



Montgomery County Emergency Services District No. 10

DATE: February 21, 2019

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, February 21, 2019 at 1:00 p.m. inside the boundaries of the District.

AGENDA ITEM:

1. Call Meeting to order

At 1:09 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:

2. Roll Call, Pledge of Allegiance, Pledge of Texas and Invocation.

COMMISSIONER	BOARD POSITION	
Robert Buschardt	President	Present
Scot Wall	Vice President	Absent
Johnnie Bryant	Secretary	Present
Tate Robinson	Treasurer	Present
Tommy Gage	Assistant Secretary/Treasurer	Present

4 Commissioners were present thus constituting a quorum.

Also present were Magnolia Volunteer Fire Department ("MVFD" or "the Department") Assistant Chief Rusty Griffith, and Office Manager Rhonda Reinholz, Deputy Silvio, Cathy Branco of Municipal Accounts & Consulting LP, and District legal counsel John Peeler of Coveler & Peeler, PC.

Commissioner Buschardt led the Board in the Pledge of Allegiance.

Commissioner Bryant led the Pledge to Texas.

The Invocation was given by Tommy Gage.

3. To receive public comment.

There was no public comment.

4. To approve the Minutes of prior meeting(s).

Upon a motion duly made by Commissioner Bryant and seconded by Commissioner Robinson, the Board unanimously approved the Minutes of the District's Regular Meeting held January 17, 2019.

5. To receive a Financial Report from the District Bookkeeper and to pay District bills and to address financial matters including depositories, Investment Policy and investments.

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 February 21, 2019 is attached hereto as **EXHIBIT A**.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report with the addition of check numbers:

2089 VOID;

2102 to Health Care Service Corporation in the amount of \$5,099.51 for March 2019 Medical and Dental;

2103 to Pumps of Houston in the amount of \$1,935.00 for Station 187 Detention Pond pump repair from lightning strike 10/9/18/VFIS Claim #TXTR18110356;

2104 to Gary Vincent in the amount of \$350.30 for Reimbursement for 2019 SAFE-D Conference expenses;

2105 VOID;

2106 to Tate Robinson in the amount of \$618.26 for Reimbursement for 2019 SAFE-D Conference expenses;

2107 to Hickory Corral in the amount of \$82.85 for February meeting expense.

No other action was necessary.

The Board readdressed this topic after item #13.

Discussion ensued regarding the 2.5% property tax cap bill passed by the Senate Committee and its potential effect on District revenues.

6. To receive a tax report from the District Bookkeeper.

Ms. Branco presented the January 2019 Tax Report.

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

The Board reviewed the January and February 2019 Sales Tax Reports prepared by Sales Revenue Inc.

8. To review and act on the payment of operations funding pursuant to budget and service agreement with the Department.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 2090 in the amount of \$851,782.37 for Payroll Transfer 03/2019 Payroll and check number 2091 in the amount of \$98,045.83 for Maintenance & Operations Transfer 03/2019. Discussion ensued for clarification purposes that the Payroll Transfer check includes two (2) months of payroll adjustments for January and February 2019.

A copy of the Bookkeeper's Report February 21, 2019 is attached hereto as **EXHIBIT A**.

9. To review and act to approve the purchase, funding and payment for capital assets, including vehicles, fire-fighting apparatus and equipment.

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

2099 to On Site Decals, LLC in the amount of \$8,040.00 for Graphics for three (3) Dodge Durango's, Unit 114, 120, and 117;

2088 to Galls in the amount of \$12,096.00 for 192 winter coats;
2098 to Magnolia Volunteer Fire Department in the amount of \$929.79 for Reimbursement for tablets purchased from Verizon Wireless for MR 187, 188, and 189;
2100 to TESSCO in the amount of \$468.16 for Communication equipment (Cabling & Antennas for MR
2064 to Casco Industries in the amount of \$2,194.00 for Auto Ejects for nine (9) MR cars and Booster 187;
2065 to Motorola in the amount of \$28,033.04 for Radios and equipment for B187, MR Cars 187, 188, and 189;
2066 to On Site Decals, LLC in the amount of \$1,340.00 for Graphics for one (1) Dodge Durango, Unit 116;
2078 to Wells Fargo in the amount of \$1,299.99 for MS906 Scanning Tool;
2079 to Wells Fargo in the amount of \$1,892.00 for Equipment for new MR Cars;
2080 to TESSCO Incorporated in the amount of \$1,182.29 for Communication Equipment for the new MR Vehicles and Booster 187;
2083 to On Site Decals in the amount of \$2,680.00 for Graphics for two (2) Dodge Durango's, Unit 119 & 122;
2086 to Moore Chrysler Dodge Jeep Ram in the amount of \$80,477.01 for three (3) 2019 Dodge Durango's.

10. To receive a report and act as appropriate to revise District and/or Department current year operating and/or capital budgets pursuant to Department quarterly re-allocations and/or other matters.

No action was necessary.

11. To receive a report from Magnolia Volunteer Fire Department ("MVFD") regarding the good and welfare of the Fire Department and act on requests for equipment and expenses for the Department.

Assistant Chief Rusty Griffith presented the Fire Chief's MVFD and ESD February 2019 Board Reports and handouts with special mention to the Board about the following topics:

1. We completed the Pre-Construction meeting with Ferrara Apparatus at the Louisiana plant. We should plan on accepting delivery and need our payment of the two (2) new Tankers 188 and 189 in September 2019.
2. Chief Griffith and I attended a meeting with the Texas Division of Emergency Management on Emergency Recovery Grants in Houston. It was productive, and we were able to address some of our issues with the process. As a result, our request has been fast tracked and we have already had a visit in the office from the person who is now working on our recovery funds application request.
3. We have worked with Todd Mission VFD and Grimes County Commissioners Court to implement Automatic Aid dispatching to respond to the Grimes County section of Crown Ranch in the rear of the subdivision.
4. I attended the Annual Meeting of the Department's Deferred Compensation provider in Austin.
5. Chief Griffith has been named the Chairman of the MCFCA Communications Committee, which is over all the radios and dispatch system county wide. This is one of the most important committees of the MCFCA.
6. Work on the 9 Medical Response vehicles continues on schedule. We are \$40,000.00 under budget for this project.
7. I would like to ask that we begin the 2019 Capital Budget year by replacing the three (3) #18, 1801, and 1806 Command Vehicles (Tahoes). They were bought in 2012 and have over 100,000 miles on them. We need \$212, 000.00 to replace all three as referenced in the presentation. This is our highest priority light duty vehicle purchase for 2019.
8. Commissioners Gage, Robinson and I attended the SAFE-D Conference, and I felt it was a very worthwhile event.
9. Engine 184 update---We went to the body shop where the repairs are being addressed. If you recall, Engine 184 was struck on Hardin Store Road by an oncoming vehicle who crossed over into our lane, injuring our driver and doing major damage to the Engine.
10. Lone Star College has announced the purchase of property at FM 1486 and FM 1774 for the Lone Star Magnolia College Campus. We are putting a very serious effort to be a part of their plans to encourage the development of a Fire Science Technology program on the campus.
11. The 2018 Annual Incident Report is completed. It is a remarkable document that once again proves what a great job our people are doing and just how far we have come. The document was created by Chief Soliz and Chief Griffith, and represents a significant achievement by our members. There are three items in the report I would like to highlight:

- a) I am very pleased to announce our average response time for the year has dropped below 7 minutes!! The annual average response time for 2018 was an average of 6:59! Considering not all of our stations are manned 24 hours a day 7 days per week, the road construction and traffic we are facing each day, and the national standard for suburban departments like MVFD is 10 minutes, this is a remarkable achievement. For the last 5 years, we have steadily reduced our response time, and are not far behind major cities such as Houston, Dallas, and San Antonio, all of which operate no significantly higher funding levels per square mile. In 2014, our average response time was 8:13.
- b) Secondly, our Fire Protection Property Save Rate for 2018 was 86%! That is extremely high for any fire department and represents approximately \$13,400,605.00 dollars of community property. Considering the total property and sales tax revenue generated for the ESD was \$12,070,941.27, you can see that we are a great value to the taxpayers we serve. Please keep in mind, as you consider the data, that MVFD provides many more services to our taxpayers just fire protection for the total dollars generated from taxes. I think we are clearly one of the best values in government.
- c) Third, 61% of our requests for service are Medical Responses. This is the bulk of what we do on a daily basis, and yet, it does not show up as "Property Saved" in dollars. As a result, how do we acknowledge the value of the bulk of our work? What dollar value saved do we apply when we help the injured, the sick, or those trapped in a motor vehicle accident(14%)? In short, MVFD is a tremendous value to our community and well worth every dollar being spent. The 2018 Annual Incident Report proves it once again, and it is our people who make MVFD so special.

12. Presented the 2019 Emergency Generator Maintenance Contract with the recommendation to renew with Generator Supercenter.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Bryant, the Board unanimously approved the renewal of the 2019 Generator Maintenance Contract with Generator Supercenter as presented.

Discussion ensued about the presentation of the 3 Command Vehicles.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved up to \$220,000.00 to purchase three (3) Command Vehicles and equipment to replace #18, 1801, and 1806 as presented.

12. To receive a financial report from the MVFD.

Assistant Chief Rusty Griffith presented the January 2019 1st Quarter Rolling Budget and the January 31, 2019 GL.

13. To review and take action on revisions to District 2019 budget.

No action was necessary.

The meeting was recessed at 3:01 pm.

The meeting reconvened for regular business at 3:43 pm.

The Board agreed to take items out of order as posted on the Agenda and readdress item #5 before addressing item #14.

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

Upon discussion of this topic no action was necessary.

15. To review, discuss and act on the sale or disposal of surplus and/or salvage property.

No action was necessary.

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

No action was necessary.

17. To receive a report and act on improvements, repairs, maintenance and construction of District facilities, including utilities, construction payments, engagement of architectural or engineering services and selection of contractors.

No action was necessary.

18. To review and act 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.

19. To review and act on District administrative procedures and policies, including matters related to public access to District facilities and procedures for providing material to the Board for review and action at meetings.

Upon discussion of this topic no action was necessary.

20. To review and act on interlocal agreement(s) regarding traffic preemption or mutual aid.

Upon discussion of this topic no action was necessary.

21. To review and act on interlocal agreement with Montgomery County Hospital District regarding the lease of space at District station(s) to house ambulances and crews.

Upon discussion of this topic no action was necessary.

22. To meet in Closed Session, pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.

The Board did not enter into Closed Session.

23. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

The Board did not enter into Closed Session.

24. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

The Board did not enter into Closed Session.

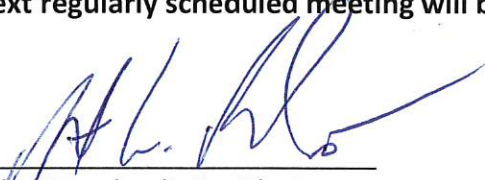
25. To meet in Closed Session pursuant to Government Code §551.089 to deliberate regarding security assessments or deployments relating to information resources technology, network security information, or the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

The Board did not enter into Closed Session.

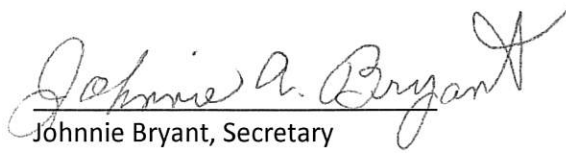
29. ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Commissioner Bryant and seconded by Commissioner Buschardt, the Board unanimously approved adjourning the meeting at 4:14 pm.

Next regularly scheduled meeting will be on March 21, 2019 at 1:00 pm.



Robert Buschardt, President



Johnnie Bryant, Secretary

