



# Brazos County Emergency Services District #4

## MEETING MINUTES

August 24, 2023 - 5:45 pm

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

The following are minutes of the agenda items discussed and action, taken as appropriate. The following BCESD4 Board Members attended; Steve Godby, Anthony Oehler, Dina Nutall, Jill Jones, and Jordan Mitchell along with Chief Warren attending as a guest. The Board of Emergency Service Commissioners of Brazos County District No. 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**  
No citizen comments received.
3. **BCESD4 Gifts & Donations, public recognitions. (Godby)**  
No donations or recognition were reported.
4. **Approval of BCESD4 July 22<sup>nd</sup> Regular Meeting Minutes" (Godby)**  
Anthony Oehler moved to "accept the July 22<sup>nd</sup> BCESD4 Board Meeting Minutes as written."  
Dina Nutall seconded. Motion passed with unanimous consent.
5. **Treasurers Report including, but not limited to financial status, budget reports, account balances, bills, Wells Fargo banking and payments (Mitchell)**  
Mitchell reported the BCESD4 has a balance of \$145,129.51 in the Strategic Reserve account and \$828,589.52 in the BCESD4 Checking account, which also currently includes all of the sales tax revenue funds received.

Jordan Mitchell reported all necessary paperwork has been submitted to Wells Fargo to create an account specifically to capture the sales tax revenue.

Mitchell also reported that all necessary material has been submitted to our Certified Public Accountant: Ingram, Wallis & Co. P.C. and a draft financial audit should be sent to the BCESD4 Board next week. Mitchel reported we are on schedule to have this audit completed by September 1<sup>st</sup>.

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

Chief Warren reviewed the Brazos County Precinct 4 VFD's financials, operations, training, apparatus and facilities along with immediate and future needs.

The VFD4 checking account is currently at \$21, 890 with outstanding checks totaling \$3,695.

Chief Warren reported that the VFD4 currently has 12 rostered members, with all but 2 currently certified.

The Chief reported call volumes for the year of 502 calls for the year compared to 525 calls for service this same time last year. In August, Chief reported 70 service calls; 39 fire calls and 31 EMS calls.

**7. Discussion and Action on VFD Precinct 4 Duty Crew Discussion (Chief Warren)**

Chief Warren reported that solicitations will be going out next week in order to fill the 10 positions for BCESD4 Duty Crew Members.

**8. Discussion and Action on 2023-2024 BCESD4 Maintenance & Operating (M&O) Budget (Godby)**

The final BCESD4 2023-2024 Maintenance & Operating (M&O) Budget was presented and discussed by the board. A motion was made by Anthony Oehler to accept the 2023-2024 M&O Budget of \$546,417 as presented. Jill Jones seconded the motion. The motion passed with unanimous consent.

**9. Discussion and Action on 2023-2024 BCESD4 Debit Service Budget (Godby)**

The final BCESD4 2023-2024 Debit Service Budget was presented and discussed by the board. A motion was made by Anthony Oehler to accept the 2023-2024 Debit Service Budget of \$152,989 as presented. Jordan Mitchell seconded the motion. The motion passed with unanimous consent.

**10. Discussion and Action on the 2023-2024 BCESD4 Operating Budget (Godby)**

The final BCESD4 2023-2024 Operating Budget was presented and discussed by the board. A motion was made by Anthony Oehler to accept the 2023-2024 Operating Budget of \$699,406 as presented. Jordan Mitchell seconded the motion. The motion passed with unanimous consent.

**11. Action to propose the 2023-2024 BCESD4 M&O Tax Rate of 0.041085/\$100. (Godby)**

The final BCESD4 2023-2024 M&O Tax Rate of 0.041085/\$100 was presented and discussed by the board. A motion was made by Anthony Oehler to propose the 2023-2024 M&O Tax Rate of 0.041085/\$100. Jordan Mitchell seconded the motion. The motion passed with unanimous consent.

**12. Action to propose the 2023-2024 BCESD4 Debt Service Tax Rate of 0.010979/\$100. (Godby)**

The final BCESD4 2023-2024 Debt Service Tax Rate of 0.010979/\$100 was presented and discussed by the board. A motion was made by Anthony Oehler to propose the 2023-2024 Debt Service Tax Rate of 0.010979/\$100. Jordan Mitchell seconded the motion. The motion passed with unanimous consent.

**13. Action to propose the 2023-2024 BCESD4 "Voter Approved+Unused" Tax Rate of 0.052064/\$100. (Godby)**

The BCESD4 2023-2024 "Voter Approved+Unused" Tax Rate of 0.052064/\$100 was presented and discussed by the board. A motion was made by Anthony Oehler to propose the 2023-2024 Debt Service Tax Rate of 0.052064/\$100. Jordan Mitchell seconded the motion. The motion passed with unanimous consent.

**14. Update on BCESD4 Strategic Plan Review (Oehler / Chief Warren)**

Oehler reported this review is underway and a report will be ready at the September BCESD4 Board meeting.

**15. Discussion of status on the proposed Brazos County ESD Mutual Aid Agreement (Chief Warren)**

Chief Warren reported the agreement is still being reviewed with the involved parties and will be presented at the September BCESD4 Board Meeting.

**16. Discussion on the status of the Texas Forest Service Tender (Chief Warren / Nutall)**

Chief reported that the BCESD4 was #2 on the list to receive the grant for a new tender, however it was reported the Texas Forest Service did not receive the funds they anticipated, so the grant assignments have been delayed.

**17. Future Agenda Items**

BCESD4 Achievement Award Program

**18. Next BCESD4 Board Meeting & Proposed Tax Rate Hearing**

September 14 <sup>th</sup> :	5:45 pm	Proposed Tax Rate Public Hearing
	6:00 pm	BCESD4 Board Meeting

**19. Adjourn**

Meeting adjourned at 7:25 pm

Respectfully Submitted,

Steve Godby  
President  
Brazos County ESD4