

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5
NOTICE OF PUBLIC MEETING

<http://esd5.medina.tx.us/>

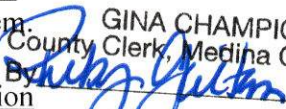
In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a **PUBLIC MEETING** of the Board of Emergency Services Commissioners of Medina County Emergency Services District No. 5 on **Thursday, January 15, 2026, at 6:00 p.m.**, at the Natalia Volunteer Fire Department 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 Services Commissioner's Statement and Oath of Office.**
4. **Election of BOESC seats.**
5. **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).*
6. **Report from District Service Providers: Consider, Discuss and Possible Action**
 - A. Report and presentations from Lytle Volunteer Fire Dept.
 - a. Reports and receipts-2026 Contract.
 - b. Inform and request-
 - B. Report and presentations from Natalia Volunteer Fire Dept.
 - a. Reports and receipt-2026 Contract, SCBA receipt.
 - b. Inform and request-new apparatus
7. **President's Report: Inform, Consider, Discuss and Possible Action.**
 - A. SUT bank depository contract
 - B. ESD #5 Candidate & submissions for open seat.
 - C. Station #1 & #2 generator maintenance agreement.
8. **Secretary's Report: Inform, Consider, Discuss and Possible Action**
 - A. SAFE-D Training Conference-January 29-31, 2026 per diem.
 - B. Presentation of minutes of prior meeting.
9. **Treasurer's Report: Inform, Consider, Discuss and Possible Action**
 - A. Financial report.
 - B. Bank Signatories-LSB
 - C. Administrative requests-
 - D. Payments/Revenue/Receipts.
10. **Administrator's Report: Inform, Consider, Discuss, and Possible Action**
 - A. TXAG/CIRA-online training for Commissioners/Administrator.
 - B. Requests for items on the next regular agenda
11. **Adjourn.**

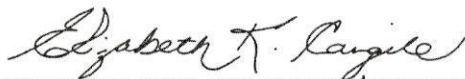
Posted
HOUR **3:35 p.m.**

JAN 08 2026

GINA CHAMPION
County Clerk, Medina County, TX
By  Deputy

I, Elizabeth K. Cargile, Administrator 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 3 (three) business days preceding the scheduled time of said meeting in compliance with Texas Government Code 551.043**

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5



ADMINISTRATOR 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.

MEDINA COUNTY EMERGENCY SERVICES DISTRICT #5

Regular Meeting Minutes January 15, 2026

ORIGINAL

1. CALL TO ORDER AND ESTABLISH QUORUM:

President Leo Rodriguez called the meeting to order at 6:08 p.m. A quorum was established with Commissioners Maria Sanchez, and Reyna Vasquez.

2. COMMISSIONER'S COURT APPOINTMENTS:

Commissioner's Rodriguez, Vasquez and Garcia were reappointed on 12/15/2025.

3. BOESC SWORN STATEMENTS AND OATHS:

Commissioners were sworn in for their 2 (two) year term by Judge Keith Lutz on 1/8/26.

4. ELECTION OF BOARD SEATS:

MOTION: Commissioner Sanchez moved to keep the Board seats the same-President Leo Rodriguez, Vice President-Maria Sanchez, Secretary-Reyna Vasquez, Treasurer- Leo Garcia, second by Commissioner Vasquez, being no discussion, motion carried 3/0.

5. CITIZEN REGONITION AND COMMENTS:

A. The following citizens were present: **None**

6. SERVICE PROVIDER REPORTS:

A. LVFD-Treasurer Vanessa Garcia was present for questions.

a. Reports and receipts were emailed to BOESC, 2026 fy contract was signed.

b. **Inform**-MCESD #2 has continued to self-dispatch to District #5 calls.

Request-

B. NVFD-Treasurer Gilbert Rodriguez was present for questions.

a. Reports and receipts were emailed to BOESC, 2026 fy contract was signed.

b. **Inform** -

Request-

7. PRESIDENT'S REPORT:

A. Lytle State Bank-Sales and Use tax revenue account.

MOTION: Secretary Vasquez moved to allow Admin EKC to sign the depository contract with Lytle State bank after reviewed by Attorney Campbell and to allow EKC to transfer \$271,791.62 from the Lytle State Bank account to the Security State Bank maintenance and Operations reserve fund for the Self-Contained Breathing Apparatus (SCBA), second by VP Sanchez. There being no discussion, motion carried 3/0.

B. No new names for submission to Commissioner's court have been received.

C. Generator at both station #1 and #2 have been serviced, invoice attached. No maintenance agreement has been received.

8. SECRETARY'S REPORT:

SAFE-D training conference-registration for 2 members have been cancelled and funds reimbursed, 2 hotel rooms have been cancelled and no fee was charged.

Training per diem for SAFE-D conference expense reports are attached.

MOTION: VP Sanchez moved to approve the training per diem for Commissioners Rodriguez, Vasquez, and Garcia, and for Admin EKC, second by Secretary Vasquez, no discussion; motion carried 3/0.

A. Review and approve previous meeting minutes.

MOTION: Commissioner Sanchez moved to approve December 18th, meeting minutes; second by Commissioner Vasquez; there being no discussion; the motion carried 3/0.

9. TREASURER's REPORT:

A. Admin EKC emailed financial reports and hardcopies were presented to all Commissioners at the meeting.

MOTION: Secretary Vasquez moved to approve the financials as submitted, second by VP Sanchez, being no discussion, motion carried 3/0.

B. Bank Signatories-Security State Bank and Lytle State Bank signatures will be updated in February.

C. Requests-Official newspaper, TAC / CIRA Board email contract, training per diem.

MOTION: VP Sanchez moved to approve "Devine News" as the official newspaper for required publications and to publish required notice in the paper, second by Secretary Vasquez, being no discussion, motion carried 3/0.

MOTION: Secretary Vasquez moved to sign the contract with Texas Association of Counties for the "board position" titled emails. Second by VP Sanchez, there being no discussion, motion carried 3/0.

MOTION: Vice-President Sanchez moved to pay the training per diem for Commissioners and Administrator attending, second by Secretary Vasquez, being no discussion; motion carried 3/0.

D. Accounts payable / receivable:

PAYABLE	FOR	AMOUNT	CK #
Transfer SUT to M & O reserve	SCBA	\$271,791.62	Transfer
Natalia VFD	Contract-1 st qtr.	48,750.00	1066
Natalia VFD	Recruit & retention	45,000.00	1067
Extraco Bank	Apparatus loan	57,642.38	1068
WH Electrical	M&O generators	1,800.00	1069
Leo Rodriguez	Per diem-training	302.50	1070
Reyna Vasquez	Per diem-training	302.50	1071
Leo Garcia	Per diem-training	302.50	1072
Liz Cargile	Per diem-training	302.50	1073
IRS	Payroll tax	203.03	1074
IRS	4 th qtr. Withholding tax	1790.00	1075
Elizabeth K. Cargile	January salary	3000.00	1076
TOTAL ACCOUNTS PAYABLE		\$179,495.38	

REVENUE	FOR	AMOUNT	DATE
Texas Comptroller	SUT- 5 January, 2026	\$30,318.68	01/09/2026
Texas Comptroller	SUT-5A January 2026	3,884.79	01/09/2026
TOTAL REVENUE		\$34,203.47	

MOTION: Commissioner Vasquez moved to approve payments and transfers, second by Commissioner Sanchez, no discussion; motion carried 3/0.

10. ADMINISTRATOR's REPORT:

- A. Website accessibility update-in February 2026.
- B. Request for discussion items for next meeting:
 - 1. New emails for BOESC.
 - 2. Bay area spray foam-RFB
 - 3. Station #1 remodel / new build RFB
 - 4. Generator maintenance contract.
 - 5. LSB depository contract.
 - 6. Physicals
 - 7. SUT account.
 - 8. Status of open seat.
 - 9. Online training
 - 10. Update on ESD #4 EMS MOU / Interlocal

11. ADJORNMENT:

Motion to adjourn by Vice President Sanchez; second by Commissioner Vasquez; approved unanimously and the meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Elizabeth K. Cargile,
District Administrator

Reviewed on: 4/19/26

Motion: RV

2nd: LG

Vote: 3/0