

Original was
NOT COMPARED

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5
NOTICE OF PUBLIC MEETING

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a **PUBLIC MEETING** of the Board of Emergency Services Commissioners of Medina County Emergency Services District No. 5 on Thursday, August 15, 2024, at **6:00 p.m.**, at the Natalia Volunteer Fire Department 211 Pearson Street, Natalia, Texas.

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

1. **Call to order, Quorum call, Pledge, & Invocation.**
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, be advised the BOESC will not engage).*
3. **Secretary's Report: Inform, Consider, Discuss and Possible Action.**
 - A. Presentation of the minutes of the previous meeting.
 - B. Commissioner resignation and new appointment update.
 - C. Board members' election to position.
 - D. President email access
4. **Report of Service Providers in District: Consider, Discuss and Possible Action**
 - A. Report and presentations from Lytle Volunteer Fire Dept.
 - a. 2024 tax year budget request
 - b. Inform and requests
 - B. Report and presentations from Natalia Volunteer Fire Dept.
 - a. 2024 tax year budget request
 - b. Recruitment and retention report
 - c. Inform and requests.
5. **President's Report: Inform, Consider, Discuss and Possible Action.**
 - A. VFD's NFPA physicals
 - B. MCESD 5 official website status
6. **Treasurer's Report: Inform, Consider, Discuss and Possible Action:**
 - A. Financial reports.
 - B. BUDGET SESSION:
 - a. 2024 tax year proposed budget
 - b. 2024 tax year worksheets
 - c. 2024 tax year proposed tax rate
 - C. BOESC requests
 - D. Administrative requests-debit card / order checks
 - E. File cabinets
 - F. Payments/Revenue
 - G. 2023 ty Audit status
7. **Requests for agenda items at next meeting.**
8. **Adjourn.**

Posted
HOUR 12:35pm

AUG 09 2024

GINA CHAMPION
County Clerk, Medina County, TX
By Bernice Deputy

I, Elizabeth K. Cargile, Administrator for **MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5** do hereby certify that this regular meeting notice, was delivered to the Medina County Clerk for posting, a copy was also posted on the bulletin board at the meeting location and online at <https://esd5.medina.tx.us> Said notices remained so posted continuously for a minimum 72 hours preceding the scheduled time of said meeting in compliance with Texas Government Code 551.043.

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5


MEDINA COUNTY ESD #5 ADMINISTRATOR

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.

For information or questions regarding this agenda or meeting, please email the Administrator at mcesd5lizcargile@aol.com

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

Regular Meeting Minutes for

August 15, 2024

1. **CALL TO ORDER AND ESTABLISH QUORUM:**

President Manuel Rodriguez called the meeting to order at 6:05 p.m., quorum was established with President Manuel Rodriguez, Vice-President Maria Sanchez and new Commissioner Reyna Vasquez present. Pledge of Allegiance was recited, NVFD Member Cory Bradley-invocation. Administrator Cargile provided the meeting packet to all Commissioners.

Commissioner Reyna Vasquez signed the Statement of Office and was sworn in by President Manuel Rodriguez prior to the meeting

2. **PUBLIC COMMENTS:** None

3. **SECRETARY'S REPORT:** -*Agenda item 3 B was moved to the top.*

A. Commissioner resignation and new appointment recommendation. Administrator Cargile advised the Board that Mr. Partrick Bourcier submitted his resignation to Judge Lutz, at the August 5th meeting of Commissioner's Court his resignation was accepted and the Court approved the appointment of Ms. Reyna Vasquez.

B. Election of Officers-

MOTION: Commissioner Maria Sanchez moved to keep Manuel Rodriguez as President, herself as Vice-President, Linda Rodriguez as Treasurer, and to elect Reyna Vasquez as Secretary and Leo Rodriguez as Assistant Treasurer, second by Commissioner Vasquez, being no discussion, motion passed unanimously 3/0.

C. The minutes from the July 25th meeting were presented to the BOESC.

D. President Manuel Rodriguez will try to get in touch with Mr. Bourcier for the password access to the email -presidentesd5

MOTION: Commissioner Sanchez moved to accept the minutes, second by Commissioner Vasquez, being no discussion; motion passed unanimously 3/0.

4. **REPORT FROM SERVICE PROVIDERS:**

A. Report and Presentations from LVFD-Member Angelo Stafford was present for questions, reports and receipts were emailed to BOESC.

a. No budget information was received.

b. Inform and requests-LVFD reported 6 calls in the MCESD#5 service area, and there will be a request for new SCBA's in the 2025 fy.

B. Report and Presentations from NVFD-Asst. Chief Gilbert Rodriguez was present for questions, reports and receipts were emailed to BOESC.

a. No budget information was received.

b. Recruitment & retention report was received and emailed to the BOESC.

c. **Inform**-Asst. Chief Gilbert Rodriguez informed that there will be a need for new SCBA's in the 2025 fy. Treasurer Linda Rodriguez stated the 2025 fy year budget will address this information under 6B of Treasurer Report.

Request-Asst. Chief Gilbert Rodriguez has submitted 2 (two) quotes for wildland gear-10 sets.

Each set consists of pants and jacket "PGI ground pounder gear"

CASCO \$5,035.00

NAFECO 7,880.00

see attached invoices in the meeting packet

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

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August 15, 2024

MOTION: Commissioner Sanchez moved to approve a purchase for wildland gear, Second by Commissioner Vasquez. Discussion- President Manuel Rodriguez asked why the large difference in price? Assistant Chief Gilbert Rodriguez stated there is no difference in the material or the quality of the gear. The only difference is the price. Being no further discussion, the Motion was amended to “accept the bid from CASCO for 10 sets of wildland gear”, amended motion was seconded by Commissioner Vasquez, motion passed unanimously. 3/0

5. PRESIDENT’S REPORT:

- A. Member health benefits-information and discussion on physicals is postponed to future date.
- B. MCESD #5 website-Administrator updated the Commissioner’s on the status of the website, most lost pages and information have been restored, some pages and information had to be recreated anew in order to meet the legal requirements for compliance. President Manuel Rodriguez informed that he did speak with Mr. Bourcier about surrendering the password for the ESD#5 website and the ESD president email. Mr. Bourcier stated he would email the information to Admin, EKC advised she has not received such email.

MOTION: Vice-President Sanchez moved to allow EKC to email Mr. Bourcier for the password information, second by Secretary Vasquez, being no discussion; motion passed unanimously. 3/0.

6. TREASURER’S REPORT:

- A. Financial reports, QB reports and spreadsheet submitted presented to the Board.
- B. BUDGET SESSION-2024 tax year / 2025 fiscal year budget was submitted for final approval before adoption in September. Review-the only change from the July 25th meeting is the new information on the need for full SCBA’s with an estimated cost of approximately \$200,000.00 (two hundred thousand dollars),
 - Line # 18 building fund (station #3) -\$100,000.00
 - Line # 30 new apparatus - 75,000.00
 - Line # 32 new equipment/PPE +\$175,000.00

MOTION: Commissioner Vasquez moved to accept the changes to the budget as shown for approval as the proposed 2024 ty /2025 fy budget, second by Commissioner Sanchez, being no discussion; motion passed unanimously. 3/0. All in attendance initialed the proposed budget for publication on the website.

- C. Board requests-None
- D. Administrative requests-debit card returned, bank signatures need to be updated and checks ordered.
- E. File cabinets-postponed until next meeting.
- F. Payments/Revenue- Invoices presented:

PAYABLE	FOR	AMOUNT	CK #
Adobe acrobat	Office software	256.07	ACH Debit
BAJB	Legal fees	325.64	978
NVFD	Wildland gear	5035.00	979
EKC	Admin salary & fee	2,500.00	980
EDE & Co.	2023 fy audit	6165.00	981
VFIS	Treasurer bond	500.00	982
TOTAL EXPENSES		14,781.71	

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REVENUE	FOR	AMOUNT	DATE
Texas Comptroller	SUT- 5	\$16,320.82	8/09/24
Texas Comptroller	SUT-5A	2,034.80	8/09/24
TOTAL REVENUE		\$18,355.62	

MOTION: Secretary Vasquez moved to approve payments, second by Vice-President Sanchez, being no discussion; motion passed unanimously 3/0.

G. Audit status-delivered digitally to the Commissioner's court.

7. **DISCUSSION ITEMS FOR NEXT MONTH:** -

- A. 2024 tax year budget adoption
- B. 2024 tax rate discussion and adoption
- C. Remodel station #1
- D. VFD physicals update
- E. TX Comptroller SUT review and report.
- F. Website

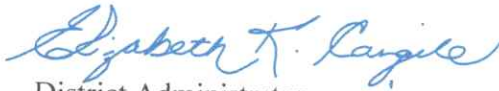
8. **ADJOURNMENT:**

Commissioner moved to adjourn the meeting, second by Commissioner M. Rodriguez, the meeting was adjourned at 6:44 p.m.

Accepted: 09 / 05 / 2024

Respectfully submitted,

Motion: Cmmr. Leo Rodriguez



District Administrator

2nd: Cmmr. R. Vasquez

Vote: 3 / 0