

## **LLANO COUNTY EMERGENCY SERVICES DISTRICT No. 5**

### **April 21, 2025 Minutes Regular Meeting**

The Llano County Emergency Services District No. 5 (the District) met at the Civic Center of Sunrise Beach Village, 124 Sunrise Drive, Sunrise Beach Village, Llano County, Texas 78643-9283 on Monday, April 21, 2025 at 1:00 p.m.

In attendance: Commissioners Wolfe, Spencer, Glass, von Wupperfeld, and Thomas. Also, Mitzi Logan (Logan Consulting), Chief Patrick Cates (ESD Fire Chief), Lou Henson (Treasurer Sunrise Beach FVD), Charity Taber (CPA), Peter Jones (Llano County Commissioner Pct. 1) and 2 citizens.

1. Call the meeting to order and establish a quorum: Commissioner Wolfe called the meeting to order at 1:01 p.m. and declared a quorum.
2. Pledge of Allegiance: The pledge was said by all in attendance.
3. Public Comments: None.
4. FY24 Audit Presentation-Charity Taber: Ms. Taber presented the FY24 audit with a clean and unmodified opinion. Commissioner von Wupperfeld made the motion to approve and accept the FY24 audit as presented and was seconded by Commissioner Glass. The motion passed unanimously.
5. Walk through Fire Station 1: Commissioner Wolfe adjourned the meeting to walk to the station at 1:44 pm. No action taken during the walk. Commissioner Wolfe reconvened the meeting at Fire Station 1 at 1:51 pm. Commissioner Wolfe adjourned the Fire Station portion of the meeting at 2:12 pm. No action taken during the walk through of the station or the walk back to the Civic Center and Commissioner Wolfe reconvened the meeting at the Civic Center at 2:19 pm.
6. Approve the Minutes from March 17, 2025 Regular Meeting: Commissioner Spencer made the motion to accept the minutes from the March 17, 2025 Regular Meeting and was seconded by Commissioner Thomas. The motion passed unanimously.

7. Review and Approve March 2025 Financial Reports to include TexPool: Commissioner Glass made the motion to approve the March 2025 financial reports, including TexPool, and was seconded by Commissioner Spencer. The motion passed unanimously.
8. Monthly Reports: Discussion and possible action ESD#5 Fire Chief and possible action from either ESD #5 or Department:
  - a. Review monthly report for ESD #5 including Sunrise Beach VFD information regarding:
    - Emergency operations including breakdown of call categories/types, response times. Call volume, etc.
    - Personnel coverage
    - Apparatus
    - Training
    - Personnel credentialing (SFFMA, HEMS, TCFP & Other)
    - Management activities and take any related actionsMarch 2025 report attached. No action taken.
  - b. Receive monthly report from Sunrise Beach VFD President regarding:
    - Department financial matters
    - Actions related to administration, facilities, apparatus, special projects or other mattersNo report given. No action taken.
9. Review and Approve April 2025 Disbursements, including Fire Chief expenditures over \$2,000: Commissioner von Wupperfeld made the motion to approve the April 2025 disbursements and was seconded by Commissioner Thomas. The motion passed unanimously. Check detail attached. Commissioner Thomas made the motion to approve the Fire Chief's request for an expenditure over \$2,000: \$2,469.00 for Knoxbox system. The motion was seconded by Commissioner Spencer and passed unanimously.
10. Discussion with possible action regarding setting up a Reserve Account with TexPool: Commissioner Wolfe made the motion to set up a Reserve Account with TexPool and was seconded by Commissioner Spencer. The motion passed unanimously.
11. Discussion with possible action regarding Positive Pay for the District bank accounts: No action taken.



12. Discussion with possible action on Apparatus Transfer Agreement & Letter of Agreement for Facility: Commissioner von Wupperfeld made the motion to accept the Apparatus Transfer Agreement and Letter of Agreement for Facility as amended pending legal review and was seconded by Commissioner Thomas. The motion passed unanimously.
13. Discussion with possible action on ESD5 Fire Code: Commissioner von Wupperfeld made the motion to adopt the 2018 International Fire Code, within the ESD jurisdiction, with amendments pending legal review and was seconded by Commissioner Glass. The motion passed unanimously.
14. Discussion with possible action on funding decisions for Fire Suppression & Alarm System for Dormitory: Commissioner Wolfe made the motion to spend an amount not to exceed \$4,000.00 (four thousand dollars) for a design on the sprinkler system for the dormitory and was seconded by Commissioner Thomas. The motion passed unanimously.
15. Discussion with possible action on Weapons Policy: Commissioner Wolfe made the motion to adopt the Weapons Policy as presented and was seconded by Commissioner Spencer. The motion passed unanimously.
16. Discussion with possible action on a Grant for an Emergency Generator for Fire Station 1: No action taken.
17. Discussion with possible action on update from the Budget and Operations Committee:
  - a. FY25 Budget Amendment – Commissioner Wolfe made the motion to approve the FY25 Budget Amendment as presented and was seconded by Commissioner Glass. The motion passed unanimously.
18. Discussion with possible action on update from the Strategic Planning Committee: No action taken.
19. Discussion with possible action on update from the Facilities Planning Committee: No action taken.
20. Discuss and consider topics for the next Board meeting: Possible tax exemptions, service provider contracts, VFD FY25 Budget amendment and approving TCDRS (Texas County & District Retirement System) set up.
21. Set Date for May and June Regular Meeting: May 19, 2025 at 1:00 pm. June 16, 2025 at 3:00 pm.

22. Adjourn: There being no further business, Commissioner Wolfe adjourned at 4:37 p.m.

Approved:  Attest: 