

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

August 21, 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:

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 the August 21, 2023, ESD No. 28 Board Meeting starting at 5:51 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 July 17, 2023, Regular Meeting minutes.

Page 3 of 3 – second paragraph correct Erika's name spelling.

Ken Koenig made a motion to accept the July 17, 2023, regular meeting minutes with the above changes. 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 July 31, 2023.

Bank balances in our various accounts as of July 31, 2023:

Checking Account: Beginning balance of \$12,162.54, with deposits totaling \$561,702.03 (which includes an interest deposit of \$14.49); and checks and debits totaling \$567,625.65 for an ending balance of \$6,238.92.

Money Market Account: Beginning balance of \$10,036.15, with an interest deposit totaling \$9.38; for an ending balance of \$10,045.53.

Sales Tax Money Market Account: Beginning balance of \$250,617.52, with an interest deposit of \$638.56; for an ending balance of \$251,256.08.

Texas CLASS Account: Beginning balance of \$6,835,939.90, with deposits totaling \$271,898.01 (which includes an interest deposit of \$30,898.01), and checks and debits totaling \$320,000.00 for an ending balance of \$6,787,837.91.

We have (7) bills to pay this month as follows:

Coveler & Peeler P.C.	\$2,215.98	July Legal Fees
Harris County Appraisal District	\$7,747.00	Quarter 4 Assessment
HDL Companies	\$6,563.00	Sales Tax Retainer Aug, Sep, Oct. Commissions May, Jun, Jul.
Kaiden Simons	\$500.00	Fence North end of Building
PVFA	\$49,980.31	MES Hydraulic Battery Extrication Tools
Houston Chronicle	\$1,829.00	Public Hearing Notice 08/09/2023
PVFA	\$335,000.00	August Draw less \$200,000.00 Advance

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 August Draw not to exceed \$535,000.00 less \$200,000.00 advance for \$335,000.00.

Dan Dronberger made a motion to approve the financials, checks written, and August Draw in the amount of \$535,000.00, less \$200,000.00 advance for total of \$335,000.00. Shirley Jauma seconded the motion with unanimous approval of the board.

To receive a report from the Ponderosa Fire Department (“Department”).
Fire Responses – July 2023 – 211 Responses

Major Fires:

07/04 Multiple patients, one pediatric patient ejected; moved R61 and broke light tower when it contacted the overpass at IH45/FM1960; repaired in house and we are modifying it with LED lighting.

07/26 990 Cypress Station, arson, 2 units damaged; 1 firefighter heat exhaustion, firefighter is okay.

07/26 505 Cypress Station, unknown cause, entire building; 3 firefighters heat exhaustion, all firefighters okay.

Avg Responses – 203

Avg EMS Responses – 88

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

FCW - Equipment 62 will leave on the 25th of August.

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

FCW – Dorms complete.

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

FCW – needing document from attorney for the written policy regarding false alarms and EMS incidents. Discussion held by the board and attorney.

To review, discuss and take action regarding imposing fees for excessive False Alarms.

FCW – we have received several thousand dollars for false alarms fees, our member is doing a great job contacting commercial accounts with multiple alarms.

To review, discuss and take action regarding Care's Act-Employee Retention Tax Credit Refund.

FCW – The SCBA items are ordered.

To review, discuss and take action regarding Station 61 Generator

FCW – we have one quote on the generator we are waiting for two more.

To review, discuss and take action regarding flooring at Station 61

FCW – if you approve Assistant Chief is still getting quotes. We request approval of up to \$10,000.00 to replace the flooring in the Chief's offices, office manager, and watch office.

Erika Smiley made a motion to approve up to \$10,000.00 to replace the flooring. Ken Koenig seconded the motion with unanimous approval of the board.

To review, discuss and take action regarding Station 61 north end HVAC replacement,

FCW – HVAC system North end of building. We have been nursing the system outside by misting it with water and an awning for sun coverage. The history of the system: installed in 1998-1999, and in 2008 we had a lightning strike, insurance paid all but \$2,000.00 of replacement cost. Reviewed with the board the quotes received. We request approval to continue with HVAC research with purchase price not to exceed \$70,000.00. Discussion held by the board.

Ken Koenig made an emergency motion to authorize \$70,000.00 to replace the HVAC System. Shirly Jauma 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 meeting date for September 18, 2023, regular Meeting at Station 61, 17061 Rolling Creek Drive, Houston, TX 77090

Adjournment

Ken Koenig made a motion to adjourn at 6:16 PM. Erika Smiley seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary