Hays County Emergency Services District No. 5
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
October 25, 2017 – 6:30 p.m.
Regular Meeting Minutes

Regular Meeting Minutes

1. Call to order, establish quorum.
   - Called to order at 6:30 p.m. and a quorum established with Commissioners Beth Smith, Susan Meckel, Eric Holen, Paul Terry, and John Rodriguez, Jr. present.
2. Accept public comments on agenda items or other topics related to HCESD No. 5.
   - Public comment offered by James Hill of Mountain City regarding proposed purchase of house in Mountain City for Station #3. Mr. Hill stated he likes the location personally, but feels it is not a central location for the entire service area of HCESD No. 5 and recommended the Board not approve the purchase.
3. Read and approve minutes of previous regular meeting on September 13, 2017. (Meckel)
   - Motion by Paul Terry, seconded by Eric Holen, to approve minutes as submitted.
   - Motion passed (5 – 0).
4. Receive monthly report from the Treasurer (Holen) and consider:
   - approval of payment of monthly bills and invoices;
     - Discussion held with no action taken.
   - approval of monthly financial report;
     - Report presented by Commissioner Holen with discussion and no action taken.
   - action regarding amendments to budget for FY 17-18, if needed, and;
     - No discussion held nor action taken.
   - action regarding 3rd Quarter 2017 Investment Report.
     - Discussion held with no action taken.
5. Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities and membership;
   - Presented by Chief Taylor with discussion held and no action taken.
6. Discuss and consider engaging an auditor to perform the FY 17 audit.
   - Discussion held with no action taken.
7. Discussion with possible action and resolution to adopt an Investment Policy. (Meckel)
   - No discussion held nor action taken.
   - This item will be removed from future agendas.
8. Discussion and possible action on creating investment accounts. (Taylor, Holen)
   - Request by Commissioner Holen to skip to Agenda Item No. 9.
9. Discuss and consider action to enroll in TexPool investment.
   - Presentation by Commissioner Holen on different investment account options.

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- Motion by Eric Holen, seconded by Paul Terry, to move forward with enrolling in a TexPool account with an initial deposit of $50,000.00.
- Motion passed (5 – 0).

10. 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.

11. 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.

- Discussion with possible action on real estate purchase and financing and matters relating to same for future fire substation. (Taylor).
  - Discussion held with no action taken.
- Discuss and consider actions for station site purchase; related title commitments and take any related action.
  - Adjourned to Executive Session at 7:01 p.m.
  - Executive Session closed and return to Regular Meeting at 7:24 p.m. with no action taken.
  - Motion by Susan Meckel to move forward with executing loan agreement with Broadway Bank for purchase property located at 201 Mountain City Drive, Mountain City, Texas. Loan is in the amount of $340,000.00 at a rate of 2.6% for a 5 year term.
  - Motion seconded by Paul Terry.
  - Motion passed (5 – 0).

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

- No discussion held nor action taken.

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

- Motion by Susan Meckel, seconded by Paul Terry, to hold the next two regular meetings of the HCESD No. 5 on November 15 and December 13, 2017.
- Motion passed (5 – 0).

14. Adjourn.

- Adjourned at 7:33 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No. 5

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