MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in open session on May 20, 2026, with the following Board Members to-wit:

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

Addressing item 1 of the agenda, the meeting of Montgomery County ESD 1 was called to order on May 20, 2026 at 6:00 PM by President J. Steven Weisinger. Four Board members were present at the meeting location, therefore constituting a quorum. Also present were Assistant Fire Chief Kirk Bailey, Office Administrator Crystal LaCaze, Administrative Assistants Sherry Ramsel and Yesenia Espinosa.

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

Addressing item 3 of the agenda
Assistant Fire Chief Kirk Bailey and Office Administrator Crystal LaCaze requested recognition of Fire Chief Jason Oliphant for his outstanding leadership and vision for the fire department. They explained that the department recently underwent a Texas Commission on Fire Protection (TCFP) inspection, which evaluates multiple areas across all divisions to ensure compliance with state laws and regulations. Following the inspection, the Fire Chief received an email from the inspector stating, “To say that I was very impressed with your staff is a definite understatement,” and notifying the department that the biennial inspection had been closed with no violations found. Staff felt it was important to recognize Chief Oliphant for his leadership and commitment to excellence, which have helped foster a culture of professionalism, accountability, and compliance throughout the organization and contributed to the department’s successful inspection results.

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 Frank and seconded by Commissioner Rozier, the Board voted unanimously to accept and approve meeting minutes as presented by staff for the following dates:
Regular Board Meeting April 22, 2026

Addressing item 5 of the agenda,
Office Administrator Crystal LaCaze presented the Financial Report to the Board.
Upon a motion made by Commissioner Rozier and seconded by Commissioner Carr, the Board voted unanimously to accept the Financial Report as presented.

Addressing item 6a of the agenda:
Assistant Fire Chief Kirk Bailey updated the Board on Station 96/Training Facility, including the pending water pressure issues, trench prop crushed granite repairs, and telehandler access driveway, and associated repair costs.
Office Administrator Crystal LaCaze presented the Board with LaW Construction Pay App 022 for Station 96/Training Facility retainage. Due to pending issues with the Burn Building, we are holding 2% of the total and only paying 3% retainage at this time.
Upon a motion made by Commissioner Carr and seconded by Commissioner Frank the board voted unanimously to approve Pay App 022 for 3% of the 5% retainage.

Assistant Fire Chief Kirk Bailey updated the Board on the new Station 91/Admin construction progress.

Office Administrator Crystal LaCaze presented the Board with Durotech Construction Change Request #2 for Removal of Sewage Treatment Plant, Change Request #3 for changes to Civil Design requested by City of Willis Engineer, and Change Request #4 for added bathroom in gym.

Office Administrator Crystal LaCaze presented the board with Durotech Pay App 4.

Upon a motion made by Commissioner Frank and seconded by Commissioner Carr the board voted unanimously to approve payment of Pay App 4 for Station 91/Administration Construction Project.

The Building Committee requested that the Board authorize the committee to approve change orders up to $50,000.00 between Board meetings and, upon approval by the Building Committee, authorize Fire Chief Jason Oliphant to execute the change orders. Any change orders approved under this authority will be presented to the Board at the following month's meeting.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the Board approved authorizing the Building Committee to approve change orders up to $50,000.00 between Board meetings and authorized Fire Chief Jason Oliphant to execute such change orders once approved by the Building Committee.

Assistant Fire Chief Kirk Bailey updated the Board on the progress of Station 92 and the Building Committee's, along with Martinez Architects', recommendation for selection of LaW Construction as the Construction Manager at Risk (CMaR).

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the Board voted unanimously to award LaW Contractors as the CMaR for Station 92 and authorize Fire Chief Jason Oliphant to execute agreement once reviewed by Legal Counsel.

Assistant Fire Chief Kirk Bailey presented the Board with the Terracon proposal for Geotechnical Engineering Services of $9,500.00 for Station 92.

Upon a motion made by Commissioner Rozier and seconded by Commissioner Frank, the board voted unanimously to accept the proposal from Terracon and authorize Fire Chief Jason Oliphant to execute.

Assistant Fire Chief Kirk Bailey also updated the Board on Station 92 underground detention requirements per TxDOT guidelines; however, he informed them that the Civil Engineer has a meeting scheduled with TxDOT Hydrologist department to discuss further.

Addressing item 6b of the agenda,
Assistant Fire Chief Kirk Bailey updated the Board on the current progress of the sale of existing Station 91.

Assistant Fire Chief Kirk Bailey presented the board with a piece of property that is for sale next to current Station 93. He informed the board that at this time, the district does not plan to build on the property; however, when the time comes to rebuild Station 93 the district will have to have more property due to new County requirements and this particular piece of property touches the current Station 93 which is ideal.

Upon a motion made by Commissioner Frank and seconded by Commissioner Carr the board voted unanimously to authorize the Board President to enter into a contract with realtor and make an offer on the property located on Clint Parker Road not to exceed $350,000 plus realtor fees, closing cost, appraisal and survey.

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

Addressing item 6g of the agenda,
Office Administrator Crystal LaCaze informed the Board that staff has been in contact with Government Capital who will be going out for RPF on next $10M Construction Loan. Staff and Government Capital will come back at the June meeting to present the results of the RFP.

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

Addressing item 7a of the agenda,

Assistant Fire Chief Kirk Bailey and Office Administrator Crystal LaCaze presented the General Operating Budget Amendment and Capital Projects Fund Budget.

Upon a motion made by Commissioner Carr and seconded by Commissioner Rozier, the Board voted unanimously to the adopt the General Operating Budget Amendment as presented.

Upon a motion made by Commissioner Frank and seconded by Commissioner Rozier, the Board voted unanimously to adopt the new Capital Projects Fund Budget based on the amendment of the General Operating Budget as presented.

Addressing item 7b of the agenda,
Office Administrator Crystal LaCaze requested authorization to terminate the District's current agreement with HDL and enter into a new agreement with ZacTax for tax consulting services.

Upon a motion made by Commissioner Rozier and seconded by Commissioner Frank, the Board voted unanimously to terminate the current agreement with HDL and enter into a new agreement with ZacTax. The Board further authorized Fire Chief Jason Oliphant to execute all documents necessary for the termination of the HDL agreement and the execution of the new agreement with ZacTax.

Addressing item 7c of the agenda,
Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, 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 7d-g of the agenda,
Office Administrator Crystal LaCaze 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 current due tax years and subsequent tax years.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the board voted unanimously to approve the Resolution as presented.

Addressing items 8 -11 of the agenda, no closed session was held.

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

Addressing item 13a of the agenda, Assistant Fire Chief Kirk Bailey updated the board of the following:

1. Presented Call Volume Report
2. Preconstruction is completed on Rescue and all the trucks that are on order.

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

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 Rozier and seconded by Commissioner Carr, the Board voted unanimously to adjourn at 9:00PM.

Crystal LaCaze
District Office Manager and Administrative Secretary
Montgomery County ESD 1