

**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 26th day of August 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 less Commissioner Weldy. In addition to the above-named Commissioners, the following persons were also present:

Attendee	Position
Mr. Robert Ring	Administrative Assistant

At 6:07 p.m., Commissioner Johnson announced that a quorum was established and then led 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 July 29, 2024 Regular Meeting.

Turning to Agenda Item No. 5, to review and approval of the minutes of the July 29, 2024 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 Robert Barnett and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the July 29, 2024 Regular Meeting.

Agenda Item No. 6 - Review and approve and take-action, if necessary, on approving financial statement and approve payment of invoices for August 2024; and amending the budget.

Turning to the Financials for July 2024, Mr. Ring informed the Commissioners that the District's beginning balance in its Checking account at Stellar Bank was \$172,174.03. During the month, there was a credit of \$2,994.76 in Tax Deposits, and an insurance/miscellaneous credit in the amount of \$1,125.16. After considering the expenses of \$21,774.82 for the last month, the ending balance in the District's checking account was \$154,519.13. (See **Exhibit "A-1"**).

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of July, the balance was \$21,138.10 and after receipt of an interest payment of \$2.68, the ending balance was \$21,140.78. Additionally, Mr. Ring reported that the District's balance in the TexSTAR account was \$186,096.77 and that last month, the District earned \$836.00 in interest. (See **Exhibit "A-1"**).

Combined, Mr. Ring advised that the District's funds available were \$361,756.68 in the District's checking account and saving's account. However, after considering the funds set aside the by the Commissioners for land and equipment acquisition, there remained \$238,756.68 in funds that were unrestricted.

Mr. Ring then presented the Department's savings account balance at Stellar Bank for July 2024. Per Mr. Ring, the balance in 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 \$13,763.71 (See **Exhibit "A-3"**). Mr. Ring directed the Commissioners to the following list of the invoices paid, or to be paid:

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Paid @ August 2024 Meeting					
Payee	Category	Check #	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	AUTO	7/31/2024	8/4/2024	\$141.41
AT&T	OE-10 Telephone Service (Phone Fax Security)	AUTO	7/31/2024	8/8/2024	\$187.18
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	7/31/2024	8/8/2024	\$56.89
Sparklight	OE-18 Internet & TV	AUTO	7/31/2024	8/20/2024	\$84.99
Entergy	OE-17 Utilities (Electric & Gas)	AUTO	7/31/2024	8/26/2024	\$202.29
Safe and Sound Security Services	OE-11 Fire Alarm Service	1630	5/1/2024	8/26/2024	\$960.00
Municipal Emergency Services	OE-21 SCBA Air Pak Testing Machine	1631	7/31/2024	8/26/2024	\$876.79
VFIS of Texas	OE-2 Vehicle, A&S & Contents Pkg Insurance	1632	8/8/2024	8/26/2024	\$2,137.00
Chavis Air	OE-23 Station Maintenance	1633	8/9/2024	8/26/2024	\$842.00
Municipal Emergency Services	OE-21 SCBA Air Pak Testing Machine	1634	8/14/2024	8/26/2024	\$50.00
Elite Card Payment Center Wells Fargo	OE-23 Station Maintenance	1635	7/31/2024	8/26/2024	\$65.98
Card Service Center	OE-4 Vehicle Main Repair Pump Recertification	POP	7/31/2024	8/24/2024	\$169.12
Card Service Center	OE-6 Fuel	POP	7/31/2024	8/24/2024	\$395.12
Card Service Center	OE-23 Station Maintenance	POP	7/31/2024	8/24/2024	\$686.06
Card Service Center	OE-29 Meals	POP	7/31/2024	8/24/2024	\$144.11
Chris Gonzales	OE-25 Paid Salaries	1636	8/21/2024	8/26/2024	\$560.00
John Stone - Unit #171	OE-12 Fuel Reimbursement	1637	8/21/2024	8/26/2024	\$47.44
John Stone - Unit #171	OE-25 Paid Salaries	1637	8/21/2024	8/26/2024	\$562.50
Kaleb Barner - Unit #176	OE-12 Fuel Reimbursement	1638	8/21/2024	8/26/2024	\$91.12
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1638	8/21/2024	8/26/2024	\$891.00
Ehren Davis - Unit #177	OE-12 Fuel Reimbursement	1639	8/21/2024	8/26/2024	\$32.43
Ehren Davis - Unit #177	OE-25 Paid Salaries	1639	8/21/2024	8/26/2024	\$324.00
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1640	8/21/2024	8/26/2024	\$56.28
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1640	8/21/2024	8/26/2024	\$440.00
Joshua C. Heinz	AE-4 Legal Expenses	1641	7/31/2024	8/26/2024	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	1642	7/31/2024	8/26/2024	\$350.00
Chris Gonzales	AE-13 Staff	1643	7/31/2024	8/26/2024	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	1643	7/31/2024	8/26/2024	\$1,440.00
Robert Ring	AE-13 Staff	1644	7/31/2024	8/26/2024	\$500.00
					\$13,763.71

Before concluding the discussion on the District's Financials, the Commissioners were asked to review the District's Income Statement and balance sheet for July 2024. (See **Exhibit "A-4"**). Given that the District was approaching its end of the year, Mr. Ring told the Commissioners that he would be collaborating with the Chief to prepare a year end budget with the necessary amendments.

Upon the conclusion of the discussion on the District's finances, Commissioner Mark Zambardino made a motion to approve: i) the District and Department Account Summaries; ii) pay outstanding invoices; and iii) approve the District's financial statements for July 2024. (See **Exhibits "A-1", "A-2", "A-3", and "A-4"**). This motion was seconded by Commissioner Hoyt Simmons and unanimously approved by all the Commissioner's present.

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Agenda Item No. 7 – Discuss and take-action, if necessary, on matters involving: 1) staffing; 2) purchases of real/and or personal property; 3) repair requests.

Turning to Agenda Item No. 7, President Johnson called on Mr. Ring to present the Chiefs report. Robert Ring announced that the District picked up one new fire fighter, who works with Orange Fire to help fill the schedule. In September, one shift was still open, and all others are filled. Also, when a firefighter works a double (e.g., Friday night and Saturday day), there is a two (2) hour gap between shifts (i.e., 5:30 am/pm to 7:30 am/pm). The Chief is now giving the paid firefighters the option to work that two (2) hour additional gap. There are no repair requests at this time.

There was no action 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.

Chief Gonzales will be submitting the grant to Motiva for a 4-gas monitor and SCBA bottles on behalf of the Department. In addition, the Department is waiting for the Firehouse Sub Grant to open in early October so that the Department can apply for a SCBA air-fill station.

There was no action taken on this agenda item.

Agenda Item No. 9 - Discuss and take-action, if necessary, to accept and approve the District's 2024 Certified Appraisal Roll (*see attached form Resolution*) and 2024 Tax Rate Calculation Worksheet.

Mr. Ring advised the Board that this agenda item needed to be tabled until the September 2024 meeting and therefore asked for a motion to table. In response, Commissioner Hoyt Simmons made a motion to table Agenda Item 9. This motion was seconded by Commissioner Mark Zambardino and unanimously approved by all the Commissioner's present

Agenda Item No. 10 - Discuss and take-action, if necessary, to Review and discuss the District's fiscal year 2024-25 budget and take-action on District's *proposed* 2024-25 budget and the *proposed* 2024-25 tax rate.

Moving on to Agenda Item No. 10, Mr. Ring was once again requested to discuss. Mr. Ring first advised the Board that during the upcoming fiscal year,

2024-2025, the Preliminary Certified Taxable Value of the property in the District was \$364,372,707.00, which is an increase of approximately \$8,000,000.00 from the prior year. Moreover, Mr. Ring informed the Commissioners that the No New Tax Rate was \$0.060607/\$100.00 and if approved, would generate an estimated \$220,835.37 in property tax revenue. Meanwhile, the Voter Approved Tax Rate was \$0.064743/\$100.00 and if approved by the Commissioners this tax rate would generate \$235,905.82 but would result in a 6.82 percent tax rate increase or cost an extra \$2.06 on a \$100,000.00 home.

Taking the tax rate and revenue options into consideration, Mr. Ring then asked the Commissioners to review the 2024-2025 Budget. (See **Exhibit “B”**). Specifically, Mr. Ring asked the Commissioners to review the expenses because compared to the prior year, the expenses were going to increase from the 2023-2024 budgeted amount of \$241,794.94 to an estimated \$275,299.94, mostly because of the increased demand for paid firefighters that has resulted in the District having to increase the hour rate; and the revised work schedule that provides for the paid firefighters to work overnights on the weekends.

Because of the increased expenses, the Commissioners then returned to the proposed tax rate for a decision on how much in tax revenues needed to be generated to pay for the District’s 2024-2025 anticipated expenses. Consequently, it was agreed by all the Commissioners that the District needed to adopt the Voter Approved Tax Rate of \$0.064743/\$100.00 in order to generate \$235,905.082 in property tax revenue. If approved, with the other sources of District income, the District would be able to cover its expenses and have \$180.88 left over for reserves.

Afterwards, Commissioner Mark Zambardino made a motion to approve the 2024-25 Voter Approved Tax Rate of \$0.064743/\$100.00 and the proposed 2024-25 Budget 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. 11 – Chief’s Report.

The Commissioners reviewed the July 2024 Chief’s report which are summarized below. The Department and the District’s firefighters responded to twenty (20) calls.


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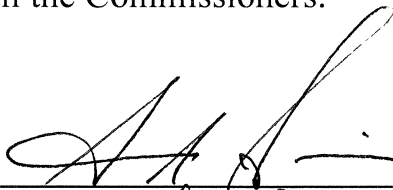
Date / Time	Response Address	Nature of Call	Disposition
7/2/24 - 18:17	Craig Lane	Possible CVA	AEMS transported to St. Elizabeth
7/3/24 - 22:48	Wayside Dr.	Seizures	AEMS transported to St. Elizabeth
*7/4/24 - 17:37	Saddlewood Ct.	Smoke investigation	Residence burning yard debris
7/4/24 - 22:31	River Oaks Blvd.	Diabetic episode	AEMS transported to St. Elizabeth
*7/8/24 - 07:43	Hwy #105	Leaning tree/limbs on fire	Awaited on scene for Entergy
*7/10/24 - 08:57	Tram Rd.	Fall/ lift assist only	No transport
*7/10/24 - 14:23	Dishman Rr.	Mattress on fire	Fire out upon arrival
*7/12/24 - 13:07	Thousand Oaks	Possible TIA	AEMS transported to Baptist
*7/12/24 - 15:48	Hillary Rd.	Lift assist only	No transport
*7/18/24 - 13:45	Forest Trail Circle	Fire alarm activation	False - activated by contractors
*7/21/24 - 12:24	Niagra Dr.	Unconscious	AEMS transported to St. Elizabeth
7/23/24 - 01:41	Tram Rd. @ Hwy #105	MVC	AEMS transported to St. Elizabeth
*7/23/20 - 14:46	Wayside	Hemmoraging	AEMS transported to Baptist
*7/24/23 - 15:45	N. Meeker Rd.	Structure fire	Mutual aid with JCESD#3
*7/25/24 - 11:19	Moss Hill	Smoke investigation	No fire or smoke found
*7/26/24 - 16:38	Village Ln.	Downed tree/power line	Removed tree
7/28/24 - 17:19	Chimney Rock	Possible CVA	AEMS transported to Baptist
*7/31/24 - 14:24	Hwy #105	Fall	AEMS transported to St. Elizabeth
*7/31/24 - 16:40	Sweet Gum Rd.	Gas leak	Scene turned over to Centerpoint
*7/31/24 - 18:07	Rosewood Dr.	Fall	No transport - Pt. refusal

Upon the completion of the Chief's report, 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 and Public Hearing of the District would be on September 23, 2024 at 6:00 p.m. Thereafter, Commissioner Robert Barnett made a motion to adjourn the meeting at 6:49 p.m. This motion was seconded by Commissioner Hoyt Simmons and was unanimously approved by all the Commissioners.

ATTEST TO


 Position: PRESIDENT
 Date: 9-23-2024


 Position: Vice President
 Date: 9/23/24