

**Public Hearing on Tax Increase and Meeting to Adopt Tax Rate Held August 15, 2023
Meeting Minutes**

1. Call meeting to order;

President Ron Spangenberg called the meeting to order at 5:05pm.

2. Roll Call and verify quorum;

Travis Brown, present.

Joe Pendleton, present.

Chuck Ware, present.

Ron Spangenberg, present.

Larry Coker's name called twice. Not present.

President Spangenberg stated, "Let the record reflect that Theodore Leonard Coker Jr., known to Hays County ESD4 and Wimberley Fire Rescue as Larry, passed away this morning. Larry was a lifetime public servant. He began his public service as a Cadet with Houston Police Academy before serving with Houston Police Department. He then went on to serve with Village PD, Katy VFD, Katy PD, and Hedwig Village PD before coming to Hays County where he worked with the Sherrif Department for three decades, rising to the rank of Sergeant. After retirement from law enforcement, Larry served with Hays County ESD 4 as a Board Commissioner and was in his second term. Larry attended his last meeting on August 3, 2023, and appeared to be in good spirits. Larry was a gentle, kind man who made a difference in countless lives. He will be missed here at HCESD4 and WFR."

Also present: Fire Chief Carroll Czichos, Assistant Chief Christopher Robbins, Executive Assistant Angel Robinson, and Administrative Assistant Sydney Johnson. A quorum was present.

3. Public comment; No Public sign-in.

4. Public comment on agenda items; No Public comments.

5. Consider taking action regarding budget for fiscal year October 1, 2023, to September 30, 2024;

The Master Pay Scale, the employee Salaries and Benefits Package, and Proposed Budget for FY 2023-2024 were presented. Three new positions have been added to the Pay Scale: Engineer, Fire Battalion Chief, and Office Assistant. The Engineer and Fire Battalion Chief positions were added to complete the Master Pay Scale, although they are currently vacant. The Office Assistant position was filled last year. President Spangenberg, Mr. Ware, and Chief Czichos recommended a pay adjustment to Assistant Chief Robbins' salary. His pay will advance to Step 13. Three vacant positions are scheduled to be filled after October. The Budget has been adjusted to reflect the Certified District Evaluation received from the Appraisal District. Following discussion, a Motion to approve the Master Pay Scale, Salaries and Benefits Package for All Employees, and Proposed Budget for FY 2023-2024 of \$3,657,880 was made by Mr. Ware and Seconded by Mr. Pendleton. All in favor. The Motion passed unanimously.

6. Conduct a public hearing on the proposal to increase property taxes;

Public Hearing began at 5:24pm. No public present, no public comments.

7. Take a record vote on the District's 2023 tax rate, adopt an Order Levying Taxes, authorize filing the Order with Hays County Tax Assessor/Collector; and

Mr. Ware made a Motion to adopt the proposed tax rate, the Order Levying Taxes, and authorize filing the Order with Hays County Tax Assessor/Collector which reads as follows: "I MOVE THAT THE

PROPERTY TAX RATE BE INCREASED BY THE ADAPTATION OF A TAX RATE OF \$0.05800/\$100 VALUATION, WHICH IS EFFECTIVELY A 22.259 PERCENT INCREASE IN THE TAX RATE.” Record vote: Mr. Travis Brown voted Yea; Mr. Joe Pendleton voted Yea; Mr. Chuck Ware voted Yea; President Ron Spangenberg voted Yea. All in favor. The Motion passed unanimously.

8. Acknowledge and approve posting of statement regarding adopted tax rate to home page of District website; OR;

Mr. Chuck Ware made a Motion to approve the posting of a statement regarding the adopted tax rate to the home page of the District’s website. The statement, which reads as follows: “HAYS COUNTY ESD NO. 4 ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR’S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 22.26 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.56.” Mr. Joe Pendleton seconded the Motion. All in favor. The Motion passed unanimously.

9. Announce the date, time, and place of the meeting to vote on the tax rate;

Item 9 tabled.

10. Discuss and consider replacing Fire Chief’s and Captain’s desk top computers, a printer for admin staff, and two additional department cell phones for line officers, take any related action;

Assistant Chief Robbins requested two cell phones (one for the shift Captains and one for the Assist. Chief) to effectively track business calls and texts for the District and WFR. Mr. Pendleton made a Motion to approve the purchase of two iPhone 12s, as presented. Seconded by Mr. Brown. All in favor. The Motion passed unanimously. Computer and printer replacement will be addressed at the next meeting.

11. Discuss and consider adoption of a records retention policy; take any related action;

The Government Code, Section 441.158, provides that the Texas State Library and Archives Commission shall issue records retention schedules for each type of local government. A Motion to adopt the Records Retention Policy as provided by Carlton Law and outlined by TSLAC was made by Mr. Ware. Mr. Pendleton seconded the Motion. All in favor. The Motion passed unanimously.

12. Discuss and consider purchase of additional equipment, take any related action;

Asst. Chief Robbins reported he ordered five sets of Structural Suppression gear to replace gear that will expire in November. He will also be purchasing new gloves and hoods to replace the current expired or damaged gear. He anticipates a cost of approximately \$30,000 to replace the stated gear. Mr. Pendleton made a Motion to approve the expense of the additional PPE. Seconded by Mr. Pendleton. All in favor. The Motion passed unanimously.

13. Discuss and consider updates to job descriptions; take any related action;

Item 13 tabled, to be addressed at a future meeting.

14. Discuss and consider on-call status for executive command officers; take any related action;

Item 14 tabled, to be addressed when reviewing Executive Command Officers’ job descriptions at a later date.

15. Discuss and consider selling decommissioned apparatus, take any related action;

Chief Czichos reported there is no new information on the sale of E-41. He recommends contacting Brindle Mountain to list E-41 on-line. Czichos reported B-49 needs the fuel line repaired at a cost of \$630. He recommends selling B-49 by a competitive bid process. He proposes removing the firefighting equipment to sell the bed and chassis. Chief Czichos said many people have expressed interest in B-49 and are willing to bid on it. Chief Czichos said there will not be a competitive bid process for E-41 as it will be sold to another Fire Department. President

Spangenberg stated that funds from the sale of both B-49 and E-41 may allow for purchase of a replacement Brush Truck. No action taken at this time.

16. Report on Oak Grove Fire;

Asst. Chief Robbins reported on the county wide Wildland Task Force page out to Oak Grove in South Hays' District for a rapidly spreading grass fire, on Saturday, August 5th at 3pm. A massive smoke column was visible from Wimberley. WFR staff were stationed with members of Kyle FD and a strike team from Travis County. Every staff member came out to support the operation and the effort was well coordinated from all fronts. A total of 400 acres burned per the Texas Forest Service. Various equipment was damaged and will need to be replaced. The Polaris now needs repair and maintenance. No action taken.

17. Discuss future agenda items, time, date, and place for next meeting;

The next Regularly Scheduled Board Meeting will be held August 29, 2023 at 8:30am at 111 Green Acres Drive in Wimberley, TX.

18. Adjourn; The meeting was adjourned at 5:50pm.

Respectfully,

A handwritten signature in cursive script, appearing to read "Chuck Ware", written over a horizontal line.

Chuck Ware, Treasurer and Secretary HCESD4