

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

December 20, 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:

Dana Schmanski, Office Manager

Members Excused:

Fred Windisch, Fire Chief

Public:

No Public

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

Mike Jenkins called to order the December 20, 2021, ESD No. 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 November 15, 2021, regular meeting.

Page 5, 3rd Paragraph, 1st Sentence should read: Dan Dronberger made a motion to contract. The word “to” was added to the sentence.

Ken Koenig made a motion to accept the November 15, 2021, minutes with above changes. 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 Profit and Loss Budget Performance with Percentages for the month of November 2021.

Bank balances in our various accounts as of November 30, 2021:

Checking Account: Beginning balance of \$5,051.25, with deposits totaling \$260,412.54 (which includes an interest deposit of \$6.04); and checks and debits totaling \$209,041.45 for an ending balance of \$56,422.34.

Money Market Account: Beginning balance of \$14,651.24, with an interest deposit of \$.60; for an ending balance of \$14,651.84.

Sales Tax Money Market Account: Beginning balance of \$250,041.79, with an interest deposit of \$20.55; for an ending balance of \$250,062.34.

Texas CLASS Account: Beginning balance of \$4,636,533.34, with an interest deposit of \$205.39; for an ending balance of \$4,636,738.73.

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

Coveler & Peeler P.C.	\$998.85	Legal Fees November 2021
Harris County Appraisal District	\$6,866.00	QTR 1 Assessment
Municipal Info Services	\$2,875.00	Comprehensive Review of our District
PVFA	\$625,000.00	December 2021 draw
VFIS of Texas	\$1,936.00	Policy Renewal General, Management & Excess Liability, Crime, Auto

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.

Draw – December 2021

DMS – the draw includes insurance premiums due the 1st of January. Requesting \$625,000.00 draw for December.

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

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

Fire Responses November 2021 – 200 Responses

Major Fires:

11/20 House/garage fire accidental Cypresswood

11/21 ATV fire civilian minor injuries from improper use; not transported

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

Nothing new to report.

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

Nothing new to report.

To review, discuss and take action regarding new election equipment for the District.

Nothing new to report.

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

Nothing new to report.

To review, discuss and take action regarding building at 1603 Ash Meadow Drive.

Nothing new to report.

To review, discuss and take action regarding review of the terms of the evergreen audit engagement with McCall Gibson Swedlund Barfoot PLLC.

Erika Smiley made a motion to engage McCall Gibson Swedlund Barfoot PLLC for 2021 Audit. Ken Koenig seconded the motion with unanimous approval of the board.

To review, discuss and take action to release Pledged Collateral at Prosperity Bank.

Ken Koenig made a motion to release maturing pledged collateral at Prosperity Bank. Dan Dronberger seconded the motion with unanimous approval of the board.

To review ESD reporting form for January 1, 2022, reporting complete.

DMS – FCW completed the reporting online for ESD28 due January 1, 2022.

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

No closed session.

To set meeting date for January 17, 2022.

Adjournment

Ken Koenig made a motion to adjourn at 5:07 PM. Dan Dronberger seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary