

**Hays County Emergency Services District No. 5 (HCESD NO. 5)**  
**Kyle Fire Department Station 1 (Miller-Whitaker)**  
**210 W. Moore St. - Kyle, Texas 78640**  
**December 19, 2023 – 6:30 p.m.**  
**Special Meeting with Regular Meeting Agenda**

**Agenda**

1. Call to order, establish quorum.
2. Accept public comments on agenda items or other topics related to HCESD No. 5.
3. Read and approve minutes from regular meeting of November 11 and special meeting of December 5, 2023. (Meckel)
4. Receive monthly report from the Treasurer (Holen) and consider:
  - a) Approval of payment of monthly bills and invoices; and
  - b) Approval of monthly financial report; and
  - c) Action regarding amendments to budget for FY2022-2023, and FY 2023-2024 if needed; and
5. Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities and membership.
6. Discussion and possible action on national, state and local disaster declarations and orders, and matters relating to same. (Smith, Taylor)
7. Discussion and possible action on organization and structure of District operations, emergency services provision by District, and long- and short-term planning related to same, including reorganization of debt, ownership, and related matters of real and personal property of the District.
  - a) Design and construction of District facilities, including but not limited to planning, budgeting, financing, engineering design professionals, and approve pay applications for construction. (Taylor)
    - i. Review and approval of resolution for loan agreement for Station 24 construction. (Taylor)
  - d) Updates from joint committee with HCESD No. 9 regarding HCESD No. 5 Station 24 construction and accommodations for HCESD No. 9. (Bazaldua, Holen, Taylor)
  - e) Amendment to lease agreement with City of Kyle for Station 22. (Taylor)
  - f) Update on City of Kyle/Waterstone water availability study and development agreement. (Smith, Taylor)
  - g) HCESD No. 5 fire substation land and facility acquisition planning. (Taylor)
8. Discussion with possible action on employee training, hours, staffing, compensation, policies, operational and organizational structure, procedures, and matters relating to same.
  - a) Hays County ESD No. 5 BOD and Kyle Fire Department policy development. (Smith)
    - i. Health Insurance benefits options and cost. (Taylor)
    - ii. SOP development and revisions committee updates (Taylor)
    - iii. Lexipol policy updates (Taylor)
  - b) Operational and organizational structure, staffing, compensation and matters relating to same. (Smith)
  - c) Results of the 2023 employee engagement survey. (Smith, Meckel)
9. Discussion with possible action to set workshops, hearings and/or meetings of HCESD No. 5.
10. Adjourn.

**The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.**

**Hays County Emergency Services District No. 5 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Leah Menard at Hays County Emergency Services District No. 5, at (512) 268-3131 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.**

Posted on or before December 15, 2023 before 6:30 p.m. By Shela R. Wolf