

MINUTES OF MEETING
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

June 19, 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, June 19, 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	Present
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:

C.R. Sinderud – North Bosque EMS

Craig Howard

Beaver Randolph - Citizen

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

Item 1 – Call meeting to order. Commissioner Cameron 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 May 15, 2025, regular meeting minutes. Commissioner Murphey moved to approve the May 15, 2025, minutes as presented. Commissioner Quarles seconded the motion. The motion passed 5-0.

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 Carlisle moved to approve the Treasurer’s report and pay the bills and invoices as presented. Commissioner Quarles seconded the motion. The motion passed 5-0.

Item 6 - Discuss and consider approval of FY25 budget amendments, if any. Commissioner Murphey noted there are no amendments this month.

Item 7 - Discuss and consider approval of any revenue transfers among District accounts. Commissioner Murphey requested approval to transfer \$75,000 from the TexPool account to the operating account to cover expenses. Commissioner Quarles moved to approve the transfer of \$75,000 from the TexPool account to the operating account as requested. Commissioner Smith seconded the motion. The motion passed 5-0.

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 was not presented. The Commissioners reviewed and discussed the report provided in the agenda packet. Commissioner Carlisle moved to approve the report as presented. Commissioner Quarles seconded the motion. The motion passed 5-0.

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. Ms. Carlton presented the monthly Bosque Valley First Responders Organization reports for the months of April and May 2025. Commissioner Quarles moved to approve the reports as presented. Commissioner Carlisle seconded the motion. The motion passed 5-0.

Item 10 - Receive status report from Commissioners on District-related work since the previous month’s meeting. Commissioner Cameron reported he emailed the Commissioners’ Court to request an extension for filing the District’s audit. No action was taken.

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. No action was 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. Commissioner Cameron provided information on a 2-acre parcel of land. Commissioner Cameron reported on the property location and its cost per acre. The Board discussed preparing a Letter of Intent to the current landowner of the property. Commissioner Cameron moved to approve Ms. Carlton drafting a letter of intent to the landowner. Commissioner Quarles seconded the motion. The motion passed 5-0.

Item 13 – Discuss and consider approval of District’s financial audit and filing audit with county. Commissioner Quarles moved to accept the audit as presented and to file with county. Commissioner Murphey seconded the motion. The motion passed 5-0.

Item 14 – Discuss and consider adoption of the tax and budget planning calendar for 2025, authorize payment of tax process publications, and take any related actions. Ms. Carlton explained the tax calendars to the Board. The Board discussed the scheduled tax meeting on August 7. Commissioner Cameron moved to approve the tax calendars as presented. Commissioner Carlisle seconded the motion. The motion passed 5-0.


Item 15 – Discuss and consider scheduling budget meetings/workshops. The Board discussed having a budget workshop before the July 10 regular meeting.

Item 16 – Discuss and consider District website status, accessibility, and posting requirements and take any related action. Ms. Carlton discussed the District’s website. No action was taken.


Item 17 - Discuss time, place, date, and agenda items for next meeting. The regular meeting will be on July 10, 2025, at 3:00 p.m. at the District office. The first tax season meeting will be August 7, 2025, at 7 p.m.

The meeting adjourned at 3:45 p.m.





Donna Quarles, Secretary
July 10, 2025


Max Smith.
Asst. Sec. Treasurer