

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – July 28, 2022**

The Williamson County Emergency Services District #2 held a regular meeting on July 28, 2022 at Sam Bass Fire Department Station #2, 16248 Great Oaks Drive, Round Rock, Texas and on-line at <https://global.gotomeeting.com/join/645098693> and by phone at 1-571-317-3129 or 1-877-309-2073.

**Commissioners in Attendance:**

Commissioners present in person: Tim Hunsberger and Darryl Pool.

Commissioner present on-line: Thom Nanninga, Russell Strahan, and Jordan Baltazor.

**Others in Attendance:**

Sam Bass Fire Dept.: Lt. Corby Bryan (in person).

Municipal Accounts & Consulting: Tyler Wilson (in person).

Public: No member of the public was present in person, on-line, nor by phone.

Meeting called to order at 7:00pm by Commissioner Hunsberger. A quorum was present.

Pledge of Allegiance led by Commissioner Hunsberger.

Public Comment: No member of the public requested to speak.

**Action items**

ITEM 4: *Approve minutes of prior meeting(s).*

Motion to approve minutes of regular meeting held June 23, 2022 as presented.

Motion: Nanninga    Second: Strahan    [Unanimous]

ITEM 5: *Review bookkeeper's report from Municipal Accounts & Consulting and consent to: a) approval of payment of monthly bills and invoices, b) approval of monthly financial report.*

Wilson presented the District's monthly financial statements, bills, and invoices for June 2022.

Commissioner Baltazor said the loan the District owes for purchasing a new Engine #2 has been reassigned, a document acknowledging the reassignment needs to be signed by President Nanninga, and that future payments will need to go to a new address.

Motion to approve MAC reports as presented.

Motion: Baltazor    Second: Nanninga    [Unanimous]

ITEM 6: *Review bookkeeper's report from M.A.&C. pursuant to Sam Bass Fire Dept.*

Wilson presented SBFD's monthly financial statements, bills, and invoices for June 2022. He stated there was nothing out of the ordinary to report.

Commissioner Strahan asked about the source of the \$28,392.32 listed as "Dividends" on the "Actual vs Budget Comparison" page. Wilson will check on that question and provide an answer to all Commissioners.

[Immediately after the meeting ended, Wilson found the dividend in question was from Texas Mutual Workers Compensation Insurance.]

ITEM 7: *Review and update of 2022 budget.*

Wilson presented suggested revenue and expenditure amendments to the District's 2022 budget to bring the amounts more up to date.

Motion to approve amendments to 2022 District budget as presented.

Motion: Hunsberger    Second: Pool    [Unanimous]

ITEM 8: *Review and take action to prepare for 2023 budget.*

Commissioners discussed a proposed 2023 District budget presented by Wilson. The SBFD budget for 2023 has not been finalized yet, which is the District's largest annual expense. Also, Williamson County has not yet provided the District's amount of certified property values, which is used to determine the District's main source of revenue. Commissioner Nanninga stated the Williamson County Tax Assessor-Collector's office has changed their procedures, and he must submit a preliminary 2023 budget to them by noon tomorrow along with a suggested tax rate.

Motion to approve preliminary 2023 District budget in the amount of \$3.9 million and a preliminary 2022 tax rate of \$0.10 per \$100 valuation.

Motion: Nanninga    Second: Hunsberger    [Unanimous]

ITEM 9: *Discussion and take any action relative Maintenance and Repairs of Stations 1 & 2.*

No action taken as SBFD has not provided any repair estimates yet.

ITEM 10: *Receive monthly report from Sam Bass Fire Department.*

Lt. Bryan presented SBFD incident report data and activities for June 2022 plus comparison to prior years. He reported there were no incidents out of the ordinary.

Commissioner Pool reported on upcoming Sam Bass Road construction. The road is the main east-west arterial across the District north of Brushy Creek. Williamson County intends to widen the road and straighten some of the curves. Construction is likely to lengthen Station 3 response times when that road needs to be used. Construction had been scheduled to begin mid-2022. In June, the county road department revised its schedule to say construction will begin in late 2022 or early 2023.

ITEM 11: *Discuss and take any action relative to Sam Bass F. D. operations, as may be needed following the above report.*

Commissioner Baltazor noted he had not received an adequate answer as to why SBFD experienced a significant increase in EMS calls during the month of May. Medical emergencies constitute the largest share of SBFD calls for service. Commissioners discussed the need for more information as to the nature of those calls. Lt. Bryan will work on providing greater detail on medical calls as part of SBFD's monthly report to Commissioners.

ITEM 12: *Discuss potential agenda items, time and date(s) for future business meeting.*

*a (Meeting to propose & record vote 8/11/22)*

*b (Meeting to Adopt Tax Rate 8/25/22, along with Next Business Meeting)*

A special meeting will be held August 11, 2022 to discuss the 2023 District budget and to propose a 2022 District tax rate. Next regular meeting to be held August 25, 2022.

Both meetings will begin at 7:00pm and be held at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 8:07pm.

Motion: Strahan    Second: Nanninga    [Unanimous]

**“I attest that all the above information is true and correct to the best of my knowledge.”**

Submitted by Darryl Pool, Secretary, Williamson County ESD #2