

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

MEETING AGENDA
Monday, January 27, 2020, 7:35 P.M.

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 matters related to the sale of the District's Property located on Huffmeister.
2. To review, discuss and take action regarding matters related to the public relations of the District and receive a report from Touchstone District Services.
3. To receive a report on sales tax collections and take any action regarding sales tax matters.
4. To review, discuss and take action regarding the design, planning, financing, construction and development of Station 25.
5. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
6. To review and take action on file destruction list in accordance with the District's Records management procedures.
7. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
8. To review and approve expense reimbursements and Training including the SAFE-D Annual Conference & webcasts, continuing college education credits and online training classes for Commissioners and Employees.
9. To review, discuss and approve upcoming Purchase Orders.
10. To review and approve the Quarterly Investment Report for the 2019 4th Quarter.
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 December 31, 2019, as presented.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13
Meeting Agenda December 23, 2019 continued

13. To consider approval of the minutes from the meeting held on December 23, 2019.
14. To review, update, and approve District and personnel matters and policies.
 - a. Addition of ride-up pay to all positions in pay and leave policy.
 - b. Full-time Hourly and Par-time Hourly process.
15. To review and take action regarding the changing the District's regular meeting time.
16. To review and take action regarding the District's copier lease.
17. To review, discuss and take action on any District matters which need to be included on the February 2020 meeting agenda.
18. 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.
19. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
20. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
21. To take action on matters considered following any closed session meetings.

Adjourn.