

## **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, July 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, 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.
  
- 3) **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 invest the savings and investment accounts in accordance with the District's Investment Policy.
  - d) To discuss and take action on 2<sup>nd</sup> Quarter Investment report.
  
- 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 June 16, 2021 board meeting minutes.
    - ii) To approve Class B Uniforms for Full-Time Firefighters not to exceed \$1,600.00 from account 53520.
    - iii) To approve carpet cleaning for all three stations not to exceed \$1200.00 from account #63100
    - iv) To approve replacement computer and 2 monitors for the Assistant Chief's office for an amount not to exceed \$1,900.00 from account #67760
    - v) To approve the summary of 10/20 Year Write Off pursuant to the Texas Property Tx Code §33.05 for the "Limitation of Collection of Taxes".
    - vi) To approve the replacement of bunker gear not to exceed \$19,000.00 from account #59040.
    - vii) To approve ordering uniform shirts to replenish current stock and fulfill current needs for an amount not to exceed \$18,500.00 from account #53530.

- viii) To approve the purchase of mattress protectors at a cost not to exceed \$500.00 from account #63090.
- ix) To approve the purchase of new UPS batteries for station 1 server room for a cost not to exceed \$400.00 for account #67770.
- x) To approve the purchase of temperature sensors at all 3 station server rooms for a cost not to exceed \$900.00 from account #67770.
- xi) To approve the payment of second quarter dispatch fees to Cypress Creek EMS in the amount of \$7617.75 from account #54010.
- xii) To approve a \$25,000.00 contingency fund for preconstruction meetings for the new pumper/tanker that will take place in Wisconsin from account #81050.

**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 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 review, discuss and take action for the Phone System replacement for an amount not to exceed \$6,000.00 from account #59040.
- d) To discuss and take action on the rebranding of the departments Volunteer program.
- e) Receive a Tanker/Pumper Update.
- f) To discuss and take action on approving the promotion of a current full-time Firefighter to the position of Captain.
- g) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.
- h) To review, discuss and take action on repairs to showers in 3 restrooms at station 3 for a total cost of \$19,125.00 from account #68300.
- i) To review, discuss and take action on approving and/or signing documents related to the upcoming transfer of dispatch services from the Cypress Creek Communication Center to the ESD 100, WestCom Dispatch Center.

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

- a) To confirm the Aug 25, 2021 Board meeting date.

- b) To administer Oath of Office to newly appointed Commissioner, Corey Zollinger. Mr. Zollinger was appointed to the FBESD 2 Board of Commissioners (by Commissioners' Court 6/22/21), filling the unexpired term of Jack Hazel, effective July 1, 2021.
- c) To receive a Legislation Session update.
- d) Receive a report regarding the Strategic Planning Initiative.
- e) To review, discuss and take action on the Commissioner Bond.
- f) To discuss overview of Commissioner responsibilities.
- g) To set schedule for rate hearing and rate adoption.

**8) 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.

**9) Adjourn:**

*Signature on File*

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**Thomas M. Raia Jr., President**

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