

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes

For the Board of Commissioners Meeting Held on February 22, 2022

1. President Ron Spangenberg called the meeting to order at 8:28 a.m.
2. Commissioners present were President Ron Spangenberg, Mr. John White, Mr. Chuck Ware, Mr. Joe Pendleton, and Mr. Larry Coker. A quorum was present. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, and Executive Assistant Angel Robinson. A special guest in attendance was the District Auditor, Stacy Britton, CPA with Montemayor, Britton, Bender, PC., and Justin Transeau, acting as advisory member to the Board; and participating in the SAFE-D Conference January
3. Public comment: No Public sign in. No Public comments. No public in attendance.
4. Public comment on agenda items; No Public comments
5. Receive final December 1 – 31, 2021 monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Three to Pedernales Electric Coop, one to Spectrum/Time Warner, two to Visa, and one to TCDRS. Four payroll transactions and one payment to U.S. Treasury. Checks: 5543-5564 were written. And 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:

Income for December 2021	\$	192,717.59
Year-to-Date Income	\$	312,285.44
Expenses for December 2021	\$	259,634.02
Year-to-Date Expenses	\$	693,524.02
Budget Balance	\$	(381,238.36)
Current Assets (Incl. CD's)	\$	3,441,730.80
Current Assets (Incl. A/R)	\$	3,696,809.80
Value of Three CD's	\$	93,899.53
A/R 60 Day Sales & Use Process	\$	255,079.00
Cash Assets	\$	3,347,831.27
Liabilities	\$	733,292.88
Net Sales and Use Tax Received:	\$	56,377.43
Ad Valorem Collected:	\$	133,920.77

Receive January 1 – 31, 2022 monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Three to Pedernales Electric Coop, one each to Spectrum/Time Warner, TCDRS and WEX, and Visa. Four payroll transactions, two to Quick Books, and one payment to U.S. Treasury. Checks: 5565-5595 were written and 5596 was void. And 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:

Income for January 2022	\$	794,778.80
Year-to-Date Income	\$	1,107,064.46
Expenses for January 2022	\$	98,969.79
Year-to-Date Expenses	\$	792,689.34
Budget Balance	\$	314,375.12
Current Assets (Incl. CD's)	\$	4,143,956.28
Current Assets (Incl. A/R)	\$	4,255,012.28
Value of Three CD's	\$	93,899.53
A/R 60 Day Sales & Use Process	\$	111,056.00
Cash Assets	\$	4,050,056.75
Liabilities	\$	734,304.63
Net Sales and Use Tax Received:	\$	63,892.40
Ad Valorem Collected:	\$	727,788.03

The Commissioners discussed the Treasurer's Summary Report for December 2021 and January 2022. A motion to approve the Treasurer's reports for December 2021 and January 2022, as presented, was made by Mr. John White and seconded by Mr. Joe 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 Christopher Robbins reported 131 calls for this year; with 7 working grass fires and 12 MVAs this month. He reported the Burn Ban is reinstated. There were 6 false alarms, with 5 coming from Alexis Point, and 11 medical calls making up 13% of the runs. Response times are averaging 7 to 8 minutes. He reported several fire fighters are in Instructor 1 training, with additional training opportunities soon. Training costs are covered by the grant discussed at a previous meeting. No action taken.
7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported CAF's 40 had mechanical issues and was repaired at Dripping Diesel. He is purchasing storage/organization bins for the tool shop. No action required.
8. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; Nothing to report and no action taken at this time.
9. Report on recent Safe-D conference; President Ron Spangenberg reported, it was a great conference, the speakers were informative and well chosen. He said he would also like to do a post conference workshop sometime next week in the evening.
10. Discuss and consider the proposal presented by property owner for a future Fire Station on Winters Mill Parkway and take any related action; Chief Czichos reported the landowner indicated the District's revisions should be acceptable, except for the clause reverting property back to the owner, should the property not be used as a fire station. No action at this time.
11. Discuss and consider Annual Audit Report in 2020-2021 as presented by Montemayor Britton Bender PC, and Stacy Britton, CPA, take any related action; Stacy Britton, CPA presented the Audit findings. Ms. Britton presented the final audit document and management letter. Ms.

Britton stated the audit process found no irregularities and a sound control process. The audit is posted on the wimberleyfire.org website. After her presentation, Mr. Chuck Ware made a motion to accept the audit as presented, and Mr. Larry Coker seconded. Motion passed unanimously.

12. Discuss and consider purchase of additional fire apparatus, take any related action; Chief Czichos reported additional information regarding purchasing a Metro Fire Spartan Rescue Pumper. Discussion occurred on accessories and turn-key arrival. The anticipated cost is \$760,000 to \$800,000. Mr. Chuck Ware made a motion to purchase a new Rescue Pumper with an expenditure cap of \$800,000. Mr. John White seconded the motion. The motion passed unanimously.
13. Discuss and consider annual public notice ad identifying Districts office location; President Spangenberg discussed the public notice ad for the District that was published in the February 3, 2022 edition of the Wimberley View. Mr. Chuck Ware made a motion to confirm publishing Hays County ESD No. 4's physical address. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
14. Discuss and consider Central Station addition, take any related action; Chief Czichos reported on the Addition construction status. Discussion occurred on additional furnishings, weight equipment and incidentals that may be necessary at move-in. Mr. John White made a motion to allocate \$15,000 from the general fund for additional furnishings, weight equipment, and incidentals. Mr. Larry Coker seconded the motion. The motion passed unanimously.
15. Enter into Executive session, personnel matters, pursuant to Section 551.074 of the Texas Government Code; Consider taking any related action. No Executive Session occurred. No discussion and no action taken.
16. Discuss and consider District business copier, take any related action; President Ron Spangenberg stated the main copy machine needs to be replaced. Discussion occurred on purchasing or leasing a copy machine. Mr. Joe Pendleton made a motion to allow Executive Assistant Angel Robinson to pursue the search for a color copier. Mr. John White seconded the motion. The motion passed unanimously.
17. Discuss and consider long range planning, take any related action; No action at this time.
18. Discuss and consider pursuing additional property; Treasurer Chuck Ware the necessity of purchasing additional property for future stations, due to population growth. Discussion occurred to continue pursuing acquisition of property. No action taken.
19. Discuss and consider notification of the subdivision of property, take any related action; President Spangenberg presented two notifications of property subdivision. One subdivision is to split two parcels into three parcels with an average lot size of 5.6 acres. Property is located on the southwest side of Deer Run and project number is PLN-1840-PC. The second subdivision is in the Burnett Ranch Subdivision Section 5, lots 67 and 68. The two lots will be combined into one lot. Mr. John White made a motion to accept the notifications as presented. Mr. Larry Coker seconded the motion. The motion passed unanimously.
20. Discuss and consider approval of reimbursement request; No reimbursements at this time. No action necessary.

21. Discuss and consider approval of minutes from January 2022; Mr. Chuck Ware made motion to approve minutes as presented. Mr. John White seconded the motion. The motion passed unanimously.
22. Meeting adjourned at 10:05 a.m.

Respectfully,



Joe Pendleton, Secretary