

THE STATE OF TEXAS §

COUNTY OF VICTORIA §

Be it remembered that on this the **24th day March A.D., 2025**, the Commissioners Court convened in **Special Session** at the Victoria County Courthouse in the City of Victoria, Victoria County, Texas, with His Honor, Ben Zeller, County Judge, presiding and the following Commissioners attending:

Danny Garcia,	Commissioner Precinct No. 1
Jason Ohrt,	Commissioner Precinct No. 2
Shannon Martin,	Commissioner Precinct No. 3
Kenneth Sexton,	Commissioner Precinct No. 4
and	
Heidi Easley,	County Clerk and Ex-Officio Clerk

and the following orders were passed:



COUNTY OF VICTORIA

MINUTES

COMMISSIONERS' COURT OF VICTORIA COUNTY, TEXAS

Monday, March 24, 2025, 10:00 AM, SPECIAL TERM

VICTORIA COUNTY COURTHOUSE

115 N. BRIDGE ST., ROOM 241, SECOND FLOOR, VICTORIA, TX

1. Call to Order.

(1-0:00)

1. March 24, 2025. Ben Zeller, County Judge, called to order the Commissioners Court Special Term for Monday, March 24, 2025, at 10:02 a.m.

2. Invocation and Pledges.

(2-0:00)

2. March 24, 2025. County Judge Ben Zeller opened the meeting with prayer and the reciting of the Pledges of Allegiance of the United States of America and the State of Texas.

3. Citizens Communication.

(3-3:32)

3. March 24, 2025. Judge Ben Zeller opened the meeting to anyone wishing to address general County business which was not on the meeting agenda.

Katherine Schuelke voiced her concerns regarding a recent interaction with Constable, Precinct No. 4 Aaron Burleson.

Michael Vonderau of 2107 N. Ben Jordan spoke about receiving another motion to vacate and issues at the East North Mobile Home Park.

Jena Banda of the Victoria Emergency Management Office spoke about the Mid-Coast Hurricane and Disaster Conference that will be held April 2-3, 2025 at the Victoria Community Center.

County Judge Zeller recognized Mayor Duane Crocker.

Drew Pilkington of the Fire Marshal's Office spoke about the current weather conditions and the KBDI numbers for Victoria County.

Animal Services Director Mark Sloat informed the Court that this week is National Adoption Week with PetSmart Charities.

Commissioner Shannon Martin reminded the public of his Commissioners Communication Forum tomorrow at the Quail Creek Volunteer Fire Department starting at 6 p.m.

Hearing no further comments, Judge Ben Zeller continued with the next agenda item.

4. Consider approval of minutes and take appropriate action.

(4-16:56)

4. March 24, 2025. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court approved the minutes of the Commissioners Court meeting held on March 17, 2025. Motion adopted.

5. Consider approval of Capital Improvement Workshop minutes, dated March 12, 2025 and take appropriate action.

(5-17:12)

5. March 24, 2025. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the minutes of the Capital Improvement Workshop meeting held on March 12, 2025. Motion adopted.

6. Consider approval of accounts payable and take appropriate action.

(6-17:31)

6. March 24, 2025. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court approved the accounts payable as presented by Becky Smiley, First Assistant County Auditor.

Regular Accounts	3/24/2025	\$355,024.24
Supplemental Accounts	3/14/2025 – 3/20/2025	\$94,037.78

Motion adopted.

7. Receive monthly and quarterly reports from various county officials and departments and take appropriate action.

(7-17:58)

7. March 24, 2025. Moved by Jason Ohrt and seconded by Danny Garcia, the Commissioners Court received the monthly reports from the County Treasurer and District Clerk. Motion adopted.

8. Consider approval of bond forfeiture releases and take appropriate action.

(8-18:12)

8. March 24, 2025. None. No action taken.

9. Consider approval of CMC Interim vendor payments and take appropriate action.

(9-18:22)

9. March 24, 2025. Moved by Danny Garcia and seconded by Shannon Martin, the Commissioners Court approved the CMC interim vendor payments dated March 20, 2025, in the amount of \$329,290.36 and the ACH report dated March 20, 2025, in the amount of \$3,025,795.14. Motion adopted.

10. Hear an update from the Victoria Office of Emergency Management (VOEM) regarding the success of the Inclement Weather Centers and take appropriate action.

(10-18:57)

10. March 24, 2025. Emergency Management Coordinator Rick McBrayer provided information to the Court. Kim Pickens, President of The Homeless Coalition of the Golden Crescent, explained their services to the Court. Alex Partida, Disaster Recovery Coordinator, with the Emergency Management Office, gave a presentation regarding the success of the Inclement Weather Centers. Mr. Partida presented each of the following Inclement Weather Centers with a Certificate of Appreciation:

The Homeless Coalition of the Golden Crescent
The Food Bank of the Golden Crescent
Faith Family Church
Water Well Cafe
Black Cherry's Smokehouse
Christ's Kitchen
GCRPC Regional Service Department-Transit Operation Section
Mid-Coast Family Services
Be Well - Victoria
Victoria Christian Assistance Ministry
The United Way - Victoria
Gulf Bend Center
Victoria County Animal Services
National Weather Service
Community Emergency Response Team
The Humility Project
Vicki Smith
Marissa Trevino
Our Lady of Sorrows Catholic Church
First United Methodist Church
The Salvation Army
Christ the Victor Lutheran Church

Emergency Management Coordinator Rick McBrayer thanked the Court for their support and commended the Victoria Emergency Management Staff for their hard work. No action taken.

11. Hear a proclamation designating March as Senior Nutrition Programs Celebration month and take appropriate action.

(11-33:58)

11. March 24, 2025. Dan Capone, President of Meals on Wheels spoke to the Court about their program. County Judge read the proclamation. Moved by Danny Garcia and seconded by Shannon Martin, the Commissioners Court approved a proclamation designating March 2025 as Senior Nutrition Programs Celebration month, recognizing the Older Americans Act Nutrition Program and Meals on Wheels South Texas programs. Motion adopted.

12. Hear a presentation from the City of Victoria City Manager regarding the Community Center Expansion Master Plan and take appropriate action.

(12-39:38)

12. March 24, 2025. Mayor Duane Crocker provided information to the Court. City of Victoria Manager Jesus Garza gave a presentation regarding the recommendations and funding for the Community Center Expansion Master Plan. Mr. Garza answered questions from the Court. No action taken.

13. Consider approval of Resolution No. 2025-033 in support of the proposed Victoria Community Center Expansion and take appropriate action.

(13-1:05:39)

13. March 24, 2025. County Judge Zeller read the Resolution. Moved by Shannon Martin and seconded by Jason Ohrt, the Commissioners Court approved Resolution No.

2025-033 in support of the proposed Victoria Community Center Expansion. Motion adopted.

- 14. Consider Resolution No. 2025-035 supporting the transfer of the University of Houston-Victoria to the Texas A&M University System and take appropriate action.**
(14-1:08:36)

14. March 24, 2025. County Judge read the Resolution. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court approved Resolution No. 2025-035 supporting legislation transferring the University of Houston-Victoria to the Texas A&M University System. Motion adopted.

- 15. Receive executed Change Order No. 003 with Centurion Planning & Design, LLC in regard to the Victoria Regional Airport Taxiway Charlie Relocation, Project VCT2301D and take appropriate action.**
(15-1:12:17)

15. March 24, 2025. Regional Airport Director Lenny Llerena provided information to the Court. Moved by Shannon Martin and seconded by Jason Ohrt, the Commissioners Court received the executed Change Order No. 003 with Centurion Planning and Design, LLC in regard to the Victoria Regional Airport Taxiway Charlie Relocation, Project VCT2301D. Motion adopted.

- 16. Receive District Judge's Order appointing Michelle Samford as the Victoria County Auditor and take appropriate action.**
(16-1:14:14)

16. March 24, 2025. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court received the District Judge's Order appointing Michelle Samford as the Victoria County Auditor. Motion adopted.

- 17. Authorize to Advertise a Request for Proposals (RFP) for the Health Department Spray Truck Building Project, RFP 2025-01, and take appropriate action.**
(17-1:14:41)

17. March 24, 2025. County Engineer John Johnston provided information to the Court. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court authorized to advertise a Request for Proposals (RFP) for the Health Department Spray Truck Building Project, RFP 2025-01. Motion adopted.

- 18. Consider approval of the following in regard to the donation of four Mental Health Peace Officer vehicles from the Gulf Bend Center to the Victoria County Sheriff's Office and take appropriate action:**

a. Resolution No. 2025-034 to receive a donation of four vehicles dedicated to Mental Health Peace Officer's.

(18a-1:19:52)

18a. March 24, 2025. Sheriff Justin Marr and Jeff Tunnell of Gulf Bend Center provided information to the Court. Moved by Shannon Martin and seconded by Jason Ohrt, pursuant to Local Government Code §81.032, the Commissioners Court approved Resolution No. 2025-034 to receive a donation of four vehicles valued at \$138,097.00 from Gulf Bend Center to be utilized and dedicated to the Victoria County Sheriff's Office for Mental Health Peace Officers. Motion adopted.

Consider approval of the following in regard to the donation of four Mental Health

Peace Officer vehicles from the Gulf Bend Center to the Victoria County Sheriff's Office and take appropriate action:

b. Discretionary bid exemption pursuant to Texas Local Government Code Sec. 262.024 for any item necessary to preserve or protect the public health or safety of the residents of the County.

(18b-1:19:52)

18b. March 24, 2025. Moved by Shannon Martin and seconded by Jason Ohrt, the Commissioners Court approved the Discretionary Bid Exemption, pursuant to Texas Local Government Code Sec. 262.024, for the purchase of four Mental Health Peace Officer vehicles, equipment, and shipping to preserve or protect the public health or safety of the residents of the County. Motion adopted.

Consider approval of the following in regard to the donation of four Mental Health Peace Officer vehicles from the Gulf Bend Center to the Victoria County Sheriff's Office and take appropriate action:

c. Budget Amendment, General Fund/Various Departments, Revenues & Expenditures.

(18c-1:19:52)

18c. March 24, 2025. Moved by Shannon Martin and seconded by Jason Ohrt, the Commissioners Court approved the Budget Amendment, Sheriff's Donation Fund, Revenues and Expenditures as a line item transfer for the Mental Health Peace Officer vehicles. Motion adopted.

19. Receive for the record executed ICE Modification No. 2 for the Victoria County Sheriff's Office and take appropriate action.

(19-1:22:42)

19. March 24, 2025. Sheriff Justin Marr provided information to the Court. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court received for the record the executed Immigration and Customs Enforcement (ICE) Modification No. 2 of the Intergovernmental Agreement for the Victoria County Sheriff's Office. Motion adopted.

20. Consider approval of the following for Community Development Block Grant (CDBG) Program Year 2023 Community Development Fund Grant Agreement Number CDV23-0328 and take appropriate action:

a. GrantWorks contract for professional services.

(20a-1:23:21)

20a. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the GrantWorks, Inc. contract for professional services for the Community Development Block Grant (TxCDBG) Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

Consider approval of the following for Community Development Block Grant (CDBG) Program Year 2023 Community Development Fund Grant Agreement Number CDV23-0328 and take appropriate action:

b. Resolution Authorizing Signatories.

(20b-1:23:21)

20b. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Resolution authorizing signatories for the Community Development Block

Grant (TxCDBG) Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

Consider approval of the following for Community Development Block Grant (CDBG) Program Year 2023 Community Development Fund Grant Agreement Number CDV23-0328 and take appropriate action:

c. Resolution Regarding Civil Rights

(20c-1:23:21)

20c. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Resolution regarding Civil Rights for the Community Development Block Grant (TxCDBG) Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

Consider approval of the following for Community Development Block Grant (CDBG) Program Year 2023 Community Development Fund Grant Agreement Number CDV23-0328 and take appropriate action:

d. Citizen Participation Plan.

(20d-1:23:21)

20d. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Citizen Participation Plan for the Community Development Block Grant (TxCDBG) Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

Consider approval of the following for Community Development Block Grant (CDBG) Program Year 2023 Community Development Fund Grant Agreement Number CDV23-0328 and take appropriate action:

e. Excessive Force Policy.

(20e-1:23:21)

20e. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Excessive Force Policy for the Community Development Block Grant Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

Consider approval of the following for Community Development Block Grant (CDBG) Program Year 2023 Community Development Fund Grant Agreement Number CDV23-0328 and take appropriate action:

f. Section 504 Policy Against Discrimination Based on Handicap and Grievance Procedures.

(20f-1:23:21)

20f. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved Section 504 Policy Against Discrimination Based on Handicap and Grievance Procedures for the Community Development Block Grant Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

Consider approval of the following for Community Development Block Grant

**(CDBG) Program Year 2023 Community Development Fund Grant Agreement
Number CDV23-0328 and take appropriate action:**

g. Code of Conduct Policy.

(20g-1:23:21)

20g. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Code of Conduct Policy for the Community Development Block Grant Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

**Consider approval of the following for Community Development Block Grant
(CDBG) Program Year 2023 Community Development Fund Grant Agreement
Number CDV23-0328 and take appropriate action:**

h. Fair Housing Policy.

(20h-1:23:21)

20h. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Fair Housing Policy for the Community Development Block Grant Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

**Consider approval of the following for Community Development Block Grant
(CDBG) Program Year 2023 Community Development Fund Grant Agreement
Number CDV23-0328 and take appropriate action:**

i. Proclamation of April is Fair Housing Month

(20i-1:23:21)

20i. March 24, 2025. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Proclamation of April as Fair Housing Month for the Community Development Block Grant Program Year 2023, Community Development Fund, Grant Agreement Number CDV23-0328. Motion adopted.

21. Consider the following in relation to the It Takes Balls Spay and Neuter Grant and take appropriate action:

a. Approval to submit application.

(21a-1:25:11)

21a. March 24, 2025. Robin Knipling, Grant Administrator, and Animal Services Director Mark Sloat provided information to the Court. Moved by Danny Garcia and seconded by Shannon Martin, the Commissioners Court approved to submit the application in relation to It Takes Balls Spay and Neuter Grant. Motion adopted.

Consider the following in relation to the It Takes Balls Spay and Neuter Grant and take appropriate action:

b. Authorize Grant Administrator to sign application

(21b-1:25:11)

21b. March 24, 2025. Robin Knipling, Grant Administrator, and Animal Services Director Mark Sloat provided information to the Court. Moved by Danny Garcia and seconded by Shannon Martin, the Commissioners Court authorized the Grant Administrator to sign the application in relation to It Takes Balls Spay and Neuter Grant. Motion adopted.

- 22. Consider approval of a contract amendment for the Texas Healthy Communities (TXHC) Grant, Contract No. HHS001456400001 Amendment No.1 and take appropriate action.**

(22-1:28:10)

22. March 24, 2025. Public Health Director David Gonzales provided the Court with information. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the contract amendment for the Texas Healthy Communities (TXHC) Grant, Contract No. HHS001456400001 Amendment No. 1 for the Victoria County Public Health Department. Motion adopted.

- 23. Receive for the record the following fully executed contracts and take appropriate action:**

a. Immunizations/Locals Grant Contract HHS00133130049 Amendment No. 2.

(23a-1:28:58)

23a. March 24, 2025. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court received for the record the fully executed Immunizations/Locals Grant Contract HHS00133130049 Amendment No. 2 for the Victoria County Public Health Department. Motion adopted.

Receive for the record the following fully executed contracts and take appropriate action:

b. LAMAR Contract # 4944562 (Texas Home Visiting Grant).

(23b-1:28:58)

23b. March 24, 2025. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court received for the record the LAMAR Contract No. 4944562 (Texas Home Visiting Grant) for the Victoria County Public Health Department. Motion adopted.

- 24. Consider approval of Victoria County's enrollment in the Texas Association of Counties (TAC) Cyber Security Training Program and take appropriate action.**

(24-1:29:24)

24. March 24, 2025. IT Director Matt Schneider provided information to the Court. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court approved Victoria County's enrollment in the Texas Association of Counties (TAC) Cyber Security Training Program. Motion adopted.

- 25. Receive fully executed contract with Crimson Hexagon, Inc. dba. Brandwatch for social media listening and management software services and take appropriate action.**

(25-1:30:32)

25. March 24, 2025. Moved by Jason Ohrt and seconded by Danny Garcia, the Commissioners Court received the fully executed contract with Crimson Hexagon, Inc. dba Brandwatch for social media listening and management software services. Motion adopted.

- 26. Receive for the record fully executed Professional Services Agreement with the Texas PACE Authority to provide administration and collection services for the Victoria County Property Assessed Clean Energy (PACE) Program and take appropriate action.**

(26-1:30:56)

26. March 24, 2025. Moved by Jason Ohrt and seconded by Danny Garcia, the Commissioners Court received for the record the fully executed Professional Services

Agreement with the Texas PACE Authority to provide administration and collection services for the Victoria County Property Assessed Clean Energy (PACE) Program.
Motion adopted.

27. Receive for the record an annual audit report for the Victoria County Juvenile Probation Department for Fiscal Year 2024 and take appropriate action.

(27-1:31:25)

27. March 24, 2025. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court received for the record an annual audit report for the Victoria County Juvenile Probation Department for Fiscal Year 2024. Motion adopted.

28. Consider approval of the following 2025 budget amendments and take appropriate action.

(28-1:31:51)

28. March 24, 2025. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court approved the 2025 budget amendments for:

- a. Airport Capital Projects Fund, Revenues and Expenditures - Line item transfer
- b. General Fund/Sheriff's Office, Expenditures - Line item transfer
- c. Capital Projects Fund, Expenditures - Increase
- d. General Fund/Various Departments, Expenditures - Increase

Motion adopted.

29. Consider approval of personnel changes and take appropriate action.

(29-1:32:24)

29. March 24, 2025. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved that payroll be processed in compliance with policy and personnel changes:

- a. Pama Hencerling, Juvenile Chief Probation Officer - Juvenile Detention:
 1. Salary and position/other code change for Roslyn Huffmaster, from JSO, at a rate of \$20.76 per hour, Budget Codes 100-573-1156 and 231-572-1136 FT@ \$230.77 to JSO Supervisor, at a rate of \$27.94 per hour, Budget Codes 100-573-1150 and 231-572-1136 FT@230.77, effective March 22, 2025. Grade 8 Plan Law Enforcement Tier 1.
 2. Resignation of Johnathon Neal Huffmaster, JSO, effective March 21, 2025.
- b. Heidi Easley, County Clerk - County Clerk's Office:
 1. Correction: Resignation of Alva Amejorado, Deputy Clerk, with 0.65 PTO hours due, effective March 15, 2025. Other Remarks: Accepted position with Calhoun County.
- c. Danny Garcia, Commissioner, Precinct No. 1 - Road and Bridge, Precinct No. 1:
 1. Certificate of Participation from the Texas A&M AgriLife Extension Service for successfully completing 5.4 hours of educational training for Danny Garcia, Victoria County Commissioner, Precinct No. 1.
 2. Commissioners Court Advanced Curriculum Transcript from County Judges and Commissioners Association of Texas for Danny Garcia, Victoria County Commissioner, Precinct No. 1.
- d. Ashley Hernandez, Tax Assessor-Collector - County Tax Office:
 1. Salary change for Rebecca Cano, Clerk III, from a rate of \$19.50 per hour,

Budget Code 100-499-1106, to a rate of \$20.00 per hour, effective March 21, 2025. Grade 4.

e. Justin Marr, Sheriff - Sheriff's Office:

1. Resignation of Agustin Galvan, Kitchen Officer, with 38.85 PTO and 32.27 Compensatory hours due, effective March 21, 2025.

Motion adopted.

30. Discuss the status of various Victoria County Capital Improvement Projects and take appropriate action.

(30-1:35:24)

30. March 24, 2025. The Commissioners Court held off on discussing the status of various Victoria County Capital Improvement Projects. No action taken.

31. Closed meeting pursuant to V.T.C.A. Government Code § 551.074 to discuss personnel in various departments; §551.072 to discuss real property; §551.087 to discuss economic development; §551.071 to conduct a private consultation with the County's attorney regarding matters protected by the attorney-client privilege; §551.0745 to discuss Boards and Commissions.

(31-1:34:53)

31. March 24, 2025. The Commissioners Court went into closed session at 11:39 a.m., pursuant to V.T.C.A. Government Code §551.074 to discuss personnel in various departments; §551.072 to discuss real property; §551.087 to discuss economic development; and §551.071 to conduct a private consultation with the County's attorney regarding matters protected by the attorney-client privilege; §551.0745 to discuss Boards and Commissions.

32. Pursuant to V.T.C.A. Government Code §551.102, return to an open meeting and take any action deemed necessary based upon discussion in the closed meeting.

(32-1:35:18)

32. March 24, 2025. The Commissioners Court returned to open meeting at 12:37 p.m., pursuant to V.T.C.A. Government Code §551.102, with no action taken.

33. Adjourn.

(33-1:35:43)

33. March 24, 2025. The Commissioners Court adjourned the meeting of March 24, 2025.