

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13
11900 Cypress North Houston
Cypress, Texas 77429-5948
281 894-0151

MEETING AGENDA
Monday, March 23, 2020, 7:30 P.M.

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the District may exercise its authority to hold the meeting via telephone conference call because of the difficulty and risks of convening a quorum in one location. If the District holds the meeting via teleconference, then the call will be broadcast at the meeting location and recorded per the requirements of the Texas Open Meetings Act § 551.125.

Call to Order

To receive comments from the public

Information Items:

- A. Fire Department Report
- B. Staff Report
- C. Treasurer Report

Action Items:

1. To review, discuss and take action regarding telephone meetings pursuant to Government Code §551.125.
2. To review, discuss and take action regarding Plan for Continuity of Functions pursuant to Government Code §418.1101.
3. To review, discuss and take action on matters related to COVID-19 preparations.
4. To review, discuss and take action regarding matters related to the sale of the District's Property located on Huffmeister.
5. To review, discuss and take action regarding matters related to the public relations of the District and receive a report from Touchstone District Services.
6. To discuss and approve Commissioner positions.
7. To review, discuss and take action regarding the design, planning, financing, construction and development of Station 25.
8. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
9. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
10. To review, discuss and approve upcoming Purchase Orders.

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11. To pay District bills, ACH withdrawals and transfers for payroll as well as any other checks that are presented at the meeting.
12. To review and approve the Harris County E.S.D. No. 13 Financial Statements of February 29, 2020, as presented.
13. To consider approval of the minutes from the meeting held on February 24, 2020.
14. To review, discuss and take action on District's investment options.
15. To discuss increasing the District's credit card limits.
16. To review and consider health insurance options; approve entering into an agreement with the approved insurance company; and employer contributions.
17. To review, update, and approve District and personnel matters and policies.
18. To approve hiring replacement Office Assistant.
19. To review, discuss and take action on any District matters which need to be included on the April 2020 meeting agenda.
20. 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.
21. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
22. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
23. To take action on matters considered following any closed session meetings.

Adjourn.