

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in open session on May 21, 2025, with the following Board Members to-wit:

Members Present: J. Steven Weisinger, President
 Chuck Frank, Vice President
 Tom Rozier, Secretary
 Sharene Carr, Treasurer
 David Cooper, Assistant Treasurer

Addressing item 1 of the agenda, the meeting of Montgomery County ESD 1 was called to order on May 21, 2025, at 6:02PM by President J. Steven Weisinger. All Board members were present. Also present were Fire Chief Jason Oliphant (Attending Virtual), Assistant Chief Kirk Bailey, Office Administrator Crystal LaCaze (Attending Virtual), Administrative Assistant Staci Pennington, Administrative Assistant Yesenia Espinosa, Battalion Chief Josh Montgomery, District Legal Counsel John Peeler and Landon Newton with Government Capital Corporation.

Addressing item 2 of the agenda, no public comments were made.

Addressing item 3 of the agenda, no action was taken.

Addressing item 4 of the agenda regarding minutes from the prior meeting, the Board took action on the following:

Upon a motion made by Commissioner Chuck Frank and seconded by Commissioner Tom Rozier, the Board voted unanimously to accept and approve the minutes as presented of the regular board meeting held on April 16, 2025.

Addressing item 5 of the agenda, the Board took action on the following:

Office Administrator, Crystal LaCaze presented the Board with the District monthly financial report. Upon a motion made by Commissioner Tom Rozier and seconded by Commissioner Sharene Carr, the Board voted unanimously to accept the financial report as presented and approve payment of the District's monthly bills.

Also, under item 5 of the agenda, Assistant Chief Bailey informed the Board that Crystal LaCaze spoke to District Legal Counsel John Peeler and requested he send a letter to the Montgomery County Commissioners court to request an audit extension until next month to give the auditors time to correct some errors.

Addressing item 6a of the agenda, the Board took action on the following:

Office Administrator Crystal LaCaze informed the board that the district had two pay apps for district construction projects this month.

Upon a motion made by Commissioner Chuck Frank and seconded by Commissioner David Cooper, the Board voted unanimously to approve St. 96/Training Facility Pay App 014 to LaW Construction.

Upon a motion made by Commissioner David Cooper and seconded by Commissioner Chuck Frank, the Board voted unanimously to approve St. 94 Renovation Pay App 002 to LaW Construction.

Assistant Chief Bailey informed the board that Montgomery County Hospital District has decided not to participate with the ESD on the new Station 91/Administration Building and that Martinez Architects have updated the plans accordingly. He noted that this will reduce the station by approximately 4,000 square feet. He also requested authorization for Martinez Architects to go out for solicitation of a Construction Manager at Risk and informed them that District Legal Counsel John Peeler had reviewed the documents.

Upon a motion made by Commissioner Sharene Carr and seconded by Commissioner Chuck Frank, the Board

voted unanimously to authorize Martinez Architects to proceed with the Request for Qualifications for Construction Manager at Risk proposals for new Station 91/Administration Building.

Addressing item 6b of the agenda, no action was taken.

Addressing item 6c of the agenda, the Board took action on the following:

Office Administrator, Crystal LaCaze informed the Board that Freedom Insurance was currently leasing one of the small billboards but wanted to switch to the larger one that had recently become available.

Upon a motion made by Commissioner Sharene Carr and seconded by Commissioner Chuck Frank to accept the new lease agreement with Freedom Insurance, the Board unanimously authorized the President to execute the new lease.

Addressing item 6d-6f of the agenda, no action was taken.

Addressing item 6g of the agenda, Assistant Chief Bailey presented the Proposed Budget Amendment for the 2024-2025 budget year. Upon a motion made by Commissioner David Cooper and seconded by Sharene Carr, the Board voted unanimously to accept and approve the 2024-2025 District Budget Amendment as presented.

Addressing item 6h of the agenda, Landon Newton with Government Capital introduced himself and presented to the Board the loan options for the two new pumper trucks. Staff recommended option 1 from JP Morgan Chase Bank. Motion made by Commissioner Sharene Carr and seconded by Commissioner Chuck Frank to approve the loan proposal from JP Morgan Chase Bank, to approve the Resolution presented selecting JP Morgan Chase's proposal, and approve execution of the Chase Addendum as presented to lock the rate. The Board voted unanimously to approve the motion.

Mr. Newton and Mr. Peeler reported that they have reviewed draft loan documents and anticipate that the draft documents are substantial similar to the final documents which will be presented by JP Morgan and briefly reviewed said documents with the Board. They recommended that the Board authorize execution of the final documents as soon as they are available. Motion was then made by Commissioner Sharene Carr and seconded by Commissioner Chuck Frank to authorize the President and Secretary to execute the final loan documents when they are prepared from the bank. The motion was unanimously approved.

Addressing item 6i of the agenda, no action was taken.

Addressing item 7a of the agenda, upon a motion made by Commissioner David Cooper and seconded by Commissioner Sharene Carr, the Board voted unanimously to approve a Resolution designating the Montgomery County Tax Office to prepare the District tax rate calculations and notices and authorize staff and legal counsel to provide truth in taxation material to the Tax Office.

Addressing item 7b-e of the agenda, District Legal Counsel reviewed the delinquent tax collection process with the Board and presented a Resolution to ratify the continued engagement of delinquent tax collection counsel Linebarger Goggan Blair & Sampson to be paid 20% of the collected taxes, and which continues to impose tax penalties under Tax Code sections 33.07, 33.08 and 33.11 for currently due tax years and subsequent tax years. Upon a motion made by Commissioner Sharene Carr and seconded by Commissioner David Cooper, the Board voted unanimously to approve the Resolution as presented.

Addressing item 7f of the agenda, no action was taken. District Legal Counsel John Peeler informed the Board of available options for disposing of surplus property, specifically the Billboards which include holding a live auction, publishing a newspaper advertisement, or engaging a broker to list the property on MLS for a minimum of 30 days. The Board agreed to table this item until next month's meeting to review information presented by staff and counsel.

Addressing item 7g of the agenda, no action was taken.

Addressing items 8-10 of the agenda, the board convened into closed session at 7:20PM.

Addressing item 11 of the agenda, the board reconvened into open session at 7:45PM.

Addressing item 12 of the agenda, no action was taken.

Addressing item 13a of the agenda, Assistant Chief Bailey informed the board of the following:

1. Presented Call Volume Report
2. 2 New Pumpers production time has moved up and expected delivery is now the end of June. 2 New Pumpers will replace 98 & 93 Pumpers.

Addressing item 13b of the agenda, no action was taken.

Addressing item 13c of the agenda, Fire Chief Jason Oliphant discussed several bills that he and the MCFCA are monitoring and have included correspondence with legislators. He also reported that SAFE-D is offering classes online for credit hours. Commissioners need 6 hours every two years.

Addressing item 14 of the agenda, no action was taken.

Addressing item 15 of the agenda, there being no further business, upon a motion made by Commissioner Tom Rozier and seconded by Commissioner David Cooper, the Board voted unanimously to adjourn at 7:52PM.

Crystal LaCaze

District Office Manager and Administrative Secretary
Montgomery County ESD 1