Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
January 3, 2018 – 6:30 p.m.
Special Meeting Minutes

1. Call to order, establish quorum.
- Commissioner Beth Smith called the meeting to order at 6:34 p.m. and quorum was established with Commissioners Beth Smtih, Susan Meckel, John Rodriguez and Paul Terry present. Commissioner Eric Holen was absent 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.

3. Read and approve minutes of previous regular meeting on December 13, 2017. (Meckel)
- Motion was made by Paul Terry, seconded by John Rodriguez to approve minutes from the December 13, 2017 meeting as presented. Motion passed (4 – 0 – 1 absent).

4. Receive monthly report from the Treasurer (Holen) and consider:
a) Approval of payment of monthly bills and invoices; and
   - Motion was made by Susan Meckel, seconded by John Rodriguez to approve payment of monthly bills and invoices. Motion passed (4 – 0 – 1 absent).

b) Approval of monthly financial report; and
   - No discussion held nor action taken.

c) Discussion and possible action on resolution to open TexPool investment account; and
   - No discussion held nor action taken.

d) Action regarding amendments to budget for FY2017-2018, if needed:
   - 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;
- Discussion held with no action required.

6. Updates and Recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations: (Meckel/Taylor/Terry)
- No discussion 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) Changes to the previously approved order of new Engine 23, a mini-pumper to service the Mountain City Station, originally not to exceed $315,000.00. (Taylor); and
   - Discussion held with motion by Paul Terry to change the purchase of the mini-pumper from Darden to Pierce, leaving the amount to not exceed $315,000.00. Motion seconded by Beth Smith. Motion passed (4 – 0 – 1 absent).

b) Approve loan or other appropriate financing for purchase of new Engine 23 mini-pumper to service the Mountain City Station. (Taylor)
   - Discussion held with motion by Paul Terry to approve securing a loan with Broadway Bank at a 2.71% interest rate in the amount of $350,000.00. Motion seconded by John Rodriguez. Motion passed (4- 0 – 1 absent).

8. Discussion with possible action on employee and volunteer training, hours, staffing, policies, and procedures;
- Discussion held with no action taken.

FINAL

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

- Discussion with motion made by Paul Terry, seconded by Susan Meckel, to change the date of the next regular meeting of HCESD No. 5 from January 24, 2018 to February 28, 2017 at 6:30 p.m. at Station 1. Motion passed (4 – 0 – 1 absent).

10. Adjourn.

- Meeting was adjourned at 6:58 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel
Secretary HCESD No. 5

The ESD Board will announce it will go into Executive Session if necessary pursuant to Chapter 551 of the Texas Government Code to receive advice from legal counsel, to discuss matters of land acquisition and real property, litigation, and personnel matters as listed on the agenda. The Board may also announce it will go into Executive Session if necessary to receive advice from legal counsel regarding any item on this agenda. After discussion of any matters in executive session, any final action or vote taken will be in public by the Board. Board shall have the right at any time to seek legal advice in Executive Session from its Attorney on any agenda item, whether posted for Executive Session or not.

FINAL