. He also stated that there are no reported mechanical issues with any of the District of departments' vehicles or equipment, and all vehicle maintenance is current.

After tabling regular meeting Agenda Item No. 13, the Board moved along to regular meeting Agenda Item No. 14, at which time Mrs. Arceneaux advised that Labelle-Fannett VFD will provide a letter to the Board to confirm that it agrees to provide EMS services for the District within its service area, and that the department will be responsible for payment of all

EMS related expenses from any billing revenue it receives. Mr. Heinz will prepare a proposed EMS service agreement for Labelle-Fannett VFD for the Board to consider at its next regular meeting.

Then, President Roebuck directed the Board's attention to regular meeting Agenda Item No. 15 regarding the VFDs' financial reviews/audits. As discussed during the previous Board meeting, at the Mrs. Robertson recommended that the District retain an accountant to perform an agreed upon review of the departments' financial and inventory records, and she recommended Charles Reed & Associates for the job. She also indicated that the process should take approximately 40 hours and should cost no more than \$6,000.00. Upon motion by Vice President Reneau and seconded by Treasurer Melton, and with the unanimous consent of the members present, the Board authorized the finance committee to work out the details of the review and terms of engagement with the recommended accountant, and approved a total cost for same up to \$6,000.00.

Then, being as there was no report from counsel under regular meeting Agenda Item No. 16, the Board was directed to regular meeting Agenda Item No. 17, at which time Mr. Heinz asked the VFDs if they had submitted their worker's compensation reimbursement grant applications to the Texas Forestry Service. Cheek VFD failed to timely submit its reimbursement application. Labelle-Fannett VFD submitted its application timely and has already received the reimbursement payment. Additionally, Labelle-Fannett VFD advised the Board that it did not intend to seek reimbursement from the District for its worker's premium expense, and instead would be keeping the Texas Forestry Service reimbursement payment to cover same.

Being as there were no further matters to come before the Board, the regular meeting was adjourned at approximately 6:40 p.m.



~~Jeff Roebuck, President~~
~~Charlie Reneau, Vice President~~

Date: 11/16/2015

ATTEST:



Position: Secretary

Date: 11.16.15

Exhibit A

NCESD #4
9/28/2015
Public Hearing & Regular Meeting

- ① Ronno Nash 129
- ② Terry Nash 110
- ③ Jesse Arceneaux 144
- ④ Keli Jo Arceneaux 244
- ⑤ ~~XXXXXXXXXX~~ 132
- ⑥ Patrick LARSON
- ⑦ Carrie Sanders 203 DISPATCH
- ⑧ Ken Duhon CHEEK VFD
- ⑨ M. Jay Francis CHERIC VFD.
- ⑩ Darlene Rivett LEVFD #302
- ⑪ R. J. Rivett LEVFD #8101
- ⑫ Henry Labrie #103
- ⑬ ~~XXXXXXXXXX~~ #301
- ⑭ August Semien #2 CVFD
- ⑮ Carolyn Hurvich HVFD
- ⑯ M. Morrison HVFD

Exhibit B

EXHIBIT B
MONTHLY REPORT

Month: AUGUST 2015

Total Calls Received: 9

Responses:

Structure Fires: _____

Wood/Grass Fires: 1

Vehicles/Wrecks: _____

EMT/First Responder: 8

Others: _____

Total: 9

Mutual Aid Responses: 1

Other Matters and/or Specific Event Details:

GRASS FIRE WAS BEHIND THE LABELLE-
FANNETT STATION ON 365.

LABELLE FANNETT VFD EMS

12880 Hwy 365, Beaumont Texas | Phone: (409) 794-1441

Dispatch Log Sheet for August 2015

Total Calls for the month 89 · Total Calls YTD 505

	<i>Fannett</i>	<i>LaBelle</i>	<i>Cheek</i>	<i>Hamshire Mutual Aid</i>	<i>TOTAL</i>
Medical	31	10	8	0	49
MVA	11	10	0	0	21
Fire	7	9	2	1	19
TOTAL	49	29	10	1	89

<i>Units</i>	<i>Total Calls</i>	<i>Transports</i>
Med 6	24	11
Acadian	42	Unknown
Ham Med 1 & 2	6	
Engine 1	4	
Engine 8	9	
Engine 3	1	
Truck 118	6	
Truck 4	5	
Rescue 9	0	
Tanker 5	0	
Cheek Engine	1	
Air Rescue	0	

Exhibit C



Helping Texans Build Texas

www.texasfirstbank.com

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Return Service Requested

TELEPHONE BANKING
(409) 945-9889 (281) 538-2226
(855) 355-TFB1 (8321)

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

Page: 1

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4
PO BOX 154
HAMSHIRE TX 77622-0154

Account Number: 10031508
Statement Date: 8/31/15
Checks/Items Enclosed: 25

EM

PUBLIC FUNDS TIERED INT.

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 10031508

Beginning Balance	8/01/15	226,448.62	
Deposits / Misc Credits	2	3,699.06	
Withdrawals / Misc Debits	26	25,064.68	
** Ending Balance	8/31/15	205,083.00	**
Service Charge		.00	
Interest Paid Thru	8/31/15	28.41	
Interest Paid Year To Date		663.07	
Annual Percentage Yield Earned		.15%	
Number of Days for A.P.Y.E.		31	
Average Balance for A.P.Y.E.		222,981.50	
Minimum Balance		205,054	
Enclosures		25	

----- 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
8/05	3,670.65	ORIG:JEFFERSON COUNTY
		TRN:P201508050004946
8/31	28.41	Interest Paid

----- DEBITS AND OTHER WITHDRAWALS -----

Date	Withdrawals	Activity Description
8/05	7.00	INCOMING WIRE FEE-P201508050004946



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(409) 296-2111

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 8/31/15

CHECKS PAID

* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
8/31	1959	181.18	8/26	1983	200.00	8/25	1991	7.00
8/03	1974*	296.85	8/25	1984	144.50	8/21	1992	475.00
8/03	1975	27.44	8/31	1985	637.39	8/26	1993	3,749.44
8/03	1976	718.64	8/19	1986	400.00	8/20	1994	2,797.00
8/25	1978*	30.00	8/27	1987	250.00	8/21	1995	95.00
8/28	1979	3,560.34	8/25	1988	350.00	8/28	1996	631.11
8/27	1980	1,615.14	8/19	1989	400.00	8/28	1997	847.18
8/31	1981	244.52	8/28	1990	1,560.00	8/18	1998	2,500.00
8/24	1982	3,339.95						

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
8/03	225,405.69	8/20	222,972.34	8/26	214,581.45
8/05	229,069.34	8/21	222,402.34	8/27	212,716.31
8/18	226,569.34	8/24	219,062.39	8/28	206,117.68
8/19	225,769.34	8/25	218,530.89	8/31	205,083.00

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 20041885

Beginning Balance	8/01/15	200,104.96	
Deposits / Misc Credits	1	17.00	
Withdrawals / Misc Debits	0	.00	
** Ending Balance	8/31/15	200,121.96	**
Service Charge		.00	
Interest Paid		17.00	
Interest Paid Year To Date		21.96	
Annual Percentage Yield Earned		.10%	
Number of Days for A.P.Y.E.		31	
Average Balance for A.P.Y.E.		200,104.96	
Minimum Balance		200,104	



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Return Service Requested

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

Page: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 8/31/15

DEPOSITS AND OTHER CREDITS

Date	Deposits	Activity Description
8/31	17.00	Interest Earned

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
8/31	200,121.96				



Click the account name to view details. Use the quick links on the top right to make a transfer or pay a bill.

9/26/15 8:29 am

Accounts

 Public Funds Tiered Int. 10031508	Available Balance \$208,014.46
 Public Funds Savings 20041885	Available Balance \$200,121.96

Exhibit D

Jefferson County Emergency Services District No. 4 **Statement of Activities**

	11 Months Ended 8/31/2015	11 Months Ended 8/31/2015	11 Months Ended 8/31/2015	11 Months Ended 8/31/2015	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue	Actual	Actual	Actual	Total			
Ad Valorem Taxes	-	-	\$ 557,504	\$ 557,504	\$ 600,000	(\$42,496)	92.92%
Interest Income	-	-	785	785	700	85	112.14%
Loan Proceeds	-	-	189,516	189,516	189,516	0	100.00%
Other Income	-	-	2,951	2,951	3,000	(49)	98.37%
Total Revenue	0	0	750,756	750,756	793,216	(42,460)	94.65%
Operating Expenses							
Accounting	-	-	12,305	12,305	27,000	(14,695)	45.57%
Advertising	-	-	52	52	1,000	(948)	5.20%
Bank Fees	-	-	44	44	400	(356)	11.00%
Cable	414	-	-	414	450	(36)	92.00%
Cell Phone/EMS Equipment	49	-	-	49	440	(391)	11.14%
Children's Education	215	-	-	215	3,000	(2,785)	7.17%
Cleaning & Building Maintenance	3,557	15	-	3,572	8,150	(4,578)	43.83%
Computers & Software	424	-	108	532	1,300	(768)	40.92%
Copier	-	-	-	-	500	(500)	0.00%
Dues & Fees	575	-	1,100	1,675	2,100	(425)	79.76%
Fire Field Meals	-	-	-	-	1,300	(1,300)	0.00%
Fire Uniforms	94	806	-	900	3,850	(2,950)	23.38%
Fuel - EMS	3,388	-	-	3,388	4,000	(612)	84.70%
Fuel-Fire	3,053	200	-	3,253	6,000	(2,747)	54.22%
Insurance - Worker's Compensation	2,305	2,797	-	5,102	6,000	(898)	85.03%
Insurance- Accident & Sickness	-	-	-	-	4,000	(4,000)	0.00%
Insurance- Property & Liability	28,203	6,310	-	34,513	36,500	(1,987)	94.56%
Insurance-VFIS District	-	-	2,528	2,528	2,550	(22)	99.14%
Interest Expense	-	-	4,998	4,998	5,000	(2)	99.96%
Internet	-	-	403	403	2,900	(2,497)	13.90%
Lawn Service	2,250	1,100	-	3,350	4,500	(1,150)	74.44%
Legal/Professional	-	-	21,132	21,132	25,000	(3,868)	84.53%
Lodging/Meals/Travel & Regist ESD	-	219	133	352	8,000	(7,648)	4.40%
Maintenance & Repairs - Radios	1,077	1,487	-	2,564	4,500	(1,936)	56.98%
Notes Payable - Texas First Bank	-	-	106,207	106,207	106,207	-	100.00%
Office Supplies	802	30	1,238	2,070	2,500	(430)	82.80%
Postage & Box Rental	-	-	40	40	100	(60)	40.00%
Purchase of Additional Radios (3)	-	1,283	-	1,283	2,700	(1,417)	47.52%
Salary Expense	-	-	12,500	12,500	15,000	(2,500)	83.33%
Small Equipment Purchases (less than \$5,000)	1,511	4,601	-	6,112	10,000	(3,888)	61.12%

For management purposes only.

Jefferson County Emergency Services District No. 4 **Statement of Activities**

	11 Months Ended 8/31/2015	11 Months Ended 8/31/2015	11 Months Ended 8/31/2015	11 Months Ended 8/31/2015	Annual Budget	Over (Under) Budget	% of Budget Used to Date
	Actual	Actual	Actual	Total			
	Labelle-Fannett	Cheek	Administrative	All Locations			
Supplies - Fire	-	637	-	637	9,000	(8,363)	7.08%
Tax & Appraisal Fees	-	-	10,814	10,814	12,000	(1,186)	90.12%
Telephone	8,317	-	797	9,114	9,800	(686)	93.00%
Utilities	6,788	918	-	7,706	10,500	(2,794)	73.39%
Water & Garbage	2,564	276	-	2,840	2,900	(60)	97.93%
Total Operating Expenses	65,586	20,679	174,399	260,664	339,147	(78,483)	76.86%
Emergency Medical Services							
Equipment (New/Repair/Testing)	-	-	-	-	8,000	(8,000)	0.00%
Medical Supplies	950	-	-	950	8,000	(7,050)	11.88%
Tuition/Reg/Certification/Dues	327	-	-	327	2,000	(1,673)	16.35%
Vehicle Repair & Maintenance	543	-	-	543	15,000	(14,457)	3.62%
Total Emergency Medical Services	1,820	0	0	1,820	33,000	(31,180)	5.52%
Fire Services							
Equipment-Insp/Repairs	166	-	-	166	2,200	(2,034)	7.55%
Gloves & Boots	-	-	-	-	1,600	(1,600)	0.00%
Personal Protection Equipment	1,011	-	-	1,011	15,500	(14,489)	6.52%
Training & Materials	175	165	-	340	12,000	(11,660)	2.83%
Travel/Lodging/Meals/Trans Expenses	3,053	-	-	3,053	3,500	(447)	87.23%
Tuition/Registration	1,175	-	-	1,175	1,200	(25)	97.92%
Vehicle Repair & Maintenance	13,238	5,884	-	19,122	30,000	(10,878)	63.74%
Total Fire Services	18,818	6,049	0	24,867	66,000	(41,133)	37.68%
Fire and EMS General							
Auxiliary	-	-	-	-	3,000	(3,000)	0.00%
Total Fire & EMS General	0	0	0	0	3,000	(3,000)	0.00%
Capital Expenditures							
Cameras- Thermal Imaging	-	-	-	-	15,000	(15,000)	0.00%
Cascade System	25,677	6,419	-	32,096	32,096	0	100.00%
Garage Door & Sliding	-	8,449	-	8,449	8,500	(51)	99.40%
Pumper Truck	-	186,810	-	186,810	186,810	0	100.00%
Total Capital Expenditures	25,677	201,678	0	227,355	242,406	(15,051)	93.79%
Contingency							
	0	0	0	-	101,269	(101,269)	0.00%
Total Expenses	111,901	228,406	174,399	514,706	784,822	(270,116)	65.58%
Net Change in Fund Balance	<u>\$ (111,901)</u>	<u>\$ (228,406)</u>	<u>\$ 576,357</u>	<u>\$ 236,050</u>	<u>\$ 8,394</u>		

For management purposes only.

Exhibit E

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Checking
August 18, 2015 - September 28, 2015

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
08/31/15			Beginning Balance			202,354.65
09/03/15			Interest Income		28.41	202,383.06
09/03/15			Property Taxes		3,135.33	205,518.39
09/03/15			Wire Transfer Fee	7.00		205,511.39
09/16/15	1999	COUNTRYCORN	Country Corner	196.87		205,314.52
09/28/15	2000		Jeremiah Rivett	19.00		205,295.52
09/28/15	2001	BENCK	Benckenstein & Oxford, L.L.P.	1,515.33		203,780.19
09/28/15	2002	COUNTRYCORN	Country Corner	84.77		203,695.42
09/28/15	2003	COUNTRYCORN	Country Corner	89.36		203,606.06
09/28/15	2004	EARLLAWN	Earl Lawn Service	200.00		203,406.06
09/28/15	2005	GREENACRES	Green Acres Grocery, Inc.	249.84		203,156.22
09/28/15	2006	GREENACRES	Green Acres Grocery, Inc.	129.71		203,026.51
09/28/15	2007	GULFCOAST	Gulf Coast Automotive	75.94		202,950.57
09/28/15	2008	HERRERAS	Herrera's Emergency Lighting	320.80		202,629.77
09/28/15	2009	OXFORD	Hubert Oxford, IV	400.00		202,229.77
09/28/15	2010	JACKSON	Jackson Lawn Care	500.00		201,729.77
09/28/15	2011	JCAPPRaisal	Jefferson County Appraisal District	1,389.90		200,339.87
09/28/15	2012	HEINZ	Joshua C. Heinz	400.00		199,939.87
09/28/15	2013	LB-F VFD	Labelle-Fannett VFD	5,110.53		194,829.34
09/28/15	2014	LONESTAR	Lone Star Lube Right	2,931.29		191,898.05
09/28/15	2015	MER1099	Mary Ellen Robertson, CPA	475.00		191,423.05
09/28/15	2016	METROFIRE	Metro Fire Apparatus Specialists, Inc.	18,850.00		172,573.05
09/28/15	2017	OVERHEAD D	Overhead Door Company of Beaumont, Inc.	2,440.00		170,133.05
09/28/15	2018	PROGRESSIVE	Progressive Waste Solutions of TX, Inc.	577.02		169,556.03
09/28/15	2019	SIDDONS	Siddons-Martin Emergency Group, LLC	354.57		169,201.46
09/28/15	2020	TexasFirst	Texas First Bank	106.63		169,094.83
09/28/15	2021	VISA9650	VISA	920.54		168,174.29
09/28/15	2022	WILBER	Wayne Lynn Wilber	2,500.00		165,674.29
Totals				<u>39,844.10</u>	<u>3,163.74</u>	<u>165,674.29</u>

Transaction count = 27

Jefferson County Emergency Services District No. 4
Bank Account Register

Texas First Bank - Savings
August 18, 2015 - September 28, 2015

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
08/31/15			Beginning Balance			200,104.96
			Interest Income		17.00	200,121.96
			Totals	0.00	17.00	200,121.96

Transaction count = 1

Exhibit F

RESOLUTION ADOPTING BUDGET

THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

BE IT RESOLVED BY THE BOARD OF EMERGENCY SERVICES COMMISSIONERS OF JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4 THAT:

WHEREAS, the Board of Emergency Services Commissioners of Jefferson County Emergency Services District No. 4 (the "District") has projected the operating expenses and revenues for the District for the period October 1, 2015 through September 30, 2016;

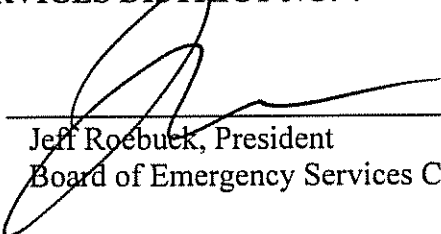
NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

Section 1. That the Operating Budget attached hereto as **Exhibit "A"** is hereby adopted.

Section 2. That the Secretary of the Board of Directors is hereby directed to file a copy of this Resolution Adopting Budget in the official records of the District.

ADOPTED this 20th day of September, 2015;

**JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT NO. 4**

By: 
Jeff Roebuck, President
Board of Emergency Services Commissioners

ATTEST:


Sandra Duhon, Secretary Charlie Reneau, Vice President
Board of Emergency Services Commissioners

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

The undersigned officer of the Board of Commissioners of Jefferson County Emergency Services District No. 4 hereby certifies as follows:

1. The Board of Commissioners of Jefferson County Emergency Services District No. 2 convened in a regular meeting on the 28th day of September, 2015, at the District's administrative office, located at the Labelle-Fannett VFD fire station, 12880 FM 365, Beaumont, Texas 77705, and the roll was called of the duly constituted officers and members of the Board, to wit:

Jeff Roebuck	-	President
Charlie Reneau	-	Vice President
Sandra Duhon	-	Secretary
Sandra Melton	-	Treasurer
Charlie Cox	-	Assistant Treasurer

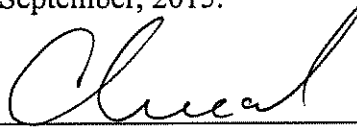
and all of said Commissioners were present, except Commissioners (s) Sandra Duhon, Secretary
Charlie Cox, Asst. Treasurer, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting:

RESOLUTION ADOPTING BUDGET

was introduced for the consideration of the Board. It was then duly moved and seconded that the Resolution be adopted, and, after due discussion, the motion, carrying with it the adoption of the Resolution, prevailed and carried by majority of the Board.

2. A true, full and correct copy of the Resolution adopted at the meeting described in the above paragraph is attached to this certificate; the Resolution has been duly recorded in the Board's minutes of the meeting; the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein, each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; the meeting was open to the public as required by law; and public notice of the time, place and subject to the meeting was given as required by Chapter 551 of the Government Code.

SIGNED AND SEALED this 20th day of September, 2015.



~~Sandra Duhon, Secretary~~ Charlie Reneau, Vice President
Board of Commissioners

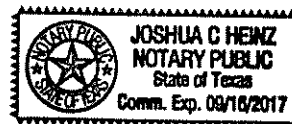
THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

This instrument was acknowledged before me on this 20th day of September, 2015, by ~~Charlie Reneau, Vice President~~ Sandra Duhon, Secretary of the Board of Commissioners of Jefferson County Emergency Services District No. 4, on behalf of said District.

(seal)



Notary Public Signature



JCESD No. 4 2015-16 Budget

	LABELLE-FANNETT FIRE DEPARTMENT	CHEEK FIRE DEPARTMENT	JCESD No. 4	TOTAL
2015 - 2016 REVENUE				
JCESD No. 4 – Ad Valorem Tax			597,302	597,302
Fire & EMS Billing				0
Grants				0
Interest Income			200	200
				0
				0
Total Revenue	0	0	597,502	597,502
JCESD NO. 4 TOTAL REVENUE			597,502	597,502
2015-2016-EXPENSES				
OPERATING EXPENSES				
Accounting				15,000
Advertising	500	500	15,000	1,000
Bank Fees			150	150
Cable	400	400		800
Cell Phone/EMS Equipment	100			100
Children's Education	1,000	1,000		2,000
Cleaning & Building Maintenance	4,500	1,500		6,000
Communications- Purchase of Additional Radios		2,500		2,500
Copier		700		700
District Manager			30,000	30,000
Dues & Fees	1,000	750	1,250	3,000
Fire Equipment Damages (Replacement)				0
Fire Field Meals	500	500		1,000
Fire Uniforms	1,500	1,500		3,000
Fuel - Fire	9,000	3,500	4,000	16,500
Insurance - Worker's Compensation			2,800	2,800
Insurance - Property & Liability	27,500		6,500	34,000
Insurance - VFIS District			2,600	2,600
Internet		400	400	800
Lawn Service	3,000	1,200		4,200

JCESD No. 4 2015-16 Budget

	LABELLE-FANNETT FIRE DEPARTMENT	CHEEK FIRE DEPARTMENT	JCESD No. 4	TOTAL
Legal/Professional			10,000	10,000
Lodging/Meals/Travel/Regist - ESD			5,000	5,000
Maintenance & Repairs - Radios	2,000	2,000		4,000
Note Payable - First Financial Bank - Mini-Pumper			41,012	41,012
Office Supplies	1,000	500	1,200	2,700
Postage & Box Rental	100	100	250	450
Supplies - Fire	10,000	10,000		20,000
Tax & Appraisal Fees			12,000	12,000
Telephone	800		800	1,600
Utilities	7,500	1,200		8,700
Water & Garbage	2,900	500		3,400
Small Equipment Purchases (I.D. Badges/Patches)			2,000	2,000
Total Operating Expenses	73,300	28,750	134,962	237,012
Emergency Medical Services				
Equipment (New/Repair/Testing)				0
Medical Supplies				0
Office Supplies				0
Tuition/Reg/Certification/Dues				0
Vehicle Repair & Maintenance				0
Total Emergency Medical Services	0		0	0
Fire Station				
Dispatch Services/Edispatches			33,500	33,500
Equipment - Insp/Repairs	2,200			2,200
Gloves & Boots-Insp/Repairs	3,000	2,000		5,000
Personal Protection Equipment	15,500	10,500		26,000
Training & Materials				0
Vehicle Repair & Maintenance	20,000	5,000		25,000
Travel/Lodging/meals/Trans Expenses	6,000	1,500		7,500
Tuition/Registration	1,500	500		2,000
Supplies - Hoses / Nozzles / Tarps	1,000	1,000	2,000	4,000
Certification Dues				
Total Fire Services	49,200	20,500	35,500	105,200
Fire & EMS General				

JCESD No. 4 2015-16 Budget

	LABELLE-FANNETT FIRE DEPARTMENT	CHEEK FIRE DEPARTMENT	JCESD No. 4	TOTAL
Auxiliary (\$3,000 Removed by LF)				0
Billing				0
Total Fire & EMS General	0	0	0	0
Capital Expenditures				
Capital Expenditures-Building & Grounds				0
3000 Gal Tanker	100,000			100,000
Children's Education Enclosed Trailer	6,000			6,000
3/4 ESD Utility Pickup Truck			20,000	20,000
Radio Communication Upgrade			30,000	30,000
Upgrade Cutters	11,000			11,000
Rescue Tools- Rescue 44		30,000		30,000
Crushed Concrete (Driveway to Stor Bldg)		1,800		1,800
Concrete Slab (Storage Bldg)		7,500		7,500
SCBA Packs/Replacement Bottles			10,000	10,000
Automatic Rollup Door		4,700		4,700
Dispatch Equipment			16,000	16,000
Total Capital Expenditures	117,000	44,000	76,000	237,000
Contingency				
Contingency			18,290	18,290
Total Contingency	0	0	18,290	18,290
JCESD No. 4 TOTAL EXPENSES	239,500	93,250	264,752	597,502

Exhibit G

2015 CERTIFIED TOTALS

586 - JEFFERSON COUNTY ESD #4

7/27/2015

7:37:37AM

Property Count: 10,656

Grand Totals

Land		Value			
Homesite:		45,766,333			
Non Homesite:		65,340,884			
Ag Market:		95,495,540			
Timber Market:		8,567,939	Total Land	(+)	215,170,696
Improvement		Value			
Homesite:		308,511,557			
Non Homesite:		139,183,485	Total Improvements	(+)	447,695,042
Non Real		Count	Value		
Personal Property:	631		84,773,282		
Mineral Property:	1,064		54,099,289		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					138,872,571
					801,738,309
Ag	Non Exempt	Exempt			
Total Productivity Market:	104,063,479	0			
Ag Use:	10,908,610	0	Productivity Loss	(-)	92,348,758
Timber Use:	806,111	0	Appraised Value	=	709,389,551
Productivity Loss:	92,348,758	0	Homestead Cap	(-)	2,385,947
			Assessed Value	=	707,003,604
			Total Exemptions Amount (Breakdown on Next Page)	(-)	23,669,019
			Net Taxable	=	683,334,585

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 597,302.76 = 683,334,585 * (0.087410 / 100)

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2015 Property Tax Rates in Jefferson County Emergency Services District #4

This notice concerns the 2015 property tax rates for Jefferson County Emergency Services District #4. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$588,411
Last year's debt taxes	\$0
Last year's total taxes	\$588,411
Last year's tax base	\$673,162,110
Last year's total tax rate	\$0.087410/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$588,310
+ This year's adjusted tax base (after subtracting value of new property)	\$671,695,345
= This year's effective tax rate (Maximum rate unless unit publishes notices and holds hearings.)	\$0.087585/\$100

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$588,310
+ This year's adjusted tax base	\$671,695,345
= This year's effective operating rate	\$0.087585/\$100
x 1.08 = this year's maximum operating rate	\$0.094591/\$100
+ This year's debt rate	\$0/\$100
= This year's total rollback rate	\$0.094591/\$100

Statement of Increase/Decrease

If Jefferson County Emergency Services District #4 adopts a 2015 tax rate equal to the effective tax rate of \$0.087585 per \$100 of value, taxes would increase compared to 2014 taxes by \$10,088.

Schedule A - Unencumbered Fund Balance

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
Maintenance & Operation Fund	420,148

Schedule B - 2015 Debt Service

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
	0	0	0	0
Total required for 2015 debt service				\$0
- Amount (if any) paid from Schedule A				\$0
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2015				\$0
+ Amount added in anticipation that the unit will collect only 96.00% of its taxes in 2015				\$0
= Total debt levy				\$0

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 1149 Pearl Street, Beaumont, Texas 77701.

Name of person preparing this notice: Allison Nathan Getz

Title: Jefferson County Tax Assessor-Collector

Date Prepared: 07/31/2015

Exhibit H

ORDER LEVYING TAXES

THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

WHEREAS, the appraisal roll of Jefferson County Emergency Services District No. 4 (the "District") for 2015 has been prepared and certified by the appraiser for the District and submitted to the District's tax assessor/collector; and

WHEREAS, the District's tax assessor/collector has submitted the certified appraisal roll for the District, dated July 27, 2015, showing \$683,334,585 to be the total taxable value of property, to the Board of Emergency Services Commissioners of the District; and

WHEREAS, based upon the certified appraisal roll, the employee or officer designated by the Board of Emergency Services Commissioners of the District has calculated a tax rate to be levied for 2015 sufficient to provide tax revenues to meet the District's obligations;

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF EMERGENCY SERVICE COMMISSIONERS OF JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4 THAT:

Section 1. The District has previously adopted a budget for the upcoming fiscal year, which will be funded from the revenues generated by the tax rate established in this order levying taxes.

Section 2. There is levied an ad valorem tax of \$0.087410 on each \$100.00 of taxable property within the District in order to provide funds for maintenance and operating purposes.

Section 3. All taxes collected pursuant to this levy, after paying costs of levying, assessing and collecting the taxes, will be used for paying costs of providing emergency services and organization and administrative expenses, and for paying principal of and interest on bonds, warrants, certificates of obligation or other lawfully authorized evidences of indebtedness issued or assumed by the unit.

Section 4. The Jefferson County Tax Assessor/Collector is authorized to assess and collect the taxes of the District employing the above tax rate.

Section 5. The taxes levied by this Order are due presently, and will be delinquent if not paid by January 31, 2016.

Section 6. This Order Levying Taxes is effective from and after its adoption.

PASSED AND APPROVED the 28th day of September, 2015.

**JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT NO. 4**

By: _____

Jeff Roebuck, President

Board of Emergency Services Commissioners

ATTEST:



Sandra Duhon, Secretary Charlie Reneau, Vice President
Board of Emergency Services Commissioners

CERTIFICATE FOR ORDER

THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

The undersigned officer of the Board of Commissioners of Jefferson County Emergency Services District No. 4 hereby certifies as follows:

1. The Board of Commissioners of Jefferson County Emergency Services District No. 4 convened in a regular meeting on the 28th day of September, 2015, at the District's administrative office, located at the Labelle-Fannett VFD fire station, 12880 FM 365, Beaumont, Texas 77705, and the roll was called of the duly constituted officers and members of the Board, to wit:

Jeff Roebuck	-	President
Charlie Reneau	-	Vice President
Sandra Duhon	-	Secretary
Sandra Melton	-	Treasurer
Charlie Cox	-	Assistant Treasurer

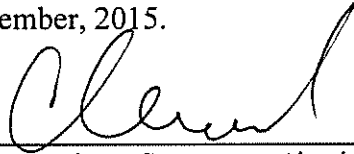
and all of said Commissioners were present, except Commissioners (s) Sandra Duhon, Secretary
Charlie Cox, Asst. Treasurer, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting:

ORDER LEVYING TAXES

was introduced for the consideration of the Board. It was then duly moved and seconded that the Order be adopted, and after due discussion, the motion, carrying with it the adoption of the Order, prevailed and carried by majority of the Board.

2. A true, full and correct copy of the Order adopted at the meeting described in the above paragraph is attached to this certificate; the Order has been duly recorded in the Board's minutes of the meeting; the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein, each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Order would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; the meeting was open to the public as required by law; and public notice of the time, place and subject to the meeting was given as required by Chapter 551 of the Government Code.

SIGNED AND SEALED this 28th day of September, 2015.

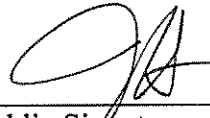


~~Sandra Duhon, Secretary~~ Charlie Rencau, Vice President
Board of Commissioners

THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

This instrument was acknowledged before me on this 28th day of September, 2015, by ~~Charlie Rencau, Vice President~~ Sandra Duhon, Secretary of the Board of Commissioners of Jefferson County Emergency Services District No. 4, on behalf of said District.

(seal)



Notary Public Signature

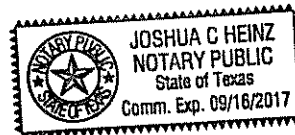
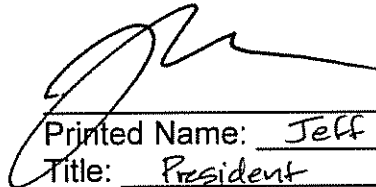


Exhibit I

RESOLUTION

BE IT RESOLVED PURSUANT TO THE TEXAS PROPERTY TAX CODE, SECTION 26.09, THAT THE BOARD OF COMMISSIONERS FOR THE JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4 HEREBY APPROVE THE 2015 TAX ROLL THIS 20th DAY OF September, 2015.

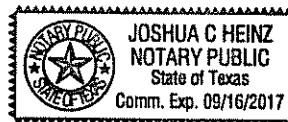
**Jefferson County Emergency Services
District No. 4**


Printed Name: Jeff Roebuck
Title: President

Sworn to and subscribed before me, the undersigned authority, this 20th day of September, 2015.



Notary Public, State of Texas



EMERGENCY SERVICES DISTRICT # 4

TAX RATE:

	<u>2015</u>	<u>2014</u>
M & O.....	<u>0.087410</u>	<u>0.087410</u>
I & S	<u>0.000000</u>	<u>0.000000</u>
TOTAL.....	<u>0.087410</u>	<u>0.087410</u>

EXEMPTIONS: Please list changes, if any, made by official action of
your governing body.

None



Authorized Signature

Jeff Roebuck, President

9/20/2015

Date

Taxrate.city/school

ALLISON NATHAN GETZ
TAX ASSESSOR-COLLECTOR



TERRY WUENSCHERL
CHIEF DEPUTY

August 13, 2015

Jeff Roebuck
JC Emergency Services District #4
12880 FM 365
Beaumont, TX 77705

Dear Mr. Roebuck:

Enclosed please find a form on which to report your Board's action on several items pertaining to your 2015 tax collections.

The items included are:

1. **Tax Rate** - Please include your adopted rate, broken down by M&O and I&S.
2. **Exemptions** – Has the governing body made any changes to the existing exemptions?
3. **Authorized Signature**
4. **Date**

Please return the completed form as soon as the tax rate is officially adopted, but no later than September 28, 2015.

If you have any questions at all, please do not hesitate to ask.

Sincerely,

A handwritten signature in cursive script that reads "Allison Nathan Getz".

ALLISON NATHAN GETZ, PCC
Assessor-Collector of Taxes
Jefferson County, Texas

ANG:db

Attachment

cc: Sandra Melton
Josh Heinz, attorney

JEFFERSON COUNTY COURTHOUSE • P.O. BOX 2112 • BEAUMONT, TEXAS 77704-2112
PHONE: (409)835-8516 • FAX: (409)835-8589

collect letter.doc

BENCKENSTEIN & OXFORD, L.L.P.

ATTORNEYS AT LAW
BBVA COMPASS BANK BUILDING
3535 CALDER AVENUE, SUITE 300
BEAUMONT, TEXAS 77706
TELEPHONE: (409) 833-9182
TELEFAX: (409) 833-8819

Joshua C. Heinz

jheinz@benoxford.com

September 29, 2015

Via Facsimile: (409) 835-8589

Ms. Allison Getz
Jefferson County Tax Assessor-Collector
P.O. Box 2112
Beaumont, Texas 77704-2112

Via Facsimile: (409) 840-9732

Ms. Angela Bellard, Chief Appraiser
Jefferson County Appraisal County
P.O. Box 21337
Beaumont, Texas 77720

Re: Jefferson County Emergency Services District No. 4 – 2015 Tax Rate
B&O File No. 87102

Dear Ms. Getz and Ms. Bellard,

Enclosed please find a copy of the Order Levying Taxes adopted by Jefferson County Emergency Services District No. 4's Board of Commissioners during its September 28, 2015 regular meeting, along with the Resolution Approving Tax Roll and Tax Rate Information Form requested by Ms. Getz's office.

Thank you for your continued assistance in this matter, and please contact me if you have any questions or need additional information.

Sincerely,

BENCKENSTEIN & OXFORD, L.L.P.

By: _____

Joshua C. Heinz

JCH/jcr
Enclosures

September 29, 2015
Jefferson Co. ESD No. 4
Page - 2 -

cc: *Via Email*
Debbie Bevilacqua
Jefferson County Tax Office

Via Email
Jeff Roebuck, President
Sandra Melton, Treasurer
Jefferson Co. ESD No. 4