

**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 23rd day of June 2025, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

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

Commissioners	Position
John Johnson	President
Hoyt Simmons	Vice-President
Mark Zambardino	Treasurer
Robert “Lee” Barnett	Secretary
Wade Witt	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
Mr. Roger Croley	Marino CPA Firm

At 6:05 p.m., President Johnson announced that a quorum was established and asked Hoyt Simmons to lead the group in prayer and the Pledge of Allegiance.

Agenda Item No. 4 – Public Comment

President Johnson called for public comment. There being none, President Johnson asked the Commissioners to move to Agenda No. 8 so that Mr. Roger Croley could present the 2023-2024 Audit.

Agenda Item No. 8 - Discuss and take action, if necessary, on affirming the request for a one (1) month extension to conduct and to accept the 2023-2024 audit.

President Johnson then called on Mr. Roger Croley, now with the Marino CPA Firm, to present the audit for 2023-2024. (*See Exhibit “A”*). Mr. Croley started the audit by informing the Commissioners that the audit was performed in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards. Mr. Croley then reviewed the District’s financial statements included in the audit. Lastly, Mr. Croley advised the Board that after a review of the District’s financial statements and internal controls, he did not identify any deficiencies in internal control that he considered to be material weaknesses.

Following discussions of the District’s 2023-2024 Audit, the Commissioners thanked Mr. Croley for his presentation. Thereafter, Commissioner Mark Zambardino made a motion to accept the 2023-2024 District Audit and to submit the audit to the County as required by Section 775.082 of the Texas Health and Safety Code. Commissioner Robert Barnett seconded the motion, and the motion was unanimously approved with the consent of all the Commissioners present.

Agenda Item No. 5 - Discuss and take action, if necessary, on approving the minutes from the May 27, 2025 Regular Meeting.

The Commissioners were then asked to review and approve the minutes of the May 27, 2025 Regular Meeting. The Commissioners reviewed the minutes of the meeting and were informed by Mr. Robert Ring that the minutes were in order to be signed.

There being no additional change, a motion was made by Commissioner Robert Barnett, which was seconded by Commissioner Mark Zambardino and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the May 27, 2025 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 then called on Mr. Robert Ring to present the financials for May 2025. Mr. Ring then informed the Commissioners that the District’s beginning balance in its Checking account at Stellar Bank was \$26,427.40. During the month, there was a Tax Deposit of \$4,197.65 but no other deposits. After considering the expenses paid during the May meeting of \$7,397.72, the ending balance in the District’s checking account for the month was \$23,227.33. (*See Exhibit “B-1”*).

Mr. Ring then addressed the District's savings account at Stellar Bank. The beginning balance in the account as of May 1, 2025 was \$11,163.00 and after receiving an interest payment of \$1.42 during the month, the ending balance was \$11,164.42. (*See Exhibit "B-1"*).

Next, Mr. Ring referred the Commissioners to the Texstar account section of the report. At the beginning of May 2025, the District's balance in the account was \$411,957.71. During the month, the account was credited with \$1,502.89 in interest. Therefore, the ending balance in the account was \$413,460.60 at the end of the month. (*See Exhibit "B-1"*)

Combined, Mr. Ring advised that the District's funds available were \$447,852.35. However, after considering funds reserved for the purchase of real estate and equipment, the District's unrestricted funds were \$324,852.35 (*See Exhibit "B-1"*)

Mr. Ring then presented the Department's savings account balance at Stellar Bank for May 2025. The balance in the account remained at \$16,114.02. (*See Exhibit "B-2"*).

Next, Mr. Ring review to be paid and approved at the current meeting. Per Mr. Ring, the total expenses to be paid were \$55,167.63. (*See Exhibit "B-3"*). Mr. Ring then explained that the unusually high total was due in part to one invoice covering the first payment for Engine No. 2, totaling \$36,067.34..

The Commissioners were then asked to review the District's balance sheet and Income Statement through May 2025. (*See Exhibit "B-4"*). As of the meeting, everything was in order and within the budget.

Lastly, Mr. Ring recommended that the Commissioners transfer \$15,000.00 from the Texstar account to the District's checking account. The Commissioners agreed with the recommendation.

Upon the conclusion of the finances and necessary budget amendments, Commissioner Mark Zambardino made a motion to approve the: i) May 2025 District and Department Account Summaries; ii) approve the invoices to be paid during the meeting; iii) approve the May 2025 financial statements; and iv) authorize the transfer of \$15,000.00 from the Texstar account to the District's checking account. 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) purchases and/or 3) repair requests submitted by the Volunteer
Fire Department; and 4) grant requests.**

This month, the Chief reported on the following matters:

- No updates on grants;
- The winch on Brush 11 has been overheating and the Chief is getting it inspected;
- The District hired a new paid firefighter but still has seven (7) to eight (8) open shifts to fill for July 2025; and
- The District will host a kickoff meeting on July 10, 2025, at 6:00 p.m. to begin the process of educating residents about the upcoming sales tax election. The election is expected to be officially called by the Commissioners at their next meeting and is scheduled to take place on November 4, 2025.

Agenda Item No. 9 – Chief’s Report.

Lastly, the Commissioners were asked to review the May 2025 run report that is summarized below. Per the Chief, in May, the District responded to sixteen (16) calls.

Date / Time	Response Address	Nature of Call	Disposition
5/1/25 - 17:30	Inwood Dr.	Fire alarm activation	False activation
5/2/25 - 23:48	Tram Rd.	Fallen tree	Tree cut and cleared roadway
5/3/25 -06:50	Tallow Dr.	Fall w/o injury	Lift assist only
5/7/25 - 23:00	Capital Dr.	Diabetic episode	AEMS obtained refusal
5/8/25 - 05:18	Capital Dr.	Diabetic episode	AEMS trasported to St. Elizabeth
5/10/25 - 08:34	Hwy #105	Fire alarm activation	False activation
5/10/25 - 20:51	Tallow Dr.	Breathing difficulties	AEMS trasported to St. Elizabeth
5/12/25 - 21:49	Chestnut Ln.	Breathing problems	AEMS trasported to St. Elizabeth
5/15/25 - 18:26	11770 Hwy #105	Grass fire	Unable to locate - cancelled
5/18/25 - 08:05	Wayside Dr.	Fall w/ injury	AEMS trasported to St. Elizabeth
5/21/25 - 00:17	Alaskan Dr.	Fall w/ injury	AEMS trasported to St. Elizabeth
*5/22/25 -13:43	7255 Sweet Gum	Unauthorized burning	Homeowner extinguished
5/23/25 -21:40	Gallier Rd.	Fall w/ injury	AEMS trasported to St. Elizabeth
*5/26/25 - 16:40	Reins Rd.	Fall w/ in jury	AEMS trasported to St. Elizabeth
5/29/25 - 09:53	Rolling Hills	Fire alarm activation	False activation
5/29/25 - 22:11	Tolivar Canal Rd.	Cardiac episode	AEMS trasported to St. Elizabeth

* Day FF's -2

** Night FF's -0

Agenda Item No. 10 – 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 set the next meeting. He then advised that the next Regular Meeting of the District will be on July 28, 2025, at 6:00 p.m. Thereafter, Commissioner Hoyt Simmons made a motion to adjourn the meeting at 7:03 p.m. This motion was seconded by Commissioner Robert Barnett and was unanimously approved by all the Commissioners.

ATTEST TO:

John Johnson
Position: PRESIDENT
Date: 7-28-2025

Robert J. Barnett
Position: Secretary
Date: 7-28-2025