

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT No. 28 MINUTES OF BOARD OF COMMISSIONERS MEETING

August 19, 2024

Members in Attendance:

Mike Jenkins, President
Ken Koenig, Treasurer
Erika Smiley, Asst. Sec/Treasurer

Dan Dronberger, V. P.
Shirley Jauma, Secretary

Others in Attendance:

Fred Windisch, Fire Chief
Ira Coveler, Attorney

Public:

No Public

Call to order, roll call and establishment of a quorum.

Mike Jenkins called to order the August 19, 2024, ESD No. 28 Board Meeting starting at 5:05 p.m., with a quorum.

To receive public comment.

No public.

To approve the Minutes of prior meeting.

Mike Jenkins asked if there were any additions or corrections to the minutes from the July 15, 2024, Regular Meeting and August 6, 2024, Special Meeting minutes.

Correct the spelling of Shirley Jauma.

Ken Koenig made a motion to accept the July 15, 2024, and August 6, 2024, minutes with name correction. Shirley Jauma seconded the motion with unanimous approval of the board.

To receive a financial report from the District Treasurer and to pay District bills, including approval of commissioner fees.

Ken Koenig reviewed the report on Profit and Loss Budget Performance with percentages for the month of July 31, 2024.

Bank balances in our various accounts as of July 31, 2024:

Checking Account: Beginning balance of \$11,532.29, with deposits totaling \$724,049.17 (which includes an interest deposit of \$10.80); and checks and debits totaling \$730,175.28; for an ending balance of \$5,406.18.

Money Market Account: Beginning balance of \$10,009.02, with an interest deposit totaling \$9.33; for an ending balance of \$10,018.35.

Sales Tax Money Market Account: Beginning balance of \$250,615.01, with an interest deposit of \$636.81; for an ending balance of \$251,251.82.

Texas CLASS Account: Beginning balance of \$7,970,222.00, deposits totaling \$275,875.94 (which includes an interest deposit of \$36,375.94) and debits totaling \$484,200.00 for an ending balance of \$7,761,897.94.

We have (5) bills to pay this month as follows:

Brazos Urethane	\$24,200.00	Station 61 & 62 Westher Proofing
Coveler & Peeler, P.C.	\$1,496.50	July Legal Fees
HdL Companies	\$1,500.00	Quarterly Retainer Aug, Sep, Oct and Quarterly Commissions May, Jun, Jul
Lyn Jenkins	\$500.00	June #10 Newsletter Preparation
PVFA	\$602,535.00	August Draw and VCOS Registration

FCW – we have full documentation with what was performed by Brazos Urethane. We have not been billed for Station 63.

We had to use the contingency account due to three payroll this month. Discussion held by the board.

To review and take action on the payment of operations funding pursuant to the 2024 budget and service agreement with the Ponderosa Volunteer Fire Department.

FCW – requesting August Draw not to exceed \$600,000.00.

Erika Smiley made a motion to approve the financials, checks written, and August Draw in the amount of \$600,000.00. Ken Koenig seconded the motion with unanimous approval of the board. Mike Jenkins abstains.

To receive a report from the Ponderosa Fire Department (“Department”).
Fire Responses – July – 364

Major Responses:

07/04 House fire Ponderosa East; fireworks disposed in trash can

07/10 House fire Northview; whole house generator improperly installed; large fire.

07/14 House fire Cypressdale; crew was at Kroger, cop said what is that smoke rising? Owners gone; left cooking range on, power came on, various items on stove; relatively small fire.

07/14 Apartment fire Romano Park; laundry/kitchen area; unknown cause.

Average Response - 235

Average EMS Responses - 112

Hiring

We are in the hiring process now. Cutoff date for new applications is September 11, 2024, flyer handout given to the board.

False Alarms

To date we have collected \$34,189.60 in false alarm fees. Our employee is doing an outstanding job. They will not fix their systems to stop false alarms. Five Oaks tax exempt facility, they have paid over \$7,000.00.

To review, discuss and take action regarding the purchase of capital equipment including apparatus.

FCW – Expenses will be high again.

To review, discuss and take action regarding Care's Act-Employee Retention Tax Credit Refund.

FCW – paid two invoices for weather proofing included with checks for approval. Station 63 not completed or invoiced.

To review, discuss and take action on newsletter development.

FCW – board agreed the newsletter is great.

To review and discuss FEMA Reimbursement Submission from Hurricane Beryl.

FCW – we have two submissions, the Association and ESD No. 28, it was unclear who should file for reimbursement. We have a call tomorrow to find out additional information. Items submitted for reimbursement are generator hours, overtime for firefighters, chain saws, and chain saw parts, etc.

Ken Koenig made a motion to allow Fire Chief to work with FEMA for reimbursement of Hurricane Beryl expenses. Erika Smiley seconded the motion with unanimous approval of the board.

To review and discuss 1602 Ash Meadow building repairs from Hurricane Beryl.

FCW - The old Fire Station was repaired for \$1,200.00, for facia, gutter, and roof damage on front of the building. Funds were transferred from Non-ESD Account to checking account.

To review, discuss and take action regarding Texas Comptroller of Public Accounts Letter of reimbursement.

Ken Koenig - Sales tax audit received from the Texas Comptroller of Public Accounts. We received an overpayment of \$70,565.41 from Cabinets to Go. The taxes were paid to the wrong entity. We have three options 1) full reimbursement, 2) apply all monthly collections to the overpaid amount until paid in full or 3) enter

into a 45 month payback agreement with one deduction of \$1,568.00 and 44 deductions of \$1,573.41, until paid in full. No interest charged for option 3. Discussion held by the board.

Shirley Jauma made a motion to select option three with 45 payments as noted. Dan Dronberger seconded the motion with unanimous approval of the board.

To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.

No Closed Session

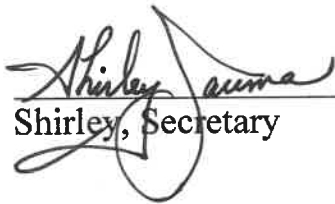
To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

No Closed Session

To set a meeting date for September 16, 2024, the Regular Meeting will be held at 17061 Rolling Creek Drive, Houston, TX 77090.

Adjournment

Ken Koenig made a motion to adjourn at 5:32 P.M. Shirley Jauma seconded the motion with unanimous approval of the board.



Shirley, Secretary