**Meeting Minutes -Montgomery County Emergency Services District No. 6**

The Montgomery County Emergency Services District No. 6 Board of Commissioners held its regular meeting at the Porter Fire Station #121, 2350 Loop 494, Porter, Texas 77365 on May 23, 2023 at 12:00 P.M.

The meeting was called to order by David Miller, District Board President.

**Commissioners present**: David Miller, Donnie Click, Larry Trout, T.J. Davidson and Caleb Smith.

**Also attending:** Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, Brian Desilets of Clarity Consulting Corporation and District Legal Counsel Krystine Ramon of Coveler & Peeler, PC.

**Commissioners not present:** None

**Public attendees:** None

* The Board convened and the meeting was called to order by President Miller at 12:23 p.m.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. None were given.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. The minutes were reviewed for the March 28, 2023, general meeting and April 25, 2023 general meeting. Motion by Commissioner Davidson and second by Commissioner Click to approve the meeting minutes of March 28, 2023 and April 25, 2023. **After discussion the motion was approved 5 to 0**.
* The Board then addressed item 4 of the agenda: to act on financial reports, investments, and bills. Brian Desilets from Clarity Consulting presented to the Board the District’s financial statement. Mr. Desilets presented to the Board the District Cash and Investment Report, Pledged Securities Report, First Financial Checking Account Cash Flow Report, First Financial Payroll Account Cash Flow Report, First Financial State Reimbursement Account Cash Flow Report, First Financial CPR PayPal Account Cash Flow Report, Profit and Loss Budget Performance, Montgomery County Monthly Tax Collection Report, Montgomery County Tax Office Deposit Distribution Report, Montgomery County Tax Office Receivables Report, First Financial Sales Tax Account Cash Flow Report, Sales Tax Allocation Report and Sales Tax Revenue Graph. Motion by Commissioner Trout and second by Commissioner Smith to accept the financial report as presented and pay bills. **After discussion the motion was approved 5 to 0.** For more detailed information concerning the District’s financial condition, see the financial reports on file with the District.
* The Board next addressed item 5 of the agenda, to act on amendments/revisions to District current year budget(s). No action taken.
* TheBoard then addressed agenda item 6, to review and act on items related to construction, improvements, repairs, renovations, and equipment purchases for District facilities, including selection/engagement of contractor(s), architectural, testing or other services. Chief Johnson asked the Board if they would like to pay Martinez Architect a flat fee or percentage of cost. Motion by Commissioner Click and second by Commissioner Davidson to pay Martinez Architect a percentage of cost. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 7 to review and act on disposition of surplus and/or salvage property. No action taken. Chief Johnson reported to the Board that eight (8) watchguard cameras were given to the District; however Motorola does not support fire. Chief Johnson requested that the eight (8) watchguard cameras be donated to another governmental entity who could use them. Motion by Commissioner Trout and second by Commissioner Click for eight (8) watchguard cameras to be donated to another governmental agency. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 8 of the agenda, acquisition and financing of capital equipment and vehicles. No action taken.
* The Board then addressed item 9 of the agenda, regarding real estate matters. Chief Johnson presented to the Board that the contract for Kings Manor was reviewed by legal counsel and pending Friendswood’s edits. No action taken.
* The Board addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson presented to the Board that the District had a total of four hundred and twenty three (423) incidents including seventeen (17) fires, two-hundred and seventy-six (276) EMS calls, four (4) stage medical assist and one (1) mutual aid. Chief Johnson informed the Board that the District is planning a drill for a tornado run with joint responses. No action taken.
* Then Board then addressed agenda item 11, to review discuss and take action regarding the City of Conroe limited partnership annexation. No action taken.
* The Board next addressed agenda item 12, records management issues. No action taken.
* The Board chose not to enter closed session under items 13 through 15.
* The Board next addressed agenda item 17, personnel matters. No action taken.
* There being no further business to come before the Board at this time, a motion was made by Commissioner Trout and second by Commissioner Click to adjourn the meeting. **After discussion the motion was approved 5 to 0.** Meeting adjourned at 1:06pm.