

## MONTGOMERY COUNTY ESD 1

### MEETING NOTICE

Notice is hereby given that the Board of Commissioners of the Montgomery County ESD 1 will hold a regular meeting on Wednesday, June 20th, 2018 at 6:00 P.M. at Montgomery County ESD 1 Administrative Office, 310 N. Danville, Suite A, Willis, TX.

#### AGENDA

1. Call to Order.
2. Presentation of Montgomery County ESD No. 1 and Montgomery County ESD No. 12 Audits by Jon Watson.
3. To review and take action to approve minutes from prior meeting(s) – including minutes of predecessors Montgomery County Emergency Services District No. 1 and Montgomery County Emergency Services District No. 12.
4. To review and take action on Financial Report(s), Accounts Payable, Tax Report, District bills, authorizing additional check run, District investments, District depositories, Investment Policy and Depository Security.
5. Old Business – including matters begun by predecessor districts Montgomery County Emergency Services District No. 1 and Montgomery County Emergency Services District No. 12:
  - a. To review and act on construction, improvements, repairs, payments, change orders, engaging professional services, engaging contractors/construction delivery methods and utilities for any District station, facility or real estate.
  - b. To review and act on any matters related to real estate, including action to purchase real property, sell real property, permits, platting, encumbrances, and leases.
  - c. To review and take action regarding the billboards on District property, including approving leases of same.
  - d. To review and take action on matters related to annexations or proposed annexations by municipalities.
  - e. To review and take action on the disposition of surplus or salvage property.
  - f. To review and take action on capital purchases, including equipment and vehicles.
  - g. To review and take action to amend/revise the District budget.
  - h. To review and take action on District debt, including incurring acquisition financing debt for capital purchases and retirement/restructuring of existing debt.
  - i. To review, discuss and take action regarding appointing a new Records Officer in accordance with Texas State Library Records and Retention Guidelines.
  - j. To review and discuss the IT RFP/Q.
6. New Business:
  - a. To review, discuss and act regarding any other issue pertinent to service provided to citizens of the District.
  - b. To review, discuss and act regarding Department Travel cards to be used for out of District deployments, travel, training and other unforeseen circumstances, including approving contract with First Financial Bank.
  - c. To review, discuss and take action regarding closing out old Emergency Services District No. 1 checking accounts.
  - d. To review, discuss and take action regarding setting limit for Capital purchases.
  - e. To review, discuss and take action regarding procedures for bi-monthly accounts payable check run.
7. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.
8. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
9. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
10. Reconvene into open session.
11. To review and take action on District personnel matters including compensation, policies, benefits, scheduling, retention, and/or hiring employees, including fire suppression personnel, administrative staff, Fire Chief and command staff.
12. Chief's Report
  - a. To receive a report from the District Fire Chief regarding Fire Department activities and to take action on same.
  - b. To review and take action on items that needs to be purchased for the Fire Department.
13. Public Comments.
14. Request Agenda Items for next meeting.
15. Adjournment

*Debbie Gregory*, Office Administrator  
Montgomery County ESD 1  
Telephone: (936)856-5111

Posted: Montgomery County Courthouse  
310 N. Danville, Suite A, Willis, TX