



Brazos County Emergency Services District #4

MEETING MINUTES

April 21, 2022 - 5:30 pm

Brazos County ESD #4
Brushy Creek Fire Station
6357 Raymond Stotzer Parkway
College Station, TX 77845

The following are the minutes of the agenda items discuss, consider and action taken as appropriate. The following members were in attendance; Steve Godby, Jill Jones, Dina Nutall, and Sherry Waldrum. BCESD4 Fire Chief Warren was in attendance as a guest. Jordan Mitchell was in attendance as an observer.

The Executive Board reserves the right to go into Executive Session on any agenda item.

1. **Call to order and establish a quorum. (Godby)**
Quorum established.
2. **Citizen comments** – No comments were received from citizens.
3. **ESD Gifts & Donations, public recognitions. (Godby)**
None
4. **Approval of BCESD4 March 24, 2022, Regular Meeting Minutes (Godby)**
Motion was made by Sherry Waldrum to “accept” the minutes of the March 24, 2022, Regular Meeting as submitted. Jill Jones seconded. Motion Passed.
5. **Treasurers Report including, but not limited to financial status, budget reports and account balances, bills, Wells Fargo banking and payments (Nutall)**
Dina Nutall reported the current account balances. The checking account balance is \$270,090.23. The savings account balance is \$95,039.74. All bills and invoices are paid for the month.

Quick Books and Bottom Line are linked to the Wells Fargo account and the account was reconciled through March 2022.

6. **Report from Brazos County Precinct 4 VFD report (Chief Warren)**

Chief Warren provided the VFD Operations Update including financial review, operations, training, apparatus, personnel and facilities.

The current Prosperity Bank checking account balance is \$24,558.13. Chief Warren provided a bank report from October 1, 2021, to April 21, 2022.

Chief Warren reported 47 BCVFD Precinct 4 service calls for April. The number of calls for the year is 233.

The new handheld radios were received, and each member was issued a Motorola APEX 8000XE Dual Band Radio. The new mobile radios and repeaters are currently being installed in each truck.

A fire apparatus display is planned for Friday, April 22, 2022, at 1775 BBQ. The second event was scheduled for April 23, 2022 at Top of the Hill Greasy Burgers. The Top of the Hill Greasy Burger event was cancelled due to a death in the family of the business owner.

Currently there are 16 VFD members on the roster.

7. **Sales Tax Election Collection Discussion (Jones/Waldrum)**

The Pet First Aid Class presented by Jessica Salazar-Garza, Blinn College Veterinary Technology Clinical Coordinator, was excellent. Nineteen people were in attendance. Brittany Defran, Journalist from KRHD 25 interviewed Chief Warren, Jessica Garza, and one of the attendees. During the interview, Chief Warren explained the struggles of the Volunteer Fire Department and the importance of the upcoming Special Election on May 7, 2022. Citizens were invited to attend an educational event on Friday, April 22, 2022, at 1775 BBQ. Station apparatus, "The General", will be showcased. Citizens will have an opportunity to learn about the Special Election. This was a great opportunity to do outreach with the local community.

Touchstone District Services completed the Sales Tax Election Information video. The video was posted on the ESD4 and BCVFD 4 websites. Touchstone District Services mailed out the Election Education Newsletter to property owners in District 4. The BCESD4 Sales and Use Tax Proposition Election and Summary was completed and printed for handout. Steve Godby ordered and picked up the yard signs from Fast Signs. The yard signs will be set out over the couple of days.

8. BCESD4 Sales Tax Canvas Meeting Date (Godby)

Steve Godby met with Ms. Trudy Hancock, Brazos County Election Administrator. Ms. Hancock will have the election officials post our Notice and Order at the polling locations and will provide a completed/signed copy of the BCESD4 Posting Record after the election. The election vote must be canvassed within eleven days of the election. The Canvas Meeting will be held on May 17th at 5:30.

9. BCESD4 Board Member Candidate Discussion (Godby)

Jordan Mitchell has applied for BCESD4 Board Membership. The Board will vote during the Regular Meeting in May. Steve Godby reported that two additional citizens have expressed interest in Board Membership.

10. BCVFD4 Operations Financial Review Status (Chief Warren)

The review is still ongoing

11. BCESD4 Policy Manual Review Proposal (Godby)

Two policies will be reviewed monthly during the BCESD4 Regular Meetings. The policies will be presented by Steve Godby. The review is for educational purposes for the Board Members and to see if any revisions need to be made.

12. Future Agenda Items

- BCESD4 Board Member Terms of Office
- BCESD4 Policy Manual Review

13. Next BCESD4 Meetings

May 17th - 5:30 pm – Brushy Creek Fire Station, BCESD4 Sales Tax Canvas Meeting, immediately followed by BCESD4 Regular Meeting

14. Adjournment

The BCESD4 Board Meeting adjourned at 6:34 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary