

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 June 15, 2020, at the Labelle fire station, located at 12880 FM 365, Beaumont, Texas 77705, pursuant to notice duly posted according to law.

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

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

All of said Board members were present, with the exception of Secretary Walston and Assistant Treasurer Bordes, thus constituting a quorum. Also present were: David Stacey, 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.; and, the individuals listed on the attendance log attached hereto as **Exhibit A**.

Upon establishing that a quorum was present, President Roebuck directed the Board’s attention to Agenda Item No. 3 for public comment, and being as there was none, the Board moved along to Agenda Item No. 4, at which time Mr. Stacey 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 then moved to Agenda Item No. 5 for review of the Minutes of the May 18, 2020 regular meeting. Upon motion by Vice President Reneau and seconded by Treasurer Melton, the proposed minutes were unanimously approved by the Board members present.

Next, President Roebuck directed the Board 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 (9417) - \$425,248.39 as of May 31, 2020, and \$431,949.10 as of June 13, 2020; Texas First Bank savings (1885) - \$200,433.50 as of May 31, 2020 and June 13, 2020; Allegiance Bank money market (6255) - \$227,394.84 as of May 31, 2020 and June 13, 2020; Common Cents Credit Union checking - \$5.00 as of May 31, 2020 and June 13, 2020; and, Common Cents Credit Union CD - \$225,835.90 as of May 31, 2020 and June 13, 2020. The District's total funds on deposit as of June 13, 2020 was \$1,085,622.34. Mrs. Robertson then reviewed with the Board the financial Statement of Activities attached hereto as **Exhibit D**.

The Board was then directed by President Roebuck to Agenda Item No. 7 for review and approval of payment of District's bills. Treasurer Melton and Mr. Stacey reviewed with the Board the District's various monthly expenditures for May, as shown on the Bank Account Registers and Check Lists attached hereto as **Exhibit E**. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the Board members present unanimously approved and ratified the May bill and expenditure payments (Check Nos. 3846-3865, plus the Visa, Entergy, West Jefferson Co. Municipal Water District, Verizon Wireless, and Republic Services auto-debit payments).

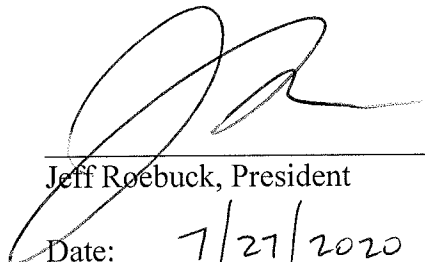
Being as there were no matters to address under Agenda Item No. 8, the Board moved along to Agenda Item No. 9 regarding Tanker 41. Mr. Stacey advised that the cost to make

needed repairs to the apparatus would exceed its value, and the unit has exceeded its normal life expectancy (1988 Ford, VIN: FDYL90A9JVA20237), and thus he recommended that the tanker be declared as salvage property and sold through auction. Upon motion by Vice President Reneau and seconded by Treasurer Melton, the Board unanimously declared Tanker 41 as salvage property and authorized the sale of same at auction.

The Board was then directed to Agenda Item No. 10 regarding the timeline for preparing and adopting the District's 2020-21 budget and 2020 property tax rate. Treasurer Melton will get with Mr. Stacey, Mrs. Robertson and Mr. Heinz to schedule a budget workshop.


Thereafter, the Board moved to Agenda Item No. 11, at which time the Board and others in attendance discussed the status of the Fannett station and other property in Fannett owned by the District. Board will consider proposed action on said Fannett property at its next meeting.

Being as there were no report from counsel or other matters to come before the Board under Agenda Item Nos. 12 and 13, the regular meeting was adjourned at approximately 6:30 p.m.



Jeff Roebuck, President
Date: 7/27/2020

ATTEST:



Randy Walston, Secretary
Date: 7/27/2020

Exhibit A

JEFFERSON COUNTY ESD No. 4

Regular Board Meeting

June, 15, 2020

SIGN-IN SHEET

1 Mark Winstead 4131

2 Randy Lyday 4110

3 Pat

4 _____

5 _____

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

Exhibit B

ADMINISTRATORS REPORT

June 15, 2020

Labelle Station:

1. Flag Pole halyard has been re-strung thanks to State Highway Dept.
2. AC was not working correctly. Main room's outside units fan was not working. Called Vaugh's and they came out and repaired. Also both units were serviced.
June 2
3. Generator: ASCO, came out and replaced coil on the transfer switch. June 4
4. Called John Baker with South something power to replace the "Auto switch" on the generator June 4. Text him again, June 12.
5. A piece of insulation has fallen in the meeting room. Thin piece on the south wall in front of my office.

Fannett Station:

1. Trailer which had PPE for the COVID emergency has been picked up.

Cheek Station:

1. **Tanker 41:** Recommend sale of T41 as surplus
 - a. Cost of tires alone would be right at \$5,000.
 - b. Tank is starting to leak again in the rear.
 - c. Front End needs work,
 - d. Pump needs testing
 - e. Most of the gauges don't work.
 - f. Very very slow
 - g. Brakes worked fine.
 - h. Drove straight
 - i. Helping Hands program with TTFS: We would give the Tanker to another department in need. Chief Hansen will discuss it.

Apparatus/Equipment:

1. LMTV (B41):
 - a. Repaired door mechanism 6-1-20
 - b. 6-2-20, brought LMTV to Siddons for Air Filter to be installed.

- c. Changed oil, put on cut off valve, filter. (6/9/20, Tuesday)
- d. Was used for a Tractor Fire 6-11-20
- e. Missing bushings on the rear stabilizer, they are completely gone. Obtained quotes, both around \$1200

ESD :

1. **Unit 4:** As of June 8, 2020: Still waiting on Parts: Console, Light Bar
2. Tshirts and Caps were picked up from Trendsetters in Fannett
3. "Forestry Service" LMTV Status:
 - a. Emailed step 2 to the State. It included Export compliance form and
 - b. *Step 3: Delivery, June 9, 2020, (last Tuesday)*
 - c. *Step 4, get it insured: Insured on June 11, 2020. \$600 yr*
 - d. *Step 5 is to paint and repair: It will be painted by the next meeting.*
 - e. *Step 6 will be to get paint and repairs approved and then title change*
 - f. *Step 7 will be to get skid unit, install, and get approved*
 - g. *Step 8, we'll have to keep it one year then its ours, free and clear.*
4. State Required Cyber Security class completed by David Stacey: Online
5. Talking with other ESD's about Fire Billing
 - a. Talked to Daniel at ESD 3. They use a Company that charges 22% of billed amount. This company will automatically pull down the runs on fire and EMS, where HCP you have to send them the information.
 - b. Talked with Health Claims Plus that we currently use and they will charge 10% or billed amount.
6. District Manager, David Stacey's Credit Card activated
7. Dept. Fire Extinguishers have been inspected and good to go.
8. Sanda and I are signed up for a WebCast at 6:30 tonight on the new process for 2020 budgets.

New Vendors: None

VFIS:.

1. A notice of Nonrenewal of Insurance was sent from American Alternative Insurance Corporation which expires in 10/3/20. VFIS sent a letter with it

stating that they are transitioning from American Alternative to National Union Fire Insurance Company.

2. Called and got New LMTV insured for \$60,000 at \$600 a yr.

Communications:

1. Charles Sonnier with Texas Fire and Rescue Tools stopped by for a visit and discussed his willingness to help with training and to give good service and pricing as a vendor.
2. Glen Hasting, VFIS will be meeting with me on Wednesday the 17th.

Policy Manual

I have been reading thru the minutes since the inception of the ESD, and started a note book of policies I find. Most of the Policies need to be reviewed and amended due to changes in the ESD and Fire Dept.

Emergency Reporting:

EMS: One bill auto deposited on June 3, from a run in February. This is one of the runs Scott had to track down.

FIRE:

1. Trained a few members on doing "Rig Checks"
2. Starting to enter maintenance on Apparatus. This module tracks labor amounts, parts price, shipping and dates.

Inventory: Is Still being worked on.

Very little inventory was imputed this month. I'm trying to get the Policy and Procedure notebook complete so that I can go full steam on the Inventory.

Jefferson County ESD No. 4
Chief's Report
15 JUNE, 2020

1. Station Status:

LaBelle STA #1: Operational – Engine & Tanker in service.
Fannett STA #2: Operational – All apparatus in service.
Cheek STA #3: Operational – Engine & Reserve Tanker in service

2. Apparatus Status:

E41 – In Service
T41 – Out of Service
B41 – Out of Service – Rear bushings and water leaks
E42 – In service
T42 – In service
B42 – In Service
E43 – In service
T43 – In service (temporarily relocated to LaBelle)
B43 – In service
MED4 – In Service
U4 – Awaiting Delivery (equipment installation)

3. Membership: No changes to membership.

4. Training: Normal bi-monthly training resumes for June 2020 as follows:

Full department meeting and training session scheduled for Monday 6/22/20.

EMS Training scheduled for Monday 6/29/2020.

- 5. Fire/EMS Operations:** **A.** COVID-19 Policies and procedures remain in place for all emergency responses and are in alignment with regional FIRE/EMS policies. **B.** B41 has responded to two incidents since outfit of emergency equipment. Maintenance items pending. **C.** Second LMTV has been delivered and ESD4 has 180 days to make ready for title delivery. This primarily entails painting over the current military paint scheme on main visible surfaces. Undercarriage coating not required. Skid unit grant funds may be requested upon completion of make-ready items and delivery of title. Missing turret cover/lid has been sourced through the Texas Facilities Commission at no charge.
- 6. Fire/EMS Administration:** **A.** Assistance needed with development of written guidance for handling of routine and FOIA records requests. **B.** Records management training was postponed due to COVID-19. Online sessions remain available. **C.** Mutual-aid agreement is still in draft between Acadian Ambulance and ESD4. Delayed by COVID-19. Still awaiting draft proposal from Acadian Ambulance. **E.** Hurricane Preparedness meeting with Emergency Management and County ESDs has been tentatively scheduled for early July 2020.

Jefferson County Emergency Services District #4

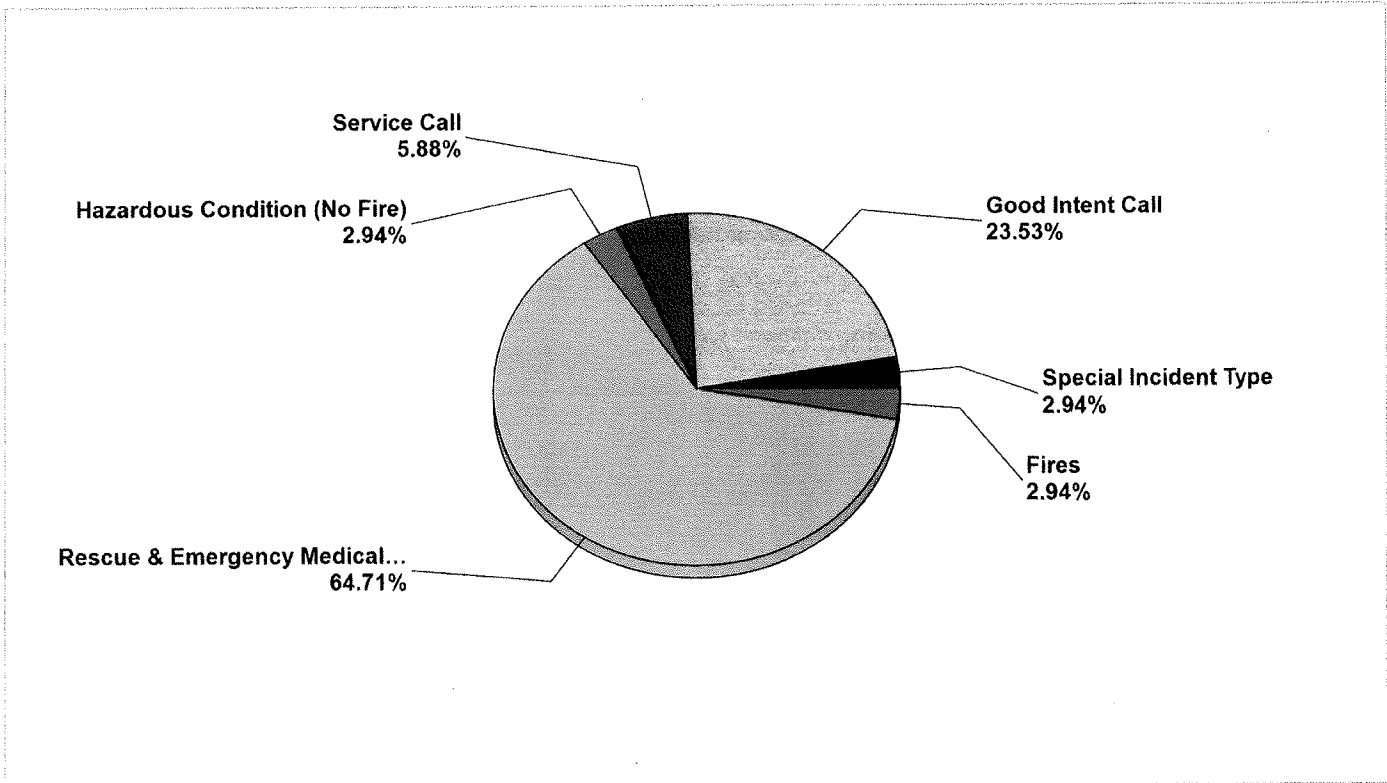
Beaumont, TX

This report was generated on 6/15/2020 4:19:00 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2020 | End Date: 05/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	2.94%
Rescue & Emergency Medical Service	22	64.71%
Hazardous Condition (No Fire)	1	2.94%
Service Call	2	5.88%
Good Intent Call	8	23.53%
Special Incident Type	1	2.94%
TOTAL	35	102.94%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Jefferson County Emergency Services District #4



Beaumont, TX

This report was generated on 6/15/2020 4:13:05 PM

Response Percentage per FDID per Personnel for Incident Types for Personnel

Personnel: All Personnel | Incident Type(s): All Incident Types | Start Date: 05/01/2020 | End Date: 05/31/2020

Personnel	Calls Attended	% of Calls for Selected Incident Types
FDID: NH306		
Acadian, Ambulance	24	68.6%
Arceneaux - 4144, Jesse	6	17.1%
Breed - 410, Johnny	2	5.7%
Byers - 4139, Timothy	1	2.9%
DiBonaventura - 4102, Carlo A	3	8.6%
Hansen - 401, Jeremy	6	17.1%
Kester - 4115, Kevin	3	8.6%
Kester - 4124, Ashley	6	17.1%
Kester - 4125, Claudia	6	17.1%
Kester - 4223, Joshua	5	14.3%
Kirkgard - 4117, Kendall (Brady)	19	54.3%
Longoria - 4205, David	6	17.1%
Lyday - 4110, Randy	12	34.3%
Salles - 4226, Paul	1	2.9%
Sanders - 402, Casey	1	2.9%
Stacey - 420, David	2	5.7%
Tatroe - 4138, John	3	8.6%
Vasquez - 4111, Angel	3	8.6%
Winstead - 4131, Mark	15	42.9%
Total Incidents for FDID NH306	35	

Total Incidents for all FDIDs 35

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

BANK ACCOUNT BALANCES AS OF JUNE 15, 2020

	5/31/2020	Includes deposits	6/13/2020
	Ending Balance	Listed Below	Balance
First State Bank <i>Texas First Bank</i>			
Checking Account	\$ 425,248.39	\$ 431,949.10	\$ 431,949.10
Public Funds Savings	\$ 200,433.50	\$ 200,433.50	\$ 200,433.50
TOTAL AT FIRST BANK	\$ 625,681.89	\$ 632,382.60	\$ 632,382.60
PLUS			
Allegiance Bank CD	\$ 227,394.84	\$ 227,394.84	\$ 227,394.84
Common Cents Credit Union	\$ 225,839.90	\$ 225,839.90	\$ 225,839.90
CD With Maturity Date of 1/24/2021			
Original Deposit of \$225,000.00			
Share Account (Regular)	\$ 5.00	\$ 5.00	\$ 5.00
TOTAL	\$ 1,078,921.63	\$ 1,085,622.34	\$ 1,085,622.34
Checks Today totaling			\$ 20,156.86
Leaving Balance of			\$ 1,065,465.48

Deposits in June 2020 are:	
6/03/2020 Novitas Medicare	\$ 372.11
6/08/2020 Jefferson County Tax Dep.	\$ 8,148.28
6/12/2020 Deposit	\$ 116.26
Total Deposits Since Month-End	\$ 8,264.54



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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: 1

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

Account Number: 10229417
Statement Date: 5/31/20
Checks/Items Enclosed: 22

EM

PUBLIC FUNDS TIERED INT. JEFFERSON COUNTY EMERGENCY Acct 10229417
SERVICES DISTRICT No. 4

Table with 4 columns: Description, Date, Amount, and Flag. Rows include Beginning Balance, Deposits / Misc Credits, Withdrawals / Misc Debits, Ending Balance, Service Charge, Interest Paid Thru, Interest Paid Year To Date, Annual Percentage Yield Earned, Number of Days for A.P.Y.E., Average Balance for A.P.Y.E., Minimum Balance, and Enclosures.

FEE RECAP

Table with 3 columns: Description, Total for this period, and Total year-to-date. Rows include Total Overdraft Fees and Total Returned Item Fees.

DEPOSITS AND OTHER CREDITS

Table with 3 columns: Date, Deposits, and Activity Description. Rows include deposits on 5/05, 5/13, and 5/21, and interest paid on 5/29.



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BOOKKEEPING
(409) 948-1993

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10229417
Statement Date: 5/31/20

DEBITS AND OTHER WITHDRAWALS

Table with columns: Date, Withdrawals, Activity Description. Rows include VERIZON WIRELESS/PAYMENTS, ENTERGY TEXAS, I/BANK DRAFT, and VISA/PAYMENT.

CHECKS PAID

* indicates skip in check numbers

Table with columns: Date, Check No., Amount, Date, Check No., Amount, Date, Check No., Amount. Rows show check numbers 3807, 3825*, 3826, 3827, 3828, 3829, 3830, 3831, 3832, 3833, 3834, 3835, 3836, 3837, 3839*, 3840, 3841, 3843*, 3844, 3845.



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BOOKKEEPING
(409) 948-1993

Page: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10229417
Statement Date: 5/31/20

DAILY BALANCE SUMMARY

Table with 6 columns: Date, Balance, Date, Balance, Date, Balance. Rows show daily balances from 5/01 to 5/29.

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 20041885

Summary table with columns for Description, Date, Amount, and asterisks (**). Rows include Beginning Balance, Deposits, Withdrawals, Ending Balance, Service Charge, Interest Paid, etc.

DEPOSITS AND OTHER CREDITS

Table with 3 columns: Date, Deposits, Activity Description. Row shows 5/29 deposit of 17.02 for Interest Paid.

DAILY BALANCE SUMMARY

Table with 6 columns: Date, Balance, Date, Balance, Date, Balance. Row shows 5/29 balance of 200,433.50.



Texas First Bank Public Funds Tiered Int. **9417

Available Balance
\$431,949.10

Last Updated: 6/13/2020 4:14 PM

Start Date	End Date	Transaction Type
6/1/2020	<input type="text" value="31"/> to 6/13/2020 <input type="text" value="31"/>	
Description	Min Amount	Max Amount
	\$0.00	to \$0.00

Check #
to

Apply Filters Reset

Date ▾	Description ▾	Amount ▾
JUN 12 2020	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	(\$163.65)
JUN 12 2020	Deposit	\$116.26
JUN 11 2020	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	(\$177.81)
JUN 10 2020	ENTERPRISE GUARD/9493357080 M42048136379 DAVID STACEY	(\$100.00)

JUN 8 2020	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	(\$64.69)
JUN 4 2020	☞ Check - 3838	(\$1,000.00)
JUN 4 2020	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	\$8,148.28
JUN 3 2020	VERIZON WIRELESS/PAYMENTS 094212557100001 0000000094212557100001	(\$419.74)
JUN 3 2020	VERIZON WIRELESS/PAYMENTS 064225772500001 0000000064225772500001	(\$10.05)
JUN 3 2020	NOVITAS/HCCCLAIMPMT TRN*1*804092241*1205296137~ 1790256071 JEFFERSON COUNTY EMERG	\$372.11
MAY 29 2020	Interest Paid	\$54.94
MAY 29 2020	☞ Check - 3843	(\$907.92)

Page totals: Credits: [4] **\$8,691.59** | Debits: [8] **(\$2,843.86)**



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



Account Number 1086255
Statement Date 05/29/2020
Statement Thru Date 05/31/2020
Checks/Items Enclosed 0
Page 1

Return Service Requested
00001075 TA093D05302003470600 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 allegiancebank.com

00001075 0002459 0001-0001

Relationship Summary

Account Type	Balance
DEPOSIT ACCOUNTS	\$227,394.84

PF NON MUD MMA

Account Number: 1086255

Balance Summary

Beginning Balance as of 05/01/2020	\$227,260.10
+ Deposits and Credits (1)	\$134.74
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 05/31/2020	\$227,394.84
Maintenance Fees for Period	\$0.00
Minimum Balance for Period	\$227,260.00

Earnings Summary

Interest for Period Ending 05/31/2020	\$134.74
Interest Paid Year to Date	\$956.80
Annual Percentage Yield Earned (APYE)	0.70%
Average Balance for APYE	\$227,260.10
Number of Days for APYE	31

DEPOSITS AND OTHER CREDITS

Date	Description	Deposits
May 29	INTEREST PAID	134.74

FEE RECAP

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

DAILY BALANCE SUMMARY

Date	Balance
May 29	\$227,394.84



Activity - Deposit Accounts

Report created: 06/13/2020 05:01:46 PM (ET)
Account: 113025723 • *6255 • Checking • Checking-6255 • Available \$227,394.84
Date range: 5/31/2020 to 6/13/2020
Transaction types: All transactions
Detail option: Includes transaction detail

113025723 • *6255 • Checking • Checking-6255 • Available \$227,394.84

No items to display

 **Print Now**

Welcome to Online Banking.

Last Login: 10:16 AM CDT May 31, 2020
Last Failed Login: 11:16 PM CDT June 13, 2020

Account Information

My Accounts

Regular Share Account
1 Year CD Promotion
03/01

**Available
Balance:**
\$0.00
\$224,839.90

**Current
Balance:**
\$5.00
\$225,839.90

Messages



0 New Messages

Email Address

Sandra.Melton@jcesd4.com

Credit Union News

You can earn a higher dividend rate on your cash! Just do simple things, like switch to free e-Statements. Ask for Kasasa!!

Browser Information

This site has been optimized for Internet Explorer, Netscape and Mozilla.

Exhibit D

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

	1 Month Ended 5/31/2020 Actual	8 Months Ended 5/31/2020 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 6,170	\$ 559,413	\$ 565,000	\$ (5,587)	99.01%
EMS Billing	714	3,693	10,000	(6,307)	36.93%
Grants	-	6,000	10,000	(4,000)	60.00%
Interest Income	207	7,336	6,500	836	112.86%
Other Income	-	178,144	1,500	176,644	11876.27%
Sale of Equipment	-	135,000	135,000	0	100.00%
Total Revenue	<u>7,091</u>	<u>889,586</u>	<u>728,000</u>	<u>161,586</u>	<u>122.20%</u>
Operating Expenses					
Accounting	550	6,350	16,000	(9,650)	39.69%
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	-	1	100	(99)	1.00%
Cable	38	38	-	38	0.00%
Cleaning & Building Maintenance/Repairs	553	8,228	20,000	(11,772)	41.14%
District Manager	5,000	22,500	30,000	(7,500)	75.00%
Dues & Fees	-	50	4,000	(3,950)	1.25%
Insurance - VFIS District	-	-	2,800	(2,800)	0.00%
Interest Expense	-	1,890	8,586	(6,696)	22.01%
Internet	239	839	2,700	(1,861)	31.07%
Lawn Service	320	1,570	7,000	(5,430)	22.43%
Legal/Professional	2,150	14,191	16,000	(1,809)	88.69%
Lodging/Meals/Travel & Regist ESD	-	573	3,000	(2,427)	19.10%
Note Payable-Comm. First Nat'l (2019 Spartan)	-	-	38,524	(38,524)	0.00%
Note Payable-Dallas Bank&Trst(3000gal Tanker)	-	31,106	31,106	-	100.00%
Note Payable-First Financial (Mini Pumper)	-	39,787	39,939	(152)	99.62%
Office Supplies & Postage	229	861	1,500	(639)	57.40%
Small Equipment Purchases (less than \$5,000)	266	3,782	500	3,282	756.40%
Tax & Appraisal Fees	487	10,308	15,000	(4,692)	68.72%
Telephone/Cell Phone	223	809	2,000	(1,191)	40.45%
Utilities	426	3,816	8,000	(4,184)	47.70%
Water & Garbage	272	2,553	4,000	(1,447)	63.83%
Total Operating Expenses	<u>10,753</u>	<u>149,252</u>	<u>251,755</u>	<u>(102,503)</u>	<u>59.28%</u>

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

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

	1 Month Ended 5/31/2020 Actual	8 Months Ended 5/31/2020 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Emergency Medical Services					
Billing - Admin. Fees	13	90	500	(410)	18.00%
Billing - Collection Fees	180	369	1,000	(631)	36.90%
Data/Connectivity (Phone)	48	144	500	(356)	28.80%
Equipment (New/Repair/Testing)	-	3,023	6,500	(3,477)	46.51%
Fuel	25	418	2,000	(1,582)	20.90%
Medical Supplies	190	2,933	6,000	(3,067)	48.88%
Software Service (Smart Phone App)	-	-	2,500	(2,500)	0.00%
Tuition/Reg/Certification/Dues	1,000	1,114	10,000	(8,886)	11.14%
Vehicle Repair & Maintenance	-	486	5,000	(4,514)	9.72%
Total Emergency Medical Services	<u>1,456</u>	<u>8,577</u>	<u>34,000</u>	<u>(25,423)</u>	<u>25.23%</u>
Fire Services					
Air-Pack SCBA Inspection & Repair	-	795	6,000	(5,205)	13.25%
Certification Dues	-	250	1,000	(750)	25.00%
Dispatch Services/Edispatches	-	22,350	22,000	350	101.59%
Equipment, Boots, Gloves-Insp/Repairs	-	1,512	6,500	(4,988)	23.26%
Fire Chief	1,250	8,750	15,000	(6,250)	58.33%
Fire Field Meals	-	114	1,000	(886)	11.40%
Fire Uniforms	908	908	4,000	(3,092)	22.70%
Fuel	293	2,581	6,000	(3,419)	43.02%
Insurance - Prop. & Liab.	(1,857)	33,409	31,500	1,909	106.06%
Insurance - Worker's Compensation	-	(120)	3,600	(3,720)	-3.33%
Maintenance & Repairs - Radios	-	5,960	1,500	4,460	397.33%
Personal Protection Equipment	-	4,442	25,000	(20,558)	17.77%
Personal Protective Equipment - Inspection	-	36	3,000	(2,964)	1.20%
Quartermaster/Station Attendant	795	4,436	13,000	(8,564)	34.12%
Small Equipment Purchases	38	7,063	17,300	(10,237)	40.83%
Software - Emer Reporting	-	2,588	3,000	(412)	86.27%
Supplies - Fire	69	792	7,500	(6,708)	10.56%
Supplies - Hoses/Nozzles/Tarps	-	-	7,500	(7,500)	0.00%
Training & Materials/Tuition/Registration	-	675	10,000	(9,325)	6.75%
Travel/Lodging/Meals/Trans Expenses	-	-	5,000	(5,000)	0.00%
Vehicle Repair & Maintenance	336	28,978	27,500	1,478	105.37%
Total Fire Services	<u>1,832</u>	<u>125,519</u>	<u>216,900</u>	<u>(91,381)</u>	<u>57.87%</u>
Capital Expenditures					
Bldg. Improvements - LaBelle	-	-	18,000	(18,000)	0.00%
E43 - Hose/Reflectors Storage	-	-	12,500	(12,500)	0.00%
Four Backup Cameras	-	-	10,000	(10,000)	0.00%
LMTV Improvements	48	48	10,000	(9,952)	0.48%
Radio Communication Upgrade	-	27,839	28,000	(161)	99.43%
Thermal Camera	-	-	10,000	(10,000)	0.00%
Total Capital Expenditures	<u>48</u>	<u>27,887</u>	<u>88,500</u>	<u>(60,613)</u>	<u>31.51%</u>
Contingency					
Contingency	-	33,377	20,000	13,377	166.89%
Total Contingency	<u>0</u>	<u>33,377</u>	<u>20,000</u>	<u>13,377</u>	<u>166.89%</u>
Total Expenses	<u>14,089</u>	<u>344,612</u>	<u>611,155</u>	<u>(266,543)</u>	<u>56.39%</u>
Net Change in Fund Balance	<u>\$ (6,998)</u>	<u>\$ 544,974</u>	<u>\$ 116,845</u>		

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

Exhibit E

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

Texas First Bank - Checking
May 19, 2020 - June 15, 2020

Check Number	Check Date	Payee	Amount
Vendor Checks			
3846	06/15/20	24 Hr Safety	343.13
3847	06/15/20	ASCO Power Services, Inc.	1,312.50
3848	06/15/20	Bound Tree Medical, LLC	693.32
3849	06/15/20	Green Acres Grocery, Inc.	84.28
3850	06/15/20	Jeremy D. Hansen	1,250.00
3851	06/15/20	Joshua C. Heinz	400.00
3852	06/15/20	J.R. Edwards & Associates, LLC	7,000.00
3853	06/15/20	Patrick L. Larson	2,500.00
3854	06/15/20	Love's Travel Stops & Country Stores	224.81
3855	06/15/20	Randy Lyday	45.00
3856	06/15/20	Mary Ellen Robertson, CPA	550.00
3857	06/15/20	Hubert Oxford, IV	400.00
3858	06/15/20	P. C. Market and Hardware	41.40
3859	06/15/20	Siddons-Martin Emergency Group, LLC	886.38
3860	06/15/20	David M. Stacey, Jr.	3,250.00
3861	06/15/20	Joyce M. Stacey	60.00
3862	06/15/20	Unlimited Lawn Care DBA of D-S Landscape Inc.	526.25
3863	06/15/20	VAUGHN'S AIR CONDITIONING CO	320.00
3864	06/15/20	Wildfire Truck & Equipment Sales, LTD.	269.79
3865	06/15/20	Benckenstein & Oxford, L.L.P.	142.08
Vendor Check Total			<u>20,298.94</u>
Check List Total			<u>20,298.94</u>

Check count = 20

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

Texas First Bank - Checking
May 19, 2020 - June 15, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			422,744.36
05/19/20		REPUBLIC	REPUBLIC SERVICES #862	93.19		422,651.17
05/19/20		REPUBLIC	REPUBLIC SERVICES #862	93.19		422,557.98
05/21/20			Refund from Canceled Coverage, R41, U4, Old E41,		1,973.74	424,531.72
05/26/20		VISA 8924	VISA	408.38		424,123.34
05/29/20			Intrest Paid on Checking, May 2020		54.94	424,178.28
06/15/20	3846	24HRSAFETY	24 Hr Safety	343.13		423,835.15
06/15/20	3847	ASCO	ASCO Power Services, Inc.	1,312.50		422,522.65
06/15/20	3848	Bound	Bound Tree Medical, LLC	693.32		421,829.33
06/15/20	3849	GREENACRES	Green Acres Grocery, Inc.	84.28		421,745.05
06/15/20	3850	HANSEN	Jeremy D. Hansen	1,250.00		420,495.05
06/15/20	3851	HEINZ	Joshua C. Heinz	400.00		420,095.05
06/15/20	3852	JREDWARDS	J.R. Edwards & Associates, LLC	7,000.00		413,095.05
06/15/20	3853	PLARSON	Patrick L. Larson	2,500.00		410,595.05
06/15/20	3854	LOVES	Love's Travel Stops & Country Stores	224.81		410,370.24
06/15/20	3855	LYDAY	Randy Lyday	45.00		410,325.24
06/15/20	3856	MER1099	Mary Ellen Robertson, CPA	550.00		409,775.24
06/15/20	3857	OXFORD	Hubert Oxford, IV	400.00		409,375.24
06/15/20	3858	PCMARKET	P. C. Market and Hardware	41.40		409,333.84
06/15/20	3859	SIDDONS	Siddons-Martin Emergency Group, LLC	886.38		408,447.46
06/15/20	3860	STACEY	David M. Stacey, Jr.	3,250.00		405,197.46
06/15/20	3861	JOYCES	Joyce M. Stacey	60.00		405,137.46
06/15/20	3862	UNLIMITED	Unlimited Lawn Care DBA of D-S Landscape Inc.	526.25		404,611.21
06/15/20	3863	VAUGHNS AC	VAUGHN'S AIR CONDITIONING CO	320.00		404,291.21
06/15/20	3864	WILDFIRE	Wildfire Truck & Equipment Sales, LTD.	269.79		404,021.42
06/15/20	3865	BENCK	Benckenstein & Oxford, L.L.P.	142.08		403,879.34
			Totals	<u>20,893.70</u>	<u>2,028.68</u>	<u>403,879.34</u>

Transaction count = 25

Jefferson County Emergency Services District No. 4
Bank Account Register

Texas First Bank - Savings
May 19, 2020 - June 15, 2020

Date	Reference	Description	Checks/ Payments	Deposits/ Additions	Balance
05/29/20		Beginning Balance Intrest Paid on Savings, May 2020		17.02	200,416.48 200,433.50
		Totals	<u>0.00</u>	<u>17.02</u>	<u>200,433.50</u>

Transaction count = 1

Jefferson County Emergency Services District No. 4
Bank Account Register
 Allegiance Bank Money Market
 May 19, 2020 - June 15, 2020

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
05/29/20			Beginning Balance Interest on Money Market Account, May 2020		134.74	227,260.10 227,394.84
			Totals	<u>0.00</u>	<u>134.74</u>	<u>227,394.84</u>

Transaction count = 1

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

March 31, 2020 - June 15, 2020

Date	Reference	Journal	Description	Beginning Balance	Current Amount	Period End Balance
000-1013-00	Common Cents Credit Union - 1 Yr. CD			225,000.00		
03/31/20	6.01		To record interest @ 3/31/20 - Common Cents - CD		<u>839.90</u>	
			Totals for 000-1013-00		<u>839.90</u>	<u>225,839.90</u>
000-1014-00	Common Cents Credit Union - Savings			5.00		
			Totals for 000-1014-00		<u>0.00</u>	<u>5.00</u>
			Report Total			<u>225,844.90</u>