

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

November 18, 2024

### 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 November 18, 2024, 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 October 21, 2024, Regular meeting.

Erika Smiley made a motion to accept October 21, 2024, 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 October 31, 2024.

Bank balances in our various accounts as of October 31, 2024:

Checking Account: Beginning balance of \$5,177.70, with deposits totaling \$745,676.73 (which includes an interest deposit of \$15.83); and checks and debits totaling \$736,602.85; for an ending balance of \$14,251.58.

Money Market Account: Beginning balance of \$10,009.03, with an interest deposit totaling \$9.33; for an ending balance of \$10,018.36.

Sales Tax Money Market Account: Beginning balance of \$250,616.61, with an interest deposit of \$610.43; and debits totaling \$50,616.61, for an ending balance of \$200,610.43.

Texas CLASS Account: Beginning balance of \$7,327,432.36, deposits totaling \$389,452.43 (which includes an interest deposit of \$31,552.43) and debits totaling \$387,400.00 for an ending balance of \$7,329,484.79.

We have (8) bills to pay this month as follows:

AlphaGraphics	953.66	Postage Winter Newsletter
AlphaGraphics	8,729.86	Printing of Newsletter Fall Edition
AlphaGraphics	8,270.45	Printing of Winter Newsletter
Brazos Urethane	2,839.55	Final Weather Proofing STA 63
Coveler & Peeler	697.50	October Legal Fees
Lyn Jenkins	500.00	Newsletter Preparation
PVFA	470,000.00	November Draw
Safe-D	2,133.33	Membership renewal

**To review and take action on the payment of operations funding pursuant to the 2024 budget and service agreement with the Ponderosa Volunteer Fire Department.**

FCW – requesting November Draw not to exceed \$470,000.00.

Shirley Jauma made a motion to approve the financials, checks written, and November Draw for \$470,000.00. 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 – October 239**

#### Major Responses

10/03 Mathis Church, Grass/woods, unintentional

10/04 Cypresswood, burning trash in back yard caught garage on fire.

10/08 Ponderosa, Kitchen Fire.

10/09 4:59 pm, 411 Highland Cross apartment patio, discarded smoking materials.

10/09 5:02 pm, 17610 Cali Apartment, electrical; PFD at another apt fire; we did respond.

Average responses – 232

Average EMS responses – 117

We have appointed 4 new Captains. They will be announced at the Christmas Party on December 6, 2024.

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

FCW – regarding new engines, we will keep the funds from the 2025 budget, the trucks are delayed six to eight months.

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

FCW – coming soon is the replacement burn props. We do not have a shipping date. Estimated costs of forty three thousand dollars.

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

FCW – working on the data, very intensive detail by incident, vehicle, firefighter on regular time or overtime. Called FEMA contractor, we have met the deadlines and are currently up to eleven thousand. There should be more once the vehicles are added into reports. Estimated reimbursement of fifty thousand dollars.

**To review, discuss and renew district newsletter Contract with L. Jenkins.**  
Discussion held by the board, renew contract with a \$50.00 monthly increase.

Ken Koenig made a motion to renew the contract with L. Jenkins to include an increase of \$50.00 for a total of \$550.00 per month. Shirley Jauma seconded the motion with unanimous approval of the board. Mike Jenkins abstains.

**To review and discuss Medical Gap Insurance HB471 for Full Time Firefighters.**

DMS – we went out for bid on LTD/HB471 from insurance companies. Tom Newby with VFIS created a program to keep us in compliance with HB471 (keeping firefighters income whole in the event of a work related injury). In addition, the insurance policy also covers a disabled employee after the short term disability ends at six months.

**To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.**

Erika Smiley made a motion of continuing contract with Private law firm as detailed above. Ken Koenig seconded the motion with unanimous approval of the board.

**To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes.**

Erika Smiley made a motion on the imposition of additional penalty on delinquent taxes as detailed above. Ken Koenig seconded the motion with unanimous approval of the board.

**To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same.**

Ken Koenig made a motion on the imposition of additional penalty on delinquent taxes to defray costs of collection as stated above. Shirley Jauma seconded the motion with unanimous approval of the board.

**To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Tax Code and adoption of a Resolution regarding same.**

Ken Koenig made a motion on the imposition of early additional penalty for collection cost for taxes imposed as stated above. Shirley Jauma seconded the motion with unanimous approval of the board.

**To review and act to approve Covered Applications and Prohibited Technology Policy based upon model policy developed by the Texas Department of Information Resources.**

IC – reviewed with the board, discussion held by the board.

Ken Koenig made a motion to adopt the above prohibited technology policy developed by the Texas Department of Information Resources. Dan Dronberger seconded the motion with unanimous approval of the board.

**To review and schedule annual joint meeting on December 9, 2024, 5:30 pm**  
Discussion held by the board. Workshop agenda will be filed for the Meeting scheduled December 9, 2024, at 5:00pm

**To review and act to engage the firm Locke Lord for governmental relations services for the 2025 Legislative Session.**

IC review with the board the costs and process of engaging the firm Locke Lord.  
Discussion held by the board.

Dan Dronberger made a motion to engage the firm Locke Lord for the 2025 Legislative Session. Shirley Jauma seconded the motion with unanimous approval of the board with a vote 5 for – 0 against.

**To review and act to appoint a governmental relations committee to prepare District concerns and priorities for 2025 legislative session.**

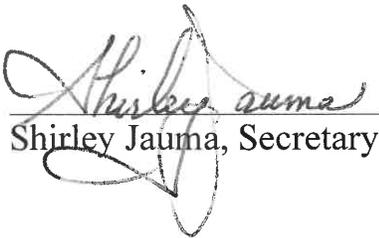
Discussion held by the board.

Ken Koenig made a motion for Shirley Jauma to be appointed as our relation committee person to prepare district concerns and priorities for 2025 Legislative session. Erika Smiley and/or Ken Koenig will be serve as alternate relation committee person(s).

**To set a meeting date for December 16, 2024, the Regular Meeting at 17061 Rolling Creek Drive, Houston, TX 77090.**

#### **Adjournment**

Shirley Jauma made a motion to adjourn at 6:25 P.M. Ken Koenig seconded the motion with unanimous approval of the board.

  
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Shirley Jauma, Secretary