

NOTICE OF MEETING
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 2

Notice is hereby given that Fort Bend County Emergency Services District No. 2 will hold a meeting on **Wednesday, February 27, 2019 at 6:00 p.m.**, at the Willowfork Fire Department, located at **24655 Westheimer Parkway, Katy, Texas 77494**, to consider and act upon the following matters:

- 1) **To receive comments from the public.**
- 2) **To review, discuss and take action on the District Administrator's report:**
 - a) Discuss and take action regarding the TML re-rates.
 - b) Approve past minutes.
 - c) Discuss and take action regarding submittals by the Administration staff of thirty (30) day advance request(s) for purchase.
- 3) **To review, discuss and take action on Commissioner matters:**
 - a) To review/discuss RFQ for Public Relations.
 - b) To confirm March Board meeting date and Strategy (or long-range planning) meeting date.
- 4) **To take action on consent agenda items:**
 - a) Consent Agenda – The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a commissioner so requests, in which event, the item will be removed and placed on the Non-Consent Agenda:
 - i) To approve the purchase of responder wipes, not to exceed \$600.00, and to be charged to account 54600.
 - ii) To approve payment of the annual subscription fee of \$8,886.10 for Target Training Solutions and to be charged to account 55500.
- 5) **To review, discuss and take action on non-consent agenda items:**
 - a) Items removed from the Consent Agenda
- 6) **To review, discuss and take action on the Finance Managers Report:**
 - a) Approve payment of District expenses and reimburse the Operating Account.
 - b) Approve the YTD reports from the Finance Manager.
 - c) Receive an update on iSolved multi-week overtime project.
- 7) **To review, discuss and take action the Fire Chief's report:**
 - a) To review, discuss and take action on approval of expenses related to upcoming firefighting classes, course materials, equipment and related expenditures incurred by the District's service providers for the benefit of the District.
 - b) To approve the purchase of a Fire Safety Inflatable House (\$12,000.00) and Cargo trailer (\$5,000.00) which was included in line 59020 in this year's budget requests, not to exceed a total of \$17,000.00.

- c) To discuss and approve the request for \$10,000.00 which should pay for all needed supplies (account 68050) and overtime (payroll) for the Safety Fest event.
- d) To approve the request for \$17,000.00 to replace existing gas detectors and to be charged to account 59020.
- e) To review, discuss and take action on Employee Assistance Program (EAP) with Alliance Work Partners, not to exceed \$3,000.00.
- f) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase

8) To review, discuss and take action on the following matters and meet in closed session if necessary:

- a) Review, discuss and take action regarding outstanding construction items associated with Station 3 with respect to BRW or Teal Construction.
- b) 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.
- c) Meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- d) Meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- e) Reconvene into Open Session and consider taking action on items discussed in Closed Session.

9) Adjourn:

THOMAS M. RAIA JR., PRESIDENT

FORT BEND COUNTY ESD#2
24655 WESTHEIMER PARKWAY
KATY, TX 77494
OFFICE: (281)395-0011, EXT 120
FAX: (281)395-0025