

MINUTES
REGULAR MEETING
ATASCOSA COUNTY EMERGENCY SERVICES DISTRICT NO. 1
May 21, 2024

The Board of Commissioners of Atascosa County Emergency Services District No. 1 conducted a Regular Meeting at 15078 Main Street, Lytle, TX 78052 on May 21, 2024 at 6:00 PM.

- 1) **Call the Atascosa County Emergency Services District 1 meeting to order and: establish a quorum.**

Meeting was called to order at 6:00 pm and a quorum was established. Board members in attendance were Lee Redoux, Nikki Fuentes, Jose Ramirez, Kenneth Steffens and Tommy Krisch.

- 2) **Invocation: Pledge of Allegiance to the American Flag.**

Pledge recited.

- 3) **Citizens to be heard: This item will be open for a maximum of 30 minutes with 3 minutes per speaker. (If there are more than 10 speakers, each will be given 2 minutes.)**

There was no one present for comment.

- 6) **Action items: Consider, discuss, and action as appropriate.**

Commissioner Krisch moved that Action Items A & B be moved up in the agenda. Commissioner Ramirez seconds. Motion passed.

- a) **Discussion, consideration and possible action regarding Presentation of District's Annual Audit for Fiscal Year 2022-2023.**

Armstrong, Vaughn & Assoc., P.C. presented the findings of the 2023 Audit and advised that the ESD was given an unmodified opinion which is the best opinion that can be given for an independent audit. It was also reported that the ESD is in sound financial shape.

Commissioner Steffens moved to approve the audit. Commissioner Redoux seconds. Motion passed.

- b) **Presentations from both Streamline and Clicktunity regarding how they can assist with the District's website.**

The ESD Board heard presentations from both Clicktunity and Streamline regarding the ESD's current website and how either firm could help the ESD with both day to day operation and ADA Compliance.

- 4) **Consent items:**

- a) **Minutes from the Workshop for April 2, 2024 and Regular Meeting for April 16, 2024.**

- b) **Review and Approval of Financials for April 17, 2024 to May 21, 2024.**

Commissioner Steffens moved to accept the consent items as presented.

Commissioner Krisch seconded. Motion passed.

- 5) **Chief's Report; including request for funds, if any; and Department and Operations report with action taken as necessary.**

Assist Chief Medina reported that for the Month of April the VFD responded to 18 calls within the District with an 8:06 average response time and 5 calls outside the District. Assist Chief Medina stated that the RMS did not give an average response time for the out of District calls. Assistant Chief Medina reported that the VFD completed 70 hours of training for the Month of April. Finally Assistant Chief Medina reported that on May 20th the VFD was responding to a medical emergency in the Squad when a crash occurred with the department vehicle. Assistant Chief Medina reported that it was a single vehicle crash and that no one was injured. The ESD Board asked if there was an immediate need at due to losing an apparatus. Assistant Chief Medina reported that at the moment there was not a need as the VFD was waiting to hear back from the insurance provider.

6) Action items: Consider, discuss, and action as appropriate.

c) Discussion, consideration and possible action regarding adoption of a District Mission/Vision Statement.

Commissioner Ramirez moved the adopt the District's Mission/Vision Statement as presented at the April 2, 2024 Workshop. Commissioner Redoux seconds. Motion passed.

Mission Statement: Provide emergency response operations meeting or exceeding the state standard regulations by planning, preparing, and responding to incidents while minimizing loss of life and property.

Vision Statement: Supporting Growth with a Plan

d) Discussion, consideration and possible action regarding proposal from GIS Consultants in the amount of \$1,200 for the creation of an official District map.

Commissioner Steffens moved to obtain an official quote and contract from GIS Consultants for the creation of an official District map. Commissioner Ramirez seconds. Motion passed.

e) Discussion, consideration and possible action regarding authorizing the District General Manager and Fire Chief to obtain quotes for new Self-Contained Breathing Apparatus for the District and to also obtain options for financing.

Commissioner Redoux moved to allow the General Manager to work with the VFD in obtaining quotes for new Self-Contained Breathing Apparatus and Financing options which would be brought back before the ESD Board. Commissioner Krisch seconds. Motion passed.

f) Discussion, consideration and possible action regarding proposed 2024-2025 Budget Calander.

Commissioner Krisch moved to approve the 2024-2025 Budget Calander as presented. Commissioner Ramirez Seconds. Motion passed.

Budget Calander:

April 30th 2024: Receive Preliminary Appraisal Totals

June 18th 2024: Hold ESD Budget Workshop

July 25th 2024: Receive Certified Appraisal Totals

August 6th 2024: Submit Tax Rates to ESD Board

August 20th 2024: File Proposed Budget to ESD Board / Publish Notice of Budget Hearing in Newspaper

September 10th 2024: Budget Hearing & Proposed Tax Rate Approval

September 17th 2024: Adopt Budget / Adopt Tax Rate

7) Announcements / Informational Items

- a) Rossville VFD was present and informed the ESD Board of their intentions to start the process of petitioning the ESD for a boundary expansion to include the territory Rossville VFD covers. Rossville VFD showed the ESD Board a map of the area being considered as well as a legal description for the official petition.*

8) Adjourn

Commissioner Krisch moved to adjourn. Commissioner Redoux seconded. Motion passed. Meeting adjourned at 7:29 pm.