



Brazos County Emergency Service District #4

BOARD MEETING MINUTES

August 17, 2026 – 5:45 pm

Brazos County ESD 4

Fire Station #3

6357 Raymond Stotzer Parkway

College Station, Texas 77845

In compliance with the provisions of Chapter 551, Texas Government Code, the meeting of the Board of Emergency Services Commissioners of Brazos County Emergency Service District No. 4 (BCESD4) was conducted at BCESD4 Station 3 - 6357 Raymond Stotzer Parkway, College Station, Texas 77845 at 5:45 p.m., August 17, 2026.

The following are minutes of the BCESD4 agenda items discussed, considered and action taken as appropriate. The following BCESD4 Board Members attended: Steve Godby, Jill Jones, Ray Thomas, Dina Nutall and Anthony Oehler. Fire Chief Joe Warren, BCESD4 Administrative Assistant Kim Rogers, homeowner Mary Stasny and Diana Wagner of Ingram-Wallis CPA, LLC attended as guests.

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.**

Quorum established.

2. **Citizen comments**

No citizen comments received.

3. **BCESD4 Gifts & Donations, Public Recognitions.**

No donations.

4. **Approval of the BCESD4 July 2026 Board Meeting Minutes**

The minutes of July 13, 2026, BCESD4 Board Meeting were presented by Godby. Anthony Oehler motioned "to approve the minutes as written". Dina Nutall seconded. The motion passed unanimously.

5. **Treasurer's Report including, but not limited to, Financial Statements, Profit & Loss statement, Account Payables Report, M&O Budget, Pending Invoices, Significant Payments, Investment Account & Relevant Banking Information.**

Current bank balances for the BCESD4; Property Tax Revenue (\$616,383.10), Contingency Fund (\$9,749.59) and Sales Tax Revenue (\$1,349,292.03), Texas Class Investment (\$2,620,494.18).

The BCSED4 Board reviewed the following invoices / payments for July and August. Ray Thomas motioned "to approve the payments as presented." Dina Nutall seconded. The motion was approved by unanimous vote:

○ AirMed Care	\$300.00
○ BCFD4 Sep. & Oct. Pmts.	\$52,550.00
○ Big Sky Internet	\$72.00
○ Bottom Line Bookkeeping	\$950.00
○ Colonial Life Monthly Premium	\$960.86
○ Elan Credit Card	\$25.20
○ Hernan Plumbing	\$108,950.00
○ Home Depot	\$58.37
○ Metro Fire Apparatus Unit 41-18	\$1,002,208.00
○ Payroll July 2026	\$84,746.71
○ Texas Communications	\$650.00
○ Texas Mutual Insurance	\$20,334.00
○ Bolfin Construction	\$4850.00
○ Casco	\$5079.00
○ Concentra Testing	\$231.00
○ Ingram Wallis Accountants	\$9075.00
○ Texas Communications	\$365.40

6. Brazos County Precinct 4 Volunteer Fire Department Operations Report.

Chief Warren reported that the BCFD4 checking account currently has a balance of \$8,223.73. There were 58 response calls for service in July. Since January there have been 494 response calls.

Chief Warren also reported on their recent training, apparatus, facilities and staffing. Currently, the BCESD4 and BCFD4 have 24 duty officers and 14 volunteer firefighters.

7. Status Report on 2024-2025 BCESD4 Financial Audit

Godby reported that the 2024-2025 BCESD4 Financial Audit is completed and has been received from Ingram, Wallis & Co., P.C. Copies of the 2024-2025 BCESD4 Financial Audit were sent to Brazos County Judge Peters, Brazos County Auditor Kate Conner and Assistant to County Judge Peters, Marsha Anderson.

8. **Review of 2024-2025 Financial Audit with Diana Wagner, CPA-Ingram Wallis & Company P.C.**
Diana Wagner was invited to attend the BCESD4 Board Meeting to review the FY 2024–2025 financial audit report and provide the Board with additional insight and clarification regarding the financial data and information presented in the report.
9. **Discussion and Action to Propose the 2026 BCESD4 M&O Tax Rate of 0.026927/\$100.**
Godby presented the results of the tax rate calculations received from the Brazos County Tax Office. Jill Jones motioned “to propose the 2026 BCESD4 M&O Tax Rate of 0.026927/\$100”. Anthony Oehler seconded the motion. It was approved unanimously.
10. **Discussion and Action to Propose the 2026 BCESD4 Debt Service Tax Rate of 0.065102/\$100.**
Godby presented the results of the tax rate calculations received from the Brazos County Tax Office. Jill Jones motioned “to propose the 2026 BCESD4 Debt Service Tax Rate of 0.065102/\$100”. Anthony Oehler seconded the motion. It was approved unanimously.
11. **Discussion and Action to Propose the 2026 BCESD4 “No New Revenue” Tax Rate of 0.092029.**
Godby presented the results of the tax rate calculations received from the Brazos County Tax Office. Jill Jones motioned “to propose the 2026 BCESD4 No New Revenue Tax Rate of 0.092029”. Anthony Oehler seconded the motion. It was approved unanimously.
12. **Discussion and Action on a BCESD4 Personnel Vacation/PTO/Sick Leave Policy.** Godby provided the Board with a draft “Time Off & Leave Policy” for discussion and consideration. Comments and edits were collected and Godby will provide the edited policy for review and possible approval at the September Board meeting.
13. **Discussion and Action on the BCESD4 Replacement Candidates to Replace a BCESD4 Board Member.**
Board Member Steve Godby announced his retirement from the BCESD4 Board effectively at the end of the current fiscal year. The Board is currently considering two candidates to fill the upcoming vacancy. The Board plans to interview the candidates and make a recommendation to the Brazos County Commissioners Court in September for appointment to the vacant position.

14. **Discussion and Action of Station 4 Construction Plans**
Chief Warren reported that the concrete work has been completed at Station 4, and that construction of the building is expected to begin on August 24, 2026. He also reported that the permit for the septic system has been approved.
15. **Next Meetings:** Public Tax Rate Hearing - September 15, 2026, at 5:45 pm.
 Regular Board Meeting - September 15th, 2026, at 6:15 pm
 Regular Board Meeting - October 6th, 2026, at 5:45 pm
16. **Adjournment: 7:30 pm**