

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #4
HUFFMAN, TEXAS 77336

Minutes of May 10, 2021

Those commissioners present when the meeting commenced were Ken Gregory, Leslie Deen, Shareen Redus, and Christy Graves constituting a quorum. Others in attendance when the meeting began were District Bookkeeper Adam Charanza of Municipal Accounts & Consulting, LLP; District Counsel Adam Tabak of Coveler & Peeler, P.C; Ricardo Martinez with Martinez Architects; EMS Director Kacey Sammons and District Administrator Jenelle Honey; and Fire Captain William Crawford.

The District considered and acted upon the following matters:

1. Ken Gregory called meeting to order at 6:02 pm.
2. Quorum established by Vice-President Ken Gregory with those present.
3. No public comment.
4. Shareen Redus made a motion, seconded by Christy Graves, to approve April minutes. Motion was approved by a vote of 3-0. Leslie Deen abstained as she was not present at April meeting.
5. Motion by Leslie Deen, second by Shareen Redus to approve the attendance of 8 attendees including the 5 commissioners, ESD District Administrator at the SAFE-D Conference to be held at the Fort Worth Convention Center on September 16-18, 2021.
6. Ricardo Martinez gave presentation for the remodel & construction of Station #2. Christy Graves made motion to approve contract with Martinez Architects, second by Shareen Redus to approve the contract for the remodel & construction of Station #2 as presented. Motion approved unanimously.
7. No action needed on the FEMA grant for Hurricane Harvey.
8. Adam Charanza presented the District's financial report and advised that the figures in the report reconcile with the bank statements. Motion by Shareen Redus, second by Leslie Deen, to accept the Bookkeeper's Report. Motion was approved by a vote of 4-0.
9. Motion by Shareen Redus, second by Leslie Deen, to pay the District's bills. Motion was approved by a vote of 4-0.
9. Leslie Deen made motion to approve the District's auditor to be McCall Gibson Swedlund Barfoot PLLC, second by Shareen Redus with motion approved unanimously.
10. Christy Graves advised that she discussed their billing practices with Health Claims Plus and feels like no changes are needed.
11. No action needed.
12. No action needed.
13. No action needed.
14. Jenelle Honey presented the 2021 budget which may require changes. Discussion that it would be best to leave as is and revise 2022 budget so that we can see where we were spending.

15. Kacey Sammons presented Huffman EMS report. Jenelle Honey presented EMS Financial Report. Shareen Redus made motion to accept both reports, second by Ken Gregory. Motion passed by a vote of 4-0.
16. William Crawford presented fire report. New truck should be in service by end of May. Leslie Deen made motion, second by Shareen Redus, to accept the Fire report. By a vote of 4-0, the motion carried.
17. No action needed.
18. No action needed.
19. New Tahoe for EMS Director has been ordered and the invoice will be sent to Adam Charanza and may possibly be ready next week.
20. No action needed.
21. No action needed.
22. Motion by Shareen Redus, second by Christy Graves to approve the contract with Green Mountain Energy for electricity. Motion approved.
23. No action needed.
24. No action needed.
25. No action needed.
26. No action needed.
27. No action needed.
28. Shareen Redus made motion, second by Leslie Deen to adjourn at 7:45 pm with motion approved unanimously.



Leslie Deen, ESD Secretary