



**NOTICE OF MEETING
WALLER COUNTY, TEXAS
COMMISSIONERS COURT**

**Wednesday, May 15, 2024 at 9:00 AM
Waller County Joe Kuciemba Annex, Hempstead, Texas**

AGENDA

NOTICE is hereby given that the Commissioners Court of Waller County, Texas, will meet at the date and time listed above at its meeting place at:

**Waller County Joe Kuciemba Annex
425 FM 1488
Hempstead, Texas 77445**

Said meeting will be a regular meeting for the purpose of transacting the business of the County and to **discuss and take possible action on any of the agenda items listed below:**

CALL TO ORDER

1. Approval of Agenda.

PUBLIC COMMENT

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.
3. Request by County Treasurer for approval of Payroll disbursements.
4. Request by County Treasurer for approval of Election Payroll disbursements.
5. Request to approve payment on the following:

\$1,175.00 for Invoice dated April 17, 2024 to Schmidt Funeral Home from line item 125-423-540705 [Transport to Morgue].
6. \$7,500.00 for Invoice #08733 to Brazos Valley Council of Governments from line item 125-525-546900 [BVCOG].
7. \$500.00 for Invoice dated April 15, 2024 to Clay's Funeral Home from line item 125-423-540705 [Transport to Morgue].

8. \$1,986.30 for Invoice #31 to King Architectural Consulting Services from line item 604-604-545405 [Professional Services].
9. Request by County Auditor to approve and/or ratify Accounts Payable.
10. Request by County Tax Assessor-Collector to approve refunds in excess of \$500.00 in accordance with Article 31.11 State Property Tax Code.
11. Request by County Treasurer for approval of Monthly Report.
12. Approve copier lease agreement with Xerox for the District Attorney's Office. Monthly rate of \$267.41 for 48 months. Funds to be paid from line item 125-416-581813 [Copier/Printer].
13. Request by County Engineer to approve the Final Plat of Sunterra Section 47 and accept the Construction Bond in Precinct 3.
14. Request by County Engineer to place the roads in Bluestem Section 3 into a one-year warranty period beginning April 17th, 2024 (date of substantial completion).
15. Request by County Engineer to approve the Final Plat of Sunterra Section 55 and accept the Construction Bond in Precinct 3.
16. Request by County Engineer to approve the Final Plat of Sunterra Section 65 and accept the Construction Bond in Precinct 3.
17. Request by County Engineer to accept Clay Road - Section I for county maintenance (from 6,100 LF west of Pitts Rd to 150 LF west of Pitts Rd).
18. Request by County Engineer to approve Final Plat of Sunterra Section 66 and accept the Construction Bond in Precinct 3.
19. Request by County Engineer to approve a 60 month Lease Agreement, for the Road and Bridge Department, with XBS Southwest for a Xerox Copier Lease and Maintenance Agreement. Funds to be paid from line item 110-524-544900 [Service Contracts/Repairs Lease].
20. Request by County Engineer for acceptance of Private Roads in Sunterra Section 6 with roads meeting minimum requirements and to be privately maintained.
21. Request by County Engineer for acceptance of Private Roads in Sunterra Section 7 with roads meeting minimum requirements and to be privately maintained.
22. Request by County Engineer for acceptance of roads in Sunterra Section 28 for county road maintenance with roads meeting minimum requirements.
23. Request by County Engineer for acceptance of roads in Sunterra Section 30 for county road maintenance with roads meeting minimum requirements.

PROCLAMATION

24. Approve Proclamation Declaring May 12th through May 18th, 2024 as National Police Week and May 15th, 2024 as National Peace Officers Memorial Day in Waller County.

COUNTY ENGINEER

25. Approve Professional Services Agreement for Bond Program Management with LJA Engineering.
26. Approve Riverway Farms Development Agreement.
27. Approve contract with Texas Drainage for ditch maintenance services in Peregrine Estates (Pct 3).
28. Approve purchase of one 2025 F-750 Diesel Regular Cab Base from Chastang Ford, Houston, Texas in the amount of \$83,875.00 from Buyboard. Funds to be paid from line item 110-530-581100 [Construction Equipment].
29. Approve purchase of P3 Skid Mount Patcher with T4 Final Diesel Engine from Cimline, in the amount of \$131,035.00 for Sourcewell Contract #080521-CME. Funds to be paid from line item 110-530-581100 [Construction Equipment].
30. Presentation of Road and Bridge Department Quarterly Report.

COMMISSIONER, PRECINCT 3

31. Discussion on potential Precinct 3 TIRZ.

COMMISSIONER, PRECINCT 4

32. Approve advertisement of RFP for a take home vehicle for Commissioner Beckendorff to be published in the Waller County Express. Funds to be paid from line item 125-401-544100 [Bid Notices and Printing].

SHERIFF

33. Publicly open sealed bids received for Sheriff's Office Patrol Vehicle Upfitting and Installation (RFP #240417-34).
34. Approve service agreement with Southwest Solutions Group that expired in July 2023. Funds to be paid from line item 125-516-545515 [Equipment Rental/Repairs].

AUDITOR

35. Approve 2024 Budget Adjustments and line-item transfers.
36. Approve the creation of an Auditor's office AP assistant position. Funding of \$40,000 (prorated for FY24) for salary and benefits. Funds to be paid from line item 241-595-510027 [Staff Salary] and \$10,000 for technology/furniture from line item 241-595-561209 [ARPA Miscellaneous].

TREASURER

- 37. Approve amendments to the Waller County Personnel Policy.
- 38. Approve amendments to the 2024 Salary Order.
- 39. Approve schedule with additional take home vehicles for the Sheriff's Department.

JUSTICE OF THE PEACE, PRECINCT 2

- 40. Spread upon the minutes the completion of the Texas Association of Counties Leadership 254 Course for Judge Woolley.

FIRE MARSHAL

- 41. Approve renewal agreement between Waller County and the Southeast Texas Regional Advisory Council (SETRAC) and their Catastrophic Medical Operations Center (CMOC).
- 42. Approve purchase of ESO Plan Review and Inspection software in the amount of \$2,475.00 (Year 1) and total recurring annual fee of \$1,385.00. Funds to be paid from line item 132-509-568400 [Miscellaneous].

DIRECTOR OF POLICY & ADMINISTRATION

- 43. Approve Memorandum of Understanding between the City of Katy and Waller County relating to the Texas Heritage Marketplace Development.
- 44. Discussion of County Assistance Districts.

GRANT MANAGER

- 45. Approve ratification of Amendment #6 relative to the County's CDBG-DR Buyout Grant (GLO Contract No. 20-066-011-C074) that extends the contract termination date to June 30, 2024.
- 46. Approve payment to the previous owner(s) of 24155 Joseph Road, Hockley, TX 77447 in the amount of \$5,000.00 for eligible relocation incentives as participant(s) in the County's CDBG-DR Buyout Program (GLO Contract No. 20-066-011-C074).
- 47. Approve and adopt a County Fraud, Waste, and Abuse Policy.
- 48. Approve and adopt a County VINE/SAVNS Maintenance Plan.

DIRECTOR OF FACILITIES

- 49. Update on the Construction of the new Waller County Courthouse.
- 50. Update on the Modular Building Compound at the Judicial Building.

51. Approve Payment of \$723,703.85 for Application #18 to Sedalco, Inc. to be paid from the following line items:

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

\$690,676.94 - 604-604-581000 [Bldg Purch, Const, or Improv].
52. Approve payment of \$147,855.43 for Invoice #2 to Sedalco for PAY APP #1. Funds to be paid from line item 125-600-581620 [Justice Center Modular Building Design Fees].

MAINTENANCE

53. Reject sole bid received on April 1, 2024 at 9:42 a.m. from Silsbee Ford pursuant to the Maintenance Fleet Vehicles solicitation [RFP# 240220-25].
54. Approve purchase for two 24 Crew Cab 4x4 Long Bed Trucks from Grapevine Dodge Chrysler Jeep through BuyBoard for \$125,572.00. Funds to be paid from line item 125-442-581400 [Vehicle].

MISCELLANEOUS

55. Discuss progress of the Long Range Planning Committee and give the Committee feedback on how to proceed.
56. Approve the 2024 Interlocal Agreement with Grimes County for the Cost Sharing of the 506th District Court Coordinator, Assistant Court Coordinator, and Court Reporter.
57. Approve payment of \$23,079.80 for Invoice #3926 to CRC for Kennels.
58. 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.
59. 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.

EXECUTIVE SESSION

60. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.
61. 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.
62. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.

63. Reconvene in Open Session to take any action necessary on matters discussed in Executive Session.

ADJOURN MEETING

NOTICE

The County Commissioners Court of Waller County reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 Personnel Matters, 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development).