





THE STATE OF TEXAS           §  
  §  
COUNTY OF CHAMBERS       §

**CHAMBERS COUNTY EMERGENCY SERVICES DISTRICT NO. 1  
AGENDA**

**September 8, 2021**

Notice is hereby given that a Regular Meeting of the Board of Commissioners of the Chambers County Emergency Services District No. 1 will be held on **Wednesday, September 8, 2021, at 6:00 p.m.; at the Winnie-Stowell Volunteer Fire Department (“WSVFD”) located at 825 State Highway 124, Winnie, Texas 77665.**

Members of the public may attend and participate in the Winnie Stowell Hospital District Regular Meeting by conference call. In addition, a recording of the meeting will be made available following the meeting. The call-in information for the meeting is set forth below:

:

**Join Zoom Meeting**

Meeting ID: 781 754 6868

<https://us02web.zoom.us/j/7817546868>

+13462487799, 7817546868# US (Houston)

The following matters will be considered and may be acted upon at the meeting for the following purposes:

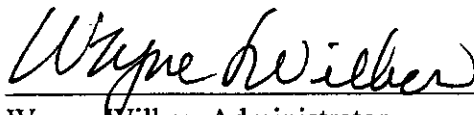
**DISCUSSION/ACTION ITEMS**

1. Call meeting to order
2. Pledge of Allegiance
3. Public Comment
4. Discuss and approve the minutes for the August 11, 2021 Regular Meeting.

5. Discuss and take-action, on the District's Treasurers Report; District's accounts payable; and amend the District's budget, if necessary.
6. Receive Reports from:
  - a. Administrator,
  - b. Operation Manager, and
  - c. Chief's, including the Department's Financial Report.
7. Discuss and take-action, on adopting a budget for the 2021-2022 fiscal year.
8. 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.
9. Discuss and take-action, if necessary, on approving a payback method for tax overpayment to the Comptroller of Public Accounts.
10. Discuss and take-action, if necessary, on adopting proposed for Intern-Resident Program
11. Adjourn

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A packet containing all supportive documentation for this agenda is available for inspection on Tuesday nights at the Winnie-Stowell Volunteer Fire Station, located at 825 State Highway 124, Winnie, Texas, 77665, between the hours of 7:00 p.m. and 9:00 pm.



Wayne Wilber, Administrator  
Chambers County Emergency Services District #1

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**The Board may retire to Executive Session any time between the meetings opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; and/or, discussion of real estate acquisitions pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.**

Chambers County Emergency Services District No. 1 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Michelle Hardy at (409) 296-4133 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

# **Approval of Minutes**

**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 (“Board” or “Commissioners”) of the Chambers County Emergency Services District No. 1 (“District”) was called at 6:00 p.m. on the 11<sup>th</sup> day of August 2021, 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 December 6, 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.

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

<b>Commissioners Member</b>	<b>Position</b>
Mr. David Murrell	President
Brad Crone	Vice-President
Chris Barrow	Treasurer
Troy Dow	Secretary
Kenneth Thibodeaux	Assistant Treasurer

All said Commissioners were present except Commissioners Crone and Dow. In addition to the above-named Commissioners, the following persons were also present:

<b>Attendee</b>	<b>Position</b>
Mr. Wayne Wilber	Administrator
Ms. Michelle Hardy	Administrative Assistant

Mr. Hubert Oxford, IV  
Mr. Brandon Lee  
Mr. Wade Thibodeaux

Benckenstein & Oxford, LLP  
Operations Manager  
Hometown Press

President Murrell called the meeting to order at 6:01 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 asked for public comment but there was none. President Murrell then called on the Commissioners to consider the action items on the agenda.

**Agenda Item No. 4 - To discuss approval of minutes for July 14, 2021 Regular Meeting.**

The President directed the Commissioners to Agenda Item No. 4 and requested that the Commissioners review the minutes of the July 14, 2021 Regular Meeting. Attorney Oxford stated that after the minutes were circulated, staff recommended a handful of changes that were made. The Commissioners reviewed the changes and concurred with the minutes as presented.

Thereafter, Commissioner Barrow made a motion to approve the minutes of the July 14, 2021 Regular Minutes. This motion was seconded by Commissioner Thibodeaux and unanimously approved by all the Commissioners.

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

Mr. Wilber presented the District's financial reports and Treasurer's report. (See **Exhibit "A"**). According to Mr. Wilber, on August 1, 2021, the District had \$25,348.20 in its checking account. On August 13, 2021, the District received a deposit from the Comptroller's office in the amount of \$60,725.94. As of the meeting, the balance in the District's checkbook as of the meeting was \$86,074.14.

In the meantime, the invoices to be paid at the meeting were \$26,668.96 plus \$1,185.97 for EFTPS payments. (See **Exhibit "A"**). This month, Mr. Wilber, explained that the invoices included a \$7,345.33 invoice from Siddons Martin for

repairs to Tanker 21 and Engine 21 and an invoice to VFIS for Commercial Insurance in the amount of \$4,694.00. In response to questions about the Siddons Martin bill, Mr. Wilber explained that nearly all of the work performed was on Tanker 21 to: 1) perform pump test; 2) repairs to the pump; 3) preventative maintenance; 4) and replacement of valves. Once all the bills were paid, there would remain \$58,219.21 in the checking account. Administrator Wilber then recommended that the District transfer \$30,000.00 to the money market account from the District's checking account.

Regarding the District's savings accounts, Mr. Wilber informed the Commissioners that as of July 20, 2021, the balance in this East Chambers money market account was \$563,381.99 after receiving the transfer from the District's checking account of \$30,000.00 on July 15, 2021 and an interest payment for \$51.55 on July 20, 2021. Meanwhile, the balance in the Texas First Bank Money Market account increased by \$36.47 to \$286,272.81. Lastly, Mr. Wilber was reported that the Common Cents Credit Union increased by \$36.16 to \$249,980.25 due to a quarterly interest payment.

Overall, Mr. Wilber stated that after the Commissioners paid invoices, the District's total cash assets following the payment of invoices was going to be \$1,157,854.26. This was an increase of \$33,806.58 from the July 2021 Regular Meeting.

After the Administrator's presentation, Commissioner Thibodeaux made a motion to approve the following: 1) Treasurer's Report and District Financials; 2) transfer \$30,000.00 to the District's money market account from the checking account; and 3) to pay the outstanding invoices. Commissioner Barrow seconded the motion and the motion was unanimously approved with the consent of all the Commissioners present.

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

President Murrell then called on Administrator Wilber to give his Administrator report. Administrator Wilber gave a brief report in which he conveyed that the upstairs was finished except for a few minor repairs and staff at the District was putting together beds. **Exhibit "B-1"**.

Upon the completion of the Administrator's report, Mr. Lee was called on to give the District's Operations Report. Mr. Lee did not have much to report except he did inform the Commissioners that he had begun to develop the resident/intern program in anticipation of the bunk room being complete. See **Exhibit "B-2"**.

After the Commissioners reviewed and discussed the Administrator's Report and Operations Report, President Murrell asked Administrator Wilber to present the Chief's report in light of the Chief's absence. According to the Mr Wilber, in July 2021, the District and the Department responded to forty-seven (47) calls. A summary of the calls is set forth below:

<b>Incident</b>	<b>Apr-21</b>	<b>May-21</b>	<b>June-21</b>	<b>July 21</b>	<b>Total</b>
Structure Fires	2	3	2	0	13
Vehicle Fires	0	2	3	1	8
Grass/Marsh Fires	4	1	1	2	28
Trash/Unauthorized Burn	0	0	2	1	5
MVA/Jaws Rescue	5	4	12	8	38
Spills/Wash Down	1	1	0	2	5
Medical/First Responder	43	21	18	21	171
Investigation/Gas Leak/Power Line	1	0	1	0	8
Alarms (False, Fire, Smoke, Co)	3	0	0	6	12
Mutual Aid	0	0	0	0	1
Cancelled/No Response	4	1	8	6	33
<b>Total</b>	<b>63</b>	<b>33</b>	<b>47</b>	<b>47</b>	<b>322</b>

For a copy of the complete run report, statistical reports, and bank account summaries, the Mr. Wilber asked the Commissioners to refer to **Exhibit "B-3"**.

**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.**

Administrator Wilber advised that no action needed to be taken.



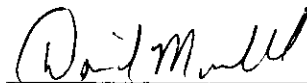
Public Accounts. This motion was seconded by Commissioner Barrow and unanimously approved with the consent of all the Commissioners.

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**Agenda Item No. 10 – Discuss and take-action, if necessary, on adopting proposed for Intern-Resident Program**

Captain Lee asked for addition time to prepare and present the Intern-Resident Program and the Commissioners agreed. Thus, a motion was made by Commissioner Crone to table Agenda Item No. 10. This motion was seconded by Commissioner Thibodeaux and unanimously approved by all the Commissioners.

There being no further business, President Murrell informed the Commissioners that the next meeting would take place on October 13th, 2021 at 6:00 p.m. He then called for a motion to adjourn the meeting at 6:44 p.m. Commissioner Thibodeaux then made a motion to adjourn. This motion was seconded by Commissioner Crone with the unanimous consent of all the Commissioners present.



\_\_\_\_\_  
David Murrell, President

Date: 10/13/2021

FINANCIAL REPORT

8/1/21

Bank Balance	8/31/2021			\$25,348.20
Outstanding Debits/Credits				
8/13/2021 Comptroller		Income Tax Sales Revenue	\$60,725.94	
8/3/2021 4092	Oxford IV, Hubert	Professional Fees: Retainer	-350.00	Cashed 08/03/2021

\$60,375.94

Bank Balance as of \$85,724.14

Bills Owed			
4106 Wayne Wilber	Administrator	2,938.05	
4105 Jo-Anna Hardy	Administrative Assistant	2,079.10	\$4,997.15
4107 Bamer, Kaleb	ESD Contracted Services	557.80	
4108 Callesto, Daniel	ESD Contracted Services	732.00	
4111 Davis, Elven	ESD Contracted Services	140.00	
4115 Franklin, Darrell	ESD Contracted Services	320.00	
4117 Hatcher, Justin	ESD Contracted Services	296.00	
4119 Hollaway, Greg	ESD Contracted Services	480.00	
4120 Land, Richard	ESD Contracted Services	820.00	
4121 Luke, Gabe	ESD Contracted Services	288.33	
4125 Peterson, Sean	ESD Contracted Services	320.00	
4126 Russell, Ty	ESD Contracted Services	144.00	\$4,098.93
4109 CE Solutions	Training - Callesto	129.00	
4110 CenterPoint Energy	Utilities - Natural Gas	46.28	
4112 Emergency Training Enterprises	Scheduling Coordinator	800.00	
4113 Entergy	Utilities: Electric	342.68	
4114 FirstNet/AT&T Mobility	Cable/Internet/Telephone	38.25	
4116 Gulf Coast Automotive	E-21 Repairs & Service	12.49	
4118 Heinz, Joshua	Professional Fees: Retainer	350.00	
4122 Municipal Emergency Services	Equipment Purchase	662.58	
4123 Midtex Oil, L.P.	Fleet Diesel	814.49	
4127 SAFE-D	Dues	550.00	
4128 Siddons Martin	Repairs & Service T-21 & E-21	7,345.33	
4124 Oxford IV, Hubert	Professional Fees: Retainer	350.00	
4129 TBCD	Utilities: Water/Sewer	86.13	
4130 Time Warner Cable/Spectrum	Cable/Internet/Telephone	316.34	
4131 VFIS	Insurance: Fleet and VFD Commercial	4,694.00	
4132 Visa	Credit Card: Wilber	675.90	
4134 WilberTax Service	Accounting - 2nd QTR Payroll Returns	175.00	
4133 Waste Management	Waste Management	84.41	
4135 Wilber, Wayne	Cell Phone	100.00	

Total Bills Total Bills Owed \$26,689.96

8/13/2021	EFTPS - ESD	-1,185.97
8/13/2021	Transfer from Main Checking to Money Market	-30,000.00
	Remaining funds in Checking Account	\$27,869.21

Funds remaining in ECCB Checking \$27,869.21

8/31/2021 Maintenance Fee \$15.00

Ending Bank Statement Balance \$27,884.21

Checks Pending			
4117 Hatcher, Justin	ESD Contracted Services	-296.00	
4134 Wilber Tax Service	Accounting - 2nd QTR Payroll Returns	-175.00	
Total Pending			-471.00

Total Check Register 8/31/2021 \$28,395.21

FINANCIAL REPORT

Bank Balance 9/1/2021 \$28,325.21  
 Outstanding Debits/Credits

9/13/2021 Comptroller Income: Sales Tax Revenue (September) xxx 49075.83  
 9/3/2021 Deposit Denise Hutter - Chambers County \$ 24.10  
 " " " 13.37

\$24.10

Bank Balance as of 9/10/2021 17,439.77 \$28,349.31

Bills Owed			
4136 Wayne Wilber	Administrator	2,916.05	
4042 Jo-Anna Hardy	Administrative Assistant	1,989.04	\$4,887.09
4138 Barner, Kaleb	ESD Contracted Services	576.33	
4140 Calisto, Daniel	ESD Contracted Services	422.67	
4142 Davis, Ehren	ESD Contracted Services	400.00	
4150 Hollaway, Greg	ESD Contracted Services	1,000.00	
4151 Land, Richard	ESD Contracted Services	640.00	
4153 Luke, Gabe	ESD Contracted Services	273.33	
4155 Peterson, Sean	ESD Contracted Services	320.00	
4137 Action Training	Training - Computer	1,680.00	
4139 Garry Bratten	Bldg Maintenance - downstairs work	580.00	
4141 CenterPoint Energy	Utilities - Natural Gas	45.60	
4143 Delta Industrial Service & Supply	Training - Bunker Gear Rental - Bivens	450.00	
4144 Entergy	Utilities: Electric	348.28	
4145 ESO	Reporting Software	1,895.20	
4146 Farm & Home	Bldg Maintenance	78.56	
4147 FirstNet/AT&T Mobility	Cable/Internet/Telephone	38.25	
4148 Gulf Coast Automotive	Brush 21 Repair & Service	105.00	
4149 Heinz, Joshua	Professional Fees: Retainer	350.00	
4152 Leeland LLC	Scheduling Coordinator	800.00	
4154 Oxford IV, Hubert	Professional Fees: Retainer	350.00	
4156 TBCD	Utilities: Water/Sewer	72.54	
4157 Time Warner Cable/Spectrum	Cable/Internet/Telephone	316.34	
4158 Visa	Credit Card: Wilber	306.47	
4161 Winnie-Stowell VFD	Special Events - Hosting County Wide Meeting	308.85	
4159 Waste Management	Waste Management	99.52	
4160 Wilber, Wayne	Cell Phone	100.00	

**Total Bills** **Total Bills Owed** \$16,694.03

9/10/2021 **Remaining funds in Checking Account** \$11,765.28  
 EFTPS -1,148.58

**Funds remaining in ESOB Checking** \$10,616.70

East Chambers Money Market 15001407		
<b>8/1/2021 Beginning Balance</b>		<b>\$563,381.99</b>
8/13/2021 Funds Transfer from Main Checking		\$30,000.00
8/17/2021 Interest Earned (.10%)		\$43.55
<b>8/31/2021 Currently in East Chambers Money Market</b>		<b>\$593,425.54</b>

Texas First Bank Money Market 10043511

FINANCIAL REPORT

8/1/2021	Beginning Balance	\$286,272.81
8/31/2021	Interest Earned (.15%)	\$36.47
8/31/2021	Currently in Texas First Bank Money Market	\$286,309.28
<b>Common Cents Credit Union</b>		
8/1/2021	Beginning Balance	\$249,975.25
8/1/2021	Regular Share Account	\$5.00
8/30/2021	Currently in Common Cents Credit Union	\$249,980.25

<b>Current Cash Assets</b>		
9/13/2021	Checking	\$28,349.31
8/31/2021	East Chambers Money Market	\$593,425.54
8/31/2021	Texas First Bank Money Market	\$286,309.28
8/30/2021	Common Cents Credit Union	\$249,980.25
9/8/2021	Bills Owed	-\$16,584.03
9/10/2021	EFTPS	-\$1,148.58
9/13/2021	<b>Total Cash Assets</b>	<b>\$1,140,331.77</b>

<b>Loans</b>					
Due Date	Vendor		Payoff Year	Payoff Year	Annual Payment
10/26/2021	PNC	Engine 21/Tanker 21 Loan	2021		\$82,958.88
2/1/2022	Southside Bank	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

9-8-21  
 Date

  
 \_\_\_\_\_  
 Chris Barrow, Treasurer

9-8-21  
 Date

**11 CHAMBERS CO ESD #1**  
**Aged Payables**  
**As of Sep 30, 2021**

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
Action Training Action Training Tara Forrest (800) 755-1440 X4291	20637	1,680.00				1,680.00
<b>Action Training Action Training</b>		<b>1,680.00</b>				<b>1,680.00</b>
Barner, Kaleb Kaleb Barner	August 2021	576.33				576.33
<b>Barner, Kaleb Kaleb Barner</b>		<b>576.33</b>				<b>576.33</b>
BRATTEN G GARRY BRATTEN 409-354-8280	397365	580.00				580.00
<b>BRATTEN G GARRY BRATTEN</b>		<b>580.00</b>				<b>580.00</b>
Callesto, Daniel Callesto, Daniel	August 2021	422.67				422.67
<b>Callesto, Daniel Callesto, Daniel</b>		<b>422.67</b>				<b>422.67</b>
CenterPoint CenterPoint Energy	August 2021	45.60				45.60
<b>CenterPoint CenterPoint Energy</b>		<b>45.60</b>				<b>45.60</b>
Davis, Ehren Ehren Davis	August 2021	480.00				480.00

**11 CHAMBERS CO ESD #1**  
**Aged Payables**  
**As of Sep 30, 2021**

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
Davis, Ehren Ehren Davis		480.00				480.00
Delta Industrial Delta Industrial Service a	81022	450.00				450.00
Delta Industrial Delta Industrial Service		450.00				450.00
Entergy Entergy	480002876332	348.28				348.28
Entergy Entergy		348.28				348.28
ESO ESO Solutions, Inc	ESO-60847	1,895.20				1,895.20
ESO ESO Solutions, Inc		1,895.20				1,895.20
FARM & HOME FARM & HOME 409-296-2561	August 2021	78.56				78.56
FARM & HOME FARM & HOME		78.56				78.56
FirstNet FirstNet/AT&T Mobility 800-574-7000	August 2021	38.25				38.25
FirstNet FirstNet/AT&T Mobility		38.25				38.25

**11 CHAMBERS CO ESD #1**  
**Aged Payables**  
**As of Sep 30, 2021**

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
GULF COAST AUTO GULF COAST AUTOMO 409-296-2051	2389694	105.00				105.00
<b>GULF COAST AUTO GULF COAST AUTOMO</b>		<b>105.00</b>				<b>105.00</b>
HEINZ JOSHUA JOSHUA HEINZ 409-833-9182	August 2021	350.00				350.00
<b>HEINZ JOSHUA JOSHUA HEINZ</b>		<b>350.00</b>				<b>350.00</b>
Hollaway, Greg Greg Hollaway	August 2021	1,060.00				1,060.00
<b>Hollaway, Greg Greg Hollaway</b>		<b>1,060.00</b>				<b>1,060.00</b>
Land, Richard Land, Richard	August 2021	640.00				640.00
<b>Land, Richard Land, Richard</b>		<b>640.00</b>				<b>640.00</b>
Leeland, LLC Leeland, LLC Brandon Lee	August 2021	800.00				800.00
<b>Leeland, LLC Leeland, LLC</b>		<b>800.00</b>				<b>800.00</b>
Luke, Gabe	August 2021	273.33				273.33

**11 CHAMBERS CO ESD #1  
Aged Payables  
As of Sep 30, 2021**

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
Luke, Gabriel						
<b>Luke, Gabe Luke, Gabriel</b>		<b>273.33</b>				<b>273.33</b>
OXFORD HUBURT HUBERT OXFORD 409-951-4721	August 2021	350.00				350.00
<b>OXFORD HUBURT HUBERT OXFORD</b>		<b>350.00</b>				<b>350.00</b>
Peterson, Sean Peterson, Sean	August 2021	320.00				320.00
<b>Peterson, Sean Peterson, Sean</b>		<b>320.00</b>				<b>320.00</b>
SIDDONS-MARTIN SIDDONS-MARTIN EME 281-442-6806	10863				504.68	504.68
<b>SIDDONS-MARTIN SIDDONS-MARTIN EME</b>					<b>504.68</b>	<b>504.68</b>
TBCD Trinity Bay Conservation	Aug 2021	72.54				72.54
<b>TBCD Trinity Bay Conservatio</b>		<b>72.54</b>				<b>72.54</b>
Time Warner Cable Time Warner Cable	012180409022	316.34				316.34



**11 CHAMBERS CO ESD #1  
Aged Payables  
As of Sep 30, 2021**

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 Time Warner Cable		316.34				316.34
Visa Visa	August XXXX5	306.47				306.47
Visa Visa		306.47				306.47
WASTE MANAGMENT WASTE MANAGEMENT 409-239-2775	5618126-2155-	99.52				99.52
WASTE MANAGMENT WASTE MANAGEMENT		99.52				99.52
Wilber, Wayne Wayne Wilber	August 2021	100.00				100.00
Wilber, Wayne Wayne Wilber		100.00				100.00
WSVFD WS VFD 409296-4133	20201124 4615 228265	308.85			2,450.00 2,884.61	2,450.00 2,884.61 308.85
WSVFD WS VFD		308.85			5,334.61	5,643.46
<b>Report Total</b>		<b>11,696.94</b>			<b>5,839.29</b>	<b>17,536.23</b>

**11 CHAMBERS CO ESD #1****Account Reconciliation****As of Aug 31, 2021****1010 - CHECKING****Bank Statement Date: August 31, 2021**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			24,998.20
Add: Cash Receipts			60,725.94
Less: Cash Disbursements			(57,854.93)
Add (Less) Other			<u>(15.00)</u>
Ending GL Balance			<u>27,854.21</u>
Ending Bank Balance			28,325.21
Add back deposits in transit			<u>                    </u>
Total deposits in transit			
(Less) outstanding checks			
	Aug 11, 2021	4117	(296.00)
	Aug 11, 2021	4134	<u>(175.00)</u>
Total outstanding checks			(471.00)
Add (Less) Other			<u>                    </u>
Total other			
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>27,854.21</u></u>

**11 CHAMBERS CO ESD #1**  
**Current Account Reconciliation**  
**For Account 1011 - CHECKING TEXAS FIRST BANK**  
**Statement Date Aug 31, 2021**

Filter Criteria includes: All Transactions for Account 1011 - CHECKING TEXAS FIRST BANK

Date	Reference	Deposit/Bank Credit	Status	Check/Ban	Payee/Description
	Sub Total	0.00		0.00	
	Interest Income	36.47		0.00	
	Service Charge				
	<b>Total</b>	<b>36.47</b>		<b>0.00</b>	

**11 CHAMBERS CO ESD #1**  
**Account Reconciliation**  
**As of Aug 31, 2021**  
**1011 - CHECKING TEXAS FIRST BANK**  
**Bank Statement Date: August 31, 2021**

Filter Criteria includes: Report is printed in Detail Format.

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Beginning GL Balance	286,272.81
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>36.47</u>
Ending GL Balance	<u>286,309.28</u>
Ending Bank Balance	286,309.28
Add back deposits in transit	_____
Total deposits in transit	_____
(Less) outstanding checks	_____
Total outstanding checks	_____
Add (Less) Other	_____
Total other	_____
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>286,309.28</u></u>

**11 CHAMBERS CO ESD #1**  
**Account Register**  
**For the Period From Aug 1, 2021 to Aug 31, 2021**  
**1010 - CHECKING**

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			24,998.20
8/11/21	4105	Withdraw	Jo-Anna M. Hardy		2,079.10	22,919.10
8/11/21	4106	Withdraw	WAYNE L. WILBER		2,918.05	20,001.05
8/11/21	4107	Withdraw	Kaleb Barner		557.60	19,443.45
8/11/21	4108	Withdraw	Callesto, Daniel		732.00	18,711.45
8/11/21	4109	Withdraw	CE SOLUTIONS		129.00	18,582.45
8/11/21	4110	Withdraw	CenterPoint Energy		46.28	18,536.17
8/11/21	4111	Withdraw	Ehren Davis		140.00	18,396.17
8/11/21	4112	Withdraw	Emergency Training Ent		800.00	17,596.17
8/11/21	4113	Withdraw	Entergy		342.68	17,253.49
8/11/21	4114	Withdraw	FirstNet/AT&T Mobility		38.25	17,215.24
8/11/21	4115	Withdraw	Darrell Franklin		320.00	16,895.24
8/11/21	4116	Withdraw	GULF COAST AUTOMO		12.49	16,882.75
8/11/21	4117	Withdraw	Hatcher, Justin		296.00	16,586.75
8/11/21	4118	Withdraw	JOSHUA HEINZ		350.00	16,236.75
8/11/21	4119	Withdraw	Greg Hollaway		480.00	15,756.75
8/11/21	4120	Withdraw	Land, Richard		820.00	14,936.75
8/11/21	4121	Withdraw	Luke, Gabriel		289.33	14,647.42
8/11/21	4122	Withdraw	Municipal Emergency Se		662.58	13,984.84
8/11/21	4123	Withdraw	MIDTEX OIL		814.49	13,170.35
8/11/21	4124	Withdraw	HUBERT OXFORD		350.00	12,820.35
8/11/21	4125	Withdraw	Peterson, Sean		320.00	12,500.35
8/11/21	4126	Withdraw	Russell, Ty		144.00	12,356.35
8/11/21	4127	Withdraw	Safe-D		550.00	11,806.35
8/11/21	4128	Withdraw	SIDDONS-MARTIN EME		7,345.33	4,461.02
8/11/21	4129	Withdraw	Trinity Bay Conservation		86.13	4,374.89
8/11/21	4130	Withdraw	Time Warner Cable		316.34	4,058.55
8/11/21	4131	Withdraw	VFIS		4,694.00	-635.45
8/11/21	4132	Withdraw	Visa		675.90	-1,311.35
8/11/21	4133	Withdraw	WASTE MANAGEMENT		84.41	-1,395.76
8/11/21	4134	Withdraw	Wilber Tax Services		175.00	-1,570.76
8/11/21	4135	Withdraw	Wayne Wilber		100.00	-1,670.76
8/13/21		Deposit	COMPROLLER OF PU	60,725.94		59,055.18
8/13/21	20210813	Withdraw	transfer		30,000.00	29,055.18
8/13/21	2701625235087	Withdraw	EFTPS		1,185.97	27,869.21
8/31/21	08/31/21	Other	Service Charge		15.00	27,854.21
			<b>Total</b>	<b>60,725.94</b>	<b>57,869.93</b>	

**11 CHAMBERS CO ESD #1**  
**Account Reconciliation**  
**As of Aug 31, 2021**  
**1020 - MONEY MARKET SAVINGS**  
**Bank Statement Date: August 31, 2021**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	563,381.99
Add: Cash Receipts	30,000.00
Less: Cash Disbursements	
Add (Less) Other	<u>43.55</u>
Ending GL Balance	<u>593,425.54</u>
Ending Bank Balance	593,425.54
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>593,425.54</u></u>

**11 CHAMBERS CO ESD #1**  
**Account Register**  
**For the Period From Aug 1, 2021 to Aug 31, 2021**  
**1011 - CHECKING TEXAS FIRST BANK**

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
8/31/21	08/31/21	Other	Beginning Balance			286,272.81
			Interest Income	36.47		286,309.28
			<b>Total</b>	<b>36.47</b>		

**11 CHAMBERS CO ESD #1  
Account Register  
For the Period From Aug 1, 2021 to Aug 31, 2021  
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			563,381.99
8/13/21		Deposit	CASH TRANSFERS	30,000.00		593,381.99
8/17/21	08/17/21	Other	Interest Income	43.55		593,425.54
			<b>Total</b>	<b>30,043.55</b>		



**11 CHAMBERS CO ESD #1**  
**Account Reconciliation**  
**As of Aug 31, 2021**  
**1030 - Common Cents CU**  
**Bank Statement Date: August 31, 2021**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	249,980.25
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>249,980.25</u>
Ending Bank Balance	<u>249,980.25</u>
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>249,980.25</u></u>

## 11 CHAMBERS CO ESD #1

Balance Sheet  
August 31, 2020

## ASSETS

Current Assets	
CHECKING	\$ 13,733.70
CHECKING TEXAS FIRST BANK	285,880.15
MONEY MARKET SAVINGS	577,799.69
Common Cents CU	245,080.56
ACCOUNTS RECEIVABLE	(5,924.75)
SALES TAX RECEIVABLE	70,819.07
	<hr/>
Total Current Assets	1,187,388.42
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>2,139,701.79</u>

## LIABILITIES AND CAPITAL

Current Liabilities	
ACCOUNTS PAYABLE	\$ 5,658.14
DUE TO/FROM WSVFD	(774.55)
PAYROLL TAXES PAYABLE	73,119.39
ACCURED INTEREST	28,062.13
	<hr/>
Total Current Liabilities	106,065.11
Long-Term Liabilities	
NOTE PAYABLE OSH KOSH	476,025.83
	<hr/>
Total Long-Term Liabilities	476,025.83
	<hr/>
Total Liabilities	582,090.94
Capital	
RETAINED EARNINGS	1,340,296.17
NET ASSETS - INVESTED	79,745.51
Net Income	137,569.17
	<hr/>
Total Capital	1,557,610.85
	<hr/>
Total Liabilities & Capital	\$ <u>2,139,701.79</u>

Unaudited - For Management Purposes Only

11 CHAMBERS CO ESD #1  
Income Statement  
Compared with Budget  
For the Twelve Months Ending September 30, 2021

	Current Month Actual		Current Month Budget		Year to Date Actual		Year to Date Budget
<b>Revenues</b>							
SALES TAX INCOME	502,207.25	\$	0.00	\$	502,207.25	\$	0.00
PROPERTY TAX INCOME	3.07		0.00		3.07		0.00
COST SHARE ASSISTANCE	11,566.73		0.00		11,566.73		0.00
OTHER INCOME	637.70		0.00		637.70		0.00
INTEREST INCOME	5,853.24		0.00		5,853.24		0.00
DIVIDEND INCOME	1,905.43		0.00		1,905.43		0.00
<b>Total Revenues</b>	<b>522,173.42</b>		<b>0.00</b>		<b>522,173.42</b>		<b>0.00</b>
<b>Cost of Sales</b>							
<b>Total Cost of Sales</b>	<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>
<b>Gross Profit</b>	<b>522,173.42</b>		<b>0.00</b>		<b>522,173.42</b>		<b>0.00</b>
<b>Expenses</b>							
REPAIRS & SERVICE - BRUSH 21	1,410.48		0.00		1,410.48		0.00
REPAIRS & SERVICE - COMMAND 2	705.35		0.00		705.35		0.00
REPAIRS & SERVICE - UTILITY 21	57.96		0.00		57.96		0.00
REPAIRS & SERVICE - ENGINE 21	19,478.92		0.00		19,478.92		0.00
REPAIRS & SERVICE - TANKER 21	7,357.16		0.00		7,357.16		0.00
REPAIRS & SERVICE - ADMIN21	233.58		0.00		233.58		0.00
REPAIRS & SERVICE - E22 S/P	7,326.09		0.00		7,326.09		0.00
WASTE MANAGEMENT	1,016.19		0.00		1,016.19		0.00
BUILDING IMPROVEMENTS	49,751.14		0.00		49,751.14		0.00
BUILDING MAINTENANCE	9,051.13		0.00		9,051.13		0.00
DUES - SFFMA	850.00		0.00		850.00		0.00
EQUIPMENT PURCHASES	42,400.21		0.00		42,400.21		0.00
EQUIP - REPAIRS/SERVICE	2,424.86		0.00		2,424.86		0.00
FLEET - DIESEL TREATMENT	172.28		0.00		172.28		0.00
FLEET - DIESEL	4,472.82		0.00		4,472.82		0.00
FLEET - GASOLINE	3,738.27		0.00		3,738.27		0.00
FLEET - INSURANCE	12,658.00		0.00		12,658.00		0.00
FLEET - MISC	77.49		0.00		77.49		0.00
LOAN - E21/T21 - INTEREST	6,524.60		0.00		6,524.60		0.00
EQUIP - FIRE RESCUE SUPPLIES	1,272.72		0.00		1,272.72		0.00
FLEET - CLEANING SUPPLIES	192.25		0.00		192.25		0.00
LOAN - E21/T21 - PRINCIPLE	76,434.28		0.00		76,434.28		0.00
LOAN - E22 S/P - PRINCIPLE	55,043.27		0.00		55,043.27		0.00
LOAN - E22 S/P - INTEREST	13,750.93		0.00		13,750.93		0.00
INSURANCE - VFD COMMERCIAL	5,402.00		0.00		5,402.00		0.00
FREIGHT	450.72		0.00		450.72		0.00
OFFICE SUPPLIES	1,390.18		0.00		1,390.18		0.00
REHAB/REFRESHMENTS	383.21		0.00		383.21		0.00
REPORTING SOFTWARE	1,895.20		0.00		1,895.20		0.00
TRAINING	5,237.25		0.00		5,237.25		0.00
UNIFORMS	87.45		0.00		87.45		0.00
FLEET - ENVIRONMENTAL FEE	89.36		0.00		89.36		0.00
SPECIAL EVENTS	433.33		0.00		433.33		0.00
WSVFD - CONTRACTED SERVICES	14,647.33		0.00		14,647.33		0.00
ESD - CONTRACTED SERVICES	50,574.48		0.00		50,574.48		0.00
WSVFD - PAYROLL TAXES	2,743.70		0.00		2,743.70		0.00
STAFF ADMINISTRATOR	39,996.00		0.00		39,996.00		0.00
STAFF ADMINISTRATIVE ASSISTANT	30,007.84		0.00		30,007.84		0.00
UTILITIES - ELECTRIC	4,314.98		0.00		4,314.98		0.00
UTILITIES - NATURAL GAS	516.64		0.00		516.64		0.00

For Management Purposes Only

11 CHAMBERS CO ESD #1  
Income Statement  
Compared with Budget  
For the Twelve Months Ending September 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
UTILITIES - WATER	776.40	0.00	776.40	0.00
UTILITIES-TIME WARNER/FirstNet	4,381.62	0.00	4,381.62	0.00
UTILITIES - CELL	1,200.00	0.00	1,200.00	0.00
SCHEDULING COORDINATOR	9,600.00	0.00	9,600.00	0.00
PAYROLL TAX EXPENSE	20,330.12	0.00	20,330.12	0.00
PROF FEES ACCOUNTING	2,019.00	0.00	2,019.00	0.00
WSVFD - ACCOUNTING FEES	375.00	0.00	375.00	0.00
FEES - COMPTROLLER	9,898.85	0.00	9,898.85	0.00
BANK FEES	189.21	0.00	189.21	0.00
PROF FEES LEGAL	5,087.50	0.00	5,087.50	0.00
PROF FEES LEGAL RETAINER	8,400.00	0.00	8,400.00	0.00
PUBLIC NOTICE	117.50	0.00	117.50	0.00
POSTAGE	98.89	0.00	98.89	0.00
PROF FEES AUDIT	7,000.00	0.00	7,000.00	0.00
PROF FEES OTHER	3,238.00	0.00	3,238.00	0.00
DUES - SAFE-D	550.00	0.00	550.00	0.00
TECHNOLOGY	321.23	0.00	321.23	0.00
INSURANCE - ESD BOND	400.00	0.00	400.00	0.00
INSURANCE - ESD COMMERCIAL	7,772.00	0.00	7,772.00	0.00
INSURANCE - ESD WORKERS COMP	6,921.00	0.00	6,921.00	0.00
SCHOLARSHIP	1,000.00	0.00	1,000.00	0.00
<b>Total Expenses</b>	<u>564,245.97</u>	<u>0.00</u>	<u>564,245.97</u>	<u>0.00</u>
<b>Net Income</b>	<u>\$ (42,072.55)</u>	<u>\$ 0.00</u>	<u>\$ (42,072.55)</u>	<u>\$ 0.00</u>

**Administrator/  
Operations/  
Chief Report**

## ADMINISTRATOR REPORT

SEPTEMBER 8, 2021

APPARATUS & EQUIPMENT: E-21 is at Siddons-Martin for AC problems. All other apparatus is in service.

WORKERS COMP AUDIT: Texas Mutual Insurance conducted audit on the District's workers compensation policy from August 11, 2020 to August 11, 2021, the District will owe an additional \$38.

## OPERATIONS REPORT August 2021

Current ESD employees 12

Current FD employees 7

### MONTHLY UPDATES

1. ESO - No Update, working case by case on documentation entry with individual members.
2. Action training- renewed. Working with FD on data entry.
3. Jeremy Bivens -states he will take retest after fire academy.
4. Back to limited response to med calls for covid reasons. No change from last month.
5. Looking for new esd ff to fill open spots. Looking into options to aid in the process.
6. Development of resident/intern program started in conjunction with FD rules and regulations. Had a few inquires from local fire academy. Should be able to start soon.

### MAINTENACE REPORT

See Admin report

# Winnie-Stowell Volunteer Fire Department

## Incident Type by Month

Incident Type	2021								2021 Total
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	
Structure Fires	3	2	1	2	3	2	0	0	13
Vehicle Fires	2	0	0	0	2	3	1	0	8
Grass/Marsh Fires	1	2	17	4	1	1	2	2	30
Trash/Unauthorized Burn	2	0	0	0	0	2	1	1	6
MVA/Jaws Rescue	8	0	1	5	4	12	8	5	43
Water Rescue/Recovery	0	0	0	0	0	0	0	0	0
Spills/Wash Down	0	0	1	1	1	0	2	1	6
Medical/First Responder	18	29	21	43	21	18	21	20	191
Investigation/Gas Leak/Power Line	1	2	3	1	0	1	0	0	8
Alarms (False, Fire, Smoke, Co)	0	2	1	3	0	0	6	5	17
Aircraft Accident	0	0	0	0	0	0	0	0	0
Other *	0	0	0	0	0	0	0	0	0
Mutual Aid	0	0	1	0	0	0	0	0	1
Water Rescues	0	0	0	0	0	0	0	0	0
Cancelled/No Response	5	6	3	4	1	8	6	6	39
<b>Total</b>	<b>40</b>	<b>43</b>	<b>49</b>	<b>63</b>	<b>33</b>	<b>47</b>	<b>47</b>	<b>40</b>	<b>362</b>

\* Structure Collapse February, 2019



# Winnie-Stowell Volunteer Fire Department

## Incident Participation by Month

Incident Type	Department	2018		2019		2020		2021								2021 Total	%
		2018 Total	%	2019 Total	%	2020 Total	%	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21		
Barner, Kaleb	CCESD1	5	2%	23	6%	18	5%	0	1	2	1		5	1	1	11	4%
Behnken, Matthew	CCESD1	30	10%	53	14%	18	5%	0	0	1	0		1	0	0	2	1%
Callesto, Daniel	CCESD1	0	0%	0	0%	15	4%	3	2	9	8	6	3	6	3	40	15%
Davis, Ehren	CCESD1	11	4%	#####		18	5%	1	3	0	0			0	0	4	1%
Franklin, Darrel	CCESD1	47	15%	27	7%	20	5%	2	4	1	1	3	3	4	0	18	7%
Hatcher, Justin	CCESD1	0	0%	11	3%	24	7%	1	1	3	1	2	1	1	0	10	4%
Hollaway, Greg	CCESD1	21	7%	38	10%	60	16%	7	14	20	9	6	3	8	3	70	25%
Land, Richard	CCESD1	0	0%	0	0%	18	5%	1	4	3	6		3	5	6	28	10%
Lara, Ura	CCESD1	7	2%	26	7%	25	7%	1	0	0	3	1		0	0	5	2%
Lee, Brandon	CCESD1	12	4%	32	9%	6	2%	0	1	0	0			0	0	1	0%
Luke, Gabe	CCESD1	0	0%	3	1%	19	5%	6	0	3	1	2	6	1	0	19	7%
Peterson, Sean	CCESD1	0	0%	0	0%	29	8%	0	1	2	2		3	0	3	11	4%
Russell, Ty	CCESD1	0	0%	62	17%	53	14%	4	2	2	0	1	2	0	0	11	4%
Wilber, Wayne	CCESD1	69	22%	95	26%	46	12%	3	5	11	7	4	7	5	3	45	16%
<b>Total</b>	<b>CCESD1</b>	<b>307</b>	<b>100%</b>	<b>370</b>	<b>#####</b>	<b>369</b>	<b>2686%</b>	<b>29</b>	<b>38</b>	<b>57</b>	<b>39</b>	<b>25</b>	<b>37</b>	<b>31</b>	<b>19</b>	<b>275</b>	<b>100%</b>
Bivens, Jeremy	WSVFD	0	0%	5	1%	12	2%	18	8	17	14	10	10	10	7	94	16%
Boone, Kathy	WSVFD	0	0%	0	0%	0	0%	2	1	8	15	2	5	2	4	39	7%
Callesto, Daniel	WSVFD	34	11%	67	15%	29	5%	2	0	0	0			0	0	2	0%
Manahan, Chris	WSVFD	51	17%	118	27%	160	30%	18	8	30	27	12	22	13	6	136	23%
Manahan, Josh	WSVFD	0	0%	0	0%	0	0%	0	7	10	12		2	4	2	37	6%
Credeur, Braeden	WSVFD	2	1%	13	3%	14	3%	1	0	3	0		1	0	0	5	1%
Flores, Jose	WSVFD	0	0%	0	0%	39	7%	4	7	8	11	4	14	3	3	54	9%
Isaacks, Austin	WSVFD	43	14%	0	0%	13	2%	0	0	4	5		3	6	0	18	3%
Lipscomb, Tristen	WSVFD	0	0%	0	0%	3	1%	0	0	0	0			0	0	0	0%
Potier, Brent	WSVFD	1	0%	25	6%	65	12%	0	0	0	0			0	0	0	0%
Potier, Lyndsey	WSVFD	0	0%	0	0%	1	0%	0	0	0	0			0	0	0	0%
Potier, Ty	WSVFD	48	16%	83	19%	99	19%	0	0	0	0			0	0	0	0%
Renner, Aaron	WSVFD	26	8%	41	9%	27	5%	1	3	1	4	2	1	1	0	13	2%
Ruff, Logan	WSVFD	0	0%	0	0%	72	13%	9	10	18	13	1	1	3	5	60	10%
Silcox, Tyler	WSVFD	0	0%	0	0%	137	26%	7	14	25	24	9	27	8	11	125	21%
Sonnier, Luckus	WSVFD	0	0%	0	0%	4	1%	0	0	0	0			0	0	0	0%
<b>Total</b>	<b>WSVFD</b>	<b>309</b>	<b>100%</b>	<b>436</b>	<b>100%</b>	<b>534</b>	<b>100%</b>	<b>62</b>	<b>58</b>	<b>124</b>	<b>125</b>	<b>40</b>	<b>86</b>	<b>50</b>	<b>38</b>	<b>583</b>	<b>100%</b>

<b>Total</b>	<b>CCESD1</b>	<b>307</b>	<b>50%</b>	<b>370</b>	<b>46%</b>	<b>369</b>	<b>41%</b>	<b>29</b>	<b>38</b>	<b>57</b>	<b>39</b>	<b>25</b>	<b>37</b>	<b>31</b>	<b>19</b>	<b>275</b>	<b>32%</b>
<b>Total</b>	<b>WSVFD</b>	<b>309</b>	<b>50%</b>	<b>436</b>	<b>54%</b>	<b>534</b>	<b>59%</b>	<b>62</b>	<b>58</b>	<b>124</b>	<b>125</b>	<b>40</b>	<b>86</b>	<b>50</b>	<b>38</b>	<b>583</b>	<b>68%</b>
<b>Total</b>	<b>Combined</b>	<b>616</b>	<b>100%</b>	<b>806</b>	<b>100%</b>	<b>903</b>	<b>100%</b>	<b>91</b>	<b>96</b>	<b>181</b>	<b>164</b>	<b>65</b>	<b>123</b>	<b>81</b>	<b>57</b>	<b>858</b>	<b>100%</b>

**Winnie-Stowell Volunteer Fire Department  
SA vs. Volley Summary**

		2021																															
		21-Jan				21-Feb				21-Mar				21-Apr				21-May				21-Jun				21-Jul				21-Aug			
Name		SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS	SA RUNS	VOL RUNS	TOTAL RUNS	% VOL RUNS
Bivens, Jeremy		4	14	18	78%	1	7	8	88%	5	12	17	71%	5	5	10	71%	3	4	7	71%	3	4	7	71%	5	5	10	50%	3	4	7	71%
Boone, Kathy		0	2	2	100%	0	1	1	100%	0	8	8	100%	0	2	2	100%	0	4	4	100%	0	0	0	100%	0	2	2	100%	0	0	0	100%
Carnahan, Chris		9	9	18	50%	4	4	8	50%	13	17	30	57%	7	5	12	57%	4	2	6	57%	4	2	6	57%	6	9	15	57%	4	2	6	57%
Carnahan, Josh		0	2	2	100%	0	7	7	100%	0	10	10	100%	0	0	0	100%	0	0	0	100%	0	0	0	100%	0	10	10	100%	0	0	0	100%
Credeur, Braeden		0	1	1	100%	0	0	0	0%	0	3	3	100%	0	0	0	100%	0	0	0	100%	0	0	0	100%	0	3	3	100%	0	0	0	100%
Flores, Jose		3	1	4	25%	5	2	7	29%	4	4	8	50%	4	0	4	50%	2	1	3	50%	2	1	3	50%	1	2	3	66%	2	1	3	50%
Isaacks, Austin		0	0	0		0	0	0		4	0	4	0%	0	0	0	0%	0	0	0	0%	0	0	0	0%	0	0	0	0%	3	3	6	50%
Renner, Aaron		1	0	1	0%	3	0	3	0%	1	0	1	0%	2	0	2	0%	0	0	0	0%	0	0	0	0%	0	0	0	0%	1	0	1	0%
Ruff, Logan		3	6	9	67%	2	5	7	71%	8	10	18	56%	0	1	1	56%	1	4	5	56%	1	4	5	56%	1	4	5	56%	0	3	3	100%
Silcox, Tyler		2	5	7	71%	11	3	14	21%	11	14	25	56%	7	2	9	56%	11	0	11	56%	11	0	11	56%	1	7	8	87%	1	7	8	87%
<b>Overall Total</b>		<b>22</b>	<b>48</b>	<b>70</b>	<b>69%</b>	<b>26</b>	<b>29</b>	<b>55</b>	<b>58%</b>	<b>46</b>	<b>78</b>	<b>124</b>	<b>63%</b>	<b>25</b>	<b>15</b>	<b>40</b>	<b>38%</b>	<b>21</b>	<b>15</b>	<b>36</b>	<b>42%</b>	<b>21</b>	<b>11</b>	<b>32</b>	<b>34%</b>	<b>17</b>	<b>44</b>	<b>61</b>	<b>72%</b>	<b>21</b>	<b>12</b>	<b>32</b>	<b>34%</b>

**Winnie Stowell Volunteer Fire Department  
Station Attendant Report per Week/Shift**

STATION ATTENDANT	Jan 2021		Feb 2021		Mar 2021		Apr 2021		May 2021		Jun 2021		Total Gross Pay	Total Shifts	20% % Allowed	\$11,006 Amount Allowed	\$55,031 BFD Starting Salary
	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay					
Jeremy Bivens	15	\$525	12	\$420	9	\$315	12	\$420	12	\$420	9	\$315	\$315				
Chris Carnahan	18	\$630	6	\$210	18	\$630	15	\$525	18	\$630	21	\$735	\$735				
Jose Flores	15	\$525	9	\$315	12	\$420	12	\$420	14	\$490	18	\$630	\$630				
Austin Isaacks		\$0	9	\$315	12	\$420	12	\$420	15	\$525	15	\$525	\$525				
Aaron Renner	11.5	\$403	6	\$210	9	\$315	12	\$420	3	\$105	9	\$315	\$315				
Logan Ruff	18	\$630	15	\$525	20	\$700	15	\$525	3	\$105	3	\$105	\$105				
Tyler Silcox	15	\$525	30	\$1,050	21	\$735	21	\$735	25	\$875	29	\$1,015	\$1,015				
<b>Total</b>	<b>92.5</b>	<b>\$3,238</b>	<b>87</b>	<b>\$3,045</b>	<b>101</b>	<b>\$3,535</b>	<b>99</b>	<b>\$3,465</b>	<b>90</b>	<b>\$3,150</b>	<b>104</b>	<b>\$3,640</b>	<b>\$3,640</b>				

STATION ATTENDANT	Jul 2021		Aug 2021		Sep 2021		Oct-2021		Nov 2021		Dec 2021		Calendar Year Totals		Total Allowed Remaining	
	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Gross Pay	Total Shifts	Total Gross Pay		20% of BFD Starting Salary
Jeremy Bivens	21	\$735	17	\$595		\$0		\$0		\$0		\$0	107	\$ 3,745	\$11,006	\$7,261
Chris Carnahan	17	\$595	15	\$525		\$0		\$0		\$0		\$0	128	\$ 4,480	\$11,006	\$6,526
Jose Flores	12	\$420	14	\$490		\$0		\$0		\$0		\$0	106	\$ 3,710	\$11,006	\$7,296
Austin Isaacks	18	\$630	6	\$210		\$0		\$0		\$0		\$0	87	\$ 3,045	\$11,007	\$7,962
Aaron Renner	12	\$420	12	\$420		\$0		\$0		\$0		\$0	74.5	\$ 2,608	\$11,006	\$8,399
Logan Ruff	0	\$0	9	\$315		\$0		\$0		\$0		\$0	83	\$ 2,905	\$11,006	\$8,101
Tyler Silcox	18	\$630	24	\$840		\$0		\$0		\$0		\$0	183	\$ 6,405	\$11,006	\$4,601
<b>Total</b>	<b>98</b>	<b>\$3,430</b>	<b>97</b>	<b>\$3,395</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>788.5</b>	<b>\$26,898</b>		

# Winnie-Stowell Volunteer Fire Department Financial Report

## Payroll Account Reconciliation

<b>East Chambers Bank Commercial Checking (Payroll Account)</b>				
<b>Beginning Bank Balance</b>		8/1/2021		<b>\$9,792.74</b>
<b>Credits/Transfers</b>				
TRANSFER	8/4/2021	TRANSFER	Transfer from County Funding to Payroll Checking	\$3,792.40
<b>Total Credits</b>				<b>\$3,792.40</b>
				<b>\$13,585.14</b>
<b>Debits</b>				
	8/4/2021	1490 Alicia Bourgeois	Accounting: Payroll	-50.00
	8/4/2021	1491 Alicia Bourgeois	Accounting: Payroll 2nd QTR TWC and 941	-50.00
	8/5/2021	1487 Bivens, Jeremy	Payroll Expense	-678.77
	8/5/2021	1486 Carnahan, Chris	Payroll Expense	-549.48
	8/5/2021	1488 Flores, Jose	Payroll Expense	-387.87
	8/5/2021	1485 Isaacks, Austin	Payroll Expense	-581.80
	8/5/2021	1484 Renner, Aaron	Payroll Expense	-378.87
	8/5/2021	1489 Tyler Silcox	Payroll Expense	-581.81
	8/5/2021	----- EFTPS	Payroll Expense	-533.80
<b>Total Debits</b>				<b>-\$3,792.40</b>
<b>Ending Bank Statement Balance</b>				<b>\$9,792.74</b>
<b>Outstanding Debits/Credits</b>				
	8/4/2021	1490 Alicia Bourgeois	Accounting Payroll	50.00
	8/4/2021	1491 Alicia Bourgeois	Accounting Payroll 2nd QTR TWC and 941	50.00
<b>Total Pending</b>				<b>\$100.00</b>
<b>Total Check Register</b>		8/1/2021		<b>\$9,892.74</b>

# Winnie-Stowell Volunteer Fire Department Financial Report

<b>East Chambers Bank Commercial Checking (Payroll Account) 15002268</b>			
<b>Bank Balance</b>		8/1/2021	\$9,792.74
<b>Outstanding Debits/Credits</b>			
TRANSFER	9/7/2021	TRANSFER	Transfer from County Funding to Payroll Checking \$3,704.72
<b>Total Outstanding Debits/Credits</b>			<b>\$3,704.72</b>
			<b>\$13,497.46</b>
<b>Bills Owed</b>			
9/6/2021	1499 Alicia Bourgeois	Accounting: Payroll	-50.00
9/5/2021	1496 Bivens, Jeremy	Payroll Expense	-549.48
9/5/2021	1494 Carnahan, Chris	Payroll Expense	-484.84
9/5/2021	1497 Flores, Jose	Payroll Expense	-452.51
9/5/2021	1493 Isaacks, Austin	Payroll Expense	-193.94
9/5/2021	1492 Renner, Aaron	Payroll Expense	-378.87
9/5/2021	1495 Ruff, James L	Payroll Expense	-290.90
9/5/2021	1498 Tyler Silcox	Payroll Expense	-775.74
<b>Total Bills</b>		8/5/2021	<b>-3,176.28</b>
		<b>Total Bills Owed</b>	
		<b>\$10,321.18</b>	
		<b>Remaining funds in Checking Account</b>	
9/7/2021	EFT EFTPS	<b>Payroll Tax Expense</b>	
		<b>-528.44</b>	
<b>Total Check Register</b>		8/11/2021	<b>\$9,792.74</b>

<b>East Chambers Bank - Commercial Checking 15000214</b>	
<b>Beginning Bank Balance</b>	8/1/2021 \$763.07
<b>Credits/Transfers/Debits</b>	
<b>Total Credits</b>	\$0.00
<b>Checks Cleared</b>	
<b>Total Cleared</b>	\$0.00
<b>Outstanding Debits/Credits</b>	
<b>Total Pending</b>	\$0.00
8/31/2021 Currently in East Chambers Bank - Commercial Checking	
<b>\$763.07</b>	

# Winnie-Stowell Volunteer Fire Department Financial Report

<b>East Chambers Bank - County Funding Account 15003361</b>				
<b>Beginning Bank Balance</b>		<b>8/31/2021</b>		<b>\$23,049.31</b>
<b>Credits/Transfers/Debits</b>				
TRANSFER	8/5/2021	TRANSFER	Transfer from County Funding to Payroll Checking	-\$3,792.40
	8/20/2021	DEPOSIT	Deposit from TX Forest Service	8,861.95
<b>Total Credits</b>				<b>\$5,069.55</b>
<b>Checks Pending</b>				
<b>Total Pending</b>				<b>\$0.00</b>
<b>8/31/2021 Currently in East Chambers Bank County Funding Account</b>				<b>\$28,118.86</b>

<b>East Chambers Bank - Benefit Account 15000923</b>				
<b>Beginning Bank Balance</b>		<b>8/1/2021</b>		<b>\$8,841.74</b>
<b>Credits/Transfers/Debits</b>				
<b>Total Credits</b>				<b>\$0.00</b>
<b>Checks Pending</b>				
<b>Total Pending</b>				<b>\$0.00</b>
<b>8/31/2021 Currently in East Chambers Bank - Benefit Account</b>				<b>\$8,841.74</b>

<b>Texas First Bank Savings 20080370</b>				
<b>Beginning Bank Balance</b>		<b>8/1/2021</b>		<b>\$2,016.89</b>
<b>Credits/Transfers</b>				
	8/31/2021	DEP	Interest Income	\$ 0.17
<b>Total Credits</b>				<b>\$0.17</b>
<b>Checks Pending</b>				
<b>Total Pending</b>				<b>\$0.00</b>
<b>8/31/2021 Currently in Texas First Bank - Savings Account</b>				<b>\$2,017.06</b>

<b>Current Cash Assets</b>				
	8/11/2021	East Chambers Bank Commercial Checking (Payroll Account)		\$9,792.74
	8/31/2021	East Chambers Bank - Commercial Checking 15000214		\$763.07
	8/31/2021	East Chambers Bank - County Funding Account 15003361		\$28,118.86
	8/31/2021	East Chambers Bank - Benefit Account 15000923		\$8,841.74
	8/31/2021	Texas First Bank Savings 20080370		\$2,017.06
<b>8/31/2021 Total Cash Assets</b>				<b>\$49,533.47</b>



**GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS**

P.O. Box 13528 • Austin, TX 78711-3528

August 23, 2021

Wayne Wilber  
District Administrator  
Chambers County Emergency Service District 1  
821 State Highway 124  
Winnie, TX 77665

Dear Mr. Wilber:

This letter is to notify you that the Chambers Co ESD 1 was previously overpaid \$20,957.04 in local sales and use taxes. A taxpayer paid local tax in error on items later determined by our auditors to be nontaxable. Since this amount was refunded to the taxpayer, it must now be repaid to the State.

The ESD is in a current payback and as of the August 2021 allocation, the outstanding balance owed the State is \$4,197.92. We are currently deducting \$529.00 per month and the current arrangement goes through April 2022.

The options to repay the overpaid amount are as follows:

- 1) Full reimbursement by onetime ACH deposit or check (if deposit, contact me for banking instructions)\*,
- 2) Apply all monthly collections to the overpaid amount until the amount has been repaid, or
- 3) Enter into a 4-month payback agreement where a monthly deduction of \$5,239.00 will be deducted for 3 months with a final deduction of \$5,240.04. The deduction would start the month after we receive your response or two months after the date of this letter if we do not receive a response. Additionally, future significant audit payments may be applied toward the repayment amount to reduce the length of the payback and notifications of those applications will be sent as they occur.

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

\* If you choose option 1, "full reimbursement by one-time ACH deposit or 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 via email, fax or mail, listed below.

If you have any questions or need additional information, you may call me, toll free at (800) 531-5441, ext. 35265. My email is [donna.bethke@cpa.texas.gov](mailto:donna.bethke@cpa.texas.gov); Fax number is 512-475-5241; mailing address is PO Box 13528, Austin, TX, 78711

Sincerely,

Donna Bethke  
Revenue Accounting Division  
Tax Allocation Section

Date \_\_\_\_\_  
SPD Official Name \_\_\_\_\_  
Title \_\_\_\_\_  
Signature \_\_\_\_\_

# **Intern-Resident Program**



# Winnie/Stowell Fire Department

## Intern/Residency Program

### QUALIFICATIONS

- Must be 18 years of age
- High School diploma or GED
- Possess and maintain a valid driver's license with acceptable driving record
- Maintain active Volunteer Fire Department status and be in good standing
- A post-offer physical examination and/or drug screen if required
- Pass a CBI or equivalent background
- Pass a physical agility exam
- *Provide a minimum of one year commitment to the program, unless otherwise approved by the Fire Chief*
- Obtain a Texas SFFMA Firefighter I designation within one year
- Obtain CPR and basic first aid certification

### BENEFITS

- Obtaining necessary hands-on experience and training
- Obtain training hours and cross over to TCFP for career opportunities (no-intern participants)
- Alarm response and firefighter duty assignment experience
- Continuing educational opportunities and support
- Uniforms and full protective structural and wildfire personal protective equipment provided
- Camaraderie and lifelong friendships
- Assistance in long term career placement

### Program objectives and overview

The overall goal of the Intern/Residency Program (IRP) is to sustain a primarily volunteer fire department that is effective and efficient, providing a level of service that does not overserve but at the same time will provide the necessary services to assure that the mission of the Winnie/Stowell Volunteer Fire Department is achieved. The program is intended to address two major objectives; the first focuses on providing a level of service to the community that will meet response needs for emergencies as well as day to day requests for public service without becoming a financial hardship to the citizens of the community. The second objective is to allow response opportunities to volunteer firefighters of the Winnie/Stowell Fire Department as well as surrounding fire agencies with the intent of

motivating volunteer firefighters as a means of retention with the goal of sustaining long-term volunteer fire department programs within our communities.

### **Volunteer shift description**

The volunteer shift is designed to offer volunteer firefighters the opportunity for response on a more consistent basis within a firehouse setting. For those that are seeking a career in the fire service or emergency medical services fields, the program provides the opportunity for advanced fire service training and incident response experience. Intern/Resident shifts are primarily designed to aid in the night responses of the department but are not limited to. Station attendant positions are not available to current IRP participants but full volunteer members in good standing.

### **Application and Requirements**

To insure sustainment of the program it is essential that all participants have a good understanding of the requirements and expectations of the program. Volunteers that choose to participate will be required to read and sign the "Intern/Resident Program Agreement" and attend a program orientation. A probation period with a minimum training will be set prior to emergency response.

- The minimum requirements for participation are as follows;
- Enrolled or Graduate of an approved fire academy/EMS course
- First responder medical certification or CPR/First Aid
- Valid class C driver license
- Approval from ESD and WS Fire Chief

### **Drivers of response vehicles are required to have mandated training as follows;**

*Class C vehicle operation requires attendance of a emergency driver training program*

*Class B vehicle operation requires attendance of a emergency driver training program*

*No driver under the age of 21, regardless of vehicle class, is allowed to respond nonemergency.*

### **Outside agency participation**

*Members of outside agency fire departments are encouraged to participate within the following guidelines;*

*Must meet minimum requirements of this program as stated above*

*Must have written approval from Outside Agency Fire Chief confirming requirements are met*

*and the Outside Agency will provide workman's compensation insurance for the participant*

*Must read and sign Intern/Resident Program Agreement*

### **Shift scheduling**

Scheduling of a shift by a firefighter is a commitment to the fire district and to the community we serve and must be taken very seriously. While allowances can and will be made for special circumstances, continued disregard and failure to keep scheduling commitments or follow policy will result in termination from the program.

Schedules will become available on the first Monday of the month prior to the month being scheduled and will be forwarded to all participants via e-mail from the Fire District Secretary. Scheduling is available on a first come first serve basis however; the Fire Chief will have the authority to override scheduling input in order to assure fairness to all. Scheduling inputs by program participants will be completed and submitted through e-mail. Additions and/or deletions to the upcoming week's schedule must be input prior to 17:00 hours on the Friday before. Any changes in scheduling after the Friday cutoff are the responsibility of the firefighter wanting the change. A suitable replacement must be found and must be approved by the District Secretary and/or Duty Chief no later than 72 hours prior to the actual shift.

In the case of sickness or a family emergency, a minimum 24 hour notice requesting a schedule change is acceptable. The District Secretary and/or Duty Chief will assist the firefighter in finding a replacement.

### **Delegation of authority**

The firefighter on any given shift with the highest rank and/or experience will be assigned as the Duty Officer for the shift and will have the responsibility to see that all shift assignments and duties are carried out. The Duty Officer is also responsible to report to the Duty Chief at the beginning of his/her shift for any additional assignments and to confirm the duty crew is on staff and available.

### **Shift duty assignments**

The priority for duty crews is to be ready and available for response as needed. The maintaining of crew integrity is essential. In addition it is the responsibility of all members of a duty crew to participate in all daily assignments including but not limited to;

Station duty assignments

Training assignments

Apparatus and equipment maintenance/cleaning assignments

Public education and fire prevention assignments

Community events as scheduled

The Duty Officer will communicate the shift activities to all crew members at the beginning of each shift and will update the Duty Chief as well as the in-coming Duty Officer (next shift) of the status of

*Must read and sign Intern/Resident Program Agreement*

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Station duty assignments

Training assignments

Apparatus and equipment maintenance/cleaning assignments

Public education and fire prevention assignments

Community events as scheduled

The Duty Officer will communicate the shift activities to all crew members at the beginning of each shift and will update the Duty Chief as well as the in-coming Duty Officer (next shift) of the status of

assignments. While it is reasonable to expect a lesser amount of activity in the evening hours, all duty crews are to participate in assignments as requested. At a minimum, each duty crew is required to complete one hour of training per shift. Training can be tailored to match current department training topics, EMS related topics and can be assigned as computer based training as weather dictates.

### **Station maintenance and cleanliness**

Fire District property should be in a condition that is presentable to the public at all times. Personnel participating in the volunteer shift program are expected to take pride and ownership in the living quarters being provided as well as all fire district property. The Duty Officer is responsible for the overall daily maintenance of living quarters and will see that the following station maintenance plan is strictly adhered to;

Ensure all kitchen areas are clean and neat

All foods shall be purged when expired

All shared living spaces are to be kept clean of debris, waste, garbage, clothing items and general clutter.

Trash cans in all areas are to be emptied daily or as needed

Bathroom areas, showers, sinks and toilets are to be kept clean at all times

Floors in all areas of the living quarters are to be maintained as needed

Occasional repairs and or additional maintenance of the facility will be assigned as needed as part of a shift assignment by the Duty Officer or Duty Chief.

### **Station visitation**

Station living quarters are intended to provide temporary residence for the Intern/Resident Program however; the facility may be used by other volunteer staff for access to the training room, visitation and special events. Scheduled shift personnel will have priority over all aspects of the living quarter's facility, a privilege which is to be recognized by all staff. Sleeping quarters are provided for on-duty personnel only, overnight guests are not welcome. At no time are "conjugal" visits allowed on District property regardless of the relationship to personnel who may be on or off duty and regardless of time of day.

Typical visiting hours are from 0900 to 2200 hours, visitors may remain until midnight with approval of the Duty Chief however; late visitations are to be limited. Personnel are to recognize that the volunteer shift program is duty oriented and abuse of visitation privileges will result in a loss of those privileges.

Personnel are to recognize that the district facility is often used for social events which may at times impose on quiet time. Respect for personnel will be of utmost priority with social functions not to be allowed to extend past midnight. Pets are not allowed.

### **Dress code and hygiene requirements**

All participants in the Intern/Resident Program are expected to maintain a high level of personal hygiene. Clothing is required to be clean and in good condition; rips, tears and holes in clothing is unacceptable. While on duty, identifiable WSVFD or CCESD1 t-shirts are to be worn. Uniform shirts and pants are to be worn during any community presentation or event and during fire inspection activities.

The Intern/Resident Program offers opportunity to both male and female alike, promoting a co-ed environment. It is expected that all participants will have the utmost respect for one-another regarding appropriate dress at all times.

### **Response guidelines**

On-duty firefighters are expected to be available at all times during their assigned shift for emergency response to all incidents with-in the Winnie/Stowell Fire District Boundaries. Response by the on-duty crew to a mutual or automatic aid request will be at the discretion of the Duty Chief. The duty crew is not to reassign themselves to another response while on a response without a direct order to do so by the Duty Chief.

### **Agreement**

Upon selection for the Intern/Resident Program, each firefighter shall be required to sign an agreement (see Appendix B) with Winnie/Stowell Fire Department. The signed agreement will be retained by the Fire District and kept in the firefighter's personnel file.

Appendix A - Volunteer shift worksheet / allowable shifts

Allowable shifts for Volunteer Firefighters

*Comparable Firefighter wages in the region:*

*Arcata Fire Protection District (AFPD) - \$41,033.00/year*

*Humboldt Bay Fire JPA (HBF) - \$41,736.00/year*

*Average Firefighter wage in region - \$41,385.00/year*

*20% of average firefighter wage (41,385.00 = \$8,277.00 per year*

*Maximum allowable shifts per year based on 20% rule = 165 shifts*

*Maximum allowable shifts per month based on FLSA standards = 18 shifts*

*Maximum allowable shifts in sequence = 4 shifts*

## **References**

*FLSA requirements for public safety -- hours allowed reference --*

*[http://docs.oracle.com/cd/E39904\\_01/hcm92pbr0/eng/hcm/hpay/task\\_FLSARequirementsforPublicSafetyEmployees3e3dc9.html](http://docs.oracle.com/cd/E39904_01/hcm92pbr0/eng/hcm/hpay/task_FLSARequirementsforPublicSafetyEmployees3e3dc9.html)*

*Hours allowed for public safety firefighter position per work period -- 212 hours in 28 days*

*Budgeted shift allocation*

*37 shifts per week @ \$50.00 per shift = \$1,850.00 @ 52 weeks = \$96,200.00 per year*

## **Appendix B - Intern/Resident Program Agreement**

It is hereby agreed between \_\_\_\_\_ (firefighter) and the Winnie/Stowell Fire Department ("District") as follows:

### 1. Acceptance

The District accepts the firefighter named above as a volunteer firefighter/EMS responder member of the District and participant in the Intern/Resident Program subject to the terms and conditions of this agreement.

### 2. Status

Firefighter understands and agrees to the status of volunteer only, without expectation of compensation for services. Enrollment in a verified fire academy or EMS course is required, or progressive training through the provided training program offered through the District.

### 3. Termination

Firefighters are at will and may be terminated at any time with or without cause.

### 4. Rules and Procedures

Firefighter shall comply with all District rules, policies, and procedures, and with the terms and conditions of this agreement at all times. Non-compliance may subject firefighter to discipline up to and including suspension or termination. Outside agency participants are required to comply as stated above. Any disciplinary action regarding an outside agency participant will include determination from the participants' Fire Chief and/or his/her designee. The District has the right to and may alter, amend, or in any way change the rules and procedures or any aspect of District operations at any time without prior notice to the firefighter.

### 5. Quarters

The District shall provide the firefighter with furnished living quarters to be shared with other full time shift and resident volunteer firefighters assigned. The District will provide furnishings, all utilities, laundry facilities with washer and dryer, kitchen appliances, microwave, telephone service (local calls only), cleaning and maintenance supplies, and certain paper products. The quarters are provided pursuant to government functions essential to public safety, health, and welfare, for trained and qualified fire/EMS personnel to assure immediate response to emergencies.

### 6. Status of Quarters

The District shall retain custody and control of the resident quarters, which is public property subject to visitation and inspection by District personnel and shall establish rules for its condition and use which shall be complied with by the resident.



7. Performance and Duty Schedule

The firefighter understands and acknowledges that the essence of the Intern/Resident Program is to maintain qualified firefighter/EMS personnel in the station for emergency response. Compliance with predetermined standards of training attendance, task performance abilities, alarm response, and maintenance of program participation requirements are reasonable and necessary.

Signed; \_\_\_\_\_ Date; \_\_\_\_\_

(Firefighter)

Signed; \_\_\_\_\_ Date; \_\_\_\_\_

(District Representative)

**Amendments 2020-2021**

		YTD	Original Budget	Budget Amendment 1 March 12, 2021	Budget Amendment 2 Sept. 8, 2021				
Line Item	Chart of Accounts	Year to Date Aug. 31, 2021	2020-2021 Budget	Total Budget Amendment 1 March 12, 2021	Line Item Amendments Sept. 8, 2021	Total Budget Amendment 2 Sept. 8, 2021	% ↑↓ Original Budget to Budget Amendment 2	% ↑↓ Budget 1 to Budget Amendment 2	Notes
<b>Income</b>	4000								
Sales Tax	4010	\$502,207.25	\$549,200.00	\$549,200.00		\$549,200.00	0.00%	0.00%	Unkown at this time. Delay in Comptroller Report.
Property Tax	4020	\$27.17	\$25.00	\$25.00		\$25.00	0.00%	0.00%	
Cost Share Assistance									
Workers Comp		\$2,450.00	\$1,189.00	\$2,450.00		\$2,450.00	106.06%	0.00%	
Grant Reimbursement		\$9,116.73	\$116.24	\$116.24	\$9,000.00	\$9,116.24	7742.60%	7742.60%	Harvey FEMA/County 50/50 Driveway
Other Income	4061	\$637.70	\$637.70	\$637.70		\$637.70	0.00%	0.00%	
Interest Income	4070	\$5,853.24	\$5,040.00	\$5,040.00	\$1,000.00	\$6,040.00	19.84%	19.84%	Increase due to higher interest rate at CCCU
Dividend Income	4071	\$1,905.43	\$500.00	\$500.00	\$1,500.00	\$2,000.00	300.00%	300.00%	Increase due to higher dividend from TX Mutual Insurance
<b>Total Income</b>		<b>\$522,197.52</b>	<b>\$556,707.94</b>	<b>\$557,968.94</b>	<b>\$11,500.00</b>	<b>\$569,468.94</b>	<b>2.29%</b>	<b>2.06%</b>	<b>Total Revenue Increased by \$12,761.00</b>
<b>Expenses</b>						\$12,761.00			
<b>Operations/VFD</b>									
<b>Administrative/Utilities</b>									
Accounting Fees-Department	6201	\$375.00	\$1,100.00	\$1,100.00		\$1,100.00	0.00%	0.00%	
Certification	5161	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	0.00%	
Cleaning Supplies	5091	\$192.25	\$300.00	\$300.00		\$300.00	0.00%	0.00%	
Dining	5162	\$0.00	\$200.00	\$200.00		\$200.00	0.00%	0.00%	
Freight	5164	\$450.72	\$150.00	\$150.00	\$305.00	\$455.00	203.33%	203.33%	Increase due to bunker gear and furniture shipments
Office Supplies	5166	\$1,339.26	\$1,100.00	\$1,100.00	\$265.00	\$1,365.00	24.09%	24.09%	
Rehab/Refreshments	5167	\$383.21	\$325.00	\$325.00		\$325.00	0.00%	0.00%	Increase due to more water
Reporter Software	5168	\$1,895.20	\$1,840.00	\$1,840.00	\$56.00	\$1,896.00	3.04%	3.04%	Increased-Upgraded features
Safety Deposit Box	6500	\$0.00	\$15.00	\$15.00		\$15.00	0.00%	0.00%	
Special Events	5175	\$433.33	\$500.00	\$500.00		\$500.00	0.00%	0.00%	
Scholarship	6510	\$1,000.00	\$4,000.00	\$4,000.00		\$4,000.00	0.00%	0.00%	
Training	5170	\$5,237.25	\$5,000.00	\$5,000.00	\$240.00	\$5,240.00	4.80%	4.80%	Action Training, J. Biven fire academy expenses (\$2,500.00 for Fire Training and \$450.00 for bunker gear)
Travel/Lodging	5171	\$0.00	\$1,000.00	\$1,000.00		\$1,000.00	0.00%	0.00%	
Uniforms	5173	\$87.45	\$450.00	\$450.00		\$450.00	0.00%	0.00%	
<b>Total Administrative</b>		<b>\$11,393.67</b>	<b>\$15,980.00</b>	<b>\$15,980.00</b>	<b>\$866.00</b>	<b>\$16,846.00</b>	<b>5.42%</b>	<b>5.42%</b>	
<b>Building</b>									
Improvements	5046	\$49,751.14	\$28,000.00	\$35,500.00	\$14,255.00	\$49,755.00	77.70%	40.15%	Increase due to Upstairs project higher than expected
Maintenance and Upkeep	5047	\$9,051.13	\$7,000.00	\$7,000.00	\$1,970.00	\$8,970.00	28.14%	28.14%	Routine Maint/Furniture Purchases (\$5,305 for conference table & chairs, lounge chairs, and routine maintance.)
<b>Total Building</b>		<b>\$58,802.27</b>	<b>\$35,000.00</b>	<b>\$42,500.00</b>	<b>\$16,225.00</b>	<b>\$58,725.00</b>	<b>67.79%</b>	<b>38.18%</b>	<b>Repairs to building cost plus additional purchases amounted to \$23,725.00 more than originally budgeted.</b>
<b>Dues</b>									
SFFMA	5053	\$850.00	\$950.00	\$950.00		\$950.00	0.00%	0.00%	
<b>Total Dues</b>		<b>\$850.00</b>	<b>\$950.00</b>	<b>\$950.00</b>	<b>\$0.00</b>	<b>\$950.00</b>	<b>0.00%</b>	<b>0.00%</b>	
<b>Equipment</b>									
Parts, Service, Repairs & Inspections	5062	\$2,424.86	\$5,500.00	\$5,500.00		\$5,500.00	0.00%	0.00%	

Line Item	Chart of Accounts	Year to Date Aug. 31, 2021	2020-2021 Budget	Total Budget Amendment 1 March 12, 2021	Line Item Amendments Sept. 8, 2021	Total Budget Amendment 2 Sept. 8, 2021	% ↑↓ Original Budget to Budget Amendment 2	% ↑↓ Budget 1 to Budget Amendment 2	Notes
Purchases (i.e. includes bunker gear and extraction tools)	5060	\$42,850.21	\$20,000.00	\$43,000.00		\$43,000.00	115.00%	0.00%	Purchases increased by \$23,000.00 due to buying new bunker gear.
Fire Rescue Supplies	5090	\$1,272.72	\$1,000.00	\$1,000.00	\$275.00	\$1,275.00	27.50%	27.50%	Increased-Rigging brush trailer
<b>Total Equipment</b>		<b>\$46,547.79</b>	<b>\$26,500.00</b>	<b>\$49,500.00</b>	<b>\$275.00</b>	<b>\$49,775.00</b>	<b>87.83%</b>	<b>0.56%</b>	<b>Total increase in cost for equipment was \$23,275.00 than originally budgeted.</b>
<b>Fleet</b>									
<b>Fuel</b>									
Diesel	5071	\$4,472.82	\$4,600.00	\$4,600.00		\$4,600.00	0.00%	0.00%	
Diesel Treatment	5070	\$172.28	\$150.00	\$150.00	\$25.00	\$175.00	16.67%	16.67%	Increased-Used more DEF
Gasoline	5072	\$3,738.27	\$4,500.00	\$4,500.00		\$4,500.00	0.00%	0.00%	
Environmental Compliance Fee	5174	\$89.36	\$50.00	\$100.00		\$100.00	100.00%	0.00%	
<b>Total Fuel</b>		<b>\$8,472.73</b>	<b>\$9,300.00</b>	<b>\$9,350.00</b>	<b>\$25.00</b>	<b>\$9,375.00</b>	<b>0.81%</b>	<b>0.27%</b>	
<b>Parts, Service &amp; Repairs</b>									
Admin 21	5027	\$233.58	\$300.00	\$300.00		\$300.00	0.00%	0.00%	
Brush 21	5020	\$1,410.48	\$1,000.00	\$2,000.00		\$2,000.00	100.00%	0.00%	
Command 21	5021	\$105.56	\$300.00	\$300.00		\$300.00	0.00%	0.00%	
Engine 21	5025	\$20,078.71	\$9,000.00	\$21,000.00		\$21,000.00	133.33%	0.00%	Engine 21 repairs increased by \$13,000.00 from original budget.
Engine 22 S/P	5028	\$7,326.09	\$3,500.00	\$5,800.00	\$1,550.00	\$7,350.00	110.00%	26.72%	PM/Electrical Issues/New Batteries
Utility 21	5022	\$57.96	\$500.00	\$500.00		\$500.00	0.00%	0.00%	
Tanker 21	5026	\$7,357.16	\$5,000.00	\$5,000.00	\$2,400.00	\$7,400.00	48.00%	48.00%	Increase-Pump Issues as discussed in August 9, 2021 minutes.
Misc.	5074	\$77.49	\$60.00	\$100.00		\$100.00	66.67%	0.00%	
<b>Total Parts</b>		<b>\$36,647.03</b>	<b>\$19,660.00</b>	<b>\$35,000.00</b>	<b>\$3,950.00</b>	<b>\$38,950.00</b>	<b>98.12%</b>	<b>11.29%</b>	<b>Repairs to vehicles cost \$19,700.00 more than originally budgeted.</b>
<b>Total Fleet</b>		<b>\$45,119.76</b>	<b>\$28,960.00</b>	<b>\$44,350.00</b>	<b>\$3,975.00</b>	<b>\$48,325.00</b>	<b>66.87%</b>	<b>8.96%</b>	
<b>Insurance</b>									
VFD									
Auto Insurance	5073	\$12,658.00	\$12,740.00	\$12,740.00		\$12,740.00	0.00%	0.00%	
Accident & Sickness	5150	\$0.00	\$2,795.00	\$2,795.00		\$2,795.00	0.00%	0.00%	
Commercial Package	5151	\$5,402.00	\$6,005.00	\$6,005.00		\$6,005.00	0.00%	0.00%	
Workers Compensation	5152	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	0.00%	
<b>Total Insurance</b>		<b>\$18,060.00</b>	<b>\$21,540.00</b>	<b>\$21,540.00</b>	<b>\$0.00</b>	<b>\$21,540.00</b>	<b>0.00%</b>	<b>0.00%</b>	
<b>Firefighter/Attendant Services</b>									
Station Attendant	5176	\$14,647.33	\$16,310.00	\$16,310.00		\$16,310.00	0.00%	0.00%	
Payroll Taxes	5178	\$2,743.70	\$3,425.00	\$3,425.00		\$3,425.00	0.00%	0.00%	
ESD Contracted Services	5177	\$50,574.68	\$66,500.00	\$66,500.00		\$66,500.00	0.00%	0.00%	
<b>Total Station Attendant</b>		<b>\$67,965.71</b>	<b>\$86,235.00</b>	<b>\$86,235.00</b>	<b>\$0.00</b>	<b>\$86,235.00</b>	<b>0.00%</b>	<b>0.00%</b>	
<b>Total Operations Costs</b>		<b>\$248,739.20</b>	<b>\$215,165.00</b>	<b>\$261,055.00</b>	<b>\$21,341.00</b>	<b>\$282,396.00</b>	<b>31.25%</b>	<b>8.17%</b>	<b>Increase in cost from original budget to 2nd Amended Budget rare due to repairs to trucks, station, and purchase of bunker gear. Of the \$67,041.00 in operations cost difference between original budget and 2nd Amended Budget, \$23,725.00 was for repairs and upgrades to the station; \$23,250.00 was for purchase of bunker gear and equipment; and \$19,700.00 for repairs to vehicles.</b>





Line Item	Chart of Accounts	Year to Date Aug. 31, 2021	2020-2021 Budget	Total Budget Amendment 1 March 12, 2021	Line Item Amendments Sept. 8, 2021	Total Budget Amendment 2 Sept. 8, 2021	% ↑↓ Original Budget to Amendment 2	% ↑↓ Budget 1 to Budget Amendment 2	Notes
<b>Total Legal</b>		\$13,487.56	\$12,900.00	\$12,900.00	\$590.00	\$13,490.00	4.57%	4.57%	
<b>Total Professional Services</b>		\$25,744.50	\$24,900.00	\$24,900.00	\$1,350.00	\$26,250.00	5.42%	5.42%	
<b>Employees</b>									
Staff									
Administrator	5190	\$40,000.00	\$40,000.00	\$40,000.00		\$40,000.00	0.00%	0.00%	
Administrative Assistant	5195	\$29,703.13	\$31,000.00	\$31,000.00		\$31,000.00	0.00%	0.00%	
Scheduling Coordinator	5221	\$9,600.00	\$9,600.00	\$9,600.00		\$9,600.00	0.00%	0.00%	
<b>Staff Payroll</b>		\$79,303.13	\$80,600.00	\$80,600.00	\$0.00	\$80,600.00	0.00%	0.00%	
Payroll Taxes	5250	\$20,974.75	\$20,575.00	\$20,575.00	\$400.00	\$20,975.00	1.94%	1.94%	Increased
<b>Total Employee</b>		\$100,277.88	\$101,175.00	\$101,175.00	\$400.00	\$101,575.00	0.40%	0.40%	
<b>Sales Tax Fees</b>									
Sales Tax Fees	6204	\$9,898.85	\$11,250.00	\$11,250.00	\$20,537.90	\$31,787.90	182.56%	182.56%	Increased repayment to Comptroller
<b>Total Sales Tax Fees</b>		\$9,898.85	\$11,250.00	\$11,250.00	\$20,537.90	\$31,787.90	182.56%	182.56%	Payback \$20,537.90 in sales tax refund.
<b>Total Administrative Costs</b>		\$316,249.87	\$314,901.95	\$315,420.08	\$24,892.90	\$340,312.98	8.07%	7.89%	Administrative cost increased because of \$20,537.90 charge back by Comptroller of Public Accounts.
<b>Total Expenses</b>		\$564,989.07	\$530,066.95	\$576,475.08	\$46,233.90	\$622,708.98	17.48%	8.02%	The 2nd Budget Amendment calls for 17.55% increase in expenses over original budget and 8.09% increase in expenses over 1st Budget Amend. Initially, the District budgeted for a \$26,640.99 surplus but in Budget Amendment 1, this shifted to a budget deficit of -\$18,506.14. In Budget Amendment 2, the deficit increases by \$35,143.90 to -\$53,650.04. Combined, this is a \$93,052.03 increase in budgeted expenses. The primary reasons for this swing are: 1) increased cost of station repairs and furniture purchases of \$23,725.00; 2) bunker gear purchases of 23,000.00; 3) repairs in excess of budget to Engine 21 and Tanker 21 totalling \$19,700.00; and 4) a \$20,537.90 chargeback by Comptroller.
<b>Net Revenue</b>		(\$42,791.55)	\$26,640.99	(\$18,506.14)	(\$34,733.90)	(\$53,240.04)	-299.84%	-187.69%	

Final Budget & 2020-2021 W/ Amendments

Line Item	Chart of Accounts	Budget Amendment 2 Sept. 8, 2021				Notes
		Original Budget		Budget Amendment 2		
		Year to Date Aug. 31, 2021	2020-2021 Budget	Total Budget Amendment 2 Sept. 8, 2021	% $\uparrow\downarrow$ Original Budget to Budget Amendment 2	
<b>Income</b>						
Sales Tax	4000	\$552,035.86	\$549,200.00	\$549,200.00	0.00%	9/9/21 Comptroller payment \$49075.83
Property Tax	4010	\$40.54	\$25.00	\$25.00	0.00%	
Cost Share Assistance	4020					
<b>Workers Comp</b>		\$2,450.00	\$1,189.00	\$2,450.00	106.06%	
<b>Grant Reimbursement</b>		\$9,116.73	\$116.24	\$9,116.24	7742.60%	Harvey FEMA/County 50/50 Driveway
<b>Other Income</b>	4061	\$637.70	\$637.70	\$637.70	0.00%	
<b>Interest Income</b>	4070	\$5,853.24	\$5,040.00	\$6,040.00	19.84%	Increase due to higher interest rate at CCCU
<b>Dividend Income</b>	4071	\$1,905.43	\$500.00	\$2,000.00	300.00%	Increase due to higher dividend from TX Mutual Insurance
<b>Total Income</b>		\$572,039.50	\$556,707.94	\$569,468.94	2.29%	<b>Total Revenue Increased by \$12,761.00</b>
<b>Expenses</b>				\$11,500.00		
<b>Operations/VFD Administrative/Utilities</b>						
Accounting Fees-Department	6201	\$375.00	\$1,100.00	\$1,100.00	0.00%	
Certification	5161	\$0.00	\$0.00	\$0.00	0.00%	
Cleaning Supplies	5091	\$192.25	\$300.00	\$300.00	0.00%	
Dining	5162	\$0.00	\$200.00	\$200.00	0.00%	
Freight	5164	\$450.72	\$150.00	\$455.00	203.33%	Increase due to bunker gear and furniture shipments
Office Supplies	5166	\$1,390.18	\$1,100.00	\$1,395.00	26.82%	
Rehab/Refreshments	5167	\$383.21	\$325.00	\$385.00	18.46%	Increase due to more water
Reporter Software	5168	\$1,895.20	\$1,840.00	\$1,896.00	3.04%	Increased-Upgraded features
Safety Deposit Box	6500	\$0.00	\$15.00	\$15.00	0.00%	
Special Events	5175	\$433.33	\$500.00	\$500.00	0.00%	
Scholarship	6510	\$1,000.00	\$4,000.00	\$4,000.00	0.00%	
Training	5170	\$5,237.25	\$5,000.00	\$5,240.00	4.80%	Action Training, J. Biven fire academy expenses (\$2,500.00 for Fire Training and \$450.00 for bunker gear)
Travel/Lodging	5171	\$0.00	\$1,000.00	\$1,000.00	0.00%	
Uniforms	5173	\$87.45	\$450.00	\$450.00	0.00%	
<b>Total Administrative</b>		\$11,444.59	\$15,980.00	\$16,936.00	5.98%	
<b>Building</b>						
Improvements	5046	\$49,751.14	\$28,000.00	\$49,755.00	77.70%	Increase due to Upstairs project higher than expected
Maintenance and Upkeep	5047	\$9,051.13	\$7,000.00	\$9,052.00	29.31%	Routine Maint/Furniture Purchases (\$5,305 for conference table & chairs, lounge chairs, and routine maintenance.)
<b>Total Building</b>		\$58,802.27	\$35,000.00	\$58,807.00	68.02%	<b>Repairs to building cost plus additional purchases amounted to \$23,725.00 more than originally budgeted.</b>
<b>Dues</b>						
SFFMA	5053	\$850.00	\$950.00	\$950.00	0.00%	
<b>Total Dues</b>		\$850.00	\$950.00	\$950.00	0.00%	
<b>Equipment</b>						
Parts, Service, Repairs & Inspections	5062	\$2,424.86	\$5,500.00	\$5,500.00	0.00%	

Line Item	Chart of Accounts	Year to Date Aug. 31, 2021	2020-2021 Budget	Total Budget Amendment 1 March 12, 2021	Line Item Amendments Sept. 8, 2021	Total Budget Amendment 2 Sept. 8, 2021	% ↑ ↓ Original Budget to Amendment 2	% ↑ ↓ Budget 1 to Budget Amendment 2	Notes
Purchases (i.e. includes bunker gear and extraction tools)	5060	\$42,850.21	\$20,000.00	\$43,000.00		\$43,000.00	115.00%	0.00%	Purchases increased by \$23,000.00 due to buying new bunker gear.
Fire Rescue Supplies	5090	\$1,272.72	\$1,000.00	\$1,000.00	\$275.00	\$1,275.00	27.50%	27.50%	Increased-Rigging brush trailer
<b>Total Equipment</b>		<b>\$46,547.79</b>	<b>\$26,500.00</b>	<b>\$49,500.00</b>	<b>\$275.00</b>	<b>\$49,775.00</b>	<b>87.83%</b>	<b>0.56%</b>	<b>Total increase in cost for equipment was \$23,275.00 than originally budgetted.</b>
<b>Fleet</b>									
Fuel									
Diesel	5071	\$4,472.82	\$4,600.00	\$4,600.00		\$4,600.00	0.00%	0.00%	
Diesel Treatment	5070	\$172.28	\$150.00	\$150.00	\$25.00	\$175.00	16.67%	16.67%	Increased-Used more DEF
Gasoline	5072	\$3,738.27	\$4,500.00	\$4,500.00		\$4,500.00	0.00%	0.00%	
Environmental Compliance Fee	5174	\$89.36	\$50.00	\$100.00		\$100.00	100.00%	0.00%	
<b>Total Fuel</b>		<b>\$8,472.73</b>	<b>\$9,300.00</b>	<b>\$9,350.00</b>	<b>\$25.00</b>	<b>\$9,375.00</b>	<b>0.81%</b>	<b>0.27%</b>	
<b>Parts, Service &amp; Repairs</b>									
Admin 21	5027	\$233.58	\$300.00	\$300.00		\$300.00	0.00%	0.00%	
Brush 21	5020	\$1,410.48	\$1,000.00	\$2,000.00		\$2,000.00	100.00%	0.00%	
Command 21	5021	\$105.56	\$300.00	\$300.00		\$300.00	0.00%	0.00%	
Engine 21	5025	\$20,078.71	\$9,000.00	\$21,000.00		\$21,000.00	133.33%	0.00%	Engine 21 repairs increased by \$13,000.00 from original budget.
Engine 22 S/P	5028	\$7,326.09	\$3,500.00	\$5,800.00	\$1,550.00	\$7,350.00	110.00%	26.72%	PM/Electrical Issues/New Batteries
Utility 21	5022	\$57.96	\$500.00	\$500.00		\$500.00	0.00%	0.00%	
Tanker 21	5026	\$7,357.16	\$5,000.00	\$5,000.00	\$2,400.00	\$7,400.00	48.00%	48.00%	Increase-Pump Issues as discussed in August 9, 2021 minutes.
Misc.	5074	\$77.49	\$60.00	\$100.00		\$100.00	66.67%	0.00%	
<b>Total Parts</b>		<b>\$36,647.03</b>	<b>\$19,660.00</b>	<b>\$35,000.00</b>	<b>\$3,950.00</b>	<b>\$38,950.00</b>	<b>98.12%</b>	<b>11.29%</b>	<b>Repairs to vehicles cost \$19,700.00 more than originally budgetted.</b>
<b>Total Fleet</b>		<b>\$45,119.76</b>	<b>\$28,960.00</b>	<b>\$44,350.00</b>	<b>\$3,975.00</b>	<b>\$48,325.00</b>	<b>66.87%</b>	<b>8.96%</b>	
<b>Insurance</b>									
<b>VFD</b>									
Auto Insurance	5073	\$12,658.00	\$12,740.00	\$12,740.00		\$12,740.00	0.00%	0.00%	
Accident & Sickness	5150	\$0.00	\$2,795.00	\$2,795.00		\$2,795.00	0.00%	0.00%	
Commercial Package	5151	\$5,402.00	\$6,005.00	\$6,005.00		\$6,005.00	0.00%	0.00%	
Workers Compensation	5152	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	0.00%	
<b>Total Insurance</b>		<b>\$18,060.00</b>	<b>\$21,540.00</b>	<b>\$21,540.00</b>	<b>\$0.00</b>	<b>\$21,540.00</b>	<b>0.00%</b>	<b>0.00%</b>	
<b>Firefighter/Attendant Services</b>									
Station Attendant	5176	\$14,647.33	\$16,310.00	\$16,310.00		\$16,310.00	0.00%	0.00%	
Payroll Taxes	5178	\$2,743.70	\$3,425.00	\$3,425.00		\$3,425.00	0.00%	0.00%	
ESD Contracted Services	5177	\$50,574.68	\$66,500.00	\$66,500.00		\$66,500.00	0.00%	0.00%	
<b>Total Station Attendant</b>		<b>\$67,965.71</b>	<b>\$86,235.00</b>	<b>\$86,235.00</b>	<b>\$0.00</b>	<b>\$86,235.00</b>	<b>0.00%</b>	<b>0.00%</b>	<b>Increase in cost from original budget to 2nd Amended Budget rare due to repairs to trucks, station, and purchase of bunker gear. Of the \$67,041.00 in operations cost difference between original budget and 2nd Amended Budget, \$23,725.00 was for repairs and upgrades to the station; \$23,250.00 was for purchase of bunker gear and equipment; and \$19,700.00 for repairs to vehicles.</b>
<b>Total Operations Costs</b>		<b>\$248,790.12</b>	<b>\$215,165.00</b>	<b>\$261,055.00</b>	<b>\$21,513.00</b>	<b>\$282,568.00</b>	<b>31.33%</b>	<b>8.24%</b>	







Line Item	Chart of Accounts	Year to Date Aug. 31, 2021	2020-2021 Budget	Total Budget Amendment 1 March 12, 2021	Line Item Amendments Sept. 8, 2021	Total Budget Amendment 2 Sept. 8, 2021	% ↑ ↓ Original Budget to Budget Amendment 2	% ↑ ↓ Budget 1 to Budget Amendment 2	Notes
<b>Total Legal</b>		\$13,487.50	\$12,900.00	\$12,900.00	\$590.00	\$13,490.00	4.57%	4.57%	
<b>Total Professional Services</b>		\$25,744.50	\$24,900.00	\$24,900.00	\$1,350.00	\$26,250.00	5.42%	5.42%	
<b>Employees</b>									
Staff									
Administrator	5190	\$40,000.00	\$40,000.00	\$40,000.00		\$40,000.00	0.00%	0.00%	
Administrative Assistant	5195	\$29,703.13	\$31,000.00	\$31,000.00		\$31,000.00	0.00%	0.00%	
Scheduling Coordinator	5221	\$9,600.00	\$9,600.00	\$9,600.00		\$9,600.00	0.00%	0.00%	
<b>Staff Payroll</b>		\$79,303.13	\$80,600.00	\$80,600.00	\$0.00	\$80,600.00	0.00%	0.00%	
Payroll Taxes	5250	\$20,974.75	\$20,575.00	\$20,575.00	\$400.00	\$20,975.00	1.94%	1.94%	Increased
<b>Total Employee</b>		\$100,277.88	\$101,175.00	\$101,175.00	\$400.00	\$101,575.00	0.40%	0.40%	
<b>Sales Tax Fees</b>									
Sales Tax Fees	6204	\$31,189.53	\$11,250.00	\$11,250.00	\$20,537.90	\$31,787.90	182.56%	182.56%	Increased repayment to Comptroller
<b>Total Sales Tax Fees</b>		\$31,189.53	\$11,250.00	\$11,250.00	\$20,537.90	\$31,787.90	182.56%	182.56%	Payback \$20,537.90 in sales tax refund.
<b>Total Administrative Costs</b>		\$337,540.55	\$314,901.95	\$315,420.08	\$25,007.90	\$340,427.98	7.93%	7.93%	Administrative cost increased because of \$20,537.90 charge back by Comptroller of Public Accounts.
<b>Total Expenses</b>		\$586,330.67	\$530,066.95	\$576,475.08	\$46,520.90	\$622,995.98	17.53%	8.07%	The 2nd Budget Amendment calls for 17.55% increase in expenses over original budget and 8.09% increase in expenses over 1st Budget Amend. Initially, the District budgeted for a \$26,640.99 surplus but in Budget Amendment 1, this shifted to a budget deficit of -\$18,506.14. In Budget Amendment 2, the deficit increases by \$35,143.90 to -\$53,650.04. Combined, this is a \$93,052.03 increase in budgeted expenses. The primary reasons for this swing are: 1) increased cost of station repairs and furniture purchases of \$23,725.00; 2) bunker gear purchases of 23,000.00; 3) repairs in excess of budget to Engine 21 and Tanker 21 totalling \$19,700.00; and 4) a \$20,537.90 chargeback by Comptroller.
<b>Net Revenue</b>		(\$14,291.17)	\$26,640.99	(\$18,506.14)	(\$35,020.90)	(\$53,527.04)	-300.92%	-189.24%	

**2021-2022 Budget**

Line Item	Chart of Accounts	Final Budget 2020-2021 (These #s are Linked to Column F-2020-2021)	Year to Date Aug. 31, 2021 (These #s are Linked to Column G-2020-2021)	2021-2022 Budget	YTD Diff from Budget	YTD to Budget Percentage	Noted
<b>Income</b>							
Sales Tax	4000	\$549,200.00	\$502,207.25	\$560,000.00	\$57,792.75	89.68%	
Property Tax	4010	\$25.00	\$27.17	\$5.00	(\$22.17)	543.40%	Decreased, fewer delinquents
Cost Share Assistance	4020		+				
Workers Comp		\$2,450.00	\$2,450.00	\$0.00	(\$2,450.00)	#DIV/0!	VFD paying prem.
Grant Reimbursement		\$9,116.24	\$9,116.73	\$0.00	(\$9,116.73)	#DIV/0!	None expected
Other Income	4061	\$637.70	\$637.70	\$0.00	(\$637.70)	0.00%	
Interest Income	4070	\$6,040.00	\$5,853.24	\$2,600.00	(\$3,253.24)	225.12%	Decreased, lower rates
Dividend Income	4071	\$2,000.00	\$1,905.43	\$1,000.00	(\$905.43)	190.54%	
<b>Total Income</b>		<b>\$569,468.94</b>	<b>\$522,197.52</b>	<b>\$563,605.00</b>	<b>\$41,407.48</b>	<b>92.65%</b>	
<b>Expenses</b>							
<b>Operations/VFD</b>							
<b>Administrative/Utilities</b>							
Accounting Fees-Department	6201	\$1,100.00	\$375.00	\$1,100.00	\$725.00	34.09%	
Certification	5161	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
Cleaning Supplies	5091	\$300.00	\$192.25	\$300.00	\$107.75	64.08%	
Dining	5162	\$200.00	\$0.00	\$200.00	\$200.00	0.00%	
Freight	5164	\$455.00	\$450.72	\$150.00	(\$300.72)	300.48%	
Office Supplies	5166	\$1,365.00	\$1,339.26	\$1,100.00	(\$239.26)	121.75%	
Rehab/Refreshments	5167	\$325.00	\$383.21	\$350.00	(\$33.21)	109.49%	Slight increase
Reporter Software	5168	\$1,896.00	\$1,895.20	\$1,896.00	\$0.80	99.96%	
Safety Deposit Box	6500	\$15.00	\$0.00	\$0.00	\$0.00	#DIV/0!	No more Safe Deposit Box
Special Events	5175	\$500.00	\$433.33	\$500.00	\$66.67	86.67%	
Scholarship	6510	\$4,000.00	\$1,000.00	\$4,000.00	\$3,000.00	25.00%	
Training	5170	\$5,240.00	\$5,237.25	\$5,000.00	(\$237.25)	104.75%	
Travel/Lodging	5171	\$1,000.00	\$0.00	\$1,100.00	\$1,100.00	0.00%	SAFE-D Convention



	B	C	D	E	F	G	H	I	J
Line Item	Chart of Accounts	Final Budget 2020-2021 (These #s are Linked to Column F-2020-2021)	Year to Date Aug. 31, 2021 (These #s are Linked to Column G-2020-2021)	2021-2022 Budget	YTD Diff from Budget	YTD to Budget Percentage			Noted
2									
59	Total Parts	\$38,950.00	\$36,647.03	\$28,100.00	(\$8,547.03)	130.42%			
60	Total Fleet	\$48,325.00	\$45,119.76	\$37,500.00	(\$7,619.76)	120.32%			
61	Insurance								
62	VFD								
63	Auto Insurance	\$12,740.00	\$12,658.00	\$12,740.00	\$82.00	99.36%			
64	Accident & Sickness	\$2,795.00	\$0.00	\$2,795.00	\$2,795.00	0.00%			
65	Commercial Package	\$6,005.00	\$5,402.00	\$6,005.00	\$603.00	89.96%			
66	Workers Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%			VFD paying prem.
67	Total Insurance	\$21,540.00	\$18,060.00	\$21,540.00	\$3,480.00	83.84%			
68	Firefighter/Attendant Services								
69	Station Attendant	\$16,310.00	\$14,647.33	\$16,310.00	\$1,662.67	89.81%			To assist any shortfall
70	Payroll Taxes	\$3,425.00	\$2,743.70	\$3,425.00	\$681.30	80.11%			
71	ESD Contracted Services	\$66,500.00	\$50,574.68	\$61,000.00	\$10,425.32	82.91%			Decreased
72	Total Station Attendant	\$86,235.00	\$67,965.71	\$80,735.00	\$12,769.29	84.18%			
73	Total Operations Costs	\$282,396.00	\$248,739.20	\$195,871.00	(\$33,220.41)	126.99%			

Line Item	Chart of Accounts	Final Budget 2020-2021 (These #s are Linked to Column F-2020-2021)	Year to Date Aug. 31, 2021 (These #s are Linked to Column G-2020-2021)	2021-2022 Budget	YTD Diff from Budget	YTD to Budget Percentage	Noted
<b>Administrative Expenses</b>							
Bank Fees	6205	\$200.00	\$189.21	\$180.00	(\$9.21)	105.12%	
Meeting Filing Fees	6220	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
Postage	6225	\$110.00	\$98.89	\$110.00	\$11.11	89.90%	
Public Notice	6221	\$120.00	\$117.50	\$80.00	(\$37.50)	146.88%	Increased slightly
Utilities							
Electric	5200	\$4,200.00	\$4,314.98	\$4,500.00	\$185.02	95.89%	
Center Point (Natural Gas)	5201	\$555.00	\$516.64	\$555.00	\$38.36	93.09%	Increased (extra AC unit)
TBCD Water/Sewer	5202	\$703.86	\$800.00	\$800.00			
Garbage Pickup	5044	\$1,025.00	\$1,016.19	\$1,200.00	\$183.81	84.68%	
Cell Phone	5210	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	100.00%	
Technology	6352	\$500.00	\$321.23	\$500.00	\$178.77	64.25%	
Spectrum TW/First Net	5204	\$4,590.00	\$4,381.62	\$4,590.00	\$208.38	95.46%	
<b>Total Utilities</b>		<b>\$12,870.00</b>	<b>\$12,527.06</b>	<b>\$13,345.00</b>	<b>\$794.34</b>	<b>93.87%</b>	
<b>Total Administrative</b>		<b>\$13,300.00</b>	<b>\$12,932.66</b>	<b>\$13,715.00</b>	<b>\$758.74</b>	<b>94.30%</b>	
<b>Dues</b>							
Safe-D	6300	\$550.00	\$550.00	\$550.00	\$0.00	100.00%	
Winnie C of C	5054	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
<b>Total Dues</b>		<b>\$550.00</b>	<b>\$550.00</b>	<b>\$550.00</b>	<b>\$0.00</b>	<b>100.00%</b>	
<b>Insurance-ESD</b>							
Bond	6400	\$400.00	\$400.00	\$400.00	\$0.00	100.00%	
Commercial Package	6401	\$7,772.00	\$7,772.00	\$7,800.00	\$28.00	99.64%	Increased-Add. Coverage
Workers Compensation	6402	\$6,925.00	\$6,921.00	\$7,000.00	\$79.00	98.87%	Increased-Add. Coverage
<b>Total Insurance</b>		<b>\$15,097.00</b>	<b>\$15,093.00</b>	<b>\$15,200.00</b>	<b>\$107.00</b>	<b>99.30%</b>	
<b>Loans</b>							
E21/T21 Interest	5088	\$6,524.60	\$6,524.50	\$3,329.11	(\$3,195.39)	195.98%	Final Payment
E21/T21 Principle	5092	\$76,434.28	\$76,434.28	\$79,629.77	\$3,195.49	95.99%	Final Payment
E22 S/P Interest	5094	\$13,750.93	\$13,750.93	\$11,969.18	(\$1,781.75)	114.89%	Payment #5
E22 S/P Principle	5093	\$55,043.27	\$55,043.27	\$56,825.02	\$1,781.75	96.86%	Payment #5
<b>Total Loans</b>		<b>\$151,753.08</b>	<b>\$151,752.98</b>	<b>\$151,753.08</b>	<b>\$0.10</b>	<b>100.00%</b>	
<b>Professional Services</b>							

	A	B	C	D	E	F	G	H	I	J
Line Item	Chart of Accounts	Final Budget 2020-2021 (These #'s are Linked to Column F-2020-2021)	Year to Date Aug. 31, 2021 (These #'s are Linked to Column G-2020-2021)	2021-2022 Budget	YTD Diff from Budget	YTD to Budget Percentage	Noted			
ESD										
106	Accounting Fees	\$2,020.00	\$2,019.00	\$2,050.00	\$31.00	98.49%				
107	Audit	\$7,500.00	\$7,000.00	\$7,500.00	\$500.00	93.33%				Increased
	HdL Companies-Tax Forecasting	\$3,240.00	\$3,238.00	\$2,500.00	(\$738.00)	129.52%				
108	<b>Other Professional Fees</b>	<b>\$12,760.00</b>	<b>\$12,257.00</b>	<b>\$12,050.00</b>	<b>(\$207.00)</b>	<b>101.72%</b>				
110										
111	Legal Retainer									
112	Hubert Oxford IV	\$4,200.00	\$4,200.00	\$4,200.00	\$0.00	100.00%				
113	Joshua Heinz	\$4,200.00	\$4,200.00	\$4,200.00	\$0.00	100.00%				
114	Other Attorney Fees	\$5,090.00	\$5,087.50	\$5,000.00	(\$87.50)	101.75%				
115	<b>Total Legal</b>	<b>\$13,490.00</b>	<b>\$13,487.50</b>	<b>\$13,400.00</b>	<b>(\$87.50)</b>	<b>100.65%</b>				
116	<b>Total Professional Services</b>	<b>\$26,250.00</b>	<b>\$25,744.50</b>	<b>\$25,450.00</b>	<b>(\$294.50)</b>	<b>101.16%</b>				
117										
118	Staff									
119	Administrator	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	100.00%				
120	Administrative Assistant	\$31,000.00	\$29,703.13	\$31,000.00	\$1,296.87	95.82%				
121	Scheduling Coordinator	\$9,600.00	\$9,600.00	\$9,600.00	\$0.00	100.00%				
122	<b>Staff Payroll</b>	<b>\$80,600.00</b>	<b>\$79,303.13</b>	<b>\$80,600.00</b>	<b>\$1,296.87</b>	<b>98.39%</b>				
123	Payroll Taxes	\$20,975.00	\$20,974.75	\$21,000.00	\$25.25	99.88%				
124	<b>Total Employee</b>	<b>\$101,575.00</b>	<b>\$100,277.88</b>	<b>\$101,600.00</b>	<b>\$1,322.12</b>	<b>98.70%</b>				
	<b>Sales Tax Fees</b>									
125	Sales Tax Fees	\$31,787.90	\$9,898.85	\$11,250.00	\$1,351.15	87.99%				
126	<b>Total Sales Tax Fees</b>	<b>\$31,787.90</b>	<b>\$9,898.85</b>	<b>\$11,250.00</b>	<b>\$1,351.15</b>	<b>87.99%</b>				
127										
128	<b>Total Administrative Costs</b>	<b>\$340,312.98</b>	<b>\$316,249.87</b>	<b>\$319,518.08</b>	<b>\$3,037.61</b>	<b>98.98%</b>				
129	<b>Total Expenses</b>	<b>\$622,708.98</b>	<b>\$564,989.07</b>	<b>\$515,389.08</b>	<b>(\$107,319.90)</b>	<b>109.62%</b>				
130	<b>Net Revenue</b>	<b>(\$53,240.04)</b>	<b>(\$42,791.55)</b>	<b>\$48,215.92</b>	<b>\$148,727.38</b>	<b>-88.75%</b>				
131										

*Staff MS*