

ELLIS COUNTY ESD #10
NOTICE OF REGULAR MEETING AND MINUTES
August 14, 2025

Notice is hereby given that a regular meeting of the Board of Commissioners of Ellis County Emergency Services District No. 10 will be held on **Thursday, August 14, 2025, at 6:30 p.m.**, at the Bardwell Area Fire Department, 506 E. Sycamore Street, Bardwell, Texas 75101, for the following purposes:

Meeting began at 6:42 PM.

1. Invocation – Done by Commissioner Hank Hollywood
2. Call Meeting to Order
 - a. Commissioners present: Hank Hollywood, Shantel Coleman, Sheryl Honza, Brent Vrla, Chester Williams (present via FaceTime – visible to all in room).
 - b. BAVFW Captain – Robert Gillentine
 - c. Carlton Law Firm – Kelli Carlton
3. Public Comment: In accordance with the Texas Open Meetings Act, any response to a public comment that is made on an item that is not on the published final agenda will be limited to a statement of factual information or a statement of existing policy given in response to the public comment. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda;
4. Public comment on items on the agenda;
5. Discuss and consider approval of minutes for July 14, 2025, regular meeting;
 - a. Motion made by Sheryl Honza to approve. Chester Williams seconded.
 - b. All in favor – 5.
 - c. All opposed – 0.
 - d. Vote – all approved – 5 – 0 vote.
6. Receive monthly report from Treasurer and the payment of invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses;
 - a. \$0 in and \$0 out.
 - b. Motion made to approve the report by Brent Vrla. Seconded by Shantel Coleman.
 - c. All in favor – 5.
 - d. All opposed – 0.
 - e. Approved - vote approved 5 – 0.
7. Receive monthly report from Bardwell VFD by Rober Gillentine;
 - a. Spent \$100 for VFIS Insurance.
 - b. Report approved as presented for
 - c. Motion made to approve by Sheryl Honza. Seconded by Chester Williams.
 - d. All in favor – 5.
 - e. All opposed – 0.
 - f. Passed 5-0.
8. Ratify action taken at June and July 2025 meetings;
 - a. Motion to ratify made by Brent Vrla. Seconded by Chester Williams.
 - b. All in favor – 5.
 - c. All opposed – 0.
 - d. Motion passed – 5-0.
9. Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed;

- a. No Action Required.
10. Discuss and consider tax planning calendar and consider adopting same;
 - a. Motion made to approve by Sheryl Honza. Seconded by Chester Williams.
 - b. All in favor – 5.
 - c. All opposed – 0.
 - d. Passed 5-0.
11. Discuss and consider action regarding budget for fiscal year 2026 and adopting a resolution for same; **Post to website. Budget based on needs of ESD 10 (training expenses, attorney, BAVFD needs, etc.).**
 - a. Motion made to approve by Shantel Coleman. Seconded by Brent Vrla.
 - b. All in favor – 5.
 - c. All opposed – 0.
 - d. Passed 5-0.
12. Discuss and consider taking action regarding 2025 tax rate, including:
 - (a) establishing proposed tax rate;
Vote to approve tax rate of \$0.10 per \$100 taxable property value.
Brent Vrla makes motion to approve tax rate. Chester Williams seconded the motion.
 - Brent Vrla votes to approve.
 - Sheryl Honza votes to approve.
 - Shantel Coleman votes to approve.
 - Chester Williams votes to approve.
 - Hank Hollywood votes to approve.
 - All approve.
 - Notice will be posted in newspaper publication and ESD 10 website – will be sent by Kelli Carlton at Carlton Law Firm.
 - (b) taking record vote;
 - (c) authorizing expense and publication of tax notice in the newspaper; and
Motion made by Sheryl Honza. Seconded by Chester Williams.
Approve – 5.
Oppose – 0.
Passed – 5-0.
 - (d) acknowledging and approving posting tax notice to home page of District website..
Motion made by Sheryl Honza. Seconded by Shontel Coleman.
Approve – 5.
Oppose – 0.
Passed – 5-0.
Notice will be posted in newspaper publication and ESD 10 website – will be sent by Kelli Carlton at Carlton Law Firm.
13. Discuss and consider status of District website and authorize updates as needed;
No Action Required.

14. Discuss and consider establishing District mailing address, District administrative office, and approving a resolution for same;
 - a. Motion made by Sheryl Honza. Seconded by Shantel Coleman.
 - b. Approve – 5.
 - c. Oppose – 0.
 - d. Passed – 5-0.
15. Discuss and consider action to adopt a District fiscal year and approve a resolution for same;
 - a. Motion made by Sheryl Honza to match Ellis County - October 1. Seconded by Chester Williams.
 - b. Approve – 5.
 - c. Oppose – 0.
 - d. Passed – 5-0.
16. Discuss and consider action to approve a contract with the Ellis County Appraisal District for property appraisal and certification services;
 - a. No Action Required – Appraisal District does not require a contract.
17. Discuss and consider action to secure a contract with the Ellis County Tax Office for tax collection and assessment services;
 - a. Ellis County requires a contract. Tina Boykin at Ellis CAD.
 - b. Motion made by Brent Vrla. Seconded by Chester Williams.
 - c. Approve – 5.
 - d. Oppose – 0.
 - e. Passed – 5-0.
18. Discuss and consider need for office supplies, including computer and printer, and authorize associated action;
 - a. No Action Required. Table until November 2025. Leave on agenda until action taken. Personal equipment is allowed. Keep ESD 10 emails for ESD 10 business.
19. Discuss and consider establishing bank account with Ennis State Bank and authorize the adoption of a resolution for same;
 - a. Motion made by Sheryl Honza to match Ellis County October 1. Seconded by Chester Williams.
 - b. Approve – 5.
 - c. Oppose – 0.
 - d. Passed – 5-0.
20. Discuss bank service fees and authorize associated action;
 - a. All five commissioners should be authorized signatories for writing checks.
 - b. No Action Required At This Time. Table.
21. Discuss and consider fees associated with commissioner training and authorize associated action;

- a. No Action Required At This Time. New ESD's can join for free for first year.
Recommended by Kelli Carlton to join. Training completed by all commissioners and certificates turned into Ellis County – Tina Boykin.
- 22. Discuss and consider fees associated with email and communications and authorize associated action;
 - a. BAVFD paid initial costs for GoDaddy.com for website and email addresses – repay BAVFD when ESD 10 receives funds.
 - b. No Action Needed At This Time to repay BAVFD.
- 23. Discuss and consider action to retain auditor;
 - a. No Action Needed At This Time. Not critical at this time – possibly in January – familiar with governmental accounting – Early 2026. Table until January 2026 after ESD 10 funds are available.
- 24. Discuss and consider taking action on:
 - a. Insurance
 - a. VFIS already retained – BAVFD paid for coverage – ESD 10 will repay when funds are available.
 - b. Recording and reporting meetings/Microsoft Teams
 - a. Auditory and video recording not required. Text minutes recorded and posted on ESD 10 website.
- 25. Discuss time, place, date and agenda items for next meeting.
 - Next meeting date: Monday, September 8, 2025 @ 6:30 PM to adopt tax rate and have regular monthly board meeting.

Motion made to adjourn the meeting made by Sheryl Honza. Seconded by Chester Williams.
Vote to approve – 5.
Vote to oppose – 0.
All approve and passed.

Brent Vrla, Secretary for Ellis County Emergency
Services District No. 10

Ellis County Emergency Services District No. 10 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Brent Vrla, Secretary for Ellis County Emergency Services District No. 10 at secretary@ellisesd10.com or 972-646-8995 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including, but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); discussion of real estate acquisition (Section 551.072); gifts and donations (Section 551.073); personnel matters (Section 551.074) and/or security personnel, security devices or security audits (Sections 551.076 or 551.089). Action, if any, will be taken in open session.