

**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 of the Board of Commissioners of the Jefferson County Emergency Services District No. 1 (“District”) was called at 6:00 p.m. on the 25th day of September 2023, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

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
Hubert Oxford, IV	General Counsel

At 6:02 p.m., Commissioner Johnson announced that a quorum was established.

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 2023-2024 ad valorem tax rate.

Turning to Agenda Item No. 3, the Commissioners recommended to approve and adopt the District’s *proposed* 2023 tax rate of \$0.062683/\$100, and such rate being sufficient to fund the District’s *proposed* fiscal year 2023-24 budget

At 6:04, 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 Mark Zambardino and unanimously approved by all the Commissioners present.

REGULAR MEETING

Immediately, following, President Johnson then asked the Commissioners to open the Regular Meeting. He then announced that all Commissioners were present, and then called on Commissioner Simmons to lead the group in prayer. Since there was no Public Comment, President Johnson asked the Commissioners to move to the Agenda Items.

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

Turning to Agenda Item No. 5, to discuss the appointment of officers, the Commissioners suggested no changes be made to the current officers.

There being no additional change, a motion was made by Commissioner Mark Zambardino, which was seconded by Commissioner Robert Barnett and the unanimous vote of all the Commissioners present, that no changes are going to be made to the list of current officers.

Agenda Item No. 6 - Discuss and take-action, if necessary, on approving the minutes from the August 28, 2023 Regular Meeting.

Turning to Agenda Item No. 6, to review and approval of the minutes of the August 28, 2023 Regular Meeting. The Commissioners reviewed the minutes of the meeting and there were no changes to be made.

There being no additional change, a motion was made by Commissioner Hoyt Simmons, which was seconded by Commissioner Robert Barnett and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the August 28, 2023 Regular Meeting.

Agenda Item No. 7 - Review and approve and take-action, if necessary, on approving financial statement and approve payment of invoices for August 2023; and amending the budget.

Turning to the month of August 2023, Mr. Ring informed the Commissioners that the District's beginning balance in its Checking account at Stellar Bank was \$216,192.67. During the month, there were credits of \$1,183.16 in Tax Deposits. After considering the expenses of (\$11,279.05) during the month, the ending balance in the District's checking account for the month was \$206,096.78. (See Exhibit "A-1").

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of August, the balance was \$110,994.38 and after receipt of an interest payment of \$14.14, the ending balance was \$111,008.52. (See Exhibit "A-1").

Together, Mr. Ring advised that the District's funds available were \$317,105.30. However, after considering the Restricted Funds, the District's total unrestricted funds were \$194,105.30.

Mr. Ring then presented the Department's bank balances at Stellar Bank for August 2023, but nothing had changed since the prior month. That is, the Department's checking account remained at \$10,000.00, and the Departments savings account balance was still at \$16,113.02. (See Exhibit "A-2").

Mr. Ring then reviewed the outstanding invoices to be paid and approved at the current meeting. Per Mr. Ring, the total expenses to be paid were \$29,069.28. (See Exhibit "A-3"). A list of the invoices paid, or to be paid, is set forth below.

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Paid @ September 2023 Meeting					
Payee	Category	Check #	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	AUTO	8/31/2023	9/4/2023	\$135.35
AT&T	OE-10 Telephone Service (Phone/Fax/Security)	AUTO	8/31/2023	9/7/2023	\$177.19
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	8/31/2023	9/8/2023	\$58.62
Sparklight	OE-18 Internet & TV	AUTO	8/31/2023	9/20/2023	\$84.99
Emergy	OE-17 Utilities (Electric & Gas)	AUTO	8/31/2023	9/25/2023	\$231.06
Texas Mutual	OE-3 Workman's Comp Insurance	ONLINE	8/21/2023	9/23/2023	\$2,488.00
VFIS of Texas	OE-2 Vehicle, A&S & Contents Pkg Insurance	ONLINE	8/31/2023	9/23/2023	\$2,137.00
JCAD	AE-7 JCAD Fees	1479	9/1/2023	9/25/2023	\$415.38
The Examiner	AE-6 Office, Postage, Operations, Misc.	1464	9/7/2023	9/25/2023	\$63.00
Sieben Equipment Service, Inc	OE-4 Vehicle Main/Repair/Pump Recertification	1465	9/8/2023	9/25/2023	\$1,918.19
Safe and Sound Security Services	OE-11 Fire Alarm Service	1466	9/13/2023	9/25/2023	\$390.00
Safe and Sound Security Services	OE-11 Fire Alarm Service	1467	9/13/2023	9/25/2023	\$255.00
Safe and Sound Security Services	OE-11 Fire Alarm Service	1468	9/13/2023	9/25/2023	\$301.35
Benckenstein & Oxford, LLP	AE-4 Legal Expenses	1469	9/14/2023	9/25/2023	\$1,000.00
VFIS of Texas	OE-2 Vehicle, A&S & Contents Pkg Insurance	ONLINE	9/25/2023	9/25/2023	\$4,870.00
VFIS of Texas	OE-2 Vehicle, A&S & Contents Pkg Insurance	ONLINE	9/25/2023	9/25/2023	\$5,304.00
Card Service Center	AE-6 Office, Postage, Operations, Misc.	POP	8/31/2023	9/23/2023	\$82.21
Card Service Center	AE-12 Dues	POP	8/31/2023	9/23/2023	\$50.00
Card Service Center	OE-4 Vehicle Main/Repair/Pump Recertification	POP	8/31/2023	9/23/2023	\$152.45
Card Service Center	OE-6 Fuel	POP	8/31/2023	9/23/2023	\$522.09
Card Service Center	OE-9 Uniform Maintenance/Purchases	POP	8/31/2023	9/23/2023	\$174.97
Card Service Center	OE-23 Station Maintenance	POP	8/31/2023	9/23/2023	\$282.16
Card Service Center	OE-29 Meals	POP	8/31/2023	9/23/2023	\$104.54
Chris Gonzales	OE-25 Paid Salaries	1470	9/20/2023	9/25/2023	\$63.00
John Stone - Unit #171	OE-12 Fuel Reimbursement	1471	9/20/2023	9/25/2023	\$139.12
John Stone - Unit #171	OE-25 Paid Salaries	1471	9/20/2023	9/25/2023	\$1,557.00
Kaleb Barner - Unit #176	OE-12 Fuel Reimbursement	1472	9/20/2023	9/25/2023	\$35.63
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1472	9/20/2023	9/25/2023	\$333.00
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1473	9/20/2023	9/25/2023	\$220.08
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1473	9/20/2023	9/25/2023	\$711.00
Gabe Luke - Unit #183	OE-12 Fuel Reimbursement	1474	9/20/2023	9/25/2023	\$492.56
Gabe Luke - Unit #183	OE-25 Paid Salaries	1474	9/20/2023	9/25/2023	\$560.34
Joshua C. Heinz	AE-4 Legal Expenses	1475	8/31/2023	9/25/2023	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	1476	8/31/2023	9/25/2023	\$350.00
Chris Gonzales	AE-13 Staff	1477	8/31/2023	9/25/2023	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	1477	8/31/2023	9/25/2023	\$1,440.00
Robert Ring	AE-13 Staff	1478	8/31/2023	9/25/2023	\$500.00
					\$29,069.28

The Commissioners were then asked to review the District's balance sheet and Income Statement through August 2023. (See Exhibit "A-4"). Mr. Ring then informed the Board that the District needed to amend its year-end budget. Accordingly, Mr. Ring presented the Commissioners with a proposed final Budget Amendment set forth in Exhibit "A-5". After reviewing each of the line-item budget amendments, Mr. Ring summed up the final year end budget as having \$29,210.60 in additional revenue than originally budgeted and \$33,765.20 less in expenses and therefore, a net increase of \$62,975.80 in Net Revenues when comparing the original budget income and expenses to the year-end budget. A summary is as follows:

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October 1, 2022 - September 30, 2023						
Budgets						
	Income	Actual - 9/2023	2022-2023 Budget	Budget Amendments	Amended Budget-1	Percentage Difference
	Total	\$254,981.73	\$226,617.88	\$29,210.60	\$255,828.48	12.89%
	Total Expenses	\$198,939.09	\$233,282.27	(\$33,765.20)	\$199,517.07	-14.47%
	Net Revenue	\$56,042.64	(\$6,664.39)	\$62,975.80	\$56,311.41	-944.96%

Upon the conclusion of the finances and necessary budget amendments, Commissioner Mark Zambardino made a motion to approve the August 2023: i) District and Department Account Summaries; ii) pay outstanding invoices; iii) approve the financial statements; and iv) amend the budget as set forth in **Exhibit “A-5”**. This motion was seconded by Commissioner Hoyt Simmons and unanimously approved by all the Commissioner’s present.

Agenda Item No. 8 – Review, discuss and take action to adopt the District’s fiscal year 2023-24 budget.

Turning to Agenda Item No. 8, the Commissioners were presented with a Resolution Adopting Budget; Certificate for Resolution; a proposed Fiscal Year 2023-24 Profit and Loss Budget; and 2023 Tax Rate Calculation Worksheet (*See Exhibit “B”*) .

Since the budget was discussed during the August 2023 Regular Meeting, Mark Zambardino quickly made a motion to approved to adopt the proposed 2023-2023 budget and authorized the adoption of the Budget Resolution. This motion was seconded by Commissioner Brett Weldy, and unanimously approved by all the Commissioners.

Agenda Item No. 9 – Discuss and take action to set the District’s 2023 ad valorem tax rate and discuss submittal of information/materials to the Jefferson County Tax Assessor-Collector regarding same and posting the required notices concerning the adopted tax rate on the District’s website.

Turning to Agenda Item No. 9, the Commissioners were presented with the District’s 2023 ad valorem tax rate of 0.062683 and an Order Levying Taxes,

Adopted Tax Rate Information sheet as well as a Notice of Adopted 2023 Tax Rate (See Exhibit “C”).

Upon motion by Commissioner Mark Zambardino and seconded by Commissioner Robert Barnett, the Commissioners unanimously approved to adopt the District’s 2023 ad valorem tax rate of \$0.062683.

Agenda Item No. 10 – 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 that the new Engine will be in the District within three (3) weeks. Meanwhile the District entered into an agreement with Purple Way to sell Engine 13 (old truck) at auction with no cost to the District, as the buyer pays the cost.

Agenda Item No. 11 - Discuss and take-action, if necessary, on needed action regarding applying for and/or accepting grants.

No action was taken on this Agenda Item.

Agenda Item No. 12 – Chief’s Report.

Lastly, the Commissioners then reviewed the August 2023 Chief’s report which are summarized below. The Department and the District’s firefighters responded to twenty-one (21) calls.

Date / Time	Response Address	Nature of Call	Disposition
*8/3/23 - 12:59	Inwood	Abdominal pains	AEMS transported to Baptist
8/5/23 - 20:05	Tolivar Canal Road	Possible CVA	AEMS transported to St. Elizabeth
*8/6/23 - 13:47	9780 Dishman Road	2-vehicle MVA	Vehicle fire
8/8/23 - 19:07	Black Gum Rd.	Fire alarm activation	False alarm - cancelled enroute
*8/11/23 - 15:12	McDemond Rd (Nome)	Vehicle fire	No fire-smoking brakes
8/11/23 - 18:49	Tallow Circle	Fall - (Child)	AEMS obtained a refusal
*8/12/23 - 13:25	Hwy 90	Grass fire	MU- assisted with extinguishing
8/15/23 - 18:56	Alford Oaks	Possible drowning	Search for missing person
8/19/23 - 11:41	Black Gum	Public assist	Assist with moving pt.
8/21/23 - 19:18	Hwy #105	MVA 2- vehicle (minor)	AEMS obtained a refusal
8/22/23 - 07:07	Thousand Oaks	Possible structure fire	No fire found
*8/22/23 - 13:05	Roll Road	Fire alarm activation	False alarm
*8/23/23 - 12:09	Chimney Rock	Possible oven fire	No fire-grease smoking in oven
*8/24/23 - 12:22	Sturrock Rd.	Grass fire	Extinguished fire
8/25/23 - 04:55	Black Gum Rd.	Possible cardiac arrest	AEMS transported to St. Elizabeth
*8/25/23 - 07:19	Old Sour Lake Rd.	Respiratory problem	AEMS transported to Baptist
*8/27/23 - 18:20	Hwy #105	Investigation	No hazard found
*8/28/23 - 11:54	Hwy 90	Grass fire - MA	Assisted ESD3 extinguishing fire
*8/28/23 - 13:50	Thompson Rd.	Oven fire	Cancelled by on-scene command
*8/29/23 - 14:54	Old Sour Lake Rd.	Grass fire w/ dn pwr lines	Extinguished fire
8/29/23 - 19:06	Sweet Gum Rd	Grass fire	Extinguished fire

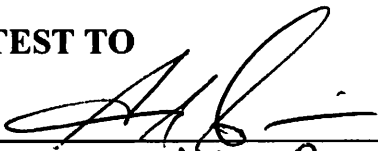
*Daytime FF Response - 12 responses
OPEN DAYS - 3.5 days

Agenda Item No. 13 – Such other matters that may come before the board.

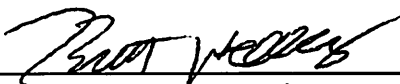
No other matters were brought before the board.

There being no other matters to discuss, President Johnson thanked the Commissioners for attending and then set the next meeting. He then advised that the next Regular Meeting of the District and Public Hearing would be on October 23, 2023 at 6:00 p.m. Thereafter, Commissioner Hoyt Simmons made a motion to adjourn the meeting at 6:47 p.m. This motion was seconded by Commissioner Robert Barnett and was unanimously approved by all the Commissioners.

ATTEST TO



Position: Vice President
Date: 10/23/23



Position: Secretary
Date: 10/23/23