Hays County Emergency Services District No. 5 (HCESD NO. 5)
Kyle Fire Department Station No. 1
210 W. Moore St. – Kyle, Texas 78640
February 23, 2022 – 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 Beth Smith, Eric Holen, and Paul Terry in attendance.
- ⇒ Commissioners Susan Meckel and Sergio Bazaldua arrived to the meeting at 6:34 p.m.

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 previous Regular Meeting January 26, 2022.
- ⇒ Motion by Eric Holen, seconded by Paul Terry, to approve the regular minutes of January 26, 2022, as written.
- ⇒ Motion passed (3-0).

4. Receive monthly report from the Treasurer and consider:

a) Approval of payment of monthly bills and invoices; and
- ⇒ Motion by Paul Terry, seconded by Eric Holen, to approve the payment of monthly bills and invoices for January 2022 as presented.
- ⇒ Motion passed (3-0).

b) Approval of monthly financial report; and
- ⇒ Motion by Beth Smith, seconded by Paul Terry, to approve the monthly financial reports as submitted.
- ⇒ Motion passed (5-0).

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

d) Action regarding amendments to budget for FY2021-2022, if needed.
- ⇒ Motion by Eric Holen, seconded by Beth Smith, to approve the addition of a budget capital expense line item for the FY2021-2022 budget in the amount of $12,000.00 to capture interest payments on the new Engine 23.
- ⇒ Motion passed (5-0).

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 approval of purchase of two additional apparatus not to exceed a total cost of $2,000,000.00.
- ⇒ Motion by Eric Holen, seconded by Beth Smith, to approve the purchase and financing of two additional apparatus and equipment not to exceed a total cost of $2,100,000.00.
- ⇒ Motion passed (5-0).

7. 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.

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.
- ⇒ No discussion held nor action taken.

FINAL

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9. Updates and Recommendations from the Long-term Structural and Operational Committee with discussion and possible action on recommendations.

⇒ Discussion held with no 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, including request for quotes process.

⇒ Discussion held with no 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.

⇒ The next regular scheduled meeting will be March 23, 2022, at 6:30 p.m. at Station No. 1.

13. Adjourn.

⇒ Regular Meeting adjourned at 7:16 p.m.

Respectfully submitted,

Susan Meckel

Susan Meckel,
Secretary HCESD No.5

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