**Hays County Emergency Services District No. 5**
**Kyle Fire Department Station 1 (Miller-Whitaker) - 210 W. Moore St. - Kyle, Texas 78640**
**June 22, 2016 – 6:30 p.m.**

**Regular Meeting Minutes**

**1.** Meeting was called to order at 6:40 p.m. with Commissioners Beth Smith, John Rodriguez, Jr., and Paul Terry present. Commissioner Eric Holen arrived at 6:45 p.m. Commissioner Susan Meckel was absent for the entirety of the meeting.

**2.** No public comments on agenda items or other matters related to HCESD No. 5 were offered.

**3.** The completed FY 2015 audit was presented by Jim Jansen and Debi Hubert of Jansen and Gregorczyk, CPA with discussion following. Motion made by Eric Holen to approve the FY 2015 audit as presented. Paul Terry seconded the motion. Motion passed (4 – 0 – 1absent).

**4.** Discussion was held with no action taken on Sales and Use Tax election and collections.

**5.** Minutes from previous meeting of May 16, 2016 were read with motion made by Paul Terry to approve as submitted. Motion was seconded by Eric Holen. Motion passed (4 – 0 – 1absent).

**6.** The Treasurer's report was presented with discussion and no action taken.

**7.** The Fire Department Report was presented with discussion and no action taken.

**8.** No discussion nor action taken on Updates from the Long-term Structural and Operational Committee.

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

- Discussion was held on possible action in regards to the District Public Funds Money Market Account. Motion made by Eric Holen to direct staff to work with Broadway Bank to close and re-open the account and to also inquire about changing the name on the account from Hays Rural Fire Prevention District No. 5 to Hays County Emergency Services District No. 5. Motion was seconded by Paul Terry. Motion passed (4 – 0 – 1absent).
- Discussion was held on creation of the position of Fire Inspector within the Department and promoting Marcus Peterson to that position. Motion made by Paul Terry to create an Assistant Fire Inspector position, promote Marcus Peterson to the position, and open up a new firefighter position. Discussion was held on the motion. Eric Holen proposed an amendment to the motion to drop "Assistant" from the title of the position, making the title of the position "Fire Inspector." Amendment was accepted by Paul Terry. Motion passed (4 – 0 – 1).

**10.** Discussion was held with no action taken on preliminary budget for Hays County ESD No. 5 FY2016-2017.

**11.** No discussion was held on updates and old business.

**12.** Discussion was held with no action taken 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.

- No discussion was held nor action taken to determine appropriate adjustments to Fire Chief salary, including but not limited to considerations of merit increase and retention opportunities.

**13.** There will be a Budget Workshop held on Wednesday, July 27, 2016 at 6:00 p.m. with a Regular Meeting to follow.

**14.** The meeting was adjourned at 7:36 p.m.

Respectfully submitted,
Susan Meckel, Secretary
HCESD No. 5

FINAL