

Harris County Emergency Services District No.16

16810 Squyres Road, Klein, Texas 77379-7489

MINUTES OF MARCH 16, 2015 SPECIAL MEETING

1. The special meeting was called to order (Agenda Item #1) at 7:00 PM at the Klein Volunteer Fire Department (KVFD) Administration Building by Emergency Services District No. 16 (ESD or District) President Robert S. Farrell. Present were members Robert W. Carson, Mike A. Pate, and Steve T. Falkner. Present as guests were KVFD Fire Chief Andy Dexter and Ira Coveler (of Coveler & Katz PC).
2. Roll call was taken and a quorum was established (Agenda Item #2).
3. A motion to contract with Kwik Kopy Business Center No. 117 to print and mail two mailings to the District voters passed unanimously. One mailing would be the District Newsletter, which was still in process of being drafted as of this meeting's date, and the second mailing would be a leaflet type with questions and answers along with a reminder of the upcoming sales tax election. (Motion: Steve Falkner; Seconded: Mike Pate) (Agenda Item #3).
4. A motion to hold a sales tax election related town hall meeting at KVFD's Administration Building on April 21, 21015 passed unanimously (Motion: Mike Pate; Seconded: Bob Carson) (Agenda Item #3).
5. A motion to provide Kwik Kopy with a newsletter by April 2, 2015 for mailing by April 10, 2015 and to provide Kwik Kopy with a brochure by April 14, 2015 for mailing by April 22, 2015 passed unanimously (Motion: Steve Falkner; Seconded: Bob Carson) (Agenda Item #3).
6. Steve Falkner presented an estimated bid based upon the expected number of mailings to be made. The cost of the mailing, not including postage, is approximately \$.25 per document for the newsletter and less than \$.19 per document for the tri-fold mailing. Postage will vary depending upon the actual number of newsletters and other brochures that are actually mailed out. A motion to incur the cost providing the public with information about the upcoming sales tax election by means of the newsletter and brochure passed unanimously (Motion: Steve Falkner; Seconded: Mike Pate) (Agenda Item #3).
7. There was no public comment (Agenda Item #4).
8. There was no Executive Session pursuant to Chapter 551 of the Texas Government Code (Agenda Item #5).
9. The next regular meeting was set and confirmed for April 13, 2015. The meeting adjourned at 8:20 PM (Agenda Item #6) following a motion for same by Robert Carson, which Mike Pate seconded.



Respectfully submitted:

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #16

Steven Falkner
District Secretary

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