

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

**MEETING AGENDA**

**Monday, November 23, 2020, 6:30 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 review, discuss and take action regarding the construction and development of Station 25.
4. 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.
5. 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.
6. 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.
7. 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.
8. To review, discuss and approve revised budget for 2021.
9. To review, discuss and approve Pay charts and Administrative personnel salaries for 2021.

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**Meeting Agenda November 23, 2020 continued**

10. To review and take action on items needed to temporarily host Harris County Hazmat at one of the District's fire stations.
11. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
12. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
13. To review, discuss and approve upcoming Purchase Orders.
14. To review and approve the restated 2019 Audit report from Breedlove & Co.
15. To pay District bills, ACH withdrawals and transfers for payroll as well as any other checks that are presented at the meeting.
16. To review and approve the Harris County E.S.D. No. 13 Financial Statements of October 31, 2020, as presented.
17. To consider approval of the minutes from the meetings held on October 26, 2020.
18. To review, update, and approve District and personnel matters and policies.
19. To review, discuss and take action on any District matters which need to be included on the December 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.