



Cameron County Emergency Services District No. 1 Board of Emergency Services Commissioners Meeting Notice Wednesday, August 2nd, 2023 – 1:30 P.M. Special Meeting

NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING OF THE BOARD OF EMERGENCY SERVICES COMMISSIONERS OF THE CAMERON COUNTY EMERGENCY SERVICES DISTRICT NO. 1 (CCESD) WILL BE HELD AT **THE EOC MEETING ROOM LOCATED ON THE 2ND FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON WEDNESDAY, AUGUST 2ND, 2023.**

Quorum: Eduardo Alvarez, Rene Perez, Oscar Tapia, Calixto Suarez, Beverly Meyn

Attendance: South Padre Island Fire Chief Jim Pigg, Brownsville Fire Chief-Jarett Sheldon, Port Isabel Fire Marshal John Sandoval, CCECD GIS Tech Rafael Cruz, Juan Ramos Deputy Fire Marshal CC, San Benito Fire Chief Efrain Bautista, Harlingen Fire Chief Rafael Balderas, and STEC Director Bill Aston.

Staff: Grecia Lucio –ESD Coordinator Thomas Hushen – ESD Consultant – Juan Martinez Fire Marshal

Legal: Daniel Lopez and Dylbia Jefferies

Minutes

1. Call Meeting to Order.
 - A. Quorum
 - B. Pledges of Allegiance – United States of America and Texas

*Meeting was called to order by President Oscar Tapia @ 1:43 p.m.
Quorum was established by and through the CCESD Board Members; Eduardo Alvarez,
Oscar Tapia., Rene Perez, Calixto Suarez, Beverly Meyn.*
2. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**).

No public comments.
3. Review of Minutes:
 - A. June 21st, 2023 – Special Meeting

*Motion to approve the June 21st, 2023 Special Meeting Minutes was made by Mr. Perez and seconded by Mr. Suarez.
Motion carried unanimously by the board members.*
4. Presentation of Financial Reports:
 - A. Bank Statement (Revenues)

*Bank Statement and Revenues report was presented by Mrs. Grecia Lucio.
As of June 1st 2023, the beginning balance was of \$3,450,921.98 a total of 22
Deposit/Credits in the amount of \$73,092.4. A total of 16- Withdrawals Checks/Debit in the
amount of \$331,430.15. The ending balance as of June 30th, 2023 was of \$3,198,148.65.
Interest incurred for the month was \$5,564.35. The reconciliation for the month of June was
complete.*

*Attached is the Tax Assessors Report and the internal report; total funds to entity for the
month of May were \$59,227.19.
Total revenues for the fiscal year until June 30th, 2023 are in the amount of \$4,244,217.20.
June marks the end of the 3rd quarter for the fiscal year.*

As of July 1st 2023, the beginning balance was of \$3,198,148.65 a total of 21 Deposit/Credits in the amount of \$119,597.45 A total of 19- Withdrawals Checks/Debit in the amount of \$837,104.32. The ending balance as of July 31st, 2023 was of \$2,485,303.61. Interest incurred for the month was \$4,661.83. The reconciliation for the month of July was complete.

Total revenues for the month of July are in the amount of \$47,234.01.

Revenues for the fiscal year until July 31st, 2023 are in the amount of \$4,291,451.01.

July marks the beginning of the last quarter for the fiscal year.

B. Payment of Claims

Payment of Claims report was presented by Mrs. Grecia Lucio.

Expenses for the month of June; USPS- \$9.56 (1) check mailed for the City of La FERIA, (1) mailed check for BML auditing services, and an H-E-B \$19.92 for muffins for "Special Meeting" on June 21st, Mannys Uniforms \$267.50 and Staples \$139.97 for office paper.

All 3rd Quarter Payments are out, and partial payment to BML for Auditing Services was paid in June.

Expenses for July; USPS- \$4.78 (1) Quarterly check mailed to the City of La FERIA, BML-final payment \$1,175.00 for auditing services, and Mannys Uniforms \$108.00.

C. Budget Adjustment

Budget Adjustment report was presented by Mrs. Grecia Lucio.

There was one budget adjustment, included in the packet are the minutes of January 2023, Item 8. where a motion was approved for a \$2,000.00 fee increase for auditing services. Partial Payment was in June and final payment in July.

Motion to approve Presentation of Financial Reports A, B, and C was made by Mr. Perez and seconded by Mr. Alvarez.

Motion carried unanimously by the board members present.

5. Presentation of Action Reports:

A. Coordinator's Report – Monthly Summary Report

Coordinators Monthly Report presented by Mrs. Grecia Lucio.

Mrs. Lucio formally thanked Chief Gene Daniels for the disbursement of the Provider Profile Documents to all fire providers and informed that there will be a consolidated list of equipment. Said information will be disbursed to all providers and will be included in the WEB EOC portal for resource tracking and resource requisitions.

Mrs. Lucio also reported that included in the new fiscal year 2023-2024 provider contracts, reports will be due monthly opposed to quarterly.

B. Emergency Services Consultant's – Emergency Management Assessment Report

Report was presented by Thomas Hushen.

Mrs. Hushen reported on OEM office updates.

C. Fire Marshal Update

Fire Marshal report was presented by Juan Martine CC Fire Marshal.

Juan Martines reported that the Fire Marshal's office works alongside Space-X regarding upcoming launches. Fire Marshals Office is also meeting with LNG regarding the up-and-coming buildings, permits and equipment to help protect the life and safety of constituents.

D. Presentation of the 2022 Cameron County Emergency Services District No.1 Audit Report by Burton McCumber & Longoria, LLP.

Presentation by Mr. Jose Diaz, BML auditing representative reported on the CCESD No.1 Audit for the Fiscal Year ending September 2022.

Mr. Diaz stated there was no fraud or any other misrepresentations found in the audit and/or disagreements with management that in fact it was a perfect audit. Mr. Diaz stated the biggest components of the district's financial statements are cash receivables and payables. The district received 4.1 million in revenues and had a fund balance of 1.4 million.

Motion to approve Presentation of Action Reports A, B, C, and D was made by Mr. Alvarez and seconded by Mr. Suarez.

Motion carried unanimously by the board members present.

6. Presentation of the Cameron County Emergency Services District No. 1 FIRE/EMS zoning map by the Cameron County Emergency Communication District.

Mr. Rafael Cruz with the CCECD, presented the up and running web map already available to all municipalities and dispatch centers within Cameron County. Said map is already available in the ESD website and to the public.

7. Consideration and possible action of the Cameron County Emergency Services District No.1, Fire/EMS zoning map.

Mr. Tapia requested additional information pertaining the written description of bounds.

Table item 7 for the next meeting, motion made by Mr. Perez, seconded by Mrs. Meyn.

8. Consideration and possible action of the annual interlocal agreement/service contract between Cameron County and the Cameron County Emergency Services District No.1 for performance of governmental functions.

Motion to approve Item 8 made by Mrs. Meyn, seconded by Mr. Alvarez.

Motion carried unanimously.

9. Discussion on the 2023 CCESD Certified Tax Valuations and the proposed 2023 CCESD No New Revenue and Voter Approval Tax Rate and Notice.

Attached is the 2023 Tax Rate Calculation Worksheet, the no-new-revenue rate of 2023 \$0.069462 per /\$100, 2023 voter-approval tax rate is \$0.073678 per /\$100.

The governing body can adopt the no-new-revenue rate with no additional action needed. Any rate higher than the Voter Approval rate will require one public hearing and additional publications will need to be published.

Also attached is the copy of the Certification of Appraisal Roll to Tax Assessor was included in the agenda packet.

Motion to approve made by Mr. Perez and seconded by Mrs. Meyn.

Unanimously approved by the Board members present.

10. Discussion of possible action and dates for CCESD FY 2023-2024 budget approval.

The board discussed and approved the date of August 30th 2023 at 1:30 p.m. to adopt the CCESD No.1 budget for the FY 2023-2024.

Motion made by Mr. Perez, seconded by Mr. Alvarez.

Unanimously approved by the Board members present.

11. Discussion and possible action regarding the scheduling and advertising of a public hearing regarding the proposed 2022-2023 CCESD Tax Rate.

Mrs. Lucio reported that Notice of the Public Hearing on the budget and Notice of Public Hearing on Tax Rate must be posted at least five days prior to the hearing on August 30th. Board approved said publications.

Motion made by Mr. Alvarez seconded by Mr. Suarez.

12. EXECUTIVE SESSION ITEMS:

A. Confer with Cameron County Emergency Services District Board Legal Counsel regarding legal issues with Service Contracts, pursuant to V.T.C.A., Government Code Section 551.071 (2).

The CCESD Board entered Executive Session at 2:31 p.m. motion made by Mr. Alvarez, seconded by Mrs. Meyn.

The CCESD Board closed Executive Session at 3:49 p.m., motion made by Mr. Alvarez, seconded by Mr. Suarez.

13. Action Relative to the Executive Session.

A. Possible Action

Motion to acknowledge the reports in Executive Session and to proceed as discussed made by Mr. Alvarez, and seconded by Mr. Suarez.

Motion carried by board members present.

14. Adjournment.

Motion to Adjourn made by Mr. Alvarez, seconded by Mr. Perez at 3:25 p.m.

Signed and posted on this ___ day of _____, 2023, at _____ a.m. /**p.m.**, in Brownsville, Texas.

Oscar Tapia, Board President – Cameron County Emergency Services District No. 1