

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

**MEETING AGENDA**

**Monday, February 25, 2019, 7:30 P.M.**

Call to Order  
Information Items:

- A. Fire Department Report
- B. Staff Report
- C. Treasurer Report
- D. Public Comment
- E. Any additional business that may come before the Board.

Action Items:

- 1. To review, discuss and take action regarding matters related to the public relations of the District and receive a report from Touchstone District Services.
- 2. To review, discuss and take action regarding investing the District's funds with TexPool in accordance with the Texas Public Funds Investment Act and the District Investment Policy.
- 3. To review, discuss and approve upcoming Purchase Orders.
  - a. Rescue Boat
- 4. To review, discuss and take action regarding any needed repairs or improvements related to the operation of the District fire stations or equipment.
  - a. Station 23 A/C Replacement.
- 5. To review, discuss and approve project agreement and Purchase Order with BEMA Services to replace office phone hardware and update software.
- 6. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.
- 7. To discuss and take action on matters concerning the Sales Tax Election.
- 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 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.

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 13**  
**Meeting Agenda February 25, 2019 continued**

10. To review and approve the Harris County E.S.D. No. 13 Financial Statements of January 31, 2019, as presented.
11. To consider approval of the minutes from the meeting January 28, 2019.
12. To review, update, and approve personnel matters and policies which may include, rates, benefits, hours, paid time off, sick pay, and holiday pay.
  - a. Purchasing Policy
13. To review, discuss and take action on any District matters which need to be included on the March 2019 meeting agenda.
14. To review, discuss and take action regarding the sale of the Huffmister property presented by Brad Dill of BD Realty.
15. To review, discuss and take action regarding the purchase of property for a new Fire Station.
16. 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.
17. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
18. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

Adjourn.