

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #4

HUFFMAN, TEXAS 77336

MINUTES OF MARCH 21, 2022

Those commissioners present when the meeting commenced were Leslie Deen, Ray Jones, Ken Gregory, Christy Graves and Shareen Redus constituting a quorum. Others attending when the meeting began were EMS Director Kacey Sammons; ESD #4 Fire Chief Tyler Shirley, Fire Captain William Crawford, District Administrator Jenelle Honey, Adam Charanza-Municipal Accounts & Consulting, Sarah Reed & Ricardo Martinez-Martinez Architects, and David Manley, District Attorney.

The district considered and acted upon the following matters:

1. Ray Jones called meeting to order at 6:00 p.m.
2. Quorum established.
3. No public comment.
4. No action needed.
5. Shareen Redus made motion, second by Ken Gregory to approve the minutes of February meeting. Motion approved unanimously.
6. Report on construction progress by Martinez Architects regarding remodeling of Station #2. Motion by Ken Gregory, second by Shareen Redus to approve Allowance Expenditure Request No. 3 in the amount of \$3,963.69; Allowance Expenditure No. 4 in the amount of \$2,865.00; and Pay Application Request No. 3 in the amount of \$78,862.78. Motion approved unanimously.
7. Christy Graves advised that spoke with someone from FEMA regarding the District's FEMA funds and she advised that the \$90,000 awarded is still available and that the District just needed to revise the request with the scope of a new project to obtain the funds. No action taken.
8. Adam Charanza reviewed the bookkeeper report for February 2022. Motion to accept the bookkeepers report by Shareen Redus, seconded by Leslie Deen. Motion approved unanimously.
9. Shareen Redus made a Motion, seconded by Ken Gregory to designate Harris County Tax Assessor-Collector's Office to prepare District's No New Revenue Tax Rate and related calculations for 2022. Motion approved unanimously.
10. Shareen Redus made a Motion, seconded by Ken Gregory to move forward with RIT Financial effective immediately with transition period. President Jones will email MAC and bcc board on the matter. Motion approved unanimously.
11. Demo provided by Ray Jones and Jenelle Honey of the Streamline Web Portal (getstreamline.com). Motion to approve agreement with Streamline Web Portal at a cost not to exceed \$5,000 by Leslie Deen, seconded by Shareen Redus. Motion approved.
12. No action needed.
13. Kacey Sammons gave Huffman EMS reports. Shareen Redus made motion to accept report and Ray Jones seconded motion to accept report. Motion approved unanimously.
14. Tyler Shirley gave Huffman FD report. Motion to accept report by Shareen Redus, second by Ken Gregory. Motion approved unanimously.
15. No action needed.
16. No action needed.

17. No action needed.

18. No action needed.

19. No action needed.

20. Board went into executive session at 7:11 pm. Come out of Executive Session at 8:20 pm.

21. No action needed.

22. No action needed.

23. No action needed.

24. No action needed.

Motion by Leslie Deen, second by Shareen Redus to adjourn meeting at 8:28 pm. Motion passed with all in favor.

Leslie Deen,

HC ESD 4 Secretary