**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 July 14th, 2026***

Agenda items were addressed in the following order:

1. Call meeting to order – Meeting opened at 6:00 p.m. Present were Commissioners Eleanor Meltzer, Judy Pokorny, Feliza Conway, Laurie Carlson and Bob McBride Jr. Also present was Michael Parsons of The Carlton Law Firm.

2. Public comment – No public present.

11. Discussion with Michael Parsons, The Carlton Law Firm, P.L.L.C., regarding tax rate setting process, procedures, and options – At 6:02 p.m. President Feliza Conway stated the Board was entering executive session per Texas Government Code 551.071 to discuss agenda item 11 with Attorney Michael Parsons. The Board exited executive session at 7:11 p.m. and reconvened with no action taken during executive session. No action taken in open session.

3. Receive monthly report from the Treasurer and consider:

   a. approval of payment of monthly bills and invoices – Four bills were presented for approval of payment: NTD Interests $500.00 for July 2026 space rental; Sheryl Morris $500.00 for June 2026 contracted services; The Carlton Law Firm $1424.20 for legal services provided 6/01/26 through 6/30/26; and Clicktunity $149.00 for monthly website hosting & support. Commissioner McBride motioned to pay the bills as presented, seconded by Commissioner Carlson and approved 5-0.

   b. approval of monthly financial report – The June 2026 financial report was presented and reviewed. Commissioner McBride motioned to approve the report as presented; seconded by Commissioner Carlson and approved 5-0.

4. Receive report from service provider representative - City of Cedar Park – Reports for the 1st quarter of 2026 were reviewed and discussed. It was noted that a Locations column was added, showing the general location of each incident. No action taken.

5. Receive report from Williamson County Assistant Fire Marshal – No report was received. No action taken.

6. Discuss and consider approval of minutes for the June 16, 2026 regular meeting – Minutes of the June 16th, 2026 regular monthly meeting were reviewed. Commissioner Meltzer requested clarification of item 12 mentioning Michael Parsons anticipated to attend this meeting, by adding "attorney of The Carlton Law Firm" to the wording, following his name. Commissioner Pokorny mentioned the section on Frost Bank signature cards and said this item was followed up on and

has been resolved. Commissioner Meltzer motioned to approve the monthly minutes with the clarification regarding Michael Parsons added, seconded by Commissioner Pokorny and approved 5-0.

7. Discuss and consider action regarding the service contract with the City of Cedar Park – Commissioners discussed making the 2026 Quarter 2 contract payment to City of Cedar Park. Commissioner McBride motioned to make a payment of $65,976.00 for Quarter 2 of 2026, seconded by Commissioner Carlson and approved 5-0.

8. Conduct annual review of investment policy and investment strategies and adopt resolution confirming – Commissioner Pokorny explained the investment policy Exhibit A "Registered Principal's Certification of Receipt and Review of Investment Policy" and noted this had ~~not yet~~ Le been submitted to Frost Bank. Commissioner Pokorny presented the Exhibit A signed by a representative of Frost Bank. Commissioner Conway read aloud the resolution and certificate for resolution. Commissioner McBride motioned to adopt the resolution, seconded by Commissioner Conway and approved 5-0.

9. Discuss and consider adoption of the 2026-2027 fiscal year budget – The upcoming fiscal year budget was discussed, and a proposed budget was agreed upon for posting to the website. No action taken.

10. Review and consider approving quarterly investment report for the 2nd quarter – This item was tabled until the August meeting. No action taken.

12. Discuss agenda items, time, and date for next meeting – A special meeting was scheduled for Friday, July 31, 2026 at 8:00 a.m. for the purpose of establishing a proposed tax rate. The next regular monthly meeting was scheduled for Monday, August 17, 2026 at 6:00 p.m. in accordance with the tax planning calendar adopted at the June 16, 2026 meeting. The Board discussed no new items to be added to the agenda at this time.

13. Adjournment – Meeting was adjourned at 8:08 p.m.

Monthly Minutes Approved

On 8/17/26 (date); at 6:09 pm (time)

By Laurie D Carlson (Secretary)