Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
July 25, 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, Susan Meckel, Eric Holen, and John Rodriguez, Jr. present.
- Commissioner Paul Terry was absent for the entirety of the meeting.

2. Accept public comments on agenda items or other topics related to HCESD No. 5.
- No public comments were offered at this time.

3. Read and approve minutes of previous meeting on June 27, 2018 (Meckel)
- Motion by Eric Holen to accept previous minutes as submitted seconded by Beth Smith.
- Motion passed (4-0).

4. Receive monthly report from the Treasurer (Holen) and consider:
   a) Approval of payment of monthly bills and invoices; and
      - Motion by Eric Holen, seconded by John Rodriguez, Jr., to approve the payment of monthly bills and invoices.
      - Motion passed (4-0).
   b) Approval of monthly financial report; and
      - Motion by Susan Meckel, seconded by John Rodriguez, Jr., to approve the monthly financial as presented by Treasurer Eric Holen.
      - Motion passed (4-0).
   c) Action regarding amendments to budget for FY 2017-2018, if needed:
      i. Discussion with possible action. (Taylor)
         - No discussion held, nor action taken.

5. 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.

6. 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.

7. 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)
   b) Rental agreement with Hope and Love for Kids
      - Discussion held with no action taken.

8. Discussion on preliminary tax rolls and preliminary budget (Taylor)
- Discussion held with no action taken.

9. Discussion with possible action on employee and volunteer training, hours, staffling, policies, and procedures:
- The HCESD No. 5 Board entered into Executive Session at 7:09pm.
- Regular meeting reconvened at 7:24pm with no action taken during Executive Session.

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- No discussion held nor action taken when Regular Meeting reconvened.

10. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.
    - Discussion held to set workshops and/or meetings of HCESD No. 5 with proposal made by Susan Meckel to schedule:
        a) Budget Workshop with Special Meeting to Propose Tax Rate to follow on August 8, 2018 at 6:30 p.m. in the Kyle Fire Department Station No. 1 Training Room.
        b) Public Hearing with Regular Meeting to follow on August 22, 2018 at 6:30 p.m. in the Kyle Fire Department Station No. 1 Training Room.
        c) Public Hearing on August 29, 2018 at 6:30 p.m. in the Kyle Fire Department Station No. 1 Training Room.
        d) Regular Meeting with Adoption of Budget and Adoption of Tax Rate on September 12, 2018 in the Kyle Fire Department Station No. 1 Training Room.
    - Motion by Beth Smith, with second provided by Susan Meckel, to set dates and schedule as presented.
    - Motion passed (4 – 0).

11. Adjourn.
    - Meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel
Secretary, HCESD No. 5

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