

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – February 24, 2022**

The Williamson County Emergency Services District #2 held a regular meeting on February 24, 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: Thom Nanninga, Tim Hunsberger, and Darryl Pool.  
Commissioners present on-line: Russell Strahan and Jordan Baltazor.

**Others in Attendance:**

Sam Bass Fire Dept.: Chief David Kieschnick and Assistant Chief Keith Farris (both in person) and Lt. Corby Bryan (on-line).

Municipal Accounts & Consulting: Taylor Kolmodin (in person) and Mark Burton (by phone).

Public: No member of the public was present in person or on-line or by phone.

Meeting called to order at 7:01pm by Commissioner Nanninga. A quorum was present.

Pledge of Allegiance led by Assistant Commissioner Nanninga.

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 January 27, 2022 as presented.

Motion: Hunsberger    Second: Nanninga    [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.*

Kolmodin presented the District's monthly financial statements, bills, and invoices for January 2022.

Motion to approve MAC reports as presented.

Motion: Nanninga    Second: Hunsberger    [Unanimous]

ITEM 6: *Discuss and take action relative to updating 2022 budget.*

Kolmodin stated there was no need to update the District's 2022 budget. Last fall's early retirement of the loan for Engine 3 can be incorporated into a budget amendment later this year.

ITEM 7: *Review bookkeeper's report from M.A.&C. pursuant to Sam Bass Fire Dept.*

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

ITEM 5 continued: Commissioner Baltazor requested to return to Item 5 to ask Burton what the District could expect in coming months regarding the low rate of return on its investments. Burton said banks do not historically raise Certificate of Deposit interest rates quickly. CD rates are not likely to increase quickly as banks currently do not need additional funds and only a small number of banks are willing to take public funds. Burton believes CD rates are likely to approach 1% by the end of the year. He said now is a time of interest rate risk, meaning investing soon in long-term CDs might prevent investors from locking in higher rates once CD rates do begin to rise. Kolmodin stated she consults weekly with MAC's investment team to see if there is any opportunity to improve the District's CD rates. Commissioner Nanninga requested Burton review the District's investment history to see if it would be feasible to pursue longer term CD investments. He agreed to do so.

ITEM 8: *Discuss and take action relative to Municipal Accounts & Consulting new contract.*

Burton explained MAC now operates more like a CPA firm instead of as a bookkeeping firm due to increased regulatory requirements. MAC is revising their invoices to bill at an hourly rate, detail time spent on tasks, and report which position performed those tasks.

Motion to approve annual contract between District and MAC reflecting revised billing method.

Motion: Nanninga    Second: Hunsberger    [Unanimous]

[Burton exited meeting. President Nanninga and Secretary Pool signed MAC contract immediately after meeting adjourned.]

ITEM 9: *Discuss and take action relative to establishing a sales and use tax and tax rate.*

No discussion.

ITEM 10: *Discuss and take action relative to updated version of Vehicle Planning Guide.*

Commissioner Baltazor reported no new information regarding the proposed SBFD Vehicle Planning Guide. Commissioners Nanninga and Baltazor and Chief Kieschnick and Assistant Chief Farris will meet on March 9 to try to finalize any action needed on the Vehicle Planning Guide and SBFD's strategic plan. The next regular meeting will include an agenda item to take action on submitting that information to MAC for them to incorporate into the District's long-term financial plans.

ITEM 11: *Discuss and take action relative to Social Media Presence.*

Commissioner Nanninga attended the social media presentation at last weekend's SAFE-D Conference. He reported lawyers there recommended ESDs establish stand-alone websites and make required reports available in one click to comply with the Americans with Disabilities Act. Commissioners and Bryan discussed costs associated with establishing and maintaining a website.

Commissioner Strahan recommended establishing a policy to not allow Commissioners to reference their ESD connection when posting on their personal social media accounts, though such information could be included on Commissioners' personal profiles.

Discussion on both issues will continue at next month's meeting.

**ITEM 12:** *Receive monthly report from Sam Bass Fire Department.*

Lt. Bryan presented SBFD incident report data and activities for January 2022 plus comparison to prior years. He noted the number of service calls continue to increase over 2021. There were no major incidents to report.

Chief Kieschnick stated a battalion chief is working on shifting SBFD District 1 boundary further south to cover more of the current District 2 territory to better balance response times between the two districts.

**ITEM 13:** *Discuss and take any action relative to Sam Bass F. D. operations, as may be needed following the above report.*

No action needed.

**ITEM 14:** *Discuss potential agenda items, time and date(s) for future business meetings. (3/17 or 24)*

The next regular board meeting will not be held the third Thursday evening of March due to a number of Commissioners being away during spring break. Next regular meeting to be held March 24, 2022 beginning at 7:00pm at Sam Bass Fire Station #2.

Commissioner Strahan requested his absences from the December 16, 2021 and January 27, 2022 meetings be excused due to, respectively, being tested positive for COVID and being away on personal business. Request was granted.

**Adjournment:**

Motion to adjourn made at 8:29pm.

Motion: Strahan    Second: Baltazor    [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

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