

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 December 21, 2015, at the Labelle-Fannett VFD fire station, located at 12880 FM 365, Beaumont, Texas 77705, 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
Sandra Duhon	Secretary
Sandra Melton	Treasurer
Charlie Cox	Assistant Treasurer

All of said Board members were present, thus constituting a quorum. Also present at the meeting were: Wayne Wilber, District Manager; Joshua Heinz of the law firm Benckenstein & Oxford, L.L.P., attorneys for the District; and, the individuals listed in the attendance logs 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, at which time O.J. Olivier, a local resident, questioned the Board as to why the District did have full-time fire and EMS service with paid firefighters and medics. President Roebuck and Vice President Reneau briefly advised Mr. Olivier that while it is believed that the anticipated cost of such type of service would exceed the amount of revenue generated by the District, the issue will be placed on a future meeting agenda for discussion.

Being as there was no further public comment, the Board moved along to Agenda Item No. 4 for the VFD Chiefs' reports. Charles Sonnier, Chief of Labelle-Fannett VFD, advised the Board on the department's service calls for the month of October, which are set forth in the monthly run report submitted by Labelle-Fannett VFD and attached hereto as **Exhibit B**. Chief Sonnier advised that the department secretary has been sick, and thus the November run report has not yet been generated.

The Board was then directed to Agenda Item No. 5 for the District Manager's report. Wayne Wilber advised the Board on the status of Cheek VFD's equipment, including the scene lights ordered for Rescue 44. Mr. Wilber also reported that the five (5) sets of bunker gear requested by Labelle-Fannett VFD have been ordered. Additionally, Mr. Wilber advised on the status of Labelle-Fannett VFD's apparatuses, and recent repairs performed on same. As to Labelle-Fannett VFD's Engine 8, Mr. Wilber and Chief Sonnier confirmed that a head gasket leak had recently been repaired, but that additional repairs may be needed to correct the issue.

Next, President Roebuck directed the Board to Agenda Item No. 6 for review of the Minutes of the November 16, 2015 regular meeting. Upon motion by Assistant Treasurer Cox and seconded by Vice President Reneau, the proposed minutes were unanimously approved by the Board.

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 \$162,032.80 as of November 30, 2015 and \$199,531.37 as of December 18, 2015, and that the District's Texas First Bank savings account balance was \$200,155.41 as of as of November 30, 2015 and \$200,171.86 as of December 18, 2015, as reflected in the account statements attached hereto as

Exhibit C. Additionally, Treasurer Melton reviewed with the Board the District's current financial statement of activities, which is attached hereto as **Exhibit D.**

Then, the Board moved to Agenda Item No. 8 for payment of the District's bills. After reviewing and discussing the various expenditures, Treasurer Melton made a motion to approve payment of the bills and expenditures listed on the account register attached hereto as **Exhibit E** (Check Nos. 2052-2068), with Check No. 2059, being a reimbursement check to Labelle-Fannett VFD in the amount \$375.72, not being distributed until such time that the department has fully complied with the District's outstanding document request. The motion was seconded by Assistant Treasurer Cox and unanimously approved by the Board.

Thereafter, the Board's attention was directed to Agenda Item No. 9 regarding the District's fuel purchasing policy and fuel purchase forms. Mr. Wilber advised the Board that a certain Labelle-Fannett VFD members were not completing the fuel purchase forms correctly; specifically, said member is not putting the correct vehicle mileage reading on the fuel purchase forms. Mr. Heinz reviewed the terms of the fuel purchasing policy with the Board and specifically advised on the provision which requires the departments to reimburse the District for fuel purchases that are not accompanied by a completed fuel purchase form. Mr. Wilber advised that he has discussed the issue with said member and believes that the issue will be resolved. Upon recommendation by Secretary Duhon, Mr. Wilber is going to provide a letter to Labelle-Fannett VFD of the specific issues with the fuel purchase forms and request that the department instruct its members on the importance of said forms and necessity of providing accurate information when completing same.

President Roebuck then directed the Board to Agenda Item No. 10, at which time the Mr. Wilber advised the Board that there were no pending equipment purchase or repairs requests

from the VFDs. Further, Chief Sonnier and Kenneth Duhon, Chief of Cheek VFD, advised the Board that all of the departments' equipment is in good working order, with the exception of the anticipated issues concerning Labelle-Fannett VFD's Engine 8, which was discussed under Agenda Item No. 5 (see above).

The Board then moved along to Agenda Item No. 11 regarding the status of the out-of-service ambulance donated by Deweyville EMS. Mr. Heinz advised the Board on Section 775.251 of the Texas Health & Safety Code relating the surplus and salvage property and rules for disposing of same. However, after discussing the matter with Chief Sonnier, the Board confirmed that the ambulance had actually been given by Deweyville EMS to Labelle-Fannett VFD but never placed in service because such would result in Labelle-Fannett VFD losing its variance. Furthermore, the Board confirmed that title to the ambulance remains in the name of Deweyville EMS. Accordingly, Treasurer Melton made a motion to decline the donation of the ambulance and return possession of same to Labelle-Fannett VFD, which was seconded by Secretary Duhon and unanimously approved by the Board.

Thereafter, the Board was directed to Agenda Item No. 12 regarding the agreed upon procedures review of the VFDs' financial records. Treasurer Melton advised that the District and reviewing accountant had received the requested bank authorizations from Labelle-Fannett VFD for Texas First Bank and Bridge City Bank. Treasurer Melton also advised that Mary Ellen Roberson would have further information on the status of the review at the next meeting.

President Roebuck then directed the Board's attention to Agenda Item No. 13 regarding the upcoming SAFE-D annual conference which will take place on February 18-20, 2015 in Galveston, Texas. All of the Board members, with the exception of those who will no longer be serving as commissioners upon the expiration of their current terms, indicated that they will be

attending the conference, and that all new Board members should attend the conference as well so that they can obtain their required continuing education training. Mr. Heinz advised that the discounted rate registration deadline is January 25, 2015, and while the discounted rooms at Moody Gardens are all sold out, there may be discounted rooms available at the Townplace Suites and Courtyard hotels. Mr. Wilber is going to gather information on available lodging options and costs for same, and will present said information to the Board at the next meeting.

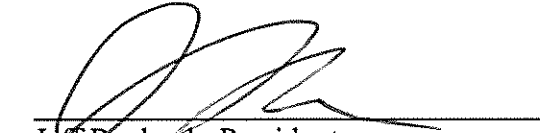
Next, the Board then moved along to Agenda Item No. 14 for the counsel report, at which time Mr. Heinz requested that the Board approve the District's 2015 annual report, a copy of which is attached hereto as Exhibit F, and authorize him to submit same to the Texas Department of Agriculture – Office of Rural Affairs in accordance with Section 775.083 of the Texas Health & Safety Code, and authorize him to publish the District's administrative office address in The Examiner newspaper in accordance with Section 775.036(f) of the Texas Health & Safety Code. Upon motion by Secretary Duhon and seconded by President Roebuck, the Board unanimously approved the District's 2015 annual report and authorized Mr. Heinz to submit same to the Texas Department of Agriculture – Office of Rural Affairs, and authorized him to publish the District's administrative office address.

The Board then moved back to Agenda Item No. 4, at which time Chief Duhon advised the Board on the recent activities of Cheek VFD, as set forth in the department's monthly run report attached hereto as Exhibit G.

Lastly, the Board was directed to Agenda Item No. 15, at which time Secretary Duhon and Assistant Treasurer Cox, who are stepping down from their commissioner places upon the expiration of their current terms of office on January 1, 2106, each thank the Board and those in attendance for the opportunity to have served as a Commissioner, and the Board thanked them

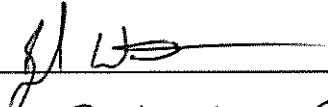
for their service. Furthermore, Assistant Treasurer Cox advised the Board of his desire and intent to continue serving the District and its residents as a volunteer firefighter.

Being as there were no further matters to come before the Board, the meeting was adjourned at approximately 6:05 p.m.



Jeff Roebuck, President
Date: 1/18/2016

ATTEST:



Position: Randy Walston, Secretary
Date: 1/18/2016

Exhibit A

JEFFERSON COUNTY EMERGENCY SERVICE DISTRICT NO. 4

December 21, 2015

SIGN IN SHEET


- 1 Darlene Rivett LFVFD #302
- 2 Ronnie Washburn LFVFD #129
- 3 Carolyn Hych #VFD
- 4 R.J. Rivett LFVFD #101
- 5 R.L. Rivett LFVFD #301
- 6 O.J. OLIVIER - VISITOR
- 7  137
- 8 KEVIN KESTER 115
- 9 James Nash 110
- 10 Philip Sanner LFVFD #133
- 11 Lucy Holst - Concerned Taxpayer
- 12 HENRY LABRIE #103 LABELLE FANNETT
- 13 KENNETH DUTCH #101 CHEEK JFD
- 14
- 15
- 16
- 17
- 18
- 19
- 20

Exhibit B

LABELLE FANNETT VFD EMS

12880 Hwy 365, Beaumont Texas | Phone: (409) 794-1441

Dispatch Log Sheet for October 2015

Total Calls for the month 53 · Total Calls YTD 604

	<i>Fannett</i>	<i>LaBelle</i>	<i>Cheek</i>	<i>Hamshire</i>	<i>TOTAL</i>
<i>Medical</i>	20	10	4	0	34
<i>MVA</i>	4	4	2	0	10
<i>Fire</i>	6	2	0	1	9
<i>TOTAL</i>	30	16	6	1	53

<i>Units</i>	<i>Total Calls</i>	<i>Transports</i>
<i>Med 6</i>	7	3
<i>Acadian</i>	32	Unknown
<i>Ham Med 1 & 2</i>	1	
<i>Engine 1</i>	7	
<i>Engine 8</i>	1	
<i>Engine 3</i>	0	
<i>Truck 118</i>	6	
<i>Truck 4</i>	1	
<i>Rescue 9</i>	1	
<i>Tanker 5</i>	0	
<i>Cheek Engine</i>	0	
<i>Air Rescue</i>	0	
<i>BMT FIRE</i>	1	

Exhibit C



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www.texasfirstbank.com

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Return Service Requested

TELEPHONE BANKING
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(855) 355-TFB1 (8321)

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

Page: 1

JEFFERSON COUNTY EMERGENCY
SERVICES DISTRICT No. 4
PO BOX 154
HAMSHIRE TX 77622-0154

Account Number: 10031508
Statement Date: 11/30/15
Checks/Items Enclosed: 16

EM

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

Table with 3 columns: Description, Date, Amount. Rows include Beginning Balance, Deposits / Misc Credits, Withdrawals / Misc Debits, Ending Balance, Service Charge, Interest Paid, etc.

FEE RECAP

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

DEPOSITS AND OTHER CREDITS

Table with 3 columns: Date, Deposits, Activity Description. Rows include 11/04 deposit, 11/05 deposit, 11/30 interest paid.

CHECKS PAID

* indicates skip in check numbers

Table with 8 columns: Date, Check No., Amount, Date, Check No., Amount, Date, Check No., Amount. Rows include 11/25 check 2036, 11/20 check 2038*, 11/23 check 2039.



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(409) 296-2111

Page: 2

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 11/30/15

CHECKS PAID

* indicates skip in check numbers

Table with columns: Date, Check No., Amount, Date, Check No., Amount, Date, Check No., Amount. Rows include check numbers 2040 through 2047 with corresponding dates and amounts.

DAILY BALANCE SUMMARY

Table with columns: Date, Balance, Date, Balance, Date, Balance. Rows show daily balances for dates 11/04, 11/05, 11/17, 11/18, 11/20, 11/23, 11/24, 11/25, 11/27, 11/30.

PUBLIC FUNDS SAVINGS

JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT No. 4

Acct 20041885

Summary table with columns: Description, Date, Amount, Description, Amount. Includes Beginning Balance, Deposits / Misc Credits, Withdrawals / Misc Debits, Ending Balance, Service Charge, Interest Paid, and Average Balance for A.P.Y.E.

DEPOSITS AND OTHER CREDITS

Table with columns: Date, Deposits, Activity Description. Row shows 11/30 with 16.45 in Deposits and Interest Earned in Activity Description.



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(409) 296-2111

Page: 3

JEFFERSON COUNTY EMERGENCY

Account Number: 10031508
Statement Date: 11/30/15

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
11/30	200,171.86				



All Texas First Banking Centers and Online Cash Management Services will be closing at 12:00pm CT on Thursday, December 18, 2015 for Christmas. All payroll and other cash management must be entered and approved before 12:00pm on the 24th.

Account Details

There have been 557 transactions on this account since 9/25/2013.

Public Funds Tiered Int.
10031508

Available Balance	\$199,531.37	Interest Rate	
Current Balance	\$199,531.37	Last Interest Paid Date	
Last Deposit Date	12/3/2015	Accrued Interest	
Last Deposit Amount	\$42,176.60	Year-to-date interest amount	
Last Statement Date	11/30/2015		

Subtotal: Credits: \$56,837.84 | Debits: \$-93,351.37

Date	Description	Amount
12/11/15	Check (2037)	\$-4,475.52
12/4/15	Check (2035)	\$-202.51
12/3/15	ORIG:JEFFERSON COUNTY TRN:P201512030015478	\$42,176.60
11/30/15	Interest Paid	\$20.48
11/27/15	Check (2044)	\$-250.00
11/27/15	Check (2049)	\$-108.29
11/25/15	Check (2036)	\$-210.50
11/24/15	Check (2050)	\$-449.41
11/24/15	Check (2042)	\$-110.77
11/23/15	Check (2040)	\$-1,766.40
11/23/15	Check (2041)	\$-200.00
11/23/15	Check (2048)	\$-195.26
11/23/15	Check (2045)	\$-50.00
11/23/15	Check (2039)	\$-42.96
11/20/15	Check (2047)	\$-475.00
11/20/15	Check (2038)	\$-102.80
11/18/15	Check (2043)	\$-400.00
11/18/15	Check (2046)	\$-400.00
11/17/15	Check (2051)	\$-2,500.00
11/5/15	Deposit	\$21.43
11/4/15	ORIG:JEFFERSON COUNTY TRN:P201511040007301	\$6,183.02

10/30/15	Interest Paid	\$22.48
10/30/15	Check (2030)	Ⓜ -\$517.62
10/29/15	Check (2031)	Ⓜ -\$194.86
10/27/15	Check (2033)	Ⓜ -\$489.82
10/27/15	Check (2023)	Ⓜ -\$303.38
10/27/15	Check (2025)	Ⓜ -\$200.00
10/27/15	Check (2026)	Ⓜ -\$138.61
10/23/15	Check (2032)	Ⓜ -\$6,428.00
10/23/15	Check (2027)	Ⓜ -\$84.05
10/22/15	Check (2028)	Ⓜ -\$400.00
10/22/15	Check (2024)	Ⓜ -\$286.01
10/21/15	Check (2029)	Ⓜ -\$400.00
10/20/15	Check (2034)	Ⓜ -\$2,500.00
10/15/15	Check (2000)	Ⓜ -\$19.00
10/9/15	Check (2010)	Ⓜ -\$500.00
10/8/15	Check (2001)	Ⓜ -\$1,515.33
10/8/15	Check (2021)	Ⓜ -\$920.54
10/7/15	Check (2011)	Ⓜ -\$1,389.90
10/5/15	Check (2016)	Ⓜ -\$18,850.00
10/6/15	Check (2015)	Ⓜ -\$475.00
10/6/15	Check (2005)	Ⓜ -\$249.84
10/6/15	Check (2006)	Ⓜ -\$129.71
10/6/15	Check (2003)	Ⓜ -\$89.36
10/6/15	Check (2002)	Ⓜ -\$84.77
10/6/15	Check (2007)	Ⓜ -\$75.94
10/5/15	Check (2014)	Ⓜ -\$2,931.29
10/5/15	Check (2017)	Ⓜ -\$2,440.00
10/5/15	Check (2019)	Ⓜ -\$354.57
10/2/15	Check (2018)	Ⓜ -\$577.02
10/2/15	Check (2008)	Ⓜ -\$320.80

10/2/15	Check (2004)	☒ -\$200.00
10/2/15	ORIG:JEFFERSON COUNTY TRN:P201510020006739	\$1,464.75
9/30/15	Interest Paid	\$25.61
9/30/15	Check (2009)	☒ -\$400.00
9/30/15	Check (2012)	☒ -\$400.00
9/29/15	Check (2022)	☒ -\$2,500.00
9/29/15	Debit Memo	-\$106.62
9/29/15	Refund Incoming Wire Fee	\$7.00
9/29/15	Refund Incoming Wire Fee	\$7.00
9/21/15	Check (1999)	☒ -\$196.87
9/3/15	INCOMING WIRE FEE-P201509030007670	-\$7.00
9/3/15	ORIG:JEFFERSON COUNTY TRN:P201509030007670	\$3,135.33
8/31/15	Interest Paid	\$28.41
8/31/15	Check (1985)	☒ -\$637.39
8/31/15	Check (1981)	☒ -\$244.52
8/31/15	Check (1959)	☒ -\$181.18
8/28/15	Check (1979)	☒ -\$3,560.34
8/28/15	Check (1990)	☒ -\$1,560.00
8/28/15	Check (1997)	☒ -\$847.18
8/28/15	Check (1996)	☒ -\$631.11
8/27/15	Check (1980)	☒ -\$1,615.14
8/27/15	Check (1987)	☒ -\$250.00
8/26/15	Check (1993)	☒ -\$3,749.44
8/26/15	Check (1983)	☒ -\$200.00
8/25/15	Check (1988)	☒ -\$350.00
8/25/15	Check (1984)	☒ -\$144.50
8/25/15	Check (1991)	☒ -\$7.00
8/25/15	Teller Withdrawal (1978)	☒ -\$30.00
8/24/15	Check (1982)	☒ -\$3,339.95
8/21/15	Check (1992)	☒ -\$475.00
8/21/15	Check (1995)	☒ -\$95.00

8/20/15	Check (1994)	☒ -\$2,797.00
8/19/15	Check (1989)	☒ -\$400.00
8/19/15	Check (1986)	☒ -\$400.00
8/18/15	Check (1998)	☒ -\$2,500.00
8/5/15	INCOMING WIRE FEE-P201508050004948	-\$7.00
8/5/15	ORIG:JEFFERSON COUNTY TRN:P201508050004946	\$3,670.65
8/3/15	Check (1976)	☒ -\$718.64
8/3/15	Check (1974)	☒ -\$296.85
8/3/15	Check (1975)	☒ -\$27.44
7/31/15	Interest Paid	\$75.08
7/31/15	Check (1966)	☒ -\$582.93
7/30/15	Check (1962)	☒ -\$400.00
7/30/15	Check (1963)	☒ -\$250.00
7/29/15	Check (1969)	☒ -\$7,500.00
7/29/15	Check (1970)	☒ -\$90.00
7/28/15	Check (1961)	☒ -\$315.53
7/27/15	Check (1964)	☒ -\$350.00
7/27/15	Check (1972)	☒ -\$182.90



All Texas First Banking Centers and Online Cash Management Services will be closing at 12:00pm CT on Thursday, December 24th, 2015 for Christmas. All payroll and other cash management must be entered and approved before 12:00pm on the 24th.

Account Details

There have been 11 transactions on this account since 4/21/2015.

Public Funds Savings
20041885

Available Balance	\$200,171.86	Interest Rate
Current Balance	\$200,171.86	Last Interest Paid Date
Last Deposit Date	7/23/2015	Accrued Interest
Last Deposit Amount	\$200,000.00	Year-to-date interest amount
Last Statement Date	11/30/2015	

Subtotal: Credits: \$200,174.86 | Debits: \$-3.00

Date	Description	Amount
11/30/15	Interest Earned	\$16.45
10/30/15	Interest Earned	\$17.00
9/30/15	Interest Earned	\$16.45
8/31/15	Interest Earned	\$17.00
7/31/15	Interest Earned	\$4.94
7/23/15	TELEPHONE TRF FR DD 10031508	\$200,000.00
6/30/15	Interest Earned	\$0.01
5/29/15	Interest Earned	\$0.01
5/7/15	Refund Balance Requirement Fee	\$3.00
4/30/15	BALANCE REQUIREMENT FEE	-\$3.00
4/21/15	TELEPHONE TRF FR DD 10031508	\$100.00

Exhibit D

**Jefferson County Emergency Services District No. 4
Statement of Activities (Cash Basis)**

	2 Months Ended	2 Months Ended	2 Months Ended	2 Months Ended	Annual Budget	Over (Under) Budget	% of Budget Used to Date
	11/30/2015	11/30/2015	11/30/2015	11/30/2015			
	Actual	Actual	Actual	Total			
	Labelle-Fannett	Cheek	Administrative	All Locations			
Revenue							
Ad Valorem Taxes	-	-	8,231	8,231	597,302	(\$589,071)	1.38%
Interest Income	-	-	76	76	200	(124)	38.00%
Total Revenue	<u>0</u>	<u>0</u>	<u>8,307</u>	<u>8,307</u>	<u>597,502</u>	<u>(\$589,195)</u>	<u>1.39%</u>
Operating Expenses							
Accounting	-	-	475	475	15,000	(14,525)	3.17%
Advertising	-	-	-	-	1,000	(1,000)	0.00%
Bank Fees	-	-	-	-	150	(150)	0.00%
Cable	-	-	-	-	800	(800)	0.00%
Cell Phone/EMS Equipment	-	-	-	-	100	(100)	0.00%
Children's Education	-	-	-	-	2,000	(2,000)	0.00%
Cleaning & Building Maintenance	(21)	-	-	(21)	6,000	(6,021)	-0.35%
Communications - Purchase of Add'l Radios	-	-	-	-	2,500	(2,500)	0.00%
Copier	-	-	-	-	700	(700)	0.00%
District Manager	-	-	5,000	5,000	30,000	(25,000)	16.67%
Dues & Fees	-	-	-	-	3,000	(3,000)	0.00%
Fire Field Meals	-	-	-	-	1,000	(1,000)	0.00%
Fire Uniforms	-	-	-	-	3,000	(3,000)	0.00%
Fuel - Fire	225	37	-	262	16,500	(16,238)	1.59%
Insurance - Property & Liability	-	-	6,428	6,428	34,000	(27,572)	18.91%
Insurance - VFRS District	-	-	-	-	2,600	(2,600)	0.00%
Insurance - Worker's Compensation	-	-	-	-	2,800	(2,800)	0.00%
Internet	-	-	42	42	800	(758)	5.25%
Lawn Service	-	200	-	200	4,200	(4,000)	4.76%
Legal/Professional	-	-	903	903	10,000	(9,097)	9.03%
Lodging/Meals/Travel & Regist ESD	-	-	-	-	5,000	(5,000)	0.00%
Maintenance & Repairs - Radios	-	-	-	-	4,000	(4,000)	0.00%
Note Payable - First Financial - Mini Pumper	-	-	-	-	41,012	(41,012)	0.00%
Office Supplies	-	-	142	142	2,700	(2,558)	5.26%
Postage & Box Rental	-	-	-	-	450	(450)	0.00%
Small Equipment Purchases (less than \$5,000)	-	-	-	-	2,000	(2,000)	0.00%
Supplies - Fire	1,325	442	-	1,767	20,000	(18,233)	8.84%
Tax & Appraisal Fees	-	-	5,059	5,059	12,000	(6,941)	42.16%
Telephone	-	-	69	69	1,600	(1,531)	4.31%
Utilities	-	94	-	94	8,700	(8,606)	1.08%
Water & Garbage	390	-	-	390	3,400	(3,010)	11.47%
Total Operating Expenses	<u>1,919</u>	<u>773</u>	<u>18,118</u>	<u>20,810</u>	<u>237,012</u>	<u>(216,202)</u>	<u>8.78%</u>

For management purposes only.

**Jefferson County Emergency Services District No. 4
Statement of Activities (Cash Basis)**

	2 Months Ended	2 Months Ended	2 Months Ended	2 Months Ended	Annual Budget	Over (Under) Budget	% of Budget Used to Date
	11/30/2015	11/30/2015	11/30/2015	11/30/2015			
	Actual	Actual	Actual	Total			
	LaBelle-Fannett	Cheek	Administrative	All Locations			
Fire Services							
Dispatch Services/Edspatches	-	-	-	-	33,500	(33,500)	0.00%
Equipment- Insp/Repairs	-	-	-	-	2,200	(2,200)	0.00%
Gloves & Boots - Insp/Repairs	-	-	-	-	5,000	(5,000)	0.00%
Personal Protection Equipment	-	-	-	-	26,000	(26,000)	0.00%
Supplies - Hoses/Nozzles/Tarps	-	-	-	-	4,000	(4,000)	0.00%
Travel/Lodging/Meals/Trans Expenses	413	-	-	413	7,500	(7,087)	5.51%
Tuition/Registration	-	-	-	-	2,000	(2,000)	0.00%
Vehicle Repair & Maintenance	-	-	-	-	25,000	(25,000)	0.00%
Total Fire Services	413	0	0	413	105,200	(104,787)	0.39%
Capital Expenditures							
3½ ESD Utility Pickup Truck	-	-	-	-	20,000	(20,000)	0.00%
3000 Gal Tanker	-	-	-	-	100,000	(100,000)	0.00%
Automatic Rollup Door	-	-	-	-	4,700	(4,700)	0.00%
Children's Education Enclosed Trailer	-	-	-	-	6,000	(6,000)	0.00%
Concrete Slab (Storage Bldg.)	-	-	-	-	7,500	(7,500)	0.00%
Crushed Concrete (Driveway to Stor. Bldg.)	-	-	-	-	1,800	(1,800)	0.00%
Dispatch Equipment	-	-	-	-	16,000	(16,000)	0.00%
Radio Communications Upgrade	-	-	-	-	30,000	(30,000)	0.00%
Rescue Tools - Rescue 44	-	-	-	-	30,000	(30,000)	0.00%
SCBA Packs/Replacement Bottles	-	-	-	-	10,000	(10,000)	0.00%
Upgrade Cutters	-	-	-	-	11,000	(11,000)	0.00%
Total Capital Expenditures	0	0	0	0	237,000	(237,000)	0.00%
Contingency	0	0	0	-	18,290	(18,290)	0.00%
Total Expenses	2,332	773	18,118	21,223	597,502	(576,279)	3.55%
Net Change in Fund Balance	\$ (2,332)	\$ (773)	\$ (9,811)	\$ (12,916)	\$ 0		

Exhibit E

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

Texas First Bank - Checking
November 17, 2015 - December 21, 2015

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
			Beginning Balance			149,523.82
11/30/15			Interest Income		20.48	149,544.30
12/03/15			Property Taxes		42,176.60	191,720.90
12/21/15	2052	BENCK	Benckenstein & Oxford, L.L.P.	1,611.00		190,109.90
12/21/15	2053	GREENACRES	Green Acres Grocery, Inc.	105.40		190,004.50
12/21/15	2054	OXFORD	Hubert Oxford, IV	400.00		189,604.50
12/21/15	2055	JACKSON	Jackson Lawn Care	250.00		189,354.50
12/21/15	2056	JCAPPRASAL	Jefferson County Appraisal District	1,365.35		187,989.15
12/21/15	2057	HEINZ	Joshua C. Heinz	400.00		187,589.15
12/21/15	2058	KAY	Kay Electronics, Inc.	1,181.69		186,407.46
12/21/15	2059	LB-F VFD	Labelle-Fannett VFD	375.72		186,031.74
12/21/15	2060	MER1099	Mary Ellen Robertson, CPA	475.00		185,556.74
12/21/15	2061	METROFIRE	Metro Fire Apparatus Specialists, Inc.	338.00		185,218.74
12/21/15	2062	PENGUIN	Penguin Management, Inc.	1,747.00		183,471.74
12/21/15	2063	PROGRESSIVE	Progressive Waste Solutions of TX, Inc.	194.42		183,277.32
12/21/15	2064	ROLLINS	Rollins Truck & Trailer Repair, LLC	2,761.38		180,515.94
12/21/15	2065	TOWNANDCOUN	Town and Country	425.42		180,090.52
12/21/15	2066	VISA4586	VISA	32.98		180,057.54
12/21/15	2067	VISA9650	VISA	293.44		179,764.10
12/21/15	2068	WILBER	Wayne Lynn Wilber	2,500.00		177,264.10
			Totals	<u>14,456.80</u>	<u>42,197.08</u>	<u>177,264.10</u>

Transaction count = 19

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

Texas First Bank - Savings
November 17, 2015 - December 21, 2015

<u>Date</u>	<u>Reference</u>	<u>Payee ID</u>	<u>Description</u>	<u>Checks/ Payments</u>	<u>Deposits/ Additions</u>	<u>Balance</u>
			Beginning Balance			200,155.41
11/30/15			Interest Income		16.45	200,171.86
			Totals	<u>0.00</u>	<u>16.45</u>	<u>200,171.86</u>

Transaction count = 1

Exhibit F

BENCKENSTEIN & OXFORD, L.L.P.

Joshua C. Heinz

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

jheinz@benoxford.com

December 23, 2015

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: 12880 FM 365, Beaumont, Texas 77705
Mailing Address: P.O. Box 154, Hamshire, Texas 77622**

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

**Jeff Roebuck, President (Place 1)
476 Oakland
Beaumont, Texas 77705
Term of Office ending January 1, 2016 (seeking re-appointment)**

Texas Department of Agriculture
Office of Rural Affairs
Attn: Mr. Kevin Smith
December 23, 2015
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Charlie Reneau, Vice President (Place 2)
5756 Burrell Loop
Beaumont, Texas 77705
Term of Office ending January 1, 2017

Sandra Duhon, Secretary (Place 3)
8174 Boyt Road
Beaumont, Texas 77713
Term of Office ending January 1, 2016 (not seeking re-appointment)

Sandra Melton, Treasurer (Place 4)
14604 Garner Road
Beaumont, Texas 77705
Term of Office ending January 1, 2017

Charlie Cox, Assistant Treasurer (Place 5)
12313 Garner Road
Beaumont, Texas 77705
Term of Office ending January 1, 2016 (not seeking re-appointment)

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
Contractual Term ending April 20, 2016

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

Accountant:
Mary Ellen Robertson, CPA
P.O. Box 5151
Beaumont, Texas 77725

Texas Department of Agriculture
Office of Rural Affairs
Attn: Mr. Kevin Smith
December 23, 2015
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District's annual budget and tax rate for the preceding fiscal year:

2014-15 Annual Budget - \$784,972.00 (Amended)


2014 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

Exhibit G

EXHIBIT B
MONTHLY REPORT

Month: NOVEMBER 2015

Total Calls Received: 2

Responses:

Structure Fires: 1

Wood/Grass Fires: _____

Vehicles/Wrecks: _____

EMT/First Responder: 2

Others: ~~Gas Leak~~

Total: 2

Mutual Aid Responses: 1 (TRAILER FIRE (GAULDING RD.))

Other Matters and/or Specific Event Details:

