

**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 **November 15, 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 including Investment Policy.
5. To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Property Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.
6. To discuss and take action on the imposition of additional penalty on delinquent taxes accruing prior to June 1, 2019 pursuant to §33.07 of the Property Tax Code and adoption of a Resolution regarding same for taxes.
7. To discuss and take action on the imposition of additional penalty on delinquent taxes accruing after June 1, 2019 to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Property Tax Code and adoption of a Resolution regarding same.
8. To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Property Tax Code and adoption of a Resolution regarding same.
9. 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.
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 for the Station 9 construction project and to receive a report from Ricardo Martinez of Martinez Architects regarding same.
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 matters related to the Administration Complex project at 10710 Telge Road.
14. To review, discuss and take action on any necessary repairs of equipment, apparatus and facilities in service to the District.
15. To receive a report from District Administrative Staff.
16. To review, discuss and take action on approval of 2019 Meeting/Conference/Holiday schedules.

17. To review, discuss and take action regarding providing a public information representative to improve dissemination of information to the citizens of the District.
18. To receive a report from the Department, including consideration by the Board to approve:

**CAPITAL REQUESTS**

- a. CDW Government, Inc. – Items needed to restore data connection at 9520 Telge; 1 Ubiquiti toughcable carrier 1000’ bulk cable, 2 Ubiquiti Network Connector, 2 Ubiquiti Airfiber 24 wireless bridge, 6 Transtector APLU fit data line surge; \$3,648.48
- b. Comflow Mechanical Service – Supply and install 2-ton wall mount a/c unit, 230 volt 1 phase with heat at Station 1 (includes haul-off and disposal); \$4,534.02

**OPERATIONS REQUESTS**

- c. ESRI – ARCGis Desktop Basic Maintenance – Primary; ARCGis Desktop Basic Maintenance – Secondary; ARCGis Desktop Standard Maintenance – Primary; \$2,200.00
- d. Penflex – Standard Administration Services Annual - LOSAP; \$9,500.00
- e. CDW Government, Inc. – Fortnet Co Term Renewal; \$2,440.00
- f. ESO Solutions, Inc. – Annual support renewal for Firehouse Software, 9 FH Enterprise Additional User Support, 1 FH Enterprise CAD Monitor Support, 1FH Enterprise Complete System Support, 1 FH Add-on FH Analytics Supports (5 users); \$5,355.00
- g. CDW Government, Inc. – Annual subscription for Adobe Creative Cloud for Teams – NIPA 2018.011-01 (10); \$9,154.60
- h. Bentley, Bratcher & Associated, P.C. – 2018 Audit engagement (financial statements) and 2018 401k Plan Audit; (estimated cost), \$52,000.00
- i. ImageTrend – Service bridge annual fee; \$2,400.00
- j. SCBA Training 2019 – Scott Safety in Monroe, North Carolina training on in-depth maintenance, repair and testing of breathing apparatus; 3M Scott offers the air-supplied class, a combined air-pak X3/AP50/AP75 technician class and NxG2/NxG7 technician class; certification authorizes for technician level repairs on all 3M Scott respirators.
- k. Aladtec, Inc. – Renewal of Fire Manager 2019; Online employee scheduling and workforce management system; includes hosting, phone and email support, and upgrades; 525 users; (includes \$3,717 discount) \$27,783.00

**BID APPROVALS**

- l. HVAC

**DISPOSALS**

- m. Furniture
  - n. Rescue Power units and Rams
  - o. Two (2) 2006 Ford F350 trucks
  - p. One (1) 2010 Ford F250 truck
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 and take action to receive submittal by Department of 30-day advance request(s) for purchase of capital items.
21. To review, discuss and take action regarding District committees reports as well as the appointment of any new committees.
22. To receive a report from Brad Dill of BD Realty.
23. 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.
24. 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.
25. To review, discuss and take action on any District matters which need to be included on the December 2018 meeting agenda.
26. 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.
27. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
28. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
29. To review, discuss and take action regarding real estate and/or personnel matters discussed in Closed Session.
30. Adjournment.



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

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