

**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 25, 2024, at 5:00 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. **BUDGET SESSION:** End of fiscal year 2023 budget review. Beginning of fiscal year 2024 budget review.
6. **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).*
7. **Reading and approval of the minutes of the previous meeting.**
8. **Report of Service Providers in District:** Consider, Discuss and Possible Action
  - A. Report and presentations from Lytle Volunteer Fire Dept.
    - a. 2024 Service Provider Contract
    - b. Inform and requests.
  - B. Report and presentations from Natalia Volunteer Fire Dept.
    - a. 2024 Service Provider Contract
    - b. Inform and requests.
9. **President's Report:** Inform, Consider, Discuss and Possible Action.
  - A. Set monthly meeting day and time.
  - B. Select "official newspaper"
  - C. Discuss "request for bid's" on Station #1 remodel.
  - D. Update on new apparatus.
  - E. VFD's NFPA physicals
10. **Treasurer's Report:** Inform, Consider, Discuss and Possible Action
  - A. Financial report.
  - B. Administrative requests
  - C. Payments/Receipts-Service provider 1<sup>st</sup> qtr.
  - D. 2023 FY MCESD/ NVFD audit prep.
11. **Secretary's Report:** Inform, Consider, Discuss and Possible Action.
  - A. Sales & Use taxpayers' -monthly update.
  - B. SUT revenue account.
12. **Requests for agenda items at next meeting:**
13. **Adjourn.**

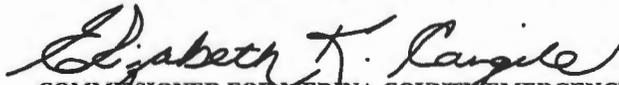
**Posted**  
HOUR 11:31am

**JAN 22 2024**

GINA CHAPMAN  
County Clerk, Medina County, TX  
By Jaylen [Signature] 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.*

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**DISTRICT NO. 5**

**Regular Meeting Minutes for  
January 25, 2024**

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

President Manuel Rodriguez called the meeting to order at 5:43 p.m. Pledge of Allegiance was recited and Mr. Cory Bradley said the invocation. Quorum was established with Treasurer Linda Rodriguez, Assistant Treasurer Cathy Gonzalez, and Secretary Cargile present.

- 2. COMMISSIONER'S COURT APPOINTMENTS:** Commissioner Cargile informed that the Court as of today, has not yet made appointments. Commissioner Gonzalez will not apply. Commissioner Cargile did submit her resume' for review and is willing to have the background check done, however, she will not fill out the application because of the wording *"Have you EVER been arrested"*. Commissioner Cargile explained that her trial background is a part of public record on odyssey and spoke with legal counsel and Judge Lutz about changing the question to

*"in the past \_\_\_\_\_ years, have you been convicted of (felony/misdemeanor)"*

Another problem Commissioner Cargile had is that after speaking with legal counsel and Judge Lutz it was confirmed that because ESD Commissioners are NOT *employee's* of the County any such information could be discussed in open Court and become a public record available to all who request it with the only redactions being TDL, DOB and SS#.

- 3. STATEMENT OF OFFICER/ OATH OF OFFICE.** None

- 4. ELECTION OF OFFICER POSITIONS:** None

- 5. BUDGET SESSION:** Postponed until February.

- 6. PUBLIC COMMENTS:** NONE

- 7. READING AND APPROVAL OF MINUTES:**

The Commissioners read the minutes and were approved.

**MOTION:** Secretary Cargile submitted the minutes. Cathy Gonzalez moved to adopt the minutes, seconded by Commissioner L. Rodriguez being no discussion; motion passed unanimously.

- 8. REPORT FROM SERVICE PROVIDERS:**

Service provider 2024 signed contracts were provided by both LVFD and NVFD.

LVFD will receive \$12,500.00 per quarter with 1<sup>st</sup> payment today.

NVFD will receive \$56,100.00 (2 payments @ 33% and 2 payments @ 17%)

- A. Report and Presentations from LVFD- Logan Medina, packet was received and forwarded to the BOESC, hard copy on file.

a. Inform and requests-none.

- B. Report and Presentations from NVFD-Asst. Chief Gilbert Rodriguez and member Cory Bradly were present for questions, the financial packet was received. No

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minutes or pay per call report was received. Items were sent to the BOESC, hard copy on file.

- a. Recruit and retention report-none presented.
- b. Inform and requests-

Assistant Chief Gilbert Rodriguez informed that truck #282's transmission transfer case has a cost of \$13,000.00 +/- and has been billed to other mechanic. The cost to repair the truck for back in service is estimated at \$40,296.66 payable to Alamo Fire.

**MOTION:** Secretary Cargile moved to pay for repairs, second by Commissioner Gonzalez, discussion: Secretary Cargile states that the \$40,296.66 to complete repairs on the truck is needed to get the truck back in service, however there must be an agreement by Alamo Fire that if the \$13,000.00 fee due from the other mechanic is not paid, that the truck will be released without lien and without additional fee to the NVFD. During discussion Asst. Chief Johnson confirmed to Asst. Chief Rodriguez that there will be no liens and no holds on the truck. Being no further discussion; motion passed unanimously. Funds will be paid today.

9. **PRESIDENT'S REPORT:**

- A. Meeting day and time.

**MOTION:** Secretary Cargile moved to keep the meetings on the 3<sup>rd</sup> Thursday at 6:pm second by Commissioner Gonzalez, being no discussion; motion passed unanimously.

- B. Official newspaper for the MCESD#5

**MOTION:** Commissioner Cargile moved to keep Devine News as the official newspaper for publishing notices and other purposes. Second by Commissioner Gonzalez, being no discussion; motion passed unanimously.

- C. Discussion on request for bids on station #1 remodel is postponed until February.
- D. Grant apparatus-Secretary Cargile informed that the grant for the new apparatus will expire in August and at this time there is no idea when the chassis will arrive. First payment on the truck has been paid, and without confirmation on the time line, the grant could expire before the truck is complete. NVFD grant writer Albert Saldana will further inform in February.
- E. The 2024 fiscal year health benefits-LVFD member Roger Garcia and NVFD Gilbert Rodriguez will confer and report back in February.

10. **TREASURER'S REPORT:**

- A. Financial reports attached-QB, Tax revenue, and YTD spreadsheet delivered to Commissioners.
- B. Admin requests-none

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C. Payments-/ receipts.

| <u>PAYABLE</u>  | <u>FOR</u>                    | <u>AMOUNT</u> | <u>CK #</u> |
|-----------------|-------------------------------|---------------|-------------|
| LVFD            | 1 <sup>st</sup> payment       | \$12,500.00   | 945         |
| NVFD            | 1 <sup>st</sup> payment (33%) | 56,100.00     | 946         |
| NVFD            | Truck #282 repair             | 40,296.66     | 947         |
| CIRA            | website contract              | 1,550.00      | 948         |
| VOID            |                               | 0.00          | 949         |
| Extraco         | Truck #289 loan               | 57,697.43     | 950         |
| MCAD            | Appraisal fee                 | 9,191.18      | 951         |
| <u>RECEIVED</u> | <u>FOR</u>                    | <u>AMOUNT</u> | <u>DEP.</u> |
| TX Comptroller  | SUT                           | \$13,511.26   | *open new * |

(approved December minutes needed to open the account at LSB)

**MOTION:** Secretary Cargile moved to approve payments as presented, second by Commissioner Cathy Gonzalez, being no discussion; motion passed unanimously.

D. 2023fy NVFD and MCESD#5 items for auditor should be sent by end of February. NVFD has not received the audit or an invoice for the 2022fy audit. NVFD Treasurer Gilbert Rodriguez will further inform in February.

11. **SECRETARY'S REPORT:**

- A. SUT update: Commissioner Linda Rodriguez received an MDD map from Ms. Ruby Vera, however it is the same hand circled map, this does not show the outline of the actual roads and houses with the actual " ½ mile radius". Commissioner Linda Rodriguez will meet with Ms. Vera again to try to get an actual map of the Municipal Development District.
- B. Sales and Use Tax Revenue-The approved December minutes are needed to open the new account at Lytle State Bank.

**MOTION:** Commissioner Cargile moved to have all 5 members of the Board sign the bank card for times when only 3 members have a quorum. Second by Commissioner Linda Rodriguez. Being no discussion; motion passed unanimously.

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

- A. Remodel station #1.
- B. Budget session.
- C. VFD physicals.
- D. Grant truck update.
- E. TX Comptroller SUT review and report
- F. SUT revenue received.

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13. **ADJOURNMENT:**

Commissioner Cargile moved to adjourn the meeting without objection, being none, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,



Elizabeth K. Cargile, Secretary

Approved by MR