Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
June 27, 2018 – 6:30 p.m.
Regular Meeting Minutes

1. Call to order, establish quorum.
- Commissioner Beth Smith called the meeting to order at 6:37 p.m. and a quorum was established with Commissioners Beth Smith, Susan Meckel, Eric Holen, and Paul Terry present.
- Commissioner John Rodriguez, Jr. 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 May 23, 2018 (Meckel)
- Motion by Beth Smith to accept previous minutes as submitted.
- Amendment offered by Eric Holen to change the wording of Agenda Item No. 3, 2nd bullet, to say "accept" instead of "present". Amendment accepted by Beth Smith with second to amended motion provided by Eric Holen.
- 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 Susan Meckel, to approve the payment of monthly bills and invoices.
      - Motion passed (4-0).
   b) Approval of monthly financial report; and
      - Motion by Paul Terry, seconded by Beth Smith, to approve the monthly financial as presented.
      - Motion passed (4-0).

At this time, Chief Taylor requested to open Agenda Items No. 4c, 5, 6, 7, 8, and 9 together. Request granted by Board President Beth Smith.

   c) Action regarding amendments to budget for FY 2017-2018, if needed:
      i. Discussion with possible action. (Taylor)
         - 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;
- 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)
      - Discussion held with no action taken.

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

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9. Discussion with possible action on employee and volunteer training, hours, staffling, policies, and procedures:
    - Discussion held with motion by Paul Terry to approve the addition of four (4) additional firefighters plus the one (1) replacement position.
    - Amendment offered by Eric Holen to change the wording of the motion to approve the increase of adding 3 firefighters to Operations and to absorb the increase of budget.
    - Amendment accepted by Paul Terry and second provided by Eric Holen.
    - Motion passed (4-0).
10. Discussion with possible action on HCESD No. 5 policy review and annual statement related to same. (Meckel).
    - Discussion held with motion by Susan Meckel to sign the annual policy review statement. Second provided by Eric Holen.
    - Motion passed (4-0).
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, July 25, 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 7:04 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel
Secretary, HCESD No. 5

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