

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, May 22, 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 submittals by the Administration staff of thirty (30) day advance request(s) for purchase.
 - b) Discuss and approve Fisk proposal for new badge/access card machine at a cost of \$3,436.00.
 - c) Review and discuss annual TCDRS Plan Assessment.
- 3) **To review, discuss and take action on the Finance Managers Report:**
 - a) To review and take action on the 2018 Financial Audit.
 - b) Approve payment of District expenses and reimburse the Operating Account.
 - c) Approve the YTD reports from the Finance Manager.
 - d) To invest the savings and investment accounts in accordance with the District's Investment Policy.
 - e) Receive an update on iSolved multi-week overtime project.
- 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) Approve past minutes.
 - ii) To approve the Promaxima Preventative Maintenance Agreement for Station 2 and Station 3 at a cost of \$700.00 annually, per station, which includes 4 quarterly visits.
 - iii) To approve the annual Direct TV proposal for Station 2 for a monthly amount of \$209.97 and a one-time credit of \$420.
 - iv) To approve the purchase of 1 multi-purpose printer for Station 1 Watch Room.
 - v) To discuss and approve the First Amended Interlocal Agreement between Harris County and Willowfork Fire Department for use of Harris County's 800-Megahertz Radio System.
- 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 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 discuss and approve up to \$9,000.00 for replacement of fire hose to add spare hose to each station which has been used to replace damaged hose currently carried on apparatus and to be charged to Acct # 59020.
- c) To discuss and approve sprinkler system repairs proposed by Classic Protection Systems, Inc. at a cost of \$6,708.00 for Station 2 and a cost of \$5,212.00 for Station 3.
- d) To discuss and take possible action on reimbursing the cost of window repair for an employee vehicle.
- e) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.

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

- a) To review, discuss and take action on the PR contract proposal.
- b) To set the June Board meeting date.

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 matters related to Station 3.
- 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: