

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Regular Meeting
August 11, 2026

The Board of Commissioners (the “Board” or “Commissioners”) of Orange County Emergency Services District No. 3 met in regular session on the 11th day of August 2026, 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:

- Robert Smith, Member
- Cathryn Drake, Secretary
- Cathryn Drake, Secretary

Three Board Members were present; therefore, a quorum was established.

Also present were Matthew Manshack (Fire Chief), Joey Earnest (Assistant Chief), Avery Aultman (Captain), Terri Brzezinski (Recording Secretary), Sherri Scheffer (Auditor), and Josie Allbright.

1. CALL TO ORDER

Commissioner LaCombe called the meeting to order at 6:33 p.m.

2. PUBLIC COMMENTS

No public comments were offered.

3. FISCAL YEAR 2025 AUDIT PRESENTATION BY SHERRI SCHEFFER, CPA, PLLC

Sherri Scheffer, CPA, presented the Fiscal Year 2025 Financial Audit to the Board. Ms. Scheffer reviewed the audit report with the Commissioners and discussed the District’s financial position, audit findings, and related recommendations. Following the audit presentation, the Board discussed future expenditures, budget considerations, and the District's overall financial outlook.

On a motion by Commissioner McDonald, seconded by Commissioner Vincent, and after thorough discussion, with all Commissioners present voting aye, the Board unanimously approved and accepted the Fiscal Year 2025 Financial Audit Report as presented.

4. PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the July 14, 2026, regular meeting.

On a motion by Commissioner McDonald, seconded by Commissioner Vincent, and with all Commissioners present voting aye after thorough discussion, the Board unanimously approved the minutes of the July 14, 2026, regular meeting as presented.

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5. FINANCIAL REPORT

Commissioner Vincent presented the financial report to the Board and reviewed the District's current financial position. She advised the Board that Investment No. 11709 will need to be redeemed rather than renewed, with the proceeds transferred into the District's checking account. The transfer of funds will ensure sufficient cash flow is available to meet the District's upcoming loan payment obligations and related financial commitments.

On a motion by Commissioner LaCombe, seconded by Commissioner McDonald, following a thorough discussion and with all Commissioners present voting aye, the Board unanimously approved redeeming Investment No. 11709 and transferring the funds into the District's checking account.

On a motion by Commissioner McDonald, seconded by Commissioner LaCombe, following a thorough discussion, and with all Commissioners present voting aye, the Board unanimously approved and accepted the financial reports as presented.

6. PAYMENT OF BILLS

The Board reviewed and discussed the District's bills.

On a motion by Commissioner McDonald, seconded by Commissioner LaCombe, and with all Commissioners present voting aye after a thorough discussion, the Board unanimously approved payment of the District's bills in the amount of approximately \$30,940.68.

7. COMMITTEE REPORTS

The Building Formation Committee is currently in the process of being established. Commissioner McDonald will provide updates to the Board as additional information becomes available.

8. NOVEMBER 2026 GENERAL ELECTION

This item was tabled.

9. ORANGE COUNTY TAX OFFICE TRUTH-IN-TAXATION (TNT) TAX RATES: 2026 No-New Revenue & Voter Approval Tax Rates, Tax Rate Adoption, and Orange County Appraisal District Truth-in-Taxation Worksheet, and Open Litigation Value

Commissioner LaCombe opened the discussion regarding the District's assessed valuation for the 2026 tax year.

On a motion by Commissioner McDonald, seconded by Commissioner Vincent, following a thorough discussion, and with all Commissioners present voting aye, the Board unanimously approved the 2026 Tax Rate Adoption

10. OCESD 3 EMPLOYER IDENTIFICATION NUMBER (EIN)

Commissioner Vincent updated the Board regarding the District's EIN name. She advised that a letter requesting the name change had been submitted and that she is awaiting a response.

11. ORANGE COUNTY TAX OFFICE DATA REQUEST – ESD3 2026 TNT PACKET

Commissioner Vincent reported to the Board regarding her findings from discussions with Octavia Guzman, Orange County Tax Assessor-Collector, concerning the ESD3 2026 Truth-in-Taxation packet and clarification regarding the unencumbered funds. The Board discussed the information provided.

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12. ORANGE COUNTY TAX OFFICE 2026 CERTIFIED VALUES AND CERTIFICATION OF ANTICIPATED COLLECTION RATE & EXCESS DEBT COLLECTION

Commissioner LaCombe presented the 2026 Certified Values from Octavia Guzman of OCTAC for the Board's review.

13. TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL (TML) 2026-2027 LIABILITY, PROPERTY, CYBER LIABILITY AND SECURITY BREACH COVERAGE, AND 2026-2027 WORKERS' COMPENSATION COVERAGE RENEWALS

The Board reviewed the District's Texas Municipal League (TML) insurance renewal. Chief Manshack stated that he had reviewed the renewal documents and confirmed that all appeared to be in order.

14. APPOINTMENT OF RECORDS MANAGEMENT OFFICER

Commissioner LaCombe opened the discussion regarding the District's need to designate a Records Management Officer (RMO). After deliberation, Commissioner LaCombe nominated Commissioner McDonald to serve in this role.

On a motion by Commissioner LaCombe, seconded by Commissioner Vincent, and following thorough discussion, the Board—with all Commissioners present voting aye—unanimously approved Commissioner Scott McDonald as Orange County ESD 3's Records Management Officer (RMO).

15. LIGHTS FOR MARINE EQUIPMENT

This item was tabled.

16. VHF RADIO PURCHASE FOR OPERATIONS WITH MEDICAL HELICOPTER AND TEXAS FOREST SERVICES

This item was tabled.

17. UPDATE OF FIT TESTING AND SCBA PROGRAM

Chief Manshack updated the Board regarding the department's fit-testing process and related SCBA program. He reported that department personnel have completed fit testing and have been issued their individual masks. The Board discussed the importance of ensuring that each firefighter has properly fitted respiratory protection equipment to support safe operations during emergency response activities.

18. REPORT FROM FIRE DEPARTMENT PERSONNEL

Chief Manshack reported and discussed the following:

- The department responded to 68 calls in July 2026.
- The new reporting software is working better than expected.
- Staffing matters were discussed.
- Assistant Chief Joey Earnest successfully completed and passed the TCFP Basic Structure Firefighter certification. Congratulations on this accomplishment!
- The possibility of hosting a TEEX weekend was discussed.

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19. APPLICATIONS RECEIVED

One application was received.

20. EXECUTIVE SESSION

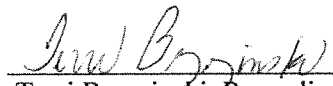
The Board recessed into a closed session at 7:44 p.m. to discuss personnel matters and possible legal issues pursuant to Chapter 551.071 of the Texas Government Code.

The Board reconvened in open session at 7:49 p.m. and had no further business to discuss.

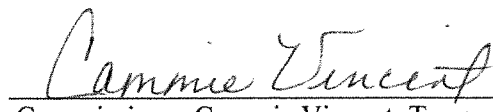
ADJOURNMENT

There being no further business, Commissioner LaCombe moved to adjourn the meeting at 7:50 p.m.

Respectfully Submitted By:

 9/22/26
Terri Brzezinski, Recording Secretary Date

Approved By:

 9.22.26
Commissioner Cammie Vincent, Treasurer Date