

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – February 20, 2025**

Williamson County Emergency Services District #2 held a regular meeting on February 20, 2025 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas.

**Commissioners in Attendance:**

Commissioners present in person: Jordan Baltazor, President; Russell Strahan, Vice-President; Tim Hunsberger, Treasurer; Darryl Pool, Secretary; Trish Weiner, 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 January 23, 2025 as presented.

Motion: Hunsberger    Second: Baltazor    [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 January 2025. She stated there was nothing out of the ordinary to report. The Depreciation Schedule is being revised and should be ready for presentation next month.

An invoice for renewal of the contract between the District and Go To Meeting was included in the report. Commissioners discussed whether to continue providing on-line access to board meetings. The general sentiment expressed was that there is rarely public participation on-line and that such service could be reinstated any time such action seems needed.

Motion to discontinue the District's contract with Go To Meeting.

Motion: Baltazor    Second: Pool    [Unanimous]

Motion to approve MAC reports as amended.

Motion: Baltazor    Second: Hunsberger    [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 January 2025. She stated there was nothing out of the ordinary to report.

ITEM 7: *Discuss and Review 2025 Safe-D conference.*

All Commissioners attended the 2025 SAFE-D Conference held February 6-8 at the Kalahari Conference Center in Round Rock. SBFD Chief James Shofner and Assistant Chief Amber Jordan also attended. Commissioners discussed various sessions they attended and information relevant to ESD #2.

ITEM 8: *Discuss and take action on District audit.*

Commissioner Baltazor said the District's 2024 audit will be conducted by McCall Gibson Swedlund Barfoot PLLC unless the board disapproves the automatic renewal of that contract. Their estimate for conducting the audit is \$15,000 to \$20,000. Commissioner Baltazor will notify MGSB to proceed with the audit.

ITEM 9: *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.*

Commissioner Baltazor has received the contract from the Williamson County Elections office detailing the services they will provide and the amount the District will need to pay for holding its proposed sales and use tax election on the May 3, 2025 election ballot. He will sign and submit the completed contract to them.

Chief Shofner participated in a meeting by phone with officials from Capital Metropolitan Transportation Authority (CapMetro) and Williamson County ESD #1 regarding the voluntary deannexation of CapMetro territory inside ESDs 1 and 2. CapMetro officials said to do so they would require the ESDs to pay them their estimated revenue loss from both territories over the next 30 years. ESD #1 has decided to end negotiations on this matter. ESD #2 Commissioners displayed no interest in pursuing the matter further.

The Williamson County Elections office has proposed a list of polling locations for the May election and invited comment from entities on the ballot. Commissioners were displeased that none of the proposed early voting sites were in the District. No early voting polling site was proposed in the city of Round Rock west of IH 35 even though there is a contested election for one Round Rock city council position. Voters in the District would need to travel east of IH 35 or go to Cedar Park to vote early in person. The Elections office proposed only one election day polling site in the District to be located north of Brushy Creek. Most District voters live south of Brushy Creek. There is still no proposed election day polling site in Round Rock west of IH 35. Commissioner Baltazor will raise concerns over the lack of reasonable access to voting sites with the Elections office.

The prospect of having CapMetro deannex the portion of its territory that overlaps with the District appears dim based on the talks with CapMetro officials and based on information received during the SAFE-D conference. Commissioner Baltazor will notify District Legal Counsel Ken Campbell to cease efforts regarding deannexation of CapMetro territory.

ITEM 10: *Discuss and take action relative to District Fire Code.*

Commissioner Baltazor had previously emailed the other Commissioners a copy of the proposed amended and restated Fire Code for the District. The current Fire Code became effective in 2018. This amended Fire Code would not affect any projects under construction.

Motion to adopt the amended and restated Fire Code as presented effective immediately.

Motion: Strahan    Second: Hunsberger    [Unanimous]

[All Commissioners signed the amended Fire Code approval document immediately after meeting adjournment.]

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 January 2025 plus comparison to prior years. Captain Bryan had previously emailed Commissioners the full report. He stated there was nothing out of the ordinary to report. He noted the number of calls during January reached a historic high compared to the first month of previous years.

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

Chief Jordan reported SBFD personnel participated in an event featuring Travis Howze, a motivational speaker and wellness educator for First Responders and their families. They also participated in an event with therapy dogs for Careers on Wheels.

A badge pinning ceremony for 18 firefighters will be held February 22, 2025 beginning at 10:00am at Sam Bass Fire Station 2.

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

Commissioner Strahan and Chief Shofner resumed discussion from the 1/23/25 board meeting about maintenance needs at Station 1. They decided a heat pump needs to be installed and the bay heater replaced.

Chief Shofner reported the new Engine 2 is now in service. He also said written confirmation of the department retaining its ISO Class 2 rating has not yet been received.

**ITEM 12:** *Discuss potential agenda items, location, time, and date(s) for future business meetings. (3/20/2025)*

Commissioners discussed whether to change the traditional starting time for monthly board meetings. No motion made. Next regular meeting to be held March 27, 2025 beginning at 7:00pm at Sam Bass Fire Station 2.

**Adjournment:**

Motion to adjourn made at 8:16pm.

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