

**VILLAGE FIRE DEPARTMENT REGULAR
MONTHLY BOARD MEETING 1-24-2023**

*VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
Wednesday, January 24, 2024, 6:00 P.M*

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **WEDNESDAY, January 24, 2024, at 6:00 P.M.**, 901 Corbindale, Hedwig Village, Texas 77024.

1. **CALL TO ORDER**
2. **COMMENTS FROM THE PUBLIC (Comments are limited to 3 minutes each)**
3. **CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
 - A. Approval of Minutes – Minutes- 10/25/23, 11/7/23, & 11/29/23
 - B. Approval of Bills Paid – November, December YTD (unaudited 2023)
4. **REPORTS**
 - A. Steering committee report and possible action
 - Facility Update
 - o Roof - Pyramid invoice (\$162,882.) remaining balance to finish (\$18,098)
 - o PCI – Consultant 2024 proposal
 - B. Treasurer’s Financial Reports – November/ December YTD (unaudited 2023)
 - YE - Balance Ambulance revenue 2023- sent 4th quarter to cities.
 - YE - Balance Facility Fund
 - YE - Audit
 - 2023 – Rollover items – Retain funds for 2023
 - Insurance reimbursement
 - Roof invoice
 - C. Fire Chief’s Report – Events of November and December 2023, Monthly Performance; Incidents, Record of Calls, Projects, Response Times, etc. 2023 End-of-year report
 - Staffing (All)
 - TWC – Former Fire Chief
 - Special Audit
 - Station Maintenance
 - Surplus Ambulance
5. **CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following:

None

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6. **CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:

None

7. **DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** – The Board will discuss and consider possible action on the following:

- A. Capital Replacement Plan and options.
- B. Finance Director – update

8. **DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:

- A. Fire Chief Selection Committee
- B. Roof Replacement change order

9. **EXECUTIVE SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to seek legal advice related to the following matters:

- A. Executive session pursuant to Section 551.074 authorizing a governmental body to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee to:

- (1) Fire Chief
- (2) Fire Captain
- (3) Finance Consultant
- (4) Dispatcher

10. **ACTION – CLOSED SESSION** – The Board of Directors will consider and take any actions necessary on items discussed in Executive Session

11. **FUTURE TOPICS**

Budget Workshops Dates

12. **NEXT MEETING DATE**

February 28, 2024

13. **ADJOURNMENT**

I certify that the agenda for the 24th of January 2024, Regular Monthly Meeting was posted at the fire department this the 20th day of January 2024, at 11:00 ___ A.M.

Marlo Longoria, Administrator

The facility is wheelchair accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 or FAX (713) 468-5039 or longoria@villagefire.org for further information.