

Minutes of Meeting

Caldwell County Emergency Services District No. 5

June 24, 2024

The State of Texas

County of Caldwell

The Board of Commissioners of Caldwell County Emergency Services District No. 5 (“District”) met in regular session, open to the public, on Monday, June 24, 2024, at 6:00 p.m. at the Luling City Hall located at 509 E. Crockett St., Luling, Texas, pursuant to notice duly given in accordance with law.

The following Board members were present, thus constituting a quorum:

Commissioner	Position	Attendance
Jeremy Driver	President	Present
Danney Rodgers	Vice President	Present
Larry Schnautz	Secretary	Present
Rebecca King	Treasurer	Present
Sherilyn Adcock	Asst. Secretary/Treasurer	Present

Also present at the meeting were:

John Carlton – The Carlton Law Firm PLLC

Michael Parsons – The Carlton Law Firm PLLC

**Item #1. Call Meeting to order.** Meeting called to order by Commissioner Driver at \_\_6:00\_\_pm and took agenda items in the order described below.

**Item #2. Public Comments. At this time, any person may speak to the Board if they have filled out Participation Form. Comments will be limited to four (4) minutes per person. No action will be taken on these items and no discussion will be had between the speaker(s) and members of the Board. The Board does retain the right to correct factual inaccuracies made by the speakers. If this item lasts longer than 30 minutes, then the balance of comments will continue as the last agenda item of the day.**

There were no Public Comments

**Item #3. Public Comment on Agenda items: *Members of the public may comment on any agenda item listed below. Members of the public may speak for up to four minutes per agenda item on which they comment.***

**There were no Public Comments**

**Item #4. Discuss and consider obtaining District insurance and Treasurer's bond;**

ESD5 is waiting on funding to complete this task as well as the documents, should be completed w/in 2 weeks or so to confirm Insurance & Treasurer's bond

**Item #5. Receive report and consider action on District administrative office location, and authorizing publication of notice of same;**

**ESD5 is waiting on the lease agreement from the City of Lockhart, will review & evaluate once received.**

**Mr. Mark Mayo the City Manager of the city of Luling submitted the appraisal of the land and EMS facility for the city of Luling along with a list of all equipment that is on the City of Luling ambulances. He will submit an appraisal value of the ambulances as well at a future meeting.**

**Item #6. Receive report from City of Lockhart EMS regarding department operations, equipment and facilities;**

Cean Charles gave a brief report for the City of Lockhart EMS:

The Lockhart EMS has acquired the new ambulance, and it is in the process of getting "fitted" and will be put into service.

Should have 3 quotes w/in approx.. 2 weeks for a Worker's Compensation package

Should receive a report back regarding the Retirement System criteria w/in 2 weeks.

**Item #7. Receive report from City of Luling EMS regarding department operations, equipment and facilities;**

**Richard Slaughter gave a brief report for the City of Luling EMS:**

**At this time, there is one ambulance down, with 2 operating.**

**Luling EMS is still 4 staff members down, but they have been going through interviews and receiving applications.**

**The contracts for the City of Schertz and for Guadalupe County were submitted regarding the service area “outside” the normal ESD5 area and they will be reviewed and evaluated by Carlton Law Firm**

**Item #8. Discuss and consider action regarding transition of service from the City of Luling and the City of Lockhart to the District:**

**a. station negotiations with the City of Luling;**

**Mr. Mark Mayo the City Manager of the city of Luling submitted the appraisal of the land and EMS facility for the city of Luling along with a list of all equipment that is on the City of Luling ambulances. He will submit an appraisal value of the ambulances as well at a future meeting. This information was given to Carlton Law firm for review and will be discussed at a future meeting. John Carlton will send the appraisal information to all ESD5 board members.**

**The City of Luling is willing to work with ESD5 with either a lease and/or a purchase of their Facility as well as all equipment. A future meeting will be set up to include John Carlton w/ Carlton Law to discuss options for both parties.**

**b. Station negotiations with the City of Lockhart;**

**Carlton Law reviewed and slightly amended the terms of the lease agreement that was submitted from the City of Lockhart. The cost of the lease for all facilities in Lockhart, which includes 2 EMS Stations & 1 Administration office will be \$1.00 per month. The lease will not automatically renew and renewal will have to go through an approval process with the City of Lockhart.**

**A motion was made by Commissioner Rodgers to accept the lease agreement with the City of Lockhart. Commissioner Driver seconded the motion. Motion passed 5-0.**

**Item #9. Discuss and consider Medical Director salaries, role, and responsibilities;**

**Commissioner Driver reported that Dr. Ashraff was hired by ESD5 as the primary Medical Director. Dr. Santos declined the job offer, but will remain as part of the staff as medical director until 12/31/24.**

**Discussion occurred regarding considering to have two Medical Directors hired and not just one. This will be considered by ESD5 and reviewed at a later date.**

**Item #10. Discuss and consider Caldwell County Appraisal District estimate of allocations;**

**Report was given by John Carlton w/ Carlton Law Firm regarding the estimated allocation by the Caldwell County Appraisal District that will be due for the work done by the Appraisal District in the process of tax collection. This estimate was \$204,555.90**

**A motion was made by Commissioner Rodgers to approve this estimate and proceed with the criteria presented by Caldwell County Appraisal District in the tax collection process. The motion was seconded by Commissioner King. Motion passed 5-0.**

**Item #11. Discuss and consider approval of the June 3, 2024, meeting minutes;**

**Motion was made by Commissioner Rodgers to approve the minutes of ESD5 Meeting on 6/3/24. The motion was seconded by Commissioner Adcock. Motion passed 5-0.**

**Item #12. Discuss and consider agreements to transition unincorporated areas outside the County into ESD agreements;**

**John Carlton w/ Carlton Law Firm will review the agreements and will discuss at the next meeting.**

**Item #13. Discuss and consider purchase of an ambulance from Frazier;**

**Will discuss at later meeting. The lease of the ambulance at City of Lockhart EMS continues at this time.**

**Item #14. Receive report from the District’s legal counsel regarding pending tasks authorized by the District;**

**John Carlton gave report. The work on the Treasurer’s Bond continues and will be finalized soon.**

**The agreements for either a lease or a purchase of facilities & equipment with the City of Lockhart & the City of Luling need to be finalized and work continues to complete this.**

**Future discussion needs to be done regarding potentially hiring an Administrative person for all ESD5 Bookkeeping.**

**Item #15. Discuss time, place, date, and agenda items for next meeting.** Commissioner \_\_\_\_\_Driver\_\_\_\_\_ moved to hold the next meeting at \_\_\_\_\_Luling City Hall\_\_\_\_\_ (location) on \_\_July 8\_\_\_\_\_, 2024, at 6:00 pm. Commissioner \_\_\_\_\_Rodgers\_\_\_ seconded the motion. Motion passed \_5\_ - 0\_.

**Item #16. Adjournment.** Commissioner \_\_\_\_\_Driver\_\_\_\_\_ moved to adjourn the meeting, Commissioner \_\_\_\_\_Rodgers\_\_\_\_\_ seconded the motion. Motion passed 5\_\_- 0\_. The meeting was adjourned at \_\_6:32\_\_\_\_\_ pm.

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Larry Schnautz, Secretary  
July 8, 2024