

MINUTES OF MEETING OF THE
BOARD OF COMMISSIONERS

December 15, 2025

THE STATE OF TEXAS §
COUNTY OF FORT BEND §
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 6 §

The Board of Commissioners (the "Board" or "Commissioners") of Fort Bend County Emergency Services District No. 6 (the "District") met in regular session, open to the public, at the District's Station No. 1, 6400 Highway 36, Rosenberg, Texas 77471, a meeting place inside the boundaries of the District, on Monday, December 15, 2025, at 6:32 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

Breanna John	President
Robert Herrera	Vice President
Judy Kveton	Treasurer
Marsha Goates	Secretary
Troy Splichal	Assistant Secretary/Treasurer

All members of the Board were present, except Commissioner Herrera, thus constituting a quorum. Also, in attendance were: Regina D. Adams, Radcliffe Adams Barner PLLC ("RAB"), general counsel for the District; Chief Daryl Maretka, Rosenberg Fire Department ("RFD").

PUBLIC COMMENT

There was no public comment.

APPROVE CONSENT AGENDA

The Board reviewed the items reflected on the Consent Agenda, copies of which are attached hereto. It was explained that this portion of the agenda dealt with routine matters of the Board, and that no separate discussion of such items would occur unless a Commissioner or a member of the public requested that an item be moved to the regular portion of the agenda. The Commissioners removed the Treasurer's Report from the Consent Agenda. Upon motion by Commissioner Kveton, seconded by Commissioner Splichal, after full discussion, the Board voted unanimously to approve or authorize the Consent Agenda items as follows:

1. Minutes of the November 17, 2025, regular meeting
2. Publication of Notice of District Administration Office Address
3. Filing of Annual Report with Texas Department of Emergency Management
4. The 2026 Annual Agenda
5. Filing of financial and tax-related information with Texas Comptroller pursuant to Texas Local Government Code, Section 203.062 and Texas Government Code, Section 403.0241 for the Special Purpose District Public Information Database
6. Filing any additional statutorily required information

TREASURER'S REPORT

Commissioner Kveton discussed with the Board the insurance premium to increase the District's personal property coverage to \$750,000 would be \$5,303. The Commissioners concurred that the coverage should be increased to \$750,000. Upon motion by Commissioner Goates, seconded by Commissioner Splichal, after full discussion, the Board voted unanimously to approve the Treasurer Report and pay bills, including the increased insurance premium, as discussed.

RFD REPORT

Chief Maretka reported 87 total calls in the District and noted that the majority were medical calls, but nothing significant. Commissioner Splichal asked questions regarding comparative call volume.

Chief Maretka then updated on the status on the ISO rating process, stating that a few more hydrants were flow tested and RFD was awaiting more information.

Chief Maretka noted the radio has been installed in the booster truck.

With regard to providing a part-time administrative assistant to the District under the Service Agreement, Chief Maretka stated he spoke with the Rosenberg City Manager, who was open to hiring and providing same to the District. Chief Maretka added that there would be a 10 percent (10%) administration fee added to the salary and that the Board would need to determine a salary range. Commissioners Kveton and Splichal asked Ms. Adams to prepare a job description for the administrative assistant role.

REVIEW INVENTORY OF DISTRICT'S PERSONAL PROPERTY AND TAKE ANY NECESSARY ACTIONS INCLUDING DECLARATION OF SAME AS SURPLUS OR SALVAGE

The Board then reviewed the Inventory Report, where it was noted that the outdated bunker gear could be determined to be salvage and donated to a college's first responder program. It was also noted that the IT room radio was owned by RFD and several pieces of equipment was categorized incorrectly or were missing from the Inventory Report. The Commissioners noted that they wanted to self-update the Inventory. Upon motion by Commissioner Kveton, seconded by Commissioner Splichal, after full discussion, the Board voted unanimously to adopt the Order Declaring the District's Personal Property as Salvage and Discarding Same.

STATUS OF COMMUNICATIONS WITH SURE-TEC INSURANCE COMPANY ("SURETY") REGARDING THE SUBSTANTIAL COMPLETION OF FIRE STATION NO. 1 PROJECT

Ms. Adams noted she spoke with Surety briefly, who confirmed receipt and review of letter. Ms. Adams added that she would attempt to have a full discussion with the Surety after the holidays.

AUTHORIZE CONFIRMATION OF AUDITOR ENGAGEMENT FOR PREPARATION OF FISCAL YEAR ENDING DECEMBER 31, 2025 AUDIT

Ms. Adams reviewed the McCall Gibson Swedlund Barfoot Ellis PLLC audit preparation confirmation letter with the Board and noted a fee range of \$8,500 to \$10,000 for same. Upon motion by Commissioner Kveton, seconded by Commissioner Goates, after full discussion, the Board voted unanimously to accept the engagement confirmation letter.

EXECUTIVE SESSION

There was no Executive Session.

NEXT MEETING

The Board confirmed the regular meeting would be held on January 26, 2026, at 6:30 p.m.

BOARD ANNOUNCEMENTS

Ms. Adams then reviewed the status of the Commissioners' continuing education credits with the Board, as well as the status of other required training. Ms. Adams reminded the Board that Commissioners are required to obtain six (6) hours of continuing education every two (2) years.

With no further business to come before the Board, the meeting was adjourned at 7:11 p.m.



A handwritten signature in blue ink, appearing to read "Marsha Goates", is written over a horizontal line.

Marsha Goates
Secretary, Board of Commissioners