



## MINUTES

### WALLER COUNTY COMMISSIONERS COURT REGULAR SESSION WEDNESDAY – JULY 23, 2025

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 23<sup>rd</sup> day of July 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  
Debbie Hollan, County Clerk

Absent: Justin Beckendorff, Commissioner Precinct 4

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	– Yes	Commissioner Amsler	– Yes	Commissioner Smith	– Yes
		Commissioner Jones	– Yes	Commissioner Beckendorff	– Absent

**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 – July 9, 2025 Regular Session
3. Request by County Treasurer for Approval of Payroll Disbursements.
4. Request by County Treasurer to approve disbursement of funds for Retiree Insurance Premiums.

5. Request by County Treasurer for approval of Monthly Report.
6. Request by County Treasurer to approve new assignment of take home vehicle for the Procurement Director.
7. Request by County Treasurer to approve disbursement of funds for State Quarterly Reports.
8. Request by County Auditor to Approve and/or Ratify 2025 Budget Adjustments and Departmental Line-Item Transfers. *(no backup submitted)*
9. Acknowledge receipt of notification from Katy 2855 Development, LLC, related to the Grange Development Agreement. A recent purchase of 10.3 acres will be annexed into the Grange Development boundary.
10. Request by County Engineer to accept a Formal Utility Notice - for Lakeside Dr. off FM 359 (Project 2025-727) from Ezee Fiber for fiber optic lines.
11. Request by County Engineer to accept a Formal Utility Notice - for Stella Rd. and Garvie Ln. (Project # 2025-677) from Ezee Fiber for fiber optic lines.
12. Request by County Engineer to accept a Formal Utility Notice - for Coronado Terrace Ln., Marisol Bay Dr., Sarasota Shore Dr., Bahia Bay Dr., Crystal Vista Dr., Pismo Creek Ln., Newport Creek Dr., Crystal Bend Dr., Laguna Green Ln., Malibu Shore Ln., (Project # 2025-340) from Ezee Fiber for fiber optic lines.
13. Request by County Engineer to accept a Formal Utility Notice - Bartlett Rd (Project # 2025-393) for Ezee Fiber for fiber Hub Cabinet installation.
14. Request by County Engineer to accept a Formal Utility Notice - for Terra Rose Dr., Tan Briar Dr., and Sol Bend Dr. (Project # 2025-392) from Ezee Fiber for fiber optic lines.
15. Request by County Engineer to accept a Formal Utility Notice - for Apple Rose Ln., Tantara Dr., Golden Dust Dr., Sunterra Shores Dr., Sorrento Hill Dr., Cliff Ridge Ln., Jasmine Point Dr., Myrtle Sunset Dr., Seaside Cove Ct., and Sunmoon Ln. (Project # 2025-386) from Ezee Fiber for fiber optic lines. (Sunterra Sect 24, 29, 30, 31).
16. Request by County Engineer to accept a Formal Utility Notice - for Grass Bend Dr., Summer Bend Dr., Bright Hill Dr., Garden Jade Dr., Ventura Creek Dr., Gable Breeze Dr., Tan Gable Ln., Coco Ray Ln., Whisper Cove Ct., Woodflower Dr., Jasmine View Ln., Seaside Cove Ln., Sunterra Shores Dr., Newport Breeze Dr., Dana Point Dr., Malibu Glen Dr., Bolinas Bluff Dr., Seashore Creek Dr., and Allegretto Sea Dr. (Project # 2025-387) for Ezee Fiber for fiber optic lines. (Sunterra Sect 12, 13, 25).
17. Request by County Engineer to accept a Formal Utility Notice - for Bartlett Rd., Laguna Cove Dr., Greenshank Dr., Long Beach Bay Dr., Salange Ln., Bonita Beach Dr., Cambria Green Ln., Catalina Cove Dr., Aurora Creek, Sunray Lake, Camino Bay, Dauphin Bay, and Caramel Shores Dr. (Project # 2025-388) for Ezee Fiber for fiber optic lines. (Sunterra Sect 2, 4, 10).

18. Request by County Engineer to accept a Formal Utility Notice - for Shonder Shore, Camino Cove St., and Inglenook Grove Dr. (Project # 2025-366) from Ezee Fiber for fiber optic lines.
19. Request by County Engineer to accept a Formal Utility Notice - for Winding Canyon (Project #2025-548) from Ezee Fiber for fiber optic lines.
20. *Item 20 pulled from Consent Agenda for Court to discuss and vote on separately.*
21. Request by County Engineer to approve the Amending of Plat No. 3 for Houston Oaks Section 6, in Precinct 2.
22. Request by County Engineer to approve the Amending of Plat No. 4 for Houston Oaks Section 6, in Precinct 2.
23. Request by County Engineer to authorize the issuance of a public notice in the Katy Times, for three consecutive weeks, establishing a public hearing during the regular session of Commissioners' Court on September 3, 2025 for a Replat of Frontier Farms Section Two. The amendment will create ten (10) Lots and one (1) Block by Owner R & L Solutions Inc.
24. Request by County Engineer to accept a Formal Utility Notice for ATT to place fiber optic lines in the right-of-way of Owens Rd.
25. Request to approve mobility bond assignment for Sculipf Road from US 90 to Franz **Morton** Road.
26. Request by County Tax Assessor/Collector to approve Interlocal Agreements for tax collections.
27. Request by Procurement Director to advertise for proposals for Bank Depository Services. Advertisement to be paid from line item 125-401-544100 [Bid Notice & Printing].
28. **Spread** upon the minutes the renewal of annual subscription with OCV, LLC for Sheriff's Office mobile app software application in the amount of \$15,090.00 for the term July 18, 2025 through July 17, 2026. Funds to be paid from Sheriff's Office Commissary.
29. **Spread** upon the minutes the Gulf Coast Regional 9-1-1 Emergency Communications District fully deploying Next Generation 911 for the benefit of the citizens and participating jurisdictions.
30. **Spread** upon the minutes that on July 16, 2025, the Honorable Gary W. Chaney, Judge of the 506th Judicial District Court, and Presiding Administrative District Judge of Waller County, appointed Mr. Alan R. Younts to the office of Waller County Auditor, for a two-year term of office. A copy of the Oath of Office and Statement of Appointed Official are included in these minutes.

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

31. Request by County Tax Assessor-Collector to approve refund in excess of \$500.00 in accordance with Article 31.11 of the State Property Tax Code.
32. \$1,000.00 for Invoice #6985, \$2,160.00 for Invoice #6986, \$760.00 for Invoice #6987, \$4,600.00 for Invoice #6988, and \$40.00 for Invoice #6989 for a total of \$8,560.00 to The Randle Law Office. Funds to be paid from line item 125-411-540300 [Legal].
33. \$18,444.00 for Invoice #188899 to HR Green, Inc. for Professional Services (Project 2404188-0000 Mathis Rd.) rendered through May 30, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
34. \$12,764.59 for Invoice #65035800-0525-02 to Kimley-Horn and Associates, Inc. for Professional Services (Project 23102 Double Culvert Rd.) rendered through April 30, 2025 through May 31, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
35. \$27,628.30 for Invoice #99625-2 to R G Miller Engineers, Inc. for Professional Services (Neuman Rd) rendered April 21, 2025 through May 18, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
36. \$43,711.60 for Invoice #304200.00-2 to Schaumburg & Polk, Inc. for Professional Services (Polk Rd) rendered April 21, 2025 through June 1, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
37. \$120,301.50 for Invoice #25001-001 to Technology Engineering Services LLC for Professional Services (Project 25001 Adams Flat Rd.) rendered April 2, 2025 through May 31, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
38. \$49,032.10 for Invoice #23104-001 to Volkert, Inc. for Professional Services (Project #23104 Robichaux Rd.) rendered April 19, 2025 through May 23, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
39. \$73,234.14 for Invoice #24122-1 to BGE, Inc. for Professional Services rendered April 8, 2025 through May 23, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
40. \$79,043.70 for Invoice #24121-1 to BGE, Inc. for Professional Services rendered March 27, 2025 through May 23, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
41. \$94,216.56 for Invoice #73053-03 (Penick Rd) to Binkley & Barfield, Inc. for Professional Services rendered May 1, 2025 through May 31, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].
42. \$130,283.48 for Invoice #73052-03 (Clay Rd) to Binkley & Barfield, Inc. for Professional Services rendered May 1, 2025 through May 31, 2025. Funds to be paid from line item 605-605-545405 [Prof. Services].

43. \$4,000.00 for Invoice dated April 14, 2025 to A.C. Campbell for Upright Scissor Lift. Funds to be paid from 110-530-581100 [Construction Equipment].
44. Request by County Auditor to Approve and/or Ratify Accounts Payable.

Motion to approve **Consent Agenda** as revised (item 25) with number 20 removed made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff

– Absent

**Court pulled item 20 from the Consent Agenda to discuss and vote on separately per Commissioner Jones' request.**

20. Request by County Engineer to approve the Final Plat of Mirabella Detention Basin 4 in Precinct 3.

Motion made by Commissioner Smith, seconded by Judge Duhon.

(County Clerk advised agenda item 20 needed to be withdrawn, required signatures are still needed on the plat prior to court approval)

Commissioner Jones made motion to table, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff

– Absent

## ECONOMIC DEVELOPMENT

45. **Public Hearing:** Conduct a public hearing concerning the designation of Waller County Urban Reinvestment Zone 16 pursuant to Texas Tax Code Chapter 312. The proposed reinvestment zone is comprised of approximately 71.9750 acres of land in the H. & T.C.R.R. Co. Survey, Section 107, Abstract 170, in Waller County, Texas generally located west of Cane Island Parkway, east of Schlipf Road, south of Morton Road, and north of U.S. Highway 90 in Katy, Texas 77493, and consists of all of Reserve "B" in Block 1 of the Replat Pecos on Road Business Park, a subdivision duly of record in Plat Number 1902425 in the Deed Records of Waller County, Texas.

**Public Hearing began at 9:03 a.m.**

Vince Yokota provided information for request.

No public comments received.

**Public Hearing ended at 9:09 a.m.**

46. Approve the order for the designation of Waller County Urban Reinvestment Zone 16.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff

– Absent

## COUNTY ENGINEER

47. **Public Hearing:** Replat of Rio Acres. The amendment will create 5 Lots from the original Lots 4 and 5 of the Rio Acres Subdivision by Owner Justin Capistran and rename the new Lots as Bosque Estates.

**Public Hearing began at 9:09 a.m.**

No public comments received.

**Public Hearing ended at 9:10 a.m.**

## ENVIRONMENTAL DEPARTMENT

48. Approve a variance request to the Subdivision Development Regulations, Engineering Design Standards, Section 2-Lot size, regarding the minimum lot size per dwelling, by Venta Property LLC, Fabian and Gloria Guia.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Absent

## DIRECTOR OF POLICY & ADMINISTRATION

49. Approve Sunterra Lakes Development Agreement.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Absent

## PROCUREMENT DIRECTOR

50. Approve Agreement with Granicus, utilizing The Interlocal Purchasing System (TIPS) contract number 220105 for Courthouse recording system and related goods and services, in an amount not to exceed \$92,850.00. Funds to be paid from line item 604-604-581839 [Soft Cost].

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Absent

51. Approve Amendment to Agreement with Tyler Technologies, Inc. for renewal of Tax Pro SaaS for Tax Assessment in an amount of \$10,990.00 for the term January 1, 2026 through December 31, 2026. Funds to be paid from line item 125-411-545005 [Orion].

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Absent

## TREASURER

52. Approve Salary Ordinance amendment 2025.4 effective August 04, 2025 adding 2 new deputies for Waller ISD contract.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Absent

## MISCELLANEOUS

53. Draw three (3) public members and three (3) alternate members to serve on the Salary Grievance Committee pertaining to the 2026 Budget.

The following three (3) public members were drawn:

1. Roderrick Burnett from Katy
2. Lisa Osterkamp from Katy
3. Ruben Escobar from Brookshire

The following three (3) alternate members were drawn:

1. Jamie Bonilla-Mejia from Brookshire
2. Justin Frisina from Katy
3. Mario Tort from Hempstead

54. Approve Agreement between Waller County and Focusing Families and payment of \$15,000.00 from line item 125-411-547310 [Focusing Families] as allocated in the 2025 Budget.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

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

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

– Yes

Commissioner Jones – Yes

Commissioner Beckendorff

– Absent

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. Consultation with District Attorney related to advice about pending or contemplated litigation or a settlement offer.
58. ~~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.~~
59. ~~Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.~~
- Court convened to Executive Session at 9:28 a.m.**  
**Court reconvened from Executive Session at 10:11 a.m.**
60. ~~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.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Absent

Meeting was **ADJOURNED** at 10:11 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.

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Debbie Hollan  
Waller County Clerk

**APPROVED this the 6<sup>th</sup> day of August 2025.**

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Carbett "Trey" J. Duhon, III  
County Judge

DRAFT