

**BRAZOS COUNTY ESD 1
PO BOX 696
MILLICAN TX 77866
NOTICE OF REGULAR MEETING**

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a Regular Meeting of Emergency Services Commissioners of Brazos County Emergency Services District No. 1 to be held at Fire Station 1 at 14841 South Dowling Road, College Station, TX 77845 at 5:30 P.M., Thursday, November 20, 2025.

The following agenda items will be considered, and action taken, including the authorization of staff to take necessary actions, as appropriate:

1. Call meeting to order and establish a quorum.
2. Recognition of citizens.
3. Citizen Comments. (Any individual may make a presentation relevant to the business of the District of not more than three (3) minutes to the Board of ESD 1 Commissioners, after executing the proper form, which may be obtained from the Secretary.)
4. To review and approve minutes of all regular, special and workshop meetings.
5. To receive updates, review, discuss, and take possible action on administrative matters, to include:
 - a. Reports from the financial consultant, to include:
 - i. Financial report.
 - ii. Sales tax report.
 - iii. Investment report.
 - iv. Invoices to be paid by check.
 - v. Any tax refund requests.
 - vi. Tax levy approval.
 - b. Reports from the HR consultant, to include:
 - i. Request to accept a proposal from RIT-HR at a monthly cost not to exceed \$2,750 with a possible increase to \$3,000 in accordance with the terms of the agreement.
 - ii. Update on the administrative services manager position.
 - iii. Request for approval to replace two existing part-time firefighter positions with two new full-time firefighter positions.
 - c. Reports from the General Manager, to include:
 - i. The capital plan.
 - ii. Update on the Strategic Plan.
 - iii. Update on the cyber situation.
 - iv. Update on an IT administration, security, and support proposal, to include possible acceptance of a proposal.
 - v. Request to accept a personnel management system software proposal from Paycom at a monthly cost not to exceed \$1,200 plus a conversion cost not to exceed \$3,800.

- vi. ESD Board policies to include possible revisions to the Purchasing and Procurement policy and the ACH-DD form.
 - vii. Public outreach matters, to include website, social media, newsletter, and marketing proposals.
 - viii. Attendance at the 2026 SAFE-D conference in San Antonio, January 29-31, 2026.
- 6. To receive updates, review, discuss, and take possible action on operational matters and capital and non-budgeted expenditures, to include:
 - a. Reports from the Fire Chief.
 - b. Real estate matters, including future Stations
 - i. Request to engage a firm to conduct a complete title search for the property known as Millican Townsite, Block 5-6 & 22, Lot All (See R304979 For Imp Only), Acres 2.64
 - c. Capital purchase matters to include:
 - i. Request to purchase cabinets for station 6 for an amount not to exceed \$8,000.
- 7. To discuss items to place on the next regular meeting agenda.
- 8. To discuss the need for and scheduling of special meeting(s).
- 9. Adjourn.

BRAZOS COUNTY EMERGENCY
SERVICES DISTRICT NO. 1

By: Rodger Stout

Rodger Stout, President

* The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed by the Board of Emergency Services Commissioners. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.

