



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

**Wednesday, December 20, 2023 at 9:00 AM  
Waller County Joe Kuciemba Annex, Hempstead, Texas**

**AGENDA**

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**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**

**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.

1. Approval of Minutes
2. Request by County Treasurer for approval of Payroll.
3. Request by County Treasurer for approval of payment for retiree insurance.
4. Request by County Treasurer for approval of Treasurer's Monthly Report.
5. Request by County Auditor to approve official documents and all monthly reports.
6. Request by County Auditor for approval and / or ratification of Accounts Payable.
7. Request by County Engineer to approve a Permit to Construct Utility in Waller County Right of Way by Centric Fiber, LLC and Hooks Gas Pipeline for a proposed placement of a 8" HDPE natural gas line joint trenched with two 1.25" fiber conduit lines in the right of way of Morton Rd.
8. Request approval to reject all proposals for Road and Bridge Software Application & Services opened by Commissioners Court on March 8, 2023.

### **Requests to approve payments on the following:**

9. \$7,500.00 for Invoice # 08029 to Brazos Valley Council of Governments from line item 125-525-546900 [BVCOG].
10. \$13,000.00 for Invoice # 1287 to Fort Bend Medical Examiner from line item 125-423-540702 [Autopsy].
11. \$1,984.03 for Invoice #24 to King Architectual Consulting Services  
to be paid from line-item 604-604-545405 [Professional Services].

### **ECONOMIC DEVELOPMENT**

12. Discuss and take action to approve second amendment to the Tax Abatement Agreement with Brookshire Drying Co, Inc. and Texas Rice Milling, Inc. Brookshire Drying Company, Inc. applied for a tax abatement for property owned by Brookshire Drying Company, Inc. The property, located at 1019 Bains, in Brookshire, has been designated as Waller County Brookshire Rice Dryer Reinvestment Zone 7. Brookshire Drying Company, Inc. will construct a rice milling facility on the property at an estimated cost, including real and personal property, of \$6,300,000.
13. Discuss and take action to terminate two Tax Abatement Agreements for spec buildings with Woods Road Industrial LLC (contract ID # 220928-17a and 220928-17b).

### **COUNTY ENGINEER**

14. **Public Hearing:** Proposed Major Thoroughfare Plan/Map Amendment, by Thomas C. Sikora, North Pines 1488 LP.
15. Discuss and take action to approve the Major Thoroughfare Plan/Map Amendment, by Thomas C. Sikora, North Pines 1488 LP.
16. Discuss and take action to approve the acceptance of the following three roads in Sunterra Subdivision, Section 22 into the County Road Maintenance System and Release the Maintenance Bond:  
  
Inglenook Grove Drive .166 miles  
  
Sonder Shore Drive .117 miles  
  
Camino Cove Court .038 miles.
17. Spread upon the minutes the allotment of 1,609.7 Cubic Yards of RAP material valued at \$32,194.00 for 2024 from the Texas Department of Transportation(TxDOT).

### **DIRECTOR OF POLICY AND ADMINISTRATION**

18. Discuss and take action to advertise RFQ for Program Manager for the Mobility Bond Projects.

### **GRANT MANAGER**

19. Discuss and take action to authorize the County Grant Manager to submit a Selective Traffic Enforcement Program (STEP)-Commercial Motor Vehicles (CMV) FY2025 Grant Application to the Texas Department of Transportation.
20. Discuss and take action to authorize the County Grant Manager to submit a Selective Traffic Enforcement Program (STEP)-Comprehensive (COMP) FY2025 Grant Application to the Texas Department of Transportation.
21. Discuss and take action to accept a grant award in the amount of \$29,620.00 from the United States Department of Justice pursuant to the Bureau of Justice Assistance's FY23 State Criminal Alien Assistance Program (SCAAP).
22. Discuss and take action to authorize the County Grant Manager to partner with the Texana Center in order to submit two (2) Mental Health Grant for Justice-Involved Individuals (MHGJII) applications to the Texas Department of Health and Human Services.
23. Publicly open sealed bids submitted for professional home demolition services associated with the County's CDBG-DR Buyout Program (CDBG-DR Project 20-066-011-C074).
24. Authorize the County Grant Manager to apply for SB22 Law Enforcement Grant Funds.
25. Discuss and take action to approve the creation of an Animal Control Administrative position at an hourly rate of \$22.25. Funding to be paid from line item 241-595-561209 [ARPA Miscellaneous].
26. Discuss and take action to approve two Court Security Positions in the amount of \$81,862 per position. Funds to be paid from line item 241-595-561209 [ARPA Miscellaneous].

#### **DISTRICT ATTORNEY**

27. Discuss and take action to approve at \$15,000 increase in funding for the civil attorney position created on approved on November 15, 2023. Funds to be paid from 241-595-561209 [ARPA Miscellaneous].
28. Discuss and take action to approve the creation of a felony prosecutor supervisor position. Funding to be paid from line item 241-595-561209 [ARPA Miscellaneous].

#### **TREASURER**

29. Discuss and take action for annual review and approval of Waller County Investment Policy.
30. Discuss and take action to approve the 2024 Salary Order
31. Discuss and take action to amend the Personnel Policy Manual.

#### **AUDITOR**

32. Discuss and take action to approve 2023 Engagement Letter between Waller County and Rutledge, Crain and Company, PC to be paid from line item 125-411-540700 [Audit].
33. Discuss and take action to approve annual review of Fund Balance Policy.
34. Discuss and take action to approve 2023 budget amendments and departmental line-item transfers.

## **FIRE MARSHAL**

35. Discuss and take action to authorize the County Judge to enter into a contract with H2O Partners relative to the County's Hazard Mitigation Plan Update.

## **DIRECTOR OF FACILITIES**

36. Discuss and take action to approve payment of \$7,379.00 for Estimate # 38113 and \$209.00 for Estimate # 38122 for a total of \$7,588.00 to Automate Shade for window and teller window blinds at the Waller County Joe Kuciemba Annex. Funds to be paid from line-item 604-604-581837 [Swing Space].
37. Update on the Macerator for the Waller County Jail.
38. Discuss and take action to approve payment of Application # 2 for \$247,741.98 to Sedalco from line item 602-602-581838 [WCJC Macerator].
39. Update on the construction phase of the Waller County Courthouse Replacement and Annex Project.
40. Discuss and take action to approve payment of Application # 13 for \$1,274,173.50 to Sedalco to be paid from the following:  
  
\$494,827.02 from line-item 604-604-545405 [Professional Services]  
  
\$678,282.90 from line-item 604-604-581000 [Bldg Purch, Const, or Improv]  
  
\$101,063.58 from line-item 604-604-581837 [Swing Space].
41. Discuss and take action to approve Lease Agreement and payment of \$22,924.86 for Agreement # Q-1605365 and \$3,483.49 for Invoice # 9019616565 for a total of \$26,408.35 to Williams Scotsman Inc. for CCL#2 temporary office space. Funds to be paid from line-item 604-604-581837 [Swing Space].

## **MISCELLANEOUS**

42. Discuss and take action to approve request by the 4-H Horse Club to use the Community Center on a continued basis for the 2nd Tuesday each month for 2024 beginning January 09, 2024.
43. Discuss and take action on RFP for outside counsel for mobility bond projects.

44. Discuss and take action to approve Interlocal Agreement with Harris County for Performance of Postmortem Examinations by Harris County Institute of Forensic Sciences.
45. Discuss and take action to approve official bond and oaths for Elected Officials.
46. Discuss and take action to approve Drainage Right-Of-Way Easement from WCF, LLC (Houston Executive Airport) and related agreement for Cardiff Road.
47. Discuss and take action to approve the IRS standard mileage rate for business travel at 67 cents per mile for 2024.
48. Discuss and take action to deliberate 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.
49. Discuss and take action to deliberate 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**

50. 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.
51. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.
52. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.
53. 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).**