



South Hays' District off of Hillard Rd. in San Marcos, 58 acres burned in dense brush. The Task Force was called and WFR responded by sending a Chief, a UTV, Brush truck, and a Tender. Our crew manned the fire scene until 4am. Second, in Buda, the Ruby Ridge fire burned 50 acres. WFR sent a Chief, a Tender, and a Brush truck to assist. As the Task Force program becomes more successful, WFR will likely receive more page outs to assist. Chief Robbins presented a Critical Management Items list showing upcoming major projects in Administration, Operations, and Training departments. The projects include: the District's proposed land use negotiations with WISD for a site to build a second station; one full-time firefighter vacancy in mid-August; the TCFP Audit in December; State of the Department/Financial Review; reviewing and updating the Employee Handbook; Paycom 2024 Benefits Coordination; purchase new bunker gear; Firebox redistricting; FRO Integration; SOP review and update; FRO Protocol Review; have staff complete training for Wildland Fire Certification; and increasing staffing during Wildfire season. Chief Robbins presented a proposal from Five Trumpet Advisors to review WFR's ISO PPC rating and offer recommendations to lower our rating. This would cost ≈\$3,400.00. Robbins would like to move on this ASAP. Lowering the ISO rating could potentially save the taxpayers money on their insurance rates. No action taken at this time.

7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases. Chief Czichos reported new tires were purchased and installed on E-42; all hose and ladders passed testing last week; and work will start this week on the concrete pad for dumpsters. No action taken.
8. Receive Chief Robbins' report on presentation to WISD school board. Chief Robbins reported the Land Proposal presentation went well and the WISD Board seemed very receptive to the idea. The WISD Board approved Dr. Bonewald, WISD's Superintendent, and Robbins to be the lead on this project. They will be meeting bi-weekly to discuss the project and will keep everyone informed of any progress made. Chief Czichos recommends Robbins to lead communications with WISD and the Community on this project. No action taken at this time.
9. Receive monthly report from District's Attorney regarding pending litigation matters, contract issues, employment matters, tax and budgeting issues, and legislative efforts and consider taking related action. No action taken.
10. Discuss and consider Central Station addition, review current warranty/defect issues, take any related action; Chief Czichos reported he is still attempting to work with G. Creek to fix the floor bubbles and cracks in the kitchen and living room, the door in riser room that is allowing water in, and roof leaks. Unsure what the timeline is for this to be completed. No action taken.
11. Discuss and consider purchase of additional equipment, take any related action; bunker gear is being ordered to replace outdated or damaged gear; three stabilizers for E-41 are due in two months and cost ≈\$1,800 each. Chief Czichos asked the Board to advise if they prefer to pre-pay using this Fiscal Year's budget or wait to pay until they arrive next Fiscal Year. Mr. Ware advised making a list of items to purchase on this year's budget, and then identifying available funds to purchase by priority. Mr. Brown made a Motion to table discussion on this item until an itemized list is together. Mr. Pendleton seconded the motion. The motion passed unanimously.
12. Discuss and consider selling decommissioned apparatus, take any related action. The District plans to sell the decommissioned 1999 Engine 41. Chief Czichos learned from Metro Fire of a possible

buyer for the 1999 E-41. Chief Czichos is waiting to be contacted by him directly. He also researched the Used Fire Trucks Mall website for comparable engines and their prices. He found four options in a \$22,500 - \$120,000 price range. Chief Czichos recommends pricing E-41 at \$65k with \$48K as the lowest price. There is extra equipment that could be included in the sale. Mr. Brown asked what the rules are for selling District property. President Spangenberg said the two options to sell property are as salvage or surplus. E-41 would be considered surplus. Surplus property sells for fair market value when selling to another governmental entity. Mr. Brown made a motion to approve Chief Czichos moving forward with selling the 1999 E-41 and potentially some equipment, within the range Chief suggested, \$48,000 - \$65,000, pending verification that is considered fair market value and that the District is following code. Mr. Ware seconded the motion. The Motion passed unanimously.

13. 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; there are multiple projects in the works, including hiring an ISO rating consultant, reclassing fire district boxes, WISD/WFR station planning - which includes forming a Land Development Committee and Design Team, and possibly hiring a financial advisor. Mr. Pendleton and Chief Czichos stated they would like to begin sending out RFQ's to Architects to review qualifications and begin the interview process, as this process can take 6-8 weeks. After discussion it was determined that because there are several ways you can hire/contract with an Architect, the District needs to confirm the timing and the best method of procurement before we move forward. The Board has asked to see a step-by-step list of what the different processes are and to verify what legal requirements the District must abide by. Discussion occurred to appoint Chief Czichos to Chair the Land Development Committee. Both Mr. Brown and Mr. Pendleton are willing to sit on the Committee and support the Chair. Additional Committee members include four firefighters, and an administrative staff member. Mr. Ware asked if the Committee could be fully formed by the next meeting and Chief Czichos said yes, he will have the Committee finalized by the next meeting along with a sample RFQ and a list of Architects to whom he would like to send the finalized RFQ. Chief Czichos will work with Mr. Brown and Mr. Pendleton to provide a step-by-step list to the Board. Mr. Ware made a Motion to create a Land Development Committee consisting of Travis Brown and Joe Pendleton, Executive Staff, Admin Staff, and Firefighter Personnel. Seconded by Mr. Coker. The Motion passed unanimously.
14. Discuss and consider review and updates to District's policies and procedures involving WFR's Standard Operating Procedures, Employee Handbook, Job Descriptions and hiring processes; take any related action. No action taken at this time.

**10:02am – Brief intermission.**

**Reconvened at 10:10am – all Board Members present.**

15. Discuss and consider FY 2023-24 Preliminary Budget, Master Pay Scale, 2023-24 Salaries and Benefits, take any related action; President Spangenberg reported receiving the final District Certification. Adjustments were made to the estimated income in the FY 2023-2024 Proposed Budget to reflect that. Several adjustments were made to the Master Pay Scale including the additions of Engineer and Fire Battalion Chief positions. While these positions are not currently

offered, building them into the Pay Scale will have them available to be utilized sometime in future. President Spangenberg tabled discussion of this item until next meeting to allow the Board Members time to review the FY 2023-24 Budget, Master Pay Scale, and 2023-24 Salaries and Benefits. No action taken.

16. Discuss and consider Tax Planning Calendar 2023, take any related action. No action taken.
17. Discuss and consider notification of the subdivision of property; take any related action; President Spangenberg received notice from Tri-Tech Engineering for a 10-acre tract being subdivided to create two lots in the R. B. Gregory Survey Abstract 0217, in Jacobs Well Landing Subdivision. Mr. Brown made a motion to recognize this notice. The motion was seconded by Mr. Ware. The Motion passed unanimously.
18. Discuss and consider approval of reimbursement requests; take any related action. No reimbursements presented.
19. Discuss and consider approval of minutes from June 2023, take any related action. All minutes were prepared and presented. Mr. Coker made a motion to approve the minutes as presented. The motion was seconded by Mr. Brown. The Motion passed unanimously.
20. Discuss and consider future agenda items, time, date, and place for the next meeting; there will be a Special Called Meeting on August 3, 2023, at 5:00pm to discuss Tax Planning, propose a Tax Rate, and schedule a Public Hearing on August 15, 2023, at 5:00pm. The next regular scheduled meeting is August 29, 2023, at 8:30am. All meetings are held at 111 Green Acres Drive in Wimberley, TX.
21. Adjourn. The meeting was adjourned at 10:43am.

Respectfully,



Chuck Ware  
Chuck Ware, Treasurer and Secretary HCESD4