



Brazos County Emergency Services District #4

MEETING MINUTES

February 7, 2022 - 5:30 pm

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

The following are the minutes of the agenda items discuss, consider and action taken as appropriate. The following members attended; Steve Godby, Jill Jones, and Sherry Waldrum. BCVFD4 Fire Chief Warren and Firefighter Colton Wiseman attended as guests.

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 citizen comments were provided.
3. **BCESD4 Gifts & Donations, public recognitions. (Godby)**
Chief Warren reported receiving a \$350.00 donation from Ross and Debra Pike.
4. **Approval of BCESD4 January 13th Meeting Minutes (Godby)**
Motion was made by Sherry Waldrum to “accept” the January 13th Meeting Minutes. Jill Jones seconded. Motion passed.
5. **Treasurers Report including, but not limited to financial status, budget reports, account balances, bills, Wells Fargo banking and payments (Godby)**
Steve Godby discussed the current account balances. The savings account balance on January 31, 2022, was \$80 038.42. The checking account balance at the end of January 2022 was \$287,960.41.

Quick Books and Bottom Line are linked to the Wells Fargo account and the account was reconciled through January 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 Prosperity Bank checking account balance was \$82,389.68. Payments pending for the new LMTV tank and heater maintenance and repair at Station 2 is \$21,634.26. Total available funds \$60,755.42.

Precinct 4 VFD service calls for January were 88. The number of calls for 2022 is already at 96.

Chief Warren reported that the tank was mounted and wired on the LMTV truck. Graphics, tools, and nozzles will be installed when they come in.

There will be LMTV training conducted on February 22nd.

Currently there are 16 members on the roster. Two new members will be voted on during the next BCVFD business meeting

7. **Sales and Use Tax (Godby)**

Discussion and action on ordering an election on the issue of the adoption of a Sales and Use Tax in the District at a rate not to exceed one and one-half percent in any location in the District; authorize the necessary officers and officials to conduct same; execute order related to same.

A motion was made by Sherry Waldrum to execute Brazos County Emergency Services District No. 4 ORDER NO.02-07-22-07 Resolution and Order calling for a Special Election on the issue of Adoption by the District of a Sales and Use Tax Pursuant to Chapter 775, Health & Safety Code; at a rate not to exceed one and one-half percent in any location in the District; authorize the necessary officers and officials to conduct same; execute order related to same. Jill Jones seconded the motion. The motion passed with a unanimous vote in favor of the vote.

8. **Discussion and action on entering into an agreement with Touchstone District Services to assist with the Sales and Use Tax election (Godby)**

Simon Vandyk from Touchstone District Services joined the meeting by phone and provided an update. Simon analyzed data from the Brazos County Tax Office regarding voting characteristics and trends for BCESD4. Simon reported that the citizens in District 4 positively support BCVFD4.

Simon stated public education would be key. A committee will need to be formed consisting of two BCESD4 Commissioners, retired District Fire Chiefs, and other supportive leaders from the community. Videos and updated information will be

added to the website. These tools may also be used for the dual purpose of recruitment. Social media platforms will be utilized to help educate citizens about the upcoming election. It will be important to clarify to citizens that this is NOT a Property Tax, but rather a Sales and Use Tax. We will also need to educate the citizens on how impactful it will be to hire a daytime crew to improve response times.

9. **BCVFD4 Operations Financial Review Status (Chief Warren)**

Chief Warren will provide an update after Gay Craig Audit Manager for Thompson, Derrig, & Craig has completed the audit.

10. **Future Agenda Items**

The following agenda items need to be added to the agenda for the March 24th BCESD4 Board Meeting.

- Sales Tax Collection Committee and Strategic Planning with Touchstone District Services
- BCVFD4 Operations Financial Review Status

11. **Next BCESD4 Meetings**

March 24th – 5:30 pm – Brushy Creek Fire Station

12. **Adjournment**

The BCESD4 Board Meeting adjourned at 6:56 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary