**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 June 17, 2024 at 12:00 P.M.

The meeting was called to order by President David Miller.

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

**Also attending:** Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, Eric Gonzalez of Clarity Consulting Corporation, and District Legal Counsel Krystine Ramon of Coveler & Peeler, P.C. Commissioner Smith left the meeting at 1:38pm.

**Commissioners not present:** None

**Public attendees:** None

* The Board convened and the meeting was called to order by President Miller at 12:20 P.M.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. No public comments were given.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. Motion by Commissioner Davidson and second by Commissioner Barnhill to approve the meeting minutes for May 28, 2024 pending an edit. **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. Eric Gonzalez from Clarity Consulting presented to the Board the District’s financial statement. Mr. Gonzalez 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 Davidson 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.Chief Johnson informed the Board that payments regarding the agreement between East Montgomery County Improvement District and the District for providing additional revenue are late. Chief Johnson said that this topic will be addressed at the next East Montgomery County Improvement District meeting. The Board discussed the issue and asked that legal counsel send a letter to East Montgomery County Improvement District to put them on notice of their late payments.
* The Board then addressed item 5 of the agenda, to take action on approval of loan for financing of Station 125. Legal counsel Krystine Ramon informed the Board that a miscalculation from First Financial Bank was done with the selection from the RFP and that the selected loan for seven (7) years with semi-annual at the May 28, 2024 meeting was not the lowest bid. Ms. Ramon informed the Board that the lowest bid proposal was for seven (7) years with an annual payment from First Financial Bank. Motion was made by Commissioner Click and second by Commissioner Davidson to approve the loan proposal of First Financial Bank for seven (7) years with annual payments. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 6 of the agenda, to review, discuss and act on forms, agreements, and contracts with First Financial Bank. Legal counsel Krystine Ramon presented the approval of loan documents from First Financial Bank including the promissory note, incumbency certificate, borrower’s opinion, resolution approving promissory note and security agreement, tax certificate, warranties, tax exemption, W-9 and wire transfer. Motion was made by Commissioner Barnhill and second by Commissioner Davidson to approve the loan documents from First Financial Bank including the promissory note, incumbency certificate, borrower’s opinion, resolution approving promissory note and security agreement, tax certificate, warranties, tax exemption, W-9 and wire transfer. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 7 of the agenda, to act on amendments/revisions to District current year budget(s). No action was taken.
* TheBoard then addressed agenda item 8, 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 informed the Board that fifty (50%) percent of designs for Station 125 are completed and that fifty (50%) percent of the items are to subs to get closer to the Guaranteed Maximum Price with Law Construction. No action was taken.
* The Board next addressed items 9 through 12 of the agenda to engage LINEBARGER GOGGAN BLAIR & SAMPSON, LLP to collect delinquent taxes under sections 6.30, 33.07, 33.08 and 33.11 of the Texas Tax Code. Motion was made by Commissioner Smith and second by Commissioner Davidson approve the engagement of counsel LINEBARGER GOGGAN BLAIR & SAMPSON, LLP to collect delinquent taxes under sections 6.30, 33.07, 33.08 and 33.11 of the Texas Tax Code. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 13, to review, discuss and take action regarding the removal of the historic building on the property for fire station 121. Chief Johnson informed the Board that he met with Commissioner Gray’s office regarding the building. Commissioner Gray’s Office stated that they had no place to move the building. Chief Johnson is working on finding a new home for the property.
* The Board then addressed item 14, to review and act on disposition of surplus and/or salvage property. No action was taken.
* The Board next addressed item 15 of the agenda, acquisition and financing of capital equipment and vehicles. No action was taken.
* The Board then addressed item 16 of the agenda, regarding real estate matters. The Board discussed options of expanding into the North Central District and the Valley Ranch District. The topic was tabled until further information could be assessed. No action taken.
* The Board addressed item 17 of the agenda, to receive a report from the Fire Department. Chief Johnson presented that there was a joint training with precinct 2, 4 and 5. The District had a successful programming with Tarrant County crews, as there were in the District for four (4) days. Chief Johnson presented to the Board for the month of May, the District had three hundred and forty-nine (349) incidents. There were thirteen (13) fires, two hundred and four (204) EMS calls, and seven (7) stage medical assists. No action was taken.
* The Board next addressed agenda item 18, records management issues. No action was taken.
* The Board chose not to enter closed session under items 19 through 21.
* The Board next addressed agenda item 22, personnel matters. No action was taken.
* There being no further business to come before the Board at this time, Commissioner Davidson made a motion seconded by Commissioner Barnhill to adjourn the meeting. The motion was approved 4-0. Themeeting was adjournedat 1:41 pm.