

HAYS COUNTY ESD #4 BOARD OF COMMISSIONERS

JUNE 24, 2025 MEETING MINUTES

1. Call meeting to order and verify quorum;

- Mr. Joe Pendleton called the meeting to order at 5:31pm.
- Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, Mr. Justin Transeau, and Mr. Joeseeph Malone. Mr. Manuel Grafia was absent. A quorum was present.
- Also present: Christopher Robbins, Assistant Fire Chief; and Sydney Johnson, Executive Assistant.

2. Public comment;

- No public sign-in. No public comment.

3. Approval of the minutes of the regular meeting held on May 28, 2025;

- A motion to approve the minutes for May 28, 2025, was made by Mr. Brown and seconded by Mr. Transeau.
- Motion passed (4-0).

4. Receive monthly Treasurer's Summary Report and consider approving payment of bills, issuance of checks, and monthly financial reports prepared by the District's bookkeeper;

- A motion to approve the Treasurer's Report for May 2025 was made by Mr. Brown and seconded by Mr. Malone.
- Motion passed (4-0).

5. Receive monthly report from Assistant Chief Robbins regarding emergency operations, personnel and management activities, training, and community outreach;

- Emergency Operations:
 - 185 calls since last meeting
 - 1,216 calls YTD
- Personnel and Management Activities:
 - Working on FY 2025-2026 Budget, Capital Improvement, and Strategic Plans.
 - Pursuing financing options for 2 new Tenders & Station 42
 - Received quotes to convert Command 41 to a Squad vehicle.
- Training:
 - 5 staff are currently in Paramedic School
- Community Outreach:
 - Send-off at Ace Hardware for Wimberley Texan Baseball team
 - Upcoming Events: July 4th Parade and Rodeo

6. Receive monthly report from Chief Czichos regarding stations, apparatus, and equipment;

- The report was received from Robbins as Chief Czichos was not present.
- Stations:
 - Discussion occurred regarding substations and how to best utilize them.
- Apparatus:
 - CAFs 40 front bumper was repaired.

- Two new Tenders will be purchased soon, Tender 45 will be relocated to the substation off Jacob's Well Road, and Tender 46 will likely need to be sold.
 - Robbins will be meeting with Metro Fire soon to examine the new Tenders in person.
 - Equipment:
 - No report.
- 7. 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.
- 8. Discuss and consider attending Texas Fire Department Facilities Conference, August 20-22, 2025, in Denton, Texas; take any related action;**
- Discussion occurred with no action taken.
- 9. Discuss and consider action regarding well drilling services for the District's property in Burnet Ranches;**
- Discussion occurred regarding the cost of well drilling vs rainwater collection, call volume in the area, and future plans for the property.
 - No action taken.
- 10. Discuss and consider action regarding contract negotiations between ESD #4 and Martinez Architecture for Architectural/Engineering Services for Station 42;**
- The contract has been sent to the District's Attorney for review.
 - No action taken.
- 11. Discuss and consider action approving a Resolution of the Board of Commissioners of Hays County Emergency Services District No. 4 Regarding a Loan, and other matters related thereto;**
- A motion to approve the Resolution of the Board of Commissioners of Hays County Emergency Services District No. 4 Regarding a Loan from Webster Bank, in a principal amount not to exceed \$7,730,000 at an interest rate not to exceed 4.60%, for the construction of Station 42, pending legal review, and authorize the Board President to Execute the Resolution was made by Mr. Transeau and seconded by Mr. Brown.
 - Motion passed (4-0).
- 12. Discuss and consider action regarding 2025 Tax Planning Calendar;**
- The District reviewed the 2025 Tax Planning Calendar received from Carlton Law.
 - A motion to adopt the Purple Route, identified by Carlton Law in the 2025 Tax Planning Calendar, was made by Mr. Malone and seconded by Mr. Transeau.
 - Motion passed (4-0).
- 13. Discuss and consider action regarding FY 2025-2026 Budget;**
- Discussion occurred regarding debt service/tax rate and cost of employee health insurance.
 - No action taken.

14. Discuss and consider action regarding Carroll Czichos assuming the Outgoing Fire Chief position effective July 1, 2025, and his retirement effective January 1, 2026;

- *The Board entered Executive Session at 6:39 pm for discussion of personnel matters related to Carroll Czichos assuming the Outgoing Fire Chief position effective July 1, 2025, and his retirement effective January 1, 2026, pursuant to Section 551.074 of the Texas Government Code.*
- *The Board returned to Open Session at 7:06 pm. No action was taken in Executive Session.*
- A motion to accept and execute the Severance Package Agreement and Transition Plan as presented for Carroll Czichos to assume the Outgoing Fire Chief position effective July 1, 2025, and his retirement effective January 1, 2026, was made by Mr. Brown and seconded by Mr. Transeau.
- Motion passed (4-0).

15. Discuss and consider action regarding Christopher Robbins assuming the Interim Fire Chief position effective July 1, 2025;

- *The Board entered Executive Session at 7:08 pm for discussion of personnel matters related Christopher Robbins assuming the Interim Fire Chief position effective July 1, 2025, pursuant to Section 551.074 of the Texas Government Code.*
- *The Board returned to Open Session at 8:03 pm. No action was taken in Executive Session.*
- A motion to increase Christopher Robbins salary to Step 17 and remove Certification Pay effective July 1, 2025, was made by Mr. Brown and seconded by Mr. Transeau.
- Motion passed (4-0).

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

- The next regular meeting will be held on July 29, 2025, at 5:30pm.
- All meetings are held at 111 Green Acres Drive in Wimberley, Texas.

17. Adjourn;

- Mr. Pendleton adjourned the meeting at 8:06pm.

Submitted by,



Manuel Grafia, Secretary

Hays County ESD #4 Board of Commissioners