

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

January 19, 2026

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

Public:

No Public

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

Mike Jenkins called to order January 19, 2026, 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 December 8, 2025, joint meeting and December 15, 2025, Regular Meeting.

Joint Meeting Minutes

Erika Smiley – Page 2, remove PVFA board member names and replace them with ESD board names in the call to order and adjournment sections.

Regular Meeting Minutes

Shirley Jauma – Page 5, last paragraph, change meeting date to January 19, 2026.

Erika Smiley made a motion to accept December joint meeting and regular meetings minutes with the above changes. Ken Koenig 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 December 31, 2025.

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

Checking Account: Beginning balance of \$7,610.79, with deposits totaling \$1,944,935.37 (which includes an interest deposit of \$28.35); and checks and debits totaling \$1,946,051.88; for an ending balance of \$6,494.28.

Money Market Account: Beginning balance of \$10,020.10, with an interest deposit totaling \$5.38; for an ending balance of \$10,025.48.

Sales Tax Money Market Account: Beginning balance of \$200,977.49, with an interest deposit of \$304.22; for an ending balance of \$201,281.71.

Texas CLASS Account: Beginning balance of \$8,353,020.16, deposits totaling \$1,150,335.74 (which includes an interest deposit of \$28,615.74) and debits totaling \$823,500.00, for an ending balance of \$8,679,855.90.

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

Arretta Lyn Jenkins	\$550.00	Newsletter
Coveler & Peeler P.C.	\$56,316.63	Legal Fees December 2025, Government Relations
Houston Chronicle	\$402.60	Legal Notices
PVFA	\$715,000.00	January Draw
Texas Emergency Communications Center	\$144,601.59	Fourth Quarter 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 January Draw not to exceed \$715,000.00.

Erika Smiley made a motion to approve the financials, checks written, November draw for \$715,000.00. Dan Dronberger seconded the motion with unanimous approval of the board. Mike Jenkins abstains.

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

Fire Responses – December 204 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%
October EMS Responses 126 – 51%
November EMS Responses 122 – 53%
December EMS Responses 105 – 52%

Maintenance and Statistics Reports

Reviewed with the board annual maintenance reports by apparatus including costs for maintenance and repairs in 2025. Also included “maintenance costs by unit by year”.

Monday the 2022 engine will go in for prepaid maintenance and a front end alignment. E65 is ready and in service.

Annual statistics - Total incidents - 327 per square mile.

We responded to 11.5 % of 650 responses by not going to false alarms.

Bay Doors Station 61

Requested a quote from Door Engineering to replace Station 61 bay doors with bi-fold doors. Bi-fold doors are reliable. No prediction of cost until the quote is received.

Hiring and Promotions

This round of hiring is complete; we have promoted two of our firefighters to the position of Driver Operator.

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

FCW – modifications approved at the construction meeting and an approximate increase of \$23,000.00 per new engine. We are comfortable with all changes and modifications.

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

FCW – Nothing new to report

To review and discuss FEMA Reimbursement Submission from Hurricane Beryl.

FCW – We are waiting for our \$40,000.00. TDEM must approve.

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

FCW – nothing new to report.

To review and discuss Texas Emergency Communications Center

MJ – meeting on the 21st of January at Klein Fire Department administration building. Discussion held concerning reappropriation of funds for the fire departments by TECC.

To review and discuss an agreement with ESD No.11 using Station 63.

FCW - Ira updated the agreement approved by ESD No. 11, we will sign and then forward to ESD No. 11 for their signatures.

Ken Koenig made a motion to approve the agreement with ESD No. 11 to house at Station 63. Shirley Jauma seconded the motion with unanimous approval of the board.

To conduct annual review of the District's Investment Policy and take any necessary action.

Shirley Jauma made a motion to renew and adopt the 2026 District Investment Policy as presented. Dan Dronberger seconded the motion with unanimous approval of the board.

To review, discuss and take action to engage an Auditor for District's 2025 Audit.

Ken Koenig made a motion to engage McCall Gibson Swedlund Barfoot and Ellis to perform the 2025 audit. Erika Smiley seconded the motion with unanimous approval of the board.

To review and take action on matters relating to calling an election to be held on May 2, 2026.

Erika Smiley made a motion to call an election to be held on May 2, 2026. Ken Koenig 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 a meeting date for February 16, 2025, regular meeting at 17061 Rolling Creek Drive, Houston, TX 77090.

Adjournment

Ken Koenig made a motion to adjourn at 5:45 P.M. Shirley Jauma seconded the motion with unanimous approval of the board.

Shirley Jauma, Secretary