# HAYS COUNTY ESD #4 BOARD OF COMMISSIONERS
# JULY 29, 2025 MEETING MINUTES

1. **Call meeting to order and verify quorum;**
   - Mr. Joe Pendleton called the meeting to order at 5:30pm.
   - Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, and Mr. Manuel Grafia. Mr. Justin Transeau and Mr. Joeseph Malone were absent. A quorum was present.
   - Also present: Christopher Robbins, Interim Fire Chief; Carroll Czichos, Outgoing Fire Chief; Sydney Johnson, Executive Assistant; and Ryan Rosborough of Rosborough Project Management.

2. **Public comment;**
   - No public sign-in. No public comment.

3. **Approval of minutes from the meetings held on June 12 & 24, 2025;**
   - The meeting minutes from June 12 & 24, 2025 were distributed prior to the meeting.
   - Mr. Pendleton asked for corrections. Hearing none, the minutes were approved by unanimous consent.

4. **Receive monthly Treasurer's Summary Report & District Investment Report; consider approving payment of bills, issuance of checks, and financial reports prepared by the District's bookkeeper;**
   - A motion to approve the Treasurer's Report for June 2025 was made by Mr. Brown and seconded by Mr. Grafia.
   - Motion passed (3-0).

5. **Receive monthly report from Interim Fire Chief Christopher Robbins regarding emergency operations, personnel and management activities, training, community outreach, stations, apparatus, and equipment;**
   - Emergency Operations:
     - 219 calls since last meeting
     - 1,418 calls YTD
     - Mutual Aid to South Hays / ESD #3 for Structure Fire in June
   - Personnel and Management Activities:
     - Continued development of FY 2025-2026 Budget, Capital Improvement, and Strategic Plans.
     - Facilitated Station 41 Addition loan payoff.
     - Finalized loan process for Station 42 development
     - Completing final stages of loan process for the purchase of two Tenders, to be finalized July 30, 2025.
   - Training:
     - 5 staff are currently in Paramedic School.
   - Community Outreach:
     - Participated in Wimberley's July 4th Parade
     - July 4th Rodeo (Thursday, Friday, and Saturday)
   - Stations:
     - No report.

- Apparatus:
    - Two new Tenders will be received in August.
- Equipment:
    - Wildland & Structural Bunker Gear was received.

6. **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.

7. **Discuss and consider action regarding Texas Legislature Special Session;**
    - Discussion occurred with no action taken.

8. **Discuss and consider action regarding contract negotiations between ESD #4 and Martinez Architecture for Architectural/Engineering Services for Station 42;**
    - Carlton Law has approved the final version of the agreement.
    - The Board previously moved to authorize the Board President to execute the agreement pending legal review. No action taken.

9. **Discuss and consider authorizing payment to register attendees and book hotel lodgings for the Texas Fire Department Facilities Conference, August 20-22, 2025, in Denton, Texas; take any related action;**
    - A motion to authorize payment to register attendees and book hotel rooms for the Texas Fire Department Facilities Conference in Denton, TX, not to exceed $3,000, was made by Mr. Brown and seconded by Mr. Grafia.
    - Motion passed (3-0).

10. **Discuss and consider authorizing payment to Metro Fire for the purchase of two 2025 Kenworth T-480 trucks and take any related action;**
    - A motion to authorize ACH payment to Metro Fire for the purchase of two 2025 Kenworth T-40 trucks, not to exceed $665,000, was made by Mr. Brown and seconded by Mr. Grafia.
    - Motion passed (3-0).

11. **Discuss and consider authorizing payment to LCRA for the purchase of two radios for the 2025 Kenworth T-480 trucks and take any related action;**
    - Item 11 was tabled due to the absence of a quote from LCRA. No action taken.

12. **Discuss and consider action regarding converting Command 41 into a Rescue Squad;**
    - A motion to approve the conversion of Command 41 into a Rescue Squad vehicle and authorize the expenditure of $12,460 to perform the necessary work was made by Mr. Brown and seconded by Mr. Grafia.
    - Motion passed (3-0).

13. **Discuss and consider action regarding Employee Health Insurance for FY 2025-2026;**

- A motion to approve renewing the employee health insurance policy as presented was made by Mr. Brown and seconded by Mr. Grafia.
- Motion passed (3-0).

**14. Discuss and consider action regarding FY 2025-2026 Budget;**

- Discussion occurred with no action taken.

**15. Discuss and consider action regarding 2025 tax rate, including:**

**a) Establishing a proposed tax rate;**
**b) Taking a record vote and scheduling public hearing;**
**c) Authorizing expense and publication of "Notice of Public Hearing on Tax Increase" in the Newspaper; and**
**d) Acknowledging and approving posting of "Notice about 2025 Tax Rates" and "Notice of Public Hearing on Tax Increase" to home page of District website;**

- Item 15 was tabled. No action taken.

**16. Discuss date, time, location, and agenda items for the next meeting;**

- A Special Called Meeting will be held August 5, 2025, at 5:30pm. All meetings are held at 111 Green Acres Dr. in Wimberley, Texas.

**17. Adjourn;**

- Mr. Pendleton adjourned the meeting at 6:35pm.

Submitted by,

Manuel Grafia, Secretary
Hays County ESD #4 Board of Commissioners