

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 July 17, 2017, 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 Vice President Reneau, thus constituting a quorum. Also present were: Doug Saunders, District Manager; Dwayne Morvant, 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 Chief Morvant reviewed his Chief's Report with the Board, and then Mr. Saunders reviewed and discussed his Manager's Report with the Board. The written Chief's Report and Manager's Report are attached hereto as **Exhibit B**.

The Board was then directed to Agenda Item No. 5 for review of the Minutes of the June 19, 2017 regular meeting. Upon motion by Assistant Treasurer Bordes and seconded by Treasurer Melton, the proposed minutes were unanimously approved by the Board.

Next, President Roebuck directed the Board to Agenda Item No. 6, at which time Treasurer Melton reported that the District's Texas First Bank checking account balance was \$315,959.68 as of June 30, 2017 and \$326,384.75 as of July 16, 2017, and that the District's Texas First Bank savings account balance was \$200,489.08 as of June 30, 2017 and July 16, 2017, as reflected in the account statements attached hereto as Exhibit C. Mrs. Robertson then reviewed with the Board the District's monthly Statement of Activities, a copy of which is attached hereto as Exhibit D.

The Board was then directed by President Roebuck to Agenda Item No. 7 for payment of the District's bills. Treasurer Melton 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 Secretary Walston, the Board members unanimously approved payment of the bills and expenditures as reflected in the Bank Account Register (Check Nos. 90003 and 2452-2476, as well as the electronic payroll and utility payments).

Thereafter, the Board moved along to Agenda Item No. 8, at which time Mr. Saunders advised the Board of the plan to move the District's mini-pumper from the Cheek station to the Fannett station, and move a rescue truck from the Labelle station to the Cheek station. Mr. Saunders indicated that the Cheek volunteers are requesting that storage compartments be added to the rescue truck in which they can store emergency

equipment. Additionally, Mr. Saunders requested that the Board authorize the purchase of a new set of electric extrication tools for the mini-pumper, since the set currently on said apparatus will stay at the Cheek station and be placed on the rescue truck. MES provided a quote for two different models of demo Hurst extrication tools, with prices ranging from \$\$26,701.71 to \$28,303.14, plus a demo model adapter costing \$553.13. A copy of the quote is attached hereto as **Exhibit F**. Though there were questions from the Board regarding Cheek's response history and member participation, Mr. Saunders recommended that the Board approve the purchase because the District would be saving approximately \$5,000.00 on the available demo models. After discussing the budget and proposed amendments thereto, President Roebuck made a motion to approve the extrication tool and adapter purchase at a cost not to exceed \$29,000.00, which was seconded by Secretary Walston and unanimously approved by the Board.

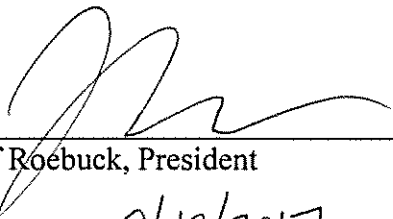
Thereafter, the Board was directed ahead to Agenda Item No. 10 regarding the proposed 2016-17 budget amendments. Mrs. Robertson reviewed the proposed amendments with the Board, and they also included an amendment for the extrication tool purchase approved under Agenda Item No. 8. Upon motion by Assistant Treasurer Bordes and seconded by Treasurer Melton, the Board members present unanimously approved the amended budget, a copy of which is attached hereto as **Exhibit G**.

The Board's attention was then directed back to Agenda Item No. 9, at which time President Roebuck advised the Board that he had met privately with Chief Morvant, who has indicated that he will not continue to serve as District Fire Chief for less than \$2,500.00 per month, and that Chief Morvant was unaware that the Board had approved a \$1,250.00 monthly compensation rate for him and the District Manager at the prior


regular meeting. Mr. Heinz advised the board that the District Chief's compensation was not on the agenda, and therefore the Board would need to include on the next meeting agenda and delay any action of Chief Morvant's demand until then. Chief Morvant then indicated that he would continue as the District Fire Chief until the Board takes up the matter at its next regular meeting.

Next, under Agenda Item No. 11, the Board discussed preparation of the District's 2017-18 budget and timeline for approving same and setting the 2017 tax rate. The finance committee members are going to meet with Mr. Saunders and Mrs. Robertson to work on the budget draft.

Then, being as there were no discussions under Agenda Item Nos. 12 and 13, the regular meeting was adjourned at approximately 7:00 p.m.



Jeff Roebuck, President
Date: 9/10/2017

ATTEST:


Randy Walston, Secretary Charlie Reneau, VP
Date: 9/10/2017

Exhibit A

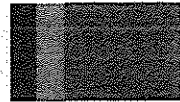
Jefferson County Emergency Services District #4 - General Meeting on July 17, 2017

Attendee's Sign-In Sheet - Please print the information requested below.

<u>Name</u>	<u>Unit, Dept., Citizen</u>
1. <u>Scott Wade</u>	<u>440</u>
2. <u>DENNIS GIFFORD</u>	
3. <u>CARA GIFFORD</u>	
4. <u>Carrie Sanders</u>	
5. <u>Pat Hansen</u>	
6. _____	
7. _____	
8. _____	
9. _____	
10. _____	
11. _____	
12. _____	
13. _____	
14. _____	
15. _____	

Exhibit B

District Manager Report
July 17th, 2017



Commissioners:

The following items have been complete or started since June 19th meeting.

Administrative Assistant

Identified past due invoices and have contacted the company to clarify amounts.

Established new accounts for Coastal Gas (O2) and Physio Control (Cardiac Monitors) previously in LBVFD

Complete Cheek VFD Forestry Grant order

Security light repaired at Cheek Station

Ordered and installed mailbox at Labelle Station for District Mail. D. Saunders, D. Diaz, D. Morvant will have keys.

Notification of new points of contact for accounts payable

Established point of contact for skid unit and arranged payment (2 months past due)

Office organization and technology interfaces (assistant will need updated laptop with cell phone)

District Manager

Stations and apparatus have been evaluated and issues identified that need repair and discussed with District Fire Chief.

Stations

Fannett – Electrical Issues, Antenna Tower and removal of LBVFD signs or station and equipment. Housekeeping issues, security lighting and removal of out of service equipment.

Labelle- Removal of LBVFD signs, graphics and equipment, District Chief requested new TV for training in meeting room, Ladies Auxiliary to remove contents of items in storage



container and storage container removed from property. Permission granted for ladies' auxiliary to purchase new storage building and place on property for storage. Computers for training officer and Fannett Station approved. Daily maintenance items approved. Cease all purchases until District Manager approval.

District Fire Chief

The following items have been discussed and requested for the District Fire Chief to provide in the next 90 days.

- * 1, 3 and 5-year plan on apparatus replacement and station assignments.
- * Member activity and District Fire Chief report to be presented at meeting.
- * Hose, Ladder and Pump test be completed
- * Application process for new members be initiated
- * Develop a presentation on providing ambulance service with projected cost and historical data on funds recovery and projected annual calls for service
- * Advise members of the Department to follow the chain of command on formal request and organizational structure within the District.
- * Identify and needed updates for current standard operating guidelines and personal policy. Develop training officer position and description.
- * Update of EMS or FRO status and agreements
- * Request that are pending are graphic change on all apparatus
- * Fire Chief cell phone (contract change) and surface pro computer for use (17-18 budget)

Agenda Request

The administrative assistant access to accounting software to enter invoices. there will be a monetary value with this access but will provide a more efficient way of conducting daily business. The ESD should work toward becoming self-sufficient for monthly account payable activities with accountant providing oversight for audit and spending policy being followed.

Approval of contract labor to work on Fridays (as needed) at rate of \$10.00 per hour to aid with housekeeping, moving items to storage. SCBA checks, and apparatus readiness.

Supervised by District Fire Chief or District Manager

Credit Card for Administrative Assistant with \$500.00-dollar limit. Cell phone for business use only.

Please contact me if you have any questions prior to the meeting to discuss.

Thank You,

Doug

Your Name





Jefferson County Emergency Service District #4

LaBelle Station

12880 FM 365, Beaumont, Texas 77705

P.O. Box 154 Hamshire Texas 77622

Chief Dwayne Morvant 409-543-8857

Deputy Chief Jeremy Hansen 409-540-5207

Chief's Report – July 17th, 2017

1) **Operations** – There are 30 members in Jefferson County ESD No. 4. There were 61 calls for service for the month of June. The total calls for service and total calls that each member responded, are available for viewing.

New Members - 6 applications for new membership have been received. We are establishing a review process. We are setting up interview dates.

2) **Apparatus** – The Military vehicle (LMTV) is at Texas Off Road. It is being sandblasted at

Ace Sandblasting in Beaumont. Will be back at Off Road first on next week.

Approx. 4 more weeks of work.

T42 is at Sid-Martin with Electrical Issues.

Parade Truck is stripped of equipment and lights.

In the process of scheduling Hose Testing, Ladder Testing, and Annual SCBA Testing.

In process of scheduling Pump Testing for E41, R43, T41, and T43

B41 is scheduled for front end alinement.

R43 is scheduled to be taken in for recall repair.

B42 has been taken to several Metal Fabrication Shops for Quotes.

T43 is schedule for inspection and License Renewal.

3) **Facilities** – We are in process of removing Bus, HVAC unit, Connex Box, the rusted engines

in front of LaBelle Station, and the tanker at Fannett Station.

New Mail Box has been installed at LaBelle Station.

We are reviewing new poster and station signs for each station.

We are having electrical issues with A/C and Ice Machine.

Breakers keep tripping. Jerry LeBlanc found a bad breaker on A/C.

A/C breaker was changed out. Nothing found on Ice Machine.

The Electrical work at Fannett Station is ongoing. Wired ordered.

Roof at LaBelle Station is leaking. A request for repairs has been turned in.

Toilet in women bathroom at Cheek has been repaired.

4) Training – Training days are setup for every Tuesday. Days are being posted on Facebook. Training Officer Williams is working with other training officers to establish training bench marks for all areas members. This will help us when we are working an incident with our Mutual Aid Partners

Posting of Job classifications were presented to the members. This will help identify what members are willing to do. Training and PPE can also be identified.

Respectfully Submitted by:

Chief Dwayne Morvant,
Jefferson County ESD #4

**Incident Type Summary
Alarm Date Between {06/01/2017} And {06/30/2017}**

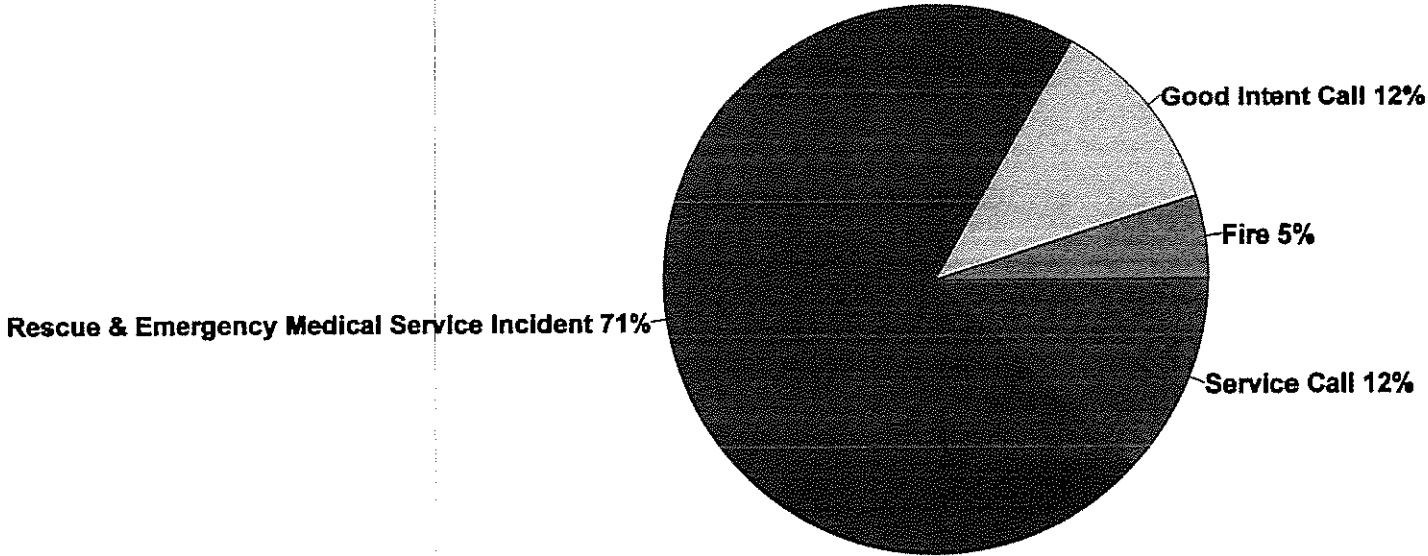


Exhibit C

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: 7/02/17

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

Date	Withdrawals	Activity Description
6/08	163.35	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
6/09	131.85	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
6/09	361.87	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
6/19	28.14	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4
6/19	28.14	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS
6/21	3,013.12	Jefferson County/PAYROLL 1463181810 Jefferson County ESD N

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

* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
6/05	2415	100.00	6/27	2436	332.41	6/29	2444	107.00
6/06	2416	400.00	6/26	2437	283.06	6/29	2445	107.00
6/21	2430*	400.00	6/27	2438	300.00	6/27	2446	235.56
6/23	2431	400.00	6/28	2439	1,517.16	6/28	2447	310.91
6/29	2432	650.30	6/26	2440	1,681.60	6/28	2448	398.50
6/27	2433	6,000.00	6/28	2441	33.80	6/21	2449	9,607.46
6/29	2434	2,653.16	6/26	2442	8,789.00	6/27	2450	33.14
6/26	2435	187.02	6/27	2443	119.96	6/29	2451	122.63

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

Date	Balance	Date	Balance	Date	Balance
6/05	341,511.73	6/20	353,186.03	6/27	321,803.70
6/06	353,251.34	6/21	340,165.45	6/28	319,543.33
6/08	353,087.99	6/23	339,765.45	6/29	315,903.24
6/09	352,594.27	6/26	328,824.77	6/30	315,959.68
6/19	352,537.99				

TEXAS FIRST BANK

Helping Texans Build Texas

www.texasfirstbank.com

3000 FM 1764 • La Marque, TX 77568-2452

Return Service Requested

TELEPHONE BANKING
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(855) 355-TF81 (8321)

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

Page: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 7/02/17

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 20041885

Beginning Balance	6/01/17	200,472.60	
Deposits / Misc Credits	1	16.48	
Withdrawals / Misc Debits	0	.00	
** Ending Balance	6/30/17	200,489.08	**
Service Charge		.00	
Interest Paid		16.48	
Interest Paid Year To Date		99.38	
Annual Percentage Yield Earned		.10%	
Number of Days for A.P.Y.E.		30	
Average Balance for A.P.Y.E.		200,472.60	
Minimum Balance		200,472	

DEPOSITS AND OTHER CREDITS

Date	Deposits	Activity Description
6/30	16.48	Interest Earned

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
6/30	200,489.08				



Texas First Bank Public Funds Tiered Int. **1508
Last Updated: 7/16/2017 4:45 PM

\$326,384.75
Available Balance

Date	Description	Amount
JUL 11 2017	☒ Check - 2351	-\$2,625.00 \$326,384.75
JUL 10 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$528.10 \$329,009.75
JUL 10 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$228.29 \$329,537.85
JUL 10 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$221.97 \$329,766.14
JUL 10 2017	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+\$14,028.43 \$329,988.11
JUN 30 2017	Interest Paid	+\$56.44 \$315,959.68
JUN 29 2017	☒ Check - 2434	-\$2,653.16 \$315,903.24
JUN 29 2017	☒ Check - 2432	-\$650.30 \$318,556.40
JUN 29 2017	☒ Check - 2451	-\$122.63 \$319,206.70
JUN 29 2017	☒ Check - 2444	-\$107.00 \$319,329.33
JUN 29 2017	☒ Check - 2445	-\$107.00 \$319,436.33
JUN 28 2017	☒ Check - 2439	-\$1,517.16 \$319,543.33
JUN 28 2017	☒ Check - 2448	-\$398.50 \$321,060.49
JUN 28 2017	☒ Check - 2447	-\$310.91 \$321,458.99

JUN 28 2017	☒ Check - 2441	- \$33.80 \$321,769.90
JUN 27 2017	☒ Check - 2433	- \$6,000.00 \$321,803.70
JUN 27 2017	☒ Check - 2436	- \$332.41 \$327,803.70
JUN 27 2017	☒ Check - 2438	- \$300.00 \$328,136.11
JUN 27 2017	☒ Check - 2446	- \$235.56 \$328,436.11
JUN 27 2017	☒ Check - 2443	- \$119.96 \$328,671.67
JUN 27 2017	☒ Check - 2450	- \$33.14 \$328,791.63
JUN 26 2017	☒ Check - 2442	- \$8,789.00 \$328,824.77
JUN 26 2017	☒ Check - 2440	- \$1,681.60 \$337,613.77
JUN 26 2017	☒ Check - 2437	- \$283.06 \$339,295.37
JUN 26 2017	☒ Check - 2435	- \$187.02 \$339,578.43
JUN 23 2017	☒ Check - 2431	- \$400.00 \$339,765.45
JUN 21 2017	☒ Check - 2449	- \$9,607.46 \$340,165.45
JUN 21 2017	☒ Check - 2430	- \$400.00 \$349,772.91
JUN 21 2017	Jefferson County/PAYROLL 1463181810 Jefferson County ESD N	- \$3,013.12 \$350,172.91
JUN 20 2017	☒ Deposit	+ \$648.04 \$353,186.03
JUN 19 2017	WestjeffersnMWDp/Payment JEFFERSON COUNTY EDS	- \$28.14 \$352,537.99

JUN 19 2017	WestjeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$352,566.13
JUN 9 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$361.87 \$352,594.27
JUN 9 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$131.85 \$352,956.14
JUN 8 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$163.35 \$353,087.99
JUN 6 2017	☞ Check - 2416	-\$400.00 \$353,251.34
JUN 6 2017	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+\$12,139.61 \$353,651.34
JUN 5 2017	☞ Check - 2415	-\$100.00 \$341,511.73
MAY 31 2017	Interest Paid	+\$67.00 \$341,611.73
MAY 31 2017	☞ Check - 2427	-\$222.25 \$341,544.73
MAY 24 2017	☞ Check - 2421	-\$382.07 \$341,766.98
MAY 24 2017	☞ Check - 2426	-\$107.00 \$342,149.05
MAY 23 2017	☞ Check - 2409	-\$2,765.00 \$342,256.05
MAY 23 2017	☞ Check - 2419	-\$472.40 \$345,021.05
MAY 23 2017	☞ Check - 2422	-\$96.36 \$345,493.45
MAY 23 2017	☞ Check - 2423	-\$20.00 \$345,589.81
MAY 22 2017	☞ Check - 2413	-\$41,011.39 \$345,609.81
MAY 22 2017	☞ Check - 2408	-\$1,915.00 \$386,621.20



Texas First Bank Public Funds Savings **1885

Last Updated: 7/16/2017 4:45 PM

\$200,489.08

Available Balance

Date	Description	Amount
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
SEP 30 2016	Interest Earned	+ \$16.46 \$200,339.19
AUG 31 2016	Interest Earned	+ \$17.01 \$200,322.73
JUL 29 2016	Interest Earned	+ \$17.01 \$200,305.72
JUN 30 2016	Interest Earned	+ \$16.46 \$200,288.71
MAY 31 2016	Interest Earned	+ \$17.01 \$200,272.25

Exhibit D

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

	1 Month Ended 6/30/2017 Actual	9 Months Ended 6/30/2017 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 12,356	\$ 469,943	\$ 575,000	\$ (105,057)	81.73%
Grants	-	-	15,000	(15,000)	0.00%
Interest Income	73	692	800	(108)	86.50%
Other Income	648	648	1,000	(352)	64.80%
Total Revenue	<u>13,077</u>	<u>471,283</u>	<u>591,800</u>	<u>(120,517)</u>	<u>79.64%</u>
Operating Expenses					
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	-	-	150	(150)	0.00%
Accounting	6,650	12,381	15,000	(2,619)	82.54%
Cleaning & Building Maintenance	34	3,401	5,500	(2,099)	61.84%
Lawn Service	300	1,386	4,650	(3,264)	29.81%
Office Supplies	298	1,873	1,250	623	149.84%
Children's Education	-	-	2,000	(2,000)	0.00%
Dues & Fees	-	1,396	1,500	(104)	93.07%
Tax & Appraisal Fees	1,734	11,032	13,000	(1,968)	84.86%
Interest Expense	-	7,742	7,746	(4)	99.95%
Insurance - VFIS District	-	-	2,000	(2,000)	0.00%
Legal/Professional	4,494	19,405	15,000	4,405	129.37%
Lodging/Meals/Travel & Regist ESD	-	1,023	3,000	(1,977)	34.10%
District Manager	-	8,831	30,000	(21,169)	29.44%
Administrative Assistant	-	270	750	(480)	36.00%
Postage & Box Rental	-	20	480	(460)	4.17%
Cable	-	25	350	(325)	7.14%
Utilities	657	1,991	7,250	(5,259)	27.46%
Internet	-	446	1,840	(1,394)	24.24%
Telephone	187	812	900	(88)	90.22%
Water & Garbage	303	1,494	3,600	(2,106)	41.50%
Note Payable-First Financial (Mini Pumper)	-	36,886	36,886	-	100.00%
Note Payable-Dallas Bank&Trst(3000gal Tanker)	-	28,988	28,988	-	100.00%
Total Operating Expenses	<u>14,657</u>	<u>139,402</u>	<u>182,840</u>	<u>(43,438)</u>	<u>76.24%</u>

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

	1 Month Ended 6/30/2017 Actual	9 Months Ended 6/30/2017 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Fire Services					
Fire Chief - Interim	-	4,410	3,750	660	117.60%
Certification Dues	-	-	600	(600)	0.00%
Fire Chief	3,804	16,070	18,000	(1,930)	89.28%
Fire Equipment Damages (Replacement)	-	-	1,500	(1,500)	0.00%
Fire Field Meals	-	13	1,000	(987)	1.30%
Dispatch Services/Edispatches	-	23,129	20,000	3,129	115.65%
Vehicle Repair & Maintenance	2,666	18,181	28,000	(9,819)	64.93%
Travel/Lodging/Meals/Trans Expenses	-	66	5,200	(5,134)	1.27%
Tuition/Registration	236	348	4,500	(4,152)	7.73%
Personal Protection Equipment	-	46,275	41,710	4,565	110.94%
Gloves & Boots - Insp/Repairs	-	-	5,000	(5,000)	0.00%
Equipment-Insp/Repairs	-	1,563	6,500	(4,937)	24.05%
Fire Uniforms	-	740	4,800	(4,060)	15.42%
Supplies - Hoses/Nozzles/Tarps	-	4,764	10,000	(5,236)	47.64%
Training & Materials	-	5,510	6,000	(490)	91.83%
Fuel - Fire & EMS	615	1,851	6,000	(4,149)	30.85%
Insurance - Prop. & Liab.	1,682	19,637	31,500	(11,863)	62.34%
Insurance - Worker's Compensation	-	2,396	6,000	(3,604)	39.93%
Maintenance & Repairs - Radios	123	1,420	6,000	(4,580)	23.67%
Personal Protective Equipment - Inspection	-	-	1,500	(1,500)	0.00%
Payroll Tax Expense	233	1,013	-	1,013	0.00%
Small Equipment Purchases	-	3,085	3,500	(415)	88.14%
Software - Firehouse	-	2,860	1,900	960	150.53%
Supplies - Fire	518	14,449	15,000	(551)	96.33%
Temporary Site Expenditures	-	208	3,000	(2,792)	6.93%
Total Fire Services	<u>9,877</u>	<u>167,988</u>	<u>230,960</u>	<u>(62,972)</u>	<u>72.73%</u>
Capital Expenditures					
Building & Grounds	-	11,925	11,500	425	103.70%
Radio Communication Upgrade	-	13,956	30,000	(16,044)	46.52%
SCBA Packs/Replacement Bottles	-	-	12,000	(12,000)	0.00%
Purchase of Land - Hwy 124	-	47,645	-	47,645	0.00%
2017 Ford F150	8,789	40,999	41,500	(501)	98.79%
Extraction (PPE(20 sets)	-	-	1,000	(1,000)	0.00%
LMTV Vehicle with Upgrades	-	15,311	20,000	(4,689)	76.56%
2007 Ford F350 Brush Truck	-	33,287	-	33,287	0.00%
Total Capital Expenditures	<u>8,789</u>	<u>163,123</u>	<u>116,000</u>	<u>47,123</u>	<u>140.62%</u>
Contingency					
Contingency	<u>5,914</u>	<u>20,370</u>	<u>62,000</u>	<u>(41,630)</u>	<u>32.85%</u>
Total Contingency	<u>5,914</u>	<u>20,370</u>	<u>62,000</u>	<u>(41,630)</u>	<u>32.85%</u>
Total Expenses	<u>39,237</u>	<u>490,883</u>	<u>591,800</u>	<u>(100,917)</u>	<u>82.95%</u>
Net Change in Fund Balance	<u>\$ (26,160)</u>	<u>\$ (19,600)</u>	<u>\$ 0</u>		

Exhibit E

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Checking

June 20, 2017 - July 17, 2017

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			309,143.32
06/20/17			TX Mutual - ESO WC Safety Group Dividend		148.04	309,291.36
			Refund			
06/20/17			Brewster Procurement Group		500.00	309,791.36
06/23/17	90003		Morvant, Dwayne C	3,013.12		306,778.24
06/30/17			Interest Income		56.44	306,834.68
07/07/17			Property Taxes		14,028.43	320,863.11
07/10/17		ENTERGY	ENTERGY(5892) - Cheek	228.29		320,634.82
07/10/17		ENTERGY	ENTERGY(7498) - Fannett	221.97		320,412.85
07/10/17		ENTERGY	ENTERGY(8878) - Labelle	528.10		319,884.75
07/15/17		WJEFFCTYMWD	WJCMWD(80004) - Cheek	28.14		319,856.61
07/15/17		WJEFFCTYMWD	WJCMWD(51002) - Fannett	28.14		319,828.47
07/17/17	2452	HEINZ	Joshua C. Heinz	400.00		319,428.47
07/17/17	2453	OXFORD	Hubert Oxford, IV	400.00		319,028.47
07/17/17	2454	MER1099	Mary Ellen Robertson, CPA	525.15		318,503.32
07/17/17	2455	EARLLAWN	Earl Lawn Service	500.00		318,003.32
07/17/17	2456	GREENACRES	Green Acres Grocery, Inc.	254.30		317,749.02
07/17/17	2457	WCOFTX-1518	WC of Texas - Kountze	107.00		317,642.02
07/17/17	2458	WCOFTX-9820	WC of Texas - Kountze	147.00		317,495.02
07/17/17	2459	SE EMERG	Southeastern Emergency Equipment	579.79		316,915.23
07/17/17	2460	SIDDONS	Siddons-Martin Emergency Group, LLC	1,850.20		315,065.03
07/17/17	2461	M&DSUPPLY	M & D Supply, Inc.	190.93		314,874.10
07/17/17	2462	VISA6134	VISA	100.45		314,773.65
07/17/17	2463	VFIS	VFIS of Texas	3,379.00		311,394.65
07/17/17	2464	VERIZON	Verizon Wireless	199.86		311,194.79
07/17/17	2465	DELTA	Delta Industrial Service and Supply	2,182.10		309,012.69
07/17/17	2466	MESMun	Municipal Emergency Services, Inc.	2,343.98		306,668.71
07/17/17	2467	WILDFIRE	Wildfire Truck & Equipment Sales, LTD.	1,508.62		305,160.09
07/17/17	2468	LONESTAR	Lone Star Lube Right	157.60		305,002.49
07/17/17	2469	VISA5904	VISA	388.98		304,613.51
07/17/17	2470	OVERHEAD D	Overhead Door Company of Beaumont, Inc.	293.25		304,320.26
07/17/17	2471	COASTAL	Coastal Welding Supply Inc.	102.00		304,218.26
07/17/17	2472	TOWNANDCOUN	Town and Country	387.76		303,830.50
07/17/17	2473	SAUNDERS	James Douglas Saunders	458.37		303,372.13
07/17/17	2474	MORVANT	Dwayne C. Morvant	458.37		302,913.76
07/17/17	2475		Diaz, Daniel J	537.80		302,375.96
07/17/17	2476	MORRISON	Nick Gregory Morrison	1,250.00		301,125.96
Totals				<u>22,750.27</u>	<u>14,732.91</u>	<u>301,125.96</u>

Transaction count = 35

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

Texas First Bank - Savings
June 20, 2017 - July 17, 2017

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
06/30/17			Beginning Balance			200,472.60
			Interest Income		16.48	200,489.08
			Totals	<u>0.00</u>	<u>16.48</u>	<u>200,489.08</u>

Transaction count = 1

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

Texas First Bank - Checking
June 20, 2017 - July 17, 2017

Check Number	Check Date	Payee	Amount
Payroll Checks			
2475	07/17/17	Diaz, Daniel J	537.80
90003	06/23/17	Morvant, Dwayne C	3,013.12
Payroll Check Total			<u>3,550.92</u>
Vendor Checks			
2452	07/17/17	Joshua C. Heinz	400.00
2453	07/17/17	Hubert Oxford, IV	400.00
2454	07/17/17	Mary Ellen Robertson, CPA	525.15
2455	07/17/17	Earl Lawn Service	500.00
2456	07/17/17	Green Acres Grocery, Inc.	254.30
2457	07/17/17	WC of Texas - Kountze	107.00
2458	07/17/17	WC of Texas - Kountze	147.00
2459	07/17/17	Southeastern Emergency Equipment	579.79
2460	07/17/17	Siddons-Martin Emergency Group, LLC	1,850.20
2461	07/17/17	M & D Supply, Inc.	190.93
2462	07/17/17	VISA	100.45
2463	07/17/17	VFIS of Texas	3,379.00
2464	07/17/17	Verizon Wireless	199.86
2465	07/17/17	Delta Industrial Service and Supply	2,182.10
2466	07/17/17	Municipal Emergency Services, Inc.	2,343.98
2467	07/17/17	Wildfire Truck & Equipment Sales, LTD.	1,508.62
2468	07/17/17	Lone Star Lube Right	157.60
2469	07/17/17	VISA	388.98
2470	07/17/17	Overhead Door Company of Beaumont, Inc.	293.25
2471	07/17/17	Coastal Welding Supply Inc.	102.00
2472	07/17/17	Town and Country	387.76
2473	07/17/17	James Douglas Saunders	458.37
2474	07/17/17	Dwayne C. Morvant	458.37
2476	07/17/17	Nick Gregory Morrison	1,250.00
Vendor Check Total			<u>18,164.71</u>
Check List Total			<u><u>21,715.63</u></u>

Check count = 26

Exhibit F

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Sent from my iPhone

Begin forwarded message:

From: "Dean, Kevin" <kdean@mesfire.com>
Date: July 17, 2017 at 4:09:12 PM CDT
To: "jhansen@jcesd4.com" <jhansen@jcesd4.com>
Subject: Updated Hurst Demo Tool Quote

Jeremy,

I have edited each quote to reflect the addition on the power supply adapter. Please make sure the board knows that these tools all come with a like new warranty. The demo price for the adapter is: \$553.13. This number can be added to each quote total.

For new tools:

The quote with the 700 Cutter and 555 Spreader would be \$28,303.14

The quote with the 311 Cutter and 333 Spreader would be \$26,701.71.

Please let me know if you have any other questions.

Thanks and have a great evening

Kevin Dean
Outside Sales Representative
Municipal Emergency Services
Office: 281-442-9190
Cell: 832-925-9068
Email: kdean@mesfire.com
<http://www.mesfire.com>

Exhibit G

	Budget Detail of App'd 9/19/16 TOTAL	Administration	LFVFD	Check	Budget Approved 12- 19-17	Proposed Budget Amendment 7/17/17	MISCELLANEOUS NOTES
2016 - 2017 REVENUE							
JCESD No. 4 - Ad Valorem Tax	560,000	575,000	0	0	575,000	575,000	
Delinquent Tax and Collection	0	0	0	0	0	0	
Fire & EMS Billing	0	0	0	0	0	0	
Grants	0	0	0	15,000	15,000	15,000	Grant from TX Forestry to cover up to 75% of fire supplies.
Interest Income	800	800	0	0	800	800	
Other Income	1,000	1,000	0	0	1,000	1,000	
JCESD NO. 4 TOTAL REVENUE	561,800	576,800	0	15,000	591,800	591,800	
2016-2017 EXPENSES							
DISTRICT OPERATING EXPENSES							
Accounting	15,000	15,000	0	0	15,000	15,000	Gen. Acct/Bill Pay 5475/No. Audit 56K. Finstate \$2.75K
Advertising	0	1,000	0	0	1,000	1,000	Promote ESD to Community
Administrative Assistant	0	750	0	0	750	3,500	Daniel Diaz - new employee (June thru Sept.
Bank Fees	150	150	0	0	150	150	
Cable	0	350	0	0	350	350	
Cell Phone/EMS Equipment	0	0	0	0	0	0	
Children's Education	2,000	2,000	0	0	2,000	2,000	
Cleaning & Building Maintenance	5,500	0	3,200	2,300	5,500	5,500	
District Manager	30,000	30,000	0	0	30,000	12,000	Reflects new contract as of June, 2017
Dues & Fees	1,000	1,500	0	0	1,500	1,500	
Insurance - VFDs District	2,900	2,000	0	0	2,000	2,500	
Internet	1,200	540	650	650	1,840	1,200	LFVFD changes in amount needed for year.
Lawn Service	3,600	0	2,700	1,950	4,650	4,650	
Legal/Professional	15,000	15,000	0	0	15,000	27,500	Expenses more than budgeted
Lodging/Meals/Travel/Regist - ESD	500	3,000	0	0	3,000	3,000	
Office Supplies	1,250	1,250	0	0	1,250	2,000	Additional supplies needed for interim office
Postage & Box Rental	480	480	0	0	480	480	
Payroll Tax Expense - Administrative	0	0	0	0	0	200	Additional payroll tax due to salary paid for admin assistant
Rent - Office Space	3,000	0	0	0	0	0	
Tax & Appraisal Fees	13,000	13,000	0	0	13,000	13,000	
Telephone	1,600	900	0	0	900	900	
Utilities	6,000	0	5,250	2,000	7,250	5,000	Lowered due to LFVFD changes
Waste & Garbage	2,500	0	3,000	600	3,600	3,000	Lowered due to LFVFD changes
Total ESD Expenses	103,680	86,920	14,800	7,500	109,220	104,430	
Emergency Medical Services							
Equipment (New/Repair/Testing)	0	0	0	0	0	0	?
Medical Supplies	0	0	0	0	0	0	?
Office Supplies	0	0	0	0	0	0	?
Tuition/Reg/Certification/Dues	0	0	0	0	0	0	?
Vehicle Repair & Maintenance	0	0	0	0	0	0	?
Total Emergency Medical Services	0	0	0	0	0	0	
Emergency Fire Services							
Certification Dues	600	600	0	0	600	600	
Dispatching & Dispatching Services	4,000	20,800	0	0	20,800	20,000	Includes only ESD Portion of annual fees and E-dispatch
Equipment - Insp/Repairs	6,500	6,500	0	0	6,500	6,500	Includes moving Air sys. Repairs to 2 used air monitors, etc

	App'd 9/19/16	Administration	LEVED	Check	Budget Approved 12-19-17	Proposed Budget Amendment 7/17/17	MISCELLANEOUS NOTES
Fire Chief - Interim	15,000	18,000	0	0	18,000	21,500	
Fire Chief - Interim	1,500	3,750	0	0	3,750	4,500	Reflects new contract as of June, 2017
Fire Equipment Damages (Replacement)	1,500	1,500	0	0	1,500	1,500	Increase budget to actual Interim Cost
Fire Field Meals	1,800	1,000	0	0	1,000	1,000	
Fire Uniforms	4,800	4,800	0	0	4,800	4,800	
Fuel - Fire and EMS	11,000	6,000	0	0	6,000	6,000	
Gloves & Boots-Insp	5,000	5,000	0	0	5,000	5,000	
Insurance - Property & Liability	31,500	31,500	0	0	31,500	31,500	
Insurance - Worker's Compensation	5,900	6,000	0	0	6,000	6,000	
Maintenance & Repairs - Radios	6,000	6,000	0	0	6,000	6,000	
Payroll Tax Expense						1,200	Payroll Tax for period salary paid to Fire Chief
Personal Protection Equipment	36,000	41,710	0	0	41,710	48,000	Includes Dunker Gear, etc (to adjust to actual spent)
Personal Protection Equipment-Inspection	1,500	1,500	0	0	1,500	1,500	
Small Equipment Purchases (I.D. Badges/Patches)	2,000	3,500	0	0	3,500	3,500	<\$5000 including radios, batteries, etc.
Software - Firehouse						1,900	
Supplies - Fire	27,000	15,000	0	0	15,000	15,000	
Supplies - Hoses / Nozzles / Tarps	5,000	10,000	0	0	10,000	10,000	
Temporary Site Expenditures		3,000	0	0	3,000	3,000	Lighting, Utility Costs, etc.
Training & Materials	6,000	6,000	0	0	6,000	6,000	
Travel/Lodging/Meals/Trans Expenses	5,200	5,200	0	0	5,200	5,200	
Tuition/Registration	4,500	4,500	0	0	4,500	4,500	
Vehicle Repair & Maintenance	28,000	28,000	0	0	28,000	28,000	
Total Emergency Fire Services	268,000	230,950	0	0	230,950	242,700	All ESD Expenses upon merging two VFD
Capital Expenditures							
Capital Expenditures-Building & Grounds	3,500	0	3,500	8,000	11,500	15,000	Includes, Electrical, Bay Door repairs, crushed concrete drive
2017 Ford F150	45,000	41,500	0	0	41,500	41,500	
2007 Ford F350 Bush Truck						33,287	Bridge City Payoff approved by Board
SCDA Parts/Replacement Bottles	12,000	12,000	0	0	12,000	12,000	
Communication Upgrade: 800 Mhz	30,000	30,000	0	0	30,000	30,000	
Extraction (PPE (20 sets)	1,000	1,000	0	0	1,000	1,000	
LMTV Vehicle with upgrades		20,000	0	0	20,000	20,000	
Purchase of Land Hwy 124					0	47,645	Purchase of Land - approved by board
Total Capital Expenditures	91,500	104,500	3,500	8,000	116,000	200,432	29,000
TOOLS FOR CHECK							
Note Payable - First Financial Bank - Mini-Pumper	36,886	36,886	0	0	36,886	36,886	
Note Payable - Government Capital (3000 Gal Tanker)	28,988	28,988	0	0	28,988	28,988	
Interest Expense	7,747	7,746	0	0	7,746	7,746	
Total Principle and Interest Payments	73,620	73,620	0	0	73,620	73,620	
Contingency	65,000	62,000	0	0	62,000	22,000	Decreased due to end of lawsuit matters
Total Contingency	65,000	62,000	0	0	62,000	22,000	
JCESD No. 4 TOTAL EXPENSES	561,800	559,000	18,300	15,500	591,800	613,182	
NET INCREASE (DECREASE) IN FUND BALANCE	0	0	0	15,500	0	-51,982	Budgeted decrease in fund balance for the year.

(80,392)