



Brazos County Emergency Service District #4

BOARD MEETING MINUTES

July 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., July 13, 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, and Anthony Oehler. Fire Chief Joe Warren, BCESD4 Administrative Assistant Kim Rogers and citizen Paul Viens 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 June 2026 Board Meeting Minutes**

The minutes of June 15, 2026, BCESD4 Board Meeting were presented by Godby. Jill Jones motioned "to approve the minutes as written". Ray Thomas 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 (\$620,550.94), Contingency Fund (\$9,339.71) and Sales Tax Revenue (\$3,416,151.69), Texas Class Investment (\$407,779.57).

The BCESD4 received an \$8,500 dividend check from VFS Insurance. A motion was made by Jill Jones and seconded by Ray Thomas "to put the \$8,500 in the general expense fund". The motion passed with unanimous consent.

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

○ Big Sky Internet	\$360.00
○ Bottom Line Bookkeeping	\$475.00
○ Cast Environmental Septic	\$11,070.00
○ Colonial Life Monthly Premium	\$960.86
○ Godby, Steve Reimbursement	\$418.75
○ Metro Fire Apparatus Unit 41-16	\$117,755.00
○ Payroll June 2026	\$63,170.94
○ Winstar/VFIS Insurance 41-16 & 17	\$5777.00
○ Bolfining Construction	\$2688.77
○ Burns, Anderson Jury Brenner	\$250.00
○ Casco	\$7569.00
○ Concentra Testing	\$693.00
○ Delta Fire & Safety	\$2070.00
○ Elan Financial C. Card	\$421.86
○ HdL Companies	\$461.00
○ Rapid Response Decon	\$5900.00
○ Texas Communications	\$2821.48
○ Wickson Creek SUD	\$4900.00

A loan for \$2,900,000 has been secured from Government Credit Corporation and First Financial Bank for the purpose of purchasing a Pumper, Booster Truck, Chief's Truck, Tender, Station 1 renovation and construction of Station 4. As of June 15, 2026, \$700,00 of these funds have been spent on the Chief's 2026 Truck and the 2026 Kenworth T480 Tender.

A motion was made by Jill Jones and seconded by Dina Nutall to transfer the remaining \$2,200,000 to BCESD4's Texas Class Investment fund. The motion was passed unanimously.

Steve Godby presented the 2026-2027 BCESD4 Budget. Anthony Oehler motioned to "pass the budget as presented". Ray Thomas seconded and the motion passed unanimously. The 2026-2027 BCESD4 Budget is attached and posted on the BCESD4 website.

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

Chief Warren reported that the BCVFD4 checking account currently has a balance of \$22,798.62. There were 69 response calls for service in June and 29 as of July 15th. Since January there have been 427 response calls.

Chief Warren also reported on their recent training, apparatus, facilities and staffing. Currently, the BCESD4 and BCVFD4 have 22 duty officers and 14 volunteer firefighters.

Three new duty officers have been hired pending pre-employment testing. This will bring the total number of duty officers to 25.

7. Status Report on 2024-2025 BCESD4 Financial Audit.

The firm of Ingram Wallis & Co., PC continues to work toward the completion of the 2024-2025 BCESD4 Financial Audit. The agreement with Ingram Wallis & Co. is to deliver the final audit to BCESD4 by July 31st. Upon which time, Steve Godby will submit copies to the Brazos County Judge and County Auditor.

8. Discussion and Action on Preparation for 2027 Tax Calculations.

Anthony Oehler continues to work with the Brazos County Tax Office to provide the information necessary to determine the BCESD4 2027 Tax Calculations. The BCESD4 has submitted the approved "2026-2027 Debt Service Budget" as requested.

9. Approval of the BCESD4 Policies and Procedures Manual - Summer 2026 Edition.

The BCESD4 Board agreed to publish the updated version of the BCESD4 Policies and Procedures Manual. Kim Rogers was instructed to obtain 16 bound copies of the undated policy and procedure manual and distribute to the BCESD4 Board Members.

10. Discussion and Action on Station 4 Construction Plans.

Permits have been received and work begins on the construction of BCESD4 Station 4. Chief Joe Warren and Jill Jones are meeting with Bolfig Construction during the week of July 13th to finalize the construction plans for the building.

11. Next Meeting: August 17th

September 14th

12. **Adjournment:** The meeting adjourned at 6:40 pm