

**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 14th day of February 2018, at the Winnie-Stowell Volunteer Fire Department ("Department" or WSVFD"), located at 825 State Highway 124, Winnie, Texas 77665, pursuant to notice duly posted according to law.

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

David Murrell	President
Brad Crone	Vice President
Troy Dow	Secretary
Chris Barrow	Treasurer
Kenneth Thibodeaux	Assistant Treasurer

All said Commissioners were present with the exception of Commissioner Troy Dow. In addition to the above-named Commissioners, also present at the meeting were: Wayne Wilber, District Administrator; Melissa Sanders, Administrative Assistant for District; Hubert Oxford, IV-attorney for the District; Wade Thibodeaux with the Hometown Press.

President Murrell called the meeting to order at 6:01 p.m. and then asked those present to recite the Pledge of Allegiance. Afterwards, he called for public comment but since there was none, he asked the Board to address Agenda Item No. 4, to discuss approval of minutes for January 10, 2018 Regular Meeting. The Board reviewed the minutes and Commissioner Crone made a motion to approve the minutes for January 10, 2018 Regular Meeting. Commissioner Barrow seconded the motion, with the unanimous consent of all Commissioners present.

Next, President Murrell referred the Commissioners to consider Agenda Item No. 5, to discuss the Treasurer's Report and to review and approve the accounts payable. Administrative Assistant Sanders reported that as of the meeting, the District had \$137,706.39 in its checking account which included a \$47,330.71 deposit on February 9, 2018 from the Texas Comptroller of Public Accounts. As for the monthly expenses, Administrative Assistant Sanders informed the Board that the total bills owed were \$93,638.62. Included in these invoices were: loan payment of \$68,764.20 for Engine 22; \$3,787.40 to Visa; and \$7,070.35 to the Department for contracted services. Ms. Sanders advised the Board that the Visa bill was higher than usual because it included the Commissioners' Safe D Conference registration. Likewise, Ms. Sanders explained that the contracted services were higher than usual because it was for two months of time since the Department did not submit time for December 2018 before the January 2018 Regular Meeting. (See Exhibit "A"). After all bills were paid, the Board was informed that the District would have \$42,896.33 in its checking account and it was recommended that the Board transfer \$20,000.00 to its Money Market account. If the Board concurred, the District would have \$22,896.33 remaining in its checking account.

In regard to the District's savings accounts, the Assistant Administrator informed the Commissioners that as January 31, 2018, there was \$391,517.19 in the District's Money Market Account at ECCB Money Market and \$282,184.44 in the Texas First Bank Money Market Account. Overall, Mrs. Sanders reported that the District had total cash assets amounting to \$716,591.93. At the conclusion of the presentation, Commissioner Thibodeaux made a motion to approve the Treasurer's Report; pay the outstanding invoices; and transfer \$20,000.00 from the District's checking account to the Money Market account at ECCB. See Exhibit "A". Commissioner Crone seconded the

motion and the motion was approved with the unanimous consent of all Commissioners present.

The Board was then asked to consider Agenda Item No. 6, to discuss and take action, if necessary, on purchasing equipment or EMS equipment and/or supplies as well as any proposed repairs, maintenance and/or testing. Administrator Wilber first discussed problems with Engine 21's front bumper turret. According to Administrator Wilber, the vehicle was taken to Siddons-Martin for repairs. Siddons-Martin informed Administrator Wilber that the damage to the turret was most likely water related from traveling in water during Hurricane Harvey and the repair cost was estimated to be at \$5,517.07. Mr. Wilber submitted the repairs to VFIS who issued a check in the amount of \$4,517.07 (less \$1,000.00 deductible). Subsequently, on February 12th, VFIS dispatched Palladin Claims Service to inspect the repairs and while at the station, they inspected B-21, D-21, T-21 and U-21 for similar damage. Since those apparatuses also traveled in water at least one time, VFIS agreed to approve the payment for fluid changes without any deductible.

As to Engine 22, Administrator Wilber reported that on February 9th, 2018, the right rear side of the Engine's bumper hit the station's bay entrance as it was being backed up and this incident caused some dints and scraps. Unlike Engine 21, Administrator Wilber recommended that no claim be filed but Palladin Claims Service evaluated the damage while at the station for his inspection of the other apparatuses for water damage and took pictures of the bumper. At the time, he estimated the repair cost at \$8,000.00 and apparatus repairs would likely be done at a Fire Truck/ Ambulance Specialty repair shop in Houston.

Before concluding this agenda item, Mr. Wilber provided the Board with a quote from Municipal Emergency Services (“MES”) totaling \$5,329.42 for two sets of bunker gear; two pair of boots; and two pair gloves. (See **Exhibit “B”**). According to the Administrator, the gear was needed for new volunteers. Therefore, a motion was made by Commissioner Thibodeaux to approve the payment of the \$1,000.00 deductible to make the repairs to Engine 21 and to purchase of the gear as requested by Administrator Wilber. (See **Exhibit “B”**). Commissioner Crone seconded the motion and the motion was approved with the unanimous consent of all Commissioners present.

Moving to Agenda Item No. 7, President Murrell called on Administrator Wilber to discuss renewing the professional services agreement with the District’s CPA. Administrator Wilber presented the Board with Mrs. Wilber’s agreement who reviewed it and then a motion was made by Commissioner Crone to approve the professional services agreement. (See **Exhibit “C”**). This motion was seconded by Commissioner Thibodeaux and approved with the unanimous consent of all Commissioners present.

Next, Administrator Wilber was asked by President Murrell to address Agenda Item No. 8, to discuss and take action, if necessary on improvements to the existing station. According to the Administrator, no action needed to be taken on this agenda item, but he did inform the Board that he had been working with Commissioner Gore on driveway solutions on south side of fire station. As such, he attended the Chambers County Commissioners Court meeting on February 13, 2018 and was asked to address the request for assistance during the discussion of Item 9.3 on the Court’s agenda. At the conclusion of a long discussion between Commissioner Gore, Commissioner Nelson, Judge Sylvia, County Engineering, and the County Auditor over funding and type of driveway best for the money, Administrator Wilber reported the Commissioner’s Court

approved the Road and Bridge Department to install a very hard asphalt driveway sloped to drain water from Highway 124 to the ditch east of the station.

Turning to Agenda Item No. 9, the Board was asked to discuss and take action, if needed, on obtaining Federal and State grants. Again, President Murrell called on the Administrator to provide a report on this matter. Per the Administrator, the District submitted a FEMA Request for Public Assistance for \$5,594.38 to reimburse the District for employee costs during Hurricane Harvey. This request was going to be considered by a FEMA Curriculum Review Conference and he expects there will be a substantial number of request for additional information. Otherwise, no action was taken on this agenda item.

President Murrell then called on the Board to discuss and take action, if necessary, on Agenda Item No. 10, to approve the filing of Special Purpose District Financial and Tax Report as recently adopted by the Texas Legislature in Senate Bill 625 and codified in §203.062 of the Local Government Code (<https://comptroller.texas.gov/transparency/local/sb625/>). Attorney Oxford explained this was a new report, referred to as a “Transparency Report”, that is similar to the existing annual report filed by the District with the Texas Department of Public Safety (i.e., formerly with the Texas Department of Agriculture), but this report had to be filed by May 1, 2018 with the Comptroller of Public Accounts. Attorney Oxford requested authority to work with staff to timely prepare and electronically file the report. Commissioner Thibodeaux then made a motion to the authorize staff and Attorney Oxford to prepare and file the Transparency Report as required by §203.062 of the Local Government Code. This motion was seconded by Commissioner Crone approved with the unanimous consent of all Commissioners present.

Next, President asked the Board to consider agenda Item No. 11, to discuss and take action, if necessary, to approve a contract for auditor for 2016-2017. As such, Assistant Administrator Sanders distributed copies of the proposal submitted by J.R. Edwards & Associates. (See **Exhibit "D"**). According to the proposal, the cost for the audit was not to exceed \$6,000.00. Following a brief discussion of the contract, a motion was made by Commissioner Crone to approve the agreement submitted by J.R. Edwards & Associates. This motion was seconded by Commissioner Barrow with the unanimous consent of all Board members present.

Turning to Agenda Item No. 12, to discuss and take action, if necessary, approving a contract for general accounting services, President Murrell stated that this agenda item was a duplicate of the previously addressed Agenda Item No. 7 and no action needed to be taken. Consequently, he asked the Board to consider Agenda Item No. 13, to discuss and take action, if necessary, on providing a cost of living adjustment for the District's Administrative Assistant. In so doing, President Murrell called on Administrator Wilber who expressed to the Board that the District's Administrative Assistant, goes above and beyond her job duties by: 1) being on time to work; 2) staying overtime, if necessary, to make sure an assignment is completed; 3) works well with others; and 4) is able to carry out assignments as needed. In short, the Administrator highly recommended a retroactive cost of living increase of \$1.50 per hour. The Board concurred, and a motion was made by Commissioner Barrow to approve a \$1.50 per hour retroactive cost of living adjustment for Ms. Sanders effective February 1, 2018. This motion was seconded by Commissioner Thibodeaux with the unanimous consent of all Board members present.

The last action item to be considered was Agenda Item No. 14, to discuss and take action, if necessary, on paying for EMT classes for Kevin Hightower. Administrator Wilber advised the Board that this request was made by Mr. Hightower, who was not present at the meeting nor did he submit any paperwork or costs of the class. The Board agreed and a motion was made by Commissioner Crone to deny Mr. Hightower's request to pay for EMT Classes. This motion was seconded by Commissioner Barrow with the unanimous consent of all Board members present.

At the completion of the action items, Administrator Wilber provided the administration and operations report as called for in Agenda Item No. 15. Administrator Wilber informed the Board that the items on his report set forth as **Exhibit "E"** had previously been discussed during the meeting. As to the Station Attendant Report, Administrator Wilber and Assistant Administrator Sanders presented the Board with two months of station attendant reports. In December 2017, the attendants worked a total of ninety (90) shift and in January 2018, they worked eighty-nine (89) shifts totaling of 379 shifts for the year. (See **Exhibit "F"**). Turning to the Chief's report, Administrator Wilber explained that he had not been presented with a report for January 2018 and would request this report be discussed at the March 2018 meeting along with the February 2018 report.

There being no further business, President Murrell called informed the Commissioners that the next meeting would take place on March 14, 2018 at 6:00 p.m. and then called for a motion to adjourn the meeting at 6:43 p.m. Commissioner Crone then made motion to adjourn. This motion was seconded by Commissioner Barrow, with the unanimous consent of all the Commissioners.

David Murrell, President

Date: _____

Attest: _____

Date: _____

11 CHAMBERS CO ESD #1

Aged Payables

As of Mar 31, 2018

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	201803	480.00				480.00
		480.00				480.00
Barner, Kaleb Kaleb Barner						
Beasley, Troy Troy Beasley	201803	320.00				320.00
		320.00				320.00
Beasley, Troy Troy Beasley						
BENCKENSTEIN & OXF BENCKENSTEIN & OXF 409-833-9182	201703	8,275.00				8,275.00
		8,275.00				8,275.00
BENCKENSTEIN & OXF BENCKENSTEIN & OXF						
CenterPoint CenterPoint Energy	201803	41.30				41.30
		41.30				41.30
CenterPoint CenterPoint Energy						
Chambers County Cler Chambers County Clerk Melinda Rhame 409-267-2419	201803	50.00				50.00
		50.00				50.00
Chambers County Cler Chambers County Clerk						
Darr, Tret Tret Darr	201803	442.67				442.67

11 CHAMBERS CO ESD #1

**Aged Payables
As of Mar 31, 2018**

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
Darr, Tret Tret Darr		442.67				442.67
Davis, Ehren Ehren Davis	201803	150.67				150.67
Davis, Ehren Ehren Davis		150.67				150.67
Emergency Training Emergency Training Ente Brandon Lee	03142018	300.00				300.00
Emergency Training Emergency Training Ent		300.00				300.00
Entergy Entergy	270003878848	335.73				335.73
Entergy Entergy		335.73				335.73
FARM & HOME FARM & HOME 409-296-2561	18003576	13.50				13.50
FARM & HOME FARM & HOME		13.50				13.50
Franklin, Darrell Darrell Franklin	201803	642.67				642.67
Franklin, Darrell Darrell Franklin		642.67				642.67

11 CHAMBERS CO ESD #1

Aged Payables
As of Mar 31, 2018

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
Hayden and Co Hayden and Company	15430	106.58				106.58
Hayden and Co Hayden and Company		106.58				106.58
HEINZ JOSHUA JOSHUA HEINZ 409-833-9182	201803	250.00				250.00
HEINZ JOSHUA JOSHUA HEINZ		250.00				250.00
Howard, Ryan Ryan Howard	201803	628.00				628.00
Howard, Ryan Ryan Howard		628.00				628.00
Lee, Brandon Brandon Lee	201803	136.00				136.00
Lee, Brandon Brandon Lee		136.00				136.00
MIDTEX OIL MIDTEX OIL Ashley James 830-625-4214	440455	1,449.47				1,449.47
MIDTEX OIL MIDTEX OIL		1,449.47				1,449.47
OXFORD HUBURT HUBERT OXFORD 409-951-4721	201803	250.00				250.00

11 CHAMBERS CO ESD #1

Aged Payables
As of Mar 31, 2018

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
OXFORD HUBURT HUBERT OXFORD		250.00				250.00
Performance Pest Co Performance Pest Contro Blaine Duplecion 409-753-1198	201803	150.00				150.00
Performance Pest Co Performance Pest Contr		150.00				150.00
Reed, Stormie Stormie Reed	201803	320.00				320.00
Reed, Stormie Stormie Reed		320.00				320.00
SIDDONS-MARTIN SIDDONS-MARTIN EME 281-442-6806	22401457A 22401515 22401532 22401457B	3,022.34 2,843.33 2,099.65 2,280.73				3,022.34 2,843.33 2,099.65 2,280.73
SIDDONS-MARTIN SIDDONS-MARTIN EME		10,246.05				10,246.05
STRATTONS STRATTONS 409-296-4721	065254 066658 068528	249.49 252.67 41.70				249.49 252.67 41.70
STRATTONS STRATTONS		543.86				543.86
Time Warner Cable Time Warner Cable	012180402231	300.43				300.43
Time Warner Cable Time Warner Cable		300.43				300.43

11 CHAMBERS CO ESD #1

**Aged Payables
As of Mar 31, 2018**

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
VFIS	41350	6,321.00				6,321.00
VFIS	41593	3,082.00				3,082.00
512-448-9928						
VFIS		9,403.00				9,403.00
VFIS						
Visa	201803-Sander	825.14				825.14
Visa	201803-Wilber	191.55				191.55
Visa		1,016.69				1,016.69
Visa						
WASTE MANAGMENT WASTE MANAGEMENT	5551849-2155-	107.71				107.71
409-239-2775						
WASTE MANAGMENT WASTE MANAGEMENT		107.71				107.71
Wilber, Wayne Wayne Wilber	201803	100.00				100.00
Wilber, Wayne Wayne Wilber		100.00				100.00
Winnie Dodge Winnie Dodge	55802	736.00				736.00
Winnie Dodge Winnie Dodge		736.00				736.00
WSVFD WS VFD	201803	3,842.75				3,842.75

11 CHAMBERS CO ESD #1

Aged Payables

As of Mar 31, 2018

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		3,842.75				3,842.75
Report Total		40,638.08				40,638.08

11 CHAMBERS CO ESD #1
Check Register
For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
2783	3/14/18	MELISSA C. SANDE	1010	1,842.66
2784	3/14/18	WAYNE L. WILBER	1010	2,908.31
2785	3/14/18	Kaleb Barner	1010	480.00
2786	3/14/18	Troy Beasley	1010	320.00
2787	3/14/18	BENCKENSTEIN &	1010	8,275.00
2788	3/14/18	CenterPoint Energy	1010	41.30
2789	3/14/18	Chambers County Cl	1010	50.00
2790	3/14/18	Tret Darr	1010	442.67
2791	3/14/18	Ehren Davis	1010	150.67
2792	3/14/18	Emergency Training	1010	300.00
2793	3/14/18	Entergy	1010	335.73
2794	3/14/18	FARM & HOME	1010	13.50
2795	3/14/18	Darrell Franklin	1010	642.67
2796	3/14/18	Hayden and Compan	1010	106.58
2797	3/14/18	JOSHUA HEINZ	1010	250.00
2798	3/14/18	Ryan Howard	1010	628.00
2799	3/14/18	Brandon Lee	1010	136.00
2800	3/14/18	MIDTEX OIL	1010	1,449.47
2801	3/14/18	HUBERT OXFORD	1010	250.00
2802	3/14/18	Performance Pest Co	1010	150.00
2803	3/14/18	Stormie Reed	1010	320.00
2804	3/14/18	SIDDONS-MARTIN E	1010	10,246.05
2805	3/14/18	STRATTONS	1010	543.86
2806	3/14/18	Time Warner Cable	1010	300.43
2808V	3/14/18	Visa	1010	-1,016.69
2807V	3/14/18	VFIS	1010	-9,403.00
2809	3/14/18	VFIS	1010	9,403.00
2810	3/14/18	Visa	1010	1,016.69
2811	3/14/18	WASTE MANAGEME	1010	107.71
2812	3/14/18	Wayne Wilber	1010	100.00
2813	3/14/18	Winnie Dodge	1010	736.00
2814	3/14/18	WS VFD	1010	3,842.75
Total				34,969.36

11 CHAMBERS CO ESD #1

Account Reconciliation

As of Feb 28, 2018

1010 - CHECKING

Bank Statement Date: February 28, 2018

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		21,173.54
Add: Cash Receipts		51,853.81
Less: Cash Disbursements		(56,048.64)
Add (Less) Other		
Ending GL Balance		<u>16,978.71</u>
Ending Bank Balance		<u>28,364.96</u>
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
	Oct 11, 2017	2651 (160.00)
	Feb 14, 2018	2755 (792.00)
	Feb 14, 2018	2767 (14.56)
	Feb 1, 2018	2807 (9,403.00)
	Feb 1, 2018	2808 (1,016.69)
Total outstanding checks		<u>(11,386.25)</u>
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>16,978.71</u></u>

11 CHAMBERS CO ESD #1
Account Register
For the Period From Feb 1, 2018 to Feb 28, 2018
1010 - CHECKING

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			21,173.54
2/1/18	2807	Withdraw	VFIS		9,403.00	11,770.54
2/1/18	2808	Withdraw	Visa		1,016.69	10,753.85
2/8/18	2746V	Withdraw	Visa		-401.91	11,155.76
2/9/18		Deposit	COMPTROLLER OF PU	47,330.71		58,486.47
2/13/18		Deposit	PROPERTY TAX REVE	6.03		58,492.50
2/14/18	2753	Withdraw	MELISSA C. SANDERS		1,655.85	56,836.65
2/14/18	2754	Withdraw	WAYNE L. WILBER		2,908.31	53,928.34
2/14/18	2755	Withdraw	Kaleb Barner		792.00	53,136.34
2/14/18	2756	Withdraw	Troy Beasley		480.00	52,656.34
2/14/18	2757	Withdraw	CenterPoint Energy		42.05	52,614.29
2/14/18	2758	Withdraw	Tret Darr		766.67	51,847.62
2/14/18	2759	Withdraw	Ehren Davis		480.00	51,367.62
2/14/18	2760	Withdraw	Delta Industrial Service a		134.00	51,233.62
2/14/18	2761	Withdraw	Emergency Training Ent		300.00	50,933.62
2/14/18	2762	Withdraw	Entergy		471.53	50,462.09
2/14/18	2763	Withdraw	FARM & HOME		14.33	50,447.76
2/14/18	2764	Withdraw	Darrell Franklin		804.00	49,643.76
2/14/18	2765	Withdraw	GULF COAST AUTOMO		237.46	49,406.30
2/14/18	2766	Withdraw	JOSHUA HEINZ		250.00	49,156.30
2/14/18	2767	Withdraw	HOMETOWN PRESS		14.56	49,141.74
2/14/18	2768	Withdraw	Ryan Howard		648.00	48,493.74
2/14/18	2769	Withdraw	Brandon Lee		176.00	48,317.74
2/14/18	2770	Withdraw	MARKET BASKET		26.97	48,290.77
2/14/18	2771	Withdraw	Municipal Emergency Se		848.25	47,442.52
2/14/18	2772	Withdraw	MIDTEX OIL		1,184.57	46,257.95
2/14/18	2773	Withdraw	HUBERT OXFORD		250.00	46,007.95
2/14/18	2774	Withdraw	Stormie Reed		456.00	45,551.95
2/14/18	2775	Withdraw	SIDDONS-MARTIN EME		135.00	45,416.95
2/14/18	2776	Withdraw	STRATTONS		102.98	45,313.97
2/14/18	2777	Withdraw	Time Warner Cable		300.43	45,013.54
2/14/18	2778	Withdraw	Visa		3,787.40	41,226.14
2/14/18	2779	Withdraw	WASTE MANAGEMENT		107.71	41,118.43
2/14/18	2780	Withdraw	BRENDA B WILBER		300.00	40,818.43
2/14/18	2781	Withdraw	Wayne Wilber		100.00	40,718.43
2/14/18	2782	Withdraw	WS VFD		7,070.35	33,648.08
2/15/18	20180215	Withdraw	transfer		20,000.00	13,648.08
2/16/18	05716559	Withdraw	EFTPS		1,171.44	12,476.64
2/21/18		Deposit	VFIS REFUND	4,517.07		16,993.71
2/28/18	20180228	Withdraw	ECCB		15.00	16,978.71
			Total	51,853.81	56,048.64	

11 CHAMBERS CO ESD #1
Account Reconciliation
As of Feb 28, 2018
1020 - MONEY MARKET SAVINGS
Bank Statement Date: February 28, 2018

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	391,517.19
Add: Cash Receipts	20,076.87
Less: Cash Disbursements	
Add (Less) Other	<u> </u>
Ending GL Balance	<u>411,594.06</u>
Ending Bank Balance	411,594.06
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u> </u> 0.00
Ending GL Balance	<u><u>411,594.06</u></u>

11 CHAMBERS CO ESD #1
Account Register
For the Period From Feb 1, 2018 to Feb 28, 2018
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			391,517.19
2/15/18		Deposit	CASH TRANSFERS	20,000.00		411,517.19
2/28/18		Deposit	EAST CHAMBERS CO	76.87		411,594.06
			Total	20,076.87		

11 CHAMBERS CO ESD #1
Account Reconciliation
As of Feb 28, 2018
1011 - CHECKING TEXAS FIRST BANK
Bank Statement Date: February 28, 2018

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	282,184.44
Add: Cash Receipts	64.94
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>282,249.38</u>
Ending Bank Balance	282,249.38
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>282,249.38</u></u>

11 CHAMBERS CO ESD #1
Account Register
For the Period From Feb 1, 2018 to Feb 28, 2018
1011 - CHECKING TEXAS FIRST BANK

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
2/28/18		Deposit	Beginning Balance Texas First Bank	64.94		282,184.44 282,249.38
			Total	<u>64.94</u>		

11 CHAMBERS CO ESD #1
Balance Sheet
March 31, 2018

ASSETS

Current Assets		
CHECKING	\$	14,845.53
CHECKING TEXAS FIRST BANK		282,249.38
MONEY MARKET SAVINGS		411,594.06
ACCOUNTS RECEIVABLE		(5,924.75)
SALES TAX RECEIVABLE		70,819.07
		773,583.29
Total Current Assets		
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)
		952,313.37
Total Property and Equipment		
Other Assets		
		0.00
Total Other Assets		
		0.00
Total Assets		
	\$	1,725,896.66

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	5,153.46
DUE TO/FROM WSVFD		(774.55)
PAYROLL TAXES PAYABLE		35,043.24
ACCURED INTEREST		28,062.13
		67,484.28
Total Current Liabilities		
Long-Term Liabilities		
NOTE PAYABLE OSH KOSH		476,025.83
		476,025.83
Total Long-Term Liabilities		
Total Liabilities		
		543,510.11
Capital		
RETAINED EARNINGS		1,137,260.03
NET ASSETS - INVESTED		79,745.51
Net Income		(34,618.99)
		1,182,386.55
Total Capital		
Total Liabilities & Capital		
	\$	1,725,896.66

Allocation Payment Detail

Results

Chambers Co ESD 1
Authority Code: 5036543

Select a month ▼

Allocation Period: Mar 2018

Total Collections: 33,201.33

Prior Prd 854.75

Collections:

Current Prd 32,099.97

Collections:

Future Prd 0.00

Collections:

Audit Collections: 243.11

Unidentified: 3.50

Service Fee: 664.03

Current Retained: 650.75

Prior Retained: 949.63

Net Payment 32,836.18

FINANCIAL REPORT

1/31/2018	\$90,529.65
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Credits		
2/9/2018	Comptroller	\$47,330.71
2/13/2018	Hutter	\$6.03
2/21/2018	VFIS	\$4,517.07
Total Credits		\$51,853.81
		\$142,383.46

Debits		
2752	Southside Bank	\$68,794.20
2753	Melissa Sanders	\$1,655.85
2754	Wayne Wilber	\$2,908.31
2756	Troy Beasley	\$480.00
2757	CenterPoint Energy	\$42.05
2758	Tret Darr	\$766.67
2759	Ehren Davis	\$480.00
2760	Delta Industrial Service and Supply	\$134.00
2761	Emergency Training Enterprises	\$300.00
2762	Entergy	\$471.53
2763	Farm & Home	\$14.33
2764	Darrell Franklin	\$804.00
2765	Gulf Coast Automotive	\$237.46
2766	Joshua Heinz	\$250.00
2768	Ryan Howard	\$648.00
2769	Brandon Lee	\$176.00
2770	Market Basket	\$26.97
2771	MES	\$848.25
2772	Midtex Oil	\$1,184.57
2773	Hubert Oxford	\$250.00
2774	Stormie Reed	\$456.00
2775	Siddons-Martin	\$135.00
2776	Strattons	\$102.98
2777	Time Warner Cable	\$300.43
2778	Visa	\$3,787.40
2779	Waste Management	\$107.71
2780	Brenda Wilber	\$300.00
2781	Wayne Wilber	\$100.00
2782	WSVFD	\$7,070.35
	EFTPS	\$1,171.44
	Transfer	\$20,000.00
Total Debits		\$114,003.50
		\$28,379.96

Fees		
2/28/2018	Debit Maintenance Fee	\$15.00
		\$28,364.96

Checks Pending		
2651	Dustin Seeton	\$160.00
2755	Kaleb Barner	\$792.00
Total Pending	2767 Hometown Press	\$14.56
Ending Bank Balance		\$27,398.40
1/31/2018		

FINANCIAL REPORT

Deposits made Not on Bank Statement

3/9/2018

Comptroller

\$32,836.18

\$32,836.18

3/14/2018

\$60,234.58

Bills Owed

Melissa Sanders	Administrative Assistant	\$1,842.66
Wayne Wilber	Administrator	\$2,908.31
Kaleb Barner	ESD Contracted Services	\$480.00
Troy Beasley	ESD Contracted Services	\$320.00
Benckenstein & Oxford	Professional Fees:Legal	\$8,275.00
CenterPoint Energy	Utilities	\$41.30
Chambers County Clerk	Filing Fees	\$50.00
Tret Darr	ESD Contracted Services	\$442.67
Ehren Davis	ESD Contracted Services	\$150.67
Emergency Training Enterprises	Scheduling Coordinator	\$300.00
Energry	Utilities:Electric	\$335.73
Farm & Home	Building Maintenance	\$13.50
Darrell Franklin	ESD Contracted Services	\$642.67
Hayden & Company	Parts,Service,Repairs:E22S/P	\$106.58
Joshua Heinz	Retainer	\$250.00
Ryan Howard	ESD Contracted Services	\$628.00
Brandon Lee	ESD Contracted Services	\$136.00
Midtex Oil	Fuel	\$1,449.47
Hubert Oxford IV	Retainer	\$250.00
Performance Pest Control	Building Maintenance	\$150.00
Stormie Reed	ESD Contracted Services	\$320.00
Siddons-Martin	Parts,Service,Repairs:E21 & T21	\$10,246.05
Strattons	Parts,Service,Repairs:A21	\$543.86
Time Warner Cable	Cable/Internet/Telephone	\$300.43
VFIS	Insurance	\$9,403.00
VISA	CC:Sanders/Wilber	\$1,016.69
Waste Management	Utilities	\$107.71
Wayne Wilber	Utilities:Cell Phone	\$100.00
Winnie Dodge	Parts,Service,Repairs:D21	\$736.00
WSVFD	WSVFD:Contracted Services	\$3,842.75

Total Bills

Total Bills Owed

\$45,389.05

3/14/2018 Remaining funds in Checking Account

\$14,845.53

3/16/2018 EFTPS

-\$1,234.92

3/16/2018 Funds remaining in ECC Checking

\$13,610.61

FINANCIAL REPORT

East Chambers Money Market

1/31/2018 Beginning Balance	\$391,517.19
2/15/2018 Transfer	\$20,000.00
2/28/2018 Interest Earned	\$76.87
2/28/2018 Currently in Money Market	\$411,594.06

Texas First Bank Money Market

2/1/2018 Beginning Balance	\$282,184.44
2/28/2018 Interest Earned	\$64.94
2/28/2018 Currently in Money Market	\$282,249.38

Current Cash Assets

2/28/2018 Checking	\$27,398.40
2/28/2018 East Chambers Money Market	\$411,594.06
2/28/2018 Texas First Bank Money Market	\$282,249.38
3/9/2018 Texas Comptroller	\$32,836.18
3/14/2018 Bills Owed	-\$45,389.05
3/16/2018 EFTPS	-\$1,234.92
3/16/2018 Total Cash Assets	\$707,454.05

Loans

	Payoff Year	Annual Payment
Engine 21/Tanker 21 Loan	2021	\$82,958.88
Super Pumper/Tanker Loan	2028	\$68,850.31
		\$151,809.19

11 CHAMBERS CO ESD #1
Income Statement
Compared with Budget
For the Twelve Months Ending September 30, 2018

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
FLEET - ENVIRONMENTAL FEE	17.85	40.00	17.85	40.00
SPECIAL EVENTS	77.07	100.00	77.07	100.00
WSVFD - CONTRACTED SERVICES	22,076.36	46,350.00	22,076.36	46,350.00
ESD - CONTRACTED SERVICES	21,110.94	48,000.00	21,110.94	48,000.00
WSVFD - PAYROLL TAXES	0.00	5,000.00	0.00	5,000.00
STAFF ADMINISTRATOR	13,332.00	40,000.00	13,332.00	40,000.00
STAFF ADMINISTRATIVE ASSISTANT	10,912.50	29,000.00	10,912.50	29,000.00
UTILITIES - ELECTRIC	2,565.93	6,000.00	2,565.93	6,000.00
UTILITIES - NATURAL GAS	210.31	450.00	210.31	450.00
UTILITIES - TIME WARNER	1,502.48	3,600.00	1,502.48	3,600.00
UTILITIES - CELL	500.00	1,200.00	500.00	1,200.00
WAGES	5,553.00	0.00	5,553.00	0.00
SCHEDULING COORDINATOR	1,800.00	3,600.00	1,800.00	3,600.00
PAYROLL TAX EXPENSE	8,636.84	14,000.00	8,636.84	14,000.00
PROF FEES ACCOUNTING	1,351.78	2,000.00	1,351.78	2,000.00
WSVFD - ACCOUNTING FEES	525.00	750.00	525.00	750.00
FEES - COMPTROLLER	4,871.04	10,000.00	4,871.04	10,000.00
BANK FEES	93.03	200.00	93.03	200.00
PROF FEES LEGAL	15,838.93	5,000.00	15,838.93	5,000.00
PROF FEES LEGAL RETAINER	3,000.00	6,000.00	3,000.00	6,000.00
FILING FEES	50.00	150.00	50.00	150.00
PUBLIC NOTICE	164.56	200.00	164.56	200.00
POSTAGE	61.52	100.00	61.52	100.00
PROF FEES AUDIT	0.00	6,750.00	0.00	6,750.00
PROF FEES OTHER	3,000.00	9,000.00	3,000.00	9,000.00
DUES - SAFE-D	0.00	550.00	0.00	550.00
TECHNOLOGY	0.00	500.00	0.00	500.00
INSURANCE - ESD BOND	400.00	400.00	400.00	400.00
INSURANCE - ESD COMMERCIAL	6,321.00	5,200.00	6,321.00	5,200.00
INSURANCE - ESD WORKERS COMP	0.00	4,200.00	0.00	4,200.00
SAFETY DEPOSIT BOX	0.00	15.00	0.00	15.00
SCHOLARSHIP	1,000.00	4,000.00	1,000.00	4,000.00
Total Expenses	321,744.50	505,117.05	321,744.50	505,117.05
Net Income	\$ (34,618.99)	\$ (767.05)	\$ (34,618.99)	\$ (767.05)

11 CHAMBERS CO ESD #1
Income Statement
Compared with Budget
For the Twelve Months Ending September 30, 2018

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
SALES TAX INCOME	\$ 247,991.18	\$ 475,000.00	\$ 247,991.18	\$ 475,000.00
PROPERTY TAX INCOME	17.24	50.00	17.24	50.00
COST SHARE ASSISTANCE	0.00	2,250.00	0.00	2,250.00
BILLING INCOME	5,069.00	0.00	5,069.00	0.00
OTHER INCOME	30,720.32	550.00	30,720.32	550.00
INTEREST INCOME	776.84	1,500.00	776.84	1,500.00
DIVIDEND INCOME	2,550.93	0.00	2,550.93	0.00
SURPLUS EQUIPMENT SALES	0.00	25,000.00	0.00	25,000.00
Total Revenues	287,125.51	504,350.00	287,125.51	504,350.00
Cost of Sales				
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	287,125.51	504,350.00	287,125.51	504,350.00
Expenses				
REPAIRS & SERVICE - BRUSH 21	251.18	500.00	251.18	500.00
REPAIRS & SERVICE - COMMAND 2	980.99	250.00	980.99	250.00
REPAIRS & SERVICE - UTILITY 21	252.67	500.00	252.67	500.00
REPAIRS & SERVICE - ENGINE 22	0.76	5,000.00	0.76	5,000.00
REPAIRS & SERVICE - ENGINE 21	7,531.21	7,500.00	7,531.21	7,500.00
REPAIRS & SERVICE - TANKER 21	2,875.15	2,000.00	2,875.15	2,000.00
REPAIRS & SERVICE - ADMIN21	840.70	1,500.00	840.70	1,500.00
REPAIRS & SERVICE - E22 S/P	185.03	2,000.00	185.03	2,000.00
WASTE MANAGEMENT	512.55	1,000.00	512.55	1,000.00
BUILDING IMPROVEMENTS	56.44	2,000.00	56.44	2,000.00
BUILDING MAINTENANCE	4,954.57	5,000.00	4,954.57	5,000.00
DUES - SFFMA	0.00	600.00	0.00	600.00
DUES - WACC	75.00	75.00	75.00	75.00
EQUIPMENT PURCHASES	5,948.07	20,000.00	5,948.07	20,000.00
EQUIP - REPAIRS/SERVICE	1,383.85	2,500.00	1,383.85	2,500.00
FLEET - DIESEL TREATMENT	50.08	80.00	50.08	80.00
FLEET - DIESEL	2,126.60	3,800.00	2,126.60	3,800.00
FLEET - GASOLINE	2,013.64	4,400.00	2,013.64	4,400.00
FLEET - INSURANCE	5,664.72	10,000.00	5,664.72	10,000.00
FLEET - MISC	38.57	300.00	38.57	300.00
LOAN - E21/T21 - INTEREST	15,362.09	15,362.09	15,362.09	15,362.09
EQUIP - FIRE RESCUE SUPPLIES	0.00	1,500.00	0.00	1,500.00
FLEET - CLEANING SUPPLIES	178.58	350.00	178.58	350.00
LOAN - E21/T21 - PRINCIPLE	67,596.79	67,596.79	67,596.79	67,596.79
LOAN - E22 S/P - PRINCIPLE	50,481.11	50,065.51	50,481.11	50,065.51
LOAN - E22 S/P - INTEREST	18,313.09	18,782.66	18,313.09	18,782.66
INSURANCE - VFD ACCID&SICKNE	0.00	3,000.00	0.00	3,000.00
INSURANCE - VFD COMMERCIAL	3,140.00	6,000.00	3,140.00	6,000.00
INSURANCE - VFD WORKERS COM	0.00	6,000.00	0.00	6,000.00
CERTIFICATIONS	0.00	1,000.00	0.00	1,000.00
DINING	433.34	500.00	433.34	500.00
FREIGHT	133.34	1,000.00	133.34	1,000.00
OFFICE SUPPLIES	2,275.98	3,000.00	2,275.98	3,000.00
REHAB/ON SCENE WATER	0.00	300.00	0.00	300.00
REPORTING SOFTWARE	0.00	3,300.00	0.00	3,300.00
TRAINING	1,736.00	3,000.00	1,736.00	3,000.00
TRAVEL	906.31	2,500.00	906.31	2,500.00
UNIFORMS	473.95	500.00	473.95	500.00

For Management Purposes Only



2/26/18
WJK

GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O.Box 13528 • Austin, TX 78711-3528

February 23, 2018

Treasurer
Chambers County Emergency Services District No. 1
821 State Highway 124
Winnie, TX 77665-7801

Dear Treasurer:

This letter is to notify you that the Chambers County Emergency Services District No. 1 has been overpaid \$20,067.92 in local sales and use taxes. The overpayment was the result of a taxpayer that filed a refund claim for taxes they paid to their vendors in error. This claim has been verified as a valid refund based on exemptions allowed under local sales tax statutes and documentation provided by the taxpayer. Since this amount has been refunded to the taxpayer, it must now be repaid to the State.

The options to repay the erroneous amount are as follows:

- 1) Full reimbursement by one time check*,
- 2) Apply all monthly collections to the overpaid amount until the amount has been repaid, or
- 3) Enter into a 38 - month payback agreement where a monthly deduction of \$529.00 will be deducted for 37 months with a final deduction of \$494.92. This deduction would start the month after we receive your response or two months after the date of our letter if we do not receive a response. Additionally, future significant audit or onetime payments may be applied toward the repayment amount to reduce the length of the payback and notifications of these applications will be sent.

No fees of any type will be assessed on the payback amount.

If you choose option 1, "full reimbursement by one time check," the payback amount should be adjusted by the 2% service fee. Multiply the payback amount by 2% (.02); subtract the 2% amount from the payback amount, then pay the adjusted amount.

Please mark an X in the applicable box above for the option you wish to choose, have a special purpose district official sign at the bottom, and return this letter using the enclosed self- addressed envelope.

If you have any questions or need additional information, you may call me toll free at (800) 531-5441, ext. 50550. My mailing address is PO Box 13528, Austin, TX, 78711, the FAX number is (512) 475-1523 or my email is shirley.kaatz@cpa.texas.gov.

Sincerely,

Shirley Kaatz
Revenue Accounting Division
Tax Allocation Section

Date _____
ESD Official Name _____
Title _____
Signature _____

ADMINISTRATOR REPORT

MARCH 14, 2018

Apparatus and Vehicles: Fluids changes and repairs have been completed on all apparatus from Harvey floodwaters. Insurance coverage was sufficient to make those repairs less \$1000 deductible. On February 25th, E-21 bumped an 18 wheeler with passenger side mirror, causing no damage to the 18 wheeler but broke E-21 mirror while maneuvering to MVA on I-10. Mirror has been replaced. On same incident, a black Nissan moving over in the lane of travel of E-21 incurred damage to driver's side mirror. After incident, DPS wrote accident report, Trooper advised he will cite in his report that driver of the black Nissan failed to yield right of way to an emergency vehicle. Insurance information was exchanged but District has not heard from any insurance company on this incident.

ESD: FEMA Request for Public Assistance application still in CRC process. Project Manager now requesting FAL summary on all apparatus and operators during Hurricane Harvey though the operators were volunteer without pay and the ESD is not requesting any reimbursements for their services. FEMA now allowing mold remediation cost reimbursement for the removal of the wall paneling and the cost of the moldicide at 90% level.

Fire Dept: Emergency driving safety class was cancelled, rescheduling date not set.

Captain Brandon Lee has completed and submitted the First Responder Organization license renewal for Winnie-Stowell VFD to the Texas Department of State Health Services. Dr. Kavouspour is the new medical director and has implemented more aggressive protocols covering WSVFD volunteers and CCESD certified medical personnel.

Winnie Stowell Volunteer Fire Department

Station Attendent Report per Week/Shift

Feb-18

STATION ATTENDANT	Week 1	Week 2	Week 3	Week 4	Week 5	Total	Year End Totals
Chris Carnahan		3	3		3	9	15
Clay Gamble		3		2		5	47
Kevin Hightower		3		3		6	6
Austin Isaacks		6	6	6		18	132
Ty Potier	9	6	3	6		24	140
Ethan Reed		6	8		6	20	44
Aaron Renner	3	3	3	6	3	18	63
Logan Ruff						0	38
Total	12	27	20	23	9	91	470

Feb-18

STATION ATTENDANT	GROSS PAY					Year End Totals
Chris Carnahan	\$315.00					\$525.00
Clay Gamble	\$175.00					\$1,628.93
Kevin Hightower	\$210.00					\$210.00
Austin Isaacks	\$630.00					\$4,449.68
Ty Potier	\$840.00					\$4,650.90
Ethan Reed	\$700.00					\$1,540.00
Aaron Renner	\$630.00					\$2,131.84
Logan Ruff						\$1,299.58
Total	\$3,500.00					\$16,435.93