

NOTICE OF REGULAR MEETING
MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT NO. 4

Notice is hereby given that the Board of Commissioners (the "Board") of Montgomery County Emergency Services District No. 4 (the "District") will hold a regular Board meeting at **11:30 a.m., Wednesday, September 13, 2023**, at the Needham Fire Rescue ("NFR") Station No. 61 located at **9430 State Highway 242 East, Conroe, Texas 77385**. The Board will discuss, consider and possibly take action on the following matters:

1. Call meeting to order;
2. Public comments (3 minute limit per person);
3. District staff awards, recognitions and/or promotions;
4. Approve the minutes of the August 7, 2023 special and August 9, 2023 regular meetings;
5. Review the minutes and financial statements from prior NFR Board of Directors meeting(s);
6. Review and accept NFR budget for Fiscal Year Ending ("FYE") September 30, 2024;
7. Public hearing on 2023 tax rate;
8. Adopt Order Setting Rate and Levying Tax for 2023;
9. Station No. 61 construction, including:
 - a. status of design and construction activities; and
 - b. review and approve pay applications and change orders, as necessary;
10. Temporary Station No. 63 construction, including:
 - a. status of site development and take any necessary actions on same; and
 - b. review additional construction expenditures for Station No. 63 and take any necessary actions on same;
11. Review and approve the purchases of furniture, fixtures and equipment for any applicable station, as necessary;
12. Review and approve Treasurer's monthly report, including disposition of District's bank accounts;
13. Review and approve monthly invoices;
14. Review and approve Sales and Use Tax Report;
15. Review and approve Tax Assessor-Collector's Report;
16. Confirm engagement of Auditor for preparation of audit for FYE September 30, 2023;
17. Review and accept general, liability, automobile, property and workers' compensation insurance proposals (expires September 30, 2023);
18. Review and accept employee medical and dental insurance proposals (expires September 30, 2023);
19. Approve Amendment to Contract for Employment of Fire Chief (expires October 1, 2023);
20. Fire Chief's Report:
 - a. summary of District and NFR financials and call activity;
 - b. review fleet matters;
 - c. review Department policies, standard operating procedures and standard operating guidelines; and
 - d. review service developments in and around the District's service area;
21. Review and adopt amendments to the District's Policies and Procedures Manual, if necessary;
22. Review Memorandum on Senate Bill 232;
23. Review District personnel matters;

24. Review District real estate matters;
25. Review and approve 2023-2024 annual agenda;
26. Executive Session pursuant to Chapter 551, Texas Government Code ("Open Meetings Act") to discuss District matters, as may be necessary;
27. Miscellaneous inquiry pursuant to Section 551.042 of the Open Meetings Act to hold limited discussions; and
28. Adjourn.

The Board of Commissioners is authorized by the Open Meetings Act to convene in closed or Executive Session for certain purposes. These purposes include: receive legal advice from its attorney(s) pursuant to §551.071, Texas Government Code; discussing real property matters pursuant to §551.072, Texas Government Code; discussing gifts and donations pursuant to §551.073, Texas Government Code; discussing personnel matters pursuant to §551.074 of the Open Meetings Act; and, discussing security personnel or devices pursuant to §551.076, Texas Government Code. If the Board decides to enter into Executive Session regarding any item on this agenda, the Presiding Officer will announce that an Executive Session will be held and will identify the time to be discussed and provision of the Open Meetings Act that authorizes the closed or Executive Session.

The Board of Commissioners, NFR Board of Directors and/or District staff may inquire about a subject not specifically listed on this agenda pursuant to §551.042, Texas Government Code. 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.

EXECUTED this 7th day of September, 2023.

**MONTGOMERY COUNTY EMERGENCY
SERVICES DISTRICT NO. 4**
Mark Abbey, Secretary