

**VILLAGE FIRE DEPARTMENT**  
**REGULAR MONTHLY BOARD MEETING AGENDA**  
**Wednesday, February 26, 2025, 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, February 26, 2025, at 6:00 P.M.**, 901 Corbindale Road, 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 – Regular Monthly Board Meeting Minutes January 22, 2025
  - B. Approval of Bills Paid – January 2025
4. **REPORTS**
  - A. Treasurer’s Financial Reports and possible action – restated December 2024 and January 2025
  - B. Administrator’s Report and possible action – January 2025
  - C. Investment Report – January 2025
  - D. Budget Committee Meeting Report
  - E. Audit Committee Meeting Report
  - F. Fire Chief’s Report and possible action – January 2025
5. **DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** – The Board will discuss and consider possible action on the following:
  - A. Temporary Aerial Apparatus
  - B. Accident/Injury Report
6. **DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** – The Board will discuss and consider possible action on the following:
  - A. Budget Amendment 2025-01
  - B. Purchase of the following:
    1. Ladder Truck
  - C. QuickBooks Conversion Update
  - D. Tipalti Service Agreement
  - E. ORW Accounting Services Engagement Letter

I certify that the agenda for the 26<sup>th</sup> of February 2025 Regular Monthly Board Meeting was posted at the fire department this the 21<sup>st</sup> day of February 2025, at 2:00 P.M. – Amy Buckert, Administrator/Finance Director

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 for further information.

7. **DISCUSSION OF AND POSSIBLE ACTION REGARDING PAST FINANCIAL MATTERS** - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.
8. **DISCUSSION OF AND POSSIBLE ACTION REGARDING TIMING AND PAYMENT OF 2024 AUDIT** - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.
9. **FY 2026 BUDGET DISCUSSION #1** – The Board of Commissioners will conduct Budget Hearing #1 to include discussion and possible action.
10. **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 Texas Government Code Section 551.074 authorizing a governmental body to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Fire Chief
  - B. Executive session pursuant to Section 551.071 consultation with attorney regarding pending or contemplated litigation
11. **FUTURE TOPICS**
12. **NEXT MEETING DATE**  
**March 26, 2025**
13. **ADJOURNMENT**

I certify that the agenda for the 26<sup>th</sup> of February 2025 Regular Monthly Board Meeting was posted at the fire department this the 21<sup>st</sup> day of February 2025, at 2:00 P.M. – Amy Buckert, Administrator/Finance Director

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 for further information.