Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
October 27, 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 Eric Holen, Beth Smith, Susan Meckel, and Paul Terry in attendance.

2. Oath and Swearing-in of newly appointed HCESD No. 5 Commissioner Sergio Bazaldua.
- ⇒ President Beth Smith administered and accepted the Oath and Swearing-in of Sergio Bazaldua.

3. Accept public comments on agenda items or other topics related to HCESD No. 5.
- ⇒ No public comments were offered at this time.

4. Discussion and possible action on engagement of auditor services for FY2020-2021.
- ⇒ Motion by Susan Meckel to approve the engagement of auditor services with Montemayor Britton Bendor PC, for the purpose of auditing FY2020-2021, which the fees will not exceed $8,500.00.
- ⇒ Motion seconded by Eric Holen.
- ⇒ Motion passed (5-0).

5. Read and approve minutes of previous Regular Meeting and Vote to Adopt Tax Rate September 22, 2021.
- ⇒ Motion by Eric Holen, seconded by Beth Smith, to approve the regular minutes and Vote to Adopt Tax Rate September 22, 2021, as written.
- ⇒ Motion passed (5-0).

6. 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 (5-0).

b) Approval of monthly financial report; and
- ⇒ Motion by Paul Terry, seconded by Susan Meckel, to approve the monthly financial report as presented.
- ⇒ Motion passed (5-0).

c) Approval of quarterly investment report; and
- ⇒ Tabled for the next scheduled board meeting.

d) Action regarding amendments to budget for FY2021-2022, if needed.
- ⇒ No discussion nor action taken.

7. 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.

8. 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.

FINAL

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9. 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.

10. Discussion with possible action on Administrative and Bookkeeping Services Agreement with Hays County ESD No. 9.
⇒ Discussion held with no action taken.

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

12. 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.

b) Discussion and possible action to approve the purchase and financing of a new engine from Metro Fire Apparatus under HGAC contract pricing not to exceed $863,200.00.
⇒ Motion by Eric Holen to approve purchase and financing of a new engine from Metro Fire Apparatus under HGAC contract pricing for the loan in the amount of $861,857.00 financed through Broadway Bank at 2.18 % interest rate for seven (7) years.
⇒ Motion seconded by Beth Smith.
⇒ Motion approved (5-0).

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

14. Discussion with possible action to set workshops and/or meetings of HCESD No. 5.
⇒ Next scheduled meeting will be November 17, 2021, at 6:30 p.m. for a Regular Meeting at Station No. 1.

15. Adjourn.
⇒ Regular Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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