



Brazos County Emergency Service District #4

BOARD MEETING MINUTES

April 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., April 13, 2026.

The following are minutes of the BCESD4 agenda items discussed, considered and action taken as appropriate. The following BCESD4 Board Members attended: Jill Jones, Ray Thomas, and Dina Nutall. Fire Chief Joe Warren 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.**

Quorum established.

2. **Citizen comments**

No citizen comments received.

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

No gifts, donations or public recognition.

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

The minutes of the March 16, 2026, BCESD4 Board Meeting were approved. Ray Thomas motioned "to approve the minutes". 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, & Relevant Banking Information.**

Current bank balances for the BCESD4; Property Tax Revenue (\$620,702.79), Contingency Fund (\$9266.89) and Sales Tax Revenue (\$1,268,114.51).

The BCSED4 Board reviewed and authorized the following invoices / payments through the months of March & April:

○ AB Septic, Repairs at Station 4	\$1689.00
○ Metro Fire Repairs to 41-05	\$1738.00
○ Burns, Anderson, Jury & Brenner	\$750.00
○ Motorola 2 Radios for Tender & 401	\$435.66
○ RIT HR Services April	\$2500.00
○ Amazon Office Supplies for Station 3	\$49.80
○ Colonial Life Burn Policy	\$936.48
○ Payroll Mar 2026	\$56,841.40
○ Texas Communications Repeaters	\$5675.77
○ HdL Companies Apr 2026	\$688.00
○ Fast Signs Sign at Station 1	\$1943.10
○ BCVFD4 was reimbu. For Logo Knits blankets	\$3650.38
○ Concentra	\$231.00

The application for Ink Business Unlimited Credit Cards was declined due to potential conflict of interest. Kim Rogers will apply for a card with no rewards features and zero annual fee per the Board's instruction.

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 \$17,180.56. To date, there have been 79 response calls for service in March and 27 in April. Since January there have been 224 response calls.

Chief Warren reported that ESD4 Vice President Anthony Oehler has located 2 shipping containers to be used as part of the Burn Building at Station 1. Total purchase and delivery for these containers is \$4500.00. Dina Nutall motioned to approve the purchase. Ray Thomas seconded. The motion was approved unanimously.

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

Chief Warren shared a proposal from Air Med Care Life Flight Insurance for ESD4 and VFD4 personnel and dependents. The premium is \$75 per person per year. Estimated Annual Premium will be approximately \$3225.00. Jill Jones motioned to approve this purchase. Dina Nutall seconded the motion. The motion was approved unanimously.

7. Status Report on BCESD4 Financial Audit. Ingram Wallis auditor Alexandra Moore communicated to Steve Godby that work on our audit has been delayed by tax season. Work will resume very soon.

8. **Discussion and Action on Land Purchase and Station 4 Plans** (Warren/Jones)
Chief Warren presented 3 estimates and proposals for the Station 4 Fire Station 4 building. The bidders were: Hernan Plumbing Inc., Bolfig Construction, LLC, and Create Construction Management. Jill Jones motioned, and Dina Nutall seconded to award the site prep and concrete work to Hernan Plumbing, Inc. and the building construction to Bolfig Construction, LLC. The motion passed unanimously.
9. **Next Meeting Date: Monday May 11th**
10. **Adjournment:** The BCESD4 Board Meeting adjourned @ 7:05 pm