

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes

For the Board of Commissioners Meeting Held on June 29, 2021

1. President Ron Spangenberg called the meeting to order at 8:32 a.m.
2. Commissioners present were Ron Spangenberg, Joe Pendleton, Chuck Ware, and Fire Chief Czichos, Assistant Fire Chief Robbins, and special guests Larry Coker and firefighter Karl Citarella. John White was absent. A quorum was present.
3. Public Comment: No Public sign in.
4. Receive May 1 – 31, 2021 monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: three EFT payments to Pedernales Electric, one to Time Warner, and one to Aqua Texas. Two payroll transactions, one payment to U.S. Treasury, one to Texas Workforce Commission and two to American Funds. Checks: 5319, 5321 – 5352 were written. And b) approval of 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 May 2021	\$	88,215.84
Year-to-Date Income	\$	1,961,977.73
Expenses for May 2021	\$	76,786.47
Year-to-Date Expenses	\$	916,817.23
Budget Balance	\$	1,045,160.50
Current Assets (Incl. CD's)	\$	3,260,847.98
Value of Three CD's	\$	93,760.00
Cash Assets	\$	3,167,087.98
Liabilities	\$	129,841.55
<hr/>		
Net Sales and Use Tax Received:	\$	64,040.29
Ad Valorem Collected:	\$	20,798.46

A motion to approve the Treasurer’s report for payments for the month made via check and EFT, Financial Reports, Assets, Income Statements, Sales and Use Tax, Ad Valorem revenue and account reconciliation was made by Mr. Joe Pendleton and seconded by Mr. Chuck Ware. The Motion was unanimously approved.

5. Receive audit report; President Spangenberg stated the 2020 Audit was filed with the County Clerk’s Office and sent to the Hays County Auditor’s Office. He will follow-up with the District’s Auditor regarding a report of a 13-month audit adjustment. No action.
6. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities and career and volunteer personnel; Chief Czichos reported there were 67 calls, with 55% after hours, including one building fire in Woodcreek due to a lightning strike. There were two passenger car fires. Chief Czichos stated there are 384 calls to date and a projected 550-600 total calls for this year. CAD (Dispatch) response time is still off. Ideally the new ESO reporting system will fix the issue with CAD. President

Spangenberg asked about the MVA response on Hugo Road and Assistant Chief Robbins confirmed it was a fatal MVA involving a motorcyclist. He stated there were five motorcycle accident responses in recent months with two fatalities. Chief Czichos reported part-time employee shifts will change from 8-hour shifts to 12-hour shifts, beginning next month. Chief Czichos also reported on Christopher Robbins' promotion from Captain to Assistant Fire Chief. No action.

7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported that CAFs 40 continues to have steering issues. Despite the installation of four new shock absorbers and two new tires, the steering's drifting is still an issue. It is most likely due to the rear weight load being too heavy for this apparatus. CAFs 40 was out of service for one week for this repair. Chief Czichos reported Engine 42 has a new primer pump installed but fuel line seals have not arrived. SCBA's are six years old and are starting to have issues requiring a Service Technician who repairs and certifies on-site. SCBA's have a 10–15-year lifespan and they may need replacement in four years. Firefighter Citarella stated several firefighters are trained to diagnose and fix minor SCBA issues. Chief Czichos added that batteries are changed per manufacturers recommendations. No action necessary.
8. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; President Spangenberg stated there is no pending litigation and no action taken.
9. Report on Records Management System; Assistant Fire Chief Robbins reported the projected launch date of July 1, 2021, for the new ESO records management system to go live, will be met. He stated it is typically a six-month process as it incorporates the Tyler Technologies CAD System. It has been a challenge to launch it in three months. The ESO system offers a more accurate level of reporting as staff on each responding apparatus will input statistics for each call allowing for a unit report in addition to the incident report. It requires staff to report exposures to toxic gases, smoke, and fire, etc., to provide historical information for potential future medical issues. The system provides better analytics for response times, types of calls, when and where they are occurring. Mr. Ware stated that this new system will get all firefighters thinking in a more thorough manner and with more awareness because the new system requires more detail. President Spangenberg commended Assistant Fire Chief Robbins on his efforts in tackling this project. No action taken.
10. Report on New Command vehicle; Chief Czichos reported the new Command-41 started service two weeks ago. Remaining tasks are installing a computer mount and phone mount. Command-41 will be leading the Fourth of July parade this weekend. An engine will follow Command-41. No action taken.
11. Discuss and consider adoption of the tax and budget planning calendar for 2021 and take any related action; President Spangenberg stated the Certified Appraisal from Hays County's Chief Appraiser is due Monday July 26. A special called meeting will be held on July 12 to discuss the budget, tax rate notice and potential tax rates. Vice President White will conduct the regularly scheduled Board meeting on July 27 in President Spangenberg absence. The District is anticipating the proposed tax rate is expected to exceed the voter-approved rate and will follow the "Red" schedule in the Tax Planning Calendar provided by Carlton Law Firm


(Attachment A). The District followed the same process last year. August 16 is the deadline to call for a November election regarding the Ad Valorem tax rate. Mr. Chuck Ware made a motion to accept and adopt the Tax Budget Planning Calendar for 2021. The motion was seconded by Mr. Joe Pendleton. The motion passed unanimously.

12. Discuss and consider website status, accessibility and posting requirements and take any related action; Following a discussion by the Commissioners, Mr. Chuck Ware made a motion to accept and authorize all website activities as recommended in the Hays County ESD No. 4 Tax Planning Calendar 2021. The motion was seconded by Mr. Joe Pendleton. The motion passed unanimously.
13. Discuss and consider adoption of a Prevailing Wage Rate Resolution; President Spangenberg reported the State of Texas requires the District, as a political subdivision, to adopt a prevailing wage rate resolution. President Spangenberg presented the Board a Resolution Adopting Prevailing Wage Rates (2021) and its attached prevailing wage scale for construction projects in Hays County (Attachment B) and a Certificate for Resolution (Attachment C). After discussion, a motion to adopt the Resolution Adopting Prevailing Wage Rates (2021) as provided by Carlton Law was made by Mr. Joe Pendleton and seconded by Mr. Chuck Ware. The motion passed unanimously.
14. Discuss and consider a lender for the Central Station addition construction project; President Spangenberg reported he has contacted three financial lenders, Capital Government, Extraco Bank, and Frost Bank. The District's legal counsel advised lender selection is decided by the Board of Commissioners. President Spangenberg stated Capital Government has been responsive and has provided two options dated June 16, 2021: a six-year \$300,000 loan, 2.37% interest rate with a \$325,000 payoff, and a 10-year \$450,000 loan, 2.49% interest rate with a \$514,000 payoff. Interest rates have risen since an April 21, 2021 quote. President Spangenberg recommended going with Capital Government. He will confirm there is not a penalty for early payoff of the loan. Mr. Chuck Ware made a motion to enter into a financial agreement with Capital Government to finance all or part of the construction of Central Station living quarters, and station upgrades; and that the District President and Treasurer are authorized to execute documents necessary for financing. The motion was seconded by Mr. Joe Pendleton. The motion passed unanimously.
15. Discuss and consider purchase of additional rescue and fire suppression equipment; Chief Czichos reported the rappelling gear is aging. New rappelling gear and ropes will be replaced as needed. President Spangenberg confirmed there are funds in the budget for rescue gear. No action taken.
16. -No agenda item.
17. Discuss and consider retirement plans for eligible ESD staff; President Spangenberg reported currently the District provides a 3% match. Angel is working with (TCDRS) Texas County District Retirement System to obtain a quote. No action at this time.
18. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg reported there is not any new information on the property donation. Chief Czichos will follow up on this matter. Mr. Ware advised the District obtain a letter of intent for

the donation to provide information to the community on WFR's future expansion plans. No action at this time.

19. Discuss and consider addition at Central Station for living/housing quarters; President Spangenberg reported general contractor bids are due on July 8 at 2:00 p.m. at Central Station. There are up-to 45 days to review the bids and enter a contract. He explained that the Commissioners should be prepared act on the contractor selection at the July 27 Board meeting. No action taken.
20. Discuss and consider long range planning; President Spangenberg stated the planning includes land acquisition and management, additional fire station(s), the tax cap rate, new apparatus, and increase of personnel. No action taken.
21. Discuss and consider notifications of subdivision of property; President Spangenberg reported the District received two notifications: John Thompson's for 305 Caliche Rd. Wimberley TX, dividing 62 acres into 10 or 12 properties with the average size of 5.9 acres. Chief Czichos stated that each property will have its own individual well and septic systems. The second is Tri Tech Engineering's notification of a 9.99-acre parcel in the James Lansing Survey Abs. 285, Rocky Meadows Lane and Robbins Way being divided into two parcels. A motion to accept the notifications of subdivision of property from John Thompson and Tri Tech Engineering was made by Mr. Pendleton, seconded by Mr. Ware. Motion passed unanimously.
22. Discuss and consider approval of reimbursement requests, no reimbursement requests at this time. No action necessary.
23. Discuss and consider approval of minutes from May 25, 2021. Following discussion, a motion to approve the minutes for the May 25, 2021 meeting was made by Mr. Pendleton and seconded by Mr. Ware. The Motion was approved unanimously.
24. Discuss future agenda items, time, and date for next meeting; President Spangenberg stated the Commissioners will meet on July 12, 2021 for a special meeting to discuss the budget and the tax rate. The meeting will be held at 8:30 a.m. at Central Station, 111 Green Acres Drive. The next regularly scheduled meeting is on July 27, 2021, at 8:30 a.m., at Central Station, 111 Green Acres Drive. No action taken.
25. Budget Workshop; President Spangenberg discussed payroll salaries and benefits and next year's budget. Currently personnel expenses are over \$675,000 with \$779,000 originally budgeted. Discussion occurred on proposed salaries and wages for next year's budget, with a goal of adding three additional shift FTE. Assistant Fire Chief Robbins suggested consideration of "Company Level" officers when budget planning and for future hires. He suggests hiring one designated officer per shift in addition to the existing two firefighters on each shift. Chief Czichos mentioned three grant submittals, one of which is a Safer Grant, are still pending. No action taken.
26. Adjourn; A motion to adjourn was made by Mr. Ware and seconded by Mr. White. President Spangenberg adjourned the meeting at 9:57 a.m.

Respectfully



Joe Pendleton, Secretary