

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, DECEMBER 20, 2017 AT 6:00 P.M. AT THE WILLOWFORK FIRE DEPARTMENT, 24655 WESTHEIMER PARKWAY. KATY, TEXAS, 77494, WHICH IS LOCATED INSIDE THE DISTRICT BOUNDARIES, TO CONSIDER AND ACT UPON THE FOLLOWING MATTERS:

- 1) **RECEIVE PUBLIC COMMENTS:**

- 2) **RECEIVE AND DISCUSS REPORT FROM THE FINANCE MANAGER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:**
 - 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 INVESTMENT POLICY.
 - d) TO RECEIVE UPDATE ON THE IMPLEMENTATION OF ISOLVED.

- 3) **RECEIVE AND DISCUSS REPORT FROM THE FIRE CHIEF AND TAKE APPROPRIATE ACTION INCLUDING:**
 - 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) DISCUSS AND TAKE ACTION ON THE ADDITION OF 2 PERSONNEL PER SHIFT.
 - c) DISCUSS AND TAKE ACTION ON ROOF AND WINDOW REPAIRS TO STATION 2 AS QUOTED.
 - d) TO DISCUSS AND TAKE ACTION ON MEALS FOR CHRISTMAS DAY.
 - e) TO DISCUSS AND TAKE ACTION TO APPROVE PAYMENT FOR DR. BENJAMIN OEI FOR HIS MEDICAL DIRECTION FOR THE MONTHS JANUARY 2018 – DECEMBER 2018.
 - f) TO DISCUSS AND APPROVE WEED TREATMENT PROPOSAL FOR STATION 2.
 - g) TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS BY THE FIRE DEPARTMENT OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR PURCHASE.

- 4) **RECEIVE AND DISCUSS REPORT FROM THE DISTRICT ADMINISTRATOR AND TAKE APPROPRIATE ACTION INCLUDING:**
 - a) TO DISCUSS AND REVIEW PROGRESS MADE ON THE DISTRICT'S WEBSITE BY KISD STUDENTS.
 - b) TO ENGAGE UBERNOSKY & MAJERES, PLLC CERTIFIED PUBLIC ACCOUNTANTS AS 2017 AUDITORS.
 - c) TO RATIFY COMMISSIONER NOMINATIONS.
 - d) TO DISCUSS MVR CHECKS FOR FIRE FIGHTERS.
 - e) TO DISCUSS AND APPROVE THE TXU ENERGY BUSINESS SERVICE AGREEMENT FOR STATION 3.
 - f) TO DISCUSS AND APPROVE THE CONSOLIDATED COMMUNICATIONS SERVICE AGREEMENT FOR STATION 3.
 - g) TO DISCUSS AND TAKE ACTION ON THE FIRE FIGHTER FUND CHECK.
 - h) TO RECEIVE UPDATE ON TOYS FOR TOTS PROGRAM.
 - i) TO REVIEW AND APPROVE KATY AREA CHAMBER OF COMMERCE ANNUAL MEMBERSHIP COST OF \$180.00.

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NOTICE OF REGULAR BOARD MEETING: DECEMBER 20, 2017
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- j) TO DISCUSS AND REVIEW GULF COAST REGIONAL BLOOD CENTER'S REQUEST TO COMMIT TO ANOTHER BLOOD DRIVE IN 2018.
- k) TO APPROVE PAST MINUTES.
- l) TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS BY THE DEPARTMENT ADMINISTRATIVE STAFF OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR PURCHASE.

5) DISCUSS AND TAKE ACTION REGARDING BOARD ADMINISTRATIVE MATTERS INCLUDING:

- a) TO RECEIVE AN UPDATE AND TAKE ANY NECESSARY ACTION ON STATION # 3 MATTERS RELATED TO PAYMENT APPLICATIONS, CHANGE ORDERS AND THE CONSTRUCTION CONTRACT.
- b) TO RECEIVE AN UPDATE AND TAKE ANY NECESSARY ACTION ON STATION # 1 NEEDS ASSESSMENT RELATED TO PROPOSALS AND INVOICES.
- c) TO DISCUSS AND APPROVE THE RECHARTER OF CUB SCOUT PACK 548.
- d) TO DISCUSS AND TAKE ACTION TO AUTHORIZE COMMISSIONERS TO ATTEND THE 2018 SAFE-D CONFERENCE IN GALVESTON INCLUDING LODGING, REGISTRATION, MEALS AND TRAVEL EXPENSES.
- e) TO RECEIVE REPORT AND TAKE ANY NECESSARY ACTION FROM LONG RANGE PLANNING COMMITTEE.
- f) TO SET JANUARY BOARD MEETING DATE.
- g) TO RECEIVE A REPORT FROM DISTRICT COUNSEL REGARDING ANY PREVIOUSLY FILED TWC CLAIMS AGAINST THE DISTRICT.
- h) TO CONVENE INTO EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.074, TO DISCUSS DISTRICT PERSONNEL MATTERS.
- i) TO CONVENE INTO EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DISCUSS REAL ESTATE MATTERS, INCLUDING PURCHASE OF PROPERTY.
- j) TO RECONVENE INTO OPEN SESSION AND CONSIDER TAKING ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

6) ADJOURN:



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