



# NOTICE

## REGULAR BOARD MEETING

PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT No. 1

**A Regular Meeting of the Board of Commissioners of the Palo Pinto County Emergency Services District No. 1 (“ESD” and/or “District”) will occur on the 17th day of September 2025 at 6:00 p.m. at the District’s administrative building located at 55 South FM 2353, Graford, Texas 76449.**

TO CONSIDER, REVIEW, DISCUSS, DELIBERATE, AND/OR TAKE ACTION ON THE FOLLOWING AGENDA ITEMS:

### AGENDA

#### General Matters

1. Call to order and establish quorum.
2. Public comments and announcements. *In accordance with the Texas Open Meetings Act, any comment that is not an item on the published final agenda will be heard but not addressed. Any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting. No formal action, discussion, deliberation, or comment will be made by the ESD Board of Commissioners.*
3. Discuss/consider/take action on Minutes of previous ESD Board of Commissioners meetings held on August 13, 2025 and August 27, 2025.

#### Routine Reports

4. Discuss/consider/take action on Treasurer’s Report to include accounts payable, reconciliation of bank statements, financial statements, investment report(s), and 2025 budget (Ad Valorem and Sales Tax) reconciliations.
5. Discuss/consider/take action on Fire Chief Report to include a report on county fire calls and various situational awareness reports.
6. Discuss/consider/take action on Sacred Cross EMS Report to include a report on county EMS calls and various situational awareness reports.
7. Discuss/consider/take action on any bids from Fire Departments for equipment purchased in excess of \$50,000.00.
8. Discuss/consider/take action on any Fire Department financing obligations.

#### New Business

9. Discuss/consider/take action on adopting Standard Operating Guideline (SOG) for Radio Communications, Apparatus Assignments, PPE / Uniforms, Code of Conduct, and Training.
10. Discuss/consider/take action on the purchase of approximately seven (7) acres of undeveloped land located at the northeast corner of U.S. 180 and State Highway 337 in the city of Mineral Wells, Texas pursuant to a purchase and sale agreement dated August 27, 2025.
11. Discuss/consider/take action on the hiring of paid firefighters, including but not limited to, the processes, timelines, and job description.
12. Discuss/consider/take action on Interlocal Agreement between Palo Pinto County and ESD for ESRI Software.
13. Discuss/consider/take action on Edgin, Parkman, Fleming and Fleming PC Engagement Letter to preform ESD audit for calendar year 2025.
14. Discuss/consider/take action on 2025-2026 Agency Agreements for Fire Department Service Providers,



as follows:

- a. 2025 proposed calendar year budget for Strawn VFD as submitted pursuant to signed Agency Agreement.

**Other Business**

15. Set date for next meeting.
16. Adjourn.

Dated September 11, 2025.

By: Mistie Clasby  
Mistie Garland Clasby, District Administrator

*Any member of the public who desires to address the ESD Board of Commissioners regarding a specific item on the Agenda will have the opportunity to address the ESD Board of Commissioners when that Agenda item is discussed. Comments by the public are limited to three (3) minutes unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes. Individual ESD Commissioners will also have the right to question the public on Agenda items. The ESD Board of Commissioners reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any Agenda item, as authorized by (including, but not limited to) Texas Government Code Section 551.071 [Consultation with Attorney], Section 551.072 [Deliberations about real property], Section 551.073 [Deliberations about gifts and donations], Section 551.074 [Personnel matters], Sections 551.076 and 551.089 [Deliberations about security devices], and Section 551.087 [Economic development]. Before any closed meeting is convened, the Presiding Officer will publicly identify the section or sections of the code authorizing the closed meeting. All final votes, actions, or decisions will be taken in an open meeting.*