

ESD #10
6/22/2025
Meeting Agenda and Minutes

Those in attendance:

Robert Gillentine (BAVFD - Captain)
Michael Anthony (BAVFD – Chief)
Ray Hubbard - VFIS

ESD #10 Board

President - David Hank Hollywood – Chief/CEO of ESD #10
Vice-President - Shantel Coleman
Secretary- Brenton Vrla
Treasurer - Sheryl Honza
Board Member- Chester Williams

Alternates:

Debbie Strunc - Absent
Lance Watson - Absent
Kim Sursa - Absent

Begin at 6 PM by Hank Hollywood

Opening Prayer – Hank Hollywood

Read minutes from Meeting 5/5/2025 by Brent Vrla.

Minutes approved.

Treasurer's Report:

Sheryl Honza
\$0 in and \$0 out.

New Business:

Ray Hubbard with Volunteer Fire Insurance Services (VFIS) presents insurance policy for ESD #10.

- Has the Tax ID # so he can proceed to submit for a quote.
- Has the signed Fraud sheet. It can be signed by anyone. The Fraud sheet is just a preliminary form stating that we are conducting business in a legal manner with no known wrongdoings from either side. FYI, most ESD's will either have the President or Treasurer as point of contacts, but whomever ESD #10 chooses will be fine. The
- Suggests the following coverages for the ESDs - this is what the majority of our ESD customers have in place.
- General Liability \$1,000,000 per Occurrence / \$3,000,000 Aggregate for year. Blanket coverage.
- Management Liability (Errors & Omissions) \$1,000,000 per Occurrence / \$3,000,000 Aggregate Per Year.
- \$100,000 – Cyber liability.

- \$100,000 for Privacy Crisis Management Team.
- \$20,000 on extortion.
- Crime – equal to what would be available in the bank account (Crime Coverage can be utilized in place of the Treasury having to get a bond) and provides blanket coverage for entire board.
- Auto – Liability Coverage for Board Members Vehicles (when taking care of ESD business).
- \$1,431/year. \$1,205 without crime policy.
 - Vote for the policy coverage – general liability, management liability, auto, and crime.
 - Policy goes into effect 6/22/2025.
 - Proposed by Chester Williams. Second by Sheryl Honza. All approved.
 - BAVFD will cover the cost of the insurance. Check written by \$1,431.

Sheryl Honza:

- We have joined SAFE D and working on getting ESD #10 in line for tax time.
- Verify everyone has completed and submitted the required online training certificates to Gloria Stroud (contact person for Ellis County Fire Marshall Coordinator.) - Gloria.stroud@co.ellis.tx.us.
- Next steps/items needed from the ESD #10 for tax rate approval.
- Any other deadlines for Ellis County that we need to be aware of? No.
- The number 1 thing before we can present the tax rate approval is a budget must be made.
- Must be able to justify the 10% (maximum percent).

Robert Gillentine and Michael Anthony:

- Bunker gear - \$3,500 per set x 20. Currently do not have a complete set. (\$70,000).
- Boots - \$500/pair x 40 (need 2 sets of gear). Multipurpose and structure gear. (\$40,000).
- Structure helmet - \$300 each x 20. (\$6000)
- General purpose - \$100 each x 20. (\$2,000)
- Nomex hoods - \$50 x 40. (\$2,000)
- Structure gloves - \$75 x 20. (\$1,500).
- Multipurpose gloves - \$75 x 20. (\$1,500).
- Self-contained breathing apparatus (SCBA) - \$10,000 x 8. (\$80,000).
- Radio license - \$435 x 13. (\$5,655/annual).
- Utilities - \$1,200/annual.
- Insurance - \$10,000/annual
- Fuel - \$3,000/annual.
- Various testing (hose, ladder, SCBA, pump, etc.) - \$5,500/annual.
- Rescue equipment - \$250,000.
- Side-by-side decked out with trailer - \$100,000.
- New grass truck - \$225,000.
- Tanker - \$1,250,000.
- New engine - \$750,000.
- New brush truck - \$500,000.
- New station – Current price - \$1,500,000 - \$2,000,000.
- Building upkeep/station maintenance - \$2,000/annual.
- Will need to later factor in truck replacement, truck maintenance, future expansion, uniforms, training/professional development (all reimbursed by 2604 grant/state funding), community outreach, etc.
- Property lease (not the building) paid to the city - \$1/year for 50 years – paid in full.

Robert Gillentine met with City of Ennis – City Attorney – Who will be paying taxes for ESD 10. City of Ennis will not be paying taxes since they are not covered by ESD 10 Fire Services.

Ellis CAD Appraisal Preliminary Numbers – 2025 Property Taxes

\$240,738,315 - Does not include utility basis (utilities - Atmos Gas and Energy, Sunoco Jet Fuel and Logistics, Burlington Northern Railroad, Energy Transfer, possibly one more).

\$240,738.32 @ \$0.10 per \$100.

May change over the year due to property sales.

Sheryl Honza – ESD needs a budget.

- Website
- Training Fees
- PO Box
- Bank service charges
- Retained Attorney
- Audit
- Computer and printer
- Office supplies
- Fees to be part of ESD
- Insurance
- Recording and reporting meetings/Microsoft Teams
- Phone and email fees/communication fees

Chester Williams – PO Box - Missed the deadline to move from quarterly to the annual fee. Must be done before quarterly fees are due because it is automatically renewed.

Bank account – Sheryl Honza writes the checks but Shantel Coleman or Hank Hollywood must cosign. Ennis State Bank preferred bank. Must be opened in August.

Establish official map of coverage for ESD.

Suggestions for attorney – must be ESD specialized – Carlton Law Firm out of Austin, TX. Hank Hollywood will contact. Must have contract tied to BAVFD.

Is workman's compensation covered by VFIS coverage? It is needed.

Treasurer fiduciary bond needed.

BAVFD – Budget is still in the making - will be finished by October.

2nd Tuesday of the Month @ 6 PM – BAVFD Business Meeting.

Vrla - Check with Mark Ward – Community Focus section in paper. Post on area of general conveyance.

Agenda needed – “ESD #10 will have a meeting on month/date/yr at BAVFD”. Announcement must be posted. Send Mark Warde notice of meetings and post at least 72 hours before meeting. Post meetings on website as well. Post annual meeting open to the public on the BAVFD door and post office door as well.

September 2026 will be the first general open to the public meeting.

Vrla will text ESD on Friday prior to meeting for reminder.

Vrla will record meetings – save on Google drive?

Motion to approve ESD budget – Sheryl Honza second by Chester Williams – all approved.

Motion to approve BAVFD budget – Chester Williams second by Sheryl – all approved.

Next meeting date: Monday, July 14, 2025 at 6:30 PM.

Summer Meetings:

- Monday, August 4, 2025 @ 6:30 PM.
- Monday, September 8, 2025 @ 6:30 PM.

Proposed by Chester Williams to adjourn.

2nd by Shantel Coleman.

All in favor.

Adjourn at 7:12 PM.