

**STATE OF TEXAS  
COUNTY OF LEON**

**IN THE COMMISSIONERS COURT  
OF LEON COUNTY, TEXAS**

On this the 24<sup>th</sup> day of April, 2024, the Commissioners Court of Leon County, Texas, met for a regularly scheduled meeting at 9:30 a.m. with the following members present:

Byron Ryder – County Judge  
Joey Sullivan – Commissioner Pct. No. 1  
Paul Bing – Commissioner Pct. No. 2  
Kyle Workman – Commissioner Pct. No. 3  
T. J. Foley – Commissioner Pct. No. 4

Together with County Clerk Christie Wakefield, serving as an ex-officio member of the Commissioners Court, County Treasurer Brandi Hill, County Attorney Keith Cook, District Attorney Caleb Henson, and Sheriff Kevin Ellis.

**1. OPEN MEETING WITH PRAYER AND PLEDGES.**

Judge Ryder opened the meeting with prayer; pledges to the American and Texas flag were rendered.

**2. DISCUSS AND POSSIBLY TAKE ACTION ON CLAIMS DUE.**

Commissioner Sullivan made a motion, seconded by Commissioner Bing to approve the claims due.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**3. DISCUSS AND POSSIBLY TAKE ACTION ON MINUTES FROM THE PREVIOUS MEETING.**

Commissioner Sullivan made the motion, seconded by Commissioner Bing to approve the minutes from the previous sessions.

**MOTION CARRIED.**

**4. REVIEW AND APPROVE PAYROLL TO BE ISSUED.**

Commissioner Bing made a motion, seconded by Commissioner Foley to approve the April 19, 2024, payroll.

**MOTION CARRIED**

**(COPY FOLLOWS)**

**5. PUBLIC COMMENTS #1.**

None submitted.

**6. TEXAS A&M AGRILIFE HERE TO PRESENT NEW AGRICULTURE AGENT, HALEY ACORD FOR THE LEON COUNTY EXTENSION AGENT – ANR POSITION.**

Presentation only; no action taken.

**7. AGRILIFE EXTENSION VOLUNTEER RECOGNITION PRESENTATION FOR THE VOLUNTEER EFFORTS THIS PAST YEAR.**

Presentation only; no action taken.

**(COPY FOLLOWS)**

**8. DISCUSS AND POSSIBLY TAKE ACTION ON APPROVING THE BEDIAS CREEK  
SOIL AND WATER STEWARDSHIP PROCLAMATION WEEK APRIL 28-MAY 5,  
2024.**

Commissioner Sullivan made a motion, seconded by Commissioner Foley to approve the proclamation.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**9. DISCUSS AND POSSIBLY TAKE ACTION ON APPROVING A PRIVATE BID  
AMOUNT FOR SOME STRUCK OFF PROPERTIES AT HILLTOP LAKES.**

Commissioner Foley made a motion, seconded by Commissioner Workman to approve the private sale of 7 lots.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**10. DISCUSS AND POSSIBLY TAKE ACTION ON COUNTY ATTORNEY AND DISTRICT ATTORNEY CONTRACTING WITH TYLER TECHNOLOGY FOR DISCOVERY PORTAL.**

Commissioner Sullivan made a motion, seconded by Commissioner Workman to table this agenda item.

**MOTION CARRIED; ITEM TABLED.**

**11. DISCUSS AND POSSIBLY TAKE ACTION ON RESUBMITTING THE CORRECTED RESOLUTION FOR BODY WORN CAMERAS FY 25 GRANT FOR THE SHERIFF'S OFFICE.**

Commissioner Workman made a motion, seconded by Commissioner Foley to approve and resubmit the corrected resolution.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**12. DISCUSS AND POSSIBLY TAKE ACTION ON INSTALLING THE COMMUNICATIONS IN LEON COUNTY AND DECIDING HOW TO PAY FOR IT.**

Commissioner Foley made a motion, seconded by Commissioner Workman to table this agenda item.

**MOTION CARRIED; ITEM TABLED.**

**13. DISCUSS AND POSSIBLY TAKE ACTION ON FY 2023 ANNUAL FISCAL AUDIT.**

Commissioner Sullivan made a motion, seconded by Commissioner Workman to approve the audit.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**14. DISCUSS AND POSSIBLY TAKE ACTION ON EXPO POLICY AND PROCEDURES:**

**A. NOTICE OF EVENT WILL BE SENT 120 DAYS IN ADVANCE TO LET LESSEE KNOW THAT DEPOSITS ARE DUE NOT LATER THAN 90 DAYS IN ADVANCE OF THE EVENT. CANCELLATION 60-89 DAYS IN ADVANCE WILL RECEIVE 50% REFUND, AND LESS THAN 60 DAYS WILL NOT RECEIVE A REFUND.**

Commissioner Workman made a motion, seconded by Commissioner Foley to approve.

**MOTION CARRIED.**

**B. WHENEVER DEPOSIT IS DUE, COLLECT CREDIT CARD INFORMATION FOR SECURITY DEPOSIT AND OTHER FINAL CHARGES POSSIBLE INCURRED.**

Commissioner Foley made a motion, seconded by Commissioner Workman to approve.

**MOTION CARRIED.**

**C. FINAL PAYMENT IS DUE WITHIN 5 DAYS OF AN EVENT ENDING.**

Commissioner Foley made a motion, seconded by Commissioner Workman to approve.

**MOTION CARRIED.**

**D. DISCUSS TAKING CREDIT CARD PAYMENTS.**

Commissioner Workman made a motion, seconded by Commissioner Foley to approve.

**MOTION CARRIED.**

**E. DISCUSS SECURITY REQUIREMENTS FOR LARGER EVENTS AT EXPO.**

Commissioner Foley made a motion, seconded by Commissioner Workman to table this agenda item.

**MOTION CARRIED; ITEM TABLED.**

**F. DISCUSS ALL WAIVERS HAVING TO BE APPROVED ANNUALLY.**

Commissioner Workman made a motion, seconded by Commissioner Foley to approve.

**MOTION CARRIED.**

**G. ADD TO FEE SCHEDULE: "SPECIAL REQUESTS" STAGE SET UP AND TAKE DOWN: FULL STAGE \$300, HALF STAGE OR LESS \$150.**

Commissioner Foley made a motion, seconded by Commissioner Workman to approve.

**MOTION CARRIED.**



**H. ADD TO FEE SCHEDULE: “SPECIAL REQUESTS” ROLLING ARENA FEE \$300 FOR EACH ARENA.**

Commissioner Foley made a motion, seconded by Commissioner Workman to approve.

**MOTION CARRIED.**

**15. DISCUSS AND POSSIBLY TAKE ACTION ON HOUSTON COUNTY ELECTRIC CO-OP RUNNING ELECTRICITY TO THE SOUTH END OF THE EXPO, AND POSSIBLY GO OUT FOR ELECTRICAL BIDS TO RUN WIRING AND PLUGS IN EXPO.**

Commissioner Workman made a motion, seconded by Commissioner Foley to engage SPE to examine the project and to make recommendations.

**MOTION CARRIED.**

**16. DISCUSS AND POSSIBLY TAKE ACTION ON SPONSORSHIPS AND CONTRIBUTORS AT THE EXPO.**

Commissioner Workman made a motion, seconded by Commissioner Foley to move forward with establishing a sponsorship and contributor program at the Expo, and to appoint the Expo Committee with drafting procedures and all necessary forms.

**MOTION CARRIED.**

**17. DISCUSS AND POSSIBLY TAKE ACTION ON APPLYING FOR THE EMERGENCY COURTHOUSE GRANT FUNDING FOR REPAIRS.**

Commissioner Sullivan made a motion, seconded by Commissioner Workman to have the Auditor office apply for this grant, with further action taken as more information becomes available.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**18. DISCUSS AND POSSIBLY TAKE ACTION ON EVALUATING OPTIONS TO PROVIDE ALTERNATIVE ACCESS/EGRESS FROM THE WEEDEN ADDITION.**

Commissioner Workman made a motion, seconded by Commissioner Sullivan to take no action at this time.

**MOTION CARRIED.**

**19. DISCUSS AND POSSIBLY TAKE ACTION ON ANNUAL CONTRACT WITH GREG LONG SEPTIC SERVICES FOR THE SEPTIC INSPECTION OF THE EXPO CENTER FACILITIES.**

Commissioner Foley made a motion, seconded by Commissioner Workman to go out for bids for only the state-required inspections.

**MOTION CARRIED.**

**20. DISCUSS AND POSSIBLY TAKE ACTION ON THE XEROX COPIER LEASES FOR JP2, DISTRICT CLERK, & COUNTY CLERK.**

Commissioner Foley made a motion, seconded by Commissioner Workman to approve the leases.

**MOTION CARRIED.**

**(COPIES FOLLOW)**

**21. DISCUSS AND POSSIBLY TAKE ACTION ON CURRENT TERM CONTRACT RENEWALS.**

Commissioner Workman made a motion, seconded by Commissioner Foley to contact the vendors with the renewal offers if allowed, and to go for bids for the purchase of aggregate materials.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**22. DISCUSS AND POSSIBLY TAKE ACTION ON BUDGET ADJUSTMENTS AND  
TAKE ANY ACTION NECESSARY.**

Commissioner Workman made a motion, seconded by Commissioner Sullivan to approve \$692,891.57, in budget amendments for the current fiscal year.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**23. DISCUSS AND POSSIBLY TAKE ACTION ON THE FOLLOWING MONTHLY REPORTS (COUNTY AUDITOR) PER THE LOCAL GOVERNMENT CODE, SECTION 114.044.**

None submitted.

**24. DISCUSS AND- POSSIBLY TAKE ACTION ON APPROVAL OF THE COUNTY TREASURER'S MONTHLY REPORT AND AUTHORIZE AFFIDAVIT OF SAME, IN ACCORDANCE WITH LOCAL GOVERNMENT CODE 114.026.**

None submitted.

**25. DISCUSS AND POSSIBLY TAKE ACTION ON DONATION(S) AND/OR REIMBURSEMENT(S).**

None submitted.

**26. PURCHASE AND/OR SELLING REQUESTS AND TAKE ANY ACTION NECESSARY.**

A. DISCUSS AND POSSIBLY TAKE ACTION ON JANITORIAL SERVICES AT THE LEON COUNTY EXPO CENTER.

Commissioner Workman made a motion, seconded by Commissioner Foley to approve.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

B. DISCUSS AND POSSIBLY TAKE ACTION ON GOING OUT FOR BIDS FOR LAWN SERVICES AT THE LEON COUNTY EXPO CENTER.

Commissioner Foley made a motion, seconded by Commissioner Workman to go out for bids for mowing and trimming the Expo grounds.

**MOTION CARRIED.**

C. DISCUSS AND POSSIBLY TAKE ACTION ON HAY CUTTING SERVICES AT THE EXPO.

Commissioner Foley made a motion, seconded by Commissioner Workman to obtain 3 written quotes for hay services, and to enter into a contract for services on an “as needed” basis effective immediately.

**MOTION CARRIED.**

D. DISCUSS AND POSSIBLY TAKE ACTION ON PURCHASING IDENTIFYING CLOTHING SUCH AS T-SHIRTS OR VESTS AND/OR PANTS FOR EMPLOYEES AT THE EXPO AND MAINTENANCE (SHIRTS ONLY).

Commissioner Workman made a motion, seconded by Commissioner Foley to table the clothing options for the County Maintenance department at this moment.

**MOTION CARRIED; ITEM TABLED.**

Commissioner Workman made a motion, seconded by Commissioner Foley to approve the Cintas contract for the heavy-duty clothing, (shirt and pants for three Expo employees and just shirts for one Expo employee) with funds to be taken from the Hotel Occupancy Tax funds if available, and if not available, from Contingency.

**MOTION CARRIED.**

E. DISCUSS AND POSSIBLY TAKE ACTION ON BIDS AND/OR PURCHASING CARPET FOR ANNEX 1.

Commissioner Foley made a motion, seconded by Commissioner Workman to go out for bids on carpet squares (same pattern as used in district courtroom) for all 3 floors at Annex 1.

**MOTION CARRIED.**

F. DISCUSS AND POSSIBLY TAKE ACTION ON BID TABULATION FOR IFB 2024-314 AGGREGATE HAULING FOR LEON COUNTY EXPO CENTER.

Commissioner Workman made a motion, seconded by Commissioner Foley to select Collard Construction.

**MOTION CARRIED.**

(COPY FOLLOWS)

G. DISCUSS AND POSSIBLY TAKE ACTION ON BID TABULATION FOR IFB 2024-313  
PURCHASE OF AGGREGATE MATERIALS FOR LEON COUNTY EXPO CENTER.

Commissioner Workman made a motion, seconded by Commissioner Foley to rebid.

**MOTION CARRIED.**

**(COPY FOLLOWS)**

**27. CLOSE REGULAR SESSION AND OPEN EXECUTIVE SESSION UNDER TEXAS GOVERNMENT CODE 551.071 (CONSULTATION WITH ATTORNEY).**

Regular session closed at 11:35 a.m. on Wednesday, April 24, 2024.

**28. OPEN EXECUTIVE SESSION.**

**29. DISCUSS ANY COUNTY ISSUES WITH ATTORNEY.**

**30. DISCUSS PERSONNEL ISSUES AT EXPO.**

**31. CLOSE EXECUTIVE SESSION.**

**32. RESUME REGULAR SESSION.**

Regular session resumed at 12:10 p.m. on Wednesday, April 24, 2024.

**33. DISCUSS EXECUTIVE SESSION ISSUE(S) AND TAKE ANY ACTION NECESSARY.**

No action taken.

**34. DISCUSS AND POSSIBLY TAKE ACTION ON PERONNEL ISSUE(S) AT EXPO.**

No action taken.

**35. PUBLIC COMMENTS #2.**

None submitted.

**36. COMMISSIONERS OPEN FORUM.**

Sheriff Ellis thanked the Auditor's office and the Commissioners Court for their support in the boiler project.

**37. ADJOURN.**

Commissioner Sullivan made a motion, seconded by Commissioner Bing to adjourn.

**MOTION CARRIED; MEETING ADJOURNED.**



SIGNED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**Byron Ryder, County Judge**

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**Joey Sullivan, Commissioner Pct. No. 1**

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**Paul Bing, Commissioner Pct. No. 2**

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**Kyle Workman, Commissioner Pct. No. 3**

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**T.J. Foley, Commissioner Pct. No. 4**

**ATTEST:**

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**Christie Wakefield, Leon County Clerk**