



Montgomery County ESD No. 10 Magnolia Fire Department

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DATE: June 25th, 2025

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 Fire Department, Station 181, 18215 Buddy Riley Blvd, Magnolia, Texas 77354 on Wednesday, June 25th, 2025, at 3:30 p.m. inside the boundaries of the District.

AGENDA ITEM:

1. Call meeting to order.

At 3:30 p.m., Commissioner Smith 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.

Larry Smith	President	Present
Charles McDonald	Vice President	Present
Dr. Todd Stephens	Board Member	Present

3 Commissioners were present, thus constituting a quorum.

Also present were Assistant Chief Jason Herrman; Division Chief of Logistics Chris Thornton; Administrative Assistant Joanna Padilla; District Legal Counsel Krystine Ramon of Coveler & Peeler, PC; Randall Parr, CPA; Ryan Fortner from Revenue Management Services; Montgomery County Constable Deputy Eric Gray; and other Department Officers and Staff.

- 3. To receive Public Comment. Texas law and District policy establish that members of the public may offer comments on any subject of concern to the public. District policy establishes time limits to address the Board: 3 minutes for items on the agenda, 2 minutes for items not on the agenda, or 1 minute if the person has spoken on the same topic at any of the two preceding meetings. Anyone who interrupts the meeting intending to prevent or disrupt the Board from conducting the meeting by interjecting comments after the Public Comment item has concluded are subject to removal from the meeting and premises under Texas law after receiving reasonable warning from the presiding officer.**

No public comments were received.

- 4. To receive the District's 2024 Audit Report from Brooks Watson & Company PLLC, and to discuss and take action related to the same.**

District Legal Counsel Krystine Ramon informed the Board that the District's 2024 Audit was not complete. Ms. Ramon stated that she spoke with Jon Watson of Brooks Watson & Company, PLLC, regarding the district's audit and that the audit would be ready to present to the Board on Monday, June 30, 2025. A request was made to schedule a meeting for Monday, June 30th, at 3:30 pm to receive and take action on the report. No action was taken.

- 5. To address sales tax matters, including reviewing monthly sales tax information.**

Ryan Fortner from Revenue Management Services presented his sales tax findings for June. The district received a total of \$961,821.56, representing a 1% increase from the previous year. The current total collected so far amounts to 73% of the district's budget for the fiscal year starting October 2024 – September 2025.

No further action was taken.

- 6. To receive and approve the financial report from District Bookkeeper, address financial matters including depositories, audits, Investment Policy, tax reports and investments including approval of District expenses and bills.**

District CPA Randall Parr presented bills for approval and payment.

After further review, Commissioner McDonald motioned to approve the payment of the district bills. Commissioner Stephens seconded the motion, which was approved 3 to 0. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.

- 7. To review and act to approve the purchase, funding, financing, and payment for capital assets, including construction, vehicles, fire-fighting apparatus, and equipment, and for non-capital items and expenses.**

Funding for the ladder truck has been received and moved into the district's investment account.

No further action was taken.

The Board agreed to enter into Closed Session at 4:04 p.m. on the following agenda items:

- 8. 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 reconvened the Open Session at 4:39 p.m.

The Board chose not to enter Closed session on the following agenda items:

- 9. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**
- 10. To meet in Closed Session pursuant to Government Code §551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee, including the District administrative staff, executive staff, and Fire Chief. Any employee the subject of review will be given the opportunity to request Open Session discussion of the matters if they are present at the meeting.**
- 11. 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.**

- 12. To review and act on scheduling District meetings and items to be added to meeting agendas.**

June 30, 2025, at 3:30 pm

July 16, 2025, at 3:30 pm

- 13. Adjournment.**

With no further business to discuss, the Board unanimously agreed to adjourn the meeting at 4:40 p.m.