

**Brazos County Emergency Services District 1**

**PO Box 244**

**Wellborn, TX 77881-0244**


**July 11<sup>th</sup>, 2019 MINUTES**

**Regular Session:**

1. Commissioner Elliott called the meeting to order at 5:30 P.M. after establishing a quorum consisting of Commissioners Gibson, Robertson, Kissel and Armstrong; along with Steve Aldrich, Jim Barker, Mike Montgomery and Julie Enriquez.
2. No citizens were present.
3. Commissioner Robertson moved to approve the Consent Agenda (Minutes from last meeting(s), New Invoices, Financial Report), Commissioner Gibson seconded and all voting unanimously to accept as written/presented.
4. Commissioner Gibson read Treasurer's Report – presented the Treasurer's Report and advised nothing new to report – All moving along according to plans.
5. Action Items:
  - a. Review of Accounts Payable Items – Julie presented check detail and checks to be signed by the Commissioners; Commissioner Gibson moved to approve, Commissioner Armstrong seconded and all voting unanimously to accept check detail as presented.
  - b. 2019 Preliminary Tax Rate Info – This item tabled to next meeting as have not received information to date.
  - c. 2019/2020 Forecasted Budget – Julie presented the ESD #1 forecasted budget along with the actual totals from the 2016/2017 and 2017/2018 fiscal years – discussion on budget and expenses; and advised of need for workshop and timeframes for approval of budget.
  - d. Volunteer Recruitment – Mike Montgomery presented a project description, scope of work and pricing for interlocal agreement and volunteer recruitment consulting services. Commissioner Armstrong moved to approve project, Commissioner Gibson seconded and all voting unanimously to accept project as presented. Commissioner Elliott stated Commissioners Gibson and Armstrong will be the liaison for this project.
  - e. Commissioner Robertson's request for confirmation of his continued service of his remaining term on the ESD #1 board – All voting unanimously to approve Commissioner Robertson to finish his term which ends on 12/31/2019.
6. Miscellaneous Items:
  - a. Fuel Card Status – Jim Barker stated that at the first of July all cards in all trucks and requesting 1 card per station for regular fuel. Future discussion - Need policy for fuel card usage.
  - b. Brazos County ESD #1 Website Status – Commissioner Aldrich stated County will host and provided contact to move forward with website.
  - c. Cascade & Compressor Order Status – It is ordered.
  - d. Grass Truck Build Status – Chassis is here and in construction – no firm date but all is good.
  - e. Additional Miscellaneous:
    - i. Julie presented the Brazos Central Appraisal District's 2020 Proposed Budget and advised that an email was sent with a list of registered voters to all Commissioners.

There being no other business, Commissioner Elliott adjourned regular session at 6:30 P.M.

Respectfully Submitted,



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Taylor Gibson, Secretary