



DATE: May 15, 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, Fire Administration, 18215 Buddy Riley Blvd, Magnolia Texas 77354 on Thursday, May 15, 2014 at 3:00 p.m. inside the boundaries of the District.

At 3:27 p.m., Robert 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	Present
Andrew Brown	Secretary	Present
Dwight Arnold	Treasurer/Investment Officer	Present
Johnnie Bryant	Assistant Treasurer/Assistant Secretary	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, Assistant Chief Kevin Walters, and Rhonda Reinholz of Magnolia Volunteer Fire Department ("MVFD" and the "Department"), and Cathy Branco of Municipal Accounts & Consulting LP.

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 said by Commissioner Werner.

2. To set canvass date for May 10, 2014 election.

Upon a motion duly made by Commissioner Buschardt and seconded by Commissioner Bryant, the Board unanimously approved to set a canvass date for May 10, 2014 election to be at the Magnolia Volunteer Fire Department, Fire Administration, 18215 Buddy Riley Blvd, Magnolia Texas 77354 on Wednesday, May 21, 2014 at 1:00 pm.

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 Brown and seconded by Commissioner Bryant, the Board unanimously approved the minutes of the District's Regular Board meeting of April 17, 2014 as presented and the minutes of the District's Special Board meeting of April 29, 2014 as presented.

5. 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 May 15, 2014, is attached hereto as **Exhibit A**.

6. To receive a Tax Report from the District Bookkeeper.

Ms. Branco presented the April 2014 Tax Report. A copy of the April 2014 Tax Report is attached hereto as **Exhibit B**.

7. To review and take action on District 2013 Audit.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Brown, the Board unanimously approved the 2013 Audit Representation letter from Robert VanWassehnova and Associates CPA as presented.

8. To receive a report on District investments and take action on investment of District funds.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Brown, the Board unanimously authorized Municipal Accounts & Consulting, L.P. to reinvest the Allegiance Bank CD with a current maturity date of 05/27/14 to mature in November 2014.

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

No action was necessary.

10. To discuss and take action on amending the District's 2014 budget.

No action was necessary.

11. To pay District bills.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Brown, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report with the addition of check number 1103 to Barbeque Hut in the amount of \$50.00 for May Meeting Expense.

12. To review and take action on granting exemptions for 2014.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Werner, the Board unanimously adopted the Montgomery Central Appraisal District "Verification of Exemption" request for the year of 2014, with the same exemptions that were granted in 2013, as follows:

Homestead	-0-
Over 65	\$25,000.00
Disability	\$25,000.00

A copy of the "MCAD Request for Verification of Exemption Information for use on the 2014 Notices of Appraised Value and 2014 Assessment Rolls", is attached hereto as **EXHIBIT C**.

13. To discuss and take action on the execution of a Contract with a private law firm for the collection of delinquent District ad valorem property taxes, and providing for the payment of 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved the motion to retain the law firm of Linebarger, Goggan, Blair & Sampson, LLP.

14. To discuss and take action on the imposition of additional penalty on delinquent taxes for 2013 pursuant to Section 33.07 of the Property Tax Code and adoption of a Resolution regarding same.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved the motion to adopt a resolution for the imposition of an additional 20% penalty on delinquent taxes for 2013 pursuant to Section 33.07 of the Property Tax Code.

15. To discuss and take action on the imposition of additional penalty on delinquent taxes for 2013 to defray costs of collection by the District's delinquent tax attorney, pursuant to Section 33.08 of the Property Tax Code and adoption of a Resolution regarding same.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved the motion to adopt a resolution for the imposition of an additional 20% penalty on delinquent taxes for 2013 pursuant to Section 33.08 of the Property Tax Code.

16. To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to Section 33.11 of the Property Tax Code and adoption of a Resolution regarding same.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously adopted a resolution for the imposition of an additional 20% penalty on delinquent taxes for 2013 pursuant to Section 33.11 of the Property Tax Code.

17. 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 May 2014 Board Report with special mention to the Board about the following topics:

- The Department is presenting a check in the amount of \$27,707.77 which represents the Department's 1st Quarter 2014 reallocation.
- Request for \$7,699.00 plus freight cost to purchase 6 sets of gear lockers for Stations 184 and 186. The membership needs lockers to secure their firefighting gear when not in use.
- Request for an additional 20 sets of Bunker Gear for the Department at an approximate cost of \$45,000.

18. To receive a financial report from the Department.

Assistant Chief Kevin Walters presented the Department's 1st Quarter 2014 Rolling Budget and General Ledger for the month ended March 2014.

19. 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 were check number 1097 in the amount of \$164,435.00 for payroll and check number 1098 in the amount of \$58,564.38 for Maintenance & Operations.

A copy of the Bookkeeper's Report May 15, 2014 is attached hereto as **Exhibit A**

20. To review and take action on the payment of capital funding pursuant to 2014 budget and service agreement with the Department.

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

1102 to WEISSER ENGINEERING in the amount of \$ 22,977.50 for INV LD055-2-GENERAL CONSULTATION-THREE NEW STATIONS

1100 to PARTS EXPRESS in the amount of \$ 614.88 for INV 4320819-STATION ALERTING EQUIP

21. 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.

Fire Chief Gary Vincent presented a check in the amount of \$ 27,707.77 representing the Department's 1st Quarter 2014 reallocation.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Arnold, the Board unanimously approved the acceptance of a check in the amount of \$ 27,707.77 representing the Department's 1st Quarter 2014 Reallocation.

22. To review and take action on ISO project.

No action was necessary.

Let the records reflect at 4:34 pm the meeting was suspended. The meeting reconvened at 5:04 pm.

17. To review and take action on Bass Construction Design/Build contract for construction of three new fire stations.

Upon a motion duly made by Johnny Bryant and seconded by Dwight Arnold, the Board unanimously approved the "Agreement Between Owner and Design/Builder" form as presented by Weisser Engineering and authorized expenditures up to \$50,000. Discussion ensued thereafter and the Board unanimously approved to Suspend and Table the motion.

23. To review and take action on Bass Construction Design/Build contract and revisions for construction of three new fire stations.

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Werner, the Board unanimously authorized Weisser Engineering to engage HTS to conduct percolation testing at three new fire station sites and the engagement of the land clearing proposal from Weldon Hodge Jr. for \$ 22,000.00 on the 4 acre tract at FM 1486 and North Hall Drive.

24. To review and take action on financing for construction of 3 new fire stations.

No action was necessary.

25. 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.

26. To review and take action on Station 183 generator repairs due to problems as a result of improper installation and seek indemnity from responsible party or parties.

Upon discussion of the topic no action was necessary.

27. To review and take action on solicitation for construction of housing Ladder 186.

The following discussion ensued however no action was necessary. The District's attorney advised the Board the Notice of Solicitation of Proposals was published twice and the deadline date to accept proposals is May 20, 2014.

28. To discuss and take action on Lease Agreement renewal for Station 187.

No action was necessary.

29. To review and take action on the purchase of gear lockers and bunker gear from Capital Monies.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved two (2) Capital expenditures; 1) to allocate up to \$45,000.00 for the purchase of Bunker Gear for the Department; 2) to allocate up to \$8,000.00 for the purchase of 6 sets of Gear Lockers for the Department.

30. To review and take action on Interlocal Agreement for radio tower at 107 Gayle Street.

No action was necessary.

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

No action was necessary.

32. To meet in Closed Session, pursuant to Section 551.071 Government Code, to discuss possible litigation concerning the Buddy Riley Road fire station with the attorney and possible litigation regarding protective orders for District personnel and facilities.

The Board did not enter into Executive Session.

33. To meet in Closed Session, pursuant to Section 551.074 Government Code, to discuss District personnel, including District Fire Chief.

The Board did not enter into Executive Session.

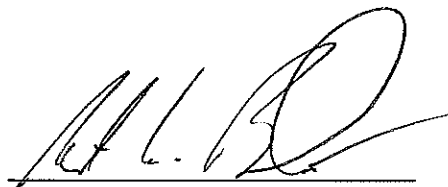
34. To meet in Closed Session, pursuant to Section 551.076 Government Code, to discuss security devices or security audits.

The Board did not enter into Executive Session.

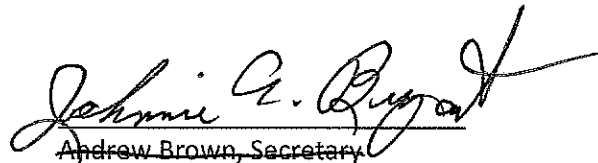
ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Commissioner Brown and seconded by Commissioner Arnold, the Board unanimously approved adjourning the meeting at 5:47 pm.

Next regularly scheduled meeting will be on June 12, 2014 at 3:00 pm.



Robert Buschardt, President



~~Andrew Brown, Secretary~~
Johnnie A. Bryant,
Assistant Treasurer / Assistant Secretary



**MONTGOMERY CENTRAL
APPRAISAL DISTRICT**

MARK A. CASTLESCHOULD, RPA, RTA, CTA
CHIEF APPRAISER

February 4, 2014

Jurisdiction: **Montgomery Co ESD 10**

Tax Assessor/Collector: **Montgomery Co Tax Ofc**

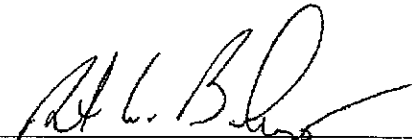
**Request for Verification of Exemption Information
For Use on the 2014 Notices of Appraised Value and 2014 Assessment Rolls**

If the exemptions shown are correct for your jurisdiction, please write "correct" on the form and return to MCAD.

If your jurisdiction has adopted new exemptions, please indicate the new exemption amount(s) and attach a copy of the governing body's Resolution or Minutes authorizing the change(s).

Exemptions:	Currently on File	Adopted Changes for 2014
Homestead	0	0
Over 65	25,000	25000
Disability	25,000	25000

- Changes or corrections must be received at MCAD by April 1, 2014 to be included on the Preliminary Rolls. Unless changes/corrections are received by this date, we will assume our records are correct.
- Any action regarding changes in the percentage homestead exemption must be taken by the governing body before July 1st, Texas Property Tax Code, Section 11.13(n).


Robert W. Buschardt
5-21-14

Signature of Person Completing This Form
Your Name Printed
Date

Please return verification by **April 1, 2014** to:
 Montgomery Central Appraisal District
 Attn: Jaclyn Smith
 P. O Box 2233
 Conroe TX 77305
 or FAX to 936-539-8695

or Scanned & Emailed to: JaclynS@MCAD-TX.ORG

SERVICE, EXCELLENCE AND EQUITY IN AD VALOREM TAX ADMINISTRATION