

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 Commissioners of Medina County Emergency Services District #5 on August 21, 2025, at 6:00 p.m., 211 Pearson St., Natalia, TX 78059

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

- 1) Call to order and establish a quorum.
- 2) Discussion and action on the adoption of the District's 2025 ty / 2026 fy budget.
- 3) Public Hearing for Tax Rate Purposes:
  - A. 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).*
- 4) **INFORM, DISCUSS AND POSSIBLE ACTION** on the adoption of the District's proposed 2025 Ad Valorem Tax Rate of \$0.10 per \$100 valuation, this rate is higher than the District's 2024 Ad Valorem Tax Rate of \$0.0961 per \$100 valuation, consisting of a separately approved Debt Rate of \$0.0152 per \$100 valuation and a separately approved Maintenance and Operations Rate of \$0.0848 per \$100 valuation, and authorize Budget Officer to submit approved Order to Medina County Appraisal District and other necessary authorities.

**CONTINUE IN REGULAR SESSION**

- 5) **Report from District Service Providers:** Consider, Discuss and Possible Action
  - A. Report and presentations from Lytle Volunteer Fire Dept.
    - a. Inform and requests-ESO software
  - B. Report and presentations from Natalia Volunteer Fire Dept.
    - a. Inform and requests-SCBA purchase.
- 6) **President's Report:** Inform, Consider, Discuss and Possible Action
  - A. Bank signatures
  - B. Station #1 remodel
- 7) **Secretary's Report:** Inform, Consider, Discuss and Possible Action
  - A. Reading and approval of the minutes of the previous meeting
  - B. Email and website access
  - C. Treasurer laptop with QuickBooks.
- 8) **Treasurer's Report:** Inform, Consider, Discuss and Possible Action
  - A. Financial reports.
  - B. Administrative requests-
  - C. Payments / receipts
  - D. ESD #5 audit update
- 9) **Administrative Report:** Inform, Consider, Discuss, and Possible Action
  - A. Sales and Use taxpayer corrections report.
  - B. Website accessibility training is available.
  - C. Requests for items to be placed on next month's agenda.
- 10) **Adjourn.**

**Posted**  
**3:45**  
**HOUR**  
**AUG 13 2025**  
GINA CHAMPION  
County Clerk, Medina County, TX  
By Ruby Jones Deputy

I, Elizabeth K. Cargile, Administrator 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: Elizabeth K. Cargile  
ADMINISTRATOR FOR MEDINA COUNTY ESD #5

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 #5**

## **Regular Meeting Minutes**

**August 21, 2025**

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

President Leo Rodriguez called the meeting to order at 6:02 p.m. A quorum was present with Commissioners Maria Sanchez, Reyna Vasquez, Leonel Garcia and Manuel Rodriguez.

### **2. DISCUSSION AND ACTION ON 2025 tax year / 2026 fiscal year BUDGET:**

Administrator presented the budget workshop packet from August 7<sup>th</sup> to the Commissioners, after reviewing the budget as proposed, President L. Rodriguez called for Service Providers and Employee Cargile to leave the room to enter executive session under Texas Government Code 551.074 (personnel matters), open meeting adjourned at 6:19 p.m. Secretary Vasquez reported that Executive Session convened at 6:19 p.m. and adjourned at 6:45 p.m., President L. Rodriguez called all persons back into the meeting and reconvened into public hearing at 6:45 p.m.

**MOTION:** Secretary Vasquez moved to amend and adopt the proposed budget with the following change: to increase Administrator salary for the 2026 fy budget to \$45,000 (forty-five thousand and no/100 dollars) with a \$2,00.00 (two thousand and no/100 dollars) stipend for expenses and supplies, and to reduce the station #3 fund by \$17,000.00 (seventeen thousand and no/100 dollars) and transfer that sum to the District Admin line item. Second by Vice-President Sanchez; Discussion-Secretary Vasquez-Admin will present receipts for the expense and supply's stipend; being no further discussion motion to adopt the amended 2025 tax / 2026 fiscal year budget carried 5/0. (See Attachment "A")

### **3. CITIZEN REGONITION AND COMMENTS:**

A. The following citizens were present: **None**

### **4. MCESD #5 PROPOSED 2025 tax year TAX RATE (inform, discuss, possible action):**

**MOTION:** Treasurer Leo Garcia moved as quoted *"I move that the 2025 property tax rate be increased by the adoption of a tax rate of \$0.10 per \$100.00 valuation, consisting of a separately adopted Debt Rate of 0.0152/\$100 and a separately adopted Maintenance and Operations Rate of 0.0848/\$100 for a rate of \$0.10 per \$100.00 valuation. Which is effectively a 7.75862 percent increase in the tax rate. Furthermore, to authorize the Budget Officer to submit the Order to the appropriate entities"*, second by Secretary Reyna Vasquez. No discussion. Motion carried 5/0. TAX ORDER NO. 08-21-25-04 was completed and signed by President L. Rodriguez. (See Attachment "B")

### **5. SERVICE PROVIDERS REPORTS:**

A. LVFD-Treasurer Vanessa Garcia was present for questions.

a. Reports and receipts were emailed to BOESC.

b. **Inform**-ESO software reimbursement check was submitted to the Board, in the amount of \$3,210.00 (thirty-two hundred and ten/100 dollars). Lytle VFD Treasurer Vanessa Garcia went on to explain that ESO never fulfilled the installation of the software or login, customer service was non-existent, however due to fine print on the contract, though services could not be used, LVFD were legally obligated to pay the total sum and are returning the funds paid by ESD #5. LVFD is now using a new software reporting company "Image Trend Reporting Management System".

**MOTION:** VP Sanchez moved to accept the check from LVFD and issue a new check for the ESD#5 portion of the expense of the new software paid by LVFD and a copy of the invoice will be sent via email. Second by Commissioner Manuel Rodriguez; there being no discussion, motion carried 5/0.

**Request-**6 sets of SCBA's are still needed.

**MOTION:** Commissioner Sanchez moved to provide \$40,000.00 (Forty thousand and no/100) towards the purchase of SCBA's for LVFD from the new equipment line item, second by Commissioner M. Rodriguez; there being no discussion, motion carried 5/0.

B. NVFD-Assistant Chief G. Cargile and Cory Bradley were present for questions.

a. Reports and receipts were emailed to BOESC.

b. **Inform-**2 (two) invoices were presented to the Board; first for the cement work that was done to install the generator at station #1, second was for replacement of the surveillance camera system which was struck by lightning during the last big storm

**Request-** NVFD requests that these items be paid by the ESD.

**MOTION:** Secretary Vasquez moved to pay the invoices submitted by NVFD for surveillance camera system in the amount of \$4,195.00 (Four thousand one hundred ninety-five and no/100) from the repair equipment line item and for the concrete slab work to install the generator in the amount of \$2,200.00 (two thousand two hundred and no/100) from the building maintenance line item. Second by VP Sanchez; there being no discussion, motion carried 5/0.

6. **PRESIDENT's REPORT:**

A. Bank signatures status: Security State Bank has been completed by all Commissioner's and Administrator.

B. The Station #1 remodel: Postponed.

7. **SECRETARY's REPORT:**

A. Review and approve previous meeting minutes.

**MOTION:** Commissioner Sanchez moved to approve July 24th, 2025, meeting minutes; second by Commissioner M. Rodriguez; there being no discussion; the motion carried 5/0.

B. BOESC email accounts.

**MOTION:** VP Sanchez moved to use TAC/CIRA for the email services for 6 persons: President, Vice-President, Secretary, Treasurer, Assistant Treasurer and Administrator, second by Commissioner M. Rodriguez, discussion-services carry a cost of \$96.00 (ninety-six and no/100) per month for the "standard" email package, we need to clarify and wait until October to implement the services, there being no further discussion; the motion carried 5/0.

C. Treasurer laptop with QuickBooks-postponed.

8. **TREASURER's REPORT:**

A. Admin EKC emailed financial reports and hardcopies were presented to all Commissioners.

B. Requests-Admin Cargile explained to the Board that she is currently using her personal printer and paying for the paper and ink, she would like permission to purchase a separate printer for ESD #5 purposes only so there is an accountability and receipts for the "supplies" stipend.

**MOTION:** Secretary Vasquez moved to allow Admin Cargile to purchase a printer for ESD #5 purposes only, second by Commissioner M. Rodriguez, there being no discussion; motion carried 5/0.

Admin EKC also presented the Board with the IRS tax form 8822-B, change in responsible party which can be “an Officer...President, Vice-President, Treasurer, Chief Accounting/Financial Officer”

**MOTION:** Commissioner Vasquez moved to appoint EKC as Chief Accounting / Financial Officer, second by Commissioner Sanchez, being no discussion; motion carried 5/0.

C. Accounts payable / receivable

<b>PAYABLE</b>	<b>FOR</b>	<b>AMOUNT</b>	<b>CK #</b>
VFIS	Employee Bond	500.00	1037
BAJB	Legal fees	625.00	1038
Elizabeth K. Cargile	Aug. Salary	2,094.75	1039
IRS	FICA / FIT	405.25	-----
Medina County Clerk	Agenda posting-August	2.00	-----
Lytle VFD	Reporting software	3,300.00	1040
VOID	VOID	0.00	1041
Natalia VFD	Generator slab	2,200.00	1042
Natalia VFD	Camera system	<u>4,195.00</u>	1043
<b>TOTAL EXPENSES</b>		<b>\$13,320.00</b>	

<b>REVENUE</b>	<b>FOR</b>	<b>AMOUNT</b>	<b>DATE</b>
Texas Comptroller	SUT- 5 August	20,669.28	08/13/25
Texas Comptroller	SUT- 5A August	<u>4,463.87</u>	08/13/25
<b>TOTAL REVENUE</b>		<b>\$25,133.15</b>	

**MOTION:** Commissioner Sanchez moved to accept and pay the invoice, second by Commissioner M. Rodriguez, no discussion; motion carried 4/0.

D. The administrator advised the Board that the auditor has sent out letters to each Board Member, bank and to the Attorney, and as soon as the Auditor receives them back the audit should be completed.

**9. ADMINISTRATOR's REPORT:**

- A. SUT reports-October meeting
- B. Website accessibility update: classes online at Safe-D
- C. Request for discussion items for next meeting:
  - 1. NVFD SCBA's
  - 2. SUT account.
  - 3. Board emails -TAC/Cira
  - 4. Laptop with QB for Treasurer
  - 5. The audit status.

**10. ADJORNMENT:**

Motion to adjourn by Commissioner Sanchez; second by Commissioner M, Rodriguez; approved unanimously and the meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Elizabeth K. Cargile,  
District Administrator

Reviewed on:

**09/18/2025**

Motion: M. Sanchez

2<sup>nd</sup>: M. Rodriguez

Vote: 5/0



# ATTACHMENT "A"

2025 Tax Year  
based on MCAD PRE-PROTESTS FIGURES

ADOPTED 2026 FY BUDGET  
VOTED on 08/21/2025

ADOPTED tax rate of .10/\$100.00

	A	B	C	D	E	F
1	<b>2025 tax year revenue</b>		FY 2026	<i>Motion to approve</i>		
2	<b>TAX REVENUE EXPECTED</b>	<b>MCAD 7/30/25</b>	\$ 837,130.08	<i>proposed budget</i>	<b>Motion &amp; 2nd</b>	<b>Vote count</b>
3	less ARB uncertified	<b>MCAD 7/30/25</b>	\$ (13,116.00)		RV / MS	Aye-- 5
4	less estimated 10% not expected		\$ (82,401.00)			Nay-- 0
5	<b>Subtotal</b>		<b>\$ 741,613.08</b>			Present NV-- 0
6	Other revenue-bank interest...	M&O-\$235K scba's	\$ 19,631.00			Absent-- 0
7	SUT revenue less 15% not guaranteed		\$ 232,125.00			
8	<b>Subtotal</b>		<b>\$ 993,369.08</b>			
9	Delinquent Taxes		\$ -			
10	Delinquent P & I		\$ -			
11	<b>PROPOSED NET REVENUE</b>		<b>\$ 993,369.08</b>			
12						
13						
14	<b>EXPENSES</b>	<b>NOTES</b>		<b>EDITS</b>	<b>NOTES</b>	<b>FINAL</b>
15	District Administrator		\$ 30,000.00	\$ 45,000.00	\$2,000.00 supplies	\$ 47,000.00
16	Admininstrative expenses		\$ 10,000.00			
17	Appraisal District Fee		\$ 13,500.00			
18	Auditor		\$ 15,000.00			
19	Building Fund (station 3)		\$ 50,000.00	\$ (17,000.00)	to Dist. Admin	\$ 33,000.00
20	Building maintenance		\$ 5,000.00			
21	Building Repairs / Remodel		\$ 40,000.00			
22	Conference & Training		\$ 14,000.00			
23	Debt Service Fund		\$ 128,785.08			
24	District office expenses		\$ 4,000.00			
25	Dues		\$ 3,000.00			
26	Insurance & Bonding		\$ 5,000.00			
27	Legal fees		\$ 10,000.00			
28	Member Health Benefits		\$ 25,000.00			
29	Miscellaneous Expenses		\$ 5,000.00			
30	NVFD Pay per call		\$ 45,000.00			
31	New Apparatus		\$ -			
32	Repair Apparatus		\$ 40,000.00			
33	New Equipment / PPE		\$ 200,000.00	20 sets SCBA		
34	Repair Equipment		\$ 30,000.00			
35	Reserve Fund-Capital		\$ 10,000.00			
36	Reserve Fund-M&O		\$ 10,000.00			
37	Reserve Fund-Long term E.F		\$ 20,000.00			
38	Service Provider-Lytle		\$ 75,000.00			
39	Service Provider-Natalia		\$ 195,000.00			
40	Tax Collector's fee		\$ 10,084.00			
41	<b>TOTAL EXPENSES</b>		<b>\$ 993,369.08</b>			
42						
43						
44	<b>VOTED --&gt;&gt;</b>					
45	<b>Adopted on 08/21/2025</b>	<b><u>AYE</u></b>	<b><u>AYE</u></b>	<b><u>AYE</u></b>	<b><u>AYE</u></b>	<b><u>AYE</u></b>
46		President	Vice-President	Secretary	Treasurer	Asst. Treasurer

Reviewed on 08/07/2025

ATTACHMENT "B"

**ORDER NO. 08-21-25-04**

**ORDER OF  
MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5**

STATE OF TEXAS       §  
                                  §  
COUNTY OF MEDINA   §

On the 21<sup>st</sup> day of August 2025, be it known that the Board of Emergency Services Commissioners of Medina County Emergency Services District No. 5 ("District") hereby adopted, by a majority vote of 4-3 in favor, 0-0 against, 0 present-not voting, and 0 absent, the District's ad valorem tax rate for the 2025 tax year as follows: A separately adopted Debt Rate of .0152 per \$100 valuation and a separately adopted Maintenance and Operation Rate of .0848 per \$100 valuation for a rate of \$0.10 per \$100.00 valuation of the appraised property within the boundaries of the District. Per the Texas Tax Code § 26.05, all taxes raised by said rate will be used to fund the maintenance, operations, and outstanding debt expenditures of the District for the next year in providing emergency services.

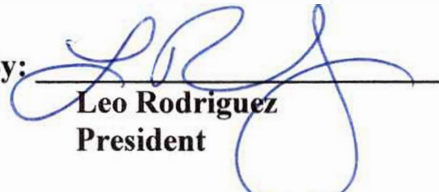
**TIDS TAX RATE WILL RAISE MORE IN TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5 ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 9.84 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$5.20.**

**Ordered on this the 21<sup>st</sup> day of August 2025.**

**MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5**

By:   
Leo Rodriguez  
President