

MINUTES OF THE JUNE 9, 2025, DISTRICT MEETING
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3

A meeting was duly called of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on June 9, 2025, at the District Administration Office, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:30 P.M. by **DARRELL VALUSEK**, District President. The Commissioners present were **DARRELL VALUSEK, FRANK HAGDORN, MATT GLAVES and GEORGE BULLINGTON**. Also present were legal counsel John Peeler, ESD 3 EMS Chief Tim Welch, ESD 3 Fire Services Administrator Jack Helton, District CPA consultant Randall Parr, Finance Specialist Kristen Opre, other District Staff, representatives of the District's contracted providers, and members of the community. District Executive Director Jeff Braun was not in attendance.

The Board opened the floor to receive public comment under agenda item 2. No comments were provided.

The Board continued to agenda item 3, Consent Agenda – the following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a Commissioner so requests, in which event, the item will be removed and placed on the Non-Consent Agenda:

- a. Approve minutes of the prior meeting.
 - i. My 12, 2025 – Special Meeting.
 - ii. May 12, 2025 - District Meeting.
 - iii. May 30, 2025 - Special Meeting
- b. Approve financial and bookkeeping matters, including payment of the bills and review of reports concerning the District's financial condition and investments.

Commissioner Glaves made a motion to approve items a.i.,ii, iii. and b as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 4, Non-Consent Agenda – items removed from the Consent Agenda. No items removed, no action taken.

The Board then addressed agenda item 5, to review and take action to approve the offer of property held in trust by Brazoria County Tax Office. Commissioner Glaves made a motion to

approve the offer as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 6, to review Truth in Taxation procedures and calendar and to set dates for Budget and Tax Rate proposals. John Peeler, legal counsel, discussed the necessary dates to stay in compliance and be able to turn in required documents in a timely manner to meet the County's deadlines. Mr. Peeler went over the timeline beginning with certified values or certified estimate that is due from the County to the Tax Assessor's office in July followed by August 1, the Tax Assessor submits the appraisal roll to the taxing units. He suggested proposing the District's tax rate at the August 11th board meeting. A preliminary review of the budget would need to occur in July. Mr. Peeler further stated that a special meeting would be necessary no later than August 25th to complete the tax rate. Commissioner Graves made a motion to accept and approve the calendar for completion of the tax rate as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 7, to review and take action to approve receiving proposals for Station 1 alterations. Commissioner Graves spoke of the request for proposal ("RFP") packets that Slattery Tackett Architects, LLP have provided to move forward with the bidding process for the alterations at Station 1. The addendum for the covered parking was discussed and how this addendum can be included in the bids or removed at a later time. Commissioner Graves also brought up an additional task that he has asked Slattery to look at regarding the back property for site evaluation and engineering. Commissioners Graves made a motion to approve the RFP package as presented and to release it to secure proposals. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 8, to review and take action to approve the purchase of a Tahoe from Iowa Colony Volunteer Fire Department. Jack Helton, Fire Services Administrator, addressed the board with the opportunity to purchase a low mileage response ready Tahoe. Mr. Helton made the Board aware that a radio is needed for the vehicle. He stated that Iowa Colony VFD had purchased a different vehicle that fit the needs of the Department better than the Tahoe. Chief Walters, Iowa Colony VFD, spoke to the Board about the need for

an open air vehicle for transport of equipment versus an enclosed compartment due to carcinogens on the gear and equipment. Mr. Helton gave a price comparison of a new vehicle with the same equipment as compared to the used vehicle being discussed. Commissioner Hagdorn made a motion to approve the purchase as presented by staff. The motion was seconded by Commissioner Graves. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 9, to review and act to approve an agreement with Alvin ISD for additional channels for radio communications at special events. Chief Tim Welch addressed the board about the ease of communication with access to Alvin ISD's special events channel and allowing them access to more of the District's channels. He noted there would be no money exchanged with this agreement. Commissioner Graves made a motion to approve the agreement as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 10, to review and act on the District's Records Management Policy and appointment of records officers. This Board unanimously agreed to move the item to the July agenda.

The Board then addressed agenda item 11, to receive a report on District EMS operations from District EMS Chief, Tim Welch. Chief Welch opened with the importance of great relationships between the District's fire, EMS and law enforcement agencies. He communicated the statistics based on the national average of the responses by the District and the positive the outcomes. Chief Welch shared a few stories of the survival of cardiac arrests, abuse and neglect, drowning, etc. and the survival of these individuals due to the access of equipment and trained staff. Chief Welch talked about a response to a mutual aid call with Ft. Bend and how the Fresno crew was impressed by the level of care and professionalism of the District's crew. Chief Welch expressed his appreciation of the Commissioners and the approval of purchases for life saving equipment. He informed the Commissioners that there is an issue with ESO that is being worked on. The information is from WestCom and the statistics are about the same call volume.

The Board then addressed agenda item 12, to receive an update on operations and administration from Executive Director, Jeff Braun. Mr. Braun was not in attendance.

The Board then addressed agenda item 13, to receive the Communications report from District Staff, Cindy Reaves. Mrs. Reaves reported: that the social media numbers are low which is typical for this month. She will be working with Scott Salter to help with the Facebook issues she has experienced. Mrs. Reaves informed the Commissioners that the District is working with the Pearland Chamber of Commerce, and she will be meeting with the Marketing and Membership person on June 10, 2025. She stated there are five Chamber events on the calendar for the next month. Mrs. Reaves reminded the Commissioners of the CEC meeting on June 12, 2025.

The Board then addressed agenda item 14, to meet in Closed Session under Government Code 551.071, 551.072 and 551.074 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, to deliberate regarding real property and to deliberate regarding personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of District personnel. There was no action taken, no closed session was held.

The Board then addressed agenda item 15, to review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate. No action taken.

The Board then addressed agenda item 16, to review and act on matters related to lawsuits and claims against the District, including engaging legal counsel. No action taken.

The meeting was adjourned at 7:04 P.M.

A handwritten signature in blue ink, appearing to read "Matt Graves", is written over a horizontal line.

Matt Graves, Secretary/Treasurer