Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
August 19, 2020 – 6:30 p.m.
Public Hearing on Proposed Ad-valorem Tax Rate & Regular Meeting Minutes

Public Hearing Minutes

1. Call to order, establish quorum.
- ⇒ The Public Hearing Meeting was called to order at 6:33 p.m. and a quorum established via video conference call with Commissioners Eric Holen, John Rodriguez, Jr., Susan Meckel, Paul Terry, and Beth Smith in attendance. Chief Taylor was available at physical meeting location to receive members of the public and facilitate comments for anyone wishing to address the Board of Commissioners via videoconference.
- ⇒ Commissioner Smith left the meeting at 6:34 p.m. and rejoined the meeting at 6:38 p.m.

2. Discussion regarding budget for fiscal year October 1, 2020 to September 30, 2021.
- ⇒ No discussion was held, nor action taken.

3. Conduct a public hearing on the proposal to increase the ad-valorem property tax rate to exceed the no-new-revenue tax rate for FY2020-2021. This proposal is to increase the total tax revenue from properties on the tax roll in the preceding tax year by 13.23 percent (percentage by which proposed tax rate exceeds the no-new-revenue maintenance and operations rate calculated under Chapter 26, Tax Code).
- ⇒ No public comments were offered; No discussion was held, nor action taken.

4. Adjourn to Regular Meeting.
- ⇒ Public Hearing adjourned to Regular Meeting at 6:38 p.m.

Regular Meeting Minutes

1. Call to order, establish quorum.
- ⇒ The Regular Meeting was called to order at 6:38 p.m. and a quorum established via video conference call with Commissioners Eric Holen, John Rodriguez, Jr., Susan Meckel, Paul Terry, and Beth Smith 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.

At this time Board President Beth Smith moved forward to Agenda Item No. 6

6. Discussion with possible action on contract with HdL Companies for Sales and Use Tax forecasting and collection services.
- ⇒ Presentation by Paula Barr with HDL Companies.
- ⇒ Motion by Susan Meckel to approve the contract with HdL Companies as presented for Sales and Use Tax forecasting and collection services.
- ⇒ Motion seconded by Eric Holen.
- ⇒ President Beth Smith called for a roll call vote:
  - Paul Terry – Aye
  - Eric Holen – Aye
  - Susan Meckel – Aye
  - John Rodriguez, Jr. – Aye
  - Beth Smith – Aye
- ⇒ Motion passed (5-0).

At this time Board President Beth Smith returned to Agenda Item No. 3

3. Read and approve minutes of previous Regular Meeting July 29, 2020 and Special Meeting August 5, 2020.

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⇒ Motion by Paul Terry to approve minutes for the previous Regular Meeting July 29, 2020 and the Special Meeting August 5, 2020.
⇒ Seconded by Eric Holen.
⇒ President Beth Smith called for a roll call vote:
- John Rodriguez, Jr. – Aye
- Susan Meckel – Aye
- Eric Holen – Aye
- Paul Terry – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

4. Receive monthly report from the Treasurer and consider:

a) Approval of payment of monthly bills and invoices; and
⇒ Motion by Paul Terry to approve payment of monthly bills and invoices.
⇒ Seconded by Eric Holen.
⇒ President Beth Smith called for a roll call vote:
- John Rodriguez, Jr. – Aye
- Susan Meckel – Aye
- Beth Smith – Aye
- Paul Terry – Aye
- Eric Holen – Aye

⇒ Motion passed (5-0).

b) Approval of monthly financial report; and
⇒ Motion by Susan Meckel to approve monthly financial report.
⇒ Seconded by Beth Smith.
⇒ President Beth Smith called for a roll call vote:
- John Rodriguez, Jr. – Aye
- Eric Holen – Aye
- Paul Terry – Aye
- Susan Meckel – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

c) Action regarding amendments to budget for FY2019-2020, if needed.
⇒ 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.
⇒ Discussion held with no action taken.

7. Discussion and possible action on national, state, and local disaster declarations and orders, and response to COVID-19 pandemic, and matters relating to same.
⇒ Discussion held with no action taken.

8. Discussion and possible action on budget FY2019-2020 amendments due to COVID-19 pandemic.
⇒ Discussion held with no action taken.

9. Discussion and possible action to correct Tax Assessor-Collector application of incorrect tax rate for ad valorem tax revenue collections for FY2019-2020, with possible associated amendments to FY2019-2020 budget or other corrective options.

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⇒ Motion by Paul Terry to table the agenda item until the next regular meeting.
⇒ Seconded by Beth Smith.
⇒ President Smith called for a roll call vote:
- Susan Meckel – Aye
- John Rodrigues, Jr. – Aye
- Eric Holen – Aye
- Paul Terry – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

10. Presentation and discussion of preliminary budget FY 2020-2021.
⇒ No discussion held nor action taken.

11. Discussion with possible action to adopt HCESD No. 5 annual budget for fiscal year October 1, 2020 through September 30, 2021.
⇒ Motion by Paul Terry to adopt the HCESD No. 5 annual budget of $5,478,842.00 as submitted by Chief Taylor.
⇒ Seconded by Eric Holen.
⇒ President Beth Smith called for a roll call vote:
- Susan Meckel – Aye
- John Rodriguez, Jr. – Aye
- Eric Holen – Aye
- Paul Terry – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

12. Discussion with possible action to adopt ad-valorem tax rate and issue an Order Levying Taxes to set ad-valorem tax rate for HCESD No. 5 for fiscal year October 1, 2020 through September 30, 2021.
⇒ Motion by Eric Holen to adopt an order setting a tax rate that exceeds the no-new-revenue tax rate. I move that the property tax rate be increased by the adoption of a tax rate of 0.0993 cents per one hundred dollars valuation, which is effectively a 3.44 percent increase in the tax rate.
⇒ Seconded by Paul Terry.
⇒ President Beth Smith called for a roll call vote:
- Susan Meckel – Aye
- John Rodriguez, Jr. – Aye
- Paul Terry – Aye
- Eric Holen – Aye
- Beth Smith – Aye

⇒ Motion passes (5-0).
⇒ Order Levying taxes and Certificate for Order was read by Susan Meckel.
⇒ Motion by Paul Terry to accept the Order Levying taxes and Certificate for Order as read.
⇒ Seconded by Beth Smith.
⇒ President Beth Smith called for a roll call vote:
- Paul Terry – Aye
- John Rodriguez, Jr. – Aye
- Eric Holen – Aye
- Susan Meckel – Aye
- Beth Smith – Aye

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⇒ Motion passed (5-0).

13. Updates and Recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations.

⇒ No discussion held, nor action taken.

14. 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 persona property of the District.

a) Discussion and possible action on land acquisition, construction, and related financial matters for new fire substation.

⇒ Discussion held with no action taken.

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

⇒ No discussion held, nor action taken.

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

⇒ Motion by Susan Meckel, seconded by Eric Holen to set Regular Meeting date for September 23, 2020 at 6:30 p.m. to be in line with the tax rate adoption calendar with location to be determined per COVID-19 pandemic restrictions.

⇒ President Beth Smith called for a roll call vote:

- Eric Holen – Aye
- Susan Meckel – Aye
- John Rodriguez, Jr. – Aye
- Paul Terry – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

17. Adjourn.

Regular Meeting adjourned at 8:08 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5