Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
September 22, 2021 – 6:30 p.m.
Public Hearing on Proposed Ad-valorem Tax Rate and Regular Meeting Minutes

Public Hearing Meeting 6:30

1. Call to order, establish quorum.
- ⇒ The Public Hearing Meeting was called to order at 6:34 p.m. and a quorum was established with Commissioners Eric Holen, Susan Meckel, and Beth Smith in attendance.
- ⇒ Commissioner John Rodriguez, Jr. and Paul Terry were absent for the entirety of the meeting.

2. Discussion regarding budget for fiscal year October 1, 2021 to September 30, 2022.
- ⇒ No discussion 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 FY2021-2022. This proposal is to increase the total tax revenues from properties on the tax roll in the preceding tax year by 2.46 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 at this time.

4. Adjourn.
- ⇒ Public Hearing adjourned at 6:41 p.m.

Regular Meeting Minutes

1. Call to order, establish quorum.
- ⇒ The Regular Meeting was called to order at 6:41 p.m. and a quorum was established with Commissioners Beth Smith, Eric Holen and Susan Meckel in attendance.
- ⇒ Commissioner John Rodriguez, Jr. and Paul 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 Regular Meeting on August 18, 2021.
- ⇒ Motion by Eric Holen, seconded by Beth Smith, to approve the minutes the of Public Hearing and Regular Meeting August 18, 2021, as written.
- ⇒ Motion passed (3-0).

4. Receive monthly report from the Treasurer and consider:

a) Approval of payment of monthly bills and invoices; and
- ⇒ Motion by Susan Meckel, seconded by Eric Holen, to approve the payment of monthly bills and invoices as presented.
- ⇒ Motion passed (3-0).

b) Approval of monthly financial report; and
- ⇒ Motion by Beth Smith, seconded by Susan Meckel, to approve the monthly financial report as presented.
- ⇒ Motion passed (3-0).

c) Action regarding amendments to budget for FY2020-2021, if needed.
- ⇒ Motion by Beth Smith, seconded by Eric Holen, to approve amendments to the budget for FY2020-2021 as presented.
- ⇒ Motion passed (3-0).

FINAL

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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.

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 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.
- ⇒ Discussion held with no action taken.

8. Discussion with possible action on Administrative and Bookkeeping Services Agreement with Hays County ESD No. 9.
- ⇒ Motion by Susan Meckel, seconded by Eric Holen, to approve Administrative and Bookkeeping Services Agreement with Hays County ESD No. 9 as presented.
- ⇒ Motion passed (3-0).

9. Discussion and possible action to review and approve health insurance benefit program and provider.
- ⇒ Motion by Eric Holen, seconded by Susan Meckel, to approve option three of the health insurance benefit program and provider as presented.
- ⇒ Motion passed (3-0).

10. Presentation and discussion of preliminary budget FY2021-2022.
- ⇒ Discussion held with no action taken.

11. Discussion with possible action to adopt HCESD No. 5 annual budget for fiscal year October 1, 2021 through September 30, 2022.
- ⇒ Motion by Eric Holen, seconded by Beth Smith, to adopt the HCESD No. 5 annual budget for fiscal year October 1, 2021 through September 30, 2022, with proposed revenue of $6,214,315.00 and expenses of $6,157,000.00 as presented.
- ⇒ Motion passed (3-0).

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, 2021 through September 30, 2022.
- ⇒ Motion by Eric Holen, seconded by Susan Meckel, to approve an order levying an ad-valorem tax rate of 0.1000 per one hundred dollars valuation which will effectively raise the tax rate by 2.46 percent and will raise taxes for maintenance and operations on a $100,000 home by approximately $0.70.
- ⇒ Commissioner Holen read the Order into the record.
- ⇒ President Beth Smith called for a roll call vote:
  - Eric Holen – Aye
  - Susan Meckel – Aye
  - Beth Smith – Aye
  - Commissioners Paul Terry and John Rodriguez were absent
- ⇒ Motion passed (3-0).

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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 personal property of the District.

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

⇒ Discussion held with no action taken.

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

Authorized by the Texas Open Meetings Act and in accordance with Section 551.072 of the Texas Government Code, The HCESD No. 5 Board of Commissioners entered into Executive Session at 7:52 p.m. for the purpose of discussing personnel matters.

⇒ *No action was taken in Executive Session.*

At 8:03 p.m., the HCESD No. 5 Board of Commissioners closed the Executive Session and returned to posted Agenda item order in open meeting.

⇒ No discussion held nor action taken in open meeting.

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

⇒ Next scheduled meeting will be October 27, 2021, at 6:30 p.m. for a Regular Meeting at Station No. 1 or to be determined by Covid protocol.

17. Adjourn.

⇒ Regular Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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