



**Cameron County Emergency Services District No. 1**  
**Board of Emergency Services Commissioners Meeting Notice**  
**Friday, August 2, 2024 – 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 2<sup>ND</sup> FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON FRIDAY, AUGUST 2, 2024 AT 1:30 P.M.**

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

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

Legal: Daniel N. Lopez, Myles Garza

Attendance: Los Fresnos Fire Chief Gene Daniels, CC Fire Marshal Juan Martinez, STEC Director Bill Aston, Brownsville Fire Chief Jarret Sheldon, Brownsville Fire Deputy Chief Gabriel Garza, SPI EMS LT. Emilio Hinojosa, CCECD Rafael Cruz, CCECD Joel Davila, DCMCFO COB Alan Guard, COB Police Chief Feliz Saucedo, Rio Hondo Police Sgt. Rosales, Santa Rosa VFD Rene Garcia

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**MINUTES**

1. 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 1:31 p.m.*

*Quorum was established by members present, Calixto Suarez absent.*
2. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**).

*STEC Director Bill Aston stated that the County's Emergency Medical Task Force sent on or about 10 units to assist Harris County, Montgomery County and Port Ben County due to Hurricane Barrel. Mr. Aston wanted to recognize all providers and thank everyone for their participation and service.*
3. Review of Minutes:
  - A. June 26th, 2024 – Regular Meeting

*Motion to approve the June 26, 2024 Regular Monthly Meeting Minutes made by Mr. Perez, seconded by Mr. Alvarez. Motion carried unanimously.*
4. Monthly Financial Reports:
  - A. Presentation of June Bank Statement /Revenues
  - B. Presentation of June Payment of Claims

*Presentation of bank statement, revenues and payment of claims made by Mrs. Lucio, As of June 1, 2024 the beginning balance was of \$4,028,038.44, a total of 21 deposit/ credits in the amount of \$61,216.78, a total of 24 check/debit in the amount of \$882,799.65, total interest incurred for the month in the amount of \$5,694.00. Ending balance as of June 30, 2024 was in the amount of \$3,212,149.57. The reconciliation for the month was complete.*

*Total revenue for the month of June 2024 was in the amount of \$62,136.28*

*For the Payment of Claims; (3) expenses under line-item supplies and equipment, Abby's Bakery \$14.04 Fire Chiefs Meeting, USPS \$15.24 mailed quarterly checks, and HEB \$18.92 for meeting snacks. Motion to approve financial reports made by Mr. Alvarez, seconded by Perez. Motion carried.*

**5.** Presentation of Monthly Action Reports:

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

*Coordinators report presented by Mrs. Lucio.*

*Mrs. Lucio reported on having worked on the upcoming budget for fiscal year 2024 -2025. She stated that she had been working alongside the tax office regarding the calculation worksheet, and the Keppel Amfels lawsuit. She then stated that the 2023 audit had already began and was working to providing any and all documents being requested.*

*End of report.*

*Mr. Hushen requested to table item B. and C. for the next meeting.*

*Motion to approve monthly report action item A., and table item B., and C. made by Mr. Alvarez, seconded by Mrs. Meyn. Motion carried.*

**6.** Discussion and action to set proposed dates and times for the CCESD No.1 Board Commissioners to attend in-person land tours of the Port of Brownsville, Port Isabel – San Benito Navigation District.

*Motion to approve the dates of September 18-19, 2024 for the CCESD No. 1 Board Commissioners to attend in-person land tours of the Port of Brownsville, and the Port Isabel – San Benito Navigation District was made by Mr. Alvarez seconded by Mr. Perez. Motion carried.*

**7.** Discussion and approval of the Cameron County Emergency Services District No. 1 FIRE/EMS zoning maps for the upcoming fiscal year 2024 - 2025.

*Motion to approve the Fire/EMS zoning maps for the upcoming fiscal year 2024-2025 made by Mr. Perez, seconded by Mrs. Meyn.*

**8.** Discussion and action on the creation of line-item "Special Event Fund" by and through the Cameron County Emergency Services District No. 1, the Cameron County Fire Chiefs Association, and the Cameron County EMS Providers for the upcoming fiscal year of 2024 - 2025.

*Motion to approve the creation of the line-item Special Event Fund for the new fiscal year 2024-2025 made by Perez seconded by Mrs. Meyn. Motion carried.*

**9.** Discussion and action on the proposed 2024 CCESD Calculation Worksheet "No New Revenue and Voter Approval Tax Rate".

*Motion to approve the proposed 2024 Calculation worksheet made by Mr. Alvarez, seconded by Mrs. Meyn. Motion carried.*

**10.** Discussion and action on the advertising of the Budget Hearing FY 2024 - 2025 and the 2024 Tax Rate Public Hearing.

*Motion to approve the advertising of the Budget hearing for the fiscal year 2024-2025 and the advertising of the 2024 Tax Rate made by Mr. Perez, seconded by Mrs. Meyn.*

**11.** Discussion and action to set dates for CCESD FY 2024 - 2025 Budget Approval and the 2024 Tax Rate Adoption.

*Motion to set the date of August 28, 2024 at 1:30 p.m. for the CCESD FY 2024 - 2025 Budget Approval and the 2024 Tax Rate Adoption made by Mr. Perez seconded by Mr. Alvarez. Motion carried.*

**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).

**13. Action Relative to the Executive Session.**

- A. Possible Action

*Motion to table Item 12 and 13 made by Mr. Alvarez seconded by Mrs. Meyn.*

**14. Adjournment.**

*Motion to adjourn at 2:02 p.m., made by Mr. Perez, seconded By Mr. Alvarez.*

*Motion carried.*

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