**Hays County Emergency Services District No. 5 (HCESD NO. 5)**
**Kyle Fire Department Station No. 1**
**210 W. Moore St. – Kyle, Texas 78640**
**August 28, 2019 – 6:30 p.m.**
**Public Hearing on Proposed Ad-valorem Tax Rate and Regular Meeting**

## Public Hearing Minutes

1. Call to order, establish quorum.
   - ⇒ The Public Hearing was called to order at 6:30 p.m. with Commissioners Susan Meckel, Eric Holen, John Rodriguez, Jr., and Paul Terry in attendance.
   - ⇒ Commissioner Beth Smith was absent for the entirety of the meeting.
2. Discussion regarding budget for fiscal year October 1, 2019, to September 30, 2020.
   - ⇒ No discussion was held, nor action taken.
3. Conduct a public hearing on the proposal to increase the ad-valorem proprety tax rate to exceed the effective tax rate for FY2019-2020. This proposal is to increase the total tax revenues from properties on the tax roll in the preceding tax year by 7.30 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax rate calculated under Chapter 26, Tax Code).
   - ⇒ No public comments were offered; no discussion was held, nor action taken.
4. Announce the date (September 18, 2019), time (6:30 p.m.) and place (Kyle Fire Station No. 1 at 210 W. Moore St. – Kyle, TX. 78640) of the meeting to vote on the tax rate.
   - ⇒ Agenda item read and items announced by Board Vice-President, John Rodgriguez.
5. Adjourn to Regular Meeting.
   - ⇒ Public Hearing adjourned to Regular Meeting at 6:37 p.m.

## Regular Meeting Minues

1. Call to order, establish quorum.
   - ⇒ The Regular Meeting was called to order at 6:37 p.m. and a quorum established with Commissioners Susan Meckel, Eric Holen, John Rodriguez, Jr., and Paul Terry in attendance.
   - ⇒ Commissioner Beth Smith 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 meetings of July 24, 2019, and Budget Workshop and Special Meeting August 15, 2019. (Meckel)
   - ⇒ Motion by Paul Terry, seconded by Susan Meckel, to approve the minutes of the July 24, 2019, and August 15, 2019, as submitted.
   - ⇒ Motion passed (4-0).
4. Discussion and possible action on administrative and bookkeeping agreement with HCESD No. 9. (Taylor)
   - ⇒ Motion by Paul Terry, seconded by Eric Holen, to submit the agreement to HCESD No. 9 as presented and to approve the agreement if no amendments are made by HCESD No. 9.
   - ⇒ Motion passed (4-0).

FINAL

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**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 Eric Holen, to approve the payment of monthly bills and invoices as submitted.
      ⇒ Motion passed (4-0).
   b. Approval of monthly financial report; and
      ⇒ Motion by Susan Meckel, seconded by Paul Terry, to approve the monthly financial report as submitted.
      ⇒ Motion passed (4-0).
   c. Actin regarding amendments to budget for FY 2019-2020, if needed.
      ⇒ No discussion held, nor action taken.

**6.** Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities and membership.
   ⇒ Presentaton of report by Chief Taylor with discussion held and no action taken.

**7.** 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.

**8.** Discussion on preliminary budget for FY 2019-2020. (Taylor)
   ⇒ Discussion held with no action taken.

**9.** Discussion and possible action on organization and structure of District operations, Emergecy 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 Disttrict.
   ⇒ Motion by Eric Holen, seconded by Paul Terry, to authorize change in insurance provider and authorize Chief Taylor to send appropriate letters to TML-IRP advising of termination of insurance policies carried through them.
   ⇒ Motion passed (4-0).

**10.** Discussion with possible action on employee training, hours, staffing, policies, and procedures.

***Authorized by the Texas Open Meetings Act and in accordance with Sections 551.071, 551.074, and 551.072 of the Texas Government Code, the HCESD No. 5 Board of Commissioners entered into Executive Session at 7:05 p.m.***

***At 7:52 p.m, the HCESD No. 5 Board of Commissioners closed the Executive Session and returned to posted Agenda item order.***

***No action was taken during Executive Session.***

⇒ Motion by Eric Holen, with second and amendment offered by Susan Meckel, to set agenda item at the Board's next meeting based on attorney's review and guidance to consider convening an Employee Appeal's Board if needed.
⇒ Motion passed (4-0)

FINAL

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

⇒ Motion by Eric Holen, seconded by Paul Terry, to set a Special Meeting immediately following the Public Hearing to be held on Wednesday, September 4, 2019, at 6:30 p.m. at the Kyle Fire Department Station No. 1 located at 210 W. Moore St., Kyle, Texas 78640.

⇒ Motion passed (4-0).

**12.** Adjourn.

⇒ Regular Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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