

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

May 15, 2023

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

Ira Coveler, Attorney

Jennifer Day, McCall, Gibson, Swedlund, Barfoot PLLC

Public:

No Public

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

Mike Jenkins called to order the May 15, 2023, ESD No. 28 Board Meeting starting at 5:00 p.m., with a quorum.

To receive public comment.

No public.

To review and take action regarding the District's 2022 audit prepared by McCall Gibson, Swedlund, Barfoot PLLC.

Jennifer Day – reviewed with the board the Audit draft for 2022.

Pages 1-3 - Audit review, this is the best opinion we can give. You provided everything needed for the audit.

Page 11 - Revenue and Expenses for 2022

\$6,940,000 in Revenues

\$7,706,000 in Expenses

(\$766,000) Fund Balance/Net Position.

Above values prior to audit adjustments.

IC - this includes an accelerated Station 63 Building Note payment and purchase of new apparatus.

Page 26 – Budget Comparison with revenue \$861,000 higher than budgeted.

KK – reviewed 2022 draft of audit, no questions.

Discussion held by the board and Attorney concerning property valuation.

IC – will review more on property valuation calculations moving forward for accuracy.

Ken Koenig made a motion to accept the ESD No. 28 Audit as presented. Erika Smiley seconded the motion with unanimous approval of the board.

To approve the Minutes of prior meeting.

Mike Jenkins asked if there were any additions or corrections to the minutes from the April 17, 2023, Regular Meeting minutes.

Page 4 Granting Exemptions for 2023

Page 4 add Harris County Tax Assessor-Collector office second to the last paragraph.

Shirley Jauma motion to accept the April 17, 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 April 30, 2023.

Bank balances in our various accounts as of April 30, 2023:

Checking Account: Beginning balance of \$13,779.32, with deposits totaling \$785,299.54 (which includes an interest deposit of \$14.17); and checks and debits totaling \$792,855.63, for an ending balance of \$6,223.23.

Money Market Account: Beginning balance of \$10,008.67, with an interest deposit totaling \$9.05; for an ending balance of \$10,017.72.

Sales Tax Money Market Account: Beginning balance of \$250,440.47 with an interest deposit of \$566.06; for an ending balance of \$251,006.53.

Texas CLASS Account: Beginning balance of \$6,516,889.32, with deposits of \$273,585.42 (which includes an interest deposit of \$26,585.42); and debits totaling \$537,000.00, for an ending balance of \$6,253,474.74.

We have (6) bills to pay this month as follows:

Coveler & Peeler	411.23	Legal Fees April 2023
McCall, Gibson, Swedlund, Barfoot PLLC	\$12,000.00	2022 Audit HCESD No 28
PVFA	\$350,000.00	April Draw
Reliable Fire Protection	\$4,567.50	5 Sounder Bases and 5 Smoke Detectors, Station 63 Dorms
PVFA	\$1,200.00	Jenkins and Jauma - Symposium in the Sun registration
HDL Companies	\$11,235.00	Qtrly Retainer May, Jun, Jul Commissions Feb, Mar, Apr

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.

Per FCW – DMS – requesting May Draw not to exceed \$350,000.00.

Dan Dronberger made a motion to approve the financials, checks written, May Draw in the amount of \$350,000.00. Shirley Jauma seconded the motion, Erika Smiley abstains, approval of remaining board members.

To receive a report from the Ponderosa Fire Department (“Department”).
Fire Responses – April 2023 - 203 Responses

Major Fires:

04/01 Jack in the Box East of I-45, grease fire.

04/19 200 Hollow Tree Apartment Management Office, arson.

04/23 4545 Louetta Apartments, balcony spread to apartment, accidental.

Avg Responses – 196

Avg EMS Responses – 82

ESD Decals

Decals project is finished on all trucks.

Hiring

We are beginning the hiring process with a deadline of June 20, 2023, for three positions. Two have resigned and we remain understaffed with one out for injury.

TAFR Cookoff, April 14th and 15th in Waller, TX

TAFR provided financial assistance to our fulltime firefighter who has not been able to work since his on-the-job injury in October 2020. He is currently performing light duty dealing with false fire alarms and Knox entry systems to gated facilities.

To date we have received \$6,250.00 in donations with expenses of \$5,700.00. we will reconcile once all receipts are collected.

Station 63 Lightning

Security, video, gate (repaired), 2 computers, gigabit switch, station radio and power supply. We are purchasing a \$1,200.00 suppressor for all the low voltage equipment, hoping to control the impact. Insurance will be submitted when all repairs and invoices are received; the deductible is \$5,000.00. Estimated overall cost is approaching \$14,000.00.

Equipment 63

Has a new home in Kansas, and they love it.

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

Per FCW – DMS – F150 – delayed delivery May 25th – May 31st.

F-250 – minutes package has bid results; ordered with a build start of May 22, 2023. We will sell Equipment 62 as soon as feasible, once F-250 arrives and is equipped.

Ken Koenig made a motion to approve the purchase of an F-250 to replace Equipment 62. Shirley Jauma seconded the motion with unanimous approval of the board.

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

Per FCW – DMS – may be completed the week of May 15, 2023. Fire alarm invoice is approved to be paid at this meeting. The extensive codes caused a doubling of expected cost and are outside of the bid. Another invoice will be submitted for the fire sprinkler system modification for about \$3,300.00.

To review, discuss and take action regarding a new fence installation at Station 61.

Per FCW – Dana – Requesting approval to have a fence built at the south end of Station 61 to protect our members' vehicles from vandalism. Fence will be built by Kaiden Simons DBA Brother's Welding. Total cost is \$6,000.00 with a 50% deposit for materials.

Dan Dronberger made a motion to approve building a fence at South end of Station 61 to deter vandalism. Erika Smiley seconded the motion with unanimous approval of the board.

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

Per FCW - DMS - Jenkins and Jauma; reimbursement requested at this meeting.

To designate the Harris County Tax Assessor-Collector's Office to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2023.

DMS – Approved at April 17, 2023, regular meeting.

To review, discuss and take action regarding Houston Housing Authority.

DMS - nothing new to report.

To review, discuss and take action regarding False Alarms.

Per FCW – DMS – attorney has been asked to develop a false fire alarm fees document in conjunction with Ken Koenig. To include research on actual costs to determine the amounts.

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 June 19, 2023, regular meeting.

Adjournment

Ken Koenig made a motion to adjourn at 5:29 PM. Dan Dronberger seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary