

Hays County ESD #4—Wimberley Fire Rescue  
Meeting Minutes  
For the Board of Commissioners Meeting Held on April 26, 2022

Original

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present were President Ron Spangenberg, Mr. Chuck Ware, Mr. Joe Pendleton, Mr. John White, and Mr. Larry Coker. A quorum was present. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, and Executive Assistant Angel Robinson.
3. Public comment: No Public sign in. No Public comments. No public in attendance.
4. Public comment on agenda items; No Public comments.
5. Recognize New or Reappointed Board Commissioners, elect officers; addressed in March 2022 meeting. No action necessary.
6. Receive final March 1-31, 2022, monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Three each to Pedernales Electric Coop, and Hays Co. Clerk, two payments to Visa, and one payment each ESO Solutions, WEX, and TCDRS. Eight payroll transactions and one payment to U.S. Treasury. Checks: 5619-5659 and 5661-5666 were written (5660 in April). 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 for March 2022:

Income for March 2022	226,007.62
Year-to-Date Income	1,895,993.55
Expenses for March 2022	459,290.92
Year-to-Date Expenses	1,342,782.36
Budget Balance	553,211.19
Current Assets (Incl. CD's)	4,360,990.60
Current Assets (Incl. A/R)	4,472,046.60
Value of Three CD's	93,957.43
A/R 60 Day Sales & Use Process	111,056.00
Cash Assets	4,267,033.17
Liabilities	750,578.38

Net Sales and Use Tax Received:	\$	47,100.11
Ad Valorem Collected:	\$	176,151.19

A motion to approve the Treasurer's report for March 2022, as presented, was made by Mr. Larry Coker, and seconded by Mr. Johnny White. The Motion was unanimously approved.

And c) approval of Second Quarter FY 2021 – 2022 Investment Reports:

## Second Quarter FY-2021 - 2022 – (December 25, 2021 – March 25, 2022)

Acct. No.	Date Acquired	Maturity Date	Value at Beginning of Qtr	Value at End of Qtr	Interest Earned
305484	07/25/2011	07/25/2022	\$52,170.22	\$52,202.39	\$32.17
305485	07/25/2017	07/25/2022	\$31,462.25	\$31,481.65	\$19.40
306297	09/06/2017	09/06/2022	\$10,267.06	\$10,273.39	\$ 6.33

A motion to approve the Second Quarter FY 21-22 Investment Report was made by Mr. Joe Pendleton and seconded by Mr. Larry Coker. The Motion was unanimously approved. Discussion on budget, expenses, and revenue for FY 2022-2023 occurred. Mr. Ware discussed long-term planning and the need to purchase property for future stations and setting aside funds for land and equipment to minimize future debt. No further action taken.

7. 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 there were 68 calls and 13 fire calls and 10 MVAs. Calls included one structure fire and an 81-acre wild land fire that threatened 12 homes and an elementary school. The Hays County Task Force and Texas Forest Service responded with ground and air support. Response times average 7.25 minutes. Assistant Chief Robbins reported two open firefighter/driver/operator positions will be filled in May. He stated Wimberley Fire Rescue is leading, in Hays County, in providing training opportunities. No action required.
8. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported B-43 required a turbo replacement at a cost of \$2,500. Tender 46 had freeze plug failure, and B-49's master cylinder was repaired. No action required.
9. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; President Ron Spangenberg reported, we have not heard from previous bookkeeper regarding a request to turn over all District financial records. This is currently in the District's attorney's hands. No action taken.
10. Discuss and consider District business copier, take any related action; Angel Robinson presented information to purchase a refurbished copier. Purchase price is \$6,000 with a \$70 service fee per month that covers the warranty, replacement parts, and toner. Mr. Chuck Ware made a motion to purchase the Konica Bizhub C558 copy/printer and enter into service agreement. Mr. Larry Coker seconded the motion. Motion passed unanimously.
11. Discuss and consider Central Station addition, change orders, construction update, material delays, take any related action; President Spangenberg reviewed G Creek's change order no. 3 and the fees included. Chief Czichos was asked to obtain the original purchase price or receipts for the appliances for expense justification. Discussion occurred on the need for propane line installation and the bay-to-addition door installation. Mr. Chuck Ware made a motion to accept Change Order no. 3 and pay a maximum of \$14,791.68, unless Chief Czichos negotiates a lower price with G. Creek. Mr. John White seconded the motion. The motion passed unanimously.
12. Discuss and consider purchase of furnishings for living quarters, take any related action; Discussion was held about items still needed for quarters. Bed frames are ordered and due



to arrive in May. Mattresses, recliners, lockers, and miscellaneous bedding and kitchen items need to be ordered. Chief Robbins stated the weight room items are ordered at a cost of \$9,064.00. The Board had previously approved up to \$12,000 for gym equipment. Mr. John White made a motion to appropriate \$20,000 to complete the furnishing needs for the Addition. Mr. Chuck Ware seconded the motion. The motion passed unanimously.

13. Discuss and consider remodel of PPE gear room and shop, take any related action; President Spangenberg discussed remodel progress. He stated additional work is needed and requested a line-item adjustment. Mr. Chuck Ware made a motion to allocate \$8,000 from 503071 Repairs and Maintenance to fund additional PPE gear room remodel. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.

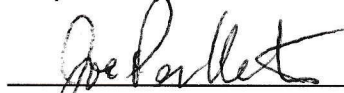
*President Spangenberg adjourned meeting for a break @ 10:08 am.*

*President Spangenberg reconvened meeting @ 10:15. All commissioners previously in attendance were present.*

14. Discuss and consider pursuing additional property, review Draft Acquisition Policy, take any related action; Initial discussions were held regarding implementing an Acquisition Policy. Mr. Ware provided a Draft Acquisition Policy to the commissioners. The Board considered the benefits of Land Acquisition Guidelines vs. Policy. Item was tabled for a future discussion. No action taken.
15. Discuss and consider pursuing demolition of training tower; take any related action; Initial discussion occurred, and the Board asked Chief Czichos to identify potential vendors who could safely demo the tower. The item was tabled for further discussion. No action taken.
16. Discuss and consider adoption of a records retention policy; take any related action; No action taken at this time.
17. Discuss and consider annual review of District's investment policy; take any related action; Carlton Law provided an updated investment policy for the Board's review. Mr. Chuck Ware made a motion to adopt the updated Investment Policy resolution. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
18. Discuss and consider FY 2022 – 2023 annual budget development; take any related action; President Spangenberg stated the budget development has begun and further discussion will be held at future meetings. No action taken.
19. Discuss and consider budget adjustment for lease/purchase of Rescue Pumper; take any related action; President Spangenberg presented a budget adjustment to reflect an additional \$250,000 for a Rescue Pumper down payment and acknowledge \$600,000 for construction of Central Station's Addition. Mr. Chuck Ware made a motion to approve the budget adjustment presented, in the amount of \$250,000, to be allocated to Capital Apparatus Funds, increasing the line-item to \$350,000. The motion was seconded by Mr. John White. The motion passed unanimously.
20. Discuss and consider Contract between ESD 4 and City of Wimberley regarding Fire Inspections; take any related action; Chief Czichos presented a draft contract for the District to consider performing Fire Inspections for the City of Wimberley, separate from Fire Inspections performed by Hays County. Chief Czichos stated he is drafting additional job description language. Mr. Joe Pendleton made a motion for Chief Czichos to continue pursuing the prospect of the District assuming Fire Inspection responsibilities for the City of Wimberley. Mr. Larry Coker seconded the motion. The motion passed unanimously.

21. Discuss and consider entering into a contract with Jansen and Gregorczyk, CPA for accounting services; take any related action; President Spangenberg presented a contract for accounting services with Jansen and Gregorczyk, CPA, to provide District financial reports, payroll and other accounting support services. Mr. Chuck Ware made a motion to enter into a contract with Jansen and Gregorczyk, CPA for District accounting services. The motion was seconded by Mr. Joe Pendleton. The motion passed unanimously.
22. Discuss and consider long range, strategic plan development, take any related action; Mr. Chuck Ware stated he is working with Assistant Chief Robbins to develop a strategic plan for ESD 4. He recommends using this plan to prepare next year's budget as well as future planning and budgeting, to identify real goals on the future directions the District should recognize and prioritize, in support of the community. No action taken.
23. Discuss and consider notification of the subdivision of property, take any related action; President Spangenberg presented two notifications of subdivision. A 12-acre parcel to be split into 12 lots at 201 Rolling Oaks Ranch Drive, and a 7.82 parcel to be split into two lots of 4.8-acres and 3.3-acres on Rainbow Ranch Road. Mr. Larry Coker made a motion to accept the notifications of subdivisions. Mr. Chuck Ware seconded the motion. The motion passed unanimously.
24. Discuss and consider approval of reimbursement request, No requests. No action taken.
25. Discuss and consider approval of minutes from March 29, 2022; Mr. John White made a motion to accept the minutes for the meeting held on March 29, 2022. Mr. Larry Coker seconded the motion. The motion passed unanimously.
26. Discuss and consider future agenda items, time, date and place for next meeting; The next Board of Commissioners meeting will be held on May 31, 2022, at 8:30am at 111 Green Acres Dr., Wimberley, TX. Mr. Larry Coker made a motion to approve the next meeting of the Board of Commissioners. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
27. Adjourn. The meeting was adjourned at 11:10 a.m.

Respectfully,



---

Joe Pendleton, Secretary