

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



17061 Rolling Creek  
Houston, TX 77090-2411  
281-444-8465  
FAX 281-444-8052  
www.hcesd28.com  
www.ponderosavfd.org



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

March 20, 2023

### Members in Attendance:

Mike Jenkins, President  
Ken Koenig, 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

### Excused Members:

Erika Smiley, Asst. Sec/Treasurer

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

Mike Jenkins called to order the March 20, 2023, ESD No. 28 Board Meeting starting at 5:00 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 February 20, 2022, Regular Meeting minutes.

Page 4: HCAD paragraph, changed second to the last sentence to: we will add Ken Koenig' email as a backup to receive notices.

Shirley Jauma made a motion to accept the February 20, 2023, regular meeting minutes with the 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 February 20, 2023.

Sales tax for January and February have been accrued into 2022.

Interest earned for the month of February is \$25,000.00, our year-to-date interest is \$46,000.00.

Bank balances in our various accounts as of February 28, 2023:

Checking Account: Beginning balance of \$12,249.96, with deposits totaling \$2,198,385.87 (which includes an interest deposit of \$41.13); and checks and debits totaling \$2,121,103.46, for an ending balance of \$89,532.37.

Money Market Account: Beginning balance of \$10,595.65, with an interest deposit totaling \$8.13; for an ending balance of \$10,603.78.

Sales Tax Money Market Account: Beginning balance of \$250,831.45 with an interest deposit of \$384.84, for an ending balance of \$251,216.29.

Texas CLASS Account: Beginning balance of \$5,625,518.89, with deposits totaling \$1,815,747.91 (which includes an interest deposit of \$24,747.91); and debits totaling \$315,000.00, for an ending balance of \$7,126,266.80.

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

Coveler & Peeler, P.C.	\$638.16	February Legal Fees
Harris County Appraisal District	\$7,765.00	2 <sup>nd</sup> Quarter Assessment

LDF Construction, Inc.	\$12,218.00	Station 63 Remodel Dorms
PVFA	\$350,000.00	March Draw
Trustmark Bank	\$654,439.03	Payoff Building Loan Sta 63

**To review and take action on the payment of operations funding pursuant to year 2022 and the 2023 budget and service agreement with the Ponderosa Volunteer Fire Department.**

FCW – requesting March Draw not to exceed \$350,000.00, now requesting monthly to keep funds in Texas CLASS earning interest.

Shirley Jauma made a motion to approve the financials, checks written, March Draw in the amount of \$350,000.00 and commissioners’ compensation. Dan Dronberger seconded the motion with unanimous approval of the board.

**To receive a report from the Ponderosa Fire Department (“Department”).**  
**Fire Responses –February 2023 – 157 Responses**

**Major Fires:**

02/04 – Entrapment

02/10 – 505 Cypress Station; arson arrested.

02/10 – 505 Cypress Station: rekindle’ this is when Klein’s engine was burglarized at Station 61.

02/16 – 2402 Bammelwood: HVAC fan motor failure, one unit damaged.

02/27 – 310 Paramatta; discarded cigarette, patio fire with some extension.

Avg Responses – 191

Avg EMS Responses – 83

EMS responses are reduced due to the new 10-minute rule for medical calls. We have a 30% reduction in responses and less wear and tear on crew and apparatus.

**HAAS Report**

This is only our second monthly report, and we are impressed with the numbers. 1,500 drivers alerted that fire engines were around them. It is reported on Wazes Navigation App and Chrysler (new name) Navigation. Additionally, it is inexpensive for the yearly contract.

Grace and Guidance

Will present this week to all 3 shifts. Mandatory for all new hires, all firefighters are requested to attend.

Annual Physicals

Will take place April 24-28, 2023. We are using Life Scan this year.

Pickup Truck

Pickup Truck is delayed due to supply chain issues.

Cares Act

Innovation Refunds called and we are 14 weeks out from sending to the IRS. Also renewed contract with to continue to represent us, only good for 45 days.

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

FCW – Looking to replace F550 Equipment 62 with a new F250 gas motor. Last year the F550 had major work done at \$5,600.00. We believe it can be sold for \$40,000.00. Eric Petosh will market to assist in selling.

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

FCW – Received and will be applied to Apparatus.

**To review, discuss and take action to remodel Station 63 dorms to accommodate personnel.**

FCW – making progress, ceiling grids this week. NW Communications will install speakers. Cabinetry being installed. Discussion held by the board.

**To review, discuss and take action regarding Symposium in the Sun.**

Registration opens May 15, 2023, event date is November 8-12, 2023. Price reduction for previous attendees. Mike Jenkins will attend. Discussion held by the board.

**To review, discuss and take action on paying off loan for Station 63 Building Loan at Trustmark Bank.**

Payoff Station 63 building loan in the amount of \$654,439.03 with Trustmark Bank.

Dan Dronberger made a motion to pay off Station 63 loan in the amount of \$654,439.03. Shirley Jauma seconded the motion with unanimous approval.

**To review, discuss and take action on Annual Special Purpose District Report.**  
FCW – annual special purpose district report is complete and submitted.

**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 meeting date for April 17, 2023, regular meeting.**

**Adjournment**

Shirley Jauma made a motion to adjourn at 5:38 PM. Ken Koenig seconded the motion with unanimous approval of the board.

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Shirley Jauma, Secretary