

MINUTES OF THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF
GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 2

A regular meeting of the Board of Commissioners of Galveston County Emergency Services District No. 2 (“District”) was called for at 12:00 p.m. on January 19, 2024, at the Crystal Beach fire station, located at 930 Noble Carl Road, Crystal Beach, Texas 77650, pursuant to notice duly posted and published according to law.

At approximately 12:00 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:

Kate Newberry	President
Greg Fountain	Secretary
Geroge Strong	Treasurer
Tim Byrom	Commissioner
Tim Hardy	Commissioner

All of said Board members were present, thus constituting a quorum. Also present were Doug Saunders, District Manager; Georgia Osten, District Administrative Assistant; Frank DeMarco, EMS Operations Supervisor; Joshua Heinz of Benckenstein & oxford, LLP, attorneys for the District; and, the individuals listed on the attendance log attached hereto as **Exhibit A**.

Upon establishing that a quorum was present, President Newberry directed the Board to Agenda Item No. 3, at which time the Board members and others in attendance said the U.S. and Texas pledges of allegiance.

Being as there was no public comment under Agenda Item No. 4, President Newberry moved the Board along to Agenda Item No. 5, at which time Treasurer Strong made a motion to approve and authorize the following matters listed under the consent agenda, which was seconded by Secretary Fountain and unanimously approved by the Board:

- a. Minutes of the December 13, 2023 Regular Meeting;
- b. Payment of District Bills and Accounts (**Exhibit B**)¹; and,
- c. VFDs' Monthly Expense Reimbursements (**Exhibit C**)².

The Board was then directed to Agenda Item No. 6, at which time Treasurer Strong reviewed the financial information contained in the meeting packet, including the regular monthly Treasurer's Report, which is attached hereto as **Exhibit D**³, along with the District's Quarterly Investment Report, which is attached hereto as **Exhibit E**. Upon motion by Treasurer Strong and seconded by Commissioner Hardy, the Quarterly Investment Report was unanimously approved by the Board.

Being as there were no matters to address under Agenda Item No. 7, the Board moved along to Agenda Item No. 8, at which time Mr. Saunders reviewed with the Board the proposed request for proposal for matter and strategic planning services, a copy of which is attached hereto as **Exhibit F**. Upon motion by Treasurer Strong and seconded by Commissioner Hardy, the Board unanimously approved the request for proposal as proposed and authorized distribution of same.

Next, the Board's attention was directed to Agenda Item No. 9, at which time Mr. Saunders reviewed with the Board the proposed amendments to the District's Standard Procedures Guidelines, as shown in **Exhibit G** attached hereto. Upon motion by Secretary Fountain and seconded by Treasurer Strong, the Board unanimously approved the amendments to the Standard Operating Procedures as proposed.

¹ Check Nos. 3706-3731, plus the direct deposit and other payroll expenses. It was also noted that Check Nos. 3679 and 3686 had been voided.

² Port Bolivar VFD - \$1,603.64 (December 2023); High Island VFD - \$5,782.01 (December 2023); and, Crystal Beach VFD - \$706.50 (December 2023).

³ Texas First Bank operating checking account (xx6680) - \$533,259.91 as of 12/31/2023 and \$1,096,475.28 as of 1/19/2024; Texas First Bank savings account (xx9804) - \$2,511.03 as of 12/31/2023 and 1/19/2024; Texas First Bank EMS billing checking account (xx7569) - \$105,166.60 as of 12/31/2023 and \$149,352.55 as of 1/19/2024; TexSTAR investment pool general fund account (xxxxxx1110) - \$1,250,704.73 as of 12/31/2023 and 1/19/2024;

The Board then moved along to Agenda Item No. 10, at which time Mr. Heinz reviewed and discussed with the Board the proposed Order Repealing Sales and Use Tax Exemption for Telecommunication Services, a copy of which is attached hereto as **Exhibit H**. Upon motion by Secretary Fountain and seconded by Treasurer Strong, the Board unanimously approved the Order. Mr. Heinz will forward a copy of the signed Order to the Texas Comptroller's Office.

Thereafter, the Board was directed to Agenda Item No. 11, at which time Mr. Saunders recommended that the following District property items be declared as surplus property and property disposed of (old EMS supervisor truck, old ambulance cab/chassis, bed camper shell, and bed slide out...see **Exhibit I** attached hereto). Upon motion by Treasurer Strong and seconded by Secretary Fountain, the Board unanimously designated the items as surplus property and authorized the sale of same through Purple Wave auction services.

The Board then moved to Agenda Item No. 12 regarding the new ESD Commissioners, Tim Byrom and Tim Hardy (filled places vacated by John Lee and Larry Flanagan). Mr. Heinz advised that he would obtain Mr. Byrom and Mr. Hardy, and Treasurer Strong's signed Oaths of Office and Statements of Officer, and submit same to the Galveston County Clerk's office for filing (see copies attached hereto as **Exhibit J**). Then, after a brief discussion, President Newberry nominated Tim Byrom for the vacant Vice President position and Tim Hardy for the vacant Assistant Treasurer position, which was seconded by Secretary Fountain and unanimously approved by the Board.

President Newberry then directed the Board's attention to Agenda Item No. 13, at which time Mr. DeMarco reviewed with the Board his monthly EMS Operations Report, a copy of which is attached hereto as **Exhibit K**.

TexSTAR investment pool capital fund account (xxxxxx1890) - \$127,271.54 as of 12/31/2023 and 1/19/2024; and, TexSTAR investment pool emergency fund account (xxxxxx4140) - \$1,089,584.58 as of 12/31/2023 and 1/19/2024.

The Board's attention was then directed to Agenda Item No. 14, at which time Mr. Saunders reviewed with the Board his monthly Manager's Report, a copy of which is attached hereto as **Exhibit L**.

Next, the Board moved to Agenda Item No. 15, at which time Mr. Heinz advised that he had published the District's administrative office address and submitted the District Special Purpose District report to the Texas Comptroller's Office, as required under statute, and that Mr. Saunders had previously submitted the District's ESD Annual Report to the Texas Emergency Management Office vis SAFE-D.

Thereafter, the Board moved along to Agenda Item No. 16, at which time the members reviewed the various District financial reports prepared and provided by Mrs. Vidal, copies of which are attached hereto as **Exhibit M**.

Being as there were no other matters to come before the Board under Agenda Item No. 17, the regular meeting was adjourned at approximately 12:51 p.m.

Kate Newberry, President

Date: _____

ATTEST:

Greg Fountain, Secretary

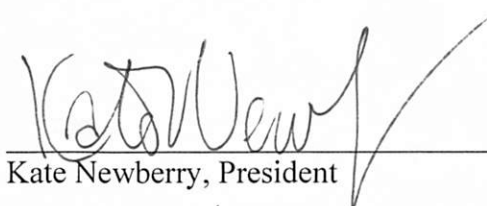
Date: _____

The Board's attention was then directed to Agenda Item No. 14, at which time Mr. Saunders reviewed with the Board his monthly Manager's Report, a copy of which is attached hereto as **Exhibit L.**

Next, the Board moved to Agenda Item No. 15, at which time Mr. Heinz advised that he had published the District's administrative office address and submitted the District Special Purpose District report to the Texas Comptroller's Office, as required under statute, and that Mr. Saunders had previously submitted the District's ESD Annual Report to the Texas Emergency Management Office vis SAFE-D.

Thereafter, the Board moved along to Agenda Item No. 16, at which time the members reviewed the various District financial reports prepared and provided by Mrs. Vidal, copies of which are attached hereto as **Exhibit M.**

Being as there were no other matters to come before the Board under Agenda Item No. 17, the regular meeting was adjourned at approximately 12:51 p.m.



Kate Newberry, President

Date: 2/21/2024

ATTEST:



Greg Fountain, Secretary

Date: 2/21/2024

Exhibit A

GALVESTON COUNTY ESD 2 MEETING SIGN-IN SHEET

[illegible]

Exhibit B

Galveston County Emergency Services No. 2

Check Detail

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
6680	Checking Texas First					
01/17/2024	Check	3706	Visa			-2,856.74
				Hampton,Waffle House,Love's,Holiday Inn,Exxon Express Mart		391.81
				Adobe, Carbonite		148.84
				HP,Sam's,Amazon		250.56
				Amazon		237.46
				NAAC		1,050.00
				Amazon		746.24
				Finance Charges		31.83
01/17/2024	Check	3707	Visa			-1,959.83
				Office Depot,HP		165.13
				Sam's,Amazon		1,082.95
				Amazon		240.26
				Direct TV		216.74
				Intuit		47.25
				Frontier Waste		207.50
01/17/2024	Check	3708	Joshua C. Heinz			-1,000.00
				Dec. '23 Atty Fees		1,000.00
01/17/2024	Check	3709	Chris Raviere			-32.33
				M&D Supply		32.33
01/17/2024	Check	3710	Joey Mather			-264.00
				5.11 - Reimbursement		264.00
01/17/2024	Check	3711	GCM, The Big Store			-144.76
				1011896,1012066,1011894		144.76
01/17/2024	Check	3712	United Data Technologies, Inc.			-330.00
				Inv. 5122023093		330.00
01/17/2024	Check	3713	Cyber One Solutions			-257.10
				Inv. 69043		257.10
01/17/2024	Check	3714	Ambulance Depot			13,000.00
				Inv.121223		13,000.00
01/17/2024	Check	3715	Frontier Waste - Bayou			-204.06
				Inv. 2421368		204.06
01/17/2024	Check	3716	Stericycle			-213.57
				Cust.3000924273, Inv.8005731754		213.57
01/17/2024	Check	3717	Sparkletts & Sierra Springs			-87.91
				Inv. 23216915-122123		87.91
01/17/2024	Check	3718	The Standard			-262.03
				Policy Number 167247		262.03
01/17/2024	Check	3719	GCM, The Big Store			-65.94
				01-1205068		7.60
				06-4065934,02-1410408		58.34
01/17/2024	Check	3720	Coastal Welding			-491.80
				Inv. 0080273500		491.80
01/17/2024	Check	3721	Kent Alan Harkey MD, PLLC			-1,500.00
				Inv. 1049		1,500.00
01/17/2024	Check	3722	Verizon Connect			-176.12
				Inv.318000052526		176.12
01/17/2024	Check	3723	Municipal Emergency Services			-1,482.32
				IN1977868		494.10
				IN1977868		494.11
				IN1977868		494.11

Galveston County Emergency Services No. 2

Check Detail

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
01/17/2024	Check	3724	Port Bolivar VFD	Dec. '23 Reimbursement		-1,603.64 1,603.64
01/17/2024	Check	3725	Crystal Beach VFD	Dec. '23 Reimbursement		-706.50 706.50
01/17/2024	Check	3726	High Island VFD	Dec. '23 Reimbursement		-5,782.01 5,782.01
01/17/2024	Check	3727	Vidal Accounting, PLLC	Inv. 00040		-630.00 630.00
01/17/2024	Check	3728	Stericycle	Cust.3000924273, Inv.8005421872		-213.57 213.57
01/19/2024	Check	3729	Hill Butane Company	Account 100651		-417.65 417.65
01/19/2024	Check	3730	Bound Tree Medical, LLC	Account 222792		-3,829.54 3,829.54
01/19/2024	Check	3731	ESO - Firehouse Software	Inv. ESO-130694		-6,010.00 6,010.00
01/04/2024	Expense			ADP WAGE GARN/WAGE GARN 74105660 ADP WAGE GARN/WAGE GARN XXXXXXXX0473OFX GALVESTON COUN ADP WAGE GARN/WAGE GARN 74105660 ADP WAGE GARN/WAGE GARN XXXXXXXX0473OFX GALVESTON COUN	C	-888.49 888.49
01/10/2024	Expense		Galveston County Auditor	Bol Pen SUD/DIRECT PAY GALVESTON Bol Pen SUD/DIRECT PAY GALVESTON COUNTY ESD2 Bol Pen SUD/DIRECT PAY GALVESTON Bol Pen SUD/DIRECT PAY GALVESTON COUNTY ESD2	C	-254.53 254.53
01/10/2024	Expense		Galveston County Auditor	Bol Pen SUD/DIRECT PAY GALVESTON Bol Pen SUD/DIRECT PAY GALVESTON COUNTY ESD2 Bol Pen SUD/DIRECT PAY GALVESTON Bol Pen SUD/DIRECT PAY GALVESTON COUNTY ESD2	C	-180.60 180.60
01/11/2024	Expense			COLONIAL LIFE/INS. PREM. E540746 COLONIAL LIFE/INS. PREM. E5407465 GALVESTON COUNTY ESD COLONIAL LIFE/INS. PREM. E540746 COLONIAL LIFE/INS. PREM. E5407465 GALVESTON COUNTY ESD	C	-899.84 899.84
01/12/2024	Expense			ADP PAYROLL FEES/ADP FEES 925230 ADP PAYROLL FEES/ADP FEES XXXXXXXX2545 650457403GALVES ADP PAYROLL FEES/ADP FEES 925230 ADP PAYROLL FEES/ADP FEES XXXXXXXX2545 650457403GALVES	C	-110.89 110.89

Exhibit C



Port Bolivar Volunteer Fire Department

PO Box 675 Port Bolivar, Texas 77650 1806 Broadway
Ph: 409-684-1984 Fax: 409-684-1003 pbvfd@att.net

Date: 12/31/2023

Attention: ESD #2 Board

Port Bolivar Volunteer Fire Department is requesting from the ESD#@ Board, reimbursement for our December 2023 bills totaling \$ 1,603.64.

Company	Description	Cost	Paid By	Code
AT&T	Internet/Phone	\$179.09 ✓	CK #1614	2820
AT&T Mobility	Internet/Phone FirstNet	\$42.00 ✓	CK #1615	2820
Entergy	Inside Lights	\$254.71 ✓	CK #16	2830
Entergy	Outside Lights	\$98.88 ✓	CK #16	2830
Frontier Waste BAYOU	Trash	\$252.50 ✓	CK #1613	2840
BeenVerified	Background Checks	\$31.78 ✓	Credit Card	4610
The Big Store – Gulf Coast Market	Engine 2 New Batteries	\$385.90 ✓	Debit Card	4900
Witmer Public Safety Group	Mats for equipment Departments (Tanker 1)	\$328.79 ✓	Credit Card	4900
Amazon.com	Radio Carry Holder	\$29.99 ✓	Credit Card	4350

	Replacement			



Port Bolivar Volunteer Fire Department

PO Box 675 Port Bolivar, Texas 77650 1806 Broadway
Ph: 409-684-1984 Fax: 409-684-1003 pbvfd@att.net

Certification of Expense Request FY 2023-2024

Acting in my capacity as Treasurer, on behalf of the **Port Bolivar Volunteer Fire Department**, we certify that the following expense reimbursement request of \$1,603.64 for the month of December 2023 bills is true and correct to the best of our knowledge and has been procured in accordance with state and federal guidelines governing expenditures of public funds and has been authorized for submission to the Galveston County Emergency Services District #2 by the **Port Bolivar Volunteer Fire Department Board of Directors**.

Printed Name: John B. Williams, Treasurer

Signature: _____

Date: _____

01/06/2024

Printed Name: William Weeks, President

Signature: _____

Date: _____

1/10/24

PORT BOLIVAR VFD 2023-2024
December '23
**BUDGET
2023-24**
**Prior
Month**
**Current
Month
December '23**
Total
**Remaining
Budget**

2000 - Auditing Fees				\$ -	\$ -
2010 - Accountant Fees	\$ 1,200.00			\$ -	\$ 1,200.00
2100 - Bookkeeping	\$ 500.00			\$ -	\$ 500.00
2110 - Software Services	\$ 1,250.00			\$ -	\$ 1,250.00
2200 - Legal Fees				\$ -	\$ -
2210 - Professional Fees Other				\$ -	\$ -
2310 - Office Supplies	\$ 500.00	\$ 384.13		\$ 384.13	\$ 115.87
2320 - Office Equipment	\$ 500.00	\$ 499.95		\$ 499.95	\$ 0.05
2340 - Cleaning Supplies	\$ 500.00			\$ -	\$ 500.00
2410 - Insurance - Accident & Sickness	\$ 6,500.00			\$ -	\$ 6,500.00
2420 - Insurance - Bldg, Equip, & Gen Liab				\$ -	\$ -
2430 - Insurance - Auto/Boat				\$ -	\$ -
2440 - Insurance Workers Comp				\$ -	\$ -
2450 - Bond				\$ -	\$ -
2500 - Travel Expenses	\$ 650.00			\$ -	\$ 650.00
2510 - Mileage reimbursements/tolls	\$ 1,000.00			\$ -	\$ 1,000.00
2550 - Fire Prevention	\$ 1,750.00			\$ -	\$ 1,750.00
2700 - Dues & Subscriptions	\$ 900.00	\$ 391.00		\$ 391.00	\$ 509.00
2710 - Safe D				\$ -	\$ -
2720 - License & Permits	\$ 800.00			\$ -	\$ 800.00
2730 - Public Relations				\$ -	\$ -
2740 - Good of the Department				\$ -	\$ -
2750 - Billing Service Fees				\$ -	\$ -
2810 - Bldg Rent				\$ -	\$ -
2820 - Telephone & Communications	\$ 2,000.00	\$ 391.78	\$ 221.09	\$ 612.87	\$ 1,387.13
2830 - Electricity	\$ 5,500.00	\$ 791.75	\$ 353.59	\$ 1,145.34	\$ 4,354.66
2840 - Water/Garbage	\$ 3,300.00	\$ 505.00	\$ 252.50	\$ 757.50	\$ 2,542.50
2850 - Propane				\$ -	\$ -
2860 - Janitorial/Yard Service				\$ -	\$ -
2870 - Alarm Services	\$ 1,000.00	\$ 639.99		\$ 639.99	\$ 360.01
2900 - General & Administrative				\$ -	\$ -
3100 - Uncategorized				\$ -	\$ -
4000 - Firefighting/Maint/Repair	\$ 18,500.00	\$ 2,115.90		\$ 2,115.90	\$ 16,384.10
4200 - Fuel	\$ 4,500.00			\$ -	\$ 4,500.00
4210 - Oxygen/Breathing Air	\$ 3,500.00			\$ -	\$ 3,500.00
4300 - Radio Usage	\$ 3,500.00			\$ -	\$ 3,500.00
4350 - Radio Repair	\$ 2,000.00		\$ 29.99	\$ 29.99	\$ 1,970.01
4400 - General & Administrative				\$ -	\$ -
4500 - Training	\$ 7,500.00			\$ -	\$ 7,500.00
4600 - Medical Exams	\$ 500.00			\$ -	\$ 500.00
4610 - Background Checks	\$ 500.00	\$ 29.87	\$ 31.78	\$ 61.65	\$ 438.35
4620 - Recruiting				\$ -	\$ -
4700 - Building Maintenance				\$ -	\$ -
4800 - Uniforms	\$ 1,000.00			\$ -	\$ 1,000.00
4900 - Vehicle Maint. & Repair	\$ 2,500.00	\$ 17.94	\$ 714.69	\$ 732.63	\$ 1,767.37
5000 - Command Vehicle				\$ -	\$ -
5010 - Rescue/Medical				\$ -	\$ -
5020 - Fire Fighting (PPE)				\$ -	\$ -
5030 - Boat				\$ -	\$ -
5040 - Building				\$ -	\$ -
5050 - Other				\$ -	\$ -
	\$ 71,850.00		\$ 1,603.64		\$ 64,479.05



High Island Volunteer Fire Rescue
P.O. Box 144
High Island, Texas 77623

INVOICE

DATE JANUARY 2, 2024
INVOICE # 2023-12

TO Galveston County ESD #2
930 Nobel Carl Dr
Crystal Beach, TX 77650

SALESPERSON

JOB

PAYMENT TERMS

DUE DATE

Due on receipt

LINE ITEM	DESCRIPTION	UNIT PRICE	LINE TOTAL
2820	Fastwyre Broadband - EFT - Station phones/fax/internet	273.83 ✓	273.83
2830	Entergy - #3123 - Electrical Fire Station	293.23 ✓	567.06
2840	Peninsula Residential Service #3122 - Dumpster	207.50 ✓	774.56
2700	Texas First Bank - EFT-Positive Pay	15.00 ✓	789.56
2820	Dish - EFT- Station Cable - Dec.	125.41 ✓	914.97
2410	VFIS Of Texas - Insurance - # 3114	4,000.00 ✓	4,914.97
4900	A1 Glass Co. Vehicle Maintenance - #3118	287.72 ✓	5,202.69
4900	Hatfield Garage Vehicle Maintenance - #3119	391.36 ✓	5,594.05
2110	Software Service - QuickBooks - EFT	63.96 ✓	5,658.01
2720	Stowe's Services Inspection - Petty Cash Tanker 1	40.00 ✓	5,698.01
2720	Stowe's Services Inspection - Petty Cash Tanker 2	40.00 ✓	5,738.01
2720	GCTO - # 3120 - License and Dues - Tanker 1	22.00 ✓	5,760.01
2720	GCTO - # 3121 - License and Dues - Tanker 2	22.00 ✓	5,782.01
TOTAL			5,782.01

Make all checks payable to High Island Volunteer Fire Rescue
Thank you for your business!

HIGH ISLAND



Volunteer Fire/Rescue

P.O. Box 144, 2041 7th Street
High Island, Texas 77623
Phone (409) 286-5811 Fax (409) 286-5424

January 2, 2024

Galveston County ESD # 2
PO Box 1709
Crystal Beach, Texas 77650

Ref: Certification of expense reimbursement request

I, Terrie Riley, acting in my capacity as Treasurer, on behalf of High Island Volunteer Fire Rescue, Inc. do certify that the expense reimbursement request that is submitted for the amount of \$ 5,782.01 is true and correct to the best of my knowledge and has been processed in accordance with State and Federal guidelines governing expenditures of public funds and has been authorized for submission to the Galveston County ESD # 2 by the High Island Volunteer Fire Rescue Inc. Board of Directors.

Terrie Riley
Signature

1/2/24
Date

High Island VFD 2023-2024

December '23

BUDGET
2023-24

Prior
Month

ACTUAL
Current
Month
December '23

Remaining
Budget

2000 - Auditing Fees				
2010 - Accounting Fees				
2100 - Bookkeeping	\$ 1,100.00			\$ -
2110 - Software Services	\$ 1,100.00	\$ 977.41	\$ 63.96	\$ 913.45
2200 - Legal Fees				
2210 - Professional Fees Other				
2250 - Medical Director Fees				
2310 - Office Supplies				
2320 - Office Equipment				
2410 - Insurance - Accident & Sickness	\$ 4,000.00		\$ 4,000.00	\$ -
2420 - Insurance - Bldg, Equip, & Gen Liab				
2430 - Insurance - Auto/Boat				
2440 - Insurance Workers Comp				
2500 - Travel	\$ 100.00			\$ -
2510 - Mileage Reimbursement/tolls	\$ 100.00			\$ -
2550 - Fire Prevention	\$ 750.00	\$ 728.50		\$ 728.50
2700 - Dues & Subscriptions	\$ 1,500.00	\$ 1,452.00	\$ 15.00	\$ 1,437.00
2710 - Safe D				
2720 - License & Permits	\$ 150.00		\$ 124.00	\$ 26.00
2730 - Public Relations				
2740 - Good of the Department				
2750 - Billing Service Fees				
2810 - Bldg Rent				
2820 - Telephone & Communications	\$ 5,500.00	\$ 4,785.06	\$ 399.24	\$ 315.70
2830 - Electricity	\$ 6,500.00	\$ 5,683.14	\$ 293.23	\$ 523.63
2840 -Water/Garbage	\$ 2,840.00	\$ 2,425.00	\$ 207.50	\$ 207.50
2850 - Propane				\$ -
2860 - Janitorial/Yard Service				\$ -
2870 - Alarm Service				\$ -
2900 - General & Administrative				\$ -
3100 - Uncategorized				\$ -
4000 - Firefighting / EMS Equipment	\$ 27,100.00	\$ 1,005.58		\$ 26,094.42
4050 - Equipment Maintenance				
4100 - Equipment Repair				
4200 - Fuel	\$ 4,000.00	\$ 3,199.79		\$ 3,199.79
4210 - Oxygen/Breathing Air	\$ 3,000.00			\$ -
4300 - Radio Usage	\$ 2,200.00			\$ -
4350 - Radio Repair	\$ 2,500.00			\$ -
4400 - General & Administrative	\$ 780.00			\$ -
4500 - Training	\$ 2,500.00			\$ -
4600 - Medical Exams				
4610 - Background Checks	\$ 500.00			\$ -
4700 - Building Maintenance	\$ 6,000.00	\$ 4,772.07		\$ 4,772.07
4800 - Uniforms	\$ 2,500.00			\$ -
4900 - Vehicle Maint. & Repair	\$ 10,000.00	\$ 9,807.47	\$ 679.08	\$ 9,128.39
5000 - Command Vehicle				
5010 - Rescue/Medical/Fire Appar				
5020 - Fire Fighting				
5030 - Boat (EMS Capital)				
5040 - Building				
5050 - Other				
	\$ 84,720.00		\$ 5,782.01	\$ 47,346.45



INVOICE

Crystal Beach Fire & Rescue
930 Noble Carl Dr.
Crystal Beach, Texas 77650

DATE DECEMBER 2023

TO Galveston County ESD #2
930 Noble Carl Dr.
Crystal Beach, TX 77650

SALESPERSON

JOB

PAYMENT TERMS

DUE DATE

Due on receipt

LINE ITEM

DESCRIPTION

UNIT PRICE

LINE TOTAL

4500

International Fire Service Training Association

117.75

706.50

TOTAL **706.50**



Crystal Beach Fire Department

P.O.Box 1350

930 Noble Carl Drive

Crystal Beach, TX 77650

Galveston County ESD #2

PO Box 1709

Crystal Beach, Texas

Ref: Certification of expense reimbursement request.

Pattie Stanford acting in my capacity as Treasurer, on behalf of Crystal Beach Volunteer Fire Department

Rescue, do certify that the expense reimbursement request that is submitted of the amount of
\$ 706.50

is true and correct to the best of my knowledge, and has been processed in accordance with State and Federal Guidelines governing expenditures of public funds and has been authorized for submission to the Galveston County ESD #2 by Crystal Beach Volunteer Fire and Rescue, Board of Directors.

Pattie Stanford

Signature

1-2-24

Date

CRYSTAL BEACH VFD 2023-2024


December '23

	BUDGET	ACTUAL		Total	Remaining Budget
		Prior Month	Current Month		
			December '23		
2000 - Auditing Fees				\$ -	\$ -
2010 - Accountant Fees				\$ -	\$ -
2100 - Bookkeeping				\$ -	\$ -
2110 - Software Services	\$ 1,100.00			\$ -	\$ -
2200 - Legal Fees				\$ -	\$ 1,100.00
2310 - Office Supplies				\$ -	\$ -
2320 - Office Equipment				\$ -	\$ -
2410 - Insurance - Accident & Sickness	\$ 6,500.00	\$ 870.00		\$ 870.00	\$ 5,630.00
2420 - Insurance - Bldg, Equip, & Gen Liab				\$ -	\$ -
2430 - Insurance - Auto/Boat				\$ -	\$ -
2440 - Insurance Workers Comp				\$ -	\$ -
2500 - Travel	\$ 650.00			\$ -	\$ -
2510 - Mileage reimbursement/tolls	\$ 1,000.00			\$ -	\$ 650.00
2550 - Fire Prevention				\$ -	\$ 1,000.00
2700 - Dues & Subscriptions	\$ 1,500.00	\$ 1,565.00		\$ -	\$ -
2710 - Safe D				\$ 1,565.00	\$ (65.00)
2720 - License & Permits				\$ -	\$ -
2730 - Public Relations				\$ -	\$ -
2740 - Good of the Department				\$ -	\$ -
2750 - Billing Service Fees				\$ -	\$ -
2810 - Bldg Rent				\$ -	\$ -
2820 - Telephone & Communications				\$ -	\$ -
2830 - Electricity (Final Bill-October)				\$ -	\$ -
2840 - Water/Garbage (Final Bill-October)				\$ -	\$ -
2850 - Propane				\$ -	\$ -
2860 - Janitorial/Yard Service				\$ -	\$ -
2870 - Alarm Service				\$ -	\$ -
2900 - General & Administrative				\$ -	\$ -
4000 - Firefighting/Maint/Repair	\$ 22,500.00			\$ -	\$ -
4200 - Fuel				\$ -	\$ 22,500.00
4210 - Oxygen/Breathing Air	\$ 3,500.00			\$ -	\$ -
4300 - Radio Usage	\$ 3,500.00			\$ -	\$ 3,500.00
4350 - Radio Repair				\$ -	\$ 3,500.00
4400 - General & Administrative				\$ -	\$ -
4500 - Training	\$ 10,000.00			\$ -	\$ -
4600 - Medical Exams			\$ 706.50	\$ 706.50	\$ 9,293.50
4610 - Background Checks	\$ 500.00			\$ -	\$ -
4700 - Building Maintenance				\$ -	\$ 500.00
4800 - Uniforms	\$ 2,500.00			\$ -	\$ -
4900 - Vehicle Maint. & Repair	\$ 5,000.00			\$ -	\$ 2,500.00
5000 - Command Vehicle				\$ -	\$ 5,000.00
5010 - Rescue/Medical/Fire Appar				\$ -	\$ -
5020 - Fire Fighting				\$ -	\$ -
5030 - Boat				\$ -	\$ -
5040 - Building				\$ -	\$ -
5050 - ESD-Owned Fire Truck				\$ -	\$ -
	\$ 58,250.00		\$ 706.50	\$ 706.50	\$ 57,543.50

Exhibit D

Galveston County Emergency Services District No. 2**19-Jan-24**

	12/31/2023	1/19/2024
	Balance	Balance
Texas First Bank		
Operating/Checking (xxxx6680)	\$ 533,259.91	\$ 1,096,475.28
Savings (Acct. No. xxx9804)	\$ 2,511.03	\$ 2,511.03
EMS Billing (Acct. No. xxxx7569)	\$ 105,166.60	\$ 149,352.55
	\$640,937.54	\$1,248,338.86
TexSTAR (Investment Co-Op)		
General Fund (Acct. No. xxxxxx1110)	\$1,245,060.32	\$1,250,704.73
Capital Fund (Acct. No. xxxxxx1890)	\$126,697.16	\$127,271.54
Emergency Fund (Acct. No. xxxxxx4140)	\$1,084,667.27	\$1,089,584.58
	\$2,456,424.75	\$2,467,560.85
TOTALS	\$3,097,362.29	\$3,715,899.71



George Strong
Treasurer, GCESD2


18 1-19-24

Date

Exhibit E

I certify that this Investment Report complies
with requirements of GCESD #2 Investment
Policy and the Public Funds Act


George Strong

 1/28/14 2:47 PM
Date

This report is generated in compliance with PFIA & Local Investment Policy. Earnings represent all accrued interest and the amortization of premiums/discounts on purchases.

Exhibit F

COMMUNITY-CENTERED STRATEGIC PLAN

GALVESTON COUNTY EMERGENCY SERVICE DISTRICT #2

PROJECT UNDERSTANDING

A Strategic Plan for the Galveston County Emergency Service District #2 (GCESD#2) is being requested which will result in a three-to-five-year work plan intended to guide the progress of the entire organization with goals and objectives. The process includes representation from identified community organizations and the GCESD#2 workforce. As a result, each department member will feel value in that their input will contribute to the organization's future.

Before the planning workshop begins, all members are invited to submit anonymous feedback using a web-based analysis tool. Input is requested on issues the members believe are the strengths and weaknesses of the agency and what are believed to be opportunities or challenges facing the department. The compiled results of the department-wide analysis will be reviewed, and the results will be shared with the planning team on the first day of the workshop.

As a community-centered process, the workshop hopes to identify the right mix of external stakeholders (citizens) to invite to the "citizens' forum." This two-hour session occurs the day before the team's two-day planning work session. A citizen forum will walk the attendees through a structured process to gain insights into the expectations of the department for services and planning elements. The results of this forum are shared with the planning team to align the plan with the community's needs.

On the first day of the planning team's work session, the department's mission, vision, and values will be reviewed and, if needed, modified, or created if they did not previously exist. The planning team then reviews the results of the whole organization employee feedback analysis. The GCESD#2 planning team will identify broad themes through an ESCI-facilitated process. These themes form the strategic initiatives for the strategic plan.

After the strategic initiatives are created, the team will be broken into small groups to develop goals that, when completed, accomplish the strategic initiative. Smaller groups facilitate deeper conversation, brainstorming, and discussion than a more extensive group allows. However, each small group reports to the full team to "cross-pollinate" ideas and concepts. This also creates buy-in from the larger team.

Once the goals have been identified, the smaller groups may be mixed up to avoid "groupthink" and begin developing measurable objectives for each goal. Again, these are reported to the full team for refinement. The small groups develop objectives and are also asked to create an "outcome statement" describing the intended outcome. The outcome statement may be a performance metric (e.g., unit turnout times improved by 20% over the 2023 period) or a simple outcome (e.g., a promotional guidance document that allows the most qualified and appropriate candidate to advance to the next rank).

Timelines are established once the initiatives, goals, objectives, and outcomes have been identified. Assignment of timelines is facilitated, ensuring a balanced workload over the plan's life. The results are compiled of the two-day work session and a draft is provided for the department to review. After necessary revisions, the report will be finalized and provided to the agency for adoption and implementation.

SCOPE OF WORK

Phase I: Project Preparation & Planning

Task 1–A: Project Initiation & Scheduling

Develop a project plan and work with the GCESD#2 project liaison to gain a comprehensive understanding of the organization's background, goals, and expectations for the strategic plan process. The project plan will be developed, identifying:

- Local strategic planning team composition and recruitment
- Strategic planning workshop format
- Schedule
- Location and other logistical issues
- Potential impediments and organizational issues

This discussion will also help to establish working relationships, make logistical arrangements, and determine appropriate lines of communication.

Task 1–B: Project Planning Session

A project manager will conduct an in-person planning work session with the planning team in Galveston County. The session will establish structure and brainstorm ideas, while encouraging group collaboration to develop the framework and foundation necessary for an effective strategic planning process.

The project manager and the GCESD#2 project liaison will collaborate to develop the day's agenda.

Phase II: Whole–Organization Feedback & Analysis

Task 2–A: Member Survey

To provide internal personnel with an opportunity to participate in this data-gathering event, the project team will work with GCESD#2 to develop a department-approved internal survey. The survey will gather detailed feedback on several aspects of the members' priorities, opinions, and expectations related to service delivery, core services and programs, positive and corrective issues, and recommendations for the Strategic Plan. The survey be accessible to all personnel.

To ensure respondent anonymity, the survey responses are confidential. This will be accomplished using an internet-based survey accessible only to the intended participants. An executive summary of the survey results will be shared with Galveston County ESD#2.

Phase III: Facilitated Community Work Session

Task 3-A: Assessment of Community Needs and Expectations

Once external customers/key members of the Galveston County community are identified, invitations will be sent and the work session will convene. One afternoon/evening external community session will be held to gain a realistic view of community needs and expectations. The planning team will organize these meetings to accommodate and encourage the most citizen input. At a minimum, we recommend the representatives of this citizen's focus group include, but not be limited to:

- Business owners
- Service groups representative(s) (i.e., Chamber of Commerce, Rotary, Lions)
- Prominent citizens in the community
- Members of civic organizations
- Media representative(s)
- Multiple citizens who have been actual recipients of fire and EMS (Emergency Medical Services) services
- Representatives of neighborhood organizations and/or homeowner associations
- Representatives of non-profit organizations
- Representatives of local industry
- Other citizen-customers, as identified by the strategic planning group

A GCESD#2 representative, usually a chief or chief officer, will act only as a technical resource to answer questions the facilitator cannot. In addition to facilitating the session, there will be surveys and questionnaires to gather more necessary information.

The process will seek to identify:

- How the community prioritizes the services provided by the organization
- Areas of community concern about the organization
- Community expectations
- Community's positive attributes of the organization
- How "good service" is measured

Phase IV: Planning Work Session

Develop an organizational strategic plan using the GCESD#2 planning team. The strategic planning process will involve a two-day strategic planning "retreat" to be held on consecutive days at an appropriate location within the community suitable for full and breakout small group work sessions.

Task 4-A: Vision, Mission, & Values

A local planning team in the development of a meaningful vision and mission as well as principal community values:

- Vision statements describe the way the organization views itself in the future.
- The mission statement describes the purpose for which the organization exists.
- Values enumerate the principles or ideas that are important to the members.

Facilitate discussions that ensure participation by all present to stimulate challenging thought processes, prevent tangential debate, and move the group to consensus. Consensus identification of key internal standards creates the moral and practical guidelines of the organization.

Task 4-B: Internal and External Assessments

A local planning group through the honest and objective assessment of internal issues and external challenges. Using various facilitation methods, expectations are to create an engaging environment that avoids groupthink, increases collaboration, and encourages participants' involvement.

The workshop participants will use tools to identify critical gaps, areas for improvement, organizational elements that require support for sustainability, and those activities that no longer fit the mission. The exercises will directly contribute to developing goals and objectives.

Task 4-C: Goals and Objectives

The local planning team in establishing goals and objectives, critical tasks, and timelines imperative to the Galveston County Emergency Service District #2 while encouraging the participation of individual members. This process will lead to:

- The establishment of organizational goals that address the identified concerns of the external and internal customers over a one-to-five-year timeframe.
- For each goal, the development of one or more measurable objectives that are written in such a manner as to describe the criteria by which an outcome is judged complete or successful.
- The development of associated tasks for each goal and objective utilizing the format of identified measurable criteria.
- The development of reasonable time for completion.

Attainment of this task will be demonstrated by establishing realistic goals for the organization. To meet the organization's mission, the establishment of these goals is essential to providing the organization and the individual members with a clear direction.

The goals and objectives established during this process will become management tools and should be updated on a continual basis as priorities change and as specific goals and/or objectives are achieved. The goals and objectives can then be used to identify what has been achieved and to denote changes within the community and the organization. Fastidiously following these goals and objectives will provide GCESD#2 with the necessary direction and guidance for the future. This should also support the department by reducing the number of impediments, disruptions, and uncertainties for the organization and its members.

Task 4-D: Outcome/Performance Metrics

The planning team in discussions about establishing performance measures that will help the GCESD#2 measure its progress toward the organizational vision. This will be an ongoing process and may initially involve concepts of performance measurement that will require modifications in the collection of necessary data as the organization becomes more focused on measuring achievement and outcomes.

Phase V: Published Strategic Plan Document & Presentation

Task 5–A: Publication of Final Strategic Plan Report

Develop and provide the department with a draft Strategic Plan electronically for review and comment (also known as a "Technical Review"). Any changes noted on the draft will be addressed by representatives and an electronic version of the document will be provided.

Provide an implementation tool to help track and maintain accountability. This tool is designed to be flexible to accommodate any changes the department may experience over the plan's life. In addition, provide guidelines to help select the best local planning team members for the correct leadership positions. As an option, there can also be an incorporate longer-term implementation assistance to ensure continued growth for the organization.

Task 5–B: Presentation

To work closely with the GCESD#2 leadership team to develop and deliver a virtual presentation to Galveston County's governing body. The presentation during a board work session helps to solidify the process used and outcomes generated to move the organization forward. Support from the governing body is essential to Galveston County Emergency Service District #2's success.

(Optional) Phase VI: One Year of Implementation Support

Task 6A: Semi-Monthly Guidance by Zoom (or a similar platform)

At least twice monthly, meetings with department leaders or program managers and provide implementation coaching and guidance and assist with organizational accountability. During these sessions, steps to facilitate the development of performance measures, develop tracking tools, and provide guidance on change management strategies. The staff and consultants shall have a rich background of organizational leadership experience. Based on Galveston County Emergency Service District #2's specific needs, leverage of internal resources to support GCESD#2's success.

One-hour virtual meetings every other week equal approximately twenty-four hours of personal, one-on-one consultation. This task is at most twenty-eight hours annually. Meetings will be scheduled within a rhythm and can be altered with appropriate notice. The one-year timeline begins with the delivery of the final in electronic format.

LONG-RANGE MASTER PLAN

GALVESTON COUNTY EMERGENCY SERVICE DISTRICT #2

PROJECT UNDERSTANDING

A Long-Range Master Plan for the Galveston County Emergency Service District #2 (GCESD#2) is being requested. This service is a high-level, big-picture process that plans for 10 to 15 years. This longer timeframe is critical for communities experiencing significant growth and trying to match service levels with the changing demographics. A master plan will answer the following three questions:

- Where is the GCESD#2 now?
- Where will it need to be in the future?
- How will it get there?

The process begins with a detailed evaluation of current conditions in the Galveston County Emergency Service District #2, then forecasts future population and service demands within the Emergency Service District, and then develops strategies that can be utilized to meet future needs. The following Scope of Work addresses the Peninsula's growth and GCESD#2 decision-making priorities, including operational analysis, management, and decision-making approaches, current and forecast future service demands, and a focus on future service delivery analysis and modeling. Findings are provided in a manner that is benchmarked against industry best practices, applicable standards, requirements, and subject matter experts.

SCOPE OF WORK

Phase I: Project Initiation & Site Visit

Task 1-A: Project Initiation & Development of Work Plan

A project work plan based on the scope of work and converse with the GCESD#2 project team to gain a comprehensive understanding of the background, goals, and expectations for the project. This work plan will be developed, identifying:

- Primary tasks to be performed
- Person(s) responsible for each task
- Timetable for each task to be completed
- Method of evaluating results
- Resources to be utilized
- Possible obstacles or problem areas associated with the accomplishment of each task

This process will also help to establish working relationships, make logistical arrangements, determine appropriate lines of communication, and finalize contractual arrangements.

Task 1-B: Acquisition & Review of Background Information

Pertinent information and data from the GCESD#2's assigned project manager. This data will be used extensively in the analysis and development of the master plan document. The documents and information relevant to this project will include, but not be limited to, the following:

- Past or current fire and EMS departments studies and research
- Local census and demographics data
- Zoning maps and zoning code
- Insurance Services Office (ISO) Public Protection Classification Summary Report
- Financial data, including debt information, long-range financial plans, and projections
- Administrative policies and procedures
- Standard Operating Guidelines (SOGs) and service delivery practices
- Current service delivery objectives and targets
- Facilities and apparatus inventories
- Automatic and mutual aid agreements
- Records management data, including National Fire Incident Reporting System (NFIRS) incident data

- Computer-Aided Dispatch (CAD) incident records
- Local Geographic Information Systems (GIS) data, where available

Task 1-C: Site Visit & Stakeholder Input

Interviews to gather information from key personnel, including:

- Elected and appointed officials of the county
- Volunteer Fire department leadership and other key staff
- Galveston County ESD #2 accountant
- Galveston County ESD #2 District Manager
- External Fire and EMS agencies within the region
- Employee groups
- Medical facilities representatives
- Others as they may contribute to this project

The project team, working with the GCESD#2 project manager, will interview key stakeholders who can contribute to this study. At a minimum, members of the project team will interview appropriate community officials, fire department leadership and EMS leadership and others that the project team deems necessary.

Phase II: Evaluation of Current Conditions

The initial phases of the study focus on a baseline assessment of the current conditions and current service performance. An analysis of GCESD#2 based on the elements included in the following tasks. The purpose of this evaluation is to assess the GCESD#2's operations in comparison to industry standards and best practices, as well as to create a benchmark against which the options for future service delivery can be measured.

Task 2-A: Organizational Overview

An overview of the GCESD#2 will be developed, discussing:

- Service area population and demographics
- History, formation, and general description of the GCESD#2
- Description of the current service delivery infrastructure
- Governance and lines of authority
- Foundational policy documents
- Organizational design
- Operating budget, funding, fees, taxation, and financial resources

Task 2-B: Financial Analysis

Analysis of actual revenues and expenditures for all budgets/funds supporting GCESD#2 operations for a five-year period, including the current adopted budget(s) and proposed budget(s), if applicable. The review will include any CIP funds/debt service related to the department to provide a complete picture of the annual and long-term costs associated with providing fire, rescue, and EMS services. A status quo projection will be provided as context for the added expense and associated revenue needs, of any improvements that may be needed following the adoption of recommendations.

Task 2-C: Management Components

The GCESD#2's basic management processes will be reviewed, including:

- Mission, vision, strategic planning, goals, and objectives
- Internal assessment of critical issues
- Internal assessment of future challenges
- Internal and external communications processes
- Document control and security
- Reporting and recordkeeping

Task 2-D: Capital Assets and Capital Improvement Program (CIP)

The status of current major capital assets (facilities and apparatus) and analyze needs relative to the existing condition of capital assets and their viability for continued use in future service delivery, including:

Facilities: Tour and make observations in areas related to station efficiency and functionality. Items to be contained in the report include:

- | | |
|------------------------|--------------------|
| • Design | • Code Compliance |
| • Construction | • Staff Facilities |
| • Safety | • Efficiency |
| • Environmental Issues | • Future Viability |

Apparatus/Vehicles: Review and make recommendations regarding the inventory of apparatus and equipment. Items to be reviewed include:

- Age, condition, and serviceability
- Distribution and deployment
- Maintenance

- Regulatory compliance
- Future needs

Task 2-E: Staffing

Tasks to be completed include:

- Review and evaluate administration and support staffing levels
- Review and evaluate operational staffing levels
- Review staff allocation to various functions and divisions
- Review staff scheduling methodology
- Analyze current deployment methods and staffing performance for incidents
- Review utilization of career staffed companies
- Review responsibilities and activity levels of personnel

Task 2-F: Service Delivery and Performance

Perform observations in areas specifically involved in, or affecting, service levels and performance. Areas to be reviewed shall include, but not necessarily be limited to:

- Service Demand Study
 - Analysis and geographic display of current service demand by incident type and temporal variation
- Resource Distribution Analysis
 - Overview of the current facility and apparatus deployment strategy, analyzed through Geographical Information Systems software, with identification of service gaps and redundancies
- Resource Concentration Study
 - Analysis of response time to achieve full effective response force
 - Analysis of company and staff distribution as related to effective response force assembly
- Response Reliability Assessment
 - Analysis of current workload, including unit hour utilization of individual companies (to the extent data is complete)
 - Review of actual or estimated failure rates of individual companies (to the extent data is complete)
 - Analysis of call concurrency and impact on effective response force assembly
- Response Performance Summary
 - Analysis of actual system reflex time performance, analyzed by individual companies (to the extent data is available)

- Incident control and management
- Mutual and automatic aid systems

Task 2-C: Planning for Fire Protection and Emergency Medical Services

The planning processes within the GCESD#2 will be reviewed. Key components will include:

- Review and evaluate the adequacy of the current planning process
- Review of tactical planning within the GCESD#2
- Examination of operational planning within the GCESD#2
- Analysis of strategic planning practices
- Review of long-range master planning efforts
- Make recommendations relative to future planning process needs

Task 2-H: Support Programs

A review to make overall observations involving support programs for the critical areas of training, life safety services, and communications. Items to be reviewed include:

Training

- General training competencies
- Training administration
- Training schedules
- Training facilities
- Training procedures, manuals, and protocols
- Training record keeping

Life Safety Services (Fire Prevention)

- Code enforcement activities
- New construction inspection and involvement
- General inspection program
- Fire and Life-Safety public education programs
- Fire investigation programs
- Pre-incident planning
- Statistical collection and analysis

Communications

- Alarm systems and communications infrastructure

- PSAP and Dispatch Center capabilities and methods
- Dispatch Center staffing

Task 2-I: Emergency Medical Services Support and System Oversight

Evaluate the current Emergency Medical Services support and oversight mechanisms to include, but not limited to, the following:

- Review of logistical support services
- Review of current medical control and oversight
- Review of quality assurance/quality improvement mechanisms in place
- Review of system integrity and required credentialing

Task 2-J: HAZMAT Services Support and Response Capability

Evaluate GCESD#2's capabilities regarding hazardous materials incident responses to include, but not limited to, the following:

- Review of physical and personnel resources
- Review of training and educational compliance
- Review of historical staffing performance on hazardous materials responses

Task 2-K: Technical Rescue Services Support and Response Capability

Evaluate GCESD#2's capabilities regarding technical rescue incident responses to include, but not limited to, the following:

- Review of physical and personnel resources
- Review of training and educational compliance
- Review of historical staffing performance regarding technical rescue responses

Phase III: Future System Demand Projections and Community Risk

The project moves forward with an assessment of the future community conditions, service demand, and fire protection risks that the district can be expected to serve. Perform an evaluation if GCESD#2 staff and related documents to develop an analysis of community growth projections and interpret their impact on emergency service planning and delivery.

Develop a high-level evaluation of community risk considering existing land use and zoning factors, including the identification of specific hazard types.

Task 3-A: Population Growth Projections

An interpretation of available census and community development data will be provided, indicating:

- Population history
- Census-based population growth projections
- Community planning-based population growth projections

Task 3-B: Service Demand Projections

Population growth projections, along with historical and forecast incident rates, will be utilized to develop projections for future service demand.


Task 3-C: Overview of Community Risk Factors and Demographics

Land use and zoning classifications will be used, along with specific target hazard information, to analyze and classify community fire protection risk by geography. This process will be completed with GIS software and will consider:

- Population and population density
- Demographics
- Community land use regulations
- Other special considerations

Phase IV: Future Delivery System Modeling/Recommended Enhancements

The project concludes with strategies intended to place the GCESD#2 in a position to successfully serve its future demand and risk. Develop and analyze various operational models for providing emergency services with the specific intent of identifying those options that can deliver the desired levels of service identified in the previous task at the most efficient cost. Recommendations will be provided identifying the best long-range strategy for service delivery and the impact of initiating such a strategy. In addition, short and mid-term strategies will be recommended for service delivery improvement or increased efficiency.



Task 4-A: Analysis of Response Performance Targets

The establishment of fire and EMS response time standards and targets is a primary responsibility of policymakers, based on community risk, citizen expectations, and the GCESD#2's capabilities. A data analysis and comparison against industry standards to assist the GCESD#2 in developing its service delivery goals.

Identify the current level of emergency services provided by the GCESD#2 and compare its performance against industry standards and best practices, such as the benchmarks described by the Insurance Services Office (ISO), consensus standards from the National Fire Protection Association (NFPA), recommended practices from the Center for Public Safety Excellence (CPSE), and other pertinent resources.

A review and discussion of existing response performance goals (if in place) or a discussion of existing response performance (if goals are not in place) will be provided, matching the nature and type of risks identified in the previous report sections. The performance goals shall be discussed as they relate to:

- Response Time Performance: Each element of the response system, from receipt of call to first unit arrival
- Resource Distribution: Initial attack (first due) resources for risk-specific intervention
- Resource Concentration: Effective response force assembly (apparatus and personnel) of the initial resources necessary to stop the escalation of the emergency for each risk type.

Task 4-B: Short and Mid-Term Strategies

Recommendations for improving service delivery and system efficiency prior to any full implementation of the long-term strategy will be provided in areas such as:

- Agency management and organization
- Staffing and personnel deployment
- Service delivery methods
- Training programs
- Prevention programs
- Enhanced cooperative service agreements with other communities or agencies
- System funding and cost recovery
- Others as appropriate and necessary

Task 4-C: Recommended Long-Term Strategy

Develop a recommended long-term option for resource deployment that will improve the GCESD#2's level of service towards the identified performance objectives and targets. This may include, but is not necessarily limited to, specific recommendations regarding:

- Any relocations of existing facilities
- General locations of future necessary fire stations
- Selection and deployment of apparatus by type
- Deployment of operations personnel
- Future administrative and support personnel
- Deployment of special units or resources
- Additional infrastructure or facilities for administration and support programs

Evaluate and present in graphical and descriptive format for each of the deployment option(s):

- Degree of benefit to be gained through its implementation
- Extent to which it achieves established performance targets
- Potential negative consequences

Task 4-D: Cost Projections

Provide general projections of the cost of recommended long-term strategies, specifically related to:

- Facility changes or additions
- Staff changes or additions
- Primary apparatus changes or additions

Cost projections will be provided for both capital expenditures and on-going operational costs. Operational costs will be provided as one-year projections of additional or reduced expenditures resulting from full implementation of the strategy. Additional findings and recommendations will be made, where appropriate, regarding:

- Options for long-term funding strategies
- Options for cost avoidance
- Options for cost recovery

Phase V: Development, Review, and Delivery of Report

Task 5-A: Development and Review of Draft Report

Develop and produce an electronic version of the draft written report for review by the GCESD#2. Client feedback is a critical part of this project and adequate opportunity will be provided for review and discussion of the draft report prior to finalization. The report will include:

- Detailed narrative analysis of each report component structured in easy-to-read sections and accompanied by explanatory support to encourage understanding by both staff and civilian readers
- Clearly designated recommendations highlighted for easy reference and cataloged as necessary in a report appendix
- Supportive charts, graphs, and diagrams, where appropriate
- Supportive maps, utilizing GIS analysis as necessary

Task 5-B: Delivery and Presentation of Final Report

Complete any necessary revisions of the draft and produce five publications-quality bound, final versions of the written report along with an electronic in PDF file format. A formal presentation of the project report will be made by the project team member(s) to staff, elected officials, and/or the general public as necessary and will include the following:

- A summary of the nature of the report, the methods of analysis, the primary findings, and critical recommendations
- Supportive audio-visual presentation
- Review and explanation of primary supportive charts, graphs, diagrams, and maps, where appropriate
- Opportunity for questions and answers, as needed
- All presentation materials, files, graphics, and written material will be provided to the client at the conclusion of the presentation(s)

Exhibit G



Galveston County ESD # 2
930 Noble Carl Dr.
Crystal Beach, Texas 77650

Up-Dates to the Current SOP's

The following items have been edited, changed, added to the current SOP's that have already been approved by the Galveston County ESD #2 board of commissioners:

- Page 2: Operational chart (Updated)
- Page 6: Rank and structure. (New terminology)
- Page 13 through 19: New hire / FTO process (New process)
- Page 19 through 20: Lieutenant position (added a description of duties)
- Page 22: Mandatory OT (New addition)
- Page 32 through 37: SORT officer / requirements (New addition)
- Page 40: Quality assurance (updated process)
- Page 40 through 46: employee fitness for duty (New addition)
- Page 49 through 52: Employee uniform and grooming standards (Updated)
- Page 64: Protocol Authorization (New addition)
- Page 66: Morning meetings (updated process)
- Page 71 through 84 Disaster response (updated terminology)
- Page 91: Water related response (updated first line to include Fire department)
- Page 105: Topless Jeep weekend (updated times and shifts)
- Page 118: Key fobs (New procedure)
- Page 119 through 124: Safe positioning while on scene (New procedure)
- Page 125 through 126: Special operations teams (New process / procedure)
- Page 126 through 127: Tiered level responders (New process / Procedure)

Exhibit H

**ORDER REPEALING APPLICATION OF EXEMPTION FROM
SALES AND USE TAX FOR TELECOMMUNICATION SERVICES**

STATE OF TEXAS §
 §
COUNTY OF GALVESTON §

WHEREAS, the Galveston County Emergency Services District No. 2 ("District") was created and operates pursuant to Chapter 775 of the Texas Health & Safety Code; and

WHEREAS, Chapter 775 of the Texas Health & Safety Code provides that the District's sales and use tax shall be governed by Chapter 323 of the Texas Tax Code, to the extent that it is not inconsistent with Chapter 775 of the Texas Health & Safety Code; and

WHEREAS, Section 323.208(a) of the Texas Tax Code provides an exemption from the application of a sales and use tax imposed upon telecommunications services; and

WHEREAS, Section 323.208 of the Texas Tax Code further provides that the political subdivision imposing a sales and use tax may, by a majority vote of its governing body, repeal the application of the exemption provided by Section 323.208(a) for telecommunications services; and

WHEREAS, the Board of Commissioners of the District has reviewed and considered the need for the application of a sales and use tax for telecommunications services and desires to repeal the exemption;

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 2 THAT:

Section 1. Pursuant to Section 323.208(b) of the Texas Tax Code, the application of the exemption of the District's sales and use tax for telecommunications services sold within the District be, and is hereby, repealed.

Section 2. The President of the Board of Commissioners of the District is hereby directed to provide to the Comptroller of the State of Texas a certified copy of this Order and take any other necessary actions to implement the repeal set forth in Section 1 above.

Section 3. The Board finds that the meeting at which this Order has been considered and adopted is open to the public as required by law, and written notice of the time, place and subject matter of the meeting, and of the proposed adoption of this Order, was given as required by Section 551, Texas Government Code. The Board of Commissioners confirms the written notice and the contents and posting thereof.

Section 4. The Secretary of the Board of Commissioners is hereby directed to place this Order in the Official Records of the District.


PASSED AND APPROVED this the 19th day of January, 2024.

GALVESTON COUNTY EMERGENCY
SERVICES DISTRICT NO. 2



Kate Newberry, President
Board of Commissioners

ATTEST:



Greg Fountain, Secretary
Board of Commissioners

CERTIFICATE FOR ORDER

STATE OF TEXAS §
 §
COUNTY OF GALVESTON §

The undersigned officer of the Board of Commissioners of Galveston County Emergency Services District No. 2 hereby certifies as follows:

1. The Board of Commissioners of Galveston County Emergency Services District No. 2 convened in a regular meeting on the 19th day of January, 2024, at the District's Administrative Office, located at the Crystal Beach fire station, 930 Noble Carl Dr., Crystal Beach, Texas 77650, and the roll was called of the duly constituted officers and members of the Board, to wit:

Kate Newberry	-	President
Greg Fountain	-	Secretary
George Strong	-	Treasurer
Tim Hardy	-	Commissioner
Tim Byrom	-	Commissioner


and all of said Commissioners were present, with the exception of Commissioner(s) None (all Commissioners present), thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting:

ORDER REPEALING APPLICATION OF EXEMPTION FROM SALES AND USE TAX FOR TELECOMMUNICATION SERVICES

was introduced for the consideration of the Board. It was then duly moved and seconded that the Order be adopted, and, after due discussion, the motion prevailed and carried by majority vote.

2. A true, full and correct copy of the Order adopted at the meeting described in the above paragraph is attached to this certificate; the Order has been duly recorded in the Board's minutes of the meeting; the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein, each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Order would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; the meeting was open to the public as required by law; and public notice of the time, place and subject to the meeting was given as required by Chapter 551 of the Government Code.

SIGNED AND SEALED this the 19th day of January, 2024.


Greg Fountain, Secretary
Board of Commissioners

STATE OF TEXAS §
 §
COUNTY OF GALVESTON §

This instrument was acknowledged before me on January 19th, 2024, by Greg Fountain, Secretary of the Board of Commissioner of Galveston County Emergency Services District No. 2, on behalf of said District.



Notary Public, State of Texas

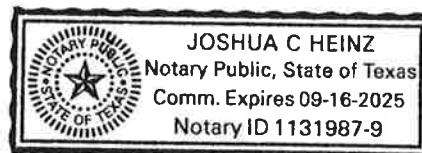
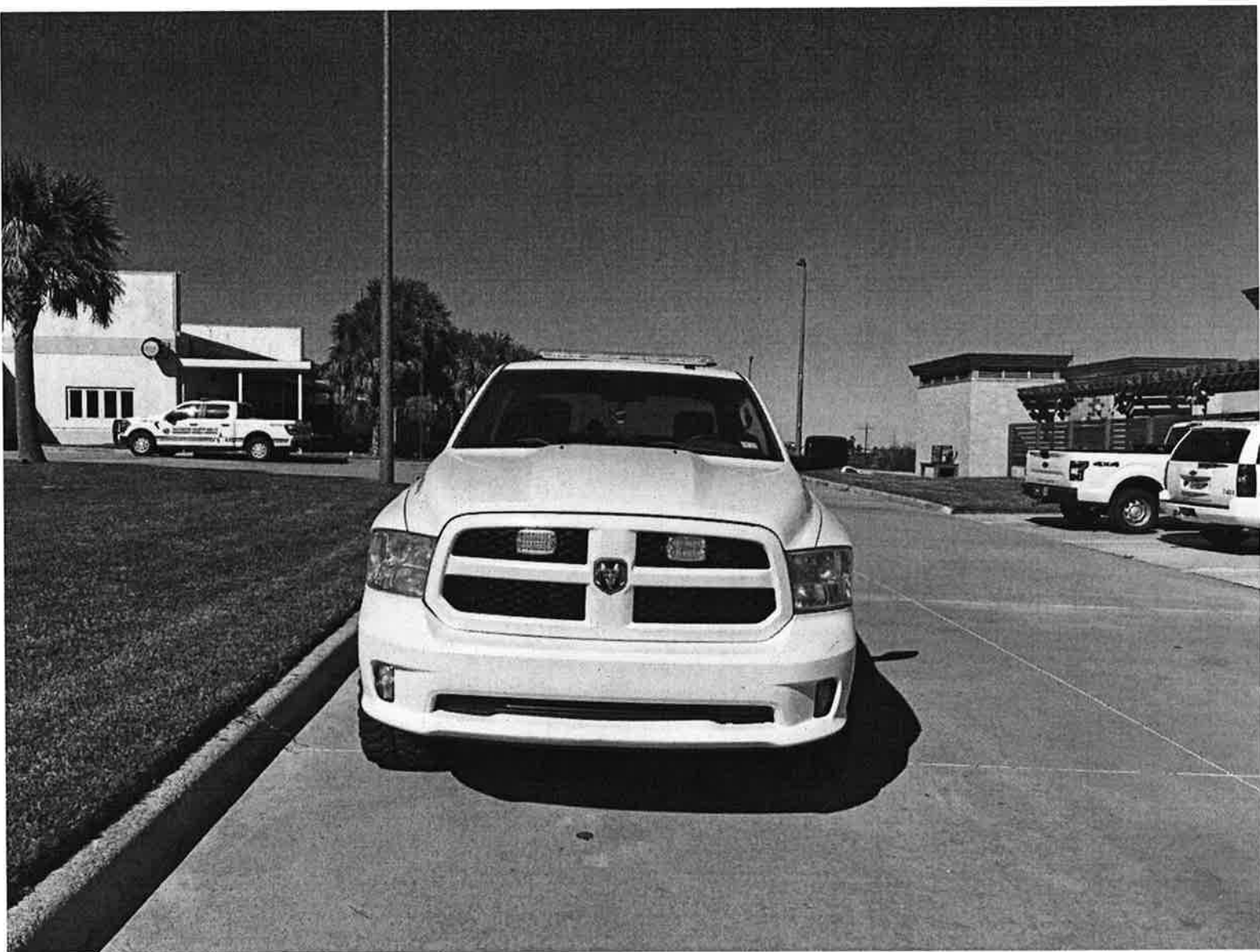


Exhibit I







SQUAD

MFD BY CHRYSLER GROUP LLC

DATE OF MFR/BUILD: 9-14

GVWR FRONT: 1770 KG 3900 LB

GVWR REAR: 1770 KG 3900 LB

GVWR: 3540 KG 7800 LB

GVWR: 3540 KG 7800 LB

GVWR: 3540 KG 7800 LB

3130 KG 6900 LB

P275/60R20

270 KPA (39 PSI) COLD

P275/60R20

270 KPA (39 PSI) COLD

TIRES

TIRES

TIRES

TIRES

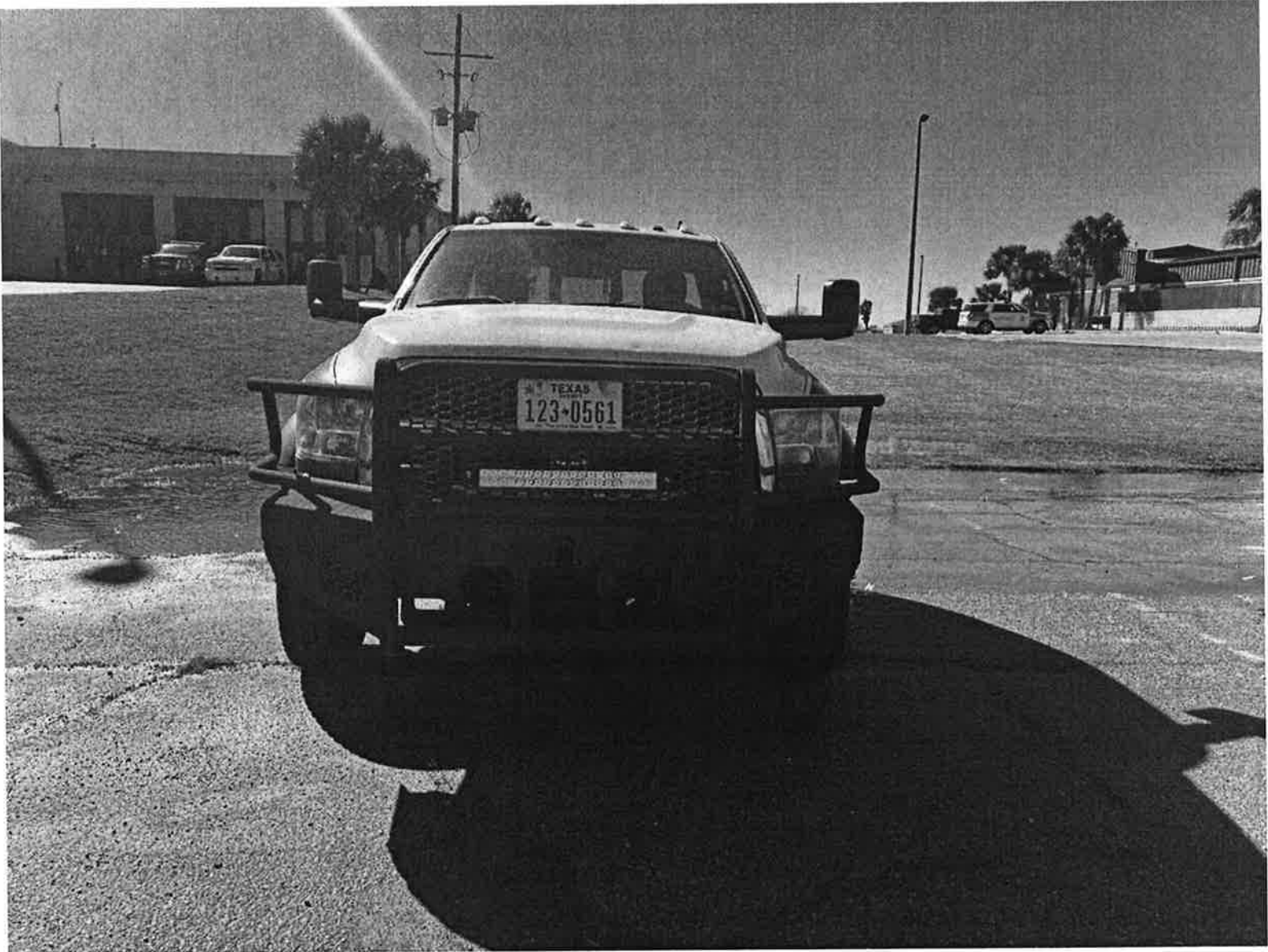


THIS VEHICLE CONFORMS TO ALL APPLICABLE U.S.A. FEDERAL MOTOR VEHICLE SAFETY STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE.

VIN: 3C6RR7K19EG34471 TYPE: TRUCK

VEHICLE MADE IN MEXICO PAINT: P47 TRIM: 0415

MM:091822 07000











EXTENDOBED

Manufactured in the USA
www.extendobed.com

1-800-752-0706

MODEL

SER. NO.

Load Capacity

#

Exhibit J

Form #2201 Rev. 05/2020
Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
512-463-6334
512-463-5569 - Fax
Filing Fee: None



STATEMENT OF OFFICER

Statement

I, Tim Hardy, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Commissioner - Galveston Co. ESD No. 2

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date:

1/19/2024

Signature of Officer

Tim Hardy

Form #2204 Rev 9/2017

This space reserved for office use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Tim Hardy, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Commissioner - Galveston Co. ESD No. 2 of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Tim Hardy
Signature of Officer

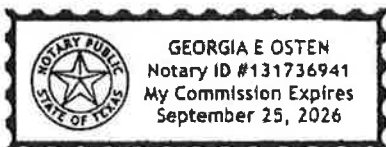
Certification of Person Authorized to Administer Oath

State of Texas

County of Galveston

Sworn to and subscribed before me on this 19th day of January, 2024.

(Affix Notary Seal,
only if oath
administered by a
notary.)



Georgia Osten
Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Georgia Osten
Printed or Typed Name

Form #2201 Rev. 05/2020

Submit to:

SECRETARY OF STATE

Government Filings

Section P O Box 12887

Austin, TX 78711-2887

512-463-6334

512-463-5569 - Fax

Filing Fee: None



STATEMENT OF OFFICER

Statement

I, Tim Byrom, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Commissioner - Galveston Co. ESD No. 2

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: 1/19/2024

[Signature]
Signature of Officer

Form #2204 Rev 9/2017

This space reserved for office use

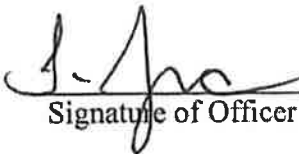
Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Tim Byrom, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Commissioner - Galveston Co. ESD No. 2 of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

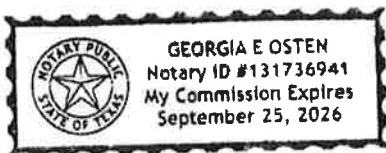

Signature of Officer

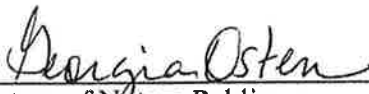
Certification of Person Authorized to Administer Oath

State of Texas
County of Galveston

Sworn to and subscribed before me on this 19th day of January, 2024.

(Affix Notary Seal,
only if oath
administered by a
notary.)




Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Georgia Osten
Printed or Typed Name

Form #2201 Rev. 05/2020
Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
512-463-6334
512-463-5569 - Fax
Filing Fee: None



STATEMENT OF OFFICER

Statement

I, George Strong, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Commissioner - Galveston Co. ESD No. 2

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date:

1/19/2024

Signature of Officer

A handwritten signature in black ink, appearing to read "George Strong", written over a horizontal line.

Form #2204 Rev 9/2017

This space reserved for office use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, George Strong, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Commissioner - Galveston Co. ESD No. 2 of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.



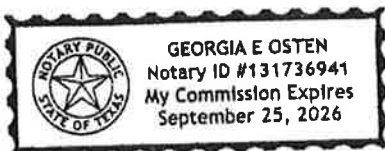
Signature of Officer


Certification of Person Authorized to Administer Oath

State of Texas
County of Galveston

Sworn to and subscribed before me on this 19th day of January, 2024.

(Affix Notary Seal,
only if oath
administered by a
notary.)





Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Georgia Osten

Printed or Typed Name

Exhibit K



Galveston County ESD # 2
930 Noble Carl Dr.
Crystal Beach, Texas 77650

Monthly commissioners Meeting

Month: December 2023

Calls for service by shift:

<u>2022:</u>	<u>A shift</u>	<u>B shift</u>	<u>C shift</u>	<u>D shift</u>	<u>Total</u>
January	13	9	36	9	67
February	14	10	19	4	47
March	16	12	24	10	62
April	19	18	45	12	94
May	30	10	105	38	183
June	25	48	70	24	167
July	32	27	76	40	175
August	19	20	32	19	90
September	12	21	40	23	96
October	18	24	39	19	100
November	30	15	36	9	90
December	19	26	30	5	80
TOTAL	247	230	552	212	1,241

<u>2023:</u>	<u>A shift</u>	<u>B shift</u>	<u>C shift</u>	<u>D shift</u>	<u>Total</u>
January	24	12	18	19	73
February	18	16	23	3	61
March	31	26	39	17	113
April	22	15	36	14	87
May	22	23	135	23	203
June	36	44	73	20	173
July	43	28	87	30	188
August	35	32	36	15	118
September	27	16	44	22	109
October	17	24	30	12	83
November	15	14	29	9	67
December	12	22	20	10	64
YTD TOTAL	302	272	570	194	1,338

A total of 97 calls for service increase between 2022 and 2023.



Average Chute time: 1 minute & 9 seconds

Average response time: 6 Minutes & 18 seconds

➤ **Zone Breakdown:**

Crystal	
Beach	45
Gilchrist	2
High Island	9
Port Bolivar	8

➤ **Calls for service dispositions:**

Assist FD	3
Refusal	21
Trans Landing zone	
/PHI	1
Trans UTMB	33
Trans Winnie	6

➤ **Station up-dates:**

PB:

- Nothing to report

CB:

- Facilities has been working on the refrigerator, the next step will probably be to replace the unit if they cannot get it fixed correctly.
- Facilities came out on 12/29 and found that the fan blade had come off in the fridge. He put the blade back on and said watch it and see what it does.
- It was reported on 12/29 that the large oven portion was not working. Facilities looked at it, and said they have 1 master controller left for the unit and they will bring it out next Thursday (after the new year) and replace it. He did state that this will be the last main controller to be purchased as they have discontinued that stove and parts are either hard to find or cannot be located for a reasonable price any longer.

HI:

- Nothing to report



➤ **Unit up-dates:**

Unit 81679:

Total expenditures \$ 112.00

Unit 35593:

Total expenditures \$ 344.65

Unit 99903:

Total expenditures \$ 158.00

Unit 93062:

Total expenditures \$ 336.00

Unit 76320:

Total expenditures \$0.00

Command 1

Total expenditures \$ 53.04

Squad 1200:

Total expenditures \$ 115.44

Squad 21:

Total expenditures \$ 0.00

Beach Rescue 1:

Total expenditures \$ 0.00

Marine 1:

Total expenditures \$ 0.00

Maintenance supplies:

Total expenditures \$ 448.79

➤ **Grand Total of Fleet expenditures: \$ 1,683.36**

➤ **Employee reports:**

Current staff: 5 Paramedics, 5 Advanced EMT's, 5 EMT-Basics

Current openings: 6 Paramedics

➤ **Administrative reports:**

Nothing to report

➤ **Up-coming events:**

Multiple sprint car days.

• **End of report:**

Frank DeMarco

Operations Supervisor / Paramedic



Galveston County ESD #2
930 Noble Carl Drive
Crystal Beach, Texas 77650
409-750-1053
fdemarco@gcesd2.org



Exhibit L



District Manager Report

January 17th , 2024

ESD

**Texas Workforce Commission advised the current rate for 2024
unemployment rate is 0.25 with the range up to 6.25%**

- **No unemployment claims**
- **State reports filed in a timely manner UI (unemployment insurance)**
 - **Paid Quarterly UI**
- **Preliminary Jeep Weekends planning meetings scheduled**

Employees

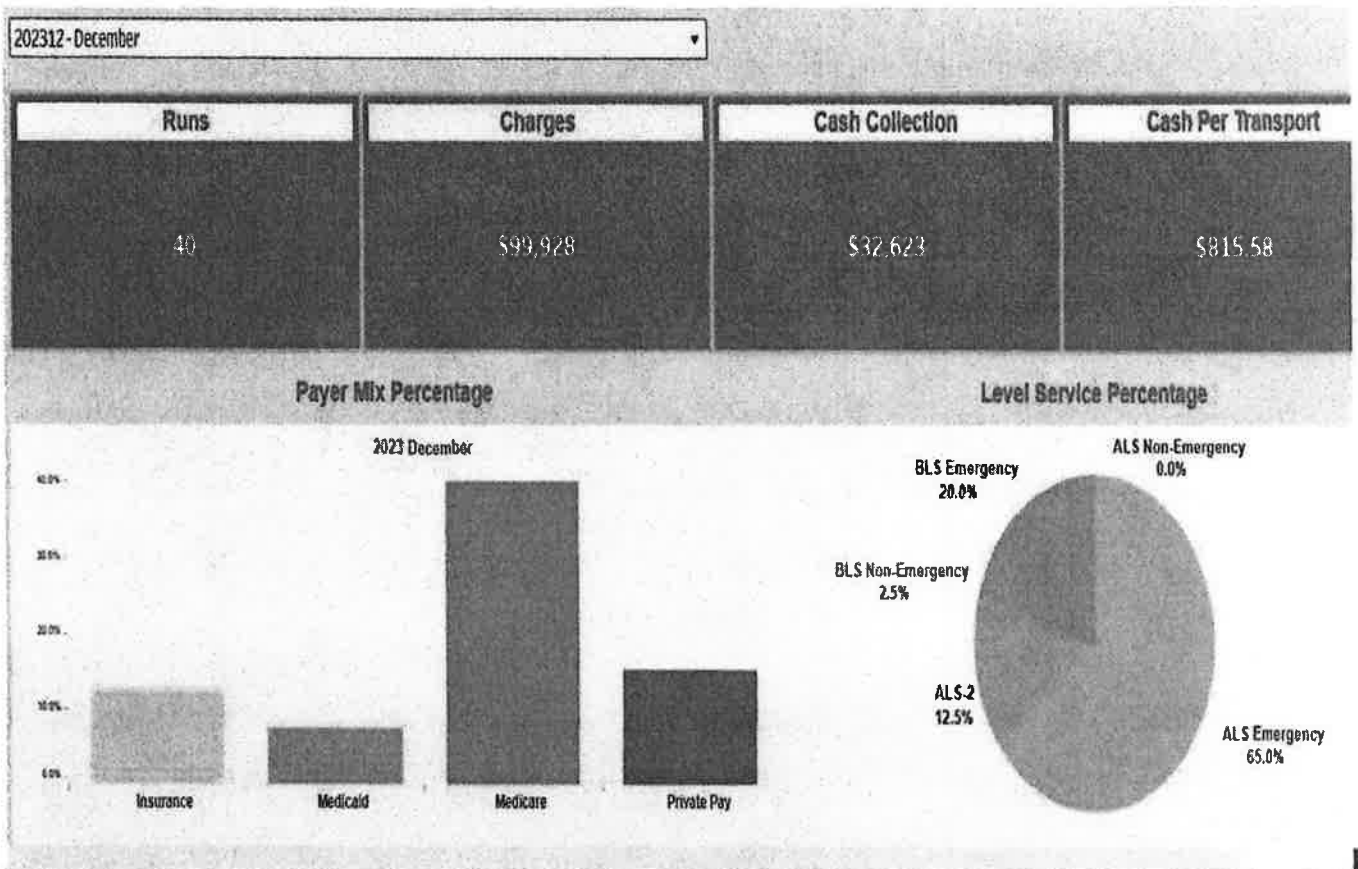
- 5 Paramedic positions open
- New flyer for open positions posted on Facebook and LinkedIn

EMS Billing

Gross Charges YTD-\$328,338

Cash Collections YTD: \$160,307

Cash Collections: \$32,623.00 recovered (\$99,928) billed



VFD Response

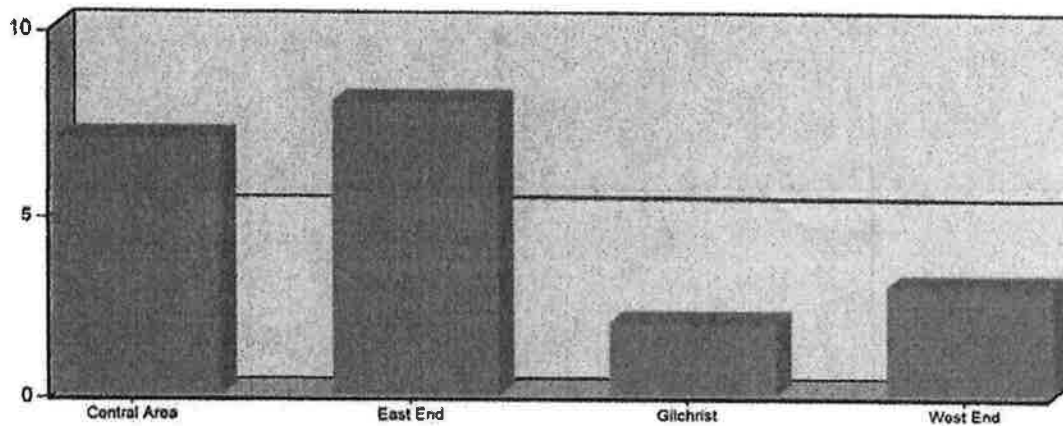
- * Requested permission from Galveston County Facilities to re-locate electrical for new cascade system to be installed

Incident Type Count per Station for Date Range

Start Date: 12/01/2023 | End Date: 12/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - PORT BOLIVAR VFD STATION 1-21	
131 - Passenger vehicle fire	1
143 - Grass fire	1
322 - Motor vehicle accident with injuries	1
# Incidents for 1 - Port Bolivar VFD Station 1-21:	3
Station: 2 - CRYSTAL BEACH VFD ST.1-22	
131 - Passenger vehicle fire	1
143 - Grass fire	1
151 - Outside rubbish, trash or waste fire	1
311 - Medical assist, assist EMS crew	2
324 - Motor vehicle accident with no injuries.	2
# Incidents for 2 - Crystal Beach VFD St.1-22:	7
Station: 3 - HIGH ISLAND VOUNTEER FIRE RESCUE 1-23	
311 - Medical assist, assist EMS crew	9
445 - Arcing, shorted electrical equipment	1
# Incidents for 3 - High Island Vounteer Fire Rescue 1-23:	10

Start Date: 12/01/2023 | End Date: 12/31/2023



ZONE	# INCIDENTS
Central Area - Crystal Beach VFD	7
East End - High Island VFD	8
Gilchrist - Gilchrist	2
West End - Port Bolivar VFD	3

TOTAL: 20

PERSONNEL	COUNT	PERCENTAGE
<u>Blashill, Dawn</u>	2	10.00 %
<u>Comeaux, Leanne</u>	1	5.00 %
<u>Comeaux, Malcolm M</u>	3	15.00 %
<u>Duncan, Bruce</u>	3	15.00 %
<u>Forey, Mark</u>	2	10.00 %
<u>Holder, Michael</u>	3	15.00 %
<u>Isaacks Jr., Robert L.</u>	9	45.00 %
<u>Isaacks, Austin</u>	1	5.00 %
<u>Koenigeter, Kristian</u>	1	5.00 %
<u>Loftin, April</u>	1	5.00 %
<u>Loftin, Richard</u>	3	15.00 %
<u>Mills, Josh d</u>	1	5.00 %
<u>Riley, Mike</u>	8	40.00 %
<u>Riley, Terrie</u>	5	25.00 %
<u>Roessler, Mike</u>	3	15.00 %
<u>Scott, Sheldon</u>	1	5.00 %
<u>Stanford, Damon</u>	1	5.00 %
<u>Stevens, Robin</u>	4	20.00 %
<u>Strimple, Caden</u>	1	5.00 %
<u>Strimple, Hoss</u>	1	5.00 %
<u>Thompson, Orbin</u>	1	5.00 %
<u>Weeks, William</u>	2	10.00 %
<u>Williams, Jose</u>	4	20.00 %
Sum of Individual Responses	61	
Total Incidents for Date Range	20	

Total Number of Responses for VFD's for 2023

584

Port Bolivar – 88

Crystal Beach – 303

High Island – 193

Exhibit M

Galveston County Emergency Services No. 2

Balance Sheet

As of December 31, 2023

ASSETS	TOTAL
Current Assets	
Bank Accounts	
6680 Checking Texas First	466,459.87
6681 Savings - Texas First Bank	2,511.03
6682 - TexStar Capital	127,271.54
6682 - TexStar Emergency	1,089,584.58
6682 - TexStar Savings Account	1,250,704.73
6683 Texas First - Billing Rev. Acc.	105,166.60
Total Bank Accounts	\$3,041,698.35
Accounts Receivable	
1100 Grant Receivable	500.00
Total Accounts Receivable	\$500.00
Other Current Assets	
1110 Property Taxes Receivable	72,507.35
1111 Deferred Portion of Taxes Rec.	-70,716.36
1112 Deferred Ambulance Billings	-44,701.09
1120 Sales Tax Receivable	372,182.67
1125 Other Assets	5,370.62
1126 EMS Receivable	447,459.85
1126.1 Allowance for EMS receivables	-402,309.81
1127 Cash with Agent	23,999.61
12100 Inventory Asset	260.00
Total Other Current Assets	\$404,052.84
Total Current Assets	\$3,446,251.19
Fixed Assets	
1140 Non-depreciable assets	720,453.03
1150 Depreciable Assets	0.00
5021 Motorized Rescue Equipment	0.00
Total Fixed Assets	\$720,453.03
TOTAL ASSETS	\$4,166,704.22

Galveston County Emergency Services No. 2

Balance Sheet

As of December 31, 2023

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
1700 Accrued Expenses	15,052.46
2111 Direct Deposit Liabilities	567.00
24000 Payroll Liabilities	228.57
2405 Payroll Accrual	0.00
Loan Payable - Texas Advantage	0.00
Total Other Current Liabilities	\$15,848.03
Total Current Liabilities	\$15,848.03
Long-Term Liabilities	
7900 Govt Capital Loan Issuance	301,776.00
Total Long-Term Liabilities	\$301,776.00
Total Liabilities	\$317,624.03
Equity	
30000 Opening Balance Equity	0.00
32000 General Fund Balance	3,937,063.37
Net Investment -Capital Assets	0.00
Net Income	-87,983.18
Total Equity	\$3,849,080.19
TOTAL LIABILITIES AND EQUITY	\$4,166,704.22

Galveston County Emergency Services No. 2

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

October 2023 - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
1000 Property Tax Collections	819,323.05	1,370,000.00	-550,676.95	59.80 %
1002 Sales Tax Revenue	444,925.62	1,500,000.00	-1,055,074.38	29.66 %
1004 Emergency Service Billing	211,311.15	200,000.00	11,311.15	105.66 %
1010 Other Revenue	422.08		422.08	
1020 Interest Income - Bank	34,560.50	60,000.00	-25,439.50	57.60 %
Total Income	\$1,510,542.40	\$3,130,000.00	\$-1,619,457.60	48.26 %
GROSS PROFIT	\$1,510,542.40	\$3,130,000.00	\$-1,619,457.60	48.26 %
Expenses				
2000 Auditing		12,000.00	-12,000.00	
2010 Accountant Fees	4,873.75	15,000.00	-10,126.25	32.49 %
2110 Software Services	7,388.42	9,650.00	-2,261.58	76.56 %
2200 Legal Fees	9,350.00	27,000.00	-17,650.00	34.63 %
2210 Professional Fees Other	4,036.83	65,000.00	-60,963.17	6.21 %
2320 Office Equipment		2,000.00	-2,000.00	
2420 Insurance-Liability	400.00	6,000.00	-5,600.00	6.67 %
2440 Insurance - Workers Comp		0.00	0.00	
2450 Bond		400.00	-400.00	
2500 Travel Expense	1,066.47	3,000.00	-1,933.53	35.55 %
2510 Mileage reimbursement/tolls		12,000.00	-12,000.00	
2610 Payroll Taxes	2,353.44	14,000.00	-11,646.56	16.81 %
2630 Salary	42,790.61	178,500.00	-135,709.39	23.97 %
2650 Employee Medical/Benefits		9,200.00	-9,200.00	
2660 Retirement		10,000.00	-10,000.00	
2700 Dues and Subscriptions	250.00	1,900.00	-1,650.00	13.16 %
2710 Conferences	1,520.95	3,500.00	-1,979.05	43.46 %
2820 CB Telephone & Comm	1,896.19	8,800.00	-6,903.81	21.55 %
2830 CB Electric	4,089.67	19,500.00	-15,410.33	20.97 %
2840 CB Sewer/Water/Garbage	3,276.16	5,600.00	-2,323.84	58.50 %
2850 CB Propane		2,500.00	-2,500.00	
2920 Tax Collection Expenses	690.80	5,000.00	-4,309.20	13.82 %
2930 County Appraisal Fees (CAD)	2,708.04	10,500.00	-7,791.96	25.79 %
3010 Crystal Beach VFD	3,635.61	58,250.00	-54,614.39	6.24 %
3020 High Island VFD	12,348.25	84,720.00	-72,371.75	14.58 %
3030 Port Bolivar VFD	7,714.80	71,850.00	-64,135.20	10.74 %
3040 EMS		0.00	0.00	
42110 Software Services	9,946.75	16,000.00	-6,053.25	62.17 %
42210 Professional Fees - Other	175.00	5,000.00	-4,825.00	3.50 %
42250 Medical Director Fees	6,000.00	18,000.00	-12,000.00	33.33 %
42310 Office Supplies/Station Supplie	3,476.54	13,000.00	-9,523.46	26.74 %
42320 Office Equipment	1,829.19	5,000.00	-3,170.81	36.58 %
42330 Medical Supplies	4,687.15	90,000.00	-85,312.85	5.21 %
42430 Insurance - Auto/Boat	2,312.51	45,000.00	-42,687.49	5.14 %

Galveston County Emergency Services No. 2

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

October 2023 - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
42440 Insurance Workers Comp		45,000.00	-45,000.00	
42500 Travel		1,000.00	-1,000.00	
42510 Mileage reimbursement/Tolls		500.00	-500.00	
42610 Payroll Tax Expenses	26,808.26	125,000.00	-98,191.74	21.45 %
42630 Salary & Hourly Employees	368,517.77	1,620,000.00	-1,251,482.23	22.75 %
42640 Payroll Services	891.35	9,000.00	-8,108.65	9.90 %
42650 Employee Medical/Benefits	32,895.03	190,000.00	-157,104.97	17.31 %
42660 Retirement		275,000.00	-275,000.00	
42720 License & Permits	264.95	3,000.00	-2,735.05	8.83 %
42730 Public Relations		500.00	-500.00	
42740 Good of the Department	743.87	2,500.00	-1,756.13	29.75 %
42820 Telephone & Communication	1,940.81	13,000.00	-11,059.19	14.93 %
44000 EMS Equipment	3,790.72	23,000.00	-19,209.28	16.48 %
44050 Ambulance/Vehicle Repair		0.00	0.00	
44100 Equipment Maint/Repair	1,873.56	10,000.00	-8,126.44	18.74 %
44200 Fuel	11,802.22	28,000.00	-16,197.78	42.15 %
44210 Oxygen	2,095.90	4,500.00	-2,404.10	46.58 %
44300 Radio Usage		3,000.00	-3,000.00	
44500 Training	8,509.00	25,000.00	-16,491.00	34.04 %
44600 Medical Exams	90.00	750.00	-660.00	12.00 %
44610 Background Checks	855.00	1,000.00	-145.00	85.50 %
44620 Recruiting		500.00	-500.00	
44800 Uniforms	6,899.60	12,500.00	-5,600.40	55.20 %
44900 Vehicle Maint. & Repair	17,825.89	62,000.00	-44,174.11	28.75 %
46010 Port B - Rent	6,900.00	13,800.00	-6,900.00	50.00 %
46020 Port B - Utilities	790.88	5,000.00	-4,209.12	15.82 %
Total 3040 EMS	521,921.95	2,665,550.00	-2,143,628.05	19.58 %
4050 ESD Fire Equipment/Repair		25,000.00	-25,000.00	
5000 Fleet Vehicles	51,487.50	80,000.00	-28,512.50	64.36 %
5010 Rescue/Medical	20,376.52	191,273.84	-170,897.32	10.65 %
5020 Fire Fighting (PPE)		0.00	0.00	
5022 CB Fire Truck Note/Payment		64,937.64	-64,937.64	
5030 Boat		4,500.00	-4,500.00	
5060 New Ambulance&Remounts	409,959.35	535,000.00	-125,040.65	76.63 %
Uncategorized Expense	0.00		0.00	
Total Expenses	\$1,114,135.31	\$4,202,131.48	\$-3,087,996.17	26.51 %
NET OPERATING INCOME	\$396,407.09	\$-1,072,131.48	\$1,468,538.57	-36.97 %
NET INCOME	\$396,407.09	\$-1,072,131.48	\$1,468,538.57	-36.97 %

Galveston County Emergency Services No. 2

Original Document
January 2024

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLR	AMOUNT
6680	Checking Texas First				-2,856.74
01/17/2024	Check	3706 Visa	Hampton, Waffle House, Love's, Holiday Inn, Exxon Express Mart		391.81
			Adobe, Carbonite		148.84
			HP, Sam's, Amazon		250.56
			Amazon		237.46
			NAAC		1,050.00
			Amazon		746.24
			Finance Charges		31.83
01/17/2024	Check	3707 Visa	Office Depot, HP		-1,959.83
			Sam's, Amazon		165.13
			Amazon		1,082.95
			Direct TV		240.26
			Intuit		216.74
			Frontier Waste		47.25
01/17/2024	Check	3708 Joshua C. Heinz	Dec. '23 Alty Fees		207.50
					-1,000.00
01/17/2024	Check	3709 Chris Reviere	M&D Supply		1,000.00
					-32.33
01/17/2024	Check	3710 Joey Mather	5.11 - Reimbursement		32.33
					-264.00
01/17/2024	Check	3711 GCM, The Big Store	1011896, 1012066, 1011894		264.00
					-144.76
01/17/2024	Check	3712 United Data Technologies, Inc.	Inv. 5122023093		144.76
					-330.00
01/17/2024	Check	3713 Cyber One Solutions	Inv. 69043		330.00
					-257.10
01/17/2024	Check	3714 Ambulance Depot	Inv. 121223		257.10
					-
01/17/2024	Check	3715 Frontier Waste - Bayou	Inv. 2421368		13,000.00
					13,000.00
01/17/2024	Check	3716 Stericycle	Cust. 3000924273, Inv. 8005731754		-204.06
					204.06
01/17/2024	Check	3717 Sparketts & Sierra Springs	Inv. 23216915-122123		-213.57
					213.57
01/17/2024	Check	3718 The Standard	Policy Number 167247		-87.91
					87.91
01/17/2024	Check	3719 GCM, The Big Store	01-1205068		-262.03
			06-4065934, 02-1410408		262.03
01/17/2024	Check	3720 Coastal Welding	Inv. 0080273500		-85.94
					7.60
01/17/2024	Check	3721 Kent Alan Harkley MD, PLLC	Inv. 1049		58.94
					-491.80
01/17/2024	Check	3722 Verizon Connect	Inv. 318000052526		491.80
					-1,500.00
01/17/2024	Check	3723 Municipal Emergency			1,500.00
					-176.12
					176.12
					-1,482.32

Galveston County Emergency Services No. 2
6680 Checking Texas First, Period Ending 12/31/2023

RECONCILIATION REPORT

Reconciled on: 01/16/2024

Reconciled by: Vidal Accounting

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	512,099.79
Checks and payments cleared (58)	-285,585.61
Deposits and other credits cleared (18)	306,745.73
Statement ending balance	<u>533,259.91</u>
Uncleared transactions as of 12/31/2023	-66,800.04
Register balance as of 12/31/2023	466,459.87
Cleared transactions after 12/31/2023	0.00
Uncleared transactions after 12/31/2023	458,756.68
Register balance as of 01/16/2024	<u>925,216.55</u>

Details

Checks and payments cleared (58)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/14/2023	Check	3692	GCM, The Big Store	-286.82
11/14/2023	Check	3691	GCM, The Big Store	-77.12
11/15/2023	Check	3667	Baptist Health Training Center	-75.00
11/15/2023	Check	3640	Threadbearer	-256.80
11/15/2023	Check	3659	Baptist Health Training Center	-375.00
11/15/2023	Check	3668	Emergency Medical Educators	-3,200.00
11/15/2023	Check	3637	Kent Alan Harkey MD, PLLC	-1,500.00
11/27/2023	Check	3671	Montrose Auto Group	-51,487.50
12/01/2023	Expense			-120.55
12/04/2023	Expense			-169.95
12/05/2023	Expense			-1,066.83
12/05/2023	Check	20574		-5,824.64
12/07/2023	Expense			-888.49
12/08/2023	Journal	A-031		-20,882.56
12/08/2023	Expense			-156.22
12/08/2023	Expense			-735.13
12/08/2023	Journal	A-031		-57,177.32
12/12/2023	Expense		Galveston County Auditor	-258.30
12/12/2023	Expense		Galveston County Auditor	-180.60
12/13/2023	Check	3675	Port Bolivar VFD	-3,833.28
12/13/2023	Expense			-186.00
12/13/2023	Expense			-1,056.54
12/13/2023	Expense			-1,105.26
12/13/2023	Check	3705	Visa	-1,270.34
12/13/2023	Check	3704	Visa	-3,315.35
12/13/2023	Check	3703	Clutch	-750.00
12/13/2023	Check	3702	Bound Tree Medical, LLC	-1,163.00
12/13/2023	Check	3673	Joshua C. Heinz	-1,000.00
12/13/2023	Check	3674	Crystal Beach VFD	-2,435.00
12/13/2023	Check	3676	High Island VFD	-2,655.51
12/13/2023	Check	3677	Axon Education, LLC	-8,000.00
12/13/2023	Check	3678	Sparklette & Sierra Springs	-87.91
12/13/2023	Check	3680	Ztech	-950.00
12/13/2023	Check	3681	Frazer	-8,750.00
12/13/2023	Check	3682	The Standard	-308.95
12/13/2023	Check	3683	VFIS	-357.02
12/13/2023	Check	3684	Baptist Health Training Center	-80.00
12/13/2023	Check	3685	Threadbearer	-2,763.55
12/13/2023	Check	3687	United Data Technologies, Inc.	-330.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/13/2023	Check	3688	Stryker Sales, LLC (DBA Stry...	-10,188.26
12/13/2023	Check	3689	Cyber One Solutions	-257.10
12/13/2023	Check	3690	Bandaid Express	-3,050.00
12/13/2023	Check	3693	Christopher's Speedy Lube	-609.00
12/13/2023	Check	3694	Benckenstein & Oxford	-675.00
12/13/2023	Check	3695	Vidal Accounting, PLLC	-1,242.50
12/13/2023	Check	3696	O'Reilly Automotive, Inc.	-349.75
12/13/2023	Check	3697	Coastal Welding	-746.50
12/13/2023	Check	3698	VFIS	-400.00
12/13/2023	Check	3699	D & H Bolivar Rentals	-3,453.82
12/13/2023	Check	3700	First ARiving IO, Inc.	-1,419.34
12/15/2023	Expense			-122.96
12/21/2023	Expense			-888.49
12/21/2023	Expense		Undlne	-111.10
12/22/2023	Journal	A-030		-47,874.80
12/22/2023	Journal	A-030		-16,869.91
12/29/2023	Expense			-193.47
12/29/2023	Expense			-11,928.27
12/29/2023	Expense			-89.00
Total				-285,585.61

Deposits and other credits cleared (18)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/01/2023	Deposit			3,784.01
12/04/2023	Deposit			3,983.02
12/06/2023	Deposit			15,098.18
12/06/2023	Deposit			5,824.64
12/07/2023	Deposit			20,897.67
12/08/2023	Deposit			9,077.32
12/08/2023	Deposit			122,678.01
12/12/2023	Deposit			22,600.86
12/14/2023	Deposit			10,821.57
12/14/2023	Deposit			1,965.59
12/15/2023	Deposit			10,730.01
12/18/2023	Deposit			2,785.44
12/19/2023	Deposit			19,571.43
12/20/2023	Deposit			11,275.66
12/22/2023	Deposit			3,152.31
12/22/2023	Deposit			8,909.74
12/22/2023	Deposit			200.55
12/29/2023	Deposit			33,389.72
Total				306,745.73

Additional Information

Uncleared checks and payments as of 12/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/01/2023	Journal	A-013		-47,218.17
09/01/2023	Journal	A-013		-16,149.11
10/18/2023	Check	3606	Visa	-932.76
10/20/2023	Check			-1,000.00
12/13/2023	Check	3672	Kent Alan Harkey MD, PLLC	-1,500.00
Total				-66,800.04

Uncleared deposits and other credits as of 12/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/12/2023	Check	3408	High Island VFD	0.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/19/2023	Check	3502	Joshua C. Heinz	0.00
10/18/2023	Check	3588	The Standard	0.00
11/15/2023	Check	3646	Lexipol, LLC	0.00
11/15/2023	Check	3648	East Texas GC Regional Trau...	0.00
12/13/2023	Check	3672	Kent Alan Harkey MD, PLLC	0.00
12/13/2023	Check		Crystal Beach VFD	0.00
Total				0.00

Uncleared checks and payments after 12/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/04/2024	Expense			-888.49
01/10/2024	Expense		Galveston County Auditor	-254.53
01/10/2024	Expense		Galveston County Auditor	-180.60
01/11/2024	Expense			-899.84
01/12/2024	Expense			-110.89
01/17/2024	Check	3706	Visa	-2,856.74
01/17/2024	Check	3707	Visa	-1,959.83
01/17/2024	Check	3708	Joshua C. Heinz	-1,000.00
01/17/2024	Check	3709	Chris Reviere	-32.33
01/17/2024	Check	3710	Joey Mather	-264.00
01/17/2024	Check	3711	GCM, The Big Store	-144.76
01/17/2024	Check	3712	United Data Technologies, Inc.	-330.00
01/17/2024	Check	3713	Cyber One Solutions	-257.10
01/17/2024	Check	3714	Ambulance Depot	-13,000.00
01/17/2024	Check	3715	Frontier Waste - Bayou	-204.06
01/17/2024	Check	3716	Stericycle	-213.57
01/17/2024	Check	3717	Sparkletts & Sierra Springs	-87.91
01/17/2024	Check	3718	The Standard	-262.03
01/17/2024	Check	3719	GCM, The Big Store	-65.94
01/17/2024	Check	3720	Coastal Welding	-491.80
01/17/2024	Check	3721	Kent Alan Harkey MD, PLLC	-1,500.00
01/17/2024	Check	3722	Verizon Connect	-176.12
01/17/2024	Check	3723	Municipal Emergency Services	-1,482.32
01/17/2024	Check	3724	Port Bolivar VFD	-1,603.64
01/17/2024	Check	3725	Crystal Beach VFD	-706.50
01/17/2024	Check	3726	High Island VFD	-5,782.01
01/17/2024	Check	3727	Vidal Accounting, PLLC	-630.00
01/17/2024	Check	3728	Stericycle	-213.57
Total				-35,598.58

Uncleared deposits and other credits after 12/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/02/2024	Deposit			26,501.06
01/03/2024	Deposit			48,768.50
01/05/2024	Deposit			34,863.64
01/05/2024	Deposit			38.16
01/10/2024	Deposit			95,319.56
01/12/2024	Deposit			286,776.35
01/12/2024	Deposit			2,087.99
Total				494,355.26