

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 18th day of November, 2014, at the District’s administrative office, located at the Labelle-Fannett VFD fire station, 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
Sandra Duhon	Secretary
Sandra Melton	Treasurer
Charlie Cox	Assistant Treasurer

All of said Board members were present, with the exception of Assistant Treasurer Cox, thus constituting a quorum. Also present at the meeting were: Joshua Heinz of the law firm Benckenstein & Oxford, L.L.P., attorneys for the District; Mary Ellen Robertson, accountant for the District; and, those persons identified on the attendance log attached hereto as **Exhibit A**.

Upon establishing that a quorum was present, President Roebuck 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 Charles Sonnier advised the Board of Labelle-Fannett VFD’s recent activities, and Rufus Lavergne advised of Cheek VFD’s recent activities. A copy of the Dispatch Log Sheet submitted by the VFDs is attached hereto as **Exhibit B**.

The Board was then directed to Agenda Item No. 5 for review of the Minutes of the October 22, 2014 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, at which time Treasurer Melton made a motion to amend the District's 2014-15 budget to remove the word "proposed" from the title. The motion was seconded by Vice President Reneau and unanimously approved by the Board members present. A copy of the 2014-15 budget, as amended, is attached hereto as **Exhibit C**.

President Roebuck then directed the Board to Agenda Item No. 7 regarding the VFDs' reporting requirements under the Service Agreements. Treasurer Melton discussed the billing revenue reporting requirements with the Labelle-Fannett VFD representatives present, and the Henry Labrie, Labelle-Fannett VFD Treasurer, stated that the department will begin submitting a monthly income statement and billing revenue report to the Board.

The Board then moved along to Agenda Item Nos. 8 and 9 for the Treasurer's Report and payment of the District and VFDs' bills. Treasurer Melton reported that the District's Texas First Bank account balance was \$215,253.48 as of October 31, 2014, and \$227,598.07, as reflected in the account statements and financial report attached hereto as **Exhibit D**. Thereafter, the Board discussed with the VFDs representatives present various questions they had concerning the expenditure payment requests submitted by VFDs. Treasurer Melton also questioned the Labelle-Fannett VFD representatives on the invoice from JPL Electric, LLC (Check No. 1802), and advised that said expenditure was incurred without prior approval of the Board in accordance with the terms of Labelle-Fannett VFD's Service Agreement, and that while she is accepting the oversight explanation and is recommending that this particular invoice be approved, she advised Labelle-Fannett VFD that no further expenditure payment and/or

reimbursement requests would be considered by the Board for approval if such are not procured in compliance of the Service Agreement requirements. Following these discussions, Secretary Duhon made a motion to approve payment of the bills and expenditures listed on the account register attached hereto as **Exhibit E**. The motion was seconded by Vice President Reneau and unanimously approved by all the Board members present; and, as to Check No. 1803, should the Board discover any unauthorized purchases submitted as part of Labelle-Fannett VFD's reimbursement request upon further examination, said amount of unauthorized purchases will be deducted from the department's next reimbursement request.

Next, the Board was directed to Agenda Item No. 10 regarding the service agreement with Sprint Waste for providing garbage service/dumpsters at the Labelle-Fannett VFD fire stations, which is attached hereto as **Exhibit F**. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the Sprint Waste service agreement was unanimously approved by the Board members present.

President Roebuck then directed the Board to Agenda Item No. 11, at which time Charles Sonnier advised the Board that the tank on Labelle-Fannett VFD Brush Truck No. 4 was leaking, and Rufus Lavergne advised the Board that the pump on the Cheek VFD pumper truck needed to be repaired. Both also advised that these needed repairs were not immediately necessary, but requested authority to obtain estimates to make the repairs. The Board authorized the VFDs obtain repair estimates for the issues mentioned above, and then present same to the Board at the next regular meeting for consideration.

Thereafter, the Board was directed to Agenda Item No. 12 regarding the used ambulance donated by Deweyville VFD to the District. Charles Sonnier advised the Board that if Labelle-Fannett VFD added the vehicle to its fleet, it would lose its variance. The Board discussed the

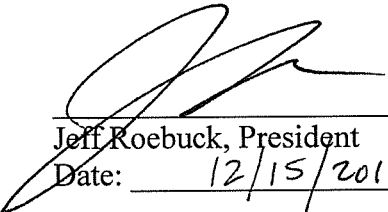
possibility of retaining possession of the ambulance for purposes of possibly replacing Labelle-Fannett VFD in the future should its ambulance ever experience mechanical problems or become unusable, or place the ambulance in the possession of Cheek VFD for use. Then, the Board tabled the matter until further information can be obtained by Cheek VFD to determine whether it is capable of operating the ambulance, and whether the District could retain possession of the ambulance without affecting Labelle-Fannett VFD's variance.

The Board then moved along to Agenda Item No. 13 regarding the proposed Fuel Purchase Policy and Procedures for the District, which Mr. Heinz reviewed and discussed with the Board. Upon motion by Vice President Reneau and seconded by Secretary Duhon, the proposed Fuel Purchase Policy and Procedures, which is attached hereto as **Exhibit G**, was unanimously approved by the Board members present.

Next, the Board was directed to Agenda Item No. 14 regarding accounting-related policies for the District. Mr. Heinz reviewed and discussed the proposed Fund Balance Policy and Capital Purchase and Capitalization Threshold Policy with the Board, which are attached hereto as **Exhibit H**. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the proposed Fund Balance Policy and Capital Purchase and Capitalization Threshold Policy were unanimously approved by the Board members present. Additionally, Mr. Heinz recommended that the Board consider establishing a comprehensive purchasing and procurement policy for the District, along with other suggested accounting, procurement, and inventory procedures. Mr. Heinz is going to explore various options for establishing and implementing said recommended policies and procedures, and report the findings back to the Board for review and consideration.

No discussion was had under Agenda Item No. 16, so the Board moved along to Agenda Item No. 16 regarding the regular meeting date. The Board members discussed their availability and preferences, and all indicated that they would be available and prefer that the regular meeting date be changed to the third (3rd) Monday of every month, beginning with the December 2015 regular meeting. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the Board unanimously approved rescheduling the regular Board meetings on the third (3rd) Monday of every month at 5:30 p.m., with the next regular meeting being held on Monday, December 15, 2014. Mr. Heinz will publish notice of the new regular meeting date and time when the District's administrative office address is published in January 2015 in accordance with the Texas Health and Safety Code chapter 775.

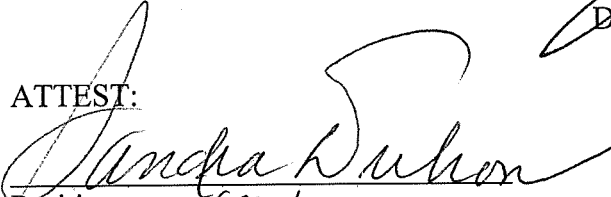
Lastly, after tabling Agenda Item No. 17, and being as there were no matters to come before the Board under Agenda Item Nos. 18 and 19, the meeting was adjourned at approximately 6:45 p.m.



Jeff Roebuck, President

Date: 12/15/2014

ATTEST:



Position: Secretary
Date: 12/15/2014

Exhibit A

JCESD#4 - 11/18/2014
Sign-in Sheet

① Sharon LaBrie

Jane Arceneaux

LOUIS MARTIN

~~W. H. H.~~

Henry LaBrie #103

Ruffus Haverne #112

Philip Sannier #133

Kevin D Brown 143

Elena Lawrence 212

Tina Borden 205

Carrie Sanders 203 - dispatcher

Dylan Compton #106

NOAH CALLEWAU #111

Paul Blue R. C. Heck

CHRISTIAN POMPA #127

Exhibit B

Dispatch Log Sheet for October 2014

october
 Total Calls for ~~June~~ June: 59 | Total Calls YTD: 518

Fannett	LaBelle	Cheek	TOTALS
Med : 20	Med : 13	Med : 4	Med: 37
MVA : 12	MVA : 3	MVA : 0	MVA: 15
Fire : 5	Fire : 2	Fire : 0	Fire: 7
Total: 37	Total: 18	Total: 4	Total: 59

Units Dispatched

Med6 - 26
 Engine 1 - 12
 Engine 8 - 3
 Truck 118 - 4
 Truck 4 - 4
 Rescue 9 - 0
 Tanker 5 - 1
 Cheek Engine - 1

Transported: 13

Mutual Aid Units

Ham Med 2 - 1
 Acadian - 19

Exhibit C

JCESD No. 4 --- 2014-15 BUDGET

	LABELLE-FANNETT FIRE DEPARTMENT	CHEEK FIRE DEPARTMENT	JCESD No. 4	TOTAL
Lawn Service	3,000			4,500
Legal/Professional		1,500	10,000	10,000
Lodging Meals Travel & Regist ESD	5,000		3,000	8,000
Maintenance & Repairs - Radios	3,500	1,000		4,500
Notes Payable - Texas First Bank			20,000	20,000
Office Supplies	825	150	500	1,475
Postage & Box Rental		100		100
Purchase of Additional Radios (3)	2,700			2,700
Salary Expense - Secretary			12,000	12,000
Small Equipment (Purchase Less Than \$5,000)	6,000	4,000		10,000
Supplies - Fire	9,000			9,000
Tax & Appraisal Fees			10,000	10,000
Telephone	9,000		800	9,800
Utilities	8,000	2,500		10,500
Water & Garbage	2,500	400		2,900
Total Operating Expenses	119,615	24,550	84,300	228,465
Emergency Medical Services				
Equipment (New/Repair/Testing)	8,000			8,000
Medical Supplies	8,000			8,000
Tuition/Reg/Certification/Dues	2,000			2,000
Vehicle Repair & Maintenance	15,000			15,000
Total Emergency Medical Services	33,000	0	0	33,000
Fire Station				
Equipment - Insp/Repairs	1,000	1,200		2,200
Gloves & Boots	1,000	600		1,600
Personal Protection Equipment	10,000	5,500		15,500
Training & Materials	10,000	2,000		12,000
Vehicle Repair & Maintenance	30,000	18,000		48,000
Total Fire Services	52,000	27,300	0	79,300
Fire & EMS General				

JCESD No. 4 --- 2014-15 BUDGET

	LABELLE-FANNETT FIRE DEPARTMENT	CHEEK FIRE DEPARTMENT	JCESD No. 4	TOTAL
Auxiliary	3,000			3,000
Billing				
Total Fire & EMS General	3,000	0	0	3,000
Capital Expenditures				
Capital Expenditures-Building & Grounds				
Tanker Pumper				
Children's Education Trailer				
Cascade System	24,000	6,000		30,000
Brush Truck		30,000		30,000
Garage Door and Siding		5,600		5,600
Radio Communication Upgrade	16,600	5,340	7,500	29,440
Total Capital Expenditures	40,600	46,940	7,500	95,040
Contingency				
Contingency			101,269	101,269
Total Contingency	0	0	101,269	101,269
JCESD No. 4 TOTAL EXPENSES	248,215	98,790	193,069	540,074

Exhibit D



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Return Service Requested

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

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

Page: 1

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

Account Number: 10031508
Statement Date: 11/02/14
Checks/Items Enclosed: 29

EM

PUBLIC FUNDS TIERED INT. JEFFERSON COUNTY EMERGENCY Acct 10031508
SERVICES No. 4

Beginning Balance 10/01/14 181,865.98
Deposits / Misc Credits 3 78,145.74
Withdrawals / Misc Debits 29 44,758.24
** Ending Balance 10/31/14 215,253.48 **
Service Charge .00
Interest Paid Thru 10/31/14 32.54
Interest Paid Year To Date 442.22
Annual Percentage Yield Earned .17%
Number of Days for A.P.Y.E. 31
Average Balance for A.P.Y.E. 228,026.17
Minimum Balance 181,865
Enclosures 29

FEE RECAP

Table with 2 columns: Fee Type, Amount. Rows include Total for this period, Total year-to-date, Total Overdraft Fees, Total Returned Item Fees.

DEPOSITS AND OTHER CREDITS

Table with 3 columns: Date, Deposits, Activity Description. Rows include INCOMING WIRE transactions and Interest Paid.

CHECKS PAID

Table with 9 columns: Date, Check No., Amount, Date, Check No., Amount, Date, Check No., Amount. Includes a note: * indicates skip in check numbers.



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(855) 355-TFB1 (8321)

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

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 11/02/14

CHECKS PAID

* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
10/22	1764	878.25	10/23	1773	12,446.85	10/29	1781	816.78
10/17	1765	400.00	10/21	1774	1,169.00	10/21	1782	212.28
10/31	1766	250.00	10/24	1775	59.85	10/21	1784*	52.96
10/17	1768*	400.00	10/23	1776	35.75	10/21	1785	175.23
10/21	1769	482.42	10/17	1777	4,781.30	10/21	1787*	137.05
10/21	1770	6,931.56	10/20	1778	182.90	10/22	1788	375.41
10/24	1771	250.00	10/27	1779	1,566.16	10/21	1789	7.14
10/23	1772	82.17	10/24	1780	1,018.19			

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
10/07	254,992.52	10/21	239,898.84	10/27	216,287.72
10/15	254,993.18	10/22	235,295.18	10/29	215,470.94
10/17	249,411.88	10/23	222,730.41	10/31	215,253.48
10/20	249,228.98	10/24	217,853.88		

Account Details for Public Funds Tiered Int. - 10031508

Available Balance	\$227,598.07
Last Statement Date	10/31/2014
Current Balance	\$227,598.07
Interest Rate	0.150 %
Last Deposit Date	11/6/2014
Last Interest Paid Date	10/31/2014
Last Deposit Amount	\$12,542.09
Accrued Interest	\$14.71
Year-to-date interest amount	\$442.22

Account History for Public Funds Tiered Int. - 10031508

Posted	<u>NEWEST ON TOP</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
SORTED BY: POST DATE				
Check		\$197.50		\$227,598.07
11/10/14 (Check #1767)				
INCOMING WIRE -P201411060005693-05693			\$12,542.09	\$227,795.57
11/6/14				
Interest Paid			\$32.54	\$215,253.48
10/31/14				
Check		\$250.00		\$215,220.94
10/31/14 (Check #1766)				
Check		\$816.78		\$215,470.94
10/29/14 (Check #1781)				
Check		\$1,566.16		\$216,287.72
10/27/14 (Check #1779)				
Check		\$3,548.49		\$217,853.88
10/24/14 (Check #1760)				
Check		\$1,018.19		\$221,402.37
10/24/14 (Check #1780)				
Check		\$250.00		\$222,420.56
10/24/14 (Check #1771)				
Check		\$59.85		\$222,670.56
10/24/14 (Check #1775)				
Check		\$12,446.85		\$222,730.41
10/23/14 (Check #1773)				
Check		\$82.17		\$235,177.26
10/23/14 (Check #1772)				
Check		\$35.75		\$235,259.43
10/23/14 (Check #1776)				
Check		\$1,553.00		\$235,295.18
10/22/14 (Check #1763)				
Check		\$1,028.78		\$236,848.18
10/22/14 (Check #1762)				
Check		\$878.25		\$237,876.96
10/22/14 (Check #1764)				
Check		\$768.22		\$238,755.21
10/22/14 (Check #1758)				
Check		\$375.41		\$239,523.43
10/22/14 (Check #1788)				
Check		\$6,931.56		\$239,898.84
10/21/14 (Check #1770)				
Check		\$1,169.00		\$246,830.40
10/21/14 (Check #1774)				
Check		\$482.42		\$247,999.40
10/21/14 (Check #1769)				
Check		\$212.28		\$248,481.82
10/21/14 (Check #1782)				

Check 10/21/14 (Check #1785)	\$175.23		\$248,694.10
Check 10/21/14 (Check #1761)	\$162.50		\$248,869.33
Check 10/21/14 (Check #1787)	\$137.05		\$249,031.83
Check 10/21/14 (Check #1784)	\$52.96		\$249,168.88
Check 10/21/14 (Check #1789)	\$7.14		\$249,221.84
Check 10/20/14 (Check #1778)	\$182.90		\$249,228.98
Check 10/17/14 (Check #1777)	\$4,781.30		\$249,411.88
Check 10/17/14 (Check #1768)	\$400.00		\$254,193.18
Check 10/17/14 (Check #1765)	\$400.00		\$254,593.18
INCOMING WIRE -P201410150008065-08065 10/15/14		\$0.66	\$254,993.18
Check 10/7/14 (Check #1757)	\$4,986.00		\$254,992.52
INCOMING WIRE -P201410070002773-02773 10/7/14		\$78,112.54	\$259,978.52
Interest Paid 9/30/14		\$26.61	\$181,865.98
Check 9/30/14 (Check #1751)	\$32.64		\$181,839.37
Check 9/25/14 (Check #1743)	\$8,686.00		\$181,872.01
Check 9/25/14 (Check #1750)	\$6.37		\$190,558.01
Check 9/24/14 (Check #1726)	\$768.30		\$190,564.38
Check 9/24/14 (Check #1728)	\$77.28		\$191,332.68
Check 9/24/14 (Check #1727)	\$35.75		\$191,409.96
Check 9/23/14 (Check #1754)	\$9,940.61		\$191,445.71
Check 9/23/14 (Check #1753)	\$4,440.13		\$201,386.32
Check 9/23/14 (Check #1737)	\$2,810.87		\$205,826.45
Check 9/23/14 (Check #1725)	\$1,148.44		\$208,637.32
Check 9/23/14 (Check #1740)	\$832.80		\$209,785.76
Check 9/23/14 (Check #1730)	\$700.21		\$210,618.56
Check 9/23/14 (Check #1731)	\$560.58		\$211,318.77
Check 9/23/14 (Check #1732)	\$329.63		\$211,879.35
Check 9/23/14 (Check #1736)	\$250.00		\$212,208.98
	Subtotal: \$75,575.35	\$90,714.44	

Jefferson County Emergency Services District No. 4 Statement of Activities

	1 Month Ended	1 Month Ended	1 Month Ended	1 Month Ended	Annual Budget	Over (Under) Budget	% of Budget Used to Date
	10/31/2014	10/31/2014	10/31/2014	10/31/2014			
	Actual	Actual	Actual	Total			
	Labelle-Fannett	Cheek	Administrative	All Locations			
Revenue							
Ad Valorem Taxes	-	-	78,410	78,410	660,074	(581,664)	11.88%
Interest Income	-	-	33	33	-	33	0.00%
Reim. to BASF for Exempt Industrial Property	-	-	(73,579)	(73,579)	(120,000)	46,421	61.32%
Total Revenue	<u>0</u>	<u>0</u>	<u>4,864</u>	<u>4,864</u>	<u>540,074</u>	<u>(535,210)</u>	<u>0.90%</u>
Operating Expenses							
Accounting	-	-	482	482	27,000	(26,518)	1.79%
Advertising	-	-	-	-	1,000	(1,000)	0.00%
Bank Fees	-	-	-	-	400	(400)	0.00%
Cable	-	-	-	-	350	(350)	0.00%
Cell Phone/EMS Equipment	-	-	-	-	440	(440)	0.00%
Children's Education	-	-	-	-	3,000	(3,000)	0.00%
Cleaning & Building	276	-	-	276	1,850	(1,574)	14.92%
Computers & Software	-	-	-	-	1,300	(1,300)	0.00%
Copier	-	-	-	-	500	(500)	0.00%
Dues & Fees	250	-	-	250	2,100	(1,850)	11.90%
Fire Field Meals	-	-	-	-	1,300	(1,300)	0.00%
Fire Uniforms	-	-	-	-	3,850	(3,850)	0.00%
Fuel - EMS	461	-	-	461	2,500	(2,039)	18.44%
Fuel-Fire	568	-	-	568	12,000	(11,432)	4.73%
Insurance - Worker's Compensation	-	-	-	-	6,000	(6,000)	0.00%
Insurance- Accident & Sickness	-	-	-	-	4,000	(4,000)	0.00%
Insurance- Property & Liability	1,169	-	-	1,169	30,000	(28,831)	3.90%
Insurance-VFIS District	-	-	4,986	4,986	2,500	2,486	199.44%
Interest Expense	-	-	-	-	10,000	(10,000)	0.00%
Internet	-	-	-	-	2,900	(2,900)	0.00%
Lawn Service	250	-	-	250	4,500	(4,250)	5.56%
Legal/Professional	-	-	5,879	5,879	10,000	(4,121)	58.79%
Lodging/Meals/Travel & Regist ESD	-	-	-	-	8,000	(8,000)	0.00%
Maintenance & Repairs - Radios	60	-	-	60	4,500	(4,440)	1.33%
Notes Payable - Texas First Bank	-	-	-	-	20,000	(20,000)	0.00%
Office Supplies	-	-	198	198	1,475	(1,277)	13.42%
Postage & Box Rental	-	-	-	-	100	(100)	0.00%
Purchase of Additional Radios (3)	-	-	-	-	2,700	(2,700)	0.00%
Salary Expense - Secretary	-	-	-	-	12,000	(12,000)	0.00%

For management purposes only.

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

	1 Month Ended 10/31/2014 Actual LaBelle-Fannett	1 Month Ended 10/31/2014 Actual Check	1 Month Ended 10/31/2014 Actual Administrative	1 Month Ended 10/31/2014 Total All Locations	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Small Equipment Purchases (less than \$5,000)	-	-	-	-	10,000	(10,000)	0.00%
Supplies - Fire	-	-	-	-	9,000	(9,000)	0.00%
Tax & Appraisal Fees	-	-	-	-	10,000	(10,000)	0.00%
Telephone	768	-	36	804	9,800	(8,996)	8.20%
Utilities	-	281	-	281	10,500	(10,219)	2.68%
Water & Garbage	183	32	-	215	2,900	(2,685)	7.41%
Total Operating Expenses	3,985	313	11,581	15,879	228,465	(212,586)	6.95%
Emergency Medical Services							
Equipment (New/Repair/Testing)	6,932	-	-	6,932	8,000	(1,068)	86.65%
Medical Supplies	163	-	-	163	8,000	(7,837)	2.04%
Operating Expenses	7	-	-	7	-	7	0.00%
Tuition/Reg/Certification/Dues	-	-	-	-	2,000	(2,000)	0.00%
Vehicle Repair & Maintenance	1,111	-	-	1,111	15,000	(13,889)	7.41%
Total Emergency Medical Services	8,213	0	0	8,213	33,000	(24,787)	24.89%
Fire Services							
Equipment-Insp/Repairs	-	-	-	-	2,200	(2,200)	0.00%
Gloves & Boots	-	-	-	-	1,600	(1,600)	0.00%
Personal Protection Equipment	-	-	-	-	15,500	(15,500)	0.00%
Training & Materials	-	-	-	-	12,000	(12,000)	0.00%
Vehicle Repair & Maintenance	17,240	374	-	17,614	48,000	(30,386)	36.70%
Total Fire Services	17,240	374	0	17,614	79,300	(61,686)	22.21%
Fire and EMS General							
Auxiliary	-	-	-	-	3,000	(3,000)	0.00%
Total Fire & EMS General	0	0	0	0	3,000	(3,000)	0.00%
Capital Expenditures							
Brush Truck	-	-	-	-	30,000	(30,000)	0.00%
Cascade System	-	-	-	-	30,000	(30,000)	0.00%
Garage Door & Sliding	-	3,548	-	3,548	5,600	(2,052)	63.36%
Radio Communication Upgrade	-	-	-	-	29,440	(29,440)	0.00%
Total Capital Expenditures	0	3,548	0	3,548	95,040	(91,492)	3.73%
Contingency							
Total Expenses	29,438	4,235	11,581	45,254	540,074	(494,820)	8.38%
Net Change in Fund Balance	(29,438)	(4,235)	(6,717)	(40,390)			

For management purposes only.

Exhibit E

Jefferson County Emergency Services District No. 4 Bank Account Register

Texas First Bank - Checking
October 16, 2014 - November 18, 2014

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
10/31/14			Beginning Balance			141,444.74
11/01/14			Interest Income		32.54	141,477.28
11/18/14			Jefferson County Property Taxes		12,542.09	154,019.37
11/18/14	1790	ADVANCERESC	Advanced Rescue Systems	574.25		153,445.12
11/18/14	1791	ALLAROUND	All Around Service & Maintenance LLC	812.42		152,632.70
11/18/14	1792	AT&T847	AT&T	931.42		151,701.28
11/18/14	1793	ATT8910	AT&T	144.49		151,556.79
11/18/14	1794	BENCK	Benckenstein & Oxford, L.L.P.	973.39		150,583.40
11/18/14	1795	COASTAL	Coastal Welding Supply Inc.	600.00		149,983.40
11/18/14	1796	CODEBLUE	Code Blue Police Supply	94.00		149,889.40
11/18/14	1797	GREENACRES	Green Acres Grocery	601.86		149,287.54
11/18/14	1798	HERRERAS	Herrera's Emergency Lighting	364.00		148,923.54
11/18/14	1799	HOWARDS	Howard's Auto Supply	83.29		148,840.25
11/18/14	1800	OXFORD	Hubert Oxford, IV	400.00		148,440.25
11/18/14	1801	HEINZ	Joshua C. Heinz	400.00		148,040.25
11/18/14	1802	JPL	JPL Electric, LLC	2,427.74		145,612.51
11/18/14	✓1803	LB-F VFD	Labelle-Fannett VFD	4,458.64		141,153.87
11/18/14	1804	MER	Mary Ellen Robertson, CPA 1805-VOID	475.00		140,678.87
11/18/14	1806	ROLLINS	Rollins Truck & Trailer Repair, LLC-2013	950.00		139,728.87
11/18/14	1807	SIDDONS	Siddons-Martin Emergency Group	1,492.24		138,236.63
11/18/14	1808	SPRINTWASTE	Sprint Waste Services	182.90		138,053.73
11/18/14	1809	UNIONSTD	Union Insurance Company	1,079.00		136,974.73
11/18/14	1810	UNITED COM	United Communications Inc.	76.90		136,897.83
11/18/14	1811	VISA4586	VISA	168.87		136,728.96
11/18/14	1812	WJEFFCTYMWD	W. Jefferson Co. M.W.D	112.13		136,616.83
11/18/14	1813	METROFIRE	Metro Fire Apparatus Specialists, Inc.	329.00		136,287.83
Totals				17,731.54	12,574.63	136,287.83

Transaction count = 25

Exhibit F



Sprint Waste Services, L.P.

1000 South Business Park Dr.
 Port Arthur, Texas 77640
 Office: 409-736-3600 Fax: 409-736-2572

Service Effective Date: 9 / 19 / 2014

Projected Return Date: TBD / /

SERVICE AGREEMENT

SERVICE LOCATION	BILLING LOCATION
Account Name: <u>Labelle Fannett Fire Department Station 1 & 2</u>	Billing Name: <u>Jefferson County Emergency Services District No. 4</u>
Service Address: <u>18769 FM 365 and 12880 FM 365</u>	Billing Address: <u>12880 FM 365</u>
City, State, Zip: <u>Beaumont, Texas 77705</u>	City, State, Zip: <u>Beaumont, Texas, 77705</u>
Tel #: <u>(409) 673-6435</u> Cell #: <u> </u>	Tel #: <u>(409) 673-6435</u> Cell #: <u> </u>
Fax #: <u> </u>	Fax #: <u>Sandra.Melton@JCESD4.com</u>
Contact: <u>Sandra Melton</u>	Contact: <u>Sandra Melton</u>

Comments:
One 4yd Front Load Dumpster At Each Station Serviced 1X a Week.

SERVICES						
EQUIPMENT TYPE	QTY	SIZE	FREQ.	CUSTOMER OWNED	ON CALL	ROUTE
Station 1 - Front Load Dumpster	1	4yd	1X	No	No	M T W T H F S SU
Station 2 - Front Load Dumpster	1	4yd	1X	No	NO	M T W T H F S SU
						M T W T H F S SU
						M T W T H F S SU
						M T W T H F S SU

P.O.#: Y N
 Taxable: Y / N Tax ID#:

Check / Cash:
 Credit Card: Pre-Paid Amt:
 Paid for: Del / Haul / Rent
 MC VISA AMEX DISCOVER
 CARD#
 Expires: / /
 Name:

Bill Credit card: Initial only / Each activity
 Customer requires a signed Manifest/Service Ticket for invoices to be paid. Y / N initial: TE
(Wait-time charges may apply)

Rolloff Box Per Haul Rate	20yd	25yd	30yd	40yd
	Rolloff	Sanitation	Front Load	Extended Rate
Haul Rate.....	\$	\$	\$	\$
Daily Rental Rate.....	\$	\$	\$	\$
Monthly Charge.....	\$	\$	\$76.21	\$152.42
Delivery.....	\$	\$	\$	\$
Extra Service Charge...	\$	\$	\$	\$
Fuel Surcharge.....	%	%	%20	\$30.48
Tax- State.....	%	%	%	\$
Tax- City Franchise.....	%	%	%	\$
TOTAL	\$ 182.90			

THE UNDERSIGNED INDIVIDUAL SIGNING THIS AGREEMENT ON BEHALF OF CUSTOMER ACKNOWLEDGES THAT HE/SHE HAS READ AND UNDERSTANDS THE TERMS AND CONDITIONS OF THIS AGREEMENT, ON THE REVERSE SIDE, AND THAT HE/SHE HAS THE AUTHORITY TO SIGN ON BEHALF OF THE CUSTOMER.

CUSTOMER TERMS: DUE UPON RECEIPT
 X Sandra J. Melton
 (AUTHORIZED SIGNATURE)
 DATE: 10-30-2014

Sprint Waste Services, L.P.
 X Travis Everett
 (SALES REPRESENTATIVE)
 DATE: 9/19/2014

1. **AGREEMENT.** This Service Agreement ("Agreement"), shall be deemed accepted by the undersigned ("Customer") by written acceptance, by acceptance of Company equipment or services, or by commencement of work by Sprint Waste Services (the "Company"). The earliest date on which any of the foregoing occurs is the "Effective Date."

2. **TERM.** The initial term ("Term") of this Agreement is three (3) years from the Effective Date. This Agreement shall automatically renew thereafter for additional Terms of twelve (12) months each, unless either party gives to the other party written notice of termination in accordance with Section 13 at least sixty (60) days prior to the termination of the then-existing Term.

3. **SERVICES PROVIDED.** Company shall furnish equipment and services to Customer at the locations set forth on the attached Exhibit A. Customer agrees that Company shall have the exclusive right to collect and dispose of and/or recycle all Waste Materials of the Customer and its Affiliates. Customer agrees that the materials to be collected under this Agreement shall be only "Waste Materials," which means all non-hazardous putrescible, non-infectious and non-putrescible solid waste and recyclable materials generated Customer at Customer's Service Address. In no event shall Waste Materials include, and Customer agrees not to deposit or permit the storage or deposit of, any radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, biohazardous, toxic or hazardous waste or material, or toxic substance, as defined by, characterized or listed under applicable federal, state, or local laws or regulations (collectively, "Excluded Materials.") Title to and liability for Excluded Materials shall remain with Customer at all times.

4. **LIMITED GUARANTY.** There are no express warranties, representations, or guarantees by Company other than those expressly set forth in this Agreement, and no warranties or guarantees by Company shall be implied or shall arise or be created by operation of law or otherwise, including without limitation, any warranty of merchantability or of fitness for any particular purpose. The sole obligation of Company shall be to collect Waste Services from Customer at the locations specified on Exhibit A. If the Company fails to perform any of its material obligations hereunder within ten (10) business days of its receipt of a written notice from Customer, then provided Customer is not in default, it may terminate this Agreement contemporaneously with the payment of all monies due through the termination date. The Company shall not be liable to Customer for consequential, incidental or punitive damages arising out of or in connection with the performance or non-performance of this Agreement or otherwise. The remedies of Customer as set forth in this Section 11 are exclusive and the total cumulative and aggregate liability of Company with respect to this Agreement or the equipment or services provided hereunder, whether based on breach of contract, tort, strict liability, negligence, breach of warranty or otherwise, shall in no event exceed the amount paid by Customer to Company hereunder.

5. **COMPLIANCE WITH LAW.** Customer shall comply with all federal, state, local or foreign laws, ordinances, rules and regulations applicable to it. Customer, if a subcontractor under U.S. Government contracts, hereby certifies and confirms that Customer is and shall remain in compliance with All Executive Orders and federal laws and regulations applicable to performance under this Agreement.

6. **CHARGES; PAYMENTS; ADJUSTMENTS.** Customer shall pay for the services and/or equipment (including repair and maintenance) furnished by Company, together with any taxes or other fees applicable thereto, in accordance with the charges on Exhibit B, as adjusted hereunder. Payment must be received by Company within ten (10) days of the date of Company's invoice. Customer shall pay a service charge on all past due amounts accruing from the date of the last invoice at a rate of eighteen percent (18%) per annum or, if less, the maximum rate allowed by law. In addition, in the event Customer fails to timely pay Company within such time period, Company may, without notice or obligation, enter upon Customer's premises and remove Company's equipment and/or discontinue services, until payment and adequate security has been received in full. Company may increase the charges to account for: any increase in disposal, fuel or transportation costs; any increase in cost resulting from the failure to provide Company required access, any change to Customer's premises or operations that increases Company's cost of performance; any change in the composition of the Waste Materials or increase in the average weight per container of Waste Materials; or increased costs from the following circumstances: changes in local, state or federal laws or regulations (including environmental laws); imposition of taxes, fees or surcharges; the closure or maintenance of road used to provide services, or any Force Majeure (as defined below). Charges may also be increased to reflect increases in the Consumer Price Index for the municipal or regional area in which the Service Address is located. Increases in charges for reasons

other than as provided above require the consent of Customer. Failure by Customer to object to any price change within ten (10) days after receipt of notice of the same shall be deemed acceptance of such change.

7. **TAXES.** Customer shall pay all sales, use, excise, ad valorem, environmental, property, gross receipt, or other taxes, charges, and other contributions now or hereafter imposed, or with respect to, this Agreement, the equipment or services provided hereunder, or the performance hereof, and Customer shall indemnify the Company against any liability and expense by reason of Customer's failure to properly pay the same.

8. **CHANGES.** The Company may make changes in the frequency or timing of collection service, the number, capacity and/or type of equipment, by providing verbal or written notice of such change to Customer. Failure of Customer to object to such change in writing within ten (10) days after receipt of notice of same shall be deemed acceptance of such change. Written notice of any changes in accordance with this provision will be provided to the Customer either prior to or in conjunction with the first billing statement that reflects the change.

9. **EQUIPMENT, ACCESS, INSURANCE.** All equipment furnished by Company shall remain the property of Company; provided, however, Customer shall have care, custody and control of the equipment and liability for all loss or damage to the equipment and for its contents during the Term. Customer shall provide Company unobstructed access to its premises and the equipment. Customer shall not overload, move or alter the equipment, or allow equipment to become a nuisance, and shall use the equipment only for its intended purpose. Upon termination of this Agreement, Customer shall return the equipment to Company in the condition in which it was provided, normal wear and tear excepted. Customer shall provide insurance on the equipment and the premises on which it is located, including general liability, fire, theft, environmental, property and other insurance that a reasonable operator would have. Company shall not be responsible for any damages to Customer's property, including pavement, subsurface or curbing, or surface, subsurface, or groundwater contamination resulting from Company's equipment or the provision of services hereunder. Customer warrants that Customer's right of way is sufficient to bear the weight of Company's equipment and vehicles.

10. **INDEMNITY.** Customer agrees to indemnify, defend and save the Company harmless from and against any and all liability which the Company may be responsible for or pay out as a result of bodily injuries (including death), property damage, or any violation or alleged violation of law resulting from (1) any Excluded Materials, (2) Customer's breach of this Agreement, or (3) by any negligent act, negligent omission or willful misconduct of the Customer or its employees, agents or contractors.

11. **FORCE MAJEURE.** For purposes hereof, "Force Majeure" shall mean any act, event, cause or occurrence not within reasonable control of Company, including but not limited to acts of god, terrorist act, strike, lockout, riot, fire, explosion, equipment failure, power outage, or governmental action. Company shall not be liable to Customer for failure, delay in performance, damages, or otherwise under this Agreement due in whole or in part to Force Majeure, and shall be excused from performance of its obligations during the period of Force Majeure.

12. **ASSIGNMENT.** Customer shall not assign or attempt to assign this Agreement without the prior written consent of the Company, which consent may be withheld in Company's sole discretion. This Agreement shall be binding on and shall inure to the benefit of the parties hereto and their respective successors and permitted assigns.

13. **GENERAL.** This Agreement represents the entire agreement between the parties and supersedes any and all other agreements, whether written or oral, that may exist between the parties. A waiver on the part of Company of Customer of the breach of any term, provision or condition of this Agreement shall not constitute a precedent, nor bind either party to a waiver of any succeeding breach of the same or any other term, provision or condition of this Agreement. If any provision of this Agreement is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Agreement; provided, however, the parties shall amend this Agreement to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision. In the event the Company successfully enforces its rights against Customer hereunder, the Customer shall be required to pay the Company's attorney's fees.

14. **GOVERNING LAW.** This Agreement shall be construed in accordance with the law of the State of Texas. Company and Customer consent to in personam jurisdiction and venue in the

state and county courts located in Beaumont, Texas and in the Courts of Jefferson County Texas. Company and Customer expressly agree that any action instituted with respect to any matter arising out of or related in any manner to this Agreement or the dealings between Customer and Company shall be brought only in the state and county courts located in Beaumont, Texas and in the Federal District Courts of Jefferson County Texas and in no other jurisdiction or venue.

15. **CONSTRUCTION.** This Agreement has been negotiated by the parties and shall be interpreted fairly in accordance with its terms and without any construction against the scriber or otherwise in favor of or against either party.

16. **NOTIFICATION.** Any notice required by this Agreement shall be Certified or Registered Mail, or by facsimile with an automated date and time stamp to the following address:

Sprint Waste Services
1000 S Business Park Drive
Port Arthur, TX 77640
Fax (409) 736-2572

17. **LIQUIDATED DAMAGES.** In the event Customer terminates this Agreement prior to the expiration of the initial Term for any reason other than a default by Company, or in the event Company terminates this Agreement for Customer's default, Customer shall pay the following liquidated damages in addition to the Company's legal fees: 1) if the remaining Term under this Agreement is six (6) or more months, Customer shall pay its most recent full monthly charges multiplied by six (6); or 2) if the remaining Term under this Agreement is less than six (6) months, Customer shall pay its most recent full monthly charges multiplied by the number of months remaining in the Term. In the event Customer terminates this Agreement prior to the expiration of any renewal term for any reason other than a default by Company, or in the event Company terminates this Agreement for Customer's default, Customer shall pay the following liquidated damages in addition to the Company's legal fees: 1) if the remaining renewal Term under this Agreement is three (3) or more months, Customer shall pay its most recent full monthly charges multiplied by three (3); or 2) if the remaining Term under this Agreement is less than three (3) months, Customer shall pay its most recent full monthly charges multiplied by the number of months remaining in the renewal Term. Customer acknowledges that the actual damage to Company in the event of termination is difficult to fix or prove, and the foregoing liquidated damages amount is reasonable and commensurate with the anticipated loss to Company resulting from such termination and is an agreed upon fee and is not imposed as a penalty. Company shall not be liable under any circumstances for any special, incidental or consequential damages arising out of or in connection with performance or non-performance of this Agreement.

18. **CONFIDENTIAL INFORMATION.** This Agreement, together with all information, documents and knowledge of Company's operations, processes or equipment acquired or handled by Customer, shall be considered to be confidential information, and shall not be disclosed without the prior written consent of Company.

19. **CONTINUING OBLIGATIONS.** The provisions of Sections 4, 6, 7, 10, 13, 17 and 18 are continuing obligations and shall survive the completion or termination of this Agreement.

JEFFERSON COUNTY ESD No 4
Customer

Sandra A. Meltzer
Authorized Signature

TREASURER 10-30-2014
Title Date

Exhibit G

**JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4
FUEL PURCHASING POLICY AND PROCEDURES**

This Fuel Purchase Policy and Procedures was approved by the Board of Commissioners of the Jefferson County Emergency Services District No. 4 on the date set forth herein below.

I. Fuel Purchases at Designated Stations

1.01. With the exception of Emergency Fuel Purchases, which is addressed in Section II below, all fuel purchases by the District's service providers, including Labelle-Fannett VFD and Cheek VFD ("VFDs"), shall be made at one the following fueling stations: (a) Green Acres Grocery, 16091 Hwy. 124, Beaumont, Texas 77705; and, (b) Country Corner Store, 9478 Hwy. 365, Beaumont, Texas 77705 ("Designated Stations").

1.02. Fuel purchases made by the VFDs shall only be made for purposes of fueling vehicles, apparatus and equipment owned by the District and/or the VFDs and used in the provision of providing fire and/or emergency medical services.

1.03. For each fuel purchase made by the VFDs, a Fuel Purchase Ticket must be completed and signed by the VFD member/representative making the fuel purchase and submitted to the Designated Station attendant. A copy of the Fuel Purchase Ticket is attached hereto as Exhibit "A", which will be available at the Designated Stations.

1.04. On a monthly basis, the Designated Stations will invoice the District for all fuel purchases made during the previous month period, and will provide therewith copies of all Fuel Purchase Tickets submitted by the VFDs in relation to the fuel purchases made during said period and which are included in the invoice amount.

1.05. In the event the VFDs fail to submitted a completed Fuel Purchase Ticket to the Designated Station or fuel is purchased for vehicles, apparatus and/or equipment not owned by the District or the VFDs and not used in the provision of providing fire and/or emergency medical services ("Non-Qualifying Fuel Purchases"), then the VFD having made the purchase will be responsible for reimbursing the District for each and every Non-Qualifying Fuel Purchase made within thirty (30) days of the District notifying the VFD of same.

II. Emergency Fuel Purchases

2.01. In the event of an emergency situation and it is necessary for the VFDs to purchase fuel for any of the vehicles, apparatus and/or equipment used in the provision of providing fire and/or emergency services at a Designated Station when said station is not open for business or at a fueling station other than the Designated Stations ("Emergency Fuel Purchases"), then the VFD making the purchase shall complete a Fuel Purchase Ticket for each Emergency Fuel Purchase made, and shall submit same to the District's Board of Commissioners ("Board") for approval and payment/reimbursement by the District, along with an explanation as to the emergency nature for each such purchase.

2.02. All Emergency Fuel Purchase payment/reimbursement requests must be submitted by the VFDs to the Board within thirty (30) days of each such purchase, and no later than seven (7) days prior to a regularly scheduled Board meeting at which the payment/reimbursement request is to be considered.

2.03. In the event that multiple Emergency Fuel Purchases are made during a particular monthly period, then said purchases made be combined and submitted to the Board under one payment/reimbursement request, but a separate Fuel Purchase Ticket must be completed for each such Emergency Fuel Purchase submitted with the payment/reimbursement request.

2.04 No VFD Emergency Fuel Purchase payment/reimbursement request will be considered and/or approved by the Board unless each such purchase is supported by a completed Fuel Purchase Ticket and submitted with the request.

III. Miscellaneous Provisions

3.01. The VFDs will make a best effort to keep all vehicles, apparatus and equipment used in the provision of providing fire and/or emergency medical services fueled, and in the event fuel is needed, will make a best effort to fuel the vehicles, apparatus and equipment at times when the Designated Stations are open for business and a Form Purchase Ticket can be completed and submitted.

3.02. This Fuel Purchase Policy and Procedures applies only to fuel purchases made by the VFDs for purposes of fueling vehicles, apparatus and equipment owned by the District and/or the VFDs and used in the provision of providing fire and/or emergency medical services.

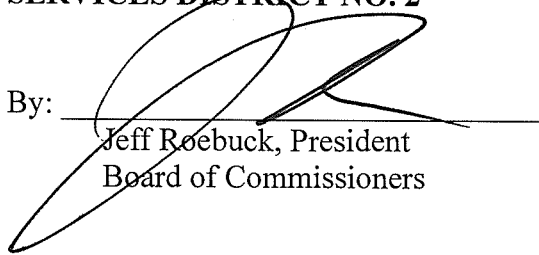
3.03. It is the intent of the Board to establish comprehensive purchasing and procurement policies and procedures for the District in the future, and incorporate therein policies and procedures relating to fuel purchases, but until such time that the Board establishes comprehensive purchasing and procurement policies and procedures for the District, or in the event that said comprehensive purchasing and procurement policies and procedures do not include policies and procedures relating to fuel purchases, then the terms of this Fuel Purchasing Policy and Procedures shall remain in effect and apply to all fuel purchases made by the VFDs.

3.04. A copy of this Fuel Purchasing Policy and Procedures shall be provided to the VFDs, and thereafter each VFD shall return to the Board a copy of same signed by an authorized VFD representative to confirm the VFDs' receipt, review and understanding of same, and also to confirm that each VFD has advised all its members of the policy and procedures set forth herein.

PASSED AND APPROVED the 18th day of November, 2014.

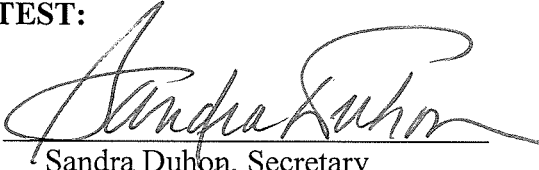
**JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT NO. 2**

By: _____


Jeff Roebuck, President
Board of Commissioners

ATTEST:

By: _____


Sandra Duhon, Secretary
Board of Commissioners

BY SIGNING BELOW, YOU ARE CONFIRMING THAT YOUR DEPARTMENT HAS RECEIVED, REVIEWED AND UNDERSTANDS THE FOREGOING FUEL PURCHASING POLICY AND PROCEDURES OF JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4, THAT EACH DEPARTMENT MEMBER HAS BEEN ADVISED OF THE POLICY AND PROCEDURES SET FORTH THEREIN, AND THAT YOU ARE AUTHORIZED TO EXECUTE THIS FUEL PURCHASING POLICY AND PROCEDURES ON BEHALF OF YOUR DEPARTMENT.

**LABELLE-FANNETT VOLUNTEER
FIRE DEPARTMENT**

By: _____
Printed Name: _____
Title: _____
Date: _____

**CHEEK VOLUNTEER FIRE
DEPARTMENT**

By: _____
Printed Name: _____
Title: _____
Date: _____

Exhibit A

VEHICLE MAKE/MODEL VIN PLATE #

CHEEK

Tanker Truck	2012 Kenworth	2NKLN9X6CM286885	101-5126	<input type="checkbox"/>
Pumper Truck	1989 Ford	1FSXJ84A7KVA12822	565-687	<input type="checkbox"/>

LFVFD STATION 1

Brush Tk 118	07 Ford F350	1FWDWF37P57EA57915	100 3060	<input type="checkbox"/>
Tanker 5	88 Ford FT9 Pumper	1FDYL90A9JVA20237	769 407	<input type="checkbox"/>
Rescue 7	88 GMC Rescue	1GDJV38W8JJ516Z34	101 5052	<input type="checkbox"/>
Engine 1	07 Freightliner	1FVACYDJ17HU63469	102 3915	<input type="checkbox"/>
Engine 3	88 Federal Motors	1F9AVAA82J1037283	773 292	<input type="checkbox"/>
JD 620i Gator	2008 JD Gator	S/N M0XUVGX027029	N/A	<input type="checkbox"/>

STORE NAME

PRINT NAME & CALL #

I Certify that the information on this Form is Correct and Accurate

LFVFD STATION 2

Med 6	03 Ford F350	1FDWF36F43EA35956	844 798	<input type="checkbox"/>
Engine 8	90 Ford 800	1FDYK84A96LVA4641	628 571	<input type="checkbox"/>
Brush Tk 4	00 Ford F350	1FDWF37F3YEE52202	795 733	<input type="checkbox"/>

SIGNATURE:

Portable Gas Can For:

DATE: TIME:

MILEAGE:

GALLONS PURCHASED:

PRICE PER GALLON \$ GAS: TOTAL \$

PRICE PER GALLON \$ DIESEL: TOTAL \$

VEHICLE MAKE/MODEL VIN PLATE #

CHEEK

Tanker Truck	2012 Kenworth	2NKLN9X6CM286885	101-5126	<input type="checkbox"/>
Pumper Truck	1989 Ford	1FSXJ84A7KVA12822	565-687	<input type="checkbox"/>

LFVFD STATION 1

Brush Tk 118	07 Ford F350	1FWDWF37P57EA57915	100 3060	<input type="checkbox"/>
Tanker 5	88 Ford FT9 Pumper	1FDYL90A9JVA20237	769 407	<input type="checkbox"/>
Rescue 7	88 GMC Rescue	1GDJV38W8JJ516Z34	101 5052	<input type="checkbox"/>
Engine 1	07 Freightliner	1FVACYDJ17HU63469	102 3915	<input type="checkbox"/>
Engine 3	88 Federal Motors	1F9AVAA82J1037283	773 292	<input type="checkbox"/>
JD 620i Gator	2008 HD Gator	M0XUVGX027029	N/A	<input type="checkbox"/>

STORE NAME

PRINT NAME & CALL #

I Certify that the Information on this Form is Correct and Accurate.

LFVFD STATION 2

Med 6	03 Ford F350	1FDWF36F43EA35956	844 798	<input type="checkbox"/>
Engine 8	90 Ford 800	1FDYK84A96LVA4641	628 571	<input type="checkbox"/>
Brush Tk 4	00 Ford F350	1FDWF37F3YEE52202	795 733	<input type="checkbox"/>

SIGNATURE:

Portable Gas Can For:

DATE: TIME:

MILEAGE:

GALLONS PURCHASED:

PRICE PER GALLON \$ GAS: TOTAL \$

PRICE PER GALLON \$ DIESEL: TOTAL \$

Exhibit H

**RESOLUTION OF
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4
ESTABLISHING FUND BALANCE POLICY**

WHEREAS, the Governmental Accounting Standards Board (“GASB”) has adopted Statement 54 (“GASB 54”), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting after June 15, 2010; and,

WHEREAS, Jefferson County Emergency Services District No. 4 (“JCESD No. 4”) elects to implement GASB 54 requirements, and to apply such requirements to its financial statements beginning with the October 1, 2013 through September 30, 2014 fiscal year; and,

NOW THEREFORE BE IT RESOLVED THAT JCESD No. 4 hereby adopts the following policy:

FUND BALANCE POLICY

Fund balance measures the net financial resources available to finance expenditures of future periods.

The District’s Unassigned General Fund Balance will be maintained to provide the District with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The Unassigned General Fund Balance may only be appropriated by resolution of the Board of Commissioners.

Fund Balance of the District may be committed for a specific source by formal action of the Board of Commissions of JCESD No. 4. Amendments or modifications of the committed fund balance must also be approved by formal action of the Board of Commissioners of JCESD No. 4.

When it is appropriate for fund balance to be assigned, the Board of Commissioners delegates authority to the District Treasurer.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is from the most restrictive to the least restrictive, unless otherwise approved by the Board of Commissioners.

ADOPTED the 18th day of November, 2014.

**JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT NO. 4**

By: _____

Jeff Roebuck, President
Board of Commissioners

ATTEST:



Sandra Duhon, Secretary
Board of Commissioners

**JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4
CAPITAL PURCHASES AND CAPITALIZATION THRESHOLD POLICY**

This Capital Purchases and Capitalization Threshold Policy was approved by the Board of Commissioners of the Jefferson County Emergency Services District No. 4 on July ____, 2014.

Definition and Threshold:

Capital purchases comprise furniture, fixtures, equipment, software, leasehold improvements, etc. that meet two criteria:

- 1) a useful life of more than one year, and
- 2) cost more than a certain amount.

The Board of Commissioners of the Jefferson County Emergency Services District No. 4 has established \$5,000.00 as the threshold amount for capitalization.

Buildings	–	20-30 years
Leasehold improvements	–	15-30 years
Furniture and equipment	–	5-10 years
Vehicles	–	5-15 years

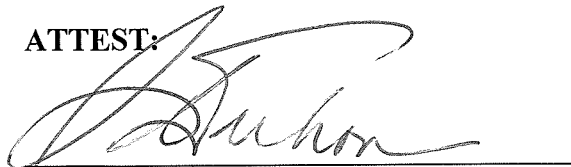
PASSED AND APPROVED the 18th day of November, 2014.

**JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT NO. 4**

By: _____

Jeff Roebuck, President
Board of Commissioners

ATTEST:



Sandra Duhon, Secretary
Board of Commissioners