

Notice of Commissioners Regular Meeting



Montgomery County Emergency Services District No. 4
9430 State Highway 242 East
Conroe, Texas 77385

Notice is hereby given to all interested members of the public that the Board of Commissioners (the "Board") of Montgomery County Emergency Services District No. 4 (the "District") will hold a public meeting at Needham Fire Rescue ("NFR") Station #61, 9430 State Highway 242 East, Conroe, Texas 77385 (936-321-0999), within the boundaries of the District. The meeting will be held on **Wednesday, September 11, 2019, at 11:30 a.m.** The subject of the meeting is to consider and act on the following:

Agenda

1. Call the meeting to order.
2. Public comments. Members of the public are invited to speak for three (3) minutes on matters relating to the District that relate to agenda or non-agenda items.
3. Presentation of Architectural Feasibility Study for Station 61.
4. Review, and if found appropriate, accept Architectural Feasibility Study for Station 61.
5. Approve the minutes of the regular meeting of August 14, 2019.
6. Review the minutes and financial statements from the NFR September 3, 2019 Board of Directors meeting.
7. Review, and if found appropriate, adopt Order Adopting Fiscal Year Ending September 30, 2020 budget.
8. Adopt Order Setting 2019 Ad Valorem Tax Rate.
9. Review and approve Treasurer's monthly report.

Woodforest Bank:
 - a. General Fund Account - 6823
 - b. Debt Services Account - 6864
 - c. Reserve Account - 6880
 - d. Sales Tax Revenue Account – 6872
 - e. Payroll Account – 9181.
10. Review and approve monthly invoices.
11. Review and if appropriate, authorize purchase of a new Engine.

12. Engage Auditor for preparation of audit for Fiscal Year Ending September 30, 2019.
13. Review and approve 2019-2020 Annual Agenda.
14. Review and approve Second Amended and Restated Service Agreement with NFR.
15. Review and approve Second Amended and Restated Agreement for Employment with Kevin Hosler.
16. Monthly Chief's Report:
 - A. Summary of Department Monthly Financials and Call Activity.
 - B. Review and consider any new and/or revised Department SOP's.
 - 1) Index
 - 2) SOP 111a – Full/Part-Time Firefighter
 - 3) SOP 113 – Organization Chart
 - 4) SOP 118 – Engine/Operator ("E/O")
 - 5) SOP 201 – Leave of Absence
 - 6) SOP 202 – Energy Conservation
 - 7) SOP 205 – Code of Conduct and Ethics
 - 8) SOP 215 – Open Records Request
 - 9) SOP 449 – Vehicle Maintenance Program
 - 10) SOG 1901 – Department Task Schedule
17. Review and adopt any necessary revisions to the District's Policies and Procedures Manual.
18. Review service developments in and around the District's service area.
19. Executive Session to discuss items as authorized by the Texas Open Meetings Act, as may be necessary.

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any agenda item included in this Notice, then such closed or executive meeting or session, as authorized by Chapter 551, Texas Government Code, as amended (the "Texas Open Meetings Act"), will be held by the Board at the date, hour and place given in this Notice concerning any and all subjects for any and all purposes permitted by Sections 551.071 through 551.084 Texas Open Meetings Act, if applicable, including, but not limited to, Section 551.071, for the purpose of a private consultation with the District's attorney on any and all subjects or matters authorized by law. If the Board decides to enter into executive session regarding any item on this agenda, the Presiding Officer will announce in the open meeting that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.
20. Miscellaneous Inquiry:

Pursuant to Section 551.042, Texas Government Code, the District Commissioners, NFR Board of Directors, and/or District staff may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.
21. Adjourn.

Commissioners may vote and/or act upon each of the items listed in this agenda in an order considered to be convenient to the public and Commissioners. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered together for purposes of convenience and efficiency.

Posted before 5:00 p.m. on this 6th day of September, 2019.

By:



Mark Abbey
Secretary, Board of Commissioners
Montgomery County Emergency Services District No. 4

