

Hays County ESD #4 Board of Commissioners May 28, 2025 Meeting Minutes

Item 1. Call meeting to order and verify quorum;

- Mr. Joe Pendleton called the meeting to order at 5:05pm.
- Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, Mr. Justin Transeau, and Mr. Manuel Grafia. Mr. Joeseeph Malone was absent. A quorum was present.
- Also present: Carroll Czichos, Fire Chief; Christopher Robbins, Assistant Fire Chief; Sydney Johnson, Executive Assistant; and Ryan Rosborough, CCM and Owner of Rosborough Project Management.

Item 2. Public comment;

- No public sign-in. No public comment.

Item 3. Approval of the minutes from the regular meeting held on April 29, 2025;

- Motion to approve the minutes for April 29, 2025, was made by Mr. Brown and seconded by Mr. Transeau.
- Motion passed (4-0).

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

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

Item 13. Discuss and consider action regarding contract negotiations between ESD #4 and Martinez Architects for Architectural/Engineering Services for Fire Station 42;

- Assistant Chief Robbins and Ryan Rosborough presented a draft of the AIA B101-2017 agreement between ESD #4 and Martinez Architects and a Conceptual Budget for the project. The agreement will need to be sent to the District's legal counsel for approval prior to signing.
- Motion to authorize the Board President to execute the agreement between ESD #4 and Martinez Architects, pending legal review and approval was made by Mr. Brown and seconded by Mr. Transeau.
- Motion passed (4-0).

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

- Emergency Operations:
 - 147 calls this month
 - 1031 calls YTD
- Personnel and Management Activities:
 - Purchased a 2024 Chevy Tahoe.
 - Working on FY 2025-2026 Budget, Capital Improvement, and Strategic Plans.
- Training:
 - 9 firefighters completed Hazmat Technician Training and passed the exam
 - 3 staff attended Swiftwater Rescue training June 2nd – 4th
 - 5 staff are currently in Paramedic School
- Community Outreach:
 - WHS Welding Program hosted a 1st Responders Appreciation Lunch
 - Multiple send-offs at Ace Hardware for various Wimberley Texan teams

- Treehouse Family Childcare school visit
- Robbins KVUE interview for 10yr. anniversary of the 2015 Memorial Day Flood
- Czichos and Robbins KVVH Wimberley Valley Radio interviews
- Wimberley Strong Memorial Day Concert on May 24th
- Memorial Day Rodeo on May 24th & 25th

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

- Apparatus:
 - Engine 41 had pump/sensor issues repaired.
 - Tender 45 has a sensor issue, Czichos has ordered parts for repair.

Item 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.

Item 8. Discuss and consider action regarding Revised District Investment Policy, approving the Resolution Adopting Revised Investment Policy, Strategies, Guidelines, and Management Practices, and authorizing the Board President to Execute the Resolution;

- Motion to adopt the Revised District Investment Policy and authorize the Board President to execute the Resolution was made by Mr. Brown and seconded by Mr. Grafia.
- Motion passed (4-0).

Item 9. Discuss and consider action regarding the District's property in Burnet Ranches;

- Discussion was held with no action taken.

Item 10. Discuss and consider action regarding Employee Payscale, benefits, and compensation;

- *The Board entered into Executive Session at 5:44pm for discussion of personnel matters related to Item 10. Employee Payscale, benefits, and compensation and Item 14. Carroll Czichos' retirement and Christopher Robbins assuming the Fire Chief position, pursuant to Section 551.074 of the Texas Government Code. The Board returned to Open Session at 6:26 pm. No action was taken in Executive Session.*
- Motion to adopt the Employee Payscale as presented was made by Mr. Grafia and seconded by Mr. Brown.
- Motion passed (4-0).

Item 14. Discuss and consider action regarding Carroll Czichos' retirement and Christopher Robbins assuming the Fire Chief position;

- *The Board entered into Executive Session at 5:44pm for discussion of personnel matters related to Item 10. Employee Payscale, benefits, and compensation and Item 14. Carroll Czichos' retirement and Christopher Robbins assuming the Fire Chief position, pursuant to Section 551.074 of the Texas Government Code. The Board returned to Open Session at 6:26 pm. No action was taken in Executive Session.*
- No action taken.

Item 11. Discuss and consider action regarding the purchase of a new Tender;

- Tender 45 is nearing the end of its recommended lifespan, and we have no backup.
- Robbins is requesting up to \$500,000 to purchase a new 3,500 gal. Tender.
- Motion to authorize Robbins to purchase a new Tender, not to exceed \$500,000, was made by Mr. Brown and seconded by Mr. Grafia.
- Motion passed (4-0).

Item 12. Discuss and consider action regarding FY 2025-2026 Budget;

- Discussion was held with no action taken.

Item 15. Discuss date, time, location, and agenda items for the next meeting;

- The next regular meeting will be held on June 24, 2025, at 5:30pm.
- All meetings are held at 111 Green Acres Drive in Wimberley, Texas.

Item 16. Adjourn;

- Mr. Pendleton adjourned the meeting at 7:05pm.

Submitted by,



Manuel Grafia (Jun 25, 2025 11:37 CDT)

Manuel Grafia, Secretary

Hays County ESD #4 Board of Commissioners

2025.05.28 Meeting Minutes

Final Audit Report

2025-06-25

Created:	2025-06-25
By:	Carroll Czichos (chief@wimberleyfire.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8xAA-mB0-K0gWcOTKPtoEEyH9wmESEDW

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-  Document created by Carroll Czichos (chief@wimberleyfire.org)
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-  Document emailed to Manuel Grafia (m.grafia@wimberleyfire.org) for signature
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-  Email viewed by Manuel Grafia (m.grafia@wimberleyfire.org)
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-  Document e-signed by Manuel Grafia (m.grafia@wimberleyfire.org)
Signature Date: 2025-06-25 - 4:37:10 PM GMT - Time Source: server- IP address: 12.75.163.154
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