

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAMBERS COUNTY EMERGENCY SERVICES DISTRICT #1**

A regular meeting of the Board of Commissioners of the Chambers County Emergency Services District No. 1 (“District”) was called at 6:00 p.m. on the 8th day of July 2020, at the Winnie-Stowell Volunteer Fire Department (“WSVFD” or “Department”) located at 825 State Highway 124, Winnie, Texas 77665 pursuant to notice duly posted according to law.

This meeting was held in person and via videoconference as provided for in Texas Government Code 551.127 as modified by the May 12, 2020 Proclamation by Governor Abbott in which the Governor acted to maintain government transparency and continued government operations while reducing face-to-face contact for government open meetings. In addition, members of the public were able to participate and address the Commissioners during the videoconference meeting and a recording of the meeting was made and is available to the public.

The roll was called of the Commissioner, to-wit:

Commissioners Member	Position	Attendance
Mr. David Murrell	President	Not Present
Brad Crone	Vice-President	In Person
Chris Barrow	Treasurer	In person
Troy Dow	Secretary	In person
Kenneth Thibodeaux	Assistant Treasurer	In person

All said members were present, with the exception of President Murrell, thus constituting a quorum. In addition to the above-named Directors, the following persons were also present:

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Attendee	Position	Attendance
Mr. Wayne Wilber	Administrator	Conference Call
Mrs. Jamie Cormier	Administrative Assistant	Conference Call
Mr. Hubert Oxford	Benckenstein & Oxford, LLP	Conference Call
Chief Brent Potier	Fire Chief-Department	In person
Mr. Brandon Lee	Firefighter Coordinator	Conference Call
Mr. Wade Thibodeaux	Hometown Press	Conference Call
Mr. Richard Fletcher	HdL Companies	Conference Call
Ms. Katie Biggers	HdL Companies	Conference Call
Mr. Chris Carnahan	Department	Conference Call

Vice-President Crone called the meeting to order at 6:03 p.m. and lead the meeting. First, he asked those present to recite the Pledge of Allegiance and Pledge to the State Flag of Texas. Next, he called for public comment. There being none, Vice-President Crone asked the Commissioners to consider the action items on the agenda.

Agenda Item No. 4 - To discuss approval of minutes for June 10, 2020 Regular Meeting.

The Vice-President then requested that the Commissioners review the minutes of the June 10, 2020 Regular Meeting. The Vice-President asked if there were any corrections or additions. There was one minor change that Attorney Oxford made during the meeting and submitted to staff to update the official set of minutes.

After a review of the minutes, Commissioner Barrow made a motion to approve the minutes of the June 10, 2020 Regular Minutes. Commissioner Dow seconded the motion, with the unanimous consent of all the Commissioners.

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Agenda Item No. 8 - Discuss and take-action, if necessary, on receiving proposal by HdL Companies to provide sales tax collection assistance and assistance with sales tax forecasting.

Administrator Wilber introduced Mr. Richard Fletcher and Ms. Katie Biggers with HdL Companies and informed the Commissioners that he has been working with Mr. Fletcher and Ms. Biggers for several months to receive assistance with sales tax income forecasting due to Covid-19. According to Mr. Wilber, he has found their services to be very useful and he request the Commissioners to enter into an agreement to continue receiving their forecasting services in the amount of \$2,500.00 per year. In addition, he recommended the Commissioners engage the firm to assist the District collect unpaid sales tax. If the Commissioners agreed, Mr. Richard Fletcher explained that the cost would be as follows:

- (1) Recovered Taxes Commission. HDL will receive a commission of thirty-five percent (35%) of Recovered Taxes.
- (2) Future Taxes Commission. HDL's commission is thirty-five percent (35%) of Future Taxes received by the District for a period of twenty-four (24) months, which period begins upon District first receipt of the correct Future Taxes.
- (3) Increased Taxes Commission. HDL commission thirty-five percent (35%) of Increased Taxes received by the District for a period of twenty-four (24) months, which period begins upon District first receipt of the correct Increased Taxes.

Mr. Fletcher then explained that "Recovered Taxes" are taxes incorrectly paid to another jurisdiction which are, as a result of HDL recommendations or work, subsequently re-allocated to District; or taxes that were not collected and paid to District for historical periods but are subsequently paid as a result of HDL recommendations or work. Meanwhile, "Future Taxes" are taxes received by District because of HDL finding and fixing errors which result in taxes received forward from the error correction once a taxpayer was identified as not paying taxes. Lastly, "Increased Taxes" are taxes received by the District due to HDL finding and fixing errors which result in an increase in taxes received above historic levels from the point of error correction

Attorney Oxford also verified that the Agreement may be terminated after the initial twelve (12) month term by either party by giving ninety (90) days' written notice to the other party at the address above or at an address chosen subsequent to the execution of this Agreement and communicated in writing. (See **Exhibit "A"**).

At the end of the discussion, Commissioner Thibodeaux made a motion to authorize President Murrell to enter into an Agreement with HdL to provide sales collection assistance and assistance with sales tax forecasting. Commissioner Barrow seconded the motion which was approved with the unanimous consent of all the Commissioners.

Agenda Item No. 5 - Discuss and take-action on the Treasurer's Report; accounts payable and amend the budget if necessary.

Administrator Wilber reported that as of June 10, 2020, the District had \$21,193.51 in its checking account but expected to receive a deposit of \$49,241.04 from the Comptroller of Public Accounts on July 10, 2020. Once that was received and the (\$712.92) in debits not on Bank Statement were accounted for, the District would have \$70,434.55 in its checking account. Afterwards, Mr. Wilber reviewed the bills to be paid. Combined, the bills to be paid were \$25,962.37, including \$1,332.69 for EFTPS payments. (See **Exhibit "B"**). Among the bills and checks presented, the Commissioners were asked to approve a payment of \$5,150.00 for the District's Worker's Compensation, which was higher than previous years because it now covers cancer. In addition, the invoices included a payment for \$1,900.00 to Garry Bratton for a new fence around the fuel tanks.

After the Commissioners were given a chance to review the invoices, Mr. Wilber reported that once all the invoices were paid, there would remain \$43,139.49 in the District's Checking account. Taking this into consideration, Mr. Wilber then suggested transferring \$25,000.00 to the District's money market account.

Regarding the District's savings accounts, Mr. Wilber informed the Commissioners that as of July 8, 2020, there was \$557,653.40 in the District's East Chambers money market account. This was an decrease of \$245,000.00 from June 2020 following the transfer to Common Cents Credit Union. Meanwhile, the balance in the Texas First Bank Money Market Account increased by \$35.23 to \$285,807.32. Overall, Mr. Wilber reported that after the Commissioners paid the invoices payable, the District's total cash assets were going to be \$1,111,600.21. (See **Exhibit "B"**).

The Commissioners thanked the staff for the financial report and then Commissioner Dow made a motion to: 1) approve the Treasurer's Report; 2) pay the outstanding invoices; and 3) transfer \$25,000.00 to the District's Money Market Account. (See **Exhibit "B"**). Commissioner Thibodeaux seconded the motion which was approved with the unanimous consent of all the Commissioners.

Agenda Item No. 6 – Receive reports from the Administrator, Operations Manager, and Fire Chief.

At the conclusion of the Action Items, Mr. Wilber was asked to give his Manager's report. In addition to what had been previously discussed, Mr. Wilber referred the Commissioners to his Manager's report set forth in **Exhibit "C-1"** and then discussed the following matters:

- E-21 DEF gauge repairs and T-21 water level indicator repaired.
- Captain Lee is going to be in charge of finishing the flooring in the station. Per Captain Lee, he recommended staining the floors and he was confident that he would be able to perform the work himself at no cost to the District.
- Now that the fence was rebuilt around the fuel storage tank, Mr. Wilber will begin receiving proposals to bury the electrical service to the fuel tank in order to mount security lighting.
- Commissioner Gore and the County Road and Bridge personnel took measurements of station driveway and the County Engineer will draw up specifications to be placed out for bids in September. Most likely, Administrator Wilber advised that the County will be installing fast drying concrete with grated metal cover over drain trough extending east and west.
- Texas State Comptroller advised the District that sales tax payback payments from the District sales tax allocations will not be withheld through September 2020.
- The District was expecting to receive the final payment authorized by FEMA for DR-4322-TX Harvey after RTM (Recovery Transition Meeting) on June 30, 2020. The anticipated amount was expected to be \$116.29.

Upon the completion of the Administrator's report, Captain Lee gave the Commissioners an operations report. (See **Exhibit "C-2"**). Captain Lee informed

the Commissioners that everything was running smoothly and they were making progress on several projects. Furthermore, he reported on the following:

- Since the last meeting, the District purchased spare Oxygen Bottles and the elevator key.
- The District's Traffic Management Policy was being worked and once it is complete, it will hopefully, help with responder scene safety.
- The District needs to consider purchasing shelves to be built in along the north wall.
- He was still looking for a grant and/or a grant writer to assist with locating money to purchase high water equipment/apparatus.

After Mr. Wilber and Captain Lee completed their report, Vice-President Crone called on Chief Potier to give the June 2020 Chief's Report. (See **Exhibit "C-3"**). Chief Potier reported that in June 2020, the paid firefighters and volunteers responded to forty-six (46) calls and one-hundred and ninety-eight (198) calls for the year. Of the calls made in June 2020, twenty-seven (27) were medical assist calls; three (e) were motor vehicle accidents; and two (2) were vehicle fires and six (6) grass fires. This month, the District was not presented for a response participation chart but the Chief was asked to provide this report at the August 2020 Regular Meeting for July 2020.

Next, the Chief presented the District's Commissioners with the Department's financial position. (See **Exhibit "C-4"**). As of June 1, 2020, the Department had \$11,065.82 in its checking account and ended the month with \$10,808.38 after: 1) receiving a payment from the District for personnel; 2) paying personnel; and 3) deducting a \$257.44 for payroll taxes.

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Agenda Item No. 7 - Discuss and take-action, if necessary, on purchasing fire or EMS equipment and/or supplies as well as any proposed repairs, maintenance and/or testing.

Chief Potier asked the Commissioners to consider purchasing additional bunker gear for new volunteers. Mr. Wilber stated that there was at least \$15,000.00 left in the budget, and he would seek bids to be submitted at the next meeting.

No Action was taken on this agenda item.

Agenda Item No. 9 - Discuss and take-action, if necessary, on accepting annual scholarship recommendations by the Department.

According to Chief Potier, the Department received two (2) applications for Scholarships and after reviewing the applications and applying the District's policy adopted at the last meeting, none of the applicants or their family members served on active duty for the last years. Therefore, the Department considered the applicants, that live in the district and who either provides emergency services within the District or their family member provides emergency services within the District.

With this criteria in mind, Chief Potier recommended that two (2) \$2,000.00 scholarships from the Department be awarded to Tanner Crone in gratitude for the efforts of his father, Mr. Brad Crone, a career Special Agent with Texas Department of Public Safety, who has routinely assist those within the District a variety of emergency needs. The second recipient is Dusten Armentor. Dusten's is first cousins with a long-time active member of the Department, Brandon Credeur.

Following receipt of the proposed Scholarship recipients, Commissioner Barrow made a motion to approve the Department's recommendations. Commissioner Dow seconded the motion, and it was unanimously approval of all Commissioners except Commissioner Crone, who abstained.

There being no further business, Vice-President Crone informed the Commissioners that the next meeting would take place on August 12, 2020 at 6:00 p.m. He then called for a motion to adjourn the meeting at 6:53 p.m. Commissioner

Thibodeaux then made motion to adjourn. This motion was seconded by Commissioner Dow with the unanimous consent of all the Commissioners present.

David Murrell

David Murrell, President

Date: 8-12-2020

Treasurers Report

FINANCIAL REPORT

Beginning Bank Balance		5/29/2020	\$14,038.06
Credits/Transfers			
6/12/2020	Comptroller	45,826.56	
6/19/2020	Transfer from Money Market to Checking	245,000.00	
Total Credits			\$290,826.56
			\$304,864.62
Debits			
3593	Emergency Training Enterprises Scheduling Coordinator	800.00	
3614	Wayne Wilber Administrator	2,915.55	
3613	Jamie Cormier Administrative Assistant	2,048.75	\$4,964.30
3618	Behnken, Matthew ESD Contracted Services	780.00	
3627	Franklin, Darrell ESD Contracted Services	488.00	
3629	Hatcher, Justin ESD Contracted Services	304.00	
3633	Land, Richard ESD Contracted Services	960.00	
3634	Lara, Ura ESD Contracted Services	460.00	
3635	Luke, Gabe ESD Contracted Services	561.33	
3639	Peterson, Sean ESD Contracted Services	320.00	
3640	Russell, Ty ESD Contracted Services	612.00	\$4,485.33
3616	AAAA Appliances Building Maintenance	75.00	
3619	Benckenstein & Oxford, L.L.P. Professional Fees Legal	900.00	
3620	CE Solutions Training	516.00	
3621	CenterPoint Energy Utilities - Natural Gas	42.94	
3623	Emergency Training Enterprises Scheduling Coordinator	800.00	
3624	Entergy Utilities:Electric	307.33	
3625	Farm & Home Building Maintenance	10.40	
3626	FirstNet/AT&T Mobility Cable/Internet/Telephone	6.21	
3628	Gulfway Lumber Building Maintenance	52.95	
3630	Heinz, Joshua Professional Fees: Retainer	350.00	
3632	JR Edwards & Associates, LLC 2018-2019 Audit	7,000.00	
3636	MES Eq. Repairs/Service	801.10	
3637	Midtex Oil Fuel	1,245.18	
3638	Oxford IV, Hubert Professional Fees: Retainer	350.00	
3641	Siddons-Martin Repair & Service T21	418.17	
3642	Stratton's Building Maintenance	113.94	
3643	Time Warner Cable/Spectrum Cable/Internet/Telephone	343.62	
3644	VFIS Fleet and Commercial Insurance	4,243.00	
3645	Visa Credit Card: Wilber	538.32	
3646	Waste Management Waste Management	84.27	
3647	Wilber, Wayne Cell Phone	100.00	
3615	Winnie Dryer Building Maintenance	6,000.00	
3649	WSVFD Safety Deposit Box	15.00	
3648	WSVFD Contracted Services:Payroll	1,693.42	
	Contracted Services:Accounting (Payroll)	50.00	
	Contracted Services:Taxes	341.16	\$2,084.58
-----	EFTPS EFTPS	1,295.55	
3650	Common Cents Credit Union CD Account	245,000.00	
Total Debits			\$282,943.19
			\$21,921.43
Fees			
6/30/2020	Maintenance Fee		\$15.00
Ending Bank Statement Balance			\$21,906.43
Checks Pending			
3617	Barner, Kaleb ESD Contracted Services	605.60	
3622	Davis, Ehren ESD Contracted Services	624.00	
3631	Hollaway, Greg ESD Contracted Services	612.00	
Total Pending			\$1,841.60
Total Check Register		6/30/2020	\$20,064.83

FINANCIAL REPORT

Bank Balance	7/1/2020			\$21,906.43
Credits/Debits made Not on Bank Statement				
	7/2/2020	Siddons-Martin (reimbursement duplicate payment)	504.68	
	7/2/2020	Hollaway, Greg (Cashed on 07/02/2020)	-612.00	
	7/3/2020	Barner, Kaleb (Cashed on 07/03/2020)	-605.60	
				-\$712.92
Bank Balance as of 07/08/2020				\$21,193.51
	7/10/2020	Comptroller	49,241.04	
Total Credits/Debits not on Bank Statement				\$48,528.12
				\$70,434.55
Bills Owed				
	3652	Wayne Wilber Administrator	2,915.55	
	3651	Jamie Cormier Administrative Assistant	2,158.05	\$5,073.60
	3653	Barner, Kaleb ESD Contracted Services	625.87	
	3654	Behnken, Matthew ESD Contracted Services	640.00	
	3660	Franklin, Darrell ESD Contracted Services	432.00	
	3662	Hatcher, Justin ESD Contracted Services	320.00	
	3664	Hollaway, Greg ESD Contracted Services	936.00	
	3665	Land, Richard ESD Contracted Services	640.00	
	3666	Lara, Ura ESD Contracted Services	436.00	
	3667	Luke, Gabe ESD Contracted Services	315.73	
	3669	Peterson, Sean ESD Contracted Services	800.00	
	3670	Russell, Ty ESD Contracted Services	936.00	\$6,081.60
	3655	CenterPoint Energy Utilities - Natural Gas	47.48	
	3656	Emergency Training Enterprises Scheduling Coordinator	800.00	
	3657	Entergy Utilities:Electric	357.62	
	3658	Farm & Home Building Maintenance	17.25	
	3659	FirstNet/AT&T Mobility Cable/Internet/Telephone	38.25	
	3661	Bratton, Garry Building Maintenance	1,900.00	
	3663	Heinz, Joshua Professional Fees: Retainer	350.00	
	3681	MES Equipment Fire Rescue Supplies	163.87	
	3668	Oxford IV, Hubert Professional Fees: Retainer	350.00	
	3671	Siddons-Martin Repair & Service T21	987.34	
	3672	Stratton's Building Maintenance	927.05	
	3673	Texas Mutual Insurance Insurance ESD Worker's Comp.	5,150.00	
	3674	Time Warner Cable/Spectrum Cable/Internet/Telephone	337.35	
	3675	Triton Consulting Group Training	200.00	
	3676	Visa Credit Card: Wilber	656.93	
	3677	Waste Management Waste Management	84.46	
	3678	Wilber, Wayne Cell Phone	100.00	
	3679	Winnie Stowell EMS Equipment Purchases	254.97	
	3680	WSVFD Contracted Services:Payroll	1,689.40	
		Contracted Services:Accounting (Payroll)	50.00	
		Contracted Services:Taxes	345.20	\$2,084.60
Total Bills	7/8/2020	Total Bills Owed		\$25,962.37
	7/8/2020	Remaining funds in Checking Account		\$44,472.18
	7/10/2020	EFTPS		-1,332.69
	7/10/2020	Funds remaining in ECCB Checking		\$43,139.49

FINANCIAL REPORT

East Chambers Money Market	
6/1/2020 Beginning Balance	\$782,563.35
6/16/2020 Interest Earned (.15%)	\$90.05
6/19/2020 Transfer from Money Market to Checking	-\$245,000.00
7/8/2020 Currently in East Chambers Money Market	\$537,653.40



Texas First Bank Money Market	
6/1/2020 Beginning Balance	\$285,772.09
6/30/2020 Interest Earned (.15%)	\$35.23
7/8/2020 Currently in Texas First Bank Money Market	\$285,807.32

Common Cents Credit Union	
6/19/2020 Beginning Balance	\$0.00
6/25/2020 CD Account	-\$244,895.00
6/25/2020 Regular Share Account	\$5.00
7/8/2020 Currently in Common Cents Credit Union	\$245,000.00

Current Cash Assets	
7/8/2020 Checking	\$21,193.51
7/8/2020 East Chambers Money Market	\$537,653.40
7/8/2020 Texas First Bank Money Market	\$285,807.32
7/8/2020 Common Cents Credit Union	-\$245,000.00
7/10/2020 Texas Comptroller	\$49,241.04
7/8/2020 Bills Owed	-\$25,962.37
7/10/2020 EFTPS	-\$1,332.69
7/10/2020 Total Cash Assets	\$1,111,600.21

Loans		
	Payoff Year	Annual Payment
Engine 21/Tanker 21 Loan	2021	\$82,958.88
Super Pumper/Tanker Loan	2028	\$68,794.20
		\$151,753.08

TO THE BEST OF MY KNOWLEDGE, THESE FIGURES ARE CORRECT AND IN COMPLIANCE WITH THE DISTRICT'S INVESTMENT POLICY.


 David Murrell, President
 James B. Gore, Vice President

 Chris Barrow, Treasurer

07/08/2020
Date

7/8/20
Date

Allocation Payment Detail

Results

Chambers Co ESD 1
Authority Code: 5036543

Select a month ▼

Allocation Period: Jul 2020

Total Period Collections::	50,320.25
Prior Period Collections:	180.22
Current Period Collections:	49,503.19
Future Period Collections:	238.91
Audit Collections:	54.03
Unidentified:	5.72
Single Local Rate Collections:	338.18
Service Fee:	1,006.41
Current Retained:	986.28
Prior Retained:	913.48
Net Payment	49,241.04

11 CHAMBERS CO ESD #1

**Aged Payables
As of Jul 7, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Barner, Kaleb Kaleb Barner	202007	625.87				625.87
Barner, Kaleb Kaleb Barner		625.87				625.87
Behnken, Matthew Matthew Behnken	202007	640.00				640.00
Behnken, Matthew Matthew Behnken		640.00				640.00
CenterPoint CenterPoint Energy	202007	47.48				47.48
CenterPoint CenterPoint Energy		47.48				47.48
Emergency Training Emergency Training Ente Brandon Lee	202007	800.00				800.00
Emergency Training Emergency Training Ent		800.00				800.00
Entergy Entergy	465003721602	357.62				357.62
Entergy Entergy		357.62				357.62
FARM & HOME FARM & HOME 409-296-2561	202007	17.25				17.25
FARM & HOME FARM & HOME		17.25				17.25

11 CHAMBERS CO ESD #1

Aged Payables

As of Jul 7, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
FirstNet FirstNet/AT&T Mobility 800-574-7000	2872989490	38.25				38.25
FirstNet FirstNet/AT&T Mobility		38.25				38.25
Franklin, Darrell Darrell Franklin	202007	432.00				432.00
Franklin, Darrell Darrell Franklin		432.00				432.00
Garry Bratten Garry Bratten	936323	1,900.00				1,900.00
Garry Bratten Garry Bratten		1,900.00				1,900.00
Hatcher, Justin Hatcher, Justin	202007	320.00				320.00
Hatcher, Justin Hatcher, Justin		320.00				320.00
HEINZ JOSHUA JOSHUA HEINZ 409-833-9182	202007	350.00				350.00
HEINZ JOSHUA JOSHUA HEINZ		350.00				350.00
Hollaway, Greg Greg Hollaway	202007	936.00				936.00

11 CHAMBERS CO ESD #1**Aged Payables
As of Jul 7, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Hollaway, Greg Greg Hollaway		936.00				936.00
Land, Richard Land, Richard	202007	640.00				640.00
Land, Richard Land, Richard		640.00				640.00
Lara, Ura Ura Lara	202007	436.00				436.00
Lara, Ura Ura Lara		436.00				436.00
Luke, Gabe Luke, Gabriel	202007	315.73				315.73
Luke, Gabe Luke, Gabriel		315.73				315.73
MES Municipal Emergency Ser 800-784-0404	1473493	163.87				163.87
MES Municipal Emergency S		163.87				163.87
OXFORD HUBURT HUBERT OXFORD 409-951-4721	202007	350.00				350.00
OXFORD HUBURT HUBERT OXFORD		350.00				350.00

11 CHAMBERS CO ESD #1

Aged Payables
As of Jul 7, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Peterson, Sean Peterson, Sean	202007	800.00				800.00
Peterson, Sean Peterson, Sean		800.00				800.00
Russell, Ty Russell, Ty	202007	936.00				936.00
Russell, Ty Russell, Ty		936.00				936.00
SIDDONS-MARTIN SIDDONS-MARTIN EME 281-442-6806	22402907 & 22 010863	987.34 504.68				987.34 504.68
SIDDONS-MARTIN SIDDONS-MARTIN EME		1,492.02				1,492.02
STRATTONS STRATTONS 409-296-4721	202007	927.05				927.05
STRATTONS STRATTONS		927.05				927.05
TEXAS MUTUAL TEXAS MUTUAL INSUR CHERYL 800-859-5995	Q004335777	5,150.00				5,150.00
TEXAS MUTUAL TEXAS MUTUAL INSUR		5,150.00				5,150.00
Time Warner Cable Time Warner Cable	012180407022	337.35				337.35
Time Warner Cable		337.35				337.35

11 CHAMBERS CO ESD #1

Aged Payables

As of Jul 7, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Time Warner Cable						
Triton riton Consulting Group, L (281) 766-4265	2317	200.00				200.00
Triton riton Consulting Group,		200.00				200.00
Visa Visa	202007	656.93				656.93
Visa Visa		656.93				656.93
WASTE MANAGMENT WASTE MANAGEMENT 409-239-2775	5597966-2155-	84.46				84.46
WASTE MANAGMENT WASTE MANAGEMENT		84.46				84.46
Wilber, Wayne Wayne Wilber	202007	100.00				100.00
Wilber, Wayne Wayne Wilber		100.00				100.00
Winnie Stowell EMS Winnie Stowell Vol Fire E	83664157	254.97				254.97
Winnie Stowell EMS Winnie Stowell Vol Fire		254.97				254.97
WSVFD WS VFD	202007	2,084.60				2,084.60

11 CHAMBERS CO ESD #1

**Aged Payables
As of Jul 7, 2020**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
409296-4133						
WSVFD WS VFD		2,084.60				2,084.60
Report Total		21,393.45				21,393.45

11 CHAMBERS CO ESD #1
Account Reconciliation
As of Jun 30, 2020
1010 - CHECKING
Bank Statement Date: June 30, 2020

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			59,064.62
Add: Cash Receipts			245,000.00
Less: Cash Disbursements			(283,984.79)
Add (Less) Other			<u>(15.00)</u>
Ending GL Balance			<u>20,064.83</u>
Ending Bank Balance			21,906.43
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Jun 10, 2020	3617	(605.60)
	Jun 10, 2020	3622	(624.00)
	Jun 10, 2020	3631	<u>(612.00)</u>
Total outstanding checks			(1,841.60)
Add (Less) Other			
Total other			
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>20,064.83</u></u>

11 CHAMBERS CO ESD #1
Account Register
For the Period From Jun 1, 2020 to Jun 30, 2020
1010 - CHECKING

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			59,064.62
6/4/20	3615	Withdraw	Winnie Dryer, Inc.		6,000.00	53,064.62
6/10/20	3613	Withdraw	Jamie Cormier		2,048.75	51,015.87
6/10/20	3614	Withdraw	WAYNE L. WILBER		2,915.55	48,100.32
6/10/20	3616	Withdraw	AAAA Appliance Repai		75.00	48,025.32
6/10/20	3617	Withdraw	Kaleb Barner		605.60	47,419.72
6/10/20	3618	Withdraw	Matthew Behnken		780.00	46,639.72
6/10/20	3619	Withdraw	BENCKENSTEIN & OXF		900.00	45,739.72
6/10/20	3620	Withdraw	CE SOLUTIONS		516.00	45,223.72
6/10/20	3621	Withdraw	CenterPoint Energy		42.94	45,180.78
6/10/20	3622	Withdraw	Ehren Davis		624.00	44,556.78
6/10/20	3623	Withdraw	Emergency Training Ent		800.00	43,756.78
6/10/20	3624	Withdraw	Entergy		307.33	43,449.45
6/10/20	3625	Withdraw	FARM & HOME		10.40	43,439.05
6/10/20	3626	Withdraw	FirstNet/AT&T Mobility		6.21	43,432.84
6/10/20	3627	Withdraw	Darrell Franklin		488.00	42,944.84
6/10/20	3628	Withdraw	GULFWAY LUMBER		52.95	42,891.89
6/10/20	3629	Withdraw	Hatcher, Justin		304.00	42,587.89
6/10/20	3630	Withdraw	JOSHUA HEINZ		350.00	42,237.89
6/10/20	3631	Withdraw	Greg Hollaway		612.00	41,625.89
6/10/20	3632	Withdraw	J.R. Edwards & Associat		7,000.00	34,625.89
6/10/20	3633	Withdraw	Land, Richard		960.00	33,665.89
6/10/20	3634	Withdraw	Ura Lara		460.00	33,205.89
6/10/20	3635	Withdraw	Luke, Gabriel		561.33	32,644.56
6/10/20	3636	Withdraw	Municipal Emergency Se		801.10	31,843.46
6/10/20	3637	Withdraw	MIDTEX OIL		1,245.18	30,598.28
6/10/20	3638	Withdraw	HUBERT OXFORD		350.00	30,248.28
6/10/20	3639	Withdraw	Peterson, Sean		320.00	29,928.28
6/10/20	3640	Withdraw	Russell, Ty		612.00	29,316.28
6/10/20	3641	Withdraw	SIDDONS-MARTIN EME		418.17	28,898.11
6/10/20	3642	Withdraw	STRATTONS		113.94	28,784.17
6/10/20	3643	Withdraw	Time Warner Cable		343.62	28,440.55
6/10/20	3644	Withdraw	VFIS		4,243.00	24,197.55
6/10/20	3645	Withdraw	Visa		538.32	23,659.23
6/10/20	3646	Withdraw	WASTE MANAGEMENT		84.27	23,574.96
6/10/20	3647	Withdraw	Wayne Wilber		100.00	23,474.96
6/10/20	3648	Withdraw	WS VFD		2,084.58	21,390.38
6/10/20	3649	Withdraw	WS VFD		15.00	21,375.38
6/12/20	15745155	Withdraw	EFTPS		1,295.55	20,079.83
6/18/20	3650	Withdraw	Common Cents CU		245,000.00	-224,920.17
6/19/20		Deposit	CASH TRANSFERS	245,000.00		20,079.83
6/30/20	06/30/20	Other	Service Charge		15.00	20,064.83
			Total	245,000.00	283,999.79	

11 CHAMBERS CO ESD #1
Account Reconciliation
As of Jun 30, 2020
1011 - CHECKING TEXAS FIRST BANK
Bank Statement Date: June 30, 2020

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	285,772.09
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	35.23
Ending GL Balance	285,807.32
Ending Bank Balance	285,807.32
Add back deposits in transit	_____
Total deposits in transit	
(Less) outstanding checks	_____
Total outstanding checks	
Add (Less) Other	_____
Total other	
Unreconciled difference	0.00
Ending GL Balance	285,807.32

11 CHAMBERS CO ESD #1
Account Register
For the Period From Jun 1, 2020 to Jun 30, 2020
1011 - CHECKING TEXAS FIRST BANK

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
6/30/20	06/30/20	Other	Beginning Balance			285,772.09
			Interest Income	35.23		285,807.32
			Total	35.23		

11 CHAMBERS CO ESD #1
Account Reconciliation
As of Jun 30, 2020
1020 - MONEY MARKET SAVINGS
Bank Statement Date: June 30, 2020

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			782,563.35
Add: Cash Receipts			
Less: Cash Disbursements			(245,000.00)
Add (Less) Other			90.05
Ending GL Balance			<u>537,653.40</u>
Ending Bank Balance			782,653.40
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Jun 19, 2020	20200619	<u>(245,000.00)</u>
Total outstanding checks			(245,000.00)
Add (Less) Other			
Total other			
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>537,653.40</u></u>

11 CHAMBERS CO ESD #1
Account Register
For the Period From Jun 1, 2020 to Jun 30, 2020
1020 - MONEY MARKET SAVINGS

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			782,563.35
6/16/20	06/16/20	Other	Interest Income	90.05		782,653.40
6/19/20	20200619	Withdraw	transfer		245,000.00	537,653.40
			Total	90.05	245,000.00	

2,128,183.93
Balance Sheet
July 31, 2020

ASSETS

Current Assets		
TRANSFERS	\$ (245,000.00)	
CHECKING	42,515.52	
CHECKING TEXAS FIRST BANK	285,807.32	
MONEY MARKET SAVINGS	537,653.40	
ACCOUNTS RECEIVABLE	(5,924.75)	
SALES TAX RECEIVABLE	70,819.07	
Common Cents CU	490,000.00	
	<hr/>	
Total Current Assets		1,175,870.56
Property and Equipment		
EQUIPMENT	194,424.56	
VEHICLES	812,332.20	
LEASEHOLD IMPROVEMENTS	8,980.00	
Buildings & Improvements	166,000.00	
Land	66,000.00	
ACCUMULATED DEPRECIATION	(295,423.39)	
	<hr/>	
Total Property and Equipment		952,313.37
Other Assets		
	<hr/>	
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>2,128,183.93</u>

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$ 5,153.46	
DUE TO/FROM WSVFD	(774.55)	
PAYROLL TAXES PAYABLE	71,754.22	
ACCURED INTEREST	28,062.13	
	<hr/>	
Total Current Liabilities		104,195.26
Long-Term Liabilities		
NOTE PAYABLE OSH KOSH	476,025.83	
	<hr/>	
Total Long-Term Liabilities		476,025.83
		<hr/>
Total Liabilities		580,221.09
Capital		
RETAINED EARNINGS	1,340,296.17	
NET ASSETS - INVESTED	79,745.51	
Net Income	127,921.16	
	<hr/>	
Total Capital		1,547,962.84
		<hr/>
Total Liabilities & Capital	\$	<u>2,128,183.93</u>

11 CHAMBERS CO ESD #1
Income Statement
Compared with Budget
For the Twelve Months Ending September 30, 2020

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
SALES TAX INCOME	\$ 469,888.52	\$ 523,000.00	\$ 469,888.52	\$ 523,000.00
PROPERTY TAX INCOME	18.09	10.00	18.09	10.00
COST SHARE ASSISTANCE	1,925.00	1,120.00	1,925.00	1,120.00
OTHER INCOME	109,470.24	0.00	109,470.24	0.00
INTEREST INCOME	4,509.80	4,850.00	4,509.80	4,850.00
DIVIDEND INCOME	1,780.98	800.00	1,780.98	800.00
Total Revenues	587,592.63	529,780.00	587,592.63	529,780.00
Cost of Sales				
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	587,592.63	529,780.00	587,592.63	529,780.00
Expenses				
REPAIRS & SERVICE - BRUSH 21	2,279.09	600.00	2,279.09	600.00
REPAIRS & SERVICE - COMMAND	1,577.29	200.00	1,577.29	200.00
REPAIRS & SERVICE - UTILITY 21	155.99	300.00	155.99	300.00
REPAIRS & SERVICE - ENGINE 21	5,682.92	7,000.00	5,682.92	7,000.00
REPAIRS & SERVICE - TANKER 21	6,782.98	4,500.00	6,782.98	4,500.00
REPAIRS & SERVICE - ADMIN21	274.97	200.00	274.97	200.00
REPAIRS & SERVICE - E22 S/P	3,335.68	3,000.00	3,335.68	3,000.00
WASTE MANAGEMENT	703.34	1,500.00	703.34	1,500.00
BUILDING IMPROVEMENTS	6,256.00	0.00	6,256.00	0.00
BUILDING MAINTENANCE	33,506.47	5,000.00	33,506.47	5,000.00
DUES - SFFMA	450.00	700.00	450.00	700.00
DUES - WACC	0.00	75.00	0.00	75.00
EQUIPMENT PURCHASES	3,440.38	25,000.00	3,440.38	25,000.00
EQUIP - REPAIRS/SERVICE	4,704.42	4,500.00	4,704.42	4,500.00
FLEET - DIESEL TREATMENT	68.18	170.00	68.18	170.00
FLEET - DIESEL	2,244.44	4,600.00	2,244.44	4,600.00
FLEET - GASOLINE	2,177.93	4,500.00	2,177.93	4,500.00
FLEET - INSURANCE	8,414.00	11,850.00	8,414.00	11,850.00
FLEET - MISC	55.41	115.00	55.41	115.00
LOAN - E21/T21 - INTEREST	9,591.87	9,591.87	9,591.87	9,591.87
EQUIP - FIRE RESCUE SUPPLIES	361.85	1,000.00	361.85	1,000.00
FLEET - CLEANING SUPPLIES	151.08	350.00	151.08	350.00
LOAN - E21/T21 - PRINCIPLE	73,367.01	73,367.01	73,367.01	73,367.01
LOAN - E22 S/P - PRINCIPLE	53,317.38	53,359.21	53,317.38	53,359.21
LOAN - E22 S/P - INTEREST	15,476.82	15,488.96	15,476.82	15,488.96
INSURANCE - VFD ACCID&SICKNE	0.00	3,000.00	0.00	3,000.00
INSURANCE - VFD COMMERCIAL	4,563.00	5,900.00	4,563.00	5,900.00
INSURANCE - VFD WORKERS COM	605.00	1,100.00	605.00	1,100.00
DINING	74.79	400.00	74.79	400.00
FREIGHT	14.01	500.00	14.01	500.00
OFFICE SUPPLIES	6,179.91	1,000.00	6,179.91	1,000.00
REHAB/REFRESHMENTS	160.86	330.00	160.86	330.00
REPORTING SOFTWARE	1,550.00	1,770.00	1,550.00	1,770.00
TRAINING	2,181.00	3,800.00	2,181.00	3,800.00
TRAVEL/LODGING	752.10	1,000.00	752.10	1,000.00
UNIFORMS	237.50	500.00	237.50	500.00
FLEET - ENVIRONMENTAL FEE	32.88	45.00	32.88	45.00
SPECIAL EVENTS	0.00	500.00	0.00	500.00
WSVFD - CONTRACTED SERVICES	19,013.99	33,500.00	19,013.99	33,500.00
ESD - CONTRACTED SERVICES	54,431.47	68,800.00	54,431.47	68,800.00
WSVFD - PAYROLL TAXES	4,140.02	7,000.00	4,140.02	7,000.00
STAFF ADMINISTRATOR	33,330.00	40,000.00	33,330.00	40,000.00

For Management Purposes Only

11 CHAMBERS CO ESD #1
Income Statement
Compared with Budget
For the Twelve Months Ending September 30, 2020

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
STAFF ADMINISTRATIVE ASSISTANT	25,895.25	31,000.00	25,895.25	31,000.00
UTILITIES - ELECTRIC	3,292.48	3,600.00	3,292.48	3,600.00
UTILITIES - NATURAL GAS	434.45	525.00	434.45	525.00
UTILITIES - TIME WARNER	3,402.22	3,750.00	3,402.22	3,750.00
UTILITIES - CELL	1,000.00	1,200.00	1,000.00	1,200.00
SCHEDULING COORDINATOR	5,550.00	5,400.00	5,550.00	5,400.00
PAYROLL TAX EXPENSE	17,024.28	21,900.00	17,024.28	21,900.00
PROF FEES ACCOUNTING	1,711.95	2,100.00	1,711.95	2,100.00
WSVFD - ACCOUNTING FEES	800.00	1,000.00	800.00	1,000.00
FEES - COMPTROLLER	6,780.57	10,750.00	6,780.57	10,750.00
BANK FEES	168.57	180.00	168.57	180.00
PROF FEES LEGAL	4,500.00	4,000.00	4,500.00	4,000.00
PROF FEES LEGAL RETAINER	6,800.00	8,400.00	6,800.00	8,400.00
FILING FEES	0.00	50.00	0.00	50.00
PUBLIC NOTICE	20.00	200.00	20.00	200.00
POSTAGE	55.00	110.00	55.00	110.00
PROF FEES AUDIT	7,000.00	6,750.00	7,000.00	6,750.00
DUES - SAFE-D	0.00	550.00	0.00	550.00
TECHNOLOGY	954.67	300.00	954.67	300.00
INSURANCE - ESD BOND	400.00	400.00	400.00	400.00
INSURANCE - ESD COMMERCIAL	7,075.00	6,800.00	7,075.00	6,800.00
INSURANCE - ESD WORKERS COM	5,150.00	4,300.00	5,150.00	4,300.00
SAFETY DEPOSIT BOX	15.00	15.00	15.00	15.00
SCHOLARSHIP	0.00	2,000.00	0.00	2,000.00
Total Expenses	<u>459,671.47</u>	<u>511,392.05</u>	<u>459,671.47</u>	<u>511,392.05</u>
Net Income	<u>\$ 127,921.16</u>	<u>\$ 18,387.95</u>	<u>\$ 127,921.16</u>	<u>\$ 18,387.95</u>

Administrator/ Operations/ Chief Report

ADMINISTRATOR REPORT

JULY 8, 2020

APPARATUS & EQUIPMENT

- E-21 DEF gauge repairs and T-21 water level indicator repaired.

BUILDING

- Capt. Lee handling floor project. Fuel tank fence replaced by Bratton Construction.
 - Next will be underground electrical service to the fuel tank area with lighting.
- Comm. Gore and Road & Bridge took measurements of station driveway, County Engineer will draw up specifications to be place out for bids in September.
 - Most likely will be fast drying concrete with grated metal cover over drain trough extending east and west.
 - County looking at September to put out for bids, which may go into the 2020-21 budget year.

WORKERS COMP INSURANCE

- Premiums have increased since cancer in the workplace is now covered.

ESD

- Texas State Comptroller advised the District that sales tax payback payments from the District sales tax allocations will not be withheld through September 2020.
 - An extension of the current COVID-19 pandemic negative impact on the economy.

FEMA Grant

- Final payment authorized by FEMA for DR-4322-TX Harvey after RTM (Recovery Transition Meeting) on June 30, 2020.
 - District should receive a payment of \$116.29.

OPERATIONS REPORT July 2020
Current ESD employees 12
Current FD employees 6

MONTHLY UPDATES

1. Traffic management policy under way for responder scene safety.
2. Requesting shelves to be built in station against north wall.
3. ESO software is running smoothly, up to date with corrections being made as needed.
4. Looking into options of staining the floor.
5. Grant writer is being requested so we can see if FD/ESD may qualify for monies that can award us some high water equipment/apparatus. This is a preplanning process that is occurring due to the flooding that is a new norm for public safety.
6. Spare O2 bottles project is complete with EMS assistance.
7. Elevator keys are in and have been placed in both engines

MAINTENACE REPORT

- Tool Work bench/ area being built.
- White board in station to facilitate all turned in work orders
- New fence built around fuel pumps

SUMMARY

Everything is running smoothly on the OPS side.

Winnie-Stowell Volunteer Fire Department

Incident Types by Month

	2018	2019	2020						
Incident Type	2018 Total	2019 Total	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	2020 Total
Structure Fires	2	20	0	0	0	0	2	0	2
Vehicle Fires	1	9	2	0	0	1	0	2	5
Grass/Marsh Fires	3	14	6	6	2	3	0	6	23
Trash/Unauthorized Burn	1	4	0	0	0	1	0	0	1
MVA/Jaws Rescue	1	70	3	1	4	5	4	3	20
Water Rescue/Recovery	0	0	0	0	0	0	0	0	0
Spills/Wash Down	0	3	0	0	0	0	1	2	3
Medical/First Responder	24	252	24	23	16	13	16	27	119
Investigation/Gas Leak/Power Line	0	24	3	2	0	0	1	0	6
Alarms (False, Fire, Smoke, Co)	2	17	0	0	0	2	1	0	3
Aircraft Accident	0	1	0	0	0	0	0	0	0
Other *	0	5	0	0	0	0	0	0	0
Mutual Aid	0	0	0	0	0	0	0	1	1
Water Rescues	0	90	0	0	0	0	0	0	0
Cancelled/No Response	2	33	1	1	5	2	1	5	15
Total	36	542	39	33	27	27	26	46	198

* Structure Collapse February, 2019

Winnie-Stowell Volunteer Fire Department Financial Report

Payroll Account Reconciliation

East Chambers Bank Commercial Checking (Payroll Account)			
Beginning Bank Balance	5/1/2020		\$11,065.82
Credits/Transfers			
	5/8/2020	IRS Refund	-320.04
	5/14/2020	CCESD	1,908.52
Total Credits			\$1,588.48
			\$12,654.30
Debits			
	1370 Alicia Bourgeois	Accounting: Payroll	50.00
	1371 Alicia Bourgeois	Accounting: Payroll	50.00
	1372 Aaron Renner	Payroll Expense	290.90
	1373 Chris Carnahan	Payroll Expense	387.87
	1374 Ty Potier	Payroll Expense	809.71
Total Debits			\$1,588.48
Ending Bank Statement Balance			\$11,065.82
Pending Transactions			
	1364 IRS	Accounting: Payroll (EFTPS correction)	-257.44
Total Pending			-\$257.44
Total Check Register	5/29/2020		\$10,808.38
This balance should be \$10,000 however, due to IRS refund of \$808.38 (which will eventually have to be paid back) it is currently higher.			

East Chambers Bank Commercial Checking (Payroll Account)			
Bank Balance	6/1/2020		\$10,808.38
Deposits made Not on Bank Statement			
Total Deposits Not on Bank Statement			\$0.00
			\$10,808.38
Bills Owed			
6/5/2020	1375 Alicia Bourgeois	CPA	50.00
6/5/2020	1376 Renner, Aaron	Payroll Expense	290.91
6/5/2020	1377 Carnahan, Chris	Payroll Expense	387.87
6/5/2020	1378 Callesto, Daniel	Payroll Expense	463.83
6/5/2020	1379 Potier, Ty	Payroll Expense	550.81
Total Bills	6/5/2020	Total Bills Owed	\$1,743.42
	6/5/2020	Remaining funds in Checking Account	\$9,064.96
	6/5/2020	EFTPS	-341.16
Currently in ECCB Commercial Checking (Payroll)	6/10/2020		\$8,723.80
Pending Transactions			
	6/10/2020	Reimbursement request from CCESD1 (Payroll) if approved by Board	\$2,084.58
Total Pending			\$2,084.58
Total Check Register	6/10/2020		\$10,808.38

East Chambers Bank - Commercial Checking			
Beginning Bank Balance	5/1/2020		\$5,079.28
Credits/Transfers			
Total Credits			\$0.00
Checks Cleared			
4604	5/6/2020	CCESD1 (Reimbursement for TX Mutual Dividend)	542.21
4605	5/6/2020	CCESD1 (Reimbursement for TX A&M Grant)	1,925.00
Total Cleared			\$2,467.21
Checks Pending			
Total Pending			\$0.00
6/10/2020 Currently in East Chambers Bank - Commercial Checking			\$2,612.07

East Chambers Bank - Benefit Account			
Beginning Bank Balance	5/1/2020		\$8,790.74
Credits/Transfers			
Total Credits			\$0.00
Checks Pending			
Total Pending			\$0.00
6/10/2020 Currently in East Chambers - Bank Benefit Account			\$8,790.74

Texas First Bank Savings			
Beginning Bank Balance	5/1/2020		\$2,014.16
Credits/Transfers			
Total Credits			\$0.00
Checks Pending			
Total Pending			\$0.00
6/10/2020 Currently in Texas First Bank - Savings Account			\$2,014.16

Current Cash Assets			
	6/10/2020	East Chambers Bank Commercial Checking (Payroll Account)	\$10,808.38
	6/10/2020	East Chambers Bank - Commercial Checking	\$2,612.07
	6/10/2020	East Chambers Bank - Benefit Account	\$8,790.74
	6/10/2020	Texas First Bank Savings	\$2,014.16
	6/10/2020	Total Cash Assets	\$24,225.35

Equipment or Supply Purchases

HdL Companies

CONSULTING SERVICES AGREEMENT

THIS AGREEMENT is made by and between HdL COMPANIES, whose mailing address is 8700 Manchaca Rd., Suite 106, Austin, TX 78748, hereinafter referred to as "HDL" and the CHAMBERS COUNTY ESD #1, whose mailing address is 821 STATE HIGHWAY 124, WINNIE, TEXAS 77665, hereinafter referred to as "CLIENT."

WHEREAS, CLIENT desires to engage HDL, as an independent contractor, to provide CLIENT consulting services for the administration of its sales and use tax and;

WHEREAS, HDL desires to consult with CLIENT to assist CLIENT with its sales and use tax administration;

NOW, THEREFORE, it is agreed as follows:

1. Term. The respective duties and obligations of the Agreement parties shall be for a period of twelve (12) months, commencing on ^{October 1st} ~~July 1, 2020~~ (Commencement Date). The Agreement automatically renews in Twelve (12) month increments unless terminated in accordance with Section 10. Any renewals of this agreement are subject to appropriation by the CLIENT.

2. Consulting Services. HDL will provide, for all sales tax rate areas of CLIENT, consulting services as defined in Exhibit I.

A. Incorrectly Received Tax Research Services Authorization. HDL's Consulting Services have the potential to identify businesses which have reported, are reporting, or could report significant sales or use tax in error to CLIENT. Identification and correction of incorrectly reported tax could lead to CLIENT returning incorrectly received tax. CLIENT (authorizes ! /) (does not authorize _____) HDL to conduct incorrectly received tax research. With authorization to conduct incorrectly received tax research HDL will initiate corrective actions without prior consultation with CLIENT and will keep CLIENT informed of any potential repayments.

B. Additional Services. CLIENT may request HDL provide additional consulting services at any time during the term of the Agreement. If CLIENT and HDL mutually agree on the scope of the additional consulting, then HDL will provide those services on a Time and Materials basis, or otherwise, as the parties agree. Hourly rates will vary depending on the scope and structure of the work and the personnel required. Any additional consulting services shall be agreed in writing by the parties prior to any services being performed. HDL will invoice monthly any fees and expenses for additional consultation services.

3. Report & Consultation Fee. A report and consultation fee of two thousand five hundred dollars (\$2,500.00) is due and payable for the twelve (12) month period of the Agreement on the Commencement Date of the Agreement.

4. **Commission Fee.** HDL is due a commission fee only if HDL work or recommendations made during the term of this Agreement, or any extensions thereof, resulted in Recovered, Future, or Increased Taxes actually being received by CLIENT. Any commissions earned during the Agreement or extensions thereof survive termination of the Agreement and CLIENT's commission fee obligations remain until paid.

A. Definitions.

- (1) **Recovered Taxes.** Recovered Taxes are taxes incorrectly paid to another jurisdiction which are, as a result of HDL recommendations or work, subsequently re-allocated to CLIENT; or are taxes that were not collected and paid to CLIENT for historical periods but are subsequently paid as a result of HDL recommendations or work.
- (2) **Future Taxes.** Future Taxes are taxes received by CLIENT as a result of HDL finding and fixing errors which result in taxes received forward from the error correction.
 - (a) An error correction can result in both Recovered Taxes and Future Taxes.
- (3) **Increased Taxes.** Increased Taxes are taxes received by CLIENT as a result of HDL finding and fixing errors which result in an increase in taxes received above historic levels from the point of error correction.

B. Commission Fees. Commission fees are calculated based on the sales and use tax specific businesses or individuals reported to the Texas Comptroller of Public Accounts (TCPA) and were allocated to CLIENT and are documented by data and reports received from the TCPA.

- (1) **Recovered Taxes Commission.** HDL is due a commission of thirty-five percent (35%) of Recovered Taxes.
- (2) **Future Taxes Commission.** HDL is due a commission of thirty-five percent (35%) of Future Taxes received by the CLIENT for a period of twenty-four (24) months, which period begins upon CLIENT's first receipt of the correct Future Taxes.
- (3) **Increased Taxes Commission.** HDL is due a commission of thirty-five percent (35%) of Increased Taxes received by the CLIENT for a period of twenty-four (24) months, which period begins upon CLIENT's first receipt of the correct Increased Taxes.

C. Commission Fees Determinations. Commissions fees due are determined and invoiced on quarterly basis, based on the commencement date.

D. Commission Refund. If HDL received commissions based on Taxes that are subsequently found to have been incorrectly paid to CLIENT and which Taxes are subsequently

re-allocated from CLIENT or CLIENT is required to return those taxes to the TCPA, HDL will return or credit to CLIENT any commissions related to those taxes. HDL and CLIENT agree to negotiate a mutually agreeable commission repayment schedule on a case-by-case basis.

E. Commission Period Shortened. If certain Future Taxes or Increased Taxes cease as a result of annexation of CLIENT's territory, CLIENT's obligations to pay commissions to HDL which are based upon Future Taxes or Increased Taxes from the annexed territory cease on the effective date of the annexation.

F. Cooperation after Termination. CLIENT agrees to cooperate and to provide HDL necessary authorizations or provide HDL access to reports or information necessary to allow HDL to calculate its commission fees for the Recovered Taxes, Future Taxes and/or Increased Taxes until such time as CLIENT's obligations for those are complete.

5. Expenses. Expenses incurred by HDL in providing services in Exhibit I are the responsibility of HDL. If approved in advance in writing by CLIENT, HDL shall be reimbursed for any expenses, including travel, incurred by HDL beyond the scope of services included in Exhibit I. HDL shall invoice those approved expenses quarterly and they are due on receipt of invoice.

6. Client Obligations.

A. Authorizations.

- (1) **Information.** CLIENT authorizes HDL to request, receive and discuss tax information, whether or not confidential, related to CLIENT from the Texas Comptroller of Public Accounts (TCPA) officials, from County or other appraisal district officials and any other individuals or parties who are or may be obligated to collect sales and use tax on behalf of CLIENT. CLIENT authorizes HDL to initiate, request and to represent CLIENT in any discussions or reviews with parties obligated to collect sales and use tax on behalf of CLIENT but in no circumstance may these actions be construed to be, or HDL represent that HDL is an employee of CLIENT. CLIENT agrees and understands that the Texas Comptroller of Public Accounts has the exclusive authority and responsibility to administer and collect sales and use taxes on behalf of CLIENT and agrees that in retaining HDL, CLIENT is not delegating any of its responsibilities or authority to administer and enforce its sales and use taxes.
- (2) **Transmission of Confidential Information.** CLIENT will designate a person or location (CONTACT POINT) to whom or which HDL is authorized to transmit CLIENT specific reports and information, some of which may be confidential. CLIENT acknowledges that on receipt of any confidential information from HDL, CLIENT assumes responsibility for assuring compliance with Section 9A. CLIENT will designate who is authorized to establish and/or change the CONTACT

POINT and will communicate it or any change in CONTACT POINT in writing to HDL.

B. Map. CLIENT will provide HDL a detailed map of CLIENT's jurisdiction boundaries and its sales tax boundaries, if different from its jurisdiction boundaries. If CLIENT cannot provide a detailed map and if CLIENT requests HDL will arrange for one to be made and the costs for the map will be billed to CLIENT.

C. Coordination. CLIENT will designate a person to serve as the coordination point for CLIENT with HDL for sales/use tax issues related to CLIENT and who will be available to discuss with and provide HDL information, in a timely manner, to resolve questions related to CLIENT's jurisdiction boundaries. CLIENT agrees HDL will be the principal communications point related to sales tax between CLIENT and the TCPA and businesses and agrees to refer all contacts from the TCPA or businesses related to sales tax to HDL.

D. Boundary Changes. CLIENT will promptly notify HDL of any annexations or de-annexations of its territory or of any other jurisdiction boundary changes during the term of this Agreement.

7. Copyrights and License. HDL retains all the rights, title and interest in to the processes, procedures, software, ideas, and know-how, whether patentable, copyrightable or proprietary that HDL may develop or utilize in performing services for CLIENT. HDL grants CLIENT a non-exclusive license to reproduce for CLIENT's sole internal use and benefit any copyrighted materials provided by HDL to CLIENT under the Agreement as long as the copyright mark and any confidentiality notices, if applicable, are not removed in the copying process.

8. Data Source and Accuracy. In performing services under this Agreement HDL will rely on data and information from the Texas Comptroller of Public Accounts (TCPA) and potentially other public and private sources. In relying on such data and information HDL will exercise reasonable due diligence as to its accuracy; however HDL makes no warranties or representations as to its accuracy.

9. Parties Document Retention and Confidentiality Obligations. HDL, its principals, employees, agents, contractors and associates agree to maintain confidential, for a period of 5 years or any other period as required by statute, any information marked or designated as confidential by CLIENT or received for CLIENT'S benefit, and agree to destroy, at the written request of the CLIENT, all such documents and any other documents obtained by HDL on CLIENT's behalf, whether or not confidential, within 30 days of termination of this Agreement or in accordance with CLIENT'S records retention policy, whichever period of time is longer. CLIENT, its officers, employees, associates, agents or contractors agree, except as required by the Texas Open Records Act or other legal process, to maintain confidential any HDL contacts disclosed to CLIENT, any proprietary analytical methods, procedures or any software disclosed to and/or used on behalf of CLIENT.

A. CLIENT and HDL acknowledge certain data received from the TCPA and utilized by HDL in providing services under this Agreement is made confidential by Texas Tax

Code, ¶ 321.3022, 322.2022, 323.2022, as applicable, and may be used only for the purpose of economic forecasting and internal audit. Unauthorized distribution or disclosure of confidential information by an individual or employee of a company or an officer or employee of a government agency is punishable by six (6) months in jail and a \$1,000 fine (Texas Government Code ¶ 552.352). CLIENT agrees any confidential information provided CLIENT by HDL will be maintained confidential and will not be utilized in any manner inconsistent with the law. HDL agrees it will not use confidential information in any manner other than for providing services to CLIENT for CLIENT's internal audit and economic forecasting.

10. Termination. This Agreement may be terminated during its initial term by CLIENT for cause if HDL is or has not fulfilled its obligations in Exhibit I, has been notified in writing HDL is in material breach of the Agreement and HDL has not corrected the breach within 30 days of notice. This Agreement may be terminated after the initial twelve (12) month term by either party by giving ninety (90) days' written notice to the other party at the address above or at an address chosen subsequent to the execution of this Agreement and communicated in writing. If CLIENT terminates this Agreement before a term's expiration, HDL will not refund any retainer fee paid to HDL. If HDL terminates this Agreement prior to a term's expiration, HDL will return to CLIENT, pro-rata, the portion of the retainer fee paid to HDL based upon the proportionate number of days remaining in the Agreement period for which the prior payment was due, but any payments due HDL as defined in Section 4 continue until fulfilled.

11. Dispute Resolution. If a dispute arises out of this Agreement, and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. The fees for the mediation will be borne equally by the parties.

12. General Provisions.

A. Fee Payments. Fee payments are governed by Texas Government Code, Title 10, Subtitle F, Chapter 2251 - Payment for Goods and Services.

B. Non-Waiver. It is expressly understood and agreed that, in the execution of this Agreement, neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its rights pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation.

C. Assignment; No Third-Party Beneficiaries. This Agreement shall bind and benefit the Parties hereto. This Agreement shall be for the sole and exclusive benefit of the Parties hereto and their legal successors and assigns and shall not be construed to confer any rights upon any third party.

D. Choice of Law and Venue. This Agreement shall be governed by and interpreted in accordance with laws of the State of Texas, without giving effect to any conflict-of-laws provisions. Venue shall be in the County of Texas in which CLIENT is located.

E. Insurance. HDL will maintain general business liability insurance of not less than \$1,000,000 from an A+ or better carrier and will provide CLIENT a Certificate of Insurance on request.

F. Notices. All notices and other communications required or permitted hereunder or necessary or convenient in connection herewith shall be in writing and shall be deemed to have been given when hand delivered, sent by facsimile or electronic mail with evidence of receipt, sent by reputable overnight courier with signature of recipient required or mailed by registered or certified mail, as follows (provided that notice of change of address shall be deemed given only when received):

If to HDL to: HdL Companies
8700 Manchaca Rd., Suite 106
Austin, Texas 78748
Attention: Richard Fletcher

If to CLIENT to: Chambers County ESD #1
821 State Highway 124
Winnie, TX 77665
Attention:

or to such other names or addresses as HDL or CLIENT, as the case may be, shall designate by notice to each other person entitled to receive notices in the manner specified in this Section.

G. Counterparts. This Agreement shall become binding when any one or more counterparts hereof, individually or taken together, shall bear the signatures of CLIENT and HDL. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original as against any Party whose signature appears thereon, but all of which together shall constitute but one and the same instrument.

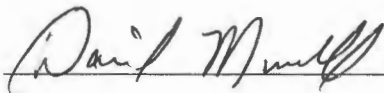
13. Boycotting Israel. As required by Chapter 2270, Texas Government Code, HDL hereby verifies that it does not boycott Israel and will not boycott Israel through the term of this Agreement. For purposes of this verification, "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

14. No Business with Foreign Terrorist Organizations. As required by Subchapter F, Chapter 2252, Texas Government Code, HDL hereby verifies that it is not a company engaged in business with Iran, Sudan, or a foreign terrorist organization (as defined in Section 2252.151 (2), Texas Government Code) and that it is not on a list prepared and maintained by the Comptroller of Public Accounts of the State of Texas under Section 806.051, 807.051, or 2252.153, Texas Government Code.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the dates set forth below.

CHAMBERS COUNTY ESD #1

HDL COMPANIES



By:

Authorized Agent

Date: 7-15-20



By: Richard Fletcher

V.P. of Operations and Client Services

Date: June 30, 2020

Exhibit I
Sales/Use Tax Compliance Consulting Services

In providing CLIENT comprehensive sales/use tax review, compliance and recovery services HDL will:

1. Serve as the primary contact point for CLIENT with the TCPA and businesses collecting sales/use tax for benefit of CLIENT,
2. Provide coordination and information as appropriate with and to the TCPA and businesses in order for CLIENT to receive its correct sales/use tax payments,
3. Research and review businesses reporting sales tax to CLIENT to assure they should be and are collecting and paying sales tax appropriately to CLIENT,
4. Research new businesses established in CLIENT's locale and fix any not registered appropriately to collect sales tax for the District,
5. Develop the requisite information and work with certain out-of-jurisdiction services and sales providers to assure the appropriate tax is collected and reported for CLIENT,
6. Review monthly details of CLIENT's sales tax receipts and research any anomalies which could result in missing tax,
7. Provide CLIENT monthly a series of reports, individually or aggregated in a package, as listed below. HDL may from time-to-time include additional reports and, with the concurrence of CLIENT, eliminate reports which may no longer be useful.
 - a. STS: a snapshot summary of several CLIENT sales tax metrics,
 - b. MSTG: current and historical sales tax receipts and their change and trends,
 - c. TOP100: Top 100 sales taxpayers in rank order with change from prior year,
 - d. TOP 30: Top 30 sales taxpayers in rank order with aggregated total and change from prior year,
 - e. MVAR: current month's sales tax collections variance contributor analysis,
 - f. FYTDVAR: fiscal year-to-date sales tax collections variance contributor analysis,
 - g. STPD: net sales tax payment detail and change from prior year,
 - h. ISRD: sales tax from industry segments rank and distribution,
 - i. ISRC: sales tax from industry segments ranked and change from prior year,
 - j. IST: sales tax from top industry segments trends,
 - k. STTG: a graphical report of CLIENT's month and year-to-date sales tax collections change compared with selected jurisdictions in CLIENT's County.
8. Provide CLIENT periodically a sales tax analysis update report including issues HDL is researching which have potential for additional sales tax revenue for CLIENT,
9. Provide special reports and analyses of issues not included in the above reports but are within the scope of the Agreement,
10. Provide CLIENT's governing officials and management consultations as appropriate.

CHAMBERS COUNTY ESD #1
821 STATE HIGHWAY 124
WINNIE, TX 77665

July 1, 2020


The Honorable Glenn Hegar
Texas Comptroller of Public Accounts
Post Office Box 13528, Capitol Station
Austin, Texas 78711-3528

Re: AUTHORIZATION TO RECEIVE INFORMATION
CHAMBERS COUNTY ESD #1


Dear Mr. Hegar:

Please be advised that CHAMBERS COUNTY ESD #1 (ChCESD1) has retained HdL COMPANIES (HdL) to provide ChCESD1 administrative assistance related to its sales and use tax. ChCESD1 hereby authorizes HDL, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which ChCESD1 would normally be entitled to receive, and which are pertinent to ChCESD1 sales and use taxes. This authorization applies to the State of Texas Comptroller's Office and to any entities which collect taxes on behalf of ChCESD1. This authorization is effective on the date of this notification and continues three hundred sixty-five (365) days from the date of this notification unless cancelled, in writing, by ChCESD1.

Sincerely,



Signature



Printed Name



Title

Cc: HdL Companies

CHAMBERS COUNTY ESD #1
821 STATE HIGHWAY 124
WINNIE, TX 77665

July 1, 2020

Re: AUTHORIZATION TO RECEIVE INFORMATION
CHAMBERS COUNTY ESD #1

To whom it may concern:

Please be advised that CHAMBERS COUNTY ESD #1 (ChCESD1) has retained HdL COMPANIES (HDL) to provide ChCESD1 administrative assistance related to its tax revenue. ChCESD1 hereby authorizes HDL, its principals, employees and associates to discuss, request, and receive any data, reports, and information, including any that may be confidential, which ChCESD1 would normally be entitled to receive, and which are pertinent to ChCESD1 property or sales taxes. This authorization is effective on the date of this notification and continues until cancelled, in writing, by ChCESD1.

Sincerely,



Signature

DAVID MURRELL
Printed Name

President
Title

Cc: HdL Companies

CHAMBERS COUNTY ESD #1
821 STATE HIGHWAY 124
WINNIE, TX 77665

July 1, 2020

HdL COMPANIES
8700 MANCHACA RD., STE 106
AUSTIN, TX 78748

Re: CONTACT POINT FOR TRANSMITTAL OF INFORMATION

CHAMBERS COUNTY ESD #1 (ChCESD1) authorizes HdL COMPANIES (HDL) to transmit information, some of which may be confidential, to the following:

CONTACT POINT NAME OR DESCRIPTION: WAYNE WILBER
CONTACT POINT TITLE OR AFFILIATION: ADMINISTRATOR
CONTACT E-MAIL ADDRESS: admin@ccesd1.net

ChCESD1 authorizes HDL to change CONTACT POINT only when directed in writing from:

NAME: DAVID MURRELL
TITLE: PRESIDENT
E-MAIL ADDRESS: murrellfarms@windstream.net

Sincerely,

David Murrell
Signature

DAVID MURRELL
Printed Name

President
Title

Scholarship Policy

Adjourn