

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 19th day of December, 2016, at the Cheek fire station, located at 8523 Kidd Rd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

At approximately 5:30 p.m., the regular meeting was called to order. The roll was called of the duly constituted officers and members of the Board, to wit:

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

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

Since there was no public comment under Agenda Item No. 3, the Board moved along to Agenda Item Nos. 4 and 5 for the District Chief and Manager's reports. Jeremy Hansen and Mr. Wilber reviewed and discussed with the Board the matters set forth in the written Chief's Report and Manager's Report, copies of which are attached hereto as Exhibit B and Exhibit C, respectively.

The Board was then directed to Agenda Item No. 6 for review of the Minutes of the November 21, 2016 regular meeting. Upon motion by Vice President Reneau and

seconded by Treasurer Melton, the proposed minutes were unanimously approved by the Board.

Next, President Roebuck directed the Board to Agenda Item No. 7, at which time Treasurer Melton reported that the District's Texas First Bank checking account balance was \$230,520.46 as of November 30, 2016 and \$261,992.56 as of December 18, 2016, and that the District's Texas First Bank savings account balance was \$200,372.68 as of November 30, 2016, as reflected in the account statements attached hereto as **Exhibit D**. Mrs. Robertson also reviewed the monthly financial statement of activities with the Board, a copy of which are attached hereto as **Exhibit E**.

The Board was then directed by President Roebuck to Agenda Item No. 8, at which time the Board reviewed and discussed the audit proposal and from J.R. Edwards & Associates. Upon motion by Vice President Reneau and seconded by Treasurer Melton, and with the unanimous consent of all the Board members present, J.R. Edwards & Associates' proposal and for the 2015-16 audit was approved. A copy of the engagement letter is attached hereto as **Exhibit F**.

The Board then moved along to Agenda Item No. 9 regarding a proposed 2016-17 budget amendment. Mrs. Robertson reviewed the proposed amended budget with the Board and explained the purpose for same. Upon motion by Treasurer Melton and seconded by Vice President Reneau, and with the consent of all the Board members present, the proposed amended 2016-17 budget was unanimously approved. A copy of the amended budget is attached hereto as **Exhibit G**.

President Roebuck then directed the Board to Agenda Item No. 10 for payment of the District's bills. Treasurer Melton 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 present unanimously approved payment of the bills and expenditures listed on the account register attached hereto as **Exhibit H** (Check Nos. 2289-2312).

Thereafter, the Board was directed to Agenda Item No. 11, at which time Mr. Wilber requested that the Board authorize the purchase of medical-related supplies for first responders (\$3,083.81, Southeastern Emergency Equipment) and fire-related supplies for Cheek (\$4,968.00, Municipal Emergency Services). Copies of the purchase quotes are attached hereto as **Exhibit I**. Upon motion by Vice President Reneau and seconded by Treasurer Melton, the Board members present unanimously approved the proposed equipment purchases.

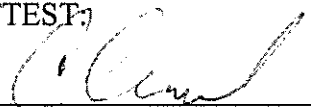
Being as there was no discussion under Agenda Item No. 12, the Board moved along to Agenda Item No. 13, at which time Mr. Heinz provided a brief status report on the Labelle-Fannett VFD lawsuit.

Then, under Agenda Item No. 14, Mr. Heinz advised the Board that in order to satisfy the various statutory requirements, he had prepared and would be submitting the District's Annual Report to the Texas Department of Agriculture's Office of Rural Affairs, a copy of which is attached hereto as **Exhibit J**, and that he would publish the District's administrative office address in the Examiner newspaper in January.

Being as there were no other matters to come before the Board under Agenda Item No. 15, the regular meeting was adjourned at approximately 7:00 p.m.



Jeff Roebuck, President
Date: 2/20/2017

ATTEST:


Randy Walston, Secretary
Charlie Rencaw, VP
Date: 2/20/2017

Exhibit A

JCESD No. 4

Dec. 19, 2016

Regular Meeting

Sign IN SHEET

1. Aaron King
2. Jose Salinas
3. Ron Ly Zyda
4. Darlene Rivett
5. Randy Rivett
6. Brandon Schwartzenburg 4113 ESD 4
7. Ceralyn Hurych
8. Ashley Kester
9. D. Mervant
10. J. Sampson
11. Perry Goreson

Exhibit B

Jefferson County ESD No. 4

Chief's report – December 19th, 2016

Commissioners,

Call for Service for November 2016 – 40 – (District Manager has types and responders)

1) Membership – No new members

2) Organizational – The officers are conducting bi-weekly meetings to ensure goals are met ranging from apparatus maintenance to training. Firehouse software is expected to be implemented by Jan. 1st, 2016 and will provide an avenue of recording incidents, inventory, apparatus and member information. A chain of command has been established for the organization with rank structure. It is imperative it be followed and adhered to ensure operational readiness and continued success of the Department.

3) Equipment – Bunker Gear will start delivering on Tuesday Dec. 20th. Equipment for the Engine and Tanker has arrived and installed.

4) Apparatus - Repairs to E-41 were completed for starting issues.

5) Facilities - It is recommended that the ESD seek a temporary or permanent Fire Station within the District. It is recommended due to the recent outcome of the legal proceedings and the apparent speed of the legal system that securing facilities is in the best outcome of the District.

Please advise if you have any questions.

Doug

Jefferson County ESD No. 4

Exhibit C

Jefferson County ESD No. 4

District Manager Report

December 19, 2016

Cheek VFD: All records are current and up to date.

Cheek VFD annex building electrical project completed by JPL Electric.

Cheek VFD is obtaining quotes for fire supplies covered under Texas Forest Grant.

Notice from West Jefferson County Municipal Water District on rate increases. Base rate will increase \$1 per month.

Firefighter Josh Cunio traveled to Fort Worth to Texas Facilities Commission Federal Surplus Property site and secured LMTV for the District to convert to brush truck use. Deputy Chief Hansen negotiated a 500 gallon tank and two spare tires into the purchase. TNT Wrecker transported vehicle.

Three ESD volunteers have signed up for the Emergency Care Attendant course starting in Hampshire in January. These students will pay out of pocket and the District can reimburse after obtaining state certifications.

Acadian Ambulance run reports for November

Priority 1 & 2 Emergencies: 36 responses with average response time, 16:11

Priority 3 Emergencies: 9 responses with average response time, 19:44

JCESD No. 4 run calls for November. See Exhibit, actual physical addresses removed for privacy considerations.

Summary:	November					
	Fire- Auto	Fire- Grass	Fire-Structure	FalseAlarm	Medical	Total
MVA	1	6	1	1	20	40

First 10 sets of firefighter bunker gear ordered from Delta Industrial Supply arrives tomorrow and will be distributed at Cheek station during training.

JCESD No. 4 new representatives to the Sabine Neches Chiefs Association are Dwayne Morvant and Jared Sampson.

Commissioner Reneau has housed the District's apparatus and Jefferson County Emergency Management command trailer at his farm shop since the transition and incurred additional expenses in doing so. I ask Commissioners to consider some type of reimbursement for the additional cost of utilities and use of his shop.

Under Item 11, request will be made for EMS supplies for ESD first responders and fire supplies for Cheek VFD, items not in the current budget.

JEFFERSON COUNTY ESD NO. 4- DISPATCH LOG

DATE	TIME	TYPE	AREA	APPARTUS	MUT. AID	RESPONDERS	
11/1/2016	9:12	Diff Breath	Fannett		AAS-refusal		404
11/1/2016	15:32	Trash Fire	LaBelle	E-41		4104-4112-404	
11/1/2016	17:46	Unattend	Fannett	E-41		4102-4112-4101	
11/3/2016	4:01	MVA	Fannett		AAS-transp	4104-4112-402	
11/6/2016	14:33	MVA/MC	Fannett	E-41	AAS-refusal	404-4106-403	
11/6/2016	14:56	MVA	Fannett	E-41	AAS-transp	404-403	
11/6/2016	20:20	Lift Assist	Fannett				402
11/7/2016	6:32	Diff Breath	Fannett		AAS-transp	none	
11/7/2016	7:04	Fall	LaBelle		AAS-refusal	none	
11/7/2016	21:44	Abd. Pain	LaBelle		AAS-transp	none	
11/8/2016	17:46	Stroke	Fannett		AAS-transp	4104-402	
11/8/2016	20:20	Unknown	Fannett		AAS-refusal	4104-402-4114	
11/10/2016	12:09	MVA	Cheek		AAS-refusal	404-402	
11/10/2016	18:23	Grass Fire	LaBelle		PAFD	404-402	
11/10/2016	18:33	Lift Assist	LaBelle				404
11/10/2016	19:04	Poss Fire	Fannett	E-41		402-4113-404	
11/10/2016	20:54	MVA	Cheek		AAS-refusal	4114-4115-402-440	
11/12/2016	10:41	Lift Assist	LaBelle				4115
11/13/2016	19:05	Fall/injury	LaBelle		AAS-transp		402
11/14/2016	20:31	Pole Fire	Fannett		HVFD B-3		402
11/15/2016	6:16	SickPerson	LaBelle		AAS-transp		404
11/16/2016	7:10	Seizures	Fannett		AAS-transp		404
11/16/2016	14:07	Grass Fire	LaBelle				404
11/17/2016	17:05	GSW	Fannett	HVFD M-1	AAS-transp	404-410	
11/17/2016	19:08	MVA	Fannett		AAS-refusal	401-4112	
11/19/2016	10:29	Fall/injury	Fannett		AAS-transp	404-4115	
11/19/2016	18:09	Car Fire	LaBelle		Bmt FD	401-4112-440	
11/20/2016	14:32	MVA	Fannett	E-41	AAS-refusal	4104-403-404	
11/20/2016	15:06	MVA	Fannett	HVFD E-7	AAS-transp		404
11/21/2016	19:34	Auto Ped	LaBelle		AAS-transp	404-402-440	
11/23/2016	11:09	Barn Fire	LaBelle		Out on Arrv	4104-4118-410-403-4113	
11/23/2016	17:13	Auto Ped	Fannett		AAS-transp	404-4104-410-4113	
11/23/2016	21:01	Diabetic	Cheek		AAS-refusal	402-440	
11/26/2016	11:43	BrushFire	Cheek	E41, T43		403-404-4104-430	
11/26/2016	23:16	Lift Assist	Fannett				402
11/27/2016	18:29	Overdose	LaBelle		AAS-transp	Caller requested no first responders	
11/29/2016	2:09	Diff Breath	Fannett		AAS-refusal		440
11/29/2016	7:33	MVA/Leak	Fannett	E41 H-E4		4118-404-440-4112	
11/29/2016	12:06	Stroke	Fannett		AAS-transp	4118-404-410	
11/29/2016	23:06	Lift Assist	Fannett				402

Summary: November

MVA	Fire-Auto	Fire-Grass	FalseAlarm	Medical	Total
11	1	6	1	20	40

Exhibit D



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: 11/30/16

CHECKS PAID

* indicates skip in check numbers

Table with columns: Date, Check No., Amount, Date, Check No., Amount, Date, Check No., Amount. Lists check payments from 11/01 to 11/29.

DAILY BALANCE SUMMARY

Table with columns: Date, Balance, Date, Balance, Date, Balance. Shows daily balance changes from 11/01 to 11/21.

PUBLIC FUNDS SAVINGS JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT No. 4 Acct 20041885

Summary table for Public Funds Savings showing Beginning Balance, Deposits, Withdrawals, Ending Balance, Interest Paid, and other metrics.

DEPOSITS AND OTHER CREDITS

Table with columns: Date, Deposits, Activity Description. Shows a deposit of 16.47 on 11/30 for Interest Earned.



Helping Texans Build Texas

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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: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 11/30/16

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
11/30	200,372.68				

TEXAS FIRST BANK





















Account Details





















There have been 813 transactions on this account since 12/19/2013.






















Public Funds Tiered Int.			
10031508			\$261,992.56
Available Balance	\$261,992.56	Interest Rate	0.200 %
Current Balance	\$261,992.56	Last Interest Paid Date	11/30/2016
Last Deposit Date	12/12/2016	Accrued Interest	\$23.32
Last Deposit Amount	\$68.00	Year-to-date interest amount	\$722.70
Last Statement Date	11/30/2016		

Subtotal: Credits: \$58,349.45 | Debits: \$-170,302.11

Date	Description		Amount	Balance
12/12/16	Deposit		\$68.00	\$261,992.56
12/6/16	ORIG:JEFFERSON COUNTY TRN:P201612060007942		\$36,225.41	\$261,924.56
12/2/16	Check (2286)		-\$4,723.05	\$225,699.15
12/2/16	Check (2274)		-\$98.26	\$230,422.20
11/30/16	Interest Paid		\$36.61	\$230,520.46
11/30/16	Check (2272)		-\$5,304.07	\$230,483.85
11/30/16	Check (2280)		-\$1,250.00	\$235,787.92
11/30/16	Check (2284)		-\$968.45	\$237,037.92
11/29/16	Check (2278)		-\$876.15	\$238,006.37
11/29/16	Check (2282)		-\$630.00	\$238,882.52
11/29/16	Check (2275)		-\$454.45	\$239,512.52
11/29/16	Check (2285)		-\$94.02	\$239,966.97
11/29/16	Check (2276)		-\$85.63	\$240,060.99
11/28/16	Check (2277)		-\$108.39	\$240,146.62
11/28/16	Check (2287)		-\$33.10	\$240,255.01

11/28/16	Deposit		\$12.51	\$240,288.11
11/25/16	Check (2281)		-\$400.00	\$240,275.60
11/23/16	Check (2271)		-\$7,127.00	\$240,675.60
11/23/16	Check (2283)		-\$475.00	\$247,802.60
11/23/16	Check (2279)		-\$400.00	\$248,277.60
11/23/16	Check (2273)		-\$75.00	\$248,677.60
11/22/16	Check (2288)		-\$2,500.00	\$248,752.60
11/21/16	Deposit		\$10.50	\$251,252.60
11/4/16	ORIG:JEFFERSON COUNTY TRN:P201611040006945		\$11,906.01	\$251,242.10
11/1/16	Check (2264)		-\$295.00	\$239,336.09
10/31/16	Interest Paid		\$47.41	\$239,631.09
10/31/16	Check (2242)		-\$519.60	\$239,583.68
10/31/16	Check (2265)		-\$250.00	\$240,103.28
10/27/16	Check (2263)		-\$1,473.00	\$240,353.28
10/26/16	Check (2268)		-\$2,233.65	\$241,826.28
10/26/16	Check (2258)		-\$1,631.50	\$244,059.93
10/26/16	Check (2257)		-\$151.00	\$245,691.43
10/26/16	Check (2253)		-\$97.35	\$245,842.43
10/25/16	Check (2248)		-\$238.80	\$245,939.78
10/25/16	Check (2249)		-\$134.90	\$246,178.58
10/25/16	Check (2251)		-\$46.84	\$246,313.48
10/25/16	Check (2259)		-\$7.00	\$246,360.32
10/24/16	Check (2246)		-\$9,101.30	\$246,367.32
10/24/16	Check (2270)		-\$4,500.00	\$255,468.62

10/24/16	Check (2267)		-\$2,323.00	\$259,968.62
10/24/16	Check (2244)		-\$597.80	\$262,291.62
10/24/16	Check (2254)		-\$400.00	\$262,889.42
10/24/16	Check (2247)		-\$300.00	\$263,289.42
10/24/16	Check (2250)		-\$41.11	\$263,589.42
10/21/16	Check (2261)		-\$18,000.00	\$263,630.53
10/21/16	Check (2262)		-\$187.50	\$281,630.53
10/21/16	Check (2266)		-\$98.28	\$281,818.03
10/21/16	Check (2252)		-\$28.76	\$281,916.31
10/20/16	Check (2255)		-\$1,250.00	\$281,945.07
10/19/16	Check (2243)		-\$37,735.87	\$283,195.07
10/19/16	Check (2269)		-\$2,500.00	\$320,930.94
10/19/16	Check (2260)		-\$475.00	\$323,430.94
10/19/16	Check (2256)		-\$400.00	\$323,905.94
10/19/16	Check (2245)		-\$270.00	\$324,305.94
10/6/16	Check (2241)		-\$1,962.48	\$324,575.94
10/4/16	ORIG:JEFFERSON COUNTY TRN:P201610040008401		\$2,272.43	\$326,538.42
9/30/16	Interest Paid		\$57.28	\$324,265.99
9/29/16	Check (2236)		-\$1,583.91	\$324,208.71
9/27/16	Check (2226)		-\$34.00	\$325,792.62
9/27/16	Check (2235)		-\$27.52	\$325,826.62
9/27/16	Check (2225)		-\$21.75	\$325,854.14
9/26/16	Check (2227)		-\$400.00	\$325,875.89
9/26/16	Check (2232)		-\$195.70	\$326,275.89

9/23/16	Check (2234)		-\$6,613.00	\$326,471.59
9/23/16	Check (2228)		-\$1,078.95	\$333,084.59
9/23/16	Check (2231)		-\$494.00	\$334,163.54
9/23/16	Check (2224)		-\$300.00	\$334,657.54
9/22/16	Check (2240)		-\$1,923.75	\$334,957.54
9/22/16	Check (2239)		-\$1,250.00	\$336,881.29
9/22/16	Check (2230)		-\$537.77	\$338,131.29
9/22/16	Check (2238)		-\$240.00	\$338,669.06
9/22/16	Check (2233)		-\$170.10	\$338,909.06
9/21/16	Check (2223)		-\$17,569.97	\$339,079.16
9/21/16	Check (2229)		-\$400.00	\$356,649.13
9/20/16	Check (2237)		-\$2,500.00	\$357,049.13
9/6/16	ORIG:JEFFERSON COUNTY TRN:P201609060016786		\$2,803.66	\$359,549.13
8/31/16	Interest Paid		\$62.67	\$356,745.47
8/25/16	Check (2210)		-\$138.90	\$356,682.80
8/24/16	Check (2209)		-\$300.00	\$356,821.70
8/23/16	Check (2215)		-\$4,012.71	\$357,121.70
8/23/16	Check (2221)		-\$1,294.23	\$361,134.41
8/23/16	Check (2216)		-\$196.38	\$362,428.64
8/23/16	Check (2211)		-\$152.78	\$362,625.02
8/23/16	Check (2220)		-\$27.52	\$362,777.80
8/22/16	Check (2217)		-\$5,600.00	\$362,805.32
8/22/16	Check (2218)		-\$2,106.30	\$368,405.32
8/22/16	Check (2208)		-\$1,165.26	\$370,511.62












8/22/16	Check (2207)		-\$527.72	\$371,676.88
8/22/16	Check (2136)		-\$50.00	\$372,204.60
8/19/16	Check (2214)		-\$475.00	\$372,254.60
8/19/16	Check (2213)		-\$400.00	\$372,729.60
8/18/16	Check (2212)		-\$400.00	\$373,129.60
8/18/16	Check (2219)		-\$76.22	\$373,529.60
8/16/16	Check (2222)		-\$2,500.00	\$373,605.82
8/4/16	ORIG:JEFFERSON COUNTY TRN:P201608040006800		\$4,781.31	\$376,105.82
7/29/16	Interest Paid		\$65.65	\$371,324.51
7/28/16	Check (2204)		-\$1,259.19	\$371,258.86
7/28/16	Check (2188)		-\$791.34	\$372,518.05
7/28/16	Check (2200)		-\$335.36	\$373,309.39
7/28/16	Check (2187)		-\$300.47	\$373,644.75

Exhibit E

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

	1 Month Ended 11/30/2016 Actual	2 Months Ended 11/30/2016 Actual	Proposed Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Ad Valorem Taxes	\$ 12,248	\$ 14,865	\$ 575,000	\$ (560,135)	2.59%
Grants	-	-	15,000	(15,000)	0.00%
Interest Income	53	118	800	(682)	14.75%
Other Income	-	-	1,000	(1,000)	0.00%
Total Revenue	<u>12,301</u>	<u>14,983</u>	<u>591,800</u>	<u>(576,817)</u>	<u>2.53%</u>
Operating Expenses					
Accounting	475	475	15,000	(14,525)	3.17%
Administrative Assistant	-	270	750	(480)	36.00%
Advertising	-	-	1,000	(1,000)	0.00%
Bank Fees	-	-	150	(150)	0.00%
Cable	-	-	350	(350)	0.00%
Children's Education	-	-	2,000	(2,000)	0.00%
Cleaning & Building Maintenance	98	157	5,500	(5,343)	2.85%
District Manager	2,500	5,000	30,000	(25,000)	16.67%
Dues & Fees	-	250	1,500	(1,250)	16.67%
Insurance - VFIS District	-	-	2,000	(2,000)	0.00%
Interest Expense	-	-	7,746	(7,746)	0.00%
Internet	31	31	1,840	(1,809)	1.68%
Lawn Service	75	75	4,650	(4,575)	1.61%
Legal/Professional	7,927	8,727	15,000	(6,273)	58.18%
Lodging/Meals/Travel & Regist ESD	-	-	3,000	(3,000)	0.00%
Note Payable - First Financial - Mini Pumper	-	-	36,886	(36,886)	0.00%
Note Payable - Gov. Capital (3000 Gal Tanker)	-	-	28,988	(28,988)	0.00%
Office Supplies	38	540	1,250	(710)	43.20%
Postage & Box Rental	-	-	480	(480)	0.00%
Tax & Appraisal Fees	342	687	13,000	(12,313)	5.28%
Telephone	-	-	900	(900)	0.00%
Utilities	157	157	7,250	(7,093)	2.17%
Water & Garbage	143	143	3,600	(3,457)	3.97%
Total Operating Expenses	<u>11,786</u>	<u>16,512</u>	<u>182,840</u>	<u>(166,328)</u>	<u>9.03%</u>

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

	1 Month Ended 11/30/2016 Actual	2 Months Ended 11/30/2016 Actual	Proposed Annual Budget	Over (Under) Budget	% of Budget Used to Date
Fire Services					
Certification Dues	-	-	600	(600)	0.00%
Dispatch Services/Edispatches	-	19,473	20,000	(527)	97.37%
Equipment-Insp/Repairs	-	-	6,500	(6,500)	0.00%
Fire Chief	-	-	18,000	(18,000)	0.00%
Fire Chief - Interim	1,250	2,500	3,750	(1,250)	66.67%
Fire Equipment Damages (Replacement)	-	-	1,500	(1,500)	0.00%
Fire Field Meals	-	-	1,000	(1,000)	0.00%
Fire Uniforms	-	641	4,800	(4,159)	13.35%
Fuel - Fire & EMS	180	226	6,000	(5,774)	3.77%
Gloves & Boots - Insp/Repairs	-	-	5,000	(5,000)	0.00%
Insurance - Worker's Compensation	-	-	6,000	(6,000)	0.00%
Insurane - Prop. & Liab.	-	2,323	31,500	(29,177)	7.37%
Maintenance & Repairs - Radios	-	594	6,000	(5,406)	9.90%
Personal Protection Equipment	1,214	1,312	41,710	(40,398)	3.15%
Personal Protective Equipment - Inspection	-	-	1,500	(1,500)	0.00%
Small Equipment Purchases	-	-	3,500	(3,500)	0.00%
Software - Firehouse	-	-	1,900	(1,900)	0.00%
Supplies - Fire	2,734	2,734	15,000	(12,266)	18.23%
Supplies - Hoses/Nozzles/Tarps	4,764	4,764	10,000	(5,236)	47.64%
Temporary Site Expenditures	174	174	3,000	(2,826)	5.80%
Training & Materials	-	-	6,000	(6,000)	0.00%
Travel/Lodging/Meals/Trans Expenses	-	-	5,200	(5,200)	0.00%
Tuition/Registration	-	-	4,500	(4,500)	0.00%
Vehicle Repair & Maintenance	91	1,096	28,000	(26,904)	3.91%
Total Fire Services	<u>10,407</u>	<u>35,837</u>	<u>230,960</u>	<u>(195,123)</u>	<u>15.52%</u>
Capital Expenditures					
2017 Ford F150	-	-	41,500	(41,500)	0.00%
Building & Grounds	-	-	11,500	(11,500)	0.00%
Crushed Concrete (Driveway to Stor. Bldg.)	-	4,500	-	4,500	0.00%
Extraction (PPE(20 sets)	-	-	1,000	(1,000)	0.00%
LMTV Vehicle with Upgrades	-	-	20,000	(20,000)	0.00%
Radio Communication Upgrade	3,730	5,361	30,000	(24,639)	17.87%
SCBA Packs/Replacement Bottles	-	-	12,000	(12,000)	0.00%
Total Capital Expenditures	<u>3,730</u>	<u>9,861</u>	<u>116,000</u>	<u>(106,139)</u>	<u>8.50%</u>
Contingency					
Contingency	-	-	62,000	(62,000)	0.00%
Total Contingency	<u>0</u>	<u>0</u>	<u>62,000</u>	<u>(62,000)</u>	<u>0.00%</u>
Total Expenses	<u>25,923</u>	<u>62,210</u>	<u>591,800</u>	<u>(529,590)</u>	<u>10.51%</u>
Net Change in Fund Balance	<u>\$ (13,622)</u>	<u>\$ (47,227)</u>	<u>\$ 0</u>		

Exhibit F

J. R. Edwards & Associates, LLC

Certified Public Accountants

March 23, 2016

Board of Commissioners
Jefferson County Emergency Services District No. 4
Jefferson County, Texas

We are pleased to confirm our understanding of the services we are to provide for Jefferson County Emergency Services District No. 4 (District) for the year ended September 30, 2016. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of Jefferson County Emergency Services District No. 4 as of and for the year ended September 30, 2016. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Jefferson County Emergency Services District No. 4's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Jefferson County Emergency Services District No. 4's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist principally of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

1. Management discussion and analysis
2. Budgetary information

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include

4347 Crow Road ♦ Beaumont, TX 77706
Phone (409) 924-9100 ♦ Fax (409) 924-0990

tests of the accounting records of Jefferson County Emergency Services District No. 4 and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, and that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and Government Auditing Standards. In addition, an audit is not designed to detect immaterial

Audit Procedures – General, Continued

misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our

Audit Procedures – Compliance (continued)

audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

Other Services

We will assist in preparing the financial statements of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements. Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants

Management Responsibilities (continued)

and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or

Engagement Administration, Fees, and Other (continued)

containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of J.R. Edwards & Associates, LLC and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal agency providing direct or indirect funding, or the U.S. General Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of J.R. Edwards & Associates, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by any governmental funding agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

We will begin our audit and issue our report at an agreed upon time that is suitable to both parties. James Edwards is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$5,000 - \$6,000. If a Single Audit is required, the any additional fees would be discussed before work is performed. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Jefferson County ESD # 4

November 18, 2016

Page 7

We appreciate the opportunity to be of service to Jefferson County Emergency Services District No. 4 and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter and in our proposal, please sign the enclosed copy and return it to us.

Yours very truly,

James R. Edwards, CPA
J.R. Edwards & Associates, LLC

RESPONSE:

This letter correctly sets forth the understanding of Jefferson County Emergency Services District No. 4.


By:  _____
Title: President
Date: 12/19/2016

Exhibit G



	Budget Detail of App'd 9/19/16 TOTAL	Administration	LEVIED	Check	New Proposed Total	MISCELLANEOUS NOTES
2016 - 2017 REVENUE						
JCESD No. 4 -- Ad Valorem Tax	560,000	575,000	0	0	575,000	
Delinquent Tax and Collection	0	0	0	0	0	
Fire & EMS Billing	0	0	0	0	0	
Grants	0	0	0	15,000	15,000	Grant from TX Forestry to cover up to 75% of fire supplies
Interest Income	800	800	0	0	800	
Other Income	1,000	1,000	0	0	1,000	
JCESD NO. 4 TOTAL REVENUE	561,800	576,800	0	15,000	591,800	
2016-2017 EXPENSES						
DISTRICT OPERATING EXPENSES						
Accounting	15,000	15,000	0	0	15,000	Gen. Acty/Bill Pay \$475/Mo. Audit \$6K. FinState \$2,75K
Advertising	0	1,000	0	0	1,000	Promote ESD to Community
Administrative Assistant	0	750	0	0	750	Daniel Diaz
Bank Fees	150	150	0	0	150	
Cable	0	350	0	0	350	
Cell Phone/EWS Equipment	0	0	0	0	0	
Children's Education	2,000	2,000	0	0	2,000	
Cleaning & Building Maintenance	5,500	0	3,200	2,300	5,500	
District Manager	30,000	30,000	0	0	30,000	
Dues & Fees	1,000	1,500	0	0	1,500	
Insurance - VFIS District	2,900	2,000	0	0	2,000	
Internet	1,200	540	650	650	1,840	
Lawn Service	3,600	2,700	0	1,950	4,650	
Legal/Professional	15,000	15,000	0	0	15,000	
Lodging/Meals/Travel/Regist - ESD	500	3,000	0	0	3,000	
Office Supplies	1,250	1,250	0	0	1,250	
Postage & Box Rental	480	480	0	0	480	
Rent - Office Space	3,000	0	0	0	0	
Tax & Appraisal Fees	12,000	13,000	0	0	13,000	
Telephone	1,600	900	0	0	900	
Utilities	6,000	0	5,250	2,000	7,250	
Water & Garbage	2,500	0	3,000	600	3,600	
Total ESD Expenses	103,680	86,920	14,800	7,500	109,220	
Emergency Medical Services						
Equipment (New/Repair/Testing)	0	0	0	0	0	
Medical Supplies	0	0	0	0	0	
Office Supplies	0	0	0	0	0	
Tuition/Reg/Certification/Dues	0	0	0	0	0	
Vehicle Repair & Maintenance	0	0	0	0	0	
Total Emergency Medical Services	0	0	0	0	0	
Emergency Fire Services						
Certification Dues	600	600	0	0	600	

	App'd 9/19/16	Administration	LVRD	Check	Proposed Total	MISCELLANEOUS NOTES
Dispatching & Dispatching Services	4,000	20,000	0	0	20,000	includes only ESD Portion of annual fees and E-dispatch
Equipment - Insp/Repairs	6,500	6,500	0	0	6,500	includes moving Air Sys, Repairs to 2 used air monitors, etc
Fire Chief	15,000	18,000	0	0	18,000	
Fire Chief - Interim	3,750	3,750	0	0	3,750	3 months
Fire Equipment Damages (Replacement)	1,500	1,500	0	0	1,500	
Fire Field Meals	1,000	1,000	0	0	1,000	
Fire Uniforms	4,800	4,800	0	0	4,800	
Fuel - Fire and EMS	11,000	6,000	0	0	6,000	
Gloves & Boots- Insp	5,000	5,000	0	0	5,000	
Insurance - Property & Liability	31,500	31,500	0	0	31,500	
Insurance - Worker's Compensation	5,900	6,000	0	0	6,000	
Maintenance & Repairs - Radios	6,000	6,000	0	0	6,000	
Personal Protection Equipment	36,000	41,710	0	0	41,710	Includes Bunker Gear, etc
Personal Protection Equipment-Inspection	1,500	1,500	0	0	1,500	
Small Equipment Purchases (I.D. Badges/Patches)	2,000	3,500	0	0	3,500	<\$5000 including radios, batteries, etc.
Software - Firehouse	1,900	1,900	0	0	1,900	
Supplies - Fire	27,000	15,000	0	0	15,000	
Supplies - Hoses / Nozzles / Tarps	5,000	10,000	0	0	10,000	
Temporary Site Expenditures	3,000	3,000	0	0	3,000	Lighting, Utility Costs, etc.
Training & Materials	6,000	6,000	0	0	6,000	
Travel/Lodging/Meals/Trans Expenses	5,200	5,200	0	0	5,200	
Tuition/Registration	4,500	4,500	0	0	4,500	
Vehicle Repair & Maintenance	28,000	28,000	0	0	28,000	
Total Emergency Fire Services	208,000	230,960	0	0	230,960	All ESD Expenses upon merging two VFD
Capital Expenditures						
2017 Ford F150	3,500	0	3,500	8,000	11,500	Includes, Electrical, Bay Door repairs, other
SCBA Packs/Replacement Bottles	45,000	41,500	0	0	41,500	
Communication Upgrade: 800 Mhz	12,000	12,000	0	0	12,000	
Extraction (PPE (20 sets)	30,000	30,000	0	0	30,000	
LMTV Vehicle with upgrades	1,000	1,000	0	0	1,000	
Total Capital Expenditures	91,500	104,500	3,500	8,000	116,000	
Note Payable - First Financial Bank - Mini-Pumper	36,886	36,886	0	0	36,886	
Note Payable - Government Capital (3000 Gal Tanker)	28,988	28,988	0	0	28,988	
Interest Expense	7,747	7,746	0	0	7,746	
Total Principle and Interest Payments	73,620	73,620	0	0	73,620	
Contingency						
Contingency	85,000	62,000	0	0	62,000	
Total Contingency	85,000	62,000	0	0	62,000	
JCESD No. 4 TOTAL EXPENSES	561,800	558,000	18,300	15,500	591,800	
NET INCREASE (DECREASE) IN FUND BALANCE	0				0	

Exhibit H

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

Texas First Bank - Checking
November 22, 2016 - December 19, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			225,650.03
11/28/16			AT&T(8736) Refund		12.51	225,662.54
11/30/16			Interest Income		36.61	225,699.15
12/06/16			Property Taxes		36,225.41	261,924.56
12/12/16			Worker's Comp Refund		68.00	261,992.56
12/19/16	2289	BENCK	Benckenstein & Oxford, L.L.P.	2,756.70		259,235.86
12/19/16	2290	DOOLEYT	Dooley Tackaberry, Inc.	177.10		259,058.76
12/19/16	2291	EARLLAWN	Earl Lawn Service	75.00		258,983.76
12/19/16	2292	EMERGSERV	Emergency Services Marketing Corp., Inc.	860.00		258,123.76
12/19/16	2293	FARM&HOME	Farm & Home Supply	60.46		258,063.30
12/19/16	2294	GREENACRES	Green Acres Grocery, Inc.	84.75		257,978.55
12/19/16	2295	GULFCOAST	Gulf Coast Automotive	17.17		257,961.38
12/19/16	2296	OXFORD	Hubert Oxford, IV	400.00		257,561.38
12/19/16	2297	SAUNDERS	James Douglas Saunders	1,250.00		256,311.38
12/19/16	2298	JCAPPRASIAL	Jefferson County Appraisal District	1,517.16		254,794.22
12/19/16	2299	HEINZ	Joshua C. Heinz	400.00		254,394.22
12/19/16	2300	CUNIO	Joshua D. Cunio	420.80		253,973.42
12/19/16	2301	JPL	JPL Electric, LLC	5,380.00		248,593.42
12/19/16	2302	KAY	Kay Electronics, Inc.	3,974.36		244,619.06
12/19/16	2303	LONESTAR	Lone Star Lube Right	307.90		244,311.16
12/19/16	2304	MER1099	Mary Ellen Robertson, CPA	475.00		243,836.16
12/19/16	2305	PENGUIN	Penguin Management, Inc.	2,796.00		241,040.16
12/19/16	2306	SIDDONS	Siddons-Martin Emergency Group, LLC	1,739.81		239,300.35
12/19/16	2307	TEXASFAC	Texas Facilities Commission	7,500.00		231,800.35
12/19/16	2308	TOTALSAFETY	Total Safety U.S., Inc.	907.16		230,893.19
12/19/16	2309	TOWNANDCOUN	Town and Country	41.35		230,851.84
12/19/16	2310	VISA4586	VISA	22.83		230,829.01
12/19/16	2311	VISA9650	VISA	229.94		230,599.07
12/19/16	2312	WILBER	Wayne Lynn Wilber	2,500.00		228,099.07
			Totals	<u>33,893.49</u>	<u>36,342.53</u>	<u>228,099.07</u>

Transaction count = 28

Jefferson County Emergency Services District No. 4

Bank Account Register

Texas First Bank - Savings
November 22, 2016 - December 19, 2016

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
11/30/16			Beginning Balance			200,356.21
			Interest Income		16.47	200,372.68
			Totals	<u>0.00</u>	<u>16.47</u>	<u>200,372.68</u>

Transaction count = 1

Exhibit I



Southeastern Emergency Equipment
 PO Box 1097
 Youngsville, NC 27596
 T: (800) 334-6656
 F: (888) 556-1048
 DEA License: RS0393710

Quote 75974

Date: 12/12/2016
 Page 1 of 2

Sold To:

 Jefferson Co. ESD 4
 PO Box 154
 Hamshire, TX 77622
 Attention: Wayne Wilber

Ship To:

 Jefferson Co. ESD 4
 9364 Old Big Hill Road
 Hamshire, TX 77622

Quote	Ship Via	Terms	Purchase Order	Salesperson	Customer ID
75974	U.P.S.	Net 30 Days	Scott Wade	28	J20099
Product Code	Product Name	Quantity	UOM	Price	Extension
SEE1000	BVM DISP AD PATRIOT	20	EA	9.03	180.60
SEE2000	BVM DISP CH PATRIOT W/ POP OFF VALVE	12	EA	9.68	116.16
SEE3000	BVM DISP INF PATRIOT	12	EA	9.03	108.36
A4500	SCISSORS PARA-MED 7 1/4 BLACK	20	EA	1.10	22.00
S3604	PENLIGHT DISP W/PUPIL GAUGE	20	EA	0.75	15.00
LN6739	GLUCOSE TRANSCEND GEL STRAWBERRY (3/PK)	12	PK	3.68	44.16
D5020	SHEET BURN STERILE 60X96 ECONOMY	20	EA	2.71	54.20
D5432	GAUZE PAD 4X4 ST 8 PLY 2'S(50) (2/PK, 50PKS/BOX)	4	BX	3.28	13.12
KE8884413605	GAUZE VASELINE 3'X9"	20	EA	0.68	13.60
BY7099	GLUCOMETER STRIPS CONTOUR (50)	12	EA	16.88	202.56
BY9556C	GLUCOMETER UNIT CONTOUR 5 SEC SIMPLE PACK	12	EA	0.00	0.00
SEEAIR-1	AIRWAY KIT BERMAN COLOR CODED (SIZES 00-6)	1	EA	1.98	1.98
ADC603BK	STETHOSCOPE ADSCOPE BLACK	5	EA	34.73	173.65
ADC603R	STETHOSCOPE ADSCOPE RED	3	EA	34.73	104.19
ADC603RB	STETHOSCOPE ADSCOPE ROYAL BLUE	3	EA	34.73	104.19
D5199	GAUZE FLUFF 4.5" ST 6PLY	40	EA	0.61	24.40
D5220	DRESSING TRAUMA MULTI 12X30	20	EA	1.31	26.20
N7295	MASK O2 NRB AD W/SAFETY VENT	50	EA	1.06	53.00

Continued on next page..





Southeastern Emergency Equipment
 PO Box 1097
 Youngsville, NC 27596
 T: (800) 334-6656
 F: (888) 556-1048
 DEA License: RS0393710

Quote 75974

Date:12/12/2016
 Page 2 of 2

Sold To:

 Jefferson Co. ESD 4
 PO Box 154
 Hamshire, TX 77622
 Attention: Wayne Wilber

Ship To:

 Jefferson Co. ESD 4
 9364 Old Big Hill Road
 Hamshire, TX 77622

Quote	Ship Via	Terms	Purchase Order	Salesperson	Customer ID
75974	U.P.S.	Net 30 Days	Scott Wade	28	J20099
Product Code	Product Name	Quantity	UOM	Price	Extension
N7294	CANN NASAL AD NON-FLARED	50	EA	0.29	14.50
N7281	NEB W/MP & 7' TUBING	30	EA	0.71	21.30
N7281M	NEB AD MICRO MIST W/ELONG. AEROSOL MASK	20	EA	1.13	22.60
D5042	TAPE CLOTH/SILK 2" (6)	20	BX	8.77	175.40
MD300C2	PULSE OX UNIT FINGERTIP S.E.E.	12	EA	35.58	426.96
D5210	BANDAGE TRIANGULAR W/2 PINS, NS	36	EA	0.35	12.60
MA01-550-018	MEDIC-KIT 5 NAVY	12	EA	96.09	1,153.08

Subtotal	<u>3,083.81</u>
Total USD \$	<u><u>3,083.81</u></u>

Prices are good until January 11, 2017.

MES

MUNICIPAL EMERGENCY SERVICES

MES - Texas
 16511 Hedgecroft
 Suite 200
 Houston, TX 77060

Quote

Date 12/13/2016
 Quote # QT1064213
 Expires 1/12/2017
 Sales Rep Dean, Kevin L.
 PO #
 Shipping Method

Bill To
 CHEEK VFD
 8523 KIDD RD
 BEAUMONT TX 77713-3065

Ship To
 Wayne Wilber
 CHEEK VFD
 9364 OLD BIG HILL RD
 HAMSHIRE TX 77622-8438

Item	Alt. Item #	Units	Description	QTY	Unit Sales Pri.	Amount
DJ10101-2			1" NH SW RL F x 1" NH RL M 1" X 50' White	10	88.00	880.00
DJ30251-3			2 1/2" NH SW RL F x 2 1/2" NH RL M 3" X 50' Red	10	217.00	2,170.00
KOCHEK Hose	RC30252-01		RC30252-01 KOCHEK Hose Rubber 3" 25ft. yellow hose with 2 1/2" NH connections	3	160.00	480.00
37R151			ADAPTER 1.5(F)X1.0(M) RL	4	14.50	58.00
CRIB-KIT-A-WB			Crib Kit A-Black with Bags & Toters	1	1,380.00	1,380.00

Total \$4,968.00

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



12/13/16

Exhibit J

BENCKENSTEIN & OXFORD, L.L.P.

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

Joshua C. Heinz

jheinz@benoxford.com

December 21, 2016

Via Email: Kevin.Smith@TexasAgriculture.gov

Texas Department of Agriculture
Office of Rural Affairs
Attn: Mr. Kevin Smith
P.O. Box 12847
Austin, Texas 78711

Re: Jefferson County Emergency Services District No. 4; B&O File No. 87102.

Dear Mr. Smith,

In accordance with Section 775.083 of the Texas Health & Safety Code, the following Annual Report is submitted on behalf of Jefferson County Emergency Services District No. 4.

District's Name:

Jefferson County Emergency Services District No. 4

Name of each county in which the District is located:

Jefferson County, Texas

District's business address:

**Physical address: 8523 Kidd Rd., Beaumont, Texas 77713
Mailing Address: P.O. Box 154, Hamshire, Texas 77622**

Name, mailing address, and term of office of each Commissioner:

**Jeff Roebuck, President (Place 3)
476 Oakland
Beaumont, Texas 77705
Term of Office ending January 1, 2018**

Texas Department of Agriculture
Office of Rural Affairs
Attn: Mr. Kevin Smith
December 21, 2016
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Charlie Reneau, Vice President (Place 2)
5756 Burrell Loop
Beaumont, Texas 77705
Term of Office ending January 1, 2019

Randy Walston, Secretary (Place 5)
8507 FM 365
Beaumont, Texas 77705
Term of Office ending January 1, 2018

Sandra Melton, Treasurer (Place 4)
14604 Garner Road
Beaumont, Texas 77705
Term of Office ending January 1, 2019

Robert Bordes, Assistant Treasurer (Place 1)
14569 Labelle Rd.
Beaumont, Texas 77705
Term of Office ending January 1, 2018

Name, mailing address, and term of office of the District's general manager, executive director, and fire chief:

Wayne Wilber, District Manager
P.O. Box 154
Hamshire, Texas 77662
No Term of Office

Doug Saunders, District Fire Chief
P.O. Box 154
Hamshire, Texas 77662
No Term of Office

Name of each legal counsel or other consultant for the District:

Legal Counsel:
Joshua C. Heinz
Benckenstein & Oxford, L.L.P.
3535 Calder Ave., Suite 300
Beaumont, Texas 77706

Texas Department of Agriculture
Office of Rural Affairs
Attn: Mr. Kevin Smith
December 21, 2016
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Accountant:
Mary Ellen Robertson, CPA
P.O. Box 5151
Beaumont, Texas 77725

District's annual budget and tax rate for the preceding fiscal year:

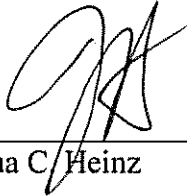
2015-16 Annual Budget - \$757,900.00 (Amended)
2015 Ad Valorem Tax Rate - \$0.087410/\$100.00

If you have any questions, or if your office should require any additional information, please do not hesitate to contact us.

Sincerely,

BENCKENSTEIN & OXFORD, L.L.P.

By: _____


Joshua C. Heinz

JCH/jcr

cc: *Via Email*
JCESD No. 4
Board of Commissioners
Wayne Wilber, District Manager