Hays County Emergency Services District No. 5
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St - Kyle, Texas 78640
November 13, 2013 - 6:30pm
Special Meeting and Special Meeting to Canvass Sales and Use Tax Special Election of November 5, 2013 Minutes

Special Meeting Minutes

1) The meeting was called to order at 6:30 p.m. and quorum established with Commissioners Beth Smith, Mike Fulton, Paul Terry, and Eric Holen present. Commissioner Susan Meckel was absent at roll call, but arrived at 6:52pm.

2) No public comments were offered.

3) Minutes of the previous Regular Meeting on October 23, 2013 were read. Motion made by Mike Fulton to approve minutes as read, seconded by Paul Terry. Motion passed. (4 - 0 - 1 absent)

4) Treasurer's Report was presented by Commissioner Holen. No action necessary.

5) Kyle Fire Department Report was presented by Chief Taylor. Cadet Adam Rodriguez was presented with a black helmet. Congratulations were given to Brandon Kitchens on his promotion to Lieutenant and to Mark Schultz on his promotion to Captain. No action necessary.

6) Motion made by Beth Smith to adjourn, seconded by Susan Meckel. Motion passed. (5-0)

Special Meeting to Canvass Sales and Use Tax Special Election of November 5, 2013 Minutes

1) The meeting was called to order at 7:01pm and quorum established with Commissioners Beth Smith, Mike Fulton, Paul Terry, Susan Meckel, and Eric Holen present.

2) No public comments were offered.

3) Beth Smith read the Canvassing Proceeding Under 67.004. Clay Huckaby presented the returns from the Sales and Use Tax Special Election of November 5, 2013. Motion made by Paul Terry, second by Mike Fulton, to waive reading of the election report precinct by precinct and hear the whole district summary instead. Motion passed. (5-0) Election was canvassed and Order 111313-01 was signed.

4) Motion made by Mike Fulton, seconded by Paul Terry, to repeal Telecommunications Exemption for Sales and Use Tax. Motion passed. (5-0) Order 11313-02 was signed. Clay Huckaby will submit results to Comptroller's Office on November 14, 2013 by certified mail.

5) Motion made by Mike Fulton, seconded by Paul Terry, to adjourn at 7:15pm. Motion passed (5-0)

Special Meeting Minutes (cont.)

Meeting reconvened at 7:15pm.

6) No Updates or recommendations were presented from the Long-term Structural and Operational Committee. No action required.

7) Discussion was held regarding Station 4 property use and appointment of a committee to oversee bid and rental procedures. Rezoning of the property passed the City of Kyle Planning & Zoning Committee and results have been read at the November 3, 2013 City of Kyle Public Hearing; awaiting the second reading on November 19, 2013. Beth Smith suggest the following appointments to the Station 4 Property Use Committee: Mike Fulton, Paul Terry, Chief Taylor, Penny Krug, and Sharon Michaelis. Battalion Chief Mike Vasil, along with Chief Taylor, will contact Sharon MIchaelis regarding her participation on the Committee. The Committee will be charged with the tasks of bid

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specification wording, how to best go out for bids, and obtaining information regarding leasing management companies. No action taken.

8) Discussion was held regarding closing, restructuring, and/or redistributing funds into appropriate receiving accounts. Motion made by Eric Holen, seconded by Beth Smith, to close account KVFD Acct 5338 SAFER fund account and transfer to ESD Op Acct 1839. Motion passed. (5-0) Motion made by Eric Holen, seconded by Mike Fulton, to close ESD Acct 1841 Money Market account and transfer to ESD Op Acct 1839. Motion passed. (5-0)

   a) Motion made by Mike Fulton, seconded by Paul Terry, to close ESD Acct 2944 (donations/holding account) and transfer to ESD Op Acct 1841. Motion fails (1-4)

9) Discussions held regarding potential participation in a Local Government Purchasing Cooperative Agreement for the purpose of purchasing station supplies. Motion made by Beth Smith, seconded by Eric Holen, to enter into an Interlocal Participation Agreement with The Local Government Purchasing Cooperative. Motion passed. (5-0)

10) Discussion was held regarding the agenda item for discussion and possible action on procedures and election to implement Sales and Use Tax Collection in HCESD #5. The matter of "election" will be removed from future agendas, but will be kept on as "implementation." No further action necessary.

11) Discussion was held regarding the possible adoption of the 2009 Fire Code. Motion made by Beth Smith, seconded by Paul Terry, to adopt the 2009 Fire Code Order #11-13-13-03. Motion passed. (5-0)

12) Discussion was held regarding a possible Interlocal Agreement with the City of Kyle regarding fire code/inspection fee schedule. Chief Taylor reports that a scheduled meeting with the City has been canceled by the City and that he is awaiting notification of a date and time for the rescheduled meeting. Motion made by Paul Terry, seconded by mike Fulton, to adopt the fire code/inspection fee schedule outside the city limits, to ask Chief Taylor to continue to pursue the City of Kyle to reschedule the meeting, and that the ESD requests that the City changes the fee schedule so that effective administration of the Fire Code can be provided. Motion passed. (5-0)

13) No discussion necessary, nor action taken, regarding organization and structure of District operations, emergency services provision by District, and long- and short-term planning related to the same, including reorganization of debt, ownership, and related matters of real and personal property of District and KFD.

14) Discussion was held regarding draft Request for Proposals to implement an appropriate audit. Motion made by Eric Holen, seconded by Paul Terry, to post RFP for publication in the Hays Free Press. Motion passed. (5-0)

15) Discussion was held regarding the possible suspension of the existing VFIS Accident and Disability benefit policy and adoption of appropriate policy. Beth Smith motions to suspend VFIS policy. Paul Terry proposes amendment to motion to review possible other policies. Upon further discussion, both motion and amendment are withdrawn. Motion made by Beth Smith, seconded by Paul Terry, to cancel VFIS policy. Motion passed. (5-0) Chief Taylor will contact SFFMA to inquire about appropriate coverage for volunteers in addition to worker's compensation coverage currently in place.

16) Discussion was held regarding old business concerning Public Official Bond previously in place. Beth Smith has contacted Mark Kennedy; discussion for fair amount will be placed on County Agenda and bond will be set for all ESD's. No action taken.

17) No discussion, nor action taken, regarding matters related to personnel.

18) Discussion held regarding future workshops and/or special meetings. No action necessary; next meeting will be at regularly scheduled date of January 22, 2014, with December meeting not held due to observance of Holidays.

19) Motion made by Mike Fulton, seconded by Eric Holen, to adjourn. Meeting adjourned at 8:25pm.

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Respectfully submitted,

Susan Meckel, Secretary
HCESD5

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