

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, January 24, 2018 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 review 4Q Investment Portfolio and take action in accordance with the Investment Policy.
 - d) To review and take action on District 2018 Investment Policy.
- 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) To discuss and take action on the purchase of furnishings for Station 3.
 - c) To discuss and take action on Bluetooth communications equipment as requested in budget.
 - d) Approve annual renewal of subscription to WhentoWork.
 - e) To review, discuss and take action on submittals by the 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) Rick Wagner to update the Board on the Volunteers.
 - b) To administer oath of office to recently appointed Commissioner(s).
 - c) To elect Board Officers.
 - d) To review and take action to retain the law firm Coveler & Peeler, P.C. to serve as District counsel.
 - e) To review and take action on engagement of Auditor to prepare District 2017 Audit.
 - f) To designate the location of the District administrative offices.
 - g) To receive and review TML rerates.
 - h) To review and discuss legal action item list.
 - i) To approve Q4 Commissioner stipend.
 - j) To review and approve a generator service contract renewal with Waukesha-Pearce Industries, Inc.
 - k) To review and approve the Classic Protection Systems, Inc., contract renewal.
 - l) To approve past minutes.
 - m) To review, discuss and take action on the Burns Landscaping weed control proposal.

- n) To discuss and take action on proposal to purchase giveaway products for station tours, Safety Fest and other potential events.
- o) To review, discuss and take action on submittals by the Administration 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 and update and take any necessary action on Station # 1 needs assessment related to proposals and invoices
- c) To receive report and take any necessary action from long range planning committee.
- d) To set the February Board meeting date.
- e) To convene into Closed Session pursuant to Government Code §551.074, to discuss District personnel matters, pursuant to Government Code §551.072, to discuss real estate matters and pursuant to §551.071 Government Code, to conduct a private consultation with the District's legal counsel on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
- f) To reconvene into Open Session and consider taking action on items discussed in Executive Session.

6) Adjourn:



THOMAS M. RAIA JR., PRESIDENT

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