

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – August 22, 2024**

Williamson County Emergency Services District #2 held a regular meeting on August 22, 2024 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: Jordan Baltazor, President; Russell Strahan, Vice-President; Tim Hunsberger, Treasurer; Darryl Pool, Secretary; Thom Nanninga, Assistant Secretary/Treasurer.

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 July 26, 2024 as presented.

Motion: Strahan      Second: Hunsberger      [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.*

Municipal Accounts & Consulting representative Alexia Kolmodin presented the District's monthly financial statements, bills, and invoices for July 2024. She stated there was nothing out of the ordinary to report. MAC also provided August invoices that were presented for approval at this meeting as previously requested by Commissioners.

Commissioners expressed concern that the current situation of having a large amount of District funds held in money market TexPool accounts should be reevaluated given news media reports that the Federal Reserve may soon lower interest rates. Commissioners felt placing a greater portion of funds in long-term investments would be warranted at this time. Commissioners Baltazor and Hunsberger will work with MAC to determine the amount of funds to be moved from TexPool to long-term investments.

MAC continues to process the District's payroll. The agreement to have HR&P take over that task as approved at the 4/18/24 board meeting has not gone into effect.

Motion to approve MAC reports as presented.

Motion: Nanninga      Second: Baltazor      [Unanimous]

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

Kolmodin presented SBFD's monthly financial statements, bills, and invoices for July 2024. She stated there was nothing out of the ordinary to report.

ITEM 7: *Public Hearing on the District's proposed 2024 Ad Valorem Tax Rate of \$0.10 per \$100 valuation.*

Commissioner Baltazor opened the floor to hear from the public on the District's 2024 tax rate as proposed at the 7/26/2024 board meeting with a notice subsequently published in the Williamson County *Sun* newspaper. No member of the public requested to speak. The public hearing was closed.

ITEM 8: *Discussion and Adoption of the District's 2024 Ad Valorem Tax Rate.*

Commissioners discussed different property tax rates the District could adopt and how each would impact the needs of SBFD. The rate proposed by the board at its 7/26/24 meeting would trigger an automatic election. A consensus formed instead around adopting the De Minimis rate.

Motion to adopt a 2024 property tax rate in the amount of \$0.098216 per \$100 assessed valuation.

Motion: Nanninga      Second: Baltazor      [Unanimous]

Commissioner Baltazor called for a roll call vote.

In favor: Baltazor, Strahan, Hunsberger, Pool, Nanninga      Opposed: none

ITEM 9: *Discussion and Adoption of the District's 2025 Budget*

Commissioners continued discussion from the two July board meetings on a proposed 2025 District budget. Advice was received from Kolmodin, and SBFD officers in attendance were consulted on the needs of their department. Some adjustments were made to District and SBFD figures previously proposed.

Commissioners settled on a budget anticipating revenue of \$5,239,605 and expenditures of \$5,182,417 which would result in a surplus of \$57,188. Funds sufficient for holding a sales and use tax election were allocated in case a decision is made to pursue that action. It was noted the board would be following its traditional practice of adopting a conservative budget, meaning property tax revenue is likely to be more than the amount stated.

Motion to adopt a 2025 District budget.

Motion: Baltazor      Second: Hunsberger      [Unanimous]

ITEM 10: *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 July 2024 plus comparison to prior years. He had previously emailed Commissioners the full report. July recorded the second highest number of monthly calls in SBFD's history (223 total). SBFD quickly responded to one residential structure fire and contained the damage that was determined to have resulted from an action taken by the contractor.

Commissioner Baltazor asked that response times to the Pearson Ranch development be tracked separately as that newly developing area will receive increasing attention from the board. He will be meeting with Williamson County Precinct 3 Commissioner Valerie Covey next month to discuss working with the Pearson Ranch developer to try to have land reserved at no cost to the District that could be used for a future station.

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

SBFD Assistant Chief Amber Jordan reported some of the department's personnel and vehicles were part of 4<sup>th</sup> of July parades in the Fern Bluff, Stone Canyon, and Vista Oaks neighborhoods. SBFD also participated in the grand opening of Chick-fil-A on Highway 620 and a Cub Scout troop annual pancake breakfast. Tours of Station 2 were conducted for children from One World Montessori School and the Austin Buddhist Vihara Sunday School.

c) *Receive report & take action to station maintenance.*

Commissioner Strahan said the VFIS insurance claim for damage at Station 1 needs to be reopened as the contractor found some necessary items had not been approved. Roof repair is scheduled to begin 8/26/24.

SBFD Chief James Shofner reported the motor on Brush truck 2 went out. The cause is unknown. SBFD crew members check the motor frequently, and no warning lights came on before the incident. Round Rock Fire Department has experienced the same problem with two of their brush trucks. The truck is being repaired in Round Rock and should be back in service tomorrow or Monday. Warranty on the truck has long expired.

ITEM 11: *Discuss potential agenda items, location, time, and date(s) for future business meetings. (09/19/2024)*

Chief Shofner requested Commissioners consider putting Engine 2 up for sale. Commissioner Pool requested the 4/18/24 meeting decision to transfer District payroll processing to HR&P be revisited.

Next regular meeting to be held September 19, 2024 beginning at 7:00pm at Sam Bass Fire Station 2.

**Adjournment:**

Motion to adjourn made at 8:32pm.

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