



Brazos County Emergency Services District #4

MEETING MINUTES

October 21, 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, 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** –No citizen comments were given.
3. **ESD Gifts & Donations, public recognitions. (Godby)**
None
4. **Approval of BCESD4 September 23rd Regular Meeting Minutes and September 23rd Public Hearing on Tax Increase Meeting Minutes (Godby)**
Motion was made by Sherry Waldrum to “accept” the Minutes of the September 23rd Public Hearing on Tax Increase as submitted”. Steve Godby seconded. Motion passed.

Motion was made by Steve Godby to correct the September 23rd Regular Meeting Minutes to reflect a change in the value of the calculated debt portion of the 2021 tax rate from \$0.016344/\$100 to 0.017441/\$100. Sherry Waldrum seconded. Motion passed unanimously. Per Kristeen Roe the debt portion of the 2021 tax rate is 0.017441 per \$100 of value.

5. **Approval of the BCESD4 2021 Tax Levy (Godby)** Motion was made by Steve Godby to "accept" the 2021 Levy Rolls as provided by Kristeen Roe, Tax Assessor/Collector. The 2021 Total Levy \$693,332.19. Jill Jones seconded. The motion passed with a unanimous vote.

6. **Treasurers Report including, but not limited to financial status, budget reports and account balances, bills, and payments (Godby)**

The Brazos County ESD#4 Cash Flow Report 2020-2021 was reviewed. The total Cash Available (before cash out) for September was \$223,634. The Total Cash Paid Out was \$126,607. The Cash Position (end of month) for September was \$97,027.

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

7. **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 \$11,883.67. VFIS Invoice 88382 was paid in the amount of \$9,310.00 leaving total available funds \$2,573.67.

Precinct 4 VFD had 67 calls for service in September 2021. The total number of calls for 2021 is 582.

Chief Warren reported that the new EMS Protocol is very close to implementation. BCVFD4 is scheduled to receive training on 10/26/2021. Chief was involved in raising awareness and promoting the importance of protecting first responders from accidental overdose.

The 2007 LMTV Stewart and Stephenson truck has arrived. The mechanic will change the fluids and remove the central tire inflation system. Four new tires were purchased for the truck.

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

Chief Warren reported on the requirements necessary for the BCESD4 to obtain a portion of the existing sales tax in District 4. The BCESD4 Board has requested Chief Warren to continue his research and report at our next meeting.

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

Alternatives to the traditional printed and mailed newsletter are under consideration. Printing and postage rates are increasing and BCESD4 citizen readership is declining. One possible solution may be to post information and updates on social network platforms specific to our district.

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

Motion was made by Steve Godby to utilize Thompson Derring & Craig, P.C., Certified Public Accountants to complete the financial review of BCVFD4 for approximately \$2200. Jill Jones seconded. The motion passed with a unanimous vote.

11. **Future Agenda Items**

The following agenda items need to be added to the agenda for the November 18th BCESD4 Board Meeting.

- Sales Tax
- Winter Newsletter

12. **Next BCESD4 Meetings**

November 18th – 5:30 pm – Brushy Creek Fire Station
January 20th – 5:30 pm – Brushy Creek Fire Station

13. **Adjournment**

The BCESD4 Board Meeting adjourned at 6:28 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary