

THE STATE OF TEXAS  
 COUNTY OF TERRELL  
 IN COMMISSIONERS COURT  
 REGULAR SESSION  
 COMMISSIONERS COURT MINUTES, REGULAR SESSION, MARCH 10, 2025

The Terrell County Commissioners Court met on Monday, the 10<sup>th</sup> day of March 2025, at 9:00 A.M. in the commissioner’s courtroom of the county courthouse in the city of Sanderson, Texas. Notices of the meeting place were posted at a site readily accessible to the general public at all times. They remained posted for at least seventy-two hours preceding the scheduled time of this meeting, in compliance with the Open Meetings Act.

The Hon. Dale Carruthers, County Judge, called the meeting to order. The following members of this Court and Officers of the County were present:

Hon. Adam Johnson	Commissioner Pct. 1
Hon. Lupe Garza	Commissioner Pct. 2
Hon. Ele Hagelstein	Commissioner Pct. 3
Hon. Gene Chavez	Commissioner Pct. 4

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Hon. Raeline Thompson	County and District Clerk
Absent	County Treasurer
Hon. Kenneth Bellah	County Attorney
Deputy Manuel Jimenez	County Sheriff
Carl Esser - Zoom	Esser & Company Consulting, LLC
Sam Poorman – Zoom	Indian Waterhole Ranch Subdivision Plat

Commissioner Johnson gave the Invocation and led the commissioner’s court in the Pledge of Allegiance to the United States flag, followed by the Pledge of Allegiance to the Republic of Texas Flag.

**Public Comments on Agenda Items – None**

**Minutes from previous meetings**—Commissioner Johnson motioned to approve the minutes from the February 10, 2025, Regular Session and February 18 Special Session. Commissioner Chavez seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

**Resolution for Bee City USA** – Commissioner Chavez motioned to adopt the Bee City USA Resolution for Terrell County. Commissioner Hagelstein seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

**A RESOLUTION of Terrell County, Texas**  
 designating **Terrell County** a BEE CITY USA® affiliate.

WHEREAS, the mission of BEE CITY USA is to galvanize communities to sustain pollinators, responsible for the reproduction of almost 90% of the world’s flowering plant species, by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides; and

WHEREAS, thanks to the more than 3,600 species of native bees in the United States, along with introduced honeybees, we have very diverse dietary choices rich in fruits, nuts, and vegetables; and

WHEREAS, bees and other pollinators have experienced population declines due to a combination of habitat loss, poor nutrition, pesticides (including insecticides, fungicides, and herbicides), parasites, diseases, and climate change; and

WHEREAS, pollinator-friendly communities can benefit local and regional economies through healthier ecosystems, increased vegetable and fruit crop yields, and increased demand for pollinator- friendly plant materials from local growers; and

WHEREAS, ideal pollinator-friendly habitat (A) Is comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season to provide diverse and abundant nectar and pollen, since many wild pollinators prefer or depend on the native plants with which they co-adapted; (BJ is free to nearly free of pesticides, as many pesticides can harm pollinators and/or their habitat; (CJ comprises undisturbed spaces (leaf and brush piles, unmown fields or field margins, fallen trees and other



dead wood) for nesting and overwintering; and (DJ) provides connectivity between habitat areas to support pollinator movement and resilience; and

WHEREAS, Integrated Pest Management (IPM) is a long-term approach to maintaining healthy landscapes and facilities that minimizes risks to people and the environment by: identifying and removing the causes of pest problems rather than only attacking the symptoms (the pests); employing pests' natural enemies along with cultural, mechanical, and physical controls when prevention is not enough; and using pesticides only when no other method is feasible or effective; and

WHEREAS, supporting pollinators fosters broad-based community engagement in environmental awareness and sustainability; and

WHEREAS, Terrell County should be certified a *BEE CITY USA* community because the county has designated our Heritage Garden as an area to help native pollinators to flourish; and


**NOW, THEREFORE**, in order to enhance understanding among local government staff and the public about the vital role that pollinators play and what each of us can do to sustain them, **Terrell County** chooses to support and encourage healthy pollinator habitat creation and enhancement, resolving as follows:

1. The **Terrell County Extension Agent's Office** is hereby designated as the BEE CITY USA sponsor.
2. Terrell County Extension Agent Alejandra Camarillo Saddleback is designated as the BEE CITY USA Liaison.
3. Facilitation of Terrell County's BEE CITY USA program is assigned to the **Bee City USA** Committee.
4. The Bee City USA Committee is authorized to and shall:
  - a. **Celebration:** Host at least one educational event or pollinator habitat planting or restoration each year to showcase **Terrell County's** commitment to raising awareness of pollinator conservation and expanding pollinator health and habitat.

Bee City USA (An Initiative of the Xerces Society for Invertebrate Conservation) Resolution Template (4/19)  
Page 1 of 2

2. **Publicity & Information:** Install and maintain at least one authorized BEE CITY USA street sign in a prominent location. And create and maintain a webpage on the **Terrell County** website which includes, at minimum a copy of this resolution and links to the national BEE CITY USA website; contact information for your BEE CITY USA Liaison and Committee; reports of the pollinator-friendly activities the community has accomplished the previous year(s); and your recommended native plant species list and integrated pest management plan (explained below).
3. **Habitat:** Develop and implement a program to create or expand pollinator-friendly habitat on public and private land, which includes. But is not limited to, identifying and inventorying **Terrell County's** real property that can be enhanced with pollinator-friendly plantings; creating a recommended locally native plant list to include wildflowers. Grasses. Vines, shrubs, and trees and a list of local suppliers for those species; and, tracking (by square footage and/or acreage) annual area of pollinator habitat created or enhanced.
4. **Pollinator-Friendly Pest Management:** Create and adopt an integrated pest management (IPM) plan designed to prevent pest problems, reduce pesticide use. And expand the use of non-chemical pest management methods.
5. **Policy & Plans:** Establish, through the County, a policy in the [Terrell County] Plan of **Terrell County's** Comprehensive Plan to acknowledge and commit to the BEE CITY USA designation and review the [Terrell County] Plan and other relevant documents to consider improvements to pest management policies and practices as they relate to pollinator conservation, identify appropriate locations for pollinator-friendly plantings. And consider other appropriate measures.
6. **Renewal:** After completing the first calendar year as a BEE CITY USA affiliate, each February, apply for renewal of **Terrell County's** BEE CITY USA designation following the format provided by BEE CITY USA. Including a report of the previous year's BEE CITY USA activities. And paying the renewal fee based on **Terrell County's** population.

ADOPTED by the Terrell County Commissioners' Court of Terrell County, Texas, this 10<sup>th</sup> day of March, 2025.

  
Raeline Thompson  
Terrell County Clerk  
Terrell County, Texas





**Indian Waterhole Ranch Subdivision Preliminary Plat** – Commissioner Johnson motioned to approve the Indian Waterhole Ranch Subdivision Preliminary Plat. Commissioner Chavez seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

**Change Order No. 1 Terrell County Senior Citizen Center CDBG CDV 23-0095** – Commissioner Chavez motioned to approve the Change Order No. 1 Terrell County Senior Citizen Center CDBG CDV 23-0095. Commissioner Johnson seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

Re: Recommendation for Change Order #1  
Senior Center in Sanderson, TX Dear


Judge Carruthers,

We would like to provide you with our recommendation for Change Order #1 for the Terrell County Senior Center Project. We are recommending 10 items for your consideration and inclusion in Change Order #1. Our recommendation includes the following:

- 1 Deduct \$10,000 Betterment Allowance  
An allowance was to be included in the Contract for improvements or added scope during the construction. Change Order #1 deletes this \$10,000 allowance. There is no impact on the base bid scope of work for this item.
- 2 Deduct \$7,000 Testing Allowance  
An allowance was to be included in the Contract for testing of materials during the construction of the project. Change Order #1 deletes this \$7,000 allowance. There is no impact on the base bid scope of work for this item.
- 3 Delete \$27,000 building pad and caliche site work  
The contract included approximately 400 Cubic Yards of placement and compaction of base material (caliche) for the project. This item removes this from the scope of work of the General Contractor. The county will perform the installation and the testing of the base material.
- 4 Reduce kitchen equipment expenditure by \$12969.61  
The original scope of work specified commercial kitchen equipment for the project. This item would reduce the cost for kitchen equipment by allowing the use of residential kitchen equipment in the project. All equipment on the Food Service Equipment Schedule shall be provided.
- 5 Reduction of \$2063 to revise the type of windows from arched head to flat head frames  
This item will remove the arched window frames from the project and replace them with flat head frames.
- 6 Reduction of \$4950 for the use of PEX plumbing supply piping in lieu of copper
- 7 Reduction of \$1200 to replace a gyp board ceiling with ceiling grid and tile  
This item would remove the gyp board ceiling in the Senior Center areas of the building only. The pantry shall remain as a gyp board ceiling.
- 8 Reduction of \$1200 to remove the finishes and fixtures in one restroom.  
The original scope of work called for two finished out restrooms. This item removes the finishes and fixtures in one of the restrooms. The rough-ins shall remain in the scope of work so finishes can be easily installed in the future.
- 9 Delete \$2000 for the Entry door allowance  
The original scope of work included \$3000 for a hardwood veneer entry door and frame. This item reduces the allowance to \$1000 for the entry door and frame.
- 10 Delete \$4000 for the graphic wall paper allowance.  
The original scope of work included a material allowance for graphic wall paper. This item deletes the graphic wall paper material.

We appreciate any consideration given this recommendation for the approval of Change Order #1 for a total deduction of \$72,233.25. Accepting all of the recommended items will revise the over all contract amount to \$422,766.75 and represents a good value to Terrell County with a minimal reduction in the scope of work being provided. Please let me know if there are any additional questions regarding any of these items and this recommendation.

Thank you,



Davis Powell, Architect



### Construction Contract Change Order

Grant Recipient: Terrell County      Select:  City       County  
Contract No.: CDV 23-0095      Change Order No.: 1      Region: PBRPC

**A505**



Contractor:

Sadie Burche LLC  
Oscar Saavedra  
11434 Fort Wayne  
San Antonio, Texas 78245

Engineer:

Davis Powell Architecture  
1152 Ferry Street, Suite B  
Eagle Pass, Texas 78852

Select Change Order Type(s):  Change to Existing Line Items  New Items Requested  Change in Contract Duration

**New Items Requested (Items WITHOUT a unit price in the original bid)**

Provide explanation below (attach separate documentation as appropriate). The Grant Recipient must demonstrate competitive pricing for new items.

Bid Item #	Item Description	Original Qty.	Proposed Qty.	UOM	Unit Price	Δ Qty.	Change in Contract Price	+
	Delete all Betterment Fund		-1	LS	\$10,000.00	-1	(\$10,000.00)	-
	Delete Allowance for Testing, A	0	-1	LS	\$7,000.00	-1	(\$7,000.00)	-
	Delete prepared pad for foundation	0	-1	LS	\$27,000.00	-1	(\$27,000.00)	-
	Delete Kitchen Equipment	0	-1	LS	\$12,969.61	-1	(\$12,969.61)	-
	Delete Window	0	-1	LS	\$2,063.64	-1	(\$2,063.64)	-
	Use of PEX for plumbing	0	-1	LS	\$4,950.00	-1	(\$4,950.00)	-
	Replace gyp ceiling w grid	0	-1	LS	\$1,200.00	-1	(\$1,200.00)	-
	Delete Restroom Finish	0	-1	LS	\$1,050.00	-1	(\$1,050.00)	-
	Delete Allowance for Entry Door	0	-1	LS	\$2,000.00	-1	(\$2,000.00)	-
	Delete Decorative Wallpaper	0	-1	LS	\$4,000.00	-1	(\$4,000.00)	-
Contract New Item Sub-Total:							(\$72,233.25)	

**Justification for Change**

	Increase	Decrease	No Change
1. Effect of this change on scope of work:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Effect on operation and maintenance costs:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Yes	No	Not Applicable
3. Will this Change Order change the number of beneficiaries or TxCDBG contract Performance Statement Exhibit A?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Has this change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Is the TCEQ clearance still valid?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Are other TxCDBG contractual special condition clearances still valid?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. If new items are included that were not included in the competitive bid, have the prices been determined to be reasonable?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Grant Recipient: Terrell County Contract No.: CDV 23-0095 Change Order No.: 1 Page 1 of 3 This form required as of September 1, 2020. All previous versions no longer valid.

**Change Order Summary**

Original Contract Price: \$495,000.00 Original Contract End Date: \_\_\_\_\_

Net Previous Change Order(s): \$0.00 Net change of previous Change Orders (days): \_\_\_\_\_

This Net Change Order: (\$72,233.25) Increase/Decrease of this Change Order (days): \_\_\_\_\_

New Contract Price: \$422,766.75 Change Order Contract End Date \_\_\_\_\_

Cumulative % Change: -14.593%

NOTE: Change orders for an increase of more than 25% will be rejected. The State of Texas considers a change in the construction contract price of greater than 25% to be non-competitive, as other potential bidders did not have the opportunity to bid on the true scope of the project during the procurement process. Grant Recipient must rebid project in the event of an increase greater than 25%.

**Grant Recipient Approval (REQUIRED)**

\_\_\_\_\_  
Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Dale Carruthers, Terrell County Judge  
Authorized Signatory's Name and Title

**Engineer's Recommendation**

\_\_\_\_\_  
Engineer's Signature \_\_\_\_\_ Date \_\_\_\_\_

Davis Powell, Architect  
Engineer's Name



**Contractor's Authorization**

Contractor's Signature	Date
Oscar Saavedra, Contractor	
Contractor's Name and Title	

To receive an email copy of the TDA response, provide contact information below

Name	Email
Carl Esser, Consultant	carl.esser@hotmail.com
Yolanda Sanchez	assistant@co.terrell.tx.us
Debbie Esser	debbieesser@yahoo.com

**For TDA office use only**

This Net Change Order:	[ \$72,233.25 ]	Increase/decrease of this Change Order (days):	[ ]
Net Change Order Approved:	[ ]	Increase/decrease of this Change Order Approved:	[ ]
Approved Contract Amount:	[ ]	Approved Contract Time:	[ ]

Notes:

Contract Specialist Signature	Date

This form required as of September 1, 2020.  
All previous versions no longer valid.

Grant Recipient: Terrell County Contract No.: CDV 23-0095 Change Order No.: 1

Page 2 of 3

Director Signature (optional)	Date

Grant Recipient: Terrell County Contract No.: CDV 23-0095 Change Order No.: 1

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This form required as of September 1, 2020.  
All previous versions no longer valid.

**KLIQ Enterprises for Electrical Service and Circuit Installation to the EMS barn – Commissioner Johnson** motioned to approve the bid for \$9,775.00 from KLIQ Enterprises for the Electrical Service and Circuit Installation to the EMS barn. Commissioner Garza seconded the motion calling for a vote; all members answered “aye,” and the motion carried.



7341 Hwy 279. Brownwood, Tx. 76801

**Electrical Service and Circuit installation – Scope of Work**

- Tie into 4H building. Trench across with conduit and wire and new sub panel.
- Umbilical - 30 amp service for ambulance x 2.
- Plug for roll up door opener.
- 2 wall plugs on South interior wall
- 8 lights in ceiling. Lights provided by EMS.
- Project Total. \$9,775.00**

**KLIQ Enterprises Spraying of Foam on Walls and Ceiling to EMS Barn - Commissioner Johnson** motioned to approve the bid for \$7,920.00 from KLIQ Enterprises. Commissioner Garza seconded the motion calling for a vote; all members answered “aye,” and the motion carried.



7341 Hwy 279. Brownwood, Tx. 76801

Comm.court. regular session 03-10-2025

**Spray Foam Walls and Ceiling- Scope of Work**

Closed cell spray foam 1.5 inch all exterior walls  
Closes cell spray foam 1.5 inch underside of roof  
24 ft x 90 ft x 16 ft tall

Project Total. \$13,200.00 - \$5,280.00 = **\$7,920.00**

Proposal for Cloud-Based Financial Software from HCSS requested by the Treasurer Pamela Blaylock – No Action.

**Revise the Convention Center Contract to include a \$250.00 non-refundable deposit for Cleaning –** Commissioner Chavez motioned to approve revising the Convention Center Contract to include a \$250.00 non-refundable deposit for Cleaning. Commissioner Hagelestein seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

**Commissioners Court Executive Session –** Commissioners went into Executive Session at 9:40 a.m. and came out of Executive Session at 10:18 a.m.

**List of Bills, Ratify Bills, and Other Bills –** Commissioner Johnson motioned to approve the list of bills, ratify bills, and other bills. Commissioner Chavez seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

**Terrell County Treasurers's Office Report**

**Accounts:**

General Fund	\$151,882.94	Interest Earned	\$687.35
Outstanding checks not yet cashed	\$17,992.39		
Lonestar Investments	\$680,925		\$2,285.09
TexStar	\$150,534		\$395.89
County CD General Fund	\$55,000		
County CD Tornado	\$11,135		\$30.45
TexPool	\$226,785.27		\$755.16
<b>total for all county General Fund money</b>	<b>\$1,052,736.56</b>	<b>total interest</b>	<b>\$3,727.60</b>

**Grants:**

OLS	\$106,068.70	Money received	\$244,946.63
OPSG			
LBSP			\$152,574.33

**Ratified:**

Reliant	\$7,264.68
Water	\$911.41
Quarles	\$7,264.68
CitiBank	\$23,493.91
Verzion	\$958.12
Big Bend Telephone	\$3,063.86
W&W Trucking	\$18,648.00
Lone Star Copiers	\$235.45
Dial Tone	\$410.52
Home Depot	



Bills for Court \$25,138.95  
**Total for bills and Ratifieds \$87,389.58**

**Payroll and Utility bills not yet received** - Commissioner Johnson motioned to approve payroll and utility bills not yet received. Commissioner Chavez seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

**Payroll**  
 Both payrolls \$120,846.17  
 Both IRS \$42,862.11  
 TCDRS \$15,392.49  
**Total for the month \$179,100.77**

**SB 22**  
 Sheriff's Department \$187,742.50  
 Prosecution \$185,751.43  
**Total left \$373,493.93**

**Amendments and Transfers** – Commissioner Hagelstein motioned to approve the amendments and transfers. Commissioner Garza seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

Transfers and Amendments for 3-10-25 Court

Sheriff department is requesting to move money around within their budget they are the following:  
 \$1,500 from 30-740-556 to 30-750-556 to cover the cost of trainings

\$1,000 from 030-730-535 to 30-700-510 to cover the cost of new hires pre-employment cost.

**Monthly Reports** – Commissioner Johnson motioned to approve the monthly reports. Commissioner Garza seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

Sheriff's Department	Rosamaria verbal
Treasurer's Investment Report & Monthly Report	Ratifies - \$20,024.87
	Courthouse - \$3,363.94
	Clerk - \$4,798.72
	Road & Bridge - \$617.61
	Sheriff (Not Grants) - \$20,806.12
	Sheriff (Grants) - \$101,726.24
	EMS - \$5,490.64

Animal Control	None
Justice of the Peace	February (Both)
County & District Clerk	February
EMS	February
Road & Bridge	February
Senior Citizens Transportation	February
AgriLife Extension	February
Museum & Historical Commission	Verbal Jerry Brotherton
Terrell County Library	February
Visitor Center	None
Sanitation	February
Clinic Report	February
Volunteer Fire Department	Verbal Jerry Brotherton
Airport Report	None
Food Pantry	February

Adjourn - Commissioner Johnson made a motion to adjourn. Commissioner Hagelstein seconded the motion calling for a vote; all members answered "aye," and the motion carried.

/s/ Raeline Thompson

Raeline Thompson, County Clerk, and Ex-officio Clerk  
Terrell County Commissioners Court

**ORDER TO APPROVE MINUTES OF PUBLIC HEARING**

The above and preceding minutes of the meeting held on March 10<sup>th</sup>, 2025, are now approved (as amended this \_\_\_ day of \_\_\_ 2025) as presented IN OPEN COURT this 14<sup>th</sup> day of April AD, 2025.

*Raeline Thompson* Presiding Officer

Attest: *Raeline Thompson* County Clerk

