Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
June 23, 2021 – 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 was established with Commissioners Paul Terry, Susan Meckel, Beth Smith, and Eric Holen in attendance.
- ⇒ Commissioners John Rodriguez, Jr., was 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 Regular Meeting April 26, 2021.
- ⇒ Motion by Eric Holen, seconded by Paul Terry, to approve minutes, as written, with the correction that the minutes are for the Regular Meeting May 26, 2021.
- ⇒ Motion passed (4-0).

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 (4-0).

b) Approval of monthly financial report; and
- ⇒ Motion by Susan Meckel, seconded by Paul Terry, to approve the monthly financial report as presented.
- ⇒ Motion passed (4-0).

c) Action regarding amendments to budget for FY2020-2021, 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 winter weather disaster declarations, and matters relating to same.
- ⇒ No discussion held nor action taken.

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

8. Discussion and possible action on budget amendments due to winter storm disaster declaration.
- ⇒ 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.
- ⇒ Discussion held with no action taken.

10. Updates and Recommendations from the Long-term Structural and Operational Committee, and Joint Task Force Planning Committee, with discussion and possible action on recommendations:

a) Joint Task Force Planning Committee update and recommendations on City of Kyle planning discussions.
- ⇒ Discussion held with no action taken.

FINAL

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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.

⇒ Discussion held with no action taken.

12. Presentation of preliminary budget for FY 2021-2022 with discussion.

⇒ Discussion held with no action taken.

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 7:11 p.m. for the purpose of discussing personnel matters.

At 7:44 p.m., the HCESD No. 5 Board of Commissioners closed the Executive Session and after a short break returned to posted Agenda item order in open meeting at 7:48 p.m..

13. Discussion with possible action on annual performance and compensation review for Chief Taylor.

⇒ Motion by Eric Holen, seconded by Beth Smith, to recognize Chief Taylor's outstanding performance in his role and to accept annual performance and compensation review for Chief Taylor.

⇒ Motion passed (4-0).

⇒ Motion by Eric Holen, seconded by Paul Terry to approve a 7% salary increase for Chief Taylor.

⇒ Motion passed (4-0).

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

⇒ No discussion held nor action taken.

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

⇒ Discussion held to set next Regular Meeting date of July 28, 2021, at 6:30 p.m. with location to be at Station No. 1; or to be determined per COVID-19 protocol restrictions.

16. Adjourn.

⇒ Regular Meeting adjourned at 7:52 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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