

THE STATE OF TEXAS §

COUNTY OF VICTORIA §

Be it remembered that on this the **21st day April 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	Absent
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, April 21, 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. April 21, 2025. Ben Zeller, County Judge, called to order the Commissioners Court Special Term for Monday, April 21, 2025, at 10:04 a.m.

2. Invocation and Pledges.

(2-0:00)

2. April 21, 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.

(3-1:03)

3. April 21, 2025. Judge Ben Zeller opened the meeting to anyone wishing to address general County business which was not on the meeting agenda.

Sheriff Justin Marr spoke about the soil analysis for lead report for the outdoor gun range located at 977 Timber Road.

County Judge Zeller stated early voting begins tomorrow for the May 3rd, 2025 Special Election for City of Victoria and Victoria Independent School District Board positions, along with the Incorporation of Bloomington. Judge Zeller also mentioned today is San Jacinto Day.

County Engineer John Johnston informed the Court that on April 17, 2025, proposals were received for the metal building for spray trucks at the Victoria County Public Health Department. Mr. Johnston also mentioned the first allocation from HHSC for the Mental Health Hospital was received on April 15, 2025.

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

4. Consider approval of minutes and take appropriate action.

(4-4:20)

4. April 21, 2025. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court approved the minutes of the Commissioners Court meeting held on April 14, 2025. Motion adopted.

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

(5-4:28)

5. April 21, 2025. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court approved the accounts payable as presented by Becky Smiley, First Assistant County Auditor.

Regular Accounts	4/21/2025	\$1,569,782.07
Supplemental Accounts	4/11/2025 – 4/16/2025	\$91,980.24

Motion adopted.

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

(6-4:49)

6. April 21, 2025. None. No action taken.

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

(7-5:01)

7. April 21, 2025. None. No action taken.

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

(8-5:15)

8. April 21, 2025. Moved by Shannon Martin and seconded by Kenneth Sexton, the Commissioners Court approved the CMC interim vendor payments dated April 17, 2025, in the amount of \$256,296.05 and the ACH report dated April 17, 2025, in the amount of \$2,594,760.82. Motion adopted.

9. Recognize the 2025 first quarter employee anniversaries and take appropriate action.

(9-6:10)

9. April 21, 2025. County Judge Zeller recognized the Victoria County employees' anniversaries for the first quarter of 2025. Judge Zeller presented each of the following employees with a certificate for their years of service:

30 YEARS
REUBEN E YBARRA

25 YEARS
KIMBERLY D PAGEL
ORBIT HOSEY
KEVIN L HANSELKA

20 YEARS
LORI L GRASON

15 YEARS
LISA G MAYBERRY
JACOB VALDEZ
RIGOBERTO ROBLES
COREY A GRAS
BEVERLY O BOZKA
JOHN D EVERITT

10 YEARS

MARY J ALCANTAR
TAMMY S OLIVER
RACHEL DEATON
CRYSTAL VASQUEZ

5 YEARS

VERONICA B SERENIL
GIANI B CANTU
JEREMY W MARSHALL
RALPH MONTES
GAYLE L BRUMBELOW
JAVANAH S BIVINGS
JASON A ELLIS
KAROLINA CLIFFORD
HANNAH J DAVIS
MELINDA A CHARLESTON
CHRISTOPHER M CARTER
HEATHER M GREEN

1 YEAR

ELIZABETH D FLORES
KELLY A OLIVA
DESTINY M RAMOS
JACOB J HERNANDEZ JR
SAVANAH M PATTEN
ALEJANDRA VALLE DE GARCIA
YESENIA C AGUAYO
SKYLEIGH S SEARS
JASON K WHIDDON
ALBERTO ADAME
TIFFANY A ALANIZ
WILLIAM P ALBRECHT
DESTINY M CANO
SHELBI K LAND
RICHARD R STAVINOH A JR
JUSTIN W TYREE
JUSTIN W SCHAU
AUSTIN S HAMER
JACOB B IRVIN
DREW E PILKINGTON
CORY J ZUILL
ANGELO X RODRIGUEZ
MARIA A TREJO
CAITLYN K VELASQUEZ

ELECTED OFFICIALS

20 YEARS
KENNETH E EASLEY JR

10 YEARS
BENJAMIN L ZELLER
JOHN G MILLER
MARY ANN RIVERA

No action taken.

10. Consider the following from the Victoria County Human Resources Office and take appropriate action:

a. Receive for the record the 2024 annual report.

(10a-14:38)

10a. April 21, 2025. Human Resources Director Giani Cantu provided information to the Court. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court received for the record the 2024 annual report for the Victoria County Human Resources Office. Motion adopted.

Consider the following from the Victoria County Human Resources Office and take appropriate action:

b. Hear an operational update from Human Resources and take appropriate action.

(10b-14:38)

10b. April 21, 2025. Human Resources Director Giani Cantu gave an operational update in regards to the Human Resources Office. No action taken.

11. Receive for the record a retirement letter from Richard Castillo, Victoria County Fire Marshal, effective April 25, 2025, and take appropriate action.

(11-23:56)

11. April 21, 2025. County Judge Zeller commended Fire Marshal Richard Castillo for his service and stated there will be a retirement reception held on April 24, 2025, from 4:00 pm to 6:00 pm at the Victoria Airport Fire Station. Commissioner Shannon Martin also thanked Fire Marshal Castillo for his service. Moved by Shannon Martin and seconded by Jason Ohrt, the Commissioners Court received for the record a retirement letter from Richard Castillo, Victoria County Fire Marshal, effective April 25, 2025. Motion adopted.

12. Receive for the record the Texas Commission on Fire Protection Inspection report from the Victoria County Fire Marshal's Office and take appropriate action.

(12-27:37)

12. April 21, 2025. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court received for the record the Texas Commission on Fire Protection Inspection report for the Victoria County Fire Marshal's Office. Motion adopted.

13. Consider the following in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS 001436900004, and take appropriate action:

a. Receive executed agreement with Square One Consultants for Owners Representative Services.

(13a-28:08)

13a. April 21, 2025. County Engineer John Johnston provided information to the Court.

Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court received the executed agreement with Square One Consultants for Owners Representative Services in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS001436900004. Motion adopted.

Consider the following in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS 001436900004, and take appropriate action:
b. Reject all other bids received in response to the Request for Qualifications (RFQ) No. 2024-01 for Owners Representative Services.

(13b-28:08)

13b. April 21, 2025. County Engineer John Johnston provided information to the Court. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court rejected all other bids received in response to the Request for Qualifications (RFQ) No. 2024-01 for Owners Representative Services in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS001436900004. Motion adopted.

Consider the following in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS 001436900004, and take appropriate action:
c. Receive executed agreement with SpawGlass Construction for Design Build Services.

(13c-28:08)

13c. April 21, 2025. County Engineer John Johnston provided information to the Court. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court received the executed agreement with SpawGlass Construction for Design Build Services in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS001436900004. Motion adopted.

Consider the following in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS 001436900004, and take appropriate action:
d. Reject all other bids received in response to the Request for Proposals (RFP) No. 2024-14 for Design Build Services.

(13d-28:08)

13d. April 21, 2025. County Engineer John Johnston provided information to the Court. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court rejected all other bids received in response to the Request for Proposals (RFP) No. 2024-14 for Design Build Services in regard to the Victoria County Inpatient Mental Health Facility construction project, Health and Human Services Commission (HHSC) Grant Agreement Contract No. HHS001436900004. Motion adopted.

- 14. Consider approval of a lease agreement between Victoria County, Texas and the Victoria County Master Gardener Association for the property located at 283 Bachelor Dr., Victoria Tx, 77904 and take appropriate action.**

(14-30:37)

14. April 21, 2025. The Commissioners Court passed on the lease agreement between

Victoria County, Texas and Victoria County Master Gardener Association for the property located at 283 Bachelor Drive, Victoria, Texas 77904. No action taken.

15. Receive for the record fully executed Economic Development Agreement with Halliburton Energy Services, Inc. and take appropriate action.

(15-30:41)

15. April 21, 2025. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court received for the record the fully executed Economic Development Agreement between Victoria County, Texas and Halliburton Energy Services, Inc. Motion adopted.

16. Receive for the record an executed agreement between the Victoria County Sheriff's Office and Correct Solutions, LLC for inmate electronic messages and debit calling and take appropriate action.

(16-31:13)

16. April 21, 2025. Sheriff Justin Marr provided the Court with information. Moved by Jason Ohrt and seconded by Shannon Martin, the Commissioners Court received for the record an executed agreement between the Victoria County Sheriff's Office and Correct Solutions, LLC for inmate electronic messages and debit calling. Motion adopted.

17. Receive for the record Change Order No. 1 from CivilCorp, LLC in connection to the Downtown Parking Lot Improvement Project and take appropriate action.

(17-32:02)

17. April 21, 2025. John Johnston, County Engineer, provided information to the Court. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court received for the record Change Order No. 1 from CivilCorp, LLC in connection to the Downtown Parking Lot Improvement Project. Motion adopted.

18. Consider approval of the following requests for payment in regard to the Citizens Medical Center ICU Additions and Renovations AIA Document G702 and take appropriate action:

a. Payment No. 10.

(18a-32:57)

18a. April 21, 2025. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the request for Payment No. 10 in regard to the Citizens Medical Center ICU Additions and Renovations AIA Document G702. Motion adopted.

Consider approval of the following requests for payment in regard to the Citizens Medical Center ICU Additions and Renovations AIA Document G702 and take appropriate action:

b. Payment No. 11.

(18b-32:57)

18b. April 21, 2025. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the request for Payment No. 11 in regard to the Citizens Medical Center ICU Additions and Renovations AIA Document G702. Motion adopted.

19. Consider approval of Resolution No. 2025-039 for a road donation in Precinct 3 from Colton Frontz for culvert and limestone at approximately the 1500 block Coletoville Rd. Victoria County, Texas in the amount of \$1,258.40 and take appropriate action.

(19-33:27)

19. April 21, 2025. Moved by Shannon Martin and seconded by Kenneth Sexton, the

Commissioners Court approved Resolution No. 2025-039 for a road donation in the amount of \$1,258.40 from Colton Frontz at approximately the 1500 Block of Coletoville Road, Victoria County, Texas, in Precinct No. 3 for culvert and limestone. Motion adopted.

20. Consider approval of Resolution No. 2025-038 for a road donation in Precinct 4 from Julie Kroschk at 1231 Bischoff Rd. Victoria County, Texas for two "15x24" arched pipes and materials in the amount of \$1,500.00 and take appropriate action.

(20-34:03)

20. April 21, 2025. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court approved Resolution No. 2025-038 for a road donation in the amount of \$1,500.00 from Julie Kroschk at 1231 Bischoff Road, Victoria County, Texas, in Precinct No. 4 for two "15x24" arched pipes and materials. Motion adopted.

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

(21-34:38)

21. April 21, 2025. Moved by Kenneth Sexton and seconded by Shannon Martin, the Commissioners Court approved the 2025 budget amendments for:

- a. General Fund/Various Departments, Expenditures - Line item transfer
- b. Justice Court Building Security, Expenditures - Increase
- c. Gulf of Mexico Energy Security Act, Revenues and Expenditures - Line item transfer
- d. Airport Fund, Expenditures - Line item transfer

Motion adopted.

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

(22-36:02)

22. April 21, 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. Heidi Easley, County Clerk - County Clerk's Office:
 - 1. Employment of Shania Horton, Clerk III, at a rate of \$17.50 per hour, Budget Code 100-403-1105, effective April 21, 2025. Grade 4 Plan General.
- b. Brian Watson, Chief Public Defender - Crossroads Public Defenders Office:
 - 1. Employment of McLane M. Marchbanks, Assistant Public Defender II, at a rate of \$52.88 per hour, Budget Code 525-401-1104, effective April 21, 2025. Grade 18 Plan General. *over midpoint of range.
- c. District Judges - District Court:
 - 1. Employment of Shaye Roskey, Senior Court Coordinator, at a rate of \$26.00 per hour, Budget Code 100-435-1107, effective April 22, 2025. Grade 9.
- d. Justin Marr, Sheriff - Sheriff's Office:
 - 1. Resignation of Kristopher Rodriguez, Detention Deputy, with 120.42 PTO and 480 Compensatory hours due, effective April 18, 2025.
 - 2. Employment of Jonathan Billman, Patrol Deputy, at a rate of \$27.39 per hour, Budget Codes 100-563-1109-\$27.39 and 100-563-1137-\$46.15-Cert

- Pay, effective April 21, 2025. Grade 7 Plan Law Enforcement Tier 5.
3. Employment of Sabrina Scott, Telecommunications Operator, at a rate of \$21.76 per hour, Budget Code 100-562-1153, effective April 21, 2025. Grade 5 Plan General.
 4. VCSO Salary Adjustment Certification for Leathia Ellis, to be paid Advanced Certificate Pay of \$46.15 per pay period, effective April 25, 2025. Certification date for Leathia Ellis is April 2, 2025. Budget Coding: Detention Certificate Pay 100-565-1137.
 5. Correction: Resignation of Ricardo Montemayor, Interdiction Deputy, with 92.45 PTO and 364.17 Compensatory hours due, effective April 18, 2025.
- e. David Gonzales, Public Health Director - Victoria County Public Health Department:
1. Position/other code change for Jennifer Poncio, ADAP Eligibility Worker, at a rate of \$19.25 per hour, from Budget Codes 800-671-1118 (10.00%) \$ 1.93, 800-638-1105 (20.00%) \$ 3.85, and 800-628-1105 (70.00%) \$13.47 to Budget Codes 800-674-1118 (10.00%) \$ 1.93, 800-638-1105 (20.00%) \$ 3.85, and 800-628-1105 (70.00%) \$13.47, effective April 5, 2025. Other Remarks: G/L CODE CHANGE. Grade 3 Plan General.
 2. Position/other code change for Lori Marroquin, Caseworker Associate, at a rate of \$18.00 per hour, from Budget Codes 800-637-1104 (40.00%) \$7.20, 800-638-1104 (10.00%) \$1.80, 800-671-1104 (10.00%) \$1.80, and 800-628-1104 (40.00%) \$7.20 to Budget Codes 800-637-1104 (40.00%) \$7.20, 800-638-1104 (10.00%) \$1.80, 800-674-1104 (10.00%) \$1.80, and 800-628-1104 (40.00%) \$7.20, effective April 5, 2025. Other Remarks: G/L CODE CHANGE. Grade 3 Plan General.
 3. Position/other code change for Veronica Cuellar, Medical Case Manager, at a rate of \$19.75 per hour, from Budget Codes 800-671-1113 (90.00%) \$17.78 and 800-628-1113 (10.00%) \$ 1.97 to Budget Codes 800-674-1113 (15.00%) \$ 2.96 and 800-628-1113 (85.00%) \$16.79, effective April 5, 2025. Other Remarks: G/L CODE CHANGE & % Cell phone allowance 800-628-1139 \$18.46 per pay period. Grade 5 Plan General.
 4. Position/other code change for Kimberly Kirbo, Program Manager (HIV/Health Services), at a rate of \$26.50 per hour, from Budget Codes 800-671-1102 (10.00%) \$2.65, 800-638-1102 (10.00%) \$ 2.65, and 800-628-1102 (80.00%) \$21.20 to Budget Codes 800-674-1102 (10.00%) \$ 2.65, 800-638-1102 (10.00%) \$ 2.65, and 800-628-1102 (80.00%) \$21.20, effective April 5, 2025. Other Remarks: G/L CODE CHANGE Cell phone allowance 800-628-1139 \$18.46 per pay period. Grade 10 Plan General.
 5. Position/other code change for Reuben Ybarra, Nurse (LVN), at a rate of \$23.54 per hour, Budget Codes 800-649-1114 (21.86%) \$ 5.15, 800-641-1114 (70.62%) \$16.62, and 800-671-1105 (7.52%) \$ 1.77 to Budget Codes 800-649-1114 (21.86%) \$ 5.15, 800-641-1114 (70.62%) \$16.62, and 800-674-1105 (7.52%) \$ 1.77, effective April 5, 2025. Other Remarks: G/L CODE CHANGE. Grade 7 Plan General.
- f. Pama Hencerling, Juvenile Probation Officer - Juvenile Detention:
1. Position/other code change for Guadalupe Lee Cruz, from JSO-PT, at a rate of \$20.76 per hour, Budget Code 100-573-1157 to JSO, Budget Codes 100-573-1156 and 231-572-1136 FT@ \$230.77, effective April 19, 2025. Grade 5 Plan Law Enforcement Tier 1.
 2. Employment of Michael Brett Troell, JSO, at a rate of \$20.76 per hour, Budget Codes 100-573-1156 and 231-572-1136 FT@ \$230.77, effective

- April 21, 2025. Grade 5 Plan Law Enforcement Tier 1.
3. Dismissal of Lashandra Denise Callis, JSO, with 3.51 Compensatory hours due, effective April 17, 2025. Other Due: less than 1 year of service.
Remarks: less than 1 year service - no PTO.

Motion adopted.

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

(23-38:14)

23. April 21, 2025. The Commissioners Court went into closed session at 10:48 a.m., pursuant to V.T.C.A. Government Code §551.074 to discuss personnel in various departments; §551.072 to discuss real property; §551.071 to conduct a private consultation with the County's attorney regarding matters protected by the attorney-client privilege.

- 24. 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.**

(24-38:59)

24. April 21, 2025. The Commissioners Court returned to open meeting at 11:51 a.m., pursuant to V.T.C.A. Government Code §551.102, with no action taken.

- 25. Adjourn.**

(25-39:08)

25. April 21, 2025. The Commissioners Court adjourned the meeting of April 21, 2025.