

TO: THE BOARD OF FIRE COMMISSIONERS 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, November 17, 2022, at 7:00 p.m., at the ESD 47 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:

## **STANDING ITEMS**

- 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. 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.
- 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. 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.

## **OLD BUSINESS**

- 6. Review and Discuss Department Strategic Plan:** Review, consider, and discuss the

Department strategic plan presented at the District's January 20, 2022 workshop and take any desirable, reasonable, and appropriate action associated therewith, including but not limited to allocation of additional funds for staffing, operational, asset, or capital needs of the Department.

7. **Review and Discuss Training Facility:** Review, consider, and discuss the continued use of property owned by Weiss Land and Development as a training facility for the District and the Department.
8. **Review and Discuss Lease Options for Equipment Replacement:** Consider and discuss leasing certain equipment (e.g. cot, power load, stair chair, life pack, Lucas device, etc.) instead of purchasing and servicing these items; and take any action deemed necessary and/or appropriate.
9. **Review and Discuss Battery Systems.** Consider and discuss the purchase of a battery upgrade system for existing battery powered extrication equipment; and allocate funds as deemed necessary and/or appropriate.
10. **Review and Discuss Water Evacuation and Rescue Capabilities.** Consider and discuss purchase of basic rescuer and victim water gear for evacuations within the District; and allocate funds as deemed necessary and/or appropriate.
11. **Review and Discuss Brush Truck.** Consider and discuss the current brush truck and its schedule for replacement; and allocate funds as deemed necessary and/or appropriate.
12. **Review and Discuss 2011 Tahoe:** Discuss the 2011 Tahoe to determine its continued viability; consider declaring the vehicle as surplus and selling the vehicle in conformity with applicable laws and District policies.
13. **Discuss SAFER Grant:** Discuss the status of the SAFER grant available to emergency services entities, including authorization to file for such grant as deemed appropriate.
14. **Consider Greenhouse Road Joint Sidewalk Project with Harris County.** Review and discuss construction of sidewalk on Greenhouse Road in partnership with Harris County, with the intent of reducing future emergency services calls near Mayde Creek Elementary and Mayde Creek Junior High School and to make emergency service vehicle travel in the area safer.

## **NEW BUSINESS**

15. **Review Audit of Department's 2021 Financial Records:** Discuss the audit conducted as required by the agreement between District and Department, and

approve audit if available and appropriate.

- 16. Review Department's 2022 Budget and Financial Status:** Discuss the Westlake Volunteer Fire Department's budget performance, current financial status, and projected bank balances for 2022, and adjust funding from District to Department as deemed necessary and appropriate.

## **ADMINISTRATIVE ITEMS**

- 17. Amend District's 2022 Budget:** Review and discuss District's 2022 budget and make amendments as desired and/or appropriate.

- 18. 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.

- 19. 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.

- 20. 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.

## **OTHER**

- 21. Other:** Such other matters that may come before the Board and authorize appropriate action.

/S/

W. A. "Butch" Callegari, Jr.,  
Attorney for the District  
Callegari Law Firm, P.C.  
15040 Fairfield Village Drive, Suite 200  
Cypress, Texas 77433  
Phone: 281-304-1230  
Fax: 281-373-5203