

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, October 28, 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 receive a report from ESD 100 regarding a Com and Dispatch Center in their District.**
- 4) **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.
 - b) To review, discuss and take action on landscaping contract proposals for Stations 1, 2, and 3.
- 5) **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 discuss and take action on the 3rd Quarter investment report.
 - c) To invest the savings and investment accounts in accordance with the District's Investment Policy.
 - d) To receive an update on the annual Toys for Tots program.
- 6) **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 September 23 board meeting minutes.
 - ii) To approve renewal of annual Eaton UPS Preventative Maintenance agreements at a cost not to exceed \$978.30 for Station 2 and \$983.70 for Station 3.

7) To review, discuss and take action on non-consent agenda items:

- a) Items removed from the Consent Agenda.

8) 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 receive an update on the Com Center.
- c) To review, discuss and take action on Christmas light proposals from Kingdom Christmas Lights.
- d) To review, discuss and take action on a social media policy.
- e) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.

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

- a) 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 review, discuss, and take action on § 179D (4) tax credits related to Station 3.
- e) To discuss and take action on outsourced HR services.
- f) To confirm the November 18, 2020 Board meeting date.

10) 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 §551.074 to discuss personnel matters.
- d) Reconvene into Open Session and consider taking action on items discussed in Closed Session.

11) Adjourn:

Signature on File

Thomas M. Raia Jr., President

Fort Bend County ESD #2
24655 Westheimer Parkway
Katy, TX 77494
Office: (281) 395-0011, Ext. 120
Fax: (281) 395-0025