

WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – April 17, 2025

Williamson County Emergency Services District #2 held a regular meeting on April 17, 2025 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas and on-line at <https://meet.google.com/bub-odpp-zaz>.

Commissioners in Attendance:

Commissioners present in person: Jordan Baltazor, President; Tim Hunsberger, Treasurer;
Darryl Pool, Secretary; Trish Weiner, Assistant Secretary/Treasurer.

Commissioner absent: Russell Strahan, Vice-President

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

Pledge of Allegiance led by Commissioner Baltazor.

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 March 27, 2025 as presented.

Motion: Baltazor Second: Hunsberger [Unanimous]

ITEM 5: *Discuss and take action relative to 2024 District Audit.*

Nancy Olson with MGSBE PLLC (McCall Gibson Swedlund Barfoot Ellis) presented the firm's audit of the District's 2024 financial records. They issued an unmodified opinion, the best possible opinion.

Motion to approve the 2024 audit as presented.

Motion: Baltazor Second: Pool

The four Commissioners present signed acceptance of the audit. Commissioner Baltazor will send the audit report to Williamson County Precinct 3 Commissioner Valerie Covey.

ITEM 6: *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.

Municipal Accounts & Consulting representative Alexia Kolmodin presented the District's monthly financial statements, bills, and invoices for March 2025. She stated there was nothing out of the ordinary to report.

Motion to approve MAC reports as presented.

Motion: Baltazor Second: Hunsberger [Unanimous]

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

Kolmodin presented SBFD's monthly financial statements, bills, and invoices for March 2025. She stated there was nothing out of the ordinary to report.

ITEM 8: *Discussion and action on ordering an election to adopt a Sales and Use Tax in the District at a rate not to exceed two percent in any location in the District and authorize appropriate District officers and officials to take all necessary action to implement the same.*

Early voting by personal appearance will begin 4/22/25 for the District's May 3, 2025 sales and use tax election. The required Notice of Election has been posted on the District's website and at SBFD Station 2. Sam Bass Professional Firefighters Association President William Prescott said a postcard providing election information was mailed to registered voters in the District last week and another will be mailed during the early voting period. The board may need to hold a special meeting prior to next month's regular meeting to canvass the election results.

ITEM 9: *Discuss and take action relative to Municipal Accounts & Consulting resignation notice.*

Commissioners Hunsberger and Weiner have been researching alternatives now that MAC is terminating its contract with the District. Both report options are more limited than expected. A CPA or bookkeeping firm could be considered. One firm that has experience serving local governmental entities was identified for consideration. Many area ESDs use a staff person to handle their accounts. Commissioner Hunsberger recommended keeping an external firm to handle and provide oversight of District accounts.

Commissioners will move expeditiously to decide on an alternative to MAC. If a special meeting is held in May to canvass the election result, it might be possible to also interview someone at that time. Kolmodin will let MAC know the District needs their services to continue beyond May.

ITEM 10: *Discuss and take action relative to District branding materials.*

Commissioner Weiner said a Round Rock company, SRI Monogramming & Screen Printing, can provide shirts with the ESD #2 logo. They have a large variety of shirts to choose from or a Commissioner may bring them a shirt to have them embroider the logo on it. Commissioner Weiner will take charge of placing orders for Commissioners who want such shirts.

ITEM 11: *Receive monthly operations report from Sam Bass Fire Department.*

a) *Receive monthly statistics report from Sam Bass Fire Department.*

SBFD Captain Corby Bryan presented abbreviated SBFD incident report data and activities for March 2025 plus comparison to prior years. Captain Bryan had previously emailed Commissioners the full report. There was nothing out of the ordinary to report. Based on calls received so far in 2025, he projects SBFD will likely respond to a greater number of calls this year than in any previous calendar year.

Now that the Station 2 squad has been in operation for about a year, data shows it has reduced average response time about one minute. No EMS data for the District was presented due to recent leadership and staff changes at Williamson County EMS. SBFD Chief James Shofner estimates the District's population to be around 38,000 to 40,000.

Commissioner Hunsberger said he has continued to work on how to get mile markers installed on toll road 45 to improve response times to calls in that area but has met with no entity willing to accept responsibility for installing such markers. His recommendation is to pursue legislative action to enact a state law designating which entity is responsible for installing highway mile markers.

b) Receive update on Community Outreach Program at Sam Bass Fire Department.

SBFD Assistant Chief Amber Jordan reported March events included Scout Troop 345 and Daisy Group 40445 touring Station 2. That station also hosted a community Meet & Greet plus a Health & Safety Fair. Truck 2 was taken to Elsa England Elementary School to participate in their Career on Wheels event.

c) Receive report and take action to station maintenance.

Chief Shofner reported Station 1 experienced no leaks in its new roof during recent rains.

ITEM 12: *Discuss potential agenda items, location, time, and date(s) for future business meetings. (5/15/2025)*

Next regular meeting to be held May 15, 2025 beginning at 7:00pm at Sam Bass Fire Station 2.

Adjournment:

Motion to adjourn made at 7:57pm.

Motion: Weiner 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