



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

## **MEETING MINUTES**

November 18, 2021 - 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 were in attendance; Steve Godby, Jill Jones, Dina Nutall, and Sherry Waldrum. BCVFD4 Fire Chief Warren and BCVFD2 Fire Chief Joe Boyd 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 given.
3. **ESD Gifts & Donations, public recognitions. (Godby)**  
None
4. **Approval of BCESD4 October 21<sup>st</sup> Meeting Minutes (Godby)**  
Motion was made by Sherry Waldrum to “accept” the October 21<sup>st</sup> 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)**  
The Brazos County ESD#4 Cash Flow Report 2021-2022 was reviewed. The total Cash Available (before cash out) for October was \$103,967. The Total Cash Paid Out was \$31,727. The Cash Position (end of month) for October was \$72,240.

Quick Books and Bottom Line are linked to the Wells Fargo account and the account was reconciled through October 2021.

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 \$16,995.58. Payments pending as of November 19<sup>th</sup>, 2021, \$9,983.63, leaving total available funds \$7,671.95.

Precinct 4 VFD had 65 calls for service in October 2021.

Chief Warren reported that the new EMS Protocol has been approved by Medical Director Aaron Buzzard MD. Chief Warren will order the medications and all current members will be trained to administer per the EMS protocol.

Booster 442 brakes and mechanical issues have been repaired. Truck 401 hail damage has been fixed. Utility 453 mechanical issues, ignition switch and fuel injection module were replaced.

Currently there are 15 members on the roster.

The BCVFD4 Christmas Party will be on December 4, 2021.

7. **Sales Tax Collection Research Discussion (Chief Warren)**

BCVFD2 Fire Chief Joe Boyd shared his experiences and insight into the process of sales tax collection. Chief Boyd spent many hours researching the pros and cons of the sales tax collection process. Chief Boyd was successful in his bid for sales tax collection in District 2.

The state captures \$0.0625 on every dollar spent. That leaves \$.02 for eligible local jurisdictions, including ESDs to collect from local sales tax. ESDs can levy a sales tax. The overriding benefit to the citizens is that the sales tax collection will help shift the burden solely off property owners. A portion of the sales tax collected from people traveling through the area buying gas, food, etc., would go to District 4.

All ESD members and firefighters will need to be well versed and use the same language when speaking to the public.

Chief Boyd suggested to work closely with the Comptroller's Office and Simon Van Dyk at Touch Stone District Services. Steve Godby has been in contact with Simon and has invited him to our December 6<sup>th</sup> BCESD4 Board meeting. Following these discussions, a proposal will be discussed and acted on at the December 6<sup>th</sup> Board meeting.

There is a tight timeline to meet the February 18<sup>th</sup> deadline for a May 2022 election.

8. **Winter BCESD4 Newsletter (Godby)**

A final decision regarding the printed newsletter has not been made. Steve Godby proposed that the printed newsletter should be given a second look. Other options such as local social media platforms and apps are still under consideration.

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

This item will be placed on next month's agenda.

10. **Future Agenda Items**

The following agenda items need to be added to the agenda for the December 6<sup>th</sup> BCESD4 Board Meeting.

- Sales Tax election and Touchstone District Services Proposal
- BCVFD4 Operations Financial Review Status

11. **Next BCESD4 Meetings**

December 6<sup>th</sup> – 5:30 pm – Brushy Creek Fire Station  
January 13<sup>th</sup> – 5:30 pm – Brushy Creek Fire Station

12. **Adjournment**

The BCESD4 Board Meeting adjourned at 6:42 pm

Respectfully submitted,

Sherry Waldrum  
BCESD4 Secretary