

## 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 23, 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 invest the savings and investment accounts in accordance with the District's Investment Policy.
- d) To discuss and take action on District Bank Accounts.
- e) To review and take action on the 2017 Financial Audit.

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 approve supplemental insurance and deferred compensation programs.
- c) To discuss and approve the purchase of Class A uniforms for the Fire Chief and Battalion Chiefs.
- d) To discuss and approve up to \$1,100.00 for a flammable liquid storage cabinet for Station 2.
- 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) To review and discuss Annual TCDRS Plan Assessment.
- b) To review and approve the Promaxima Preventative Maintenance Agreements for Station 2 and Station 3 at a cost of \$700 annually per station which includes 4 quarterly visits.
- c) To discuss and approve proposal from Burns Landscaping to treat Nut Sedge weed infestation at Station 3 with 2 treatments at \$575.00 per treatment.
- d) To review and discuss legal action item list.
- e) To approve past minutes.
- f) 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 June Board meeting date.
- e) To review, discuss and take action regarding matters related to the volunteers.
- f) To review, discuss and take action regarding employment matters.
- g) To 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.
- h) To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- i) To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- j) To reconvene into Open Session and consider taking action on items discussed in Closed Session.

**6) Adjourn:**



**THOMAS M. RAIA JR., PRESIDENT**

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