

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

September 16, 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
Dana Schmanski, Office Manager
Ira Coveler, Attorney

Public:

No Public

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

Mike Jenkins called to order September 16, 2024, ESD No. 28 Board Meeting starting at 5:00 p.m., with a quorum.

To receive public comments.

No public.

To approve the Minutes of prior meeting.

Mike Jenkins asked if there were any additions or corrections to the minutes from August 19, 2024, Public Hearing and Regular meeting.

Public Hearing minutes as written.

Regular Meeting minute corrections:

1. Page 2 of 18; correct spelling of "weather" under bills to pay.
2. Page 3 of 18; Fire responses add, "due to Hurricane Beryl".

3. Page 4 of 18; Capital Equipment, add “due to Hurricane Beryl”.

Dan Dronberger made a motion to accept August 19, 2024, public hearing minutes as written and the regular meeting minutes with the above changes. Erika Smiley 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 August 31, 2024.

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

Checking Account: Beginning balance of \$5,406.18, with deposits totaling \$938,776.98 (which includes an interest deposit of \$9.50); and checks and debits totaling \$937,599.65; for an ending balance of \$6,583.51.

Money Market Account: Beginning balance of \$10,018.35, with an interest deposit totaling \$9.33; for an ending balance of \$10,027.68.

Sales Tax Money Market Account: Beginning balance of \$251,251.82, with an interest deposit of \$638.43; for an ending balance of \$251,890.25.

Texas CLASS Account: Beginning balance of \$7,761,897.94, deposits totaling \$344,496.87 (which includes an interest deposit of \$35,696.87) and debits totaling \$630,000.00 for an ending balance of \$7,476,394.81.

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

Brazos Urethane	\$22,658.45	Station 63 Waterproofing
Coveler & Peeler, P.C.	\$2,143.72	August Legal Fees
Harris County Appraisal District	\$10,300.00	Fourth Quarter Assessment
Lyn Jenkins	\$500.00	#11 Newsletter Preparation
PVFA	\$390,000.00	September Draw

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 September Draw not to exceed \$390,000.00.

Erika Smiley made a motion to approve the financials, checks written, commissioners' compensation, and September Draw for \$390,000.00. 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 – August 211

Mutual Aid:

09/01 Electrical fire, 2004 FM1960 W, Dollar General

Average Response - 232

Average EMS Responses - 112

Hiring

We have eight new applicants that will take part in the physical and written testing.

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

FCW – Nothing new to report

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

FCW – Station 63, Brazos Urethane found additional areas requiring waterproofing. Requesting approval for added costs of \$1,647.00.

Ken Koenig made a motion to approve added waterproofing at Station 63. Erika Smiley seconded the motion with unanimous approval of the board.

To review, discuss and take action on newsletter development.

FCW – Lyn sent newsletter to review for the fall edition. The newsletter will include an article from the Houston Chronicle Newspaper that ran September 11, 2019.

To review and discuss FEMA Reimbursement Submission from Hurricane Beryl.

FCW – No progress since last meeting.

To review and discuss and take action regarding HdL Companies and ESD No 28 Professional Services Agreement.

Ken Koenig – we have the contract for \$7,500.00, the service includes Sales tax and Property Tax with a 90 day termination clause after one year. We will review again in August or September of 2025.

Ira Coveler – it is a live dashboard of taxes that will be updated monthly to accurately calculate income.

Shirley Jauma made a motion to approve agreement with HdL Companies for one year. 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 October 21, 2024, the Regular Meeting held at 17061 Rolling Creek Drive, Houston, TX 77090.

Adjournment

Ken Koenig made a motion to adjourn at 5:33 P.M. Erika Smiley seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary