

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



17061 Rolling Creek  
Houston, TX 77090-2411  
281-444-8465  
FAX 281-444-8052  
[www.hcesd28.com](http://www.hcesd28.com)  
[www.ponderosavfd.org](http://www.ponderosavfd.org)



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

April 21, 2025

### 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  
Jon Durnell, McCall Gibson Swedlund Barfoot Ellis PLLC

### Public:

No Public

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

Mike Jenkins called to order April 21, 2025, ESD No. 28 Board Meeting starting at 5:00 p.m., with a quorum.

### **To receive public comments.**

No public.

### **To approve the Minutes of prior meeting.**

Mike Jenkins asked if there were any additions or corrections to the minutes from March 17, 2025, regular meeting.

Dan Dronberger made a motion to accept March 17, 2025, regular meeting minutes as written. Shirley Jauma 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 March 31, 2025.

Bank balances in our various accounts as of March 31, 2025:

Checking Account: Beginning balance of \$57,568.08, with deposits totaling \$948,048.53 (which includes an interest deposit of \$26.77); and checks and debits totaling \$957,042.19; for an ending balance of \$48,574.42.

Money Market Account: Beginning balance of \$10,046.83, with an interest deposit totaling \$7.25; for an ending balance of \$10,054.08.

Sales Tax Money Market Account: Beginning balance of \$200,987.26, with an interest deposit of \$341.40, for an ending balance of \$201,328.66.

Texas CLASS Account: Beginning balance of \$10,102,798.81, deposits totaling \$560,297.91 (which includes an interest deposit of \$38,597.91) and debits totaling \$426,400.00, for an ending balance of \$10,236,696.72.

We have (4) bills to pay this month as follows:

Coveler & Peeler	\$402.52	March legal Fees
Lyn Jenkins	\$550.00	Newsletter
PVFA	\$590,000.00	April Draw
Texas Emergency Communication Center	\$23,771.48	Quarter 1 2025 Call Volume

**To review and take action on the payment of operations funding pursuant to the 2025 budget and service agreement with the Ponderosa Volunteer Fire Department.**

FCW – requesting April Draw not to exceed \$590,000.00.

Shirley Jauma made a motion to approve the financials, checks written and April draw for \$590,000.00. Ken Koenig seconded the motion with unanimous approval of the board. Mike Jenkins abstains.

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

## **Fire Responses – March - 273 Responses**

### **Major Responses**

03/11 Burger King discarded smoking materials outside wall.

03/15 Burger King, construction workers grinding causing fire.

03/24 Westador, lightning strike to garage, heavy damage.

Average responses – 273

Average EMS responses – 183

## **EMS Responses are up about 50%**

### **Engines**

E64 Accident - intersection of Ella Blvd and FM1960 headed west, we made a U-turn and a vehicle tried to speed through at 30 plus miles per hour and collided with the engine, \$14,000.00 in damages. Siren damaged and new bumper.

E63 - front disc brake failed. The big wrecker picked up E63 to transport to Siddons Martin Emergency Group for repairs. May be back in service by the end of the week. Check received today.

### **False Alarms**

Page 16 of 20 false alarms fees received for 2025 \$9,848.00.

### **Hiring**

Friday is the last day to receive applications. May 1, 2025, is the physical and written tests. Interviews on May 2, 2025.

### **Pumps Operations Hydrant for Training**

Fire hydrant split in half for training. Due to the cost, we found a fire hydrant cutaway poster to mount to the wall. Another part of training is an actual fire pump. We can get a free pump from Siddons Martin at no charge.

Discussion held with the board including fire hydrant colors.

## **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 regarding Care's Act-Employee Retention Tax Credit Refund.**

FCW – nothing to report.

**To review and discuss FEMA Reimbursement Submission from Hurricane Beryl.**

FCW – We are in the “obligation portion” of the process. Phone teleconference with FEMA, they asked numerous questions. Our return from FEMA if approved is approximately \$45,000.00 from Hurricane Beryl.

**To review and discuss district newsletter Contract with L. Jenkins.**

FCW – currently in process.

**To review and request a report from the legislative committee.**

KK – It appears the public finance corporations are restricted to city limits only.  
FCW - We will see what happens to Saddle Creek Estates, not positive if it is tax exempt. 9% Federal tax reduction for public housing. We will ask for a donation in lieu of property taxes.

**To review and discuss Texas Emergency Communications Center**

MJ – Last meeting with TECC board and Ira Coveler, the board decided not to go into any prebuilt building. To be in compliance with NFPA, the next meeting will discuss finding an architect.

**To review, discuss and approve the 2024 ESD No. 28 Audit.**

Jon Durnell – reviewed with the board the 2024 Audit.

Pages 1-3; our opinion letter unmodified from previous years, a clean audit.

Page 10; Statement of Activities: the drivers of revenue are Property Taxes at \$4,454,980.00, and Sales Tax at \$3,310,367.00.

Pages 12-22; notes section

Page 24; schedule of revenues, expenditures, and changes in fund balance.

We were provided with all financial records and assistance from the Office Manager. Discussion held by the board.

Erika Smiley made a motion to approve the 2024 Audit as presented. Ken Koenig seconded the motion with unanimous approval of the board.

**To review and discuss attending VCOS Symposium in the Sun November 13-16, 2025.**

FCW – requested from the board attendees for the VCOS Symposium in November 2025.

Attendees: Mike Jenkins, Ken Koenig, Erika Smiley, Shirley and Paul Jauma.

**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 a meeting date for May 19, 2025, the Regular Meeting at 17061 Rolling Creek Drive, Houston, TX 77090.**

### **Adjournment**

Ken Koenig made a motion to adjourn at 5:48 P.M. Dan Dronberger seconded the motion with unanimous approval of the board.

  
Shirley Jauma, Secretary