

**MINUTES OF MEETING OF THE BOARD OF COMMISSIONERS**

**March 11, 2026**

**THE STATE OF TEXAS §**  
**COUNTY OF MONTGOMERY §**  
**MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT NO. 4 §**

The Board of Commissioners (the "Board" or the "Commissioners") of Montgomery County Emergency Services District No. 4 (the "District") met in regular session, open to the public, at the District's Station No. 61, 17029 Firehouse Road, Conroe, Texas 77385, the regular meeting place of the District, on Wednesday, March 11, 2026, at 11:30 a.m.; whereupon, the roll was called of the members of the Board, to-wit:

Brian Arceneaux	President
Gary Landrum	Vice President
Mark Abbey	Secretary
Raymond Veit	Treasurer
Katherine Clark	Assistant Secretary/Treasurer

All members of the Board were present at the meeting, thus constituting a quorum. Also attending the meeting were the following District employees: Fire Chief Kevin Hosler; Chief William Dicker, Assistant Chief of Operations; Deputy Chiefs Larry Weaver and Terry Jones; Mrs. Kelly Sipp; Mrs. Emily Rangel; and Messrs. Colwyn Lee and Ken Carrizal. District consultants in attendance were: Ms. Regina D. Adams (via videoconference), attorney, and Ms. Raechel Rodriguez (via videoconference), paralegal, of Radcliffe Adams Barner PLLC (the "Attorney" or "RAB"), attorney for the District; and Mr. Joseph Ellis of McCall Gibson Swedlund Barfoot Ellis PLLC (the "Auditor" or "MGSBE").

WHEREUPON, the meeting was called to order at 11:31 a.m. and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

**PUBLIC COMMENT**

There was no public comment.

**DISTRICT STAFF AWARDS, RECOGNITIONS AND/OR PROMOTIONS**

Chief Hosler reported that Firefighter Chase Bergstrom would receive the Chief's Challenge Coin for his exemplary efforts and attitude while assisting Porter Fire Department.

Commissioner Abbey entered the meeting at this time.

**APPROVE MINUTES**

The Board considered approval of the minutes of the February 11, 2026 regular Board meeting, which was previously distributed to the Board. Upon motion by Commissioner Clark, seconded by Commissioner Veit, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the February 11, 2026 regular Board meeting.

**MINUTES AND FINANCIAL STATEMENTS OF NEEDHAM FIRE RESCUE ("NFR") BOARD OF DIRECTORS MEETING(S)**

There was nothing to report at the time.

**ACCEPT REVISIONS OF NFR FISCAL YEAR ENDING ("FYE") SEPTEMBER 30, 2026 OPERATIONS BUDGET, IF NECESSARY**

The Board tabled this matter until the April 8, 2026 Board meeting.

**REVIEW AND APPROVE AUDIT REPORT FOR FYE SEPTEMBER 30, 2025 (THE "2025 AUDIT")**

Mr. Ellis presented to and reviewed with the Board the draft 2025 Audit. Upon motion by Commissioner Landrum, seconded by Commissioner Abbey, after full discussion and the question being put to the Board, the Board voted unanimously to approve the 2025 Audit, subject to legal review.

**AUTHORIZE SUBMISSION OF THE 2025 AUDIT TO THE MONTGOMERY COUNTY (THE "COUNTY") COMMISSIONERS COURT**

Upon motion by Commissioner Landrum, seconded by Commissioner Veit, after full discussion and the question being put to the Board, the Board voted unanimously to authorize the submission of the 2025 Audit to the County Commissioners Court.

**TREASURER'S REPORT**

Commissioner Veit next presented to and reviewed with the Board the Treasurer's Report. Upon motion by Commissioner Clark, seconded by Commissioner Landrum, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Treasurer's Report.

**MONTHLY INVOICES AND PAYMENTS**

Mrs. Sipp then presented to and reviewed with the Board monthly invoices and pending payments for approval. Upon motion by Commissioner Clark, seconded by Commissioner Veit, after full discussion and the question being put to the Board, the Board voted unanimously to authorize payment of the monthly invoices, including the final Southside Bank loan payment for fire equipment/loose equipment.

**SALES AND USE TAX REPORT**

Mrs. Sipp reviewed with the Board the Sales and Use Tax Report. Upon motion by Commissioner Clark, seconded by Commissioner Veit, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Sales and Use Tax Report.

**REVIEW AND APPROVE TAX ASSESSOR-COLLECTOR'S REPORT, INCLUDING AUTHORIZE WRITING-OFF DELINQUENT TAX ACCOUNTS**

Ms. Adams presented to and reviewed with the Board the monthly Tax Assessor-Collector's Report. Ms. Adams also reviewed with the Board correspondence from the Tax Assessor-Collector regarding the write-off of certain stale delinquent tax accounts.

Upon motion by Commissioner Abbey, seconded by Commissioner Landrum, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Tax Assessor-Collector's Report and authorize writing-off delinquent tax accounts in the amount of \$505.86.

**REVIEW STATION DESIGN, CONSTRUCTION AND IMPROVEMENT MATTERS**

**REVIEW AND ACCEPT PROPOSAL FOR INSTALLATION OF AWNING AT STATION NO. 61**

Chief Hosler reported that the proposed installation of an awning at Station No. 64 was being suspended indefinitely.

**STATUS OF RECEIPT OF STATEMENTS OF QUALIFICATIONS ("SOQ") FOR CONSTRUCTION MANAGER AT RISK ("CMAR") FOR STATION NO. 64 RENOVATION, AND TAKE ANY NECESSARY ACTIONS ON SAME**

Chief Hosler stated that this matter would be discussed in Executive Session.

**ADOPT ORDER DECLARING PROPERTY AS SURPLUS OR SALVAGE AND AUTHORIZING SALE OR DISPOSAL OF SAME (THE "SALVAGE PROPERTY ORDER") FOR GAS DETECTORS**

Chief Hosler reported that the District owned gas detectors that he recommended declaring as salvage property and authorizing disposal of same. Upon motion by Commissioner Landrum, seconded by Commissioner Abbey, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Salvage Property Order.

**REVIEW AND APPROVE DISTRICT EMERGENCY RESPONSE PLAN ("ERP"), AS NECESSARY**

Chief Hosler stated that this matter would be discussed in Executive Session.

## **FIRE CHIEF'S REPORT**

Chief Hosler reviewed the Fire Chief's Report and the status of operations with the Board. Chief Hosler reported that, in February, the District and NFR responded to 309 service calls, 42 of which were out of District, with an average response time of 6:12 minutes.

Chief Hosler also reviewed with the Board various department updates, planning and progress updates, fleet and facilities matters and community risk reduction matters.

## **REVIEW FLEET MATTERS**

Chief Hosler presented to the Board two (2) proposals from Martin Chevrolet GMC ("Martin") via the BuyBoard purchasing cooperative for: 1) a 2026 Chevrolet Silverado K2500 ("K2500") in the amount of \$59,953.50; and 2) a 2025 Chevrolet Silverado C3500 ("C3500") in the amount of \$71,998.50. Chief Hosler noted that the K2500 would be outfitted with a camper shell and that the outfitting of both vehicles would be performed by District staff. Upon motion by Commissioner Abbey, seconded by Commissioner Landrum, after full discussion and the question being put to the Board, the Board voted unanimously to accept the proposals from Martin for the K2500 in the amount of \$59,953.50 and the C3500 in the amount of \$71,998.50.

## **REVIEW AND ADOPT AMENDMENTS TO THE DISTRICT'S POLICIES AND PROCEDURES MANUAL**

Chief Hosler noted that this matter would be discussed in Executive Session.

## **DISTRICT PERSONNEL MATTERS**

Chief Hosler noted that this matter would be discussed in Executive Session.

## **DISTRICT REAL ESTATE MATTERS,**

There was nothing further to report.

## **ANNUAL REVIEW OF ALL CONSULTANTS' CONTRACTS**

Ms. Adams explained that the Board was statutorily required to annually review the District's consultants' contracts. The Board tabled this matter until after Executive Session.

## **REVIEW STATION DESIGN, CONSTRUCTION AND IMPROVEMENT MATTERS**

**STATUS OF RECEIPT OF SOQ FOR CMAR FOR STATION NO. 64 RENOVATION, AND TAKE ANY NECESSARY ACTIONS ON SAME**

## **REVIEW AND APPROVE DISTRICT ERP, AS NECESSARY**

## **REVIEW AND ADOPT AMENDMENTS TO THE DISTRICT'S POLICIES AND PROCEDURES MANUAL**

## **DISTRICT PERSONNEL MATTERS**

## **EXECUTIVE SESSION**

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, specifically Section 551.071 regarding matters of attorney-client privilege, Section 551.074 regarding personnel matters and Section 551.076 regarding security personnel or devices, Commissioner Arceneaux convened the Board in Executive Session at 12:22 p.m. The persons present in Executive Session were: Commissioners Arceneaux, Landrum, Veit, Clark and Abbey; Chief Hosler; Mrs. Sipp; and Ms. Adams.

## **RECONVENE IN OPEN SESSION**

The Board reconvened in open session at 1:01 p.m., at which time the Board took no action.

## **MISCELLANEOUS**

Chief Hosler noted that because fuel prices have increased significantly, the District's FYE September 30, 2026 Budget may be impacted.

There being no further business to come before the Board, and upon motion by Commissioner Abbey, seconded by Commissioner Landrum, after full discussion and the question being put to the Board, the Board voted unanimously to adjourn the meeting at 1:03 p.m.

PASSED, APPROVED, AND ADOPTED this 8<sup>th</sup> day of April, 2026.

Mark Abbey, Secretary  
Board of Commissioners