



## MINUTES

### WALLER COUNTY COMMISSIONERS COURT REGULAR SESSION WEDNESDAY – NOVEMBER 19, 2025

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 19<sup>th</sup> day of November 2025 at its meeting place at the Waller County Joe Kuciemba Annex, Hempstead, Texas.

#### CALL TO ORDER

The meeting was called to order by Presiding Judge Justin Beckendorff at 9:00 a.m. with the following members of the Court present to-wit:

John A. Amsler, Commissioner Precinct 1  
Walter Smith, Commissioner Precinct 2  
Kendric D. Jones, Commissioner Precinct 3  
Justin Beckendorff, Commissioner Precinct 4 – *Presiding Judge*  
Debbie Hollan, County Clerk  
Absent: Carbett "Trey" J. Duhon III, County Judge

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

#### 1. Approval of Agenda.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon	– Absent	Commissioner Amsler	– Yes	Commissioner Smith	– Yes
		Commissioner Jones	– Yes	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 – November 12, 2025
3. Request by County Auditor to Approve and/or Ratify 2025 Budget Adjustments and Departmental Line-Item Transfers.
4. Request by County Treasurer for Approval of Payroll Disbursements.

5. Request by County Treasurer to approve disbursement of funds for Retiree Insurance Premiums.
6. Request by County Treasurer for approval of Monthly Report.
7. Request by County Treasurer for approval of Election Payroll Disbursements.
8. Request by County Engineer to declare surplus property and request permission to sell a used 2004 Ford Escape, a 2011 Volvo Motor Grader and a used 2003 Ingersoll Rand Roller on govdeals.com.
9. Request by County Engineer to place roads in Sunterra Lakes Section 1 into the developer's one-year maintenance period, effective August 11, 2025, and reduce the maintenance bond.
10. Request by County Engineer to place roads in Sunterra Lakes Section 4 into the developer's one-year maintenance period, effective August 4, 2025, and reduce the maintenance bond.
11. Request by County Engineer to place roads in Sunterra Lakes Boulevard Street Dedication Section 1 into the developer's one-year maintenance period, effective August 27, 2025, and reduce the maintenance bond.
12. Request by County Engineer to place roads in Sunterra Lakes Section 2 into the developer's one-year maintenance period, effective July 31, 2025, and reduce the maintenance bond.
13. Request by County Engineer to place roads in Sunterra Lakes Section 3 into the developer's one-year maintenance period, effective July 31, 2025, and reduce the maintenance bond.
14. Request by County Engineer to approve acceptance of the roads in Sunterra Section 71 into county maintenance and release the bond.
15. Request by County Engineer to approve acceptance of the roads in Sunterra Section 55 into county maintenance and release the bond.
16. Request by County Engineer to approve acceptance of the roads in Twinwood Business Park Phase 1A, Segment E into county maintenance and release the bond.
17. Request by County Engineer to approve acceptance of the roads in Freeman Ranch Section 5 into county maintenance and release the bond.
18. Request by County Engineer to approve the Final Plat of Sunterra North Commercial Development and accept the Construction Bond in Precinct 3.
19. Request by County Engineer to approve the Final Plat of Sofi Lakes Reserve Section 1 in Precinct 3.
20. Request by County Engineer to approve Final Replat of Pederson Road Business Park Second Replat in Precinct 4.

21. Request by County Engineer to approve the Final Plat of Sofi Lakes Reserve Section 2 in Precinct 3.
22. Request by County Engineer to accept a Formal Notice by Trident Intrastate Pipeline LLC for 48" Natural Gas Pipeline within the right of way of Morison Rd, Hebert Rd, Mound Creek Rd, Joseph Rd, Howell Rd, Reids Prairie Rd and Pine Tree Ln. - Project # 2025-2023.
23. Request by County Engineer to accept a Formal Notice by Ezee Fiber Texas LLC for Fiber Optic Cable with Conduit and Accessories within the right of way of Pappas Dr, Pappas Creek Ct, Green Prairie Dr, Southern Sky Dr, Southern Creek Ct, Pecan Creek Dr, Tallow Pointe Ln, Redwood Peak Ln, Canton Farms Ct, Norhill Heights Ln, Willow Breeze Dr, Willow Oak Way and Piper Glen Ln. (Willow Creek Farms) - Project # 2025-2720.
24. Request by County Engineer to accept a Formal Notice by Jordan Ranch Real Estate, LLC for 365 feet of 8" Sanitary Sewer Lines, and Road Box within the right of way of Jordan Ranch Blvd, and West Miller Rd., - Project # 2025-2275.
25. Request by County Engineer to accept a Formal Notice by Ezee Fiber Texas, LLC for Fiber Optic Lines with Conduit and Accessories within the right of way of Kingsland Blvd., Scarlet Oak Ln., Fringe Tree Ln., Cork Road Ct., Tulip Tree Ln., Silver Linden Ln., and Spindle Tree Ln.- Project # 2025-2737.
26. Request by County Engineer to accept a Formal Notice by Ezee Fiber Texas, LLC for Fiber Optic Lines with Conduit and Accessories within the right of way of Jordan Ranch Blvd, Pappas Dr., Willow Creek Ln, Prairie Farms Dr, Katy Creek Ct, Stone Creek Ct, Green Meadows Ln, White Oak Ln, Golden Sky Ct, Prairie Creek Ct, Creekside Dr, Western Sky Dr, Live Oak Way and Arrowbrook Ln.- Project # 2025-2739.
27. Request by County Engineer to accept a Formal Notice by Comcast of Houston, LLC for Fiber Optic Cable within the right of way of Penick Rd- Project # 2025-2606.
28. Request by County Engineer to accept a Formal Notice by A T & T Communications for Fiber Optic Cable within the right of way of Joseph Rd.- Project # 2025-2236.
29. ~~Request by Commissioner, Precinct 3 to issue a public notice in a newspaper of general circulation establishing a public hearing during the regular session of Commissioners Court on December 10, 2025 on the creation of Waller County Tax Increment Reinvestment Zone (TIRZ), Precinct 3 within Waller County. Funds to be paid from line item 125-401-544100 [Bid Notices and Printing].~~ **Item WITHDRAWN.**

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

30. \$10,400.00 for Invoice #1581 to Fort Bend Medical Examiner from line item 125-423-540702 [Autopsy].
31. \$85,124.45 for Invoice #75157-5 to Civil Corp for Professional Services rendered through September 28, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].

32. \$95,731.15 for Invoice #74083-4 to Civil Corp for Professional Services rendered through August 31, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
33. \$130,051.23 for Invoice #112575-4 to Edminster Hinshaw Russ & Assoc. dba EHRA Engineering. Professional Services for the Date Ending September 21, 2025. Funds to be paid from line item 605-605- 545405 [Prof. Services].
34. \$52,549.02 for Invoice #GG-1546-2 to Gradient Group for Billing Period August 1, 2025 through September 30, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
35. \$75,876.50 for Invoice #203265-4 to TEDSI Infrastructure Group for Professional Services rendered from September 1, 2025 through September 30, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
36. \$15,450.00 for Invoice #25-001.005 to Trilogy Engineering Services LLC for services rendered from September 1, 2025 through September 30, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
37. \$24,150.00 for Invoice #1004 to URSA Dynamics LLC to be paid from line item 125-411-540300 [Legal].
38. \$1,680.00 for Invoice #7306 to The Waller Law Office to be paid from line item 125-411-540300 [Legal].
39. Request by County Auditor to approve and/or Ratify Accounts Payable.

Motion to approve **Consent Agenda** with number 39 withdrawn made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff

– Yes

## ECONOMIC DEVELOPMENT

40. **Presentation and update** by the Waller County Economic Development Partnership.  
*No action required.*

41. Discuss and take action to approve contract with the Waller County Economic Development Partnership for 2026-2028.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff

– Yes

42. **Public hearing:** on the adoption of the Waller County Tax Abatement Guidelines and Criteria.

**Public Hearing began at 9:13 a.m.**

Vince Yokum highlighted changes to the guidelines.

No public comments received.

**Public Hearing ended at 9:17 a.m.**

43. Discuss and take action to adopt a resolution to participate in tax abatement agreements and approve the Waller County Tax Abatement Guidelines and Criteria.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Yes

## COUNTY ENGINEER

44. **Public Hearing:** Pederson Road Business Park Second Replat. The amendment will create 5 (five) Commercial Reserves by Owners IU Heritage LP.

**Public Hearing began at 9:18 a.m.**

Mr. Ross McCall explained the amendment.

No public comments received.

**Public Hearing ended at 9:20 a.m.**

45. Discuss and take action to approve the Final Plat of Waterford Run in Precinct 2.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Yes

## DISTRICT ATTORNEY

46. Discuss and take action to approve creation of paid internship program for District Attorney's Office. *(no backup submitted)*

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Yes

## GRANT MANAGER

47. Discuss and take action to approve new grant projects funded by the FY22 SETH grant in an amount not to exceed \$12,000.00.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion and Second withdrawn. **ITEM WITHDRAWN.**

## FIRE MARSHAL

48. Discuss and take action on Burn Ban.

Motion made by Commissioner Jones to allow the Fire Marshal at his discretion to lift the Burn Ban (on this Burn Ban), seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Yes

## TREASURER

49. Discuss and take action to approve continuation of policy and payment for Texas Association of Counties Auto Liability, Auto Physical Damage, and General Liability coverages effective January 1, 2026. **and**
50. Discuss and take action to approve continuation of policy and payment for Texas Association of Counties Workers' Compensation coverage effective 01/01/2026. **and**
51. Discuss and take action to approve CJD Crime Victims Salary Order for grant year 2025-2026. **and**
52. Discuss and take action to approve Salary Order amendment 2025.7 effective ~~November 23, 2025~~ **December 7, 2025.**

Motion to approve **items 49-52** with effective date changed to item 5 made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Yes

## DIRECTOR OF FACILITIES

53. Discuss and take action on the 3rd floor expansion project including review of final floor plan and guaranteed maximum price from Sedan.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Yes

## MISCELLANEOUS

54. Discuss and take action to appoint Lynn Spencer to serve as Waller County's primary representative on the HGW Local Development Corporation.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Absent

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Yes

55. ~~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.~~
56. ~~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. Item WITHDRAWN.~~

EXECUTIVE SESSION

- 57. ~~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**.
- 58. ~~Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.~~ Item **WITHDRAWN**.
- 59. ~~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 Amsler, seconded by Commissioner Jones  
**Motion carried** by 4-0 vote.  

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

Meeting was **ADJOURNED** at 10:01 a.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

**APPROVED** this the 10<sup>th</sup> day of December 2025.

Carbett “Trey” J. Duhon, III  
County Judge