

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
Board of Commissioners Meeting Held on March 28, 2023

Original

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present: President Ron Spangenberg, Mr. Joe Pendleton, Mr. Chuck Ware, and Mr. Larry Coker. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, Executive Assistant Angel Robinson, and Administrative Assistants Sydney Johnson & Deena Gardow. Vice-President John White was not present. A quorum was present.
3. Public comment: Justin Transeau and Travis Brown signed in for Public Comment. No Public comments made.
4. Public comment on agenda items: No Public comments.
5. Receive final February 1 - 28, 2023, monthly report from the Treasurer and consider;
 - a) Approval of payment of monthly bills, invoices, and payroll:
 - EFT/ACH payments: 2 to Pedernales Electric Co-op
 - 1 to TCDRS
 - 2 to US Treasury
 - 5 for February 2023 payroll
 - Checks 6016 -- 6046 were written, check 6027 was voided.
 - 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 February 2023:

Income for February 2023	861,528.55
Year-to-Date Income	2,145,320.07
Expenses for February 2023	261,277.26
Year-to-Date Expenses	895,282.28
Budget Balance	1,250,037.79
Current Cash Assets	4,445,784.17
A/R 60 Day Sales and Use Process	111,056.00
Liabilities	686,619.67

Gross Special Purpose District S & U	\$ 82,512.98
Net Sales and Use Tax Received:	\$ 80,543.77
Ad Valorem Collected:	\$ 778,244.12

A motion to approve the Treasurer's report for February 2023, including the financial reports, and revenue, was made by Mr. Coker, and seconded by Mr. 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 Robbins reported that two members of staff attended Fire Operator 2 courses at Seguin Fire Dept. and will be taking their exams soon. In April, another staff member will be going to Dripping Springs to attend Driver/Operator Training. Robbins will have Open Water Rescue Training scheduled soon. The ESO EHR Software the Board previously approved is operational, but training

is still needed for staff. Paycom payroll processing is still in the build-out phase, but everything is on track for Paycom to process payroll by April 14th. On April 5th Ryan Keller will start as a full-time employee; he is currently working with us part-time. With his position being added to the roster, we will still be one firefighter short of our goal to have four full-time firefighters on each shift. This is consistent with this year's budget. Our next full-time firefighter position will be added in October, next Fiscal Year, budget permitting. The last of our PPE gear is being sent out for annual maintenance and repair. This will fulfill the NFPA Inspections for TX Commission of Fire Protections code requirements. On March 25th WFR attended the Wimberley Valley Emergency Preparedness Fair. C-42 was on site as well as E-42, R-47, and B-43. There was a great turnout from the community. The department radio reprogramming is completed. Many thanks to Volunteer Justin Transeau for his hours of work on that project. In March, there were two structure fires. One at Wimberley Café -- a grease fire in the kitchen where the hood suppression system did not activate. Due to a quick response by WFR there was minor damage, and they were open for business the next day. The second fire was at the Boy Scout Den on the VWF's grounds. The building was fully involved on arrival and was deemed a total loss, but they were able to contain it to the one structure and some items were salvaged from inside. The Boy Scout's Museum in a neighboring building was not damaged. The cause of this fire is still under investigation. WFR ran 90 calls in March, including 12 fire calls, 28 Rescue/EMS calls, 21 service calls, and 18 good intent calls. This brings us to 292 calls YTD. Robbins projected a minimum of 1245 calls for 2023 at the beginning of the year but anticipates exceeding that number. Box 40 had the highest call volume in March, followed by 41 and 43, then 44. Average response time is 6.99 minutes. Monday and Thursday were the highest call volume days. Growth continues in our area along with increased needs for service. No action taken at this time.

7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases. Fire Chief Czichos reported Pump Testing is currently being completed for all apparatus. The light fixtures discussed at the January Meeting are on site, awaiting the electrician to install. The new Rescue Pumper arrived in Houston. Chief Czichos, Asst. Chief Robbins, and several other staff members will be going to Houston in April to make-ready the truck. We are hoping to receive the completed truck in early May. No action taken.
8. Receive report from Third Tuesday initiative. Assistant Chief Robbins reported he went to the Capitol along with other SAFE-D members. He was able to meet with State Rep. Carrie Isaac and discuss some legislation being presented which has the potential to affect ESDs. First, TX Senate Bill 978, authored by Sen. Paul Bettencourt (R) and Sen. Mayes Middleton (R), relating to the repeal of provisions providing for the calculation and effect of a de minimis ad valorem tax rate, and second, TX House Bill 1775, authored by Rep. Ed Thompson (R), relating to the election of board members of certain emergency services districts. Robbins is going to continue to monitor the progression of these bills, and any future bills relevant to us, and will provide updates. While visiting with Rep. Isaac, he spoke with her about the allocation and distribution process for ARP/SLFRF funds, hoping to understand why some agencies were receiving funding and others not. She was very receptive, and he felt it was a productive conversation for both parties. He plans to attend the Third Tuesday sessions with SAFE-D until the legislative session closes. Chief Czichos reported he received an email this week from Kelly Simmons of Ardurra, the Project Management Company Hays County hired to identify appropriate disbursement of the ARP/SLFRF funds. We will be corresponding with her and hope this will help to get us closer to approval for grant funds. No action taken.

9. Receive report on Texas Fire Chiefs Association Conference. Chief Czichos thanked the Board for sending him to the Conference. He reported he attended several informative sessions. One being 'Building your Social Media' on familiarizing the community with the department's activities/responsibilities and informing them of where their tax dollars are going. He advised continuing to utilize our website and Facebook presence. He also suggested creating shift logos or patches to promote comradery among staff. Chief Czichos shared more about the dangers of battery powered vehicles/scooters/ATVs and ways to fight those type of vehicle fires. He will be working with Asst. Chief Robbins to get further training for our firefighters for these situations. No action taken.
10. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action. No pending litigation. No action taken at this time.
11. Discuss and consider Central Station addition, change orders, final payment, construction update, material delays and increase amount of the GC contract to reflect approved change orders, and review Additional Service Fees beyond the Architect's contract to reflect work performed beyond contract; take any related action. President Spangenberg reported the District received Payment Application 11 from the General Contractor, G. Creek Construction. We retained \$15,000.00 from Pay App 10 until we received all unconditional waivers from sub-contractors. G. Creek is working on getting the remaining waivers to us and we will move forward with payment once completed. Chief Czichos reported that ADA inspected the Addition, they found that the flush mount controls on the ADA commodes are on the left side, against the wall, and they should be on the right. He is going to work on getting new tanks ordered to correct this. No action taken.
12. Discuss and consider long range, strategic plan development for apparatus, property acquisition, fire station construction, personnel and associated pro forma financial statements; take any related action. The long-range strategic plan is still being worked on. Mr. Ware presented an Income vs. Expense chart for 2019-2022 which demonstrates that expenses exceeded income for 2022. This is largely due to the construction of the Addition. Mr. Ware strongly discourages this trend from continuing. Looking forward, he advised that the District's priorities are to build additional stations in areas where needs for service are growing, purchase apparatus, and bring on additional staff to man new stations. He cautioned the need to move forward with these projects while ensuring we do not draw down our Reserve Funds. Mr. Ware advises not to rely on Sales and Use Tax as a consistent income source. We may need to begin discussing the possibility of raising the Ad Valorem tax rate as we are currently the lowest in Hays County at \$0.053/\$100 property value. This option is preferred over presenting a Bond for election. No action taken at this time.

Brief Intermission at 9:41am


Reconvene at 9:47am – All commissioners present from earlier meeting.

13. Discuss and consider replacement of Board Member; take any related action. President Spangenberg reported that Mr. John White has turned in his resignation as Vice President on the Board of Commissioners, for personal reasons. The Board has presented the resumes of Justin Transeau and Travis Brown to Hays County Commissioner Shell as potential nominees to fill this vacancy. Justin Transeau has been a Volunteer with WVFD/WFR for many years, he served 6 years in the Navy, and is a long-time resident of Wimberley. Travis Brown was a Volunteer with the WVFD years ago, he served 6 years in the Marines, was Constable here in Wimberley, was a

member of the WISD Board of Trustees as well as the City of Wimberley's Board of Adjustments, in addition to the other Public Offices he has held. Travis is also a long-time resident of Wimberley. Mr. Ware made a Motion to accept the nominees presented to Commissioner Shell. Seconded by Mr. Pendleton. All in favor. The Motion passed unanimously.

14. Discuss and consider Audit Fiscal year 2021-2022, Montemayor Britton Bender PC, Stacy Britton; take any related action. Stacy Britton presented the Audit Report for year-end September 30, 2022. The Auditors opinion was clean. All the financials presented were in accordance with generally accepted accounting principles. Mr. Pendleton made a Motion to accept the Audit as presented. Seconded by Mr. Ware. All in favor. The Motion passed unanimously.
15. Discuss and consider notification of the subdivision of property; take any related action. One notice received from Joe Jimenez regarding 'Cypress Creek Acres – Re-subdivision of Lot 47' on E. Summit Drive. The lot is currently 4.99 acres and will be split into two 2.5 acre lots. The owner and developer is Mr. John Schmuck. Mr. Coker made a Motion to recognize this notification. Seconded by Mr. Pendleton. All in favor. The Motion passed unanimously.
16. Discuss and consider approval of reimbursement requests; take any related action. No reimbursement requests submitted at this time. No action taken.
17. Discuss and consider approval of minutes from February 28, 2023. All minutes were prepared and presented. Mr. Coker made a motion to approve as presented. Mr. Ware seconded the motion. The Motion passed unanimously.
18. Discuss and consider future agenda items, time, date, and place for the next meeting. The next meeting is scheduled for April 25, 2023, at 8:30am at 111 Green Acres Drive in Wimberley, TX.
19. Adjourn. The meeting was adjourned at 10:12am

Respectfully,



Joe Pendleton, Secretary