

**NOTICE OF PUBLIC MEETING**  
**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13**

Notice is hereby given that the Board of Commissioners of the **Harris County Emergency Services District No. 13** will hold a public meeting on **Monday, November 28, 2022 at 6:30 P.M.**, at the following location **11900 Cypress North Houston, Cypress, Texas 77429-5948**.

The District will consider and act upon the following matters:

1. Call meeting to order.
2. To receive public comment.
3. To receive any reports from Fire Chief Richard Lieder and take any necessary action related to his report.
4. To review and approve the revised 2023 budget.
5. To receive any administrative reports from the District Staff.
6. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
7. To review, discuss, and take action on dispatch services.
8. To review, discuss and take action regarding the District executing the Texas Emergency Communications Center Interlocal Agreement.
9. To discuss, review, and approve actions necessary for provision of EMS services in conjunction with Harris County ESD No. 11.
10. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
11. To review and approve a contract with Joiner Architect for the station 22 and station 24 renovations.
12. To review, discuss and approve upcoming Purchases.
13. To pay District bills, ACH withdrawals and transfers for payroll as well as any other checks that are presented at the meeting.
14. To receive the Treasurers' report for the District and take any action related thereto.
15. To discuss and approve purchasing Treasury Bills through Trustmark bank.
16. To review and approve the District's October 2022 Financial Statement.
17. To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the 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.
18. To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes.

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13**

Meeting Agenda November 28, 2022 *(continued)*

19. To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same.
20. 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 Tax Code and adoption of a Resolution regarding same.
21. To review, discuss, and approve renewal of Workers' Compensation Policy with Texas Mutual.
22. To consider approval of the minutes from the meetings held on October 24, 2022.
23. To review, update, and approve District and personnel matters and policies.
  - a. Update Corrective and Disciplinary Policy
  - b. Review and approve Logistics Technician job description
  - c. Review and approve Training Captain job description
24. To review, discuss and take action on any District matters which need to be included on the December 2022 meeting agenda.
25. 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.
26. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
27. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
28. To review, discuss and take action regarding the boundary issue at the Station 25 property.
29. To take action on matters considered during closed session meetings.
30. Adjournment.

**HARRIS COUNTY  
EMERGENCY SERVICES DISTRICT NO. 13**



By: *Ira A. Coveler*  
**IRA A. COVELER**, District Counsel  
COVELER & PEELER, P.C.  
Two Memorial City Plaza  
820 Gessner, Suite 1710  
Houston, Texas 77024  
Office: (713) 984-8222  
Email: [icoveler@coveler.com](mailto:icoveler@coveler.com)