Hays County Emergency Services District No. 5 (HCESD No. 5)
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. – Kyle, Texas 78640
November 28, 2018 – 6:30 p.m.
Regular Meeting

Minutes

1. Call to order, establish quorum.
   ⇒ Regular meeting was called to order at 6:34 p.m. with Commissioners Beth Smith, John Rodriguez, Jr., and Eric Holen in attendance.
   ⇒ Commissioner Susan Meckel arrived at 6:35 p.m.
   ⇒ Commissioner Paul Terry was absent for the entirety of the meeting.

2. Badge-pinning and Swearing-in Ceremony for Kyle Fire Department promotions and new hires. (Taylor)
   ⇒ This agenda item was rescheduled for a future meeting.

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

4. Read and approve minutes of previous regular meeting October 24, 2018. (Meckel)
   ⇒ Motion by Eric Holen, seconded by John Rodriguez, to approve the mintues as submitted.
   ⇒ Motiion passed (4-0).

5. Receive monthly report from the Treasurer (Holen) and consider:
   a) Approval of payment of monthly bills and invoices; and
      ⇒ Motion by Susan Meckel, seconded by John Rodriguez, to approve the payment of monthly bills and invoices as submitted.
      ⇒ Motion passed (4-0).

   b) Approval of monthly financial report; and
      ⇒ Motion by Eric Holen, seconded by Beth Smith, to approve monthly financial report as submitted.
      ⇒ Motion passed (4-0).
   c) Action regarding amendments to budget for FY 2018-2018, if needed.
      ⇒ No discussion held, nor action taken.

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

7. Discussion with possible action to continue, or terminate with 90-day notice, contract with Sales Tax Assurance for services provided for sales tax collections. (Holen)
   ⇒ Presentation by Paula Barr with Sales Tax Assurance.
   ⇒ Discussion held with no action required.

FINAL

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Regular Meeting returned to posted Agenda order

6. Discussion with possible action on letter of engagement for professional auditing services from Jansen and Gregorczyk CPA. (Holen)
   ⇒ Motion by Eric Holen, seconded by Susan Meckel, to approve the letter of engagement as submitted.
   ⇒ Motion passed (4-0).

8. 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.

9. Updates and Recommendations form 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.
      ⇒ No discussion held, nor action taken.

10. 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.

11. Disucssion 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.

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.
    ⇒ Regular Meeting of the HCESD No. 5 on Wednesday, December 26, 2018 at 6:30 p.m. to take place at the Kyle Fire Department Station No. 1 located at 210 W. Moore St., Kyle, Texas 78640.

14. Adjourn.
    ⇒ Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel
Secretary, HCESD No. 5

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