

**Williamson County Emergency Services District #12**  
**Board of Directors Meeting**  
**Tuesday, January 12<sup>th</sup>, 2021**  
**2114 Downing Lane**  
**Leander, TX 78641**  
**6:00 P.M.**

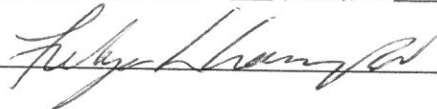
**Minutes of meeting for December 8<sup>th</sup>, 2020**

1. Call meeting to order – Meeting opened at 6:01pm. Present were Judy Pokorny, Edward Trent, Feliza Conway, Erin Tanner, and Daniel Martillotti.
2. Public Comment – There were no citizens present for comment.
3. Discuss Administrative Items – No administrative items were discussed.
4. REPORTS – Receive monthly report from the Treasurer and consider:
  - a. approval of payment of monthly bills and invoices – Five bills were presented for approval for payment: NTD Interests \$350.00 for December space rental; Sheryl Morris \$373.59 for November contracted services & expenses; The Carlton Law Firm \$132.00 for service rendered 11/03/20 and \$57.50 for services rendered 11/16-11/18/20; and WCAD \$305.00 for 1<sup>st</sup> quarter payment. All were approved to pay, motion made by Conway, seconded by Tanner, approved 5-0.
  - b. approval of monthly financial report – No financial report was available because the bank statement was not received.
  - c. review and approve quarterly investment report for 3<sup>rd</sup> quarter – Pokorny said the investment report would not be available until TexPool account is set up.
5. Receive report from service provider representative, City of Cedar Park – No report was received.
6. Discuss and consider approval of minutes for the November 10<sup>th</sup> 2020 meeting – Minutes of the November 10<sup>th</sup>, 2020 monthly meeting were reviewed. Trent motioned to approve the minutes as presented; seconded by Conway and approved 5-0.
7. Discuss and consider status of reserve fund bank account – Pokorny presented revised pages provided by Carlton Law Firm; these were signed by Martillotti and Conway. Pokorny will submit the paperwork.
8. Discuss City of Cedar Park contract for fire protection – Martillotti said he has been in contact with the new City assistant manager, who disagrees that the payment amount made is correct. Board Members suggested scheduling a meeting. Martillotti will contact him as well as Attorney Carlton to set up a meeting. Tanner recommended inviting them to the next ESD meeting and Martillotti agreed to do so.
9. Discuss potential District capital improvements – Nothing new was discussed.
10. Discuss District website – Conway said she viewed the website and it looks fine.

11. Discuss investigation into potential District sales tax collection, to include whether a May election may be needed (for sales tax, annexation, tax rate, bonds, etc.) – Martillotti said an election would be necessary. The wording would have to be as clear as possible, and make sure Constituents know this would not be a new tax, but a re-allocation of existing tax. Annual reporting would be complicated so research would need to determine what the ESD could potentially collect and would it be substantial enough to fund capital improvements as well as justify the additional work involved. Martillotti said this would come down to investment, ongoing cost, and extra work involved. He also said the ESD would need to work with the City so there would be no animosity. Martillotti will continue the investigation and will reach out to Attorney John Carlton.
12. Review VFIS Summary of Coverages for policy renewing on 1/1/21 and take any necessary action if required – The information provided by VFIS was reviewed and it was noted that an invoice from VFIS had not yet been received.
13. Discuss and consider submitting required annual report to the Division of Emergency Management – Last year’s report was reviewed since nothing has been received yet from the Division regarding this item. Sheryl agreed to submit the report when it is received, and was asked to contact Board Members if she has any questions.
14. Discuss upcoming SAFE-D training opportunities – It was noted that the annual conference has been cancelled. The email from SAFE-D was reviewed.
15. Discuss agenda items, time and date for next meeting –The next regular monthly meeting was scheduled for Tuesday January 12<sup>th</sup> at 6pm. Martillotti said he would invite City of Cedar Park assistant manager and would contact Attorney Carlton about the meeting or a separate meeting with the City.
16. Adjournment – Meeting was adjourned at 6:36pm.

Monthly Minutes Approved

On 1-12-2021 (date); at 6:12 p.m (time);

By  (Secretary)