

**MINUTES OF THE P 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 28th day of October 2024, 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
Dan Haver	Jefferson County Emergency Services District No. 1, Inc.

At 6:06 p.m., Commissioner Johnson announced that a quorum was established and then asked Commissioner Simmons to lead the group in prayer and the Pledge of Allegiance.

Agenda Item No. 5 - Discuss and take-action, if necessary, on approving the minutes from the September 23, 2024 Public Hearing and Regular Meeting.

Turning to Agenda Item No. 6, to review and approval of the minutes of the September 23, 2024 Public Hearing and 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

Robert Barnett, which was seconded by Commissioner Hoyt Simmons and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the September 23, 2024 Public Hearing and Regular Meeting.

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

President Johnson called on Mr. Robert Ring to present the financials for September 2024. Mr. Ring then informed the Commissioners that the District's beginning balance in its Checking account at Stellar Bank was \$46,965.97. During the month, there was a Tax Deposit of \$418.30. After considering the expenses of \$26,079.31 during the month, the ending balance in the District's checking account for the month was \$21,304.96. (See **Exhibit "A-1"**).

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of September, the balance was \$21,147.57 and after receipt of the monthly interest payment of \$2.60, the ending balance in the account was \$21,150.17. (See **Exhibit "A-1"**).

Next, Mr. Ring referred the Commissioners to the Texstar account section of the report. At the beginning of September 2024, the District's balance in the account was \$287,121.97. During the month, the District earned \$1,210.90 in interest after which the ending balance in the account was \$288,332.87.

Together, Mr. Ring advised that the District's funds available were \$330,788.00. However, after considering the Reserved Funds, the District's total unrestricted funds were \$207,788.00.

Mr. Ring then presented the Department's savings account balance at Stellar Bank for September 2024, but nothing had changed since the prior month. That is, the Department's savings account remained at \$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 were \$27,825.15, which included: (i) a payment of \$6,039.13 to the City of Beaumont for the 2024-2025 tower usage fee; and (ii) a payment to Orange County Emergency Services District No. 2 in the amount of \$6,425.00 for dispatch services. (See **Exhibit "A-**

3”). A list of the invoices paid, or to be paid, is set forth below.

Paid @ October 2024 Meeting					
Payee	Category	Check #	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	AUTO	9/30/2024	10/4/2024	\$141.41
AT&T	OE-10 Telephone Service (Phone/Fax/Security)	ONLINE	9/30/2024	10/10/2024	\$109.70
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	9/30/2024	10/10/2024	\$51.44
Sparklight	OE-18 Internet & TV	AUTO	9/30/2024	10/20/2024	\$99.99
Entergy	OE-17 Utilities (Electric & Gas)	AUTO	9/30/2024	10/28/2024	\$230.41
Cal Bynum	OE-14 Medical Training (CPR & Other)	1662	9/24/2024	10/28/2024	\$100.00
Beckenstein & Oxford, LLP	AE-4 Legal Expenses	1663	9/25/2024	10/28/2024	\$1,500.00
Sabine Neches Chiefs Association	AE-12 Dues	1668	10/1/2024	10/28/2024	\$300.00
SETX Regional Planning Commission	AE-12 Dues	1669	10/1/2024	10/28/2024	\$150.00
City of Beaumont	OE-8 Radio & Pager Maintenance/Purchase	1670	10/1/2024	10/28/2024	\$6,039.13
Orange County ESD #2	OE-28 Dispatch (OCESD No. 2)	1671	10/1/2024	10/28/2024	\$6,425.00
Jefferson County Tax Office	AE-5 Jefferson Co. Tax Collector Fees	1672	10/4/2024	10/28/2024	\$937.44
Cal Bynum	OE-14 Medical Training (CPR & Other)	1673	10/22/2024	10/28/2024	\$100.00
Card Service Center	OE-4 Vehicle Main/Repair/Pump Recertification	POP	9/30/2024	10/26/2024	\$78.91
Card Service Center	OE-6 Fuel	POP	9/30/2024	10/26/2024	\$321.81
Card Service Center	OE-23 Station Maintenance	POP	9/30/2024	10/26/2024	\$214.72
Card Service Center	OE-29 Meals	POP	9/30/2024	10/26/2024	\$136.46
Chris Gonzales	OE-25 Paid Salaries	1674	10/23/2024	10/28/2024	\$180.00
John Stone - Unit #171	OE-12 Fuel Reimbursement	1675	10/23/2024	10/28/2024	\$124.50
John Stone - Unit #171	OE-25 Paid Salaries	1675	10/23/2024	10/28/2024	\$1,350.00
Kaleb Barner - Unit #176	OE-12 Fuel Reimbursement	1676	10/23/2024	10/28/2024	\$127.57
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1676	10/23/2024	10/28/2024	\$1,765.00
Ehren Davis - Unit #177	OE-12 Fuel Reimbursement	1677	10/23/2024	10/28/2024	\$32.43
Ehren Davis - Unit #177	OE-25 Paid Salaries	1677	10/23/2024	10/28/2024	\$333.00
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1678	10/23/2024	10/28/2024	\$281.40
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1678	10/23/2024	10/28/2024	\$1,670.00
Gabe Luke - Unit #183	OE-12 Fuel Reimbursement	1679	10/23/2024	10/28/2024	\$377.88
Gabe Luke - Unit #183	OE-25 Paid Salaries	1679	10/23/2024	10/28/2024	\$408.96
Jacob Bilbo - Unit #185	OE-12 Fuel Reimbursement	1680	10/23/2024	10/28/2024	\$77.99
Jacob Bilbo - Unit #185	OE-25 Paid Salaries	1680	10/23/2024	10/28/2024	\$400.00
Joshua C. Heinz	AE-4 Legal Expenses	1664	9/30/2024	10/28/2024	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	1665	9/30/2024	10/28/2024	\$350.00
Chris Gonzales	AE-13 Staff	1666	9/30/2024	10/28/2024	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	1666	9/30/2024	10/28/2024	\$1,440.00
Robert Ring	AE-13 Staff	1667	9/30/2024	10/28/2024	\$500.00
					\$27,825.15

The Commissioners were then asked to review the District’s balance sheet and Income Statement through September 2024. (See Exhibit “A-4”). Mr. Ring then advised the Commissioners that the District was going to amend its budget for 2023-2024 later in the agenda. Lastly, in light of the balance in the District’s checking account, Mr. Ring asked for authority to transfer \$15,000.00 from the District’s Texstar account to the District’s checking account at Stellar Bank.

Upon the conclusion of the finances and necessary budget amendments, Commissioner Robert Barnett made a motion to approve the September 2024: i) District and Department Account Summaries; ii) pay outstanding invoices; iii) approve the financial statements; and iv) transfer \$15,000.00 from the savings

account to the checking account. This motion was seconded by Commissioner Mark Zambardino and unanimously approved by all the Commissioner’s present.

Agenda Item No. 7 – Discuss and take-action to amend the District’s fiscal year 2023-24 budget.

Mr. Ring then informed the Commissioners 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 “B”**. After reviewing each of the line-item budget amendments, Mr. Ring summarized the final year end budget as having \$60,114.10 in additional revenue more than originally budgeted and \$36,722.97 more in expenses resulting in a net increase of \$28,603.52 in Net Revenues if the amendment is approved. A summary of the Budget Amendment is as follows:

	<u>Oct '23 - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>New Budget</u>
Ordinary Income/Expense					
Income					
Total Income	<u>307,121.43</u>	<u>247,007.33</u>	<u>60,114.10</u>	<u>124.34%</u>	<u>307,121.43</u>
Gross Profit	<u>307,121.43</u>	<u>247,007.33</u>	<u>60,114.10</u>	<u>124.34%</u>	<u>307,121.43</u>
Expense					
Total Expense	<u>278,517.91</u>	<u>241,794.94</u>	<u>36,722.97</u>	<u>115.19%</u>	<u>278,517.91</u>
Net Ordinary Income	<u>28,603.52</u>	<u>5,212.39</u>	<u>23,391.13</u>	<u>548.76%</u>	<u>28,603.52</u>
Net Income	<u>28,603.52</u>	<u>5,212.39</u>	<u>23,391.13</u>	<u>548.76%</u>	<u>28,603.52</u>

Upon the conclusion of the discussion regarding the proposed budget amendment, Commissioner Mark Zambardino made a motion to approve amended budget, as presented and as 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. 8 - Discuss and take-action, if necessary, on adopting the 2024-25 Certified Appraisal Roll.

Mr. Ring reminded the Commissioners that during the September 2024 regular meeting, after the Public Hearing, the Commissioners approved the 2024-2025 property tax appraisal roll. However, since the last meeting, he received another packet, with a resolution, to approve the 2024-2025 appraisal roll for Jefferson County, Texas. (See **Exhibit “C”**). Even though the appraised values

were the same, Mr. Ring and Attorney Oxford asked for the Commissioners to re-approve the 2024-2025 tax appraisal roll just in case it was needed by the Jefferson County Appraisal District.

The Commissioners agreed, and then a motion was made by Commissioner Hoyt Simmons to approve the 2024-2025 Jefferson County, Texas property tax appraisal roll set forth in **Exhibit “C”**. 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, on matters involving: 1) staffing; 2) purchase and/or 3) repair requests submitted by the Volunteer Fire Department.

This month, the Chief did not have any requests for equipment and reported that the staffing schedule for the month was nearly full. Moreover, the Chief did note that the Brush Truck may need repairs next month.

Agenda Item No. 9 - Discuss and take-action, if necessary, on needed action regarding applying for and/or accepting grants.

The Chief reported that the District received a grant for \$2,500.00 from Motiva. Per the Chief, the funds will be used to pay for loose equipment such as nozzles and other miscellaneous pieces of equipment needed for the trucks. Moreover, the Chief advised that the District did not qualify for the Firehouse Sub grant because there was a three (3) year waiting period.

Agenda Item No. 10 – Chief’s Report.

Lastly, the Commissioners then reviewed the September 2024 Chief’s report which are summarized below. The Department and the District’s firefighters responded to eighteen (18) calls.

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Date / Time	Response Address	Nature of Call	Disposition
*9/1/24 - 11:26	Moore Road	Fall with injuries	AEMS transported to Baptist
9/3/24 - 18:02	11770 Hwy #105	Vehicle fire	No fire-steam from eng. area
*9/5/24 - 13:29	Tram Rd.	Possible snake bite	AEMS obtained a refusal
*9/6/24 - 08:56	Tram Rd.	Possible snake bite	AEMS obtained a refusal
*9/7/24 - 21:56	Moss Hill	Overdose	AEMS transported to Baptist
*9/7/24 - 22:27	Thousand Oaks	Assault	Cancelled upon arrival
*9/12/24 - 13:33	Wayside Dr.	Hypertensive episode	AEMS transported to Baptist
9/13/24 - 23:09	Tram Road	Unauthorized burning	No hazard found
9/16/24 - 05:01	Old Sour Lake	Cardiac problems	AEMS transported to St. Elizabeth
9/18/24 - 19:07	Tram Road @ Hwy #105	Seizures	AEMS transported to St. Elizabeth
*9/20/24 - 13:10	Carroll Lane	Possible stroke	AEMS transported to Baptist
9/21/24 - 20:04	Hillary Road	Respiratory distress	AEMS transported to Baptist
*9/24/24 - 11:04	Old Sour Lake	DOS	Scene turned over to JCSO
9/24/24 - 19:08	Chimney Rock Dr.	Transformer fire	Energy contacted
9/24/24 - 20:00	Saddlewood Ct.	Respiratory distress	AEMS transported to St. Elizabeth
9/25/24 - 23:24	River Road	Head injury	Extinguished fire
*9/30/24 - 09:24	Carroll Lane	Lift assist only	No AEMS requested
*9/30/24 - 12:27	Tram Rd.	Possible snake bite	AEMS obtained a refusal


*Daytime FF Response - 10 responses


Agenda Item No. 11 – Such other matters that may come before the Board.

No other matters were brought before the Commissioners.

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 November 25, 2024 at 6:00 p.m. Thereafter, Commissioner Robert Barnett made a motion to adjourn the meeting at 6:47 p.m. This motion was seconded by Commissioner Mark Zambardino and was unanimously approved by all the Commissioners.

ATTEST TO:


 Position: PRESIDENT
 Date: 11-25-2024


 Position: Treasurer
 Date: 11-25-24