Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
September 18, 2019 – 6:30 p.m.
Regular Meeting and Vote to Adopt Proposed Ad-valorem Tax Rate Minutes

1. Call to order, establish quorum.
   ⇒ The Regular Meeting was called to order at 6:30 p.m. and a quorum established with Commissioners Beth Smith, Susan Meckel, Eric Holen, John Rodriguez, Jr., and Paul Terry in attendance.

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 regular meeting and public haering of August 28, 2019 and public hearing and special meeting of August 29, 2019. (Meckel)
   ⇒ Motion by Paul Terry to approve the minutes of the August 28, 2019, and August 29, 2019, as submitted. Motion was seconded by Eric Holen with a correction on typographical error on the agenda to clarify the dates of the minutes presented are August 28 and September 4, 2019. No meeting was scheduled or held on August 29, 2019.
   ⇒ Motion passed (5-0).

4. Receive monthly report from the Treasurer (Holen) and consider:
   a. Approval of payment of monthly bills and invoices; and
      ⇒ Motion by Paul Terry, seconded by John Rodriguez, Jr., to approve the payment of monthly bills and invoices as submitted.
      ⇒ Motion passed (5-0).
   b. Approval of monthly financial report; and
      ⇒ Motion by Susan Meckel, seconded by Beth Smith, to approve the monthly financial report as submitted.
      ⇒ Motion passed (5-0).
   c. Action regarding amendments to budget for FY 2018-2019, if needed.
      ⇒ Motion by Paul Terry, seconded by Eric Holen, to approve amendments to budget for FY 2018-2019 as submitted.
      ⇒ Motion passed (5-0).

5. 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.

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. Discuss and consider adopting Resolution Establishing Policy to Recover Costs for Inspection and Copying of Public Information.
   ⇒ Motion by Paul Terry, seconded by Beth Smith to approve Resolution Establishing Policy to Recover Costs for Inspection and Copying of Public Information as submitted clarifying the current Open Records Request Policy.
   ⇒ Motion passed (5-0).

8. Discussion with possible action on preliminary budget for HCESD No. 5 for fiscal year October 1, 2019 through September 30, 2020 and matters relating to same. (Taylor)

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- ⇒ Motion by Beth Smith, seconded by Eric Holen, to accept changes to preliminary budget as amended.
- ⇒ Motion passed (5-0).

9. Discussion with possible action to adopt HCESD No. 5 annual budget for fiscal year October 1, 2019 through September 30, 2020. (Smith)

- ⇒ Motion by Eric Holen, seconded by Paul Terry, to accept annual budget for fiscal year October 1, 2019 through September 30, 2020, in the amount of $4,903,219.00 as submitted.
- ⇒ Motion passed (5-0).

10. Discussion with possible action to issue an Order Levying Taxes to set ad-valorem tax rate for HCESD No. 5 for fiscal year October 1, 2019 through September 30, 2020. (Smith)

- ⇒ Order Levying Taxes read by President Beth Smith.
- ⇒ Motion by Susan Meckel: I move that HCESD No. 5 issue an order levying taxes and the property rate be increased by the adoption of a tax rate of 0.87 cents per one hundred dollars valuation for interest and sinking debt service on real property; and 9.13 cents per one hundred dollars valuation for operations and maintenance; for a total tax rate of ten cents per one hundred dollars valuation, which is effectively a 7.3 percent increase in the tax rate.
- ⇒ Second to motion provided by Paul Terry.
- ⇒ Board President Beth Smith called for a roll call vote:
  - Beth Smith – Aye
  - Susan Meckel – Aye
  - Eric Holen – Aye
  - John Rodriguez, Jr. – Aye
  - Paul Terry – Aye
- ⇒ Motion passed (5-0).

11. 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.

- ⇒ Discussion held with no action taken.

12. 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 7:17 p.m.

At 7:28 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.

- ⇒ Discussion held with no action taken.

13. Discussion with possible action to appoint Employee Appeals Board representatives. (Smith)

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- ⇒ Motion by Beth Smith, seconded by Susan Meckel, to appoint Board Commissioners Eric Holen and Paul Terry to the Employee Appeals Board.
- ⇒ Motion passed (5-0).

14. Discussion with possible action on implementation of HB2840 requirements for adoption of public comment policy. (Smith)

- ⇒ Motion by Beth Smith, seconded by Eric Holen, to accept public comments of up to three (3) minutes per person during the appointed agenda item for public comments and public comments of two (2) minutes per person prior to each agenda item with no deferral of allotted time.
- ⇒ Motion passed (5-0).

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

- ⇒ Motion by Beth Smith to set a Special Meeting to be held on Wednesday, September 23, 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 (5-0).

16. Adjourn.

- ⇒ Regular Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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