

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 3

A regular meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 3 (“District”) was called for at 4:00 p.m. on December 8, 2025, at the District’s administrative office, located at 3554 S. Pine Island Rd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

At approximately 4:00 p.m., the regular meeting was called to order. The roll was called of the duly constituted officers and members of the Board, to wit:

Brandon Rose	President
Mike Doguet	Vice President
Rich Courville	Secretary
Bryan Phelps	Treasurer
Colin Garrett	Assistant Treasurer

All of said Board members were present, with the exception of President Rose, thus constituting a quorum. Also present at the meeting were: Daniel Diaz, District Administrator; Joshua Heinz of Benckenstein & Oxford, LLP, attorneys for the District; Mary Ellen Robertson, the District’s accountant; and, various members of the fire department.

Upon establishing that a quorum was present, Vice President Doguet asked for public comment as set forth in Agenda Item No. 3, and being as there was none, the Board moved along to Agenda Item No. 4, at which time Mr. Diaz reviewed with the Board his and Chief Kibodeaux’s written monthly Administrator and Chief Reports, copies of which are attached hereto as **Exhibit A**.

The Board was then directed to Agenda Item No. 5 for review of the minutes of the regular meeting held on November 10, 2025. Upon motion by Treasurer Phelps and

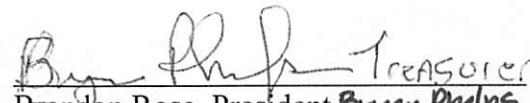
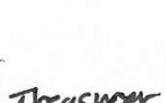
seconded by Secretary Courville, and with the unanimous consent of all the present Board members, the Minutes were approved.

Next, the Board was directed to Agenda Item No. 6 for review of the financial statements and payment of the District's bills. Mr. Diaz and Mrs. Robertson reviewed and discussed with the Board the monthly financial statements and listing of bills being presented for approval and payment, copies of which are attached hereto as **Exhibit B**. Upon motion by Secretary Courville and seconded by Assistant Treasurer Garrett, and with the unanimous consent of all the present members, the Board approved payment of the bills reflected in the check list and checking account register (Check Nos. 4958 and 5152-5171, and the Entergy, Sparklight, and other auto-debit/ACH payments).

Vice President Doguet then directed the Board's attention to Agenda Item No. 7, at which time Mr. Diaz reviewed with the Board the purchase quote from HEAT Safety Equipment for 4 new air-packs and 1 RIT-pack (SCBAs) for the new U.S. Fire Apparatus pumper/tanker apparatus currently on order. A copy of the purchase quote is attached hereto as **Exhibit C** (total purchase price of \$46,459.67). The department recommended purchasing the air-packs now due to anticipated price increases to take effect at beginning of new year. Upon motion by Treasurer Phelps and seconded by Secretary Courville, the Board members present unanimously approved the purchase of air-packs as proposed. Mr. Diaz also reviewed with the Board the purchase quote from Stryker for a new AED. A copy of the purchase quote is attached hereto as **Exhibit D** (total purchase price of \$3,582.73, which is being paid using Motiva \$3,750.00 grant funds). Upon motion by Secretary Courville and seconded by Assistant Treasurer Garrett, the Board members present unanimously approved the purchase of air-packs as proposed.

Thereafter, under Agenda Item No. 8, the Board reviewed the proposed Station 3 sign design, as shown in the drawing attached hereto as Exhibit E. The Board recommended "3" being added after "Jefferson County ESD". Also, Mr. Herrera is going to inquire about incorporating a digital message board into the sign design. Upon motion by Secretary Courville and seconded by Assistant Treasurer Garrett, the Board members present unanimously approved the Station 3 sign design as presented.

Being as there were no other matters to come before the Board under Agenda Item No. 9, the regular meeting was adjourned at approximately 4:42 p.m.


Brandon Rose, President 
Date: 1/13/2025

ATTEST:

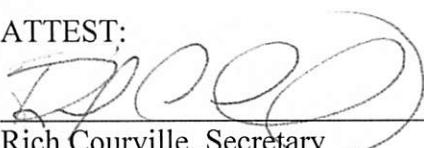

Rich Courville, Secretary
Date: 1/13/2025

Exhibit A



DISTRICT ADMINISTRATOR'S
MONTHLY REPORT- December 8th, 2025

Updates-

Positive Pay Training has been completed.

2 More Fraud Check/Payments- Picked up by Positive Pay- was reversed/returned

Registration and Accommodations made for SAFE-D San Antonio- Jan 29th- Jan 31st 2026

ESD Christmas Party, Station 1 December 20th.

Good reports from members regarding Next Level Urgent Care Plan.

Approve AirPacks for new Tanker due to price increase after first of year.

JCESD #3's Calls for Service

Total- 44

Station 1- See Chief's Report

Station 2- No Updates- See Chief's Report

Station 3- No Updates

Daniel J Diaz

ESD EXPENSES OVER \$2,500.00 / for approval.

Casco Equip- PPE /Approved Prior at budget time. \$7,012.00

FarrWest- Co Monitors X 2- \$2,996.43

Received \$3,000.00 Exxon Mobil Grant for this purchase.



Chief's Report

November 2025

- Station 1
 - R31 Overhead door repair due to bad sprocket
 - Apparatus
 - B31/R31 new decals completed
- Station 2
 - No building issues
 - B32 Waiting estimate for new valves for brush pump
- Station 3
 - No building issues
 - No apparatus issues
- Equipment requests for purchase
 - New bunker gear delivered/ coats had to be sent back for label correction
 - (had JCESD 5)
 - Need to approved Tanker 31 new SCBAs before new year price increase.
- Calls for service-44
- E31 and B33 will be participating in the Sour Lake Christmas parade 12/13
- Breakfast with Santa at Catholic Church on 12/20
- ESD Christmas party and awards ceremony 12/20

Exhibit B

Jefferson County ESD No. 3
Statement of Activities (Cash Basis)
All Locations

	1 Month Ended 11/30/2025	2 Months Ended 11/30/2025	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Revenue					
Property Tax Revenue	\$ 10,210	\$ 14,421	\$ 534,345	\$ (519,924)	2.70%
Sales and Use Tax Income	99,486	191,133	703,000	(511,867)	27.19%
Grants	7,225	7,225	20,000	(12,775)	36.13%
Interest Income	4,021	8,210	35,000	(26,790)	23.46%
Fire Recovery (Billing Svc)	-	-	2,500	(2,500)	0.00%
Delinquent Property Taxes	-	-	7,500	(7,500)	0.00%
Other Income	542	617	20,000	(19,383)	3.09%
Total Revenue	121,484	221,606	1,322,345	(1,100,739)	16.76%
Operating Expenses					
ISO/Hydrant Maint., Compliance & Improv.	-	-	4,500	(4,500)	0.00%
Software	-	5,660	6,200	(540)	91.29%
Office Supplies	-	-	500	(500)	0.00%
Cleaning Supplies	-	-	1,200	(1,200)	0.00%
Station Maintenance	140	1,107	14,000	(12,893)	7.91%
Insurance - Liability & Windstorm	-	-	40,000	(40,000)	0.00%
Insurance - Worker's Compensation	-	-	13,000	(13,000)	0.00%
Fuel	1,883	1,883	11,000	(9,117)	17.12%
Maintenance - Preventative - Trucks	-	-	12,000	(12,000)	0.00%
Repairs and Maintenance - Trucks	1,623	2,415	33,000	(30,585)	7.32%
Tests - Pump/Hose	-	-	6,500	(6,500)	0.00%
Training-China	4,667	5,810	13,500	(7,690)	43.04%
Equipment Purchase (< \$5,000)	-	-	7,000	(7,000)	0.00%
Legal	1,350	3,025	16,000	(12,975)	18.91%
Accounting	525	1,050	15,300	(14,250)	6.86%
Advertising, Promotion, Public Relations	-	1,897	5,000	(3,103)	37.94%
Utilities	699	1,449	7,500	(6,051)	19.32%
Website Expense	221	442	2,960	(2,518)	14.93%
Phone/Cable/Internet	1,327	1,698	6,000	(4,302)	28.30%
Dues, Subscriptions and Fees	150	362	3,500	(3,138)	10.34%
Communication Repairs	-	-	1,500	(1,500)	0.00%
Communication Maintenance Fee	-	11,318	11,000	318	102.89%
Communication Equipment Purchases	41	41	3,000	(2,959)	1.37%
Contract Labor	750	1,500	10,000	(8,500)	15.00%
Dispatch Expense	899	899	13,000	(12,101)	6.92%
District Fire Chief	950	1,900	11,400	(9,500)	16.67%
Assistant Chief Compensation	2,250	4,500	9,000	(4,500)	50.00%
Assistand Fire Chief - Insp/Inv	-	-	9,000	(9,000)	0.00%
Battalion Chief - Operations	-	-	9,000	(9,000)	0.00%
Fire Fighter Healthcare	935	935	31,000	(30,065)	3.02%
Fire Fighter Recognition	138	138	4,000	(3,862)	3.45%
Uniforms	244	334	4,000	(3,666)	8.35%
Travel	729	729	6,000	(5,271)	12.15%
Meals/emergency scenes	190	190	1,000	(810)	19.00%
Personal Protective Equipment	-	-	30,000	(30,000)	0.00%
Personal Protective Airpacks	-	-	10,000	(10,000)	0.00%
Rent - Nome Fire station	-	-	600	(600)	0.00%
Supplies-EMS	-	-	7,500	(7,500)	0.00%
Supplies - Firefighting	49	49	1,500	(1,451)	3.27%
Other Costs	93	149	500	(351)	29.80%
Total Operating Expenses	19,853	49,480	391,660	(342,180)	12.63%

These financial statements have not been audited or reviewed and no CPA expresses an opinion or a conclusion nor provides any assurance on them.

Jefferson County ESD No. 3
Statement of Activities (Cash Basis)
All Locations

	1 Month Ended 11/30/2025 Actual	2 Months Ended 11/30/2025 Actual	Annual Budget	Over (Under) Budget	% of Budget Used to Date
Administrative Expenses					
Administrative Wages	3,400	6,800	40,800	(34,000)	16.67%
Office Supplies	-	43	900	(857)	4.78%
Postage/Delivery	15	15	400	(385)	3.75%
Interest Expense - Notes Payable	-	-	24,132	(24,132)	0.00%
Licenses, Fees, Permits	33	33	150	(117)	22.00%
Training	585	585	3,000	(2,415)	19.50%
Bank Service Charges	-	-	100	(100)	0.00%
Service Fees- Tax Collection	-	-	4,800	(4,800)	0.00%
Service Fees - Tax Office	-	-	3,300	(3,300)	0.00%
State Sales Tax Service Fee	1,990	3,823	14,060	(10,237)	27.19%
Consulting	-	-	4,500	(4,500)	0.00%
Uniforms - Admin	-	-	400	(400)	0.00%
Travel - Admin	-	-	6,000	(6,000)	0.00%
Notes Payable - Principle	-	-	104,423	(104,423)	0.00%
Payroll Tax Expense	260	520	3,500	(2,980)	14.86%
Contingency	-	-	20,220	(20,220)	0.00%
Purchase of a Fixed Asset	-	87,108	300,000	(212,892)	29.04%
Capital Fund Allocation	-	-	400,000	(400,000)	0.00%
Total Administrative Expenses	6,283	98,927	930,685	(831,758)	10.63%
Total Expenses	26,136	148,407	1,322,345	(1,173,938)	11.22%
Net Change in Fund Balance	\$ 95,348	\$ 73,199	\$ 0		

Jefferson County ESD No. 3

Bank Account Register

Checking-Stellar Bank

November 11, 2025 - December 8, 2025

Date	Reference	Payee ID	Description	Checks/ Payments	Deposits/ Additions	Balance
11/13/25			Beginning Balance			104,720.01
11/13/25			Insurance Grant Extra Proceeds, Jody Space Rental- St 3, Policy Reimbursement removal of 2006 Pierce	3,906.90		108,626.91
11/13/25	Sparklight		Sparklight St.3 Internet Phone	182.46		108,444.45
11/13/25	ExxonMobil		WEX Bank	1,882.79		106,561.66
11/14/25			EFTPS Q4 PMT	844.20		105,717.46
11/14/25	Daniel MC		Card Service Center	4,548.06		101,169.40
11/17/25			Motiva Emergency Services Grant 2025		3,750.00	104,919.40
11/17/25			Fraud Return of Capital One Charge- Fraud Reported-		545.48	105,464.88
11/18/25			Fraud Check Return #65933		5,300.00	110,764.88
11/18/25			Fraud Check #65933- Reported Fraud	5,300.00		105,464.88
11/18/25			Captial One Payment- FRAUD -REPORTED	545.48		104,919.40
11/21/25	Jody MC		Card Service Center- Final Roll=Over Payment- CLOSE ACCT	366.75		104,552.65
11/26/25	ENTERGY		Entergy- Acct 135558120- St.1	209.36		104,343.29
11/26/25	ENTERGY		Entergy-135554277- China Warehouse	56.57		104,286.72
12/01/25	Next Level		Next Level Medical	935.00		103,351.72
12/08/25			Property Tax Revenue- Nov 2025 Deposited Dec 2025		40,485.18	143,836.90
12/08/25	4958		Diaz, Daniel J	2,815.90		141,021.00
12/08/25	5152	A1FILTER	A 1 Filter Service	15.00		141,006.00
12/08/25	5153	AWG	American Welding & Gas, Inc	92.50		140,913.50
12/08/25	5154	BENCK	Benckenstein & Oxford, L.L.P.	325.00		140,588.50
12/08/25	5155	CASCO	Casco Industries, Inc.	7,012.00		133,576.50
12/08/25	5156	Clicktunity	Clicktunity	220.92		133,355.58
12/08/25	5157	ETFFMA	East Texas Firemens & Marshals Association	45.00		133,310.58
12/08/25	5158	Ethan	Ethan Chick	750.00		132,560.58
12/08/25	5159	FarrWest	FarrWest Environmental Supply, Inc	2,996.43		129,564.15
12/08/25	5160	H Oxford	Hubert Oxford IV	400.00		129,164.15
12/08/25	5161	JEFFAPPR	Jefferson Central Appraisal District	1,391.01		127,773.14
12/08/25	5162	Josh Heinz	Joshua Carl Heinz	400.00		127,373.14
12/08/25	5163	McGraw	Justin C. McGraw	750.00		126,623.14
12/08/25	5164	Lewis	Lewis A. Kibodeaux	750.00		125,873.14
12/08/25	5165	MER	Mary Ellen Robertson, CPA, PLLC	525.00		125,348.14
12/08/25	5166	OREILLY	O'Reilly Auto Parts	7.49		125,340.65
12/08/25	5167	OVERHEAD DR	Overhead Door Company of Beaumont, Inc.	252.00		125,088.65
12/08/25	5168	Phillip	Phillip Kibodeaux	950.00		124,138.65
12/08/25	5169	Gray	Sean Gray	750.00		123,388.65
12/08/25	5170	SIEBEN	Sieben Equipment Service, Inc.	1,339.19		122,049.46
12/08/25	5171	Sutherlands	Sutherland Lumber Southwest, Inc.	471.75		121,577.71
Totals				37,129.86	53,987.56	121,577.71

Transaction count = 36



Good Afternoon, Daniel Diaz

PRIORITY ACCOUNTS

[View all](#)

Stellar Bank Checking Account 9872

Available Balance

\$144,494.91

Current Balance

\$144,494.91

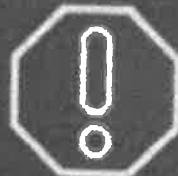
Stellar Bank Savings Account 7793

Available Balance

\$25,615.58

Current Balance

\$25,615.58



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JEFFERSON COUNTY ESD 3
ATTN DANIEL J DIAZ
3554 S PINE ISLAND RD
BEAUMONT TX 77713-3260

MONTHLY STATEMENT OF ACCOUNT

ACCOUNT: 1231112220

ACCOUNT NAME: TS SAVINGS

STATEMENT PERIOD: 11/01/2025 - 11/30/2025

TEXSTAR MONTHLY SUMMARY: THE AVERAGE MONTHLY RATE WAS 3.9802%. THE AVERAGE WEIGHTED AVERAGE MATURITY WAS 42 DAYS AND THE NET ASSET VALUE FOR 11/28/25 WAS 1.000175.

MONTHLY ACTIVITY DETAIL

TRANSACTION DATE	DESCRIPTION	CONFIRMATION NUMBER	TRANSACTION AMOUNT	BALANCE
	BEGINNING BALANCE			1,229,217.74
11/28/2025	MONTHLY POSTING	9999888	4,021.19	1,233,238.93
	ENDING BALANCE			1,233,238.93

MONTHLY ACCOUNT SUMMARY

BEGINNING BALANCE	1,229,217.74
TOTAL DEPOSITS	0.00
TOTAL WITHDRAWALS	0.00
TOTAL INTEREST	4,021.19
ENDING BALANCE	1,233,238.93
AVERAGE BALANCE	1,229,217.74

ACTIVITY SUMMARY (YEAR TO DATE)

ACCOUNT NAME	DEPOSITS	WITHDRAWALS	INTEREST
TS SAVINGS	1,058,747.15	720,000.00	44,790.88

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT TEXSTAR PARTICIPANT SERVICES AT 1-800-839-7827.

PAGE: 1 of 1

Exhibit C

H E A T Safety Equipment LLC.

5465 Curran Rd.
Von Ormy, Texas 78073
Ph. (210) 624-2320

Quotation

DATE	Quotation No.
10/30/2025	Q25-00927

NAME / ADDRESS
Jefferson County ESD 3 3554 S Pine Island Rd Beaumont, Tx 77713

ITEM	DESCRIPTION	QTY	P.O. NO.	
			COST	TOTAL
SCBAATO	X8814025005A04 Certification:NFPA 1981, 2018 Edition Model:Air-Pak X3 Pro (2018), CGA Harness:Padded, Parachute Buckles Pressure:4500 psig Belt:Standard Bag:None Regulator:E-Z Flo+, QD Hose, Rectus EBSS:None Airline:None Spare Harness:No Console:SEMS II Pro Case:No Case Smart Number:X8814025005A04	4	7,213.185	28,852.74
804722-01	X8814025005A03 CGA CYLINDER & VALVE ASSY, CARBON, 4500 PSI, 45 MIN STOCK# 7100293660	8	1,378.9725	11,031.78
201215-23	Assy,AV3 HT W/4PT KEV,RED,L	4	339.6475	1,358.59
200954-12 804723-01	RIT-PAK III ASSY, 4500 PSI RECTUS) 4500, 60-MIN CARBON CYL & VALVE	1 1	3,680.84 1,535.72	3,680.84 1,535.72
			Total	\$46,459.67

Exhibit D

Motiva Grant - \$ 3,750.00



Jefferson County ESD3- LP 1000- Quote

Quote Number: 11132600

Remit to:

Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Prepared For: JEFFERSON COUNTY ESD 3
Attn:

Rep: Samir Sehic
Email: samir.sehic@stryker.com
Phone Number:
Mobile: +1 9402977015

Quote Date: 10/12/2025

Expiration Date: 01/10/2026

Delivery Address		Sold To - Shipping		Bill To Account	
Name:	JEFFERSON COUNTY ESD 3	Name:	JEFFERSON COUNTY ESD 3	Name:	JEFFERSON COUNTY ESD 3
Account #:	20295272	Account #:	20295272	Account #:	20295272
Address:	3554 S PINE ISLAND RD BEAUMONT Texas 77713-3260	Address:	3554 S PINE ISLAND RD BEAUMONT Texas 77713-3260	Address:	3554 S PINE ISLAND RD BEAUMONT Texas 77713-3260

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99425-000025	LIFEPAK 1000 ECG Display w/Carry Case, Incl at N/C: Battery 11141-000156, Carry Case Strap 11425-000012, 2 pr/unit QC REDI-PAK Electrodes 11996-000017, 3 Wire Monitor Cable 11111-000016, Acc Pouch 11111-000016	1	\$3,538.50	\$3,538.50
2.0	41425-000034	Ship Kit - Literature, LP1000, W RCHG, English	1	\$0.00	\$0.00
3.0	11101-000016	Infant/Child Reduced Energy Defibrillation Electrode Replacement	1	\$0.00	\$0.00
4.0	11101-000016	Infant/Child Reduced Energy Defibrillation Electrode Replacement	1	\$0.00	\$0.00
5.0	41425-000034	Ship Kit - Literature, LP1000, W RCHG, English	1	\$0.00	\$0.00
6.0	11425-000012	LIFEPAK 1000 Soft Shell Carrying Case Shoulder Strap	1	\$0.00	\$0.00
7.0	11141-000156	LP1000 Non-Rechargeable LiMnO2 Battery Replacement Kit	1	\$0.00	\$0.00
8.0	26500-003457	INSTRUCTIONS,OPER,W RCHGBTY,LP1000,ENGLISH	1	\$0.00	\$0.00
9.0	41425-000044	LP1000,SHIPKIT,ELECTRODE	1	\$0.00	\$0.00
Equipment Total:					\$3,538.50



Jefferson County ESD3- LP 1000- Quote

Quote Number: 11132600

Remit to:

Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Prepared For: JEFFERSON COUNTY ESD 3
Attn:

Rep: Samir Sehic
Email: samir.sehic@stryker.com
Phone Number:
Mobile: +1 9402977015

Quote Date: 10/12/2025

Expiration Date: 01/10/2026

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$44.23
Grand Total:	\$3,582.73

Prices: In effect for 30 days

Terms: Net 30 Days

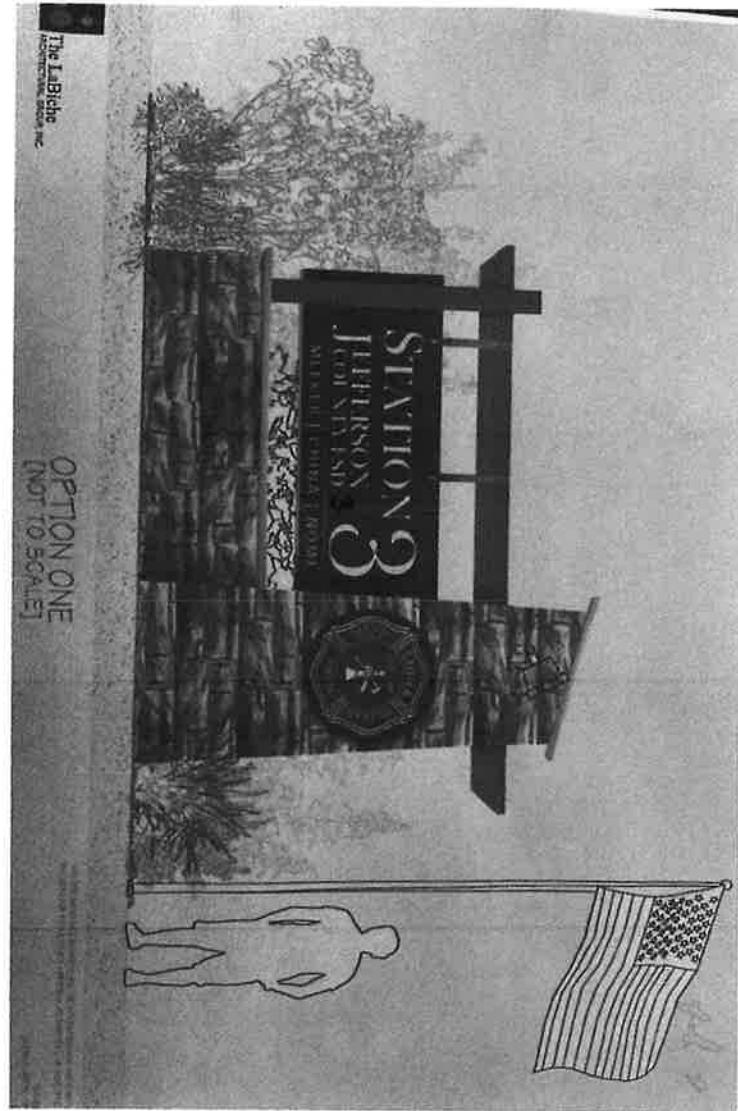
Shipping & Handling Includes:

Standard freight, special packaging, semi rigging cranes, labor & delivery of equipment to final location, removal of all packaging, pre-delivery site check, education/training

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.

Exhibit E



The LaBelle
Architectural Group, Inc.

OPTION ONE
[Not to scale]