



MINUTES

SEPTEMBER 3, 2025

BRAZOS COUNTY COMMISSIONERS COURT

WORKSHOP SESSION

1. Call to Order

A workshop session of the Commissioners' Court of Brazos County, Texas was held in the Brazos County Commissioners Courtroom in the Administration Building, 200 South Texas Avenue, in Bryan, Brazos County, Texas, beginning at 10:03 a.m. on Wednesday, September 3, 2025 with the following members of the Court present:

Kyle Kacal, Acting County Judge, Presiding;
Bentley Nettles, Commissioner of Precinct 1;
Chuck Konderla, Commissioner of Precinct 2;
Fred Brown, Commissioner of Precinct 3;
Wanda J. Watson, Commissioner of Precinct 4;
Karen McQueen, County Clerk, Absent.

The attached sheets contain the names of the citizens and officials that we

2. Presentation and discussion on the potential addition of a fourth-floor shell space and additional garage level to the 101 North/Courthouse Annex Building Project.

Project Manager Trevor Lansdown presented the Court with information on the potential fourth-floor addition and parking garage level to the 101 North Texas Avenue Building Project. Mr. Lansdown provided background information for the project along with photos and designs. Mr. Lansdown also discussed projected County growth along with current and future space needs of the County. Mr. Lansdown engaged in conversation with the Court.

The Court engaged in discussion with Mr. Lansdown regarding the specifics of the project, loss of parking spaces at the Courthouse, and potential additional space availability given the remodel of the Brazos County Administration Building. The Court expressed concern with the cost of adding a fourth floor.

udge Kacal then invited the Elected Officials affected by the project, to speak on the matter.

361st District Court Judge David Hilburn addressed the Court in favor of the fourth floor project.

County Attorney Earl Gray addressed the Court in favor of the fourth floor project.

District Attorney Jarvis Parsons addressed the Court in favor of the fourth floor project.
District

Attorney Parsons engaged in conversation with the Court.

The Court thanked the speakers for their input on the matter.
A copy of the presentation is attached.

3. Adjourn

Judge Kacal thanked Mr. Lansdown for his presentation and announced the Workshop adjourned at 11:05 a.m.



FILED FOR RECORD

DATE 8/27/2025
AT 1:52 O'CLOCK P. M.
KAREN MCQUEEN
BRAZOS COUTY CLERK
By [Signature]

**BRAZOS COUNTY
BRYAN, TEXAS**

NOTICE OF MEETING AND AGENDA

WORKSHOP SESSION

BRAZOS COUNTY COMMISSIONERS COURT

BRAZOS COUNTY COMMISSIONERS WILL MEET IN A WORKSHOP SESSION AS FOLLOWS:

MEETING DATE: September 3, 2025
MEETING TIME: 10:00 AM
MEETING PLACE: Commissioners Courtroom of the Brazos County Administration Building, 200 S. Texas Avenue, Suite 106, Bryan, TX 77803

-
1. Call to Order
 2. Presentation and discussion on the potential addition of a fourth-floor shell space and additional garage level to the 101 North/Courthouse Annex Building Project.
 3. Adjourn

The Commissioners Courtroom of the Brazos County Administration Building, 200 S. Texas Avenue, Suite 106, Bryan, TX 77803 is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive services must be made two working days before the meeting. To make arrangements, please call (979) 361-4102.

BRAZOS COUNTY COMMISSIONER'S COURT

3rd DAY OF September, 2025
10:00 AM PM, Workshop

Name

(PLEASE PRINT)

Aubrey Leggett

Sheryl Lowe

TREVOR LANSDOWN

Nina Payne

MIKE STREET

Joe Southern

David Hilborn

ERIC CALDWELL

Billy Melzow

Lauren Parsons

Brian Brown

Victoria McCoy

Kimberly Gonzalez

Ed Bull

Marsha Anderson

Organization

(PLEASE PRINT)

Comm. Court

Comm. Court

PROJECT MANAGEMENT

Budget

The Eagle

361st

BCIT

BCIT

DA OFZ

DA OFZ

CO Judge

comm court

Co. Judge

BRAZOS COUNTY COMMISSIONER'S COURT

3rd DAY OF September, 2025
10:00 (A)M/PM, Workshop

Name

(PLEASE PRINT)

Natallie Daniel

Chelsea Brewer

Keith Ritchie

Joseph Tracy

Katie Conner

KYLE GREENWOOD

Barbara Smith

Earl Gray

Wayne Dickey

Martine

B. ZARAFI

Stephanie Whit

Wm. Charles Klenot

Organization

(PLEASE PRINT)

PDO

PDO

PDO

Risk

Auditor

CITIZEN

Coshage

County Atty Office

SO

MAINT

CJ

Pct 2 Controller

PURCHASING

Statement of Confidentiality: This message may contain information that is privileged or confidential by law. If you receive this transmission in error, please notify the sender by reply e-mail and delete the message and any attachments.

----- Original message -----

From: David Hilburn <david@davidhilburnlaw.com>

Date: 8/4/21 10:31 PM (GMT-06:00)

To: dpeters@brazoscountytexas.gov, saldrich@brazoscountytexas.gov, "Russ C. Ford"

<RFord@brazoscountytexas.gov>, nberry@brazoscountytexas.gov, Irma Cauley <icauley@brazoscountytexas.gov>

Cc: "Bruce L. Erratt" <BErratt@brazoscountytexas.gov>

Subject: old Bryan ISD Admin building

Members of the Commissioners Court:

I'm writing to urge you to consider purchasing the property at 101 N. Texas Avenue in Bryan. This property is currently owned by Bryan ISD. They had a contract to sell it recently, but the agreement apparently fell through.

I think the property should be purchased by the County to have additional property to expand the courthouse in the future. As you know, the County recently renovated the Brazos County Courthouse. You likely also know there are some areas that are already filling rapidly.

The property at 101 N. Texas is a perfect opportunity to have an option to keep the Brazos County Courthouse in downtown Bryan. I don't know the state of the current building, but it can likely be renovated to be used as office space, and possibly courtroom space. Another alternative is to raze the current building, and use the land to build a multi-story building for future expansion. Many counties have a similar setup (Montgomery and McLennan come mind) where they have multiple buildings with a skybridge connecting them over downtown streets.

As our county grows, the opportunity to purchase land, the right land, has to be seized. The opportunity to have the potential to expand the courthouse footprint, while keeping the courthouse in its current location, should be taken.

Thank you for your consideration, and for all you do for our County.



David Hilburn

Law Office of David G. Hilburn, P.C.

118 S. Main St.

Bryan, Texas 77803

Phone: 979-704-5071

Fax: 979-704-5069

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david@davidhilburnlaw.com

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**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 9/3/2025

ITEM: Presentation and discussion on the potential addition of a fourth-floor shell space and additional garage level to the 101 North/Courthouse Annex Building Project.

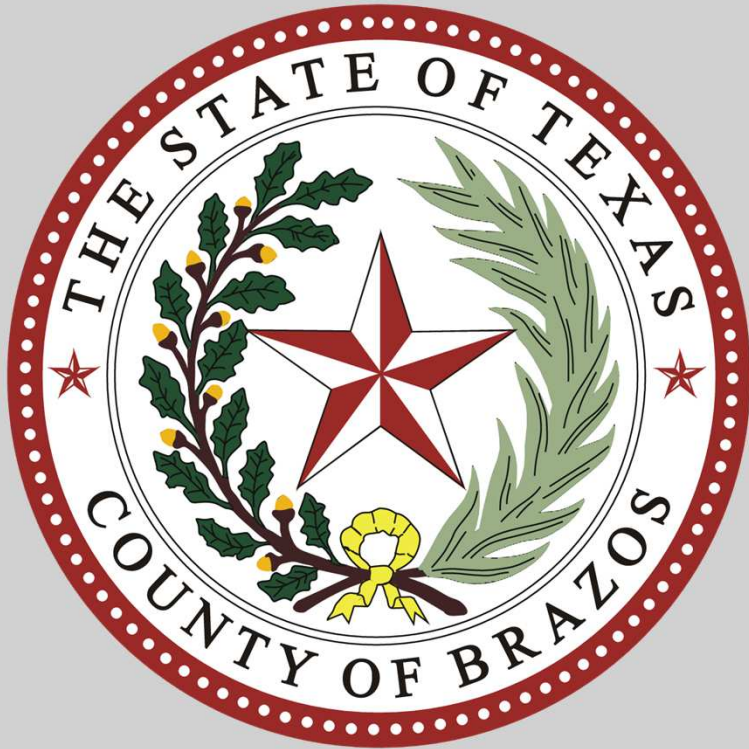
TO: Commissioners Court

DATE: 06/06/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00



101 N. Texas
Ave. /
Courthouse
Annex

Fourth
Floor
Workshop



Project Background

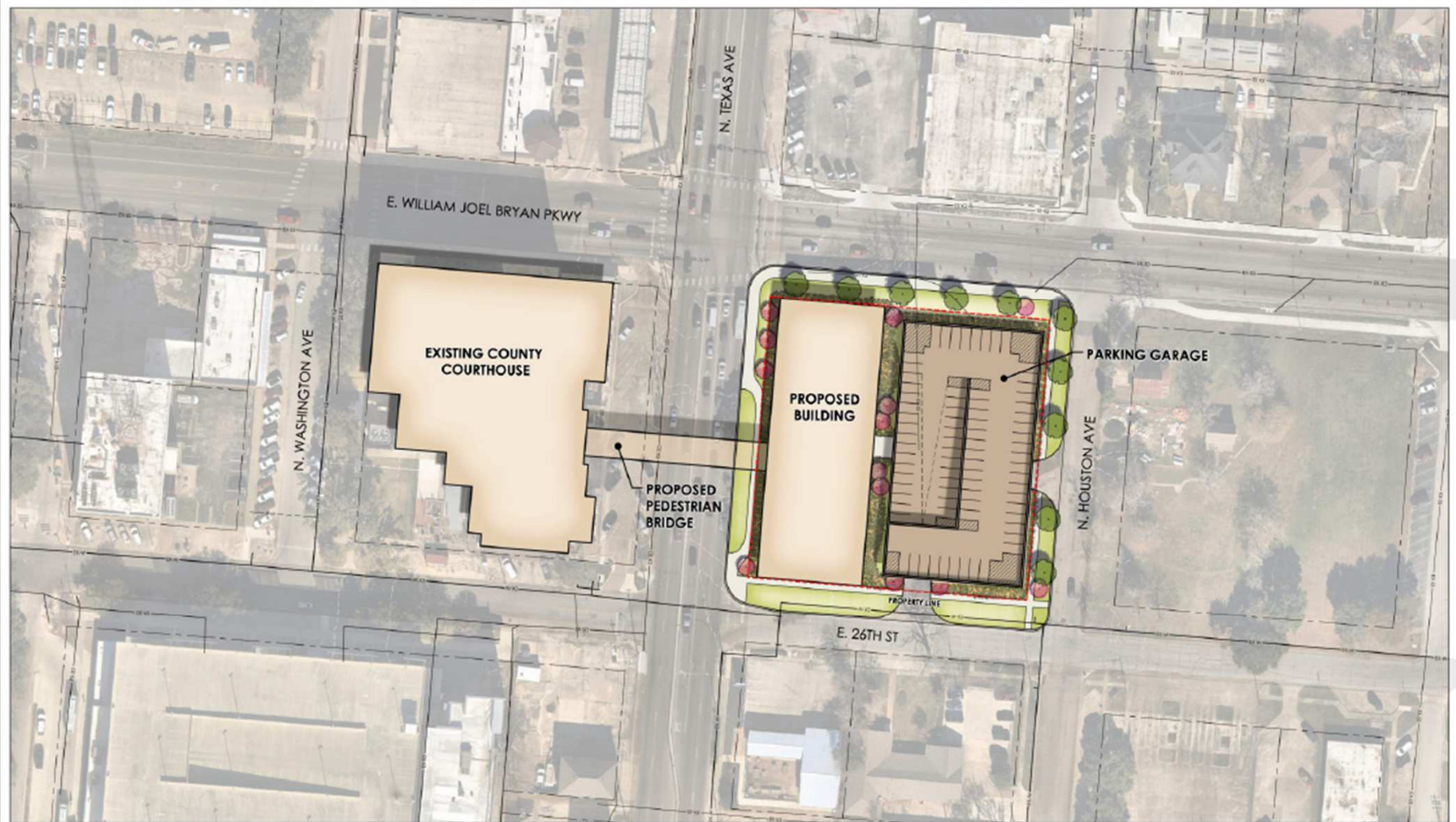
- Property and Building Acquired by Brazos County in 2021
- 2022-2023 Feasibility Study with Arkitek Studio
- Planning Endeavor w/ Broaddus Planning in 2024
- TxDOT moved the traffic signal and pedestrian crossing at 26th St. to 27th St.
- Building Demo in 2024
- Solicitation for CMAR and Design Team in November 2024
- Awards in February 2025
- Pre-Construction Notice to Proceed in April 2025
- Currently in the Design Development phase of the project



Project Background

- Direction from the Commissioner's Court to use the new building as a home for:
 - Public Defender's Office
 - Justice of the Peace, Pct. 4
 - Constable, Pct. 4
 - Adult Probation/CSCD
- Direction was to also include an elevated walkway as a secure passage from the new building to the current Courthouse.









Project Background

- The idea of the 4th floor or additional future space in this building had been a discussion point since inception, and direction was given to price what an additional floor would cost the project.
- The Court at the time had advanced an idea in our construction designs to attempt to make space, where feasible, for additional Courtrooms in the Courthouse for the future.



Project Background

Sufficient Space

- Meet current space demands and the ability to grow in facility into the future
- Future growth/adaptation not limited by facility



Project Background

- Growth factor in Courthouse Annex departments based on current drawings:
 - Constable, Precinct 4: +3, 33% Growth Factor. Anticipating need for additional staff to handle building security.
 - Justice of the Peace, Precinct 4: +1, 20% Growth Factor
 - Adult Probation: +5, 8% Growth Factor
 - Public Defender's Office: +11, 50% Growth Factor. Anticipating continued expansion of the PDO.



Project Background

- The current Courthouse has several strategic advantages as a home for Courts that don't exist in our other facilities, including:
 - Detention Sally Port
 - Detention Holding Cells & Detention Elevators for private inmate flow.
 - Security screening area for persons and baggage.
- Unfortunately, the Courthouse has one major disadvantage. Additional square footage can not be added to the building, requiring the County to remove existing departments to free up space for future Courts.



Project Background

- Penciled in Future Plans for Courthouse to support additional Courts:
 - Relocate District Attorney's Office to current Adult Probation Building. Re-model required. Will need to utilize portions of the unfinished 1st floor. Planning endeavor funded in FY25 budget.
 - Relocate 472nd District Court up to the 4th Floor in the current JP/Constable Pct. 4 space. Re-model required.
 - Re-establish the "Old 85th" as the ceremonial/spare Courtroom for the Courthouse. This space has been used by all courts in some form or fashion over the years when we've had issues in other courtrooms, needed a larger space to select a jury, and/or as a



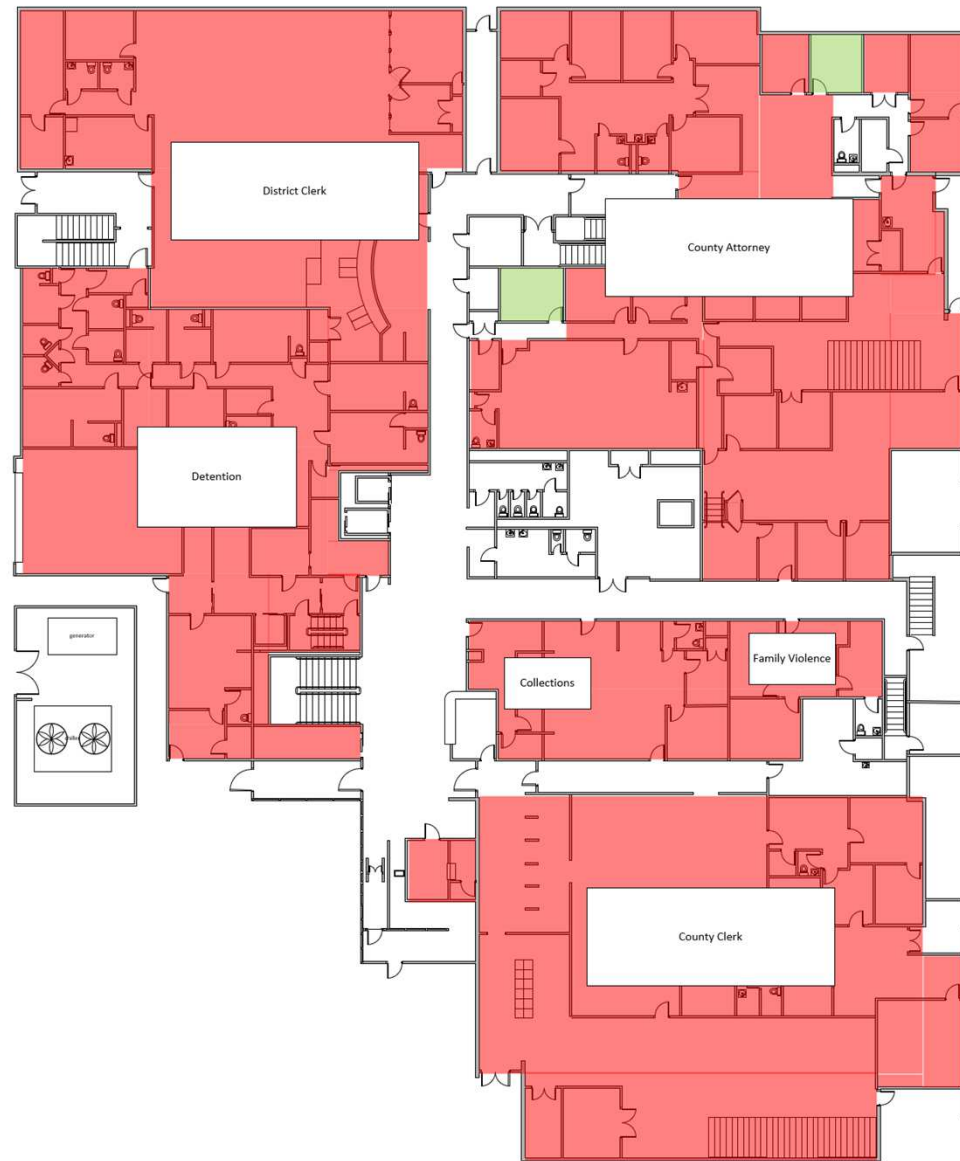
Project Background

- Penciled in Future Plans for Courthouse to support additional Courts:
 - Plan for the buildout and establishment of a central jury pool location on 3rd floor. This will create an efficiency in the jury selection system, as well as alleviate the congestion issues in



**Brazos
County
Courthouse**
First Floor

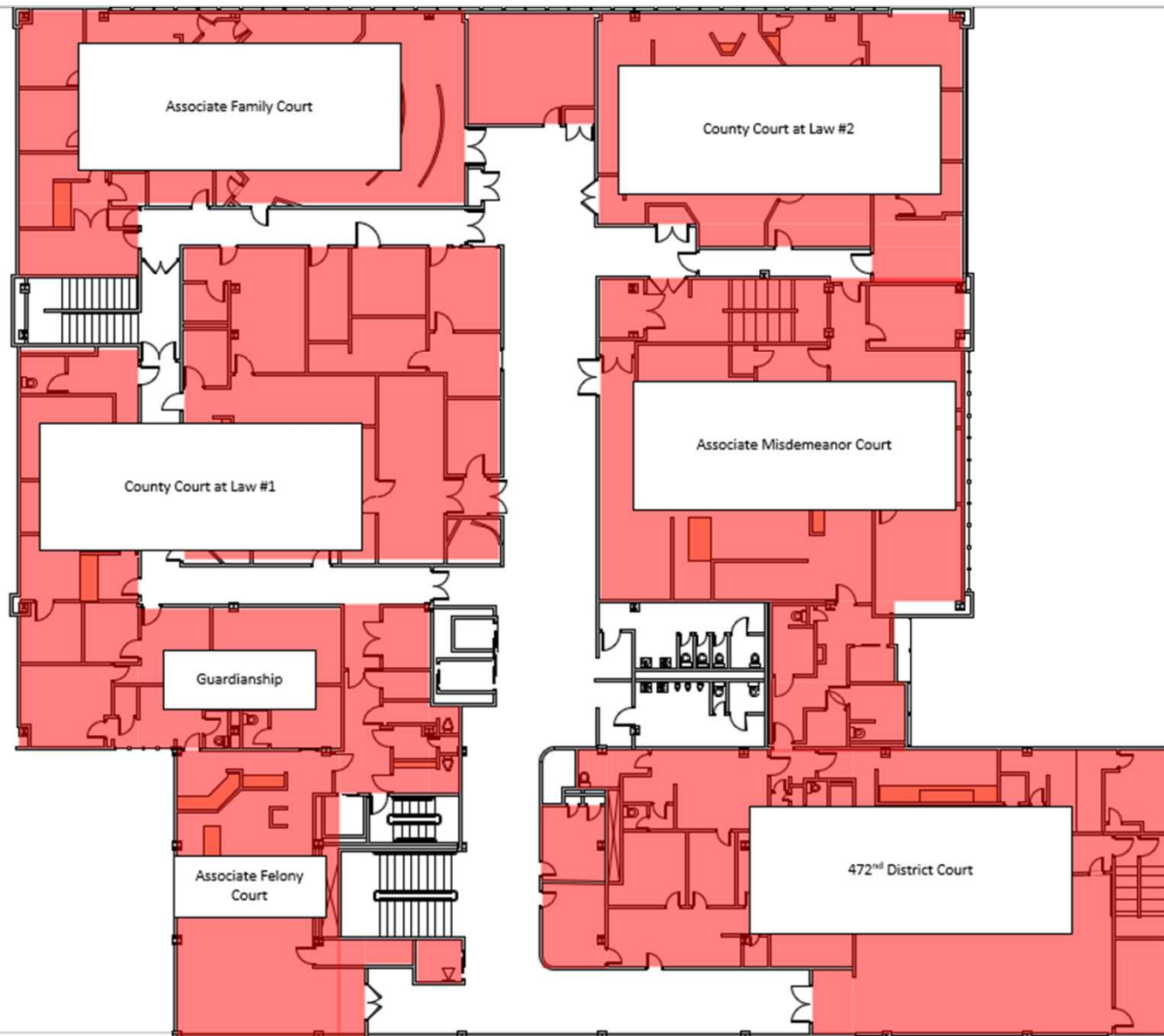
Pre-Construction





**Brazos
County
Courthouse**
Second Floor

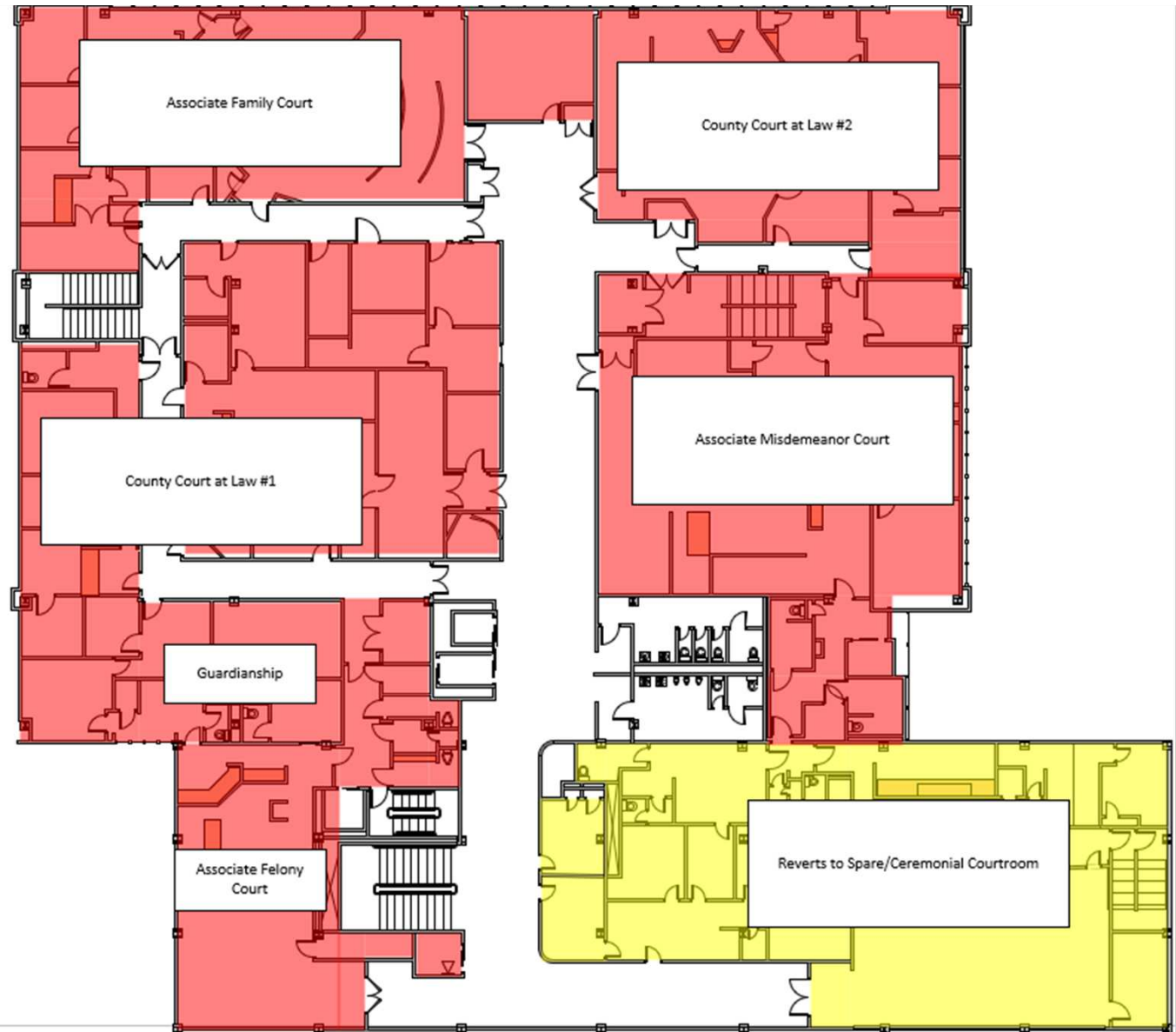
Pre-Construction





**Brazos
County
Courthouse**
Second Floor

Post-Construction





**Brazos
County
Courthouse**
Third Floor

Pre-Construction





**Brazos
County
Courthouse**
Third Floor

Post-Construction





**Brazos
County
Courthouse**
Third Floor

Post-Construction





**Brazos
County
Courthouse**
Fourth Floor

Pre-Construction





Brazos County Courthouse Fourth Floor

Post-Construction









County Growth

- Population trends over the last two decades:
 - Brazos County Population:
 - 2005: 176,765
 - 2024: 249,624
 - YTY Growth: Average 3835; 1.53%
 - Total Growth: 72,859; 29%



County Growth

- Population trends over the last two decades:
 - Brazos County Employees (FTEs) :
 - 2010: 798
 - 2024: 1007
 - YTY Growth: Average 15; 1.6%
 - Total Growth: 209; 21%



County Growth

- Population trends over the last two decades:
 - Brazos County Employees (FTEs) per 1000 residents:
 - 2010: 4.08
 - 2024: 4.03
 - Comparable Counties (FTEs) per 1000 residents:
 - Williamson County (Georgetown): Pop. 747,027 – 2.67
 - Hays County (San Marcos): Pop. 303,252 – 3.77
 - Webb County (Laredo): Pop. 272,206 – 5.59
 - Smith County (Tyler): Pop. 251,637 – 3.64
 - Jefferson County (Beaumont): Pop. 251,286 – 4.31
 - Comal County (New Braunfels): Pop. 212,286 – 4.13
 - Guadalupe County (Seguin): Pop. 199,958 – 5.54



County Growth

- Court Trends for Comparable Sized Counties:
 - Comparable Counties in Population:
 - Hays County (San Marcos): Pop. 303,252
 - District Courts: 6; CCLs: 3
 - Webb County (Laredo): Pop. 272,206
 - District Courts: 4; CCLs: 2
 - Smith County (Tyler): Pop. 251,637
 - District Courts: 5; CCLs: 3
 - Jefferson County (Beaumont): Pop. 251,286
 - District Courts: 9; CCLs: 3
 - Comal County (New Braunfels): Pop. 212,286
 - District Courts: 5; CCLs: 3
 - Guadalupe County (Seguin): Pop. 199,958
 - District Courts: 4; CCLs: 2



County Growth

• Courthouse Departmental Growth

- County Clerk - 46% Growth
 - 2017: 13
 - 2025: 19
- District Clerk - 21% Growth
 - 2017: 19
 - 2025: 23
- County Attorney - 20% Decline
 - 2017: 6
- 2025: 27
- District Attorney - 25% Growth
 - 2017: 36
 - 2025: 45
- Collections - 17% Growth
 - 2017: 6



County Growth

- New Court Related Departments in the Last 10 Years:
 - Family Law Associate Court
 - Guardianship
 - Jury Services
 - 472nd District Court
 - Public Defender's Office



County Growth

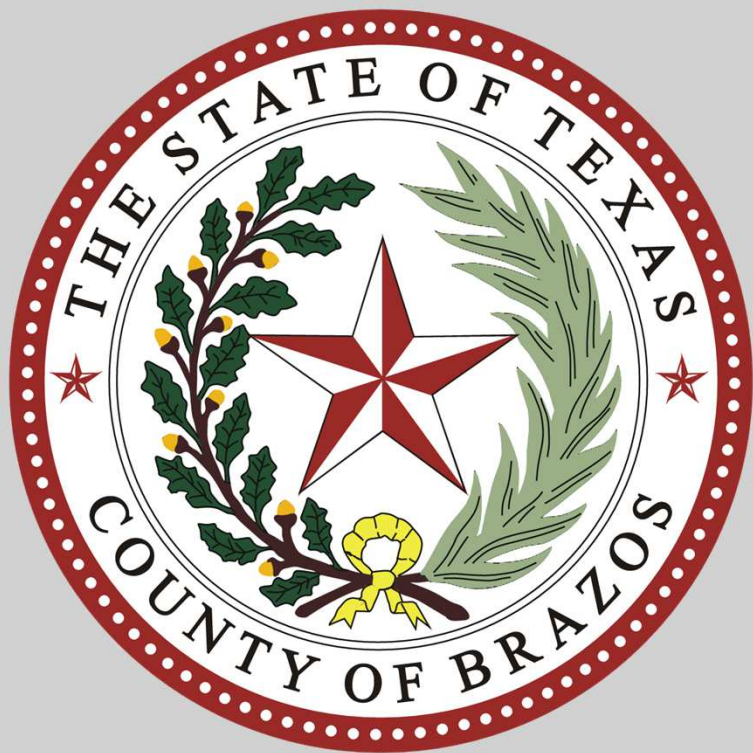
- Future Courts:
 - Peer Benchmarking 5+/- Brazos:
 - District Courts: ~1.98 Courts per 100,000 residents.
 - County Courts at Law: ~1.05 Courts per 100,000 Residents



County Growth

- Future Courts:
 - Projecting Court Additions Based on Peer Benchmarks & Growth Trends from

Court Addition	Population Trigger	1.0% Growth	1.3% Growth (Recent)	2% Growth
5th District Court	~252,000	2026	2026	2026
3rd CCL	~286,000	2039	2036	2033
6th District Court	~303,000	2044	2040	2035
4th CCL	~381,000	2068	2058	2047



Comments & Questions