

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Regular Meeting
May 13, 2025

The Board of Commissioners (the "Board" or "Commissioners") of Orange County Emergency Services District No. 3 met in regular session on the 13th day of May 2025, at 6:30 p.m., in the meeting room of the District's administration building located at 8465 TX-87, Orange, Texas 77632, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code, whereupon the roll was called of the members of the Board, to-wit:

Members Present: Wayne LaCombe, President
 Scott McDonald, Vice President
 Cammie Vincent, Treasurer

Members Absent: Cathryn Drake, Secretary
 Robert Smith, Member

Three board members were present, thus constituting a quorum. Matthew Manshack (Fire Chief), Joey Earnest (Assistant Chief), Rusty McDonald (Safety Officer), Connor Aultman (Captain), Samuel McDonald (Firefighter), Darren Bland (Firefighter), and Terri Brzezinski (Recording Secretary) attended in person.

1. CALL TO ORDER

Commissioner LaCombe called the meeting to order at 6:35 p.m.

2. PUBLIC COMMENTS

No public comments.

3. PREVIOUS MEETING MINUTES

The April 8, 2025, Regular District Meeting Minutes and the April 30, 2025, Special Meeting Minutes were presented to the Board.

Upon a motion by Commissioner McDonald, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved the April 8, 2025, Regular District Meeting Minutes and the April 30, 2025, Special Meeting Minutes as presented.

4. FINANCIAL REPORT

Commissioner Vincent opened the discussion regarding the Financial Reports with the Board, stating that CD 0873 had been renewed for four months at 3.51%. She will provide the CD Renewal documentation needed to update the financials.

Upon a motion by Commissioner McDonald, seconded by Commissioner LaCombe, after a complete discussion, and with all Commissioners present voting aye, the Board approved the financial reports as presented.

5. PAYMENT OF BILLS

The Board reviewed and discussed the various bills the District received since the last meeting.

Upon a motion by Commissioner McDonald, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved the payment of the District's bills totaling approximately \$18,399.27.

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6. COMMITTEE REPORTS

a. *Strategic Plan (5-Year Focus)*

Commissioner McDonald informed the Board that the Strategic Planning Committee is still working on the Strategic Plan and hopes to have it completed in time to submit to the Board by the September meeting.

b. *Standard Operating Procedures (SOPs)*

Chief Manshach informed the Board that he is in the process of organizing a meeting date to work on the SOPs.

c. *New Sutphen Engine*

Assistant Fire Chief Earnest informed the Board that construction of the new engine has begun and remains on track for completion by July. Once the completion date is finalized, a date will be set for the final on-site inspection. Commissioners LaCombe and McDonald expressed an interest in attending the on-site inspection.

7. ORANGE COUNTY ESD 3 2025 FISCAL YEAR BUDGET AMENDMENT AND FUNDING

The Board thoroughly discussed the 2025 Fiscal Year Budget Amendment.

Upon a motion by Commissioner McDonald, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board accepted the amended budget as discussed.

8. ORANGE COUNTY APPRAISAL DISTRICT 2024 FISCAL YEAR FINANCIAL AUDIT

Commissioner LaCombe opened the discussion on the 2024 Fiscal Year Financial Audit received from the Orange County Appraisal District.

Upon a motion by Commissioner Vincent, seconded by Commissioner McDonald, after a complete discussion, and with all Commissioners present voting aye, the Board accepted the Orange County Appraisal District's 2024 Fiscal Year Financial Audit as presented.

9. ORANGE COUNTY TAX OFFICE 2025 EXEMPTION APPROVAL FORM

The Board discussed the 2025 Exemption Approval Form received from Octavia Guzman, Orange County Tax Assessor-Collector.

Upon a motion by Commissioner Vincent, seconded by Commissioner McDonald, after a complete discussion and with all Commissioners present voting aye, the Board accepted, completed, and signed the 2025 Tax Year Homestead Exemption form.

10. ORANGE COUNTY TAX OFFICE 2025 PRELIMINARY VALUES

The Board discussed the 2025 Appraisal Review Board's 2025 Preliminary Property Values report received from Octavia Guzman, Orange County Tax Assessor-Collector.

Upon a motion by Commissioner McDonald, seconded by Commissioner Vincent, after a thorough discussion, and with all Commissioners present voting aye, the Board approved accepting the 2025 Preliminary Values as presented.

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11. FUNDRAISER PROCEEDS: DONATION OPTIONS

Chief Manshack discussed options for donating the t-shirt fundraiser proceeds for Autism and Special Needs at LCM. He will contact the school for additional information.

12. STAFF WEEKEND COVERAGE

This item was tabled.

13. GRAVEL FOR THE BACK OF STATION 1

Chief Manshack opened the discussion on the purchase options for the gravel, which is estimated to cost approximately \$4,200.00. Commissioner LaCombe mentioned that we will also need a mat or vinyl underlay to go under the gravel.

14. REPORT FROM FIRE DEPARTMENT PERSONNEL

Chief Manshack and Assistant Chief Earnest reported and discussed with the Board:

1. There were 34 calls for April 2025.
2. Our current ISO rating is 04. Options for increasing our numbers were also discussed.
3. Our services were well-received on a recent NRG call-out.

15. APPLICATIONS RECEIVED

No applications were received.

16. EXECUTIVE SESSION

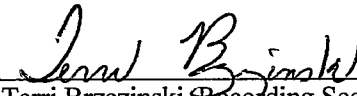
The Board recessed into a closed session at 7:39 p.m. to discuss personnel matters and legal issues pursuant to Chapter 551.071 of the Texas Government Code.

The Board returned to open session at 7:42 p.m. and had no further business to discuss.


ADJOURN MEETING

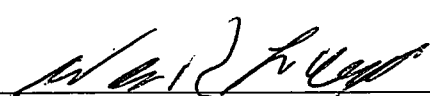
There being no further business, Commissioner McDonald moved to adjourn, seconded by Commissioner Vincent, and with all Commissioners present voting aye, the Board approved to adjourn at 7:42 p.m.

Respectfully Submitted By:

 6/10/25
Terri Brzezinski, Recording Secretary Date

Approved By:

 6/10/25
Cammie Vincent, Treasurer Date

 6/10/25
Wayne LaCombe, Board President Date

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