Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
February 26, 2020 – 6:30 p.m.
Regular Meeting Minutes

1. Call to order, establish quorum.
- ⇒ The Regular Meeting was called to order at 6:33 p.m. and a quorum established with Commissioners Beth Smith, Eric Holen and Paul Terry in attendance.
- ⇒ Commissioners Susan Meckel and John Rodriguez, Jr. were 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 Regular Meeting January 22, 2020. (Meckel)
- ⇒ Motion by Paul Terry, seconded by Eric Holen, to approve January 22, 2020 minutes as submitted.
- ⇒ Motion passed (3-0).

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 Beth Smith, to approve payment of monthly bills and invoices as submitted.
  - ⇒ Motion passed (3-0).
- b) Approval of monthly financial report; and
  - ⇒ Motion by Beth Smith, seconded by Eric Holen, to approve montly financial report as submitted.
  - ⇒ Motion passed (3-0).
- c) Approval of quarterly investment report Q4 2019; and
  - ⇒ Motion by Eric Holen, seconded by Paul Terry, to approve quarterly investment report for Q4 2019 as submitted.
  - ⇒ Motion passed (3-0).
- d) Action regarding amendments to budget for FY2019-2020, if needed.
  - ⇒ No discussion held, nor action taken.

5. Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities and membership.
- ⇒ 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. 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.
- a) Discussion and possible action on land acquisition, construction and related financial matters for new fire substation.
  - ⇒ No discussion held, nor action taken.
- b) Discussion and possible action on rental agreement contract and potential future uses for the Michaelis Building.
  - ⇒ Discussion held, no action taken.

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8. Discussion with possible action on employee training, hours, staffing, policies, and procedures.
⇒ No discussion held, nor action taken.

9. 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, March 25, 2020 at 6:30 p.m. at the Kyle Fire Department Station No. 1 located at 210 W. Moore St., Kyle, Texas 78640.

10. Adjourn.
⇒ Regular Meeting adjourned at 7:21 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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