

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

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the District may exercise its authority to hold the meeting via telephone conference call because of the difficulty and risks of convening a quorum in one location. If the District holds the meeting via teleconference, then the call will be broadcast at the meeting location and recorded per the requirements of the Texas Open Meetings Act § 551.125.

**ALL ATTENDEES MUST WEAR A FACE COVERING WHILE INSIDE
DISTRICT FACILITIES**

Notice is hereby given that Fort Bend County Emergency Services District No. 2 will hold a meeting on **Wednesday April 28, 2021 at 6:00 p.m.**, at the Willowfork Fire Department, **26950 Cinco Ranch Blvd., Katy, Texas 77494**, which is located within the District boundaries, to consider and act upon the following matters:

- 1) **To receive comments from the public.**
- 2) **To review and take action on matters related to COVID-19, including but not limited to meeting procedures, emergency expenditures and continuity of operations per Government Code §418.1101.**
- 3) **To review, discuss and take action on the District Administrative Assistant's report:**
 - a) To discuss and take action regarding submittals by the Administration staff of thirty (30) day advance request(s) for purchase.
 - b) To approve registration for the SAFE-D Fall Conference, 16-18 September located at Ft. Worth Convention Center
- 4) **To review, discuss and take action on the Finance Managers Report:**
 - a) To approve payment of District expenses and reimburse the Operating Account.
 - b) To approve the YTD reports from the Finance Manager.
 - c) To discuss and take action on the 1st quarter investment report
 - d) To invest the savings and investment accounts in accordance with the District's Investment Policy.
- 5) **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 March 24, 2021 board meeting minutes.
 - ii) To discuss and take action on payment to Harris County ESD 48 Rehab in the amount of \$400.00 from account #68040
 - iii) To approve the Promaxima Preventative Maintenance Agreement for Station 2 and 3 at a cost of \$700.00 annually, per station, which includes 4 quarterly visits paid out of account #52900

6) To review, discuss and take action on non-consent agenda items:

- a) Items removed from the Consent Agenda.

7) To review, discuss and take action on 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 receive an update on the Cypress Creek Communications Center.
- c) To receive an update on service provided to Harris-Ft Bend County MUDs 1 and 5 (area including the Falcon Point Subdivision).
- d) To discuss and take action on setting time limit for continuation of FLMA benefits.
- e) To discuss and take action on contracting LifeScan for annual employee physicals for an amount not to exceed \$56,773.00 from account #51018.
- f) To discuss and take action on payment for 1st Quarter dispatch fees to the Comm Center out of account #54010.
- g) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.
- h) To discuss and take action on upgrades to the FirePro Incident Reporting

8) To review, discuss and take action on Commissioner matters:

- a) To confirm the May 26, 2021 Board meeting date.
- b) To receive a strategic initiative update.
- c) To receive a Legislation Session update.
- d) To administer oath of office to newly re-appointed Commissioners.
- e) To designate the location of the District Administrative office.
- f) To approve the annual investment policy.
- g) To review status of Harris-Ft. Bend Mud 1 & Mud 5 Service Contracts and elections
- h) To take action on 2020 Tax Year Amendment to Interlocal Cooperation Agreement for Collection of taxes between Fort Bend County and the District.
- i) To discuss and take action on the ratification of a continuing contract with a private law firm for the collection of delinquent District Ad Valorem Property Taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said contract.

- j) Take action on the imposition of additional penalty on delinquent taxes for 2020 Pursuant to §33.07 of the Property Tax Code and adoption of a resolution regarding the same.
- k) Take action on the imposition of additional penalty on delinquent taxes for 2020 to defray costs of collection by the District's Delinquent Tax Attorney pursuant to §33.08 of the Property Tax Code and Adoption of a Resolution regarding same.
- l) Take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Property Tax Code and Adoption of a Resolution regarding same.

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

- a) 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.
- b) Meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- c) Reconvene into Open Session and consider taking action on items discussed in Closed Session.

10) Adjourn:

Signature on File

Thomas M. Raia Jr., President

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