



Brazos County Emergency Services District #4

BOARD MEETING MINUTES

July 10, 2024 – 5:45 pm

Brazos County ESD #4
Brushy Creek Fire Station
6357 Raymond Stotzer Parkway
College Station, Texas 77845

The following are minutes of the Brazos County Emergency Service District 4 (BCESD4) agenda items discussed, considered and action taken as appropriate. The following BCESD4 Board Members attended; Jill Jones, Anthony Oehler, Jordan Mitchell, and Dina Nutall. Joe Warren attended as a guest.

The Board of Emergency Service Commissioners of Brazos County ESD 4 reserves the right to go into a closed meeting on any agenda item under Section 551.074, Texas Government Code.

1. **Call to Order and Establish a Quorum.** (Oehler)
Quorum established.
2. **Citizen comments** (Oehler)
No citizen comments received.
3. **BCESD4 Gifts & Donations, Public Recognitions.** (Oehler)
No donations reported.
4. **Approval of BCESD4 May 22nd Regular Board Meeting Minutes** (Oehler)
Dina Nutall moved to "accept the June 18th BCESD4 Board Meeting as written." Jill Jones seconded. Motion passed with unanimous consent.
5. **Treasurers Report including, but not limited to financial status, budget reports, account balances, bills, Wells Fargo banking and payments** (Mitchell)
Mitchell reported the BCESD4 has a balance of \$147,058.32 in the Strategic Reserve account. As of July 10, 2024, the balance for property tax accounts is \$1,319,797.62 and the balance for sales tax account is \$1,129,549.60. Mitchell presented a bookkeeping package from Bottomline Bookkeeping. Jill Jones made a motion to approve Bottomline Bookkeeping's 'Bookkeeping Service Agreement' to

go into effect this month. Dina Nutall seconded the motion. Motion passed with unanimous consent.

6. **BCESD 2022-2023 Financial Audit Status** (Mitchell)

Mitchell has satisfied all requirements and provided all answers/documentation as requested by auditor.

7. **Brazos County Precinct 4 VFD Report** (Chief Warren)

Chief Warren reviewed the Brazos County Precinct 4 VFD's financials, operations, training, apparatus and facilities along with immediate and future needs.

The VFD4 checking account is currently \$20,823.28.

The Chief reported their call volume for June was 65 calls and 495 calls year to date.

Training is scheduled weekly for the firefighters throughout July.

Apparatus Report: Tender 432 needs injectors replaced and new number 6-cylinder piston. Dina Nutall made a motion to approve repairs to Tender 432 as needed. Jordan Mitchell seconded the motion. Motion passed with unanimous consent.

8. **Status on Truth in Taxation Information Request @ Brazos County Tax Assessor due July 15th** (Oehler)

Oehler is gathering all loan information to submit debt service information to Brazos County Tax Office

9. **Update on Status of Fire Station #3 Modifications** (Oehler)

Oehler will attend the bid opening at Arkitex Studios on July 16th. We will review bids at our August meeting.

10. **Discussion and Action of Summer 2024 BCESD4 Newsletter** (Oehler)

11. **Next Meeting Dates:**

August 1st – 5:45 pm

September 9th – 5:45 pm

12. **Adjournment:** 6:52 pm

Respectfully Submitted,

Jill Jones - BCESD 4 Board Member