

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 April 27, 2022 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 the 1st 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 February 08, 2022 board meeting minutes.
 - ii) To approve the March 23, 2022 board meeting minutes.
 - iii) To approve quarterly gym equipment maintenance for stations 2 and 3 from Promaxima at an annual cost of \$700 for each station (from account #52900).
 - iv)
- 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 and discuss the meeting outcomes with Commissioner Morales.
 - b) Discuss and take action for moving all personnel files to RIT management for maintaining and updating for an amount not to exceed \$1200.00 from account #62130.
 - c) Discuss and take action on the purchase of room dividers and preliminary cabling in preparation of moving Admin to the temporary offices at station 3 for an amount not to exceed \$5000.00 from account #81060.
 - d) Discuss and take action on moving the District Landscaping Service to Yellowstone for a contracted amount of \$46,920.00 from account #63060 which is an increase of \$12,920.00 over the original budgeted amount.
 - e) Discuss and take action to approve amendments to the department's Facility Usage Policy.

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

- a) To confirm the May 25, 2022 Board meeting date.
- b) Update from Building Committee on progress with Martinez Architects.
- c) To review and discuss changes for web services
- d) To discuss and review the viability of implementing a district sales tax.
- e) To discuss and review current Records Management process and approve plan forward for ESD2 process and reporting.

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
Thomas M. Raia Jr., President

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