



# **Brazos County Emergency Services District #4**

## **MEETING MINUTES**

November 14, 2022 - 5:45 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 BCESD4 Board Members attended; Steve Godby, Dina Nutall, Anthony Oehler, Jill Jones and Jordan Mitchell along with Chief Warren attending 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**  
No citizen comments received.
3. **BCESD4 Gifts & Donations, public recognitions. (Godby)**  
A \$200 donation was received by the BCVFD4. No gifts or public recognition reported.
4. **Approval of BCESD4 October 27<sup>th</sup> Regular Meeting Minutes" (Godby)**  
Motion made by Anthony Oehler to "accept the October 27<sup>th</sup> minutes as written." Dina Nutall seconded. Motion passed with unanimous vote.
5. **Treasurers Report including, but not limited to financial status, budget reports, account balances, bills, Wells Fargo banking and payments (Godby)**  
Steve Godby presented the treasurer's report to assist the new treasurer. Godby reported the current BCESD4 checking account is \$47,344.67 and the BCESD4 Strategic Reserve is \$95,045.32.

Steve Godby reviewed the 2022 Operating Budget and the anticipated funds to be received from Brazos County Tax Assessor. He pointed out that the expected amount is only approximately \$15,000 more than our anticipated expenditures.

Jordan Mitchell advised the BCESD4 Board of the new check signers to the Wells Fargo account; Jill Jones, Steve Godby, Jordan Mitchell and Anthony Oehler.

Jordan Mitchell confirmed the BCESD4 Books and Bottom Line were linked to the Wells Fargo account and the account was reconciled through October 2022.

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

Chief Warren provided a review of the BCVFD4 Operations. Financially, the BCVFD4 currently has \$29,121.42.

Chief Warren reported on the number of runs for October and for the year, as well as volunteer training, apparatus, facilities and staffing.

**7. Approval of the 2022 Tax Levy for the Brazos County ESD4.**

Steve Godby reviewed the final "Tax Levy Totals" received from the Brazos County Tax Assessor. Following the review, a motion was made by Anthony Oehler to accepted the "2022 Levy Totals" for the Brazos County ESD4; M&O Rate – 0.0413240 (\$525,972.09) and I&S Rate – 0.0137200 (\$174,627.42) as specified by the Brazos County Tax Assessor. Jill Jones seconded the motion. The motion passed unanimously.

**8. Fire Apparatus Purchase Detail Discussion(Godby)**

Chief Warren explained the process for the Brazos County ESD4 to enter into an agreement with the Texas Forest Service to be awarded a Tender Fire Apparatus. Chief Warren advised the board of his actions to obtain cost estimated from the various vendors.

BCESD4 will be awarded \$240,000 for the purchase of the Tender. The total cost of the Tender will be approximately \$450,000 for a new Tender.

**9. BCESD4 Policy Manual Review**

BCESD4 Policies A-4 "ESD Member Bond Requirement" and G-4 "ESD Member Bond Requirement" were reviewed by the BCESD4 Board Members as part of their monthly review of BCESD4 Policies and Procedures.

**10. Future Agenda Items**

- January BCESD4 Meeting Item – Insurance Review with Provider

**11. Next BCESD4 Board Meeting**

- December 14<sup>th</sup> – Brushy Fire Station @ 5:45 pm
- January 19<sup>th</sup> – Brushy Fire Station @ 5:45 pm

**12. Adjournment**

The BCESD4 Board Meeting adjourned at 6:50 pm

Respectfully submitted,

Steve Godby  
BCESD4 President