

**LLANO COUNTY EMERGENCY SERVICES DISTRICT #5  
MINUTES  
FEBRUARY 16, 2026**

A regular meeting of the Board of Commissioners of Llano County Emergency Services District No. 5 was held on Monday, February 16, 2026, at 1:00 p.m., at the Sunrise Beach Federated Church, 105 East Lakeshore Drive, Sunrise Beach Village, Llano County, Texas, 78643-9283.

The following members were present, thus constituting a quorum:

Karl Wolfe	President	Present
Mike von Wupperfeld	Vice President	Present
Jean Glass	Treasurer	Present
Brooks Frederick	Secretary	Present
Michael Thomas	Asst. Treasurer	Present

**1. Call meeting to order and establish a quorum.**

Commissioner Wolfe called the meeting to order and established a quorum at 1:05 p.m.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was said by all in attendance.

**PUBLIC COMMENT**

**3. Public Comment.**

None.

**4. Public Comment on Agenda Items.**

None.

**MINUTES**

**5. Discuss and consider approval of the January 19, 2026, regular meeting minutes.**

Commissioner von Wupperfeld moved to approve the minutes as presented; seconded by Commissioner Thomas. Motion passed 5-0.

**REPORTS**

**6. Review and approve the January 2026 Financial Reports, to include January disbursements, including Fire Chief expenditures over \$50,000.00.**

Chief Cates reviewed FY26 Budget performance – YTD - Budgeted expenses – Administrative = \$47,948 – 29.1% of budget; Personnel = \$162,387 – 29.1% of budget; Operations = \$37,244 – 59.6% of budget; Facilities = \$11,223 – 37.4% of budget; Fleet = \$19,600 – 32.0% of budget; Contracted Services - \$1,807 – 36.1% of budget; and CapEx = \$138,705 – 50.0% of budget.

Review of Balance Sheet – Primary Operating - \$32,985; Expense - \$1,979.61; TexPool Operating - \$649,448.34; and TexPool Reserve - \$489,822.37. Fixed Assets - \$509,881.25. Total Assets - \$1,684,116.57.

Total Disbursements - \$183,094.90.

No Fire Chief expenditures over \$50,000.00 were presented.

80% of AV tax per budget has been received.

Commissioner Glass moved to approve the January 2026 financials and disbursements as presented, seconded by Commissioner Thomas. Motion passed 5-0.

**7. Monthly Reports: Discussion and possible action on the following items from the ESD #5 Fire Chief's and Sunrise Beach VFD's reports:**

**a. Monthly report from ESD #5, including Sunrise Beach VFD information, regarding:**

**i. Emergency operations including breakdown of call categories/types, response times, and call volume**

14 calls for service – 5 medical, 3 traffic collisions, 1 fire related, 1 alarm activations, 1 hazardous condition, and 1 service call.

**ii. Personnel coverage**

For the month of January 2026, the District had 90.0% coverage.

**iii. Apparatus**

Correction Maintenance – Rescue 51 (\$52.54), Engine 50 (\$383.78) and Tender 52 (\$44.09).

Periodic Maintenance – Brush Truck 53 (\$175.99), Command/Battalion 5 (\$189.39) and Squad 50 (\$157.63).

**iv. Training**

Total of 65.5 hours of training was completed in January 2026.

**v. Personnel credentialing (SFFMA, HEMS, TCFP & others)**

No action taken.

**vi. Management activities and take any related actions**

No action taken.

**b. Monthly report from Sunrise Beach VFD regarding:**

**i. Actions related to administration, facilities, apparatus, and special projects.**

No discussion or /action taken.

## DISCUSSION/ACTION ITEMS

### 8. Discussion with possible action for designee to handle the closing of Fire Department property transfer from VFD to ESD5.

Commissioner Wolfe confirmed the closing date is set for February 26, 2026. Commissioner von Wupperfeld moved to name Karl Wolfe, Board President, as the designee for the ESD to handle the property transfer closing, seconded by Commissioner Frederick. Motion passed 5-0.

### 9. Discussion with possible action on update from the Facilities Renovation Committee, including:

#### a. Fire Station renovations and progress:

Commissioner Wolfe presented progress on the Fire Station renovations:

#### Design

- Structural Modifications complete - certified by Design Engineer (letter of completion on file)
- Station Alerting Drawings finalized, contract awarded to APS, materials procured, rough-in wiring completed
- LV Automation (integration of CAD, Wifi, HDMI extenders, radio system COAX, Racks) drawings complete to enable T&M approach for install
- Issued Contract Flatwork Design – concrete aprons & asphalt; Bluebonnet Designers for ~\$4,080 (\$10,000 NTE previously approved by Board)

Construction Progress (had ~ 3 days of weather delays – ice storm) – currently working 6 to 7 days/week

- Electrical rough-in complete and inspection done (enable spray foam insulation), off temporary power to some permanent lights
- Plumbing rough-in complete and inspection done
- Dorm Fire Sprinkler system installation complete and tested – seeking certificate from Coy G (Fire Marshal)
- 4 HVAC systems rough-in complete; truck bay heater installed (not in service yet); Kitchen Vent Hood (FS) Ordered and installation after sheetrock
- Apparatus Bay Wall (1 hour rated) sheetrock complete and finishing underway; 4 foot laminate lower section planned for protection of wall
- Garage Door Openers – ordered and installed 6 total, included maintenance and updates on doors (seals, nylon rollers)
- Suspended ceiling framework rough-in complete – will level after all lights and ceiling panels installed
- Fire Alarm System – pre-wiring completed
- Exterior Windows installed, some minor trim work remaining
- Exterior Doors remaining (Front and Patio) – due to arrive by Feb 25
- All interior doors ordered – Arrive by March 9
- All fire rated doors and fire rated windows ordered; fire doors will arrive in ~ 1 week; windows delivery ~3.5 month (4 temporary covers installed)
- Radio Tower ordered and delivered; VFD successfully leased 500 gal propane tank (4T Propane) \$1/yr
- All plumbing fixtures ordered
- Kitchen Cabinets and countertops ordered
- Spray foam insulation bid and contract awarded; started Feb 12, Finish Feb 19 (rockwood for Fire Rated walls, and open cell insulation under gym floor)

- Inspections (5 are completed, some punch list items), next inspection is Insulation; Mike Thomas coordinates with Inspector & GC

#### Near Term Plans

- Complete Insulation scope of work, inspect by Friday Feb 20
- Begin Sheetrock of interior
- Commence Interior Door insulation
- Begin painting post sheetrock
- Installation of Radio Tower & antennas, Truck Bay Fan (single), louvers & vent fans on trucks
- Ordering interior flooring
- Start Trim work for Plumbing, Electrical, LV Automation (including COAX Cables), Fire Alarm Hardware, APS Fire Alert Hardware
- Begin ordering of appliances, hardware for outfitting of station
- Finalize design of flatwork – concrete & asphalt and bid by Feb 20. Target start of work in March if possible
- Initiated Title Transfer of properties and lots with Highland Lakes Title – underway, Draft Title Commitment letter received, with legal, close Feb 26

#### Funding Requests

Commissioner von Wupperfeld moved to proceed with the property transfer and authorized the issuance of a cashier's check Not To Exceed ("NTE") \$10,000, seconded by Commissioner Frederick. Motion passed 5-0.

Commissioner Glass moved to approve the request of NTE of \$15k for LV automation installation, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

Commissioner Thomas moved to increase the drywall finishing from \$27k to NTE \$35k, seconded by Frederick. Motion passed 5-0.

Commissioner von Wupperfeld moved to approve the request of NTE \$30k for painting, seconded by Commissioner Glass. Motion passed 5-0.

Commissioner Glass moved to approve the request of NTE \$35k for interior finish trim and floor installation, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

Commissioner Thomas moved to approve request of NTE \$30k for ceilings finish out, seconded by Commissioner Frederick. Motion passed 5-0.

Commissioner von Wupperfeld moved to approve the increase of NTE \$12K for interior doors, seconded by Commissioner Frederick. Motion passed 5-0.

#### **10. Discussion with possible action on Government Capital loan for the completion of the Fire Station 51 renovations.**

Commissioner von Wupperfeld moved to get actual figures from Government Capital regarding loans from \$750k - \$800k, and 15 and 20 loan rates before making a final decision, seconded by Commissioner Frederick. Motion passed 5-0.

**11. Discussion with possible action on the Reimbursement Resolution for loan on Fire Station 51 renovation.**  
Commissioner Wolfe moved to approve the Resolution as presented, not to exceed \$800,000 and subject to final legal review, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

**12. Discussion with possible action to review ESD Fire Code with Sunrise Beach City Council, including:**

**b. Discussion with possible action to formally notify Llano County of the adoption of the International Fire Code for commercial buildings, developed by the ESD.**

Commissioner von Wupperfeld made a motion to formally notify Llano County of the adoption of the International Fire Code for commercial buildings, developed by the ESD, seconded by Commissioner Thomas. Motion passed 5-0.

**13. Discussion with possible action on insurance policy renewal.**

Commissioner von Wupperfeld noted that we are in the process of combining all VFD and ESD insurance policies and reviewed policy figures. Discussion was had regarding increasing deductibles as a cost savings tool.

Commissioner Wolfe moved to increase the property insurance deductible from \$1,000 - \$5,000, portable equipment insurance deductible from \$1,000 to \$2,500 and auto insurance deductible from \$1,000 to \$3,000 as presented, seconded by Commissioner Frederick. Motion passed 5-0.

**14. Discussion with possible action to submit annual Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.**

Commissioner Wolfe moved to approve that Ms. Snow will complete and file the annual Texas Comptroller Special District Financial and Tax Reporting requirement, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

**15. Discussion with possible action on grants, including FEMA/TDEM, Texas Forest Service, Texas Mutual, and other organizations.**

Commissioner von Wupperfeld provided an update on pending grants. The generator grant is currently on hold as FEMA is not in session. Excavator/Extractor was not awarded to us.

**16. Discussion on topics to add for the next Board Meeting.**

Special Board Meeting – Flatwork bids and renovation disbursement. Regular Board Meeting – Government Capital Loan and CPA needed for non-audit purposes.

**17. Set date and time for next Board Meeting.**

Special Board Meeting to be held on Friday, February 27, 2026, at 9:00a.m. Regular Board Meeting to be held on Monday, March 16, 2026, at 1:00 p.m. Both meetings to be held at the Civic Center of Sunrise Beach Village, 124 Sunrise Drive, Sunrise Beach Village, Llano County, Texas, 78643-9283.

**18. Discussion with possible action on compensation for Chief Cates.**

The Board took a brief Break at 3:24 p.m.

Executive Session began at 3:31 p.m. pursuant to Texas Government Code Section 551.074


Executive Session ended at 3:46 p.m.  
No action taken in Executive Session.

Regular Session resumed at 3:48 p.m.  
No action taken in open session.

**19 Adjournment.**

Upon successful completion of the agenda topics, Commissioner Wolfe declared the meeting adjourned 4:04 p.m.

Approved: March 16, 2026

Approved:  Attest: 