Hays County Emergency Services District No. 5
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St - Kyle, Texas 78640
March 26, 2014 - 6:30pm
Regular Meeting Minutes

1) The meeting was called to order at 6:32 p.m. and quorum established with Commissioners Beth Smith, Paul Terry, Susan Meckel and Eric Holen present. Commissioner Mike Fulton was absent.

2) No public comments were offered.

3) Minutes of the previous Regular Meeting on February 26, 2014 were read. Motion made by Paul Terry to approve minutes as read, seconded by Eric Holen. Motion passed. (3 - 0 - 1 abstain SM - 1 absent MF)

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

5) The Kyle Fire Department report was presented by Chief Taylor. No action necessary.

6) Discussion was held regarding the proposed MOU between Monarch Utilities and KFD regarding utilization of fire hydrants owned by Southwest Water Company/Monarch Utilities. Motion made by Beth Smith, seconded by Susan Meckel, to remove this item from future agendas. Motion passed. (4 - 0 - 1 absent)

7) Discussion was held regarding implementation of Sales and Use Tax Collection in HCESD No. 5 and matters related to the same. Chief Taylor reported that Clay Huckaby had sent an email with a list of new businesses within the HCESD5's Sales and Use Tax Boundaries. Battalion Chief Vasil verified addresses on the list and emailed list back to Clay. No action necessary.

8) No discussion was held nor action taken regarding committee update on bid and rental procedures on Station 4 property use. Staff will contact committee members to schedule meeting.

9) No discussion was held nor action taken regarding updates and recommendations from the Long-term Structural and Operational Committee.

10) Discussion was held on 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.

    a. Discussion was held regarding acquiring a credit card with a point reward system to be used for awards banquet door prize purchases. Staff will contact Chase, with whom an account is currently held, to investigate what point rewards cards are available. Motion made by Beth Smith, seconded by Eric Holen to move forward with acquiring a credit card with a point reward system provided there is no substantial fees associated with participation. Motion passed. (4 - 0 - 1 absent)

11) Discussion was held regarding the 2012 KVFD draft audit. Chief Taylor reported that we are awaiting response from John F. Lewis, CPA, regarding what paperwork needs to be signed by Battalion Chief Wren to receive final draft of audit. Staff will resend email inquiry regarding necessary paperwork. No action necessary.

12) Discussion was held on the Texas Comptrollers Leadership Council and how our District could meet their standards. Chief Taylor reported that the Kyle Fire Department website had been updated to include all documentation necessary to receive Platinum status from the Texas Comptrollers Leadership Council Transparent Government Program. Motion made by Paul Terry to sign paperwork for submission to the Texas Comptrollers Leadership Council for official recognition and participation. Seconded by Erick Holen with an amendment that staff script and submit to local media a press release regarding HCESD5/Kyle Fire Department participation in Leadership Council and award level. Amendment accepted by Paul Terry. Motion passed. (4 - 0 - 1 absent)

FINAL

13) No discussion held nor action taken regarding old business.

14) Discussion was held on matters relating to personnel and request for appeal of resignation by former employee Billy Burch. Mr. Burch presented his request for appeal at this time. Chief Taylor also spoke regarding this matter. Pursuant to Section 551.074 of the Texas Government Code, the District entered into Closed Meeting at 7:59pm. Regular Meeting reconvened at 8:38pm with no action being taken during Closed Meeting. Paul Terry motioned that the District affirm Chief Taylor's actions regarding former employee Billy Burch. Eric Holen seconded the motion. Motion passed. (4 - 0 - 1 absent)

15) Discussion was held to set workshops and/or meetings of the HCESD No. 5. Next Regular Meeting will be held on Wednesday, April 23, 2014 at 6:30pm.

16) Meeting adjourned at 8:43pm.

Respectfully submitted,

Susan Meckel, Secretary
HCESD5

FINAL