

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS OF THE  
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 3

A regular meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 3 (“District”) was called for at 4:00 p.m. on February 9, 2026, at the District’s administrative office, located at 3554 S. Pine Island Rd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

At approximately 4:00 p.m., the regular meeting was called to order. The roll was called of the duly constituted officers and members of the Board, to wit:

Brandon Rose	President
Darby Doguet	Vice President
Rich Courville	Secretary
Bryan Phelps	Treasurer
Collin Garrett	Assistant Treasurer

All of said Board members were present, thus constituting a quorum. Also present at the meeting were: Daniel Diaz, District Administrator; Phillip Kibordeaux, District Fire Chief; Mary Ellen Robertson, the District’s accountant; Joshua Heinz of Benckenstein & Oxford, LLP, attorneys for the District; and, other members of the fire department.

Upon establishing that a quorum was present, President Rose asked for public comment as set forth in Agenda Item No. 3, and being as there was none, the Board moved along to Agenda Item No. 4, at which time Mr. Diaz and Chief Kibodeaux reviewed with the Board their written monthly Administrator and Chief Reports, copies of which are attached hereto as **Exhibit A**.


The Board was then directed Agenda Item No. 5 for review of the minutes of the regular meeting held on January 13, 2026. Upon motion by Secretary Courville and

seconded by Assistant Treasurer Garrett, and with the unanimous consent of the Board members present, the Minutes were approved.

Next, the Board was directed to Agenda Item No. 6 for review of the financial statements and payment of the District's bills. Mr. Diaz and Mrs. Robertson reviewed and discussed with the Board the monthly financial statements and listing of bills being presented for approval and payment, copies of which are attached hereto as **Exhibit B**. Mr. Diaz also recommended that \$230,000.00 be transferred from the District's Stellar Bank checking account (acct. no ending 9872) to the TexSTAR investment pool account (acct. no ending 2220). Upon motion by Secretary Courville and seconded Vice President Doguet, and with the unanimous consent of all the members present, the Board approved payment of the bills reflected in the check list and checking account register (Check Nos. 4960 and 5199-5225, and the Entergy, Mastercard Card Services, and other auto-debit/ACH payments), and the above-described account fund transfer.

Being as there were no matters to address under Agenda Item No. 7, President Rose directed the Board's attention to Agenda Item No. 8, at which time the Board discussed the Station 3 design/construction process. Assistant Treasurer Garrett advised that he will instruct the architect to complete the sign design drawings so that the District can move forward with the sign construction.

Being as there were no other matters to come before the Board under Agenda Item No. 9, the regular meeting was adjourned at approximately 4:25 p.m.

  
\_\_\_\_\_  
Brandon Rose, President  
Darby Doquet, Vice President  
Date: 3/9/2026

ATTEST:

  
\_\_\_\_\_  
Rich Courville, Secretary

Date: 3/9/2026

# Exhibit A



**DISTRICT ADMINISTRATOR'S  
MONTHLY REPORT- February 9<sup>th</sup>, 2026**

**Updates-**

Will be paying Station 3/Meeker Property annual payment today. This loan will mature next year.

No sales or property tax deposit, should be by Wednesday.

Attended SAFE-D in San Antonio

Received training grant reimbursement for Capt Araujo to attend Extrication School in Nov.

**JCESD #3's Calls for Service**

**Total- 42**

Station 1- See Chief's Report

Station 2- No Updates- See Chief's Report

Station 3- No Updates

Daniel J Diaz

**ESD EXPENSES OVER \$2,500.00 / for  
approval.**



## Chief's Report

~~January~~ 2026  
February

- Station 1
  - R31 Bay door is having issues, Dabney OHD is working on it
  - Apparatus
    - None
- Station 2
  - No building issues
  - B32 Waiting estimate for new valves for brush pump. Seiben waiting on reply from suppliers
- Station 3
  - No building issues
  - No apparatus issues
- Equipment requests for purchase
  - New bunker gear delivered and in service
  - ~~Need to approve Tanker 31 loose equipment.~~
- Calls for service-42
- Annual Pump tests/PMS/ladder tests/hose testing/SCBA flow testing scheduled for Feb/March
- PPE advanced inspection and cleaning scheduled for Feb 16/17
  - Some sets may be retired
- Researching and working on policies for TCFP compliance for possible part time paid firefighter positions.

# Exhibit B

**JEFFESD3 - Jefferson County ESD No. 3**

**Check List**

All Bank Accounts

February 9, 2026

Check Number	Check Date	Payee	Amount
<b>Payroll Checks</b>			
4960	02/09/26	Diaz, Daniel J	2,827.90
			<b>Payroll Check Total</b>
			<u>2,827.90</u>
<b>Vendor Checks</b>			
5199	02/09/26	A 1 Filter Service	15.00
5200	02/09/26	Advanced Rescue Systems	2,035.00
5201	02/09/26	Beaumont Tractor Company, INC	804.54
5202	02/09/26	Beaumont Tractor Company, INC	1,569.76
5203	02/09/26	Benckenstein & Oxford, L.L.P.	1,132.00
5204	02/09/26	Clicktunity	247.89
5205	02/09/26	Cocomo Joe's	191.00
5206	02/09/26	Dabney Garage Doors	475.00
5207	02/09/26	Ethan Chick	750.00
5208	02/09/26	Hubert Oxford IV	400.00
5209	02/09/26	Joshua Carl Heinz	400.00
5210	02/09/26	Justin C. McGraw	750.00
5211	02/09/26	Lewis A. Kibodeaux	750.00
5212	02/09/26	M&D Supply Inc.	214.39
5213	02/09/26	M&D Supply Inc.	216.62
5214	02/09/26	Mary Ellen Robertson, CPA, PLLC	525.00
5215	02/09/26	Mary Ellen Robertson, CPA, PLLC	344.36
5216	02/09/26	O'Reilly Auto Parts	107.17
5218	02/09/26	Sean Gray	750.00
5219	02/09/26	Sour Lake Motor Company, Inc.	113.66
5220	02/09/26	Sutherland Lumber Southwest, Inc.	183.07
5221	02/09/26	Texas Advantage Community Bank	29,827.52
5222	02/09/26	The Examiner	37.50
5223	02/09/26	WEX Bank	1,212.76
5224	02/09/26	Phillip Kibodeaux	950.00
5225	02/09/26	United Communications Inc.	5,716.32
			<b>Vendor Check Total</b>
			<u>49,718.56</u>
			<b>Check List Total</b>
			<u><u>52,546.46</u></u>

Check count = 27

# Jefferson County ESD No. 3

## Bank Account Register

Checking-Stellar Bank

January 13, 2026 - February 9, 2026

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
01/13/26			Beginning Balance			241,284.40
01/13/26			Property Tax Revenue Jan 2026 Deposit		188,963.56	430,247.96
01/15/26		Sparklight	Sparklight- St 1 Internet	183.78		430,064.18
01/15/26			Transfer of funds from Checking to TexStar	410,000.00		20,064.18
01/15/26			Q1/2026 941 Deposit	844.20		19,219.98
01/20/26		Phillip MC	Card Service Center	204.56		19,015.42
01/20/26		Daniel MC	Card Service Center	869.44		18,145.98
01/20/26		Daniel MC	Card Service Center	569.30		17,576.68
01/23/26			941 Q4 2025	844.20		16,732.48
01/26/26			940 Deposit 2025	42.00		16,690.48
01/27/26			Deposit- \$300 TEEX Class Reimbursment/ \$75.00 Space Rental Herrera St 3		375.00	17,065.48
01/28/26		ENERGY	Entergy- Acct 135554277- China Warehouse	55.98		17,009.50
01/28/26		ENERGY	Entergy- Acct 135558120 St 1	258.81		16,750.69
02/01/26		Next Level	Next Level Medical	1,020.00		15,730.69
02/09/26	4960		Diaz, Daniel J	2,827.90		12,902.79
02/09/26	5199	A1FILTER	A 1 Filter Service	15.00		12,887.79
02/09/26	5200	ADVANCED	Advanced Rescue Systems	2,035.00		10,852.79
02/09/26	5201	BMT Tractor	Beaumont Tractor Company, INC	804.54		10,048.25
02/09/26	5202	BMT Tractor	Beaumont Tractor Company, INC	1,569.76		8,478.49
02/09/26	5203	BENCK	Benckenstein & Oxford, L.L.P.	1,132.00		7,346.49
02/09/26	5204	Clicktunity	Clicktunity	247.89		7,098.60
02/09/26	5205	Cocomo Joes	Cocomo Joe's	191.00		6,907.60
02/09/26	5206	Dabney	Dabney Garage Doors	475.00		6,432.60
02/09/26	5207	Ethan	Ethan Chick	750.00		5,682.60
02/09/26	5208	H Oxford	Hubert Oxford IV	400.00		5,282.60
02/09/26	5209	Josh Heinz	Joshua Carl Heinz	400.00		4,882.60
02/09/26	5210	McGraw	Justin C. McGraw	750.00		4,132.60
02/09/26	5211	Lewis	Lewis A. Kibodeaux	750.00		3,382.60
02/09/26	5212	MDSUPPLY	M&D Supply Inc.	214.39		3,168.21
02/09/26	5213	MDSUPPLY	M&D Supply Inc.	216.62		2,951.59
02/09/26	5214	MER	Mary Ellen Robertson, CPA, PLLC	525.00		2,426.59
02/09/26	5215	MER	Mary Ellen Robertson, CPA, PLLC	344.36		2,082.23
02/09/26	5216	OREILLY	O'Reilly Auto Parts	107.17		1,975.06
02/09/26	5218	Gray	Sean Gray	750.00		1,225.06
02/09/26	5219	SL MOTOR CO	Sour Lake Motor Company, Inc.	113.66		1,111.40
02/09/26	5220	Sutherlands	Sutherland Lumber Southwest, Inc.	183.07		928.33
02/09/26	5221	TXADVANTANG	Texas Advantage Community Bank	29,827.52		(28,899.19)
02/09/26	5222	EXAMINER	The Examiner	37.50		(28,936.69)
02/09/26	5223	ExxonMobil	WEX Bank	1,212.76		(30,149.45)
02/09/26	5224	Phillip	Phillip Kibodeaux	950.00		(31,099.45)
02/09/26	5225	UNITEDCOMM	United Communications Inc.	5,716.32		(36,815.77)
<b>Totals</b>				467,438.73	189,338.56	(36,815.77)

Transaction count = 40



Good Morning, Daniel Diaz

## Priority Accounts



[View all](#)

Available: \$42,228.05 ⓘ

Current: \$42,228.05 ⓘ

### Stellar Bank Checking Account 9872

Available Balance  
Current Balance

**\$16,596.33**  
**\$16,596.33**

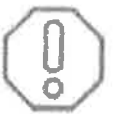
### Stellar Bank Savings Account 7793

Available Balance  
Current Balance

**\$25,631.72**  
**\$25,631.72**

Protect your account. *Turn on alerts today.*

**Go to Alert Settings →**



[View all accounts](#)



JEFFERSON COUNTY ESD 3  
 ATTN DANIEL J DIAZ  
 3554 S PINE ISLAND RD  
 BEAUMONT TX 77713-3260

**MONTHLY STATEMENT OF ACCOUNT**

**ACCOUNT:** 1231112220

**ACCOUNT NAME:** TS SAVINGS

**STATEMENT PERIOD:** 01/01/2026 - 01/31/2026

TEXSTAR MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 3.7074%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 37 DAYS AND THE NET ASSET VALUE FOR 1/30/26 WAS 1.000138.

**MONTHLY ACTIVITY DETAIL**

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			1,322,447.57
01/15/2026	ACH DEPOSIT			
01/30/2026	MONTHLY POSTING	6216742	410,000.00	1,732,447.57
		9999888	4,868.88	1,737,316.45
	ENDING BALANCE			1,737,316.45

**MONTHLY ACCOUNT SUMMARY**

BEGINNING BALANCE	
TOTAL DEPOSITS	1,322,447.57
TOTAL WITHDRAWALS	410,000.00
TOTAL INTEREST	0.00
ENDING BALANCE	4,868.88
AVERAGE BALANCE	1,737,316.45
	1,547,286.28

**ACTIVITY SUMMARY (YEAR-TO-DATE)**

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
TS SAVINGS	410,000.00	0.00	4,868.88

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT TEXSTAR PARTICIPANT SERVICES AT 1-800-839-7827.

**Jefferson County ESD No. 3**  
**Statement of Activities ( Cash Basis)**  
**All Locations**

	1 Month Ended 1/31/2026 Actual	4 Months Ended 1/31/2026 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
<b>Revenue</b>					
Property Tax Revenue	\$ 188,964	\$ 243,870	\$ 534,345	\$ (290,475)	45.64%
Sales and Use Tax Income	122,437	473,579	703,000	(229,421)	67.37%
Grants	300	7,525	20,000	(12,475)	37.63%
Interest Income	4,869	17,304	35,000	(17,696)	49.44%
Fire Recovery (Billing Svc)	-	-	2,500	(2,500)	0.00%
Delinquent Property Taxes	-	-	7,500	(7,500)	0.00%
Other Income	75	1,067	20,000	(18,933)	5.34%
<b>Total Revenue</b>	<u>316,645</u>	<u>743,345</u>	<u>1,322,345</u>	<u>(579,000)</u>	<u>56.21%</u>
<b>Operating Expenses</b>					
ISO/Hydrant Maint., Compliance & Improv.	-	-	4,500	(4,500)	0.00%
Software	-	5,660	6,200	(540)	91.29%
Office Supplies	242	370	500	(130)	74.00%
Cleaning Supplies	159	292	1,200	(908)	24.33%
Station Maintenance	920	2,326	14,000	(11,674)	16.61%
Insurance - Liability & Windstorm	35,501	35,501	40,000	(4,499)	88.75%
Insurance - Worker's Compensation	10,569	10,569	13,000	(2,431)	81.30%
Fuel	1,568	3,451	11,000	(7,549)	31.37%
Maintenance - Preventative - Trucks	-	-	12,000	(12,000)	0.00%
Repairs and Maintenance - Trucks	1,884	5,645	33,000	(27,355)	17.11%
Tests - Pump/Hose	-	-	6,500	(6,500)	0.00%
Training-China	-	6,574	13,500	(6,926)	48.70%
Equipment Purchase (< \$5,000)	200	4,106	7,000	(2,894)	58.66%
Legal	1,175	5,325	16,000	(10,675)	33.28%
Accounting	525	2,100	15,300	(13,200)	13.73%
Advertising, Promotion. Public Relations	162	2,059	5,000	(2,941)	41.18%
Utilities	687	2,870	7,500	(4,630)	38.27%
Website Expense	248	911	2,960	(2,049)	30.78%
Phone/Cable/Internet	372	2,442	6,000	(3,558)	40.70%
Dues, Subscriptions and Fees	-	407	3,500	(3,093)	11.63%
Communication Repairs	-	-	1,500	(1,500)	0.00%
Communication Maintenance Fee	-	11,318	11,000	318	102.89%
Communication Equipment Purchases	88	129	3,000	(2,871)	4.30%
Contract Labor	750	3,000	10,000	(7,000)	30.00%
Dispatch Expense	-	899	13,000	(12,101)	6.92%
District Fire Chief	950	3,800	11,400	(7,600)	33.33%
Assistant Chief Compensation	750	3,000	9,000	(6,000)	33.33%
Assistand Fire Chief - Insp/Inv	750	3,000	9,000	(6,000)	33.33%
Battalion Chief - Operations	750	3,000	9,000	(6,000)	33.33%
Fire Fighter Healthcare	1,020	2,890	31,000	(28,110)	9.32%
Fire Fighter Recognition	522	1,080	4,000	(2,920)	27.00%
Uniforms	325	983	4,000	(3,017)	24.58%
Travel	-	774	6,000	(5,226)	12.90%
Meals/emergency scenes	-	288	1,000	(712)	28.80%
Personal Protective Equipment	2,416	2,416	30,000	(27,584)	8.05%
Personal Protective Airpacks	64	64	10,000	(9,936)	0.64%
Rent - Nome Fire station	600	600	600	-	100.00%
Supplies-EMS	-	93	7,500	(7,407)	1.24%
Supplies - Firefighting	-	49	1,500	(1,451)	3.27%
Other Costs	-	430	500	(70)	86.00%
<b>Total Operating Expenses</b>	<u>63,197</u>	<u>128,421</u>	<u>391,660</u>	<u>(263,239)</u>	<u>32.79%</u>

**Jefferson County ESD No. 3**  
**Statement of Activities ( Cash Basis)**  
**All Locations**

	1 Month Ended 1/31/2026 Actual	4 Months Ended 1/31/2026 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
<b>Administrative Expenses</b>					
Administrative Wages	3,400	13,600	40,800	(27,200)	33.33%
Office Supplies	69	182	900	(718)	20.22%
Postage/Delivery	27	41	400	(359)	10.25%
Interest Expense - Notes Payable	-	-	24,132	(24,132)	0.00%
Licenses, Fees, Permits	24	57	150	(93)	38.00%
Training	-	585	3,000	(2,415)	19.50%
Bank Service Charges	-	-	100	(100)	0.00%
Service Fees- Tax Collection	-	-	4,800	(4,800)	0.00%
Service Fees - Tax Office	-	1,391	3,300	(1,909)	42.15%
State Sales Tax Service Fee	2,449	9,472	14,060	(4,588)	67.37%
Consulting	3,175	3,175	4,500	(1,325)	70.56%
Uniforms - Admin	-	-	400	(400)	0.00%
Travel - Admin	-	-	6,000	(6,000)	0.00%
Notes Payable - Principle	-	-	104,423	(104,423)	0.00%
Payroll Tax Expense	304	1,085	3,500	(2,415)	31.00%
Contingency	-	-	20,220	(20,220)	0.00%
Purchase of a Fixed Asset	1,000	95,120	300,000	(204,880)	31.71%
Capital Fund Allocation	-	-	400,000	(400,000)	0.00%
<b>Total Administrative Expenses</b>	<u>10,448</u>	<u>124,708</u>	<u>930,685</u>	<u>(805,977)</u>	<u>13.40%</u>
<b>Total Expenses</b>	<u>73,645</u>	<u>253,129</u>	<u>1,322,345</u>	<u>(1,069,216)</u>	<u>19.14%</u>
<b>Net Change in Fund Balance</b>	<u>\$ 243,000</u>	<u>\$ 490,216</u>	<u>\$ 0</u>		