

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Wednesday, May 27, 2026
Regular Meeting Minutes

Present:

- | | |
|---|--|
| • James Sibley – President | • Brian Edwards – Fire Chief |
| • Mike Mason – Vice President | • Eric Gonzalez – Clarity Consulting Corp. |
| • Kim Parrish, Commissioner – Treasurer / Secretary | • John Peeler – Coveler & Peeler, P.C. |
| • Burt Green – Commissioner / Assistant Treasurer | • Blake Lovelace – Member of Public |
| • Eric Gensheimer – Commissioner | • Ricardo Martinez – Martinez Architects |
| • Rusty Griffith – Battalion Chief | |

Meeting Commenced: Wednesday, May 27, 2026

Location: Montgomery Fire Station # 51
20590 Eva Street
Montgomery, Texas 77356

- 1) Call to Order: President James Sibley called the meeting to order at 5:30 P.M.
- 2) Roll Call and Establish a Quorum
 - a) All members were present as listed above.
 - b) Quorum established.
- 3) To Receive Public Comment
 - a) No Public Comment
- 4) Reading and Approval of following meeting minute(s).
 - a) Wednesday, April 22, 2026 – Regular Meeting Minutes
 - i) James Sibley called for a motion to accept the above-listed minutes as written.
 - (1) Mike Mason made a motion to accept the above-listed minutes as written.
 - (2) Burt Green seconded the motion.
 - (3) There were no objections, and the motion carried.
- 5) Financial Matters
 - a) Monthly Financial Report as presented by District Bookkeeper, Eric Gonzalez.
 - i) Review, discuss, and take action as necessary on financial matters, including bill payment, depositories, investment actions, Investment Policy, and district debt.
 - (1) James Sibley called for a motion to accept the Monthly Financial Report and Ratify the Bills as presented.
 - Mike Mason made a motion to accept the Monthly Financial Report and Ratify the Bills as presented.
 - Eric Gensheimer seconded the motion.
 - There were no objections and the motion carried.
 - b) Sales Tax Report and take any action on Sales Tax.
 - i) Eric Gensheimer presented the Sales Tax Report.
- 6) Old Business
 - a) To review and take action on any matters related to construction of new station(s), including action to engage architectural or engineering service, to select delivery methods to engage contractor(s), to approve plans / designs / changes, to approve payments, and to authorize Building Committee to act on behalf of the District regarding construction matters. To review and take action on construction and improvements of District facilities and property, including selection of contractors and consultants for construction and material testing services.
 - i) Logistics Facility & Administration Facility
 - (1) MUD 160 waiting Interlocal Agreement from MCESD # 2. They plan to meet after they receive the agreement to review and take action.
 - (2) Ricardo Martinez presented the Detention Pond and Easement proposal to Board for review.
 - (3) James Sibley called for a motion for Counsel, Martinez Architect, and Engineers to develop the draft interlocal for Detention Pond and Easement to MUD 160 at a cost not to exceed \$5,000.00.
 - Eric Gensheimer made a motion for Counsel, Martinez Architect, and Engineers to develop the draft interlocal for Detention Pond and Easement to MUD 160 at a cost not to exceed \$5,000.00.

Montgomery County Emergency Service District # 2

Board of Commissioners Regular Meeting

Wednesday, May 27, 2026

Regular Meeting Minutes- page 2 of 3

- Burt Green seconded the motion.
- There were no objections and the motion carried.

ii) Station 54

(1) Nothing to report. To remove from future Agendas as all issues are currently addressed.

- b) To review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance, and legal actions related to real estate.

i) Currently on schedule to be conveyed station site in early July 2026 as weather has caused a few delays.

7) New Business

- a) Discuss and take any action on Logistics lease between MUD 18 and MCESD # 2.

i) Chief Edwards has sent draft items to Counsel and Board for an agreement to be developed for MUD 18 to review.

ii) James Sibley called for a motion to develop an updated Lease Agreement for Logistics facility between MUD 18 and ESD # 2 and to submit to James Sibley for final approval, then be forwarded to MUD 18 for final approval.

(1) Eric Gensheimer made a motion to develop an updated Lease Agreement for Logistics facility between MUD 18 and ESD # 2 and to submit to James Sibley for final approval, then be forwarded to MUD 18 for final approval.

(2) Burt Green seconded the motion.

(3) There were no objections and the motion carried.

- b) Discuss and take any action on 2025 MCESD # 2 Audit.

i) James Sibley called for a motion to approve the revised 2025 MCESD # 2 Audit.

(1) Eric Gensheimer made a motion to approve the revised 2025 MCESD # 2 Audit.

(2) Burt Green seconded the motion.

(3) There were no objections and the motion was carried.

- c) Discuss and take any action on MCESD # 2 Employee Policy Manual

i) Chief Edwards has presented changes to the Employee Handbook to the Board. They include modifications to Grievances, Caps, and Tattoos.

ii) James Sibley called for a motion to accept and approve the changes to the Employee Handbook effective June 1, 2026, as presented to the Board.

(1) Eric Gensheimer made a motion to accept and approve the changes to the Employee Handbook effective June 1, 2026, as presented to the Board.

(2) Burt Green seconded the motion.

(3) There were no objections and the motion carried.

- d) To review an act to approve records management policies and designate records management officers.

i) This was previously done in December 2024. Counsel will submit the Record's Retention Schedule to Administration.

- e) To review and act regarding the disposition of District records under applicable records management policies and retention schedules.

i) This was done in December 2024 and Counsel will submit the Record's Retention Schedule to Administration.

- f) Discuss and take any action on storage of MCESD # 2 financials.

i) Counsel will submit the Record's Retention Schedule to Administration.

- g) To approve a resolution to ratify the ongoing engagement of delinquent tax collection counsel and to impose penalties under Tax Code sections 33.07, 33.08, and 33.11 to fund delinquent tax collection legal fees.

i) James Sibley called for a motion to approve the Resolution provided by counsel regarding the Delinquent Taxes for Tax Year 2025 and subsequent years.

(1) Burt Green made a motion to approve the Resolution provided by counsel regarding the Delinquent Taxes for Tax Year 2025 and subsequent years.

(2) Eric Gensheimer seconded the motion.

(3) There were no objections and the motion carried.

- h) To designate the Montgomery County Tax Assessor – Collector's Office to prepare the District's No New Revenue Tax Rate and relate tax related calculations for 2026.

i) James Sibley called for a motion to designate the Montgomery County Tax Assessor – Collector's Office to prepare the District's No New Revenue Tax Rate and relate tax related calculations for 2026.

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Wednesday, May 27, 2026
Regular Meeting Minutes- page 3 of 3

- (1) Burt Green made a motion to designate the Montgomery County Tax Assessor – Collector’s Office to prepare the District’s No New Revenue Tax Rate and relate tax related calculations for 2026.
- (2) Eric Gensheimer seconded the motion.
- (3) There were no objections and the motion was carried.
- i) Discuss and take any action on Truth in Taxation Packet and Calendar.
 - i) James Sibley called for a motion to authorize Counsel and Staff to prepare the Truth in Taxation Packet and Calendar to present to Board at June Regular Meeting.
 - (1) Eric Gensheimer made a motion to authorize Counsel and Staff to prepare the Truth in Taxation Packet and Calendar to present to Board at June Regular Meeting.
 - (2) Burt Green seconded the motion.
 - (3) There were no objections and the motion carried.
- 8) To Meet in Closed Session.
 - a) To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplative litigation, settlement offers or on matters which are required confidentially under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.
 - b) To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
 - c) To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- 9) Take any action on item(s) discussed in Closed Session.
 - a) Pending or contemplated litigation, settlement.
 - b) Real estate, including but not limited to purchase, sale, platting, or permits.
 - c) Personnel matters, including hiring, retention, duties, and benefits, including administrative staff, fire suppression staff, command staff, and fire chief.
- 10) Report from Fire Department on Present Activities and Events as presented by Chief Edwards.
 - a) Working on Budget to present at June Meeting
 - b) Attended the Truth in Taxation Presentation sponsored by Tammy McCrae. Sent Power Point to ESD Members for review.
 - c) Following FIFA events. Montgomery County and MCESD # 2 should have minimal impact.
 - d) Promotional Test is scheduled for June 10 for Driver Operator.
 - e) ESD / FD Facilities Conference scheduled for July 29 – 30, 2026 in The Woodlands.
 - f) Annual Banquet is scheduled for December 3, 2026.
 - g) Discussion on replacing Vice President Mason on Board.
- 11) Confirm Meeting Date, Time, and Location for up, coming meeting(s):
 - a) Public Hearing Meeting
 - i) Tuesday, June 16, 2026, at 5:30 – Regular Meeting at Montgomery Fire Station # 51 located at 20590 Eva Street, Montgomery, Texas 77356.
- 12) Adjournment
 - a) The meeting was adjourned at 7:03 P.M.

Minutes Prepared by:



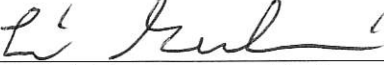
Kim Parrish, Secretary



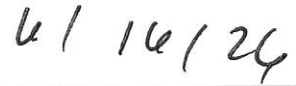
James Sibley, President



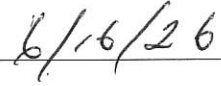
Burt Green, Assistant Treasurer



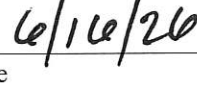
Eric Gensheimer, Treasurer / Assistant Secretary



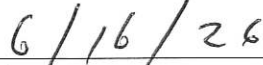
Date



Date



Date



Date