**Hays County Emergency Services District No. 5 (HCESD NO. 5)**
**Kyle Fire Department Station 1 (Miller-Whitaker)**
**210 W. Moore St. - Kyle, Texas 78640**
**August 3, 2022 – 6:30 p.m.**
**Special Meeting**

## Special 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 from previous Regular Meeting of July 27, 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 to open TexPool financial account; 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 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)

**7.** Discussion and possible action on national, state and local disaster declarations and orders, and matters relating to same. (Smith, Taylor)

**8.** Updates and Recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations: (Meckel/Taylor/Terry)

**9.** 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 fire substations. (Taylor)
b) Discussion and possible action regarding Station No. 24 committee updates with Hays County ESD No. 9 Commissioners. (Smith/Holen)

**10.** 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 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)
c) Discussion and possible action on operational and organizational structure, staffing, compensation and matters relating to same. (Smith)
d) 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)

**11.** Presentation of preliminary budget for FY 2022-2023 with discussion. (Taylor)

**12.** Discussion and possible action regarding FY 2022-2023 tax rate, including:
a) establishing proposed tax rate;
b) taking record vote and scheduling public hearing;
c) authorizing publication of "Notice of Public Hearing on Tax Increase" in the *Hays Free Press*; and
d) acknowledging and approving posting of Notice About FY 2022-2023 Tax Rates and "Notice of Public Hearing on Tax Increase" to home page of District website.

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

**14.** 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 Leah Menard at 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 July 29, 2022 before 6:30 p.m. By Leah Menard