



Brazos County Emergency Service District #4

BOARD MEETING MINUTES

January 13, 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., December 22, 2025.

The following are minutes of the BCESD4 agenda items discussed, considered and action taken as appropriate. The following BCESD4 Board Members attended; Steve Godby, Anthony Oehler, Jill Jones, Ray Thomas and Dina Nutall. Fire Chief Joe Warren, BCESD4 Administrative Assistant Kim Rogers and Joseph Garcia 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.** (Godby)
Quorum established.
- 2. Citizen comments** (Godby)
No citizen comments received.
- 3. BCESD4 Gifts & Donations, Public Recognitions.** (Godby)
No gifts, donations or public recognition.
- 4. Approval of the BCESD4 December 22nd Board Meeting Minutes** (Godby)
The minutes of the December 22, 2026 Board Meetings were presented by Godby, Dina Nutall motioned to approve the minutes & Anthony Oehler 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, & Relevant Banking Information.** (Godby)

Godby presented the current bank balances for the BCESD4; Property Tax Revenue (\$288,361.36), Contingency Fund (\$108,511.71) and Sales Tax Revenue (\$1,525.608.03).

The BCSED4 Board reviewed and authorized the following invoices / payments through the month of December:

- Payroll Period Ending 12/12/25 \$24,425.63
- Payroll Period Ending 12/25/25 \$25,020.95
- Colonial Life Invoice, 1/2026 \$905.08
- College Station Ford – Chief's Truck \$34,215.73
- RIT HR & Payroll , January Payment \$2,500.00
- USPS PO Box Renewal – 1 Year \$188.00
- ISO Audit Payment to MP Consulting \$5,000.00

In addition, the BCESD4 Board discussed Cyber Security and the need to investigate ways to improve the cyber security of our operations. Godby reported additional "cyber-crime policy" enhancement provided by VFIS (our insurer) has been purchased. Additional information regarding Cyber Security will be obtained at the upcoming SAFE-D Conference.

6. Brazos County Precinct 4 Volunteer Fire Department Operations Report
(Chief Warren)

Chief Warren reported that the BCVFD4 checking account currently has a balance of \$15,814.95. Call volumes for January were 20 response calls.

Chief Warren also reported on their recent training, apparatus, facilities and staffing. Currently, the BCVFD4 currently has 22 duty officers and 14 volunteer firefighters.

Chief Warren reported that the Bryan Fire Department has returned Pumper 41-06 to BCFVD4.

7. Discussion and action on the purchase of property for Station 4, and authorize the appropriate officers and officials to take all action necessary in relation to the same, and authorize the President and Secretary to execute all documents in relation to the same. (Godby)

Following continued discussion on the purchase of the proposed property for Station 4, a motion was made by Oehler "to authorize the appropriate officers and officials to take all action necessary in relation to the same, and authorize the President and Secretary to execute all documents in relation to the same to complete the purchase of the property". The motion was seconded by Jones. The motion was approved by unanimous consent except for Jill Jones – who abstained.

In addition, the BCESD4 Board approved the BCESD4 Resolution No. 01-13-26-01 pertaining to the purchase of certain real property for the construction of an emergency service facility by the District and in the best interest of the District,

residents and taxpayers of the District. A motion was made by Anthony Oehler to approve the signing of Resolution No. 01-13-26-01. The motion was seconded by Dina Jones. The motion was approved by unanimous consent except for Jill Jones – who abstained.

8. Discussion and Action on Updates to the BCESD4 / BCVFD4 Service Agreement (Godby)

The BCESD4 and BCVFD4 continue to meet to resolve items in the updated Service Agreement. Godby and Chief Warren will report on the Service Agreement revisions at the February Board Meeting.

9. Discussion and Action on BCESD4 Policy "F-3, Disbursement of Funds" (Godby)

Godby reported the BCESD4 Policy "F-3 Disbursement of Funds" Policy continue to be reviewed. All changes / revisions to the "Disbursement of Funds" Policy will be presented to the BCESD4 Board at the February Board Meeting.

10. Status at Brazos County Commissioner Court on BCESD4 Board Member Recommendation. (Godby)

Brazos County Commissioner Wanda Watson reported the Brazos County Commissioner Court approved the appointment of Ray Thomas to the BCESD4 Board for the term of appointment of January 1, 2026 to December 31, 2027. Welcome to the BCESD4 Board Ray!!!

11. BCESD4 ISO Rating Survey Status (Warren)

Chief Warren reported the ISO Rating Survey Closing Meeting was held on January 13, 2026 at 1:00 pm at Station #3. Meeting attendees included Mike Peitch – MP Consulting, ISO Representatives, Steve Godby & Chief Warren. A final report is forthcoming.

12. EXECUTIVE SESSION - Discussion and Action on BCESD4 2026 Staff Payroll (Godby)

BCESD4 Board Members retired into Executive Session to discuss the 2026 Staff Payroll for Chief Warren and Administrative Assistant Kim Rogers.

13. RESUME OPEN MEETING – BCESD4 2026 Staff Payroll (Godby)

A motion was made by Anthony Oehler and seconded by Ray Thomas to approve 2026 pay increases for Chief Warren and Administrative Assistant Kim Rogers. The motion passed with unanimous consent.

14. Next Meeting Dates: February 2, 2026
March 16, 2026

15. Adjournment: The BCESD4 Board Meeting adjourned @ 7:30 pm

Respectfully Submitted,

**Steve Godby
BCESD4 President**