



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

**Wednesday, March 20, 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 Monthly Report.
4. Request by County Treasurer for approval of Payroll disbursements.
5. Request by County Treasurer for approval of Election Payroll disbursements.
6. Request by County Treasurer to approve disbursement of funds for Retiree Insurance Premiums.
7. Request by District Clerk for approval to Transfer fixed Assets to the Maintenance Department.
8. Request by County Auditor for approval and/or ratification of Accounts Payable.

9. Request by County Engineer to approve a Permit to Construct Utility in Waller County Right of Way by CenterPoint Energy -Gas to place 420' of a 2" IP PLA SVC Line on Stockdick Rd.
10. Request by County Engineer to approve a Permit to Construct Utility in Waller County Right of Way, by Matterhorn Express Pipeline, LLC for an 12" Natural Gas Pipeline within the right of way of Morton Road in Precinct 4.
11. Request by County Engineer to approve a Permit to Construct Utility in Waller County Right of Way, by Matterhorn Express Pipeline, LLC for a 12" Natural Gas Pipeline within the right of way of Schlipf Road in Precinct 4.
12. Request by County Engineer to approve the Final Plat of Freeman Ranch Section 5 and accept the Counstruction Bond in Precinct 3.
13. Request by County Engineer to approve a Permit to Construct Utility in Waller County Right of Way, by PS Lightwave, Inc. for a Fiber Optic Cable within the right of way of Jordan Ranch Blvd. in Precinct 4.
14. Request by County Engineer to approve the application to Amend The Major Thoroughfare Plan/Map by Maple Development LLC, 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 Commissioners' Court on April 17, 2024.

Requests to approve payments

15. \$1,206.00 for Invoice # 16303, \$2,887.00 for Invoice # 16402, \$2,932.00 for Invoice # 16403, \$2,887.00 for Invoice # 16426, and \$2,932.00 for Invoice # 16258 for a total of \$12,844.00 to Harris County from line item # 125-423-540702 [Autopsy].
16. \$1,200.00 for Invoice dated February 19, 2024 and \$1,100.00 for Invoice dated February 28, 2024 for a total of \$2,300.00 to Schmidt Funeral Home from line item # 125-423-540705 [Transport to Morgue].

EXTENSION OFFICE

17. Introduction of Shawn Russell, the new Cooperative Extension Program 4-H Agent through Prairie View A&M University.
18. Introduction of Matthew March, the new County Extension Agent for Agricultural and Natural Resources for Waller County.

AUDITOR

19. Approve 2024 budget adjustments and line-item transfers.
20. Presentation of Financial Transparency section of the Waller County Website.

COUNTY JUDGE

21. Presentation of Delinquent tax and fine and fee collection report by Otilia Gonzales, Perdue Brandon Fielder Collins & Mott, LLP.
22. Approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Section 6.30 of the Tax Code, said contract being for the collection of delinquent government receivables owed to Waller County, Texas and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.
23. Approve payment of \$154.63 to Trey Duhon for out of state travel expense to Washington, D.C. for H-GAC Meeting January 11 thru January 14, 2024. Funds to be paid from line item 125-440-563000 [Training & Conference Expense].

COUNTY ENGINEER

24. Approve placement of Freeman Ranch Section 5 into a One Year Warranty Period, with the starting date to be February 8th, 2024. Road construction has met Substantial Completion and road will be reviewed again in (1) one year for final acceptance. Precinct 3.
25. Approve acceptance of Substantial Completion of privately maintained roads in Sunterra - Section 24 in Precinct 3.
26. Approve acceptance of Substantial Completion of privately maintained roads in Sunterra - Section 25 in Precinct 3.
27. Approve acceptance of roads in Sunterra - Section 26 in Precinct 3. It is recommended by the County Engineer that Waller County accept the roads for maintenance.
28. Approve acceptance of Substantial Completion of privately maintained roads in Sunterra - Section 31 in Precinct 3.
29. Approve 36 month agreement with Consolidated Communications for an internet service provider for the Road and Bridge Office in Brookshire. Funds to be paid from line item 110-524-544900 [Service Contracts/Repairs Leases].
30. Approve advertisement in The Waller County Express of a request for proposals for County-wide seal coating services. Funds to be paid from line item 125-401544100 [Bid Notices and Printing].
31. Authorize the County Engineer to resolicit and approve advertisement in The Waller County Express for request of qualifications for drainage-specific engineering services. Funds to be paid from line item 125-401-544100 [Bid Notices and Printing].
32. Approve variance request to the Waller County Subdivision and Development Regulations regarding Section 3.4.8 Flag Lot access length, by Shawn Culhane in Precinct 1.

33. Approve the purchase of a replacement vehicle from Wischnewsky Dealership for \$48,560 for the Road and Bridge Department to replace a unit totaled in an accident. Funds to be paid from line item 110-530-581100 [Construction Equipment].
34. Approve General Land Plan for Lakes of Cane Island by Brad Sweitzer.
35. Approve variance requests to the Waller County Subdivision and Development Regulations for Mirabella Development in Precinct 3 by Brad Sweitzer.
 - A. Regarding Minimum Street Requirements, Appendix A. Section 4.3.5, for a centerline radius of 300' instead of 650'
 - B. Regarding Minimum Street Requirements, Appendix A. Section 4.2.5, for a collector street centerline radius of 650' instead of 1200'
 - C. Regarding Platting Procedure, Section 3.4.7, for a minimum lot width of 40' instead of 50'
 - D. Regarding Minimum Street Requirements, Appendix A. Section 4.2.2, for a minimum ROW width for collector streets of 60' instead of 80'
 - E. Regarding Minimum Street Requirements, Appendix A. Section 4.3.4, for a minimum cul-de-sac ROW radius of 60' instead of 70'
 - F. Regarding Minimum Street Requirements, Appendix A. Section 4.3.1, for a minimum ROW width of 50' instead of 60'
36. Approve variance requests to the Waller County Subdivision and Development Regulations for Maple Park Development in Precinct 4 by Jennifer Curtis.
 - A. Regarding Platting Procedure, Section 3.4.7, for a minimum lot width of 40' instead of 50'
 - B. Regarding Platting Procedure, Section 3.4.15, for a minimum side street building line of 10' instead of 15' on local streets
 - C. Regarding Street Alignments, Appendix A. Section 3.3, for a dead-end street to remain as a dead end on a temporary cul-de-sac and to have a 60' radius ROW instead of a 70' radius ROW
 - D. Regarding Minimum Street Requirements, Appendix A. Section 4.2.4, for a minimum pavement cross section for collector streets of 28' instead of 32'
 - E. Regarding Minimum Street Requirements, Appendix A. Section 4.3.5, for a minimum centerline radius 300' instead of 650'
 - F. Regarding Minimum Street Requirements, Appendix A. Section 4.3.4, for a minimum cul-de-sac ROW radius of 60' instead of 70'
37. Approve Subdivision Development Agreement with Maple Woods Development, LLC for the Maple Woods subdivision.

38. Approve Transportation Development Agreement with Maple Woods Development, LLC.
39. Open sealed bids submitted for County Ditch Maintenance Services (RFP #240220-22).

ENVIRONMENTAL DEPARTMENT

40. Approve a variance request to the Subdivision Development Regulations, Engineering Design Standards, Section 2- Lot size, regarding the minimum lot size per dwelling, by Ms. Mina P. Torrance.

SHERIFF

41. Approve request to create a separate Commercial Motor Vehicle Enforcement department under the Sheriff's budget.
42. Spread upon the minutes the Waller County Sheriff's 2023 Equitable Sharing Agreement and Certification.
43. Approve request to purchase GoTo Resolve IT management software at a cost of \$120.00 per month for a total of \$1,440.00 to be paid from line item 125-516-562323 [Due and Subscriptions].
44. Approve purchase of 14 patrol and administrative vehicles.
45. Approve First Amendment to Interlocal Agreement for Law Enforcement Services with Waller ISD.

DIRECTOR OF POLICY & ADMINISTRATION

46. Approve additional member to the Long Range Planning Committee to include member from the IT Department.
47. Discussion on County Assistance District in reference to the November Election.
48. Approve Legal Services Contract for Development Agreements.

GRANT MANAGER

49. Authorize the County Judge to execute GLO Contract No. 24-065-015-E172 in the amount of \$6,732,697.00 with the Texas General Land Office relative to the Waller County HUD MID Drainage Improvements (aka Regional Detention Facility).
50. Approve ratification of the Grant Agreement between the County and the Texas Comptroller of Public Accounts relative to the Rural Sheriff's Office Salary Assistance Grant in the amount of \$500,000.00.
51. Authorize the County Judge to execute the Grant Agreement between the County and the Texas Comptroller of Public Accounts relative to the Rural Prosecutor's Office Salary Assistance Grant Program in the amount of \$275,000.00.

52. Approve advertisement in The Waller County Express of a request for proposals for designated ARPA-approved seal coating road projects. Funding to be paid from line item 125-401-544100 [Bid Notices and Printing].
53. Authorize the County Judge to execute an engineering services contract with Pape-Dawson Consulting Engineers, LLC relative to the CDBG-MIT Hurricane Harvey HUD MID Infrastructure Projects.

TREASURER

54. Designate Tina Carrillo as the Healthy County Coordinator, as requested by the County Treasurer.

MISCELLANEOUS

55. Approve the Agreement with Navasota Soil and Water Conservation District No. 440 and payment of \$2,500.00 from line item 125-411-547330 [Soil & Water Conserv.] as allocated in the 2024 Budget.
56. Approve Resolution for the Nomination for a Board of Director for the Waller County Appraisal District to replace the recently vacated position by Jim Sette.
57. Approve Quitclaim Deed for Parcel ID No. P00071675 (133), a section of Anserra Trail at the I-10 frontage road, and authorize County Judge to sign the Quitclaim Deed.
58. Approve order authorizing County Judge to sign closing documents for the sale of the museum and former tax office to the City of Brookshire.
59. Open responses to RFQ for Mobility Bond Program Manager (RFQ # 240207-26).
60. Open responses to RFP for Outside Counsel for Mobility Bond Projects (RFP # 240207-24).
61. 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.
62. 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.

DIRECTOR OF FACILITIES

63. Approve payment of \$8,661.00 for Invoice #0035059 Embassy Records Management and Storage from line item 604-604-581837 (Swing Space).
64. Approve reimbursable payment of \$80,660.00 to Sedalco for the Building Permit from line item 604-604-581000 (Courthouse Soft Cost #6).

65. Approve Payment of \$529,151.53 for Application # 16 to Sedalco from fline item 604-604-581000 [Bldg Purch,Const, or Improv].
66. Approve payment of \$27,670.49 for Invoice # 12307 to Sedalco for PAY APP #1 from line item from line item 125-600-581620 [Justice Center Modular Building Design Fees].
67. Approve request for advertisement in The Waller County Express for proposals for Janitorial Services for County Buildings. Funding to be paid from line item 125-401-544100 [Bid Notices and Printing].
68. Presentation and approval of materials and colors for the Waller County Courthouse project.

EXECUTIVE SESSION

69. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.
70. 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.
71. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.
72. 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).