

**DATE:** November 13, 2014

THE BOARD OF COMMISSIONERS OF MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT NO. 10 (the "District") met in a regular session, open to the public, at the Magnolia Volunteer Fire Department, Station 181, 18215 Buddy Riley Blvd, Magnolia Texas 77354 on Thursday, November 13, 2014 at 3:00 p.m. inside the boundaries of the District.

At 3:15 p.m., Commissioner Buschardt called to order the Regular Meeting of the Montgomery County Emergency Services District #10 (the "District") and the roll was called of the duly appointed officer's to-wit:

<b>COMMISSIONER</b>	<b>BOARD POSITION</b>	
Robert Buschardt	President	Present
Wesley Werner	Vice President	Present
Andrew Brown	Secretary	Present
Dwight Arnold	Treasurer/Investment Officer	Present
Johnnie Bryant	Assistant Secretary/Treasurer	Present

All of said Commissioners were present thus constituting a quorum.

Also present were F. Howard Katz, the District's attorney, Fire Chief Gary Vincent, and Rhonda Reinholz of Magnolia Volunteer Fire Department ("MVFD" and the "Department"), Cathy Branco of Municipal Accounts & Consulting LP., and Ryan Fortner of Sales Revenue Inc.

The following business was transacted:

**AGENDA ITEM:**

**1. Roll Call, Pledge of Allegiance, Pledge of Texas and Invocation.**

Commissioner Buschardt led the Board in the Pledge of Allegiance.

Commissioner Bryant led the Pledge to Texas.

The Invocation was given by Commissioner Werner.

**2. To receive public comment.**

There was no public comment.

**3. To approve the Minutes of prior meeting(s).**

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Brown, the Board unanimously approved the minutes of the District's Regular Board meeting of October 16, 2014 as presented.

**4. To receive a Financial Report from the District Bookkeeper.**

Ms. Branco presented the Bookkeeper's Report including a listing of the disbursements presented, for the Board's approval and signature.

A copy of the Bookkeeper's Report for November 13, 2014, is attached hereto as **Exhibit A**.

**5. To receive a Tax Report from the District Bookkeeper.**

There was no Tax Report.

**6. To receive a report on District investments and take action on investment of District Funds.**

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Arnold, the Board unanimously authorized Municipal Accounts & Consulting, L.P. to transfer three (3) CD's to Texpool: 1) Allegiance Bank with a current maturity date of 11/23/2014; 2) First State Bank with a current maturity date of 11/23/2014; 3) United Texas Bank with a current maturity date of 11/23/2014.

**7. To receive the sales tax report from Ryan Fortner.**

Ryan Fortner presented the Sales and Use Tax Audit Report Status Update.

**8. To review sales tax matters concerning City of Magnolia.**

Upon discussion of this topic no action was necessary.

**9. To review and take action on District Depositories and authorize revised investments.**

No action was necessary.

**10. To pay District bills.**

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Werner, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report with the addition of check numbers: 1189 to Lowe's in the amount of \$1,202.70 for Equipment for new Engine 182 & 183; 1190 to Motorola in the amount of \$51,373.50 for Radios for new Engine 182 & 183; 1191 to Coveler & Katz in the amount of \$8,968.24 for Legal Fees August- October 2014; 1192 to Hickory Corral in the amount of \$57.04 for Meeting Expense 11/13/2014.

**11. To discuss and take action on amending the District's 2014 budget and 2015 budget.**

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously authorized Ms. Branco to Amend to 2014 budget to reflect a transfer of \$800,000.00 from the Three New Stations Project, which will be decreased to \$1.2 million, to a new budget item styled "New Engines 182 & 183" to cover the two (2) new Engines which will be revised from the Budget item "Engine 183 Expense".

**Let the records reflect at 4:12 pm the meeting was suspended. The meeting reconvened at 4:48 pm.**

**12. To receive a report from Magnolia VFD regarding the good and welfare of the Fire Department.**

Fire Chief Gary Vincent presented the Fire Chief's MVFD and ESD November 2014 Board Report with special mention to the Board about the following topics:

- Request approval to sell Old Booster 183
- L186 Housing Project Update - Request approval to purchase controlled access hardware and exit trim to match existing fire stations as presented

**13. To receive a financial report from the Department.**

Fire Chief Gary Vincent presented the Department's October 2014 GL and Rolling Budget.

**14. To Review and take action on the payment of operations funding pursuant to 2014 budget and service agreements with the Department.**

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Brown, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 1188 in the amount of \$57,447.76 for Maintenance & Operations and check number 1187 in the amount of \$164,435.00 for Payroll.

A copy of the Bookkeeper's Report November 13, 2014 is attached hereto as **Exhibit A**

**15. To Review and take action on the payment of capital funding pursuant to 2014 budget and service agreements with the Department.**

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Arnold, the Board unanimously approved payment of check number(s):

- 1176 to Northwest Communications, Inc. in the amount of \$1,485.00 for New Engine 183 VHF Radio;
- 1177 to Witmer Public Safety Group, Inc. in the amount of \$518.99 for 13 Leather Fronts;
- 1179 to CASCO Industries, Inc. in the amount of \$30,540.25 for Equipment for new Engine 182 & 183, 10 Helmets & 10 pairs of Gloves;
- 1180 to Dooley Tackaberry, Inc. in the amount of \$135.00 for new Engine 183 adapters;
- 1181 to Magnolia VFD in the amount of \$345.94 for reimbursement for Booster 183 lift modifications;
- 1183 to Plastix Plus, LLC in the amount of \$1,550.00 for new Booster 183 poly work;
- 1185 to Witmer Public Safety Group, Inc. in the amount of \$1,017.95 for Boots;
- 1186 to Dooley Tackaberry in the amount of \$2,677.20 for tools & equipment for new Engine 182 & 183;
- 1189 to Lowe's in the amount of \$1,202.70 for equipment for new Engine 182 & 183;
- 1190 to Motorola in the amount of \$51,373.50 for Radios for new Engine 182 & 183.

**16. To receive a report and take action as appropriate to revise District and or quarterly re-allocations and/or other matters.**

No action was necessary.

**17. To review and take action on approval of proposed 2015 three year Service Contract with Magnolia Volunteer Fire Department commencing January 1, 2015.**

Upon discussion of this topic no action was necessary.

**18. To review and take action on ISO project.**

No action was necessary.

**19. To receive a report and take action on design-build project with Bass Construction for 3 New Fire Stations Project, including approval of guaranteed maximum price.**

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Bryant, the Board unanimously authorized Commissioner Werner and the District's attorney to approve the MEP (Mechanical, Electrical & Plumbing) with Bass Construction.

**20. To discuss and take action on activities of District engineer regarding engineering and platting for 3 new fire station sites, as needed.**

No action was necessary.

**21. To review and take action on matters relating to Ladder 186 Housing.**

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Arnold, the Board unanimously approved up to \$1,916.34 for controlled access hardware & exit trim as presented in Estimate # 11102014A from Allen Lock & Safe.

**22. To review and take action on the sale of surplus property: 1999 Ford F-450, Unit 32, Booster 183.**

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved the Department to sell Old Booster 183 at a reserve price of \$5,000.00 with all proceeds to go back to the District.

**23. To review and take action on Lonestar property fencing needed to secure the property.**

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Brown, the Board unanimously authorized Fire Chief Gary Vincent to fence the Lonestar property at an amount not to exceed \$50,000.00.

**24. To review and take action on Gulf Coast State Planning Region Mutual Aid Agreement.**

No action was necessary.

**25. To review and take action on development of District website.**

No action was necessary.

**26. To meet in Closed Session, pursuant to Section 551.071 Government Code, to discuss possible litigation concerning the Buddy Riley Road fire station with District Counsel.**

The Board did not enter into executive session.

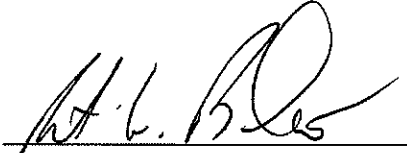
**27. To meet in Closed Session, pursuant to Section 551.074 Government Code, to discuss District personnel, including review of possible creation of full time operational staffing positions.**

The Board did not enter into executive session.

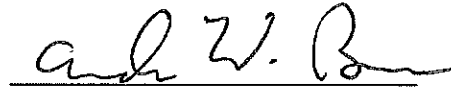
**ADJOURNMENT**

There being no further business to come before the Board, upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved adjourning the meeting at 5:43 pm.

**Next regularly scheduled meeting will be on December 18, 2014 at 3:00 pm.**



Robert Buschardt, President



Andrew Brown, Secretary