Hays County Emergency Services District No. 5
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
August 23, 2017 – 6:00 p.m.
Public Hearing on Proposed Ad-Valorem Tax Rate and Regular Meeting Minutes

FINAL

Public Hearing Minutes

1. Call to order, establish quorum.
   - Called to order at 6:01 p.m. and quorum established with Commissioners Beth Smith, Susan Meckel, Paul Terry, and John Rodriguez, Jr. present.
   - Commissioner Eric Holen was absent for the entirety of the Public Hearing.
2. Discussion regarding budget for fiscal year October 1, 2017 to September 30, 2018.
   - Discussion held with no action taken.
3. Conduct a public hearing on the proposal to increase property taxes.
   - Commissioner Beth Smith opened the floor for public comments on the proposed ad-valorem tax rate of ten cents per one hundred dollars valuation for the FY 2017-1028 at 6:02 p.m.
   - No public comments were offered at this time and Commissioner Smith closed this agenda item at 6:06 p.m.
4. Announce the date (September 13, 2017), time (6:30 p.m.) and place (Kyle Fire Station No. 1 at 210 W. Moore St., Kyle, Texas 78640) of the meeting to vote on the tax rate.
   - Commissioner Beth Smith announced that the vote to adopt will take place on Wednesday, September 13, 2017 at 6:30 p.m. at the Kyle Fire Station No. 1 at 210 W. Moore St., Kyle, Texas 78640.
5. Adjourn to Regular Meeting.
   - Adjourned to Special Meeting at 6:07 p.m.

Regular Meeting Minutes

1. Call to order, establish quorum.
   - Called to order at 6:07 p.m. and a quorum established with Commissioners Beth Smith, Susan Meckel, Paul Terry, and John Rodriguez, Jr. present.
   - Commissioner Eric Holen arrived to the meeting at 6:18 p.m.
2. Accept public comments on agenda items or other topics related to HCESD No. 5.
   - None were offered at this time.
3. Read and approve minutes of previous meetings of July 26, 2017 and Budget Workshop and Special Meeting August 9, 2017.
   - Motion by Paul Terry, seconded by John Rodriguez, Jr., to approve minutes of both meetings as submitted.
   - Motion passed (4 – 0 – 1 absent).

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4. Treasurer's report (Holen).

- Skip to Agenda Item No. 5.

5. Kyle Fire Department Chief's Report (Taylor).

- Presented by Chief Taylor with discussion and no action taken.
- Return to Agenda Item No. 4.

4. Treasurer's report (Holen).

- Presented by Commissioner Holen with discussion and no action taken.
- Proceed to Agenda Item No. 6.

6. Discussion and possible action to adopt revised Conflict of Interest Policy for HCESD No. 5 (Meckel).

- Motion by Susan Meckel, seconded by Eric Holen, to accept as revised Conflict of Interest Policy as submitted.
- Motion passed (5 – 0).

7. Updates and Recommendations from the Long-Term Structural and Operational Committee with discussion and possible action on recommendations (Meckel/Taylor/Terry).

- No discussion was held nor action taken.

8. Discussion on estimated tax rolls and preliminary budget for FY 2017-2018 (Taylor).

- No discussion was held nor action taken.

9. Discussion and possible action on creating investment accounts (Taylor).

- Discussion held with no action taken.

10. 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.

- Options for financing and reimbursement of potential real estate purchase for new fire substation using real property or pledged ad-valorem tax income with resolution to adopt preferred option.
  - Discussion held with no action taken.
- Adjourn to Closed Meeting at 6:31 p.m.
- No action taken during Closed Meeting.
- Return to Regular Meeting at 6:45 p.m.

11. Discussion with possible action on employee and volunteer training, hours, staffing, policies, and procedures.

a) Creation of paid time off pool for employees (Taylor).
   - Discussion held with no action taken.

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b) Memorandum of Understanding or other appropriate agreement with Hays County ESD No. 9 on duties, responsibilities, administration and management, and compensation for employee services provided by HCESD No. 5 (Taylor).
   - Motion by Susan Meckel, seconded by Paul Terry, to approve Agreement No. 08-23-17-01 as submitted contingent on HCESD No. 9 approval. Motion passed (5 – 0).

12. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.

- Upcoming workshops and meetings are as follows:
  - August 30th at 6:30 p.m. at Station No. 1 – Public Hearing
  - September 13th at 6:30 p.m. at Station No. 1 – Regular Meeting with Vote to Adopt

13. Adjourn.

- Adjourned at 6:54 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,

Secretary HCESD No. 5

FINAL