Hays County Emergency Services District No. 5
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St - Kyle, Texas 78640
June 25, 2014 - 6:30pm
Regular Meeting Minutes

1) The meeting was called to order at 6:35 p.m. and quorum established with Commissioners Beth Smith, Eric Holen, and Susan Meckel present. Commissioner Paul Terry arrived at 6:37 p.m. Commissioner Mike Fulton was absent.

2) Public comment offered by Mr. Paul Fidler thanking the ESD Board for the opportunity to submit a proposal for use of Station #4 regardless of the outcome of the Board's decision. Michelle Lopez spoke in support of consideration for Hope & Love 4 Kids to use Station 4 to house their program and praising Mia Hendrick's devotion to the program. Mia Hendricks with Hope & Love 4 Kids spoke regarding the services that are offered through Hope & Love 4 Kids to the community of Kyle and her hopes of being able to use Station #4 as a home base for the program. Newly elected City of Kyle Mayor Todd Webster was in attendance and offered his greetings and expressed interest in working cooperatively with HCESD No. 5.

3) Minutes of the previous Regular Meeting on May 28, 2014 were read. Motion made by Eric Holen to approve minutes as read, seconded by Beth Smith. Motion passed. (4 - 0 - 1 absent)

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 implementation of Sales and Use Tax Collection in HCESD No. 5. Chief Taylor reported expected Sales and Use Tax Collection for May was $7,294.00. Contact information has been changed from Clay Huckaby to Chief Taylor. Staff will email Board when payment is received indicating the amount deposited.

7) Discussion held regarding Committee update on bid and rental procedures with discussion and possible action on Station 4 property use. The District reserves the right to enter into Closed Meeting on this agenda item pursuant to Section 551.072, Texas Government Code. Committee met with Ms. Michaelis and it was decided that the Hope & Love 4 Kids program would be most beneficial for the Kyle Fire Department and the community. Recommendation from the Committee to accept the proposal from Hope & Love 4 Kids. Motion made by Paul Terry, seconded by Susan Meckel, that the Board move to Executive Session to discuss the proposals for property use. Motion passed (4 - 0 1 absent). President Smith announced the HCESD No.5 BOD would go into closed session at 7:07 p.m. to discuss the matter of property rental and use. Chief Taylor was present in the closed session. Closed session was adjourned at 7:32 p.m. No action was taken during the closed session. After a short break President Smith reconvened into open session at 7:35 p.m. Motion made by Susan Meckel to tentatively accept the recommendation of the Committee for Hope & Love 4 Kids for the use of Station #4 with direction to the committee to work with the bidder to pursue all legal and management requirements regarding all transactions for leasing and management of the property. Paul Terry seconded the motion. After discussion motion passed (4 - 0 - 1absent). Direction was given to the Committee to meet with Hope & Love 4 Kids to discuss the matters of the motion.

8) Discussion was held regarding Updates and Recommendations from the Long-Term Structural and Operational Committee. The Committee met on June 9th and reviewed the proposed Five-Year Strategic Plan and 2015 Budget. No action necessary.

9) Discussion was held regarding 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 District and KFD. The District reserves the right to enter into Closed Meeting on this agenda item pursuant to Section 551, Texas Government Code.

   a) Discussion was held regarding the draft Five-Year Strategic Plan presented by Chief Taylor. Chief Taylor reported that there were no further updates. No action necessary.

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b) Discussion was held regarding designation of an authorizing officer and acquiring credit card with a point system to be used to buy door prizes for annual awards banquet. Eric Holen will investigate who is the most appropriate authorizing officer. No action taken.

10) Item 10 was tabled temporarily to discuss agenda item 12 (See item 12 below.) Discussion on agenda item 10 was held regarding approval of Chief Taylor with a resolution of the BOD per Health and Safety Code 775.073 to be a signatory on an operating account with equal bonding as other signatories up to $2,000.00. Anything over $2,000.00 not previously budgeted and approved requires BOD approval. Motion made by Eric Holen to authorize Chief Taylor to be one of the two-signature required signors on the operating account for amounts up to $2,000.00. Paul Terry seconded the motion. Motion passed (4-0-1 absent). Staff will draft the resolution.

11) Discussion was held regarding the draft budget for FY 2014-2015. No action taken.

12) Discussion was held regarding the HCESD No.5 annual policy review and statement for compliance. Motion was made by Susan Meckel recognizing that the policies have been reviewed by the HCESD No.5 BOD so the ESD is compliant and the annual statement may be signed by Commissioners. Eric Holen seconded the motion. Motion passed (4-0-1 absent). Staff will ensure Mike Fulton reviews policies and signs annual statement for compliance.

13) No discussion nor updates regarding old business.

14) No discussion nor action on matters relating to personnel. The District reserves the right to enter into Closed Meeting on this agenda item pursuant to Section 551.074 of the Texas Government Code.

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

16) Meeting adjourned at 7:42pm.

Respectfully submitted,
Susan Meckel, Secretary
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