

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #4

HUFFMAN, TEXAS 77336

MINUTES OF JUNE 14, 2021

Those commissioners present when the meeting commenced were Ray Jones, Ken Gregory, and Shareen Redus constituting a quorum. Others attending when the meeting began were District Bookkeeper Adam Charanza of Municipal Accounts & Consulting, LLO; District Counsel David Manley of Coveler & Peeler, PC; Ricardo Martinez with Martinez Architects; EMS Director Kacey Sammons; ESD 4 Fire Chief Tyler Shirley; District Administrator Jenelle Honey; and Joseph Ellis District Auditor with McCall Gibson Swedlund Barfoot.

The District considered and acted upon the following matters:

1. Ray Jones called meeting to order at 6:00 p.m.
2. Quorum established by Ray Jones, President, with those present.
3. No public comment.
4. Motion was made by Shareen Redus, seconded by Ken Gregory to approve May Minutes. After review and discussion, the Motion was approved by a vote of 3 – 0.
5. No action on remodel on Station #2.
6. No action of FEMA, waiting on account to close.
7. Adam Charanza gave District Financial report, motion by Shareen Redus, seconded by Ken Gregory to accept the Bookkeepers Report. After review and discussion, the Motion was approved by a vote of 3 – 0.
8. A Motion was made by Ken Gregory, to pay all Districts bills, seconded by Shareen Redus. After review and discussion, the Motion was approved by a vote of 3 – 0.
9. Joseph Ellis, Auditor with McCall Gibson Swedlund Barfoot PLLC for District, presented the 2020 Audit. A Motion was made by Shareen Redus, seconded by Ken Gregory, to approve the Audit as presented. After review and discussion, the Motion was approved by a vote of 3 – 0.
10. No action on policies and procedures. Ray will work with David Manley, District's Counsel, to complete the policies and procedures.
11. No action on benefits and health insurance.

12. No action on District's 2021 Budget.
13. Kacey Sammons gave Huffman EMS Report, and Jenelle Honey gave Huffman EMS Financial Report. Shareen Redus made a Motion, seconded by Ken Gregory. After review and discussion, the Motion was approved by a vote of 3 – 0.
14. Tyler Shirley gave the Huffman Fire Department report. A Motion was made by Shareen Redus, seconded by Ken Gregory, to approve the report. After review and discussion, the Motion was approved by a vote of 3 – 0.
15. No action on matters of COVID-19 and District will take off Agenda with approval by David Manley, District's counsel.
16. No action on training requests by District personnel.
17. No action on financing new vehicles etc.
18. The sign for Station #3 will be installed this month, cost \$350.00 - \$380.00. Ray Jones will get proposals for computers for next month meeting. Service Agreements for water system and ice machine will be proposed next month. Ken Gregory wants Jenelle Honey to find out who put sign on District's property and bill them \$75.00 a month or tear down sign.
19. No action on sale or disposal of surplus.
20. No action on purchase, sale or lease real property.
21. Went into executive session at 7:06p.m. Came out at 7:53 p.m.
22. No action on personal matters.
23. No action on real estate matters.
24. No action on legal matters.
25. A Motion was made by Shareen Redus to adjourn at 7:53p.m., seconded by Ken Gregory. After review and discussion, the Motion was approved by a vote of 3 – 0.