Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
May 23, 2018 – 6:30 p.m.
Regular Meeting Minutes

1. Call to order, establish quorum.
- Commissioner Beth Smith called the meeting to order at 6:32 p.m. and a quorum was established with Commissioners Beth Smith, John Rodriguez, Jr., Susan Meckel, Eric Holen, and Paul Terry present.

2. Accept public comments on agenda items or other topics related to HCESD No. 5.
- Public comment offered by Hays County Commissioner Ray Whisenant, Jr. Commissioner Whisenant apologized for not having attended a meeting in a while and wanted to thank the HCESD No. 5, its Commissioners, and the employees of the Kyle Fire Department for their hard work and dedication.

3. Presentation of FY2017 annual audit with discussion and possible action (Taylor/Holen)
- Presentation of FY2017 by Jim Jansen with Jansens and Gregorzcyk.
- Motion by Susan Meckel, seconded by Eric Holen, to accept FY2017 audit as presented.
- Motion passed (5-0).

4. Read and approve minutes of pervious meeting on April 18, 2018 (Meckel)
- Motion by Paul Terry to approve minutes as presented. Second to motion provided by John Rodriguez, Jr.
- Motion passed (5-0).

5. Receive monthly report from the Treasurer (Holen) and consider:
   a) Approval of payment of monthly bills and invoices; and
      - Motion by Susan Meckel, seconded by Paul Terry, to approve the payment of monthly bills and invoices.
      - Motion passed (5-0).
   b) Approval of monthly financial report; and
      - Motion by Susan Meckel, seconded by Paul Terry, to approve the monthly financial report with a correction to the reported income, changing it to $74,166.00.
      - Motion passed (5-0).
   c) Action regarding amendments to budget for FY 2017-2018, if needed:
      i. Discussion with possible action to amend the capital expenditures budget to allow for the purchase of three refurbished LifePak 15 cardiac monitors in the amount of $55,085.00 with a three-year warranty and service contract (Taylor)
         - Presentation by Chief Taylor with discussion following.
         - Motion by Susan Meckel, with second provided by Beth Smith, to approve change in budget to allow for the purchase of three LifePak 15 cardiac monitors in the amount of $55,085.00.
         - Discussion held with amendment offered by Eric Holen.
         - Motion amended by Susan Meckel to approve purchase of two LifePak 15 cardiac monitors in an amount up to $40,000.00. Second to motion amendment given by Paul Terry.
         - Motion passed (5-0).

6. Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities, and membership;
- Presentation by Fire Chief Taylor with discussion and no action taken.

FINAL

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7. Updates and Recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations: (Meckel/Taylor/Terry).
    - No discussion held nor action taken.
8. 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:
    a) Receive update on remodel progress on Mountain City Station and matters related to same. (Taylor)
        - Discussion held with no action taken.
9. Discussion on preliminary tax rolls and preliminary budget (Taylor)
    - Discussion held with no action taken.
10. Discussion with possible action on employee and volunteer training, hours, staffling, policies, and procedures:
    - Discussion held with no action taken.
11. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.
    - The next Regular Meeting of the HCESD No. 5 will be held at 6:30 p.m. on Wednesday, June 27, 2018 in the Training Room of the Kyle Fire Department Station No. 1 located at 210 W. Moore St., Kyle, Texas 78640.
12. Adjourn.
    - Meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel
Secretary, HCESD No. 5

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