

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

MEETING AGENDA

Monday, March 26, 2018, 7:30 P.M.

Call to Order

Information Items:

- A. Fire Department Report
- B. Staff Report
- C. Treasurer Report
- D. Public Comment
Time will be limited to 3 minutes for a speaker whose subject matter does not relate to an identifiable item of business on this agenda.
A speaker whose subject matter relates to an identifiable item of business on this agenda must begin by stating which agenda item is relevant and will receive an additional 2 minutes for a total of 5 minutes.
- E. Any additional business that may come before the Board.

Action Items:

- I. Designate person(s) to receive email notification for Securities Holding Reports through Fedmail associated with our current Pledgee Agreement on file with the Federal Reserve; and/or any additional matters regarding the agreements for collateral for pledged securities.
- II. To review and consider approval to purchase budgeted boat and equipment.
- III. Discuss and review traffic pre-emption.
- IV. To accept the Cypress Creek Volunteer Fire Department audit report.
- V. To receive a report from Joiner Architects related to architectural and engineering services provided to the District and to review, discuss and take action on Station 21 renovation matters and Station 23 renovation and restoration matters, payment applications and change orders.
- VI. Review, discuss and take action with respect to any pay applications requested by Axis Builders as approved by Joiner Architects.
- VII. To review, discuss and take action for Hurricane Harvey mitigation.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13
Meeting Agenda Monday, March 26, 2018 continued

- VIII. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
- IX. To consider payment to Cypress Creek VFD:
 - a. Monthly reimbursement.
- X. To consider approval for payment to Coveler & Peeler, P.C. for professional services as invoiced.
- XI. To review and approve expense reimbursements and Trainings including the SAFE-D Annual Conference & webcasts, continuing college education credits and online training classes for Commissioners and Employees.
- XII. To pay District bills and consider approval of the List of Checks Issued which includes disbursements as approved separately; ACH withdrawals and transfers for payroll processing; TCDRS retirement plan; and operating expenses as well as any other checks that are presented at the meeting.
- XIII. To accept HCESD #13 Financial Statements of February 28, 2018 as presented.
- XIV. To consider approval of the minutes from the meetings February 26, 2018 and March 5, 2018.
- XV. To review, discuss, and finalize duties for a new District employee clerical position and authorize job posting.
- XVI. To review and consider benefits which may be available to retirees and approve retiree benefits policy.
- XVII. To review, update, and approve personnel matters and policies which may include, rates, benefits, hours, paid time off, sick pay, and holiday pay.
- XVIII. To adjourn to Executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Consultation with Attorney, Sec. 551.071; to deliberate about Real Property, Sec. 551.072; to deliberate regarding prospective Gifts and Donation, Sec. 551.073; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee as permitted by the Texas Government Code, Open Meetings Act, Sec. 551.074; Deliberation about Security Devices, Sec 551.076.
- XIX. To take action considered as a result of executive session.

Adjourn