

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

A Regular Meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 1 (“District”) was called at 6:00 p.m. on the 22nd day of January 2024, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

The roll was called off 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
Dan Haver	Volunteer Fire Department
Jody Herrera	Chief, Jefferson County Emergency Services District No. 3

At 6:02 p.m., Commissioner Johnson announced that a quorum was established and then asked Mr. Robert Ring, to lead the group in prayer and the Pledge of Allegiance.

Agenda Item No. 12 – Other matters that may come before the Board.

President Johnson asked the Commissioners to move to Agenda Item No. 12 first so that the Commissioners could hear briefly from Chief Jody Herrera with Jefferson County Emergency Services District No. 3 (“JCESD No. 3”). The Chief

introduced Chief Herrerra and informed the Board that Chief Herrerra was at the meeting to discuss the potential for having an election to adopt a sales tax. According to the Chief, at JCESD No. 3, they recently had a sales tax election that passed in District except for within the City of Nome, Texas and he believed the increased tax revenue would help JCESD No. 3 purchase needed equipment and to hire off duty fire fighters. However, the Chief advised that JCESD No 3. would not have been able to do this without the assistance of Touchstone District Services (“Touchstone”), who helped coordinate the educational activities to support the passage of the sales tax increase on behalf of the District.

In response, the Commissioners asked staff and Attorney Oxford whether there was any sales tax left to capture within the District. Attorney Oxford then explained that the maximum sales tax in the state is 8.25% of which the state receives 6.25% and the county receives .5%. Moreover, within the District, Bevil Oaks has a 1.5% sales tax. Therefore, according to Attorney Oxford, there remains a 1.5% of the possible sales tax remaining for all portions of the District except Bevil Oaks.

After much discussion on the issue, it was agreed that staff should reach out to Touchstone to find out more about their services and the costs. Thereafter, if staff recommended, the Commissioners could take action at the next meeting to engage Touchstone.

Agenda Item No. 5 - Discuss and take-action, if necessary, on approving the minutes from the December 18, 2023 Regular Meeting.

Turning to Agenda Item No. 5, to review and approval of the minutes of the December 18, 2023 Regular Meeting. The Commissioners reviewed the minutes of the meeting and there were no changes to be made.

There being no additional changes, 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 December 18, 2023 Regular Meeting.

Agenda Item No. 6 - Review and approve and take-action, if necessary, on approving financial statement and approve payment of invoices for November 2023; and amending the budget.

Turning to the Financials for December 2023, Mr. Ring informed the Commissioners that the District’s beginning balance in its Checking account at

Stellar Bank was \$151,694.81. During the month, there was a credit of \$ \$17,916.03 in Tax Deposits. In addition, there were deposits of \$77,700.00 of which \$8,200.00 was for grant proceeds, \$69,000 was for the payment of the surplus fire truck sold at auction, and \$500.00 was for ten (10) sections of surplus 2.5" fire hose sold to Hardin County Emergency Services No. 5. After considering the expenses of \$63,494.79 during the month, the ending balance in the District's checking account for the month was \$183,816.05. (See Exhibit "A-1").

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of November, the balance was \$111,050.04 and after receipt of an interest payment of \$14.15, the ending balance was \$111,064.19. (See Exhibit "A-1").

Together, Mr. Ring advised that the District's funds available were \$294,880.24. However, after considering the Restricted Funds, the District's total unrestricted funds were \$171,880.24.

Mr. Ring then presented the Department's bank balances at Stellar Bank for December 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 increased by \$1.00 to \$16,114.02. (See Exhibit "A-2").

Next, Mr. Ring reviewed the outstanding invoices to be paid and approved at the current meeting. Per Mr. Ring, the total expenses to be paid at the meeting were \$11,694.38. (See Exhibit "A-3"). Mr. Ring directed the Commissioners to the following list of the invoices paid, or to be paid and asked if there were any questions:

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Paid @ January 2024 Meeting				
Payee	Category	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	12/31/2023	1/4/2024	\$140.41
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	12/31/2023	1/5/2024	\$56.33
AT&T	OE-10 Telephone Service (Phone/Fax/Security)	12/31/2023	1/8/2024	\$190.51
Sparklight	OE-18 Internet & TV	12/31/2023	1/20/2024	\$84.99
Energry	OE-17 Utilities (Electric & Gas)	12/31/2023	1/26/2024	\$221.64
Glen Wise Signs	OE-23 Station Maintenance	12/18/2023	1/4/2024	\$1,775.00
Coastal Welding Supply	OE-15 Medical Supplies/Oxygen	12/19/2023	1/22/2024	\$33.00
Plastix Plus LLC	OE-5 Equipment Maint/Repair/Purchase	12/27/2023	1/22/2024	\$426.73
Terry Peddy Pest Control	OE-23 Station Maintenance	12/28/2023	1/22/2024	\$60.00
Orange County ESD #2	OE-28 Dispatch (OCESD No. 2)	1/3/2024	1/22/2024	\$124.20
The Examiner	AE-6 Office, Postage, Operations,	1/4/2024	1/22/2024	\$36.00
Coastal Welding Supply	OE-15 Medical Supplies/Oxygen	1/11/2024	1/22/2024	\$22.00
Sour Lake Motor Co., Inc.	OE-4 Vehicle Main/Repair/Pump Recertification	1/16/2024	1/22/2024	\$363.62
Card Service Center	AE-6 Office, Postage, Operations,	12/31/2023	1/20/2024	\$127.79
Card Service Center	OE-6 Fuel	12/31/2023	1/20/2024	\$405.53
Card Service Center	OE-23 Station Maintenance	12/31/2023	1/20/2024	\$359.79
Card Service Center	OE-29 Meals	12/31/2023	1/20/2024	\$382.14
Chris Gonzales	OE-25 Paid Salaries	1/17/2024	1/22/2024	\$81.00
John Stone - Unit #171	OE-12 Fuel Reimbursement	1/17/2024	1/22/2024	\$78.35
John Stone - Unit #171	OE-25 Paid Salaries	1/17/2024	1/22/2024	\$841.50
Ehren Davis - Unit #177	OE-12 Member Fuel Reimbursement	1/17/2024	1/22/2024	\$32.07
Ehren Davis - Unit #177	OE-25 Paid Salaries	1/17/2024	1/22/2024	\$351.00
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1/17/2024	1/22/2024	\$222.60
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1/17/2024	1/22/2024	\$684.00
Gabe Luke - Unit #183	OE-12 Fuel Reimbursement	1/17/2024	1/22/2024	\$377.88
Gabe Luke - Unit #183	OE-25 Paid Salaries	1/17/2024	1/22/2024	\$456.30
Joshua C. Heinz	AE-4 Legal Expenses	12/31/2023	1/22/2024	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	12/31/2023	1/22/2024	\$350.00
Chris Gonzales	AE-13 Staff	12/31/2023	1/22/2024	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	12/31/2023	1/22/2024	\$1,440.00
Robert Ring	AE-13 Staff	12/31/2023	1/22/2024	\$500.00
				\$11,694.38
Replace Check # 1519				
Ehren Davis - Unit #177	OE-12 Member Fuel Reimbursement	12/13/2023	1/22/2024	\$31.70
Ehren Davis - Unit #177	OE-25 Paid Salaries	12/13/2023	1/22/2024	\$360.00

After a review of the invoices, Mr. Ring referred to Commissioners to the Financial Statements through December 2023. (See Exhibit "A-4"). Per Mr. Ring,

the District was within its budget. Furthermore, Mr. Ring reminded the Commissioners that while the payment for the surplus fire truck was more than expected, the revenue received for the truck was going to be needed to pay the deposit on the new fire truck.

Upon the conclusion of the discussion on the District's finances, Commissioner Mark Zambardino made a motion to approve the December 2023: i) District and Department Account Summaries; ii) pay outstanding invoices; and iii) approve the District's financial statements. (See Exhibits "A-1", "A-2", "A-3", and "A-4"). This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

Agenda Item No. 7 – 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 advised the Commissioners that in December 2023, staffing was down with eight (8) open shifts. However, according to the Chief, the reason for openings was due to the Holidays. Furthermore, the Chief also informed the Board that he was once again investigating remodeling the upstairs so that the station could house overnight guest such as fire fighters or other emergency responders. As of the meeting, the Chief did not have any estimates but hoped to have more information at the next meeting.

Otherwise, no action was taken on this agenda item.

Agenda Item No. 8 - 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. 9 - Discuss and take-action, if necessary, on re-adopting an investment policy.

Moving to Agenda Item No. 9, President Johnson called on Attorney Oxford to present the 2024 Investment Policy. Attorney Oxford then presented the 2024 Investment Policy and advised that the policy is the same as the previous year except that the dates were changed. (See Exhibit "B").

After a review of the policy, a motion was made by Commissioner Brett Weldy to approve the proposed 2024 Investment Policy. This motion was seconded by Commissioner Mark Zambardino and unanimously approved by all the Commissioners.

Agenda Item No. 10 - Discuss and take-action, if necessary, on approving resolution to open account at TexStar.

Next, Staff reminded the Commissioners that at the last meeting, the Commissioners voted to open a TexStar account during the approval of the financials. However, after talking to TexStar, TexStar advised Mr. Ring that the District's Commissioners needed to approve a specific agenda item with the Resolutions set forth in **Exhibit "C"** to satisfy TexStar's requirements for new accounts. The Commissioners and Staff then discussed how much money to deposit into the new TexStar account and ultimately, it was agreed to transfer \$150,000.00. Before concluding the discussion on opening the TexStar Account, it was agreed that the signers on the new account would be Chief Gonzales, President Johnson, Vice President Simmons, and Treasurer Mark Zambardino.

Thereafter, a motion was made by Commissioner Robert Barnett to: (i) authorize the execution of the Resolution to open a TexStar account; (ii) approve the signors on the account as discussed above; and (iii) to fund the account with a transfer \$150,000.00 from Stellar Bank. This motion was seconded by Commissioner Brett Weldy and unanimously approved by all the Commissioners.

Agenda Item No. 11 – Chief's Report.

Lastly, the Commissioners were presented with the December 2023 Chief's report, which are summarized below. According to the Chief, December was a busy month as the Department and the District's firefighters responded to twenty-eight (28) calls.

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Date / Time	Response Address	Nature of Call	Disposition
*12/1/23 - 08:54	Alaskan Dr.	Carbon Monoxide check	Hi levels CO discovered - 1 Pt. transported to St. E
*12/1/23 - 08:58	Hwy #105 @ Reins Rd.	Motor vehicle accident	No injuries - 2 refusals
*12/01/23 - 11:38	Tolivar Canal Rd.	Possible Stoke	AEMS transported to Baptist
12/02/23 - 18:08	Bertrand Rd.	Chest pains	AEMS transported to Baptist
*12/03/23 - 14:23	Talimar Dr.	B/P complications	AEMS transported to Baptist
*12/06/23 - 08:33	Birch Ln.	Unresponsive	AEMS transported to Baptist
12/06/23 - 22:28	Boutwell	Psychiatric	Cancelled enroute
*12/07/23 - 08:30	Carroll Ln.	Smoke investigation	Nuisance smoke - resident asked to extinguish fire
*12/07/23 - 14:43	Carroll Ln.	CO alarm investigation	Accidental activation
*12/07/23 - 15:33	Tallow Circle	Fall w/ injury	AEMS transported to Baptist
12/08/23 - 18:03	Kolander Rd.	Building fire	Extinguished fire
*12/11/23 - 08:45	Hwy #105 @ River Bend	MVC w/ entrapment	AEMS transported 1 to St. E
12/14/23 - 02:40	Sequoia Ln.	Heart problems	AEMS transported to Baptist
*12/14/23 - 07:20	Duncan Rd.	Seizures	AEMS transported to St. E
*12/14/23 - 09:37	Wayside Dr.	Diabetic issues	AEMS transported to Baptist
12/16/23 - 01:34	Aspen Ln.	Child birth	AEMS transported to St. E
12/17/23 - 18:07	Sequoia Ln.	Shortness of breath	AEMS transported to Baptist
*12/18/23 - 16:43	Moss Hill	Difficulty breathing	AEMS transported to Baptist
*12/19/23 - 12:06	Black Gum	Fire alarm activation	False activation
*12/20/23 - 11:42	Davida Dr.	Nose bleed	AEMS obtained refusal
*12/21/23 - 09:23	Thousand Oaks	Fractured ankle	AEMS transported to St. E
12/24/23 - 07:50	ESD #3	Structure fire - Mutual aid	Assisted JCESD#3 with trailer fire
12/25/23 - 22:07	Davida Dr.	Chest pains	AEMS transported to St. E
12/26/23 - 19:14	Talamar Dr.	Motor vehicle accident	AEMS transported to residence
12/26/23 - 23:07	Hwy #105 - Tram Rd.	ATV accident	AEMS transported to St. E
*12/28/23 - 16:45	Sweet Gum Rd.	Possible overdose	AEMS obtained refusal
*12/29/23 - 11:06	Alaskan Dr.	Shortness of breath	AEMS transported to Baptist
12/30/23 - 07:47	Tallow Dr.	Fall - no injuriwews	Pt. assisted off floor

*Daytime FF Response - 17 responses

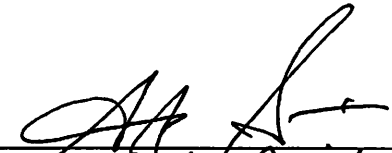
OPEN DAYS - 8 days (Christmas Eve/Christmas)

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 would be on February 26, 2024 at 6:00 p.m. Subsequently, Commissioner Hoyt Simmons made a motion to adjourn the meeting at 7:12 p.m. This motion was seconded by Commissioner Robert Barnett and was unanimously approved by all the Commissioners.

ATTEST TO



Position: PRESIDENT
Date: 2-26-2024



Position: Vice President
Date: 2/26/24