



TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. 1

Tarrant County Emergency Services District No. 1
Regular Board Meeting
4900 River Oaks Blvd, River Oaks, Texas 76114
April 21, 2026, 6:00 pm
MINUTES

ROLL CALL

Board Members Present:

- Donnie Davis, President
- Katheryn Moore, Vice President
- Richard Casarez, Treasurer/Secretary
- Anita Heiskell, Assistant Treasurer
- Fate Jones, Commissioner

Staff Present:

- Russell Shelley, Executive Director/Fire Chief
- Kirt Mays, Assistant Chief- Fire
- James Brown, Assistant Chief- EMS
- Jeff Ballew, Battalion Chief- Fire
- Ryan Florence, Battalion Chief- EMS
- Jennifer Hilburn, Chief Financial Officer
- Alicia Johnson, Human Resources and
Administrative Services Manager (*serves as District Secretary*)

I. CALL TO ORDER

The April 21, 2026, Regular Tarrant County Emergency Services District No. 1 Board Meeting was called to order by President Davis at 6:00 pm.

II. INVOCATION

Executive Director/Fire Chief, Russell Shelley, provided the evening's invocation.

III. PLEDGES OF ALLEGIANCE

Pledge of Allegiance to the American and Texas Flags.

IV. PRESENTATIONS

- a. Presentation of a proclamation recognizing all members of the Tarrant County Regional Communications Center for Telecommunicator’s Week, 2026.

Presentation of Proclamation presented to Chief of Communications, Beverly Patton at Tarrant County Regional Communications.

- b. Executive Director Shelley presented the April 2026 Financial Report.

April 2026 Expenses: \$ 7,222,744.80
TexPool Fund Balance: \$ 21,268,827.80

Other Updates:

1. Administrative Team heavily involved in data collection, multiple training sessions and meetings with Tyler Technologies. Go Live date for Tyler Technologies is set for mid-October 2026, just into the FY27 budget, pending complete build and integration.

Chief Shelley reported that as of April 21, 2026, both Eagle Mountain and Rendon purchase agreements had been fulfilled. Commissioner Heiskell asked if the ESD had received all assets/equipment that was agreed upon, Chief confirmed we had.

He further reported we needed to rent the current Rendon facility because our building wasn’t quite finished on April 1st. We did a one-month lease agreement for \$4500.00 to keep them in the Rendon station. Our crew is running out of that station currently. I got an update from our Site superintendent this afternoon, and I think we’re going to be in a good place early next week to start moving our troops in. Our goal is to be fully operational in our new building on Burluson Road by the first of May.

V. BOARD OF COMMISIONERS COMMENTS AND ANNOUNCEMENTS

None.

VI. DISCUSSION AND POSSIBLE ACTION REGARDING THE ORDER OF BUSINESS OR AGENDA ITEMS

None.

MOTION: *Commissioner Moore made a motion to proceed to the next item.
Commissioner Casarez seconded the motion.*

The motion passed unanimously.

VII. PUBLIC COMMENTS

None.

VIII. CONSENT AGENDA

- a. Approval of Minutes for March 10, 2026, Regular Board Meeting.
- b. Approval of Minutes for March 31, 2026, Special Board Meeting – Strategic and Financial Plan

Commissioner Casarez would like to see the 5-Year Strategic Plan presented to the Commissioners Court as an Annual Report of sorts. He stated this would be important for any Bond Elections or financial borrowing the ESD would possibly do in the future.

MOTION: *Commissioner Moore made a motion to approve the Consent Agenda Items as presented. Commissioner Casarez seconded the motion.*

The motion passed unanimously.

IX. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

None.

X. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

- a. Consider approval of the FY 2026 service contract with Johnson County ESD #1 and authorize the Board President to execute the agreement.

The Rendon Fire Department has had an agreement with Johnson County for several years. They cover a small area right along the northern border of Johnson County that literally borders the Rendon district to the south. And this has been in place again for several years. Their executive director reached out to me several months ago and asked if we would be interested in continuing that service.

They're going to reciprocate mutual aid from their units in Johnson County if we were to have a fire where we needed them. This is for six months, then we'll look at bringing an agreement back to you with the new budget year for the full year in 2027. It's a \$50,000.00 agreement, payments are made monthly, \$8,333.33/month.

MOTION: *Commissioner Moore made a motion to approve the item as presented. Commissioner Heiskell seconded the motion.*

The motion passed unanimously.

- b. Consider approval of an interlocal agreement with Tarrant Regional Water District for the use of an offroad utility vehicle for emergency responses within the Eagle Mountain Trails Park.

Eagle Mountain has had an agreement with TRWD again for several years. They run especially during the spring and in the summer, they run a fair number.

EMS calls within the trails at Eagle Mountain Park. This is a utility vehicle, a Gator, that's equipped with a bed on it that will haul a stretcher basket and a backboard for carrying someone out and a place to put medical kits for those crews to get down in there. They've run some significant calls over the years down in there. They've had some cardiac arrests from overexertion and heat. And it's a critical piece of equipment that is in place. TRWD has agreed to allow us to continue using the vehicle for now. There's not really a specified timeframe on that.

MOTION: *Commissioner Casarez made a motion to approve the items as presented. Commissioner Heiskell seconded the motion.*

The motion passed unanimously.

XI. ACTION ITEMS

- a. Discussion and/or action on approval to make the 2025 Tarrant County Tax Roll payment to the County in an amount not to exceed \$152,705.05.

Completely unbeknownst to anyone within your staff , we received an invoice from Tarrant County in late January in the amount of \$152,705.00. Our understanding is that we've never been invoiced for this in the past. CFO, Jennifer Hilburn went back through several years of payments for the ESD and had no record of us making this payment. It is understood that when the ESD was being managed and operated by the Tarrant County Fire Marshal's Office, and he was a county employee, and the ESD had no employees, no staff , and no real organizational structure at the time. The ESD was allowed to go through as part of the county tax collection. And then with a new tax assessor and with us standing up an actual fire department over the last year, that decision was made to pass that fee on to the ESD, and we will need to budget for this fee every year.

MOTION: *Commissioner Moore made a motion to approve the items as presented. Commissioner Heiskell seconded the motion.*

The motion passed unanimously.

- b. Approval of a resolution regarding lease purchase financing from Government Capital for fire apparatus and equipment, and other matters related thereto.
- The Board authorized Staff to move forward with ordering vehicles identified in the FY 2027 purchase/replacement plan through lease purchase
 - Government Capital is handling the lease purchase and a resolution authorizing the lease purchase is required for their paperwork
 - First payment will be made one year from date of funding
 - Five-year lease purchase period

MOTION: *Commissioner Heiskell made a motion to approve the items as presented. Commissioner Casarez seconded the motion.*

The motion passed unanimously.

- c. Approval of a Resolution declaring the intention of Tarrant County Emergency Services District No. 1 to reimburse itself from the proceeds of one or more tax-exempt financing for certain expenditures to be made in connection with FIRE APPARATUS AND EQUIPMENT, and other matters related thereto.
- This resolution authorizes the ESD to reimburse itself from lease purchase proceeds for any expenses related to the vehicle purchases that might occur within the 60 days prior to receiving lease purchase funds
 - Beneficial in instances where a purchase must be made immediately to lock in pricing, pay in advance for equipment, etc.
 - Standard practice with lease purchase financing programs

Commissioner Moore requested Chief look into Chapter 775 of the Texas Health and Safety Code as it pertains to Districts borrowing capabilities.

MOTION: *Commissioner Heiskell made a motion to approve the items as presented. Commissioner Casarez seconded the motion.*

The motion passed unanimously.

XII. BRIEFING ITEMS

- FY27 Budget Workshops
- Fire Operations Update
- EMS Operations Update

XIII. EXECUTIVE SESSION

The TCESD1 Board reserves the right to convene into Executive Session at any time during the meeting in accordance with Chapter 551 of the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Real Property), 551.074 (Personnel Matters), or any other provision under the Texas Open Meetings Act, for any item posted on this agenda.

President Davis convened the Board into Executive Session at 7:31 pm.

- Executive Director/Fire Chief Annual Evaluation document/process pursuant To Section 551.074
- b. Personnel Matters pursuant to Section 551.074 (Board of Commissioners only)

XIV. ADJOURNMENT

MOTION: **Commissioner Casarez made a motion to adjourn the meeting. Commissioner Moore seconded the motion.**

The motion passed unanimously.

Commissioner Davis adjourned the meeting at 8:07 pm.