

MINUTES OF MEETING  
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

February 20, 2025

STATE OF TEXAS

COUNTY OF BOSQUE

The Board of Commissioners of Bosque County Emergency Services District No.1 ("District") met in regular session, open to the public, on Thursday, February 20, 2025, at 3:00 p.m. in the District's Office, 305 East Morgan, Meridian, Texas, pursuant to notice duly given in accordance with law.

The following Board Members were present, thus constituting a quorum:

Commissioner	Position	Attendance
Jack Cameron	President	Absent
Sidney Carlisle	Vice President	Present
Donna Quarles	Secretary	Present
Jane Murphey	Treasurer	Present
Max Smith	Asst. Secretary/Treasurer	Present

Also present at the meeting were:

Cody Degges – North Bosque EMS

Craig Howard – Bosque Valley FRO

Kelli Carlton – The Carlton Law Firm PLLC (via telephone)

**Item 1 – Call meeting to order.** Commissioner Carlisle convened the meeting at 3:00 p.m. and took agenda items in the order described below.

**Item 2 – Public Comment:** In accordance with the Texas Open Meetings Act, any response to a public comment that is made on an item that is not on the published final agenda will be limited to a statement of factual information or a statement of existing policy given in response to the public comment. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda. No public comments.

**Item 3 – Public Comment on Agenda Items:** Members of the public may comment on any agenda item listed below. Members of the public may speak for up to two minutes per agenda item on which they comment. No public comments.

**Item 4 - Discuss and consider approval of the January 16, 2025, regular meeting minutes.** Commissioner Quarles moved to approve the January 16, 2025, minutes as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0.

**Item 5 – Discuss and consider approval of the Treasurer’s report and the payment of rent, invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses.** Commissioner Murphey presented the Treasurer’s report. Commissioner Quarles moved to approve the Treasurer’s report and pay the bills and invoices as presented. Commissioner Smith seconded the motion, and the motion passed 4-0.

**Item 6 - Discuss and consider approval of FY24 and/or FY25 budget amendments, if any.** Commissioner Carlisle moved to transfer \$25,000 from the County Emergency Services line item to the Facility Rentals line item in the budget. Commissioner Quarles seconded the motion, and the motion passed 4-0. Commissioner Quarles moved to increase the budget by adding an additional \$35,000 (for a total of \$60,000) to cover the increase in Facility Rentals Expense for FY25. Commissioner Carlisle seconded the motion, and the motion passed 4-0.

**Item 7 - Discuss and consider approval of any revenue transfers among District accounts.** Commissioner Smith moved to transfer \$35,000 from the TexPool account to the operating account to cover the increased Facility Rentals Expense in the budget. Commissioner Quarles seconded the motion, and the motion passed 4-0.

**Item 8 - Receive monthly report from North Bosque EMS regarding emergency operations, response times, call volume, training, management activities, personnel and membership and take any related action.** Cody Degges presented the report with the run times listed. Mr. Degges noted that he is working with the Clifton Station landlord to upgrade and add concrete to the station. Commissioner Quarles moved to approve the report as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0.

**Item 9 - Receive monthly report from Bosque Valley First Responders Organization regarding emergency operations, response times, call volume, training, management activities, personnel and membership and take any related action.** Craig Howard presented the report and said he will be working to update training for the FRO members. Commissioner Quarles moved to approve the report as presented. Commissioner Smith seconded the motion, and the motion passed 4-0.

**Item 10 - Receive status report from Commissioners on District-related work since the previous month’s meeting.** Commissioner Smith reported he watched a SAFE-D training video.

**Item 11 - Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed.** Ms. Carlton noted there is no additional report this month. No action taken.

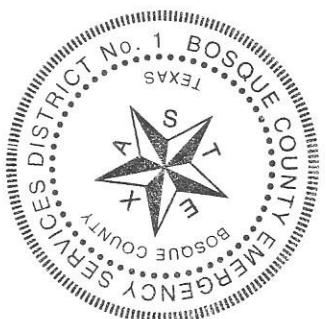
**Item 12 - Discuss and consider stations, including renovations to existing stations and the new Clifton station, and issues related to the operation or maintenance of the stations.** As noted in item 8 above.

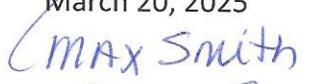
**Item 13 – Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.** Commissioner Quarles moved to approve the report as submitted. Commissioner Murphey seconded the motion, and the motion passed 4-0.

**Item 14 - Discuss time, place, date, and agenda items for next meeting.** The next regular meeting will be March 20, 2025, at 3 p.m. at the District office.

There being no further business, Commissioner Quarles moved to adjourn, and Commissioner Murphey seconded. The motion passed 4-0. The meeting adjourned at 3:17 p.m.

SEAL



  
Donna Quarles, Secretary  
March 20, 2025  
  
MAX Smith  
ASST Sec Treasury