



MINUTES OF REGULAR MEETING
PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT No.1
March 18, 2026

STATE OF TEXAS
COUNTY OF PALO PINTO

The Board of Commissioners ("Board") of the Palo Pinto County Emergency Services District No.1 ("ESD" and/or "District") met in a regular meeting open to the public on March 18, 2026 at 6:00 p.m. at the ESD administrative building located at 55 South FM 2353 Graford, Texas 76449, pursuant to a notice ("Notice") duly given in accordance with law. A true and correct copy of the Notice is attached to these Minutes.

General Matters

1. Call to order and establish quorum.

Commissioner Potter confirmed that each Commissioner comprising the ESD Board (i) had received notice of the time, place, and purpose of the meeting, and (ii) was present in person as follows:

<u>Commissioner</u>	<u>Position</u>	<u>In Attendance</u>
Brad Potter	President	Yes
Rodney Hall	Vice President	No
Mike Carter	Secretary	Yes
Casey McGlaun	Treasurer	Yes
Bridgett Worley	Assistant Treasurer	Yes

He stated that a quorum of the Board existed and called the meeting to order. He confirmed that each Commissioner had received the meeting materials in advance of the meeting and directed Commissioner Carter, as Secretary of the Board, to file a copy of those materials with the minutes of the meeting.

ESD Fire Chief Danny Watkins and District Administrator Mistie Clasby were present at the meeting along with representatives of several fire department service providers, representatives of Sacred Cross EMS, Mike Simpson with Midcom, Inc., Brian Grossman with Grossman Design Build, and other citizens.

2. Public comments and announcements.

There were no public comments nor any announcements.

3. Discuss/consider/take action on minutes of previous ESD Board of Commissioners regular meeting held on February 18, 2026, and special called meeting on March 4, 2026.

Commissioner Potter directed the Board's attention to the meeting materials containing minutes for the regular meeting held on February 18, 2026, and special called meeting held on March 4, 2026. Commissioner McGlaun made a motion to approve the minutes for the regular meeting and the special meeting, each as presented. Commissioner Worley seconded the motion. A discussion on the matters occurred. At the conclusion of the discussions on the matters the motion passed 4 ayes / 0 nays.

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 2026 budget (Ad Valorem and Sales Tax) reconciliations, and 2026 budget (Ad Valorem and Sales Tax) amendments, and as follows:

- a. Banking resolution for Simmons Bank.
- b. District's Investment Policy.

Commissioner Potter directed the Board's attention to the meeting materials on the matters. Commissioner Carter made a motion to approve the accounts payable schedules, bank statement reconciliations, financial statements, investment report(s), 2026 budget (Ad Valorem and Sales Tax) reconciliations, 2026 budget (Ad Valorem and Sales Tax) amendments, banking resolution for Simmons Bank, and the District's Investment Policy, each as presented. Commissioner McGlaun seconded the motion. A discussion occurred on the matters. At the conclusion of the discussions on the matters the motion passed 4 ayes / 0 nays.

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Commissioner Potter called Agenda Item 9.

9. Discuss and consider design-build services for construction of station facilities on real property owned by the District at the northeast corner of state highway 337 and U.S. 180 in Mineral Wells.

Commissioner Potter introduced Brian Grossman with Grossman Design Build. Mr. Grossman introduced himself and provided an overview of the design-build services offered by his company. He reviewed the six basic bidding procedures for construction projects under state law that governmental entities can use to construct building facilities. He highlighted the pros and cons of each process. He then reviewed various building projects underway and completed by Grossman Design Build for neighboring emergency services districts. A discussion occurred on the matters. No formal action was taken by the Board on the matters discussed.

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5. Discuss/consider/take action on Fire Chief Report to include a report on county fire calls, various situational awareness reports, and the following:

- a. Updates on various fire department service provider matters.
- b. Purchase of two rapid intervention packs.

Chief Watkins presented a report on county fire calls and various situational awareness reports, including a report on fire calls for each fire department service area. Various fire department service provider matters were discussed. A discussion occurred on the matters. No formal action was taken by the Board on the matters discussed.

With respect to sub-paragraph b. Chief Watkins directed the Board's attention to the Dalmatian Fire Equipment, LLC quote in the meeting materials for the purchase of two (2) Scott RIT Pack III 4.5's, each with a bag and Scott RIT Pak SureSeal Air Mask. He stated that the District's staffing of paid firefighters across several stations in the District was placing offensive fire suppression teams on the scene faster, thereby necessitating the need for such equipment. He recommended the purchase of the two (2) packs and stated that the packs were refurbished with an extended limited warranty at a cost of \$3990.00, plus shipping and handling for a total cost of \$4454.50. Commissioner Potter made a motion to (i) approve the purchase of the rapid intervention packs as shown in the Dalmatian Fire Equipment, LLC quote number 23165, as presented, and (ii) authorize the necessary 2026 ad valorem and/or sales tax budget amendments, as needed to accomplish the approved purchase. Commissioner Worley seconded the motion. A discussion occurred on the matters. At the conclusion of the discussions on the matters the motion passed 4 ayes / 0 nays.

6. Discuss/consider/take action on Sacred Cross EMS Report to include a report on county EMS calls and various situational awareness reports.

The Sacred Cross representatives provided a report to the Board on the above matters for the month of February 2026. A discussion occurred on the matters, including an increase in multiple calls to the same residential address for non-emergent citizen assist. The Sacred Cross representatives reviewed their plans to initiate base rate billing for those calls. A discussion occurred on the matters. At the conclusion of the discussions on the matters the Board unanimously concurred with the Sacred Cross plans.

7. Discuss/consider/take action on any bids from Fire Departments for equipment purchased in excess of \$50,000.00.

A discussion occurred on the matters, including bidding when the fire department service provider was not planning to use District taxpayer funds for acquisitions. No formal action was taken by the Board on the matters discussed.

8. Discuss/consider/take action on any Fire Department financing obligations.

A discussion occurred on the matters, including financing an obligation when the fire department service provider was not planning to use District taxpayer funds for servicing the financed obligation. No formal action was taken by the Board on the matters discussed.

New Business

9. See above.

10. Discuss/consider/take action on ESD radio communications to include purchase, install, and programming of radio communications equipment; performance of FireNet tower(s) operations; and updates on various Midcom, Inc. communications projects.

Mike Simpson with Midcom, Inc. provided a status report on numerous ongoing communications projects, including the I-20 corridor system, the Colt Midstream tower, FireNet site # 7 at PK West, SERI grant approval through NCT COG, and Star Link internet service at the FireNet tower sites and the County 911/Dispatch center.

Commissioner Potter reported on his meeting with the Palo Pinto County ESD No. 2 Board of Commissioners regarding reimbursements to the District for monthly FireNet maintenance expense and one-time communication equipment acquisitions. He reviewed a reimbursement agreement in principle between the District and ESD No. 2 and stated that Commissioner Carter would prepare an interlocal agreement documenting that agreement. A discussion occurred on the matters. No formal action was taken by the Board on the matters discussed.

11. Discuss/consider/taken action on ESD's 2026 strategic and tactical public relations communications.

District public relations coordinator Amy Bearden directed the Board to meeting materials on the matters and presented her plan for the District's 2026 strategic and tactical public relations communications. A discussion occurred on the matters. At the conclusion of the discussions on the matters the Board unanimously concurred with the plans presented by Ms. Bearden.

12. Discuss/consider/take action on Mineral Wells Fire Department's Public Safety: Call Relief & Revenue Enhancements presentation to Mineral Wells City Council, and as follows:

- a. Third Amendment to interlocal agreement between the District and the City of Mineral Wells.

Commissioner Potter summarized a recent meeting that he and Commissioner Worley attended with Jason Weeks, the Mineral Wells' City Manager. A discussion occurred on the matters. At the conclusion of the discussions on the matters the Board unanimously concurred that the District would schedule a special called meeting to further discuss and consider action on these matters.

13. Discuss/consider/take action on 2025-2026 agency agreements for fire department service providers, as follows:

- a. 2026 proposed calendar year budget for Lake Palo Pinto VFD and Santo VFD as submitted pursuant to signed agency agreement.

Each proposed calendar year 2026 budget for the fire department service providers shown above, as contained in the meeting materials, was reviewed by the Board.

Commissioner Potter made a motion to (x) approve the Lake Palo Pinto VFD's proposed calendar year 2026 budget as its operating budget pursuant to the signed agency agreement between the ESD and the department, and (y) fund the department \$50,000.00 for calendar year 2026, payable in installments pursuant to the signed agency agreement. Commissioner Carter seconded the motion. A discussion on the matters occurred. At the conclusion of the discussions on the matters the motion passed 4 ayes / 0 nays.

The Board and representatives of the Santo VFD reviewed the department's proposed calendar year budget proposing ESD funding to the department in excess of \$50,000.00. A discussion occurred on the ESD's practice of reimbursing the department a portion of its annual property and casualty insurance expenses versus carrying that insurance on the District's master insurance coverages. Commissioner Potter made a motion to (x) approve the Santo VFD's proposed calendar year 2026 budget as its operating budget pursuant to the signed agency agreement between the ESD and the department, subject to reducing the District's funding to \$50,000.00 plus reimbursing the department a portion of its annual property and casualty insurance expenses, and (y) fund the department

\$50,000.00 for calendar year 2026, payable in installments pursuant to the signed agency agreement. Commissioner Carter seconded the motion. A discussion on the matters occurred. At the conclusion of the discussions on the matters the motion passed 4 ayes / 0 nays.

14. Discuss/consider/take action on proposed form of 2027-2028 agency agreement for fire department service providers.

Commissioner Potter directed the Board's attention to the draft 2027-2028 form of agency agreement contained in the meeting materials. A discussion occurred on the matters. At the conclusion of the discussions on the matters the Board unanimously concurred that the District would schedule a special called meeting to further discuss and consider action on these matters.

Other Business

15. Set date for next meeting(s).

Special Called Meeting April 1, 2026 at 4:30 p.m.

Regular Meeting April 15, 2026 at 6:00 p.m.

16. Adjourn.

At 8:06 p.m. Commissioner Potter made a motion to adjourn the meeting. Commissioner Carter seconded the motion. No discussion. The motion passed 4 ayes / 0 nays.

The above minutes for the regular meeting of the Board of the Palo Pinto County Emergency Services District No.1 held on March 18, 2026 were approved at the April 15, 2026 regular meeting of the ESD Board.

Mike Carter, Secretary