

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, October 23, 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 potential replacement of the district's current TML Medical Insurance Plan for full time staff.
- 3) **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) To invest the savings and investment accounts in accordance with the District's Investment Policy.
 - d) To discuss 3rd Qtr. Investment Review.
 - e) To receive an update on the results of Open House.
 - f) To receive an update on the results of the Gulf Coast Blood Drive.
- 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) Approve Dell laptop proposal in the amount of \$2,300.00 for use by administration.
- 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) Discuss purchase of any needed Christmas decorations including installation of lighting on each station.
 - c) Discuss and approve funding of upcoming employee holiday party.
 - d) Discuss and take action on the replacement of out dated T-Pass devices for the Grace Accountability system at a cost of \$30,000 (not budgeted)

- e) Discuss and take action on replacement of the gas supply line to the generator at 2 at a cost of \$8,500.00 from account 63100
- f) 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 confirm the November 20, 2019 Board meeting date.

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

- a) To review, discuss and take action regarding the HVAC problems related to Station 3.
- b) To review, discuss and take action regarding any other matters related to Station 3.
- c) Discuss and take action on payment to Teal Construction.
- d) 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.
- e) Meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- f) Meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- g) Reconvene into Open Session and consider taking action on items discussed in Closed Session.

9) Adjourn:

THOMAS M. RAIA JR., PRESIDENT

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