



Cameron County Emergency Services District No. 1
Board of Emergency Services Commissioners Meeting Notice
Wednesday, October 25, 2023 –1:30 P.M. Regular Meeting

IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 551, TEXAS GOVERNMENT CODE, NOTICE IS HEREBY GIVEN THAT A REGULAR 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, OCTOBER 25, 2023.**

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

Attendance: Santa Rosa Volunteer Fire Department Chief Romero Amador, Rene Garcia, Greg Garza, Carlos Lagunes, Farith Lagunes, Alejandro Becerra, CCECD Rafael Cruz and Joel Davila

Staff: Grecia Lucio CCESD Coordinator and Thomas Hushen ESD Consultant

Legal: Dylbia Vega, Daniel Lopez

Minutes

1. Call Meeting to Order.

a. Quorum

b. Pledge of Allegiance- United State of America and Texas

Meeting was called by Mr. Tapia @ 1:31 p.m.

Quorum was established by and through the CCESD Board Member; Oscar Tapia., Rene Perez, Beverly Meyn, Calixto Suarez. Eddie Alvarez absent.

Mt. Tapia took the opportunity to thank everyone present and all first responders for their line of duty. Lt. Milton Resendez lost his life in the line of duty on October 17th 2023. Mr. Tapia then asked everyone to bow their heads for a moment of silence for Lt. Milton Resendez.

2. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**).

No public comments.

3. Approval of Minutes

a. September 27th, 2023, Regular Meeting Minutes

Motion to approve minutes for September 27th, 2023 was made by Mr. Perez and seconded by Mr. Suarez. Motion carried unanimously by the board members present.

4. Financial Report:

a. Bank Statement (Revenues/Expenditures)

Presentation of Financial Reports was presented by Mrs. Grecia Lucio

As of September 1st 2023, the beginning balance was of \$2,441,249.78 a total of 19 Deposit/Credits in the amount of \$38,408.32. A total of 21 Withdrawals Checks/Debit in the amount of \$659,500.22. The ending balance as of September 31st, 2023 was of \$1,823,401.52. Interest incurred for the month was \$3,243.64.

The reconciliation for the month of September was complete.

Total revenues for the month of September are in the amount of \$37,879.98. Fourth Quarter Revenues in the amount \$134,792.37.

September marked the end of the fiscal year 2022-2023.

b. Payment of Claims

Presentation of Financial Reports was presented by Mrs. Grecia Lucio

All quarterly payments have been disbursed for the exception of the City of La Ferias last 4th qtr. payment. Line Item Miscellaneous: Floral Arrangement \$200.00 for Mrs. Chrissy Daniels wife to Mr. Gene Daniels from the Los Fresnos Volunteer Fire Department.

Line-Item Supplies and Equipment: USPS \$2.64, Walmart Expense \$526.10, and Sams Club Expense \$29.44.

Motion to approve financial reports A. and B. made by Mr. Perez and seconded by Suarez. Motion carried.

5. Reports:

a. Coordinator's Report- Monthly Summary Report

Presentation for the Coordinators report was presented by Mrs. Grecia Lucio.

End of the year financial report: Beginning Budget for FY 2022-2023 was in the amount of \$4,346,437.05, total financial claims for the fiscal year were in the amount of \$4,325,945.41, leaving annual balance of \$20,491.59(unused funds).

Total Revenue collected by and through the CC Tax Office for said fiscal year were in the amount of \$4,379,009.93, exceeding revenues by \$35,572.53.

Total interest incurred for the fiscal year from October 1, 2022 – September 31, 2023 was in the amount of \$63,080.77

Unused Balance \$20,491.59

Excess revenue \$35,572.53

Interest incurred for the year \$63,080.77

Total excess amount for FY2022-2023 was in the amount of \$116,144.89.

Reserve Funds \$1,404,745.82

Lastly, Mrs. Lucio reminded all providers present that all Fire/EMS contracts were sent out accordingly and must be turned in as soon as possible.

b. Emergency Services Consultant's Report- Emergency Management Assessment Report

c. Fire Marshal's Report

Mr. Hushen reported on reports B. and C.

Mr. Hushen reported that the office of Emergency Management was requested by the city of San Benito to help coordinate the funeral services for Lt. Milton Resendez. Mr. Hushen formally invited everyone to attend the funeral services for Lt. Resendez in San Benito, Texas.

He also reported that on October 6th, 2023, Fire Marshal Juan Martinez, Deputy Fire Marshal Juan Ramos and himself went out to conduct a final inspection for the Santa Rosa Volunteer Fire Department, and concluded that they exceed and meet the necessary standards and requirement set forth by the ESD. On said date, Mr. Juan Martinez provided a Clearance Memo for the SRVFD, said document was emailed to the board and was provided at today's meeting. Mr. Hushen recommended to the board that the SRVFD, was ready to obtain a contract from the Emergency Services District No. 1. Mr. Hushen also took the opportunity to introduce the SRVFD Fire Chief Romero Amador and staff.

*Motion to approve reports A., B., and C., was made by Mrs. Meyn seconded by Mr. Perez.
Motion carried unanimously.*

6. Consideration and possible approval of the Service Provider Contract with the City of Santa Rosa.
*Motion to approve subject to legal counsel made by Mr. Perez, seconded by Mrs. Meyn.
Motion carried unanimously.*

7. Discussion and action on the CCESD Board Meetings for the November 2023, and December 2023, Holidays.
*Mrs. Lucio recommended to the board to cancel the meeting for the month of November 2023 and proposed a Holiday Luncheon for the Board Commissioners and all providers followed by a Special Meeting on December 6th, 2023. Holiday luncheon at 12:00 p.m. and a Special Meeting at 1:30 p.m., on December 6th, 2023.
Motion to approve Provider Holiday Luncheon and a Special Meeting for December 6th, 2023 and to cancel the meeting for the month of November 2023.
Motion made by Mr. Rene Perez seconded by Mr. Suarez.
Motion carried unanimously.*

8. **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 Board Members entered Executive Session at 1:54 p.m. and closed Executive Session at 2:18 p.m.
Motion to enter made by Mr. Perez seconded by Mrs. Meyn
Motion to exit made by Mrs. Meyn seconded by Mr. Suarez.*

9. Action Relative to the Executive Session.

A. Possible Action

*Motion to acknowledge reports and proceed as discussed made Mrs. Meyn seconded by Mr. Suarez.
Motion carried unanimously.*

10. Adjournment.

*Motion to adjourn made by Mr. Perez seconded by Mrs. Meyn at 2:21 p.m.
Motion carried unanimously.*

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