

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT No. 28 Minutes of Board of Commissioners Meeting

October 20, 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:

Dana Schmanski, Office Manager
Ira Coveler, Attorney

Excused Members:

Fred Windisch, Fire Chief

Public:

No Public

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

Mike Jenkins called to order October 20, 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 September 15, 2025, Regular Meeting.

Dan Dronberger - Page 4 Second Paragraph; change "he" to "the inspector".

Dan Dronberger made a motion to accept September 15, 2025, regular meeting 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 September 30, 2025.

Bank balances in our various accounts as of September 30, 2025:

Checking Account: Beginning balance of \$16,405.50, with deposits totaling \$673,820.64 (which includes an interest deposit of \$12.86); and checks and debits totaling \$675,859.40; for an ending balance of \$14,366.74.

Money Market Account: Beginning balance of \$10,021.44, with an interest deposit totaling \$6.99; and checks and debits totaling \$21.44, for an ending balance of \$10,006.99.

Sales Tax Money Market Account: Beginning balance of \$201,010.50, with an interest deposit of \$329.60; and checks and debits totaling \$1,010.50, or an ending balance of \$200,329.60.

Texas CLASS Account: Beginning balance of \$9,070,602.63, deposits totaling \$279,148.56 (which includes an interest deposit of \$32,248.56) and debits totaling \$425,000.00, for an ending balance of \$8,924,751.19.

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

Aretta Jenkins	\$550.00	Newsletter
Coveler & Peeler	\$410.36	September Legal Fees
Prime ITS	\$504.00	Office 365 Annual Subscription
PVFA	\$590,000.00	October Draw
SAFE-D	\$2,500.00	Level 4 Membership Dues
Texas Emergency Comm. Center	\$18,643.14	Qtr. 3 Call Volume 13.96%
Texas Mutual Insurance	\$400.00	Workers' Compensation Board Members

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 October Draw not to exceed \$590,000.00.

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

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

Fire Responses – September 217 Responses

Major Responses

January EMS Responses 178 – 61%

February EMS Responses 182 – 68%

March EMS Responses 190 – 67%

April EMS Responses 159 – 60%

May EMS Responses 152 – 58%

June EMS Responses 123 – 60%

July EMS Responses 117 – 55%

August EMS Responses 130 - 57%

September EMS Responses 112 – 52%

Average responses – 243

Average EMS responses – 149

False Alarm Fees

We received \$48,407.20 in false alarm fees in 2025.

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

DMS – Nothing to report.

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

DMS – Nothing to report.

To review and discuss FEMA Reimbursement Submission from Hurricane Beryl.

DMS – Nothing to report.

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

DMS – excellent newsletter.

To review and discuss Texas Emergency Communications Center

MJ – Nothing to report.

To review and discuss ESD No.11 Staffing at Station 63

DMS – Nothing to report.

To review and discuss commitment to purchase a 2013 Velocity Engine emergency replacement for E64 Engine.

DMS – FCW has informed us that repairs to Engine 64 could take up to six months. In the interim, we are proposing the purchase of an emergency replacement engine to maintain operational readiness. A 2013 Velocity Engine has been located, and we are requesting authorization to proceed with the purchase at a cost not to exceed \$185,000.00.

Ken Koenig made a motion to purchase the 2013 Velocity Engine not to exceed \$185,000.00. Shirley Jauma seconded the motion with unanimous approval of the board.

To review, discuss and take action regarding the replacement and purchase of new Poll Pads for the District elections.

Ira Coveler - Apple has discontinued support for the current election Poll Pads. Through the consortium agreement, replacement poll pads will be purchased at a cost of \$405.00 per ESD. The consortium, consisting of twenty-two participating entities, shares the equipment as needed. All existing equipment, aside from the poll pads, remains serviceable. Additionally, the software license renewal is expected in November or December, with an approximate cost of two thousand dollars per ESD.

Dan Dronberger made a motion to approve purchase of the new Poll Pads for the District election equipment. Ken Koenig seconded 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 a meeting date for November 17, 2025, the Regular Meeting at 17061 Rolling Creek Drive, Houston, TX 77090.

Adjournment

Erika Smiley made a motion to adjourn at 5:16 P.M. Shirley Jauma seconded the motion with unanimous approval of the board.

Shirley Jauma, Secretary