

## HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 47

### NOTICE OF REGULAR MEETING

August 17, 2023

TO: THE BOARD OF FIRE COMMISSIONERS OF EMERGENCY SERVICES DISTRICT NO. 47 IN OF HARRIS COUNTY, TEXAS, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Fire Commissioners of Harris County Emergency Services District No. 47 in Harris County, Texas, will hold its **regular meeting on Thursday, August 17, 2023, at 7:00 p.m., at the ESD 47 Westlake Fire Station, 19636 Saums, Houston, Texas 77084**, inside the boundaries of the District, open to the public, to consider and act upon the following matters:

1. **Public Comment:** To receive comment from members of the public (By District policy, speakers under this item are limited to five minutes for their presentation and comments, whether their intended comments relate to an identifiable item of business on this agenda or to other matters).
2. **Minutes from Prior Meetings:** Review and approve minutes from prior meetings, including minutes prepared for meetings held in whole or in part using electronic, video, or telephonic means.
3. **Discuss Retirement Plans for Fire Fighters:** Review and discuss issues and options related to establishing and providing retirement plans for volunteer firefighters, for Department employees, and/or for District employees.
4. **Financial and Bookkeeper's Report:** Review and approve the finances of the District, the bookkeeper's report, the investment report, the payment of bills, and the payment of compensation to Commissioners; authorize all appropriate action related thereto, including but not limited to additional allocation of funds and/or ratification of checks issued and funds expenditures since last meeting.
5. **Sales and Use Tax Report:** Review report on sales and use taxes, including submission of required documents to the Texas Comptroller and other entities; approval of other costs and filings associated with the sales and use tax process; and other related issues.

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6. **Westlake Fire Department Report:** Receive and review the contractually required report from Westlake Fire Department officials regarding activity in the District and the Department's financial status, and authorize all appropriate action, if any, including but not limited to the additional allocation of and/or ratification of the expenditure of additional funds for unexpected or emergency expenses.
7. **Discuss Options for Third Party Review of Department's 2022 Financial Statements:** Discuss possible options for third party accountant review of Department's financial statements in lieu of formal full audit.
8. **Authorize Audit of Department's 2022 Financial Statements:** Consider potential auditors for Westlake Volunteer Fire Department's 2022 financial statements in accordance with existing contract, including award of audit and authorization of expenditures for audit.
9. **Discuss Greenhouse Road Joint Sidewalk Project with Harris County.** Review, discuss, and update on application for construction of sidewalk on Greenhouse Road in partnership with Harris County which was filed following the District's June 2023 regular meeting, including approval of formal contract and/or inter-local agreement and including allocation of District funds.
10. **Amend District's 2023 Budget:** Review and discuss District's 2023 budget and make amendments as desired and/or appropriate.
11. **Discuss Commissioners Election to be held on Tuesday, November 7, 2023:** Discuss issues and timetables related to upcoming Commissioners' election to be held later this year, including but not limited to positions open, pertinent dates, and projected costs; consider items on the Supplemental Agenda related to the election.
12. **Discuss Contracting with Harris County for Commissioner's Election:** Discuss issues and costs in proposed contract with Harris County to conduct upcoming Commissioners' election, including but not limited to approval of the contract.

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13. **Discuss 2023 Tax Rate Issues:** Review statutory 2023 tax rate calculations and Truth In Taxation issues, including consideration of motion to set tax rate for 2023.
14. **Call Property Tax Election:** Consider items on the Supplemental Agenda related to setting 2023 tax rate, including calling a Tax Approval Election.
15. **Discuss Contracting with Harris County for Tax Election:** Discuss issues and costs in proposed contract with Harris County to conduct upcoming tax rate election, including but not limited to approval of the contract.
16. **Discuss Commissioner Compensation:** Discuss impact of House Bill 2815 related to per diems paid to Commissioners and consider written resolution establishing per diem rates in accordance with applicable statutes, laws, and rules.
17. **Convene Closed Meeting (a.k.a. Executive Session) Pursuant to Section 551 of the Texas Government Code:** Conduct a Closed Meeting of the Commissioners pursuant to Section 551 of the Texas Government Code for: a private discussion with counsel with regard to pending or contemplated litigation or a settlement offer; the purchase, exchange, lease, or value of real property; a prospective gift or donation to the state or a governmental body; a deliberation regarding the appointment, employment, discipline or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee; the deployment or implementation of security personnel or security devices or a security audit. The District must keep a certified agenda of the closed meeting in accordance with applicable laws; and any final action, decision, or vote on a matter deliberated in the closed meeting or executive session may only be made in an open meeting held in compliance with the notice provisions of the Texas Government Code, Chapter 551.
18. **Reconvene Open Meeting to Take Any Final Action, Decision, or Vote on the Matters Discussed in the Closed Meeting (Executive Session):** Take final action, decision, or vote on the matters deliberated or discussed in the closed meeting or executive session just ended by the Board, if appropriate, desired, necessary, or required.

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19. **Attorney's Report:** Receive a report from the District's Attorney and authorize all appropriate action, including but not limited to reviews of the District's contracts with consultants and review of any applicable laws, rules, regulations, and statutes.
20. **Other:** Such other matters that may come before the Board, including authorizing appropriate action in connection therewith.



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