

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JANUARY 14, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on January 14, 2019. Commissioner Childers was absent.

The following guests were in attendance: Chief Bodin; Asst. Chief Taylor; various members of the operations section; and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the December 19, 2018, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for December 2018 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Nominations and Election of Officers for 2019 – After discussion, motion made by Commissioner Franklin, seconded by Commissioner Daigle, to close nominations and for each Commissioner to keep his current position (LeBlanc - President; Franklin - VP; Browning - Secretary; Daigle - Treasurer).

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Appointment to Local TESRS Board (Vol. FF Pension Board) – Motion made by Commissioner Browning, seconded by Commissioner Daigle, to continue Commissioner Franklin's appointment to the TESRS Board.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Approving Retainer for FY 2019 for Cimron Campbell, Attorney at Law, to Serve as Local Counsel for the District – after discussion, motion made by Commissioner Daigle, seconded by

Commissioner Franklin, to approve the retainer proposal submitted by Attorney Campbell (\$5,000/year; \$100/hr for special projects).

All voted AYE. Motion carried.

D. Discussion and Possible Action Regarding Approving Amendment to the District's Personnel Policy, Section 303 - Vacation – Ms. Buffington addressed the Board and stated that it had become apparent that the existing personnel policy regarding vacation was worded vaguely. She presented 2 options to the Board. After review, motion made by Commissioner Franklin, seconded by Commissioner Daigle to adopt Option 2 (see attached).

All voted AYE. Motion carried.

E. Discussion and Possible Action Regarding Approving Amendment to Operations Section Policy 100-1 – Membership – Chief Bodin explained that certain changes needed to be made to deal with new members/probationary members (see attached). After review and discussion, motion made by Commissioner Franklin, seconded by Commissioner Browning, to approve the changes as written.

All voted AYE. Motion carried.

F. Discussion and Possible Action Regarding Approving Amendment to Operations Section Policy 303 - PPE Selection, Care and Inspection – Chief Bodin explained that TCFP made changes last year and the changes he proposed reflect their changes and conform thereto. After review and discussion, motion made by Commissioner Browning, seconded by Commissioner Franklin, to adopt the revisions as written. Note - due to the length of the policy, the text can be seen in the operations manual at Central Station and is not set forth herein.

All voted AYE. Motion carried.

G. Discussion and Possible Action Regarding Contract with Acadian Ambulance Service – Chief Bodin stated he had received a new copy of a proposed contract last week and also a text from the County's Asst. Emergency Mgmt. Coordinator stating he had met with all fire chiefs and the County Judge wants Acadian out. Also, ESD 1 will probably go with another provider. However, City of Orange and City of Port Arthur are sticking with Acadian and, due to our unique geographical position, we have not had any problems with response times. At this time, Chief Bodin is recommending no action as the contract is still in the process of review.

No action was taken and the matter was tabled.

5. COMMUNICATIONS
None.

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6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:23 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT
November 30 - December 31, 2018

Petty Cash

Balance as of 11/30/18	\$1620.48
Income: beanie reimbursements	+171.00
Expenses: R. Mann - B-10 inspection	-7.00
Balance as of 12/31/18	\$1784.48

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
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Wellspring CU Money Management

Balance as of 11/30/18	\$14337.80
Income: interest	+3.04
Expenses: N/A	
Balance as of 12/31/18	\$14340.84

Wellspring CU Checking (non-interest bearing)

Balance as of 11/30/18	\$1110.64
Income: N/A	
Expenses: N/A	
Balance as of 12/31/18	\$1110.64

1st Financial Station Fund

Balance as of 11/30/18	\$5117.64
Income: November interest	\$8.73
December interest	\$8.25
Total Income:	+16.98
Expenses: N/A	
Balance as of 12/31/18	\$5134.62

1st Financial Fire Prevention

Balance as of 11/30/18	\$5117.64
Income: November interest	\$8.73
December interest	\$8.25
Total Income:	+16.98
Expenses: N/A	
Balance as of 12/31/18	\$5134.62

1st Financial Special Projects

Balance as of 11/30/18	\$5117.64
Income: November interest	\$8.73
December interest	\$8.25
Total Income:	+16.98
Expenses: N/A	
Balance as of 12/31/18	\$5134.62

1st Financial Bank Holding

Balance as of 11/30/18 \$407628.60
 Income:

Date	Line Description	Amount
12/2/18	1 st FINANCIAL BANK (Nov. Interest)	232.08
12/3/18	TAX A/C	10956.29
12/10/18	TAX A/C	21683.94
12/14/18	BROKEN OXBOW EMERGENCY RSP	2677.50
12/17/18	TAX A/C	30326.19
12/26/18	TAX A/C	22452.71
12/31/18	TAX A/C	52053.28
12/31/18	1 st FINANCIAL BANK (Dec. interest)	207.43

Total Income: +140589.42
 Expenses: transfers to General Op and Reserve accts -121541.91
 Balance as of 12/31/18 \$426676.11

1st Financial Reserve

Balance as of 11/30/18 \$537829.41
 Income: transfers from Prim. Hold. acct; Nov. & Dec. interest +9125.85
 Expenses: N/A
 Balance as of 12/31/18 \$546955.26

1st Financial General Operating

Balance as of 11/30/18 \$961.60
 Income: transfers from Prim Hold. acct; Nov & Dec. interest; CitiBank rebate of \$100.77 +113116.60

Expenses:

Check #	Date	Payee	Amount
ACH	12/13/18	TCDRS	6,515.03
3365	12/13/18	CHANCE M. CHATAGNIER	1,903.82
3366	12/13/18	DANIEL J. DIAZ	2,274.10
3367	12/13/18	ROBERT A. MANN	1,496.39
3368	12/13/18	ALISSA R. ARMSTRONG	1,854.39
3369	12/13/18	KAITLIN PELAEZ	210.12
3370	12/13/18	RICHARD C. BODIN JR	2,617.41
3371	12/13/18	BECKY M. BUFFINGTON	1,346.42
ACH	12/13/18	EFTPS - ONLINE	4,740.50
3372	12/13/18	ORANGEFIELD WATER SUPPLY CORP.	45.48
3373	12/13/18	CITY OF BRIDGE CITY	84.60
3374	12/13/18	SIDDONS-MARTIN EMERGENCY GROUP	3,322.12
ACH	12/13/18	CENTERPOINT ENERGY	67.74
ACH	12/13/18	INTERSTATE BILLING SERVICE INC	102.07
3375	12/13/18	ALLIED BREATHING AIR	426.38
3376	12/13/18	COASTAL WELDING SUPPLY, INC.	42.00
ACH	12/13/18	WEX BANK	1,359.16
3377	12/13/18	KAY ELECTRONICS, INC.	2,360.00
3378	12/13/18	24HR SAFETY	62.30
3379	12/13/18	CALCASIEU EMERGENCY RESPONSE	2,550.00
3380	12/13/18	BECKY BUFFINGTON	68.02
3381	12/13/18	CANON SOLUTIONS AMERICA	55.33
3382	12/13/18	CASCO INDUSTRIES INC	950.00
3383	12/13/18	WALMART COMMUNITY	134.62
3384	12/13/18	EMERGENCY SERVICES MARKETING CORP	2,096.00
3385	12/13/18	CASCO INDUSTRIES INC	1,440.00
3386	12/13/18	KAY ELECTRONICS, INC.	470.00

3387	12/13/18	VICTOR O. SCHINNERER & CO., INC.	2,000.00
3388	12/13/18	JS JORDAN CO	22,300.00
3389	12/13/18	BD INDUSTRIES	7,494.76
3390	12/13/18	COUNTY CLERK	8.00
3391	12/27/18	CHANCE M. CHATAGNIER	1,514.48
3392	12/27/18	DANIEL J. DIAZ	1,977.23
3393	12/27/18	ROBERT A. MANN	992.08
3394	12/27/18	ALISSA R. ARMSTRONG	1,292.43
3395	12/27/18	HUNTER C. LONG	245.21
3396	12/27/18	RICHARD C. BODIN JR	1,809.73
3397	12/27/18	BECKY M. BUFFINGTON	1,026.89
ACH	12/27/18	EFTPS - ONLINE	3,268.98
ACH	12/27/18	HEALTH CARE SERVICE CORP	2,100.72
ACH	12/27/18	CITIBUSINESS CARD	16,677.26
3398	12/27/18	VOICE PRODUCTS SERVICE LLC	2,455.00
3399	12/27/18	BD INDUSTRIES	1,841.27
3400	12/27/18	KAREN FISHER, TAX A/C	7.50
3401	12/27/18	MOWERS TRACTORS INC	51.86
ACH	12/27/18	ENTERGY	156.38
ACH	12/27/18	ENTERGY	441.21
ACH	12/27/18	ENTERGY	34.14
3402	12/27/18	COASTAL WELDING SUPPLY, INC.	13.42
3403	12/27/18	MARKET BASKET	136.21
3404	12/27/18	ALPHA SOURCE, INC.	36.60
3405	12/27/18	SECURITY PEST MANAGEMENT	175.65
3406	12/27/18	INNOVATIVE AIR SOLUTIONS	173.32
3407	12/27/18	SABINE NECHES CHIEFS ASSOC.	250.00
3408	12/27/18	ORANGE CO. APPRAISAL DIST.	4,825.00
3409	12/27/18	ORANGE OILFIELD SUPPLY	109.55
3410	12/27/18	WITMER ASSOCIATES, INC.	274.15
Total Expenses:			-112283.03
Balance as of 12/31/18			\$1795.17

Orange County Emergency Services District No. 2

Personnel Policy

303 Vacation Benefits

Effective Date: 1/13/2015

Revision Date: 1/14/2019

ESD2 offers vacation time off with pay to eligible employees. Employees in the following employment classifications are eligible for paid vacation time: regular full-time employees.

The amount of paid vacation time you receive each year depends on how long you have been working. This is the schedule for accruing vacation:

- *After 1 year of eligible service, the employee is entitled to 5 vacation days each year.
- *After 5 years of eligible service, the employee is entitled to 10 vacation days each year.
- *After 10 years of eligible service, the employee is entitled to 15 vacation days each year.

We calculate the length of your eligible service on the basis of a "benefit year". A "benefit year" is the 12-month period that begins when you start earning vacation time. Your benefit year may be extended for any significant leave of absence except military leave of absence. (Military leaves do not affect the benefit year calculation.) See the leave of absence policies in this handbook for information on how each type of leave affects vacation accruals.

Once you enter an eligible employment classification, you begin to earn paid vacation time according to the schedule in this policy. You can request to use vacation time after it is earned. You may not take less than 8 hours vacation at a time. To schedule your vacation time, you must notify the District Manager in writing (see Attachment C) at least 24-hours before the affected shift is to occur, providing relief is available without a force-out, unless you are using vacation time in lieu of sick time. Each request will be reviewed based on a number of factors, including our business needs and staffing requirements. In order for the vacation time to be guaranteed, a minimum of 7-days' written notice must be given. In either case, failure to notify in advance may result in loss of pay for the entire shift(s) affected and/or disciplinary action up to and including termination.

You will be paid for vacation time off at your base pay rate as of the time of the vacation. Vacation pay does not include overtime or any special forms of compensation such as shift differentials.

We encourage you to use your available paid vacation time for rest and relaxation. If you do not use your available vacation by the end of a benefit year, you will be paid for the unused time. That will put your earned vacation time back to zero. You will start earning vacation time again in the next benefit year.

Orange County Emergency Services District No. 2

Personnel Policy

If your employment terminates, you will be paid for any unused vacation time that has been earned through your last day of work. However, if ESD2, in its sole discretion, terminates your employment for cause, you may lose any remaining unused vacation and will not be paid for it.

Purpose

To have a fair, consistent procedure for membership in the Orange County Emergency Services District's Operations Section, commonly known as The Bridge City Fire and Rescue Department.

Policy

It will be the policy of Orange County ESD#2 to follow the procedure set within this document for entrance, continued membership and separation from the Department

Procedure

Membership Requirements

Persons applying for membership shall live within the physical boundaries of the District.

To be eligible for application as a firefighter, an individual must meet and maintain throughout their membership the following requirements:

- a. Be at least 18 years of age at the time of application
- b. Possess a high school diploma, GED, or other certificate of completion;
- c. Possess a valid Texas driver's license and have no convictions for felony grade offenses;
- d. Be exempt from any physical and/or mental infirmities that would prevent Applicant from fulfilling all the duties required of active firefighters;
- e. Be of good character and good moral standing;
- f. If Applicant was previously a junior firefighter within this Department, he or she must have served two years in good standing as a junior firefighter before making application as a firefighter.

To be eligible for application as a junior firefighter, an individual must meet and maintain throughout their membership the following requirements:

- a. Be at least 16 years of age but not older than 19 years of age;
- b. Shall maintain at least a "C" average, which must be verified by the school principal on the application and periodically as required by the Chief.
- c. Possess a valid Texas driver's license
- d. Have no convictions for felony grade offenses;
- e. Be exempt from any physical and/or mental infirmities that would prevent Applicant from fulfilling all the duties required of active junior firefighters;
- f. Be of good character and good moral standing

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Making Application as Firefighter or Jr. Firefighter

When making application, an individual must complete the official application form and submit same to the Chief of the District. Applicable forms shall be available for pick up during regular business hours (8:00am-5:00pm). An individual may apply to this Department no more than three times during his or her lifetime. After the third application, all subsequent applications will be summarily rejected.

The application of a new candidate will be presented to the membership at the first regularly scheduled Chief's meeting following the date of application. Unless the new candidate withdraws his or her application, it will be presented to the membership a second time six to nine months after the first presentation. Returning, prior members of the Department making application may, at the discretion of the Chief, have their probationary period shortened to one month, providing all background checks, physical requirements and physical skill testing requirements have been completed in that time frame.

An applicant must be present at the time of the readings of his or her application. At the time of the reading, the applicant will be placed on probationary status and will be given a copy of the districts Operations Policies, SOG's and all other documents deemed necessary. Each applicant is responsible for reading said policies and SOG's and for knowing the contents of said documents. The applicant will have to go through the safety orientation prior to attending any department training, ride on department owned equipment or be on any emergency scene. Also at the time of the reading, the applicant will be assigned to the mentor committee to investigate the applicant's moral character, and overall desirability/suitability, along with guiding the applicant through probationary training program. The probationary training program consist of monthly goals which require the probationary member to be evaluated monthly by a member of the committee. The Chief of the District will be responsible for performing a background check of the applicant. Further, because this Department, as a volunteer fire department is a participant in the state pension system, all applicants shall be required to obtain a physical fitness certification, as required by Article 524e.3, Section 8, Vernon's Texas Civil Statutes, between the time of the first and second readings of his or her application. Therefore, each applicant must obtain a "general" physical (sample form provided after first reading) from a licensed physician, and complete various "skills test," pursuant to the mandates of the local pension board. Said skills tests will be administered by an Officer, who shall make a written report. Note: each applicant assumes the duty of insuring the required physical and skills tests are completed within the time limits set out herein and submitted to the local pension board. Further, any costs associated with the required physical shall be the responsibility of applicant. New candidates shall have their physical and skills test completed within the first three months of their first reading.

Once the required physical and skills test have been obtained/completed, the applicant shall submit both reports to the local pension board no later than 100 days from their first reading. The physical certification form must be signed by a licensed physician and must substantially

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conform to the sample provided after the time of the first reading. If applicant's employment requires periodic physicals, a copy of said report may be submitted if said physical was completed no later than six months prior to the date of the applicant's first reading and if said report meets the requirements set out above. After submission of the required reports to the local pension board, said board will meet to review same and will vote to accept or reject the certification of physical fitness. If the certification is rejected, applicant will be notified that he or she is not eligible for membership and no further action on his or her application will be taken. If the certification is accepted by the local board, the applicant may proceed to his or her second reading.

At the conclusion of a probationary firefighter's probation period, the mentor committee will submit its recommendation to the Chief of the District advising him of the status of the probationary member's progress in the training program. The Chief of the District using the mentor committee recommendation will approve the probationary member for volunteer vote or extend the probationary training program. Using the mentor committee's recommendation, along with the volunteer firefighter's organizations recommendation for membership, the Chief of the District will approve or deny the applicant membership into the Department. The Chief of the District will report the status of the applicant to the volunteer organization at the monthly Chiefs meeting and to the District board as required. (See attachment 1)

Membership Status

Active – "Active" status is granted to all probationary firefighters once they have been approved for membership into the Department. This status must be maintained by the member on a yearly basis (January 1 – December 31)

"Active Firefighters" make up the majority of the firefighting/rescue forces of this Department. Active firefighters shall be entitled to participate in emergency responses, operate equipment owned by the District (provided said member is age 21 or older and holds a valid Texas driver's license appropriate for the apparatus), and has been properly qualified by an Officer to operate said piece of equipment and may be issued personal protective and radio equipment owned by the District.

"Active Rookie Firefighter" Firefighter between ages of 18 and 21 that meets all the above criteria except being able to operate Department apparatus due to insurance requirements. They may only operate Department owned apparatus (that they are qualified on) when directed by an Officer.

"Active Junior Firefighters" make up a portion of the ancillary firefighting/rescue force of this Department. Active junior firefighters may be issued personal protective and radio equipment owned by the District. At the discretion of the officer-in-charge, active junior firefighters may participate in fire/rescue activities.

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In order for an active junior firefighter to drive/operate any vehicles owned by the Department/District, he or she must hold a valid Texas driver's license appropriate for the apparatus they are assigned to drive/operate and must receive permission from an officer. They must be properly qualified on said piece of equipment. (Officer must sign off on qualification)

Retired – "Retired" status will be granted to a member who has served a minimum of five years as either an active junior or firefighter, provided said member requests, in writing, to be placed on "retirement." Once retirement status is established, the member must return all equipment owned by the District. Retired firefighters may attend, as a guest, all functions, meetings, and drills. Retired firefighters may not operate District equipment nor participate in any emergency response. However, if during an emergency response, the officer-in-charge requests assistance from a retired firefighter, the retiree may participate if he or she desires to do so.

Probationary – All applicants will be placed on probationary status during the period between the first and second readings (6 months minimum, unless otherwise stated within this policy) of his or her Application. Probationary firefighters will be prohibited from engaging in fire/rescue/medical activities and operating equipment owned by the District, unless instructed by an officer to do so. Further, probationary firefighters will not be issued personal protective and radio equipment owned by the District.

It shall be understood that a second reading and appointment by the Chief of the District is required to become an active member.

All probationary members shall remain in Probationary status until the Introductory Level Certification is achieved as well as completion of the Probationary Training Program.

Honorary – "Honorary" status may be bestowed upon an individual outside the membership who has gone above and beyond in assisting the Department/ District. To be eligible for consideration, individual(s) must be nominated by an active firefighter during a regularly scheduled Chiefs meeting. Once the nomination has been made and seconded, all active firefighters present will vote. If the nomination is approved by a majority vote, honorary status will be conveyed upon the individual(s) nominated. Note: honorary status is merely a tribute to an individual and does not confer any of the rights, powers, nor privileges normally granted to an active/probationary member. All honorary members will be welcome to attend, as a guest, all meetings, drills, and functions of the Department.

Maintaining Active Status, Notice of Changes of Status and Termination form Department

It shall be the responsibility of each firefighter to maintain a valid Texas driver's license (appropriate for the apparatus the member may be assigned to operate) and proof of financial responsibility. (Insurance) These two items shall be checked at the discretion of the Chief of the District. Any member not maintaining a valid Texas driver's license and insurance shall be suspended from a minimum of 30 days, up to and including termination. Member shall provide

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proof of valid Texas driver's license and proof of insurance before being re-instated from suspension.

To maintain active status, each calendar year a member must attend 25% of all structure fires (five misc. runs will equal one structure fire) and attend a minimum of 20 training hours. It shall be the responsibility of each member to check his or her attendance status **monthly** in order to ensure the necessary requirements are met.

To receive credit for incidents a member must be on scene and return to the appropriate station to assist in returning apparatus and equipment to service. Members that report to a station to place an apparatus in service for stand by during an incident will also receive credit. The senior member at the station is responsible for informing dispatch or the IC for the incident who was on stand by with the apparatus. If the IC cancels apparatus or direct responding members before their arrival on scene, these members must report to the station to receive credit for the incident. The only exception to returning to the station will be when the IC directly releases a member from the scene to return to service without returning to the station

Members needing to "make up" attendance at structure fires and drills may do so by performing various tasks for the Department. Two hours' work will make up one structure fire or one drill. Only the Chief of the District may determine where the work will be applied and whether or not it will be accepted. The results will be reported to the attendance committee for inclusion into the member's hours. The member must fill out, in full, a "make up drill and fire make up hours" slip in order to receive credit for hours worked (see sample attached hereto). It is the member's responsibility to ensure the slip is filled out completely and properly with an Officer's signature. Make up hours must be for the month that hours are needed; members will be allowed 30 days to make up fires/drills for the previous month. Make up hours must be performed for the benefit of the Department and not in conjunction with a member's employment or other organizational activities and may not exceed the number of hours needed.

Any member participating in any Fire Department function (A&M, Training schools, conventions etc.) shall receive credit for drills and runs during that period.

Any member not maintaining active status by virtue of attendance will be notified by his or her Captain on a six-month basis. The Captain shall make such notification within 10 working days. Said notice shall be delivered in person or by first class mail and certified mail, return receipt requested, to the member's last known address. Written acknowledgement of verbal notice shall be signed and dated by both the Captain and the member so notified. If the member in question refuses to sign said acknowledgement, said refusal will be noted on the form by the Captain.

NOTE: A signed receipt returned to the Department shall constitute official notification to the member, no matter which member of household signs.

At this time the member shall turn in issued bunker gear. Return of gear will be evaluated and determined in three months by the Chief or his designee. If the member is an officer (including

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Lieutenants) they shall turn in their issued portable radio also. This officer will lose his/her eligibility for two years and will return to firefighter status.

At 12 months, if member has not met 25% of structure fires and 10 drills, said member shall receive a termination letter from the Department. If said member is terminated (or resigns) for not making required percentage of calls and drills, the member cannot reapply for a period of three (3) months.

After a member has been terminated, the Chief will notify the membership at the next Chiefs meeting of said action.

Upon removal from the membership, said member must promptly return all equipment owned by the District. Failure to return said equipment within 30 days may result in criminal charges and/or a civil action being filed against the terminated member.

Termination from the Department can also result from disciplinary actions and or violation of District policy, at the direction of the Chief of the District.

Any member can resign by submitting a written resignation to the Chief of the District.

Seniority

Seniority in this Department will be based on the amount of time a member serves while on active status.

Leave

Military Leave – Military leave will be granted to any active firefighter entering active military service for a period of (4) four years or more. Seniority will continue to accrue while a member is on military leave. After returning from military duties, the member can continue active status by showing proof of residency within the boundaries of the District.

Sick Leave – Sick leave will be granted to any active firefighter under a medical doctor's care, after review and approval by the Chief of the District. Seniority will continue to accrue while a member is on approved sick leave. The Chief will review the leave on a six-month basis. Sick leave will not be granted for a period of more than twelve consecutive months. After one year, the member can request to be placed on retired status, providing the member can meet the qualifications of retired status, or can request to be placed on honorary status. Firefighter must still meet requirements of 25% of structure fires (five misc. runs will equal one structure fire) and attend a minimum 25% of drills during active months for the year in order to ensure the necessary pension requirements are met.

Leave of Absence: Shall be granted to any member in good standing with written notice to the Chief of the District. Absence shall be in three month increments, not to exceed one year. After one year, leave shall be reviewed by the Chief of the District and may be either extended or terminated. Firefighter must still meet requirements of 25% of structure fires (five misc. runs will

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equal one structure fire) and attend a minimum 25% drills during active months for the year in order to ensure the necessary pension requirements are met.

Grandfather Clause for Members of The Bridge City Volunteer Fire and Rescue Corporation

All members of the above mentioned corporation shall, upon application for membership be automatically accepted for membership into the Department. Applications must be completed and submitted to the Chief of the District by 06/01/2014 for this grandfather clause to apply.

These members shall retain all seniority earned during their membership of said corporation.

Any Probationary members under probation as of 06/01/2014 shall be accepted as probationary members of the department and will be credited with the probationary time they have earned under the corporation. All other requirements for probationary members shall apply.

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
FEBRUARY 19, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on February 19, 2019. Commissioner Childers was absent.

The following guests were in attendance: Chief Bodin; various members of the operations section; and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the January 14, 2019, regular session were presented. Motion made by Commissioner Daigle, seconded by Commissioner Franklin, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for January 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Browning, seconded by Commissioner Franklin, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Adoption of Investment Policy/Investment Strategies – After discussion, motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the policy/strategies as written and adopt a resolution stating same.

All voted AYE. Motion carried.

5. COMMUNICATIONS

Chief Bodin spoke regarding status of repairs on Station 2 and the transmission on Unit 12.

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:20 p.m.

Prepared by:



Becky M. Buffington
District Administrator

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CASH FLOW REPORT
December 31, 2018 - January 31, 2019

Petty Cash

Balance as of 12/31/18			\$1784.48
Income:	t-shirt reimbursements; station rental; report request		+193.45
Expenses:	xfer to Wellspring M/Mgmt	1000.00	
	USPS	50.00	
	B-10 inspection	7.00	-1126.28
Balance as of 1/31/19			\$851.65

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance		\$20.00
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Wellspring CU Money Management (interest rate 0.25%)

Balance as of 12/31/18			\$14340.84
Income:	interest	3.54	
	xfer from Petty Cash	1000.00	
	t-shirt reimbursements; report request	1565.42	+2568.96
Expenses:	N/A		
Balance as of 1/31/19			\$16909.80

Wellspring CU Checking (non-interest bearing)

Balance as of 12/31/18			\$1110.64
Income:	station rental		+300.00
Expenses:	N/A		
Balance as of 1/31/19			\$1410.64

1st Financial Station Fund (interest rate 2.0659%)

Balance as of 12/31/18			\$5134.62
Income:	interest		+9.00
Expenses:	N/A		
Balance as of 1/31/19			\$5143.62

1st Financial Fire Prevention (interest rate 2.0659%)

Balance as of 12/31/18			\$5134.62
Income:	interest		+9.00
Expenses:	N/A		
Balance as of 1/31/19			\$5143.62

1st Financial Special Projects (interest rate 2.0659%)

Balance as of 12/31/18			\$5134.62
Income:	interest		+9.00
Expenses:	N/A		
Balance as of 1/31/19			\$5143.62

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 12/31/18 \$426676.11

Income:

Date	Line Description	Amount
1/73/19	TAX A/C	70815.17
1/14/19	TAX A/C	140568.02
1/22/19	TAX A/C	74253.64
1/28/19	TAX A/C	256305.25
1/31/19	1 ST FINANCIAL BANK (interest)	318.51

Total Income: +542260.59

Expenses: xfers to General Op & Reserve accts 91768.95

Station 2 note paid via online xfer 55059.03 ... -146827.98

Balance as of 1/31/19 \$822108.72

1st Financial Reserve (interest rate 0.65%)

Balance as of 12/31/18 \$546955.26

Income: transfers from Prim. Hold. acct; interest +34078.78

Expenses: N/A

Balance as of 1/31/19 \$581034.04

1st Financial General Operating (interest rate 0.65%)

Balance as of 12/31/18 \$1795.17

Income: transfers from Prim Hold. acct; Nov & Dec. interest; +58005.92

Expenses:

Check #	Date	Payee	Amount
3411	1/10/19	CHANCE M. CHATAGNIER	1,531.42
3412	1/10/19	DANIEL J. DIAZ	3,024.76
3413	1/10/19	BERTHA L. GARZA	805.73
3414	1/10/19	ROBERT A. MANN	3,011.90
3415	1/10/19	ALISSA R. ARMSTRONG	1,498.86
3416	1/10/19	KAITLIN PELAEZ	53.56
3417	1/10/19	RICHARD C. BODIN JR	1,813.69
3418	1/10/19	BECKY M. BUFFINGTON	1,210.55
ACH	1/10/19	EFTPS - ONLINE	5,311.23
ACH	1/10/19	TCDRS	4,997.92
3419	1/10/19	CITIBANK	62.00
3420	1/10/19	CC CREATIONS	1,511.38
3421	1/10/19	ORANGEFIELD WATER SUPPLY CORP.	77.13
3422	1/10/19	TEXAS MUNICIPAL LEAGUE	15,492.75
3423	1/10/19	QUILL CORP	109.14
ACH	1/10/19	CENTERPOINT ENERGY	96.15
3424	1/10/19	BECKY BUFFINGTON	65.12
3425	1/10/19	COASTAL WELDING SUPPLY, INC.	43.40
3426	1/10/19	SKYLINE EQUIPMENT INC	450.27
3427	1/10/19	COUNTY CLERK	8.00
3428	1/17/19	CITY OF BRIDGE CITY	116.60
3429	1/24/19	CHANCE M. CHATAGNIER	1,370.81
3430	1/24/19	DANIEL J. DIAZ	1,461.43
3431	1/24/19	BERTHA L. GARZA	1,005.52
3432	1/24/19	ROBERT A. MANN	1,012.34
3433	1/24/19	ALISSA R. ARMSTRONG	945.31
3434	1/24/19	RICHARD C. BODIN JR	1,813.69
3435	1/24/19	BECKY M. BUFFINGTON	1,027.49
ACH	1/24/19	EFTPS - ONLINE	3,060.94

	ACH	1/24/19	HEALTH CARE SERVICE CORP	2,100.72
	3436	1/24/19	WALMART COMMUNITY	719.60
	3437	1/24/19	O'REILLY AUTO PARTS	202.55
	3438	1/24/19	24HR SAFETY	46.65
	3439	1/24/19	U-RENTALL INC	55.55
	3440	1/24/19	ORANGE OILFIELD SUPPLY	75.53
	3441	1/24/19	CANON SOLUTIONS AMERICA	19.21
	3442	1/24/19	EMERGENCY REPORTING	1,916.00
	ACH	1/24/19	ENTERGY	35.10
	ACH	1/24/19	ENTERGY	161.43
	ACH	1/24/19	ENTERGY	538.93
	3443	1/24/19	CC CREATIONS	159.69
	3444	1/24/19	CASCO INDUSTRIES INC	1,700.00
	3445	1/24/19	KAY ELECTRONICS, INC.	192.00
	3446	1/24/19	KAREN FISHER, TAX A/C	7.50
	3447	1/24/19	CIMRON CAMPBELL	417.00
	Total Expenses:			-61336.55
	Balance as of 1/31/19			-\$1535.46

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MARCH 20, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by Vice President, Jimmie Franklin, at 7:00 p.m. on March 20, 2019. Commissioner LeBlanc was absent.

The following guests were in attendance: Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the February 19, 2019, regular session were presented. Motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for February 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS - None.

5. COMMUNICATIONS - Ms. Buffington informed the Board she would be meeting with a representative from Verizon to see what, if any changes could be made to the account due to their new offerings for first responder organizations. She also stated she would vbe meeting with a representative of 1st Financial Bank to discuss investment possibilities.

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:06 p.m.

Prepared by:



Becky M. Buffington
District Administrator

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CASH FLOW REPORT
Feb 28 - Mar 31, 2019

Petty Cash

Balance as of 02/28/19 \$851.65
 Income: change deposit 4.07
 Expenses: N/A
 Balance as of 03/31/19 \$855.72

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance \$20.00

Wellspring CU Money Management (interest rate 0.25%)

Balance as of 02/28/19 \$14913.02
 Income: interest 3.18
 LSCO (fire field use) 1102.50
 Total Income: +1105.68
 Expenses: xfer to Wellspring Checking -1000.00
 Balance as of 03/31/19 \$15018.70

Wellspring CU Checking (non-interest bearing)

Balance as of 02/28/19 \$1096.84
 Income: report/station rental 105.00
 xfer from WellSpring M/M 1,000.00
 station rental 100.00
 Total Income: +1205.00
 Expenses:

Check #	Date	Payee	Amount
5094	3/7/19	CONN'S (fridge for Sta. 2)	1099.99
5095	3/28/19	CENTRAL OFFICE SUPPLY (awards)	235.80

Total Expenses: -1335.79
 Balance as of 03/31/19 \$966.05

1st Financial Station Fund (interest rate 2.0761%)

Balance as of 02/28/19 \$5151.86
 Income: interest +9.09
 Expenses: N/A
 Balance as of 03/31/19 \$5160.95

1st Financial Fire Prevention (interest rate 2.0761%)

Balance as of 02/28/19 \$5151.86
 Income: interest +9.09
 Expenses: N/A
 Balance as of 03/31/19 \$5160.95

1st Financial Special Projects (interest rate 2.0761%)

Balance as of 02/28/19..... \$5151.86
 Income: interest +9.09
 Expenses: N/A
 Balance as of 03/31/19..... \$5160.95

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 02/28/19..... \$1142961.12
 Income:

Date	Line Description	Amount
3/4/19	TAX A/C	6266.69
3/11/19	TAX A/C	9336.30
3/18/19	TAX A/C	11111.48
3/25/19	TAX A/C	7924.57
3/31/19	1 ST FINANCIAL BANK (interest)	535.66

Total Income: +35174.70

Expenses: xfers to General Op & Reserve accts 137214.17
 xfer to Ladder 8 loan 120434.55

Total Expenses: -257648.72

Balance as of 03/31/19..... \$920487.10

1st Financial Reserve (interest rate 0.65%)

Balance as of 02/28/19..... \$646584.41
 Income: transfers from Prim. Hold. acct; interest +7573.53
 Expenses: N/A
 Balance as of 03/31/19..... \$654157.94

1st Financial General Operating (interest rate 0.65%)

Balance as of 02/28/19..... \$1390.15
 Income:

Date	Line Description	Amount
3/4/19	JCESD1 (tower combiner install)	786.67
3/7/19	1ST FIN - PRIM HOLD	92,000.00
3/21/19	1ST FIN - PRIM HOLD	31,000.00
3/28/19	CITY OF BRIDGE CITY (vol. pension)	4,302.00
3/28/19	1ST FIN - PRIM HOLD	7,000.00
3/31/19	FIRST FINANCIAL BANK (interest)	14.07

Total Income: +135102.74

Expenses:

Check #	Date	Payee	Amount
3487	3/4/19	FOUR SEASONS STORAGE (year - 2 units)	1,656.00
ACH	3/7/19	TCDRS	3,944.11
3488	3/7/19	CHANCE M. CHATAGNIER	1,856.02
3489	3/7/19	DANIEL J. DIAZ	1,904.47
3490	3/7/19	ROBERT A. MANN	992.68
3491	3/7/19	ALISSA R. ARMSTRONG	1,340.19
3492	3/7/19	HUNTER C. LONG	102.84
3493	3/7/19	KAITLIN PELAEZ	102.84
3494	3/7/19	BERTHA L. GARZA	177.32
3495	3/7/19	RICHARD C. BODIN JR	1,813.69

3496	3/7/19	BECKY M. BUFFINGTON	1,001.34
ACH	3/7/19	EFTPS - ONLINE	3,416.99
3497	3/7/19	CITIBANK	301.74
3498	3/7/19	BECKY BUFFINGTON	55.70
ACH	3/7/19	CENTERPOINT ENERGY	90.00
ACH	3/7/19	WEX BANK	986.90
3499	3/7/19	COASTAL WELDING SUPPLY, INC.	49.00
ACH	3/7/19	CITIBUSINESS CARD	5,470.74
3500	3/7/19	ORANGFIELD WATER SUPPLY CORP.	40.20
3501	3/7/19	CASCO INDUSTRIES INC	52.00
3502	3/7/19	RAMONA HANKS	500.00
3503	3/7/19	CASCO INDUSTRIES INC	1,440.00
3504	3/7/19	CC CREATIONS	18.00
3505	3/7/19	ALLIED BREATHING AIR	588.00
3506	3/7/19	BRIDGE CITY MASONIC LODGE #134	65,000.00
3507	3/13/19	CITY OF BRIDGE CITY	103.80
3508	3/13/19	COUNTY CLERK	8.00
3509	3/21/19	CHANCE M. CHATAGNIER	1,518.45
3510	3/21/19	DANIEL J. DIAZ	1,635.32
3511	3/21/19	ROBERT A. MANN	992.68
3512	3/21/19	ALISSA R. ARMSTRONG	1,616.95
3513	3/21/19	KAITLIN PELAEZ	102.84
3514	3/21/19	RICHARD C. BODIN JR	1,813.69
3515	3/21/19	BECKY M. BUFFINGTON	1,001.34
3516	3/21/19	KAITLIN PELAEZ	376.67
ACH	3/21/19	EFTPS - ONLINE	3,286.23
3517	3/21/19	CIMRON CAMPBELL	417.00
3518	3/21/19	WALMART COMMUNITY	274.22
3519	3/21/19	O'REILLY AUTO PARTS	11.05
3520	3/21/19	VICTOR O. SCHINNERER & CO., INC.	1,000.00
3521	3/21/19	KERI MICHUTKA, CPA	8,000.00
ACH	3/21/19	ENTERGY	166.18
ACH	3/21/19	ENTERGY	33.34
ACH	3/21/19	ENTERGY	405.00
3522	3/21/19	TEXAS A & M ENGINEERING EXT. SVC.	3,550.00
3523	3/21/19	CANON SOLUTIONS AMERICA	42.52
3524	3/21/19	ORANGE CO. APPRAISAL DIST.	4,825.00
3525	3/21/19	ORANGE OILFIELD SUPPLY	88.42
ACH	3/28/19	FIRE FIGHTERS' PENSION COMM.	8,264.16
ACH	3/28/19	HEALTH CARE SERVICE CORP	1,780.56
3526	3/29/19	ROBERT MANN	350.00
3527	3/29/19	JAMES FISETTE	350.00
Total Expenses:			-134914.19
Balance as of 03/31/19			\$1578.70

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
APRIL 17, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on April 17, 2019. Commissioner Franklin was absent.

The following guests were in attendance: various members of the operations section; Brennan Dobbs; Chance Chatagnier, District Manager; and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the March 20, 2019, regular session were presented. Motion made by Commissioner Browning, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for March 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS
 - A. Discussion and Possible Action Regarding Adoption of Residence Homestead Exemptions for Tax Year 2018 (HS, OA, Disabled) - After discussion, motion made by Commissioner Childers, seconded by Commissioner Browning, to keep the same exemptions as last year - \$15,000 each fo OA and disabled and \$0 for homestead.

All voted AYE. Motion carried.

- B. Discussion and Possible Action Regarding Adoption of Resolution Authorization Participation in Various Investment Pools – Ms. Buffington explained that, previously, the Board had adopted an investment policy authorizing participating in investment pools. She would like the Board to specifically authorize participation in TexPool and TexasClass, both of which require their own resolutions to be signed. After discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to adoption a resolution authorizing participation by the District in TexPool and TexasClass.

All voted AYE. Motion carried.

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C. Discussion and Possible Action Regarding Purchase of Computer Aided Dispatch (CAD) System – Ms. Chatagnier addressed the Board and stated that after contacting various vendors, she had decided to go with Southern Software, an HGAC participant. She made the decision based upon the degree of helpfulness from the rep, the in-house help desk and design, on-site training offered and various other items. The price would be approximately \$34,946.00 with annual support of \$5,000/year. Mr. Dobbs interjected and stated that he had been in discussions with their IT department and the hardware upgrades needed would be approximately \$10,000.00. The software would allow dispatch to eliminate virtually all the paper currently being duplicated 3-5 times per call. After discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to authorize the purchase and grant Ms. Chatagnier authority to sign all document necessary to effect same.

All voted AYE. Motion carried.

5. COMMUNICATIONS - Ms. Buffington informed the Board she had been informed by OCAD of a gas compressor lawsuit in the state that might impact refunds of ad valorem tax income. However, nothing else had been received detailing the possible monetary impact.

Mr. Dobbs stated the Brush 5 was in service; the rewire of R3 light tower was in progress; E6 is having an intermittent primer issues; E1 bleeding air on the brakes. Discussion then turned to the problems with Marine 1 and 2 (mechanical problems ongoing) and the impracticality of both units. Mr. Dobbs was instructed to ascertain whether the units could be sold if salvaged and to return back with information.

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:34 p.m.

Prepared by:


Becky M. Buffington
District Administrator

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CASH FLOW REPORT
Mar 31 - Apr 30, 2019

Petty Cash

Balance as of 3/31/18			\$855.72
Income:	reimbursement - hay purchase		+60.00
Expenses:	S. Schubarth - per diem for convention	110.43	
	S. Schubarth - convention registration	21.00	
	Breakfast after firm	9.00	-160.93
Balance as of 4/30/19			\$754.79

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance \$20.00

Wellspring CU Money Management (interest rate 0.25%)

Balance as of 3/31/18			\$15018.70
Income:	interest		+3.09
Expenses:	N/A		
Balance as of 4/30/19			\$15021.79

Wellspring CU Checking (non-interest bearing)

Balance as of 3/31/18			\$966.05
Income:	N/A		
Expenses:	Ck. 5096 TX DSHS (FRO renewal)		-70.00
Balance as of 4/30/19			\$896.05

1st Financial Station Fund (interest rate 2.0942%)

Balance as of 3/31/18			\$5160.95
Income:	interest	86.34	
	xfer from 1 st Fin. Prim Holding	50,000.00	
Total Income:			+50086.34
Expenses:	N/A		
Balance as of 4/30/19			\$55247.29

1st Financial Fire Prevention (interest rate 2.0942%)

Balance as of 3/31/18			\$5160.95
Income:	interest	86.34	
	xfer from 1 st Fin. Prim Holding	50,000.00	
Total Income:			+50086.34
Expenses:	N/A		
Balance as of 4/30/19			\$55247.29

1st Financial Special Projects (interest rate 2.0942%)

Balance as of 3/31/18			\$5160.95
Income:	interest	86.34	
	xfer from 1 st Fin. Prim Holding	50,000.00	
Total Income:			+50086.34
Expenses:	N/A		
Balance as of 4/30/19			\$55247.29

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 3/31/18..... \$920487.10

Income:

Date	Line Description	Amount
4/1/19	TAX A/C	5275.67
4/8/19	TAX A/C	5596.63
4/15/19	TAX A/C	3628.21
4/29/19	TAX A/C	2767.79
4/30/19	1 ST FINANCIAL BANK (interest)	405.14

Total Income:..... +21102.86

Expenses: xfers to other 1st Financial Accounts..... -210792.99

Balance as of 4/30/19..... \$730796.97

1st Financial Reserve (interest rate 0.65%)

Balance as of 3/31/18..... \$654157.94

Income: transfers from Prim. Hold. acct; interest +2143.04

Expenses: N/A

Balance as of 4/30/19..... \$656300.98

1st Financial General Operating (interest rate 0.65%)

Balance as of 3/31/18..... \$1578.70

Income: transfers from Prim Hold. acct; interest; +59007.57

Expenses:

Check #	Date	Payee	Amount
3528	4/4/19	CHANCE M. CHATAGNIER	1,666.24
3529	4/4/19	DANIEL J. DIAZ	1,192.38
3530	4/4/19	KAITLIN PELAEZ	489.25
3531	4/4/19	ROBERT A. MANN	992.68
3532	4/4/19	ALISSA R. ARMSTRONG	1,102.22
3533	4/4/19	BERTHA L. GARZA	88.66
3534	4/4/19	RICHARD C. BODIN JR	1,813.69
3535	4/4/19	BECKY M. BUFFINGTON	1,018.77
3536	4/4/19	BOBBY PAYNE	524.14
3537	4/4/19	BECKY BUFFINGTON	55.70
3538	4/4/19	KAREN FISHER, TAX A/C	30.00
3539	4/4/19	AUTO LUBE	28.00
3540	4/4/19	TEXAS SOUTHERN PLUMBING, LLC	490.00
3541	4/4/19	BD INDUSTRIES	3,795.00
ACH	4/4/19	CENTERPOINT ENERGY	72.30
3542	4/4/19	MOWERS TRACTORS INC	243.63
3543	4/4/19	PHYSIO-CONTROL, INC.	1,584.00
3544	4/4/19	ORANGFIELD WATER SUPPLY CORP.	40.20
3545	4/4/19	TEXAS MUNICIPAL LEAGUE	11,209.75
3546	4/4/19	SECURITY PEST MANAGEMENT	175.65
ACH	4/4/19	EFTPS - ONLINE	2,938.34
3547	4/11/19	COUNTY CLERK	58.00
3548	4/11/19	CITY OF BRIDGE CITY	103.80
3549	4/11/19	DR DRIVESHAFT	432.75
ACH	4/11/19	TCDRS	4,376.55
3550	4/18/19	CHANCE M. CHATAGNIER	1,301.07
3551	4/18/19	DANIEL J. DIAZ	1,650.36
3552	4/18/19	KAITLIN PELAEZ	605.22
3553	4/18/19	ROBERT A. MANN	1,135.06
3554	4/18/19	ALISSA R. ARMSTRONG	1,639.12
3555	4/18/19	RICHARD C. BODIN JR	1,813.69
3556	4/18/19	BECKY M. BUFFINGTON	1,001.34

ACH	4/18/19	EFTPS - ONLINE	3,150.94
3557	4/18/19	CIMRON CAMPBELL	417.00
3558	4/18/19	O'REILLY AUTO PARTS	616.68
3559	4/18/19	WALMART COMMUNITY	197.48
3560	4/18/19	CASCO INDUSTRIES INC	2,656.00
3561	4/18/19	CANON SOLUTIONS AMERICA	70.38
3562	4/18/19	WITMER ASSOCIATES, INC.	3,156.24
3563	4/18/19	COASTAL WELDING SUPPLY, INC.	54.25
ACH	4/18/19	WEX BANK	1,165.80
3564	4/18/19	CITIBANK	119.00
3565	4/18/19	BOSCO INDUSTRIES	1,370.00
3566	4/18/19	ORANGE OILFIELD SUPPLY	26.22
3567	4/25/19	KAREN FISHER, TAX A/C	7.50
ACH	4/26/19	HEALTH CARE SERVICE CORP	1,780.56
ACH	4/26/19	ENERGY	219.06
ACH	4/26/19	ENERGY	412.81
ACH	4/26/19	ENERGY	32.55

Total Expenses:	-59120.03
Balance as of 4/30/19	\$1466.24

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MAY 29, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on May 29, 2019. All Commissioners were present.

The following guests were in attendance: Chief Bodin; Becky M. Buffington, District Administrator; Mitchell Fontenote, CPA - Auditor.

2. APPROVAL OF MINUTES – The minutes from the April 17, 2019, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for April 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Daigle, seconded by Commissioner Franklin, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Presentation of 2019 Audit by Auditor, Mitch Fontenote, CPA; Discussion and Possible Action Regarding Adoption of Audit – Mitch Fontenote, CPA presented the Audit. Mr. Fontenote stated there were no concerns and it was a “clean” audit and that fund balances were positive. After review and discussion, motion made by Commissioner Franklin, seconded by Commissioner Daigle, to approve and accept the audit.

All voted AYE. Motion carried.


B. Discussion and Possible Action Regarding Change in Status and Pay Rate for Dispatcher Pelaez – Ms. Buffington explained that dispatcher Pelaez would be completing her 90 day probationary period on 6/8/19 and that Ms. Chatagnier reports she had done an excellent job and deserved to be changed from probationary status to “regular, full-time” and also deserved a pay bump from her

current rate of pay, which is minimum wage (\$7.25/hr). After discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to change Ms. Pelaez' status to regular, full-time, and approve a change in pay rate to \$10/hr. effective the first pay period after 6/8/19.

All voted AYE. Motion carried.

5. COMMUNICATIONS - Chief Bodin stated the FRO had been renewed but he was still working on the contract with Acadian. Ladder 8 was supposedly done and he and Commissioner Franklin would be traveling to Wisconsin to view it. If approved, it would travel to the local shop for some final tweaks before returning to service. Station 3 land purchase complete. He will form a committee to study needs/wants for new station design. Looking at possibly building a new skid unit or purchasing a new brush truck. Boats - Marine 1 costing too much in repairs, not enough use - needs to be salvaged. Hurricane preparedness - need to look into possible contracts for catering. Problem with double toned calls lately.
6. ADJOURNMENT - There being no further business, the meeting was adjourned at 7:45 p.m.

Prepared by:


Becky M. Buffington
District Administrator

000008

CASH FLOW REPORT
Apr 30 - May 31, 2019

Petty Cash

Balance as of 4/30/19	\$754.79
Income: N/A	
Expenses: N/A	
Balance as of 5/31/19	\$754.79

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
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Wellspring CU Money Management (interest rate 0.25%)

Balance as of 4/30/19	\$15021.79
Income: interest	+3.19
Expenses: N/A	
Balance as of 5/31/19	\$15024.98

Wellspring CU Checking (non-interest bearing)

Balance as of 4/30/19	\$896.05
Income: N/A	
Expenses: N/A	
Balance as of 5/31/19	\$896.05

1st Financial Station Fund (interest rate 2.072%)

Balance as of 4/30/19	\$55247.29
Income: N/A (interest paid 6/2)	
Expenses: N/A	
Balance as of 5/31/19	\$55247.29

1st Financial Fire Prevention (interest rate 2.072%)

Balance as of 4/30/19	\$55247.29
Income: N/A (interest paid 6/2)	
Expenses: N/A	
Balance as of 5/31/19	\$55247.29

1st Financial Special Projects (interest rate 2.072%)

Balance as of 4/30/19	\$55247.29
Income: N/A (interest paid 6/2)	
Expenses: N/A	
Balance as of 5/31/19	\$55247.29

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 4/30/19 \$730796.97

Income: interest paid 6/2

Date	Line Description	Amount
5/8/19	TAX A/C	4213.01
5/14/19	TAX A/C	663.25
5/20/19	TAX A/C	1301.26
5/28/19	TAX A/C	2163.20

Total Income: +8340.72

Expenses: xfers to other 1st Financial Accounts -91110.86

Balance as of 5/31/19 \$648026.83

1st Financial Reserve (interest rate 0.65%)

Balance as of 4/30/19 \$656300.98

Income: transfers from Prim. Hold. acct (interest deposited 6/2) +1110.86

Expenses: N/A

Balance as of 5/31/19 \$657411.84

1st Financial General Operating (interest rate 0.65%)

Balance as of 4/30/19 \$1466.24

Income: transfers from Prim Hold. acct (interest deposited 6/2) +90000.00

Expenses:

Check #	Date	Payee	Amount
3568	5/2/19	CHANCE M. CHATAGNIER	1,728.03
3569	5/2/19	DANIEL J. DIAZ	1,642.89
3570	5/2/19	KAITLIN PELAEZ	615.61
3571	5/2/19	ROBERT A. MANN	1,154.72
3572	5/2/19	ALISSA R. ARMSTRONG	1,116.03
3573	5/2/19	BERTHA L. GARZA	88.66
3574	5/2/19	RICHARD C. BODIN JR	1,813.69
3575	5/2/19	BECKY M. BUFFINGTON	1,027.49
ACH	5/2/19	CITIBUSINESS CARD	9,816.83
3576	5/2/19	BECKY BUFFINGTON	89.67
3577	5/2/19	BRIDGE CITY VOL. FIRE & RESCUE	2,371.07
3578	5/2/19	SOUTHERN SOFTWARE, INC.	10,483.80
3579	5/2/19	BOSCO INDUSTRIES	265.00
ACH	5/2/19	CENTERPOINT ENERGY	45.27
3580	5/2/19	QUILL CORP	201.10
3581	5/2/19	WITMER ASSOCIATES, INC.	462.31
ACH	5/6/19	EFTPS - ONLINE	3,173.00
3582	5/6/19	KAREN FISHER, TAX A/C	7.50
3583	5/9/19	ORANGEFIELD WATER SUPPLY CORP.	40.20
3584	5/9/19	ORANGE ELECTRIC LLC	155.00
ACH	5/14/19	TCDRS	4,146.15
3286V	5/14/19	JOEL G. GILBERT	-36.01
3303V	5/14/19	JOEL G. GILBERT	-48.03
3455V	5/14/19	JOEL G. GILBERT	-36.01
3474V	5/14/19	JOEL G. GILBERT	-36.01
3585	5/14/19	JOEL G. GILBERT	36.01
3586	5/14/19	JOEL G. GILBERT	48.03
3587	5/14/19	JOEL G. GILBERT	36.01
3588	5/14/19	JOEL G. GILBERT	36.01
3589	5/15/19	CHANCE M. CHATAGNIER	2,052.81
3590	5/15/19	DANIEL J. DIAZ	1,827.17
3591	5/15/19	KAITLIN PELAEZ	682.41

3592	5/15/19	ROBERT A. MANN	1,135.06
3593	5/15/19	ALISSA R. ARMSTRONG	1,108.23
3594	5/15/19	BERTHA L. GARZA	177.32
3595	5/15/19	RICHARD C. BODIN JR	1,813.69
3596	5/15/19	BECKY M. BUFFINGTON	1,001.34
ACH	5/15/19	EFTPS - ONLINE	3,472.94
3597	5/15/19	CITY OF BRIDGE CITY	110.20
3598	5/15/19	O'REILLY AUTO PARTS	96.01
3599	5/15/19	WALMART COMMUNITY	110.14
3600	5/15/19	VICTOR O. SCHINNERER & CO., INC.	154.00
3601	5/15/19	CANON SOLUTIONS AMERICA	72.86
3602	5/15/19	BD INDUSTRIES	3,846.36
3603	5/15/19	COASTAL WELDING SUPPLY, INC.	52.50
3604	5/15/19	CASCO INDUSTRIES INC	1,210.00
3605	5/15/19	CIMRON CAMPBELL	417.00
ACH	5/15/19	INTERSTATE BILLING SERVICE INC	1,821.55
ACH	5/15/19	WEX BANK	1,360.79
ACH	5/15/19	ENTERGY	230.96
3606	5/20/19	COUNTY CLERK	8.00
3607	5/29/19	MITCHELL T. FONTENOTE, CPA	7,500.00
3608	5/30/19	CHANCE M. CHATAGNIER	2,151.44
3609	5/30/19	DANIEL J. DIAZ	1,889.80
3610	5/30/19	KAITLIN PELAEZ	626.20
3611	5/30/19	ROBERT A. MANN	1,135.06
3612	5/30/19	ALISSA R. ARMSTRONG	1,107.12
3613	5/30/19	BERTHA L. GARZA	110.82
3614	5/30/19	RICHARD C. BODIN JR	1,813.69
3615	5/30/19	BECKY M. BUFFINGTON	1,001.34
ACH	5/30/19	EFTPS - ONLINE	3,530.34
ACH	5/30/19	HEALTH CARE SERVICE CORP	1,780.56
3616	5/30/19	KAREN FISHER, TAX A/C	7.50
ACH	5/30/19	ENTERGY	406.63
ACH	5/30/19	ENTERGY	33.54
ACH	5/30/19	CENTERPOINT ENERGY	43.16
3617	5/30/19	WITMER ASSOCIATES, INC.	3,322.20
Total Expenses:			-89664.76
Balance as of 5/31/19			\$1801.48

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JUNE 19, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by Vice President, Jimmie Franklin, at 7:00 p.m. on June 19, 2019. Commissioner LeBlanc was absent.

The following guests were in attendance: Chief Bodin; Becky M. Buffington, District Administrator; and Brennan Dobbs.

2. APPROVAL OF MINUTES – The minutes from the May 29, 2019, regular session were presented. Motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for May 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Childers, seconded by Commissioner Browning, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Change in Status of Marine 1 to Salvage and Granting Approval (retroactive) to Sell Same – Brennan Dobbs addressed the Board. Previously, the Board discussed salvaging Marine 1 due to ongoing problems and lack of use/ability to utilize in our waterways. After that meeting, Mr. Dobbs sent out feelers and was surprised when he received 2 inquiries and offers to purchase. The higher offer was from Apollo Environmental, who offered \$45,000.00, but needed the boat immediately. After discussing the matter with Chief Bodin and President LeBlanc, there was an emergency decision made to sell the boat to Apollo Environmental as salvage. Therefore, the Board now needs to retroactively change the status of Marine 1 to salvage, approve the sale, and grant District Administrator Buffington authority to sign all documents necessary to effect the sale. Mr. Dobbs assured the Board all fire radios, id marks, equipment, etc. was removed prior to Marine 1 leaving the station. After discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to change the status of Marine 1 to salvage, approve the sale, and grant District Administrator Buffington authority to sign all documents necessary to effect the sale.

All voted AYE. Motion carried.

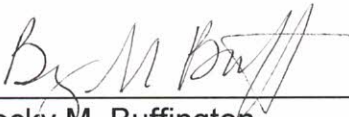
000009

5. COMMUNICATIONS - Mr. Dobbs stated that he may have a party interested in purchasing Marine 2, but there are some issues with title to the boat and motor. He is working to clear those up.

Chief Bodin stated that Ladder 8 had some minor issues while in Wisconsin, but the engineering problem with the ladder had, hopefully, been resolved. It should be back here next week after going to the local shop for PM. Pierce will be extending the warranty due to all the problems..

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:15 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT
May 31 - June 30, 2019

Petty Cash

Balance as of 5/31/19	\$754.79
Income: t-shirt deposits	+243.70
Expenses: xfer to WellSpring checking (rolled coins)	-3.50
Balance as of 6/30/19	\$994.99

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
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Wellspring CU Money Management (interest rate 0.25%)

Balance as of 5/31/19	\$15024.98
Income: interest	+3.09
Expenses: N/A	
Balance as of 6/30/19	\$15028.07

Wellspring CU Checking (non-interest bearing)

Balance as of 5/31/19	\$896.05
Income: coins	3.50
t-shirt purchases; report fee	398.70
Total Income:	+402.20
Expenses: N/A	
Balance as of 6/30/19	\$1298.25

1st Financial Station Fund (interest rate 2.0396%)

Balance as of 5/31/19	\$55247.29
Income: interest (May & June)	+190.11
Expenses: N/A	
Balance as of 6/30/19	\$55437.40

1st Financial Fire Prevention (interest rate 2.0396%)

Balance as of 5/31/19	\$55247.29
Income: interest (May & June)	+190.11
Expenses: N/A	
Balance as of 6/30/19	\$55437.40

1st Financial Special Projects (interest rate 2.0396%)

Balance as of 5/31/19	\$55247.29
Income: interest (May & June)	+190.11
Expenses: N/A	
Balance as of 6/30/19	\$55437.40

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 5/31/19 \$648026.83
 Income: interest paid 6/2

Date	Line Description	Amount
6/2/19	1 st FINANCIAL (May interest)	400.41
6/3/19	TAX A/C	4118.60
6/3/19	APOLLO ENVIRONMENTAL STRATEGIES (MARINE 1 SALE)	45000.00
6/10/19	TAX A/C	3415.39
6/18/19	TAX A/C	4321.21
6/24/19	TAX A/C	1930.83
6/30/19	1 ST FINANCIAL (June interest)	331.40

Total Income: +59517.84
 Expenses: xfers to other 1st Financial Accounts -80378.30
 Balance as of 6/30/19 \$627166.07

1st Financial Reserve (interest rate 0.65%)

Balance as of 5/31/19 \$657411.84
 Income: transfers from Prim. Hold. acct & interest for May and June +2092.92
 Expenses: N/A
 Balance as of 6/30/19 \$659504.76

1st Financial General Operating (interest rate 0.65%)

Balance as of 5/31/19 \$1801.48
 Income: transfers from Prim Hold. acct, interest for May and June +79037.00
 Expenses:

Check #	Date	Payee	Amount
ACH	6/13/19	TCDRS	6,716.71
3618	6/13/19	CHANCE M. CHATAGNIER	1,972.34
3619	6/13/19	DANIEL J. DIAZ	1,791.81
3620	6/13/19	KAITLIN PELAEZ	691.97
3621	6/13/19	ROBERT A. MANN	1,135.06
3622	6/13/19	ALISSA R. ARMSTRONG	1,107.12
3623	6/13/19	BERTHA L. GARZA	132.98
3624	6/13/19	RICHARD C. BODIN JR	1,813.69
3625	6/13/19	BECKY M. BUFFINGTON	1,027.49
ACH	6/13/19	EFTPS - ONLINE	3,414.10
3626	6/13/19	BECKY BUFFINGTON	71.11
3627	6/13/19	BEARCOM (formerly Kay's)	405.00
3628	6/13/19	BATTERY WAREHOUSE ORANGE	101.43
3629	6/13/19	ORANGEFIELD WATER SUPPLY CORP.	56.03
3630	6/13/19	O'REILLY AUTO PARTS	259.77
3631	6/13/19	CANON SOLUTIONS AMERICA	29.16
3632	6/13/19	WALMART COMMUNITY	200.71
3633	6/13/19	CASCO INDUSTRIES INC	1,880.00
3634	6/13/19	CITY OF BRIDGE CITY	78.20
3635	6/13/19	BOBBY PAYNE	540.00
3636	6/13/19	BD INDUSTRIES	1,564.28
3637	6/13/19	WITMER ASSOCIATES, INC.	2,250.21
3638	6/13/19	ALLIED BREATHING AIR	377.78
3639	6/13/19	CC CREATIONS	1,008.19
ACH	6/13/19	CITIBUSINESS CARD	9,113.97
3640	6/13/19	AUTO LUBE	14.00
3641	6/13/19	COASTAL WELDING SUPPLY, INC.	54.25
3642	6/13/19	EMERGENCY REPORTING	2,796.00

ACH	6/13/19	WEX BANK	1,543.62
ACH	6/13/19	ENTERGY	262.52
3628V	6/13/19	BATTERY WAREHOUSE ORANGE	-101.43
3643	6/13/19	FIREHOUSE INNOVATIONS, CORP.	7,175.00
3644	6/14/19	COUNTY CLERK	8.00
3645	6/27/19	CHANCE M. CHATAGNIER	2,635.04
3646	6/27/19	DANIEL J. DIAZ	1,595.51
3647	6/27/19	KAITLIN PELAEZ	821.05
3648	6/27/19	ROBERT A. MANN	1,135.06
3649	6/27/19	ALISSA R. ARMSTRONG	1,107.12
3650	6/27/19	RICHARD C. BODIN JR	1,813.69
3651	6/27/19	BECKY M. BUFFINGTON	1,018.77
ACH	6/27/19	EFTPS - ONLINE	3,695.80
3652	6/27/19	CIMRON CAMPBELL	417.00
3653	6/27/19	CITIBANK	96.96
3654	6/27/19	BOBBY PAYNE	265.00
3655	6/27/19	BD INDUSTRIES	6,665.26
3656	6/27/19	MOWERS TRACTORS INC	32.99
ACH	6/27/19	HEALTH CARE SERVICE CORP	1,780.56
ACH	6/27/19	ENTERGY	30.83
ACH	6/27/19	ENTERGY	542.54
ACH	6/27/19	INTERSTATE BILLING SERVICE INC	7.00
3657	6/27/19	BOUNDTREE MEDICAL LLC	836.74
3658	6/27/19	U-RENTALL INC	30.00
3659	6/27/19	STATE COMPTROLLER	100.00
3660	6/27/19	ORANGE CO. APPRAISAL DIST.	4,825.00
3661	6/27/19	WITMER ASSOCIATES, INC.	535.91
3662	6/27/19	ORANGE OILFIELD SUPPLY	24.55
3663	6/27/19	CLARK CHEMICALS, INC.	86.05
Total Expenses:			-79589.50
Balance as of 6/30/19			\$1248.98

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JULY 17, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by Secretary, Matthew Browning, at 7:00 p.m. on July 17, 2019. Commissioners LeBlanc and Franklin were absent.

The following guests were in attendance: Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the June 19, 2019, regular session were presented. Motion made by Commissioner Daigle, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

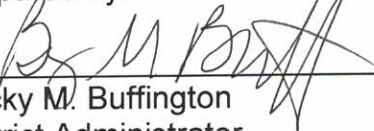
3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for June 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Daigle, seconded by Commissioner Childers, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS - None.
5. COMMUNICATIONS - None

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:05 p.m.

Prepared by:



Becky M. Buffington
District Administrator

000011

CASH FLOW REPORT
June 30 - July 31, 2019

Petty Cash

Balance as of 6/30/19 \$997.99
 Income: t-shirt deposits +243.70
 Expenses: xfer to WellSpring checking (rolled coins) -3.50
 Balance as of 7/31/19 \$994.99

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance \$20.00

Wellspring CU Money Management (interest rate 0.25%)

Balance as of 6/30/19 \$15028.07
 Income: interest +3.02
 Expenses: N/A
 Balance as of 7/31/19 \$13531.09

Wellspring CU Checking (non-interest bearing)

Balance as of 6/30/19 \$1298.25
 Income: xfer from Wellspring M/M 1500.00
 Rebate; report fee 225.00
 Total Income: +1725.00
 Expenses: (A&M Per diem)

Check #	Date	Payee	Amount
5097	7/11/19	DANIEL DIAZ	207.54
5098	7/16/19	JOSH TAYLOR	460.40
5099	7/16/19	ALEXIS WALL	460.40
5100	7/16/19	KELTON HUTSELL	460.40
5101	7/16/19	KAITLIN PELAEZ	460.40
5102	7/16/19	DANIEL EAVES	460.40

Total Expenses: -2509.54
 Balance as of 7/31/19 \$513.71

1st Financial Station Fund (interest rate 1.9106%)

Balance as of 6/30/19 \$55437.40
 Income: interest +89.96
 Expenses: N/A
 Balance as of 7/31/19 \$55527.36

1st Financial Fire Prevention (interest rate 1.9106%)

Balance as of 6/30/19 \$55437.40
 Income: interest +89.96
 Expenses: N/A
 Balance as of 7/31/19 \$55527.36

1st Financial Special Projects (interest rate 1.9106%)

Balance as of 6/30/19..... \$55437.40
 Income: interest +89.96
 Expenses: N/A
 Balance as of 7/31/19..... \$55527.36

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 6/30/19..... \$627166.07
 Income:

Date	Line Description	Amount
7/1/19	TAX A/C	2170.61
7/11/19	TAX A/C	2115.51
7/15/19	TAX A/C	1160.02
7/16/19	JCESD3 (DISPATCH CONTRACT)	15000.00
7/22/19	TAX A/C	2109.22
7/29/19	TAX A/C	895.02
7/31/19	1 ST FINANCIAL	339.63

Total Income:..... +23780.01
 Expenses: xfers to other 1st Financial Accounts..... -92655.53
 Balance as of 7/31/19..... \$558290.55

1st Financial Reserve (interest rate 0.65%)

Balance as of 6/30/19..... \$659504.76
 Income: transfers from Prim. Hold. acct & interest +1019.80
 Expenses: N/A
 Balance as of 7/31/19..... \$660524.56

1st Financial General Operating (interest rate 0.65%)

Balance as of 6/30/19..... \$1248.98
 Income: transfers from Prim Hold. acct, interest +92010.18
 Expenses:

Check #	Date	Payee	Amount
ACH	7/11/19	TCDRS	4,662.81
3664	7/11/19	CHANCE M. CHATAGNIER	1,455.16
3665	7/11/19	DANIEL J. DIAZ	1,313.84
3666	7/11/19	KAITLIN PELAEZ	815.86
3667	7/11/19	ROBERT A. MANN	1,135.06
3668	7/11/19	ALISSA R. ARMSTRONG	1,387.00
3669	7/11/19	JOEL G. GILBERT	48.03
3670	7/11/19	BERTHA L. GARZA	33.25
3671	7/11/19	RICHARD C. BODIN JR	1,813.69
3672	7/11/19	BECKY M. BUFFINGTON	1,001.34
ACH	7/11/19	EFTPS - ONLINE	3,009.01
3673	7/11/19	CITIBANK	498.01
3674	7/11/19	BECKY BUFFINGTON	60.61
3675	7/11/19	ORANGEFIELD WATER SUPPLY CORP.	45.48
3676	7/11/19	CITY OF BRIDGE CITY	263.80
3677	7/11/19	TEXAS MUNICIPAL LEAGUE	15,492.75
3678	7/11/19	CANON SOLUTIONS AMERICA	51.91
3679	7/11/19	BD INDUSTRIES	4,069.93
ACH	7/11/19	WEX BANK	1,193.09

ACH	7/11/19	CENTERPOINT ENERGY	36.62
3680	7/11/19	CASCO INDUSTRIES INC	1,440.00
3681	7/11/19	24HR SAFETY	259.00
ACH	7/11/19	CITIBUSINESS CARD	6,992.82
3682	7/11/19	AUTO LUBE	14.00
3683	7/12/19	COUNTY CLERK	8.00
3684	7/12/19	KAREN FISHER, TAX A/C	15.00
3685	7/25/19	CHANCE M. CHATAGNIER	1,667.54
3686	7/25/19	DANIEL J. DIAZ	1,301.60
3687	7/25/19	KAITLIN PELAEZ	679.71
3688	7/25/19	ROBERT A. MANN	1,135.06
3689	7/25/19	ALISSA R. ARMSTRONG	1,282.21
3690	7/25/19	RICHARD C. BODIN JR	1,813.69
3691	7/25/19	BECKY M. BUFFINGTON	1,010.06
ACH	7/25/19	EFTPS - ONLINE	3,025.39
3692	7/25/19	DON'S ALTERNATOR	269.00
3693	7/25/19	BOSCO INDUSTRIES	260.00
ACH	7/25/19	ENTERGY	296.10
ACH	7/25/19	ENTERGY	28.17
ACH	7/25/19	ENTERGY	590.83
3694	7/25/19	SOUTHERN SOFTWARE, INC.	24,462.20
3695	7/25/19	WALMART COMMUNITY	135.75
3696	7/25/19	SECURITY PEST MANAGEMENT	116.00
3697	7/25/19	O'REILLY AUTO PARTS	354.38
3698	7/25/19	SPIDLE & SPIDLE, INC.	2,021.00
3699	7/25/19	VOICE PRODUCTS SERVICE LLC	2,609.00
3700	7/25/19	COASTAL WELDING SUPPLY, INC.	52.50
3701	7/25/19	CIMRON CAMPBELL	417.00
3702	7/25/19	TRENDZ!	135.00
ACH	7/26/19	HEALTH CARE SERVICE CORP	1,780.56

Total Expenses: -92558.82
Balance as of 7/31/19 \$700.34

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
AUGUST 14, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on August 14, 2019. Commissioner Daigle arrived late.

The following guests were in attendance: Chief Bodin and Asst. Chief Taylor; Brennan Dobbs; and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the July 17, 2019, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for July 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Review and Acceptance of 2019 Certified Value and Corresponding Reports from OCAD - Ms. Buffington presented the reports presented by OCAD and explained the values therein. After review, motion made by Commissioner Browning, seconded by Commissioner Childers to accept the reports as written.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Review and Acceptance of Certification of the 2019 Anticipated Collection Rate & 2018 Excess Debt Collections from County Tax A/C – Ms. Buffington presented the reports as prepared by the County Tax A/C, Karen Fisher. After review, motion made by Commissioner Browning, seconded by Commissioner Childers to accept the reports as written.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Review and Acceptance of 2019 Effective and Rollback Rates from County Tax A/C – Ms. Buffington presented the rates prepared by the County Tax A/C and explained that the effective rate as

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calculated was \$0.09354 and the rollback rate was \$0.12870, but reminded the Board that, by law, the District was capped at \$0.10 per \$100 of value. She also stated that using the certified values as prepared by OCAD, at the effective rate, the anticipated collections would be \$88,020.54 less than if the Board were to choose to set the tax rate at the maximum rate of \$0.10 per \$100 of value. After review, motion made by Commissioner Franklin, seconded by Commissioner Browning to accept the rates as calculated by the County Tax A/C

All voted AYE. Motion carried.

- D. Discussion and Possible Action Regarding 2020 Budget -
- i. review of proposed budget; and
 - ii. adoption of budget

Ms. Buffington presented two options, one budget based upon the effective tax rate of \$0.09354 per \$100 of value and one at the max rate of \$0.10 per \$100 of value. She reminded the Board that the budget must be adopted prior to the Board choosing to act upon a proposed tax rate. After review of both budgets, motion made by Commissioner Franklin, seconded by Commissioner Browning, to adopt the budget based upon the rate of \$0.10 per \$100 of value (copy attached).

All voted AYE. Motion carried.

- E. Discussion and Possible Action Regarding Tax Rate for 2019
- i. propose tax rate - if proposed rate exceeds the effective rate of \$0.09354 per \$100 of value, then
 - a. propose tax rate (up to maximum allowed rate by law of \$0.10 per \$100 of value);
 - b. set dates for 2 public hearings; and
 - c. set date for meeting to adopt tax rate

Based upon the adoption of the budget in Item D above, motion made by Commissioner Franklin, seconded by Commissioner Browning, to i) propose a tax rate of \$0.10 per \$100 of value; ii) schedule the two public hearings for 7:00 p.m. on August 28, 2019 and 7:00 p.m. September 4, 2019; iii) and set the date for the meeting to adopt the tax rate for 7:00 p.m. on September 11, 2019.

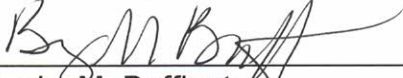
All voted AYE. Motion carried.

5. COMMUNICATIONS - Chief Bodin stated that the yearly preventative maintenance had begun on various apparatus; bunker gear was being sent out for repairs and some new sets were being ordered; the CAD system had been up and running for about a month now and the data was very helpful. Mr. Dobbs reports generator repairs were ongoing.

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6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:21 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT
July 31 - August 31, 2019

TexasClass Investment

Initial deposit transferred from 1 st Financial Reserve on 8/15/19	\$250000.00
Interest earned	+247.34
Balance as of 8/31/19	\$250247.34

TexPool Investment

Initial deposit transferred from 1 st Financial Reserve on 8/30/19	\$250000.00
Interest earned	+29.62
Balance as of 8/31/19	\$250029.62

Petty Cash

Balance as of 7/31/19	\$994.99
Income: ID ink	+94.75
Expenses:	N/A
Balance as of 8/31/19	\$1089.74

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
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Wellspring CU Money Management (interest rate 0.25%)

Balance as of 7/31/19	\$13531.09
Income: Texas A&M Forest Svc., report fees, interest	+9170.45
Expenses: N/A	
Balance as of 8/31/19	\$22701.54

Wellspring CU Checking (non-interest bearing)

Balance as of 7/31/19	\$513.71
Income:	N/A
Expenses:	N/A
Balance as of 8/31/19	\$513.71

1st Financial Station Fund (interest rate 1.8485%)

Balance as of 7/31/19	\$55527.36
Income: interest deposited 9/2	
Expenses: N/A	
Balance as of 8/31/19	\$55527.36

1st Financial Fire Prevention (interest rate 1.8485%)

Balance as of 7/31/19	\$55527.36
Income: interest deposited 9/2	
Expenses: N/A	
Balance as of 8/31/19	\$55527.36

1st Financial Special Projects (interest rate 1.8485%)

Balance as of 7/31/19 \$55527.36
 Income: interest deposited 9/2
 Expenses: N/A
 Balance as of 8/31/19 \$55527.36

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 7/31/19 \$558290.55
 Income:

Date	Line Description	Amount
8/5/19	TAX A/C	3647.54
8/5/19	TAX A/C	1260.62
8/12/19	TAX A/C	2056.62
8/19/19	TAX A/C	3250.26
8/26/19	TAX A/C	706.27

Total Income: +10921.31
 Expenses: xfers to other 1st Financial Accounts -73211.00
 Balance as of 8/31/19 \$496000.86

1st Financial Reserve (interest rate 0.65%)

Balance as of 7/31/19 \$660524.56
 Income: transfers from Prim. Hold. acct & interest +1211.00
 Expenses: transfer to Texas Class investment account 8/15/19 -250000.00
 transfer to TexPool investment account 8/29/19 -250000.00
 Balance as of 8/31/19 \$161735.56

1st Financial General Operating (interest rate 0.65%)

Balance as of 7/31/19 \$700.34
 Income: transfers from Prim Hold. acct, interest +72000.00
 Expenses:

Check #	Date	Payee	Amount
3703	8/7/19	KAREN FISHER, TAX A/C	7.50
3704	8/7/19	COUNTY CLERK	8.00
3705	8/8/19	CHANCE M. CHATAGNIER	1,876.48
3706	8/8/19	DANIEL J. DIAZ	1,829.44
3707	8/8/19	KAITLIN PELAEZ	1,097.05
3708	8/8/19	ROBERT A. MANN	1,135.06
3709	8/8/19	ALISSA R. ARMSTRONG	1,439.26
3710	8/8/19	RICHARD C. BODIN JR	1,813.69
3711	8/8/19	BECKY M. BUFFINGTON	1,001.34
ACH	8/8/19	EFTPS - ONLINE	3,621.95
3712	8/8/19	BECKY BUFFINGTON	80.97
3713	8/8/19	MOWERS TRACTORS INC	148.24
3714	8/8/19	CITY OF BRIDGE CITY	78.20
3715	8/8/19	ORANGEFIELD WATER SUPPLY CORP.	45.48
3716	8/8/19	CANON SOLUTIONS AMERICA	29.32
3717	8/8/19	TEXAS A & M ENGINEERING EXT. SVC.	3,225.00
3718	8/8/19	QUILL CORP	285.91
3719	8/8/19	BEARCOM	728.50
ACH	8/8/19	WEX BANK	1,402.94
ACH	8/8/19	CENTERPOINT ENERGY	41.73
3720	8/8/19	CASCO INDUSTRIES INC	2,488.00
3721	8/8/19	CMS IP TECHNOLOGIES	1,140.00

3722	8/8/19	WITMER ASSOCIATES, INC.	1,138.95
ACH	8/8/19	CITIBUSINESS CARD	4,277.08
3723	8/8/19	CITIBANK	83.95
3724	8/8/19	BD INDUSTRIES	9,541.61
3725	8/8/19	CE SOLUTIONS	1,488.00
ACH	8/8/19	TCDRS	4,147.39
3726	8/15/19	BATTERY WAREHOUSE	101.43
3727	8/22/19	CHANCE M. CHATAGNIER	1,349.29
3728	8/22/19	DANIEL J. DIAZ	1,428.42
3729	8/22/19	KAITLIN PELAEZ	636.32
3730	8/22/19	ROBERT A. MANN	1,135.06
3731	8/22/19	ALISSA R. ARMSTRONG	1,280.73
3732	8/22/19	RICHARD C. BODIN JR	1,813.69
3733	8/22/19	BECKY M. BUFFINGTON	1,018.77
ACH	8/22/19	EFTPS - ONLINE	2,888.10
ACH	8/22/19	HEALTH CARE SERVICE CORP	1,780.56
ACH	8/22/19	ENTERGY	321.85
ACH	8/22/19	ENTERGY	660.03
ACH	8/22/19	ENTERGY	33.98
3734	8/22/19	BIG RED AIR CONDITIONING INC	396.00
3735	8/22/19	WALMART COMMUNITY	41.89
3736	8/22/19	ORANGE OILFIELD SUPPLY	30.45
3737	8/22/19	EMERGENCY REPORTING	1,600.00
3738	8/22/19	O'REILLY AUTO PARTS	523.53
3739	8/22/19	COASTAL WELDING SUPPLY, INC.	59.15
3740	8/22/19	FARR WEST ENVIRONMENTAL SUPPLY	8,440.00
3741	8/22/19	WITMER ASSOCIATES, INC.	738.33
3742	8/22/19	CIMRON CAMPBELL	417.00
3743	8/22/19	COUNTY CLERK	16.00
Total Expenses:			-70911.62
Balance as of 8/31/19			\$1788.72

ORANGE CO EMERGENCY SERVICES DIST NO2
 Budget Name: 2020 Proposed @ \$0.10 per \$100 of Value

Account Description	Total
Fire Prevention Materials	5,000.00
Fire Station 3	97,794.00
Insurance	82,000.00
Utilities	21,000.00
Telephone	16,000.00
Office Equipment	8,000.00
Office Supplies	4,000.00
Postage	750.00
Station Expenses	13,000.00
Pension - Vol.	10,000.00
Pension - EE	40,000.00
Dues/Subscriptions	10,000.00
Tower Fee - 800 mhz	6,000.00
Conference Expenses	10,000.00
Rehab.	1,000.00
Wages	350,000.00
Bldg. Repair & Maint.	30,000.00
Fire Training Center - Expense	15,000.00
Equip. Repair & Maint.	30,000.00
Radio Repair & Maint.	5,000.00
Truck Repair & Maint.	50,000.00
Fuel Expenses	16,000.00
Payroll Tax Expense	30,000.00
Training - Tuition	20,000.00
Travel exp.	8,000.00
OCAD Fees	16,000.00
Tax A/C Collection Fees	2,500.00
Prof. Fees - Atty, CPA, Audit	21,000.00
Miscellaneous (All)	7,000.00
Small Equipment	25,000.00
Equipment Lease Payments	87,920.65
Capital Outlay	70,000.00
Loan Principal Payments	200,166.21
Interest Expense	50,315.57
Finance Charges	100.00
Scholarships	1,000.00
Total:	1,359,546.43

*Adopted
8-14-19*

Anticipated Income is \$1,362,547.09
 (does not include dispatch contracts of \$39,500.00)

Notes Due in 2020:

- Station 2 - \$55059.03 (Loan Principal/Interest)
- Tanker/Pumper - \$87920.65 (Equipment Lease)
- Gear/Radios - \$74988.20 (Loan Principal/Interest)
- Aerial - \$120434.55 (Loan Principal/Interest)

**MINUTES OF THE PUBLIC HEARING
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
AUGUST 28, 2019**

1. CALL TO ORDER – The public hearing was called to order by President, Carroll LeBlanc, at 7 p.m. on August 28, 2019. All Commissioners were present.

The following guests appeared: None.

2. OPEN FLOOR TO ANYONE WISHING TO ADDRESS THE BOARD REGARDING THE PROPOSED 2019 TAX RATE – Because no guests appeared, the floor was not opened.

President LeBlanc announced that the second public hearing would be held on September 4, 2017, at 7 p.m. at Fire Station 2 (9540 FM 105, Orange, TX - next to K-Dan's) and that the meeting to vote on the proposed rate would be held September 11, 2019, at 7 p.m. at Fire Station 2.

3. ADJOURNMENT – The public hearing was adjourned at 7:15 p.m.

Prepared by:



Becky M. Buffington
District Administrator

**MINUTES OF THE PUBLIC HEARING
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
SEPTEMBER 5, 2019**

1. CALL TO ORDER – The public hearing was called to order by Vice President, Jimmie Franklin, at 7 p.m. on September 4, 2019. Commissioner LeBlanc was absent.

The following guests appeared: None.

2. OPEN FLOOR TO ANYONE WISHING TO ADDRESS THE BOARD REGARDING THE PROPOSED 2019 TAX RATE – Because no guests appeared, the floor was not opened.

Vice President Franklin then announced that the meeting to vote on the proposed rate would be held September 11, 2019, at 7 p.m. at Fire Station 2 (9540 FM 105, Orange, TX - next to K-Dan's).

3. ADJOURNMENT – The public hearing was adjourned at 7:15 p.m.

Prepared by:



Becky M. Buffington
District Administrator

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**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
SEPTEMBER 11, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on September 11, 2019. All Commissioners were present.

The following guests were in attendance: Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the August 14, 2019, regular session, and the August 29 and September 4, 2019, public hearings were presented. Motion made by Commissioner Daigle, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for August 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Browning, seconded by Commissioner Childers, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Adoption of TCDRS Contribution Rate for 2020 - Ms. Buffington stated that the budget was created based upon the contribution rate staying the same as in previous years (employee contribution rate of 7%; employer matching at 200% for a contribution rate by the District of 10.76%). After discussion, motion made by Commissioner Childers, seconded by Commissioner Daigle, to adopt a TCDRS Contribution rate for 2020 whereby employee contribution would be 7% with district contribution rate of 10.76% (match 200%).

All voted AYE. Motion carried.

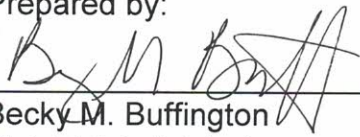
B. Discussion and Possible Action Regarding Adoption of Tax Rate for 2019 (proposed rate of \$0.10/\$100 of value) – Ms. Buffington reminded the Board that the budget adopted last month was prepared based upon a tax rate of \$0.10 per \$100 of value. After discussion and as a result of the previous meeting and two public hearings held 08/29/19 and 09/04/19, motion made by Commissioner Franklin, seconded by Commissioner Browning, that the property tax

rate be increased by the adoption of a tax rate of 10¢ per \$100 value, which is effectively a 6.906% increase in the tax rate.

All voted AYE. Motion carried.

5. COMMUNICATIONS - President LeBlanc stated that status was good on apparatus and that Brennan Dobbs had reported all good.
6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:11 p.m.

Prepared by:



Becky M. Buffington
District Administrator

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CASH FLOW REPORT
August 31 - September 30, 2019

TexasClass Investment

Balance as of 8/31/19	\$250247.34
Income: xfer from 1 st Financial Reserve on 9/19	+100000.00
interest earned	+525.20
Balance as of 9/30/19	\$350772.54

TexPool Investment

Balance as of 8/31/19	\$250029.62
Income: xfer from 1 st Financial Reserve on 9/19	+100000.00
interest earned	+511.21
Balance as of 9/30/19	\$350540.83

Petty Cash

Balance as of 8/31/19	\$1089.74
Income:	N/A
Expenses:	N/A
Balance as of 9/30/19	\$1089.74

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
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Wellspring CU Money Management (interest rate 0.25%)

Balance as of 8/31/19	\$22701.54
Income: interest	+4.66
Expenses: N/A	
Balance as of 9/30/19	\$22706.20

Wellspring CU Checking (non-interest bearing)

Balance as of 8/31/19	\$513.71
Income: station rental	+50.00
Expenses: ETFFA (dues)	-45.00
Balance as of 9/30/19	\$518.70

1st Financial Station Fund (interest rate 1.7145%)

Balance as of 8/31/19	\$55527.36
Income: August interest deposited 9/2	92.80
September interest deposited 9/13	26.12
Total Income:	+118.92
Expenses: Acct. closed 9/13 - all funds xferred to "Special Projects"	-55646.28
Balance as of 9/30/19	\$0.00

1st Financial Fire Prevention (interest rate 1.7145%)

Balance as of 8/31/19		\$55527.36
Income:		
	August interest deposited 9/2	92.80
	September interest deposited 9/13	26.12
Total Income:		+118.92
Expenses:	Acct. closed 9/13 - all funds xferred to "Special Projects"	-55646.28
Balance as of 9/30/19		\$0.00

1st Financial Special Projects (interest rate 1.7145%)

Balance as of 8/31/19		\$55527.36
Income:		
	August interest deposited 9/2	92.80
	Station Fund acct funds deposited 9/13	55646.28
	Fire Prev acct funds deposited 9/13	55646.28
	September interest deposited 9/30	109.96
Total Income:		+111495.32
Expenses:	xfer to 1 st Fin. Reserve	-93819.50
Balance as of 9/30/19		\$73203.18

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 8/31/19		\$496000.86	
Income:			
	<u>Date</u>	<u>Line Description</u>	<u>Amount</u>
	9/2/19	Interest (August)	305.37
	9/3/19	TAX A/C	174.39
	9/9/19	TAX A/C	403.92
	9/17/19	TAX A/C	328.03
	9/24/19	TAX A/C	638.44
	9/27/19	CITY OF B.C. (Vol. Pension)	3960.00
	9/30/19	TAX A/C	71.68
	9/30/19	Interest (September)	164.78
Total Income:			+6046.61
Expenses:	xfers to other 1 st Financial Accounts; gear loan pmt.		-249576.27
Balance as of 9/30/19			\$252471.20

1st Financial Reserve (interest rate 0.65%)

Balance as of 8/31/19		\$161735.56	
Income:			
	<u>Date</u>	<u>Line Description</u>	<u>Amount</u>
	9/2/19	FIRST FINANCIAL BANK (Aug. interest)	290.66
	9/5/19	1ST FIN - PRIM HOLD	88.07
	9/18/19	1ST FIN - SPEC PROJ & FIRE PREV CLOSED	93,819.50
	9/30/19	FIRST FINANCIAL BANK (Sept. interest)	59.81
Total Income:			+94258.04
Expenses:	transfer to Texas Class investment account 9/18/19		-100000.00
	transfer to TexPool investment account 9/18/19		-100000.00
Balance as of 9/30/19			\$55993.60

1st Financial General Operating (interest rate 0.65%)

Balance as of 8/31/19		\$1788.72
Income:	xfers from Prim Hold., interest, fire prev. donation C/BC	+176039.19

Expenses:

Check #	Date	Payee	Amount
3744	9/5/19	CHANCE M. CHATAGNIER	1,301.07
3745	9/5/19	DANIEL J. DIAZ	1,428.42
3746	9/5/19	KAITLIN PELAEZ	766.15
3747	9/5/19	ROBERT A. MANN	1,135.06
3748	9/5/19	ALISSA R. ARMSTRONG	1,334.89
3749	9/5/19	RICHARD C. BODIN JR	1,813.69
3750	9/5/19	BECKY M. BUFFINGTON	1,027.49
3751	9/5/19	CHANCE M. CHATAGNIER	1,302.55
3744V	9/5/19	CHANCE M. CHATAGNIER	-1,301.07
ACH	9/5/19	EFTPS - ONLINE	2,940.17
ACH	9/5/19	CITIBUSINESS CARD	8,334.02
3752	9/5/19	CITIBANK	350.39
ACH	9/5/19	CENTERPOINT ENERGY	41.73
ACH	9/5/19	WEX BANK	1,343.02
3753	9/5/19	COASTAL WELDING SUPPLY, INC.	54.25
3754	9/5/19	BECKY BUFFINGTON	62.42
3755	9/5/19	SPIDLE & SPIDLE, INC	172.00
3756	9/5/19	CLARK CHEMICALS, INC.	138.85
3757	9/5/19	ORANGEFIELD WATER SUPPLY CORP.	45.48
3758	9/5/19	DELTA INDUSTRIAL SERVICE & SUP	954.83
3759	9/5/19	SIDDONS-MARTIN EMERGENCY GROUP	11,441.50
3760	9/6/19	COUNTY CLERK	8.00
3761	9/13/19	CITY OF BRIDGE CITY	97.40
ACH	9/16/19	TCDRS	4,415.67
3762	9/19/19	CHANCE M. CHATAGNIER	1,304.03
3763	9/19/19	DANIEL J. DIAZ	1,413.34
3764	9/19/19	KAITLIN PELAEZ	668.79
3765	9/19/19	ROBERT A. MANN	1,135.06
3766	9/19/19	ALISSA R. ARMSTRONG	1,247.34
3767	9/19/19	RICHARD C. BODIN JR	1,813.69
3768	9/19/19	BECKY M. BUFFINGTON	1,132.10
ACH	9/19/19	EFTPS - ONLINE	2,903.72
ACH	9/19/19	ENTERGY	297.40
3769	9/19/19	WALMART COMMUNITY	143.69
3770	9/19/19	ORANGE NEWSMEDIA, LLC	354.24
3771	9/19/19	PORT ARTHUR NEWSMEDIA LLC	557.46
3772	9/19/19	ORANGE CO. APPRAISAL DIST.	4,825.00
3773	9/19/19	PNC EQUIPMENT FINANCE	87,920.65
3774	9/19/19	O'REILLY AUTO PARTS	113.09
3775	9/19/19	CASCO INDUSTRIES INC	3,537.00
3776	9/19/19	ALLIED BREATHING AIR	588.00
3777	9/19/19	SIDDONS-MARTIN EMERGENCY GROUP	16,556.06
3778	9/19/19	CANON SOLUTIONS AMERICA	31.54
3779	9/19/19	CIMRON CAMPBELL	417.00
3780	9/19/19	DELTA INDUSTRIAL SERVICE & SUPPLY	1,250.63
3781	9/19/19	U-RENTALL INC	20.80
3782	9/19/19	BEAUMONT FRAME & FRONT END SVC	235.00
3783	9/19/19	ORANGE OILFIELD SUPPLY	25.59
ACH	9/19/19	FIRE FIGHTERS' PENSION COMM.	7,920.00
ACH	9/25/19	HEALTH CARE SERVICE CORP	1,780.56

Total Expenses: -177399.76
 Balance as of 9/30/19 \$428.15

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
OCTOBER 16, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by President, Carroll LeBlanc, at 7:00 p.m. on October 16, 2019. Commissioner Franklin was absent.

The following guests were in attendance: Richard Bodin, Jr., Chief of the District, and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the September 11, 2019, regular session were presented. Motion made by Commissioner Browning, seconded by Commissioner Daigle, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for September 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Browning, seconded by Commissioner Daigle, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

- A. Discussion and Possible Action Regarding Entering a Standing Sunday Morning Rental for Station 2 to Outlaw Bible Church - Ms. Buffington explained that the church only has about 12 members and was attempting to save to rent another building. Ms. Chatagnier had obtained their 501c3 certificate, which, under current rental policy, enables the church to "rent" the station for no cost. During discussion, concerns were brought up that granting a blanket "rental" to any one entity would prevent other people from using the station. Also, even with only 12 persons, there would be increased costs due to heating/cooling, lights, etc. Therefore, after discussion, the matter was tabled pending a possible change to the policy. Chief Bodin and Ms. Chatagnier will work up a new policy and it will be brought before the Board next month. Until such time, the current policy will be utilized.

5. COMMUNICATIONS - Chief Bodin reported the status on gear repairs/purchases and is trying to ascertain if the Forestry Service grant for Imelda would apply to affecting apparatus repairs. Also, he reported that CAD was running well and the reports being generated were helpful. However, he also reported the number of 2nd keys was on the rise.

000019

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:10 p.m.

Prepared by:



Becky M. Buffington
District Administrator

000020

CASH FLOW REPORT
September 30 - October 31, 2019

TexasClass Investment

Balance as of 9/30/19	\$350772.54
Income: interest earned	+622.53
Balance as of 10/31/19	\$351395.07

TexPool Investment

Balance as of 9/30/19	\$350540.83
Income: interest earned	+569.07
Balance as of 10/31/19	\$351109.90

Petty Cash

Balance as of 9/30/19	\$1089.74
Income: t-shirt payments	+94.00
Expenses: USPS - pkg return	-6.32
Balance as of 10/31/19	\$1177.42

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
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Wellspring CU Money Management (interest rate 0.25%)

Balance as of 9/30/19	\$22706.20
Income: interest	+4.82
Expenses:	N/A
Balance as of 10/31/19	\$22711.02

Wellspring CU Checking (non-interest bearing)

Balance as of 9/30/19	\$518.71
Income: station rental, t-shirt purchases, reports	+1055.15
Expenses:	N/A
Balance as of 10/31/19	\$1573.86

1st Financial Station Fund - account closed 9/13/19 - all funds xferred to "Special Projects"

1st Financial Fire Prevention - account closed 9/13/19 - all funds xferred to "Special Projects"

1st Financial Special Projects (interest rate 1.6717%)

Balance as of 9/30/19	\$73203.18
Income: interest	+103.93
Expenses:	N/A
Balance as of 10/31/19	\$73307.11

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 9/30/19 \$252471.20

Income:

Date	Line Description	Amount
10/7/19	TAX A/C	1449.63
10/28/19	TAX A/C	3786.39
10/31/19	Interest	115.87

Total Income: +5351.89

Expenses: xfers to other 1st Financial Accounts. -76000.00

Balance as of 10/31/19 \$181823.09

1st Financial Reserve (interest rate 0.65%)

Balance as of 9/30/19 \$55993.60

Income: interest +30.91

Expenses: N/A

Balance as of 10/31/19 \$56024.51

1st Financial General Operating (interest rate 0.65%)

Balance as of 9/30/19 \$428.15

Income:

Date	Line Description	Amount
10/2/19	TDEM - FEMA (Harvey DAC)	679.39
10/3/19	1ST FIN - PRIM HOLD	22,000.00
10/7/19	1ST FIN - PRIM HOLD	7,000.00
10/10/19	JCWD10 - Dispatch contract	3,200.00
10/17/19	1ST FIN - PRIM HOLD	47,000.00
10/30/19	JCESD4 - Dispatch contract	18,699.00
10/31/19	FIRST FINANCIAL BANK	10.18

Total Income: +98588.57

Expenses:

Check #	Date	Payee	Amount
3784	10/3/19	CHANCE M. CHATAGNIER	1,936.33
3785	10/3/19	DANIEL J. DIAZ	1,611.43
3786	10/3/19	KAITLIN PELAEZ	728.69
3787	10/3/19	ROBERT A. MANN	1,135.06
3788	10/3/19	ALISSA R. ARMSTRONG	1,334.70
3789	10/3/19	SHELBY D. TRAHAN	213.75
3790	10/3/19	BERTHA L. GARZA	77.57
3791	10/3/19	RICHARD C. BODIN JR	1,813.69
3792	10/3/19	BECKY M. BUFFINGTON	1,001.34
ACH	10/3/19	EFTPS - ONLINE	3,406.60
3793	10/3/19	BD INDUSTRIES	4,199.05
ACH	10/3/19	CENTERPOINT ENERGY	40.46
3794	10/3/19	BECKY BUFFINGTON	78.94
ACH	10/3/19	ENERGY	734.81
ACH	10/3/19	ENERGY	33.19
3795	10/3/19	SIDDONS-MARTIN EMERGENCY GROUP	3,068.67
3796	10/3/19	DELTA INDUSTRIAL SERVICE & SUPPLY	805.93
3797	10/3/19	BEARCOM	720.34
3798	10/3/19	SIDDONS-MARTIN EMERGENCY GROUP	691.28
3799	10/3/19	WITMER ASSOCIATES, INC.	1,400.86
ACH	10/9/19	TCDRS	4,065.09
3800	10/10/19	ORANGFIELD WATER SUPPLY CORP.	40.20
3801	10/10/19	COUNTY CLERK	8.00

3802	10/17/19	CHANCE M. CHATAGNIER	2,296.14
3803	10/17/19	DANIEL J. DIAZ	1,963.12
3804	10/17/19	KAITLIN PELAEZ	618.52
3805	10/17/19	ROBERT A. MANN	1,135.06
3806	10/17/19	ALISSA R. ARMSTRONG	1,125.84
3807	10/17/19	SHELBY D. TRAHAN	357.03
3808	10/17/19	JOEL G. GILBERT	24.01
3809	10/17/19	RICHARD C. BODIN JR	1,813.69
3810	10/17/19	BECKY M. BUFFINGTON	1,001.34
ACH	10/17/19	EFTPS - ONLINE	3,720.09
3811	10/17/19	CITY OF BRIDGE CITY	81.80
3812	10/17/19	O'REILLY AUTO PARTS	405.40
3813	10/17/19	WALMART COMMUNITY	121.46
3814	10/17/19	TEXAS MUNICIPAL LEAGUE	17,028.25
3815	10/17/19	SFFMA	2,150.00
3816	10/17/19	BATTERY WAREHOUSE	58.60
3817	10/17/19	EDUCATION SPECIALTY PUBLISHING	3,740.00
3818	10/17/19	BIG RED AIR CONDITIONING INC	222.40
ACH	10/17/19	ENTERGY	270.97
ACH	10/17/19	ENTERGY	577.85
ACH	10/17/19	ENTERGY	30.29
3819	10/17/19	BEARCOM	630.00
ACH	10/17/19	CITIBUSINESS CARD	3,616.60
3820	10/17/19	CC CREATIONS	998.10
3821	10/17/19	COASTAL WELDING SUPPLY, INC.	52.50
ACH	10/17/19	WEX BANK	1,369.67
3822	10/17/19	CANON SOLUTIONS AMERICA	93.97
3823	10/17/19	AUTO LUBE	21.00
3824	10/17/19	KAREN FISHER, TAX A/C	22.50
3825	10/17/19	CIMRON CAMPBELL	417.00
3826	10/17/19	WITMER ASSOCIATES, INC.	3,859.53
3827	10/31/19	CHANCE M. CHATAGNIER	1,447.06
3828	10/31/19	DANIEL J. DIAZ	1,424.53
3829	10/31/19	KAITLIN PELAEZ	775.81
3830	10/31/19	ROBERT A. MANN	1,135.06
3831	10/31/19	ALISSA R. ARMSTRONG	1,279.25
3832	10/31/19	RICHARD C. BODIN JR	1,813.69
3833	10/31/19	BECKY M. BUFFINGTON	1,018.77
ACH	10/31/19	EFTPS - ONLINE	2,988.37
3834	10/31/19	BECKY BUFFINGTON	76.44
3835	10/31/19	BEARCOM	917.45
3836	10/31/19	24HR SAFETY	15.00
ACH	10/31/19	HEALTH CARE SERVICE CORP	1,780.56
3837	10/31/19	DELTA INDUSTRIAL SERVICE & SUPPLY	1,290.20
ACH	10/31/19	CENTERPOINT ENERGY	40.46
Total Expenses:			-94971.36
Balance as of 10/31/19			\$4045.36

ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2

Due to lack of a quorum, no meeting was held in the month of November 2019.

Prepared by:



BECKY M. BUFFINGTON
District Administrator

000021

CASH FLOW REPORT
October 31 - November 30, 2019

TexasClass Investment

Balance as of 10/31/19 \$351395.07
Income: interest earned +560.16
Balance as of 11/30/19 \$351955.23

TexPool Investment

Balance as of 10/31/19 \$351109.90
Income: interest earned +484.06
Balance as of 11/30/19 \$351593.96

Petty Cash

Balance as of 10/31/19 \$1177.42
Income: t-shirt payments +125.00
Expenses: breakfast after fire -35.00
Balance as of 11/30/19 \$1267.42

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance \$20.00

Wellspring CU Money Management (interest rate 0.25%)

Balance as of 10/31/19 \$22711.02
Income: interest +4.67
Expenses: N/A
Balance as of 11/30/19 \$22715.69

Wellspring CU Checking (non-interest bearing)

Balance as of 10/31/19 \$1573.86
Income: N/A
Expenses: (all KARS per diem)

Check #	Date	Payee	Amount
5104	11/6/19	KEVIN DICKERSON	87.00
5105	11/6/19	MIKE TEMPSKI	241.28
5106	11/6/19	RICHARD LASSEIGNE	241.28
5107	11/6/19	JOE PELAEZ	241.28

Total Expenses: -810.84
Balance as of 11/30/19 \$763.02

1st Financial Station Fund - account closed 9/13/19 - all funds xferred to "Special Projects"

1st Financial Fire Prevention - account closed 9/13/19 - all funds xferred to "Special Projects"

1st Financial Special Projects (interest rate 1.4569%)

Balance as of 10/31/19 \$73307.11
 Income: interest +90.88
 Expenses: N/A
 Balance as of 11/30/19 \$73397.99

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 10/31/19 \$181823.09
 Income:

Date	Line Description	Amount
11/4/19	TAX A/C	11574.33
11/12/19	TAX A/C	20493.88
11/25/19	TAX/AC	32833.56
11/30/19	FFB (interest)	114.83

Total Income: +83285.34
 Expenses: xfers to other 1st Financial Gen. Op. -45000.00
 Balance as of 11/30/19 \$220108.43

1st Financial Reserve (interest rate 0.65%)

Balance as of 10/31/19 \$56024.51
 Income: interest +30.93
 Expenses: N/A
 Balance as of 11/30/19 \$56055.44

1st Financial General Operating (interest rate 0.65%)

Balance as of 10/31/19 \$4045.36
 Income:

Date	Line Description	Amount
11/5/19	JCESD#1 (DISPATCH CONTRACT)	3999.00
11/13/19	1ST FIN - PRIM HOLD	18,000.00
11/20/19	CED-ALL PHASE (REFUND - CREDIT)	159.00
11/27/19	1 ST FIN - PRIM HOLD	27,000.00
11/30/19	FIRST FINANCIAL BANK (INTEREST)	7.73

Total Income: +49165.76

Expenses:

Check #	Date	Payee	Amount
ACH	11/13/19	TCDRS	6,687.30
ACH	11/13/19	EFTPS - ONLINE	2,914.77
3845	11/13/19	ORANGEFIELD WATER SUPPLY CORP.	40.20
3846	11/13/19	CITY OF BRIDGE CITY	150.20
3847	11/13/19	MOWERS TRACTORS INC	42.50
3848	11/13/19	CANON SOLUTIONS AMERICA	33.77
3849	11/13/19	O'REILLY AUTO PARTS	272.17
3850	11/13/19	SECURITY PEST MANAGEMENT	117.65
ACH	11/13/19	CITIBUSINESS CARD	2,545.58
3851	11/13/19	BOUNDTREE MEDICAL LLC	529.05
3852	11/13/19	COASTAL WELDING SUPPLY, INC.	54.25
ACH	11/13/19	WEX BANK	482.06
3853	11/13/19	ORANGE COUNTY TREASURER	2,058.75
ACH	11/13/19	ENTERGY	250.88

3854	11/13/19	ORANGE OILFIELD SUPPLY	121.38
3855	11/13/19	CITIBANK	32.36
3856	11/13/19	COUNTY CLERK	8.00
3838	11/13/19	CHANCE M. CHATAGNIER	1,301.07
3839	11/13/19	DANIEL J. DIAZ	1,487.15
3840	11/13/19	KAITLIN PELAEZ	782.66
3841	11/13/19	ROBERT A. MANN	1,194.23
3842	11/13/19	ALISSA R. ARMSTRONG	1,124.92
3843	11/13/19	RICHARD C. BODIN JR	1,813.69
3844	11/13/19	BECKY M. BUFFINGTON	1,001.34
ACH	11/27/19	EFTPS - ONLINE	5,098.80
3868	11/27/19	BD INDUSTRIES	6,996.90
3869	11/27/19	BECKY BUFFINGTON	47.21
3870	11/27/19	QUILL CORP	121.23
3871	11/27/19	WALMART COMMUNITY	152.16
ACH	11/27/19	ENTERGY	422.97
ACH	11/27/19	ENTERGY	31.59
3872	11/27/19	WITMER ASSOCIATES, INC.	15.99
3873	11/27/19	BOUNDTREE MEDICAL LLC	158.66
3874	11/27/19	CIMRON CAMPBELL	417.00
3857	11/27/19	CHANCE M. CHATAGNIER	1,768.92
3857V	11/27/19	CHANCE M. CHATAGNIER	-1,768.92
3858	11/27/19	CHANCE M. CHATAGNIER	2,047.95
3859	11/27/19	DANIEL J. DIAZ	1,930.67
3858V	11/27/19	CHANCE M. CHATAGNIER	-2,047.95
3859V	11/27/19	DANIEL J. DIAZ	-1,930.67
3860	11/27/19	CHANCE M. CHATAGNIER	2,049.89
3861	11/27/19	DANIEL J. DIAZ	1,930.67
3862	11/27/19	KAITLIN PELAEZ	1,061.06
3863	11/27/19	ROBERT A. MANN	1,625.53
3864	11/27/19	ALISSA R. ARMSTRONG	1,716.00
3865	11/27/19	JOEL G. GILBERT	48.03
3866	11/27/19	RICHARD C. BODIN JR	2,622.75
3867	11/27/19	BECKY M. BUFFINGTON	1,441.88

Total Expenses: -51004.25
Balance as of 11/30/19 \$2206.87

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
DECEMBER 9, 2019**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order by Vice President, Jimmie Franklin, at 7:00 p.m. on December 9, 2019. Commissioners LeBlanc and Childers were absent.

The following guests were in attendance: Brad Frye, Candidate for Constable - Pct. 2; Richard Bodin, Jr., Chief of the District; Josh Taylor, Asst. Chief; various firefighters; and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the October 16, 2019, regular session and November no quorum session were presented. Motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

3. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for October - November 2019 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Changes to Station Rental Policy/Rules & Regulations – Chief Bodin presented the proposed changes to the Board (copy of current policy and proposed changes attached). After review and discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the proposed changes to the policy as written, and adopt the new policy effective December 10, 2019.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Acceptance of 2019 Current Tax Roll as Prepared by Karen Fisher, Orange County Tax A/C – Ms. Buffington presented the roll. After review and discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the roll.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Acceptance of 2019 Delinquent Tax Roll as Prepared by Karen Fisher, Orange County Tax A/C – Ms. Buffington presented the roll. After review and discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the roll.

All voted AYE. Motion carried.

D. Discussion and Possible Action Regarding Professional/Personnel Contracts – Ms. Buffington presented the proposals from Keri Michutka, CPA; Mitch Fontenote, Auditor; and Cimron Campbell, Attorney. No deviations from previous years. After review and discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept all proposals and renew all contracts for FY 2020.

All voted AYE. Motion carried.

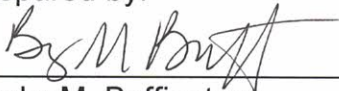
E. Discussion and Possible Action Regarding Granting District Administrator Authority to Make Line Item Adjustments to 2019 Budget and Take Other Actions Necessary to Closeout 2019 at Year End – After review and discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to grant Ms. Buffington authority make line item adjustments to 2019 budget and take other actions necessary to closeout 2019 at year end.

All voted AYE. Motion carried.

5. COMMUNICATIONS - None.

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:12 p.m.

Prepared by:



Becky M. Buffington
District Administrator

ORANGE COUNTY ESD #2
STATION RENTAL
RULES AND REGULATIONS

*New
adopted
12-9-19*

1. The building will be available for rent, by advanced reservation only. For recurring weekly/monthly requests, reservations can not be made more than 3 months in advance. Rental agreement forms may be picked up from dispatcher on duty. The dispatcher will then forward the request to the ESD Chief or the ESD District Manager for approval.
 - a. Times buildings can be utilized:
 - i. Central Station.....8am-midnight
 - ii. Orangefield Station.....8am-8pm
 - b. Rental Fees:
 - i. Events (birthday parties, showers, etc).....\$100.00
(\$50 refunded if clean up requirements met and no damage)
 - ii. Meetings/Classes.....\$50.00
 - c. Non-Profit organizations who use the building more than once a quarter, will be charged the rental fee as described above for meetings/classes. All other non-profits **MUST** provide a copy of their 501c3 number for possibility of fees and deposits to be waived.
 - d. Individuals holding a non-profit class **MUST** show proof of fees charged and expenses for participants certification for possibility of fees and deposits to be waived.
2. Approved Fire Department functions have priority over all rental requests & approvals.
3. After event, the building will be inspected within 24 hours by a District Firefighter or representative. The inspector will fill out an inspection checklist and will return to dispatcher on duty. The dispatcher will forward to District Chief or District Manager who will determine if deposit is to be returned.
4. Orangefield Station **MAY NOT** be used 1 month prior to Fire Prevention Week, unless otherwise approved by the Fire Prevention Committee.
5. Use of the building will be limited to the meeting room **ONLY**, unless otherwise approved by the District Chief.
6. **ABSOLUTELY NO** taping or pinning anything to the walls will be permitted. If evidence is found you will forfeit your deposit.
7. Tables and chairs used are to be cleaned and returned to their original place after event.
8. Central Station and Orangefield Station have been deemed a gun free zone.

CONTINUED ON BACK

9. Alcoholic beverages are not permitted on District property.
10. Tobacco products are not permitted inside District buildings.
11. Renting party is responsible for keeping the public **OFF ALL** fire apparatus.
12. Coffee cups, drink cans, and any other trash (including restrooms) are to be disposed of properly after the function.
13. Coffee pots are to be turned off after the function, air conditioning and lights are to be returned to the setting prior to the event.
14. Please make sure that if you unlock or open any door or window that you close and lock it back after your event.
15. If children are present at the event, the renting party is responsible for the behavior of the children.
16. The appearance of our Stations is a source of pride for our Department, please do your part to keep it clean and in good repair.

ORANGE COUNTY ESD #2
STATION RENTAL
RULES AND REGULATIONS

dd

1. The building will be available for rent, by advanced reservation only. Rental agreement forms may be picked up from dispatcher on duty. The dispatcher will then forward the request to the ESD Chief or the ESD District Manager for approval.
 - a. Times buildings can be utilized:
 - i. Central Station.....8am-midnight
 - ii. Orangefield Station.....8am-8pm
 - b. Rental Fees:
 - i. Events (birthday parties, showers, etc).....\$100.00
(\$50 refunded if clean up requirements met and no damage)
 - ii. Meetings/Classes.....\$50.00
 - c. Non-Profit organizations **MUST** provide a copy of their 501c3 number for possibility of fees and deposits to be waived.
 - d. Individuals holding a non-profit class **MUST** show proof of fees charged and expenses for participants certification for possibility of fees and deposits to be waived.
2. Approved Fire Department functions have priority over all rental requests & approvals.
3. After event, the building will be inspected within 24 hours by a District Firefighter or representative. The inspector will fill out an inspection checklist and will return to dispatcher on duty. The dispatcher will forward to District Chief or District Manager who will determine if deposit is to be returned.
4. Orangefield Station **MAY NOT** be used 1 month prior to Fire Prevention Week, unless otherwise approved by the Fire Prevention Committee.
5. Use of the building will be limited to the meeting room **ONLY**, unless otherwise approved by the District Chief.
6. **ABSOLUTELY NO** taping or pinning anything to the walls will be permitted. If evidence is found you will forfeit your deposit.
7. Tables and chairs used are to be cleaned and returned to their original place after event.
8. Central Station and Orangefield Station have been deemed a gun free zone.
9. Alcoholic beverages are not permitted on District property.

CONTINUED ON BACK

10. Tobacco products are not permitted inside District buildings.
11. Renting party is responsible for keeping the public **OFF ALL** fire apparatus.
12. Coffee cups, drink cans, and any other trash (including restrooms) are to be disposed of properly after the function.
13. Coffee pots are to be turned off after the function, air conditioning and lights are to be returned to the setting prior to the event.
14. Please make sure that if you unlock or open any door or window that you close and lock it back after your event.
15. If children are present at the event, the renting party is responsible for the behavior of the children.
16. The appearance of our Stations is a source of pride for our Department, please do your part to keep it clean and in good repair.

CASH FLOW REPORT
November 30 - December 31, 2019

TexasClass Investment (8/15/19 participation date - \$350k deposited total)

Balance as of 11/30/19	\$351955.23
Income: interest earned	+562.63
YTD interest = \$2517.86	
Balance as of 12/31/19	\$352517.86

TexPool Investment (8/29/19 participation date - \$350k deposited total)

Balance as of 11/30/19	\$351593.96
Income: interest earned	+484.52
YTD interest = \$2078.48	
Balance as of 12/31/19	\$352078.48

Petty Cash

Balance as of 11/30/19	\$1267.42
Income: station rental	+50.00
Expenses:	N/A
Balance as of 12/31/19	\$1317.42

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance	\$20.00
--	---------

Wellspring CU Money Management (interest rate 0.25%)

Balance as of 11/30/19	\$22715.69
Income: interest	+4.82
Expenses:	N/A
Balance as of 12/31/19	\$22720.51

Wellspring CU Checking (non-interest bearing)

Balance as of 11/30/19	\$763.02
Income:	N/A
Expenses:	N/A
Balance as of 12/31/19	\$763.02

1st Financial Station Fund - account closed 9/13/19 - all funds xferred to "Special Projects"

1st Financial Fire Prevention - account closed 9/13/19 - all funds xferred to "Special Projects"

1st Financial Special Projects (interest rate 1.3413%)

Balance as of 11/30/19	\$73397.99
Income: interest	+80.92
Expenses:	N/A
Balance as of 12/31/19	\$73478.91

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 11/30/19..... \$220108.43

Income:

Date	Line Description	Amount
12/3/19	TAX A/C	22591.23
12/9/19	TAX A/C	11075.70
12/16/19	TAX A/C	24676.09
12/23/19	TAX A/C	43718.64
12/31/19	FFB (interest)	128.67

Total Income:..... +102190.33

Expenses: xfers to 1st Financial Gen. Op..... -72000.00

Balance as of 12/31/19..... \$250298.76

1st Financial Reserve (interest rate 0.65%)

Balance as of 11/30/19..... \$56055.44

Income: interest +29.95

Expenses: N/A

Balance as of 12/31/19..... \$56085.39

1st Financial General Operating (interest rate 0.65%)

Balance as of 11/30/19..... \$2206.87

Income:

Date	Line Description	Amount
12/12/19	1 st FIN - PRIM HOLD	46000.00
12/26/19	1 st FIN - PRIM HOLD	26000.00
12/31/19	FIRST FINANCIAL BANK (INTEREST)	10.43

Total Income:..... +72010.43

Expenses:

Check #	Date	Payee	Amount
3875	12/3/19	COUNTY CLERK	8.00
3876	12/3/19	BOSCO INDUSTRIES	355.00
ACH	12/9/19	HEALTH CARE SERVICE CORP	1,780.56
3877	12/12/19	CHANCE M. CHATAGNIER	1,325.17
3878	12/12/19	DANIEL J. DIAZ	1,421.94
3879	12/12/19	KAITLIN PELAEZ	636.32
3880	12/12/19	ROBERT A. MANN	1,154.72
3881	12/12/19	ALISSA R. ARMSTRONG	1,437.80
3882	12/12/19	RICHARD C. BODIN JR	1,813.69
3883	12/12/19	BECKY M. BUFFINGTON	1,018.77
ACH	12/12/19	EFTPS - ONLINE	2,712.38
ACH	12/12/19	WEX BANK	473.46
3884	12/12/19	ALLIED BREATHING AIR	493.64
3885	12/12/19	CC CREATIONS	402.91
3886	12/12/19	CITY OF BRIDGE CITY	90.35
3887	12/12/19	ORANGEFIELD WATER SUPPLY CORP.	45.48
ACH	12/12/19	CENTERPOINT ENERGY	58.66
3888	12/12/19	BOSCO INDUSTRIES	155.00
3889	12/12/19	CANON SOLUTIONS AMERICA	31.11
3890	12/12/19	SANDIFER'S LP GAS	730.92
3891	12/12/19	CASCO INDUSTRIES INC	16,240.00
ACH	12/12/19	CITIBUSINESS CARD	3,546.16
3892	12/12/19	SIDDONS-MARTIN EMERGENCY GROUP	6,190.41
ACH	12/12/19	TCDRS	5,027.09
3893	12/20/19	KAREN FISHER, TAX A/C	7.50

3894	12/26/19	CHANCE M. CHATAGNIER	1,325.37
3895	12/26/19	DANIEL J. DIAZ	1,404.58
3896	12/26/19	KAITLIN PELAEZ	662.29
3897	12/26/19	ROBERT A. MANN	1,154.72
3898	12/26/19	ALISSA R. ARMSTRONG	1,210.24
3899	12/26/19	SHELBY D. TRAHAN	127.21
3900	12/26/19	RICHARD C. BODIN JR	1,813.69
3901	12/26/19	BECKY M. BUFFINGTON	1,018.77
ACH	12/26/19	EFTPS - ONLINE	2,878.63
3902	12/26/19	CASCO INDUSTRIES INC	2,045.00
3903	12/26/19	WALMART COMMUNITY	41.95
3904	12/26/19	KAREN FISHER, TAX A/C	98.39
3905	12/26/19	CIMRON CAMPBELL	413.00
3906	12/26/19	ORANGE CO. APPRAISAL DIST.	4,867.15
3907	12/26/19	COASTAL WELDING SUPPLY, INC.	52.50
3908	12/26/19	SPIDLE & SPIDLE INC	1,175.00
ACH	12/26/19	ENTERGY	215.09
ACH	12/26/19	ENTERGY	67.53
ACH	12/26/19	ENTERGY	428.40
3909	12/26/19	QUILL CORP	529.89
ACH	12/26/19	HEALTH CARE SERVICE CORP	1,780.56
3910	12/26/19	VICTOR INSURANCE MANAGERS INC.	1,000.00
3911	12/26/19	VICTOR INSURANCE MANAGERS INC.	1,000.00
3912	12/26/19	BEARCOM	163.50
3913	12/26/19	CLARK CHEMICALS, INC.	113.40

Total Expenses: -72743.90
Balance as of 12/31/19 \$1473.40