

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5

NOTICE OF PUBLIC HEARING

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a PUBLIC HEARING of the Board of Emergency Services Commissioners of Medina County Emergency Services District No. 5 on May 20th, 2021 at 6:00 p.m., 211 Pearson St., Natalia, Texas 78059

The following agenda items will be considered, and action taken as appropriate:

- 1) **Call to order and establish a quorum.**
- 2) **Public Comments:** *(Any individual may make a presentation relevant to the business of the District of not more than three (3) minutes to the Board, after executing the proper form, obtained from the Secretary).*
- 3) **Reading and approval of the minutes of the previous meeting:**
- 4) **Report of Service Providers in District: Consider, Discuss and Possible Action**
 - A. Report and presentations from Lytle Volunteer Fire Dept.
 - a. 2021 Contract.
 - b. MCESD5/LVFD inventory
 - c. Inform and request (PPE).
 - B. Report and presentations from Natalia Volunteer Fire Dept.
 - a. 2021 Contract.
 - b. MCESD5/NVFD inventory
 - c. Grant truck status
 - d. Inform and request.
- 5) **President's Report: Inform, Consider, Discuss and Possible Action**
 - A. Open seat for BOESC
 - B. Member health benefits.
 - C. Economic Development. *postponed*
- 6) **Treasurer's Report: Inform, Consider, Discuss and Possible Action**
 - A. QuickBooks reports of accounts and presentation of spreadsheet.
 - B. Administrative expenses
 - C. Payments —
 - D. Audit prep/NVFD-MCESD5
 - E. Certificates of Deposit/Money Market
- 7) **Secretary's Report: Inform, Consider, Discuss and Possible Action**
 - A. Website assistance request status
- 8) **Consider, discuss, and take appropriate action on the following items:**
 - A. Requests for discussion items to be added to next meeting's agenda.
- 9) **Adjourn.**

Posted
HOUR 11:00 AM
MAY 17 2021
By [Signature] Deputy
Medina County, TX

62500.00 - LVFD

I, Elizabeth K. Cargile, Secretary for the MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5 do hereby certify that this regular meeting notice, was delivered to the Medina County Clerk for posting at a place readily accessible to the general public at all times on the date shown in the Medina County Clerks file stamp and a copy was posted at the above-mentioned meeting location. Said notices remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting in compliance with Texas Government Code 551.043.

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5

By: [Signature]
MCESD #5 COMMISSIONER

For information or questions regarding this agenda or meeting, please call 830-665-6208

The MCESD#5 Reserves the right to adjourn into closed session at any time during the course of the meeting to discuss any of the matters listed above should such action be necessary as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney) Code 551.074 (Personnel Matters) or 551.087 (Economic Development) and any other provision under Texas Law that permits this governmental body to discuss a matter in a closed session.

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

**Regular Meeting Minutes for
May 20, 2021**

1. **CALL TO ORDER AND ESTABLISH QUORUM:**
Secretary Cargile called the meeting to order at 6:00 p.m. A quorum was established with Commissioner's Cathy Gonzalez, and Linda Rodriguez present.

2. **PUBLIC COMMENTS:**
None

3. **READING AND APPROVAL OF MINUTES:**
The Commissioners reviewed the minutes of the March regular meeting.
MOTION: Commissioner L. Rodriguez moved to adopt the minutes of the public hearings presented to the Board second by Commissioner Gonzalez; no discussion, passed 3/0.

4. **SERVICE PROVIDER REPORT:**
 - A. LVFD-Vanessa Garcia was present for questions. Presentations were received and emailed to ESD Board members. Hard copy of presentations is on file. The 2nd payment of the agreed quarterly amount of \$10,000.00 was short by \$2,500.00 is paid to the LVFD (see payments below).
 - a. Signed contract received.
 - b. LVFD inventory has not been completed.
 - c. I & R: request for PPE (bunker gear) in the amount of \$10,280.00 is postponed until June. Ms. Garcia states that the LVFD feels as if this request should be approved. Commissioner Cargile explained that the MCESD #5 has just increased the annual payment by \$10,000.00 and that BOESC will review the request in June during the 6-month review of the annual budget status. Discussion ensued regarding lack of increases through the years and further discussion on Lake Shore Estates annexation were included. Commissioner Gonzalez expressed the willingness of the BOESC to continue to provide and maintain an ensured mutual service acknowledgement for the LVFD. Further discussion was postponed until June.

 - B. NVFD-Treasurer Gilbert Rodriguez was present for questions. Presentations were received and emailed to ESD Board members. Hard copy of presentations is on file.
 - a. Signed contract received.
 - b. NVFD inventory has been completed and handwritten copy received.
 - c. Secretary Cargile will confer with NVFD Member Albert Saldana on the status of the chassis for the new apparatus.
 - d. Status of 6x6 truck #287-Engine has been purchased (receipt for \$1,875.00 provided) and is to be installed started next week.

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May 20, 2021**

5. REPORT FROM PRESIDENT:

- A. The service providers and the members in attendance were reminded that there is an open seat on the BOESC #5 and to please ask in their communities if anyone is willing to serve.
- B. Member Health benefits-nothing to report.
- C. Discussion of economic developments-Substation #2 service area is postponed until June.

6. REPORT FROM TREASURER:

- A. Spreadsheet and finance presentation of M&O and I&S are attached. Report from Commissioner Cargile regarding the Certificates of Deposit: Accounting sheet provided, and after confirming the dates and amounts from adopted budgets set aside for the M&O and Capital Reserve CD's, there are 4 years with no CD created as per budget, and others have earned little interest even after a decade. Due to low interest returns on the CD's, contact was made with the Auditor and Legal Counsel on ability and requirements to convert the Maintenance and Operations reserve and the Capital reserve into money market accounts. Attorney Ken Campbell said there is no law restricting the ESD from doing this, but we must confirm the accounts are collateralized or move funds to another bank once total accounts exceed \$250,000.00 (Two hundred fifty thousand dollars). Auditor Donna Ede explained there would be no problem in the transfer from CD to MM because the money is still in the total sum of the accounts.

MOTION: Commissioner Cargile moved to transfer the CD's into Money Market accounts, second by Treasurer L. Rodriguez. Discussion-the attached accounting sheet shows a deficit of \$27,500.00 (Twenty-seven thousand five hundred dollars) for the M&O reserve accounts and a \$25,500.00 (Twenty-five thousand five hundred dollars) deficit from the Cap Reserve accounts. This amount can be used to create the new MM with the CD's being rolled into the MM upon maturity. The Commissioner's agreed that there should be different MM accounts for each reserve fund. Commissioner Cargile modified the motion to the creation of 2 (two) MM accounts. One for M&O reserve and one for CAP reserve. Second by Commissioner L. Rodriguez, being no further discussion, motion passed 3/0.

- B. Two requests for reimbursement and one request for compensation.
Commissioner Linda Rodriguez-Best Buy receipt for tablet cord.
Commissioner Cargile-USPS postal box fee paid.
Commissioner Cargile for compensation (formal request attached)

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MOTION: Commissioner Gonzalez moved to approve reimbursements and compensation, second by Treasurer Rodriguez, no discussion. Motion passed 3/0.

C. Treasurer Rodriguez reported payments made or due as follows:

LVFD (remainder of 2 nd quarter payment)	\$2,500.00	Ck # 840
Cory Bradley (moving MCESD5 file cabinets)	200.00	841
Linda Rodriguez (receipt Best Buy)	97.40	842
Elizabeth Cargile (USPS receipt)	33.00	843
BAJB (legal counsel)	980.00	844
VOID	0.00	845
Elizabeth Cargile (Compensation)	2,900.00	846

MOTION: Commissioner Cargile moved to approve payments, second by Commissioner Gonzalez; no discussion, motion passed 3/0.

D. ESD audit items have been sent electronically, CPA contract has been mailed, NVFD audit items are ready and will be delivered by NVFD Treasurer Gilbert Rodriguez.

7. **SECRETARY'S REPORT:**

- A. Website assistance- Robert Juarez is set to call Secretary Cargile to set date for meeting.
- B. Online training is available for the legally required continued education of ESD Commissioners. Visit Safe-d.org for classes.

8. **ITEMS FOR REVIEW, DISCUSSION & ACTION IN MARCH:**

- ~~A.~~ Member health benefits
- B. Receipts for new equipment/purchases.
- C. Status of available property in Great Oaks.
- D. NVFD Substation #2 coverage area.
- E. Audit status for NVFD and MCESD #5

9. **ADJOURNMENT:**

Commissioner Cargile called for unanimous consent to adjourn, being no objection, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Elizabeth K. Cargile, Secretary

Approved by M. R.