

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, AUGUST 23, 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 REVIEW THE TCDRS PLAN AND LIABILITIES.

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 APPROVING THE PURCHASE OF THE BULLEX FIRE EXTINGUISHER TRAINING SYSTEM AND THE R.A.C.E TRAINING PACKAGE AT A COST NOT TO EXCEED \$20,685.00 AND TO BE CHARGED TO ACCOUNT #68050.
- c) TO DISCUSS AND TAKE ACTION ON APPROVING A COST NOT TO EXCEED \$3,500.00 FOR ANNUAL FAMILY DAY AND TO BE CHARGED TO ACCOUNT #51025.
- d) TO DISCUSS AND TAKE ACTION ON ANNUAL FIT TESTING THE SCBA MASK ON ALL PERSONNEL AT A COST NOT TO EXCEED \$2500.00 AND TO BE CHARGED TO ACCOUNT #52360.
- e) TO DISCUSS AND TAKE ACTION ON APPROVAL OF TRAINING PROPS FOR A COST NOT TO EXCEED \$12,000.00 AND TO BE CHARGED TO ACCOUNT #59020 OR 55500.
- f) TO DISCUSS AND TAKE ACTION ON APPROVING UP TO \$750.00 TO REPLACE THE WASHER AT STATION 2 AND TO BE CHARGED TO ACCOUNT #63092.
- g) TO DISCUSS AND APPROVE CARPET CLEANING COSTS FOR STATION 1 AND STATION 2 NOT TO EXCEED \$700 AND TO BE CHARGED TO ACCOUNTS 63091 AND 63092.
- h) TO DISCUSS AND TAKE ACTION ON THE RESULTS OF THE MAY 2017 DISPATCH LETTER SENT TO FORT BEND COUNTY DISPATCH.
- i) 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 APPROVE PAST MINUTES.
- b) TO DISCUSS AND REVIEW PROGRESS MADE ON THE DISTRICT'S WEBSITE BY KISD STUDENTS.
- c) TO UPDATE THE BOARD REGARDING ISOLVED IMPLEMENTATION PROGRESS.

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- d) TO UPDATE THE BOARD REGARDING THE SCHEDULED AUGUST 31 BLOOD DRIVE AT STATION 2.
- e) TO DISCUSS AND APPROVE REKEYING ALL FILE CABINETS IN THE CENTRAL FILE ROOM TO THE SAME KEY NOT TO EXCEED \$250.00 AND TO BE CHARGED TO ACCOUNT 63091.
- f) TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS BY THE DEPARTMENT OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR PURCHASE.

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

- a) TO RECEIVE REPORT AND TAKE ANY NECESSARY ACTION FROM LONG RANGE PLANNING COMMITTEE.
- b) TO SET THE SEPTEMBER BOARD MEETING DATE.
- c) TO RECEIVE AN UPDATE AND TAKE ANY NECESSARY ACTION ON STATION # 3 MATTERS RELATED TO PAYMENT APPLICATIONS, CHANGE ORDERS AND THE CONSTRUCTION CONTRACT.
- d) TO RECEIVE AN UPDATE AND TAKE ANY NECESSARY ACTION ON STATION # 1 NEEDS ASSESSMENT RELATED TO PROPOSALS AND INVOICES.
- e) TO REVIEW AND DISCUSS THE PROPOSED 2018 DISTRICT BUDGET.
- f) TO REVIEW THE 2017 APPRAISAL VALUATIONS AND TAX RATE SCENARIOS.
- g) TO PROPOSE DISTRICT 2017 TAX RATE.
- h) TO REVIEW AND TAKE ACTION TO SCHEDULE PUBLIC HEARINGS AND A DATE TO ADOPT THE DISTRICT'S 2017 TAX RATE.
- i) TO REVIEW, DISCUSS AND TAKE ANY NECESSARY ACTION ON EMPLOYEE WORKER'S COMPENSATION CLAIM.
- j) TO CONVENE INTO EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.074, TO DISCUSS DISTRICT PERSONNEL MATTERS.
- k) TO CONVENE INTO EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DISCUSS REAL ESTATE MATTERS, INCLUDING PURCHASE OF PROPERTY.
- l) 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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