

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 **December 20, 2018 at 5:00 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 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 payment of operations funding for Cy-Fair Volunteer Fire Department (“Department”).
7. 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.
8. To review and take action of any pay Applications submitted by JE Dunn and approved by Martinez Architects.
9. To review, discuss and take action on matters related to the Administration Complex project at 10710 Telge Road.
10. To review, discuss and take action on any necessary repairs of equipment, apparatus and facilities in service to the District.
11. To receive a report from District Administrative Staff.
12. To review, discuss and take action regarding a second amendment to the 2015 Service Agreement between the District and the Department.
13. To receive a report from the Department, including consideration by the Board to approve:

CAPITAL REQUESTS

- a. Key Warder - Keywatcher Touch System – 16/Keywatcher Touch System with glass door, 8 key credit card mod; ½ locker mod and 2 blanks; estimated cost (installed) includes office system, system accessories, and electrical data; \$13,444.00

OPERATIONS REQUESTS

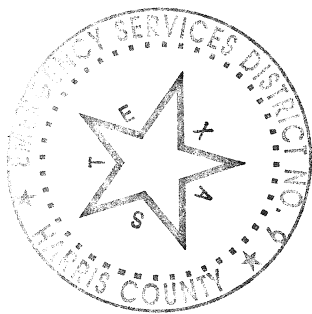
- b. REV Group – 4-Day trip to North Carolina for 2 persons; inspection trip for wrecked Medic Unit 525; estimate includes airfare, hotel, per diem, car rental; \$3,200.00
- c. The Schubot Law Firm – Professional services, November 2018; total 20 hours 45 minutes; includes 7 hours 45 minutes of Public Information Requests and out-of-pocket expenses (postage); \$5,214.93.

BID APPROVALS

- d. Generator maintenance

NEW BUSINESS

- e. 2019 Medic Unit Re-chassis Plan as set forth on Page 111 of the CFVFD Board Packet.
- f. Gear washer and dryer proposal as set forth on Page 113 of the CFVFD Board Packet.
- 14. To review, discuss and take action regarding any emergency requests, capital requests and operational requests received from the Department on the supplemental schedule.
- 15. To review, discuss and take action on approval of subscription with PowerDMS.
- 16. To review, discuss, and take action on installation and acceptance of New Tower and Dispatch facility including any microwave system or radio through Motorola Solutions.
- 17. To review and take action to receive submittal by Department of 30-day advance request(s) for purchase of capital items.
- 18. To receive a report from Brad Dill of BD Realty.
- 19. 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.
- 20. To review, discuss and take action on any District matters which need to be included on the January 2019 meeting agenda.
- 21. 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.
- 22. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- 23. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- 24. To review, discuss and take action regarding real estate and/or personnel matters discussed in Closed Session.
- 25. Adjournment.



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

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