

**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, April 15, 2020 at 6:00 P.M. at Montgomery County ESD 1 Administrative Office, 310 N. Danville, Suite A, Willis, TX. **Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the District may exercise its authority to hold the meeting via telephone conference call or other remote procedures because of the difficulty and risks of convening a quorum in one location. The call or video conference will be broadcast at the meeting location and recorded per the requirements of the Texas Open Meetings Act.**

**AGENDA**

1. Call to Order.
2. Public Comments.
3. To review and take action to approve minutes from prior meeting(s).
4. To review and take action on financial matters including financial report(s), accounts payable, tax reports, District bills, District investments, District depositories, Investment Policy, District audits, banking and depository security.
5. Old Business:
  - a. To review and take action 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 take action on any and all 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 as necessary 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 records management, including records management policies, procedures, schedules and disposition of documents in accordance with applicable statutes and Texas State Library and Archives Commission guidelines.
6. New Business:
  - a. To review, discuss and take action regarding mandatory training for Commissioners and receiving credit hours.
  - b. To review and take action on operational/administrative procedures during the COVID-19 disaster, including designation of commissioners or employees to authorize expenditures during the duration of the declared state of disaster.
  - c. To review, discuss, and take action regarding any other issues pertinent to the services provided to the citizens of the District.
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 including compensation, policies, benefits, scheduling, retention, and/or hiring employees, including fire suppression personnel, administrative staff, Fire Chief and command staff.
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. Request Agenda Items for next meeting.
14. Adjournment

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

Posted: Montgomery County ESD 1 Website  
310 N. Danville, Suite A, Willis, TX