

EMERGENCY SERVICE DISTRICT 12

MINUTES

MARCH 16, 2026

The meeting was called to order at 6:30 PM by President Cody Seale. All members were present and a quorum was established. Guests included Chief York, Asst. Chief Johnston and Brandon Smith.

The minutes for the February meeting were approved and will be posted on the website.

The treasurer reported that the 2025 audit has been completed. The balance as of March 3, 2026, was \$804,676.56. Commissioner Delaney moved to accept the report and Commissioner Bertholf seconded the motion which passed unanimously.

President Seale thanked Commissioner Bersano (Treasurer) for discovering a bank error which refunded \$21,072.89 to ESD 12's account. The error involved interest miscalculations by the bank.

An amendment to ESD 12's policy concerning travel refunds was reviewed. Commissioner Bertholf explained she had used the county's travel policy as the framework but several items needed to be deleted or re-worded to best describe the requirements specific to the operation of an ESD. Changes were highlighted and it was agreed to table action until a revised document could be reviewed.

Chief York reported that the renovations to the fire station had been completed. He presented an itemized list of costs with a total of \$25,459.86. The list is attached. He invited members to tour the facility after the meeting.

Commissioner Bertholf moved to adjourn at 7:00pm and Commissioner Bersano seconded. All approved.

Emergency Services District 12

Minutes

Strategic Plan Workshop

March 16, 2026

The meeting was called to order by President Seale at 7:05 PM at the Henderson County Courthouse Annex in Chandler, Texas.

President Seale explained that the planning session would begin the process of creating a strategic plan for the next 3-5 years and be a valuable tool for budgeting. Commissioner Delaney and Commissioner Bertholf presented formats for planning. The focus for the committee would be a needs assessment for the next three years. Members of the CVFD added to the discussion. At this point, priorities identified were:

- Parking Lot Improvements

- Capital Outlay funding for equipment (Cabin Chasis in October)

- Phase One/Two/Three of the addition of a Training Facility

- Rotation of Rescue Equipment (Upgrades)

- Consider purchase of a Ladder Engine

- Refurbish an existing truck

- Expansion of existing station to include additional bay(s) and storage

President Seale will seek advice on the appropriate amount of revenue to have in a Reserve Fund for emergency purchases.

A draft of the Strategic Plan will be ready for the April meeting.

The meeting was adjourned at 8:25 pm.