

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JANUARY 22, 2020**

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 22, 2020. Commissioners Childers and Daigle were 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 9, 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 December 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 Nominations and Election of Officers for 2020 – After discussion, motion made by Commissioner Franklin, seconded by Commissioner Browning, 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 Franklin, to continue Commissioner Franklin's appointment to the TESRS Board.

All voted AYE. Motion carried.

5. COMMUNICATIONS
Chief Bodin reported on the total calls for 2019 and the effect that the CAD reporting was having on enabling operations to target busies times, etc.

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

Prepared by:

Becky M. Buffington
District Administrator

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
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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	CITIBANK - REBATE	23.78
12/26/19	1 st FIN - PRIM HOLD	26000.00
12/31/19	FIRST FINANCIAL BANK (INTEREST)	10.43

Total Income: +72034.21

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	ORANGFIELD 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	SPIBLE & SPIBLE 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			\$1497.18

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
FEBRUARY 19, 2020**

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, 2020. All Commissioners were present.

The following guests were in attendance: Chief Bodin; Asst. Chief Taylor; various members of the operations section; Carl Harbert, B.C. City Council/rep on FF Pension Board; and Becky M. Buffington, District Administrator.

2. APPROVAL OF MINUTES – The minutes from the January 22, 2020, 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 January 2020 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 Scrapping of Steel Vessels at Station 2 – Chief Bodin explained the vessels were acquired to build a rescue prop but, since Triangle Rescue has opened, there is no longer a need for the prop and he recommends the vessels be scrapped. Additionally, Triangle may want them and there may be a quid pro quo given. Motion made by Commissioner Franklin, seconded by Commissioner Browning, to scrap the vessels and allow Chief Bodin to ensure they are removed.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Reorganization of Operations Division Manning Chart – Chief Bodin explained he would like to change from four companies to three, with three squads in each company. That way, once station 3 is built, there will be a company for each station. Motion made by Commissioner Daigle, seconded by Commissioner Bodin, to authorize the reorganization of the Operations Division Manning Chart.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Appointment of Departmental Officers – Chief Bodin stated that, currently, there is no means to fill vacant positions temporarily. He proposes a new policy allowing the Chief to temporarily appoint until a position can be filled per policy. After review of the proposed language (which can be reviewed in the operations manual in dispatch) and discussion, motion made by Commissioner Daigle, seconded by Commissioner Franklin, to approve the new policy.

All voted AYE. Motion carried.

D. Discussion and Possible Action Regarding Employee Pay Raises (to be effective next pay period) – Ms. Chatagnier explained that the last pay raise was in February 2017. After discussion, motion made by Commissioner Daigle, seconded by Commissioner Franklin, for a 3% raise for all permanent full-time and part-time employees, effective next pay period.

All voted AYE. Motion carried.

E. Adjourn into Closed Session - Discussion Regarding Renewal of Chief of the District's Contract – President LeBlanc requested the visitors to leave the meeting room and the Board adjourned into closed session at 7:19 p.m.

F. Reconvene General Session - Take Any Action Deemed Necessary in Closed Session – at 7:27 p.m., the Board reconvened the general session. Motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the renewal contract for Chief Bodin.

All voted AYE. Motion carried.

5. COMMUNICATIONS

Commissioner Franklin stated that the County Association Meeting would be hosted by BC in March.

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

Prepared by:

Becky M. Buffington
District Administrator

CASH FLOW REPORT
December 31, 2019 - January 31, 2020

TexasClass Investment

Balance as of 12/31/19	\$352517.86
Income: interest earned	+555.24
Balance as of 01/31/2020	\$353073.10

TexPool Investment

Balance as of 12/31/19	\$352078.48
Income: interest earned	+476.19
Balance as of 01/31/2020	\$352554.67

Petty Cash

Balance as of 12/31/19	\$1317.42
Income:	N/A
Expenses:	N/A
Balance as of 01/31/2020	\$1317.42

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 12/31/19	\$22720.51
Income: interest	+4.81
Expenses:	N/A
Balance as of 01/31/2020	\$22725.32

Wellspring CU Checking (non-interest bearing)

Balance as of 12/31/19	\$763.02
Income:	N/A
Expenses:	N/A
Balance as of 01/31/2020	\$763.02

1st Financial Special Projects (interest rate 1.3392%)

Balance as of 12/31/19	\$73478.91
Income: interest deposited 2/2	N/A
Expenses:	N/A
Balance as of 01/31/2020	\$73478.91

1st Financial Bank Holding (interest rate 0.65%)

Balance as of 12/31/19 \$250298.76

Income:

Date	Line Description	Amount
1/6/20	TAX A/C	43841.36
1/13/20	TAX A/C	58370.81
1/22/20	TAX A/C	75794.72
1/27/20	TAX A/C	161902.03

Total Income: +339908.92

Expenses:

Check #	Date	Payee	Amount
TF	1/9/20	1ST FIN - GEN OP	54,000.00
TF	1/23/20	FIRST FINANCIAL BANK (station 2 loan)	55,059.03
TF	1/23/20	1ST FIN - GEN OP	21,000.00
TF	1/23/20	1ST FIN - GEN OP	1,000.00

Total Expenses: -131059.03

Balance as of 01/31/2020 \$459148.65

1st Financial Reserve (interest rate 0.65%)

Balance as of 12/31/19 \$56085.39

Income: interest deposited 2/2 N/A

Expenses: N/A

Balance as of 01/31/2020 \$56085.39

1st Financial General Operating (interest rate 0.65%)

Balance as of 12/31/19 \$1497.18

Income:

Date	Line Description	Amount
1/9/20	1 st FIN - PRIM HOLD	54000.00
1/23/20	1 st FIN - PRIM HOLD	22000.00
1/23/20	ORANGE LEADER - REFUND	70.00

Total Income: +76070.00

Expenses:

Check #	Date	Payee	Amount
ACH	1/9/20	TCDRS	4,036.24
3914	1/9/20	CHANCE M. CHATAGNIER	1,535.99
3915	1/9/20	DANIEL J. DIAZ	1,572.52
3916	1/9/20	KAITLIN PELAEZ	735.87
3917	1/9/20	ROBERT A. MANN	3,069.69
3918	1/9/20	ALISSA R. ARMSTRONG	2,251.72
3919	1/9/20	RICHARD C. BODIN JR	1,816.33
3920	1/9/20	BECKY M. BUFFINGTON	1,001.48
ACH	1/9/20	EFTPS - ONLINE	4,620.92
3921	1/9/20	BRIDGE CITY CHAMBER OF COMMERC	62.50
3922	1/9/20	CITY OF BRIDGE CITY	116.95
3923	1/9/20	ORANGFIELD WATER SUPPLY CORP.	71.86
3924	1/9/20	TEXAS MUNICIPAL LEAGUE	17,028.25
3925	1/9/20	CLARK CHEMICALS, INC.	51.60
3926	1/9/20	CANON SOLUTIONS AMERICA	71.02
3927	1/9/20	ORANGE OILFIELD SUPPLY	59.61
3928	1/9/20	SFFMA	2,125.00

3929	1/9/20	BD INDUSTRIES	4,949.66
ACH	1/9/20	INTERSTATE BILLING SERVICE INC	294.61
3930	1/9/20	SIDDONS-MARTIN EMERGENCY GROUP	2,182.58
3931	1/9/20	AUTO LUBE	7.00
ACH	1/9/20	CENTERPOINT ENERGY	63.35
ACH	1/9/20	WEX BANK	392.87
3932	1/9/20	CITIBANK	64.00
3933	1/9/20	QUILL CORP	104.99
3934	1/9/20	CED - DALLAS	55.98
ACH	1/9/20	CITIBUSINESS CARD	5,379.21
3935	1/9/20	SABINE NECHES CHIEFS ASSOC.	250.00
3936	1/13/20	COUNTY CLERK	8.00
3937	1/16/20	BECKY BUFFINGTON	51.04
3938	1/23/20	CHANCE M. CHATAGNIER	1,301.20
3939	1/23/20	DANIEL J. DIAZ	1,886.60
3940	1/23/20	KAITLIN PELAEZ	909.49
3941	1/23/20	ROBERT A. MANN	1,174.14
3942	1/23/20	ALISSA R. ARMSTRONG	1,378.79
3943	1/23/20	RICHARD C. BODIN JR	1,816.33
3944	1/23/20	BECKY M. BUFFINGTON	1,001.48
ACH	1/23/20	EFTPS - ONLINE	3,255.95
3945	1/23/20	CITY OF ORANGE	6,323.72
3946	1/23/20	ORANGEFIELD WATER SUPPLY CORP.	96.86
3947	1/23/20	O'REILLY AUTO PARTS	106.14
3948	1/23/20	WALMART COMMUNITY	413.79
ACH	1/23/20	ENTERGY	462.14
ACH	1/23/20	ENTERGY	71.80
3949	1/23/20	COASTAL WELDING SUPPLY, INC.	54.25
3950	1/23/20	CIMRON CAMPBELL	417.00
ACH	1/23/20	HEALTH CARE SERVICE CORP	1,780.56

Total Expenses: -76481.08
Balance as of 01/31/2020 \$1086.10

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MARCH 18, 2020**

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 18, 2020. Commissioners LeBlanc and Childers were absent.

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

2. APPROVAL OF MINUTES – The minutes from the February 19, 2020, regular and closed sessions 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 2020 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 Authorization of “13th Check” for Firefighter Pension – at a previous meeting Commissioner Franklin, who is the local rep for the pension board, stated that this is a yearly matter and must be placed on the next agenda. Therefore, motion made by Commissioner Daigle, seconded by Commissioner Browning, to authorize payment of the 13th check for the volunteer firefighter pension.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Setting Minimum Starting Pay for Full-Time Dispatchers – discussion ensued regarding setting a minimum versus “DOE” pay. Motion made by Commissioner Browning, seconded by Commissioner Daigle, to set minimum starting pay at \$8/hour with a step-up recommended by District Manager after completion of probationary period.

All voted AYE. Motion carried.

5. COMMUNICATIONS

Ms. Buffington stated that as part of the State's legislation related to the new tax laws, a website is now required for the District. She and Brennan Dobbs are working on it. Also, all employees of the District who are involved with District computers are required to complete State mandated cybersecurity training. She has signed up with a firm that SAFE-D has recommended and will enroll the employees necessary when the training is available.

Commissioner Daigle stated the Board approve Station 2 being used on Friday nights for Recovery Anonymous meetings at no charge. He was reminded that there is a policy in place for the use of the station.

6. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:33 p.m.

Prepared by:

Becky M. Buffington
District Administrator

CASH FLOW REPORT
January 31 - February 29, 2020

TexasClass Investment

Balance as of 1/31/2020		\$353073.10
Income:	2/5/2020 xfer from 1 st Financial Reserve	242726.00
	2/20/2020 xfer from 1 st Financial Reserve	125000.00
	interest earned 2/29/2020	830.45
Total Income:		+368556.45
Balance as of 02/29/2020		\$721629.55

TexPool Investment

Balance as of 01/31/2020		\$352554.67
Income:	2/5/2020 xfer from 1 st Financial Reserve	242726.00
	2/20/2020 xfer from 1 st Financial Reserve	125000.00
	interest earned 2/29/2020	748.44
Total Income:		+368474.44
Balance as of 02/29/2020		\$721029.11

Petty Cash

Balance as of 01/31/2020		\$1317.42
Income:	2 Station Rentals	+100.00
Expenses:		N/A
Balance as of 02/29/2020		\$1417.42

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 01/31/2020		\$22725.32
Income:	interest	+4.50
Expenses:		N/A
Balance as of 02/29/2020		\$22729.82

Wellspring CU Checking (non-interest bearing)

Balance as of 01/31/2020		\$763.02
Income:		N/A
Expenses:		N/A
Balance as of 02/29/2020		\$763.02

1st Financial Special Projects (interest rate 1.324%)

Balance as of 01/31/2020		\$73478.91
Income:	January interest deposited 2/2	+88.73
	February interest deposited 3/1	N/A
Expenses:		N/A
Balance as of 02/29/2020		\$73567.64

3955	2/5/20	ALISSA R. ARMSTRONG	1,436.70
3956	2/5/20	SHELBY D. TRAHAN	107.13
3957	2/5/20	RICHARD C. BODIN JR	1,816.33
3958	2/5/20	BECKY M. BUFFINGTON	1,123.51
ACH	2/5/20	EFTPS - ONLINE	3,133.62
3959	2/5/20	BECKY BUFFINGTON	50.83
3960	2/5/20	SECURITY PEST MANAGEMENT	175.65
3961	2/5/20	ORANGE NEWSMEDIA, LLC	18.00
3962	2/5/20	EMERGENCY REPORTING	2,348.00
ACH	2/5/20	CENTERPOINT ENERGY	69.79
ACH	2/5/20	CITIBUSINESS CARD	3,584.31
3963	2/5/20	CITIBANK	145.80
3964	2/12/20	CITY OF BRIDGE CITY	97.00
ACH	2/13/20	TCDRS	5,117.11
3965	2/13/20	COUNTY CLERK	8.00
3966	2/19/20	CHANCE M. CHATAGNIER	1,301.20
3967	2/19/20	DANIEL J. DIAZ	1,252.76
3968	2/19/20	KAITLIN PELAEZ	647.58
3969	2/19/20	ROBERT A. MANN	1,135.19
3970	2/19/20	ALISSA R. ARMSTRONG	1,570.38
3971	2/19/20	SHELBY D. TRAHAN	107.13
3972	2/19/20	RICHARD C. BODIN JR	1,816.33
3973	2/19/20	BECKY M. BUFFINGTON	1,001.48
ACH	2/19/20	EFTPS - ONLINE	2,948.39
ACH	2/19/20	WEX BANK	1,374.18
3974	2/19/20	24HR SAFETY	159.98
3975	2/19/20	FOUR SEASONS STORAGE	1,656.00
ACH	2/19/20	HEALTH CARE SERVICE CORP	1,780.56
3976	2/19/20	AUTO LUBE	7.00
ACH	2/19/20	TEXAS WORKFORCE COMMISSION	39.60
3977	2/19/20	O'REILLY AUTO PARTS	18.79
3978	2/19/20	WALMART COMMUNITY	50.44
3979	2/19/20	ORANGE OILFIELD SUPPLY	55.05
3980	2/19/20	BEAUMONT FRAME & FRONT END	234.06
3981	2/19/20	COASTAL WELDING SUPPLY, INC.	54.25
3982	2/19/20	CIMRON CAMPBELL	417.00
ACH	2/19/20	ENTERGY	34.66
ACH	2/19/20	ENTERGY	423.96

Total Expenses: -42160.53
Balance as of 02/29/2020 \$1137.12

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
APRIL 20, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Franklin, Childers, and Browning.
3. PUBLIC COMMENTS – The following guests were in attendance: Chief Bodin; Asst. Chief Taylor; Brennan Dobbs; various members of the volunteer fire department; and Becky M. Buffington, District Administrator.

No members of the public desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the March 18, 2020, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for March 2020 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.

6. NEW BUSINESS

A. Discussion and Possible Action Regarding Adoption of Local Residence Homestead Exemptions for Tax Year 2020 (Homestead, 65 or Older, and Disability) – Ms. Buffington explained that in previous years, the Board adopted no homestead exemption, and \$15,000 each for 65 or older and disability. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Childers, to adopt no homestead, \$15,000 for 65 or older and \$15,000 for disability exemptions for tax year 2020.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Contract with Acadian Ambulance Service for Emergency and Non-Emergency Ambulance Services Within the District – Chief Bodin explained that he had reviewed the proposed contract with Ms. Buffington and neither had any objections and felt it was okay to sign. After

discussion, motion made by Commissioner Browning, seconded by Commissioner Franklin, to approve the contract and authorize Chief Bodin to sign same.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Review and Renewal of Investment Policy – Ms. Buffington stated that, pursuant to policy, the investment policy must be reviewed and renewed annually. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Browning, to renew the investment policy as written.

All voted AYE. Motion carried.

D. Adjourn into Closed Session - Closed meeting, held pursuant to Tex. Gov. Code Sec. 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee. President LeBlanc requested the visitors to leave the meeting room and the Board adjourned into closed session at 7:06 p.m.

E. Reconvene General Session - Take Any Action Deemed Necessary in Closed Session – at 7:14 p.m., the Board reconvened the general session. Motion made by Commissioner Childers, seconded by Commissioner Browning, to correct the payroll error of incorrect insurance withholding by requiring 100% payback of the insurance premiums previous credited to the affected employees as income and ½ of the premiums that should have been withheld, with said payback occurring over 26 pay periods (1 year).

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.

Chief Bodin reported that COVID-19 has affected/modified response. Mr. Dobbs/Chief Bodin reported that Brush 10 rust to be repaired. Burn ban is off. After the meeting, Mr. Dobbs asked that any interested person remain to review the new website.

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:17 p.m.

Prepared by:

Becky M. Buffington
District Administrator

CASH FLOW REPORT
February 29 - March 31, 2020

TexasClass Investment

Balance as of 02/29/2020	\$721629.55
Income: interest earned 3/31/2020	+897.06
Balance as of 03/31/2020	\$722526.61

TexPool Investment

Balance as of 02/29/2020	\$721029.11
Income: interest earned 3/31/2020	+614.43
Balance as of 03/31/2020	\$721643.54

Petty Cash

Balance as of 02/29/2020	\$1417.42
Income: report fee	+5.00
Expenses:	N/A
Balance as of 03/31/2020	\$1422.42

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 02/29/2020	\$22729.82
Income: interest	+4.81
Expenses:	N/A
Balance as of 03/31/2020	\$22734.63

Wellspring CU Checking (non-interest bearing)

Balance as of 02/29/2020	\$763.02
Income: station rental	+200.00
Expenses:	N/A
Balance as of 03/31/2020	\$963.02

1st Financial Special Projects (interest rate 0.40%)

Balance as of 02/29/2020	\$73567.64
Income: interest (Feb. & Mar.)	+138.12
Expenses:	N/A
Balance as of 03/31/2020	\$73705.76

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 02/29/2020 \$304152.38

Income: February interest deposited 3/1/2020

Date	Line Description	Amount
3/1/20	FEB. INTEREST	203.59
3/2/20	TAX A/C	7123.03
3/9/20	TAX A/C	14462.02
3/16/20	TAX A/C	5347.08
3/23/20	TAX A/C	10279.63
3/30/20	TAX A/C	1968.57
3/31/20	MAR. INTEREST	143.97

Total Income: +39527.89

Expenses: xfers to 1st Fin. Gen Op -39000.00

Balance as of 03/31/2020 \$304680.27

1st Financial Reserve (interest rate 0.40%)

Balance as of 02/29/2020 \$56119.26

Income: interest (Feb. & Mar.) +71.87

Expenses: N/A

Balance as of 03/31/2020 \$56191.13

1st Financial General Operating (interest rate 0.40%)

Balance as of 02/29/2020 \$1137.12

Income:

Date	Line Description	Amount
3/1/20	Feb. Interest	7.00
3/5/20	1ST FIN - PRIM HOLD	14,000.00
3/13/20	C/PA; TRIANGLE RESCUE (fire field use	19,944.00
3/19/20	1ST FIN - PRIM HOLD	25,000.00
3/27/20	CITY OF BRIDGE CITY	3,672.00
3/31/20	Mar. Interest	6.21

Total Income: +62629.21

Expenses:

Check #	Date	Payee	Amount
3983	3/5/20	CHANCE M. CHATAGNIER	1,746.92
3984	3/5/20	DANIEL J. DIAZ	1,621.48
3985	3/5/20	SHELBY D. TRAHAN	441.05
3986	3/5/20	ROBERT A. MANN	1,287.43
3987	3/5/20	ALISSA R. ARMSTRONG	1,514.12
3988	3/5/20	KAITLIN PELAEZ	900.94
3989	3/5/20	RICHARD C. BODIN JR	1,816.33
3990	3/5/20	BECKY M. BUFFINGTON	1,367.77
3985V	3/5/20	SHELBY D. TRAHAN	-441.05
3991	3/5/20	SHELBY D. TRAHAN	409.68
ACH	3/5/20	EFTPS - ONLINE	3,635.49
3992	3/5/20	GILBEAUX'S TOWING	350.00
3993	3/5/20	ORANGFIELD WATER SUPPLY CORP.	42.78
3994	3/5/20	BECKY BUFFINGTON	205.45
3995	3/5/20	SIDDONS-MARTIN EMERGENCY GROUP	355.10
3996	3/5/20	STRYKER SALES CORP	1,346.40
ACH	3/5/20	CENTERPOINT ENERGY	76.26
3997	3/12/20	CITY OF BRIDGE CITY	103.65
ACH	3/12/20	TCDRS	4,175.27

3998	3/13/20	COUNTY CLERK	8.00
3975V	3/16/20	FOUR SEASONS STORAGE	-1,656.00
3999	3/16/20	FOUR SEASONS STORAGE	1,656.00
4000	3/19/20	CHANCE M. CHATAGNIER	1,339.79
4001	3/19/20	DANIEL J. DIAZ	1,779.23
4002	3/19/20	SHELBY D. TRAHAN	775.08
4003	3/19/20	ROBERT A. MANN	1,186.91
4004	3/19/20	ALISSA R. ARMSTRONG	1,473.18
4005	3/19/20	RICHARD C. BODIN JR	1,848.77
4006	3/19/20	BECKY M. BUFFINGTON	1,138.75
ACH	3/19/20	EFTPS - ONLINE	3,226.53
4007	3/19/20	BD INDUSTRIES	3,600.00
ACH	3/19/20	HEALTH CARE SERVICE CORP	1,917.63
4008	3/19/20	KAREN FISHER, TAX A/C	7.50
4009	3/19/20	ORANGE OILFIELD SUPPLY	50.56
4010	3/19/20	WALMART COMMUNITY	232.08
4011	3/19/20	O'REILLY AUTO PARTS	116.57
4012	3/19/20	CANON SOLUTIONS AMERICA	93.49
4013	3/19/20	COASTAL WELDING SUPPLY, INC.	50.75
ACH	3/19/20	WEX BANK	901.23
4014	3/19/20	COASTAL WELDING SUPPLY, INC.	111.75
4015	3/19/20	24HR SAFETY	96.00
4016	3/19/20	ALLIED BREATHING AIR	659.00
ACH	3/19/20	CITIBUSINESS CARD	6,728.82
ACH	3/19/20	ENTERGY	639.32
4017	3/19/20	AUTO LUBE	7.00
4018	3/19/20	ORANGE CO. APPRAISAL DIST.	4,867.15
4019	3/19/20	VICTOR INSURANCE MANAGERS INC.	1,000.00
4020	3/19/20	CIMRON CAMPBELL	417.00
ACH	3/19/20	FIRE FIGHTERS' PENSION COMM.	7,344.00
Total Expenses:			-62571.16
Balance as of 03/31/2020			\$1195.17

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MAY 26, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Browning, and Daigle.
3. PUBLIC COMMENTS – The following guests were in attendance: Auditors Mitchell Fontenote, CPA, and Christa Wofford, CPA; Chief Bodin; Chance Chatagnier, District Manager; Brennan Dobbs; various members of the volunteer fire department; and Becky M. Buffington, District Administrator.

No members of the public desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the April 20, 2020, regular and closed sessions were presented. Motion made by Commissioner Daigle, seconded by Commissioner Browning, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for April 2020 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.

6. NEW BUSINESS

A. Presentation of 2019 Audit by Auditors Mitch Fontenote and Christa Wofford; Disussion and Possible Action Regarding Adoption of Audit – Mr. Fontenote and Ms. Wofford presented the Audit. Both stated there were no concerns and it was a “clean” audit. They did stated the Board should look at assigning some funds rather than keeping all money “unassigned”. After review and discussion, motion made by Commissioner Browning, seconded by Commissioner Daigle, to approve and accept the audit.

All voted AYE. Motion carried.

B. Discussion and possible action regarding granting Chief Bodin authority to negotiate and sign an Interlocal Agreement with Pinehurst Vol. Fire Dept. for dispatch services – Chief Bodin and Ms. Chatagnier explained that Pinehurst, who

previously used ESD #1 for dispatching services, had approached us again and requested we take over. Chief Bodin stated that ESD #1 was pushing them out due to the switch of ambulance providers in ESD #1. Ms. Chatagnier stated that our infrastructure would allow for the addition. Based upon their call volume, she recommends contract based upon \$14,100.00 per year, with Pinehurst assuming all costs of radio changes, etc. After discussion, motion made by Commissioner Daigle, seconded by Commissioner Browning, to grant Chief Bodin authority to negotiate and sign an Interlocal Agreement with Pinehurst Vol. Fire Dept. for dispatch services.

All voted AYE. Motion carried.

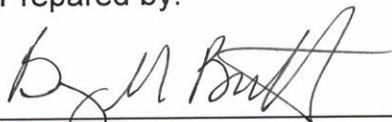
C. Closed meeting, held pursuant to Tex. Gov. Code Sec. 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee – at 7:16 p.m., President LeBlanc requested all visitors, except Ms. Chatagnier, Chief Bodin, and Ms. Buffington to exit the meeting room.

D. Return to open meeting. Take any action deemed necessary based upon discussion in closed meeting – at 7:36 p.m., President LeBlanc invited all visitors to return to the meeting room. Motion then made by Commissioner Daigle, seconded by Commissioner Browning, that starting next pay period, all part-time dispatchers pay would be \$10/hour, with part-time dispatchers max pay capped at \$15/hour; full-time dispatchers starting pay at \$15/hour; current full-time dispatchers (Alissa, Daniel, Chance) and Ms. Buffington to receive 10% pay increase per hour; with the final full-time dispatcher who is coming off of her probationary period (Shelby), to receive a pay jump to \$15/hour.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported that Brush 10 would be taken in for rust repair. He had received 3 bids and it would be taken to Like New on FM 408. The truck, although a 2001, only has 23,000 miles and runs well. He also reported that PAFD would resume their fire training at the FTC soon. Ms. Buffington asked for guidance regarding a GenSet bill from 2019. Was told to pay only the call-out.
8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:49 p.m.

Prepared by:



Becky M. Buffington
District Administrator

000012

CASH FLOW REPORT
March 31 - April 30, 2020

TexasClass Investment

Balance as of 03/31/2020	\$722526.61
Income: interest	+651.43
Balance as of 04/30/2020	\$723178.04

TexPool Investment

Balance as of 03/31/2020	\$721643.51
Income: interest	+269.98
Balance as of 04/30/2020	\$721913.52

Petty Cash

Balance as of 03/31/2020	\$1422.42
Income:	N/A
Expenses: C. Chatagnier/Coffee	25.88
Breakfast after fire	24.00
Total Expenses:	-49.88
Balance as of 04/30/2020	\$1372.54

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 03/31/2020	\$22734.63
Income: interest	+4.66
Expenses:	N/A
Balance as of 04/30/2020	\$22739.29

Wellspring CU Checking (non-interest bearing)

Balance as of 03/31/2020	\$763.02
Income: station rental	+200.00
Expenses:	N/A
Balance as of 04/30/2020	\$963.02

1st Financial Special Projects (interest rate 0.40%)

Balance as of 03/31/2020	\$73705.76
Income: interest	+24.16
Expenses:	N/A
Balance as of 04/30/2020	\$73729.92

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 03/31/2020 \$304680.27
 Income: February interest deposited 3/1/2020

Date	Line Description	Amount
4/16/20	TAX A/C	6511.47
4/20/20	TAX A/C	1920.65
4/29/20	TAX A/C	6201.08
4/30/20	INTEREST	89.41

Total Income: +14722.61
 Expenses: xfers to 1st Fin. Gen Op -63000.00
 Balance as of 04/30/2020 \$256402.88

1st Financial Reserve (interest rate 0.40%)

Balance as of 03/31/2020 \$56191.13
 Income: interest (Feb. & Mar.) +18.43
 Expenses: N/A
 Balance as of 04/30/2020 \$56209.56

1st Financial General Operating (interest rate 0.40%)

Balance as of 03/31/2020 \$1195.17
 Income:

Date	Line Description	Amount
4/2/20	1 ST FIN - PRIMHOLD	21000.00
4/8/20	1ST FIN - PRIM HOLD	4000.00
4/16/20	1 ST FIN - PRIM HOLD	26000.00
4/16/20	TML - Damage to Eng. 1	3506.43
4/30/20	1 ST FIN - PRIM HOLD	12000.00
4/30/20	Interest	3.61

Total Income: +66510.04
 Expenses:

Check #	Date	Payee	Amount
4021	4/2/20	CHANCE M. CHATAGNIER	1,339.79
4022	4/2/20	DANIEL J. DIAZ	1,374.21
4023	4/2/20	SHELBY D. TRAHAN	620.71
4024	4/2/20	ROBERT A. MANN	1,037.88
4025	4/2/20	ALISSA R. ARMSTRONG	1,238.68
4024V	4/2/20	ROBERT A. MANN	-1,037.88
4026	4/2/20	ROBERT A. MANN	1,037.88
4027	4/2/20	JOEL G. GILBERT	36.01
4028	4/2/20	RICHARD C. BODIN JR	1,848.77
4029	4/2/20	BECKY M. BUFFINGTON	1,057.91
ACH	4/2/20	EFTPS - ONLINE	2,853.22
4030	4/2/20	BECKY BUFFINGTON	173.65
4031	4/2/20	KERI MICHUTKA, CPA	8,000.00
4031V	4/2/20	KERI MICHUTKA, CPA	-8,000.00
4032	4/2/20	KERI MICHUTKA, CPA	8,000.00
4033	4/2/20	ORANGEFIELD WATER SUPPLY CORP.	59.55
ACH	4/2/20	CENTERPOINT ENERGY	54.56
4034	4/2/20	ABSOLUTE EQUIPMENT SERVICE SOL	129.70
4035	4/2/20	CLARK CHEMICALS, INC.	51.60
ACH	4/2/20	ENTERGY	78.64
ACH	4/2/20	ENTERGY	580.72
ACH	4/8/20	TCDRS	4,511.22

4036	4/16/20	CHANCE M. CHATAGNIER	1,339.79
4037	4/16/20	DANIEL J. DIAZ	1,525.74
4038	4/16/20	SHELBY D. TRAHAN	620.71
4039	4/16/20	ROBERT A. MANN	1,032.55
4040	4/16/20	ALISSA R. ARMSTRONG	1,075.43
4041	4/16/20	RICHARD C. BODIN JR	1,848.77
4042	4/16/20	BECKY M. BUFFINGTON	1,030.97
ACH	4/16/20	EFTPS - ONLINE	2,861.28
ACH	4/16/20	ENTERGY	245.81
4043	4/16/20	CITY OF BRIDGE CITY	143.55
4044	4/16/20	SECURITY PEST MANAGEMENT	175.65
4045	4/16/20	WALMART COMMUNITY	91.19
4046	4/16/20	TEXAS MUNICIPAL LEAGUE	8,112.25
4047	4/16/20	CIMRON CAMPBELL	417.00
4048	4/16/20	O'REILLY AUTO PARTS	45.63
4049	4/16/20	SIDDONS-MARTIN EMERGENCY GROUP	785.46
4050	4/16/20	CLARK CHEMICALS, INC.	51.60
4051	4/16/20	A & J ENGINE SERVICE, INC.	275.00
ACH	4/16/20	CITIBUSINESS CARD	2,430.02
4052	4/16/20	BOUNDTREE MEDICAL LLC	181.30
4053	4/16/20	COASTAL WELDING SUPPLY, INC.	54.25
ACH	4/16/20	WEX BANK	1,250.67
4054	4/16/20	CANON SOLUTIONS AMERICA	34.60
4055	4/30/20	CHANCE M. CHATAGNIER	1,339.79
4056	4/30/20	DANIEL J. DIAZ	1,141.48
4057	4/30/20	SHELBY D. TRAHAN	693.72
4058	4/30/20	ROBERT A. MANN	949.80
4059	4/30/20	ALISSA R. ARMSTRONG	1,023.58
4060	4/30/20	KAITLIN PELAEZ	146.38
4061	4/30/20	RICHARD C. BODIN JR	1,848.77
4062	4/30/20	BECKY M. BUFFINGTON	1,066.90
ACH	4/30/20	EFTPS - ONLINE	2,711.92
ACH	4/30/20	CENTERPOINT ENERGY	41.34
ACH	4/30/20	HEALTH CARE SERVICE CORP	1,917.63
4063	4/30/20	ORANGE OILFIELD SUPPLY	48.27
ACH	4/30/20	ENTERGY	465.12
ACH	4/30/20	ENTERGY	48.17
4064	4/30/20	CASCO INDUSTRIES INC	1,541.15

Total Expenses:	-65660.06
Balance as of 04/30/2020	\$2045.15

ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2

Due to lack of a quorum, no meeting was held in the month of June 2020.

Prepared by:

BECKY M. BUFFINGTON
District Administrator

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JULY 21, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Daigle and Franklin.
3. PUBLIC COMMENTS – The following guests were in attendance: Chief Bodin; Brennan Dobbs; various members of the volunteer fire department; Pinehurst VFD Chief, Shon Branham, and Becky M. Buffington, District Administrator.

No members of the public desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the May 26, 2020, regular session and June no quorum session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Daigle, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for May - June 2020 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Franklin, 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.

6. NEW BUSINESS

A. Discussion and possible action regarding request from City of Pinehurst regarding Interlocal Agreement for dispatch services – Chief Branham addressed the Board regarding the Interlocal Agreement previously signed by the parties. He stated that the City, although they had approved the Agreement, would rather pay in quarterly installments rather than one annual payment as set out in the agreement. After discussion, the Board decided to take no action on the request by the City of Pinehurst.

B. Discussion and possible action regarding designating outdated radio equipment as salvage and disposal of same – Chief Bodin explained that the regional system has been updated now and that we have spares that won't power up, some that will no longer be supported and as we come across these units, they need to be removed from the tower and disposed of accordingly. Commissioner

Franklin made a motion, seconded by Commissioner Daigle, to grant Chief Bodin authority to designate all outdated radio equipment as salvage and to further give Chief Bodin authority to dispose of same.

All voted AYE. Motion carried.

C. Discussion and possible action regarding acceptance of letter of resignation presented by Secretary, Matthew D. Browning – President LeBlanc read Mr. Browning's letter to the Board. Motion made by Commissioner Daigle, seconded by Commissioner Franklin, to accept the resignation.

All voted AYE. Motion carried.

D. Closed meeting, held pursuant to Tex. Gov. Code Sec. 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – at 7:20 p.m., President LeBlanc requested all visitors, except Chief Bodin and Ms. Buffington to exit the meeting room.

E. Return to open meeting. Take any action deemed necessary based upon discussion in closed meeting – at 7:22 p.m., President LeBlanc invited all visitors to return to the meeting room. Motion then made by Commissioner Franklin, seconded by Commissioner Daigle, to appoint Christopher Landry to fill the position of Secretary left open by Mr. Browning's resignation.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported that Brush 10 work done at Collision Clinic and that repairs had been donated. Annual PMs were underway on other apparatus. Ladder 8 - working with Pierce to warranty the work on it.

Ms. Buffington stated that budget and tax rate matters were upcoming in the next month.

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:28 p.m.

Prepared by:



Becky M. Buffington
District Administrator

000016

CASH FLOW REPORT April 30 - May 31, 2020

TexasClass Investment

Balance as of 04/30/2020	\$723178.04
Income: interest	+463.98
Balance as of 05/31/2020	\$723642.02

TexPool Investment

Balance as of 04/30/2020	\$721913.52
Income: interest	+164.65
Balance as of 05/31/2020	\$722078.17

Petty Cash

Balance as of 04/30/2020	\$1372.54
Income:	N/A
Expenses: C. Chatagnier/Coffee	-52.37
Balance as of 05/31/2020	\$1320.17

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 04/30/2020	\$22739.29
Income: interest	+4.82
Expenses:	N/A
Balance as of 05/31/2020	\$22744.11

Wellspring CU Checking (non-interest bearing)

Balance as of 04/30/2020	\$963.02
Income: station rental/report fee	+405.00
Expenses:	N/A
Balance as of 05/31/2020	\$1368.02

1st Financial Special Projects (interest rate 0.40%)

Balance as of 04/30/2020	\$73729.92
Income: interest	+16.52
Expenses:	N/A
Balance as of 05/31/2020	\$73746.44

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 04/30/2020 \$256402.88
 Income: February interest deposited 3/1/2020

Date	Line Description	Amount
5/6/20	TAX A/C	2526.57
5/11/20	TAX A/C	1274.20
5/20/20	TAX A/C	2687.67
5/26/20	TAX A/C	3835.38
5/31/20	INTEREST	82.31

Total Income: +10406.13
 Expenses: xfers to 1st Fin. Gen Op -52500.00
 Balance as of 05/31/2020 \$214309.01

1st Financial Reserve (interest rate 0.40%)

Balance as of 04/30/2020 \$56209.56
 Income: interest (Feb. & Mar.) +19.04
 Expenses: N/A
 Balance as of 05/31/2020 \$56228.60

1st Financial General Operating (interest rate 0.40%)

Balance as of 04/30/2020 \$2045.15
 Income:

Date	Line Description	Amount
5/14/20	1ST FIN - PRIM HOLD	27,000.00
5/27/20	1ST FIN - PRIM HOLD	5,000.00
5/27/20	1ST FIN - PRIM HOLD	7,500.00
5/28/20	1ST FIN - PRIM HOLD	13,000.00
5/31/20	FIRST FINANCIAL BANK (INTEREST)	2.62

Total Income: +52502.62
 Expenses:

Check #	Date	Payee	Amount
4065	5/14/20	CHANCE M. CHATAGNIER	1,516.43
4066	5/14/20	DANIEL J. DIAZ	1,642.36
4067	5/14/20	SHELBY D. TRAHAN	610.06
4068	5/14/20	ROBERT A. MANN	949.80
4069	5/14/20	ALISSA R. ARMSTRONG	1,023.58
4070	5/14/20	JOEL G. GILBERT	60.03
4071	5/14/20	RICHARD C. BODIN JR	1,848.77
4072	5/14/20	BECKY M. BUFFINGTON	1,030.97
ACH	5/14/20	TCDRS	6,047.61
ACH	5/14/20	EFTPS - ONLINE	2,978.25
4073	5/14/20	ORANGFIELD WATER SUPPLY CORP.	64.07
ACH	5/14/20	ENTERGY	233.87
4074	5/14/20	CITY OF BRIDGE CITY	97.00
4075	5/14/20	SIDDONS-MARTIN EMERGENCY GROUP	220.59
4076	5/14/20	DELTA INDUSTRIAL SERVICE & SUPPLY	1,431.57
4077	5/14/20	MOWERS TRACTORS INC	165.58
4078	5/14/20	ROBOTRONICS, INC	974.00
4079	5/14/20	BEARCOM	198.99
4080	5/14/20	U-RENTALL INC	15.00
4081	5/14/20	COASTAL WELDING SUPPLY, INC.	52.50
ACH	5/14/20	WEX BANK	1,235.32
4082	5/14/20	BECKY BUFFINGTON	57.62

4083	5/14/20	AUTO LUBE	21.00
4084	5/14/20	ALLIED BREATHING AIR	308.00
4085	5/14/20	VICTOR INSURANCE MANAGERS INC.	154.00
4086	5/14/20	ORANGE OILFIELD SUPPLY	111.47
4087	5/14/20	CANON SOLUTIONS AMERICA	34.17
4088	5/14/20	BOUNDTREE MEDICAL LLC	181.30
4088V	5/14/20	BOUNDTREE MEDICAL LLC	-181.30
ACH	5/14/20	CITIBUSINESS CARD	4,797.68
ACH	5/15/20	FIRE FIGHTERS' PENSION COMM.	2,336.46
4089	5/18/20	KAREN FISHER, TAX A/C	30.00
4090	5/27/20	MITCHELL T. FONTENOTE, CPA	7,500.00
4091	5/28/20	CHANCE M. CHATAGNIER	1,339.79
4092	5/28/20	DANIEL J. DIAZ	1,135.54
4093	5/28/20	SHELBY D. TRAHAN	710.45
4094	5/28/20	ROBERT A. MANN	949.80
4095	5/28/20	ALISSA R. ARMSTRONG	1,114.24
4096	5/28/20	KELTON C. HUTSELL	254.43
4097	5/28/20	KAITLIN PELAEZ	73.88
4098	5/28/20	RICHARD C. BODIN JR	1,848.77
4099	5/28/20	BECKY M. BUFFINGTON	1,030.97
ACH	5/28/20	EFTPS - ONLINE	2,763.28
ACH	5/28/20	TEXAS WORKFORCE COMMISSION	19.80
4100	5/28/20	DELTA INDUSTRIAL SERVICE & SUPPLY	1,112.62
4101	5/28/20	BEARCOM	225.00
4102	5/28/20	CIMRON CAMPBELL	417.00
4103	5/28/20	INNOVATIVE AIR SOLUTIONS	91.00
ACH	5/28/20	ENTERGY	491.10
4104	5/28/20	DR. DRIVESHAFT	211.53
ACH	5/28/20	HEALTH CARE SERVICE CORP	1,917.63
4105	5/28/20	KAREN FISHER, TAX A/C	7.50
4106	5/29/20	GENSET ENTERPRISES LLC	135.00
Total Expenses:			-53596.08
Balance as of 05/31/2020			\$951.69

CASH FLOW REPORT
May 31 - June 30, 2020

TexasClass Investment

Balance as of 05/31/2020	\$723642.02
Income: interest	+349.96
Balance as of 06/30/2020	\$723991.98

TexPool Investment

Balance as of 05/31/2020	\$722078.17
Income: interest	+128.47
Balance as of 06/30/2020	\$722206.64

Petty Cash

Balance as of 05/31/2020	\$1320.17
Income: Station Rental	+50.00
Expenses: N/A	
Balance as of 06/30/2020	\$1370.17

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 05/31/2020	\$22744.11
Income: interest	+4.66
Expenses:	N/A
Balance as of 06/30/2020	\$22748.77

Wellspring CU Checking (non-interest bearing)

Balance as of 05/31/2020	\$1368.02
Income: station rental/report fee	+550.00
Expenses:	N/A
Balance as of 06/30/2020	\$1918.02

1st Financial Special Projects (interest rate 0.25%)

Balance as of 05/31/2020	\$73746.44
Income: interest	+15.12
Expenses:	N/A
Balance as of 06/30/2020	\$73761.56

1st Financial Reserve (interest rate 0.40%)

Balance as of 05/31/2020	\$56228.60
Income: interest	+18.44
Expenses:	N/A
Balance as of 06/30/2020	\$56247.04

1st Financial Bank Holding (interest rate 0.40%)

4129	6/11/20	CITIBANK	15.20
4130	6/25/20	CHANCE M. CHATAGNIER	1,459.17
4131	6/25/20	DANIEL J. DIAZ	1,436.43
4132	6/25/20	SHELBY D. TRAHAN	1,122.13
4133	6/25/20	ROBERT A. MANN	976.93
4134	6/25/20	ALISSA R. ARMSTRONG	1,309.95
4135	6/25/20	BERTHA L. GARZA	66.50
4136	6/25/20	KELTON C. HUTSELL	73.88
4137	6/25/20	KAITLIN PELAEZ	146.38
4138	6/25/20	RICHARD C. BODIN JR	1,848.77
4139	6/25/20	BECKY M. BUFFINGTON	1,131.52
ACH	6/25/20	EFTPS - ONLINE	3,188.37
ACH	6/25/20	HEALTH CARE SERVICE CORP	1,917.63
4140	6/25/20	CLARK CHEMICALS, INC.	61.80
4141	6/25/20	ORANGE CO. APPRAISAL DIST.	4,867.15
4142	6/25/20	BOUNDTREE MEDICAL LLC	18.33
4143	6/25/20	CIMRON CAMPBELL	417.00
4144	6/25/20	BEARCOM	1,494.95
4145	6/25/20	24HR SAFETY	275.00
4146	6/25/20	A-DOOR WORKS INC	307.50
4147	6/25/20	VOICE PRODUCTS SERVICE LLC	2,609.00
4148	6/25/20	ORANGE ELECTRIC LLC	892.89
4149	6/25/20	BAYOU METALS SPECIALTIES	1,200.00
4150	6/25/20	ENTERGY	304.63

Total Expenses: -52989.28
Balance as of 06/30/2020 \$1767.09

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
AUGUST 18, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Daigle, Franklin, Childers, and Landry.
3. PUBLIC COMMENTS – The following guests were in attendance: Chief Bodin; various members of the volunteer fire department; and Becky M. Buffington, District Administrator.

No members of the public desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the July 21, 2020, regular and closed sessions were presented. Motion made by Commissioner Franklin, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for July 2020 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Franklin, 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.

6. NEW BUSINESS

A. Discussion and possible action regarding granting Chief Bodin authority to negotiate and sign an Interlocal Agreement with the City of West Orange for dispatch services for their volunteer fire department – Chief Bodin explained that their call volume is low; all dispatchers are on board will taking on this additional duty; the City understands that, due to the limitations of our current recorder, the phone calls will be recorded, but radio traffic would not; the charge to the City would be \$1,400.00 per year; we would assume dispatch 09/01/2020. After discussion, motion made by Commissioner Landry, seconded by Commissioner Daigle to grant Chief Bodin authority to negotiate and sign an interlocal agreement with the City of West Orange for dispatch services for their volunteer fire department.

All voted AYE. Motion carried.

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B. Discussion and possible action regarding granting Chief Bodin authority to sign agreement with Orange County for the area wide hazard mitigation study – Chief Bodin explained this would give us the opportunity to participate in certain grants that if we were not a participant we would be excluded from; we would have to match on some if chosen; would have to send a delegate to meetings; etc. Commissioner Landry made a motion, seconded by Commissioner Franklin, to grant Chief Bodin authority to sign agreement with Orange County for the area wide hazard mitigation study .

All voted AYE. Motion carried.

C. Discussion and possible action regarding review and acceptance of 2020 certified value and corresponding reports from OCAD – Ms. Buffington presented the values and reports to the Board. Motion made by Commissioner Daigle, seconded by Commissioner Franklin, to accept the value and reports.

All voted AYE. Motion carried.

D. Discussion and possible action regarding review and acceptance of Certification of the 2020 anticipated collection rate & 2019 excess debt collections from County Tax A/C – Ms. Buffington presented the certification by Karen Fisher, County Tax A/C. Motion made by Commissioner Daigle, seconded by Commissioner Franklin, to accept the Certification of the 2020 anticipated collection rate & 2019 excess debt collections from County Tax A/C.

All voted AYE. Motion carried.

E. Discussion and possible action regarding review and acceptance of 2020 tax rates from County Tax A/C – Ms. Buffington presented the 2020 tax rates as prepared by Karen Fisher, County Tax A/C. She then explained the different terminology being used this year as compared to last. After review, motion made by Commissioner Daigle, seconded by Commissioner Childers, to accept the 2020 tax rates from County Tax A/C.

All voted AYE. Motion carried.

- F. Discussion and Possible Action Regarding Tax Rate for 2020
- a. propose tax rate
 - i. set date for public hearing; and
 - ii. set date for meeting to adopt budget and tax rate.

Based upon the rates presented in Item E, motion made by Commissioner Franklin, seconded by Commissioner Landry, to propose the de minimis rate of \$0.06998 per

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\$100 of value; to schedule the public hearing from September 2, 2020, at 6:30 p.m. at Fire Station 2; and to schedule the meeting to adopt the budget and tax rate for September 9, 2020, at 7 p.m.

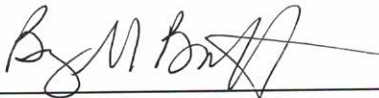
All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported that he would be joining the Regional Advisory Council; that Unit 10 was back in service; Ladder 8 still in the shop; Tanker 7 may need a new chassis and re-wire; that the Board will need to consider looking into some new apparatus in the coming years; and also need to begin considering a design-build firm for new station.

Ms. Buffington stated that she and Keri Michutka, CPA, had communicated regarding "assigned funds" per Auditor, Mitch Fontenote's direction, and that Keri would be making a journal entry to assign \$1,463,398.66 since it did not require Board approval.

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:37 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT June 30 - July 31, 2020

TexasClass Investment

Balance as of 06/30/2020	\$723991.98
Income: interest	+278.84
Balance as of 07/31/2020	\$724270.82

TexPool Investment

Balance as of 06/30/2020	\$722206.64
Income: interest	+127.68
Balance as of 07/31/2020	\$722334.32

Petty Cash

Balance as of 06/30/2020	\$1370.17
Income: t-shirt payments	+559.67
Expenses: pizza after calls	60.00
paint for bays	27.76
cash xferred to Wellspring M/M	300.00
Total Expenses:	-387.76
Balance as of 07/31/2020	\$1542.08

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 06/30/2020	\$22748.77
Income: interest	4.86
cash xferred from Petty Cash	300.00
station rental/t-shirt purchases	340.65
Total Income:	+645.51
Expenses:	N/A
Balance as of 07/31/2020	\$23394.28

Wellspring CU Checking (non-interest bearing)

Balance as of 06/30/2020	\$1918.02
Income: station rental/report fee	+
Expenses:	N/A
Balance as of 07/31/2020	\$1918.02

1st Financial Special Projects (interest rate 0.25%)

Balance as of 06/30/2020	\$73761.56
Income: interest	+16.62
Expenses:	N/A
Balance as of 07/31/2020	\$73778.18

1st Financial Reserve (interest rate 0.40%)

Balance as of 06/30/2020 \$56247.04
 Income: interest +20.28
 Expenses: N/A
 Balance as of 07/31/2020 \$56267.32

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 06/30/2020 \$186288.27
 Income:

Date	Line Description	Amount
7/14/20	TAX A/C	3133.90
7/21/20	TAX A/C	2783.00
7/22/20	JCESD3 (Dispatch); BCVF&R (Grant reimb)	17608.00
7/28/20	TAX A/C	2464.94
7/28/20	CITY OF PINEHURST (DISPATCH)	14100.00
7/31/20	INTEREST	55.18

Total Income: +40089.84
 Expenses: xfers to 1st Fin. Gen Op -82000.00
 Balance as of 07/31/2020 \$144433.29

1st Financial General Operating (interest rate 0.40%)

Balance as of 06/30/2020 \$1767.09
 Income:

Date	Line Description	Amount
7/9/20	1ST FIN - PRIM HOLD	42,000.00
7/23/20	1ST FIN - PRIM HOLD	40,000.00
7/31/20	1ST FIN (INTEREST)	6.19

Total Income: +82006.19
 Expenses:

Check #	Date	Payee	Amount
4150V	7/9/20	ENERGY	-304.63
ACH	7/9/20	ENERGY	304.63
ACH	7/9/20	ENERGY	29.98
ACH	7/9/20	ENERGY	683.61
ACH	7/9/20	TCDRS	4,512.74
4151	7/9/20	CHANCE M. CHATAGNIER	1,483.06
4152	7/9/20	DANIEL J. DIAZ	1,375.17
4153	7/9/20	SHELBY D. TRAHAN	1,251.23
4154	7/9/20	ROBERT A. MANN	949.80
4155	7/9/20	ALISSA R. ARMSTRONG	1,311.44
4156	7/9/20	KAITLIN PELAEZ	344.02
4157	7/9/20	RICHARD C. BODIN JR	1,848.77
4158	7/9/20	BECKY M. BUFFINGTON	1,131.52
ACH	7/9/20	EFTPS - ONLINE	3,242.13
ACH	7/9/20	CENTERPOINT ENERGY	40.31
4159	7/9/20	CC CREATIONS	1,061.91
4160	7/9/20	TEXAS COMPTROLLER OF PUBLIC ACCTS	100.00
4161	7/9/20	ACTION OIL SERVICES	50.00
4162	7/9/20	ORANGEFIELD WATER SUPPLY CORP.	55.02
4163	7/9/20	24HR SAFETY	15.00
ACH	7/9/20	WEX BANK	1,327.26
4164	7/9/20	COASTAL WELDING SUPPLY, INC.	52.50
4165	7/9/20	SPIDLE & SPIDLE INC	1,407.53

4166	7/9/20	BD INDUSTRIES	6,118.74
4167	7/9/20	ALLIED BREATHING AIR	403.00
4168	7/9/20	CITY OF BRIDGE CITY	97.00
4169	7/9/20	CANON SOLUTIONS AMERICA	50.47
4170	7/9/20	CITIBANK	395.63
ACH	7/9/20	CITIBUSINESS CARD	8,493.50
4171	7/9/20	SIDDONS-MARTIN EMERGENCY GROUP	4,563.99
4172	7/23/20	CHANCE M. CHATAGNIER	1,459.17
4173	7/23/20	DANIEL J. DIAZ	1,620.20
4174	7/23/20	SHELBY D. TRAHAN	1,108.78
4175	7/23/20	ROBERT A. MANN	949.80
4176	7/23/20	ALISSA R. ARMSTRONG	1,472.20
4177	7/23/20	KELTON C. HUTSELL	129.29
4178	7/23/20	JOEL G. GILBERT	72.03
4179	7/23/20	RICHARD C. BODIN JR	1,848.77
4180	7/23/20	BECKY M. BUFFINGTON	1,131.52
ACH	7/23/20	EFTPS - ONLINE	3,336.74
ACH	7/23/20	HEALTH CARE SERVICE CORP	2,556.84
4181	7/23/20	CIMRON CAMPBELL	417.00
4182	7/23/20	BEAUMONT FRAME & FRONT END	310.00
4183	7/23/20	MOWERS TRACTORS INC	468.67
4184	7/23/20	SOUTHERN SOFTWARE, INC.	5,550.00
4185	7/23/20	WALMART COMMUNITY	57.76
4186	7/23/20	TEXAS MUNICIPAL LEAGUE	15,577.25
4187	7/23/20	ORANGE OILFIELD SUPPLY	48.49
4188	7/23/20	TRENDZ!	144.95
4189	7/23/20	KAREN FISHER, TAX A/C	22.50
4190	7/23/20	INNOVATIVE AIR SOLUTIONS	91.00
ACH	7/23/20	ENTERGY	307.51
ACH	7/23/20	ENTERGY	44.50
ACH	7/23/20	ENTERGY	796.00
Total Expenses:			-81916.30
Balance as of 07/31/2020			\$1856.98

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
SEPTEMBER 9, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners Franklin, Childers, and Landry.
3. PUBLIC COMMENTS – The following guests were in attendance: Chief Bodin; Asst. Chief Taylor; various members of the volunteer fire department; District Manager, Chance Chatagnier; and Becky M. Buffington, District Administrator.

No members of the public desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the August 18, 2020, regular session and the September 2, 2020 public hearing were presented. Motion made by Commissioner Landry, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for August 2020 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Childers, seconded by Commissioner Landry, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

6. NEW BUSINESS

- A. Discussion and possible action regarding adoption of budget for FY 2021 – District Administrator Buffington explained this was a bare bones budget due to the proposed tax rate. After review, motion made by Commissioner Landry, seconded by Commissioner Childers, to adopt the budget as proposed.

All voted AYE. Motion carried.

- B. Discussion and possible action regarding adoption of proposed tax rate for 2020 - tax rate of \$0.06998 per \$100 of value – after discussion, motion made by Commissioner Childers, seconded by Commissioner Landry, to adopt the proposed rate of \$0.06998 per \$100 of value for tax year 2020.

All voted AYE. Motion carried.

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C. Hurricane Laura update from District Manager, Chance Chatagnier - discussion and possible action regarding temporary fixes to dispatch center - Ms. Chatagnier addressed the Board. Stated that during the response, the Jefferson County entities had very little calls and most of the calls in Orange County were med calls, CO₂, MVAs, etc. She put a new (donated) desk in dispatch to aid in having 2 dispatchers in the center at one time. There were internet issues due to Spectrum lines being down for some time and having to work off the Verizon MiFi (slow). Need to look into a new dispatch center. We now dispatch for 7 entities total. During the time working off generator, found 3 pieces of equipment in dispatch were not grounded and kept surging, but the surge protectors/UPS equipment worked.

No action was taken.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
None.

8. ADJOURNMENT - There being no further business, the meeting was adjourned at 7:46 p.m.

Prepared by:



Becky M. Buffington
District Administrator

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CASH FLOW REPORT
August 31 - September 30, 2020

TexasClass Investment

Balance as of 08/31/2020	\$724466.30
Income: interest	+149.03
Balance as of 09/30/2020	\$724615.33

TexPool Investment

Balance as of 08/31/2020	\$722442.80
Income: interest	+73.95
Expenses: xfer to 1 st Financial Reserve	-165000.00
Balance as of 09/30/2020	\$557516.75

Petty Cash

Balance as of 08/31/2020	\$6406.44
Income: T-shirts	+29.00
Expenses:	N/A
Balance as of 09/30/2020	\$6435.44

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 08/31/2020	\$18398.96
Income: interest	+3.77
Expenses:	N/A
Balance as of 09/30/2020	\$18402.73

Wellspring CU Checking (non-interest bearing)

Balance as of 08/31/2020	\$2173.52
Income:	N/A
Expenses:	N/A
Balance as of 09/30/2020	\$2173.52

1st Financial Special Projects (interest rate 0.25%)

Balance as of 08/31/2020	\$73792.80
Income: interest	+9.95
Expenses: Xfer to Gen.Op. acct.	-27000.00
Balance as of 09/30/2020	\$46802.75

1st Financial Reserve (interest rate 0.40%)

Balance as of 08/31/2020		\$56285.16
Income:	interest	20.75
	xfers from TexPool Investments	165000.00
Total Income:		+165020.75
Expenses:	xfer to Gen.Op. acct.	82000.00
	xfer to gear/radio loan	74988.20
Total Expenses:		-156988.20
Balance as of 09/30/2020		\$64317.71

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 08/31/2020		\$92070.62	
Income:			
	<u>Date</u>	<u>Line Description</u>	<u>Amount</u>
	9/15/20	TAX A/C	1122.83
	9/21/20	TAX A/C	686.91
	9/24/20	JCWD10; C/BC (PENSION)	8796.23
	9/28/20	TAX A/C	1261.51
	9/28/20	JCESD#1	3300.00
	7/31/20	INTEREST	21.42
Total Income:			+15188.90
Expenses:	xfers to 1 st Fin. Gen Op		-58000.00
Balance as of 09/30/2020			\$49259.52

1st Financial General Operating (interest rate 0.40%)

Balance as of 08/31/2020		\$-1961.65	
Income:			
	<u>Date</u>	<u>Line Description</u>	<u>Amount</u>
	9/3/20	1ST FIN - PRIM HOLD	3,000.00
	9/3/20	1ST FIN - SPEC PROJ	27,000.00
	9/11/20	1ST FIN - PRIM HOLD	5,000.00
	9/11/20	TAX A/C (excess funds - tax sale)	272.31
	9/16/20	CITY OF WEST ORANGE	1,400.00
	9/17/20	1ST FIN - PRIM HOLD	50,000.00
	9/17/20	1ST FIN - RESERVE	35,000.00
	9/21/20	1ST FIN - RESERVE	47,000.00
	9/30/20	FIRST FINANCIAL BANK	11.90
Total Income:			+168684.21
Expenses:			

	<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
	4228	9/3/20	CHANCE M. CHATAGNIER	2,412.33
	4229	9/3/20	DANIEL J. DIAZ	2,258.07
	4230	9/3/20	SHELBY D. TRAHAN	1,440.58
	4231	9/3/20	ROBERT A. MANN	989.94
	4232	9/3/20	ALISSA R. ARMSTRONG	1,432.29
	4233	9/3/20	HANNAH C. BEST	147.76
	4234	9/3/20	KELTON C. HUTSELL	221.64
	4235	9/3/20	RICHARD C. BODIN JR	1,848.77
	4236	9/3/20	BECKY M. BUFFINGTON	1,279.70
	ACH	9/3/20	EFTPS - ONLINE	4,405.52
	4237	9/3/20	BECKY BUFFINGTON	59.34
	4238	9/3/20	CED - DALLAS	273.50
	4239	9/3/20	CASCO INDUSTRIES INC	1,541.15

4240	9/3/20	ALPHA SOURCE, INC.	638.00
4241	9/3/20	SKYLINE EQUIPMENT INC	7,115.00
ACH	9/3/20	CENTERPOINT ENERGY	40.31
4242	9/3/20	ORANGE NEWSMEDIA LLC	711.48
4243	9/8/20	KELTON C. HUTSELL	221.64
4234V	9/8/20	KELTON C. HUTSELL	-221.64
ACH	9/11/20	TCDRS	4,605.32
4244	9/11/20	ORANGEFIELD WATER SUPPLY CORP.	83.16
4245	9/17/20	CHANCE M. CHATAGNIER	1,483.06
4246	9/17/20	DANIEL J. DIAZ	1,611.12
4247	9/17/20	SHELBY D. TRAHAN	942.19
4248	9/17/20	ROBERT A. MANN	949.80
4249	9/17/20	ALISSA R. ARMSTRONG	1,314.40
4250	9/17/20	RICHARD C. BODIN JR	1,848.77
4251	9/17/20	BECKY M. BUFFINGTON	1,171.02
4252	9/17/20	CITIBANK	368.03
4253	9/17/20	CITY OF BRIDGE CITY	77.05
4254	9/17/20	MARKET BASKET	164.76
ACH	9/17/20	ENERGY	341.50
ACH	9/17/20	ENERGY	816.82
ACH	9/17/20	ENERGY	32.35
4255	9/17/20	WALMART COMMUNITY	222.15
4256	9/17/20	SPIDLE & SPIDLE INC	1,288.10
ACH	9/17/20	CITIBUSINESS CARD	9,260.39
ACH	9/17/20	WEX BANK	1,257.27
4257	9/17/20	CANON SOLUTIONS AMERICA	117.70
4258	9/17/20	BEARCOM	185.00
4259	9/17/20	COASTAL WELDING SUPPLY, INC.	43.40
4260	9/17/20	ALLIED BREATHING AIR	1,348.26
4261	9/17/20	OLD ORANGE CAFE & CATERING	6,975.00
4262	9/17/20	CIMRON CAMPBELL	417.00
4263	9/17/20	CED - DALLAS	15.00
4264	9/17/20	ORANGE CO. APPRAISAL DIST.	4,867.15
4265	9/17/20	PNC EQUIPMENT FINANCE	87,920.65
ACH	9/17/20	FIRE FIGHTERS' PENSION COMM.	8,856.00
ACH	9/17/20	EFTPS - ONLINE	3,194.42

Total Expenses: -168592.22
Balance as of 09/30/2020 \$-1869.66

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
OCTOBER 7, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Franklin, and Daigle.
3. PUBLIC COMMENTS – The following guests were in attendance: Becky M. Buffington, District Administrator.

No members of the public desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the September 9, 2020, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Daigle, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for September 2020 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.

6. NEW BUSINESS

A. Discussion and possible action regarding setting TCDRS rates for FY 2021 – District Administrator Buffington informed the Board that, currently, the District utilizes an employee deposit rate of 7% with a employer matching of 200% and an elected rate of 10.76% while the required rate is only 8.49%. Currently, the District is at 87% funded. Therefore, she is requesting the District drop to the required rate of 8.49%, which would save approximately \$7000 yearly. Motion made by Commissioner Daigle, seconded by Commissioner Franklin, to change from the elected rate to the required rate of 8.49%.

All voted AYE. Motion carried.

B. Discussion and possible action regarding amending banking resolutions to provide for removal of former Secretary, Matthew Browning, and inclusion of current Secretary, Christopher Landry, on all signature cards – motion made by Commissioner Franklin, seconded by Commissioner Daigle to amend the banking

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resolutions to make the change and remove former Secretary, Matthew Browning, and include current Secretary, Christopher Landry, on all signature cards, provide for all other signatories, etc. to remain the same, and for District Administrator Buffington to authorize same with Wellspring FCU and First Financial Bank.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
None.
8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:05 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT

September 30 - October 31, 2020

TexasClass Investment		\$724615.33
Balance as of 09/30/2020		+108.70
Income: interest		\$724724.03
Balance as of 10/31/2020		
TexPool Investment		\$557516.75
Balance as of 09/30/2020		+63.19
Income: interest		\$557579.97
Balance as of 10/31/2020		
Petty Cash		\$6435.44
Balance as of 09/30/2020		
Income: T-shirts	47.75	
station rental	50.00	
Total Income:		+97.75
Expenses: Disinfectant wipes	27.05	
lunch after fire	165.00	
Total Expenses:		-192.05
Balance as of 10/31/2020		\$6341.14
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 09/30/2020		\$18402.73
Income: interest		+3.90
Expenses:		N/A
Balance as of 10/31/2020		\$18406.63
Wellspring CU Checking (non-interest bearing)		
Balance as of 09/30/2020		\$2173.52
Income:		N/A
Expenses: ck 5109	Void	
ck 5110	Acadian Amb. - W. Bacon	1026.00
ck 5111	Charlene Warren (patches)	583.00
Total Expenses:		-1609.00
Balance as of 10/31/2020		\$564.52

1st Financial Special Projects (interest rate 0.25%)

Balance as of 09/30/2020	\$46802.75
Income: interest	+7.53
Expenses: xfer to Gen.Op. acct.	-22000.00
Balance as of 10/31/2020	\$24810.28

1st Financial Reserve (interest rate 0.40%)

Balance as of 09/30/2020	\$64317.71
Income: interest	+11.45
Expenses: xfers to Gen.Op. acct.	-39000.00
Balance as of 10/31/2020	\$25329.16

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 09/30/2020	\$49259.52
Income: interest	14.78
Tax A/C	3338.45
Total Income:	+3353.23
Expenses: xfers to 1 st Fin. Gen Op	-18000.00
Balance as of 10/31/2020	\$34612.75

1st Financial General Operating (interest rate 0.40%)

Balance as of 09/30/2020	\$-1869.66
Income: xfers from other 1 st Fin. Accts	99525.00
interest	5.70
Total Income:	+99530.70
Expenses:	

Check #	Date	Payee	Amount
4266	10/1/20	CHANCE M. CHATAGNIER	1,475.14
4267	10/1/20	DANIEL J. DIAZ	1,654.47
4268	10/1/20	SHELBY D. TRAHAN	943.72
4269	10/1/20	ROBERT A. MANN	949.80
4270	10/1/20	ALISSA R. ARMSTRONG	1,153.59
4271	10/1/20	KELTON C. HUTSELL	240.11
4272	10/1/20	HANNAH C. BEST	147.76
4273	10/1/20	RICHARD C. BODIN JR	1,848.77
4274	10/1/20	BECKY M. BUFFINGTON	1,131.52
ACH	10/1/20	EFTPS - ONLINE	3,207.24
ACH	10/1/20	HEALTH CARE SERVICE CORP	2,556.84
4275	10/1/20	BECKY BUFFINGTON	55.89
ACH	10/1/20	CENTERPOINT ENERGY	41.96
4276	10/1/20	BIG RED AIR CONDITIONING INC	2,649.00
4277	10/1/20	SANDIFER'S LP GAS	936.48
4278	10/1/20	ORANGE OILFIELD SUPPLY	99.95
ACH	10/8/20	TCDRS	5,208.88
4279	10/8/20	ORANGEFIELD WATER SUPPLY CORP.	50.50
4280	10/8/20	CAT 5 RESOURCES	6,400.00
4281	10/15/20	CHANCE M. CHATAGNIER	1,966.26
4282	10/15/20	DANIEL J. DIAZ	1,260.77
4283	10/15/20	SHELBY D. TRAHAN	1,039.73
4284	10/15/20	ROBERT A. MANN	949.80
4285	10/15/20	ALISSA R. ARMSTRONG	1,179.02
4286	10/15/20	RICHARD C. BODIN JR	1,848.77

4287	10/15/20	BECKY M. BUFFINGTON	1,141.39
ACH	10/15/20	EFTPS - ONLINE	3,261.96
4288	10/15/20	U-RENTALL INC	65.19
4289	10/15/20	ORANGE OILFIELD SUPPLY	26.48
4290	10/15/20	CIMRON CAMPBELL	417.00
ACH	10/15/20	WEX BANK	1,336.60
4291	10/15/20	CED - DALLAS	367.65
4292	10/15/20	KAREN FISHER, TAX A/C	22.50
4293	10/15/20	SETX MOTORSPORTS	2,600.00
4294	10/15/20	TEXAS MUNICIPAL LEAGUE	14,950.00
4295	10/15/20	CITY OF BRIDGE CITY	150.20
4296	10/15/20	CANON SOLUTIONS AMERICA	27.65
4297	10/15/20	EDUCATION SPECIALTY PUBLISHING	2,964.00
4298	10/15/20	COASTAL WELDING SUPPLY, INC.	42.00
4299	10/15/20	24HR SAFETY	200.00
4300	10/15/20	CITIBANK	420.61
ACH	10/15/20	CITIBUSINESS CARD	5,155.33
ACH	10/15/20	ENTERGY	298.31
ACH1	10/15/20	ENTERGY	34.25
4301	10/29/20	CHANCE M. CHATAGNIER	1,459.17
4302	10/29/20	DANIEL J. DIAZ	1,618.91
4303	10/29/20	SHELBY D. TRAHAN	939.16
4304	10/29/20	ROBERT A. MANN	949.80
4305	10/29/20	ALISSA R. ARMSTRONG	1,198.11
4306	10/29/20	KELTON C. HUTSELL	55.41
4307	10/29/20	PATTY DUPUIS	73.88
4308	10/29/20	RICHARD C. BODIN JR	1,848.77
4309	10/29/20	BECKY M. BUFFINGTON	1,131.52
ACH	10/29/20	EFTPS - ONLINE	3,150.40
4310	10/29/20	SPIDLE & SPIDLE, INC	118.60
4311	10/29/20	BECKY BUFFINGTON	61.30
4312	10/29/20	ETFFMA	45.00
ACH	10/29/20	ENTERGY	609.57
ACH	10/29/20	HEALTH CARE SERVICE CORP	2,173.31
4313	10/30/20	BD INDUSTRIES	11,271.92
Total Expenses:			-99181.92
Balance as of 10/31/2020			-\$1520.88

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
NOVEMBER 18, 2020**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Childers and Landry.
3. PUBLIC COMMENTS – The following guests were in attendance: Chance Chatagnier, District Manager/Dispatch Supervisor; Richard Bodin, Fire Chief; Joshua Taylor, Asst. Fire Chief; Brennan Dobbs; and Becky M. Buffington, District Administrator.

No members of the public were present or desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the October 7, 2020, regular session were presented. Motion made by Commissioner Landry, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for October 2020 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Landry, 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.

6. NEW BUSINESS

- A. Discussion and possible action regarding acceptance of the 2020 delinquent and current tax rolls as prepared by Karen Fisher, Orange County Tax Assessor-Collector – District Administrator Buffington presented the documents. After review, motion made by Commissioner Childers, seconded by Commissioner Landry, to accept the rolls as prepared by Ms. Fisher.

All voted AYE. Motion carried.

- B. Discussion and possible action regarding amending dispatcher shift schedule and hiring of 4th full-time dispatcher – Ms. Chatagnier informed the Board that, after reviewing the records, the busiest times are 10 a.m. - 8 p.m. and Thursday is the busiest day of the week. Therefore, she proposes to switch from the current 8-hour

dispatch shift to a 12-hour rotating (DuPont) shift starting January 4, 2021 (new pay period), with her shift to be 10 a.m. - 6 p.m. Monday - Friday. There would need to be a 4th full-time dispatcher hired to cover the additional shift created. Current policy is to offer the new position to current part-time employees prior to going outside. Ms. Chatagnier also informed the Board that there would need to be some changes to current SOPs, but that she would present those at the December meeting. After discussion, motion made by Commissioner Landry, seconded by Commissioner Childers, to approve the change in shift and to authorize Ms. Chatagnier to hire the 4th full-time dispatcher.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Discussion regarding generator repairs and insurance claims.
8. 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

October 31 - November 30, 2020

TexasClass Investment

Balance as of 10/31/2020	\$724724.03
Income: interest	+88.25
Balance as of 11/30/2020	\$724812.28

TexPool Investment

Balance as of 10/31/2020	\$557579.97
Income: interest	+53.61
Expenses: xfer to 1 st Financial Reserve	-50,000.00
Balance as of 11/30/2020	\$507633.55

Petty Cash

Balance as of 10/31/2020	\$6341.14
Income:	N/A
Expenses: xfer to Wellspring M/M (\$ for Hurricanes)	-5000.00
Balance as of 11/30/2020	\$1341.14

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 10/31/2020	\$18406.63
Income: interest	4.66
xfer from petty cash	5000.00
Total Income:	+5004.66
Expenses:	N/A
Balance as of 11/30/2020	\$23411.29

Wellspring CU Checking (non-interest bearing)

Balance as of 10/31/2020	\$2173.52
Income:	N/A
Expenses: ck 5109	Void
ck 5110	Acadian Amb. - W. Bacon 1026.00
ck 5111	Charlene Warren (patches) 583.00
Total Expenses:	-1609.00
Balance as of 11/30/2020	\$564.52

1st Financial Special Projects (interest rate 0.25%)

Balance as of 10/31/2020	\$24810.28
Income: interest	+4.91
Expenses:	N/A
Balance as of 11/30/2020	\$24815.19

1st Financial Reserve (interest rate 0.40%)

Balance as of 10/31/2020	\$25329.19
Income: interest	13.70
xfer from TexPool	50000.00
Total Income:	+50013.70
Expenses: xfers to Gen.Op. acct.	-44000.00
Balance as of 11/30/2020	\$31342.86

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 10/31/2020	\$49259.52
Income:	

Date	Line Description	Amount
11/2/20	TAX A/C	14,070.48
11/9/20	TAX A/C	13,029.70
11/16/20	TAX A/C	12,245.36
11/20/20	TML (hose bed cover)	649.98
11/23/20	TAX A/C	9,527.34
11/30/20	FIRST FINANCIAL BANK (interest)	12.71

Total Income:	+49535.57
Expenses: xfers to 1 st Fin. Gen Op	-41000.00
Balance as of 11/30/2020	\$43148.32

1st Financial General Operating (interest rate 0.40%)

Balance as of 10/31/2020	\$-1520.88
Income: xfers from other 1 st Fin. Accts	85000.00
interest	5.10
Total Income:	+85005.10
Expenses:	

Check #	Date	Payee	Amount
4080V	11/5/20	U-RENTALL INC	-15.00
4314	11/12/20	CHANCE M. CHATAGNIER	1,459.17
4315	11/12/20	DANIEL J. DIAZ	1,251.86
4316	11/12/20	SHELBY D. TRAHAN	1,480.26
4317	11/12/20	ROBERT A. MANN	949.80
4318	11/12/20	ALISSA R. ARMSTRONG	1,317.37
4319	11/12/20	KELTON C. HUTSELL	221.64
4320	11/12/20	PATTY DUPUIS	323.22
4321	11/12/20	RICHARD C. BODIN JR	1,848.77
4322	11/12/20	BECKY M. BUFFINGTON	1,131.52
ACH	11/12/20	EFTPS - ONLINE	3,272.51
4323	11/12/20	CITY OF BRIDGE CITY	83.70
4324	11/12/20	ORANGEFIELD WATER SUPPLY CORP.	50.50
4325	11/12/20	24HR SAFETY	15.00
4326	11/12/20	WITMER ASSOCIATES, INC.	2,451.06
4327	11/12/20	BEARCOM	9,710.00

4328	11/12/20	SECURITY PEST MANAGEMENT	175.65
4329	11/12/20	KAREN FISHER, TAX A/C	1,936.05
ACH	11/12/20	CENTERPOINT ENERGY	40.31
ACH	11/12/20	WEX BANK	1,203.75
ACH	11/12/20	ENTERGY	609.57
ACH	11/12/20	ENTERGY	290.12
4330	11/12/20	ORANGE OILFIELD SUPPLY	129.04
4331	11/12/20	U-RENTALL INC	80.54
4332	11/12/20	KAREN FISHER, TAX A/C	7.50
4329V	11/12/20	KAREN FISHER, TAX A/C	-1,936.05
4333	11/12/20	ORANGE COUNTY TREASURER	1,936.05
4334	11/12/20	SIDDONS-MARTIN EMERGENCY GROUP	3,109.97
4335	11/12/20	MARKET BASKET	158.90
4336	11/12/20	AUTO LUBE	21.00
4337	11/12/20	STRYKER SALES CORP	418.20
4338	11/12/20	CANON SOLUTIONS AMERICA	24.00
4339	11/12/20	BOUNDTREE MEDICAL LLC	63.99
4340	11/12/20	COASTAL WELDING SUPPLY, INC.	43.40
ACH	11/12/20	CITIBUSINESS CARD	3,644.69
4341	11/12/20	CITIBANK	326.91
ACH	11/12/20	TCDRS	6,832.35
4342	11/12/20	ORANGE ELECTRIC LLC	700.35
4343	11/12/20	BD INDUSTRIES	5,995.88
4344	11/25/20	CHANCE M. CHATAGNIER	1,712.72
4345	11/25/20	ROBERT A. MANN	949.80
4346	11/25/20	DANIEL J. DIAZ	1,251.68
4347	11/25/20	ALISSA R. ARMSTRONG	1,161.39
4348	11/25/20	SHELBY D. TRAHAN	1,076.67
4349	11/25/20	HANNAH C. BEST	110.82
4350	11/25/20	JOEL G. GILBERT	36.01
4351	11/25/20	PATTY DUPUIS	92.35
4352	11/25/20	RICHARD C. BODIN JR	1,848.77
4353	11/25/20	BECKY M. BUFFINGTON	1,151.28
ACH	11/25/20	EFTPS - ONLINE	3,169.00
ACH	11/25/20	HEALTH CARE SERVICE CORP	2,556.84
4354	11/25/20	THE SHERWIN WILLIAMS CO	1,314.35
4355	11/25/20	FARR WEST ENVIRONMENTAL SUPPLY	8,440.00
4356	11/25/20	CIMRON CAMPBELL	417.00
4357	11/25/20	WALMART COMMUNITY	71.79
4358	11/25/20	CASCO INDUSTRIES INC	1,440.00
4359	11/25/20	DELTA INDUSTRIAL SERVICE & SUPPLY	161.40
ACH	11/25/20	ENTERGY	573.59
ACH	11/25/20	ENTERGY	34.70
4360	11/25/20	SIGN DOCTOR	450.00
4361	11/25/20	BECKY BUFFINGTON	85.44
4362	11/25/20	ORANGE ELECTRIC LLC	457.16
4363	11/25/20	CAT 5 RESOURCES	1,987.58
4364	11/25/20	24HR SAFETY	220.00
4365	11/25/20	COASTAL WELDING SUPPLY, INC.	71.60

Total Expenses: -82208.49
Balance as of 11/30/2020 \$1278.73

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
DECEMBER 22, 2020**

1. CALL TO ORDER - The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 7:00 p.m.
2. ESTABLISHMENT OF QUORUM - Quorum present, Commissioners Daigle, Franklin, and Childers.
3. PUBLIC COMMENTS - The following guests were in attendance: Chance Chatagnier, District Manager/Dispatch Supervisor; Brennan Dobbs; and Becky M. Buffington, District Administrator.

No members of the public were present or desired to give comments on any agenda items.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)- The minutes from the November 18, 2020, regular session were presented. Motion made by Commissioner Daigle, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT - The financial report for November 2020 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.

6. NEW BUSINESS

A. Discussion and possible action regarding renewal of professional service contracts (CPA, Auditor, Attorney) - District Administrator Buffington presented the proposals from each professional, stating that all were the same as in previous years (CPA - \$8,000; Auditor - \$7,500; Attorney \$5,000). After review and discussion, motion made by Commissioner Childers, seconded by Commissioner Daigle, to renew each contract as presented.

All voted AYE. Motion carried.

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B. Discussion and possible action regarding yearly renewal of investment policy/strategies - Ms. Buffington explained that the Board had renewed the policy/strategies in April of this year, but she was asking them to do so this month so as to get them on a year-end basis. Motion made by Commissioner Childers, seconded by Commissioner Daigle, to renew the investment policy/strategies as written.

All voted AYE. Motion carried.

C. Discussion and possible action regarding granting District Administrator authority to make line-item adjustments to 2020 budget and take other actions necessary to closeout 2020 at year end - Ms. Buffington stated this was the standard year-end closeout asked for every year. Motion made by Commissioner Daigle, seconded by Commissioner Childers, to grant the District Administrator authority to make line-item adjustments to 2020 budget and take other actions necessary to closeout 2020 at year end.

All voted AYE. Motion carried.

D. Discussion and possible action regarding authorizing "13th check" for firefighter pension - Ms. Buffington explained this was also a yearly item to grant the retired volunteers currently receiving pension checks a "13th check". Motion made by Commissioner Childers, seconded by Commissioner Daigle, to authorize the "13th check".

All voted AYE. Motion carried.

E. Discussion and possible action regarding approval of certain changes to District Personnel Policy - Ms. Chatagnier presented the proposal she had previously given each Board member. She then explained the changes were as a result of changing the dispatch schedules as voted on last month, which made some items non-workable or obsolete (the changes can be viewed in dispatch at Central Station during normal office hours). After review, motion made by Commissioner Daigle, seconded by Commissioner Childers, to approve the changes as written.

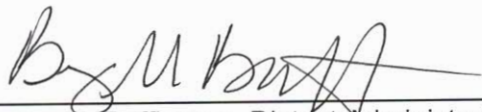
All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC. Discussion regarding generator repairs and insurance claims. Mr. Dobbs stated the generator at Central would be submitted for replacement and/or repair to insurance. He will also turn in a bill for storm support hours to insurance, also. Current total is approximately 132 hours.

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8. ADJOURNMENT– There being no further business, the meeting was adjourned at 7:30 p.m.

Prepared by:



Becky M. Buffington, District Administrator

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CASH FLOW REPORT
November 30 - December 31, 2020

TexasClass Investment

Balance as of 11/30/2020	\$724812.28
Income: interest	+85.78
Balance as of 12/31/2020	\$724898.06

*ytd interest = \$4654.20

TexPool Investment

Balance as of 11/30/2020	\$507633.55
Income: interest	+38.26
Expenses: xfer to 1 st Financial Reserve	-50,000.00
Balance as of 12/31/2020	\$457671.81

*ytd interest = \$2867.33

Petty Cash

Balance as of 11/30/2020	\$1341.14
Income:	N/A
Expenses:	N/A
Balance as of 12/31/2020	\$1341.14

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 11/30/2020	\$23411.29
Income:	+4.96
Expenses:	N/A
Balance as of 12/31/2020	\$23416.25

Wellspring CU Checking (non-interest bearing)

Balance as of 11/30/2020	\$1214.52
Income:	N/A
Expenses:	N/A
Balance as of 12/31/2020	\$1214.52

1st Financial Special Projects (interest rate 0.25%)

Balance as of 11/30/2020	\$24815.19
Income: interest	+3.62
Expenses: xfer to 1 st Financial Gen Op acct.	-10000.00
Balance as of 12/31/2020	\$14818.81

1st Financial Reserve (interest rate 0.40%)

Balance as of 11/30/2020		\$31342.86
Income:		
interest	7.56	
xfer from TexPool	50000.00	
Total Income:		+50007.56
Expenses:		
xfers to Gen.Op. acct.		-45000.00
Balance as of 12/31/2020		\$36350.42

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 11/30/2020		\$43148.32
Income:		
	<u>Date</u>	<u>Line Description</u>
	12/1/20	TAX A/C
	12/15/20	TAX A/C
	12/17/20	TAX A/C
	12/30/20	TAX A/C
	12/30/20	TAX A/C
	12/31/20	FIRST FINANCIAL BANK (interest)
Total Income:		+114607.54
Expenses:		
xfers to 1 st Fin. Gen Op		-53000.00
Balance as of 12/31/2020		\$104755.86

1st Financial General Operating (interest rate 0.40%)

Balance as of 11/30/2020		\$1278.73
Income:		
	<u>Date</u>	<u>Line Description</u>
	12/8/20	1ST FIN - PRIM HOLD
	12/8/20	1ST FIN - SPEC PROJ
	12/8/20	1ST FIN - RESERVE
	12/11/20	CITI BANK REBATE
	12/23/20	1ST FIN - PRIM HOLD
	12/25/20	1ST FIN - RESERVE
	12/31/20	FIRST FINANCIAL BANK (interest)
Total Income:		+108025.26
Expenses:		

Check #	Date	Payee	Amount
4366	12/8/20	CHANCE M. CHATAGNIER	2,091.73
4367	12/8/20	DANIEL J. DIAZ	2,187.33
4368	12/8/20	SHELBY D. TRAHAN	1,397.17
4369	12/8/20	ROBERT A. MANN	1,470.69
4370	12/8/20	ALISSA R. ARMSTRONG	1,671.54
4371	12/8/20	PATTY DUPUIS	92.35
4372	12/8/20	KELTON C. HUTSELL	147.76
4373	12/8/20	RICHARD C. BODIN JR	2,673.81
4374	12/8/20	BECKY M. BUFFINGTON	1,507.37
ACH	12/8/20	EFTPS - ONLINE	5,041.30
ACH	12/8/20	TCDRS	4,570.38
4375	12/8/20	ORANGEFIELD WATER SUPPLY CORP.	55.02
4376	12/8/20	CITY OF BRIDGE CITY	90.35
ACH	12/8/20	CENTERPOINT ENERGY	40.81
4377	12/8/20	BD INDUSTRIES	5,120.94
ACH	12/8/20	WEX BANK	395.01

4378	12/8/20	THE KNOX CO	7,210.00
4379	12/8/20	BATTERY WAREHOUSE	37.63
4380	12/8/20	O'REILLY AUTO PARTS	1,366.41
4381	12/8/20	BEARCOM	1,086.35
4382	12/8/20	TEXAS FACILITIES COMMISSION -	7,438.00
ACH	12/8/20	CITIBUSINESS CARD	6,844.24
4383	12/8/20	SIDDONS-MARTIN EMERGENCY GROUP	14,977.74
4354V	12/18/20	THE SHERWIN WILLIAMS CO	-1,314.35
4384	12/18/20	BIG RED AIR CONDITIONING INC	275.00
4385	12/18/20	CITIBANK	118.28
4386	12/18/20	CANON SOLUTIONS AMERICA	39.31
4387	12/23/20	CHANCE M. CHATAGNIER	1,459.17
4388	12/23/20	DANIEL J. DIAZ	1,269.74
4389	12/23/20	SHELBY D. TRAHAN	1,085.58
4390	12/23/20	ROBERT A. MANN	949.80
4391	12/23/20	ALISSA R. ARMSTRONG	1,128.93
4392	12/23/20	KELTON C. HUTSELL	73.88
4393	12/23/20	KAITLIN PELAEZ	212.26
4394	12/23/20	RICHARD C. BODIN JR	1,848.77
4395	12/23/20	BECKY M. BUFFINGTON	1,131.52
ACH	12/23/20	EFTPS - ONLINE	3,038.99
ACH	12/23/20	HEALTH CARE SERVICE CORP	2,556.84
4396	12/23/20	THE SHERWIN WILLIAMS CO	1,314.35
4397	12/23/20	KAREN FISHER, TAX A/C	7.50
4398	12/23/20	ED'S TOTAL PERFORMANCE	1,417.41
4399	12/23/20	BD INDUSTRIES	12,668.32
4400	12/23/20	TEXAS SOUTHERN PLUMBING, LLC	250.00
4401	12/23/20	ORANGE OILFIELD SUPPLY	198.96
4402	12/23/20	WITMER ASSOCIATES, INC.	168.99
4403	12/23/20	VICTOR INSURANCE MANAGERS INC.	2,000.00
4404	12/23/20	ORANGE CO. APPRAISAL DIST.	5,502.00
4405	12/23/20	SABINE NECHES CHIEFS ASSOC.	250.00
4406	12/23/20	COASTAL WELDING SUPPLY, INC.	108.30
4407	12/23/20	CIMRON CAMPBELL	413.00
ACH	12/23/20	ENTERGY	259.80
ACH	12/23/20	ENTERGY	515.75
ACH	12/23/20	ENTERGY	41.80

Total Expenses: -106503.83
Balance as of 12/31/2020 \$2800.16