

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

### **July 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, July 21, 2025 at 1:00 p.m.

In attendance: Commissioners Wolfe, Spencer, Glass, Thomas and von Wupperfeld. Also, Mitzi Logan (Logan Consulting), Chief Patrick Cates (ESD Fire Chief), Dan Gower (Deputy Chief Sunrise Beach VFD), Don Black (President Sunrise Beach VFD), Lou Henson (Treasurer Sunrise Beach VFD) Rob Hardy (Mayor, Sunrise Beach), Kristina Fox (Texas County & District Retirement System) and 2 citizens.

1. Call the meeting to order and establish a quorum: Commissioner Wolfe called the meeting to order at 1:00 p.m. and declared a quorum.
2. Pledge of Allegiance: The pledge was said by all in attendance.
3. Public Comments: None.
4. Presentation by Texas County & District Retirement System (TCDRS) to discuss possible plans and action: Ms. Fox gave an in-depth presentation on TCDRS to the board. After discussion on all plans presented, Commissioner Wolfe made the motion to approve Plan 3 with 7% Employee Deposit Rate, 200% Employer Match Rate, 8 years vesting at age 60 years, with the rule of 75 with 30 years at any age and no Group Term Life Coverage and was seconded by Commissioner von Wupperfeld. The motion passed unanimously. See attached Plan 3 presentation. Commissioner Wolfe made the motion to begin participation in Plan 3 beginning August 1, 2025, and was seconded by Commissioner Glass. The motion passed unanimously.
5. Approve the Minutes from June 16, 2025, Regular Meeting: Commissioner von Wupperfeld made the motion to accept the minutes from June 16, 2025, Regular Meeting and was seconded by Commissioner Glass. The motion passed unanimously.

6. Review and Approve June 2025 Financial Reports: Commissioner Glass made the motion to approve the June 2025 financial reports and was seconded by Commissioner von Wupperfeld. The motion passed unanimously.
7. Discussion and authorization for the final payment of \$175,000 for the 2011 Pierce Rescue Pumper pending final acceptance: Commissioner Thomas made the motion to approve the final payment of \$175,000 (one hundred seventy-five thousand dollars) for the 2011 Pierce Rescue Pumper pending final acceptance and was seconded by Commissioner von Wupperfeld. 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 actions – Commissioner Wolfe made the motion to set Out of Network for the Worker's Compensation insurance to include no deductible and was seconded by Commissioner von Wupperfeld. The motion passed unanimously.
  - June 2025 report attached. No action taken.
  - b. Receive monthly report from Sunrise Beach VFD President regarding:
    - Department financial matters – No action taken.
    - Actions related to administration, facilities, apparatus, special projects or other matters – No action taken.
9. Review and Approve July 2025 Disbursements, including Fire Chief expenditures over \$2,000: Commissioner Spencer made the motion to approve the July 2025 disbursements and was seconded by Commissioner Thomas. The motion passed unanimously. Check detail attached. Commissioner Spencer made the motion to approve the expenditures for Engine 260 for maintenance at \$3,980.30 and for Tender

255 for maintenance for \$3,980.30 and was seconded by Commissioner von Wupperfeld. The motion passed unanimously.

10. Discussion with possible action on Tax Assessor Collector Letter of Agreement for 2025: Commissioner von Wupperfeld made the motion to approve and sign the Tax Assessor Letter of Agreement for 2025 and was seconded by Commissioner Glass. The motion passed unanimously.
11. Discussion with possible action on Letter of Engagement with CPA for FY25 Audit: Commissioner Glass made the motion to approve and sign the Letter of Engagement with CPA for FY25 Audit and was seconded by Commissioner Spencer. The motion passed unanimously.
12. Review and approve quarterly investment report for 2<sup>nd</sup> quarter: Commissioner von Wupperfeld made the motion to approve the quarterly investment report for 2nd quarter 2025 and was seconded by Commissioner Spencer. The motion passed unanimously.
13. Discussion with possible action on expenditure of up to \$250.00 (two hundred fifty dollars) for GrantWatch subscription: Commissioner Spencer made the motion to approve the expenditure of \$250.00 for the GrantWatch subscription and was seconded by Commissioner von Wupperfeld. The motion passed unanimously.
14. Administrative position update with possible action for the Recruiting committee: No action taken.
15. Design update and installation costs for the fire sprinkler and fire alarm systems: No action taken.
16. Budget update for outfitting Fire Station #1 with possible action: No action taken.
17. Update on recent Open Records Requests and take any related action: No action taken.
18. Update on Generator Grant and take any related action: No action taken.
19. Update on Casualty Insurance and take any related action: No action taken.
20. Discussion with possible action on adding Crime Coverage Insurance: No action taken.
21. Discussion with possible action on update from the Budget and Operations Committee:
  - Review and approve FY26 Budget for the District: No action taken.

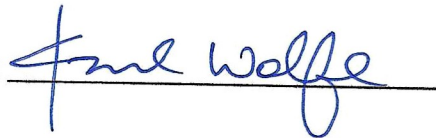


22. Discussion with possible action on update from the Strategic Planning Committee: No action taken.
23. Discussion with possible action on update from the Facilities Planning Committee: No action taken.
24. Discuss and consider topics for the next Board meeting: Update with possible action on outfitting Station #1, Resolution to Adopt Hazmat Mitigation, discuss potential Warning System.
25. Set Date for August Regular Meeting: August 18, 2025 Regular Meeting at 1:00 pm with Public Hearing on Tax Rate at 12:45 pm.
26. Adjourn: There being no further business, Commissioner Wolfe adjourned at 4:30 p.m.

Approved: \_\_\_\_\_



Attest: \_\_\_\_\_



**Texas County & District Retirement System**  
Preliminary Actuarial Study with Assumed Participation Date 08/01/2025  
Llano County Emergency Services District No. 5

Benefit Provisions	Employee Deposit Rate	1	Plan 1		Plan 2		Plan 3		Plan 4	
			2	3	4	5	6	7	8	9
Employer Matching Rate	100%	4%	7%	7%	7%	7%	7%	7%	7%	7%
Monetary Prior Service Percentage	0%	0%	160%	0%	200%	0%	250%	175%	24.5%	24.5%
Savings Rate	8.0%	18.2%	21.0%	21.0%	21.0%	21.0%	21.0%	21.0%	21.0%	21.0%
Vesting & Retirement at Age 60	10 Years	5	6	7	8	9	10	11	12	13
8 Years	5 Years	6	7	8	9	10	11	12	13	14
Rule of 75	Rule of 80	8	9	10	11	12	13	14	15	16
30 Years at Any Age	20 Years at Any Age	10	11	12	13	14	15	16	17	18
Other Options	Partial Lump Sum	12	13	14	15	16	17	18	19	20
Employer Contribution Rate	Normal Cost	13	14	15	16	17	18	19	20	21
Unfunded Accrued Actuarial Liability (UAAL)	Unfunded Accrued Actuarial Liability (UAAL)	14	15	16	17	18	19	20	21	22
Unfunded Accrued Actuarial Liability	UAAL Amount	16	17	18	19	20	21	22	23	24
Payment Upon Participation	Full UAAL Payment Amount	18	19	20	21	22	23	24	25	26
Elected Rate	Elected Rate	20	21	22	23	24	25	26	27	28

**Other Information from the Preliminary Actuarial Study**

Number of employees eligible for TCDRS membership	1
Average length of service of these employees (including "other system service")	5.17
Average age of these employees	56
Annualized payroll for the eligible employees	\$63,210
Payroll increase assumption	0.0%

Group Term Life Coverage	21	22	23	24	25	26	27	28	29	30
GTL Election	None	Employees Only	Employees and Retirees	None	Employees Only	Employees and Retirees	None	Employees Only	Employees and Retirees	None
Estimated First Year Cost of Benefits*	\$1,966	\$5,828	\$7,396	\$133	\$133	\$133	\$133	\$133	\$133	\$133
GTL Total	\$2,099	\$5,961	\$7,529	\$133	\$133	\$133	\$133	\$133	\$133	\$133

\* The cost of benefits will vary depending on actual payroll. This estimate is based on the annual reported payroll.



## June 2025 Executive Summary

### Calls for Service

- **Monthly Overview:** June was our busiest month since the inception of ESD 5, capped off with the mutual-aid response to the Reliable Tire Disposal fire in Burnet on June 30. Total calls for service for the month were 30, a 100% increase year-over-year from last year's 15. Half of our calls were within the city of Sunrise Beach, with another eight in our north district. Two incidents occurred on Lake LBJ including a jet-ski collision with a dock and a rescue of a kayaker.
- **ESD 5 Breakdown:** 27 local calls, 56% in District 1 (Sunrise Beach). Average response time: 4:25.
- **YTD Update:** 176 calls fiscal year-to-date (projected 235 annually), 63% EMS-related. Average response time: 4:06; 90th percentile: 9:49.

### Fleet & Equipment Readiness

- **Engine 259 (86E184):** Limited to tender use. Will be retired/donated to TFS upon in-service of new RES51.
- **Rescue 252 (05E202):** Fire pump out of service. Unit remains in service as a light rescue with the rescue tools and other equipment that will not fit on BT253. Career staff manning BT253 until RES51 is placed in service.

### Staff

- **Update:** Entering June, four part-time firefighters are unavailable (two due to injury, one maternity leave, one due to mandatory overtime at primary job). Two firefighters were released. Interviewed four candidates and hired three to strengthen staffing.



### **Update on New Engine (11E230)**

- **Progress:** Chief's Cates and Miller conducted a site visit on the new engine. A trip report is attached.
- **Timeline:** We are targeting completion/delivery of the vehicle by early-to-mid August. Upon delivery, will require about 30 days to have the vehicle fully in-service (radio, intercom system, KNOX key installations and firefighting equipment installation).

### **Update on Fire Station 1**

- **Progress:** Next steps are to install new roof, pour second-floor concrete, and level main floor for expanded interior. Building should be fully enclosed in and all major construction completed by end of August.

### **Llano/Burnet County Lake LBJ Task Force**

- **Update:** Continuing work on developing joint agreement with Granite Shoals FD/PD and Horseshoe Bay FD, modeled after Lake Travis, for rapid emergency response on Lake LBJ.

### **TCFP Regional Meeting**

- **Update:** Chief Cates attended the regional Texas Commission on Fire Protection (TCFP) meeting held in Bee Cave on June 11. Legislative updates were covered along with changes in reciprocity rules for SFFMA certified firefighters.

### **Rescue Boat (18V718)**

- **Update:** We conducted a full power test of the Hamilton EMS rescue boat to be donated to the department on June 12. The boat performed well without any issues, and the Board subsequently approved to accept the donation at the ESD meeting on June 21. A similar resolution from Hamilton EMS's governing body was approved on June 25. We are currently in the process of transferring the titles for the boat, motor and trailer.

### **KNOX Box**

- **Update:** We have completed the process to convert our district from the KNOX physical key system to the electronic eKey system. We have also received a "training/testing" KNOX box free of charge that will be installed at the fire station that will be used to conduct training and testing of the eKey, as well as provide a technology demonstrator to the public on the value of using a KNOX product for secure access by the department.

### **SCBA/Breathing Air Compressor Annual testing**

- **Update:** All 12 air packs and 32 air masks passed annual inspection conducted by Morton Morrow on June 19. This is a TCFP/NFPA regulatory requirement. One high-pressure toggle valve on the compressor was sticking and I authorized a replacement (\$173). Our 24 SCBA air cylinders will require a 5-year hydrostatic test in 2026.

### **NERIS (National Emergency Response Information System)**

- **Update:** We have begun the process of transitioning from NFIRS to NERIS. This is the first major update to the national reporting system in over 20 years. The Texas Region rollout begins on July 1, and we have a deadline to complete by January 1, 2026. We are targeting a transition date of October 1. ESO (our RMS provider) is still working to get their NERIS module completed but we are now able to beta test with it. ESO is also targeting October 1 for completion of the NERIS reporting module.

This update will force a change in our current monthly reporting format. Several data fields previously in NFIRS will not transition to NERIS. Additionally, we are looking to update other data elements during the transition, to include an update to our district response area map that will provide additional granularity on response areas.



# **Check Detail Report - ESD** **Llano County Emergency Services District #5** **July 21, 2025**

Transaction date	Transaction type	Num	Name	Memo/Description	Amount
549	07/21/2025 Bill Payment (Check)	1166	First Baptist Church of Sunrise Beach		-645.18
550	07/21/2025 Bill Payment (Check)	1167	Patrick Cates (V)		-2,389.19
551	07/21/2025 Bill Payment (Check)	1168	Chad's CAD Designs		-375.00
552	07/21/2025 Bill Payment (Check)	1169	Logan Consulting		-2,000.00
553	07/21/2025 Bill Payment (Check)	1170	The Carlton Law Firm		-1,232.00
554	07/21/2025 Bill Payment (Check)	1171	NAPA dba Third Coast Distributing, LLC	63381	-166.82
555	07/21/2025 Bill Payment (Check)	1172	Morton Morrow Inc.		-2,837.97
556	07/21/2025 Bill Payment (Check)	1173	Sunrise Beach Volunteer Fire Department		-1,502.95
8778	TOTAL				\$11,149.11

Accrual Basis Thursday, July 17, 2025 10:36 PM GMTZ