LLANO COUNTY EMERGENCY SERVICES DISTRICT #5
MINUTES
MAY 18, 2026

A regular meeting of the Board of Commissioners of Llano County Emergency Services District No. 5 was held on Monday, May 18, 2026, at 1:00 p.m., at the Civic Center of Sunrise Beach, 124 Sunrise 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 1:02 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 April 20, 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 April 2026 Financial Reports, to include April disbursements, including Fire Chief expenditures over $50,000.00.
Chief Cates reviewed FY26 Amended Budget performance – YTD - Budgeted expenses – Administrative = $118,406 – 65.5% of budget; Personnel = $284,718 – 49.7% of budget; Operations = $73,404 – 75.6% of budget; Facilities = $33,235 – 37.8% of budget; Fleet = $23,053 – 37.6% of budget; Contracted Services - $2,244 – 56.6% of budget; and CapEx = $634,417 – 56.6% of budget.

Review of Balance Sheet – Primary Operating - $847,094.80 (reflects the funding from Government Capital for Station 51 renovations); Expense - $3,718.30; TexPool Operating - $93,617.26; and TexPool Reserve - $499,091.92.

Total Disbursements - $217,419.74.

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

A discussion was held regarding the 2025 Audit Report invoice cost and the continuance of the QuickBooks Online Subscription for Sunrise Beach Volunteer Fire Department. It was noted that no audit would be completed next FY for the Volunteer Fire Department due to the low budget amount of $5,000.00 and that the QuickBooks Online subscription was to be cancelled effective immediately by the VFD.

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

MONTHLY REPORTS

7. 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 – 8 medical, 3 traffic collisions, 1 fire related, 0 alarm activations, 0 hazardous condition, and 1 service call.

No action taken.

ii. Personnel coverage

For the month of January 2026, the District had 89.1% coverage.

No action taken.

iii. Apparatus

Correction Maintenance – Rescue 51 ($52.54), Engine 50 ($383.78) and Tender 52 ($68.83). Brush Truck 53 ($398.66) and Brush Truck 54 ($2,018.39).
Periodic Maintenance – Brush Truck 53 ($424.57), Brush Truck 54 ($842.55), Battalion 5 ($189.39) and Support 50 ($157.63).

No action taken.

iv. Training

Total of 101 hours of training were completed in April 2026.

No action taken.

v. **Personnel credentialing (SFFMA, HEMS, TCFP & others)**
No action taken.

vi. **Management activities and take any related actions**
No action taken.

DISCUSSION/ACTION ITEMS

8. Discussion, update, and possible action from Facilities Renovation Committee on Fire Station Renovations

Commissioner Wolfe presented the final construction progress and cost updates. All major work is complete – and facility ready to occupy – COO provided on April 9.

Work Completed

- Kitchen Vent Hood Testing complete on April 24 – Fire Marshal provided certificate.
- Concrete Aprons & Driveways completed on May 13 & 15 (addressed R51 drive and completed bollards)

Items To Be Completed

- Asphalt Planned on May 21 and striping on May 22
- Minor Punchlist Work

Furnishing and Outfitting of Station Underway to enable transition from Parsonage between May 27-29 Installation of TV's, Monitors, Chairs, etc.

No action taken.

9. Discussion with possible action on the Interlocal Agreement between LCESD5 and LCESD3 for administrative assistance.

Chief Cates reviewed the draft of an Interlocal Agreement, which has been presented to LCESD5 from LCESD3 regarding the shared services of the ESD5 Administrative Assistant. Chief Gilliland was present from LCESD3 and noted that the Interlocal Agreement would be discussed and voted upon at the June 8, 2026, meeting with LCESD3.

Commissioner Glass moved to approve the Interlocal Agreement as presented, seconded by Commissioner Frederick. Motion passed 5-0.

10. Discussion with possible action on CPA Services Agreement

Commissioner Glass presented that Haley Cole, per a recommendation from Charity Taber at Oliver, Rainey & Wojeck, LLP and interview with Commissioner Glass, be hired as an Ad Hoc/On-Call CPA consultant at the rate of $100.00/per hour (no retainer), for any consulting needs, not related directly to the annual audit. Commissioner Wolfe to draft the Services Agreement for CPA Support for signatures.

Commissioner Glass moved to hire Haley Cole as the CPA Support contingent on legal's review of the Services Agreement, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

11. Discussion with possible action on the Tower Lease Agreement with Beachifi.
The proposed Agreement states that Beachifi will rent the tower from LCESD5 at a rate of $285.00/month ($250 base/$35 for electricity). The tenant will provide connectivity service to Station 51 at their actual cost.

Commissioner Wolfe moved to approve the Agreement with Beachifi, subject to changes and signature of tenant, seconded by Commissioner von Wupperfeld. Commissioner Frederick had recused himself due to his personal interest in Beachifi. Motion passed 4-0-1, with Commissioner Frederick abstaining.

12. Discussion with possible action on potential Mutual Aid Agreement with Llano County VFD
Commissioner von Wupperfeld moved the approve/adopt the Mutual Aid Agreement with Llano County VFD, seconded by Commissioner Frederick. Motion passed 5-0.

13. Discussion with possible action on Resolution Confirming Annual Review of District Investment Policy Strategies, Guidelines and Management Practices
Commissioner Wolfe moved to approve the Resolution Confirming Annual Review of District Investment Policy Strategies, Guidelines and Management Practices as presented, seconded by Commissioner Glass. Motion passed 5-0.

14. Discussion on topics to add for the next Board Meeting
TexPool Reserve funds to be transferred to TexPool Operating and Auto Aide with South Burnet County.

15. Set date and time for June 2026, regular meeting
Special Meeting – FY27 Budget Workshop – June 5, 2026, and the Regular Meeting - June 15, 2026.

16. Adjournment.
Upon successful completion of the agenda topics, Commissioner Wolfe declared the meeting adjourned 2:53 p.m. p.m.

Approved: June 15, 2026

Approved: ______________________ Attest: ______________________