



## Cameron County Emergency Services District No. 1

### Board of Emergency Services Commissioners Meeting Notice

Wednesday, April 24, 2024 – 1:30 P.M. Regular Meeting

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 EOC MEETING ROOM LOCATED ON THE 2<sup>ND</sup> FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON WEDNESDAY, APRIL 24, 2024.

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

Staff: Grecia Lucio –ESD Coordinator, ESD Consultant – Tom Hushen

Legal: Daniel N. Lopez, Dylbia Vega

Attendance: Los Fresnos Fire Chief Gene Daniels, CCECD Rafael Cruz

### MINUTES

1. Swearing-in Ceremony for CCESD Board Member.  
Calixto Suarez (1) year  
*Swear-in Ceremony was conducted by Mrs. Grecia Lucio CCESD Coordinator and Public Notary for the State of Texas for the re-appointment of Mr. Calixto Suarez at 1:31 p.m.*
2. Call Meeting to Order.
  - A. Quorum
  - B. Pledges of Allegiance – United States of America and Texas*Meeting was called to order by Mr. Oscar Tapia at 1:34 p.m.*  
*Quorum was established by four members present.*
3. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**).  
*No Public Comments.*
4. Approval of Minutes:
  - A. March 27<sup>th</sup>, Regular Meeting Minutes*Motion to approve the minutes for March 27th, 2024 Regular Meeting minutes made by Mr. Perez, seconded by Mr. Alvarez. Motion carried unanimously.*
5. Monthly Financial Report:
  - A. Presentation of March Bank Statement (Revenues)
  - B. Presentation of March Payment of Claims*Presentation of bank statement, revenues and payment of claims made by Mrs. Lucio, As of March 1, 2024 the beginning balance was of \$4,585,101, a total of 22 deposit/ credits in the amount of \$171,142.48, a total of 27 check/debit in the amount of \$852,430.20, total interest incurred for the month in the amount of \$6,973.32. Ending balance as of March 31, 2024 was in the amount of \$3,910,787.00. The reconciliation for the month was complete.*  
*Total revenue for the month of March 2024 was in the amount of \$155,837.29.*  
  
*Payment of Claims expenses*  
*2<sup>nd</sup> Qtrly. payments have been distributed accordingly for the exception of the city of Brownsville. Mrs. Lucio reported that the ESD had yet to receive a signed contract from the city.*

*Line-item supplies equipment expense in the amount of \$107.00 funeral floral arrangement for Mr. Geronimo Sheldon father of Brownsville Fire Chief Jarrett Sheldon, a second expense for \$214. 89 coffee Keurig, snack for the last ESD meeting.*

*Line Item Fire Marshal Education expense in the amount of \$2,809.54.*

*Motion to approve financial reports A. and B., made by Mr. Alvarez, seconded by Mr. Suarez.*

6. Discussion and action to set dates for the CCESD No.1 Board Commissioners to attend an in-person tour of the Port of Brownsville and the Port of Harlingen.

*CCESD Board members discussed and set the date of June 5<sup>th</sup> to make a boat tour of both the Brownsville and Harlingen Ports.*

*Motion to acknowledge report made by Mr. Alvarez, seconded by Mr. Perez. Motion carried unanimously.*

7. Presentation of Monthly Action Reports:

- A. Coordinator's Report- Monthly Summary Report
- B. Emergency Services Consultant's – Monthly Assessment Report
- C. Monthly Fire Marshal Update

*Coordinator's report was presented by Mrs. Lucio*

*Mrs. Lucio reported that they had a meeting with the Cameron County Appraisal District and that she was pending to receive and review the numbers provided by the appraisal district in reference to the monies coming from the port of Brownsville. She also stated that the ESD was also pending to receive preliminary numbers to start working on the upcoming budget for the new fiscal year. Mrs. Lucio recommended to the board that in late June or July to re-approve the CCESD maps prior to the new fiscal year and budget approval. Mrs. Lucio also stated that the Cameron County ESD has yet to receive a signed contract from the City of Brownsville. Mrs. Lucio also stated that BML had not sent any notice to start the 2023 audit process.*

*ESD Consultant report was presented by Mr. Tom Hushen*

*Mrs. Hushen reported on the Hurricane Preparedness meeting that is scheduled for June 6<sup>th</sup> at the Brownsville Event Center.*

*Fire Marshal Report was presented by Juan Martinez*

*Mr. Martinez reported that the fire marshal office will start on the yearly school inspections for county schools, and the continuous meetings with Space X and LNG's.*

*End of reports.*

*Motion to approve monthly action reports was made by Mrs. Meyn seconded by Mr. Perez. 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).

*Motion to enter executive session at 1:53 p.m. made by Mr. Suarez, seconded by Mr. Perez*

*Motion to exit executive session at 1:56 p.m. made by Mr. Perez, seconded by Mr. Alvarez.*

9. Action Relative to the Executive Session.

- A. Possible Action

*Motion to acknowledge report and proceed as discusses made by Mr. Alvarez, seconded by Mrs. Meyn. Motion carried.*

10. Adjournment.

*Motion to adjourn made by Mr. Perez, seconded by Mr. Alvarez @1:56 p.m.*

Signed and posted on this \_\_ day of \_\_\_\_ 2024, at \_\_\_\_ a.m./p.m., in Brownsville, Texas.

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