

**MINUTES OF THE NOVEMBER 19, 2025 REGULAR MEETING OF
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 9**

A regular meeting was duly called of the **FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 9** (the "District"), which was held on November 19, 2025, at the Needville Fire Station, 3323 Richmond Street, Needville, Texas 77461.

The meeting was called to order at 7:02 p.m. by the President of the Board of Commissioners ("Board" or "Commissioners"), **Barbara Smolik**. Pursuant to Agenda Item 1, a roll call of the Commissioners was made, and a quorum was confirmed, to-wit:

Barbara Smolik	President
Keith Thumann	Vice President
Rex Havron	Secretary
Jon Norwood	Treasurer
RJ Reiser	Assistant Treasurer

All members of the Board were present except **Commissioner Norwood**, thus constituting a quorum. Also present at the meeting were Monica A. Garza of Polley Garza PLLC, attorney for the District ("PG" or "Attorney"); Millie Dunmire of Artesian Financial Services, bookkeeper for the District ("Bookkeeper"); Chief Troy Svatek, Fire Chief of the Needville Fire Department ("FD"), via video conference; Captain Sparky Anderson, Captain of the FD; and Brandon Ordoyne, Treasurer of the FD.

Pursuant to Agenda Item 2, Commissioner **Smolik** led the meeting attendees in the recitation of the Pledge of Allegiance.

Commissioner **Smolik** called up Agenda Item 3 regarding public comment; however, no public comments were offered.

Commissioner **Smolik** called up Agenda Item 4 regarding review of the minutes of the regular meeting held on October 15, 2025. A motion was made by Commissioner **Thumann**, seconded by Commissioner **Reiser**, to approve the minutes of the regular meeting held on October 15, 2025, as presented. After discussion, the motion was approved by a vote of 4 to 0.

Commissioner **Smolik** called up Agenda Item 5 regarding review of the Financial Report. Ms. Dunmire reported that the District's general fund beginning balance was \$275,460.09 following the prior meeting, with subsequent receipt of tax revenue in the amount of \$4,238.60 and interest income in the amount of \$461.42. Ms. Dunmire further reported that the current balance of the District's bank account at NewFirst Bank is \$261,078.66 and the balance of the TexPool account is \$1,302,602.78.

Ms. Dunmire then reviewed the invoices presented for approval at today's meeting, a copy of which is included in the Financial Report. Ms. Dunmire reported that check no. 1108 payable to Touchstone District Services ("Touchstone") in the amount of \$389.70 is being presented to the Board for approval and will be included in next month's Financial Report. Ms. Dunmire explained that such payment relates to printing services for the May 3, 2025 Sales and Use Tax Election. Ms. Dunmire then stated that the District received two (2) quarterly invoices from the Fort Bend Central Appraisal District ("FBCAD") relating to fees for June and September. Ms. Dunmire explained that while

the September fees are included in the budget for the fiscal year ending ("FYE") December 31, 2026, the District is over budget by approximately \$12,847.00 for fees paid to the FBCAD in the FYE December 31, 2025.

Ms. Dunmire then reviewed the Tax Collections Report for October, which is contained in the Financial Report, and stated that the District's 2024 taxes are 98.68% collected. Ms. Dunmire reported that \$21,659.13 remains outstanding for tax year 2024.

Ms. Dunmire next reviewed with the Board the actual versus budgeted income and expenses for the FYE December 31, 2026, and reminded the Board that the budget was amended at the special Board meeting held on November 5, 2025.

A motion was made by Commissioner **Reiser**, seconded by Commissioner **Thumann**, to: 1) approve the Financial Report, as presented; and 2) approve payment of the invoices presented, including check no. 1108 in the amount of \$389.70 payable to Touchstone. After discussion, the motion was approved by a vote of 4 to 0.

Commissioner **Smolik** called up Agenda Item 6 and Ms. Garza presented for the Board's review an Order Regarding Annual Review of Rules, Policies, Code of Ethics and List of Authorized Brokers for the Investment of District Funds (the "Order Reviewing Investment Policy"), a copy of which is attached hereto. Ms. Garza explained that the Public Funds Investment Act requires annual review of the District's Investment Policy by the Board. Ms. Garza noted that the only change is an updated broker list of approved financial institutions/brokers provided by the District's bookkeeper. A motion was made by Commissioner **Reiser**, seconded by Commissioner **Havron**, to approve the Order Reviewing Investment Policy. After discussion, the motion was approved by a vote of 4 to 0.

Chief Svatek entered the meeting at this time via video conference.

Commissioner **Smolik** called up Agenda Item 7 and Captain Anderson reviewed with the Board the monthly report from the FD, including the run-and-response report, manpower status, and equipment and apparatus reports. Captain Anderson reported that the old Fire Engine No. 71 was repaired but continues to have some electrical problems. Captain Anderson further reported that rescue engine no. 71 is in need of some minor repairs. Captain Anderson went on to report that the odometer needs to be replaced in cascade truck no. 71, and added that it may be a large capital project expense.

Captain Anderson next discussed the scheduled coverage of personnel during October and stated that all shifts were covered by more than one (1) crew member. Captain Anderson then reviewed an analysis regarding increasing the FD's crew members by one (1) person per shift. Captain Anderson stated that employer contributions to the FD personnel's have increased. Captain Anderson explained that the FD will need to budget for approximately 26,208 additional personnel hours worked if the FD is able to hire three (3) more paid-duty crew members.

Mr. Ordoyne then reviewed with the Board the FD's financial report. Discussion ensued regarding the funds held in the FD's investment accounts.

Commissioner **Smolik** called up Agenda Item 8, and Ms. Garza reminded the Board that the Agreement for Emergency Services ("Agreement") between the District and the FD expires December 31, 2025. Ms. Garza then presented for the Board's

consideration an Amendment to the Agreement, which extends the term of the Agreement until December 31, 2027. A motion was made by Commissioner **Thumann**, seconded by Commissioner **Reiser**, to approve the Amendment to the Agreement.

Commissioner **Smolik** called up Agenda Item 10 and Ms. Garza requested authorization from the Board to file the District's annual report with the Texas Department of Emergency Management by the deadline of January 1, 2026.

Ms. Garza next stated that the terms of office for Commissioners **Thumann** and **Havron** expire on December 31, 2025. Ms. Garza then reviewed with the Board a proposed letter to the Fort Bend County Commissioner's Court recommending the reappointment of Commissioners **Thumann** and **Havron** to the Board for two (2) year terms of office. A motion was made by Commissioner **Havron**, seconded by Commissioner **Thumann**, to: 1) authorize PG to file the District's annual report with the Texas Department of Emergency Management; and 2) authorize PG to send a letter to the Commissioner's Court on behalf of the District recommending the reappointment of Commissioners **Thumann** and **Havron** to the Board. After discussion, the motion was approved by a vote of 4 to 0.

Commissioner **Smolik** called up Agenda Item 10 regarding implementation of the District's sales and use tax, and Ms. Garza and Commissioner **Reiser** stated that there were no updates to report this month.

Commissioner **Smolik** called up Agenda Item 11 regarding community matters. Captain Andersson reminded the Board the FD's Annual Christmas party would be held on December 9, 2026.

Commissioner **Smolik** called up Agenda Items 12 and 13 regarding matters related to the acquisition of facilities, equipment and/or vehicles, and real estate matters. The Board discussed the real estate appraisal prepared by Gary Brown and Associates of the building at 3323 Richmond Street. Further discussion ensued regarding potential alternative locations for a future fire station.

There being no further business brought before the Board, upon motion made, the meeting adjourned at 8:25 p.m.


Secretary of the Board

