

MEETING NOTICE
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 29

Notice is hereby given that the Board of Commissioners of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 29** will hold a meeting on **May 7, 2020** at **4:30 p.m.** at the following location in the District: **Fire Station at 12730 Champion Forest Drive, Houston, Texas 77066.**

The District will consider and act upon the following matters:

1. Call meeting to order.
2. To receive public comment.
3. To receive a report from the District's bookkeeper and take action on the Treasurer's Report.
4. To receive a report on the status of transition to Better Bookkeepers, Inc., and take any other related and necessary action.
5. To pay District bills, authorize or ratify District bills and authorize fund transfers required for operations, payroll expenses and capital expenses.
6. To review and take action of any pay applications submitted by JE Dunn and approved by Martinez Architects.
7. To review, discuss and take action on reports and construction matters from the District's architect Ricardo Martinez of Martinez Architects for the Station 12 construction project.
8. To review, discuss and take action regarding any change orders or punch list items that need to be acted on by the Board.
9. To review, discuss and take action regarding a variance submission to Harris County MUD 191 for the reimbursement and sharing of sales tax revenue with the District.
10. To approve the Minutes of prior meeting(s).
11. To review, discuss and take action regarding renewing the District's building insurance, vehicle insurance and umbrella policy with McNeil & Co.
12. To review, discuss and take action regarding any assumed name filings for the District.
13. To review, discuss and take action regarding entering into a service agreement for lawn maintenance with Growth Services, Inc.
14. To review, discuss and take action regarding entering into a contract with Triple H Structural Steel Covers of Texas to install a storage building and carport at Station 12.
15. To receive, discuss and take action on the Fire Operations Report.
16. To review, discuss and take action on needed improvements or repairs to the District's station or related facilities.
17. To review, discuss and take action on submittals of advance request(s) for purchase of items necessary for District operations.
18. To review and take action on approval of expenses related to upcoming training classes, course materials, equipment and related expenditures to be incurred by the District.

19. To review, discuss and take action regarding adoption and amendment of District policies and standard operating guidelines.
20. To receive any committee reports and take any necessary action.
21. To discuss any new items that need to be on the agenda for the subsequent District meetings and to review the date for the next regularly monthly meeting currently scheduled for June 4, 2020.
22. 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 and Tax Code §323.3022 to discuss sales tax matters.
23. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
24. Reconvene in Open Session.
25. Adjournment.

**HARRIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 29**

By: *Ira A. Coveler*

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