

**MINUTES OF THE MAY 28, 2025, REGULAR MEETING OF  
GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

A regular Meeting was duly called of **GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, which was held on May 27, 2025, at **Santa Fe Fire and Rescue Station 1** located at **13112 Highway 6, Santa Fe, Texas**.

The Meeting was called to order at 6:04 PM by Commissioner **GREG GARDNER**. Those Commissioners present when the meeting commenced were **GREG GARDNER, SHARON FREE, TOMMY GASS** and **KEVIN O'BRIEN**. Commissioner **JACK HELTON** was absent. Also in attendance were Chief Anderson (remotely) and other members and officers of Santa Fe Fire & Rescue ("Department"), District Legal Counsel John Peeler of Coveler & Peeler, P.C., and auditor Joseph Ellis from McCall Gibson Swedlund Barfoot Ellis, PLLC.

A quorum being present and established, the meeting proceeded as scheduled.

The Board opened the floor for public comment under item 2 of the agenda. No public comments were offered.

The Board then addressed item 3 of the agenda, to review and approve the minutes from prior meetings. The meeting minutes from April 28, 2025, meeting were sent to the Commissioners prior to the meeting for review. A motion was made by **Commissioner O'BRIEN**, seconded by **Commissioner FREE**, to approve the meeting minutes as presented. With a vote of 4 to 0 the motion carried.

The Board then addressed item 4, to review and act on financial matters, including financial reports, audits, investments, and bills. **Commissioner FREE** presented the monthly reports. **Commissioner FREE** noted that property tax collection was at 92.6% for the 2024 tax levy. There was a brief discussion on budgeting revenue for future use versus on hand funds for upcoming capital needs or potential new personnel for Santa Fe Fire and Rescue. A motion was made by **Commissioner GASS**, seconded by **Commissioner O'BRIEN**, to approve the financial report and pay the District's bills as presented. With a vote of 4 to 0, the motion carried.

Joseph Ellis from McCall Gibson Swedlund Barfoot Ellis, PLLC presented the District's 2024 audit. He noted that they were issuing an unmodified opinion. A motion was made by **Commissioner O'BRIEN**, seconded by **Commissioner GASS**, to approve the District's 2024 audit as presented. With a vote of 4 to 0, the motion carried.

The Board then addressed item 5, to designate the Galveston County Tax Assessor-Collector's Office to prepare the District's No New Revenue Tax Rate and related tax calculations and notices for 2025. The Board discussed the tax calendar and District Counsel noted that there may be some special meetings due to the short timeframe to adopt over the Voter Approval Rate. A motion was made by **Commissioner GARDNER**, seconded by **Commissioner GASS**, to approve the resolution designating the Tax Office to prepare the 2025 Truth-In-Taxation calculations. With a vote of 4 to 0, the motion carried. The Board also instructed District Counsel to assist the Tax Office as necessary to carry out the District's Truth in Taxation obligations.

The Board then addressed items 6 through 9 together. To approve a resolution to ratify on ongoing engagement of delinquent tax collection counsel and to impose penalties under Tax Code sections 33.07, 33.08 and 33.11 to fund delinquent tax collection legal fees. District Counsel John Peeler presented the information. A motion was made by **Commissioner O'BRIEN**, seconded by **Commissioner FREE**, to approve the resolution as presented. With a vote of 4 to 0, the motion carried.

The Board then addressed item 10, to review and act on insurance coverage issues. There was no action on this item.

The Board then addressed item 11, to receive a status update from the Strategic Planning Committee. **Commissioner Gardner** noted that Chief Anderson would bet information to the Board prior to the June meeting for review going into 2026 Budgeting. Chief Anderson noted that the anticipated budget increases for 2026 would be primarily related to personnel costs.

The Board then addressed item 12 to receive a monthly report from Santa Fe Fire & Rescue, including to authorize the payment of operations funding to Santa Fe Fire & Rescue in accordance with the adopted budget and service agreement. Chief Anderson presented run reports, ambulance billing reports, EMS billing account balances, upcoming and recent training, officer certifications and the monthly funding requests. He noted that \$85,000 from TIFMAS came in due to the large brush fires last year and they want to apply some of the funds to an air truck. He also noted that Hitchcock Fire Department has been helping recently due to a large number of Santa Fe Fire and Rescue staff being at quarterly training. **Commissioner O'BRIEN** made a motion, seconded by

**Commissioner GASS**, to approve the Fire Department report and pay monthly invoice of \$157,720 as presented. With a vote of 4 to 0, the motion carried.

The Board then addressed item 13 of the agenda, to review and approve expenditures necessitated for the maintenance, upkeep, replacement, purchase, repairs and modification of real property, vehicles, and equipment. There was no discussion or action on this item.

The Board then addressed item 14 of the agenda, to review and act regarding capital acquisitions, including fire fighting vehicles/apparatus, ambulances, and emergency equipment and acquisition funding/financing for the same. There was no discussion or action on this item.

The Board did not meet in Closed Session under item 15 to consult with legal counsel of the agenda.

The Board did not meet in Closed Session under item 16 to deliberate regarding real estate of the agenda.

The Board then addressed item 17, to review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate. A motion was made by **Commissioner O'BRIEN**, seconded by **Commissioner GASS**, to approve a resolution to purchase and authorize the Board officers to execute all documents necessary for closing on the 3.8371 acre parcel. With a vote of 4 to 0, the motion carried. A separate motion was made by **Commissioner O'BRIEN**, seconded by **Commissioner GASS**, to approve the amendment to the purchase agreement whereby the District takes assignment of the purchase contract from the Fire Department who originally contracted to buy the land. With a vote of 4 to 0, the motion carried.

The Board then addressed item 18 of the agenda, to set future meeting dates. The Board confirmed their Regular Meeting date will be Monday, June 23, 2025, at 6:00 pm. Chief Anderson noted he would send budget information the week prior to the meeting.

There being no further business brought before the Board, **Commissioner FREE** made a motion, seconded by **Commissioner GASS**, to adjourn the meeting at 7:09 PM. By a vote of 4 to 0, the motion carried.

---

Secretary of the Board