

**MINUTES OF THE MARCH 9, 2026, 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 March 9, 2026, 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, GEORGE BULLINGTON and DE WAYNE DAVIS**. Also present were District Executive Director Jeff Braun, legal counsel John Peeler, ESD 3 EMS Chief Tim Welch, ESD 3 Fire Services Administrator Jack Helton, District CPA Randall Parr, Administrative Director Cindy Reaves, other District Staff, representatives of the District's contracted providers, and members of the community.

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

The Board then addressed agenda item 3, Ben Taub recognition of BCESD3 EMS personnel. Staff from Ben Taub Hospital recognized BCESD 3 EMS Captain Francisco Chavez, and Paramedics Miguel DeLeon, Celianna Flores, Catherine Godden and Veronica Gomez, for their skill, perseverance and compassion during their pre-hospital care. A recess was taken to enjoy cake and take pictures at 6:36 pm. The meeting resumed at 6:43 pm.

The Board then addressed agenda item 4, Consent Agenda – the following items are considered routine by the Board and will be enacted by one motion. No separate discussion occurred on these matters and no items were removed and placed on the Non-Consent Agenda:

- a. Approved minutes of the prior meeting.
  - i. February 9, 2026 – District Meeting.
- b. Approved 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 all items as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 - 0.

The Board then addressed agenda item 5, Non-Consent Agenda – items removed from the Consent Agenda. No items were removed, no action taken.

The Board proceeded to agenda item 6, to conduct an annual review of the District's Investment Policy and take any necessary action:

- a. Resolution 1: Adoption of Investment Policy.
- b. Resolution 2: Appointment of Investment Officer.

John Peeler, legal counsel, mentioned minor revisions to the Investment Policy for 2026. Commissioner Hagdorn made a motion to approve the Investment Policy as presented and to approve Commissioner Graves as the Investment Officer. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 7, to review and act on a resolution regarding delegation of authority related to purchasing and operational matters. Jeff Braun, Executive Director, spoke to the board about allowing the Executive Director the ability to approve and authorize operational decisions up to \$50,000 where time is of the essence due to date constraints and other factors. There are restrictions in place as to what cannot be purchased or approved. Commissioner Graves made a motion to approve as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 8, to review and act on ad valorem tax exemptions for 2026. Jeff Braun, Executive Director, discussed the property tax exemptions that are allowed each year under three categories: Homestead, Over 65 years of age and Disability. The Board reviewed the exemptions granted last year: \$10,000 for anyone over the age of 65 and persons with disabilities and no exemptions were granted for general Homestead. Commissioner Graves made a motion to grant the same level of exemptions for 2026 as granted in 2025. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 9, to review and act on Vehicle Replacement Program. Jeff Braun, Executive Director, addressed the Board about the previous process to replace a vehicle and the current process, using a more sophisticated tracking of repairs, expenses and mileage for each vehicle. Randy Parr, District CPA, gave an overview of the factors used to identify the vehicles to replace. The Program allows for planning of the current need of vehicles and for future needs along with the means available to pay for the systematic replacement of the fleet. Mr. Parr provided a spreadsheet that gave information on the current fleet and estimated

dates of replacement for each vehicle listed. Mr. Braun reminded the commissioners that this is a planning document. Commissioner Glaves made a motion to approve as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The next item to be addressed by the Board is agenda item 10, to review and take action on cyber insurance quote proposal from VFIS. Jeff Braun, Executive Director, spoke to the Board regarding the quote supplied by VFIS for cyber coverage due to incidents that have happened in other Districts and similar agencies. Unfortunately, this coverage has become necessary based on exposures and liabilities. Commissioner Hagdorn made a motion to approve the three-million-dollar coverage as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 11, to review and take action to approve the purchase of two (2) Scott X3 Pro Air-Paks from MES for Iowa Colony Volunteer Fire Department. Jack Helton, Fire Services Administrator, spoke to the Board about the air packs being in the current budget to replace existing inventory. Mr. Helton explained that the new air packs are interchangeable with the existing inventory, just a newer version and as with the existing air packs, the new ones will have a 10-year warranty as well. Commissioner Hagdorn made a motion to approve the purchase of the air packs. The motion was seconded by Commissioner Glaves. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 12, to review and take action to approve the purchase of a battery-operated extrication cutter for Demi John Fire Department to match the previously purchased extrication spreader and ram. Jack Helton, Fire Services Administrator, spoke to the Board about the need for the extrication cutter to complete the set with the spreader and ram. The money was allocated in the 2026 budget for this purchase. Commissioner Bullington made a motion to approve the purchase of the extrication cutter. The motion was seconded by Commissioner Glaves. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 13, to review and take action to approve Harris County Universal Services to perform firmware updates, reprogramming and system alignment services on district supported fire department radios. Jack Helton, Fire Services Administrator, addressed the Board regarding the radios. Jack Helton and Scott Loy have the ability to

reprogram the radios but do not have the ability to tune them or build templates. The templates will allow staff to program the radios in house. This will be a line item in the future to ensure all radios are in a rotation to be maintained with the current firmware updates and tuning. Approval was given by Brazoria County to go directly to Harris County due to the backlog Brazoria County is currently experiencing. Commissioner Davis questioned the reason approval was needed from Brazoria County to go to Harris County. Mr. Helton explained that contractually the District is required to use Brazoria County due to our participation in their system. Commissioner Davis made a motion to approve as presented. The motion was seconded by Commissioner Graves. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 14, to review and take action to approve the purchase of a side-mounted pumper to replace T-760 at Liverpool Fire Department. Jack Helton, Fire Services Administrator, reminded the Board of the pumper lost in November 2025 due to an accident. The Liverpool firehouse is currently under renovation to house a larger apparatus and he has been able to secure another pumper at the same price as the last three previously purchased. The estimated time the truck will come off the line to be in January 2027 and will be on the road around April or May of 2027. Commissioner Graves made a motion to approve the purchase of the pumper from Metro. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 15, to review and act on the disposition of surplus and salvage property. Cindy Reaves, Administrative Director, requested the Board authorize the sale and disposition of items that are to be replaced or eliminated through the renovation process. Commissioner Hagdorn made a motion to approve the auction of the items on the list. The motion was seconded by Commissioner Graves. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 16, to review and take action on matters related to construction, renovation, repair, and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors, approve of construction financing. No action was taken.

The Board then addressed agenda item 17, to receive a report on District EMS operations from District EMS Chief, Tim Welch. Chief Welch opened with the generosity of Danbury EMS to continue to allow the District to borrow an ambulance which was put in service as of this meeting. Unit A-6 will be used as only absolutely needed so it can remain in service until the delivery of the new unit in the fall of 2027. Chief Welch and Chief Lammert looked at a used unit for sale from Frazer. Upon inspection, it was noticed the vehicle had been wrecked and had rear-end issues along with over 110,000 miles. EMS is continuing their search for staff. Chief Welch went over the statistics and the continual increase in calls.

The next item to be addressed by the Board was agenda item 18, to receive a report on District Fire operations from District Fire Services Administrator, Jack Helton. Mr. Helton informed the Commissioners of the continual issues with the ESO System, so he was not able to compile the normal information for his report. He was able to go over Operative IQ tickets regarding fleet maintenance and how the purchase of the lifts has impacted how quickly staff is able to complete repairs and find other issues with vehicles as they are at the district maintenance facility. Mr. Helton talked about the gear cleaning that is currently taking place and a conversation with Brazoria County Sheriff's Department regarding dispatching fees. He informed the board that the Brazoria County Sheriff's Office is currently revising the plan and the costs associated with calls and technology fees.

The Board then addressed agenda item 19, to receive the Community Engagement report from Cindy Reaves, Administrative Director. Mrs. Reaves reported the new contacts that have been made through attending different events, including the Chamber Gala. She talked about the meeting with the City of Liverpool and the recruitment event scheduled for April 25<sup>th</sup>. She went over the social media growth and the additional information provided in the report. She stated that the 2026 goals for the 10 new contacts for the month were obtained in February. Increasing the membership of the Community Engagement Committee is in progress. She is currently in the process of obtaining quotes for educational materials for future consideration by the Board.

The Board then addressed agenda item 20, to receive an update on operations and administration from Executive Director, Jeff Braun. Mr. Braun informed the Board of the audit

kick off meeting and that the audit is underway. The renovation project at Station 1 is going well with the completion date of around April 20<sup>th</sup>. MUD 21 and MUD 22 are in the process of getting with John Peeler, legal counsel, with questions regarding the renovations at EMS Station 2 and the goal of approval to be in March. Jeff Braun will be meeting with the Building Committee and David Slattery with some issues related to the Rodeo Palms project. He discussed the 10-day event at The Church at Masters Road and the possible impact it could have on the District with traffic and parking

The Board then addressed agenda item 21, to meet in Closed Session under Government Code 551.071, 551.072, 551.074 , 551.076 and 551.0761 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, to deliberate regarding security devices or security audits and to deliberate regarding critical infrastructure facilities and cybersecurity.

The Board moved to Closed Session at 7:46 P.M.

The Board reconvened in Open Session at 8:03 P.M.

The Board proceeded to address agenda item 22, 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 was taken.

The meeting was adjourned at 8:03 P.M.



Matt Glaves, Secretary/Treasurer