

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

January 27, 2025

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 January 27, 2025, 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 December 9, 2024, Joint Meeting and December 16, 2024, Regular meeting.

Dan Dronberger made a motion to accept December 9, 2024, Joint Meeting and December 16, 2024, Regular meeting minutes as written. 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 December 31, 2024.

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

Checking Account: Beginning balance of \$16,409.01, with deposits totaling \$1,574,295.99 (which includes an interest deposit of \$32.69); and checks and debits totaling \$1,584,759.72; for an ending balance of \$5,945.28.

Money Market Account: Beginning balance of \$10,025.82, with an interest deposit totaling \$7.22; for an ending balance of \$10,033.04.

Sales Tax Money Market Account: Beginning balance of \$200,945.05, deposits totaling \$10,394.02 (which includes an interest deposit of \$339.07) and debits totaling \$11,000.00, for an ending balance of \$200,339.07.

Texas CLASS Account: Beginning balance of \$7,183,952.22, deposits totaling \$743,609.75 (which includes an interest deposit of \$29,609.75) and debits totaling \$849,000.00 for an ending balance of \$7,078,561.97.

We have (9) bills to pay this month as follows:

PVFA	\$750,000.00	January Draw
Conroe McCaffety Electric	\$9,406.24	Station 61 Electrical rewiring
Coveler & Peeler	537.50	December Legal Fees
Houston Chronicle	\$75.32	District Address Published
Pro-Safe Fire Training	\$43,000.00	Burner Prop Replacements Station 63
Texas Emergency Communications	\$134,023.18	Operational Costs Jan – Dec 2025
The Texas Network	\$1,020.00	Annual Web Hosting
VFIS of Texas	\$1,848.00	Renewal of Commercial Insurance
Lyn Jenkins	\$550.00	District Newsletter 2025

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 January Draw not to exceed \$750,000.00.

Dan Dronberger made a motion to approve the financials, checks written, and January Draw for \$750,000.00. Shirley Jauma seconded the motion with unanimous approval of the board. Mike Jenkins abstains.

To receive a report from the Ponderosa Fire Department (“Department”).

Fire Responses – December 232

Major Responses

12/31 505 Cypress Station, bedroom fire, started in closet, unintentional, heat source too close to combustibles.

Average responses – 230

Average EMS responses – 117

Budget 2024

We are under budget for 2024, possibly \$70,000.00.

Alarm Fees

False alarm fees in 2024, page 19 of 21, \$45,505.00 recovered in fees.

H.A.R.T.

H.A.R.T. is in the process of moving out of 1603 Ash Meadow. Possible new tenant.

Donation

Ponderosa Resident donated \$5,000.00 to the firefighters to have additional items to use while on duty. All three stations are preparing a list of items.

Employee Termination

Today we terminated a firefighter for multiple employment violations over the last few months. He agreed with our decision.

Possibly losing another firefighter to Katy FD, he lives in Katy, Texas.

Texas Emergency Communications Center

Currently in communication with Jersey Village EMS and Fire, to possibly be dispatched from TECC. They will not have ownership in TECC, simply billed for incremental coverage. Discussion held by the board.

Rescue 61

We are considering selling the rescue truck. It carries our cascade refill and rescue tools. Our neighboring fire department have cascade refill on their trucks and have agreed to assist with refills while on scene. More information to follow.

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 – electricians have completed the rewiring process. Phase two includes replacing transformers and adding umbilical cords for temporary generators at all three stations.

Dorms at Station 61 – the firefighters have painted the upstairs dorm rooms and kitchen, and the floor is being replaced. All expenses from budget.

Replacement Props CJC Training Field – Items should ship next week.

To review and discuss FEMA Reimbursement Submission from Hurricane Beryl.

FCW – Completed all data. One of our part time firefighters worked with me on data entry. We are up to \$68,000.00, once approved we will receive 75% of that number.

To review and discuss district newsletter Contract with L. Jenkins.

Waiting for the contract.

To review and request a report from the legislative committee.

Discussion held by the board and Ira Coveler concerning legislative committee.

To review and approve PVFA 2025 Budget

FCW – We need to approve the PVFA 2025 Budget and renew the contract with PVFA.

Ken Koenig made a motion to approve the PVFA 2025 Budget and renew contract with Ponderosa Volunteer Fire Association, Inc. Dan Dronberger seconded the motion with unanimous approval of the board.

To review and discuss ESD Reporting Form for 2025

FCW – filed with Harris County, SB625 review in April.

To conduct an annual review of the District's Investment Policy and take any necessary action.

Discussion was held by the board and Ira Coveler. Nothing changed simply a renewal of investment policy from 2021. The board agreed to renew the District Investment Policy.

Erika Smiley made a motion to accept the investment policy as presented. Ken Koenig seconded the motion with unanimous approval of the board.

To review and take action to engage McCall Gibson Swedlund Barfoot Ellis for ESD No 28 Audit.

Discussion held by the board.

Shirley Jauma made a motion to engage McCall Gibson Swedlund Barfoot Ellis for the 2024 ESD No. 28 Audit. Ken Koenig 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 February 17, 2025, the Regular Meeting at 17061 Rolling Creek Drive, Houston, TX 77090.

Adjournment

Shirley Jauma made a motion to adjourn at 5:38 P.M. Erika Smiley seconded the motion with unanimous approval of the board.

E. D. Smiley

Shirley Jauma, Secretary *ES*
Erika Smiley Asst. Secretary