Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
January 22, 2020 – 6:30 p.m.
Regular Meeting 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, John Rodriguez, Jr., and Paul Terry in attendance.
- ⇒ Commissioner Eric Holen arrived to the meetingat 6:39 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. Oath and Swearing-In of reappointed ESD Commissioners.
- ⇒ Deanna Pickens administered and accepted the Oaths and Swearing-In of Commissioners Beth Smith, Paul Terry, and John Rodriguez Jr.

4. Election of ESD BOD officers. (Smith)
- ⇒ Motion by Paul Terry, seconded by John Rodriguez, to continue with existing slate of officers as is:
  - o Beth Smith – President
  - o John Rodriguez, Jr. – Vice-President
  - o Susan Meckel – Secretary
  - o Eric Holen – Treasurer
  - o Paul Terry – Assistant Treasurer
- ⇒ Motion passed (4-0).

5. Read and approve minutes of previous meetings of Regular Meeting December 16, 2019. (Meckel)
- ⇒ Motion by Paul Terry, seconded by Beth Smith, to approve December 16, 2019 minutes as submitted.
- ⇒ Motion passed (4-0).

At this time, Board President Beth Smith moved forward to Agenda Item No. 7

7. 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.

Return to Agenda Item No. 6

6. Receive monthly report from the Treasurer (Holen) and consider:

a) Approval of payment of monthly bills and invoices; and
- ⇒ Motion by Eric Holen, seconded by Paul Terry, to approve payment of monthly bills and invoices as submitted.
- ⇒ Motion passed (5-0).

b) Approval of monthly financial report; and
- ⇒ Motion by Beth Smith, seconded by Paul Terry, to approve montly financial report as submitted.
- ⇒ Motion passed (5-0).

c) Approval of quarterly investment report Q4 2019; and
- ⇒ No discussion held, nor action taken.

d) Action regarding amendments to budget for FY2019-2020, if needed.
- ⇒ No discussion held, nor action taken.

FINAL

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Return to posted Agenda item order

8. 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.

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.
a) Discussion and possible action on land acquisition, construction and related financial matters for new fire substation.
⇒ Discussion held, no action taken.

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

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, February 26, 2020 at 6:30 p.m. at the Kyle Fire Department Station No. 1 located at 210 W. Moore St., Kyle, Texas 78640.

12. Adjourn.
⇒ Regular Meeting adjourned at 7:15 p.m.

Respectfully submitted,
Susan Meckel
Susan Meckel,
Secretary HCESD No.5

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