Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
November 18, 2020 – 6:30 p.m.
Regular Meeting Minutes

1. Call to order, establish quorum.
- ⇒ The Regular Meeting was called to order at 6:35 p.m. and a quorum established via video conference call with Commissioners Beth Smith, Eric Holen, and Susan Meckel in attendance.
- ⇒ Commissioners John Rodriguez, Jr. and Paul Terry 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. Presentation by Mayor Travis Mitchell on City of Kyle Coronavirus Aid, Relief, and Economic Security Act funding distribution and City of Kyle downtown development planning, with possible discussion.
- ⇒ Mayor Mitchell was unable to attend; no presentation, discussion, nor action taken.

4. Read and approve minutes of Regular Meeting October 28, 2020.
- ⇒ Motion by Beth Smith to approve minutes for the Regular Meeting October 28, 2020 as presented.
- ⇒ Seconded by Eric Holen.
- ⇒ Motion passed (3-0).

5. Receive monthly report from the Treasurer and consider:

a) Approval of payment of monthly bills and invoices; and
b) Approval of monthly financial report; and
c) Approval of quarterly investment report; and
- ⇒ Motion by Beth Smith to approve payment of monthly bills and invoices; monthly financial report; quarterly investment report.
- ⇒ Seconded by Eric Holen.
- ⇒ Motion passed (3-0).

d) Action regarding amendments to budget for FY2020-2021, if needed.
- ⇒ No discussion held nor action taken.

6. 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 amendments due to COVID-19 pandemic.
- ⇒ No discussion held, nor 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 budget amendments or other corrective options.
- ⇒ Discussion held with no action taken.

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

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⇒ No discussion held, nor action taken.

11. 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.

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

⇒ Discussion held with no action taken.

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

⇒ Discussion held to set next Regular Meeting date of December 23, 2020 at 6:30 p.m. with location to be determined per COVID-19 protocol restrictions.

14. Adjourn.

Regular Meeting adjourned at 7:21 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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