

Original was  
**NOT COMPARED**

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

<http://esd5.medina.tx.us/>

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, October 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. **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. **Report from District Service Providers:** Consider, Discuss and Possible Action
  - A. Report and presentations from Lytle Volunteer Fire Dept.
    - a. Reports and receipts-
    - b. Inform and request-
  - B. Report and presentations from Natalia Volunteer Fire Dept.
    - a. Reports and receipts
    - b. Inform and request-SCBA's /compressor status
4. **President's Report:** Inform, Consider, Discuss and Possible Action.
  - A. Commissioner's Court ESD applications - 2026-2028 terms
  - B. Bank information-comparative rates
  - C. ESD appointment submissions for the empty seat.
  - D. Sales and Use tax account.
5. **Secretary's Report:** Inform, Consider, Discuss and Possible Action
  - A. Presentation of minutes of prior meeting.
  - B. Update on email accounts for ESD #5
6. **Treasurer's Report:** Inform, Consider, Discuss and Possible Action
  - A. Financial report.
  - B. Administrative requests-Treasurer laptop with QuickBooks
  - C. Payments/Receipts.
7. **Administrator's Report:** Inform, Consider, Discuss, and Possible Action
  - A. SUT payer report
  - B. Website accessibility update.
  - C. Requests for items on the next regular agenda
8. **Adjourn.**

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 3 (three) business days preceding the scheduled time of said meeting in compliance with Texas Government Code 551.043

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5



ADMINISTRATOR 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.

**Posted**  
HOUR 12:11 pm

OCT 09 2025

GINA CHAMPION  
County Clerk, Medina County, TX  
By K. Blume Deputy

**MEDINA COUNTY EMERGENCY SERVICES DISTRICT #5**  
**Regular Meeting Minutes**  
**October 16, 2025**

---

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

President Leo Rodriguez called the meeting to order at 6:00 p.m. A quorum was present with Commissioners Maria Sanchez, Reyna Vasquez, and Leonel Garcia.

**2. CITIZEN RECONITION AND COMMENTS:**

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

**3. SERVICE PROVIDER REPORTS:**

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

a. Reports and receipts were emailed to BOESC.

b. **Inform**-Treasurer Garcia informed the BOESC that some of the PPE has been received and would like a photo with the Board, if possible, for publication.

**Request**-LVFD Treasurer Garcia informed that they have changed their fiscal year from calendar to October 1 – September 30, and if they could receive their first quarter payment at this time. Admin EKC explained that a 2026 fy contract would have to be drawn up and signed showing the payment period and that the funds would NOT be released during October meeting because there would be no record of the next fiscal year revenue received until the middle of November. (see attached MCTAC report). Consultation with attorney is necessary to confirm information. EKC will call Mr. Campbell.

B. **NVFD**-Treasurer Gilbert Rodriguez was present for questions.

a. Reports and receipts were emailed to BOESC.

b. **Inform**-Back up generators at both stations are fully working, the installer "WH Electric" has been doing maintenance before the cold weather comes in and will submit the maintenance agreement in November. Physicals for NVFD members will also be discussed in November. A new grant for a skid unit in the amount of \$50,000.00 is coming available, Grant writer Albert Saldana, will further inform on status in coming months.

**Request**- bids for spray foam in the fire bay of station #1; will submit the received bids in November.

**5. PRESIDENT's REPORT:**

A. ESD 2026-2028 appointments-Treasurer Garcia has presented his application for appointment, and after having sworn to the Oath, such was notarized by Admin EKC, same will be emailed to Commissioner's Court.

B. Comparative bank rates-will further report in November.

C. The BOESC has asked the members of both service providers to please inquire and submit names to fill the vacant seat. LVFD has spoken with 1 (one) resident of the District who seemed interested and has provided the person with contact # if interested. Admin will further inform in November.

D. Sales & Use tax revenue account-securing funds that may exceed the FDIC insurance. LSB has a depository agreement. Send to Attorney for review.

**MOTION:** Commissioner Rodriguez moved to authorize EKC as CFO to sign the Lytle State Bank Depository letter when completed, second by Commissioner Sanchez, there being no discussion, motion carried 4/0.

**5. SECRETARY's REPORT:**

A. Review and approve previous meeting minutes.

**MOTION:** Commissioner Sanchez moved to approve September 18, 2025, meeting minutes; second by Commissioner Garcia; there being no discussion; the motion carried 4/0.

B. BOESC email accounts-postponed until 5<sup>th</sup> position is filled.

**6. TREASURER's REPORT:**

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

B. Requests-for laptop or tablet with QB for treasurer.

**MOTION:** Commissioner Vasquez moved to continue the hard copy presentation of the bank statements at the meetings and emailing the redacted version via email. second by Commissioner Sanchez. Discussion: Treasurer Garcia stated that there is no need for QB on an additional device at this time, being no further discussion; motion carried 4/0.

C. Accounts payable / receivable:

PAYABLE	FOR	AMOUNT	CK#
USPS	Annual box rent	\$90.00	1051
Elizabeth K. Cargile	October salary	2,094.75	1052
IRS-Oct. withholding EKC	FICA / MC / FIT	405.25	-----
IRS	2 <sup>nd</sup> quarter payment	1,193.00	1053
IRS	3 <sup>rd</sup> quarter payment	1,790.00	1054
Lytle VFD	4 <sup>th</sup> quarter payment	15,000.00	1055
Natalia VFD	4th quarter payment	36,000.00	1056
Medina County Clerk	Agenda posting-October	2.00	escrw
<b>TOTAL ACCOUNTS PAYABLE</b>		<b>\$56,575.00</b>	

REVENUE	FOR	AMOUNT	DATE
Texas Comptroller	SUT- 5 October	\$21,379.14	10/12/25
Texas Comptroller	SUT- 5A October	3,916.80	10/12/25
MCTAC 2024 ty current	10/01-10/15 revenue	2,122.68	10/15/25
<b>TOTAL REVENUE</b>		<b>\$27,418.62</b>	

**MOTION:** Commissioner Sanchez moved to accept and pay invoices and bills presented, seconded by Commissioner Vasquez, no discussion; motion carried 4/0.

**7. ADMINISTRATOR's REPORT:**

A. SUT reports-postponed

B. Website accessibility update-Admin informed that the process for converting to full ADA access will be difficult for the audio portion of the website, to enable the website to speak the words written on screen for the visually impaired, on videos we would only need to have closed captions for the hearing impaired. TX Assoc. of Counties has online classes and will be hosting in-person classes.

C. Request for discussion items for next meeting:

1. NVFD SCBA's
2. Bay area spray foam-RFB
3. SUT account.
4. Fill open seat.
5. Online training
6. Update on ESD #4 EMS MOU
7. LVFD 1<sup>st</sup> quarter payment (2026 FY) in Nov. 2025

**8. ADJORNMENT:**

Motion to adjourn by Commissioner Sanchez; second by Commissioner Vasquez; approved unanimously and the meeting was adjourned at 7:06 p.m.

Respectfully submitted,



Elizabeth K. Cargile,  
District Administrator

Reviewed on: 12/18/25

Motion: MS

2<sup>nd</sup>: RV

Vote: 3/0