



## **MINUTES**

**SEPTEMBER 10, 2025**

### **BRAZOS COUNTY COMMISSIONERS COURT**

### **WORKSHOP SESSION**

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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 10:00 a.m. on Wednesday, September 10, 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.

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

2. Input from county employees regarding the 2025-2026 Regular Commissioners Court Meeting Schedule.

Judge Kacal called the meeting to order and explained that the purpose of this workshop session is to receive input regarding the possibility of transitioning to twice-monthly Commissioners Court meetings, instead of weekly. He then invited each of the staff members signed in to speak, to offer comments on the matter.

Budget Officer Nina Payne addressed the Court sharing that her department is willing to adjust to the change, but she does have concerns on timely receipt of budget amendments.

Auditor Katie Conner addressed the Court with concerns regarding payment of claims, but stated that her department is willing to adjust to the change.

Human Resources Director Jennifer Salazar addressed the Court stating her department is on board with the change and believes it could help bring efficiencies with their orientation process.

Chief Deputy Kevin Stuart addressed the Court stating that they are willing to make the adjustments needed to help be more efficient.

Chief Information Officer Eric Caldwell addressed the Court with concerns on budget amendments and claims.

Purchasing Agent Charles Wendt addressed the Court concerning changes within the Purchasing Department that may be needed to transition to twice-monthly meetings.

County Treasurer Cristian Villarreal addressed the Court with concerns on Claims and expressed some changes that may be needed in his department to help with the transition.

County Engineer Prarthana Banerji shared some changes that may be needed within Road and Bridge to help with the transition.

Constable Precinct 2 Donald Lampo addressed the Court in favor of the change and then engaged in conversation with the Court.

Risk Management Coordinator Leslie Contreras addressed the Court in favor of the change with some concerns on citizen claims.

Project Manager Trevor Lansdown addressed the Court in-favor of the change.

Public Communications Officer Barbara Smith addressed the Court in-favor of the change.

Chief of Staff Ed Bull addressed the Court in-favor of the change.

Administrative Specialist to the County Judge Marsha Anderson addressed the Court with concerns on deadlines.

The Court engaged in discussion with the staff, sharing that this will provide additional opportunities for workshops and public hearings to allow for greater transparency.

3. Public comments regarding the 2025-2026 Regular Commissioners Court Meeting Schedule.

Judge Kacal called for public comments, no citizens were present.

John Book, resident of Precinct 2, submitted a statement via email. Judge Kacal read the statement aloud.

4. Consider and discuss the 2025-2026 Regular Commissioners Court Meeting Schedule.

The Court shared their views on the proposed calendar.

Commissioner Watson stated she can see pros and cons to the change and is fine to either keep the meetings weekly or move to twice a month.

Commissioner Brown stated he is in-favor of the change and moving to a consent agenda.

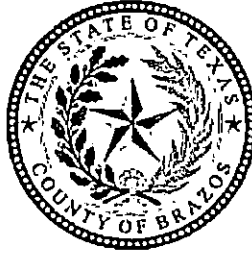
Commissioner Konderla stated that he is on board with trying the twice-monthly meetings, but is a little apprehensive about meeting deadlines.

Commissioner Nettles stated he is in-favor of the move and is willing to look into any options that will bring efficiency to the process.

Judge Kacal spoke in-favor of the move, to provide time for staff and more opportunities for workshops and public hearings as the County works to increase transparency. He stated that this topic will be placed on a future agenda.

## 5. Adjourn

Judge Kacal thanked everyone for be willing to participate and share their concerns. The Workshop Session was adjourned at 11:36 a.m.



**BRAZOS COUNTY  
BRYAN, TEXAS**

FILED  
2025 AUG 29 P 1:01

*Carley L. [Signature]*

**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 10, 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

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1. Call to Order
  2. Input from county employees regarding the 2025-2026 Regular Commissioners Court Meeting Schedule.
  3. Public comments regarding the 2025-2026 Regular Commissioners Court Meeting Schedule.
  4. Consider and discuss the 2025-2026 Regular Commissioners Court Meeting Schedule.
  5. 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

10<sup>th</sup> DAY OF September, 2025  
10:00 AM/PM, Workshop

Name

(PLEASE PRINT)

Karen McQueen  
Joanna Spencer  
Ashlie Peters Bowman  
ERIC CALDWELL  
Billy Melzow  
Kevin Stuart  
Nina Payne  
LINDA Ricketson  
Leslie Contreras  
Jacquelin Foster  
Desmond HERRICK  
Barbara Smith  
Katie Conner  
Jennifer Salazar  
Raenna McConathy

Organization

(PLEASE PRINT)

Co. Clerk  
Brazos Center  
Co Clerks Off.  
BCIT  
BCIT  
BCSO  
Budget  
Juvenile  
Risk  
Expo  
Records Management  
Co Judge  
Auditor  
HR  
HR

# BRAZOS COUNTY COMMISSIONER'S COURT

10<sup>th</sup> DAY OF September, 2025  
10:00 (AM)/PM, Workshop

**Name**

(PLEASE PRINT)

Wm. Charles Wendt

Kaitlyn Battles

Tanya Skinner

Joseph Tracy

Spencer Mays

Prarthana Banerji

Cristian Villarreal

Ed Bull

TREVOR LANDDOWN

Myrahn And

B. Smart

Stephen West

Kath E. Felt

Sharyl Lowe

Aubrey Leggett

**Organization**

(PLEASE PRINT)

Purchasing

I

Collections

Risk

Budget.

R & B

Treas

Comm Court

PROJECT MANAGEMENT

C. Judge

C. Judge

Pct 2

ADO

Comm Court

Comm Court



# Brazos County Commissioners Court

## COUNTY STAFF SPEAKERS FOR WORKSHOP

DATE: 9/10 TIME: 10 a.m

Name:	<del>Precinct:</del> Department	Circle One:
✓ 1. <u>Nina Payne</u>	<u>Budget</u>	For/ Against/ Concerning
✓ 2. <u>Katie Conner</u>	<u>Auditor</u>	For/ Against/ Concerning
✓ 3. <u>Jennifer Salazar</u>	<u>HR</u>	For/ Against/ Concerning
✓ 4. <u>Kevin Stuart</u> 4	<u>BCSU</u>	For/ Against/ Concerning
✓ 5. <u>ERIC CALDWELL</u>	<u>IT</u>	For/ Against/ Concerning
✓ 6. <u>Wm. Charles Wrenat</u>	<u>Purch</u>	For/ Against/ Concerning
✓ 7. <u>Cristian Villarreal</u> Elected	<u>Treas</u>	For/ Against/ Concerning
✓ 8. <u>Prarthana Banerji</u> Ban r G	<u>R &amp; B</u>	For/ Against/ Concerning
9. <u>Donald Lampo</u> Elected	<u>Const</u>	For/ Against/ Concerning
10. <u>Leslie Contreras</u> 2	<u>RM</u>	For/ Against/ Concerning



**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT:	NUMBER:
DATE OF COURT MEETING:	9/10/2025
ITEM:	Public comments regarding the 2025-2026 Regular Commissioners Court Meeting Schedule.
TO:	Commissioners Court
DATE:	08/29/2025
FISCAL IMPACT:	False
BUDGETED:	False
DOLLAR AMOUNT:	\$0.00





**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT:	NUMBER:
DATE OF COURT MEETING:	9/10/2025
ITEM:	Consider and discuss the 2025-2026 Regular Commissioners Court Meeting Schedule.
TO:	Commissioners Court
DATE:	08/28/2025
FISCAL IMPACT:	False
BUDGETED:	False
DOLLAR AMOUNT:	\$0.00

# **PROPOSED**

## **Brazos County Commissioners Court Dates for FY 2026 (October 2025 – September 2026)**

**2025 -**

**October 14<sup>th</sup> & 28<sup>th</sup>**

**November 4<sup>th</sup> & 18<sup>th</sup>**

**December 9<sup>th</sup> & 16<sup>th</sup>**

**2026 –**

**January 6<sup>th</sup> & 27<sup>th</sup>**

**February 10<sup>th</sup> & 24<sup>th</sup>**

**March 10<sup>th</sup> & 24<sup>th</sup>**

**April 7<sup>th</sup> & 21<sup>st</sup>**

**May 5<sup>th</sup> & May 19<sup>th</sup>**

**June 9<sup>th</sup> & 23<sup>rd</sup>**

**July 7<sup>th</sup> & 21<sup>st</sup>**

**August 4<sup>th</sup> & 18<sup>th</sup>**

**September 8<sup>th</sup> & 22<sup>nd</sup>**