

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JANUARY 20, 2021**

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 Childers.
3. PUBLIC COMMENTS – The following guests were in attendance: Chief Bodin; Asst. Chief Taylor; 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 December 22, 2020, regular session 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 December 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

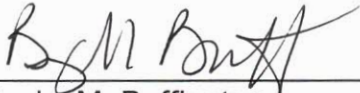
- A. Nominations and Elections for 2021 Officers – Motion made by Commissioner Childers, seconded by Commissioner Franklin, that all members stay in same position as in currently (LeBlanc - President; Franklin - VP; Landry - Secretary; Daigle - Treasurer).

All voted AYE. Motion carried.

- B. Discussion and Possible Action Regarding Appointment to Local TESRS Board (Vol. FF Pension Board) – Ms. Buffington reported that after receiving information from Ms. Chatagnier, no action was needed as the term Mr. Franklin, the current TESRS Board member, does not expire until December 2021. No action was taken.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC. – Chief Bodin gave a “snapshot” of 2020, reporting on total runs, etc. Also reported that dispatch is loving the 12-hour shifts and the medium range needs include a new tanker and replacement for Rescue 3.
8. 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
December 31, 2020 - January 31, 2021

TexasClass Investment

Balance as of 12/31/2020	\$724898.06
Income: interest	+81.01
Balance as of 01/31/2021	\$724979.07

TexPool Investment

Balance as of 12/31/2020	\$457671.81
Income: interest	+30.81
Balance as of 01/31/2021	\$457702.62

Petty Cash

Balance as of 12/31/2020	\$1341.14
Income:	N/A
Expenses: refund station deposit	50.00
dispatch office supplies	50.96
Total Expenses:	-100.96
Balance as of 01/31/2021	\$1240.18

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 12/31/2020	\$23416.25
Income: interest	+4.97
Expenses:	N/A
Balance as of 01/31/2021	\$23421.22

Wellspring CU Checking (non-interest bearing)

Balance as of 12/31/2020	\$1214.52
Income: station rental	+100.00
Expenses:	N/A
Balance as of 01/31/2021	\$1314.52

1st Financial Special Projects (interest rate 0.25%)

Balance as of 12/31/2020	\$14818.81
Income: interest	+3.15
Expenses:	N/A
Balance as of 01/31/2021	\$14821.96

1st Financial Reserve (interest rate 0.40%)

Balance as of 12/31/2020 \$36350.42
 Income: interest +12.35
 Expenses: N/A
 Balance as of 01/31/2021 \$36362.77

1st Financial Bank Holding (interest rate 0.40%)

Balance as of 12/31/2020 \$104755.86
 Income:

Date	Line Description	Amount
1/11/21	TAX A/C	308398.03
1/19/21	TAX A/C	31478.97
1/25/21	TAX A/C	48960.53
1/31/21	FIRST FINANCIAL BANK (interest)	101.25

Total Income: +388938.78

Expenses: xfers to 1st Fin. Gen Op 73000.00
 xfer to Station 2 loan 55059.03

Total Expenses: -128059.03

Balance as of 01/31/2021 \$365635.61

1st Financial General Operating (interest rate 0.40%)

Balance as of 12/31/2020 \$2800.16

Income:

Date	Line Description	Amount
1/7/21	1ST FIN - PRIM HOLD	31,000.00
1/21/21	1ST FIN - PRIM HOLD	42,000.00
1/31/21	FIRST FINANCIAL BANK (interest)	6.48

Total Income: +73006.48

Expenses:

Check #	Date	Payee	Amount
4408	1/7/21	CHANCE M. CHATAGNIER	1,501.74
4409	1/7/21	DANIEL J. DIAZ	2,997.12
4410	1/7/21	SHELBY D. TRAHAN	1,030.06
4411	1/7/21	ALISSA R. ARMSTRONG	2,703.99
4412	1/7/21	RICHARD C. BODIN JR	1,851.63
4413	1/7/21	BECKY M. BUFFINGTON	1,161.90
4414	1/7/21	ROBERT A. MANN	950.55
4414V	1/7/21	ROBERT A. MANN	-950.55
4415	1/7/21	ROBERT A. MANN	2,961.04
ACH	1/7/21	EFTPS - ONLINE	5,788.05
ACH	1/7/21	TCDRS	5,444.30
4416	1/7/21	ORANGEFIELD WATER SUPPLY CORP.	59.55
4417	1/7/21	CLARK CHEMICALS, INC.	101.60
4418	1/7/21	BEARCOM	707.10
4419	1/7/21	24HR SAFETY	28.50
ACH	1/7/21	CENTERPOINT ENERGY	76.83
ACH	1/7/21	O'REILLY AUTO PARTS	291.89
4420	1/7/21	BECKY BUFFINGTON	62.15
ACH	1/7/21	CITIBUSINESS CARD	5,576.56
4421	1/13/21	CITY OF BRIDGE CITY	90.35
4422	1/21/21	DANIEL J. DIAZ	1,383.78
4423	1/21/21	CHANCE M. CHATAGNIER	1,462.03

4424	1/21/21	ALISSA R. ARMSTRONG	1,245.92
4425	1/21/21	ROBERT A. MANN	950.55
4426	1/21/21	SHELBY D. TRAHAN	1,031.57
4427	1/21/21	KAITLIN PELAEZ	1,018.54
4428	1/21/21	RICHARD C. BODIN JR	1,851.63
4429	1/21/21	BECKY M. BUFFINGTON	1,132.27
ACH	1/21/21	EFTPS - ONLINE	3,361.45
ACH	1/21/21	ENERGY	244.56
ACH	1/21/21	ENERGY	545.47
ACH	1/21/21	ENERGY	51.58
4430	1/21/21	INNOVATIVE AIR SOLUTIONS	192.85
4431	1/21/21	GILBEAUX TOWING & TRANSPORTATION	450.00
4432	1/21/21	FABRICATING SOLUTIONS LLC	495.00
4433	1/21/21	AUTO LUBE	7.00
4434	1/21/21	KERI MICHUTKA, CPA	8,000.00
4435	1/21/21	CITIBANK	64.00
4436	1/21/21	CANON SOLUTIONS AMERICA	19.32
4437	1/21/21	WALMART COMMUNITY	124.59
4438	1/21/21	ORANGE OILFIELD SUPPLY	230.57
4439	1/21/21	ORANGE NEWSMEDIA LLC	19.20
4440	1/21/21	TEXAS MUNICIPAL LEAGUE	14,950.00
ACH	1/21/21	HEALTH CARE SERVICE CORP	2,556.84
Total Expenses:			-73823.08
Balance as of 01/31/2021			\$1983.56

ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2

Due to lack of a quorum, no meeting was held on March 1, 2021.

Prepared by:

A handwritten signature in cursive script, appearing to read "Becky M. Buffington", written over a horizontal line.

BECKY M. BUFFINGTON
District Administrator

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MARCH 22, 2021**

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 Landry.
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 January 20, 2021, regular session and the March no quorum session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Childers, to accept the minutes.

All voted AYE. Motion carried.

No meeting was held in February due to the death of Commissioner Daigle.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for February 2021 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Landry, 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 Replacement of Central Station Generator and Transfer Switch – Mr. Dobbs explained that after request from Chief Bodin and the Board, he had contacted various providers to obtain quotes for replacement of the Central Station generator and transfer switch. While some did not respond, he did receive quotes from MQ Power and Kohler. After reviewing the quotes and discussing same, motion made by Commissioner Franklin, seconded by Commissioner Landry, to accept the quote from Kohler for a 80kw portable generator, which includes the transfer switch and extended 48 hr. tank with the optional switchable power option for \$42,649.00; plus an additional \$6,200.00 to purchase a trailer to mount the unit on and for additional electrical work and allow Mr. Dobbs to sell/trade the old unit.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Naming District Buildings in Memory of Former Chief, Larry Callahan (Central Station) and former Commissioner, Jeffery Daigle (Burn Building) – Chief Bodin explained that after the death of Commissioner Daigle, the volunteers had approached him regarding this matter. After discussion, several Board members felt this would be appropriate, but wanted to add former Chief, Jerry Pesson, to Central Station. Mr. Dobbs stated he could draw/draft and obtain a stainless or aluminum plaque or similar to mount accordingly. Motion made by Commissioner Landry, seconded by Commissioner Franklin, to name Central Station in honor of former Chiefs Pesson and Callahan and name the Fire Field/Burn Building in honor of former Commissioner Daigle.

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 – at 7:37 p.m., President LeBlanc requested all visitors to exit the meeting room. Chief Bodin, Asst. Chief Taylor, Mr. Dobbs, and Ms. Buffington were requested to remain in the room.

D. Return to open meeting. Take any action deemed necessary based upon discussion in closed meeting – at 8:01 p.m., President LeBlanc invited all visitors to return to the meeting room. Motion then made by Commissioner Franklin, seconded by Commissioner Childers, to appoint Christopher Landry to fill the position of Treasurer left open by the death of Commissioner Daigle. Mr. Landry will serve as Secretary/Treasurer.

All voted AYE. Motion carried.

Additionally, since Commissioner Daigle's death leaves a vacancy on the Board (there are supposed to be 5 members), motion made by Commissioner Landry, seconded by Commissioner Childers, to appoint Scott Barnes to fill said vacancy.

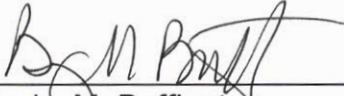
All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.

Chief Bodin reported that old Army truck, Brush 5, out of service - parts costs more than truck is worth. They are building a new skid unit to place on another piece of apparatus. Also, Tanker 7 back at Martin - parts are in. Will get quote on remount vs. new tanker. FRO has been renewed.

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 8:07 p.m.

Prepared by:

A handwritten signature in black ink, appearing to read "Becky M. Buffington", written over a horizontal line.

Becky M. Buffington
District Administrator

CASH FLOW REPORT

January 31 - February 28, 2021

TexasClass Investment

Balance as of 01/31/2021	\$724979.07
Income: interest	+60.65
Balance as of 02/28/2021	\$725039.72

TexPool Investment

Balance as of 01/31/2021	\$457702.62
Income: interest	+15.11
Balance as of 02/28/2021	\$457717.73

Petty Cash

Balance as of 01/31/2021	\$1240.18
Income: t-shirt reimbursements	+397.40
Expenses: cot for dispatch	39.82
audio PIR	7.95
Total Expenses:	-47.77
Balance as of 02/28/2021	\$1589.81

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 01/31/2021	\$23421.22
Income: interest	+4.49
Expenses:	N/A
Balance as of 02/28/2021	\$23425.71

Wellspring CU Checking (non-interest bearing)

Balance as of 01/31/2021	\$1314.52
Income: station rental, shirts and report,	+835.50
Expenses:	N/A
Balance as of 02/28/2021	\$2151.02

1st Financial Special Projects (interest rate 0.25%)

Balance as of 01/31/2021	\$14821.96
Income: interest	+2.84
Expenses:	N/A
Balance as of 02/28/2021	\$14824.80

1st Financial Reserve (interest rate 0.10%)

Balance as of 01/31/2021 \$36362.77
 Income: interest +5.78
 Expenses: N/A
 Balance as of 02/28/2021 \$36368.55

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 01/31/2021 \$365635.61
 Income:

Date	Line Description	Amount
2/1/21	TAX A/C	41228.79
2/1/21	TAX A/C	37587.99
2/8/21	TAX A/C	111723.70
2/16/21	TAX A/C	184843.18
2/28/21	First Financial (interest)	76.94

Total Income: +375460.61

Expenses: xfers to 1st Fin. Gen Op 15000.00
 xfer to Aerial loan 120434.55

Total Expenses: -135434.55

Balance as of 02/28/2021 \$605661.67

1st Financial General Operating (interest rate 0.10%)

Balance as of 01/31/2021 \$1983.56
 Income:

Date	Line Description	Amount
2/4/21	1ST FIN - PRIM HOLD	15000.00
2/10/21	TML (ins proceeds)	48809.00
2/28/21	FIRST FINANCIAL BANK (interest)	2.81

Total Income: +63811.81

Expenses:

Check #	Date	Payee	Amount
4441	2/4/21	CHANCE M. CHATAGNIER	1,462.03
4442	2/4/21	DANIEL J. DIAZ	1,371.13
4443	2/4/21	ROBERT A. MANN	950.55
4444	2/4/21	ALISSA R. ARMSTRONG	1,250.38
4445	2/4/21	SHELBY D. TRAHAN	992.78
4446	2/4/21	KAITLIN PELAEZ	1,022.99
4447	2/4/21	RICHARD C. BODIN JR	1,851.63
4448	2/4/21	BECKY M. BUFFINGTON	1,270.55
ACH	2/4/21	EFTPS - ONLINE	3,396.91
4449	2/4/21	BECKY BUFFINGTON	55.10
ACH	2/4/21	WEX BANK	538.70
4450	2/4/21	24HR SAFETY	140.00
4451	2/4/21	BOUNDTREE MEDICAL LLC	492.46
ACH	2/4/21	CENTERPOINT ENERGY	101.60
4452	2/4/21	ORANGEFIELD WATER SUPPLY CORP.	59.55
4453	2/4/21	SIDDONS-MARTIN EMERGENCY GROUP	430.89
4454	2/4/21	COASTAL WELDING SUPPLY, INC.	99.20
4455	2/4/21	SECURITY PEST MANAGEMENT	175.65
4456	2/4/21	CIMRON CAMPBELL	416.00
ACH	2/10/21	TCDRS	5,299.11

4500	2/18/21	DANIEL J. DIAZ	1,383.78
4501	2/18/21	CHANCE M. CHATAGNIER	1,493.66
4502	2/18/21	ALISSA R. ARMSTRONG	1,245.55
4503	2/18/21	ROBERT A. MANN	970.80
4504	2/18/21	SHELBY D. TRAHAN	1,031.57
4505	2/18/21	JOEL G. GILBERT	36.01
4506	2/18/21	KAITLIN PELAEZ	1,018.91
4507	2/18/21	RICHARD C. BODIN JR	1,851.63
4508	2/18/21	BECKY M. BUFFINGTON	1,132.27
ACH	2/18/21	EFTPS - ONLINE	3,392.08
4509	2/18/21	CITY OF BRIDGE CITY	110.30
4510	2/18/21	WALMART COMMUNITY	252.65
4511	2/18/21	ORANGE OILFIELD SUPPLY	68.78
4512	2/18/21	U-RENTALL INC	24.00
4513	2/18/21	CITIBANK	199.16
ACH	2/18/21	O'REILLY AUTO PARTS	818.26
ACH	2/18/21	CITIBUSINESS CARD	5,038.25
4514	2/18/21	CANON SOLUTIONS AMERICA	42.27
ACH	2/18/21	ENERGY	71.28
ACH	2/18/21	ENERGY	219.30
ACH	2/18/21	ENERGY	570.24
ACH	2/18/21	HEALTH CARE SERVICE CORP	2,556.84
4515	2/18/21	CC CREATIONS	1,049.20
4516	2/18/21	BEARCOM	800.00
4517	2/18/21	CIMRON CAMPBELL	416.00
4518	2/24/21	FOUR SEASONS STORAGE	828.00
Total Expenses:			-47998.00
Balance as of 02/28/2021			\$17797.37

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
APRIL 28, 2021**

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 Childers.
3. PUBLIC COMMENTS – The following guests were in attendance: Chief Bodin; Brennan Dobbs; 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 22, 2021, regular session 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 March 2021 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Childers, 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 Plan Rate for 2022 – Ms. Buffington stated that it was time to set the plan rate. She then explained that last year's required rate was 8.49% and this year's required rate, which is the lowest possible rate that can be adopted, is 10.65%. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Childers, to adopt the required rate of 10.65% for 2022.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding 2021 Exemption Approval (Local Option Percentage Homestead, 65 or Older Exemption & Disabled Exemption) – Ms. Buffington stated that in prior years, the District adopted no homestead

exemption and \$15,000 for the 65 or older and disabled. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Childers, to adopt \$0.00 for homestead and \$15,000 each on the 65 or older and Disabled exemptions.

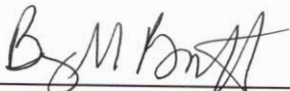
All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported that the generator had been ordered and trailer plans developed; building names announced at the banquet last month; Brush 5 - frame for skid unit being built; Tanker 7 - still being worked on and remount vs. new quotes being drafted. He also reported that he and Ms. Buffington had met with Verizon rep regarding telematics for the trucks which would report GPS, geofencing, cameras, etc. Once the quotes were received, depending on budget, a decision would be made since it was a budgetary item.

Ms. Buffington reported that due to family concerns, dispatcher Shelby Trahan had requested to attend TEEEX dispatching school online vs. in person. Since the online class was a considerable savings, Ms. Chatagnier was going to approve same.

8. 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

February 28 - March 31, 2021

TexasClass Investment

Balance as of 02/28/2021 \$725039.72
 Income: interest +64.75
 Balance as of 03/31/2021 \$725104.47

TexPool Investment

Balance as of 02/28/2021 \$457717.73
 Income: interest +7.27
 Balance as of 03/31/2021 \$457725.00

Petty Cash

Balance as of 02/28/2021 \$1589.81
 Income: N/A
 Expenses: N/A
 Balance as of 03/31/2021 \$1589.81

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 02/28/2021 \$23425.71
 Income: interest +4.97
 Expenses: N/A
 Balance as of 03/31/2021 \$23430.68

Wellspring CU Checking (non-interest bearing)

Balance as of 02/28/2021 \$2151.02
 Income: report request +22.95
 Expenses:

Check #	Date	Payee	Amount
5111	3/1/21	Charlene Warren	175.00
5112	3/4/21	TDSHS - FRO	70.00
5112V	3/5/21	TDSHS - FRO	-70.00
ACH	3/16/21	TDSHS - FRO RENEWAL	70.00

Total Expenses: -245.00
 Balance as of 03/31/2021 \$1928.97

1st Financial Special Projects (interest rate 0.25%)

Balance as of 02/28/2021 \$14824.80
 Income: interest +3.15
 Expenses: N/A
 Balance as of 03/31/2021 \$14827.95

1st Financial Reserve (interest rate 0.10%)

Balance as of 02/28/2021	\$36368.55
Income: interest	+3.09
Expenses:	N/A
Balance as of 03/31/2021	\$36371.64

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 02/28/2021	\$605661.67
Income:	

Date	Line Description	Amount
3/1/21	TAX A/C	1910.93
3/8/21	TAX A/C	8469.43
3/22/21	TAX A/C	5676.34
3/22/21	TAX A/C	3210.85
3/29/21	TAX A/C	7128.42
3/31/21	First Financial (interest)	49.51

Total Income: +26445.48

Expenses: xfers to 1 st Fin. Gen Op	17000.00
xfer to Aerial loan	40000.00

Total Expenses: -57000.00

Balance as of 03/31/2021	\$575107.15
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1st Financial General Operating (interest rate 0.10%)

Balance as of 02/28/2021	\$17797.37
Income:	

Date	Line Description	Amount
3/3/21	1ST FIN - PRIM HOLD	17,000.00
3/4/21	TML	4,510.00
3/17/21	1ST FIN - PRIM HOLD	40,000.00
3/23/21	CITY OF BRIDGE CITY	3,456.00
3/23/21	TDEM (FEMA Claim)	21,544.53
3/26/21	TML	1,680.47
3/30/21	STARK FOUNDATION (Fuel Pods)	1,400.00
3/31/21	FIRST FINANCIAL BANK (interest)	2.42

Total Income: +89593.42

Expenses:

Check #	Date	Payee	Amount
4519	3/3/21	DANIEL J. DIAZ	1,379.32
4520	3/3/21	CHANCE M. CHATAGNIER	1,692.99
4521	3/3/21	ALISSA R. ARMSTRONG	1,250.38
4522	3/3/21	ROBERT A. MANN	950.74
4523	3/3/21	SHELBY D. TRAHAN	976.83
4524	3/3/21	KAITLIN PELAEZ	1,205.50
4525	3/3/21	RICHARD C. BODIN JR	1,851.63
4526	3/3/21	BECKY M. BUFFINGTON	1,250.81
ACH	3/3/21	EFTPS - ONLINE	3,580.03
ACH	3/3/21	CENTERPOINT ENERGY	117.68
4527	3/3/21	CASCO INDUSTRIES INC	18,874.00
4528	3/3/21	COASTAL WELDING SUPPLY, INC.	62.50
4529	3/3/21	SANDIFER'S LP GAS	80.00
4530	3/3/21	ORANGEFIELD WATER SUPPLY CORP.	59.55
4531	3/3/21	TEXAS SOUTHERN PLUMBING LLC	631.00

4532	3/4/21	BECKY BUFFINGTON	39.31
ACH	3/12/21	TCDRS	4,321.84
4533	3/15/21	CITY OF BRIDGE CITY	90.35
4534	3/17/21	DANIEL J. DIAZ	1,383.78
4535	3/17/21	CHANCE M. CHATAGNIER	1,462.03
4536	3/17/21	ALISSA R. ARMSTRONG	1,290.06
4537	3/17/21	ROBERT A. MANN	991.06
4538	3/17/21	SHELBY D. TRAHAN	1,014.46
4539	3/17/21	KAITLIN PELAEZ	1,018.54
4540	3/17/21	RICHARD C. BODIN JR	1,884.74
4541	3/17/21	BECKY M. BUFFINGTON	1,250.81
ACH	3/17/21	EFTPS - ONLINE	3,446.63
ACH	3/17/21	WEX BANK	954.09
ACH	3/17/21	QUILL CORP	219.64
ACH	3/17/21	O'REILLY AUTO PARTS	95.38
ACH	3/17/21	CITIBUSINESS CARD	9,054.41
4542	3/17/21	CIMRON CAMPBELL	416.00
4543	3/17/21	ORANGE OILFIELD SUPPLY	200.29
4544	3/17/21	MARKET BASKET	311.67
4545	3/17/21	ORANGE CO. APPRAISAL DIST.	5,502.00
4546	3/17/21	CITIBANK	91.00
4547	3/17/21	ALLIED BREATHING AIR	545.00
4548	3/17/21	COASTAL WELDING SUPPLY, INC.	44.80
4549	3/17/21	BOUNDTREE MEDICAL LLC	708.94
4550	3/17/21	WALMART COMMUNITY	86.33
4551	3/17/21	U-RENTALL INC	165.00
4552	3/17/21	CANON SOLUTIONS AMERICA	19.71
4553	3/17/21	BURTON BOAT WORKS	45.99
ACH	3/17/21	FIRE FIGHTERS' PENSION COMM.	6,912.00
ACH	3/30/21	ENTERGY	231.97
4554	3/31/21	ORANGEFIELD WATER SUPPLY CORP.	1.00
4554V	3/31/21	ORANGEFIELD WATER SUPPLY CORP.	-1.00

Total Expenses: -77760.79
Balance as of 03/31/2021 \$29630.00

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MAY 27, 2021**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 6:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Franklin, and Landry.
3. PUBLIC COMMENTS – The following guests were in attendance: Mitchell Fontenote, CPA/Auditor; Ricky Bodin, Chief of the District; and Becky M. Buffington, District Administrator.

No members of the public attended.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the April 28, 2021, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Landry, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for April 2021 was presented and a copy was provided to each Commissioner (attached). After review, motion made by Commissioner Franklin, 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. Presentation of 2020 Audit by Mitchell Fontenote, CPA/Auditor; Discussion and Possible Action Regarding Acceptance of Same – Mr. Fontenote presented the audit. Stated it was “unmodified” or a “clean” audit. After his presentation, motion Commissioner Franklin, seconded by Commissioner Landry, to accept the audit.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported the Verizon Telematics would be installed soon.

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

Prepared by:

A handwritten signature in black ink, appearing to read "Becky M. Buffington", written over a horizontal line.

Becky M. Buffington
District Administrator

CASH FLOW REPORT March 31 - April 30, 2021

TexasClass Investment

Balance as of 03/31/2021	\$725104.47
Income: interest	68.39
xfer from 1 st Fin. Reserve	313000.00
Total Income:	+313068.39
Balance as of 04/30/2021	\$1038172.86

TexPool Investment

Balance as of 03/31/2021	\$457725.00
Income: interest	+5.09
Balance as of 04/30/2021	\$457730.09

Petty Cash

Balance as of 03/31/2021	\$1589.81
Income: Station Rentals (2)	+100.00
Expenses:	N/A
Balance as of 04/30/2021	\$1689.81

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 03/31/2021	\$23430.68
Income: interest	+4.81
Expenses:	N/A
Balance as of 04/30/2021	\$23435.49

Wellspring CU Checking (non-interest bearing)

Balance as of 03/31/2021	\$1928.97
Income: N/A	
Expenses: N/A	
Balance as of 04/30/2021	\$1928.97

1st Financial Special Projects (interest rate 0.25%)

Balance as of 03/31/2021	\$14827.95
Income: interest	+3.25
Expenses:	N/A
Balance as of 04/30/2021	\$14831.20

1st Financial Reserve (interest rate 0.10%)

Balance as of 03/31/2021		\$36371.64
Income:	interest	6.62
	xfer from 1 st Fin. Holding	313000.00
Total Income:		+313006.62
Expenses:	xfer to Texas Class	-313000.00
Balance as of 04/30/2021		\$36378.26

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 03/31/2021		\$575107.15
Income:		
	Date	Line Description
	4/6/21	TAX A/C
	4/6/21	TAX A/C
	4/19/21	TAX A/C
	4/26/21	TAX A/C
	3/31/21	First Financial (interest)
Total Income:		+16930.97
Expenses:	xfers to 1 st Fin. Gen Op	55000.00
	xfer to 1 st Fin. Reserve	313000.00
Total Expenses:		-368000.00
Balance as of 04/30/2021		\$224038.12

1st Financial General Operating (interest rate 0.10%)

Balance as of 03/31/2021		\$29630.00
Income:	xfers from 1 st Fin. Holding	55000.00
	interest	2.09
Total Income:		+55002.09
Expenses:		

Check #	Date	Payee	Amount
4555	4/1/21	DANIEL J. DIAZ	1,184.54
4556	4/1/21	CHANCE M. CHATAGNIER	1,462.03
4557	4/1/21	ALISSA R. ARMSTRONG	1,235.63
4558	4/1/21	ROBERT A. MANN	950.55
4559	4/1/21	SHELBY D. TRAHAN	981.38
4560	4/1/21	KAITLIN PELAEZ	1,006.31
4561	4/1/21	KELTON C. HUTSELL	110.82
4562	4/1/21	RICHARD C. BODIN JR	1,884.74
4563	4/1/21	BECKY M. BUFFINGTON	1,161.90
ACH	4/1/21	EFTPS - ONLINE	3,382.76
ACH	4/1/21	HEALTH CARE SERVICE CORP	2,467.88
4564	4/1/21	DELTA INDUSTRIAL SERVICE & SUPPLY	980.60
4565	4/1/21	ALLIED BREATHING AIR	521.00
ACH	4/1/21	CENTERPOINT ENERGY	45.21
4566	4/1/21	BECKY BUFFINGTON	58.13
4567	4/1/21	ORANGEFIELD WATER SUPPLY CORP.	50.50
4568	4/1/21	JOSH TAYLOR	250.00
4569	4/1/21	MATTHEW BROWNING	300.00
4570	4/1/21	RICHARD LEE	350.00
ACH	4/1/21	ENTERGY	613.87
ACH	4/1/21	ENTERGY	74.80
4555V	4/1/21	DANIEL J. DIAZ	-1,184.54
4571	4/1/21	DANIEL J. DIAZ	1,379.32
ACH	4/8/21	TCDRS	4,444.52

4572	4/15/21	DANIEL J. DIAZ	1,386.92
4573	4/15/21	CHANCE M. CHATAGNIER	1,462.03
4574	4/15/21	ALISSA R. ARMSTRONG	1,245.56
4575	4/15/21	ROBERT A. MANN	968.17
4576	4/15/21	SHELBY D. TRAHAN	1,030.64
4577	4/15/21	KAITLIN PELAEZ	1,018.54
4578	4/15/21	RICHARD C. BODIN JR	1,884.74
4579	4/15/21	BECKY M. BUFFINGTON	1,132.27
ACH	4/15/21	EFTPS - ONLINE	3,386.70
4580	4/15/21	BD INDUSTRIES	4,688.35
4581	4/15/21	CANON SOLUTIONS AMERICA	16.07
4582	4/15/21	MOWERS TRACTORS INC	264.26
4583	4/15/21	TEXAS MUNICIPAL LEAGUE	2,428.00
4584	4/15/21	CITY OF BRIDGE CITY	103.65
4585	4/15/21	TRENDZ!	112.95
4586	4/15/21	Capital One	184.38
4587	4/15/21	BOUNDTREE MEDICAL LLC	195.54
ACH	4/15/21	O'REILLY AUTO PARTS	35.00
4588	4/15/21	COASTAL WELDING SUPPLY, INC.	49.60
ACH	4/15/21	WEX BANK	980.54
4589	4/15/21	CLARK CHEMICALS, INC.	56.90
4590	4/15/21	DELTA INDUSTRIAL SERVICE & SUPPLY	1,244.59
ACH	4/15/21	CITIBUSINESS CARD	5,214.31
4591	4/15/21	RAMONA HANKS	800.00
4592	4/15/21	INNOVATIVE AIR SOLUTIONS	181.00
4593	4/15/21	ORANGE OILFIELD SUPPLY	54.58
4594	4/15/21	CITY OF ORANGE	7,647.84
4595	4/15/21	KAREN FISHER, TAX A/C	22.50
4596	4/29/21	DANIEL J. DIAZ	1,433.61
4597	4/29/21	CHANCE M. CHATAGNIER	1,462.03
4598	4/29/21	ALISSA R. ARMSTRONG	1,300.37
4599	4/29/21	ROBERT A. MANN	1,030.65
4600	4/29/21	SHELBY D. TRAHAN	1,026.07
4601	4/29/21	KAITLIN PELAEZ	1,022.99
4602	4/29/21	JOEL G. GILBERT	36.01
4603	4/29/21	RICHARD C. BODIN JR	1,884.74
4604	4/29/21	BECKY M. BUFFINGTON	1,132.27
ACH	4/29/21	EFTPS - ONLINE	3,456.48
4605	4/29/21	CLARK CHEMICALS, INC.	40.55
4606	4/29/21	BEARCOM	185.00
4607	4/29/21	24HR SAFETY	1,012.75
4608	4/29/21	BOUNDTREE MEDICAL LLC	264.71
4609	4/29/21	CIMRON CAMPBELL	416.00
4610	4/29/21	CANON SOLUTIONS AMERICA	22.70
ACH	4/29/21	HEALTH CARE SERVICE CORP	2,467.88
ACH	4/29/21	ENTERGY	478.91
ACH	4/29/21	ENTERGY	254.00
ACH	4/29/21	ENTERGY	38.59
ACH	4/29/21	CENTERPOINT ENERGY	40.26
4611	4/29/21	BECKY BUFFINGTON	101.25
4612	4/29/21	GALLS LLC	48.00
4613	4/29/21	BD INDUSTRIES	2,202.10
4614	4/30/21	KAREN FISHER, TAX A/C	7.50

Total Expenses: -82873.00
Balance as of 04/30/2021 \$1759.09

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JUNE 16, 2021**

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 Barnes.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; Josh Taylor, Asst. Chief; Brennan Dobbs; and Becky M. Buffington, District Administrator.

No members of the public attended.

4. SWEARING IN OF NEW MEMBER, SCOTT BARNES – The oath of office and sworn statement was administered to Commissioner Barnes by Ms. Buffington, a Notary Public.
5. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the May 27, 2021, regular session were presented. Motion made by Commissioner Childers, seconded by Commissioner Barnes, to accept the minutes.

All voted AYE. Motion carried.

6. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for May 2021 was presented and a copy was provided to each Commissioner (attached). After review, motion made by Commissioner Childers, seconded by Commissioner Barnes, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

7. NEW BUSINESS

A. Discussion and Possible Action Regarding Issuing Resolution Amending Authorized Representatives for TexPool and Texas Class Investments – Ms. Buffington explained that with the passing of Treasurer Daigle, it was necessary to remove him from the 2 investment accounts and add Treasurer Landry now that Mr. Landry had completed his bonding process. Motion made by Commissioner Barnes, seconded by Commissioner Childers to issue the necessary resolutions.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Designating "Old Brush 5" as Salvage and Selling Same – Chief Bodin explained that old Brush 5 (the old Army truck) had reached end of life and was no longer running; was costing more to repair than it was worth. Mr. Dobbs explained it cost \$2k or \$2.5k 10 years ago and estimates to repair are well past that now. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Childers to designate Old Brush 5 as "salvage" and to authorize Mr. Dobbs to sell same to the highest bidder.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Security Upgrade for Dispatch Window – Mr. Dobbs presented a bid from Southern Glass to replace the sliding glass panels in dispatch with laminate security film at a cost of \$4,683.00. Half would be movable; half non-movable. After discussion, he was instructed to get more quotes and investigate other options. The matter was tabled and no action was taken.

D. Discussion and Possible Action Regarding Repairs to or Replacement of Big Utility Trailer – Mr. Dobbs explained that the 24' flat bed trailer, which is a 10/OA and was a repo that we paid about \$2k for, needs boards replaced, suspension upgrade in order to carry 3 fuel pods. Cost to repair is about the same as a new trailer. If he sells it as is, he can get about \$2500 - \$3500. A new trailer would be a 14/OA to do what we need now. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Childers, to authorize Mr. Dobbs to sell the old trailer and purchase a new 14/OA trailer.

8. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin discussed the day-time response. Stated that May tracking indicates 6a - 5p shows a 5 call/day average. Most days 3-4 FF show available and on average, 3 make the calls. Also, Tanker 7 still awaiting numbers for new chassis vs. remount on our chassis.
9. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:45 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT April 30 - May 31, 2021

TexasClass Investment

Balance as of 04/30/2021	\$1038172.86
Income: interest	+69.11
Balance as of 05/31/2021	\$1038241.97

TexPool Investment

Balance as of 04/30/2021	\$457730.09
Income: interest	+4.06
Balance as of 05/31/2021	\$457734.15

Petty Cash

Balance as of 04/30/2021	\$1689.81
Income: Station Rentals	+60.00
Expenses:	N/A
Balance as of 05/31/2021	\$1749.81

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 04/30/2021	\$23435.49
Income: interest	5.08
station rentals	850.00
Total Income:	+855.08
Expenses:	N/A
Balance as of 05/31/2021	\$24290.57

Wellspring CU Checking (non-interest bearing)

Balance as of 04/30/2021	\$1928.97
Income: N/A	
Expenses: William Bacon - per diem, ETFFMA Dist. Meeting	-91.84
Balance as of 05/31/2021	\$1837.13

1st Financial Special Projects (interest rate 0.25%)

Balance as of 04/30/2021	\$14831.20
Income: interest	+2.94
Expenses:	N/A
Balance as of 05/31/2021	\$14834.14

1st Financial Reserve (interest rate 0.10%)

Balance as of 04/30/2021 \$36378.26
 Income: interest +2.89
 Expenses: N/A
 Balance as of 05/31/2021 \$36381.15

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 04/30/2021 \$224038.12
 Income:

Date	Line Description	Amount
5/3/21	TAX A/C	1851.61
5/10/21	TAX A/C	2485.08
5/17/21	TAX A/C	4009.04
5/24/21	TAX A/C	2073.58
5/27/21	TAX A/C	1960.20
3/31/21	First Financial (interest)	16.47

Total Income: +12395.98
 Expenses: xfers to 1st Fin. Gen Op -59000.00
 Balance as of 05/31/2021 \$177434.10

1st Financial General Operating (interest rate 0.10%)

Balance as of 04/30/2021 \$1759.09
 Income: xfers from 1st Fin. Holding 59000.00
 interest 1.21

Total Income: +59001.21
 Expenses:

Check #	Date	Payee	Amount
4615	5/12/21	ALISSA R. ARMSTRONG	1,241.50
4616	5/12/21	BECKY M. BUFFINGTON	1,152.03
4617	5/12/21	CHANCE M. CHATAGNIER	1,556.93
4618	5/12/21	DANIEL J. DIAZ	1,809.06
4619	5/12/21	KELTON C. HUTSELL	221.64
4620	5/12/21	KAITLIN PELAEZ	1,196.60
4621	5/12/21	ROBERT A. MANN	1,030.65
4622	5/12/21	RICHARD C. BODIN JR	1,884.74
4623	5/12/21	SHELBY D. TRAHAN	972.84
ACH	5/12/21	EFTPS - ONLINE	3,777.17
ACH	5/12/21	TCDRS	6,453.09
4624	5/12/21	CITY OF BRIDGE CITY	97.00
4625	5/12/21	ORANGEFIELD WATER SUPPLY CORP.	55.02
4626	5/12/21	SETX MOTORSPORTS	800.00
4627	5/12/21	BC VOL. FIRE & RESCUE	2,613.98
4628	5/12/21	ORANGE OILFIELD SUPPLY	33.98
ACH	5/12/21	O'REILLY AUTO PARTS	35.96
4629	5/12/21	CITIBANK	145.87
4630	5/12/21	BD INDUSTRIES	1,847.05
ACH	5/12/21	WEX BANK	756.12
4631	5/12/21	SIDDONS-MARTIN EMERGENCY GROUP	419.84
ACH	5/12/21	CITIBUSINESS CARD	4,532.66
4632	5/12/21	VICTOR INSURANCE MANAGERS INC.	154.00
4633	5/12/21	TEXAS SOUTHERN PLUMBING, LLC	978.50
4634	5/27/21	ALISSA R. ARMSTRONG	1,223.69
4635	5/27/21	BECKY M. BUFFINGTON	1,132.27
4636	5/27/21	CHANCE M. CHATAGNIER	1,916.99

4637	5/27/21	DANIEL J. DIAZ	1,893.12
4638	5/27/21	JOEL G. GILBERT	60.03
4639	5/27/21	KAITLIN PELAEZ	1,403.90
4640	5/27/21	ROBERT A. MANN	1,030.65
4641	5/27/21	RICHARD C. BODIN JR	1,884.74
4642	5/27/21	SHELBY D. TRAHAN	969.04
ACH	5/27/21	EFTPS - ONLINE	4,057.06
ACH	5/27/21	Capital One	332.16
4643	5/27/21	VICTOR INSURANCE MANAGERS INC.	1,000.00
4644	5/27/21	CIMRON CAMPBELL	416.00
4645	5/27/21	CANON SOLUTIONS AMERICA	18.27
ACH	5/27/21	ENTERGY	218.68
ACH	5/27/21	ENTERGY	565.26
ACH	5/27/21	ENTERGY	34.27
4646	5/27/21	DELTA INDUSTRIAL SERVICE & SUPPLY	80.50
4647	5/27/21	ALLIED BREATHING AIR	924.00
4648	5/27/21	CAPITOL CREW LLC	2,850.00
4649	5/27/21	GILBEAUX TOWING & TRANSPORTATI	250.00
4650	5/27/21	BD INDUSTRIES	3,511.18
4651	5/27/21	JCS AUTOMOTIVE	712.29
ACH	5/27/21	HEALTH CARE SERVICE CORP	2,467.88
4652	5/27/21	SECURITY PEST MANAGEMENT	225.00
4653	5/27/21	COASTAL WELDING SUPPLY, INC.	48.00
4654	5/27/21	BOBBY PAYNE	750.00
4655	5/27/21	BECKY BUFFINGTON	49.39
4656	5/28/21	MITCHELL T. FONTENOTE, CPA	7,500.00
Total Expenses:			-71290.60
Balance as of 05/31/2021			-\$10530.30

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
JULY 14, 2021**

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 Barnes.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; Josh Taylor, Asst. Chief; Brennan Dobbs; Pinehurst Fire Chief, Edward Castillo, and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the June 16, 2021, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Barnes, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for June 2021 was presented and a copy was provided to each Commissioner (attached). After review, motion made by Commissioner Franklin, seconded by Commissioner Barnes, 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 Dispatch Contract – President LeBlanc recognized Chief Castillo, who addressed the Board. He explained that due to personnel issues last year, there were 6 months where City of Orange was responding for them and receiving all calls. Ms. Chatagnier provided a report to back up this claim. Chief Castillo also stated that the City had to purchase new gear, refurb an engine, etc. He then requested we amend the dispatch bill for this year to \$11,700.00 instead of \$14,100.00. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Barnes, to amend the dispatch bill for this year to \$11,700.00.

All voted AYE. Motion carried.

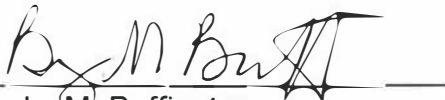
B. Discussion and Possible Action Regarding Authorizing District Administrator to Sign Certain Payroll Reports (941/TWC, etc.) and Other Documents Related to Tax Rate (debt schedule, etc.) – Ms. Buffington explained that after Mr. Daigle's death and the appointment of Mr. Landry to the Treasurer's position, it became

easier for her to sign the various documents rather than hunt down Mr. Landry each time. The Board agreed. Motion made by Commissioner Franklin, seconded by Commissioner Barnes, to authorize the District Administrator to sign certain payroll reports (941/TWC, etc.) and other documents related to tax rate (debt schedule, etc.) each year.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported that all GPS and Telematics had been installed and the kinks were being worked out. Mr. Dobbs reported that a temporary generator (loaner) (65kw) \$1500 - \$1700 would be in place soon. Replacement generator is still on tract to be in by September.
8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:36 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT May 31 - June 30, 2021

TexasClass Investment

Balance as of 05/31/2021	\$1038241.97
Income: interest	+52.14
Balance as of 06/30/2021	\$1038294.11

TexPool Investment

Balance as of 05/31/2021	\$457734.15
Income: interest	+4.98
Balance as of 06/30/2021	\$457739.13

Petty Cash

Balance as of 05/31/2021	\$1749.81
Income: Station Rental	50.00
T-shirts	61.50
Transfer from Wellspring M/M	60.00
Total Income:	+171.50
Expenses: Station deposit returned	50.00
Transfer to Wellspring M/M(station rentals)	200.00
Total Expenses:	-250.00
Balance as of 06/30/2021	\$1671.31

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 05/31/2021	\$24290.57
Income: interest	5.01
station rentals (incl xfer from Petty Cash)	400.00
Total Income:	+405.01
Expenses: returned checks + \$10 fees for same	-215.00
Balance as of 06/30/2021	\$24480.58

Wellspring CU Checking (non-interest bearing)

Balance as of 05/31/2021	\$1837.13
Income:	N/A
Expenses:	N/A
Balance as of 06/30/2021	\$1837.13

1st Financial Special Projects (interest rate 0.25%)

Balance as of 05/31/2021	\$14834.14
Income: interest	+3.05
Expenses:	N/A
Balance as of 06/30/2021	\$14837.19

1st Financial Reserve (interest rate 0.10%)

Balance as of 05/31/2021 \$36381.15
 Income: interest +2.99
 Expenses: N/A
 Balance as of 06/30/2021 \$36384.14

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 05/31/2021 \$177434.10
 Income:

Date	Line Description	Amount
6/7/21	TAX A/C	3458.68
6/14/21	TAX A/C	1677.26
6/22/21	TAX A/C	2824.35
6/29/21	TAX A/C	639.62
30/21	First Financial (interest)	11.08

Total Income: +8610.99
 Expenses: xfers to 1st Fin. Gen Op -81000.00
 Balance as of 06/30/2021 \$105045.09

1st Financial General Operating (interest rate 0.10%)

Balance as of 05/31/2021 -\$10530.30

Income: xfers from 1st Fin. Holding 81000.00
 interest 1.57
 Rebate - Citibank Corporate 24.56

Total Income: +81026.13

Expenses:

Check #	Date	Payee	Amount
4657	6/9/21	ALISSA R. ARMSTRONG	1,295.92
4658	6/9/21	BECKY M. BUFFINGTON	1,270.55
4659	6/9/21	CHANCE M. CHATAGNIER	1,556.93
4660	6/9/21	DANIEL J. DIAZ	1,437.49
4661	6/9/21	KAITLIN PELAEZ	974.03
4662	6/9/21	ROBERT A. MANN	1,030.65
4663	6/9/21	RICHARD C. BODIN JR	1,884.74
4664	6/9/21	SHELBY D. TRAHAN	1,030.64
ACH	6/9/21	EFTPS - ONLINE	3,536.71
ACH	6/9/21	TCDRS	4,705.77
4665	6/9/21	JOSEPH BURCH	2,000.00
4666	6/9/21	ORANGFIELD WATER SUPPLY CORP.	55.02
4667	6/9/21	CITY OF BRIDGE CITY	156.85
4668	6/9/21	BOUNDTREE MEDICAL LLC	328.50
4669	6/9/21	CITIBANK	121.08
ACH	6/9/21	O'REILLY AUTO PARTS	89.82
4670	6/9/21	SIDDONS-MARTIN EMERGENCY GROUP	10,007.33
ACH	6/9/21	WEX BANK	1,020.55
ACH	6/9/21	CENTERPOINT ENERGY	39.24
4671	6/9/21	COASTAL WELDING SUPPLY, INC.	49.60
ACH	6/9/21	CITIBUSINESS CARD	6,283.22
4672	6/9/21	BEARCOM	90.00
4673	6/9/21	CLARK CHEMICALS, INC.	54.10
4674	6/9/21	JC'S AUTOMOTIVE	444.35
4675	6/10/21	BD INDUSTRIES	4,368.39
4676	6/24/21	ALISSA R. ARMSTRONG	1,300.37
4677	6/24/21	BECKY M. BUFFINGTON	1,161.90

4678	6/24/21	CHANCE M. CHATAGNIER	1,462.03
4679	6/24/21	DANIEL J. DIAZ	1,433.61
4680	6/24/21	KAITLIN PELAEZ	1,039.69
4681	6/24/21	ROBERT A. MANN	1,030.65
4682	6/24/21	RICHARD C. BODIN JR	1,884.74
4683	6/24/21	SHELBY D. TRAHAN	1,026.07
ACH	6/24/21	EFTPS - ONLINE	3,467.04
ACH	6/24/21	HEALTH CARE SERVICE CORP	2,467.88
ACH	6/24/21	Capital One	96.40
ACH	6/24/21	ENTERGY	348.19
ACH	6/24/21	ENTERGY	703.13
ACH	6/24/21	ENTERGY	38.76
4684	6/24/21	ORANGE OILFIELD SUPPLY	138.35
4685	6/24/21	U-RENTALL INC	90.19
4686	6/24/21	KAREN FISHER, TAX A/C	7.50
4687	6/24/21	24HR SAFETY	434.00
4688	6/24/21	DUPUIS TIRE & SERVICE CENTER	157.32
4689	6/24/21	CIMRON CAMPBELL	416.00
4690	6/24/21	ORANGE CO. APPRAISAL DIST.	5,502.00
4691	6/24/21	BC RADIATOR & AUTO REPAIR	1,101.90
4692	6/24/21	OVERHEAD DOOR CO OF BEAUMONT	132.00
4693	6/24/21	CANON SOLUTIONS AMERICA	38.10
4694	6/27/21	KAREN FISHER, TAX A/C	7.50
4692V	6/30/21	OVERHEAD DOOR CO OF BEAUMONT	-132.00

Total Expenses: -69184.80
Balance as of 06/30/2021 \$1311.03

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
AUGUST 9, 2021**

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, Barnes and Childers.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; Brennan Dobbs; various firefighters, and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the July 14, 2021, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Barnes, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for July 2021 was presented and a copy was provided to each Commissioner (attached). After review, motion made by Commissioner Barnes, 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 Review and Acceptance of 2021 Certified Value and Corresponding Reports from OCAD – Ms. Buffington presented the value and corresponding reports to the Board. After review, motion made by Commissioner Franklin, seconded by Commissioner Barnes to accept the value and corresponding reports.

All voted AYE. Motion carried.

- B. Discussion and Possible Action Regarding Review and Acceptance of 2021 Tax Rates from County Tax A/C – Ms. Buffington presented the rates as prepared by the County Tax Assessor/Collector: no new tax rate of \$0.06391 per \$100 of value; voter approval rate of \$0.06455 per \$100 of value; and de minimis rate of \$0.09405 per \$100 of value. After review, motion made by Commissioner Franklin, seconded by Commissioner Childers, to accept the rates as calculated.

All voted AYE. Motion carried.

- C. Discussion and Possible Action Regarding Tax Rate for 2021
 - 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 calculated by the County Tax A/C, motion made by Commissioner Franklin, seconded by Commissioner Barnes, to propose a tax rate for 2021 of \$0.09405/\$100 of value; to set the public hearing for August 25, 2021, at 6:30 p.m.; and to set the meeting to adopt the budget and tax rate for August 25, 2021, at 7 p.m.

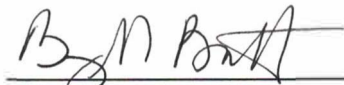
All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.

Chief Bodin reported daytime response is averaging 2-3 people available and responding. Canceled calls for Jan-June for 7a-7p M-F lower than expected mainly due to restricting med calls. He is still stressing precautions on med calls. Ladder 8 out of service in shop and may be back tomorrow. Marine 2 out of service due to extensive corrosion. Brush 5 - were going to use stuff off of old Brush 5 but the surplus from Baytown may work better so a mockup is being constructed. Emergency Management Office is requesting an email for the commissioners - Brennan and Becky will get together to work something out.

- 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 June 30 - July 31, 2021

TexasClass Investment

Balance as of 06/30/2021	\$1038294.11
Income: interest	+54.21
Balance as of 07/31/2021	\$1038348.32

TexPool Investment

Balance as of 06/30/2021	\$457739.13
Income: interest	+7.03
Expenses: xfer to 1 st Fin. Reserve Acct	50000.00 -50,000.00
Balance as of 07/31/2021	\$407746.16

Petty Cash

Balance as of 06/30/2021	\$1671.31
Income:	N/A
Expenses:	N/A
Balance as of 07/31/2021	\$1671.31

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 06/30/2021	\$24480.58
Income: interest	+5.20
Expenses:	N/A
Balance as of 07/31/2021	\$24485.78

Wellspring CU Checking (non-interest bearing)

Balance as of 06/30/2021	\$1837.13
Income:	N/A
Expenses: Jessica Garza (A & M)	454.48
Nathan Fowler (A & M)	510.48
Total Expenses:	-964.96
Balance as of 07/31/2021	\$872.17

1st Financial Special Projects (interest rate 0.25%)

Balance as of 06/30/2021	\$14837.19
Income: interest	+3.25
Expenses:	N/A
Balance as of 07/31/2021	\$14840.44

1st Financial Reserve (interest rate 0.10%)

Balance as of 06/30/2021		\$36384.14
Income:		
interest	4.83	
xfer from Texas Class	50000.00	
Total Income:		+50004.83
Expenses:		N/A
Balance as of 07/31/2021		\$86388.97

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 06/30/2021		\$105045.09
Income:		
	<u>Date</u>	<u>Line Description</u>
	7/1/21	TAX A/C
	7/8/21	TAX A/C
	7/19/21	TAX A/C
	7/26/21	TAX A/C
	7/31/21	First Financial (interest)
Total Income:		+3702.72
Expenses:	xfers to 1 st Fin. Gen Op.	-69000.00
Balance as of 07/31/2021		\$39747.81

1st Financial General Operating (interest rate 0.10%)

Balance as of 06/30/2021		\$1311.03
Income:		
xfers from 1 st Fin. Holding	69000.00	
interest	2.50	
Dispatch contracts	26700.00	
Total Income:		+95702.50
Expenses:		

Check #	Date	Payee	Amount
4392V	7/1/21	KELTON C. HUTSELL	-73.88
4695	7/8/21	ALISSA R. ARMSTRONG	1,354.77
4696	7/8/21	BECKY M. BUFFINGTON	1,132.27
4697	7/8/21	CHANCE M. CHATAGNIER	1,486.08
4698	7/8/21	DANIEL J. DIAZ	1,430.01
4699	7/8/21	KAITLIN PELAEZ	1,022.99
4700	7/8/21	ROBERT A. MANN	1,153.29
4701	7/8/21	RICHARD C. BODIN JR	1,884.74
4702	7/8/21	SHELBY D. TRAHAN	1,083.57
ACH	7/8/21	EFTPS - ONLINE	3,544.42
ACH	7/8/21	TCDRS	4,357.62
ACH	7/8/21	O'REILLY AUTO PARTS	246.60
4703	7/8/21	BECKY BUFFINGTON	60.42
4704	7/8/21	ORANGEFIELD WATER SUPPLY CORP.	50.50
4705	7/8/21	CITY OF BRIDGE CITY	83.70
4706	7/8/21	U-RENTALL INC	15.55
4707	7/8/21	TEXAS MUNICIPAL LEAGUE	14,950.00
4708	7/8/21	SPIDLE & SPIDLE INC	3,076.80
4709	7/8/21	BOUNDTREE MEDICAL LLC	204.96
4710	7/8/21	CITIBANK	315.53
ACH	7/8/21	WEX BANK	1,199.99
4711	7/8/21	COASTAL WELDING SUPPLY, INC.	48.00
ACH	7/8/21	CENTERPOINT ENERGY	43.29
4712	7/8/21	GALLS, LLC	1,047.38
4713	7/8/21	VOICE PRODUCTS SERVICE LLC	2,792.00

ACH	7/8/21	CITIBUSINESS CARD	6,743.68
4714	7/22/21	ALISSA R. ARMSTRONG	1,223.69
4715	7/22/21	BECKY M. BUFFINGTON	1,161.90
4716	7/22/21	CHANCE M. CHATAGNIER	1,984.93
4717	7/22/21	DANIEL J. DIAZ	1,761.08
4718	7/22/21	KELTON C. HUTSELL	313.99
4719	7/22/21	KAITLIN PELAEZ	960.68
4720	7/22/21	ROBERT A. MANN	1,030.65
4721	7/22/21	RICHARD C. BODIN JR	1,884.74
4722	7/22/21	SHELBY D. TRAHAN	848.50
ACH	7/22/21	EFTPS - ONLINE	3,874.71
ACH	7/22/21	HEALTH CARE SERVICE CORP	2,467.88
ACH	7/22/21	Capital One	162.80
4723	7/22/21	CIMRON CAMPBELL	416.00
4724	7/22/21	TEXAS COMPTROLLER OF PUBLIC AC	100.00
4725	7/22/21	SOUTHERN SOFTWARE, INC.	5,550.00
4726	7/22/21	CITY OF ORANGE	8,643.77
4727	7/22/21	ALPHA SOURCE, INC.	537.00
ACH	7/22/21	ENTERGY	339.52
ACH	7/22/21	ENTERGY	851.61
ACH	7/22/21	ENTERGY	34.38
4728	7/22/21	CANON SOLUTIONS AMERICA	12.22
4729	7/22/21	ORANGE OILFIELD SUPPLY	48.44
4730	7/22/21	CLARK CHEMICALS, INC.	118.45
4731	7/22/21	BD INDUSTRIES	254.08
4732	7/26/21	KAREN FISHER, TAX A/C	22.50
Total Expenses:			-83857.80
Balance as of 07/31/2021			\$13155.73

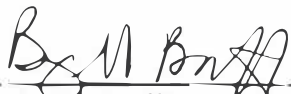
**MINUTES OF THE PUBLIC HEARING
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
AUGUST 25, 2021**

1. CALL TO ORDER – The public hearing was called to order at 6:30 p.m. on August 25, 2021.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Franklin, and Childers.
2. OPEN FLOOR TO ANYONE WISHING TO ADDRESS THE BOARD REGARDING THE PROPOSED 2021 TAX RATE – Because no guests appeared, the floor was not opened.

President LeBlanc then announced that the meeting to vote on the proposed rate would be held August 25, 2021, 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 6:45 p.m.

Prepared by:



Becky M. Buffington
District Administrator

**MINUTES OF THE SPECIAL SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
AUGUST 25, 2021**

1. CALL TO ORDER – The special 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 Childers.
3. PUBLIC COMMENTS – No guests were in attendance other than District Administrator, Becky Buffington.
4. BUSINESS
 - A. Discussion and possible action regarding adoption of budget for FY 2022 – District Administrator Buffington presented her proposed budget based upon the proposed tax rate of \$0.09405 per \$100 of value. After review, motion made by Commissioner Franklin, 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 2021 - tax rate of \$0.09405 per \$100 of value was proposed at August 9, 2021 meeting – Motion made by Commissioner Franklin that the property tax rate be increased by the adoption of a tax rate of \$0.09405 per \$100 of value, which is effectively a 47.16% increase in the tax rate. Motion seconded by Commissioner Childers.

All voted AYE. Motion carried.
5. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:02 p.m.

Prepared by:



Becky M. Buffington
District Administrator

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
SEPTEMBER 22, 2021**

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, Barnes and Childers.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; Josh Taylor, Asst. Chief; Brennan Dobbs; and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the August 9, 2021, regular session, and August 25, 2021, public hearing and special session 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 August 2021 was presented and a copy was provided to each Commissioner (attached). Ms. Buffington explained that the income section had not been updated due to the CPA making adjustments and the Tax A/C now reporting for the new fiscal year. Since the District works on a calendar year and the County on a fiscal year, the amounts become skewed in September. After review, motion made by Commissioner Barnes, 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 Dispatch Pay Scale Proposal and COLAs for Other Employees – Ms. Buffington presented the pay scale proposal for dispatchers as prepared by District Manager Chatagnier (see attached) then explained that the last COLA received was in early 2020. After review and discussion of the pay scale proposal, motion made by Commissioner Barnes, seconded by Commissioner Franklin to accept the proposal as written.

All voted AYE. Motion carried.

Commissioner Childers asked that the COLA be tabled to next month and requested more information regarding the pay for other employees be presented.

B. Discussion and Possible Action Regarding Authorizing Chief Bodin to Enter Into and Agreement with Triangle Rescue to Fill SCBA Bottles – Chief Bodin stated that Triangle Rescue had approached him regarding whether the District would be willing to fill their SCBA bottles for \$10/bottle providing they bring the bottles to us and pick up. Chief stated that he informed them that if approved, they would have to understand that if the cascade was low or if our needs were great, they would be placed at the bottom of the list. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Childers, to grant Chief Bodin authority to enter into an agreement with Triangle Rescue to fill their SCBA and directed Ms. Buffington to draft the agreement.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Mr. Dobbs reported that new generator still on track for first of the year. Trailer place was not building the new trailer and prices going up and up so he just purchased one off the lot to avoid new price increases - it will be customized to meet our needs. UPS unit for dispatch, etc. has been received and will be installed. Dispatch insulation has been installed and leak around windows at Station 1 will be inspected. Leak in Hanks' office needs inspecting. House reels 203 weeks out for Brush truck.

Chief Bodin stated he had issue with a tool at a wreck but dealer brought loaner. Tanker 7 is out of service due to electrical problem. He is meeting with dealer tomorrow regarding spec-ing a new tanker.

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:35 p.m.

Prepared by:



Becky W. Buffington
District Administrator

CASH FLOW REPORT July 31 - August 31, 2021

TexasClass Investment

Balance as of 07/31/2021	\$1038348.32
Income: interest	+44.60
Balance as of 08/31/2021	\$1038392.92

TexPool Investment

Balance as of 07/31/2021	\$407746.16
Income: interest	+7.60
Expenses: xfer to 1 st Fin. Reserve Acct	-80,000.00
Balance as of 08/31/2021	\$327753.76

Petty Cash

Balance as of 07/31/2021	\$1671.31
Income:	N/A
Expenses:	N/A
Balance as of 08/31/2021	\$1671.31

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 07/31/2021	\$24485.78
Income: interest	+5.20
Expenses:	N/A
Balance as of 08/31/2021	\$24490.98

Wellspring CU Checking (non-interest bearing)

Balance as of 07/31/2021	\$872.17
Income: station rental	+650.00
Expenses:	N/A
Balance as of 08/31/2021	\$1522.17

1st Financial Special Projects (interest rate 0.25%)

Balance as of 07/31/2021	\$14840.44
Income: interest	+3.05
Expenses:	N/A
Balance as of 08/31/2021	\$14843.49

1st Financial Reserve (interest rate 0.10%)

Balance as of 07/31/2021		\$86388.97
Income:	interest	6.54
	xfer from Texas Class	80000.00
Total Income:		+80006.54
Expenses:	xfer to 1 st Fin. Gen Op.	-28,000.00
Balance as of 08/31/2021		\$138395.51

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 07/31/2021		\$39747.81
Income:		

Date	Line Description	Amount
8/2/21	TAX A/C	1374.86
8/6/21	TAX A/C	1827.55
8/16/21	TAX A/C	2696.39
8/20/21	TAX A/C	1476.99
8/27/21	TAX A/C	389.23
8/31/21	First Financial (interest)	2.64

Total Income:		+7767.66
Expenses:	xfer to 1 st Fin. Gen Op.	-14000.00
Balance as of 08/31/2021		\$33515.47

1st Financial General Operating (interest rate 0.10%)

Balance as of 07/31/2021		\$13155.73
Income:	xfers from 1 st Fin. Holding & Reserve	42000.00
	interest	1.18

Total Income:		+42001.18
Expenses:		

Check #	Date	Payee	Amount
4733	8/5/21	ALISSA R. ARMSTRONG	1,295.92
4734	8/5/21	BECKY M. BUFFINGTON	1,132.27
4735	8/5/21	CHANCE M. CHATAGNIER	1,588.55
4736	8/5/21	DANIEL J. DIAZ	1,360.89
4737	8/5/21	KAITLIN PELAEZ	2,299.38
4738	8/5/21	ROBERT A. MANN	1,030.65
4739	8/5/21	RICHARD C. BODIN JR	1,884.74
4740	8/5/21	SHELBY D. TRAHAN	1,198.20
4741	8/5/21	ORANGEFIELD WATER SUPPLY CORP.	50.50
ACH	8/5/21	CENTERPOINT ENERGY	43.29
4742	8/5/21	BRIDGE CITY LOCK & KEY	2,520.66
4743	8/5/21	SETX MOTORSPORTS	1,500.00
ACH	8/5/21	O'REILLY AUTO PARTS	188.01
4744	8/5/21	BECKY BUFFINGTON	84.14
4745	8/5/21	CC CREATIONS	755.55
4746	8/5/21	KAITLIN PELAEZ	459.77
4747	8/5/21	KELTON C. HUTSELL	119.49
ACH	8/5/21	EFTPS - ONLINE	4,319.54
ACH	8/5/21	TCDRS	4,503.38
4748	8/13/21	CITY OF BRIDGE CITY	116.95
4749	8/19/21	ALISSA R. ARMSTRONG	1,300.37
4750	8/19/21	BECKY M. BUFFINGTON	1,152.03
4751	8/19/21	CHANCE M. CHATAGNIER	1,653.12
4752	8/19/21	DANIEL J. DIAZ	2,409.39
4753	8/19/21	KELTON C. HUTSELL	381.76

4754	8/19/21	ROBERT A. MANN	1,097.72
4755	8/19/21	RICHARD C. BODIN JR	1,884.74
4756	8/19/21	SHELBY D. TRAHAN	966.77
ACH	8/19/21	EFTPS - ONLINE	3,878.95
ACH	8/19/21	ENERGY	344.30
ACH	8/19/21	ENERGY	978.95
ACH	8/19/21	ENERGY	34.71
ACH	8/19/21	Capital One	68.66
ACH	8/19/21	WEX BANK	1,216.82
ACH	8/19/21	CITIBUSINESS CARD	3,056.56
4757	8/19/21	CANON SOLUTIONS AMERICA	27.27
ACH	8/19/21	HEALTH CARE SERVICE CORP	3,701.82
4758	8/19/21	AUTO TRIM EXPRESS	50.00
4759	8/19/21	SETX MOTORSPORTS	675.00
4760	8/19/21	BOUNDTREE MEDICAL LLC	496.60
4761	8/19/21	COASTAL WELDING SUPPLY, INC.	49.60
4762	8/19/21	24HR SAFETY	198.00
4763	8/19/21	CC CREATIONS	590.58
4764	8/19/21	BEARCOM	470.00
4765	8/19/21	CIMRON CAMPBELL	416.00

Total Expenses: -53551.60
Balance as of 08/31/2021 \$1605.31

PROPOSAL: Pay Scale

While the District is committed to paying equitable wages, I would like to recommend the following changes be made to the salary administration of District Dispatchers, in hopes of better retention of dispatchers.

Currently part-time dispatchers (new hires) start at \$10 an hour and are capped at \$12 an hour. Any Part time who moves to full time, after their 90-day probation has been completed their salary is raised to \$15 an hour.

I would like to recommend the following:

*At the completion of year 2 and up to the completion of year 20, I would like to recommend the following pay scale:

Year 2 = \$15.50 an hour

Year 3 = \$16.00 an hour

Year 4 = \$17.00 an hour

Year 5 = \$18.50 an hour

Year 10 = \$20.00 an hour

Year 15 = \$21.50 an hour

Year 20 = \$22.25 an hour

Employees would still be eligible for cost of living or merit-based pay adjustments as recommended by the Board

*Current pay rates and years of service:

Chance \$24.37 29 years

Daniel \$22.10 21 years

Alissa \$19.83 9 years


Shelby \$15.00 1 year

Kelton \$10.00 on probation

ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2

Due to lack of a quorum, no meeting was held on October 20, 2021.

Prepared by:



BECKY M. BUFFINGTON
District Administrator

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
OCTOBER 25, 2021**

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, Barnes, Childers, and Landry.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the September 22, regular session were presented. Motion made by Commissioner Childers, seconded by Commissioner Franklin, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for September 2021 was presented and a copy was provided to each Commissioner (attached). Ms. Buffington explained that the income section had not been updated due to the CPA making adjustments and the Tax A/C now reporting for the new fiscal year. Since the District works on a calendar year and the County on a fiscal year, the amounts become skewed in September and stay that way for the remainder of the year. After review, motion made by Commissioner Barnes, 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 Regarding COLAs for Employees – Ms. Buffington presented the Board with information regarding current pay rate for all employees. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Landry, to have Ms. Chatagnier review the dispatchers when they are due to receive their step pay increases then yearly and to grant all employees a 3% COLA effective first pay period in January 2022.

All voted AYE. Motion carried.

- B. Discussion and Possible Action Regarding Amendments to Employee SOPs – Ms. Buffington reminded the Board that all proposed amendments had been emailed to them previously. All stated they had read same. Motion made by

Commissioner Franklin, seconded by Commissioner Barnes, to adopt the amendment as written (copy available in dispatch).

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Setting Expense Limit for Building Brush 5 and High Water Truck (5-ton military truck) – Chief Bodin stated that, previously, they had been piecing together various items and it was now time to purchase the bigger ticket items. So far, he had received prices of \$9k for the diesel pump; light kits of \$3400/truck; hose reels at \$2200/ea; then painting (including blasting, primer, 2 stage paint, etc.) would be the most expensive. Discussion was had about the prison system doing the painting and Chief Bodin was instructed to get with SO or Brennan for contacts regarding same. After discussion, motion made by Commissioner Franklin, seconded by Commissioner Landry, to approve a total cost of \$50,000.00 for both trucks to be paid out of reserve funds.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.
Chief Bodin reported that some time ago a Texas Forest Service grant for PPE had been applied for and he had just received notice that we had been awarded \$20k. It is a 90% grant, District would have to pay 10% so it would need to be on next month's agenda. He also informed the Board that the 5-ton has a coolant leak in the water pump and Tanker 7 is at Martin with a problem in the Kusmaul charger. President LeBlanc report that most of the windows at Central Station leaked in the last storm and that back room roof was leaking. All are being repaired.
8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:28 p.m.

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT
August 31 - September 30, 2021

TexasClass Investment

Balance as of 08/31/2021	\$1038392.92
Income: interest	+37.76
Balance as of 09/30/2021	\$1038430.68

TexPool Investment

Balance as of 08/31/2021	\$327753.76
Income: interest	+6.09
Expenses: xfer to 1 st Fin. Reserve Acct	-207000.00
Balance as of 09/30/2021	\$120759.85

Petty Cash

Balance as of 08/31/2021	\$1671.31
Income: station rental/shirts	+482.05
Expenses: fuel for high water vehicle	24.41
report sent	8.25
	-32.66
Balance as of 09/30/2021	\$2120.70

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 08/31/2021	\$24490.98
Income: interest	+5.03
Expenses:	N/A
Balance as of 09/30/2021	\$24496.01

Wellspring CU Checking (non-interest bearing)

Balance as of 08/31/2021	\$1522.17
Income: station rental/shirts	+267.60
Expenses: stamps	-34.80
Balance as of 09/30/2021	\$1754.97

1st Financial Special Projects (interest rate 0.25%)

Balance as of 08/31/2021	\$14843.49
Income: interest	+3.05
Expenses:	N/A
Balance as of 09/30/2021	\$14846.54

1st Financial Reserve (interest rate 0.10%)

Balance as of 08/31/2021		\$138395.51
Income:		
interest	2.86	
xfer from TexPool	207000.00	
Total Income:		+207002.86
Expenses:		
xfer to 1 st Fin. Gen Op.	163000.00	
xfer to 1 st Fin - gear/radio loan	75832.89	
Total Expenses:		-238832.89
Balance as of 09/30/2021		\$106565.48

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 08/31/2021		\$33515.47
Income:		
	<u>Date</u>	<u>Line Description</u>
	9/8/21	TAX A/C
	9/21/21	TAX A/C
	9/24/21	TAX A/C
	9/30/21	First Financial (interest)
Total Income:		+4248.27
Expenses:		
xfer to 1 st Fin. Gen Op.		-25000.00
Balance as of 09/30/2021		\$12763.74

1st Financial General Operating (interest rate 0.10%)

Balance as of 08/31/2021		\$1605.31
Income:		
	<u>Date</u>	<u>Line Description</u>
	9/1/21	Xfer from 1ST FIN - RESERVE
	9/14/21	Xfer from 1ST FIN - RESERVE
	9/17/21	Xfer from 1ST FIN - RESERVE
	9/20/21	BRENNAN DOBBS (reimburse for purchase at Northern Tool)
	9/30/21	Xfer from 1ST FIN - PRIM HOLD
	9/30/21	Xfer from 1ST FIN - RESERVE
	9/30/21	FIRST FINANCIAL BANK (interest)
Total Income:		+195384.10
Expenses:		

Check #	Date	Payee	Amount
4766	9/1/21	ALISSA R. ARMSTRONG	1,223.69
4767	9/1/21	BECKY M. BUFFINGTON	1,161.90
4768	9/1/21	CHANCE M. CHATAGNIER	2,411.00
4769	9/1/21	DANIEL J. DIAZ	1,437.49
4770	9/1/21	KELTON C. HUTSELL	1,439.47
4771	9/1/21	ROBERT A. MANN	1,030.65
4772	9/1/21	RICHARD C. BODIN JR	1,884.74
4773	9/1/21	SHELBY D. TRAHAN	980.44
4774	9/1/21	JOEL G. GILBERT	36.01
4770V	9/1/21	KELTON C. HUTSELL	-1,439.47
4775	9/1/21	KELTON C. HUTSELL	854.50
ACH	9/1/21	EFTPS - ONLINE	3,890.52
ACH	9/1/21	TCDRS	4,820.69
4776	9/1/21	ORANGEFIELD WATER SUPPLY CORP.	55.02
ACH	9/1/21	CENTERPOINT ENERGY	42.63
4777	9/1/21	ORANGE NEWSMEDIA LLC	479.01
4778	9/1/21	BECKY BUFFINGTON	46.70

4779	9/14/21	ALISSA R. ARMSTRONG	1,300.37
4780	9/14/21	BECKY M. BUFFINGTON	1,250.81
4781	9/14/21	CHANCE M. CHATAGNIER	1,734.78
4782	9/14/21	DANIEL J. DIAZ	1,433.61
4783	9/14/21	KELTON C. HUTSELL	786.24
4784	9/14/21	ROBERT A. MANN	1,131.94
4785	9/14/21	RICHARD C. BODIN JR	1,884.74
4786	9/14/21	SHELBY D. TRAHAN	978.17
ACH	9/14/21	EFTPS - ONLINE	3,579.83
4787	9/14/21	CITY OF BRIDGE CITY	103.65
4788	9/14/21	PNC EQUIPMENT FINANCE	87,920.65
4789	9/14/21	U-RENTALL INC	261.19
4790	9/14/21	SMART'S TRUCK & TRAILER	126.22
ACH	9/14/21	ENTERGY	383.51
ACH	9/14/21	WEX BANK	1,245.96
ACH	9/14/21	CITIBUSINESS CARD	14,365.65
ACH	9/14/21	O'REILLY AUTO PARTS	780.82
4791	9/14/21	CIMRON CAMPBELL	416.00
4792	9/14/21	COASTAL WELDING SUPPLY, INC.	67.75
4793	9/14/21	CITIBANK	402.57
4794	9/14/21	ALLIED BREATHING AIR	630.00
4795	9/14/21	24HR SAFETY	412.50
4796	9/14/21	SIDDONS-MARTIN EMERGENCY GROUP	5,871.48
4797	9/22/21	CANON SOLUTIONS AMERICA	27.27
4798	9/23/21	ORANGE CO. APPRAISAL DIST.	5,502.00
4799	9/29/21	ALISSA R. ARMSTRONG	1,295.92
4800	9/29/21	BECKY M. BUFFINGTON	1,514.58
4801	9/29/21	CHANCE M. CHATAGNIER	1,462.03
4802	9/29/21	DANIEL J. DIAZ	1,437.49
4803	9/29/21	KELTON C. HUTSELL	658.64
4804	9/29/21	ROBERT A. MANN	1,091.43
4805	9/29/21	RICHARD C. BODIN JR	1,884.74
4806	9/29/21	SHELBY D. TRAHAN	1,030.64
ACH	9/29/21	EFTPS - ONLINE	3,505.32
ACH	9/29/21	HEALTH CARE SERVICE CORP	3,084.85
4807	9/29/21	DAVID JOHNSON	301.19
4808	9/29/21	U-RENTALL INC	11.99
4809	9/29/21	COPE'S TRAILERS	7,275.00
4810	9/29/21	BECKY BUFFINGTON	279.78
4811	9/29/21	CANON SOLUTIONS AMERICA	16.72
4812	9/29/21	ABSOLUTE INSULATION	2,180.00
ACH	9/29/21	ENTERGY	37.36
ACH	9/29/21	ENTERGY	989.89
4813	9/29/21	CIMRON CAMPBELL	416.00
4813V	9/29/21	CIMRON CAMPBELL	-416.00
ACH	9/29/21	FIRE FIGHTERS' PENSION COMM.	7,560.00
ACH	9/29/21	Capital One	309.16
4814	9/29/21	SECURITY PEST MANAGEMENT	150.00
4815	9/29/21	ORANGE ELECTRIC LLC	800.00
4816	9/29/21	BAYOU METALS SPECIALTIES	3,400.00
4817	9/30/21	BD INDUSTRIES	2,018.00

Total Expenses: -195247.43
Balance as of 09/30/2021 \$1741.98

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
NOVEMBER 22, 2021**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 6:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Barnes and Childers.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; Joshua Taylor, Asst. Chief; Brennan Dobbs; and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the October 20 no quorum October 25, 2021, regular session were presented. Motion made by Commissioner Childers, seconded by Commissioner Barnes, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for October 2021 was presented and a copy was provided to each Commissioner (attached). After review, motion made by Commissioner Barnes, 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 Certification of 2021 Current and Delinquent Tax Rolls as Prepared by County Tax Assessor/Collector – Ms. Buffington presented the Board with information regarding the tax rolls. After review, motion made by Commissioner Barnes, seconded by Commissioner Childers, to certify the rolls as prepared by the Tax Assessor/Collector.

All voted AYE. Motion carried.

B. Discussion and Possible Action Regarding Acceptance of Texas A&M Forest Service PPE Grant (approve matching funds if needed and authorize Chief Bodin to sign all documents necessary) – Chief Bodin explained that the application had been made a long time ago but he had just been notified of the award. The grant is a 90/10 grant for \$20,000.00 and is to be used for PPE. The District would have to pay 10% of \$20,000.00. After discussion, motion made by Commissioner Childers, seconded by Commissioner Barnes, to accept the grant, approve the

matching funds, and authorize Chief Bodin to sign all documents necessary in connection with same.

All voted AYE. Motion carried.

C. Discussion and Possible Action Regarding Purchase of Extrication Tools – Chief Bodin explained that he had received quotes in April for battery powered tools versus hydraulic tools but the grants did not come through. Discussion regarding hydraulic vs. battery tools and advantage of the battery tools. He would like to purchase Genesis tools because they use Milwaukee batteries that can be purchased anywhere vs. another manufacturer that uses batteries that are only available thru one source. A cutter, 32" spreader, and RAM, plus batteries and chargers would be \$31.5k and would be on next year's budget. Mr. Dobbs stated that he would contribute \$10,000.00 toward the cost and that the money would come from the sale of the excess Army trucks/equipment obtained from Baytown fire. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Childers, to authorize the purchase and accept the donation from Mr. Dobbs.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.

Mr. Dobbs stated that he had talked to the Ellis Unit regarding painting the vehicles and it looked like it would be possible and he was also getting the price for the lift in the back of the 5-ton truck

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

Prepared by:



Becky M. Buffington
District Administrator

CASH FLOW REPORT
September 30 - October 31, 2021

TexasClass Investment

Balance as of 09/30/2021	\$1038430.68
Income: interest	+38.40
Balance as of 10/31/2021	\$1038469.08

TexPool Investment

Balance as of 09/30/2021	\$120759.85
Income: interest	+3.62
Expenses:	N/A
Balance as of 10/31/2021	\$120763.47

Petty Cash

Balance as of 09/30/2021	\$2120.70
Income: t-shirts	+70.00
Expenses: xfer to Wellspring M/M	-1135.50
Balance as of 10/31/2021	\$1055.20

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 09/30/2021	\$24496.01
Income: interest	7.59
xfer from Petty Cash	1135.50
Total Income:	+1143.09
Expenses:	N/A
Balance as of 10/31/2021	\$25639.10

Wellspring CU Checking (non-interest bearing)

Balance as of 09/30/2021	\$1754.97
Income: report	+22.95
Expenses:	N/A
Balance as of 10/31/2021	\$1777.92

1st Financial Special Projects (interest rate 0.25%)

Balance as of 09/30/2021	\$14846.54
Income: interest	+3.15
Expenses:	N/A
Balance as of 10/31/2021	\$14849.69

1st Financial Reserve (interest rate 0.10%)

Balance as of 09/30/2021	\$106565.48
Income: interest	+6.44
Expenses: xfer to 1 st Fin. Gen Op.	-50000.00
Balance as of 10/31/2021	\$56571.92

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 09/30/2021	\$12763.74
Income:	

Date	Line Description	Amount
10/1/21	TAX A/C	699.75
10/5/21	TAX A/C	490.55
10/31/21	First Financial (interest)	1.18

Total Income:	+1191.48
Expenses:	N/A
Balance as of 10/31/2021	\$13955.22

1st Financial General Operating (interest rate 0.10%)

Balance as of 09/30/2021	\$1741.98
Income:	

Date	Line Description	Amount
10/13/21	1ST FIN - RESERVE	50,000.00
10/15/21	CITY OF BRIDGE CITY (Pension/Fire Prev)	5,280.00
10/18/21	JCWD10	4,300.00
10/25/21	JCESD4	20,525.00
10/28/21	JCESD1	5,350.00
10/31/21	FIRST FINANCIAL BANK	2.28

Total Income:	+85457.28
Expenses:	

Check #	Date	Payee	Amount
4565V	10/1/21	ALLIED BREATHING AIR	-521.00
ACHV	10/1/21	ENERGY	-609.57
ACH	10/13/21	TCDRS	6,725.51
ACH	10/13/21	EFTPS - ONLINE	3,392.42
4826	10/13/21	ORANGEFIELD WATER SUPPLY CORP.	55.02
4827	10/13/21	CITY OF BRIDGE CITY	83.70
ACH	10/13/21	CENTERPOINT ENERGY	43.42
ACH	10/13/21	ENERGY	302.13
ACH	10/13/21	WEX BANK	1,570.38
ACH	10/13/21	O'REILLY AUTO PARTS	197.17
ACH	10/13/21	CITIBUSINESS CARD	11,264.31
4828	10/13/21	MARKET BASKET	249.65
4829	10/13/21	CITIBANK	119.96
4830	10/13/21	U-RENTALL INC	11.99
4831	10/13/21	TEXAS MUNICIPAL LEAGUE	14,875.75
4832	10/13/21	SANDIFER'S LP GAS	932.19
4833	10/13/21	COASTAL WELDING SUPPLY, INC.	106.70
4834	10/13/21	24HR SAFETY	28.50
4835	10/13/21	ORANGE OILFIELD SUPPLY	58.84
4818	10/13/21	ALISSA R. ARMSTRONG	1,300.37
4819	10/13/21	BECKY M. BUFFINGTON	1,132.27
4820	10/13/21	CHANCE M. CHATAGNIER	1,588.55
4821	10/13/21	DANIEL J. DIAZ	1,433.61
4822	10/13/21	KÉLTON C. HUTSELL	663.09

4823	10/13/21	ROBERT A. MANN	1,030.65
4824	10/13/21	RICHARD C. BODIN JR	1,884.74
4825	10/13/21	SHELBY D. TRAHAN	1,026.07
4836	10/26/21	KAREN FISHER, TAX A/C	22.50
ACH	10/27/21	EFTPS - ONLINE	3,369.07
4846	10/27/21	BECKY BUFFINGTON	271.04
ACH	10/27/21	ENERGY	733.01
ACH	10/27/21	ENERGY	34.08
4847	10/27/21	CIMRON CAMPBELL	416.00
4848	10/27/21	SIDDONS-MARTIN EMERGENCY GROUP	3,053.11
4849	10/27/21	CAPITOL CREW LLC	1,850.00
4850	10/27/21	ORANGE ELECTRIC LLC	250.00
4851	10/27/21	CANON SOLUTIONS AMERICA	5.13
4852	10/27/21	CE SOLUTIONS	645.00
4853	10/27/21	KNOX CO	524.00
ACH	10/27/21	HEALTH CARE SERVICE CORP	3,084.85
4837	10/27/21	ALISSA R. ARMSTRONG	1,281.20
4838	10/27/21	BECKY M. BUFFINGTON	1,142.14
4839	10/27/21	CHANCE M. CHATAGNIER	1,291.49
4840	10/27/21	DANIEL J. DIAZ	1,437.49
4841	10/27/21	KELTON C. HUTSELL	792.18
4842	10/27/21	ROBERT A. MANN	1,030.65
4843	10/27/21	RICHARD C. BODIN JR	1,884.74
4844	10/27/21	SHELBY D. TRAHAN	1,030.64
4845	10/27/21	CHANCE M. CHATAGNIER	1,462.03
4839V	10/27/21	CHANCE M. CHATAGNIER	-1,291.49

Total Expenses: -73265.28
**Adjustment -73.88
Balance as of 10/31/2021 \$13860.10

**On 7/1/21 Check 4392 (payroll check from January to Kelton) was voided; CPA unvoided that check in October to avoid an error on 941 report. Therefore, adjustment needed to be made to reflect correct balance on this report.

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
DECEMBER 15, 2021**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 6:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Franklin, Childers, and Barnes.
3. PUBLIC COMMENTS – The following guests were in attendance: Ricky Bodin, Chief of the District; Joshua Taylor, Asst. Chief; Brennan Dobbs; various firefighters; and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the November 25, 2021, regular session were presented. Motion made by Commissioner Franklin, seconded by Commissioner Barnes, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for November 2021 was presented and a copy was provided to each Commissioner (attached). After review, motion made by Commissioner Barnes, 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 renewal of professional service contracts (CPA, Auditor, Attorney) – Ms. Buffington presented the Board with each proposal (\$5000 for attorney; \$8000 for CPA; \$7500 for auditor) and explained the proposals were the same as in prior years. After review, motion made by Commissioner Franklin, seconded by Commissioner Childers, to accept the proposals and renew each professional service contract.

All voted AYE. Motion carried.

- B. Discussion and possible action regarding yearly renewal of investment policy/strategies – Ms. Buffington presented the investment policy/strategy for the yearly review and renewal. Motion made by Commissioner Franklin, seconded by Commissioner Barnes to renew the policy/strategy as written.

All voted AYE. Motion carried.

C. Discussion and possible action regarding granting District Administrator authority to make line item adjustments to 2021 budget and take other actions necessary to closeout 2021 at year end – Ms. Buffington reminded the Board this was the yearly closeout and line item adjustments done every year. Motion made by Commissioner Franklin, seconded by Commissioner Childers, to grant the District Administrator authority make line item adjustments to 2021 budget and take other actions necessary to closeout 2021 at year end.

All voted AYE. Motion carried.

D. Discussion and possible action regarding authorizing “13th check” for firefighter pension – Ms. Buffington reminded the Board this was a yearly “13th check” for the volunteers’ pension. Motion made by Commissioner Franklin, seconded by Commissioner Barnes to authorize the 13th check.

All voted AYE. Motion carried.

E. Discussion and possible action regarding granting District Administrator authority to enter into and sign Joint Election Agreement Services Contract with County of Orange for upcoming 2022 ESD election – Ms. Buffington informed the Board that she had recently met with the County regarding the election to be held in May 2022. The County will order the election and front all costs. Since this will be a county-wide election and cities, school districts, port, etc. will participate, the costs will then be divided proportionately and the ESD will have to pay its share when billed. The County will prepare a contract and she will need to sign same. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Franklin, to grant District Administrator authority to enter into and sign Joint Election Agreement Services Contract with County of Orange for upcoming 2022 ESD election.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC.

Mr. Dobbs gave a status report on generator trailer. Also discussed the prison painting the truck and that he will get a price for the lift.

Chief Bodin stated annual PMs have started on equipment/trucks. Also discussed Boat and training with LSCO and TCFP online.

Ms. Buffington discussed the requirements to run for the upcoming Commissioner election, deadlines, etc.

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 6:45 p.m.

Prepared by:

A handwritten signature in black ink, appearing to read "Becky M. Buffington", written over a horizontal line.

Becky M. Buffington
District Administrator

CASH FLOW REPORT October 31 - November 30, 2021

TexasClass Investment

Balance as of 10/31/2021	\$1038469.08
Income: interest	+46.01
Balance as of 11/30/2021	\$1038515.09

TexPool Investment

Balance as of 10/31/2021	\$120763.47
Income: interest	+3.79
Expenses:	N/A
Balance as of 11/30/2021	\$120767.26

Petty Cash

Balance as of 10/31/2021	\$1055.20
Income:	N/A
Expenses: K.Hutsell - per diem	-252.96
Balance as of 11/30/2021	\$802.24

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 10/31/2021	\$25639.10
Income: interest	+7.38
Expenses:	N/A
Balance as of 11/30/2021	\$25646.48

Wellspring CU Checking (non-interest bearing)

Balance as of 10/31/2021	\$1777.92
Income:	N/A
Expenses:	N/A
Balance as of 11/30/2021	\$1777.92

1st Financial Special Projects (interest rate 0.25%)

Balance as of 10/31/2021	\$14849.69
Income: interest	+3.05
Expenses:	N/A
Balance as of 11/30/2021	\$14852.74

1st Financial Reserve (interest rate 0.10%)

Balance as of 10/31/2021	\$56571.92
Income: interest	+4.65
Expenses:	N/A
Balance as of 11/30/2021	\$56576.57

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 10/31/2021	\$13955.22
Income:	

Date	Line Description	Amount
11/1/21	TAX A/C	15229.37
11/5/21	TAX A/C	16582.37
11/15/21	TAX A/C	20986.43
11/19/21	TAX A/C	14166.97
11/23/21	TAX A/C	32932.61
11/30/21	First Financial (interest)	3.72

Total Income:	+99901.47
Expenses: xfers to 1 st Fin. Gen. Op.	-46000.00
Balance as of 11/30/2021	\$67856.69

1st Financial General Operating (interest rate 0.10%)

Balance as of 10/31/2021	\$13860.10
Income:	

Date	Line Description	Amount
11/09/21	1ST FIN - PRIM HOLD	25,000.00
11/23/21	1 ST FIN - PRIM HOLD	21,000.00
11/30/21	FIRST FINANCIAL BANK	1.59

Total Income:	+46001.59
Expenses:	

Check #	Date	Payee	Amount
ACH	11/1/21	Capital One	133.90
ACH	11/9/21	TCDRS	4,226.45
ACH	11/9/21	EFTPS - ONLINE	3,491.05
ACH	11/9/21	O'REILLY AUTO PARTS	296.84
4862	11/9/21	TEXAS MUNICIPAL LEAGUE	125.00
4863	11/9/21	METRO FIRE	2,256.00
4864	11/9/21	DUPUIS TIRE & SERVICE CTR	21.00
4865	11/9/21	SIDDONS-MARTIN EMERGENCY GROUP	6,843.30
ACH	11/9/21	WEX BANK	1,107.51
ACH	11/9/21	CENTERPOINT ENERGY	43.42
4866	11/9/21	COASTAL WELDING SUPPLY, INC.	85.04
4867	11/9/21	ORANGEFIELD WATER SUPPLY CORP.	55.02
4868	11/9/21	BRIDGE CITY CHAMBER OF COMMERC	75.00
ACH	11/9/21	CITIBUSINESS CARD	8,442.88
4854	11/9/21	ALISSA R. ARMSTRONG	1,300.37
4855	11/9/21	BECKY M. BUFFINGTON	1,161.90
4856	11/9/21	CHANCE M. CHATAGNIER	1,556.93
4857	11/9/21	DANIEL J. DIAZ	1,433.61
4858	11/9/21	KELTON C. HUTSELL	989.52
4859	11/9/21	ROBERT A. MANN	1,030.65
4860	11/9/21	RICHARD C. BODIN JR	1,884.74
4861	11/9/21	SHELBY D. TRAHAN	992.23
4869	11/14/21	CITY OF BRIDGE CITY	31.50
4870	11/23/21	ALISSA R. ARMSTRONG	1,517.54

4871	11/23/21	BECKY M. BUFFINGTON	1,250.81
4872	11/23/21	CHANCE M. CHATAGNIER	1,596.47
4873	11/23/21	DANIEL J. DIAZ	1,374.25
4874	11/23/21	KELTON C. HUTSELL	985.07
4875	11/23/21	ROBERT A. MANN	1,050.91
4876	11/23/21	RICHARD C. BODIN JR	1,884.74
4877	11/23/21	SHELBY D. TRAHAN	1,175.94
ACH	11/23/21	EFTPS - ONLINE	3,686.17
ACH	11/23/21	Capital One	15.76
ACH	11/23/21	HEALTH CARE SERVICE CORP	3,084.85
ACH	11/23/21	ENTERGY	38.15
ACH	11/23/21	ENTERGY	295.68
4878	11/23/21	U-RENTALL INC	21.50
4879	11/23/21	SKYLINE EQUIPMENT LLC	313.00
4880	11/23/21	CED - DALLAS	146.26
4881	11/23/21	ORANGE OILFIELD SUPPLY	20.38
4882	11/23/21	CANON SOLUTIONS AMERICA	21.74
4883	11/23/21	ORANGE COUNTY TREASURER	1,941.60
4884	11/23/21	DELTA INDUSTRIAL SERVICE & SUPPLY	202.24
4885	11/23/21	CIMRON CAMPBELL	416.00
Total Expenses:			-58622.92
Balance as of 11/30/2021			\$1238.77