# Hays County Emergency Services District No. 5 (HCESD NO. 5)
# Kyle Fire Department Station 1 (Miller-Whitaker)
# 210 W. Moore St. - Kyle, Texas 78640
# June 22, 2022 – 6:30 p.m.
# Regular Meeting

**Regular Meeting Agenda**

1. Call to order, establish quorum.
2. Accept public comments on agenda items or other topics related to HCESD No. 5.
3. Read and approve minutes of previous Regular Meeting May 25, 2022, and Special Meeting June 16, 2022. (Meckel)
4. Receive monthly report from the Treasurer (Holen) 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
   d) Action regarding amendments to budget for FY2021-2022, if needed.
5. Receive monthly report from Kyle Fire Department regarding emergency operations, response times, call volume, training, management activities and membership.
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. (Smith, Taylor)
7. Presentation of preliminary budget for FY 2022-2023 with discussion. (Taylor)
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 corrective options. (Taylor)
9. Updates and Recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations: (Meckel/Taylor/Terry)
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, including request for quotes process. (Taylor)
    b) Discussion and possible action regarding Station No. 24 committee members meeting with Hays County ESD No. 9 Commissioners. (Smith/Holen)
    c) Discussion and possible action to approve an agreement by and between Hays County ESD No. 5 and Martinez Architects for services in relation to the design of Fire Station 24 at 110 High Road, Kyle, TX. (Taylor)
11. Discussion with possible action on employee training, hours, staffing, policies, and procedures.
    a) Discussion, and possible action on HCESD No. 5 employee satisfaction survey results. (Smith)
        1. SOP development and revisions committee updates (Taylor)
    b) Discussion and possible action on temporary freeze on personnel changes, including but not limited to hiring, promotions, terminations, transfers, and other possible employment status activity and matters relating to same. (Smith)
        1. Discussion and possible action on investigation of termination of Brandon Kitchens. (Terry)
    c) Discussion and possible action on Hays County ESD No. 5 policy development regarding employee matters including but not limited to professional and respectful workplace conduct, employee performance reviews, hiring and promotions processes, discipline and appeals processes and matters relating to same. (Smith)
        1. Policy development committee updates (Smith)
    d) Discussion and possible action on operational and organizational structure, staffing, and matters relating to same. (Smith)
12. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.
13. Adjourn.

**The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.**

**Hays County Emergency Services District No. 5 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Deanna Pickens, Executive Assistant for Hays County Emergency Services District No. 5, at (512) 268-3131 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.**

Posted on or before June 17, 2022 before 6:30 p.m. By Leah Menard