

East Baton Rouge Fire Protection District 6
Board Minutes DECEMBER 16, 2025

Board Members: R. HIGGINS, CHAIRMAN
S. GRAVES, VICE CHAIRMAN
C. MAY, absent
R. FORT
T. STOUT

Non-Members: C. Dunn, P. Batley, K. Sanchez, E. Case, T. Case

The Vice Chairman called the meeting to order.

Reviewed the minutes from NOVEMBER 18, 2025, no questions or objections noted. Motion to adopt minutes by Vice Chairman Graves seconded by Commissioner Fort.

Motion made by Vice Chairman Graves and seconded by Chairman Higgins to accept the financial report.

Old Business:

1. *Architectural Firm Bids – Station 52* The Chief reviewed three architectural firm bids and related discussions with the agencies. Vice Chairman Graves made a motion to approve the quote from Kern Architects for Pre-Project Consulting services for Station 52 in the amount of \$11,840.00. The motion was seconded by Chairman T. Stout. All Board members present voted in favor. There was no public comment. Motion carried.

A public comment period provided prior to all agenda items requiring a vote.

New Business:

1. *Public Hearing – 2026 Operating Budget* A public hearing was held to receive comments on the proposed 2026 Operating Budget. Resolution 25-12-01 was offered by Commissioner R. Higgins, seconded by Commissioner T. Stout, and adopted by an affirmative vote of a quorum of the Board of Commissioners. There was no public comment. Resolution carried.
2. *Public Hearing – 2026 Pay Plan* A public hearing was held to receive comments on the proposed 2026 Pay Plan. Resolution 25-12-02 was offered by Commissioner T. Stout, seconded by Commissioner S. Graves, and adopted by an affirmative vote of a quorum of the Board of Commissioners (BOC). There was no public comment. Resolution carried.
3. *Public Hearing - Canvassing of Election Returns (5 Mills Tax Renewal)* A public hearing was held to review and canvass the returns from the November 15, 2025, 5 Mills Tax Renewal Election and to issue the *Proces Verbal* of the results. The election results for each precinct were read into the record. There was no public comment. The Board of Commissioners voted unanimously to approve and accept the election results. Motion carried.
4. *Notice of Public Meeting and Millage Renewal Election* Notice was read into the minutes stating that a public meeting will be held on Tuesday, January 6, 2026, at 5:00 p.m. at the Fire Protection District No. 6 Headquarters, located at 7878 Prescott Road, Baton Rouge, LA 70812, to pass a resolution calling for the approval of the continuation and renewal of the levy and collection of the 5-mill, nine-year ad valorem property tax on property within the District, and authorizing the calling of an election on Saturday, May 16, 2026, for submission of the question of the millage continuation and renewal to the voters of the District, a political subdivision of the State of Louisiana. The tax will expire at the end of the 2025 tax year. The continuation and renewal will be for the years 2026 through 2034, inclusive. The tax is dedicated to funding the development, operation, and maintenance of the fire protection facilities of the District, including the cost of obtaining water for fire protection purposes and fire hydrants within the District.

5. *Resolution 25-12-03 – Release of State Agency Liability* Resolution 25-12-03 was offered by Commissioner T. Stout and seconded by Commissioner R. Fort, releasing any state agency from liability or responsibility for inspections performed by the District Six Fire Prevention Bureau (D6FPB). After calling for public comment and hearing none the BOC voted unanimously to approve the resolution. Resolution carried.
6. *Resolution 25-12-04 – D6FPB Staffing and Credentials* Resolution 25-12-04 was offered by Commissioner S. Graves and seconded by T. Stout. After calling for public comment and hearing none the BOC voted unanimously to approve the resolution. Resolution carried.
7. *Resolution 25-12-05 – NFPA 101 Life Safety Code* Resolution 25-12-05 was offered by Commissioner T. Stout and seconded by Commissioner Higgins. After calling for public comment and hearing none the BOC voted unanimously to approve the resolution. Resolution carried.
8. *Resolution 25-12-06 – Signing Authorization* Resolution 25-12-06 was offered by Commissioner R. Fort and seconded by S. Graves. After calling for public comment and hearing none the BOC voted unanimously to approve the resolution. Resolution carried.
9. *Adoption of Updated EBR Fire District No. 6 Agreed Upon Procedures – 2026*
The Board considered adopting the updated EBR Fire District No. 6 Agreed Upon Procedures for 2026. These procedures have been revised to comply with the Statewide Agreed Upon Procedures, Version 8, 10/2025 update from the Louisiana Legislative Auditor, and to consolidate all agreed upon procedures into a single document. After discussion and hearing no objections, the Board of Commissioners voted unanimously to approve the 2026 Agreed Upon Procedures. Motion carried.

Chiefs Report: None

Adjournment: A motion to adjourn the meeting was made by Vice Chairman Graves and seconded by Commissioner Stout. Meeting adjourned.