



Brazos County Emergency Services District #4

MEETING MINUTES

August 13, 2020, 5:30 pm

Brazos County Precinct 4 Brushy Creek Fire Station
6357 Raymond Stotzer Parkway
College Station, Texas 77845

The following agenda items to discuss, consider and action taken as appropriate. The following members were in attendance; Steve Godby, John Foster, Jill Jones, and Sherry Waldrum. BCESD4 Fire Chief Warren attended as a guest.

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** – The board cannot discuss or act on matters listed on the agenda. The board will not respond to questions or comments from the public at this time. Public comments are limited to 3 minutes.
No citizen comments were given.
3. **ESD Gifts & Donations, public recognitions. (Godby)**
No gifts or donations were received.
4. **Approval of BCESD4 July 29th Regular Meeting Minutes (Godby)**
Motion was made by John Foster to “accept” the minutes of the July 29th Regular Meeting as submitted”. Sherry Waldrum seconded. Motion Passed.
5. **Treasurers Report including, but not limited to financial status, budget reports and account balances, bills and payments (Godby)**
Steve Godby and Jill Jones discussed the current account balances, upcoming expenses and financial projections for the remainder of the year.

The 2020-2021 proposed BCESD4 budget was discussed. Jill Jones made a motion to “approve” the 2020-2021 Brazos County ESD 4 Budget for a total of \$497,668 (Debt Service - \$178,458, Maintenance & Operations - \$319,210). Sherry Waldrum seconded. Motion passed.

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

Chief Warren provided the Fire Chief Update including financial review, operations, training, apparatus, facilities including status of repairs needed at Station 1, Station 2 and Station 3.

Chief Warren informed the Board that the Assistant to Firefighter Grant (AFG) was approved and he would be working with the other Brazos County ESD's to purchase additional radios for the department.

Lieutenant Jordan Thomas resigned. An exit interview was conducted by Chief Warren.

7. **Brazos County Tax Assessor –2020 Tax Rate Action
Tax Rate Adoption**

was
separate

The proposed tax rate information, received from Tax Assessor Ms. Kristen Roe, reviewed, the members agreed with her calculations and voted on the three motions:

Motion 1 – A motion was made by Steve Godby to adopt the "No New Revenue" Rate of \$0.047790/\$100. John Foster seconded the motion. The motion passed with a unanimous vote.

Motion 2 – A motion was made by Steve Godby to adopt the "Voter Approval" Rate \$0.05200/\$100. Sherry Waldrum seconded the motion. The motion passed with a unanimous vote.

Motion 3 – A motion was made by Steve Godby to adopt the "De Minimis" Rate \$0.098863/\$100. Jill Jones seconded the motion. The motion passed with a unanimous vote.

Following a review of the proposed tax rates, the BCESD4 Board voted to adopt the "No New Revenue Rate" as the proposed tax rate for the BCESD4 in 2020-2021FY.

8. **Joe Ondrasek Service Award**

Approved last meeting. No further discussion was necessary.

9. **BCESD4 Strategic Plan Discussion**

John Foster provided considerations for a Strategic Support Plan 2020-2022. A time-table was included and discussed. Input from the BCESD4 Board and Brazos County VFD Precinct 4 will be gathered over the next sixty days.

10. BCESD4 Board Vacancy

Matt Andrews submitted his resignation to President Steve Godby. Matt Andrews will remain involved with BCESD4 as an IT Consultant. Efforts are underway to locate another board member to fill this vacancy.

11. BCESD4 Policy / Procedure Review

Steve Godby reviewed the following BCESD4 Policies / Procedures with the Board:

Policy A-6 (Rev 4/2020) Progressive Disciplinary Action.

Policy F-5 (Rev 11/2019) Credit Cards and Other Cards.

Policy F-8 (Rev 11/2019) Receipt of Funds.

12. Future Agenda Items

The following agenda items need to be added to the agenda for the September 16, 2020 BCESD4 Board Meeting.

- Texas Government Investment Pool
- Strategic Plan
- Board Vacancy

13. Next BCESD4 Meetings

September 16th – 5:30 pm – Brushy Creek Fire Station

October 22nd – 5:30 pm – Brushy Creek Fire Station

14. Executive Session

The BCESD4 Board went into Executive Session, at 7:08 pm, to discuss a personnel issue. The Executive Session ended at 7:32 pm.

15. Adjournment

The BCESD4 Board Meeting adjourned at 7:32 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary