

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 Jefferson County Emergency Services District No. 4 ("District") was called for at 5:30 p.m. on the May 18, 2015, at the Labelle-Fannett fire station, located at 12880 FM 365, Beaumont, Texas 77706, 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
Sandra Duhon	Secretary
Sandra Melton	Treasurer
Charlie Cox	Assistant Treasurer

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

Upon establishing that a quorum was present, Vice President Reneau asked for public comment as set forth in Agenda Item No. 3. Being as there was no public comment, the Board moved along to Agenda Item No. 4, at which time Ken Duhon, Chief of the Cheek VFD, and Charles Sonnier, Chief of Labelle-Fannett VFD, advised the Board on the departments' recent activities. Neither department submitted a monthly run report. The Board also reviewed the bank statement copy provided by Labelle-Fannett VFD, which is attached hereto as Exhibit B.

The Board was then directed to Agenda Item No. 5 for the manager's report. Mr. Wilber advised the Board that all the pumps and ladders were tested, and that all passed except Labelle-Fannett VFD Engine 8, which needs to have a lever repaired. Mr. Wilber indicated that the vehicle will be passed once proof of the necessary repairs is provided. Mr. Wilber also advised the Board that he believes certain Labelle-Fannett VFD members, who live outside of the District and have not made a runs in several months, are in possession of relatively new bunker gear purchased by the District, and he suggests recommends the department retrieve any equipment purchased by the District from inactive members.

Next, Vice President Reneau directed the Board to Agenda Item No. 6 for review of the Minutes of the April 20, 2015 regular meeting and the May 7, 2015 special meeting. Upon motion by Assistant Treasurer Cox and seconded by Secretary Duhon, the proposed minutes were unanimously approved by the Board members present.

Then, under Agenda Item No. 7, Treasurer Melton reported that the District's Texas First Bank checking account balance was \$577,884.02 as of April 30, 2015 and \$602,713.53 as of May 18, 2015, and its savings account balance was \$100.00 (\$3.00 transfer fee being refunded) as of April 30, 2015, as reflected in the account statements and register attached hereto as **Exhibit C**. Treasurer Melton and Mrs. Robertson also reviewed the District's current financial statement of activities with the Board, which is attached hereto as **Exhibit D**.

Vice President Reneau then directed the Board to Agenda Item No. 10 for payment of the District and VFDs' bills. After reviewing and discussing the various expenditures, Treasurer Melton made a motion to approve payment of the bills and expenditures listed on the account register attached hereto as **Exhibit E** (Check Nos. 1920-1934, totaling \$13,555.69). The motion

was seconded by Assistant Treasurer Cox and unanimously approved by the Board members present.

The Board then moved along to Agenda Item No. 8 regarding a credit card for the District Manager. Treasurer Melton explained to the Board the reasons why Mr. Wilber required access to a District credit card. Upon motion by Treasurer Melton and seconded by Assistant Treasurer Cox, and with the unanimous consent of the members present, the Board approved getting a District credit card for the District Manager with a credit limit of \$5,000.00.

Thereafter, the Board was directed to Agenda Item No. 9, at which time Mr. Heinz reminded the Board that it has previously extended the deadline for the departments to submit their proposed 2015-16 budgets until June 1, 2015. Treasurer Melton notified the department representatives again of the June 1, 2015 deadline, and requested that they submit the proposed budgets to the District Manager, and thereafter schedule a time to meet with the District Finance Committee members to review and discuss the proposed budgets.

Vice President Reneau then directed the Board to Agenda Item No. 11 regarding Labelle-Fannett VFD Engine 3. Mr. Heinz advised the Labelle-Fannett representatives that based on information obtained by the District, Engine 3 is not titled, registered or licensed in the State of Texas, and thus cannot be operated on any state roadways or used in the provision of fire services. Mr. Heinz also advised the department representatives that any past payments or reimbursements made by the District in relation to said vehicle were done based on the department's misrepresentation that the vehicle was properly registered and licensed, and having recently discovered the aforementioned information, the Board now realizes that all past payments and reimbursements made by the District in relation to Engine 3 were done in error and need to be reimbursed by Labelle-Fannett VFD to the District. Assistant Treasurer Cox

made a motion that Labelle-Fannett VFD be required to reimburse the District for any funds expended by it in relation to Engine 3, which total \$4,584.37, that Labelle-Fannett VFD remove all District references and logos from the vehicle, and that the department return to the District any equipment on the vehicle which was purchased or reimbursed with District funds. The motion was seconded by Treasurer Melton and unanimously approved by the Board members present. Mr. Heinz then provided Chief Sonnier with a demand/notice letter regarding the matter, a copy of which is attached hereto as Exhibit E, and advised Mr. Sonnier that Labelle-Fannett VFD needs to remove any District references or logos from the truck and return any equipment on the truck which was purchased or reimbursed with District funds to the District Manager within seven (7) days, and that the department needs to fully reimburse the District in the amount mentioned above within fourteen (14) days.

The Board then moved along to Agenda Item No. 12 regarding equipment repairs and acquisitions. Mr. Wilber reviewed the quote received from Sosthene Fuselier for making the proposed repairs and improvements to the Cheek VFD fire station, a copy of which is attached hereto as Exhibit G. Treasurer Melton also reviewed the proposals for purchasing a new copier for Labelle-Fannett VFD, which is attached hereto as Exhibit H, and discussed with the department representatives their present copier needs. Upon motion by Treasurer Melton and seconded by Secretary Duhon, the Board members present unanimously approved the proposal from Sosthene Fuselier, which totaled \$4,140.00, to repair/improve the Cheek VFD fire station, along with the purchase of a Brother MFC-9340CDW copy machine, which costs \$529.99 (including 2-year extended warranty) from Office Depot for Labelle-Fannett VFD.

Next, the Board was directed to Agenda Item No. 13, at which time Mr. Heinz advised the Board on the status of the financing for the 2014 Pierce mini-pumper through Government Capital.

Thereafter, under Agenda Item No. 14, Mrs. Robertson advised the Board on the status of the District's 2013-14 audit, which is being conducted by Ralph Likins. Mrs. Robertson also requested the VFDs provide her with documentation evidencing their designation as 501(c)(3) non-profits, or, if they are not, then to get with her or their accountant for assistance in getting designated as a 501(c)(3). Mr. Heinz reminded the Board that the District's audit needs to be submitted to the Commissioners Court on or before July 1, 2015, and thus it would need to be ready for consideration and approval by the Board at its June 15, 2015 regular meeting.

Then, Vice President Reneau directed the Board to Agenda Item No. 15, at which time Mr. Heinz asked Chief Sonnier if Labelle-Fannett VFD had approved the proposed, amended service agreement, which had been approved by the Board at its April 20, 2015 regular meeting. Mr. Sonnier said that Labelle-Fannett VFD has not yet considered the proposed, amended agreement. Mr. Heinz advised him that the amended agreement has a proposed effective date of July 20, 2015, which is when the current agreement is set to terminate per notice provided to Labelle-Fannett on April 20, 2015, so the department needs to consider the proposed, amended agreement prior thereto.

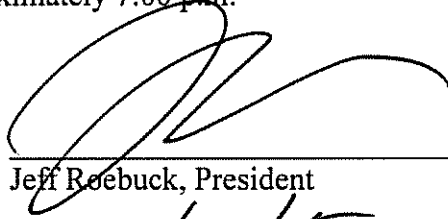
The Board then moved along to Agenda Item No. 16 regarding options for improving EMS services in the District. After briefly discussing various options, Secretary Duhon made a motion to create and appoint individuals to a committee to explore the EMS service options, which was seconded by Treasurer Melton and unanimously approved by the Board members

present. The committee members are Vice President Reneau, Assistant Treasurer Cox, Mr. Wilber, Scott Wade of Labelle-Fannett VFD, and Lena Lavergne of Cheek VFD.


Next, under Agenda Item Nos. 17 and 18, Mr. Wilber provided the Board with a status update on the District's inventory and sale of Cheek VFD Engine 2, which had previously been removed from service and declared salvage property by the Board.

Being as there was no report from counsel under Agenda Item No. 19, the Board moved along to Agenda Item No. 20, at which time Secretary Duhon made a motion to obtain a post office box for the District at the Hamshire Post Office, which costs \$34.00 per year (small box), plus a one-time key deposit of \$6.00, and that same be used as the District's mailing address.

The meeting was adjourned at approximately 7:00 p.m.

  
\_\_\_\_\_  
Jeff Reebuck, President  
Date: 8/17/15

ATTEST:

  
\_\_\_\_\_  
Position: Secretary  
Date: 8/17/15

# Exhibit A

JEFFERSON COUNTY ESD No. 4

MAY 18, 2015

SIGN-IN SHEET

- 1 Bonnie Walburn 129 LFVFD
- 2 R. Rivet 1381 LFVFD
- 3 Darlene Rivett #302 LFVFD
- 4 Earl Blue 2. C.F.VFD
- 5 Aaron King C.F.VFD
- 6 Pat Larson
- 7 August Lemier #102 Cheek
- 8 R.J. #101 LFVFD
- 9 Scott Wade LFVFD
- 10 RAY DESHOTEL - C - V. F. D.
- 11 KEN SUHOW - CHEEK - VFD
- 12 Keli Jo Arceneaux - LFVFD.
- 13 chub LFVFD
- 14 DeLusa Fuglier Cheek
- 15 Bob Fuglier Cheek
- 16 Wayne Wilber
- 17
- 18
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# Exhibit B

# TEXAS FIRST BANK

Helping Texans Build Texas

www.texasfirstbank.com

3000 FM 1764 • La Marque, TX 77568-2452

Return Service Requested

00006656-0019285-0001-0003-TIMR8006040430155895

6656

**LABELLE FANNETT VOLUNTEER  
FIRE DEPARTMENT  
18769 FM 365 RD  
BEAUMONT TX 77705-8761**

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

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

Page 1 of 3

Account Number: 29488  
Date: 04/30/15  
Enclosures: 13

EM

<b>BUSINESS CHECKING</b>	<b>LABELLE FANNETT VOLUNTEER</b>	<b>Acct</b>	<b>29488</b>
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Summary of Activity Since Your Last Statement

Beginning Balance	4/01/15	44,607.52
Deposits / Misc Credits	8	14,742.94
Withdrawals / Misc Debits	10	7,254.71
** Ending Balance	4/30/15	52,095.75 **
Service Charge		.00
Average Balance		49,442
Minimum Balance		44,382
Enclosures		13

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

46,558.<sup>64</sup> Balance

Deposits and Other Credits

Date	Amount	Activity Description
4/08	370.00	Deposit ✓
4/14	1,905.00	Deposit
4/14	1,372.25	NOVITAS/HCCCLAIMPMT TRN*1*889966113*1205296137~ 1568689461 LABELLE FANNETT VFD E ✓
4/17	5,675.16	Deposit ✓
4/20	690.00	Deposit
4/21	1,824.59	Deposit ✓
4/28	2,580.26	Deposit ✓
4/29	325.68	NOVITAS/HCCCLAIMPMT TRN*1*890064516*1205296137~ 1568689461 LABELLE FANNETT VFD E ✓

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Return Service Requested

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**LABELLE FANNETT VOLUNTEER  
 FIRE DEPARTMENT  
 18769 FM 365 RD  
 BEAUMONT TX 77705-8761**

Page **6656**  
 2 of 3

Account Number: 29488

## Debits and Other Withdrawals

Date	Amount	Activity Description
4/13	124.82	Entergy Services/Bill Pay ✓ 7770066297937 labellefannettvolfred ✓
4/13	454.93	Entergy Services/Bill Pay 7770066297786 labellefannettvolfred
4/20	893.82	ATT/Payment 884233003EVR1W LABELLEFANNETT VFDEMS ✓

## Checks

Date	Check No	Amount	Date	Check No	Amount	Date	Check No	Amount
4/09	5280	15.14	4/21	5284	352.94	4/30	5290	5,000.00
4/15	5282*	7.02	4/23	5288*	350.00			
4/16	5283	49.00	4/22	5289	7.04			

\* Indicates a break in check number sequence

## Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
4/08	44,977.52	4/16	47,603.86	4/23	54,189.81
4/09	44,962.38	4/17	53,279.02	4/28	56,770.07
4/13	44,382.63	4/20	53,075.20	4/29	57,095.75
4/14	47,659.88	4/21	54,546.85	4/30	52,095.75
4/15	47,652.86	4/22	54,539.81		

00006856-0018287-0002-0003-TIMR6006040430155895(00006856)-000019289



# Exhibit C



# TEXAS FIRST BANK

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Return Service Requested

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(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: 4/30/15

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

Date	Withdrawals	Activity Description
4/21	100.00	TELEPHONE TRF TO SV 20041885

----- CHECKS PAID -----

\* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
4/01	1872	1,100.00	4/28	1908*	326.00	4/28	1914	182.90
4/28	1901*	147.16	4/22	1909	400.00	4/30	1915	440.27
4/23	1902	1,210.66	4/24	1910	347.00	4/30	1916	334.50
4/27	1903	1,990.06	4/27	1911	383.50	4/23	1917	57.26
4/27	1904	127.17	4/28	1912	2,534.36	4/21	1918	2,500.00
4/24	1906*	400.00	4/27	1913	529.58	4/21	1919	132.75

----- DAILY BALANCE SUMMARY -----

Date	Balance	Date	Balance	Date	Balance
4/01	573,947.72	4/22	586,798.46	4/27	581,753.23
4/08	589,923.93	4/23	585,530.54	4/28	578,562.81
4/20	589,931.21	4/24	584,783.54	4/30	577,884.02
4/21	587,198.46				

**Account Details for Public Funds Tiered Int. - 10031508**

Available Balance	\$587,676.83
Last Statement Date	4/30/2015
Current Balance	\$587,676.83
Interest Rate	0.200 %
Last Deposit Date	5/7/2015
Last Interest Paid Date	4/30/2015
Last Deposit Amount	\$10,599.81
Accrued Interest	\$54.41
Year-to-date interest amount	\$348.07

**Account History for Public Funds Tiered Int. - 10031508**

<b>Posted</b>				
<u>SORTED BY: POST DATE</u>	<u>OLDEST ON TOP</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Check 3/18/15 (Check #1861)		\$123.05		\$602,713.53
Check 3/18/15 (Check #1887)		\$400.00		\$602,313.53
Check 3/18/15 (Check #1893)		\$475.00		\$601,838.53
Check 3/19/15 (Check #1889)		\$400.00		\$601,438.53
Check 3/20/15 (Check #1886)		\$306.79		\$601,131.74
Check 3/20/15 (Check #1894)		\$508.00		\$600,623.74
Check 3/20/15 (Check #1881)		\$530.38		\$600,093.36
Check 3/23/15 (Check #1896)		\$182.90		\$599,910.46
Check 3/23/15 (Check #1885)		\$225.00		\$599,685.46
Check 3/23/15 (Check #1895)		\$236.38		\$599,449.08
Check 3/23/15 (Check #1891)		\$2,678.41		\$596,770.67
Check 3/23/15 (Check #1898)		\$17,156.00		\$579,614.67
Check 3/24/15 (Check #1899)		\$50.00		\$579,564.67
Check 3/24/15 (Check #1890)		\$55.00		\$579,509.67
Check 3/24/15 (Check #1883)		\$86.83		\$579,422.84
Check 3/24/15 (Check #1892)		\$123.05		\$579,299.79

Check 3/24/15 (Check #1884)	\$401.66	\$578,898.13
Check 3/25/15 (Check #1888)	\$250.00	\$578,648.13
Check 3/25/15 (Check #1880)	\$893.88	\$577,754.25
Check 3/26/15 (Check #1900)	\$53.96	\$577,700.29
Check 3/26/15 (Check #1882)	\$224.70	\$577,475.59
Check 3/26/15 (Check #1897)	\$2,528.00	\$574,947.59
Interest Paid 3/31/15	\$100.13	\$575,047.72
Check 4/1/15 (Check #1872)	\$1,100.00	\$573,947.72
INCOMING WIRE -P201504080003016-03016 4/8/15	\$15,976.21	\$589,923.93
INCOMING WIRE -P201504200004314-04314 4/20/15	\$14.28	\$589,938.21
INCOMING WIRE FEE-P201504200004314-04314 4/20/15	\$7.00	\$589,931.21
TELEPHONE TRF TO SV 20041885 4/21/15	\$100.00	\$589,831.21
Check 4/21/15 (Check #1919)	\$132.75	\$589,698.46
Check 4/21/15 (Check #1918)	\$2,500.00	\$587,198.46
Check 4/22/15 (Check #1909)	\$400.00	\$586,798.46
Check 4/23/15 (Check #1917)	\$57.26	\$586,741.20
Check 4/23/15 (Check #1902)	\$1,210.66	\$585,530.54
Check 4/24/15 (Check #1910)	\$347.00	\$585,183.54
Check 4/24/15 (Check #1906)	\$400.00	\$584,783.54
Check 4/27/15 (Check #1904)	\$127.17	\$584,656.37
Check 4/27/15 (Check #1911)	\$383.50	\$584,272.87
Check 4/27/15 (Check #1913)	\$529.58	\$583,743.29
Check 4/27/15 (Check #1903)	\$1,990.06	\$581,753.23

Check 4/28/15 (Check #1901)	\$147.16		\$581,606.07
Check 4/28/15 (Check #1914)	\$182.90		\$581,423.17
Check 4/28/15 (Check #1908)	\$326.00		\$581,097.17
Check 4/28/15 (Check #1912)	\$2,534.36		\$578,562.81
Check 4/30/15 (Check #1916)	\$334.50		\$578,228.31
Check 4/30/15 (Check #1915)	\$440.27		\$577,788.04
Interest Paid 4/30/15		\$95.98	\$577,884.02
Check 5/4/15 (Check #1905)	\$300.00		\$577,584.02
Check 5/4/15 (Check #1907)	\$500.00		\$577,084.02
INCOMING WIRE -P201505070004538-04538 5/7/15		\$10,599.81	\$587,683.83
INCOMING WIRE FEE-P201505070004538-04538 5/7/15	\$7.00		\$587,676.83
	<i>Subtotal:</i> \$41,946.16	\$26,786.41	

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

**Bank Account Register**

Texas First Bank - Savings  
April 1, 2015 - April 30, 2015

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
04/21/15			Beginning Balance			0.00
			Transfer to open savings account		100.00	100.00
04/30/15			Balance Requirement Fee	3.00		97.00
			<b>Totals</b>	<u>3.00</u>	<u>100.00</u>	<u>97.00</u>

Transaction count = 2

# Exhibit D

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

	7 Months Ended	7 Months Ended	7 Months Ended	7 Months Ended	Annual Budget	Over (Under) Budget	% of Budget Used to Date
	4/30/2015	4/30/2015	4/30/2015	4/30/2015			
	Actual	Actual	Actual	Total			
	Labelle-Fannett	Cheek	Administrative	All Locations			
<b>Revenue</b>							
Ad Valorem Taxes	\$ -	\$ -	\$ 544,772	\$ 544,772	\$ 660,074	\$ (115,302)	82.53%
Interest Income	-	-	448	448	-	448	0.00%
Reim. to BASF for Exempt Industrial Property	-	-	-	-	(120,000)	120,000	0.00%
<b>Total Revenue</b>	<u>0</u>	<u>0</u>	<u>545,220</u>	<u>545,220</u>	<u>540,074</u>	<u>5,146</u>	<u>100.95%</u>
<b>Operating Expenses</b>							
Accounting	-	-	2,905	2,905	27,000	(24,095)	10.76%
Advertising	-	-	52	52	1,000	(948)	5.20%
Bank Fees	-	-	40	40	400	(360)	10.00%
Cable	289	-	-	289	350	(61)	82.57%
Cell Phone/EMS Equipment	35	-	-	35	440	(405)	7.95%
Children's Education	215	-	-	215	3,000	(2,785)	7.17%
Cleaning & Building	2,578	-	-	2,578	1,850	728	139.35%
Computers & Software	424	-	-	424	1,300	(876)	32.62%
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	1,827	-	-	1,827	2,500	(673)	73.08%
Fuel-Fire	2,361	100	-	2,461	12,000	(9,539)	20.51%
Insurance - Worker's Compensation	-	-	-	-	6,000	(6,000)	0.00%
Insurance- Accident & Sickness	-	-	-	-	4,000	(4,000)	0.00%
Insurance- Property & Liability	23,343	4,986	-	28,329	30,000	(1,671)	94.43%
Insurance-VFIS District	-	-	2,528	2,528	2,500	28	101.12%
Interest Expense	-	-	-	-	10,000	(10,000)	0.00%
Internet	-	-	201	201	2,900	(2,699)	6.93%
Lawn Service	1,500	300	-	1,800	4,500	(2,700)	40.00%
Legal/Professional	-	-	9,251	9,251	10,000	(749)	92.51%
Lodging/Meals/Travel & Regist ESD	-	219	133	352	8,000	(7,648)	4.40%
Maintenance & Repairs - Radios	567	105	-	672	4,500	(3,828)	14.93%
Notes Payable - Texas First Bank	-	-	-	-	20,000	(20,000)	0.00%
Office Supplies	423	-	732	1,155	1,475	(320)	78.31%
Postage & Box Rental	-	-	-	-	100	(100)	0.00%
Purchase of Additional Radios (3)	-	1,283	-	1,283	2,700	(1,417)	47.52%
Salary Expense	-	-	2,500	2,500	12,000	(9,500)	20.83%
Small Equipment Purchases (less than \$5,000)	981	-	-	981	10,000	(9,019)	9.81%

*For management purposes only.*

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

	7 Months Ended	7 Months Ended	7 Months Ended	7 Months Ended	Annual Budget	Over (Under) Budget	% of Budget Used to Date
	4/30/2015	4/30/2015	4/30/2015	4/30/2015			
	Actual	Actual	Actual	Total			
	Labelle-Fannett	Cheek	Administrative	All Locations			
<b>Supplies - Fire</b>	-	-	-	-	9,000	(9,000)	0.00%
Tax & Appraisal Fees	-	-	7,121	7,121	10,000	(2,879)	71.21%
Telephone	6,245	-	497	6,742	9,800	(3,058)	68.80%
Utilities	4,662	348	-	5,010	10,500	(5,490)	47.71%
Water & Garbage	1,835	167	-	2,002	2,900	(898)	69.03%
<b>Total Operating Expenses</b>	<b>47,954</b>	<b>8,314</b>	<b>27,060</b>	<b>83,328</b>	<b>228,465</b>	<b>(145,137)</b>	<b>36.47%</b>
<b>Emergency Medical Services</b>	-	-	-	-	8,000	(8,000)	0.00%
Equipment (New/Repair/Testing)	-	-	-	-	8,000	(7,400)	7.50%
Medical Supplies	600	-	-	600	2,000	(2,000)	0.00%
Tuition/Reg/Certification/Dues	-	-	-	-	15,000	(14,547)	3.02%
Vehicle Repair & Maintenance	453	-	-	453	33,000	(31,947)	3.19%
<b>Total Emergency Medical Services</b>	<b>1,053</b>	<b>0</b>	<b>0</b>	<b>1,053</b>	<b>56,000</b>	<b>(54,947)</b>	<b>3.19%</b>
<b>Fire Services</b>	-	-	-	-	2,200	(2,034)	7.55%
Equipment-Insp/Repairs	166	-	-	166	1,600	(1,600)	0.00%
Gloves & Boots	-	-	-	-	15,500	(14,489)	6.52%
Personal Protection Equipment	1,011	-	-	1,011	12,000	(11,660)	2.83%
Training & Materials	175	165	-	340	-	3,053	0.00%
Travel/Lodging/Meals/Trans Expenses	3,053	-	-	3,053	-	1,000	0.00%
Tuition/Registration	1,000	-	-	1,000	48,000	(34,509)	28.11%
Vehicle Repair & Maintenance	7,979	5,512	-	13,491	79,300	(60,239)	24.04%
<b>Total Fire Services</b>	<b>13,384</b>	<b>5,677</b>	<b>0</b>	<b>19,061</b>	<b>166,800</b>	<b>(142,463)</b>	<b>24.04%</b>
<b>Fire and EMS General</b>	-	-	-	-	3,000	(3,000)	0.00%
Auxiliary	-	-	-	-	3,000	(3,000)	0.00%
<b>Total Fire &amp; EMS General</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>(6,000)</b>	<b>0.00%</b>
<b>Capital Expenditures</b>	-	-	-	-	30,000	(30,000)	0.00%
Brush Truck	-	-	-	-	30,000	(30,000)	0.00%
Cascade System	-	-	-	-	5,600	(5,600)	0.00%
Garage Door & Siding	-	-	-	-	29,440	(29,440)	0.00%
Radio Communication Upgrade	0	0	0	0	95,040	(95,040)	0.00%
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101,269</b>	<b>(101,269)</b>	<b>0.00%</b>
<b>Contingency</b>	0	0	0	0	540,074	(436,632)	19.15%
<b>Total Expenses</b>	<b>62,391</b>	<b>13,991</b>	<b>27,060</b>	<b>103,442</b>	<b>843,539</b>	<b>(740,097)</b>	<b>19.15%</b>
<b>Net Change in Fund Balance</b>	<b>\$ (62,391)</b>	<b>\$ (13,991)</b>	<b>\$ 518,160</b>	<b>\$ 441,778</b>			

# Exhibit E

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

Texas First Bank - Checking  
April 21, 2015 - May 18, 2015

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			576,883.89
04/21/15			Property Taxes		14.28	576,898.17
04/21/15			Wire transfer fee	7.00		576,891.17
04/21/15			Transfer to open savings account	100.00		576,791.17
04/30/15			Interest Income		95.98	576,887.15
05/07/15			Property Taxes		10,599.81	587,486.96
05/18/15	1920		Scott Wade	41.33		587,445.63
05/18/15	1921	COUNTRYCORN	Country Corner	65.29		587,380.34
05/18/15	1922	GREENACRES	Green Acres Grocery, Inc.	503.98		586,876.36
05/18/15	1923	GREENACRES	Green Acres Grocery, Inc.	412.57		586,463.79
05/18/15	1924	HEBERTSTRAC	Hebert's Tractor Repiar	889.55		585,574.24
05/18/15	1925	OXFORD	Hubert Oxford, IV	400.00		585,174.24
05/18/15	1926	JCAPPRaisal	Jefferson County Appraisal District	1,389.89		583,784.35
05/18/15	1927	JOHNSONAC	Johnson Air Conditioning	301.43		583,482.92
05/18/15	1928	HEINZ	Joshua C. Heinz	400.00		583,082.92
05/18/15	1929	MER1099	Mary Ellen Robertson, CPA	475.00		582,607.92
05/18/15	1930	SPRINTWASTE	Sprint Waste Services	182.90		582,425.02
05/18/15	1931	VISA4586	VISA	253.45		582,171.57
05/18/15	1932	VISA4594	VISA	151.70		582,019.87
05/18/15	1933	WILBER	Wayne Lynn Wilber	2,500.00		579,519.87
05/18/15	1934	BENCK	Benckenstein & Oxford, L.L.P.	5,588.60		573,931.27
			<b>Totals</b>	<u>13,662.69</u>	<u>10,710.07</u>	<u>573,931.27</u>

Transaction count = 20

# Exhibit F

Received by: Charles Sonnier  
Charles Sonnier  
5/18/2015

**BENCKENSTEIN & OXFORD, L.L.P.**

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

Joshua C. Heinz

jheinz@benoxford.com

May 18, 2015

**Via Hand Delivery**

Charles Sonnier, Chief  
Labelle-Fannett Volunteer Fire Department  
12880 FM 365  
Beaumont, Texas 77705

Re: Jefferson County Emergency Services District No. 4; Demand for Reimbursement of Expenses associated with Labelle-Fannett Volunteer Fire Department Engine 3; B&O File No. 87102.

Dear Chief Sonnier,

It has recently come to the attention of Jefferson County Emergency Services District No. 4 ("District") and its Board of Commissioners ("Board") that, contrary to representations by Labelle-Fannett Volunteer Fire Department ("LFVFD") and its members, the fire apparatus commonly referred to as LFVFD Engine 3, being a 1988 Federal Motors fire engine, VIN 1F9ABAA82J1037283 ("Engine 3"), is not titled, registered or licensed in the State of Texas. Furthermore, the District has been unable to locate any records indicating that LFVFD holds legal title to the apparatus.

The laws of the State of Texas, subject to certain exceptions, none of which apply to this matter, along with the terms of the April 16, 2014 Agreement for Providing Fire Protection Services entered into between the District and LFVFD, require that the District funds be expended only for operation and maintenance expenses that are incurred or directly relate to the provision of fire or emergency medical services in the District.

Because Engine 3 is not registered or licensed, it cannot legally be operated on any roadway in the State of Texas, and thus it is incapable of being utilized in the provision of fire protection and suppression services in the District. Accordingly, the District is unable to expend any funds on Engine 3, and any District funds expended in the past on said apparatus was done in error based on misrepresentations by LFVFD.

District records indicated that it has expended a total of \$4,584.37 for the operation and maintenance of Engine 3 during the period of October 1, 2013 through present, which the Board requests and demands that LFVFD reimburse to the District, in full, within fourteen (14) days of the date of this letter. An itemized expense summary is attached hereto for reference. This amount may be increased upon the District's discovery of any additional funds expended on or in relation to Engine 3.

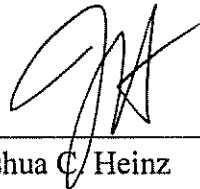
Labelle-Fannett VFD  
May 18, 2015  
Page - 2 -

Additionally, the Board requests and demands that any references to the District, including, but not limited to, the District's Seal, be removed from Engine 3, and that any component or equipment on Engine 3 which was purchased with District funds, or for which LFVFD received reimbursement from the District, be removed from the apparatus and returned to the District, within seven (7) days of the date of this letter.

Lastly, the Board advises LFVFD that Engine 3 should not be used in any way in the District, whether in the provision of fire protection and suppression services or otherwise, and under no circumstances will any future District funds be spent in relation to Engine 3 until LFVFD can provide evidence to the District that it holds legal title and provides the District with proof of same, the apparatus is properly registered, licensed and certificated to be operated on roadways in the State of Texas, and the Board independently determines that the utilization of the apparatus in the provision of fire protection and suppressions services would be beneficial to and in the best interests of the residents and property owners of the District.

Sincerely,

**BENCKENSTEIN & OXFORD, L.L.P.**

By:   
Joshua C. Heinz

JCH/jcr  
Enclosure

cc: Via Hand Delivery  
JCESD No. 4 Board of Commissioners  
Wayne Wilber, District Manager  
Mary Ellen Robertson, District Accountant

## Expenditures on LFFVD Engine 3 by Jefferson Co. ESD No. 4

Inv. Date	GL Date	Vendor	Item	Amount
2014-15		McFerrin	2 yrs. Premiums	1520.00 x
7/14/2014	8/20/2014	Metro Fire Appart. Specialists	Foam Eductor	984.00 x
6/19/2014	7/16/2014	Lone Star Lube Right	Inspection	14.50 x
7/31/2014	9/17/2014	Metro Fire Appart. Specialists	Hyd Bag/Wrench	210.00 x
8/4/2014	9/17/2014	Smart's Truck&Trailer	Air Horn	23.80 x
8/13/2014	9/17/2014	Metro Fire Appart. Specialists	Hooligan/reducer	589.00 x
8/7/2014	9/17/2014	Harbor Freight Tools	Tools 58.98 (half)	29.49 x
9/9/2014	11/18/2014	Advanced Rescue Systems	15 HandleLoks	574.25 x
9/5/2014	9/17/2014	Howard's Auto Supply	Invoice 477038	131.76 x
8/20/2014	11/18/2014	Lowe's	E3 Fill Valve	137.62 x
8/21/2014	11/18/2014	Harbor Freight Tools	Tools 148.14 (half)	74.07 x
11/18/2014	1/19/2015	SETX Interstate Tire & Mech.	Tire Repair	90.00 x
2/6/2015	3/16/2015	Harbor Freight Tools	E3 Tools	37.93 x
10/8/2014	11/18/2014	High Tech Signs	ESD Decals	156.00 x
3/5/2015	not pd yet	Green Acres Grocery	Diesel (Jesse)	11.95 x
				<b>\$4,584.37</b>

Notes: Metro Fire Apparatus Spec 7/31/14- Total \$986 Alloted to E3 \$210  
 Metro Fire Apparatus Spec 8/13/14- Total \$781 Alloted to E3 \$589  
 Green Acres Grocery 3/5/15 Fuel in May 2015 bills to be paid

Expenditures identified as of May 15, 2015 at 2:45 PM, subject to additions.

Vehicle Description:  
 1988 Federal Motors  
 VIN# 1F9ABAA82J1037283  
 TX Exempt LP- 773-292

# Exhibit G

# Quote

**Bidder:** Sosthene Fuselier

**Project Address:**

Cheek Volunteer Fire Department  
8523 Kidd Rd  
Beaumont, TX 77713

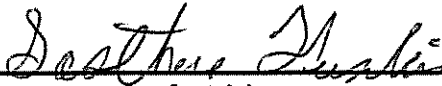
**Description & Price:**

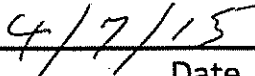
- a. Sheeting Storage Shed (\$2000.00)
- b. Framing End Wall (\$500.00)
- c. Installing Overhead Rollup Door (\$300.00)
- d. Equipment Rental (\$300.00)

**To ESD:**

I propose, as general contractor, to furnish all the labor and equipment that is required to complete the above named project for the sum \$3100.00

Note: Due to the fluctuating cost of materials this price is good for only 30 days from today's date.

  
\_\_\_\_\_  
Signature of Bidder

  
\_\_\_\_\_  
Date

# Quote

**Bidder.** Sosthene Fuselier

**Project Address:**

Cheek Volunteer Fire Department  
8523 Kidd Rd  
Beaumont, TX 77713


**Description & Price:**

- a. Storage Shelving; Material/labor: plywood, paint & 2x2 inch angle iron  
**(\$1040.00)**

**To ESD:**

I propose, as general contractor, to furnish all the labor and equipment that is required to complete the above named project for the sum **\$1040.00**

Note: Due to the fluctuating cost of materials this price is good for only 30 days from today's date.

  
\_\_\_\_\_  
Signature of Bidder

4-7-15

\_\_\_\_\_  
Date

# Exhibit H

# COPIER PROPOSALS FOR LABELLE FANNETT VFD

	#1	#2	#3	#4
	<b>American Office LLC</b>	<b>Am Pan Business Systems</b>	<b>Star Graphics</b>	<b>Office Depot</b>
	<b>Ricoh RPC 3500 Color Copier</b> (Refurbished)	<b>Toshiba e-Studio2330c Digital</b> (Refurbished)	<b>OKI CX2731 Color MFP</b> (New)	<b>Brother MFC-9340CDW</b> (New)
Maximum Pages Per Minute (Black and White)	35	28	31	23
(Color)		23	27	23
Scan	Yes	Yes	Yes	Yes
Fax	Yes	Yes	Yes	Yes
Email	Yes	Yes	Yes	Yes
Warranty	60 Day		Manufacturer 3 Year (Max. 4 Hour Same Day Response if reported by 2:00 P.M.)	One-Year Limited
Delivery and Setup	150		Included with Training	
Service	Can be provided on monthly contract or per service call basis	.015 B&W per copy/print and .08 Per color copy/print (Includes all parts, labor, travel time, drum replacement and toner	.0187 B&W per copy monthly and .09 per color copy as used (Includes all parts, labor, travel, toner, and drum replacement)	Warranty -- 2 Year Extended Avail. For \$80
Cost	\$2,650	\$2,195 or \$65.00 Per Monthly on a 39 Month Lease	\$2,449.11 or \$57.42 Per Month on a 63 Month Lease	\$449.99