

**MINUTES OF THE PUBLIC HEARING AND REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF THE
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

A Public Hearing and Regular Meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 1 (“District”) was called at 5:30 p.m. on the 26th day of September 2022, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

Members of the public were invited to attend and participate in meeting by conference call. A recording of the meeting is available upon request.

The roll was called of the Commissioner on the Board, to-wit:

Commissioners	Position
John Johnson	President
Hoyt Simmons	Vice-President
Mark Zambardino	Treasurer
Brett Weldy	Secretary
Mr. Robert “Lee” Barnett	Director

All said Commissioners were present. In addition to the above-named Commissioners, the following persons were also present:

Attendee	Position
Chief Chris Gonzales	Administrator
Mr. Robert Ring	Administrative Assistant
Mr. Hubert Oxford, IV	Benckenstein & Oxford, LLP

At 5:47 p.m., President Johnson announced that a quorum was established.

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PUBLIC HEARING

Upon establishing that a quorum was present, President Johnson called the Public Hearing to order and advised that the Public Hearing had been posted in the Examiner pursuant to Section 26.05 of the Texas Tax Code. (See Exhibit “A”).

Agenda Item No. 3 - Public Hearing regarding the District’s proposed 2022-2023 ad valorem tax rate and fiscal year 2022-2023 budget.

President Johnson then called on staff and Attorney Oxford to provide a recommendation on the tax rate for 2022-2023. According to staff, during the upcoming year, the No New Tax Rate (i.e., tax rate that would generate the same revenue as 2021-2022) is \$0.05999 and the Voter Approved Rate, which was previously known as the Effective Tax Rate, is \$0.064653. Staff also noted that the Voter Approved Rate for the upcoming year is less than the 2021-2022 tax rate of \$0.066983 because the Certified Taxable Values of the property within the District increased from \$278,266,255.00 to \$313,833,668.00. Despite this, staff explained that if the Voter Approved Rate was approved, this would effectively result in a property tax rate increase of 7.44 percent from the last year’s rate, or the No New Tax Rate. However, even with the increase of 7.44 percent, because of the increase in the Certified Taxable Values of the property within the District, the taxes on a \$100,000.00 home would still be \$2.33 less than the previous year. (See Exhibit “B” for a complete set of Property Tax documents to be reviewed and approved during the Regular Meeting). As the Commissioners discussed in the prior meeting, if they chose to adopt the Voter Approved Tax Rate, the District would generate an estimated \$202,902.88 property tax revenue. This is slightly more than the 2021-2022 revenues of \$189,141.00. A summary of the tax rate and revenue generated is set forth below:

2022-2023-No New Tax Rate (NNTR)						
COUNTY	PRELIMINARY CERTIFIED TAXABLE VALUE (Adjusted)	Per \$100			NNTR	REVENUE
JCESD No. 1	\$313,833,668.00	÷ 100	\$3,138,336.68	X	0.05999	\$188,268.82
2022-2023-Voter Approved Tax Rate (i.e., Rollback Rate)						
COUNTY	PRELIMINARY CERTIFIED TAXABLE VALUE (Adjusted)	Per \$100			VATR	REVENUE
JCESD No. 1	\$313,833,668.00	÷ 100	\$3,138,336.68	X	0.064653	\$202,902.88

President Johnson then called on staff and Attorney Oxford to present the 2022-2023 budget for the upcoming year. (See Exhibit “C”). According to staff, the budget for the upcoming year’s total revenues was recommended to be set at \$226,617.88, which is \$18,219.21 less than the previous year’s final revenue budget. Meanwhile, the proposed budgeted expenses for 2022-2023 are \$233,282.27 compared to the proposed final budget amendment expenses for 2021-2022 of \$236,635.08. A summary of the budget is as follows:

October 1, 2022 - September 30, 2023				
Budgets				
Income	Actual Through Sept. Meeting 2022	Final 2021-2022 Budget	2022-2023 Adopted Budget	Budget Differences Red is Underbudget Black is Overbudget
Total	\$243,105.36	\$244,837.09	\$226,617.88	(\$18,219.21)
Total Expenses	\$233,616.63	\$236,635.08	\$233,282.27	(\$3,352.81)
Net Revenue	\$9,488.73	\$8,202.01	(\$6,664.39)	(\$14,866.40)

In regard to the expenses, Staff highlighted the major budget amendments. These are as follows:

- AE-18-Architectual Services: This line item was reduced from \$36,700.00 to \$0.00.
- OE-1-Engine #2 Annual Payment: After reducing this line item to \$0.00 in the final budget for 2021-2022, Staff recommended increasing this budget line back to \$26,004.67 in anticipation of purchasing a new engine.
- OE-12-Fuel Reimbursement: This line item was increased from \$2,000.00 to \$12,000.00 in 2022-2023 to account for the payment of milage for paid firefighters and volunteers.
- OE-25-Paid Salaries: The Paid Salaries line item was increased from \$55,500.00 to \$65,700.00 because staff recommended employing fire fighters to work both days of the weekend as opposed to just one day.

After a discussion on the proposed tax rate and budget for 2022-2023, the Commissioners agreed to adopt the proposed tax rate and the budget set forth in Exhibit “B”.

At 6:14 p.m., President Johnson called for a motion to adjourn the Public Hearing. Commissioner Hoyt Simmons made a motion to adjourn the Public Hearing. This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioners present.

REGULAR MEETING

The roll was called of the Commissioner on the Board, to-wit:

Commissioners	Position
John Johnson	President
Hoyt Simmons	Vice-President
Mark Zambardino	Treasurer
Brett Weldy	Secretary
Mr. Robert "Lee" Barnett	Commissioner

All said Commissioners were present. In addition to the above-named Commissioners, the following persons were also present:

Attendee	Position
Chief Chris Gonzales	Administrator
Mr. Robert Ring	Assistant Administrator
Mr. Hubert Oxford, IV	Benckenstein & Oxford, LLP

At 6:14 p.m., President Johnson announced that a quorum was established, and then asked Robert Ring to lead the group in prayer and the Pledge of Allegiance.

Agenda Item No. 5 - Discuss and take-action, if necessary, on appointment of officers.

President Johnson called on nominations for officers. It was agreed by all the Commissioners that the current slate of officers has continued to work well for the District and that everyone should remain in the existing positions.

With this said, a motion was made by Commissioner Hoyt Simmons, which was seconded by Commissioner Mark Zambardino, and the unanimously approved by all the Commissioners present, that the current roster of officers for 2022-2023 remain the same as 2021-2022 and set forth above.

Agenda Item No. 6 – Approve Prior Minutes

Turning to Agenda Item No. 5, to review and approval of the August 22, 2022 Regular Meeting, the President requested that the Commissioners review the minutes of and asked if there were any changes. There were none.

There being no additional change, a motion was made by Commissioner Mark Zambardino, which was seconded by Commissioner Hoyt Simmons and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the August 22, 2022 Regular Meeting.

Agenda Item No. 7 - Review and approve and take-action, if necessary, on approving financial statement; authorize payment of invoices; and amending the budget.

President Johnson then called on Mr. Ring to present the financial reports for the month of August 2022 with a review of the District's and the Department's accounts. According to Mr. Ring, the beginning balance in the District's Community Bank checking account was \$112,230.94. During August 2022, there were credits for a) \$1,342.06 in Tax Revenues; and b) Miscellaneous Deposits of \$29,095.24. Included in the Miscellaneous Deposits were a grant for Lucas device and an extra grant for payment for the same device that is included in the invoices to repay. After considering the debits for monthly expenses of (\$33,450.52) the ending balance for the month was \$109,217.72. (See **Exhibit "D-1"**).

Next, Mr. Ring turned to the District's savings account at Allegiance Bank account. The beginning balance in August was \$210,806.62 and after receipt of an interest payment of \$26.86, the ending balance was \$210,833.48. (See **Exhibit "D-1"**).

Combined, Mr. Ring advised that the District's funds available were \$320,051.20. However, after considering the \$223,000.00 in Restricted Funds, the District's total unrestricted funds were \$97,051.20.

Afterwards, Mr. Ring presented the Department's bank balances at Community Bank for August 2022. According to Mr. Ring, the Department's checking account remained at \$10,000.00. Likewise, the Department's savings account balance remained at \$15,863.02. (See **Exhibit "D-2"**).

The Mr. Ring then reviewed the outstanding invoice to be paid and approved at the current meeting. Per Mr. Ring, the total expenses to be paid were \$57,536.87. (See **Exhibit "D-3"**). This month, Mr. Ring informed the Commissioners the payment to Fire House Subs Public Safety of \$14,547.62 was a reimbursement to

Fire House Subs for an extra payment of the grant that was made on accident. A list of the invoices paid, or to be paid, is set forth below.

Paid @ September 2022 Meeting					
Payee	Category	Check #	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	AUTO	8/31/2022	7/4/2022	\$130.68
AT&T	OE-10 Telephone Service (Phone/Fax/Security)	AUTO	8/31/2022	9/8/2022	\$159.61
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	8/31/2022	9/8/2022	\$47.84
Sparklight	OE-18 Internet & TV	AUTO	8/31/2022	9/20/2022	\$84.99
Energy	OE-17 Utilities (Electric & Gas)	AUTO	8/31/2022	9/26/2022	\$264.08
Cajun Flavor, Inc (Courvilles)	OE-29 Meals	1252	9/7/2022	9/7/2022	\$2,100.00
Firehouse Subs Public Safety Found.	80000 - Ask My Accountant	1253	8/31/2022	9/26/2022	\$14,547.62
The Examiner	AE-6 Office, Postage, Operations, Misc.	1254	9/1/2022	9/26/2022	\$300.00
Kyle Knupple	OE-5 Equipment Maint/Repair/Purchase	1255	9/7/2022	9/26/2022	\$27.68
Bearcom	OE-8 Radio & Pager Maintenance/Purchase	1256	9/6/2022	9/26/2022	\$130.00
Bearcom	OE-8 Radio & Pager Maintenance/Purchase	1257	9/19/2022	9/26/2022	\$605.73
Stryker Sales, LLC	OE-5 Equipment Maint/Repair/Purchase	1258	8/18/2022	9/26/2022	\$342.76
Emergency Medical Products	OE-15 Medical Supplies/Oxygen	1259	8/22/2022	9/26/2022	\$140.46
Emergency Medical Products	OE-15 Medical Supplies/Oxygen	1260	9/12/2022	9/26/2022	\$33.78
JCAD	AE-7 JCAD Fees	1261	9/1/2022	9/26/2022	\$485.75
Texas Mutual Insurance Company	OE-3 Workman's Comp. Insurance	1262	8/26/2022	9/26/2022	\$2,897.00
Emerson Electrical Services LLC	OE-23 Station Maintenance	1263	9/19/2022	9/26/2022	\$300.00
Card Service Center	OE-6 Fuel	POP	8/31/2022	9/24/2022	\$511.28
Card Service Center	OE-9 Uniform Maintenance/Purchases	POP	8/31/2022	9/24/2022	\$54.11
Card Service Center	OE-23 Station Maintenance	POP	8/31/2022	9/24/2022	\$343.41
Card Service Center	OE-29 Meals	POP	8/31/2022	9/24/2022	\$68.42
Elite Card Payment Center Wells Fargo	OE-23 Station Maintenance	1264	8/31/2022	9/26/2022	\$18.25
John Stone - Unit #171	OE-25 Paid Salaries	1265	9/21/2022	9/26/2022	\$2,059.95
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1266	9/21/2022	9/26/2022	\$393.73
Ehren Davis - Unit #177	OE-25 Paid Salaries	1267	9/21/2022	9/26/2022	\$717.02
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1268	9/21/2022	9/26/2022	\$1,383.48
Gabe Luke - Unit #183	OE-25 Paid Salaries	1269	9/21/2022	9/26/2022	\$1,081.24

Leeland Farms LLC	AE-3 Firefighter Coordinator	1270	8/31/2022	9/26/2022	\$100.00
Joshua C. Heinz	AE-4 Legal Expenses	1271	8/31/2022	9/26/2022	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	1272	8/31/2022	9/26/2022	\$350.00
Chris Gonzales	AE-13 Staff	1273	8/31/2022	9/26/2022	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	1273	8/31/2022	9/26/2022	\$1,080.00
Robert Ring	AE-13 Staff	1274	8/31/2022	9/26/2022	\$500.00
VFIS of Texas	OE-2 Vehicle, A&S & Contents Pkg Insurance		9/26/2022	9/26/2022	\$9,800.00
Architectural Alliance, Inc.	AE-6 Office, Postage, Operations, Misc.		9/26/2022	9/26/2022	\$15,000.00
					\$57,536.87

Once the discussion on the financials and invoices concluded, staff reviewed the District’s budget through August 31, 2022 and a proposed final year end budget. (See Exhibit “D-4”). Overall, staff explained that the proposed Budget Amendment increased the income by 15.31% from the previous Original Budget but on the expense side, the total expenses went up by 12.20% from the Original Budget. A summary of the recommended budget amendments is as follows:

October 1, 2021 - September 30, 2022 Budget					
Income	2021-2022 Adopted Budget	Budget to Actual Red is Underbudget Black is Overbudget	Line Item Increases or Decrease	Amended Budget-1	Percentage Difference Budget to Amended Budget (new_value- old_value)/old_value)
Total	\$212,331.09	(\$30,774.27)	\$32,506.00	\$244,837.09	15.31%
Total Expenses	\$210,898.15	(\$22,718.48)	\$25,736.93	\$236,635.08	12.20%
Net Revenue	\$1,432.94	(\$8,055.79)	\$6,769.07	\$8,202.01	

Staff then discussed the budget amendment recommendations in detail. For a detailed explanation of the amendments, see the notes to Exhibit “D-4”.

Subsequently, Commissioner Robert Barnett made a motion to approve the 1) August 2022 account reports for the District and the Department; 2) invoices for the since the last meeting; 3) August 2022 financial reports; and 4) amended budget for 2021-2022. (See Exhibits “D-1”, “D-2”, “D-3”, and “D-4”). This motion was seconded by Commissioner Brett Weldy and unanimously approved by all Commissioners present.

Agenda Item No. 8 - Discuss and take-action, if necessary, to adopt the District’s fiscal year 2022-2023 budget.

Since this Agenda Item was discussed at length in the Public Hearing, President Johnson asked if there was anything further to discuss. Before calling for a motion to adopt the 2022-2023 Budget, staff presented the Commissioners with documents to sign to following the budget's adoption. (See **Exhibit "B"**).

Thereafter, a motion was made by Commissioner Hoyt Simmons to adopt the preliminary budget for 2022-2023 set forth in **Exhibit "B"**. This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

Agenda Item No. 9 - Discuss and take-action, if necessary, to set the District's 2022-2023 ad valorem tax rate.

As with Agenda Item No. 8, the Commissioners did spend much time discussing this agenda item because it was previously discussed during the Public Hearing. Staff then presented the Commissioners with a packet of another set of documents that needed to be signed once the tax rate was approved (See **Exhibit "C"**).

Consistent with the discussion during the Public Hearing, Commissioner Hoyt Simmons then made a motion "that the property tax rate be increased by the adoption of a tax rate of \$0.064653, which is effectively a 7.44 percent increase in the tax rate." This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

Agenda Item No. 10 - Discuss and take-action, if necessary, action on adopting 2022-2023 tax rate form and other information/materials to be submitted to the Jefferson County Tax Assessor-Collector.

No action was taken as all the necessary tax forms were approved in Agenda Item No. 9 and set forth in **Exhibit "C"**.

Agenda Item No. 11 - Discuss and take-action, if necessary, on matters involving: 1) staffing; 2) purchase and/or 3) repair requests submitted by the Volunteer Fire Department.

The Chief reported Engine 13 was going to Sieben Equipment Service, Inc to repair an electronical short. In addition, the Chief stated that every day in October

has been covered by paid firefighters. Then, the Chief requested authorization to purchase \$6,000.00 worth of one-hundred-foot hose that was four inches (4") in diameter. The Chief explained that the District would be a benefit to the residents of District because the hose would enable the Department to provide more water volume in shorter amount of time and therefore, mitigate fire damage if the structure was salvageable.

The Board then reviewed the budget and after determining that the funds were available, Commissioner Mark Zambardino made a motion to authorize the Chief to purchase \$6,000.00 worth of one-hundred-foot hose that was four inches (4") in diameter. This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

Agenda Item No. 12 - Discuss and take-action, if necessary, on applying for grants and/or accepting grants.

No action was taken on this agenda item and there was no discussion on pending or upcoming grants.

Agenda Item No. - 13. Discuss and take-action, if necessary to declare the disposal of certain property as surplus or salvage property.

As discussed during the July 25, 2022 Regular Meeting, staff purchased new furniture (i.e., couches and recliners) for the station from Ashley HomeStore. At this meeting, the Commissioners agreed that during the upcoming meeting in August 2022, they needed to declare the old furniture as surplus property and to dispose of it by setting it out for trash pick-up. However, this agenda item did not make it on the August 22, 2022 Regular Agenda and was now on the September 26, 2022 Agenda for consideration. Staff informed the Commissioners that following the July 25, 2022 Regular Meeting, that they disposed of the old furniture as instructed.

Consistent with the July 25, 2022 discussion, a motion was then made by Commissioner Hoyt Simmons to declare the couches in the station as surplus property and to dispose of them by placing them in line for trash pickup. This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

Agenda Item No. 14. Discuss and take-action, if necessary, to authorize the execution of an Amended and Restated Architectural Agreement with Architectural Alliance.

During the July 25, 2022 Regular Meeting, the Board agreed to an initial payment of \$21,675.00 for the Schematic Design phase to be credited to the overall architectural services upon approval of the Project set forth in the Proposal. Architect agrees to begin work on the Project within thirty (30) days of receipt of the initial payment. This invoice was paid during the August 29, 2022 Regular Meeting.

Since the approval of the original agreement, the District has agreed to enter into an Amended Agreement to pay the firm an additional deposit of \$15,000.00 for the remainder of the work set forth in Exhibit “A” of the original agreement. (See **Exhibit “E”**). In addition, in the proposed Amended Agreement, the parties agreed that if it was determined that the new fire station was not feasible or cannot begin to be designed within six (6) months of the date of the Amended Agreement, District reserved its right to be repaid the deposit set forth in the Amended Agreement.

A motion was made by Commissioner Hoyt Simmons to approve the Amended Agreement with Architectural Alliance and to authorize the payment of the deposit in the amount of \$15,000.00. This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner’s present.

Agenda Item No. 15 – Chief’s Report

According to the Chief, in August 2022, the Department and the District’s firefighters responded to twenty-four (24) calls. He then gave the Commissioners highlights of various calls set forth below.

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Date / Time	Response Address	Nature of Call	Disposition
*8/2/22 - 11:23	Yellowstone	Chest pains	Pt. refusal
*8/2/22 - 16:42	12838 Hwy #90	Mutual aid request- grass fire	Assisted extinguished large grass fire
8/3/22 - 01:49	Leaning Oaks	Diabetic crisis	AEMS transported to St. Elizabeth
*8/3/22 - 14:43	12838 Hwy #90	Mutual aid request- grass fire	Cancelled enroute
8/4/22 - 19:47	Davida Dr.	Unresponsive pt.	AEMS transported to St. Elizabeth
*8/5/22 - 14:54	Tanoak Dr.	Possible suicide - all units stage	Per JCSO, cancel all units
*8/7/22 - 14:54	River Oaks Blvd.	Heart problems	AEMS transported to Baptist
8/9/22 - 06:04	Sweet Gum Rd.	Breathing problems	AEMS transported to Baptist
*8/12/22 - 15:43	Moore Road	Chest Pains	AEMS transported to St. Elizabeth
8/12/22 - 21:01	13462 Hwy #105	Motor vehicle accident	AEMS transported to St. Elizabeth
*8/13/22 - 11:26	Moore Rd.	Psychiatric	AEMS transported to Baptist
*8/13/22 - 13:38	1792 Moore Rd.	Vehicle fire	Extinguished fire
8/14/22 - 12:03	12775 Tanoak Dr.	Fire alarm activation	Accidental activation
8/14/22 - 12:22	1247 Moore Rd.	Fire alarm activation	Burnt toast - no fire
*8/18/22 - 15:41	Rosewood Dr.	Chest pains	AEMS transported to Medical Ctr.
*8/18/22 - 16:44	7705 N. China Rd.	Sturcture fire	Mutual aid request
*8/22/22 - 10:41	Duncan Rd.	Cardiac arrest	AEMS transported to St. Elizabeth
*8/22/22 - 15:15	Moss Hill Dr.	Possible stoke	No incident at residence
8/23/22 - 19:29	13470 Leaning Oaks Dr.	Sturcture fire	Extinguished fire
8/25/22 - 12:18	Leaning Oaks Dr.	Breathing problems	AEMS transported to ER
*8/26/22 - 16:09	1700 Hwy #326	Sturcture fire	Assisted with water supply
8/26/22 - 18:20	Hwy #105	Breathing problems	Pt. refusal
8/27/22 - 00:27	Reins Road	DOA	Scene turned over to JCSO
*8/29/22 - 12:24	9075 Hwy #105	Downed power line	Closed hwy until wire cleared


*Daytime FF Response - 14 responses

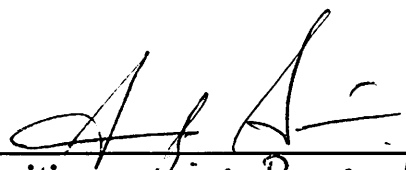
** Weekend Response - 3 responses

***OPEN DAYS - 2 days

There being no other matters to discuss, President Johnson thanked the Commissioners for attending and then set the next meeting for Monday, October 24, 2022 at 6:00 p.m. Thereafter, Commissioner Hoyt Simmons made a motion to adjourn the meeting at 7:05 p.m. This motion was seconded by Commissioner Robert Barnett and was unanimously approved by all the Commissioners.

ATTEST TO


 Position: PRESIDENT
 Date: 10-24-2022


 Position: Vice President
 Date: 10-24-2022