



## MINUTES

### WALLER COUNTY COMMISSIONERS COURT REGULAR SESSION WEDNESDAY – FEBRUARY 5, 2025

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 5<sup>th</sup> day of February 2025 at its meeting place at the Waller County Joe Kuciemba Annex, Hempstead, Texas.

#### CALL TO ORDER

The meeting was called to order by Waller County Judge Trey Duhon at 9:03 a.m. with the following members of the Court present to-wit:

Carbett "Trey" J. Duhon III, County Judge  
John A. Amsler, Commissioner Precinct 1  
Walter Smith, Commissioner Precinct 2  
Kendric D. Jones, Commissioner Precinct 3 – *arrived at 9:07 a.m.*  
Justin Beckendorff, Commissioner Precinct 4  
Stephanie Tompkins, Chief Deputy County Clerk

Delivery of Invocation by: Commissioner Amsler  
Pledge to the American Flag and Texas Flag led by: Commissioner Beckendorff

Commissioner Smith made motion to approve agenda, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

Judge Trey Duhon	– Yes	Commissioner Amsler	– Yes	Commissioner Smith	– Yes
		Commissioner Jones	– Absent	Commissioner Beckendorff	– Yes

**PUBLIC COMMENT** – *None*

#### CONSENT AGENDA

Items identified within the Consent Agenda are of a routine nature and will be passed with one vote without being discussed separately. If a member of the court or public requests that a particular item be discussed, that agenda item will be pulled from the Consent Agenda and discussed as part of the regular agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

2. Approval of Minutes – January 23, 2025 Regular Session
3. Request by County Treasurer for Approval of Payroll Disbursements.
4. Request by County Auditor to Approve and/or Ratify 2025 Budget Adjustments and Departmental Line-Item Transfers.

**Request to approve payment on the following:**

5. \$2,592.00 for Invoice dated January 15, 2025 from line item 125-411-562300 [County Organizational Dues].
6. \$2,200 for Invoice dated January 6, 2025 to Singleton & Sons Funeral Home, Inc. from line item 125-423-540705 [Transport to Morgue].
7. \$7,500.00 for Invoice #09225 to Brazos Valley Council of Governments from line item 125-525-546900 [BVCOG].
8. \$1,375.00 for Invoice dated December 9, 2024 to Schmidt Funeral Home from line item 125-423-540705 [Transport to Morgue].
9. Request by County Auditor to Approve and/or Ratify Accounts Payable.
10. Request by County Engineer to approve the Final Plat of Bartlett Road Street Dedication and Reserves in Grange and accept the Construction Bond in Precinct 4.
11. Request by County Engineer to approve the Final Plat of Grange Section 5 and accept the Construction Bond in Precinct 4.
12. Request by County Engineer to place roads in Twinwood Business Park Phase 4 into the developer's one-year maintenance period, effective November 24, 2024.
13. Request by County Engineer to approve the application to Amend the Major Thoroughfare Plan/Map by Maple Development Group, and authorize the Road and Bridge Department to issue a public notice in the Katy Times, for two consecutive weeks, establishing a public hearing during the regular session of Commissioner' Court March 5, 2025. Advertising to be paid from line item 125-401-44100 [Bid Notices and Printing].
14. Request by County Treasurer to approve updates to the take home vehicle schedule.
15. Request to approve Out of State travel and expenses for Judge Trey Duhon to attend the National Association of Regional Council's (NARC) Conference in Washington D.C., February 9th-12th, 2025. Funds to be paid from line item 125-440-563000 [Training & Conference Expense].
16. Request to approve Out of State travel with County vehicle for Detective Rodriguez to attend training in Meridian, Mississippi, March 10th-14th, 2025.
17. Spread upon the minutes a Certificate of Completion for County Clerk Debbie Hollan for the required hours of Continuing Education for 2024 as prescribed in Section 51.605 of the Texas Government Code.
18. ~~Spread upon the minutes the Revised Licensed Software Pricing for Upcoming Renewal of Software as a Service and Professional Services Agreement between Tyler Technologies, Inc. and Waller County dated December 12, 2009 resulting in a price increase to \$207,735.602 for the annual term commencing on March 1, 2025 and continuing through February 28, 2026. Item WITHDRAWN.~~

Motion to approve Consent Agenda with Item #18 withdrawn made by Commissioner Smith, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Absent	<i>Commissioner Beckendorff</i> – Yes

**Commissioner Jones arrived to meeting.**

## PROCLAMATION

### 19. Approve Proclamation observing February as Black History Month.

Motion made by Commissioner Beckendorff, seconded by Commissioner Smith.

(Judge Duhon read Proclamation)

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

## DISTRICT ATTORNEY

### 20. Approve payment of \$21,038.00 for Invoice #46787 to Utility Associates Inc. for Evidence Management Software, data storage, and related support. Funding to be paid from line item 241-595-561209 [ARPA Miscellaneous].

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

## SHERIFF

### 21. Approve Inter-local Cooperation Agreement Between Counties and Cities Associated with the Operation Lone Star For Law Enforcement Services which establishes a joint law enforcement effort between the listed Texas agencies in the agreement which includes Waller County Sheriff's Office. Agreement is for the term of 1 year with automatic renewal and may be terminated within 90 days.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

## COUNTY ENGINEER

### 22. Approve to abandon and vacate Bartlett Road and Right-of-Way (out of the H & TC Railroad Company Survey Section 123, A-202 and W I Williamson Survey, A-396), from Franz Road, North 1,867 feet.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

### 23. Approve the Infrastructure Development Plan of Gated Rentals Wilson Road RV Park in Precinct 3.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

24. Approve Variance request to the Waller County Subdivision and Development Regulations regarding Section 3.4.8 Flag Lot access length, 1,752' more than 960' allowed by regs, by Lucy Magana in Precinct 3.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

25. Approve preparation of Notice of Intent for MS4 permit application to TCEQ, authorize County Judge to sign related paperwork to submit the Notice of Intent, and pay the application fee to TCEQ.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

26. Approve County Engineer to enter into discussions with BKDD to discuss entering into an interlocal agreement related to compliance with MS4 regulations as required by TCEQ.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Judge Duhon made motion to amend to add “and any applicable Mud District” (after BKDD), seconded by Commissioner Beckendorff.

**Amendment carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

**Amended Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

**IT DEPARTMENT**

27. Approve Renewal Contract and payment of \$38,116.32 for Invoice approved in accordance with this proposal to Smarsh for archival services. Funds to be paid from line item 125-411-542505 [Internet Services].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Judge Duhon moved to amend to change the last six digits to: 542502 (125-411-542502), seconded by Commissioner Jones.

**Amendment carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

**Amended Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

**GRANT MANAGER**

28. Approve the FY24 State Criminal Alien Assistance Program (SCAAP) grant award in the amount of \$19,529.00.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes                      Commissioner Amsler – Yes                      Commissioner Smith – Yes  
Commissioner Jones – Yes                      Commissioner Beckendorff – Yes

29. Approve the County Grant Manager to submit a FY26 Body-Worn Camera Grant Program application to the Office of the Governor on behalf of Constable, Precinct 4.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

### COMMISSIONER, PRECINCT 3

30. Discussion on County Assistance Districts. *No action required.*

### AUDITOR

31. Approve advertisement of request for qualifications for external auditing services, advertising fees to be paid from line item 125-401-544100 [Bid Notices and Printing].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

32. Approve the following debt payments due February 15, 2025:

(a) WC General Obligation Bonds, Series 2017 totaling \$528,700.00, payable to Amegy Bank.

(b) WC General Obligation Bonds, Series 2018 totaling \$1,663,378.13, payable to Amegy Bank.

(c) WC Tax Notes, Series 2020 totaling \$11,395.50, payable to JP Morgan Chase.

(d) WC Tax Notes, Series 2022 totaling \$970,793.75, payable to Regions Equipment Finance Corp.

(e) WC Certificates of Obligation, Series 2022 totaling \$179,350.00, payable to Amegy Bank.

(f) WC Certificates of Obligation, Series 2023 totaling \$1,485,500, payable to Amegy Bank.

(g) WC General Obligation Bonds, Series 2024 totaling \$490,955.56, payable to Amegy Bank.

Total of \$5,330,072.94 to be paid from the following budget line items:

\$3,845,000.00 from 515-635-575000 [Principal]

\$1,485,072.94 from 515-635-576000 [Interest].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

### DIRECTOR OF FACILITIES

33. Approve Payment of \$1,350,539.87 for Application #27 to SEDALCO, Inc. to be paid from the following line items:

\$33,026.91- 604-604-545045 [Professional Services].

\$1,317,512.96 - 604-604-581000 [Bldg Purch, Const, or Improv].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Commissioner Jones left meeting at 10:20 a.m.**

**Commissioner Jones returned to meeting at 10:22 a.m.**

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

34. Approve payment of \$156,013.42 for Invoice #11 to SEDALCO. Funds to be paid from line item 125-600-581620 [Justice Center Modular Building Design Fees].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

35. Approve payment of \$492,781.90 for Invoice #BXHS34151392 to BOXX Modular from line item 241-595-561209 [ARPA Miscellaneous].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

## MISCELLANEOUS

36. Approve Order authorizing Texas Independence Day firework sales.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

37. Approve Agreement between Waller County and Texana, and payment of \$35,933.00 from line item 125-411-542254 [Texana Ctr Behavioral Healthcare] as allocated in the 2025 Budget.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

### **Advanced to Agenda Items #39-46**

39. Discuss and take possible action to approve a resolution expressing the County's intent to reimburse itself for certain expenditures.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Jones – Yes

Commissioner Smith – Yes  
Commissioner Beckendorff – Yes

40. Annual Review of the following Departments:

Recycling Center  
Environmental  
Director of Facilities  
Fire Marshal  
Library

41. ~~Approve deliberation of business and financial issues in executive session based on determination and recommendation from the District Attorney's Office that deliberation in an open meeting regarding business and financial issues related to the purchase, exchange, lease, or value of real properties would have a detrimental effect on the position of the County in negotiations with third persons. Item WITHDRAWN.~~
42. Approve deliberation of business and financial issues in executive session based on determination and recommendation from the District Attorney's Office that deliberation in an open meeting regarding business and financial issues related to contract negotiations for it would have a detrimental effect on the position of the County in negotiations with third persons.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

*Judge Trey Duhon* – Yes

*Commissioner Amsler* – Yes

*Commissioner Jones* – Yes

*Commissioner Smith* – Yes

*Commissioner Beckendorff* – Yes

## EXECUTIVE SESSION

43. ~~Consultation with District Attorney and outside counsel, including consultation with outside counsel regarding procurement and ethics compliance pursuant to Government Code Section 551.071. Item WITHDRAWN.~~
44. Consultation with District Attorney related to advice about pending or contemplated litigation or a settlement offer.
45. ~~Deliberate business and financial issues related to the purchase, exchange, lease or value of real properties pursuant to Government Code Sections 551.072 and 551.0725. Item WITHDRAWN.~~
46. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.

### **Returned to Agenda Item #38**

38. Discuss and take possible action to approve an order authorizing the issuance of an aggregate amount not to exceed \$95,800,000 of "Waller County, Texas General Obligation Bonds, Series 2025"; authorizing the sale thereof; and enacting provisions incident and related to the issuance of said bonds.

Judge Duhon made motion to approve an order authorizing the sale of Waller County, Texas General Obligation Bonds, Series 2025 to: B of A Securities in the amounts and on the terms presented by the County's Financial Advisor, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

*Judge Trey Duhon* – Yes

*Commissioner Amsler* – Yes

*Commissioner Jones* – Yes

*Commissioner Smith* – Yes

*Commissioner Beckendorff* – Yes

**Court convened to Executive Session at 11:02 a.m.**

**Court reconvened from Executive Session at 1:35 p.m.**

47. ~~Reconvene in Open Session to take any action necessary on matters discussed in Executive Session. Item WITHDRAWN.~~

**ADJOURN MEETING**

Motion to **adjourn** meeting by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff

– Yes

Meeting was **ADJOURNED** at 1:35 p.m.

I **ATTEST** that the above proceedings are the true and correct minutes taken in my capacity as  
Ex-Officio for the Commissioners' Court of Waller County.

Debbie Hollan, Waller County Clerk



By: *Stephanie Tompkins*  
Stephanie Tompkins, Chief Deputy Clerk  
Waller County Clerk

**APPROVED** this the 18<sup>th</sup> day of February 2025.

*Trey Duhon*  
Carbett "Trey" J. Duhon, III  
County Judge