



DATE: December 10, 2015

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, December 10, 2015 at 2:00 p.m. inside the boundaries of the District.

At 2:09 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:

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

3 of said Commissioners were present thus constituting a quorum.

Also present were Fire Chief Gary Vincent, Assistant Chief Kevin Walters, Assistant Chief Rusty Griffith and Rhonda Reinholz of Magnolia Volunteer Fire Department ("MVFD" and the "Department"), Cathy Branco of Municipal Accounts & Consulting LP., John Peeler, the District's Attorney, and Ryan Fortner with 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 Arnold led the Pledge to Texas.

The Invocation was given by Commissioner Bryant.

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 Bryant and seconded by Commissioner Arnold, the Board unanimously approved the minutes of the District's Regular meeting of November 12, 2015 and Special meeting of November 24, 2015 as presented.

4. To receive a Financial Report from the District Bookkeeper and pay District bills.

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 December 10, 2015 is attached hereto as **Exhibit A**.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report.

5. To receive a Tax Report from the District Bookkeeper, including report on District investments and take action on investment of District Funds, including annual review of Investment Policy.

Ms. Branco presented the October 2015 Tax Report.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved the following:

Operating Fund CD's:

Transfer the Icon Bank, IBC Bank, Pioneer Bank, and Texas Capital Bank CD's maturing 01/04/2016 to TEXPOOL.

Reinvest the Third Coast Bank, SSB CD maturing 1/17/2016, The Bank of River Oaks, and Independent Bank CD's maturing 1/21/16 to all mature in June 2016.

Tax Fund CD:

No action necessary.

6. To receive and review the monthly sales tax report.

Ryan Fortner with Sales Revenue Inc. presented the December 2015 Sales Tax Report.

7. To review and take action on the payment of operations funding pursuant to 2015 budget and service agreement with the Department.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 1395 in the amount of \$66,339.81 for Maintenance & Operations and check number 1394 in the amount of \$367,422.58 for Payroll.

A copy of the Bookkeeper's Report December 10, 2015 is attached hereto as **Exhibit A**

8. To review and take action on the payment of capital funding pursuant to 2015 budget and service agreement with the Department.

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

1390 to Advance Rescue Systems in the amount of \$40,170.00 for JAWS Equipment for 3 New Engines and 1 New Tanker;

1392 to Hutton Communications in the amount of \$922.15 for Equipment for 3 New Engines and 1 New Tanker;

1403 to NW Communications in the amount of \$983.00 for Communication Equipment for 3 New Engines and 1 New Tanker;

1404 to Grainger in the amount of \$3,771.20 for Equipment for 3 New Engines and 1 New Tanker.

9. To receive a report and take action as appropriate to revise District and or Department operating and capital budgets pursuant to Department quarterly re-allocations and/or other matters.

No action was necessary.

10. 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 December 2015 Board Reports with special mention to the Board about the following topics:

- 5 acre property at Dobbin Huffsmith & Hardin Store Road is for sale (\$850K).
- Introduction of Mrs. Jennifer "Jenni" Talley as the new Assistant Office Manager.
- Quote for approximately \$3,000.00 for re-stripping the parking lot at Station 181, including painting the curbs, and power-washing the old stripes off.
- 1952 American LaFrance Parade truck update.
- The Department is participating in the December 12th Christmas Parade.
- Update on the new Mechanic's truck.
- We will need permission to sell the old mechanic/cascade truck on the auction site.
- Update on the repair issues of Booster 185.
- The Department had great staffing on Thanksgiving with all 6 stations manned for the first time ever!
- The TML Workers Compensation Audit went well.
- Presented ISO Strategy

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously authorized up to \$3,000.00 for re-stripping and painting of Station 181 parking lot and curbs.

11. To receive a financial report from the Department.

Assistant Chief Kevin Walters presented the Department's 2015 4th Quarter Rolling Budget and October 2015 GL.

12. To review and take action on engagement of auditor to perform District 2015 Audit.

Upon discussion of this topic no action was necessary.

13. To review and take action on mutual aid agreement(s) for emergency services.

Upon discussion of this topic no action was necessary.

14. To review and take action on any municipal action(s) affecting the District and provision of District services.

No action was necessary.

15. To review and take action on proposed Department 2016 budget.

No action was necessary.

16. To review and take action on Service Contract with Magnolia Volunteer Fire Department.

Upon a motion duly made by Commissioner Bryant and seconded by Commissioner Arnold, the Board unanimously approved to extend the service contract with the Department for six (6) months using the 2016 Funds.

17. To review and take action on real estate matters, including but not limited to purchase, sale, utilities, encumbrances and/or easements.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously authorized to execute the Deed requested by Montgomery County for the road and utility improvements for the Lone Star property Station 187.

18. To review and take action on requested "Fire Emergency Water Supply Agreement" between District and Village at High Meadow Community Association.

No action was necessary.

19. To receive a report and take action on improvements, repairs and construction for District facilities, including utilities, construction payments, engagement of architectural or engineering services and selection of contractors.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved Draw Requests #2 and #3 as presented pending inspection by the bank.

Draw #2:	Station 187	\$ 53,161.60	Draw #3:	Station 187	N/A
	Station 188	\$ 74,844.80		Station 188	\$53, 131.60
	Station 189	\$156,330.10		Station 189	\$53,131.60

20. To review and take action on District debt, including refinancing existing debt and incurring debt for new acquisitions.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved to accept the renegotiation of terms from Wells Fargo with pledge of sales tax as collateral and authorize Board officers to execute the documents.

Let the records reflect at 3:56 pm the meeting was suspended. The meeting reconvened for regular business at 4:24 pm.

21. To review and take action to approve the purchase of capital assets, including vehicles, fire fighting apparatus and equipment.

No action was necessary.

22. To review and take action on ISO project.

Upon discussion of this topic no action was necessary.

23. To review and take action on long term apparatus purchases and operational changes.

No action was necessary.

24. To review and take action on the payment of insurance premiums.

No action was necessary.

25. To review and take action on employment/personnel issues, including hiring, retention, compensation, benefits and scheduling for District employees, including administrative staff, Fire Chief, suppression staff and command staff.

No action was necessary.

26. To review and take action on the disposition of surplus or salvage property.

No action was necessary.

27. To meet in Executive Session, pursuant to Government Code Sections 551.072, 551.074 and 551.071 to discuss District real estate, personnel matters and to consult with legal counsel on litigation and other matters requiring confidentiality under the rules of the State Bar of Texas and Tax Code §323.3022 to review sales tax information.

The Board entered into Executive Session at 4:33 pm and reconvened for regular business at 4:48 pm.


28. To review and take action on breach of contract by builder for station construction.

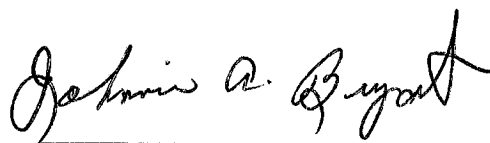
No action was necessary.

ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved adjourning the meeting at 4:49 pm.

Next regularly scheduled meeting will be on January 21, 2016 at 2:00 pm.


Robert Buschardt, President


Andrew Brown, Secretary
Johnnie A. Bryant