

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, January 16, 2025, 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. **Medina County Commissioner's Court appointments.**
3. **Board of Emergency Service Commissioner's Statement and Oath of Office**
4. **Election of BOESC to Board Seats.**
5. **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).*
6. **Reading and approval of the minutes of the previous meeting.**
7. **Report of Service Providers in District:** Consider, Discuss and Possible Action
 - A. Report and presentations from Lytle Volunteer Fire Dept.
 - a. 2025 Service Provider Contract
 - b. Inventory due 3/31/2025
 - c. Inform and requests.
 - B. Report and presentations from Natalia Volunteer Fire Dept.
 - a. 2025 Service Provider Contract
 - b. Inventory due 3/31/2025
 - c. Inform and requests.
8. **President's Report:** Inform, Consider, Discuss and Possible Action.
 - A. Set monthly meeting day and time.
 - B. Select "official newspaper"
 - C. District Administrator 2025 Contract
 - D. BOESC info for website & CC.
 - E. Discuss "request for bid's" on Station #1 remodel.
 - F. SAFE-D training - per diem
9. **Treasurer's Report:** Inform, Consider, Discuss and Possible Action
 - A. Financial report.
 - B. Administrative requests
 - C. Payments/Receipts
 - D. 2024 FY MCESD/ NVFD audit prep.
10. **Secretary's Report:** Inform, Consider, Discuss and Possible Action.
 - A. Sales & Use taxpayers' -monthly update.
 - B. SUT revenue account.
 - C. Bank Signature cards.
11. **Requests for agenda items at next meeting:**
12. **Adjourn.**

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Posted

HOUR 1:17pm

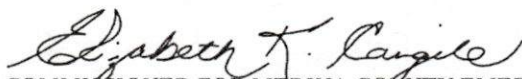
JAN 08 2025

GINA CHAMPION

County Clerk, Medina County, TX
By Kearney Bessie Deputy

I, Elizabeth K. Cargile, Secretary 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



COMMISSIONER FOR MEDINA COUNTY EMERGENCY DISTRICT NO. 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 NO. 5

REGULAR MEETING MINUTES

January 16, 2025

1. CALL TO ORDER AND ESTABLISH QUORUM:

President Manuel Rodriguez called the meeting to order at 6:01 p.m. A quorum was established with Commissioner's Maria Sanchez, Linda Rodriguez, Leo Rodriguez present. Pledge of Allegiance and Invocation recited by Cory Bradley.

2. COMMISSIONER'S COURT APPOINTMENTS:

Commissioners Manuel Rodriguez and Maria Sanchez were reappointed to serve until 12/31/2026.

3. BOESC STATEMENTS and OATH OF APPOINTED OFFICER:

Commissioners Rodriguez and Sanchez verified and signed the Office holder statement. County Commissioner David Lynch administered the Oath to Commissioner Sanchez and then to Commissioner M. Rodriguez.

4. ELECTION OF BOARD SEATS:

MOTION: Commissioner Leo Rodriguez moved to elect Manuel Rodriguez as President, second by Commissioner Sanchez, being no discussion; motion passed unanimously. 4/0

MOTION: Commissioner Rodriguez moved to elect Maria Sanchez as Vice-President, second by Commissioner Leo Rodriguez, being no discussion; motion passed unanimously. 4/0

MOTION: Commissioner Sanchez moved to elect Leo Rodriguez as Treasurer, second by Commissioner Linda Rodriguez, being no discussion; motion passed unanimously. 4/0

MOTION: Commissioner Linda Rodriguez moved to elect Reyna Vasquez as Secretary and to have 1 (one) "At Large" position, second by Commissioner Sanchez, being no discussion; motion passed unanimously. 4/0

5. PUBLIC COMMENTS:

RECOGNITION AND WELCOME OF CITIZENS:

EMS Chief Jason Miller with MCESD #4 was present to request a designated location for the ambulance to be stationed with access to an electrical outlet. President directed Chief Miller to work with the Fire Chief Brown to establish a location convenient for both.

6. READING AND APPROVAL OF MINUTES:

The minutes from November 21, 2024, were presented and read.

MOTION: Commissioner Sanchez moved to approve and accept the minutes, second by Commissioner Linda Rodriguez, being no discussion; motion passed unanimously. 4/0

7. SERVICE PROVIDER REPORT:

A. Report and Presentations from LVFD-Angelo Stafford was present for questions, reports and receipts were emailed to BOESC by Treasurer Vanessa Garcia. These were forwarded to the BOESC.

a. 2025 contract was emailed and will be reviewed in February.

b. Mr. Stafford will inform Chief Garcia of the inventory request.

c. Inform: None - Requests: None

- B. Report and Presentations from NVFD-Cory Bradley was present for questions, financials were received and forwarded to BOESC.
 - a. 2025 contract was emailed and will be reviewed in February.
 - b. Mr. Bradley was informed of the inventory deadline for March.
 - c. Inform: Asst. Chief Gilbert Rodriguez was present to answer questions regarding the balance of funds paid for the equipment on the new grant truck, the increase in new Volunteers and Personal Protection Equipment. Requests: 15 sets of bunker gear, quote was emailed in December.

MOTION: Vice-President Sanchez moved to ratify the purchase of the PPE as approved in budget line item “new equipment” these funds as well as grant balance needed to be **“allocated as appropriated”** before the end of the fiscal year, second by Commissioner Linda Rodriguez, being no discussion; motion passed unanimously 4/0

8. **PRESIDENT'S REPORT:**

- A. 2025 Board meeting schedule

MOTION: Commissioner Sanchez moved to keep the regular meeting time and day on the 3rd (third) Thursday at 6:00 p.m. Second by Commissioner Leo Rodriguez. There being no discussion; motion passed 4/0.

- B. Official newspaper

MOTION: Commissioner Linda Rodriguez moved to keep “The Devine News” as the official newspaper, seconded by Commissioner Sanchez, being no discussion; motion passed unanimously. 4/0

- C. District Administrator contract.

MOTION: Vice-President Maria Sanchez moved to approve the contract with Elizabeth Cargile as District Administrator, second by Commissioner Leo Rodriguez, being no discussion; motion passed unanimously. 4/0

- D. The new positions of the Board of Emergency Services Commissioners (BOESC) will be updated to Medina County Commissioner’s Court and on the website by Admin EKC.

- E. RFB station #1-request for bids postponed until March 2025.

- F. Mandatory continued education-Commissioners Sanchez, Linda Rodriguez, Reyna Vasquez and Leo Rodriguez are registered and have rooms for the SAFE-D training conference. Per diem sheets need to be signed.

MOTION: VP Maria Sanchez moved to issue the per diem checks by February 3rd, second by Commissioner Linda Rodriguez, being no discussion; motion passed unanimously 4/0.

9. **REPORT FROM TREASURER:**

- A. Financial reports, QB reports and spreadsheet for both December and January submitted to the Board by Admin EKC.

- B. Administrative requests: None

- C. The following payments were submitted:

PAYABLE	FOR	AMOUNT	CK #
Mason Bank	Truck #8250 loan	\$ 52,685.96	999
NVFD	Grant truck equip. bal.	62,253.92	1000
MCAD	Appraisal dist. Fees	11,644.69	1001
Elizabeth K. Cargile	Dec. salary	2,000.00	1002
NVFD	Bunker gear/budgeted	45,870.00	1003
Extraco Bank	Truck #8150 loan	57,697.43	1004

Elizabeth K. Cargile	Jan. salary	2500.00	1005
Lytle VFD	Quarterly payment	15,000.00	1006
Natalia VFD	Quarterly payment	54,000.00	1007
Maria Sanchez	Training per diem	414.40	1008
Reyna Vasquez	Training per diem	414.40	1009
Leo Rodriguez	Training per diem	414.40	1010
Linda Rodriguez	Training per diem	414.40	1011
TOTAL EXPENSES		\$305,309.60	

REVENUE	FOR	AMOUNT	DATE
Texas Comptroller	SUT- 5	16,290.87	12/13/24
Texas Comptroller	SUT- 5A	3,260.75	12/13/24
Texas Comptroller	SUT- 5	16,698.19	01/10/25
Texas Comptroller	SUT- 5A	4,719.53	01/10/25
TOTAL REVENUE		\$40,969.34	

TRANSFER	FOR	AMOUNT	DATE
I&S to M&O	Mason Bank loan	\$52,685.96	12/13/24

MOTION: Commissioner Sanchez moved to ratify December payments and to approve January payments, second by Commissioner Leo Rodriguez, there being no discussion; motion passed unanimously 4/0.

10. SECRETARY'S REPORT:

- A. SUT report-none
- B. SUT revenue -above
- C. Bank signatories- will be all Commissioner's after 5th member appointed.

11. ITEMS FOR REVIEW, DISCUSSION & ACTION AT NEXT MEETING:

12. ADJOURNMENT:

President Rodriguez moved to adjourn the meeting; second by Commissioner Leo Rodriguez. The meeting was adjourned at 6:47 p.m.

Reviewed on: **2/20/2025**

Respectfully submitted,



Elizabeth K. Cargile,

Motion: **Comm. Linda Rodriguez**

2nd: **Comm. Reyna Vasquez**

Vote: 3/0