

## Minutes of August 28, 2025 Commissioners Regular Meeting

1. **Call to order:** 6:30 pm
2. **Establishment of a quorum:** Commissioner Booth, Commissioner Mayberry, Commissioner Anaya, Commissioner Berumen and Commissioner Rankins were present.
3. **Pledge of Allegiance:** The Pledge was recited.
4. **Public Comment:** None
5. **Consent Agenda:**
  - a. Review and approve minutes of July 24, 2025, July 30, 2025, August 14, 2025 meeting.
  - b. Review and approve the purchase of Ear Protection/Radio interface for Special Operations. – **Team Wendy \$1,747.20 and Atomic Defense \$26,671.20**
  - c. Review and approve the purchase of a Camera and Lenses for Public Relations. - **\$3,788.57**
  - d. Review and approve the purchase of Department Cancer Awareness Shirts. - **\$2,635.00**
  - e. Review and approve the purchase of Structural gloves. - **\$5,977.50**
  - f. Review and approve the purchase of Nozzles and Combat Snipper hose. - **\$23,847.00**
  - g. Review and approve the purchase of Fire Fighting Supply hose. - **\$43,970.02**
  - h. Review and approve the purchase of Interceptor Hoods. - **\$6,605.00**
  - i. Review and approve the purchase of Speakers and lights for ST #1 Renovation. - **\$9,759.00**
  - j. Review and approve the purchase of Multi-Response Gear. - **\$2,438.98**
  - k. Review and approve the purchase of Structural Boots. - **\$9,241.50**
  - l. Review and approve the purchase of Medical Equipment. - **\$2,822.18**
  - m. Review and approve the purchase of Firefighting Helmets. - **\$8,041.88**
  - n. Review and approve the purchase of Duty Uniforms. - **\$11,768.60**
  - o. Review and approve the purchase of Station flags. - **\$4,128.89**
  - p. Review and approve Annual ladder testing. - **\$3,949.50**
  - q. Review and approve purchase of Class A Uniforms. - **\$3,985.99**
  - r. Review and approve purchase of Brush Truck Equipment. – **Siddons Martin \$24,114.32 and The Supply Cache \$34,920.21**

Commissioners requested to pull item R. Motion to approve items A-Q was made by Commissioner Booth and seconded by Commissioner Rankins. Commissioner Booth asked why there was no explanation for where the funding would be coming from, and it

was explained it will come from another account with unspent funding. Motion to approve Item R made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.

**6. Review and approve communications report on monthly calls as reported by Horizon City dispatch:** (Report was given by Chief Ames as dispatch representative was having computer issues)

- Call numbers for June 2025 consist of the following: Alarm 39, Assistance 27, Brush Fire 26, Car Fire 1, Water Leaks 10, Gas leaks 7, Medical 267, MVA 49, Structure Fires 6; Inspections 207.

**Structure Fires**

**1. 14540 Annegret Dr. (District 406)**

- **21:42** – Dispatch received a call reference black smoke and flickering coming out of electrical outlets in a mobile home.
- **21:44** – Horizon Fire Station 1 and 2, along with Socorro and Clint Fire Departments were dispatched.
- **21:45** – CH401 enroute.
- **21:50** – TR401 on scene, reported single mobile home with nothing showing.
- **21:51** – TR401 cancelled additional responding fire departments and requested to keep Horizon Fire units enroute.
- **22:05** – All units cleared. Homeowner was advised to contact electrician.

**2. 507 Sun City Pl. (District 413)**

- **19:11** – Dispatch received a call reference smoke and sparking coming out of an electrical outlet.
- **19:13** – Horizon Fire Station 1 and 2, along with Socorro and Clint Fire Departments were dispatched.
- **19:45** – RT405 along with additional Horizon Fire units enroute.
- **19:19** – RT405 on scene, reported a two-story residence with nothing showing. Investigation initiated.
- **19:27** – RT405 cancelled responding units, reported incident was isolated to the electrical outlet and power was shut off.
- **19:44** – All units cleared.

**3. 139 Andrepont St. (District 455)**

- **20:11** – Dispatch received a call reference a mobile home on fire.
- **20:12** – Horizon Fire Station 1 and 2, along with Socorro and Clint Fire Departments were dispatched,
- **20:13** – RT405 enroute.
- **20:18** – RT405 on scene, reported a trailer on fire, condition 1. Fire TAC was initiated.
- **20:22** – Water on fire.
- **20:26** – Fire under control.
- **20:29** – RT405 advised to cancel responding units.
- **20:30** – Utilities were secured. RT405 requested a fire marshal. Call sent to El Paso Fire Department.

- **20:42** – RT405 requested Texas Gas and El Paso Electric to location for possible electrical outlet malfunction.
- **21:49** – Fire marshal (investigator) on scene.
- **00:06** – All units cleared. Scene turned over to homeowner.

**4. 12225 Sun Bridge Pl. (District 413)**

- **23:00** – Dispatch received a call reference smoke coming from electrical outlet and inside the dryer. Alarm was going off, but no visible flames.
- **23:01** – Horizon Fire Station 1 and 2, along with Clint and Socorro Fire Departments were dispatched.
- **23:03** – RT405 and CH403 enroute.
- **23:10** – TR402 on scene, reported a one-story residence with nothing showing. Initiated offensive strategy and advised fire was a condition 1.
- **23:13** – TR402 advised fire was isolated to the laundry room and was ventilating the room.
- **23:14** – Socorro and Clint Fire were cancelled.
- **23:31** – All units cleared.

**5. 708 Harris St. (District 407)**

- **21:38** – Initial comments reported a house fire.
- **21:40** – Reporting party advised a fire in front of the house caused by fireworks. Fire was extinguished by husband.
- **21:40** – Horizon Fire Station 1 and 2, along with Clint and Socorro Fire Departments were dispatched.
- **21:41** – Q401 and TR402 enroute.
- **21:49** – El Paso Sheriff's deputy on scene advised no active fire and requested the fire department to be cancelled.
- **21:50** – All responding units cancelled.

**6. 456 Desert Marigold St. (District 454)**

- **16:34** – Dispatch received a call reporting water leaking around the water heater, with a nearby electrical outlet sparking.
- **16:35** – Horizon Fire Station 1 and 2, along with Socorro Fire Department were dispatched.
- **16:35** – TR402 enroute.
- **16:41** – CH402 on scene. CH402 reported a two-story residence with nothing showing, offensive strategy, condition 1 fire.
- **16:45** – CH402 advised to cancel responding units.
- **16:58** – All units cleared. CH402 reported the electrical outlet was shorted by the water heater. Power was shut off and the homeowner was advised to contact an electrician before restoring services.

### **Structure Fires out of District**

**Montana Vista Fire Department (District 500)**

1. 13121 Boots Green Rd

2. 15333 Snohomish Loope
3. 15148 Imagine Dr.
4. 4588 Turf Blvd.
5. 14150 Carryback Ct.

**Socorro Fire Department (District 700)**

1. 10380 Valle Rico Dr.
2. 10331 North Loop. Dr

## **Search and Rescue**

**1. 6900 Hueco Tanks Rd.**

- **11:43** – Dispatch received a call of a male and female who had entered a cave near the top of the mountain and were unable to find their way out. No injuries were reported.
- **11:44** – Montana Vista Fire Department dispatch.
- **11:45** – RT501 enroute.
- **11:48** – CH402 enroute. CH402 advised to contact Park Services to request that staff members respond to the location of the male and female. RT403 and RT403 enroute.
- **11:59** – SAR401 with 3 members enroute.
- **12:01** – Everbridge sent for Search and Rescue activation.
- **12:08** – RT501 on scene.
- **12:13** – CH402 on scene, along with Life Ambulance.
- **12:15** – Park rangers advised no injuries with the male and female inside the cave.
- **12:25** – CH402 made contact with park rangers. Park rangers advised they made contact with male and female and stated they were able to handle the incident. CH402 advised responding units could be canceled.
- **12:30** – All units cleared.

Commissioner Berumen asked about identifying our Department as ESD 1 with the media and Chief Menendez and Vanessa spoke about why we brand ourselves with EPCESD 1 and Horizon Fire Department. Motion to approve report made by Commissioner Berumen and Commissioner Anaya. Motion Carried.

7. **Review and approve financial report on monthly bills and invoices, monthly report, sales tax analysis report, purchases for items in the District's approved budget, and budget reallocations:** (Presented by Administrator Katherine Ames). Administrator Ames spoke about the end of year budget closeout and the newly hired Administrative Assistant. She also provided a recap of the County meeting and that the ESD's budget and tax rate were approved by the county. Motion to approve report made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
8. **Review and approve Chief's report on run volume, stipend, training, fleet, personnel, fire response, building construction and additional fire information:** (Report given by Chief Menendez)
  - **Calls for the month of July:** Station 1:258    Station 2:166    Total calls: 424

- **Calls for the year 2025:** 3,009
- **Stipend:** \$ 24,264.30
- **Hours:** 2,000
- **Fire Marshal Office:** Training is scheduled for the new Red Dots tomorrow morning for the Fire Marshal Office. We have started the call outs for the Fire Marshal to assist with the investigations along side of El Paso Fire. This is to keep us in line with the start date of the Investigations program in October.
- **Training:** We have five cars in the empty lot for the those in the TCFP Academy and to allow each shift to train on extrication techniques.
- **Fleet:** Pumper 403 has been in and out of the shop. Chief 401 was in for a sensor issue and brakes. All the air pack were flow tested in house, allowing for a significant savings in the future.
- **Personnel:** We have had one resignation from HFD because of work and personnel matters. The initial 29 that were hired, turned into 25 after meeting all the requirements.
- **Response:** Crews responded to a structure fire at Mountain Shadow lakes and while there responded to another structure fire. Automatic aid worked as it should, and we were able to handle with the units that responded.
- **Special Operations:** We had multiple drone calls outs assisting S.O. One of the call outs involved an arm subject in the desert. That incident ended very well. The other drone calls outs nothing was found, they were for missing people.
- **HQ:** We are nearing the finish line. Most of the items on the agenda are for the new HQ, with some exception.
- **Misc.:** 9-11 ceremony to take place at the new HQ. Invitations have gone out. We will be doing a first aid and CPR class at the Oz Glaze center at the request of the citizens at the end of September, beginning of October.

Commissioners had questions about the volunteer application process and the new hiring period of every three months. Motion to approve made by Commissioner Anaya and seconded by Commissioner Berumen. Motion carried.

9. **Review and approve Fire Marshal’s report on operational & construction permits, annual fire safety inspections, new building construction, personnel, training miscellaneous activities & information:** (Report given by Fire Marshal Franco)

	J	F	M	A	M	J	J	A	S	O	N	D	2024
Construction	36	23	43	23	20	10	24	00	00	00	00	00	179

Total for 07/2024: **209** Total for 07/2023: **250** Total for 07/2022: **198**

- **Annual Fire Safety Inspections**
  - **185** = FMO Annual Fire Safety Inspections for July 2025, as per ESO Inspection Report
  - **04** = SWO decals were applied at: 15321 Horizon; 668 Agua Del Rio; Robeline & Fullerton. MFU- Profugos

- **New Building Construction**

- FMO is continuously working with on-going projects: ##% = Completion; UR=Under Review; PR=Permit Released
  - ESD HQ= 90%
  - High Desert Oral = 60%
  - Chilaquiles Buen Dia = 85%
  - Vista Market=50%
  - Freddy's = 95%
  - Panera = 85% (Shell) 50% (T.I.)
  - Discount Tires = 40%
  - Orange Cow Burger = 40%
  - Shopping Centers and Warehouses
  - High Pile Combustible Storage Racking Systems
  - Assorted Fire Protection Systems

*New Business Open to the ESD:* Pilates XC (13649 Eastlake); Dirty Pete's Pet Wash (Emerald Pass); Action Behavior Center (12900 Eastlake); Drunken Crab (12261 Eastlake); Next Level Barbershop (Eastlake); Great Clips (Darrington); Koro Taekwondo (14476 Horizon) Basilico Restaurant (12900 Eastlake).

### **Personnel**

- The (2) two Part-time DFM employees have begun their 3<sup>rd</sup> month with FMO. Both are doing well.
- DFM Hiller has been commissioned as a Peace Officer with our agency and is recognized as a PO with TCOLE.
- DFM Hernandez has begun his 2<sup>nd</sup> phase of training at EPCC LETA.

### **Training**

- FMO Weekly Meetings.
- DFM's certified as EMT's are completing their Medical CE's. Online office work via Target Solutions.
- FMO personnel are completing their CE requirements for TCFP. Online office work via Target Solutions.
- All FMO Peace Officers have completed their required TCOLE CE's for this cycle.

### **Miscellaneous Activities & Information**

- Several Firework Stands were vending in our jurisdiction during July 4<sup>th</sup>. No illegal Mobile Food Units were found operating during our spot checks of FW Stands.

### **Future Events:**

- Veterans Day Event at Corky Park – November 8th.
- September 11<sup>th</sup> Ceremony & National Night Out on October 7<sup>th</sup>.

Commissioners had no questions. Motion to approve the Fire Marshal report made by Commissioner Rankins and seconded by Commissioner Booth. Motion carried.

10. **Discussion and take action on Accident & Sick Insurance for Volunteers for 10/01/25:** Administrator Ames spoke about the policy and that this would be for the volunteers and would be used if they are unable to work due to injury or sickness. Motion to approve the

policy with a start date of 10/1/25 in the amount of \$3,062.00 made by Commissioner Anaya and seconded by Commissioner Berumen. Motion carried.

11. **Discussion and take action on the approval of a Lead Fire Service Shop Mechanic:** Chief Menendez presented the job description for the new position and what the qualifications would be. He is recommending a salary range of \$72,000 to \$76,960.00. Commissioners had questions about the qualifications and if it was limiting who can qualify for the position and the Chief explained it is necessary due to the warranties and type of vehicles in the fleet. Motion to approve the new position made by Commissioner Berumen and seconded by Commissioner Anaya. Motion carried.
12. **Discussion and take action on ESD Headquarters Construction project on approval of change orders and associated fees, project, project requests, and approval and change of architecture design/plans:** Administration Ames spoke about updates to the building and the timelines up to the move in date. No action taken.
13. **Discussion and take action on the purchase of a Ride on Floor scrubber for the new Maintenance building:** Chief Menendez presented a quote for \$12,874.55 for a ride on floor scrubber to be used in the maintenance and logistics buildings. Motion to approve made by Commissioner Rankins and seconded by Commissioner Booth. Motion carried.
14. **Discussion and take action on the purchase of a Floor Scrubber for the HQ building:** Chief Menendez presented a quote for a floor scrubber for the administration building that would only be used in those spaces so as to prevent cross contamination of buildings in the amount of \$5,790.65. Motion to approve made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
15. **Discussion and take action on the purchase of large vehicle lifts for the new maintenance building:** Chief Menendez presented a quote to purchase fleet lifts in the amount of \$105,934.54 to be used for the maintenance of large vehicles. This is through the Region 19 Allied Coop. Motion to approve made by Commissioner Anaya and seconded by Commissioner Booth. Motion carried.
16. **Discussion and take action on the purchase of mobile and handheld radios:** Chief Menendez presented a quote for \$59,664.46 to purchase handheld and mobile radios for a newly approved vehicle. This quote comes from a Sole Source Vendor. Motion to approve the purchase made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
17. **Discussion and take action on sending four members to a local TEEEX vehicle Extrication class:** Chief Menendez presented a travel request to send 5 people to a local training in the amount of \$2,100. Motion to approve made by Commissioner Berumen and seconded by Commissioner Anaya. Motion carried.
18. **Discussion and take action on travel requests for the Texas Fire Marshal Conference:** Fire Marshal Franco is requesting to send two people to the annual Texas Fire Marshal Conference in October for a projected cost of \$4,047.33 The conference will provide Continued Education and updates to laws pertaining to the office. Motion to approve made by Commissioner Berumen and seconded by Commissioner Anaya. Motion carried.

19. **Discussion and take action on sending members to a local First Responders Conference:** Chief Menendez presented a travel request to send six people to a local training in the amount of \$2,160.00. Motion to approve the training made by Commissioner Rankins and seconded by Commissioner Booth. Motion carried.
20. **Discussion and take action on the Department Contribution to TESRS Pension fund:** Chief Menendez is requesting for the board to approve the ESD's annual contribution of \$10,000.00 to TESRS for the volunteer fire fighters. Motion to approve made by Commissioner Booth and seconded by Commissioner Rankins. Motion approved.
21. **Discussion and take action on the purchase or repair of Fire Equipment to include Fire Fighter Equipment, Tactical Equipment, Communication Equipment and General Fire Department supplies:** Motion to delete made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.

**Executive Session:** The Board retired into executive session at 7:38pm.

22. **Discussion and take action on Personnel matters.** – No action taken

**Return to Regular Session** – The Board returned back to regular session as 8:54pm.

23. **Discussion and take action on Personnel matters:** Commissioner Berumen made a motion to allow Cano HR to perform the investigation into the personnel matter. Motion was seconded by Commissioner Anaya. motion carried.
24. **For the Good of the District:** We will be holding a 9-11 ceremony at the Headquarters building at 9:00am on 9-11.
25. **Set date and time for next meeting in September:** September 25, 2025 at 6:30pm
26. **Adjourn** – Motion made by Commissioner Booth. Meeting adjourned at 8:57pm.

Submitted by: Katherine Ames, Administrator

Reviewed by: Diana Hernandez, Administrative Assistant II