

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 March 18, 2019, at the Labelle 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 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, thus constituting a quorum. Also present at the meeting 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**.

The Board's attention was then directed by President Roebuck to Agenda Item No. 5 for review of the Minutes of the February 18, 2019 regular meeting. Upon motion

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

Next, the Board moved to Agenda Item No. 6 for the Treasurer's Report. Treasurer Melton reported the following balances in the District's accounts, as reflected in the bank statements attached hereto as **Exhibit C**: Texas First Bank checking - \$459,815.64 as of February 28, 2019, and \$507,922.59 as of March 16, 2019; Texas First Bank savings - \$351,656.99 as of February 28, 2019 and March 16, 2019; and, Allegiance Bank (f/k/a Post Oak Bank) money market - \$250,607.61 as of February 28, 2019 and March 16, 2019. Mrs. Robertson then reviewed with the Board the financial Statement of Activities attached hereto as **Exhibit D**.

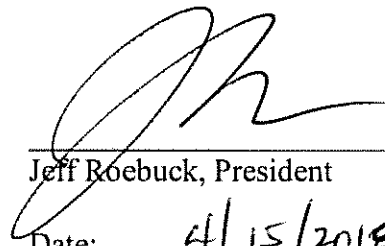
Thereafter, the Board was directed to Agenda Item No. 7 for payment of the District's bills. Mrs. Robertson and Mr. Larson reviewed with the Board the District's various monthly expenditures proposed for payment, as shown on the Check List and Bank Account Register attached hereto as **Exhibit E**. Upon motion by Secretary Walston and seconded by Assistant Treasurer Bordes, the Board members present unanimously approved payment of the bills and expenditures (Check Nos. 3021-3052, plus the Entergy, West Jefferson Co. Municipal Water District, and Southern Broadband auto-debit payments).

The Board then moved along to Agenda Item No. 8, at which time Chief Hansen provided the Board with a status update on the District's conversion from Firehouse to Emergency Reporting software.

President Roebuck then directed the Board to Agenda Item No. 9 at which time the Board and Mr. Larson again reviewed and discussed the lawn maintenance proposals


as summarized on Exhibit F attached hereto. Upon motion by Assistant Treasurer Bordes and seconded by Secretary Walston, the Board unanimously approved the proposal of Ross Duke – Landscape Solutions, which was the lowest per-cut bid submitted.

Being as there was no report from counsel under Agenda Item No. 10 or other matters to come before the Board under Agenda Item No. 11, the regular meeting was adjourned at approximately 6:30 p.m.



Jeff Roebuck, President
Date: 4/15/2019

ATTEST:



~~Randy Walston, Secretary~~ Sandra Melton, Treasurer
Date: 4/15/2019

Exhibit A

JEFFERSON COUNTY ESD No. 4

Regular Board Meeting

March 18, 2019

SIGN-IN SHEET

1 Randy Lyday 4110

2 Jim Smith

3 JEREMY HANSEN, FIRE CHIEF

4 Ashley Kester 4124

5 Jacobo Ruett 4301

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Exhibit B

DISTRICT ADMINISTRATOR'S REPORT

March 18, 2019

STATION 1 LaBelle We have received one response for repairs and lighting upgrade to Station 1. Four had been requested but this is the only one I have received back to date. Attached are two proposals from AGY Enterprises (Jack Yarbrough). They have an A+ rating with the BBB and 5 star customer reviews. The two proposals differ in that the lower price quote is just for the façade and drive-thru supports (which includes repairs to the gutter and downspout). The higher quote includes upgrading the exterior night lighting to LED and flagpole lights so that we can display and fly the flags 24/7. Attached also is the quote we received a year ago from SPI for just the beams, but does not include gutter and down spout repairs. An updated quote could be requested from them if that is the way you would want to go.

STATION 2 Fannett *Nothing new to report specific to Station 2*

STATION 3 Cheek *Nothing new to report specific to Station 3*

EMS – We have two volunteers currently in EMT-Basic classes. We received our first check for EMS billing from Allstate Insurance in the amount of \$705 related to an automobile accident patient transport and two more checks totaling \$1436.83 from Cigna. Final AO and DO information for our application for a Medicare Provider number have been requested for submission. Once we have our Medicare number we can then begin the process of billing Medicare and applying for our Medicaid number.

ESD

The Texas First Checking Account had a counterfeit check applied to our account March 15th. I took it to the bank for restoration of the funds to our account. They said it would be corrected but that since our account had been compromised they would probably have to close our account and open a new one with a different account number.

TCEQ/TERP/ERIG Grant – We were unsuccessful in the first round of grant awards. However, I am told that as additional funding becomes available we are still in consideration. Over the next 6 to 8 weeks we should know a final outcome. There are other TCEQ grants possible that we are in the process of researching to make application for if we qualify.

NEW FIRE TRUCK – Chief Hansen and Lt. Schwartzburg have completed their inspection at the factory. The engine will next go to the Houston facility for completion and fitting of loose equipment.

New Vendors - None

The Labelle-Fannett Ladies Auxiliary – Held a fundraising gumbo Sunday, February 24th.

Request for Training – No new request have been received.

Communications – TCEQ letter advising that we were not selected in the first round of awards.

Policy Manual – Work will continue on compiling a comprehensive policy manual as time allows and as policies are created and approved.

Building Use & Rental – It is being clarified that all use of the building, other than for an official ESD function, requires a signed rental agreement to limit our liability and to define what is expected of the renter/user as far as building cleanup and other provisions of the contract, whether it is a N/C usage or not.

**Jefferson County ESD No. 4
Chief's Report
21 JAN, 2018**

1. Station Status:

LaBelle STA #1: Operational – B41 limited service.

Fannett STA #2: Operational – E42 out for maintenance/repair.

Cheek STA #3: Operational – All apparatus in service.

2. Apparatus Status:

E41 – In service

T41 – In service

B41 – Out of service (Limited)

R41 – In service

E42 – In service

T42 – In service

B42 – In Service

E43 – In service

T43 – In service

B43 – In service

MED4 – In service

U4 – In service

- 3. Membership:** Two new members accepted and began training in February.
- 4. Training:** Monthly training for Fire and EMS continues. Fire: PPE/SCBA confidence training held on 05FEB19, and EMS: CE training held on 12FEB19.
- 5. Operations:** 1. No-parking signs installed at Fannett Station – traffic problems persist. Obtaining price for swing-gate for HWY 365 entrance. 2. New apparatus initial inspection complete. Discrepancies noted and are currently being resolved by the manufacturer. Apparatus estimated to be delivered to dealer in Houston for final construction over the next two to three weeks. 3. Records management system training continues with more members receiving online accounts weekly.
- 6. Regional Coordination: (Ongoing)** 1. No significant interactions to report. Awaiting return of HVFD mutual-aid agreement. ESD3 agreement is next in line for revision.

#

Jefferson County Emergency Services District #4

Beaumont, TX

This report was generated on 3/18/2019 4:44:41 PM



Incident Statistics

Start Date: 02/01/2019 | End Date: 02/28/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		36	
FIRE		20	
TOTAL		56	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
TOTAL	0	0	0
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
9		16.07	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1 - LaBelle	0:12:36	0:21:10	
Station 2 - Fannett	0:11:04	0:13:34	
Station 3 - Cheek	0:15:30	0:11:00	
AVERAGE FOR ALL CALLS			0:13:34
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1 - LaBelle	0:03:35	0:06:00	
Station 2 - Fannett	0:04:07	0:07:47	
Station 3 - Cheek	0:06:10	0:07:00	
AVERAGE FOR ALL CALLS			0:05:24
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Jefferson County Emergency Services District #4		38:44	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

Jefferson County Emergency Services District #4



Beaumont, TX

This report was generated on 3/18/2019 4:39:25 PM

Response Percentage per FDID per Personnel for Incident Types for Personnel

Personnel: All Personnel | Incident Type(s): All Incident Types | Start Date: 02/01/2019 | End Date: 02/28/2019

Personnel	Calls Attended	% of Calls for Selected Incident Types
FDID: NH306		
Admin, Jefferson	1	1.8%
Hansen, Jeremy D	17	30.4%
Sanders, Casey	6	10.7%
Schwartzenburg, Brandon	1	1.8%
Breed, Johnny	5	8.9%
Stacey, David	3	5.4%
Wade, Scott	9	16.1%
Williams, Thomas	3	5.4%
Hansen, Gabrielle	1	1.8%
Cunio, Josh	2	3.6%
Compton, Dylan	1	1.8%
Lyday, Randy	26	46.4%
Kester, Kevin	10	17.9%
Kester, Claudia	23	41.1%
Tatroe, John	1	1.8%
Longoria, David	13	23.2%
Eastepp, Hayden	22	39.3%
Ray, Billy	1	1.8%
Kester, Joshua	5	8.9%
Salles, Paul	3	5.4%
Winstead, Mark	19	33.9%
Arceneaux, Jesse	4	7.1%
Salinas, Jose	1	1.8%
LaBarbera, Phillip T	1	1.8%
Acadian, Ambulance	1	1.8%
Total Incidents for FDID NH306	56	

Total Incidents for all FDIDs 56

Displays the number and percentage of Incidents attended by each Personnel for each FDID in the agency over the selected Date Range. Only Reviewed incidents are included.

Exhibit C



Helping Texans Build Texas

www.texasfirst.bank

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

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 2/28/19

DEBITS AND OTHER WITHDRAWALS

Table with columns: Date, Withdrawals, Activity Description. Rows include entries for ENTERGY TEXAS, I/BANK DRAFT and WestJeffersnMWDp/Payment.

CHECKS PAID

* indicates skip in check numbers

Table with columns: Date, Check No., Amount. Multiple columns showing check details and amounts.

DAILY BALANCE SUMMARY

Table with columns: Date, Balance. Shows daily balance changes from 2/01 to 2/28.



P.O. Box 41314
Houston, TX 77241-1314

Account Number 1086255
Statement Date 02/28/2019
Statement Thru Date 02/28/2019
Checks/Items Enclosed 0
Page 1

Return Service Requested
00001946 TA093D03011904001300 01 000000000 0000000 002

Jefferson County Emergency Services
District No 4
12880 FM 365 RD
Beaumont TX 77705-9682

Customer Service Information

Customer Care 281-894-3200
 Lost/Stolen Debit Card 800-500-1044
 Visit Us Online www.allegiancebank.com

Relationship Summary

Account Type	Balance
CHECKING	\$250,607.61

BUSINESS HYMMA

Account Number: 1086255

Balance Summary

Beginning Balance as of 02/25/2019	\$250,566.42
+ Deposits and Credits (1)	\$41.19
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 02/28/2019	\$250,607.61
Maintenance Fees for Period	\$0.00
Minimum Balance for Period	\$250,566.00

Earnings Summary

Interest for Period Ending 02/28/2019	\$41.19
Interest Paid Year to Date	\$607.61
Average Rate for Period	1.50%
Number of Days for Average Rate	4

DEPOSITS AND OTHER CREDITS

Date	Description	Deposits
Feb 28	INTEREST PAID	41.19

DAILY BALANCE SUMMARY

Date	Balance
Feb 28	\$250,607.61



Texas First Bank Public Funds Tiera... **1508

Available Balance
\$507,922.59

Last Updated: 3/16/2019 9:59 PM
Available Balance

\$507,922.59

Date ▾	Description ▾	Amount ▾
MAR 15 2019	☒ Check - 4245	(\$2,752.69) \$507,922.59
MAR 15 2019	☒ Check - 2944	(\$100.00) \$510,675.28
MAR 15 2019	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS	(\$28.14) \$510,775.28
MAR 15 2019	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD	(\$28.14) \$510,803.42
MAR 15 2019	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4	(\$28.14) \$510,831.56
MAR 13 2019	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	(\$264.79) \$510,859.70
MAR 12 2019	☒ Deposit	\$1,436.83 \$511,124.49
MAR 11 2019	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	(\$152.59) \$509,687.66
MAR 6 2019	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	\$50,956.34 \$509,840.25



MAR 4 2019	☒ Check - 3017	(\$860.11) \$458,883.91
MAR 4 2019	☒ Check - 2998	(\$40.00) \$459,744.02
MAR 4 2019	☒ Check - 3016	(\$31.62) \$459,784.02
FEB 28 2019	Interest Paid	\$232.61 \$459,815.64
FEB 27 2019	☒ Check - 3019	(\$982.75) \$459,583.03
FEB 27 2019	☒ Check - 2990	(\$69.20) \$460,565.78
FEB 26 2019	☒ Check - 2996	(\$1,250.00) \$460,634.98
FEB 26 2019	☒ Check - 2994	(\$40.00) \$461,884.98
FEB 26 2019	☒ Check - 3000	(\$14.00) \$461,924.98
FEB 26 2019	☒ Deposit	\$708.05 \$461,938.98
FEB 25 2019	☒ Check - 3004	(\$1,259.25) \$461,230.93
FEB 25 2019	☒ Check - 3010	(\$714.79) \$462,490.18
FEB 25 2019	☒ Check - 2992	(\$625.64) \$463,204.97





Texas First Bank Public Funds Savi... **1885

Available Balance
\$351,656.99

Last Updated: 3/16/2019 9:59 PM
Available Balance

\$351,656.99

Date ▾	Description ▾	Amount ▾
FEB 28 2019	Interest Paid	\$80.91 \$351,656.99
JAN 31 2019	Interest Paid	\$89.56 \$351,576.08
DEC 31 2018	Interest Paid	\$89.53 \$351,486.52
NOV 30 2018	Interest Paid	\$86.62 \$351,396.99
OCT 31 2018	Interest Paid	\$89.49 \$351,310.37
SEP 28 2018	Interest Paid	\$142.05 \$351,220.88
SEP 28 2018	Debit Memo	(\$250,000.00) \$351,078.83
AUG 31 2018	Interest Paid	\$153.11 \$601,078.83
JUL 31 2018	Interest Paid	\$143.20 \$600,925.72



Welcome Reports Transfers and Payments Account Services Administration

Activity - deposit accounts
Balances - deposit accounts

Quick Links: Stop check payments

Search Deposit Account Balances

Up to 18 months of data are available.

General Search Options

Accounts:

1-1

View: All accounts Go

Table with columns: Description, Type, Account, ABA/TRC, Balance. Row 1: Checking-6255, Checking, *6255, 113025723, Available \$250,607.61

Date range: Specific date: 03 / 16 / 2019
From: 03 / 01 / 2019
To: 03 / 16 / 2019
Previous business day

Account sort: Account number

Generate report

How Do I... Terms FAQs

Exhibit D

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

	1 Month Ended 2/28/2019 Actual	5 Months Ended 2/28/2019 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 190,932	\$ 467,060	\$ 560,000	\$ (92,940)	83.40%
Grants	-	11,158	10,000	1,158	111.58%
EMS Billing	708	708	30,000	(29,292)	2.36%
Interest Income	602	2,501	5,000	(2,499)	50.02%
Other Income	-	3,316	1,500	1,816	221.07%
Loan Proceeds	-	-	200,000	(200,000)	0.00%
Sale of Equipment	-	10,137	15,000	(4,863)	67.58%
Total Revenue	<u>192,242</u>	<u>494,880</u>	<u>821,500</u>	<u>(326,620)</u>	<u>60.24%</u>
Operating Expenses					
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	-	-	150	(150)	0.00%
Accounting	2,900	4,000	16,000	(12,000)	25.00%
Cleaning & Building Maintenance/Repairs	1,491	3,875	12,000	(8,125)	32.29%
Lawn Service	-	1,000	6,000	(5,000)	16.67%
Office Supplies & Postage	435	493	1,500	(1,007)	32.87%
Dues & Fees	-	1,450	4,000	(2,550)	36.25%
Tax & Appraisal Fees	375	4,343	13,000	(8,657)	33.41%
Interest Expense	2,220	2,220	4,338	(2,118)	51.18%
Insurance - VFIS District	-	2,648	2,000	648	132.40%
Legal/Professional	800	8,785	16,000	(7,215)	54.91%
Lodging/Meals/Travel & Regist ESD	-	413	3,000	(2,587)	13.77%
District Manager	1,750	7,000	30,000	(23,000)	23.33%
Small Equipment Purchases (less than \$5,000)	-	112	-	112	0.00%
Cable	32	124	370	(246)	33.51%
Utilities	419	916	9,600	(8,684)	9.54%
Internet	215	660	1,350	(690)	48.89%
Telephone/Cell Phone	155	969	2,000	(1,031)	48.45%
Water & Garbage	271	1,258	4,200	(2,942)	29.95%
Note Payable-First Financial (Mini Pumper)	-	-	38,893	(38,893)	0.00%
Note Payable-Dallas Bank&Trst(3000gal Tanker)	30,383	30,383	30,383	-	100.00%
Total Operating Expenses	<u>41,446</u>	<u>70,649</u>	<u>195,784</u>	<u>(125,135)</u>	<u>36.09%</u>

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

	1 Month Ended 2/28/2019 Actual	5 Months Ended 2/28/2019 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Emergency Medical Services					
Equipment (New/Repair/Testing)	850	1,416	2,500	(1,084)	56.64%
Medical Supplies	709	1,031	6,000	(4,969)	17.18%
Tuition/Reg/Certification/Dues	440	540	5,000	(4,460)	10.80%
Vehicle Repair & Maintenance	-	44	2,500	(2,456)	1.76%
Fuel	56	126	2,000	(1,874)	6.30%
Total Emergency Medical Services	<u>2,055</u>	<u>3,157</u>	<u>18,000</u>	<u>(14,843)</u>	<u>17.54%</u>
Fire Services					
Certification Dues	-	-	600	(600)	0.00%
Fire Chief	1,250	5,000	15,000	(10,000)	33.33%
Small Equipment Purchases	-	-	12,500	(12,500)	0.00%
Fire Field Meals	-	144	1,000	(856)	14.40%
Dispatch Services/Edispatches	-	21,726	22,000	(274)	98.75%
Vehicle Repair & Maintenance	8,924	11,644	25,000	(13,356)	46.58%
Travel/Lodging/Meals/Trans Expenses	469	469	5,000	(4,531)	9.38%
Tuition/Registration	-	-	10,000	(10,000)	0.00%
Personal Protection Equipment	-	131	15,000	(14,869)	0.87%
Air-Pack SCBA Inspection & Repair	-	-	6,000	(6,000)	0.00%
Equipment, Boots, Gloves-Insp/Repairs	626	2,197	6,500	(4,303)	33.80%
Fire Uniforms	-	-	4,000	(4,000)	0.00%
Supplies - Hoses/Nozzles/Tarps	-	228	7,500	(7,272)	3.04%
Fuel	455	1,615	6,000	(4,385)	26.92%
Insurance - Prop. & Liab.	(1,007)	439	31,500	(31,061)	1.39%
Insurance - Worker's Compensation	-	3,188	3,000	188	106.27%
Maintenance & Repairs - Radios	1,259	1,259	3,000	(1,741)	41.97%
Personal Protective Equipment - Inspection	-	800	5,000	(4,200)	16.00%
Supplies - Fire	-	1,739	10,000	(8,261)	17.39%
Quartermaster/Station Attendant	554	1,903	9,000	(7,097)	21.14%
Software - Firehouse	-	4,336	3,000	1,336	144.53%
Total Fire Services	<u>12,530</u>	<u>56,818</u>	<u>200,600</u>	<u>(143,782)</u>	<u>28.32%</u>
Capital Expenditures					
Radio Communication Upgrade	-	-	12,000	(12,000)	0.00%
Vehicles	-	-	527,500	(527,500)	0.00%
Training Prop - TX Forest Service	-	-	8,100	(8,100)	0.00%
SCBA Packs/Replacement Bottles	-	-	30,000	(30,000)	0.00%
Ambulance Expenditures	-	22,266	30,000	(7,734)	74.22%
Total Capital Expenditures	<u>0</u>	<u>22,266</u>	<u>607,600</u>	<u>(585,334)</u>	<u>3.66%</u>
Contingency					
Contingency	-	-	20,000	(20,000)	0.00%
Total Contingency	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>(20,000)</u>	<u>0.00%</u>
Total Expenses	<u>56,031</u>	<u>152,890</u>	<u>1,041,984</u>	<u>(889,094)</u>	<u>14.67%</u>
Net Change in Fund Balance	<u>\$ 136,211</u>	<u>\$ 341,990</u>	<u>\$ (220,484)</u>		

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Checking
February 19, 2019 - March 18, 2019

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
02/19/19			Beginning Balance			456,951.20
			Southern Broadband - 2-15 - 3/14/19 Inv 1220-20190215-1	114.95		456,836.25
02/22/19			Refund VFIS Insurance - Vehicles Removed/Sold		1,007.00	457,843.25
02/26/19			EMS Billing - Allstate Ins. - Clark		708.05	458,551.30
02/28/19			Interest on Checking Acct - Texas First Bank - February 2019		232.61	458,783.91
03/06/19			Jefferson County Tax Deposit for February 2019		50,956.34	509,740.25
03/11/19			Entergy - Utilities - 1/23 - 2/19/19 - LaBelle Station - Inv # 65005521058	264.79		509,475.46
03/12/19			EMS Billing - Cigna Insurance - Clark & Cherry		1,436.83	510,912.29
03/13/19			Entergy - Utilities - Cheek Station - 1/21 - 2/20/19 - Inv # 470002434189	152.59		510,759.70
03/18/19	3021	BENCK	Benckenstein & Oxford, L.L.P.	785.92		509,973.78
03/18/19	3022	JBREED	John F. Breed	69.20		509,904.58
03/18/19	3023	DELTA	Delta Industrial Service and Supply	2,344.83		507,559.75
03/18/19	3024	MORRISON	Nick Gregory Morrison	3,000.00		504,559.75
03/18/19	3025	GRAINGER	Grainger	281.62		504,278.13
03/18/19	3026	GREENACRES	Green Acres Grocery, Inc.	149.30		504,128.83
03/18/19	3027	HANSEN	Jeremy D. Hansen	1,250.00		502,878.83
03/18/19	3028	HEINZ	Joshua C. Heinz	400.00		502,478.83
03/18/19	3029	JCAPPRaisal	Jefferson County Appraisal District	1,369.18		501,109.65
03/18/19	3030	PLARSON	Patrick L. Larson	1,750.00		499,359.65
03/18/19	3031	LONESTAR	Lone Star Lube Right	529.92		498,829.73
03/18/19	3032	LOVES	Love's Travel Stops & Country Stores	320.22		498,509.51
03/18/19	3033	LYDAY	Randy Lyday	45.00		498,464.51
03/18/19	3034	OXFORD	Hubert Oxford, IV	400.00		498,064.51
03/18/19	3035	PHYSIO	Physio-Control, Inc.	168.80		497,895.71
03/18/19	3036	REPUBLIC	REPUBLIC SERVICES #862	93.19		497,802.52
03/18/19	3037	REPUBLIC	REPUBLIC SERVICES #862	93.19		497,709.33
03/18/19	3038	ROBERTSONSH	Robertson, Shoemaker & Associates, PLLC	550.00		497,159.33
03/18/19	3039	ROLLINS	Rollins Truck & Trailer Repair, LLC	375.00		496,784.33
03/18/19	3040		Carrie Sanders	71.54		496,712.79
03/18/19	3041	SANDERS	Casey Sanders	173.00		496,539.79
03/18/19	3042	SIDDONS	Siddons-Martin Emergency Group, LLC	16,803.40		479,736.39
03/18/19	3043	STACEY	David M. Stacey, Jr.	216.25		479,520.14
03/18/19	3044	JOYCES	Joyce M. Stacey	220.00		479,300.14
03/18/19	3045	SFFMA	STATE FIREFIGHTERS AND FIRE MARSHALS ASSN OF TEXAS	210.00		479,090.14
03/18/19	3046	TOWNANDCOUN	Town and Country	49.52		479,040.62
03/18/19	3047	VERIZON	Verizon Wireless	11.36		479,029.26
03/18/19	3048	VERIZON	Verizon Wireless	158.52		478,870.74
03/18/19	3049	VISA5904	VISA	1,198.22		477,672.52
03/18/19	3050	VISA 8724	VISA	265.76		477,406.76
03/18/19	3051	BRANDONS	Joseph B. Schwartzenburg	60.00		477,346.76
03/18/19	3052	HCPlus	Health Claims Plus, dba of J&M Neal, Inc.	101.23		477,245.53
Totals				34,046.50	54,340.83	477,245.53

Transaction count = 40

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Savings
February 19, 2019 - March 18, 2019

Date	Reference	Description	Checks/ Payments	Deposits/ Additions	Balance
02/28/19		Beginning Balance Interest Income - Texas First Bank - Savings Account - February 2019		80.91	351,576.08 351,656.99
		Totals	<u>0.00</u>	<u>80.91</u>	<u>351,656.99</u>

Transaction count = 1

Jefferson County Emergency Services District No. 4

Bank Account Register

Allegiance Bank Money Market
February 19, 2019 - March 18, 2019

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			250,319.53
02/22/19			Interest Income - Post Oak Bank Money Market Account - February 1 - 22, 2019		246.89	250,566.42
02/28/19			Interest Allegiance Bank Money Market Account - February 23 - 28, 2019		41.19	250,607.61
			Totals	<u>0.00</u>	<u>288.08</u>	<u>250,607.61</u>

Transaction count = 2

Exhibit E

Jefferson County Emergency Services District No. 4

Check List

Texas First Bank - Checking
February 19, 2019 - March 18, 2019

Check Number	Check Date	Payee	Amount
Vendor Checks			
3021	03/18/19	Benckenstein & Oxford, L.L.P.	785.92
3022	03/18/19	John F. Breed	69.20
3023	03/18/19	Delta Industrial Service and Supply	2,344.83
3024	03/18/19	Nick Gregory Morrison	3,000.00
3025	03/18/19	Grainger	281.62
3026	03/18/19	Green Acres Grocery, Inc.	149.30
3027	03/18/19	Jeremy D. Hansen	1,250.00
3028	03/18/19	Joshua C. Heinz	400.00
3029	03/18/19	Jefferson County Appraisal District	1,369.18
3030	03/18/19	Patrick L. Larson	1,750.00
3031	03/18/19	Lone Star Lube Right	529.92
3032	03/18/19	Love's Travel Stops & Country Stores	320.22
3033	03/18/19	Randy Lyday	45.00
3034	03/18/19	Hubert Oxford, IV	400.00
3035	03/18/19	Physio-Control, Inc.	168.80
3036	03/18/19	REPUBLIC SERVICES #862	93.19
3037	03/18/19	REPUBLIC SERVICES #862	93.19
3038	03/18/19	Robertson, Shoemaker & Associates, PLLC	550.00
3039	03/18/19	Rollins Truck & Trailer Repair, LLC	375.00
3040	03/18/19	Carrie Sanders	71.54
3041	03/18/19	Casey Sanders	173.00
3042	03/18/19	Siddons-Martin Emergency Group, LLC	16,803.40
3043	03/18/19	David M. Stacey, Jr.	216.25
3044	03/18/19	Joyce M. Stacey	220.00
3045	03/18/19	STATE FIREFIGHTERS AND FIRE MARSHALS ASSN OF TEXAS	210.00
3046	03/18/19	Town and Country	49.52
3047	03/18/19	Verizon Wireless	11.36
3048	03/18/19	Verizon Wireless	158.52
3049	03/18/19	VISA	1,198.22
3050	03/18/19	VISA	265.76
3051	03/18/19	Joseph B. Schwartzenburg	60.00
3052	03/18/19	Health Claims Plus, dba of J&M Neal, Inc.	101.23
Vendor Check Total			33,514.17
Check List Total			33,514.17

Check count = 32

Exhibit F

Lawn Maintenance Proposals

February 18, 2019

Earl Blue – Earl’s Lawn Service

Retain Same Charges as Previous Years

LaBelle - \$125

Fannett - \$100

Cheek - \$75

124 Lot - \$200

\$500 per cutting – Cuts once per month –

Annual cost \$6,000

Ross Duke – Landscape Solutions

Labelle - \$85

Fannett - \$75

Cheek - \$50

124 Lot – 106.25

\$316.25 per cutting – March to October, Bi-weekly. Nov/Dec/Jan/Feb – Monthly.

Annual Cost - \$6,957.50 (22 Cuttings)

Dylan Compton – Compton’s Lawn Service

LaBelle - \$150

Fannett - \$125

Cheek - \$100

124 Lot - \$200

Price is “Per Cutting”, “Locations would be mowed at least once a month, with a second cutting recommended and option during Spring and Summer month...” (April, May, June, July, Aug?)

\$575.00 per cutting

Annual Cost - \$9,775 (Based on 17 cuttings/year)