

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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## HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF BOARD OF COMMISSIONERS MEETING

April 19, 2021

### 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  
Jennifer Day, Accountant  
Scott Siefert, Fire Chief - ESD#7

### Public:

No Public

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

Mike Jenkins called to order the April 19, 2021, ESD#28 Board meeting starting at 5:00 p.m.

### 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 March 15, 2021 board meeting.

Ken Koenig made a motion to accept the minutes as written. Dan Dronberger 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 sources and uses of cash for the month of March 2021.

Bank balances in our various accounts as of March 31, 2021:

Checking Account: Beginning balance of \$87,844.69, with deposits totaling \$303,350.26 (which includes an interest deposit of \$14.72); and checks and debits totaling \$362,707.35 for an ending balance of \$28,487.60.

Money Market Account: Beginning balance of \$15,005.90, with an interest deposit of \$.64, for an ending balance of \$15,006.54.

Sales Tax Money Market Account: Beginning balance of \$250,168.22, with an interest deposit of \$21.25, for an ending balance of \$250,189.47.

Texas CLASS Account: Beginning balance of \$6,650,987.25 with an interest deposit of \$591.24, and checks and debits totaling \$ 58,000.00 ending balance of \$6,593,578.49.

We have (3) bills to pay this month as follows:

Coveler & Peeler P.C.	\$1,247.61	Legal Fees March 2021
McCall, Gibson, Swedlund, Barfoot, PLLC	\$10,500.00	2020 Audit Interim Billing
Prime ITS, Inc	\$168.00	Agreement Managed Cyber Security

**To review and take action on the payment of operations funding pursuant to year 2021 budget and service agreement with the Ponderosa Volunteer Fire Department.**

FCW – May Draw

Dan Dronberger made a motion to approve the financials and checks written. Shirley Jauma seconded the motion with unanimous approval of the board.

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

Fire Responses March – 230 Responses

**Major Fires:**

03/11 Person in Cypress Creek near Cypress Station/Cypress Trace; used one of Spring FD rescue boats to remove person with sprained ankle.

Note: we are working toward action with Precinct 4 to have markers along the creek for location and boat launch points.

03/14 Candlewood Suites; sprinkler activation in closet, arson

03/15 Overturned vehicle on Kuykendahl with entrapment

03/18 Concrete Truck with large fuel spill vehicle accident

**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 on the Service Agreement with the District and Department for the provision of fire protection and suppression services.**

FCW - Service Agreement signed by PVFA Board now complete.

**To review, discuss and take action regarding the District’s contracts with Harris County Emergency Services District No. 11 and Cypress Creek EMS.**

Discussion held by the board, see below.

**To receive an update from the Department related to COVID-19.**

FCW – no CoVid-19 cases. Business as usual.

**To review, discuss and take action on the Radio System Modification.**

FCW- waiting on CenterPoint Energy. Scott Seifert – we received contract from CenterPoint, now waiting on exhibits. Construction to begin in six weeks. Spring FD will pay for installation and invoice other departments.

**To review, discuss and take action regarding adding District information to the trucks and apparatus owned by the district.**

FCW – review at next meeting.

**To review, discuss and take action on Granting Exemptions for 2021**

IC – reviewed with the board 2020 Granting Exemptions. Discussion held by the board. Board unanimously agreed to continue with same exemptions for 2021.

Erika Smiley made a motion for the 2021 Granting Exemptions as follows:

Homestead	\$0.00
Over 65	\$30,000.00
Disability	\$75,000.00

Ken Koenig seconded the motion. The board unanimously agreed to the above exemptions with a vote: 5 in Favor, 0 Against. Granting Exemption for 2021 signed by Mike Jenkins, President and Shirley Jauma, Secretary.

**To review, discuss and take action on 2020 Audit Draft with McCall, Gibson, Swedlund, Barfoot, PLLC.**

Jennifer Day, Accountant – handed out the audit drafts to the board. You provided what we needed for the audit. If you will review with me on Page 1 and 2 is our opinion letter, we had no issues to address. Page 10, revenue and expenses. In the event you received no additional revenue, you would have a years' worth of income to cover expenses. Page 25, Revenue received was \$310,000.00 more, due to increase in Sales Tax Receipts. Expenses are \$85,000.00 less than budget due to lower costs for operating in 2020. If you do not have any questions, the draft will be reviewed by one of our partners for accuracy, this may include minor changes. Additionally, PVFA audit is not yet included in draft, their audit is still in process. Discussion held by the board.

Ken Koenig made a motion to accept the 2020 Audit Draft with minor changes. Dan Dronberger seconded the motion with unanimous approval of the board.

**To review, discuss and take action for a Board Member to accept a position on TECC Inc. Board of Directors.**

IC – we have had several meetings with CCEMS, they have rejected all offers and counteroffers. We proposed \$3,500,000.00 initial payment plus \$70,000.00 per month from each of the five departments to operate, (Ponderosa FD, Spring FD, Klein FD, Champions FD, and Cypress Creek FD). These departments have joined together to create a non-profit company named “Texas Emergency Communication Center, Inc.” with ten employees and Lori Broderick, Executive Director from CCEMS, to work for TEEC. Initial startup costs per department is \$300,000.00. In addition, with board approval Mike Jenkins, will be the President of the Board for TECC, Inc. The driver behind dispatch center will be the owners, there will not be a third party involved.

FCW – several factors involved with operations relating to cost share. Number of fire stations, responses, square miles of districts. All to be considered for operations cost share.

IC- the cost of dispatching will increase significantly, but you will have the highest of quality and in the future, we may be able to lower cost share by adding other departments for dispatching.

Discussion held by the board.

Dan Dronberger made a motion to approve the \$300,000.00 for cost share for Texas Emergency Communications Center, Inc. and approve Mike Jenkins as president of the new TECC Board. Erika Smiley 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 set meeting date for May 17, 2021 and discuss future agenda items.**

Meeting on May 17, 2021 at 5:00 pm.

**Adjournment**

Dan Dronberger made a motion to adjourn at 5:57 pm. Ken Koenig seconded the motion with unanimous approval of the board.

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Shirley Jauma, Secretary