Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
October 28, 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 via video conference call with Commissioners Eric Holen, Susan Meckel, John Rodriguez, Jr., Paul Terry, John Rodriguez, and Beth Smith in attendance.
- ⇒ President Beth Smith called for a roll call:
  - Beth Smith – Present
  - Paul Terry – Present
  - Eric Holen – Present
  - Susan Meckel – Present
  - John Rodriguez – Present

2. Accept public comments on agenda items or other topics related to HCESD No. 5:
- ⇒ Ryan Rosborough wanted to introduce himself and let the Kyle Fire Department/ESD5 know his company is available to help on construction projects if we wish to utilize their service. He will be forwarding a business card to Chief Taylor.

3. Read and approve minutes of Public Hearing and Regular Meeting September 23, 2020.
- ⇒ Motion by Paul Terry to approve minutes for the Regular Meeting September 23, 2020 as presented.
- ⇒ Seconded by Eric Holen.
- ⇒ President Beth Smith called for a roll call vote:
  - Susan Meckel – Aye
  - Eric Holen – Aye
  - John Rodriguez, Jr. – Aye
  - Paul Terry – Aye
  - Beth Smith – Aye
- ⇒ Motion passed (5-0).

4. Receive monthly report from the Treasurer and consider:

a) Approval of payment of monthly bills and invoices; and
- ⇒ Motion by Beth Smith to approve payment of monthly bills and invoices.
- ⇒ Seconded by Paul Terry.
- ⇒ President Beth Smith called for a roll call vote:
  - Susan Meckel – Aye
  - John Rodriguez, Jr. – Aye
  - Eric Holen – Aye
  - Paul Terry – Aye
  - Beth Smith – Aye
- ⇒ Motion passed (5-0).

b) Approval of monthly financial report; and
- ⇒ Motion by Paul Terry to approve monthly financial report.
- ⇒ Seconded by Beth Smith.
- ⇒ President Beth Smith called for a roll call vote:
  - Susan Meckel – Aye
  - John Rodriguez, Jr. – Aye

- Eric Holen – Aye
- Paul Terry – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

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

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 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.
⇒ No discussion held, nor action taken.

7. Discussion and possible action on budget FY2019-2020 amendments due to COVID-19 pandemic.
⇒ No discussion held, nor action taken.

8. 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.

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

10. 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.

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

12. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.
⇒ Motion by Susan Meckel, seconded by Paul Terry to set the next two Regular Meeting dates for November 18, 2020 and a tentative date of December 23, 2020 at 6:30 p.m. with location to be determined per COVID-19 protocol.
⇒ President Beth Smith called for a roll call vote:

- Susan Meckel – Aye
- Paul Terry – Aye

- Eric Holen – Aye
- John Rodriguez, Jr. – Aye
- Beth Smith – Aye

⇒ Motion passed (5-0).

13. Adjourn.

Regular Meeting adjourned at 7:22 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5