

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 February 19, 2018, at the Labelle fire station, located at 12880 FM 365, Beaumont, Texas 77705, pursuant to notice duly posted according to law.

At approximately 5:35 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 Secretary Walston and Assistant Treasurer Bordes, thus constituting a quorum. Also present were: Patrick Larson, District Administrator; Jeremy Hansen, District Fire Chief; Mary Ellen Robertson, the District's accountant; 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 the Board moved along to Agenda Item No. 5, at which time the Board discussed the draft service agreements for the District Administrator and Fire Chief. The Board members will review the draft agreements in advance of the next regular meeting.

Next, the Board was directed to Agenda Item No. 6 for review of the Minutes of the January 15, 2018 regular meeting. Upon motion by Vice President Reneau and seconded by Treasurer Melton, the proposed minutes were unanimously approved by the Board members present.

The Board then moved along to Agenda Item No. 7 for the Treasurer's Report. Treasurer Melton reported that the District's Texas First Bank checking account balance was \$493,472.73 as of January 31, 2018 and \$693,151.95 as of February 18, 2018, and that the District's Texas First Bank savings account balance was \$200,640.73 as of January 31, 2018 and February 18, 2018, as reflected in the account statements attached hereto as **Exhibit C**. Mrs. Robertson then reviewed with the Board the monthly Statement of Activities, a copy of which is attached hereto as **Exhibit D**.

Thereafter, President Roebuck directed the Board to Agenda Item No. 8 for payment of the District's bills. Treasurer Melton and Mrs. Robertson reviewed with the Board the District's various monthly expenditures proposed for payment, as shown on the Bank Account Register and Check List attached hereto as **Exhibit E**. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the Board members unanimously approved payment of the bills and expenditures (Check Nos. 2646-2670, as well as the electronic payroll and utility payments).

The Board then moved on to Agenda Item No. 9, at which time Mr. Larson reviewed with the Board the bids obtained for making partial repairs to the Cheek station,

copies of which are attached here to as Exhibit F. Upon motion by Vice President Reneau and seconded by Treasurer Melton. The Board members present unanimously approved the lowest bid, which was submitted by RSP Contractors, LLC. The Board then discussed the bid from Steel Painters, Inc. for repairing the exterior beam steel corrosion at the Labelle station. Mr. Larson is going to discuss the price further with the owner of Steel Painters, Inc., and then present to the Board again at the next meeting.

The Board's attention was then directed to Agenda Item No. 11 regarding the septic system at the Fannett station. Mr. Larson advised that the modifications designed by Bosco Industries, LLC would utilize a significant part of the station's parking and driveway, and thus will not work. Mr. Larson, along with the VFD members present, believe that there is no issue with the system, and thus no need to make any repairs or modifications, especially if the District may ultimately build a new station in Fannett. The Board suggested that the District hold off on doing any further work on the septic system for the time being, and that Mr. Larson discuss the matter further with the Jefferson County inspector.

Next, the Board moved back to Agenda Item No. 10 at which time Chief Hansen requested that the District reimburse VFD member Brandon Schwartzenburg for his basic firefighter certification course cost (\$2,427.20). See Exhibit G attached hereto. After discussing the matter, Vice President Reneau made a motion to approve the reimbursement, subject to Mr. Schwartzenburg agreeing to provide the same level of service to the District VFD for the next two years. The motion was seconded by Treasurer Melton and unanimously approved by the Board members present. Mr. Heinz will prepare a written agreement for Mr. Schwartzenburg to sign.

Thereafter, the Board was directed to Agenda Item No. 12, at which time Mr. Larson requested that the Board authorize him to establish charge accounts for the District with the following vendors/suppliers: Sieben Equipment, W.W. Grainger, and Coastal Welding Supply. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the Board members present unanimously authorized the establishment of charge accounts for the District with these vendors.

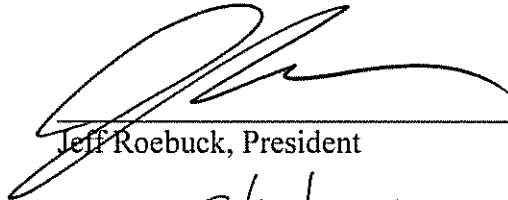
The Board then moved along to Agenda Item No. 13 regarding the Cheek VFD service agreement. Jared Sampson advised the Board that Cheek VFD had voluntarily dissolved for purposes of becoming a part of JCESD No. 4's department, and thus he provided notice to the Board that Cheek VFD was terminating its service agreement with JCESD No. 4. Upon motion by Vice President Reneau, and seconded by Treasurer Melton, the Board members present unanimously waived the 60-day termination notice required under the terms of the agreement and approved the termination of Cheek VFD's service agreement effective immediately.

The Board was then directed to Agenda Item No. 14, at which time Mr. Heinz advised the Board that he had submitted all required information on behalf of the District to the Texas Comptroller's Office in relation the Special Purpose District Public Information Database in compliance with Section 203.062 of the Texas Local Government Code (Senate Bill 625).

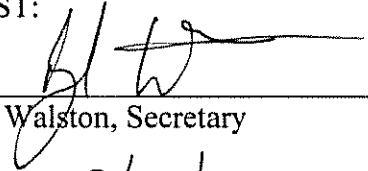
The Board then moved to Agenda Item No. 15, at which time the Board discussed with the Chief Hansen and Mr. Schwartzburg he bids obtained thus far from for a new custom pumper truck. Chief Hansen and Mr. Schwartzburg, with assistance from Mr.

Larson, are going to gather additional information, including financing options, and then present same to the Board at the next meeting.

Being as there were no other matters to come before the Board, the regular meeting was adjourned at approximately 7:15 p.m.



Jeff Roebuck, President
Date: 3/19/2018

ATTEST:


Randy Walston, Secretary
Date: 3/19/2018

Exhibit A

JEFFERSON COUNTY ESD No. 4

Regular Meeting

February 19, 2018

SIGN-IN SHEET

1 Randy Tyler 4110

2 Brandon Schwartzberg 402

3 Paul Selles 4321

4 Jared Sampson 430

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Exhibit B

DISTRICT ADMINISTRATOR'S REPORT

February 19, 2018

STATION 1 LaBelle

Rust and scaling on 2 I-Beams of the west canopy of the fire station have been addressed with SPI, Inc. We have received a quote on sandblasting and coating both vertical and horizontal structural iron. (Attached)

Meeting area computer has being upgraded for member usage & training.

LMTV status is the same as last month.

Repaired Air packs have been picked up from 24 Hour Safety. The cost of certifications and repairs far exceeded the projected estimate and P.O. issued in June 2017 of \$1000. Due to some very costly repair items that were necessary, the final invoice was \$4,684.55. Notice of this increase was not given by 24 Hour Safety until completion of the work. I am aware that this requires approval by the Board for this specific invoice today due to the fact that the final cost was above the \$2500 limit defined in our Purchase Policy.

There was an incident on 1/27/18 involving a responder closing a bay door before an ESD vehicle was clear of the door damaging the roll-up door and causing minor damage to the truck. Before 2010 no safety measures were required for commercial doors and therefore nothing prevented the door from closing on the truck. To attempt to prevent future incidents, we have quotes from Overhead Door of Beaumont of approximately \$600 per door for installing "curtain" sensors on the doors to avoid future damage to vehicles and more importantly, injury to persons. More research is being done on the effectiveness and dependability of curtain door sensors. The damaged door is covered under our VFIS policy, less our \$1000 deductible, and was replaced Wednesday, February 14, 2018. However, it has some appearance damage. It is functional; however, Overhead Door will return and replace the door.

STATION 2 Fannett

Bosco Industries has completed necessary paperwork with the District to begin the aerobic septic system. Their bid of \$9.885 is the same as the amount received from VFIS, less the site work that we are responsible for (approximately \$4000 to \$5000). Engineering work is complete, but the drip field that they are proposing takes up all the parking on the side of the building and part of the driveway. One alternative is a "pump and haul" option at a cost of approximately \$350 every 2 to 3 months dependent upon water usage. All work on the septic system has been put on a brief hold for the time being, but Jefferson County Environmental Control office is expecting a quick resolution and decision.

STATION 3 Cheek

We are seeking bids for limited repair work (sheet rock for bathroom, kitchen and office) in the station house. We have had four area contractors look at the project. The bids we have received back are in your packets for your review and/or action.

E43 pump repair has been completed by Sieben and is at LaBelle station for completion of outfitting and signage.

ESD

We are continuing to get account contact and access information with other entities, suppliers, etc. changed from D. Diaz to Patrick Larson. I am attempting to get everything changed over as it is discovered.

Some vendors and other organizations still have one of our old addresses. We have submitted change of address forms with the post office and are addressing the changes with the vendors as we have contact with them and as we receive forwarded mail from them.

Loves credit cards have been placed in the ESD vehicles. Driver numbers have been distributed to Fire and EMS Driver/Operators. We are now on a monthly billing with Loves.

3rd Coast Internet's billing has now been put on auto-draft from our checking account. (\$109.95/month)

Verizon and Entergy have both been requested to accept our Tax Exempt status. Verizon has changed the status of our account and is issuing a credit \$145.65. Entergy has received our request, but we have not received a reply from them as of this date. Neither vendors' current billing yet reflects tax exempt status.

Fuel tax rebates are being pursued from the office of the Comptroller.

Safe-D conference is February 22nd through 24th at Moody Gardens, Galveston. Planning to attend are Commissioners Melton, Reneau, Roebuck, and Walston. Also attending are Fire Chief Hansen and District Administrator Larson.

No-Response calls for the month of January 2017 are reported as 13, 11 Med and 2 MVA.

Earl Blue Lawn Service has been notified to continue 2018 operations under the agreement that was in place for 2017 and will resume in March.

Accounting operations are still being migrated to the District Office, but secure records storage still needs to be worked out. Access to Mary Ellen's accounting software system has been added to the ESD office computer at a cost of \$25 per month. Financial records are in the process of being relocated to the District Office as usable file storage is acquired.

New Vendors adding this past month are W. W. Grainger, Coastal Welding, and Sieben.

Rene Bates Auctioneers is now set up to handle surplus equipment sales for us. Hopefully we can get Vehicle R41 and the parade truck listed soon.

Vehicle Titles for the Parade Truck and E43 have been transferred. More title work needs to be done for the John Deere Gator to be titled to the District.

The Ladies Auxiliary has informed me that they are not yet ready to assume the role of handling the building rental. They still do not have their organization paperwork in place and have not signed the Rental Contract.

We had a bit of a mix-up in a building rental/use this month where Mrs. Peltier assumed she would be able to use the apparatus bays for their fund raiser. After confirming with Chief Hansen, I told her that the only areas that would be available to them would be the meeting room and the covered area on the West side of the fire station. It was discussed with her that first and foremost this is an emergency response facility and to allow use of the vehicle bays would require relocating our apparatus out of this area. Also, there is much of the equipment that could not be moved or secured that could be a hazard to those in attendance, especially small children, creating a liability for the ESD. She said she understood and that Hamshire VFD has said they could accommodate them. I believe we need to re-visit our Event Rental Agreements to further define the areas available for use, the off-limits areas, parking rules, etc, so as to avoid problems or ill feelings in the future.

**Jefferson County ESD No. 4
Chief's Report
19 February, 2018**

1. **Calls for Service:** Fire: 18 EMS: 41 MVA: 9 Total: 68

2. **Station Status:**

LaBelle STA #1: Apparatus Bay #1 damaged. Door repaired (Dist. Admin to report). Quotes for building repairs and previous noted items still pending.

Fannett STA #2: Septic replacement on hold. Quote pending for apparatus electrical drop replacements and outdoor flagpole light (awaiting JPL Electric).

Cheek STA #3: Awaiting approval to finish interior. (Dist. Admin to report)

3. **Apparatus Status:**

E41 – In service

T41 – In service (Portable tank not functional)

B41 – Out of service, Skid unit installation in progress, awaiting lettering completion.

R41 – In service, mold smell in cab, noise from transmission,

E42 – In service Needs window repair. Needs rear LED replacement (original parts unavailable). (Repairs pending E43 in service)

T42 – In service (Needs portable tank procured/installed).

B42 – In service

E43 – Out of service Currently being equipped to be placed in service.

T43 – In service. Needs to be scheduled for BCM repairs at Performance Automotive.

MED4 – Lettering complete. Necessary repairs completed while at Frazier exceeding projected costs. CAPT S. Wade working with vendor to adjust quotes. Will submit to Dist. Admin.

U4 – In service.

New Engine Truck Committee evaluating one additional vendor demonstration from E-One before proceeding to final proposal.

4. **Membership:** One new certified Firefighter and three applications received (in process).

5. **Training:** FF training program continues with 23 enrolled in online certification program. 4 members near completion of Introductory to Firefighting certification.

6. **Critical Needs:** 1) Enhanced security for stations if they will be occupied by non-ESD members. Need the ability to monitor activity and access/control. Quote for access control and monitoring upgrade forthcoming.

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

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Exhibit C

TEXAS FIRST BANK

Helping Texans Build Texas

www.texasfirstbank.com

3000 FM 1764 • La Marque, TX 77568-2452

Return Service Requested

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

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

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 1/31/18

DEBITS AND OTHER WITHDRAWALS

Date	Withdrawals	Activity Description
1/08	129.38	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
1/08	131.70	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
1/08	499.46	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
1/16	28.14	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4
1/16	28.14	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD
1/16	28.14	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS
1/16	277.42	IRS/USATAXPYMT *****1634178237 JEFFERSON COUNTY EMERG
1/31	3.68	TXWORKFORCECOMM/DEBIT (512) 463-2325 TWC-998827876
1/31	79.04	IRS/USATAXPYMT *****3183688336 JEFFERSON COUNTY EMERG

CHECKS PAID

* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
1/04	2590	75.94	1/29	2624	1,250.00	1/25	2635	535.00
1/03	2593*	32.00	1/17	2625	875.59	1/30	2636	388.74
1/03	2605*	1,578.80	1/16	2626	310.75	1/26	2637	874.70
1/02	2615*	2,426.12	1/16	2627	118.48	1/24	2638	2,625.00
1/19	2616	243.39	1/23	2628	7.00	1/24	2639	483.87
1/23	2617	354.00	1/22	2629	285.35	1/16	2640	264.80
1/23	2618	462.00	1/24	2630	92.93	1/31	2641	450.00
1/23	2620*	4,328.52	1/22	2631	173.31	1/16	2642	1,129.03
1/18	2621	572.43	1/19	2632	846.07	1/25	2643	340.00
1/17	2622	400.00	1/25	2633	109.95	1/16	2644	912.05
1/18	2623	400.00	1/25	2634	535.00	1/22	2645	821.41

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
1/02	287,281.73	1/03	285,670.93	1/04	285,594.99

TEXAS FIRST BANK

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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: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 1/31/18

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
1/05	501,580.09	1/19	506,093.72	1/26	494,065.68
1/08	500,819.55	1/22	504,813.65	1/29	494,273.68
1/16	509,431.20	1/23	499,662.13	1/30	493,884.94
1/17	508,155.61	1/24	496,460.33	1/31	493,472.73
1/18	507,183.18	1/25	494,940.38		

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 20041885

Beginning Balance	1/01/18	200,615.17
Deposits / Misc Credits	1	25.56
Withdrawals / Misc Debits	0	.00
** Ending Balance	1/31/18	200,640.73 **
Service Charge		.00
Interest Paid		25.56
Interest Paid Year To Date		25.56
Annual Percentage Yield Earned		.15%
Number of Days for A.P.Y.E.		31
Average Balance for A.P.Y.E.		200,615.17
Minimum Balance		200,615

DEPOSITS AND OTHER CREDITS

Date	Deposits	Activity Description
1/31	25.56	Interest Paid

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
1/31	200,640.73				



Texas First Bank Public Funds Tiered Int. **1508

\$693,151.95

Last Updated: 2/18/2018 5:02 PM

Available Balance

Available Balance

\$693,151.95

Date	Description	Amount
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	ENTERGY 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 B6 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
JAN 23 2018	☒ Check - 2628	-\$7.00 \$504,806.65
JAN 22 2018	☒ Check - 2645	-\$821.41 \$504,813.65
JAN 22 2018	☒ Check - 2629	-\$285.35 \$505,635.06
JAN 22 2018	☒ Check - 2631	-\$173.31 \$505,920.41

JAN 19 2018	☒ Check - 2632	-\$846.07 \$506,093.72
JAN 19 2018	☒ Check - 2616	-\$243.39 \$506,939.79
JAN 18 2018	☒ Check - 2621	-\$572.43 \$507,183.18
JAN 18 2018	☒ Check - 2623	-\$400.00 \$507,755.61
JAN 17 2018	☒ Check - 2625	-\$875.59 \$508,155.61
JAN 17 2018	☒ Check - 2622	-\$400.00 \$509,031.20
JAN 16 2018	☒ Check - 2642	-\$1,129.03 \$509,431.20
JAN 16 2018	IRS/USATAXPYMT *****1634178237 JEFFERSON COUNTY EMERG	-\$277.42 \$510,560.23
JAN 16 2018	WestjeffersnMWDp/Payment JEFFERSON COUNTY EDS	-\$28.14 \$510,837.65
JAN 16 2018	WestjeffersnMWDp/Payment JEFFERSON COUNTY ESD	-\$28.14 \$510,865.79
JAN 16 2018	WestjeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$510,893.93
JAN 16 2018	☒ Teller Withdrawal - 2644	-\$912.05 \$510,922.07
JAN 16 2018	☒ Teller Withdrawal - 2626	-\$310.75 \$511,834.12
JAN 16 2018	☒ Teller Withdrawal - 2640	-\$264.80 \$512,144.87
JAN 16 2018	☒ Teller Withdrawal - 2627	-\$118.48 \$512,409.67
JAN 16 2018	☒ Deposit	+ \$11,708.60 \$512,528.15
JAN 8 2018	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$499.46 \$500,819.55
JAN 8 2018	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$131.70 \$501,319.01
JAN 8 2018	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$129.38 \$501,450.71
JAN 5 2018	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$215,985.10 \$501,580.09

JAN 4 2018	☞ Check - 2590	-\$75.94 \$285,594.99
JAN 3 2018	☞ Check - 2605	-\$1,578.80 \$285,670.93
JAN 3 2018	☞ Check - 2593	-\$32.00 \$287,249.73
JAN 2 2018	☞ Check - 2615	-\$2,426.12 \$287,281.73
DEC 29 2017	Interest Paid	+ \$82.38 \$289,707.85
DEC 29 2017	☞ Check - 2588	-\$2,010.00 \$289,625.47
DEC 28 2017	☞ Check - 2608	-\$5,000.00 \$291,635.47
DEC 28 2017	☞ Check - 2613	-\$3,164.80 \$296,635.47
DEC 28 2017	☞ Check - 2614	-\$2,193.00 \$299,800.27
DEC 28 2017	☞ Deposit	+ \$6,117.20 \$301,993.27
DEC 27 2017	☞ Check - 2594	-\$64.00 \$295,876.07
DEC 26 2017	☞ Check - 2612	-\$57.95 \$295,940.07
DEC 20 2017	☞ Check - 2607	-\$2,916.00 \$295,998.02
DEC 20 2017	☞ Check - 2592	-\$1,108.40 \$298,914.02
DEC 20 2017	☞ Check - 2598	-\$400.00 \$300,022.42
DEC 19 2017	☞ Check - 2603	-\$280.00 \$300,422.42
DEC 19 2017	☞ Check - 2601	-\$233.02 \$300,702.42
DEC 19 2017	☞ Check - 2602	-\$58.97 \$300,935.44
DEC 18 2017	☞ Check - 2585	-\$47,447.55 \$300,994.41
DEC 18 2017	☞ Check - 2606	-\$1,493.73 \$348,441.96

DEC 18 2017	☒ Check - 2587	-\$1,299.00 \$349,935.69
DEC 18 2017	☒ Check - 2582	-\$1,228.99 \$351,234.69
DEC 18 2017	☒ Check - 2591	-\$631.79 \$352,463.68
DEC 18 2017	☒ Check - 2586	-\$500.00 \$353,095.47
DEC 18 2017	☒ Check - 2584	-\$470.00 \$353,595.47
DEC 18 2017	☒ Check - 2583	-\$357.76 \$354,065.47
DEC 18 2017	☒ Teller Withdrawal - 2609	-\$1,821.15 \$354,423.23
DEC 18 2017	☒ Teller Withdrawal - 2611	-\$29.43 \$356,244.38
DEC 18 2017	☒ Teller Withdrawal - 2610	-\$13.35 \$356,273.81
DEC 15 2017	☒ Check - 2600	-\$1,005.23 \$356,287.16
DEC 15 2017	☒ Check - 2595	-\$868.68 \$357,292.39
DEC 15 2017	☒ Check - 2597	-\$400.00 \$358,161.07
DEC 15 2017	IRS/USATAXPYMT *****4971916952 JEFFERSON COUNTY EMERG	-\$241.06 \$358,561.07
DEC 15 2017	☒ Deposit	+\$1,747.50 \$358,802.13
DEC 14 2017	☒ Check - 2599	-\$1,250.00 \$357,054.63
DEC 13 2017	☒ Check - 2604	-\$949.79 \$358,304.63
DEC 13 2017	☒ Check - 2596	-\$525.00 \$359,254.42
DEC 12 2017	☒ Check - 2568	-\$191.15 \$359,779.42
DEC 8 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$471.00 \$359,970.57
DEC 8 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$139.22 \$360,441.57

DEC 7 2017	ENERGY TEXAS, //BANK DRAFT JEFFERSON COUNTY ESD 4	- \$105.48 \$360,580.79
DEC 7 2017	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$39,720.10 \$360,686.27
DEC 6 2017	☒ Check - 2575	- \$810.00 \$320,966.17
DEC 4 2017	☒ Check - 2559	- \$2,800.30 \$321,776.17

Page totals: Credits: [13] \$479,208.54 | Debits: [87] \$-110,633.06



Texas First Bank Public Funds Savings **1885

Last Updated: 2/18/2018 5:02 PM

Available Balance

\$200,640.73

Available Balance

\$200,640.73

Date	Description	Amount
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
NOV 30 2016	Interest Earned	+ \$16.47 \$200,372.68
OCT 31 2016	Interest Earned	+ \$17.02 \$200,356.21

Exhibit D

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

	1 Month Ended 1/31/2018 Actual	4 Months Ended 1/31/2018 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 216,121	\$ 272,772	\$ 540,000	\$ (267,228)	50.51%
EMS Billing	-	-	40,000	(40,000)	0.00%
Interest Income	146	456	500	(44)	91.20%
Other Income	13,167	168,883	1,500	167,383	11258.87%
Loan Proceeds	-	-	350,000	(350,000)	0.00%
Sale of Equipment	-	-	15,000	(15,000)	0.00%
Total Revenue	<u>229,434</u>	<u>442,111</u>	<u>947,000</u>	<u>(504,889)</u>	<u>46.69%</u>
Operating Expenses					
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	-	65	150	(85)	43.33%
Accounting	525	2,085	15,500	(13,415)	13.45%
Cleaning & Building Maintenance/Repairs	86	8,264	5,500	2,764	150.25%
Lawn Service	-	1,500	4,650	(3,150)	32.26%
Office Supplies & Postage	408	415	-	415	0.00%
Children's Education	-	-	2,000	(2,000)	0.00%
Dues & Fees	-	250	1,500	(1,250)	16.67%
Tax & Appraisal Fees	4,464	7,174	13,000	(5,826)	55.18%
Interest Expense	-	-	6,061	(6,061)	0.00%
Insurance - VFIS District	-	632	2,000	(1,368)	31.60%
Legal/Professional	1,646	7,670	15,000	(7,330)	51.13%
Lodging/Meals/Travel & Regist ESD	255	255	3,000	(2,745)	8.50%
District Manager	1,591	5,341	15,000	(9,659)	35.61%
Administrative Assistant	975	4,650	15,000	(10,350)	31.00%
Payroll Tax Expense	81	388	1,150	(762)	33.74%
Postage	21	21	-	21	0.00%
Small Equipment Purchases (less than \$5,000)	-	-	3,250	(3,250)	0.00%
Cable	28	138	350	(212)	39.43%
Utilities	761	3,752	7,250	(3,498)	51.75%
Internet	110	220	1,950	(1,730)	11.28%
Telephone/Internet	-	977	900	77	108.56%
Water & Garbage	1,604	1,871	3,600	(1,729)	51.97%
Note Payable-First Financial (Mini Pumper)	-	-	37,877	(37,877)	0.00%
Note Payable-Dallas Bank&Trst(3000gal Tanker)	-	-	29,677	(29,677)	0.00%
Total Operating Expenses	<u>12,555</u>	<u>45,668</u>	<u>185,365</u>	<u>(139,697)</u>	<u>24.64%</u>

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

	1 Month Ended 1/31/2018 Actual	4 Months Ended 1/31/2018 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Emergency Medical Services					
Emergency Medical Services	-	2,426	60,000	(57,574)	4.04%
Total Emergency Medical Services	0	2,426	60,000	(57,574)	4.04%
Fire Services					
Certification Dues	-	1,100	600	500	183.33%
Fire Chief	1,250	2,829	18,000	(15,171)	15.72%
Fire Field Meals	453	870	1,000	(130)	87.00%
Dispatch Services/Edispatches	-	21,989	20,000	1,989	109.95%
Vehicle Repair & Maintenance	794	12,463	25,000	(12,537)	49.85%
Travel/Lodging/Meals/Trans Expenses	-	-	5,000	(5,000)	0.00%
Tuition/Registration	-	221	2,000	(1,779)	11.05%
Personal Protection Equipment	1,083	3,652	15,000	(11,348)	24.35%
Equipment, Boots, Gloves-Insp/Repairs	875	4,123	6,500	(2,377)	63.43%
Fire Uniforms	354	354	6,000	(5,646)	5.90%
Training & Materials	2,625	2,975	10,000	(7,025)	29.75%
Fuel - Fire & EMS	1,254	2,787	6,000	(3,213)	46.45%
Insurance - Prop. & Liab.	-	-	31,500	(31,500)	0.00%
Insurance - Worker's Compensation	-	-	2,500	(2,500)	0.00%
Maintenance & Repairs - Radios	-	-	6,000	(6,000)	0.00%
Personal Protective Equipment - Inspection	221	221	8,500	(8,279)	2.60%
Payroll Tax Expense	-	-	1,450	(1,450)	0.00%
Supplies - Fire	243	1,126	20,000	(18,874)	5.63%
Quartermaster/Station Attendant	484	484	-	484	0.00%
Software - Firehouse	-	-	3,000	(3,000)	0.00%
Total Fire Services	9,636	55,194	188,050	(132,856)	29.35%
Capital Expenditures					
Radio Communication Upgrade	-	52,788	-	52,788	0.00%
Purchase of Land - Hwy 124	-	93	-	93	0.00%
LMTV Vehicle with Upgrades	340	4,605	-	4,605	0.00%
Tools	-	24,212	-	24,212	0.00%
Ambulance Expenditures	-	-	20,000	(20,000)	0.00%
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	340	86,698	400,000	(313,302)	21.67%
Contingency					
Contingency	-	5,538	20,000	(14,462)	27.69%
Total Contingency	0	5,538	20,000	(14,462)	27.69%
Total Expenses	22,531	195,524	853,415	(657,891)	22.91%
Net Change in Fund Balance	\$ 206,903	\$ 246,587	\$ 93,585		

Exhibit E

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Checking
January 16, 2018 - February 19, 2018

Date	Reference	Description	Checks/ Payments	Deposits/ Additions	Balance
		Beginning Balance			479,504.37
01/16/18		EFTPS on-line payroll tax payment	277.42		479,226.95
01/16/18		VFIS & HVFD		11,708.60	490,935.55
01/16/18		W. Jefferson Co. M.W.D	28.14		490,907.41
01/16/18		W. Jefferson Co. M.W.D	28.14		490,879.27
01/16/18		W. Jefferson Co. M.W.D	28.14		490,851.13
01/29/18		HVFD Reimburse eDispatch 2018		364.50	491,215.63
01/29/18		WCID 10 Reimburse eDispatch 2018		729.00	491,944.63
01/29/18		JCESD 1 Reimburse eDispatch 2018		364.50	492,309.13
01/31/18		Interest		120.51	492,429.64
01/31/18		EFTPS on-line payroll tax payment- Form 940	79.04		492,350.60
01/31/18		Texas Workforce Commission	3.68		492,346.92
02/01/18		Jefferson County Tax Deposit for the month of January 2018		188,467.48	680,814.40
02/08/18		Cheek VFD - Proceeds from Tx Forestry Services Grant		11,639.94	692,454.34
02/12/18		VFIS - Claim Proceeds Bay Door Damage - \$3408 less \$1000 deductible		2,408.00	694,862.34
02/15/18		EFTPS on-line payroll tax payment	228.18		694,634.16
02/19/18	2646	24 Hr Safety	4,684.55		689,949.61
02/19/18	2647	Axcess Hose & Ladder Co., Inc.	131.10		689,818.51
02/19/18	2648	Beaumont Freightliner-Western Star	20.62		689,797.89
02/19/18	2649	Green Acres Grocery, Inc.	334.79		689,463.10
02/19/18	2650	Jeremy D. Hansen	1,250.00		688,213.10
02/19/18	2651	Joshua C. Heinz	400.00		687,813.10
02/19/18	2652	Patrick L. Larson	1,750.00		686,063.10
02/19/18	2653	Lone Star Lube Right	7.00		686,056.10
02/19/18	2654	Hubert Oxford, IV	400.00		685,656.10
02/19/18	2655	REPUBLIC SERVICES	107.00		685,549.10
02/19/18	2656	REPUBLIC SERVICES	107.00		685,442.10
02/19/18	2657	Robertson, Shoemaker & Associates, PLLC	550.00		684,892.10
02/19/18	2658	Jared Sampson	750.00		684,142.10
02/19/18	2659	The Examiner	10.00		684,132.10
02/19/18	2660	Triangle Air Care, Inc.	430.83		683,701.27
02/19/18	2661	VISA	255.00		683,446.27
02/19/18	2662	VISA	1,078.02		682,368.25
02/19/18	2663	Witmer Public Safety Group, Inc.	1,542.27		680,825.98
02/19/18	2664	VISA	226.41		680,599.57
02/19/18	2665	Verizon Wireless	180.85		680,418.72
02/19/18	2666	Love's Travel Stops & Country Stores	168.08		680,250.64
02/19/18	2667	P. C. Market and Hardware	5.38		680,245.26
02/19/18	2668	Beaumont Pressure Wash	276.25		679,969.01
02/19/18	2669	Town and Country	20.22		679,948.79
02/19/18	2670	North Dallas Bank and Trust Company	32,603.65		647,345.14
Totals			47,961.76	215,802.53	647,345.14

Transaction count = 40

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Savings
January 16, 2018 - February 19, 2018

Date	Reference	Description	Checks/ Payments	Deposits/ Additions	Balance
01/31/18	IntSav	Beginning Balance Interest Income - Savings	0.00	25.56	200,615.17 200,640.73
Totals			<u>0.00</u>	<u>25.56</u>	<u>200,640.73</u>

Transaction count = 1

Check Number	Check Date	Payee	Amount
Vendor Checks			
2646	02/19/18	24 Hr Safety	4,684.55
2647	02/19/18	Axcess Hose & Ladder Co., Inc.	131.10
2648	02/19/18	Beaumont Freightliner-Western Star	20.62
2649	02/19/18	Green Acres Grocery, Inc.	334.79
2650	02/19/18	Jeremy D. Hansen	1,250.00
2651	02/19/18	Joshua C. Heinz	400.00
2652	02/19/18	Patrick L. Larson	1,750.00
2653	02/19/18	Lone Star Lube Right	7.00
2654	02/19/18	Hubert Oxford, IV	400.00
2655	02/19/18	REPUBLIC SERVICES	107.00
2656	02/19/18	REPUBLIC SERVICES	107.00
2657	02/19/18	Robertson, Shoemaker & Associates, PLLC	550.00
2658	02/19/18	Jared Sampson	750.00
2659	02/19/18	The Examiner	10.00
2660	02/19/18	Triangle Air Care, Inc.	430.83
2661	02/19/18	VISA	255.00
2662	02/19/18	VISA	1,078.02
2663	02/19/18	Witmer Public Safety Group, Inc.	1,542.27
2664	02/19/18	VISA	226.41
2665	02/19/18	Verizon Wireless	180.85
2666	02/19/18	Love's Travel Stops & Country Stores	168.08
2667	02/19/18	P. C. Market and Hardware	5.38
2668	02/19/18	Beaumont Pressure Wash	276.25
2669	02/19/18	Town and Country	20.22
2670	02/19/18	North Dallas Bank and Trust Company	32,603.65

Exhibit F

Estimate

for
patrick larson
8523 kidd rd
Beaumont, TX 77713
4092735050



PO Box 970
Hemphill, TX 75948
409-787-1004

Estimate No. 18005 Issued on Mon Feb 5, 2018

Qty	Name	Description	Rate	Amount	Tax
1	Mobilization	Unload material and setup equipment	\$65.00	\$65.00	LBR
12	Drywall Labor	Remove old screws in both offices and restrooms. Hang drywall in front office, as well as drywall in middle room. Install two interior doors. Hang drywall in both restrooms, and Install free standing laundry sink.	\$65.00	\$780.00	LBR
1	Material	Material: Sheetrock, drywall screws, (2) Masonite doors, and free standing laundry sink	\$718.17	\$718.17	NON
1	Demobilization	Cleanup and remove equipment	\$65.00	\$65.00	LBR

tax	\$0.00
estimated total	\$1,628.17

Sheeta Daspand

Signature:

Signature Date: Wed Feb 7, 2018

THANK YOU

 for considering RSP Contractors, LLC

If these items meet your approval, automatically approve this estimate now!

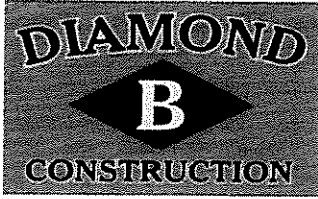
QUESTIONS? CONTACT US

sheeta.rspcontractors@gmail.com

TERMS & CONDITIONS

We accept payment by check, cash and credit. Please send checks to

ESTIMATE



JCESD4 (Cheek Fire Department)

Estimate # 000089
Date 02/07/2018

Diamond B Builders LLC
Fannett, Tx 77705

Phone: (409) 548-9375
Email: diamondbconstruction409@gmail.com
Web: facebook.com/diamondBconstruction/

Description	Total
Plumbing Contractor will install (1) single vanity, and (2) lavatories. Labor and materials included	\$2,200.00
Interior Doors Contractor will install (2) prehung masonite 3'0 interior doors Labor and materials included	\$1,000.00
Drywall Contractor will install sheetrock on interior walls. Drywall will be hung only, not finished or textured Labor and materials included	\$3,500.00
<hr/>	
Subtotal	\$6,700.00
Total	\$6,700.00

Dustin B. Burnham - Operations Manager
Diamond B Builders LLC
Diamond B Construction

Andy's Remodeling

PO Box 2201

Winnie, Tx. 77665

(409) 656-7080

PROPOSAL FOR: Fire Station

PLACE: Cheeks, Texas

- Remove all screws in studs
- Hang 4 x 8 ½" sheetrock floor to ceiling
- 2 offices and 2 restrooms
- Install 1 – 3/0 right hand door unit and trim & 1 – 3/0 left hand door unit and trim
- Install utility room sink and faucet and hook up drain.

Material & Labor..... \$4,300

JEFFREY W. BELL, LLC DBA CLASSIC CARPENTRY

P.O. Box 21717
BEAUMONT, TEXAS 77720-1717
OFFICE (409) 794-2229
CELL (409) 656-0311
CLASSICCARPENTRY.JEFF@GMAIL.COM

CHEEK VOL FIRE DEPT.
8523 KIDD RD.
BEAUMONT, TEXAS. 77713

CELL: 409-273-5050
WK: 409-617-2700
EMAIL: PLARSON@GT.RR.COM
DISTRICTMANAGER@JCESD4.CO
M

02/15/2018
2018-J-58036R1
PROPOSAL

WATER DAMAGE REPAIRS

(A) INTERIOR REPAIRS - PARTIAL REPAIRS:

1. INSTALL SHEETROCK ON WALLS IN ONE OFFICE AND ONE BATHROOM (APPROX. 350 SQ. FT.).
2. FURNISH AND INSTALL (1) RH 3/0 X 6/8 INTERIOR DOOR UNIT WITH TRIM AND RE-INSTALL LOCK.
3. FURNISH AND INSTALL ONE FREE-STANDING SINK AND ATTACH NEW DRAIN.
4. FURNISH AND INSTALL ONE SINK VALVE.
5. CLEAN UP AND HAUL OFF ALL TRASH.

NOTE: NO TAPE, FLOAT, TEXTURE OR PAINT WORK INCLUDED.

ESTIMATED LABOR & MATERIALS

\$3,175.00

WE APPRECIATE THE OPPORTUNITY TO BE OF SERVICE TO YOU.

Jeffrey Bell

JEFFREY BELL - OWNER
JEFFREY W. BELL, LLC
DBA CLASSIC CARPENTRY
CELL: 409-656-0311
OFFICE: 409-794-2229

General Contractor - Remodeler  30+ Years Experience - Residential - Commercial
Bonded & Insured

Exhibit G

Jefferson County ESD No. 4

Check Request

Date 2-13-18

Vendor BRANDON SCHWARTZBURG

Amount 2427²⁰

Address _____

Purpose of Request REIMBURSEMENT - BASIC FIRE CERTIFICATION

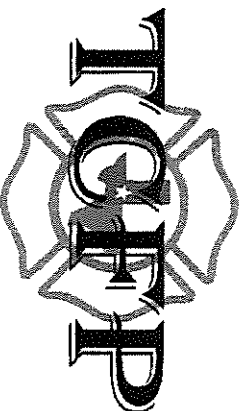
Authorized By: _____

Date Paid: _____ Check # _____ Prepared By: _____

Account Charged To: Labelle-Fannett Check Admin Acct. # _____

Attached Receipts:

Texas Commission on Fire Protection



Awards this

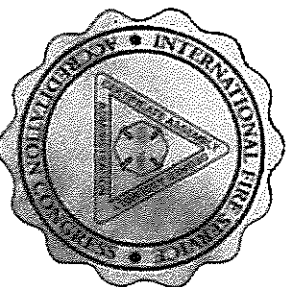
International Fire Service Accreditation Congress Seal to

Joseph Brandon Schwartzenburg

In recognition of completion of the requirements for

Structural Fire Fighter I

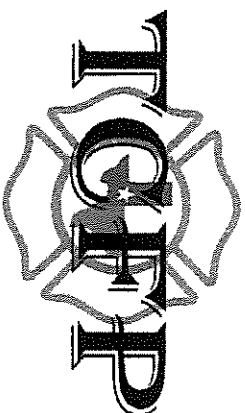
February 13, 2018
IFSAC Seal Number - 2317429



R. F. Moore
Chairperson

J. R. Smith
Executive Director

Texas Commission on Fire Protection



Awards this

International Fire Service Accreditation Congress Seal to

Joseph Brandon Schwartzenburg

In recognition of completion of the requirements for

Structural Fire Fighter II

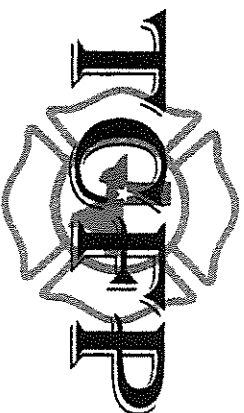
February 13, 2018
IFSAC Seal Number - 2317430



K. T. Moore
Chairperson

J. S. Smith
Executive Director

Texas Commission on Fire Protection



Awards this

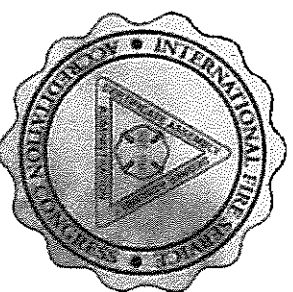
International Fire Service Accreditation Congress Seal to

Joseph Brandon Schwartzenburg

In recognition of completion of the requirements for

Hazardous Materials Awareness

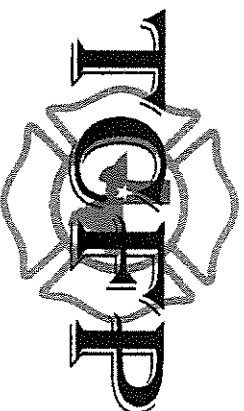
January 15, 2018
IFSAC Seal Number - 2316882



R. T. Moore
Chairperson

J. B. Schwartzenburg
Executive Director

Texas Commission on Fire Protection



Awards this

International Fire Service Accreditation Congress Seal to

Joseph Brandon Schwartzenburg

In recognition of completion of the requirements for

Hazardous Materials Operations

February 13, 2018
IFSAC Seal Number - 2317428



R. F. Moore
Chairperson

J. S. Ash
Executive Director

