

MEETING MINUTES
DENTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1

DENTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1 held a meeting on **Thursday, February 20, 2025 at 5:30 p.m.** at the following location in the District: **Denton County Emergency Services District No. 1 Station 511, located at 511 Gibbons South, Argyle, Texas 76226.**

The District considered and acted upon the following matters:

1. Commissioner Gilbert called meeting to order at 6:57pm; Megan Reynolds conducted roll call and established quorum – Commissioner Mashburn absent.
2. Invocation by Commissioner Grubb.
3. Pledge of Allegiance: US and Texas Flag by Chief Vaughan.
4. No public comment received.
5. Consent Agenda – The following items are considered routine by the Board and will be enacted by one motion. No separate discussion occurred on these items unless a commissioner so requests, in which event, the item was removed and placed on the Non-Consent Agenda:
 - a. Approve minutes of prior meetings:
 - i. Regular Board Meeting Minutes January 16, 2025
 - ii. Special Board Meeting Minutes February 3, 2025
Removed and placed on non-consent agenda.
 - b. Financial and bookkeeping matters, including financial reports and the following action items:
 - i. Payment of District bills
 - ii. Payroll disbursements
 - iii. Budget to Actual reports on Maintenance & Operations, Capital Projects and Debt Service – Removed, no action needed.
 - iv. Bank and Investment Summary including details of cash and investments – Removed, no action needed.
 - v. Audits – Removed, no action needed.
 - c. To review and act on matters related to acquisition, payment, and financing of capital items, including equipment, vehicles, real estate and construction projects, including retiring or incurring obligations and approving loan documents.
Removed, no action needed.
 - d. Approval of contracts for software purchase. Removed, no action needed.
 - e. To review and act regarding insurance. Removed, no action needed.
 - f. To review and act regarding the disposition of surplus and salvage property.
Removed, no action needed.

Commissioner Pape motioned to approve consent agenda; 2nd by Commissioner Harwell.

Vote: Unanimous

6. Non-Consent Agenda:
 - a. Items removed from the Consent Agenda
 - 5a. Special Board Meeting Minutes February 3, 2025 – Needs to be amended to show Commissioner Harwell absent
7. Received a report from Chief Vaughan regarding Martinez Architects and on District construction matters, including the approval of any pay applications or change orders for the District's modular fire station project with Crossland Construction Company. No action taken.
8. To pay or authorize District bills and fund transfers required for operational expenses, payroll expenses and capital expenses, including any necessary ACH transfers. No action taken – see consent agenda.
9. Reviewed and discussed a comprehensive Capital Assets Replacement Plan as part of our 2025-27 Strategic Plan to maximize the longevity and sustainability of our operations. No action taken – tabled for Workshop March 29, 8am-noon.
10. Reviewed and discussed bids for various apparatus to include a brush truck, squad unit, command vehicle, Emergency Vehicle Technician (EVT) vehicle, 2 staff pick-up trucks, and a 107ft aerial ladder truck. Commissioner Pape motioned to authorize Chief Vaughan to pursue bid for 107ft aerial and discuss others in Workshop March 29, 8am-noon; 2nd by Commissioner Merrill.

Vote: Unanimous
11. Conducted an annual review of the District's Investment Policy and appointed Commissioner Merrill as investment policy officer. Commissioner Pape motioned to approve; 2nd by Commissioner Harwell.

Vote: Unanimous
12. Reviewed and discussed the draft 2024 Annual Report.
13. Received the Fire Chief's Report.
14. Received the President's Report for Denton County ESD No.1.
15. Received and discussed Vice President's Report for Denton County ESD No.1, including:
 - a. Denton County ESD No. 1 by Chief Miller
 - b. Roanoke FD - absent
 - c. Justin Community Volunteer FD by Chief Cloud
16. Received and discussed Secretary's Report for Denton County ESD No. 1.

17. Received and discussed Treasurer's Report for Denton County ESD No. 1.

- a. Discussed amount and timing of inter-District payments reimbursing ESD 1 for EMS services and Interlocal Agreement.

Commissioner Merrill motioned to accept ESD 2 to reimburse ESD 1 at rate of \$642k/month with 1x lump sum in March and 7 monthly payments for \$7.7 million total; 2nd by Commissioner Pape.

Vote: Unanimous

- b. Chief Mills discussed status of annual audit.

18. Received the Community Outreach and Communications Report from Megan Reynolds.

19. No closed session

20. No Commissioner updates and announcements.

21. Discussed items which need to be on the agenda for subsequent District meetings including next ESD Meeting scheduled for March 20 and Commissioner Workshop for March 29.

22. Commissioner Harwell motioned to adjourn at 8:18pm; 2nd by Commissioner Merrill.

Vote: Unanimous

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS ON THIS 20TH DAY OF MARCH, 2025.



SHELDON GILBERT, BOARD PRESIDENT



JARED HARWELL, BOARD SECRETARY