

Bastrop County Emergency Services District No. 2

Regular Meeting

Jan 20, 2026, 7:00 p.m.

Bastrop County ESD#2 Station 4; 1432 N. State Highway 95; Bastrop, Texas
MINUTES

OPENING

1. **Call Meeting to Order:** A quorum was established and the meeting was called to order by President Tommy Chalmers at 7:00 p.m.

Those present included: President Tommy Chalmers, Vice President James Bennett, Treasurer James Allen, Assistant Treasurer Larry Crabtree, and Secretary Doug Kelsay.

Also in attendance were Chief Josh Gill, Office Manager Lisa Eller and Judge Chris Dugan.

2. **Invocation:** Larry Crabtree provided the invocation.
3. **Pledges of Allegiance:** Both Pledges of Allegiance were recited.
4. **Public Comments on Non-Agenda Items:** No comments were presented.
5. **Public Comments on Agenda Items:** No comments were presented.

ADMINISTRATIVE ITEMS

7. **Approval of minutes:**

- a. **Nov. 14, 2025 Special Meeting.**

- b. **Nov. 18, 2025 Regular Meeting**

The minutes of the Nov 14, 2025 Special Meeting and Nov 18, 2025 Regular Meeting were previously distributed.

The minutes were approved as distributed.

(We had a 5 minute recess awaiting Judge Dugan, and proceeded to Approval of Minutes with a quorum of the three current Commissioners)

6. **Appointment of Board Officers**

- a. **Acceptance of the Statements and Oaths**

Commissioners James Bennett and Larry Crabtree were sworn into office by Judge Chris Dugan, as Commissioners and statements were signed.

- b. **Appointment of Board officer positions.**

The following officers were appointed:

President: Tommy Chalmers

Vice President: James Bennett

Treasurer: James Allen

Vice Treasurer: Larry Crabtree

Secretary: Doug Kelsay

FINANCIAL DISCUSSION/ACTION ITEMS

8. **Discussion and possible action regarding monthly report from Treasurer, including:**

- a. Update on payments from Tax-Assessor-Collector and bank balance;
An update on payments from Tax Assessor-Collector and State Comptroller were presented for both Nov and Dec, 2025.
 - i. FYTD Property Tax collections were Nov: \$169,085.71; Dec: \$1,723,620.54
 - ii. FYTD Sales Tax payments were Nov: \$ 3363,301.76; Dec: \$571,084.54.
- b. Update on Sales Tax Analysis;
The monthly analysis provided by Office Manager Lisa Eller was reviewed.
- c. Approval of unbudgeted expense items in excess of \$2,000;
No items were presented.
- d. Report from Fire Chief on prior month disbursements;
The Report of Fire Chief on the prior month's disbursements was reviewed.
- e. Monthly financial reports and issues;
Monthly financial reports and issues were presented.

The financial reports were accepted as presented.

- 9. Discussion and possible action on Quarterly Investment Report for 1Q 2026.
The Investment Report was presented and signed by Treasurer James Allen
- 10. Discussion and Possible action on Treasurer's bond.
The details of the insurance policy were previously distributed. As the Insurance Policy covers the liabilities of the Treasurer, no Treasurer Bond was required.
- 11. Discussion and possible action on change to "Approval of unbudgeted expense items in excess of \$2,000".
Chief Gill confirmed that no change was necessary at this time, so no action was taken. The item is completed.

OPERATIONAL DISCUSSION/ACTION ITEMS

12. Operations Reports from Bastrop County ESD #2 Fire Chief, Josh Gill, Including:

- a. Monthly Response Statistics:

	Nov.	Dec
Total Calls this month	105	123
Average Response Time – Min	12:16	11:06
Overlapping calls – %	32.5%	25.2%
Hours at Calls – hrs	409.33	269.69
Hours of Training – hrs	206.00	148.25
Hours at Other; Events (PR) hrs	35.00	0.0
Total Hours – hrs	650.33	417.94
% Total Hours from Volunteers	8%	4.5%
Value of Volunteer support	\$1,209.00	\$416.38
- b. Monthly Operations:
 - November:
 - Training- Cancer awareness.
 - Management activities-
 - working on both expansion projects (station 5 slab has been poured),
 - working getting new fire engine in service (E221).
 - Sold 4 surplus trucks,
 - working on 2026 training changes and schedule.
 - Personnel- Down 2 fulltime spots and 3 volunteers.

- Equipment maintenance report-
 - Wildfire 201 – had to have back window replaced from chipping event,
 - B226 had to have brackets replaced for sway bar,
 - the chipper had a full annual service.
- Ems calls – Responded to 67 of 109 Ems calls.
- Developments in the district – Large trailer park in LBA, several lot dividing still going on across the district.

December:

- Training-
 - stop the bleed,
 - EMS operations &
 - RIT (Rapid Intervention Team) training.
 - Management activities-
 - received a \$25,000 equipment grant from TFS
 - working on both expansion projects (station 5 is up and just waiting on garage doors to come in, (station 2 is still waiting on building permits with the City of Bastrop)
 - new fire engine in service (E221),
 - working on 2026 training changes and schedule that will go in effect Jan 1st.
 - Personnel- interviewed 3 people and made job offers to 2. (They will start at the end of January.
 - Equipment maintenance report-
 - UTV 257 - repaired flat on
 - Command 202 - CAFS (Compressed Air Foam System) unit needs to be replaced.
 - Ems calls – Responded to 53 of 93 Ems calls.
 - Developments in the district – phase 1 (84 units) is under construction at the end of Holiday Dr. This subdivision will go all the way to LBA when completed.
- c. Discussion and possible action on Disposal Log
 The disposal log was presented.
 Doug Kelsay moved to approve the list of items for disposal as salvage.
 Larry Crabtree seconded.
 The motion passed.

POLICY DISCUSSION AND ACTIONS

Administration:

13. Discussion and Possible action on reporting requirements for SPDPID & ESD Reports.

The SPDPID (Special Purchasing District Public Information Disclosure) and ESD Annual Reports were reviewed and discussed. It was agreed that such reports, including the submittal of the Notice of Administrative Office to the newspaper were ministerial duties of the Office Manager and did not need pre-approval to submit. The board should be notified of their submittal at the following Board meeting.

Legal Council will be requested to notify the Office Manager if the text of the Notice of Administrative Office changes due to statutory changes.

14. Discussion and possible action concerning upcoming Safe D Seminar

- a. Related logistics.
- b. Review of presentation by Larry Crabtree

Both items were reviewed. No further action required.

15. Discussion and possible action concerning planning for possible tax rate decreases that may be coming soon from the Texas legislature.

Tommy Chalmers reported that at the November Safe-D “Third Tuesday” meeting in College Station, TX, the discussion focused on the potential State of Texas legislative changes to eliminate property tax. With a majority of our funding coming from Property Taxes, and with that as a possibility, future fiscal planning should include such alternatives as to mitigate the action if or when such changes are implemented.

It was noted that we, the board representing our constituent taxpayers, do not want to hinder removal of property tax which benefits all, but that we need to focus on alternate funding sources to provide the services requested by our district constituents.

16. Update, discussion and possible action related to the Annexation Election of November 4.

Based on these factors:

- having failed in the election for annexation of the Lovers Lane property last November due to a mistake by the owner of the annexed property, and
- that the owner of the annexed property having recently settled accounts with Bastrop County and
- the owner of the annexed property still wishing to be annexed into ESD2, and
- the lead time for required steps in the annexation process preclude a May election,

the annexation will be planned to be included in the regular November, 2026 election.

A new ILA (Inter-Local Agreement) between Bastrop County, Mr. Butler (owner of the property to be annexed) and ESD2 is under way to ensure that services are provided.

This item will be on the agenda for updates to the ILA until it is consummated and will be revisited in the May meeting for election planning.

17. Update, discussion and possible action on TCDRS, other retirement programs and their previous participants. – Tommy Chalmers & Chief Gill

Lisa Eller updated the board on the analysis, calculations of cost and obligations related to this issue.

Doug Kelsay made a motion that Lisa Eller working with the board (specifically Larry Crabtree) work with the attorneys to get the two letters to the potential claimants drafted and properly sent out to the potential claimants and work the logistics of the communications and payments. Furthermore, that the board authorize expenditure of up to \$15,000 to administer and settle related claims.

Tommy Chalmers seconded.

The motion passed.

18. Report regarding legal invoices - Commissioner Crabtree

Larry Crabtree reported on his discussion with John Carlton concerning adjustments for the November billing and that reasonable adjustments were made.

Other recent problems were noted by Doug Kelsay and Lisa Eller. Doug Kelsay will communicate those to John Carlton.

Personnel Related:

19. Call for Comments and Requests –

Per item 16 we will add "Update, discussion and possible action related to the ILS for the Property to be annexed.

20. Adjournment. The meeting was adjourned at 8:46 PM.



Doug Kelsay,
Secretary for Bastrop County Emergency Services District No. 2