

Williamson County Emergency Services District #12
Board of Commissioners Meeting Minutes
2114 Downing Lane
Leander, TX 78641
6:00 P.M.

Minutes of meeting for March 10th, 2026

1. Call meeting to order – Meeting opened at 6:01 p.m. Present were Commissioners Eleanor Meltzer, Judy Pokorny, Feliza Conway, Bob McBride, Jr and Laurie Carlson.
2. Public comment – No public present.
3. Action regarding election of officers for board – The commissioners agreed to retain their current positions.
4. REPORTS – Receive monthly report from the Treasurer and consider:
 - a. approval of payment of monthly bills and invoices – Seven bills were presented for approval for payment: NTD Interests \$500.00 for March space rental; Sheryl Morris \$500.00 for February contracted services; The Carlton Law Firm 2 bills totaling \$8837.25 for legal services rendered January (\$8223.75) and February (\$613.50); clicktunity \$149.00 for monthly website hosting & support; Donald L Allman CPA \$6,000.00 for FY 2024-2025 audit; and Williamson Central Appraisal District (WCAD) \$449.25 for the quarterly collections invoice. Commissioner McBride motioned to pay the bills as presented except for CPA Allman; seconded by Commissioner Meltzer and approved 5-0.
 - b. approval of monthly financial reports – The January and February financial reports were presented and reviewed. Commissioner Pokorny motioned to approve the reports as presented; seconded by Commissioner Carlson and approved 5-0.
5. Receive report from service provider representative, City of Cedar Park – No report was received.
6. Receive report from Williamson County Assistant Fire Marshal – Reports for December 2025 and January & February 2026 were received and reviewed. No Action taken.
7. Discuss and consider approval of minutes for the February 03, 2026 regular meeting – Minutes of the February 3rd, 2026 regular monthly meeting were reviewed. Commissioner Meltzer motioned to approve the monthly minutes as presented, seconded by Commissioner Pokorny and approved 5-0.
8. Discuss and consider action regarding the service contract with the City of Cedar Park – Commissioners Conway and Pokorny re-capped the meeting they attended with representatives from City of Cedar Park along with the fire chief and Commissioner Cynthia Long. The fire chief said he would look into reporting which communities they are called to. The City's finance

director, Erica Solis, was interested in the ESD budget and asked for various reports which Sheryl provided via email. The contract was discussed, as well as the tax rate moving forward. Commissioner Conway said she was told not to be concerned about the demand letter previously received. The amounts The City calculated as being due for 2024 and 2025 were discussed, with Commissioner Conway stating the 2024 numbers are the same as Carlton Law Firm calculated. After discussion, Commissioner Conway motioned to pay the City of Cedar Park the amount calculated by the law firm of \$38,256.58 to settle calendar years 2024 & 2025; motion was seconded by Commissioner McBride and passed 4-1, with Commissioner Pokorny voting against the motion.

9. Discuss status of Fiscal Year 2025 audit – Copies of the audit provided by CPA Don Allman were reviewed, and the commissioners will review the audit more in depth for the next meeting. Sheryl will send Allman the marked-up copy for some clarifications.
10. Discuss agenda items, time, and date for next meeting – The next regular monthly meeting was scheduled for Tuesday, April 14th, 2026 at 6:00 p.m. Board discussed no new items to be added to the agenda at this time.
14. Adjournment – Meeting was adjourned at 7:55 p.m.

Monthly Minutes Approved

On April 14, 2026 (date); at 6:38 pm (time)
By Laurie D Carlson (Secretary)