Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
April 7, 2020 – 6:30 p.m.
Regular Meeting Minutes

1. Call to order, establish quorum:
- ⇒ Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the Board of Commissioners of the Hays County Emergency Services District No. 5 held this meeting via telephone conference call because of the difficulty and risks of convening a quorum in one location. This call was broadcast at the meeting location and recorded as required by the Texas Open Meetings Act.
- ⇒ The Regular Meeting was called to order at 6:30 p.m. and a quorum established via telephone conference call with Commissioners John Rodriguez, Eric Holen, Paul Terry, and Susan Meckel in attendance.
- ⇒ Commissioner Beth Smith joined the teleconference at 6:37 p.m.
- ⇒ John Rodriguez left meeting at 7:02 p.m.

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 March 25, 2020:
- ⇒ Motion by Paul Terry to approve minutes of previous Regular Meeting March 25, 2020.
- ⇒ Motion seconded by Susan Meckel.
- ⇒ Motion passed (5-0).

4. Receive monthly report from the Treasurer (Holen) and consider:
- ⇒ Approval of payment of monthly bills and invoices; and
  - ⇒ Motion by Paul Terry to approve payment of monthly bills and invoices
  - ⇒ Motion seconded by Eric Holen.
  - ⇒ Motion passed (5-0).
- ⇒ Approval of monthly financial report; and
  - ⇒ This agenda item was tabled to the next Regular Meeting
- ⇒ Action regarding amendments to budget for FY2019-2020, if needed.
  - ⇒ This agenda item is covered under item No. 7.

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

6. 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.

7. Discussion and possible action on amendments to budget for FY2019-2020 due to COVID-19 pandemic.
- ⇒ Motion by Paul Terry to approve action on amendments to budget as presented by Chief Taylor for FY2019-2020 due to COVID-19 pandemic.
- ⇒ Motion seconded by John Rodriguez.
- ⇒ Motion passed (5-0).

8. Updates and recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations.
- ⇒ No discussion nor action taken.

FINAL

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9. 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.

- ⇒ Discussion and possible action on land acquisition, construction and related financial matters for new fire substation.
  - ⇒ No discussion nor action taken.
- ⇒ Discussion and possible action on rental agreement contract and potential future uses for the Michaelis Building
  - ⇒ No discussion nor action taken.

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

Authorized by the Texas Open Meetings Act and in accordance with Section 551.074 of the Texas Government Code, the HCESD No. 5 Board of Commissioners entered into Executive Session at 7:02 p.m. for the purpose of discussing personnel matters.

At 7:27 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

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

- ⇒ A Regular Meeting of the HCESD No. 5 is scheduled for Wednesday, May 27, 2020 at 6:30 p.m. with location to be determined per COVID-19 pandemic restrictions.

12. Adjourn.

- ⇒ Regular Meeting adjourned at 7:29 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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