Hays County Emergency Services District No. 5 (HCESDNo.5)
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. - Kyle, Texas 78640
January 23, 2019 - 6:30 p.m.

Regular Meeting Minutes

1. Call to order, establish quorum.
   - ⇒ Regular Meeting was called to order at 6:40 p.m. with Commissioners Beth Smith, Susan Meckel, Paul Terry, and in attendance.
   - ⇒ Commissioner Eric Holen arrived at 6:53 p.m.
   - ⇒ Commissioner John Rodriguez, Jr. was absent for the entirety of the meeting.

At this time, Commissioner Beth Smith moved forward to Agenda Item No. 3.

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

Regular Meeting returned to posted Agenda order.

2. Oath and Swearing-in of reappointed ESD Commissioners and Badge-pinning and Swearing-in Ceremony for Kyle Fire Department promotions and new hires. (Taylor)
   - ⇒ Commissioner Beth Smith administered and accepted the Oath of Office for Commissioner Susan Meckel.
   - ⇒ Badge-pinning and Swearing-in Ceremony for Kyle Fire Department promotions and new hires postponed.
4. Election of ESD BOD officers. (Smith)
   - ⇒ Motion by Paul Terry, seconded by Susan Meckel, to continue with existing slate of officers as is: Beth Smith, President; John Rodriguez, Jr., Vice-President; Eric Holen, Treasurer; Paul Terry, Assistant Treasurer; and Susan Meckel, Secretary.
   - ⇒ Motion passed (3-0).
5. Read and approve minutes of previous regular meeting November 28, 2018; regular monthly meeting December 26, 2018 not held due to lack of quorum. (Meckel)
   - ⇒ Motion by Paul Terry, seconded by Beth Smith, to approve the minutes as submitted.
   - ⇒ Motion passed (3-0).

At this time, Commissioner Beth Smith moved forward to Agenda Item No. 7.

7. Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities and membership.
   - ⇒ Discussion held with no action taken.

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At this time, Commissioner Beth Smith returned to Agenda Item No. 2.

2. Oath and Swearing-in of reappointed ESD Commissioners and Badge-pinning and Swearing-in Ceremony for Kyle Fire Department promotions and new hires. (Taylor)
   ⇒ Commissioner Beth Smith administered and accepted the Oath of Office for Commissioner Eric Holen.

Regular Meeting returned to posted Agenda order.

6. Receive monthly report from the Treasurer (Holen) and consider:
   a. Approval of payment of monthly bills and invoices; and
      ⇒ Motion by Beth Smith, seconded by Susan Meckel, to approve payment of monthly bills and invoices as submitted.
      ⇒ Motion passed (4-0).
   b. Approval of monthly financial report; and
      ⇒ Motion by Beth Smith, seconded by Susan Meckel, to approve the monthly financial report as submitted.
      ⇒ Motion passed (4-0).
   c. Action regarding 1st Quarter 2019 Investment report; and
      ⇒ Motion by Susan Meckel, seconded by Paul Terry, to approve the 1st Quarter 2019 Investment report as submitted.
      ⇒ Motion passed (4-0).
   d. Action regarding amendments to budget for FY2018-2019, if needed.
      ⇒ No discussion held, nor action taken.

8. Updates and recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations: (Meckel/Taylor/Terry)
   a. Draft 5-year plan update for HCESD No. 5.
      ⇒ Presentation from Chief Taylor of Draft 5-year Strategic Plan.
      ⇒ Discussion held with no action taken.

9. Discussion and possible action on proposed Kinder Morgan 42" natural gas pipeline in HCESD No. 5 district boundaries. (Meckel)
   ⇒ Discussion held with no action taken.

10. 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.
    ⇒ No discussion held, nor action taken.

11. Discussion with possible action on employee and volunteer training, hours, staffing, policies, and procedures:
    ⇒ No discussion held, nor action taken.

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12. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.
    ⇒ The next Regular Meeting of the HCESD No. 5 will take place on Wednesday, February 27th at 6:30 p.m. at the Kyle Fire Department Station No. 1 located at 210 W. Moore St., Kyle, Texas 78640.

13. Adjourn.
    ⇒ Regular Meeting adjourned at 8:22 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No. 5

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