

Bastrop County Emergency Services District No. 2

Regular Meeting

June 16, 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, Assistant Treasurer Larry Crabtree, and Secretary Doug Kelsay. Vice President James Bennett and Treasurer James Allen, were absent.

Also in attendance were Chief Josh Gill, Office Manager Lisa Eller and Battalion Chief Greg Monroe

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.

PUBLIC HEARING

6. **Conduct Public hearing on Petition to Annex property on Lover's Lane.**

No members of the District were in attendance, no comments were presented.

7. **Discussion and possible action on determination whether annexation is feasible and of benefit.**

After brief discussion, Tommy Chalmers stated by proclamation that the annexation benefited both the party who requested annexation and ESD2.

8. **Discussion and possible action on adopting Resolution Approving Annexation.**

Doug Kelsay moved to adopt the Resolution Approving Annexation

Larry Crabtree seconded.

The motion passed unanimously.

9. **From Supplemental Agenda for election items:**

- a. **Discuss and consider approval of the Order Calling Election Regarding Annexation of Territory Identified in Petition for Inclusion of Land for November 3, 2026;**

Doug Kelsay moved to approve the Order Calling Election Regarding Annexation of Territory Identified in Petition for Inclusion of Land for November 3, 2026

Larry Crabtree seconded.

The motion passed unanimously.

- b. **Discuss and consider approval of the Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period;**

Larry Crabtree moved to approve the Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period.

Doug Kelsay seconded.

The motion passed unanimously.

- c. **Discuss and consider approval of the Contract for Election Services and Joint Election Agreement, including Resolution Approving Contract for Election Services and Joint Election Agreement;**

Doug Kelsay noted that he had contacted Judge Klaus's office and the Elections department to alert them on this topic.

This item was postponed to the next Regular Meeting, as no contract was available.

- d. **Authorize District's attorney to give Notice of Election for November 3, 2026;**

Doug Kelsay made a motion to appoint Carlton Law firm to provide Notice of Election for the District's November 3, 2026 Annexation election.

Tommy Chalmers seconded.

The motion passed.

- e. **Any other matters in connection with the District's November 3, 2026, Election.**

No other matters were addressed.

ADMINISTRATIVE ITEMS

10. Approval of minutes –

- a. **May 19, 2026 Regular Meeting (canceled meeting).**

The minutes of the May 19, 2026 Regular Meeting were previously distributed.

The minutes were approved as distributed.

- b. **May 27, 2026 Regular Meeting (re-scheduled meeting).**

The minutes of the May 27, 2026 Regular Meeting were previously distributed.

The minutes were approved as distributed.

1. Item 9(b): Please change "met with Larry and Lawyer" to "met with Larry Crabtree and John Carlton, General Counsel"
2. Item 11: Correct "Lis Eller" with "Lisa Eller."

FINANCIAL DISCUSSION/ACTION ITEMS

11. 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 May, 2026.

- b. FYTD Property Tax collections were \$ 3,334,357.30. The percentage of total is not available due to a change in reporting from the Tax Office. It should be available in the future.

- c. **Update on Sales Tax Analysis:**

- i. FYTD Sales Tax collections were \$ 1,779,462.21 with \$ 339,128.93 collected this month.

- ii. The monthly analysis provided by Office Manager Lisa Eller was reviewed.

- d. **Approval of unbudgeted expense items in excess of \$2,000;**

Chief Gill presented a change order related to the cost of construction of the extension on the north side of Station 2.

Delays in permitting resulted in a material cost increase in concrete for the slab and there were increased cost of permits with the City of Bastrop. The total over run will be \$4,736.

Doug Kelsay moved to approve the unbudgeted expense increase.

Tommy Chalmers seconded.

The motion passed unanimously.

e. Report from Fire Chief on prior month disbursements;

The Report of Fire Chief on the prior month's budgeted disbursements was reviewed. Chief Gill presented the Prior months disbursements.

Doug Kelsay moved to approve the budgeted disbursements of the prior month.

Tommy Chalmers seconded.

The motion passed.

f. Monthly financial reports and issues:

Monthly financial reports and issues were presented.

The financial reports were accepted as presented.

12. Discussion and possible action on Budget Workshop for 2026-27 budget year

A budget workshop was planned for Sat July 18 at 9:30AM.

13. Discuss and consider adoption of the tax and budget planning calendar for 2026, authorize payment of tax process publications, and take any related action.

The Tax and Budget Planning Calendar was presented and discussed.

Larry Crabtree moved to adopt the Tax and Budget Planning Calendar

Doug Kelsay seconded

The motion passed.

Chief Gill stated that the budget already includes publication costs related to the Tax and Budget process. The board found it unnecessary to approve further funds.

Tommy Chalmers appointed Doug Kelsay to review with legal counsel that:

We will publish notices in the newspaper

Which numbers we should use in the publication. Those of the Bastrop County Tax Assessor and Collector or other.

14. Discuss and consider District website status, accessibility, and posting requirements and take any related action.

Doug Kelsay reported that this was a "check-up" item to ensure our website is up to date. The Tax Cycle has specific impact on posting items to the website. Lisa Eller has reviewed our website and states it is ready for the Tax Cycle process. She also reported that we need ADA compliance work done on the website before April of 2028.

15. Discussion and possible action concerning contracting with an auditor for the end of year financial audit.

Tommy Chalmers moved to continue with our current Auditors Montemayor Britton Bender Carey PC.

Larry Crabtree seconded

The motion passed.

OPERATIONAL DISCUSSION/ACTION ITEMS

16. Discussion and Possible Action on Operations Reports from Bastrop County ESD #2 Fire Chief. Josh Gill, Including:

a. Monthly Response Statistics:

Total Calls this month	110
Average Response Time – Min	11:13
Overlapping calls – %	18%
Hours at Calls – hrs	163.4

Hours of Training – hrs	134.5
Hours at Other; Events (PR) hrs	0
Total Hours – hrs	292.9
% Total Hours from Volunteers	5%
Value of Volunteer support	\$311.69

b. Monthly Operations:

- Training- Water rescue, pump operations.
- Management activities-
 - Station 2 construction has started,
 - Working with assistant city manager on negotiations on contract,
 - Completed a ISO survey,
 - Working on budget,
 - New engine is done and will be shipped to Texas in June.
- Personnel- Full staff, 5 new full-time employees have started for the CWGD grant projects.
- Equipment maintenance report-
 - Tarps replaced on both new engines,
 - B236 - door latch replaced
 - B246 - batteries replaced
 - Sta 3 - ice machine fixed
 - Sta 4 - mower spindle replaced.
- EMS calls – Responded to 52 of 82 Ems calls.
- Developments in the district –
 - 6 unit subdivision on Phelan road,
 - 29 units on Duke Ranch
 - 137 units on 71 east just past Mcallister road..

c. Discussion and possible action on Disposal Log

No disposal Log was presented.

POLICY DISCUSSION AND ACTIONS

Administration:

17. Update, discussion and possible action on starting negotiations with the City of Bastrop to provide fire protection.

Chief Gill reported that the City of Bastrop is still very interested in the potential transfer but there are complexities in the transfer that have yet to be addressed.

18. Update, discussion and possible action on payroll platforms – Lisa Eller.

Lisa Eller presented a status that shows the transition is going as planned, for implementation sometime around mid-July.

19. Update, discussion and possible action on implementation of opting out of social security. – Chief Gill

Lisa Eller reported that she is working with the different groups to implement the changes.

20. Update, discussion and possible action on Address Change Committee – Tommy Chalmers

Tommy Chalmers reported that the committee has not yet met.

Other:

21. Call for Comments and Requests –

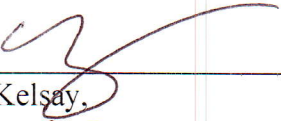
Add Discussion and possible action regarding a policy on excused absence vs non-excused absence for attendance of board members.

Add Discussion and possible action regarding updates to the Employee Handbook

Add Update discussion and possible action on Tax Rate Review

Add discussion and possible action regarding further Budget Workshop.

22. Adjournment. The meeting was adjourned at 8:14 PM.



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