

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes



For the Board of Commissioners Meeting Held on May 31, 2022

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present were President Ron Spangenberg, Mr. Chuck Ware, Mr. Joe Pendleton, Mr. John White, and Mr. Larry Coker. A quorum was present. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, and Executive Assistant Angel Robinson.
3. Public comment: No Public sign in. No Public comments. No public in attendance.
4. Public comment on agenda items; No Public comments.
5. Receive final April 1-30, 2022, monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Three payments to Pedernales Electric Coop, two to Visa, and one payment each to Hays Co. Clerk, and TCDRS. Three payroll transactions and one payment to U.S. Treasury. Checks written: 5660, 5667-5703 . And b) Review Statement of Financial Position, Income Statement of Budget Performance, and reconciliation summaries of ESD 4's Ozona bank accounts.

Treasurer's Summary Report for April 2022:

Income for April 2022	94,883.67
Year-to-Date Income	1,990,817.54
Expenses for April 2022	649,447.28
Year-to-Date Expenses	1,992,154.48
Budget Balance	(1,336.94)
Current Assets (Incl. CD's)	3,834,205.71
Current Assets (Incl. A/R)	3,945,261.71
Value of Three CD's	93,975.19
A/R 60 Day Sales & Use Process	111,056.00
Cash Assets	3,740,230.52
Liabilities	778,342.09

Gross Special Purpose District Sales and Use Tax:	47,144.16
Net Special Purpose District Sales and Use Tax:	46,207.15
Ad Valorem Collected:	45,968.32

A motion to approve the Treasurer's report for April 2022 transactions, as presented, was made by Mr. Larry Coker, and seconded by Mr. Joe Pendleton. The Motion was unanimously approved.

6. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities, career, and volunteer personnel; Assistant Fire Chief Christopher Robbins reported there were 89 responses with 17 fire calls, 41 MVA/rescue/EMS support. The report included calls by district box, with Box 40 being most active; and calls by month, shift and day of week. Response time average 10 minutes due to

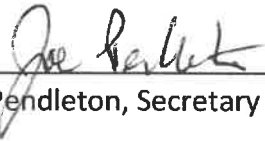
- distance to mutual aid call. Assistant Chief Robbins reported WFR provided Hazmat Technician training at Central Station, with Hazmat IC and Rope Rescue scheduled in June. SWAT is training at WFR training field in June. No action required.
7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported E-41 will have pump repaired after annual pump test performed by repair company, resulted in damage to the pump; and minor maintenance on other apparatus. T- 46 engine antifreeze filter valve repaired. No action required.
 8. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; nothing to report. No action taken.
 9. Discuss and consider Active Shooter training, preparation, and protective gear purchase, take any related action; Chief Czichos stated Hays County has an Active Shooter policy and it is important WFR firefighters are trained in a coordinated manner, to respond with HCSO, Constables and EMS. Assistant Chief Robbins said he is getting a quote for six sets of 3A vests for all crews that will be carried on apparatus. Triage is a part of the training. No action taken at this time.
 10. Discuss and consider TCDRS Annual Conference (July 21-22) attendance, take any related action; Angel Robinson requested she and Assistant Chief Robbins attend the TCDRS conference to obtain additional information on TCDRS' benefits that may be beneficial to the staff. Mr. Chuck Ware made a motion to provide funding for two personnel to attend the July 2022 TCDRS conference. The motion was seconded by Mr. Larry Coker. The motion passed unanimously.
 11. Discuss and consider Central Station addition, change orders, construction update, material delays, take any related action; President Spangenberg reviewed G Creek's revised change order no. 3 which consists of the original purchase price for the range and ice machine. New total is \$13,253.85. Mr. Chuck Ware made a motion to approve funding Change Order No. 3 in the amount of \$13,253.85. The motion was seconded by Mr. Joe Pendleton. Motion passed unanimously. Chief Czichos stated construction continues slowly, with some of the work needing correction. No additional action taken.
 12. Discuss and consider purchase of furnishings for living quarters, take any related action; Discussion on receipt of gym equipment and a request to purchase six chairs for the Addition's dayroom. Mr. Chuck Ware made a motion to purchase six reclining chairs at a cost of \$5,699. Mr. John White seconded the motion. The motion passed unanimously.
 13. Discuss and consider remodel of PPE gear room and shop, take any related action; President Spangenberg stated the ceiling is installed, 12 lockers are installed and 10 more are ordered. He stated work on the remodel is progressing and the additional work will likely require a line-item adjustment in addition to the previously approved \$8,000. No action taken.
 14. Discuss and consider a modification to budget adjustment for lease/purchase of Rescue Pumper approved at April 26, 2022 Board meeting; take any related action; Ron presented a revised budget adjustment to increase the down payment for the new rescue pumper in the FY-2021-22 budget. He presented an increase of \$250,000 to the existing \$100,000 on line-item 90901, for a total apparatus down payment of \$350,000. This would increase the FY-2021-2022 Budget from \$3,209,386 to \$3,359,386. Treasurer Ware made a motion to strike and withdraw the approved budget adjustment as presented at the April 26, 2022 Board

meeting as described in Agenda Item 19, and move to accept the increase of \$250,000 to the FY 2021-2022 as presented by President Spangenberg on May 31, 2022. Mr. Larry Coker seconded the motion. The motion passed unanimously.

15. Discuss and consider draft Land Acquisition Policy and Guidelines, take any related action; Mr. Chuck Ware presented the Draft Land Acquisition Policy for the Board to review to consider approval at the next meeting. Discussion occurred on priority locations and possible land to consider for acquisition discussion. No action taken
16. Discuss and consider pursuing additional property, take any related action; Mr. Chuck Ware asked that a property acquisition/negotiation file on Winters Mill property be prepared for the Board's records. Additional discussion on existing properties in the Winters Mill and Ranch Road 12 area occurred. No action taken.
17. Discuss and consider long range, strategic plan development, take any related action; Mr. Chuck Ware presented a Draft Master Plan for review by the Board. The goal is to identify and compile a perspective of the District's 135 sq. mile area and estimate the existing population numbers. Due to the possibility of fire and flood disaster, it is imperative when planning for emergencies, the District have real population numbers. With information from Hays County Appraisal District, a rough estimate of the current population is 20,000-25,000. For planning purposes, the current model used in the fire industry is to take an area, in this case with a population of 25,000, and radiate out, to identify the number of pumpers, and other apparatus needed to support such a population. Statistically, the District should have 2.5 manned stations with the current population. Additional information that will be expanded on in the Strategic Plan is what are the department positives and what could be done better, future station placement, future personnel and apparatus, and the Ad Valorem Tax Rate. Mr. Chuck Ware foresees needing public support to be successful at fulfilling the needs in the Strategic Plan's findings. Discussion will continue at future meetings. No action taken.
18. Discuss and consider pursuing demolition of training tower; take any related action; Chief Czichos stated Southwest Destructors estimated \$6,000 to demo the tower and \$850 to haul debris, for a total of \$6,850. The tower poles will be cut at ground level. A motion to approve funding \$6,850 to demolish the training tower was made by Mr. Joe Pendleton. The motion was seconded by Mr. Chuck Ware. The motion passed unanimously.
19. Discuss and consider repair of old office printer; take any related action; Angel Robinson presented the repair estimate from CTWP for the older laser printer. The printer could be used in the Addition or in the Assistant Chief's office. Cost of repair is \$683.33. A motion to approve the allocating \$683.33 to repair the older laser printer was made by Mr. Chuck Ware and seconded by Mr. Joe Pendleton. The motion passed unanimously.
20. Discuss and consider adoption of a records retention policy; take any related action; No action taken at this time.
21. Discuss and consider FY 2022 – 2023 annual budget development; take any related action; President Spangenberg recommended a Special Called meeting in June to discuss the FY 2022-2023 budget and the Strategic Plan. President Spangenberg presented a draft budget package that shows a possible operating budget of 2.584M at .05 Ad Valorem rate, including \$400K from Sales and Use Tax. He recommended combining multiple line-items. No action taken.
22. Discuss and consider notification of the subdivision of property, take any related action; No notifications, no action taken.

23. Discuss and consider approval of reimbursement request, No requests. No action taken.
24. Discuss and consider approval of minutes from April 26, 2022; Mr. Larry Coker made a motion to approve the April 26, 2022 minutes, with the understanding Board approval of Agenda Item No. 19, regarding increase the down payment for 2023 rescue pumper, has been struck from the record at the May 31 meeting. The motion was seconded by Mr. Joe Pendleton. The motion passed unanimously.
25. Discuss and consider future agenda items, time, date and place for next meeting; The next regular Board of Commissioners meeting will be held on June 28, 2022, at 8:30am at 111 Green Acres Dr., Wimberley, TX.
26. Adjourn. The meeting was adjourned at 10:15 a.m.

Respectfully,



Joe Pendleton, Secretary