

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, July 22, 2020 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) Discuss and take action regarding submittals by the Administration staff of thirty (30) day advance request(s) for purchase.
- 4) **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 discuss and take action on 2nd 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 June board meeting minutes and July 18 budget meeting minutes.
 - ii) To approve training/physical agility prop: \$2,8000.00 from account #55500.
 - iii) To approve replacement fire hose: \$7,600.00 from account #59020.
 - iv) To approve flashlights for E83: \$1,500.00 from account #59020.
 - v) To approve replacement gloves and hoods: \$4,960.00 from account #53030.
 - vi) To approve iPad for Engine 81: \$1,000.00 from account #67760.
 - vii) To approve Administrative refrigerator: \$1,000.000 from account #63091.

- viii) To approve calibration gas for multi gas detectors: \$917.25 from account 52250.
- ix) To approve carpet cleaning for all three stations: \$1,200.00 from account #63100.
- x) To approve repainting of fire lane stripes at Station 2: \$1,299.00 from account #63102.
- xi) 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".

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 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 policy manual revisions to sick time policy and light duty.
- c) To review and discuss TCDRS pension plan guidelines.
- d) To review, discuss and approve addition of door to Administrative hall and movement of door to sleeping quarters: \$13,000.00 from Account #63100.
- e) To review, discuss and approve additional cost for repairs to apparatus bay doors: \$6,600.00 from #63100.
- f) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.

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

- a) To review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice.
- b) To review, discuss and take action on request from Harris-Ft Bend County MUDs 1 and 5 (area including the Falcon Point Subdivision) to obtain service from the District.
- c) To confirm the August 26, 2020 Board meeting and set the dates for the 2020 tax rate public hearing and 2021 budget adoption meetings.

9) 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 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.

10) Adjourn:

Signature on File

Thomas M. Raia Jr., President

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