

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 6:00 p.m. on December 11, 2017, at the Labelle fire station, located at 12880 FM 365, Beaumont, Texas 77705, pursuant to notice duly posted according to law.

At approximately 6:00 p.m., the regular meeting was called to order. The roll was called of the duly constituted officers and members of the Board, to wit:

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

All of said Board members were present, thus constituting a quorum. Also present were: Doug Saunders, Interim District Manager; Jeremy Hansen, District Fire Chief; Daniel Diaz, Interim District Administrative Assistant; Mary Ellen Robertson, the District’s accountant; Joshua Heinz of the law firm Benckenstein & Oxford, L.L.P., attorneys for the District; and, the individuals shown on the attendance log attached hereto as **Exhibit A**.

Being as there was no public comment under Agenda Item No. 3, the Board moved along to Agenda Item No. 4, at which time Mr. Saunders and Chief Hansen reviewed and discussed their Manager and Chief Reports with the Board. A copy of the Chief’s Reports, along with a listing of active members, is attached hereto as **Exhibit B**.

Then the Board moved along to Agenda Item No. 5 regarding the District Administrator and Station Attendant positions. Chief Hansen advised the Board that

Jared Hansen would accept the Station Attendant position (minimum 10 hours per week) for \$750.00 per month, and President Roebuck confirmed with Pat Larson that he would accept the Administrator position (minimum 20 hours per week) at a rate of \$1,750.00 per month. Upon motion by Secretary Walston and seconded by Assistant Treasurer Bordes, and with the consent of all Board members present except Treasurer Melton, who abstained from the discussion and vote on the matter, the Board retained Pat Larson as District Administrator at a rate of \$1,750.00 per month (minimum 20 hours per week) and Jared Sampson as Station Attendant at a rate of \$750.00 per month (minimum 10 hours per week), effective December 12, 2017. The Board also conferred with Mrs. Robertson and confirmed that the positions would be considered contract labor, and Mr. Heinz will prepare service agreements for each.

Next, the Board was directed to Agenda Item No. 6 for review of the Minutes of the November 20, 2017 regular meeting. Upon motion by Vice President Reneau and seconded by Treasurer Melton, the proposed minutes were unanimously approved by the Board members present.

The Board then moved along to Agenda Item No. 7 for the Treasurer's Report. Treasurer Melton reported that the District's Texas First Bank checking account balance was \$330,984.04 as of November 30, 2017 and \$359,970.57 as of December 10, 2017, and that the District's Texas First Bank savings account balance was \$200,589.62 as of November 30, 2017 and December 10, 2017, as reflected in the account statements attached hereto as **Exhibit C**. Mrs. Robertson then reviewed with the Board the monthly Statement of Activities, a copy of which is attached hereto as **Exhibit D**.

Thereafter, President Roebuck directed the Board to Agenda Item No. 8 for payment of the District's bills. Treasurer Melton and Mrs. Robertson reviewed with the Board the District's various monthly expenditures proposed for payment. Upon motion by Treasurer Melton and seconded by Vice President Reneau, the Board members unanimously approved payment of the bills and expenditures totaling \$64,793.11 (Check Nos. 2582-2604, as well as the electronic payroll and utility payments).

Having already discussed the status of Hurricane Harvey insurance claims during the Manager and Chief's reports, the Board moved passed Agenda Item No. 9, and being as there were no matters to discuss under Agenda Item No. 10, the Board moved on to Agenda Item No. 11 for the counsel report, at which time Mr. Heinz advised the Board that he would be submitting the District's annual report, and that he also would be submitting President Roebuck, Secretary Walston, and Assistant Treasurer Bordes' request for reappointment as JCESD No. 4 Board Members to the Jefferson County Commissioners Court.

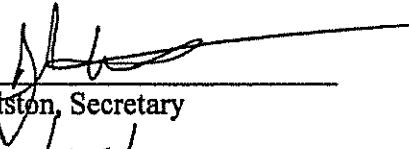
The Board was then directed by President Roebuck to Agenda Item No. 12, at which time the Board discussed the proposed Event Rental Management Services Agreement with the Ladies' Auxiliary and the revised Event Rental Agreement form, copies of which are attached hereto as **Exhibit E**. Upon motion by Vice President Reneau and seconded by Assistant Treasurer Bordes, the Board members present unanimously approved the Event Rental Management Services Agreement and the revised Event Rental Agreement form.

Being as there were no other matters to come before the Board, the regular meeting was adjourned at approximately 6:45 p.m.



Jeff Roebuck, PresidentDate: 1/15/2018

ATTEST:



Randy Waiston, SecretaryDate: 1/15/2018

Exhibit A

SCESD 4 - 12/11/2017

Sign-in Sheet

- ① Randy Lyday
- ② Josh Cuno
- ③ Rony Rivett 4102
- ④ Darlene Rivett 4302
- ⑤ PATRICK LARSON
- ⑥ Jacob Rivett 4201
- ⑦ Beth W.
- ⑧ Daniel P. - ESD 3/4
- ⑨ DOUG SAUNDERS
- ⑩ JEREMY HANSEN

Exhibit B

**Jefferson County ESD No. 4
Chief's Report
11 December, 2017**

1. **Calls for Service:** Fire: 13 EMS: 37 MVA: 17 Total: 67 (18nr)

2. **Station Status:**

LaBelle STA #1: New ESD sign installed. Mold smell in apparatus bay. Exterior repairs still needed (rock facing & rust).

Fannett STA #2: Septic system has reduced functionality. Power washing scheduled before new sign install.

Cheek STA #3: Flood remediation complete, awaiting rebuild.

3. **Apparatus Status:**

E41 – In service, Needs window repair. Needs rear LED replacement (original parts unavailable).

T41 – In service

B41 – Limited service, replacement hose reels have arrived. Awaiting installation.

R41 – Out of service (permanent) – Stripped and being moved to storage.

H41 – Out of service, Awaiting lettering & skin unit retrofit.

E42 – In service

B42 – Out of service, Electrical parts ordered for pump control panel.

R43 – In service, Heavy mold smell in cab – Philpott Ford.

E43 – Out of service – @ Sieben Equipment for pump repairs. Awaiting lettering.

T43 – In service. Needs to be scheduled for BCM repairs at Performance Automotive.

RT4 – In service – Portable tank needs repair or replacement.

MED4 – Out of service

U4 – In service.

4. **Membership:** No new applications received. Casey Sanders appointed Captain of Station 1.

5. **Training:** FF Training program 5 days scheduled in November. 30 currently enrolled, 23 participating. FF Cunio graduated EMT-B. Asst. Chief Williams and FF Cunio hired by Beaumont Fire.

6. **Critical Needs:** 1) Enhanced security for stations if they will be occupied by non-ESD members. Need the ability to monitor activity and access/control. 2) Scheduling assistance needed with use of Fire Station. Experiencing scheduling conflicts.

Jeremy D. Hansen, Fire Chief
Jefferson County ESD No. 4

#

Unit Number	Member Name	Level	Contact Number	Email Address
401	Jeremy Hansen	FF/D/EMT-B	409-540-5207	jhansen@kcsd4.com
402	Brandon Schwarzenburg	FF/D/ECA	409-673-1171	bschwarzzenburg@sbcglobal.net
403	Thomas Williams	FF/D/EMT-P	409-457-9934	tcfd29@gmail.com
410	Casey Sanders	FF/D/EMT-B	409-651-9410	caseysanders016@gmail.com
420	David Stacey	FF/D/EMT-B	409-223-8733	davidbhm@gmail.com
430	Jared Sampson	FF/D/EMT-B	409-350-8936	sampson01@yahoo.com
440	Scott Wade	FF/D/EMT-I	409-550-3799	lyrelvler794@yahoo.com
4102	Randy Rivett	FF/ECA	409-656-6402	rivetttr@cs.com
4103	Chad McCloud	FF/EMT-B	409-720-9990	chad4175@gmail.com
4104	Josh Cunio	FF/D/ECA	409-273-9552	jcunio06@gmail.com
4105	Kait Hansen	FF/EMT-B	860-227-5778	kfhansen@gmail.com
4106	Dylan Compton	FF/D/EMT-B	409-656-3605	bustemupoutdoors@gmail.com
4110	Randy Lyday	FF/D/ECA	409-658-3184	tliday@sbcglobal.net
4111	Cody Perron	FF/(ECA)	337-263-2464	cgp201139@gmail.com
4115	Kevin Kester	FF/D/EMT-B	409-239-8059	knckester1990@yahoo.com
4121	Carl Vinson	FF/D/ECA	409-291-6349	
4124	Ashley Kester	FF/EMT-B	409-617-2148	smashe2018@gmail.com
4133	Justin Holmes	FF/D/ECA	409-728-1000	jbapros@sbcglobal.net
4136	Jeremiah Rivett	FF/D/EMT-B	409-658-8891	jeremiahrivett@yahoo.com
4138	John Tatroe	FF/D/EMT-B	409-540-6299	jtatroe@portatburpd.com
4201	Jacob Rivett	FF/D	409-656-6402	lndyain360@gmail.com
4203	J Francis	FF/D	409-201-6883	steelshotx@aol.com
4205	David Longoria	FF/(T)	409-504-1294	dslongoria0415@gmail.com
4206	Sos Fuseller	FF/D	409-658-9940	sweetaugust2227@aol.com
4207	Aaron King	FF/D	409-291-3323	aking@hbmchemical.com
4208	Kattie Miller	FF(T)	904-894-9172	kattie_sue23@icloud.com
4209	Jerry Miller	FF(T)	409-540-2099	
4211	Lisa Perron	FF	409-293-1088	lisa.m.hatcher@exxonmobil.com
4212	Billy Ray	FF/D	409-201-6259	Billy W.Ray@uscg.mil
4213	Bruce Green Sr.	FF/D	409-926-8168	
4214	Nelson Lavergne	FF/D	409-504-3185	lavergnejr@gmail.com
4215	Louis Martin	FF/D	409-790-6052	

4216	Dwayne Williams	FF/D	409-658-4695	dwayne_williams315@yahoo.com
4220	David Stauffer	FF(T)	901-574-7196	d_stauff@yahoo.com
4222	James Smith	FF/D	409-656-2220	jlsmit10272@gmail.com
4223	Josh Kester	FF(T)	409-728-3551	kesterjosh93@gmail.com
4237	Swendale Trahan	FF/D	409-790-9691	terrytr2007@aol.com
4244	Jesse Arceneaux	FF/D	409-659-3267	
4288	Jose Salinas	FF/D	361-658-0882	toro88@yahoo.com
4309	Earl Blue	SUPPORT	409-466-1356	
4312	Delisa Fuselier	SUPPORT	409-658-9065	sweettaupus227@aol.com
4315	Claudia Kester	SUPPORT	409-239-9294	ckester418@gmail.com
4317	Patrick Larson	SUPPORT	409-273-5050	plarson@pl.rtr.com
4322	Paul Salles	SUPPORT	409-291-1491	paulsalles5@gmail.com
4336	Brooke Rivett	SUPPORT	409-600-7103	brookerivett@gmail.com
4401	Gabrielle Hansen	EMT-P	409-365-4341	Gabbieh05@yahoo.com
4406	Janet Dancer	EMT-B	409-239-3618	cowgirl26fd@yahoo.com
4409	Mark Morrison	EMT-P	409-926-3719	mmemlp@gmail.com
4420	Carolyn Hurrych	EMT-I	409-893-5006	lhurrych@att.net
4437	Terry Trahan	EMT-B	409-659-9300	terrytr2007@aol.com
4439	Tim Byers	EMT-P	409-781-3158	tbyers3158@yahoo.com

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-TF81 (8321)

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

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
 Statement Date: 11/30/17

DEBITS AND OTHER WITHDRAWALS

Date	Withdrawals	Activity Description
11/06	173.12	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
11/08	278.50	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
11/09	987.36	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4
11/15	391.80	IRS/USATAXPYMT *****1991233959 JEFFERSON COUNTY EMERG

CHECKS PAID

* indicates skip in check numbers

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
11/17	2476	1,250.00	11/28	2558	680.00	11/29	2571	58.15
11/24	2550*	856.97	11/28	2560*	161.10	11/28	2572	462.00
11/22	2552*	400.00	11/28	2563*	2,154.00	11/30	2573	150.00
11/24	2553	1,250.00	11/29	2564	5,022.57	11/27	2574	177.91
11/22	2554	525.00	11/28	2566*	481.00	11/29	2576*	109.95
11/29	2555	888.00	11/28	2567	500.00	11/30	2578*	80.00
11/28	2556	1,750.00	11/28	2569*	529.03	11/22	2579	76.98
11/30	2557	189.12	11/28	2570	2,762.10	11/27	2581*	81.42

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
11/03	338,362.78	11/17	335,282.00	11/27	346,877.62
11/06	338,189.66	11/21	350,245.90	11/28	337,398.39
11/08	337,911.16	11/22	349,243.92	11/29	331,319.72
11/09	336,923.80	11/24	347,136.95	11/30	330,984.04
11/15	336,532.00				

TEXAS FIRST BANK

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Return Service Requested

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

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

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JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 11/30/17

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4

Acct 20041885

Beginning Balance	11/01/17	200,564.89	
Deposits / Misc Credits	1	24.73	
Withdrawals / Misc Debits	0	.00	
** Ending Balance	11/30/17	200,589.62	**
Service Charge		.00	
Interest Paid		24.73	
Interest Paid Year To Date		199.92	
Annual Percentage Yield Earned		.15%	
Number of Days for A.P.Y.E.		30	
Average Balance for A.P.Y.E.		200,564.89	
Minimum Balance		200,564	

DEPOSITS AND OTHER CREDITS

Date	Deposits	Activity Description
11/30	24.73	Interest Earned

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
11/30	200,589.62				



Texas First Bank Public Funds Tiered Int. **1508

Last Updated: 12/10/2017 9:33 AM

Available Balance

\$359,970.57

\$359,970.57

Available Balance

Date	Description	Amount
DEC 8 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$471.00 \$359,970.57
DEC 8 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$139.22 \$360,441.57
DEC 7 2017	ENTERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$105.48 \$360,580.79
DEC 7 2017	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$39,720.10 \$360,686.27
DEC 6 2017	☒ Check - 2575	-\$810.00 \$320,966.17
DEC 4 2017	☒ Check - 2559	-\$2,800.30 \$321,776.17
DEC 4 2017	☒ Check - 2580	-\$2,615.22 \$324,576.47
DEC 4 2017	☒ Check - 2577	-\$739.98 \$327,191.69
DEC 4 2017	☒ Check - 2561	-\$92.95 \$327,931.67
DEC 4 2017	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS	-\$28.14 \$328,024.62
DEC 4 2017	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD	-\$28.14 \$328,052.76
DEC 4 2017	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$328,080.90
DEC 1 2017	☒ Check - 2565	-\$1,375.00 \$328,109.04
DEC 1 2017	☒ Check - 2562	-\$1,100.00 \$329,484.04
DEC 1 2017	☒ Check - 2551	-\$400.00 \$330,584.04
NOV 30 2017	Interest Paid	+ \$83.44 \$330,984.04

NOV 30 2017	☒ Check - 2557	-\$189.12 \$330,900.60
NOV 30 2017	☒ Check - 2573	-\$150.00 \$331,089.72
NOV 30 2017	☒ Check - 2578	-\$80.00 \$331,239.72
NOV 29 2017	☒ Check - 2564	-\$5,022.57 \$331,319.72
NOV 29 2017	☒ Check - 2555	-\$888.00 \$336,342.29
NOV 29 2017	☒ Check - 2576	-\$109.95 \$337,230.29
NOV 29 2017	☒ Check - 2571	-\$58.15 \$337,340.24
NOV 28 2017	☒ Check - 2570	-\$2,762.10 \$337,398.39
NOV 28 2017	☒ Check - 2563	-\$2,154.00 \$340,160.49
NOV 28 2017	☒ Check - 2556	-\$1,750.00 \$342,314.49
NOV 28 2017	☒ Check - 2558	-\$680.00 \$344,064.49
NOV 28 2017	☒ Check - 2569	-\$529.03 \$344,744.49
NOV 28 2017	☒ Check - 2567	-\$500.00 \$345,273.52
NOV 28 2017	☒ Check - 2566	-\$481.00 \$345,773.52
NOV 28 2017	☒ Check - 2572	-\$462.00 \$346,254.52
NOV 28 2017	☒ Check - 2560	-\$161.10 \$346,716.52
NOV 27 2017	☒ Check - 2574	-\$177.91 \$346,877.62
NOV 27 2017	☒ Check - 2581	-\$81.42 \$347,055.53
NOV 24 2017	☒ Check - 2553	-\$1,250.00 \$347,136.95
NOV 24 2017	☒ Check - 2550	-\$856.97 \$348,386.95

NOV 22 2017	☒ Check - 2554	-\$525.00 \$349,243.92
NOV 22 2017	☒ Check - 2552	-\$400.00 \$349,768.92
NOV 22 2017	☒ Check - 2579	-\$76.98 \$350,168.92
NOV 21 2017	☒ Deposit	+ \$4,004.25 \$350,245.90
NOV 21 2017	☒ Deposit	+ \$3,195.41 \$346,241.65
NOV 21 2017	☒ Deposit	+ \$2,339.02 \$343,046.24
NOV 21 2017	☒ Deposit	+ \$2,236.85 \$340,707.22
NOV 21 2017	☒ Deposit	+ \$2,127.13 \$338,470.37
NOV 21 2017	☒ Deposit	+ \$1,061.24 \$336,343.24
NOV 17 2017	☒ Check - 2476	-\$1,250.00 \$335,282.00
NOV 15 2017	IRS/USATAXPYMT *****1991233959 JEFFERSON COUNTY EMERG	-\$391.80 \$336,532.00
NOV 9 2017	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$987.36 \$336,923.80
NOV 8 2017	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$278.50 \$337,911.16
NOV 6 2017	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$173.12 \$338,189.66
NOV 3 2017	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$13,468.81 \$338,362.78
OCT 31 2017	Interest Paid	+ \$68.55 \$324,893.97
OCT 31 2017	TXWORKFORCECOMM/DEBIT (512)463-2325 TWC-998827876	-\$2.50 \$324,825.42
OCT 27 2017	☒ Check - 2529	-\$400.00 \$324,827.92
OCT 27 2017	☒ Check - 2549	-\$76.94 \$325,227.92
OCT 26 2017	☒ Check - 2541	-\$100.00 \$325,304.86

OCT 25 2017	☒ Check - 2534	-\$250.00 \$325,404.86
OCT 25 2017	☒ Deposit	+\$46,414.53 \$325,654.86
OCT 25 2017	☒ Deposit	+\$28,725.54 \$279,240.33
OCT 25 2017	☒ Deposit	+\$3,366.12 \$250,514.79
OCT 25 2017	☒ Deposit	+\$2,551.36 \$247,148.67
OCT 25 2017	☒ Deposit	+\$2,320.86 \$244,597.31
OCT 25 2017	☒ Deposit	+\$764.15 \$242,276.45
OCT 25 2017	☒ Deposit	+\$257.18 \$241,512.30
OCT 25 2017	☒ Deposit	+\$235.90 \$241,255.12
OCT 24 2017	☒ Check - 2540	-\$2,657.74 \$241,019.22
OCT 24 2017	☒ Check - 2546	-\$712.01 \$243,676.96
OCT 24 2017	☒ Check - 2545	-\$105.95 \$244,388.97
OCT 23 2017	☒ Check - 2544	-\$24,212.14 \$244,494.92
OCT 23 2017	☒ Check - 2547	-\$1,171.73 \$268,707.06
OCT 23 2017	☒ Check - 2535	-\$500.00 \$269,878.79
OCT 23 2017	☒ Check - 2536	-\$130.00 \$270,378.79
OCT 20 2017	☒ Check - 2531	-\$1,250.00 \$270,508.79
OCT 20 2017	☒ Check - 2542	-\$777.50 \$271,758.79
OCT 20 2017	☒ Check - 2532	-\$510.00 \$272,536.29
OCT 20 2017	☒ Check - 2538	-\$462.00 \$273,046.29

OCT 20 2017	☒ Check - 2533	-\$429.95 \$273,508.29
OCT 20 2017	☒ Check - 2537	-\$354.57 \$273,938.24
OCT 20 2017	☒ Check - 2539	-\$164.92 \$274,292.81
OCT 19 2017	☒ Check - 2543	-\$18,000.00 \$274,457.73
OCT 19 2017	☒ Check - 2548	-\$2,395.30 \$292,457.73
OCT 18 2017	☒ Check - 2528	-\$1,239.10 \$294,853.03
OCT 18 2017	☒ Check - 2530	-\$400.00 \$296,092.13
OCT 16 2017	IRS/USATAXPYMT *****8980021247 JEFFERSON COUNTY EMERG	-\$214.14 \$296,492.13
OCT 16 2017	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD	-\$42.56 \$296,706.27
OCT 16 2017	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS	-\$30.20 \$296,748.83
OCT 16 2017	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$296,779.03
OCT 11 2017	☒ Check - 2527	-\$1,750.00 \$296,807.17
OCT 11 2017	☒ Check - 2526	-\$720.15 \$298,557.17
OCT 11 2017	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$343.22 \$299,277.32
OCT 11 2017	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$311.16 \$299,620.54
OCT 11 2017	☒ Deposit	+ \$50,000.00 \$299,931.70
OCT 10 2017	ENERGY TEXAS, I/BANK DRAFT JEFFERSON COUNTY ESD 4	-\$181.90 \$249,931.70
OCT 5 2017	JEFFERSON COUNTY/PROPTAXPMT 86 ESD #4	+ \$2,246.31 \$250,113.60
OCT 3 2017	WestJeffersnMWDp/Payment JEFFERSON COUNTY EDS	-\$28.14 \$247,867.29
OCT 3 2017	WestJeffersnMWDp/Payment JEFFERSON COUNTY ESD	-\$28.14 \$247,895.43

OCT 3 2017	WestJeffersnMWDp/Payment JEFFERSON CO. ESD 4	-\$28.14 \$247,923.57
OCT 2 2017	☒ Check - 2523	-\$107.38 \$247,951.71
SEP 29 2017	Interest Paid	+\$41.76 \$248,059.09
SEP 27 2017	☒ Check - 2525	-\$500.00 \$248,017.33



Texas First Bank Public Funds Savings **1885

Last Updated: 12/10/2017 10:18 AM

Available Balance

\$200,589.62

\$200,589.62

Available Balance

Date	Description	Amount
NOV 30 2017	Interest Earned	+ \$24.73 \$200,589.62
OCT 31 2017	Interest Earned	+ \$25.27 \$200,564.89
SEP 29 2017	Interest Earned	+ \$16.48 \$200,539.62
AUG 31 2017	Interest Earned	+ \$17.03 \$200,523.14
JUL 31 2017	Interest Earned	+ \$17.03 \$200,506.11
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
APR 29 2016	Interest Earned	+ \$16.46 \$200,255.24
MAR 31 2016	Interest Earned	+ \$17.01 \$200,238.78
FEB 29 2016	Interest Earned	+ \$15.91 \$200,221.77
JAN 29 2016	Interest Earned	+ \$17.00 \$200,205.86
DEC 31 2015	Interest Earned	+ \$17.00 \$200,188.86
NOV 30 2015	Interest Earned	+ \$16.45 \$200,171.86
OCT 30 2015	Interest Earned	+ \$17.00 \$200,155.41
SEP 30 2015	Interest Earned	+ \$16.45 \$200,138.41
AUG 31 2015	Interest Earned	+ \$17.00 \$200,121.96
JUL 31 2015	Interest Earned	+ \$4.94 \$200,104.96
JUL 23 2015	TELEPHONE TRF FR DD 10031508	+ \$200,000.00 \$200,100.02
JUN 30 2015	Interest Earned	+ \$0.01 \$100.02
MAY 29 2015	Interest Earned	+ \$0.01 \$100.01
MAY 7 2015	Refund Balance Requirement Fee	+ \$3.00 \$100.00
APR 30 2015	BALANCE REQUIREMENT FEE	-\$3.00 \$97.00
APR 21 2015	TELEPHONE TRF FR DD 10031508	+ \$100.00 \$100.00

Exhibit D

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

	1 Month Ended 11/30/2017 Actual	2 Months Ended 11/30/2017 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 13,840	\$ 16,442	\$ 540,000	\$ (523,558)	3.04%
EMS Billing	-	-	40,000	(40,000)	0.00%
Interest Income	108	202	500	(298)	40.40%
Loan Proceeds	-	-	350,000	(350,000)	0.00%
Other Income	14,964	149,600	1,500	148,100	9973.33%
Sale of Equipment	-	-	15,000	(15,000)	0.00%
Total Revenue	<u>28,912</u>	<u>166,244</u>	<u>947,000</u>	<u>(780,756)</u>	<u>17.55%</u>
Operating Expenses					
Accounting	525	1,035	15,500	(14,465)	6.68%
Administrative Assistant	1,020	2,535	15,000	(12,465)	16.90%
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	29	29	150	(121)	19.33%
Cable	55	83	350	(267)	23.71%
Children's Education	-	-	2,000	(2,000)	0.00%
Cleaning & Building Maintenance	2,385	3,327	5,500	(2,173)	60.49%
District Manager	1,250	2,500	15,000	(12,500)	16.67%
Dues & Fees	-	250	1,500	(1,250)	16.67%
Insurance - VFIS District	-	-	2,000	(2,000)	0.00%
Interest Expense	-	-	6,061	(6,061)	0.00%
Internet	110	110	1,950	(1,840)	5.64%
Lawn Service	500	1,000	4,650	(3,650)	21.51%
Legal/Professional	800	3,995	15,000	(11,005)	26.63%
Lodging/Meals/Travel & Regist ESD	-	-	3,000	(3,000)	0.00%
Note Payable-Dallas Bank&Trst(3000gal Tanker)	-	-	29,677	(29,677)	0.00%
Note Payable-First Financial (Mini Pumper)	-	-	37,877	(37,877)	0.00%
Payroll Tax Expense	85	212	1,150	(938)	18.43%
Small Equipment Purchases (less than \$5,000)	-	-	3,250	(3,250)	0.00%
Tax & Appraisal Fees	371	727	13,000	(12,273)	5.59%
Telephone/Internet	189	619	900	(281)	68.78%
Utilities	1,439	2,275	7,250	(4,975)	31.38%
Water & Garbage	81	182	3,600	(3,418)	5.06%
Total Operating Expenses	<u>8,839</u>	<u>18,879</u>	<u>185,365</u>	<u>(166,486)</u>	<u>10.18%</u>

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

	1 Month Ended 11/30/2017 Actual	2 Months Ended 11/30/2017 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Emergency Medical Services					
Emergency Medical Services	-	-	60,000	(60,000)	0.00%
Total Emergency Medical Services	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>(60,000)</u>	<u>0.00%</u>
Fire Services					
Certification Dues	1,100	1,100	600	500	183.33%
Dispatch Services/Edispatches	810	18,810	20,000	(1,190)	94.05%
Equipment-Insp/Repairs	2,762	2,762	6,500	(3,738)	42.49%
Fire Chief	-	-	18,000	(18,000)	0.00%
Fire Field Meals	77	364	1,000	(636)	36.40%
Fire Uniforms	-	-	6,000	(6,000)	0.00%
Fuel - Fire & EMS	58	1,230	6,000	(4,770)	20.50%
Gloves & Boots - Insp/Repairs	-	130	-	130	0.00%
Insurance - Prop. & Liab.	-	-	31,500	(31,500)	0.00%
Insurance - Worker's Compensation	-	-	2,500	(2,500)	0.00%
Maintenance & Repairs - Radios	-	-	6,000	(6,000)	0.00%
Payroll Tax Expense	-	-	1,450	(1,450)	0.00%
Personal Protection Equipment	161	161	15,000	(14,839)	1.07%
Personal Protective Equipment - Inspection	-	-	8,500	(8,500)	0.00%
Small Equipment Purchases	3,579	3,579	-	3,579	0.00%
Software - Firehouse	-	-	3,000	(3,000)	0.00%
Supplies - Fire	-	-	20,000	(20,000)	0.00%
Supplies - Fire	680	825	-	825	0.00%
Training & Materials	-	350	10,000	(9,650)	3.50%
Travel/Lodging/Meals/Trans Expenses	-	-	5,000	(5,000)	0.00%
Tuition/Registration	80	157	2,000	(1,843)	7.85%
Vehicle Repair & Maintenance	6,104	7,029	25,000	(17,971)	28.12%
Total Fire Services	<u>15,411</u>	<u>36,497</u>	<u>188,050</u>	<u>(151,553)</u>	<u>19.41%</u>
Capital Expenditures					
Ambulance Expenditures	-	-	20,000	(20,000)	0.00%
Building & Grounds	-	2,658	-	2,658	0.00%
Life Pak - EMS	-	-	15,000	(15,000)	0.00%
LMTV Vehicle with Upgrades	4,265	4,265	-	4,265	0.00%
Purchase of Land - Hwy 124	93	93	-	93	0.00%
Rescue Pumper (1000 gal. engine)	-	-	350,000	(350,000)	0.00%
SCBA Packs/Replacement Bottles	-	-	15,000	(15,000)	0.00%
Tools for Cheek	-	24,212	-	24,212	0.00%
Total Capital Expenditures	<u>4,358</u>	<u>31,228</u>	<u>400,000</u>	<u>(368,772)</u>	<u>7.81%</u>
Contingency					
Contingency	2,919	4,669	20,000	(15,331)	23.35%
Total Contingency	<u>2,919</u>	<u>4,669</u>	<u>20,000</u>	<u>(15,331)</u>	<u>23.35%</u>
Total Expenses	<u>31,527</u>	<u>91,273</u>	<u>853,415</u>	<u>(762,142)</u>	<u>10.70%</u>
Net Change in Fund Balance	<u>\$ (2,615)</u>	<u>\$ 74,971</u>	<u>\$ 93,585</u>		

Exhibit E

EVENT RENTAL MANAGEMENT SERVICES AGREEMENT

This Event Rental Management Services Agreement (“Agreement”) is made on _____, 2017 at Beaumont, Jefferson County, Texas, between Jefferson County Emergency Services District No. 4 (“JCESD No. 4”), a political subdivision of the State of Texas having its administrative office located at 12880 FM 365, Beaumont, Texas 77705, and the Labelle-Fannett Ladies’ Auxiliary (“Ladies’ Auxiliary”), a private association having its principal office located at _____.

Recitals

JCESD No. 4 desires to engage the services of the Ladies’ Auxiliary, as an independent contractor, to manage, administer, and oversee the event rentals at various District properties, including the Labelle, Fannett, and Cheek fire stations, and to render services on the terms and conditions provided in this Agreement.

The Ladies’ Auxiliary desires to render the event rental management services for JCESD No. 4 on the terms and conditions provided in this Agreement.

Therefore, JCESD No. 4 engages the services of the Ladies’ Auxiliary. In consideration of the mutual promises contained in this Agreement, the parties agree as follows:

Term

This Agreement is for a period of one (1) year, commencing on _____, 2017. Thereafter, this Agreement shall automatically renew for successive one-year terms unless terminated as provided below.

This Agreement may be terminated by either party by giving at least sixty (60) days’ written notice to the other party.

Services

The services to be rendered by the Ladies’ Auxiliary for JCESD No. 4 include, but are not limited to, the following:

- Manage, administer, and oversee the event rentals at the various District properties, as identified herein above, subject to the rules and requirements of the District and its Board;
- Coordinate and facilitate the scheduling of event rentals with the designated District representative;
- Obtain completed Event Rental Agreements, the prescribed form of which is attached hereto, from each prospective renter in advance of the scheduled event rental; and on the Event Rental Agreement, fill in the name and contact number for the Ladies’ Auxiliary member who will be in charge of that particular event rental;

- Provide advance notice of each event rental to the District, along with a copy of the completed Event Rental Agreements;
- Communicate with renters on all event rental related matters;
- Provide building access to renters, and ensure that events begin and end at scheduled times;
- Collect and account for all rental fees and security deposits, as well as security deposit refunds, and damage reimbursements, per the Event Rental Agreement;
- Inspect the pertinent property prior to an event rental to ensure that it is clean and ready;
- Ensure that renters are complying with all event rental rules as set forth in the Event Rental Agreement;
- Advise renters and ensure that no alcoholic beverages are served or consumed during an event on any District property;
- Inspect the facility following an event to ensure that the renter has complied with the Event Rental Agreement, and no security deposit shall be returned to a renter unless all of the post-event conditions have been fully satisfied;
- If a renter fails to fulfill all of the conditions set forth in the Event Rental Agreement, then the Ladies' Auxiliary shall be responsible for cleaning the facility and completing any of the other unfulfilled post-event conditions;
- If a renter damages a District property during an event rental, then the Ladies' Auxiliary shall be responsible for obtaining sufficient funds from the renter to satisfy the repair of such damage;
- On or before the 5th of each month, the Ladies' Auxiliary shall tender payment to the District equal to 50% of all rental fees collected during the preceding calendar month, along with a complete accounting of all funds collected and refunded by the Ladies' Auxiliary during the preceding calendar month; and,
- Have a representative attend District Board meetings to report on event rental matters.

Fee

For services to be rendered under this Agreement, the Ladies' Auxiliary will be entitled to a fee of 50% of the rental fees collected and accounted for, and the Ladies' Auxiliary shall submit a complete accounting to the District each month as provided hereinabove.

Entire Agreement

This Agreement constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting this subject matter.

Attorney's Fees

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party is entitled to reasonable attorney's fees in addition to any other relief to which it may be entitled.

Governing Law

This Agreement, and the rights and duties of the parties under it, are governed by the laws of the State of Texas.

Amendment

This Agreement may be amended by the mutual agreement of the parties to it, in a writing to be attached to and incorporated in this Agreement.

Legal Construction

In the event that any one or more of the provisions contained in this Agreement is for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions, and the Agreement will be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

Executed at Beaumont, Texas, on _____, 2017.

**Jeff Roebuck, President of the
Board of Commissioners of
Jefferson County Emergency Services
District No. 4**

_____, **Authorized
Representative of the Ladies' Auxiliary**

Jefferson County Emergency Services District No. 4

EVENT RENTAL AGREEMENT

Rental Fee Rate: \$50.00 per hour

Security Deposit: \$250.00

Date: _____

Person(s) or Organization: _____ (“Lessee”)

Contact Person: _____

Cell Phone: _____ Home/Work Phone: _____

Address: _____

Leased Premises: _____

Type of Event: _____

Rental Date: _____ Set-Up Date: _____

Total Rental Period (Hours): _____ Total Rental Fee: \$ _____

At least ten (10) days prior to the rental date, Lessee shall pay to JCESD No. 4 or its designated representative the \$250.00 security deposit, plus the total rental fee set forth above.

Upon payment of the security deposit and total rental fee, and prior to the rental date (and set-up date if applicable), JCESD No. 4 or its designated representative will provide a building key or access code to Lessee.

The security deposit will be returned to Lessee only if the following conditions are satisfied:

- Rental area is cleaned up.
- Floors swept and mopped.
- Spills wiped up.
- Table tops and chairs cleaned.
- Furniture repositioned.
- All garbage picked up (inside and outside).
- Garbage bags placed in dumpster.
- HVAC thermostat set per instructions.
- Lights turned off.
- Doors locked.
- No property damage.
- Key returned to proper person.

Once the event is held and all duties of the Lessee under this agreement have been, in the opinion of JCESD No. 4 or its designated representative, properly executed and completed, and any additional rental fees have been fully paid, the security deposit will be returned by JCESD No. 4 or its designated representative to Lessee.

The following JCESD No. 4 designated representative should be contacted if any problems arise during the event: _____.

Event Restrictions:

- No alcoholic beverages.
- No illegal activities or drugs.
- No firearms.
- No taping, nailing or thumb tacking of decorations or signs to any wall, door or ceiling.

The premises shall be used for the type of event described above and for no other purposes.

Lessee shall be responsible for all persons who attend the function and shall ensure that all persons act in an orderly, responsible and safe manner. JCESD No. 4 or its designated representative retains the right to terminate the event or expel any person or persons who are deemed to be unruly, unsafe, performing illegal acts or acting with dangerous behavior or who are in violation of any provision of this agreement. Lessee shall also be responsible for any damage to the leased premises during the subject rental, regardless of cause and shall promptly reimburse JCESD No. 4 or its designated representative in full for such damages.

In consideration of the leasing of the subject premises of JCESD No. 4 to Lessee, the undersigned Lessee hereby releases JCESD No. 4 and its commissioners, officers, employees, members, and representatives, as well as its Event Rental Management Service Provider, from any and all suits, actions, compensation, consequential and punitive damages, any and all property damage, personal injuries, illnesses, death resulting from any occurrence or accident that may occur as a result of or arise out of leasing or use of the described premises by Lessee.

This rental agreement shall be governed by the laws of the State of Texas. The parties agree that jurisdiction and venue shall lie exclusively in the appropriate trial court of Jefferson County, Texas.

The undersigned Lessee hereby agrees to indemnify, defend and hold harmless JCESD No. 4 and its commissioners, officers, employees, members, and representatives, as well as its Event Rental Management Service Provider, from any claims brought by any person or entity arising out of or related to this agreement.

In the event that any court of competent jurisdiction enters a final order determining that any provision of this rental agreement is unenforceable, all other provisions of this agreement shall survive and continue in full force and effect.

Lessee

Name: _____

If Lessee if an Organization, Name
and Title of Signing Representative: _____

Signature: _____

Date: _____

**Jefferson County Emergency Services District No. 4
(or its designated representative)**

Name: _____

Position: _____

Date: _____