



Brazos County Emergency Service District #4

BOARD MEETING MINUTES

March 16, 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, Lieutenant Wagner and BCESD4 Administrative Assistant Kim Rogers 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 February 11th Board Meeting Minutes (Godby)**
The minutes of February 11, 2026, BCESD4 Board Meeting were presented by Steve Godby. Anthony Oehler motioned "to approve the minutes as presented". Jill Jones 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 (\$670,777.40), Contingency Fund (\$109,071.88) and Sales Tax Revenue (\$1,369,221.91).

Anthony Oehler motioned to "move \$150,000 from the current Sales Tax Fund to the Contingency Fund. Then deposit \$250,000 from the Sales Tax Fund into the Texas Class Investment Fund. In addition, the BCESD4 Board will re-define the Texas Class Investment Fund as the new "BCESD4 Contingency Fund" from now forward." The motion was seconded by Jill Jones. The motion passed unanimously. Jill Jones will initiate these transactions.

The BCESD4 Board reviewed and authorized the following invoices / payments through the months of February & March:

- Aggieland Garage Door Motor & remote St. \$2,570.00
- Metro Fire Repairs to 41-01 \$10,868.00
- Burns, Anderson, Jury & Brenner \$776.10
- Motorola 2 Radios for Tender & 401 \$12,985.70
- RIT HR Services Feb & Mar \$5,000.00
- Amazon Ring Chimes for Station 3 \$69.98
- Bottom Line Bookkeeping \$950.00
- Office Depot Office Supplies \$279.88
- Colonial Life Burn Policy \$936.48
- Tiff's Treats \$24.00
- Payroll Feb 2026 \$61,774.41
- AB Septic Repairs at Station 4 \$1,689.35
- First Financial Loan Payment \$149,742.74
- Big Sky Internet Design Fee for Website \$100.00

Jill Jones will work with Kim Roger to establish an account to obtain two new Ink Business Unlimited Credit Cards. The cards will be assigned to Anthony Oehler and Jill Jones.

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 \$14,353.98. To date, there have been 32 response calls for service in March. Since January there have been 150 response calls.

Chief Warren reported on additional business with Brazos County 911 updating the CAD system, a presentation to St. Mark Church, VFD training and pursuing a reimbursement from the Texas Forest Service for insurance reimbursement.

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

7. **Discussion and Action on Land Purchase and Station 4 Plans** (Warren/Jones)
Chief Warren reported on the progress of obtaining estimates and proposals for the Station 4 Fire Station 4 building. Chief Warren reported he has a few more contractors to contact and will report to the Board at the April Board Meeting.
8. **Next Meeting Date: Tentative, Monday April 13th**
9. **Adjournment:** The BCESD4 Board Meeting adjourned @ 6:55 pm

Respectfully Submitted,

Steve Godby
BCESD4 President