

MEETING NOTICE
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 9

Notice is hereby given that the Board of Commissioners of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 9** will hold a meeting on **September 13, 2018** at **6:00 p.m.**, at the following location in the District: **9630 Telge Road, Houston, Texas 77095**.

The District will consider and may act upon the following matters:

1. Call meeting to order and establish a quorum.
2. To receive public comment.
3. To approve the Minutes of prior meeting(s).
4. To receive a Financial Report from Mr. Bill Russell with Myrtle Cruz, Inc., the District bookkeeper and to review and take action on District Investments.
5. To pay District bills, including approval of commissioner fees and expense reimbursements, and take action on any commissioner requests to attend a conference or other training event.
6. To review and take action on the 2018 appraisal valuations.
7. To review and take action on the proposed District 2019 budget.
8. To propose or adopt the 2018 District tax rate and schedule any necessary public hearings related to setting the tax rate.
9. To receive an update from Richard Fletcher of Sales Tax Assurance LLC on sales tax activity within the District.
10. To review and take action on the payment of operations funding for Cy-Fair Volunteer Fire Department (“Department”).
11. To review and take action on reports and construction matters from Ricardo Martinez, District architect of Martinez Architects for the Station 2, 7, 9 and 13 construction projects.
12. To review and take action of any pay Applications submitted by JE Dunn and approved by Martinez Architects.
13. To review, discuss and take action on any necessary repairs of equipment, apparatus and facilities in service to the District.
14. To review, discuss and take action on matters related to the Administration Complex project at 10710 Telge Road.
15. To receive a report from District Administrative Staff.
16. To review, discuss and take action regarding adoption, amendment and explanation of District policies and procedures.
17. To review, discuss and take action regarding any electrical service proposals received from Acclaim Energy Advisors.
18. To receive a report from the Department, including consideration by the Board to approve:

EMERGENCY REQUESTS

a.	Siddons Martin Emergency Group, Maintenance Repairs: 1650536 Transmission Oil Cooler For Unit 328/R-5	\$2,486.63
b.	Houston Freightliner, Inc. Maintenance Repairs: Replace Diesel Exhaust Fluid Dozer, Injector, All Parts, and Labor	\$2,045.91
c.	Texas Alternator Starter Service Maintenance Repairs: C634 Alternator and A2-128 Regulator for Unit 328/R-5	\$2,143.98
d.	Siddons Martin Emergency Group, Maintenance Repairs: 1840523 Radiator for Unit 255/RE-3	\$3,481.72
e.	Cummins Southern Plains previously approved \$2,639.79 in August for service on unit RE-3/255 to replace ECM. Additional work needed to ensure new ECM would not be damaged. Bad wiring harness was found that led to the original failure. New additional cost \$1,529.91.	\$4,169.70

CAPITAL REQUESTS

f.	American Firehouse Furniture: 2 fire tough recliners - space saver 40x44x45 dark brown; 2 metro double recliners - space saver 79x39x40; 6 solid wood dining ladder back chairs - walnut finish/black/vinyl seats. Recliners for station 5's second trailer and chairs for station 6.	\$4,768.00
g.	CDW Government, Inc. Five (5) Panasonic Toughbook CF-311H-03VM and Five (5) Panasonic Extended Service Agreement (2yr)	\$20,407.90

OPERATIONS REQUESTS

h.	Tritech Software Systems 2018-2019 annual support renewal	\$164,706.07
i.	Community Impact half page advertisement in September 2018 edition for Fire Fest	\$2,785.00
j.	Card access training open options administrator class (2 students), hotel @ \$109 per night for 3 nights, per diem (GSA 2018).	\$5,866.50
k.	Priority dispatch system ESP license renewal, service & support. 8/1/2018 - 7/31/2019	\$14,400.00
l.	Sun Coast Resources maintenance supplies: oil - 135 bulk Chevron Delo 15w40 (includes fuel surcharges & TX. state env. Fee)	\$2,118.83
m.	Structural Technology Inc annual testings: aerial platform, aerial ladder, aerial water way pressure test, auto and truck lift, scissor lift and forklift	\$6,940.00
n.	EMS World Expo 2018 - Nashville, TN expo is between Oct. 29, 2018 to Nov. 2, 2018. 2 day workshop and 3 day conference. Conference fees, flight, hotel, and per diem. (2 persons) savings of \$230 if booked before September 21 (savings not included in total)	\$4,561.44

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| o. | Powers MediaWorks, LLC 2019 annual report - graphic design and production, meetings & site visits, photography, printing and binding. | \$15,300.00 |
| p. | Teex Swiftwater training NFPA Swiftwater rescue level I & II custom class; hotel accommodations, wet suite rentals; per diem (10 persons) | \$16,570.00 |
| q. | Katy rescue school technical rescue training (10) | \$2,250.00 |
| r. | RDT solutions CAD Arcserve enterprise maintenance renewal - 3 yr. service for replication on 2 CAD servers | \$5,600.00 |
| s. | Access hose and ladder annual pump testing - 25 units | \$6,625.00 |
| t. | The Schubot Law Firm, P.C. Professional services - August 2018. 4 hrs. 55 mins spent on Public Information Requests at a cost of \$1,229.17. . Total invoice reimbursement: | \$4,125.49 |
| u. | Bentley, Bratcher & Associates, P.C. preparation of the return of organization exempt from income tax (Form 990) for the year ended December 31, 2017 | \$3,200.00 |
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19. To review, discuss and take action regarding any emergency requests, capital requests and operational requests received from the Department on the supplemental schedule.
 20. To review, discuss and take action regarding the uniform clothing bid solicitation obtained by the Department.
 21. To review, discuss and take action on tree trimming proposal for maintenance of trees that interfere with the District vehicles traveling within the District territory.
 22. To review, discuss and take action regarding obtaining a fire boat for service in the Towne Lake area of the District.
 23. To review, discuss and take action regarding District committees reports as well as the appointment of any new committees.
 24. To review and take action to receive submittal by Department of 30-day advance request(s) for purchase of capital items.
 25. To receive a report from Brad Dill of BD Realty.
 26. To review, discuss and take action regarding vendors to provide services to the District related to the investigation of potential real estate purchases, such as environmental engineers, surveyors and civil engineers.
 27. To review, discuss and take action for the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251, including, but not limited to, bunker gear to the Texas Forestry Service Helping Hands Program and Computer Equipment to the Public Surplus Auction.
 28. To review, discuss and take action on any District matters which need to be included on the October 2018 meeting agenda.
 29. 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.

30. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
31. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
32. To review, discuss and take action regarding matters discussed in Closed Session.
33. Adjournment.



**HARRIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 9**

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