

# HAYS COUNTY ESD #4 BOARD OF COMMISSIONERS

## JANUARY 27, 2026 MEETING MINUTES

### 1. Call meeting to order and verify quorum;

- Mr. Joe Pendleton called the meeting to order at 5:30pm.
- Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, Mr. Justin Transeau, Mr. Joseph Malone, and Mr. Manuel Grafia. A quorum was present.
- Also present: Christopher Robbins, Fire Chief and Sydney Johnson, Executive Assistant.

### 2. Public comment;

- No public sign-in. No public comment.

### 3. Approve and accept statements and oaths of office for reappointed commissioners Joe Pendleton and Joseph Malone; take any related action;

- A motion to accept Commissioner Pendleton and Malone's statements and oaths of office was made by Mr. Brown and seconded by Mr. Transeau.
- Motion passed (5-0).

### 4. Discuss and consider holding an election of officers; take any related action;

- An election of offices was held.
- President: Mr. Pendleton called for a motion of nomination for the position of President of Hays County ESD 4, Board of Commissioners. Mr. Brown made a motion to nominate Mr. Pendleton for the position of President. Mr. Transeau seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Pendleton as President.
- Vice-President: Mr. Pendleton called for a motion of nomination for the position of Vice President of Hays County ESD 4, Board of Commissioners. Mr. Transeau made a motion to nominate Mr. Brown for the position of Vice President. Mr. Grafia seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Pendleton as Vice President.
- Treasurer: Mr. Pendleton called for a motion of nomination for the position of Treasurer of Hays County ESD 4, Board of Commissioners. Mr. Brown made a motion to nominate Mr. Transeau for the position of Treasurer. Mr. Malone seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Transeau as Treasurer.
- Secretary: Mr. Pendleton called for a motion of nomination for the position of Secretary of Hays County ESD 4, Board of Commissioners. Mr. Transeau made a motion to nominate Mr. Grafia for the position of Secretary. Mr. Brown seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Grafia as Secretary.
- Assistant Treasurer: Mr. Pendleton called for a motion of nomination for the position of Assistant Treasurer of Hays County ESD 4, Board of Commissioners. Mr. Brown made a motion to nominate Mr. Malone for the position of Assistant Treasurer. Mr. Transeau seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Transeau as Assistant Treasurer.
- Post-Election Officer Positions:  
President, Joe Pendleton  
Vice President, Travis Brown  
Treasurer, Justin Transeau

Secretary, Manuel Grafia  
Assistant Treasurer, Joseph Malone

- 5. Approval of minutes from the meeting held on November 25 & December 30, 2025;**
  - A motion to approve the minutes from November 25 & December 30, 2025, was made by Mr. Brown and seconded by Mr. Transeau.
  - Motion passed (5-0).
  
- 6. Receive monthly Treasurer's Summary & District Investment Reports; consider approving issued payments and financial reports prepared by the District's bookkeeper;**
  - A motion to approve issued payments and financial reports for December 2025 was made by Mr. Brown and seconded by Mr. Malone.
  - Motion passed (5-0).
  
- 7. Receive monthly report from Chief Robbins regarding emergency and administrative operations;**
  - Chief Robbins reported 156 calls in December, 2,575 calls for the year.
  
- 8. Discuss and consider action on monthly report from District's Attorney regarding pending litigation matters, contract issues, tax and budgeting issues, and legislative efforts;**
  - No report from District's Attorney. No action taken.
  
- 9. Discuss and consider action regarding ongoing Station 42 Development;**
  - Ryan Rosborough of Rosborough Project Management attended to provide information and answer questions from the Board.
  - Discussion occurred with no action taken.
  
- 10. Approve and acknowledge publishing the street address of the Districts' administrative office in the legal notices section of *The Wimberley View* on January 1, 2026; take any related action;**
  - A motion to approve and acknowledge publishing the street address in *The Wimberley View* and ratify any prior action was made by Mr. Malone and seconded by Mr. Transeau.
  - Motion passed (5-0).
  
- 11. Discuss and consider action regarding the purchase of gym equipment and furniture for Central Station;**
  - A motion to authorize the use of donated funds, in an amount not to exceed \$13,000, for the purchase of gym equipment and furniture for Central Station was made by Mr. Brown and seconded by Mr. Malone.
  - Motion passed (5-0).
  
- 12. Discuss and consider authorizing payment to Metro Fire for Preventative Maintenance and potential repair of 2023 Spartan Rescue Pumper (Engine 41);**
  - During discussion, it was noted that the agenda item incorrectly listed Engine 41. The correct unit is the 2024 Spartan Rescue Pumper (Engine 42)
  - A motion to authorize payment to Metro Fire, in an amount not to exceed \$5,600, for maintenance and repair of Engine 42 was made by Mr. Brown and seconded by Mr. Malone.
  - Motion passed (5-0).

**13. Discuss and consider authorizing payment to Woods Comfort Systems for Mayfield house A/C System repair or replacement;**

- A motion to authorize payment to Woods Comfort Systems in the amount of \$7,263.15 for a replacement unit was made by Mr. Brown and seconded by Mr. Malone.
- Motion passed (5-0).

**14. Discuss and consider action regarding Chief Robbins PTO Buy Back Request;**

- A motion to approve Chief Robbins PTO Buy Back Request was made by Mr. Transeau and seconded by Mr. Brown.
- Motion passed (5-0).

**15. Discuss and consider action regarding a potential Dispatch Cost-Sharing partnership between Hays County and the Hays County EMS and Fire ESDs;**

- Stephanie Robinson, Director of the Hays County Combined Emergency Communications Center, attended to provide information on the proposed partnership and answer questions from the Board.
- Discussion occurred with no action taken.

**16. Discuss date, time, location, and agenda items for the next meeting;**

- The next regular meeting will be held February 24, 2026, at 5:30pm. All meetings are held at 111 Green Acres Drive in Wimberley, Texas.

**17. Adjourn;**

- Mr. Pendleton adjourned the meeting at 7:00pm.

Submitted by,



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Manuel Grafia, Secretary

Hays County ESD #4 Board of Commissioners