

**NOTICE OF PUBLIC MEETING - REVISED**  
**MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT No. 10**

Notice is hereby given that the Board of Commissioners of the **MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT NO. 10** will hold a meeting on **May 11, 2023 at 3:30 p.m.** at the following location in the District: **Magnolia Fire Department, Station 181, 18215 Buddy Riley Blvd., Magnolia, Texas, 77354.**

The District will consider and act upon the following matters:

1. Call meeting to order.
2. Roll Call, Pledge of Allegiance, Pledge of Texas and Invocation.
3. To receive Public Comment. Texas law and District policy establish that members of the public may offer comments on any subject of concern to the public. District policy establishes time limits to address the Board: 3 minutes for items on the agenda; 2 minutes for items not on the agenda; or 1 minute if the person has spoken on the same topic at any of the two preceding meetings. Anyone who interrupts the meeting intending to prevent or disrupt the Board from conducting the meeting by interjecting comments after the Public Comment item has concluded are subject to removal from the meeting and premises under Texas law after receiving reasonable warning from the presiding officer.
4. Presentation of Certificates for Promotions, Recognitions and Appointments of District firefighters, fire officers and administrative staff.
5. To approve the Minutes of prior meeting(s).
6. To review and act on improvements, repairs, maintenance and construction of facilities, including but not limited to permits, utilities, architectural or engineering services, selection of contractors, approval of costs/budgets for projects, and payment of construction related bills.
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 and Tax Code §323.3022 to discuss sales tax matters.
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 deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee, including the District administrative staff, executive staff and Fire Chief. Any employee the subject of review will be given the opportunity to request Open Session discussion of the matters if they are present at the meeting.
10. To meet in Closed Session pursuant to Government Code §551.089 to deliberate regarding security assessments or deployments relating to information resources technology, network security information, or the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

11. To review and act on matters related to lawsuits, claims against the District, or Public Information Act requests.
12. To address financial matters including depositories, audits, Investment Policy and investments, financial reports, tax reports and to pay District bills.
13. To receive a report and act as appropriate to revise District budgets.
14. To address sales tax matters, including reviewing monthly sales tax information.
15. To review and act on public outreach and communications, including reports from consultants and District Committees on same.
16. To review and act on District's contract with and ADP, including the following items:
  - a. ADP Module Update.
  - b. Adjusting contract term dates.
  - c. Presentation from ADP.
  - d. Scheduling meeting(s) with ADP onsite with District staff and Committee of Board members.
  - e. Designate staff members for access to ADP modules/system.
17. To act on a review of District payroll records.
18. To review and act to approve the purchase, funding, financing and payment for capital assets, including construction, vehicles, fire-fighting apparatus and equipment and for non-capital items and expenses.
19. To review and act on information technology ("IT") matters, including engagement of consultants for the maintenance and improvement of IT infrastructure and resources, District website, digital records and electronic mail.
20. To receive a report from District Fire Chief and staff regarding Fire Department activities and operations.
21. To review and act on mutual aid agreements.
22. To review, discuss and act on the disposition of surplus and/or salvage property.
23. To review and take action to solicit proposals for human resources services.
24. To review and act on employment/personnel issues, including policies, handbooks, procedures, hiring, retention, compensation, benefits, scheduling, complaints and discipline of District employees, including administrative staff, fire suppression staff, executive staff and Fire Chief.
25. To review and act on real estate matters, including but not limited to purchase, sale, lease, utilities, encumbrances, easements and other matters related to real property transactions, including engagement of realtor(s)/broker(s) and acquisition financing.

26. To review and act on scheduling District meetings.
27. Adjournment.

**MONTGOMERY COUNTY  
EMERGENCY SERVICES DISTRICT NO. 10**

By:   
\_\_\_\_\_

**JOHN W. PEELER**, District Counsel  
COVELER & PEELER, P.C.  
820 Gessner, Suite 1710  
Houston, Texas 77024  
Telephone: (713) 984-8222  
Email: [peeler@coveler.com](mailto:peeler@coveler.com)