BRAZOS COUNTY ESD 1
PO BOX 696
MILLICAN TX 77866

MINUTES OF REGULAR MEETING July 9, 2026

1. **Call meeting to order and establish a quorum.**

Commissioner Stout called the meeting to order at 4:30 PM

Commissioner Stout announced that a quorum was present. The Commissioners present were:

Rodger Stout	*Present*
Carlyle Fraser	*Present*
Moreecy Day III	*Absent*
Jim Jones	*Present*
Marne Boyle	*Present*

Also present at the meeting were Fire Chief David Cooper, Assistant Chief Jonathan Collins, General Manager Mike Montgomery, HR Manager Tanya Armtrong, Randal Parr, Luther Olden, and Neil Summer

2. **Recognition of citizens and citizen comments.**

There were no citizens present and no public comment.

3. **Review and approval of minutes of regular meeting.**

After discussion, Commissioner Boyle made a Motion, seconded by Commissioner Jones to approve the minutes of the June 18 regular meeting and. Thereafter, the Motion passed by a vote of 4 to 0.

The following agenda items were requested for review, update, consideration, and possible action, including the authorization of staff to take necessary actions:

4. **Financial matters, to include financial report, including the sales tax report, and investment report.**

a. Cash activity report, including payment of invoices.

b. Approval of tax refund requests. No tax refund requests

After discussion, Commissioner Fraser made a Motion, seconded by Commissioner Jones to approve the financial report, including the sales tax report, and investment report, and cash activity report. Thereafter, the Motion passed by a vote of 4 to 0.

5. **District Administration matters, to include:**

a. **Report from the General Manager, to include updates on outreach activities, insurance, information technology, CWPP grant, tax rate, and commissioner training activities.**

After discussion, the Board received updates regarding conference room audiovisual equipment, the ESD website redesign, the upcoming digital newsletter, a $600 Lions Club donation, the VFIS insurance policy, and the CWPP Grant.

The Board tabled action on increasing VFIS insurance limits pending clarification of policy provisions and broker review.

Commissioner Fraser made a Motion, seconded by Commissioner Boyle, to approve the CWPP Grant. Thereafter, the Motion passed by a vote of 4 to 0.

Commissioner Fraser made a Motion, seconded by Commissioner Boyle, to approve the General Manager's Report. Thereafter, the motion passed by a vote of 4 to 0.

b. **Discussion and action on adding SBC ESD 1 DBA to operating account x-3692.**

After discussion, the Board considered adding the SBC ESD 1 DBA to Operating Account ending in 3692. Commissioner Boyle made a Motion, seconded by Commissioner Jones, to ratify adding the SBC ESD 1 DBA to the operating account. Thereafter, the motion passed by a vote of 4 to 0.

c. **Discussion and action on the adoption of the District's proposed FY 26 budget.**

No action taken at this time on the adoption of District's proposed FY 27 budget.

d. **Discussion and action on the District's proposed 2026 Tax Rate.**

After discussion, the Board considered the proposed 2026 ad valorem tax rate of $0.100000 per $100 of taxable valuation and authorized staff to proceed with the Truth-in-Taxation requirements necessary for adoption of the proposed tax rate. Commissioner Fraser made a Motion, seconded by Commissioner Jones, to approve the proposed 2026 tax rate. Thereafter, the motion passed by a vote of 4 to 0.

e. **Discussion and action on sales tax reporting and analysis.**

After discussion, the Board considered sending out Requests for Information (RFIs) to determine interest and explore available options. Commissioner Fraser asked about the recovery received under the current arrangement, and Rodger asked about sales recovery fees and whether other options may provide better results than the District's current arrangement. The Board discussed the desire for improved analytical services. Commissioner Fraser made a Motion, seconded by Commissioner Jones, to approve sending out RFIs to solicit interest. Thereafter, the motion passed by a vote of 4 to 0.

f. HR activities, including updates on payroll system and health insurance.

After discussion, Commissioner Jones made a Motion, seconded by Commissioner Fraser, to approve the HR activities report. Thereafter, the motion passed by a vote of 4 to 0.

g. Real estate matters, to include updates on future stations.

No action taken at this time.

h. **Capital purchases.**

Lawn Mowers: After discussion, the Board considered replacing the District's lawn mowers, which are approximately 12–15 years old. Staff contacted several companies and requested proposals with one point of contact for all three accounts. Commissioner Boyle asked whether the Board could approve an amount not to exceed a specified limit. Commissioner Stout recommended establishing a not-to-exceed amount of $20,000. Commissioner Fraser made a Motion, seconded by Commissioner Jones, to approve the purchase of lawn mowers in an amount not to exceed $20,000. Thereafter, the motion passed by a vote of 4 to 0.

Fuel Tanks: After discussion, the Board considered installing bulk fuel tanks at the stations for diesel and regular fuel to reduce fuel costs. The tanks would initially be installed at Station 1, with an additional tank to be added at Station 4 once construction is complete. The Board discussed the upfront and unbudgeted costs, estimated at approximately $9,000. Commissioner Fraser made a Motion, seconded by Commissioner Boyle, to authorize moving forward with the purchase and installation of the fuel tanks at an amount not to exceed $10,000. Thereafter, the motion passed by a vote of 4 to 0.

Propane Tanks – Station 1: After discussion, the Board considered the options of leasing or purchasing propane tanks for Station 1. The purchase option was estimated at approximately $13,000 for the tanks, with an additional $4,000 for the initial fuel fill, while the lease option would cost approximately $300. Commissioner Stout and Commissioner Fraser recommended purchasing the tanks. Commissioner Fraser made a Motion, seconded by Commissioner Jones, to approve the purchase of two propane tanks for $15,000, with the initial fill bringing the total estimated cost to $18,000. Thereafter, the motion passed by a vote of 4 to 0.

All approved expenditures for the Station 1 fuel and propane tanks are to be included under the Station 1 loan.

6. Operational matters, to include:

c. Travel, to include an updated list of conferences and seminars.

After discussion, Commissioner Boyle made a motion, seconded by Commissioner Fraser, to approve the Fire Chief's report. Thereafter, the motion passed by a vote of 4 to 0.

7. **To discuss any agenda items needed for future meetings.**

None

8. ***To discuss the need for and scheduling of special meetings and workshops.***

None

9. ***Adjourn.***

There being no further business, Commissioner Stout adjourned the meeting at 6:53 PM.

BRAZOS COUNTY EMERGENCY
SERVICES DISTRICT NO. 1

Respectfully submitted,

Moreecy Day III   8-13-26

Moreecy Day III, Secretary   Date