Uvalde County Emergency Services District No. 2
Minutes of Public Meeting
Held Saturday, March 9, 2024, at 12:00pm
Concan VFD Admin Office, 33 Mariposa Lane, Concan, Texas 78838

Board Members in attendance:
Kay Campbell
Terry Carson
Wendi Hightower
Leonard Mikeska
Jeff Santleben

Members of public in attendance:
Kris Sellars (CVFD)
Justin Wills (CVFD)

1. Call meeting to order;
   Meeting called to order at 12:00pm by Leonard Mikeska

2. Public Comment: Individual members of the public may address the Board on items not on the current agenda. In accordance with the Texas Open Meetings Act, any response to a public comment on items not on the published final agenda will be limited to a statement of factual information or a statement of existing policy. Any deliberation or decision by the Board will be limited to a proposal to place the subject on a future agenda.
   No public comment received

3. Public Comment on agenda items: Members of the public may speak on an agenda item after comments on the item are called for by the presiding officer, but before Board discussion and consideration of the item.
   No Public Comment on agenda items received

4. Receive monthly report from the Treasurer and consider:
   (a) approval of payment of monthly bills and invoices; and
   (b) approval of monthly financial report;
   Financial report attached. Terry Carson reports quarterly payment is due to UCAD by 3/31/2024; he will confirm amount due immediately prior to issuing payment. Terry Carson is also exploring the option of having UCAD funds directly deposited into bank account as opposed to receiving a check, if the option is available. Wendi Hightower moves to accept financial report as presented, Kay Campbell seconds, all vote in favor, financial report is approved.

5. Receive monthly report from Concan Volunteer Fire Department regarding emergency operations, response times, call volume, training, management activities and membership;
   CVFD has received 19 calls YTD
   CVFD has received ~$13,000.00 in billing income and has received ~$7,000.00 in donations YTD

6. Discuss and consider approval of February 10, 2024, regular meeting minutes and approval of February 15, 2024, special meeting minutes;

Kay Campbell moves for approval of February 10, 2024, regular meeting minutes and approval of February 15, 2024, special meeting minutes, Terry Carson seconds, all vote in favor, February 10, 2024, regular meeting minutes and February 15, 2024, special meeting minutes are approved.

7. Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement;
   Leonard Mikeska reports this will be for sales tax collection to begin on 4/1/2024. Leonard Mikeska reports he will submit required reporting on behalf of UCESD 2

8. Discuss and take action to adopt a Records Management Program;
   Wendi Hightower moves to adopt attached Records Management Program, Terry Carson seconds, all vote in favor, attached Records Management Program is adopted.

9. Discuss and take action to adopt an Investment Policy;
   Wendi Hightower moves to adopt attached Investment Policy, Kay Campbell seconds, all vote in favor, attached Investment Policy is adopted.

10. Discuss regarding a Service Provider Agreement with Concan VFD and any related issues, including;
    (a.) Discuss and consider funding for Concan VFD
    Final draft of Agreement has been received but is not a clean copy. It is agreed that Agreement is acceptable and will be signed when clean copy is received. Concan VFD is in need of funding to cover upcoming staffing and expenses (expense estimate from CVFD attached). Wendi Hightower moves to fund $80,000.00, Jeff Santleben seconds, all vote in favor, $80,000.00 will be funded to CVFD.

11. Discuss and consider action on Resolution Establishing Fiscal Year;
    Resolution adopted – Fiscal year is October 1 through September 30

12. Discuss and consider action on District's federal employer identification number;
    This was addressed in a previous meeting and has already been completed

13. Discuss and consider approval of Interlocal Cooperation Contract and Agreement with Uvalde Police Department for dispatch services;
    This was addressed in a previous meeting and has already been completed

14. Discuss agenda, time, and date for next meeting.
    The next regular meeting will be held on April 13, 2024, at 12:00pm at CVFD fire station.

12:50 – Wendi Hightower moves to adjourn, Jeff Santleben seconds, all vote in favor, meeting is adjourned at 12:50pm, Saturday, March 9, 2024.