

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, August 28, 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.
- 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.
- 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 Deer Oaks Employee Assistance Program extended contract 9-1-2019 through 8-31-2020.
 - ii) Approve Classic Protection Systems proposal to replace a bunk room smoke detector L1D20 at Station 1 for a cost not to exceed \$332.00.
 - iii) Approve the American Information Bureau's proposal for the 2019 Texas DMV annual driver license check for employees and volunteers at a cost of \$15.00 per individual.
 - iv) Approve Texas Airsystems annual contract renewal beginning February 2020 for Station 1 at a cost of \$7,089.00, Station 2 at a cost of \$6,688.00 and Station 3 at a cost of \$7,192.00
 - v) Approve past minutes.
- 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 review and take action on proposed Com Center dispatch services contract.
 - c) To discuss and approve replacement uniforms.
 - d) To discuss and approve TCFP employee certification renewal.

- e) To discuss and approve purchase of Key Secure upgrades for Knox System which was budgeted in Acct # 59020.
- 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 set the September Board meeting.
- b) To discuss and adopt the 2020 Budget.
- c) To review the 2019 Appraisal Valuations and Tax Rate Scenario.
- d) To propose the District 2019 Tax Rate.
- e) To review schedule for public hearings and adoption of the District's 2019 tax rate.

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) 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.
- d) Meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- e) Meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- f) Reconvene into Open Session and consider taking action on items discussed in Closed Session.

9) Adjourn: