

**MEDINA COUNTY EMERGENCY SERVICES**

**DISTRICT NO. 5**

**Regular Meeting Minutes for  
September 17, 2020**

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

President M. Rodriguez called the meeting to order at 7:12 p.m. A quorum was established with Commissioner’s Manuel Rodriguez, Linda Rodriguez, and Elizabeth Cargile present.

OPEN INTO PUBLIC HEARING FOR TAX RATE PURPOSES AT 7:13 p.m.

**2. PUBLIC HEARING –BUDGET AND TAX RATE:**

***RECOGNITION AND WELCOME OF CITIZENS:***

A. The following citizens were present to address the Board: None

Since no citizen was present to discuss the proposed tax rate,

PRESIDENT M. RODRIGUEZ CLOSED THE PUBLIC HEARING AT 7:15 p.m.

**3. READING AND APPROVAL OF MINUTES:**

The Commissioners reviewed the minutes of the August regular meeting.

**MOTION:** Commissioner Cargile moved to adopt the minutes of the public hearings presented to the Board second by Commissioner L. Rodriguez; no discussion, passed unanimously.

**4. PRESIDENT’S REPORT:**

**A. BUDGET REVIEW AND ACTION –**

Commissioner Cargile provided the 2020 tax year budget for review.

**Proposed 2020ty/2021fy Budget Revenue (received from MCAD & MCTO)**

Revenue	\$400,627.00
Less estimated 10%	- 40,062.00
<u>Investment interest</u>	<u>250.00</u>
<b>Net revenue</b>	<b><u>\$360,815.00</u></b>

**PROPOSED BUDGET EXPENSES**

Admin expense	9,000.00
Appraisal District	6,800.00
Auditor	9,555.00
Building Fund	6,500.00
Conf. & Train	4,000.00
Debt service	76,660.00
Dues	1,500.00
Ins. & Bonding	2,500.00
Legal fees	3,500.00
Member Health	3,000.00
Misc.	2,000.00
New equip.	20,000.00
Reserve M&O	7,500.00
Reserve Capital	7,500.00
LVFD	40,000.00
NVFD	155,000.00
<u>Tax collector</u>	<u>5,800.00</u>
<b>Expenses</b>	<b><u>\$360,815.00</u></b>

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**MOTION:** Commissioner Cargile moved to adopt the 2021 fiscal year budget as submitted, second by Commissioner Linda Rodriguez. Being no discussion, motion passed unanimously.

**B. TAX RATE DISCUSSION AND ACTION** - Commissioner Cargile submitted the 2020 tax rate as set forth at \$0.10/\$100.00 value.

**MOTION:** Commissioner Cargile “*I move that the property tax rate be increased by the adoption of a tax rate of \$0.10 per \$100.00 valuation*”. Second by Commissioner L. Rodriguez.

Discussion-Commissioner Cargile stated that *the proposed 2020 tax rate is effectively a 7.642 percent increase in the tax rate. Furthermore in accordance with the Texas Tax Code §26.05 this will establish the District’s ad valorem tax rate for the 2020 tax year as follows: Debt rate of 0.0189/\$100 and a maintenance and operations rate of 0.0811/\$100 for a maximum allowed rate of \$0.10 per \$100.00 valuation of the appraised value. Per the tax code §26.05, all taxes raised by said rate will be used to fund the maintenance, operations and outstanding debt expenditures of the Medina County Emergency Services District Number 5 for the next fiscal year;* Being no further discussion, motion passed unanimously.

**C.** Commissioner Cargile will have paperwork at the Natalia branch of the Security State Bank for Commissioner’s to sign.

**D.** Information has been received from the Texas State Office of Insurance that the new “ISO” rating is a 2 (two) in our District if it is within the 5 (five) road miles of either fire station. Assistant Chief G. Rodriguez advised that he has personally driven the district area and confirmed that with the exception of the rear portion of Great Oaks Subdivision, all areas fall within that distance and will see a significant decrease in property insurance coverage.

**5. SERVICE PROVIDER REPORT:**

**A.** LVFD-No member was present for questions. Presentations were received and emailed to ESD Board members. Hard copy of presentations is on file.

**B.** NVFD-Assistant Chief Gilbert Rodriguez was present for questions. Presentations were received and emailed to ESD Board members. Hard copy of presentations is on file.

**a.** BOESC received a plaque with the “AWARD OF ACHIEVEMENT” for the efforts of the MCESD #5 to receive the ISO Class 2 rating. See exhibit “A”. Asst. Chief Rodriguez also informed of the need to replace the “airbag lift”. This matter will be placed on the agenda for October.

**6. REPORT FROM TREASURER:**

**A.** **QuickBooks**-presentation of M&O and I&S accounts are attached.

**MOTION:** Commissioner Cargile moved to allow a transfer from the regular checking account into the Money Market account of \$100,00.00.

Commissioner L. Rodriguez seconded the motion. Discussion-Assistant Treasurer L. Rodriguez stated that this will allow for the funds to earn interest. Being no further discussion, motion passed unanimously.

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**B. Administrative expenses**-Commissioner Cargile presented a request for compensation. Exhibit "B".

**C. Administrative requests**

**MOTION:** Commissioner Cargile moved to move forward with the purchase of 3 iPads, presented the board with 3 sales items to consider. Second by President Rodriguez. Discussion-NVFD Asst. Chief Rodriguez presented a "Microsoft Surface Pro" with keypad. This operates on the same Windows 10 package as used on the official ESD laptop, this is a combination tablet/mini laptop and would better suit the needs of the Secretary, Treasurer, and Assistant Treasurer. Commissioner Cargile amended her motion to purchase the surface pro, Commissioner M. Rodriguez amended his second. Being no further discussion motion passed unanimously.

**D. Payments**-Commissioner Gonzalez reported payments made or due as follows:

**#817 Elizabeth K. Cargile** (compensation) \$4,400.00

**MOTION:** Commissioner Linda Rodriguez moved allow for the request for compensation to Commissioner Cargile. Second by Commissioner M. Rodriguez, no discussion, motion passed unanimously.

**E. Audit** should be finalized in the next 2-3 weeks.

**7. SECRETARY'S REPORT:**

**A. Website**-Commissioner Cargile informed that Ken Campbell has reviewed and approved the website agreement. Next step is the creation of the proposed website domain name. **ESD5.CO.MEDINA.TX.US.**

**B. Online training**-Commissioner Cargile will inform the BOESC when the next SAFE-D webinar will be held. There will also be training on how to operate, update and maintain the website for the ESD.

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

**A.** Receipts for new equipment purchases.

**B.** Audit status for NVFD and MCESD #5

**9. ADJOURNMENT:**

Commissioner Cargile moved to adjourn the meeting; second by Commissioner Linda Rodriguez. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

  
Elizabeth K. Cargile, Secretary

Approved by \_\_\_\_\_