



Montgomery County ESD No. 10 Magnolia Fire Department

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DATE: September 10th, 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, September 10th, 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
Kelly Violette	Secretary / Treasurer	Present
Jeffrey Cunningham	Assistant Secretary / Treasurer	Present
Dr. Todd Stephens	Board Member	Present

5 Commissioners were present, thus constituting a quorum.

Also present were Fire Chief Terry Colburn; Captain of Emergency Preparedness Bryan Perry; Administrative Assistant Joanna Padilla; District Legal counsel Krystine Ramon of Coveler & Peeler, PC; Randall Parr, CPA; District human resources consultant Angela Zacharias from Organizology LLC; 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 approve the Minutes of prior meeting(s).

The board reviewed the minutes from the August 6th and 20th meetings, as well as an amended copy of the July 16th meeting.

After further discussion, Commissioner Violette motioned to approve the minutes from the August 6th and 20th meetings, as well as an amended copy of the July 16th meeting, which Commissioner Stephens seconded. The motion was approved 5 to 0.

5. To review and act on improvements, repairs, maintenance, and construction of facilities, including but not limited to permits, utilities, and architecture, engineering services, selection of contractors, approval of costs/budgets, and payment of construction-related bills.

No action was taken.

6. To receive a report from the District Bookkeeper.

District CPA, Randall Parr presented his financial report for the month of August. A total of \$918,131.24 was collected in sales tax. It is anticipated that the District will be just short of the projected budget for the year. An amended budget for the following fiscal year will be presented to the board at the next meeting.

No action was taken.

7. To receive and approve financial matters, including depositories, audits, Investment Policy, tax reports, and investments, including approval of District expenses and bills, and financial transfers.

District CPA Randall Parr presented bills for review and approval.

After further review, Commissioner McDonald motioned to approve payment of the district bills. Commissioner Violette seconded the motion, which was approved unanimously, 5 to 0.

8. To review, discuss, and take any necessary action on amendments to the District 2025 Budget.

No action was taken.

9. 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.

No action was taken.

10. To receive a report from the Fire Chief and staff regarding Fire Department activities and operations.

Fire Chief Terry Colburn had the following to report:

- Still awaiting updates from the SAFER Grant, estimated announcement by the end of September.
- A survey for the Department's Strategic Planning went out both internally and to the public. Approximately 200 forms were submitted from the public, and 100 were submitted from Department staff.
- Station visits were made recently, with feedback being requested.
- Plantersville VFD came to pick up the surplus equipment we had set aside.
- The apparatus units deemed as salvage at the previous meeting have been placed online for bidding.
- HEB will be hosting its annual cookoff at Station 181 on September 11.

No action was taken.

11. To review, discuss, and act on the disposition of surplus and/or salvage property.

No action was taken.

12. To review and act on employment/personnel issues, including policies, handbooks, procedures, hiring, firing, retention, compensation, benefits, scheduling, complaints and discipline of District employees, including administrative staff, fire suppression staff, executive staff and Fire Chief.

No action was taken.

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

13. 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.

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

matters.

- 15. 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.**
- 16. 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.**
- 17. To review and act on scheduling District meetings and items to be added to meeting agendas.**

September 24, 2025, at 3:30 pm

October 08, 2025, at 3:30 pm

October 22, 2025, at 3:30 pm

18. Adjournment.

With no further business to discuss, the Board unanimously agreed to adjourn the meeting at 4:02 p.m.