

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, May 26, 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 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) To 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) 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 1st 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 the April 28, 2021 board meeting minutes.
 - ii) To approve blank access badge cards from Fisk in the amount of \$467.00 paid out of account #53540
 - iii) To approve the annual Active 911 subscription for a cost not to exceed \$1200.00 from account # 54010.
 - iv) To approve the additional cost of \$2,295.00 for the embroidery work on the work out shorts recently received from account #53530.
 - v) To approve Houston Grow Tech for an amount not to exceed \$5,000.00 to replace freeze damaged landscaping at all 3 stations split in accounts #63061, 63062, 63063.
 - vi) To approve Houston Grow Tech for an amount not to exceed \$1,000.00 to replace station 1 front Landscape border with Bull Rock from account #63061.

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 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 on the replacement of the gym floor at station 2 not to exceed \$18,000.00 from account #63102. Floor was damaged during recent flood.
- d) To approve the addition of a Contractor Safety Procedure to the Policy Manual
- e) 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 confirm the June 23, 2021 Board meeting date.
- b) To receive a strategic initiative update.
- c) To receive a Legislation Session update.
- e) To designate the location of the District Administrative office.
- f) To review status of Harris-Ft. Bend Mud 1 & Mud 5 Service Contracts and elections

9) 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.

10) Adjourn:

Signature on File

Thomas M. Raia Jr., President

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