



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Commissioners Court Meeting Minutes
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Clerk's Office Sally W. Peters, Deputy Clerk/Administrative Assistant
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext. 212
<b>TIME NEEDED FOR PRESENTATION</b>	1 minute
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of the Minutes for January 22, January 25, and February 8, 2018.
<b>REASON FOR AGENDA ITEM</b>	To approve the Minutes from the previous Commissioners Court meetings.
<b>IS THERE DOCUMENTATION</b>	After approval, the minutes will be posted on the County website.
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Dating Violence Awareness Month - February
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Hattie Allen, Executive Director, Kendall County Women's Shelter Darrel L. Lux, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext 212
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on proclaiming the month of February as Dating Violence Awareness Month.
<b>REASON FOR AGENDA ITEM</b>	To bring awareness concerning prevention of dating violence.
<b>IS THERE DOCUMENTATION</b>	Yes, the proclamation
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None

## **Proclamation for Dating Violence Awareness Month**

**Whereas**, dating violence is a reality for many youth, and an issue that many are unaware of; and

**Whereas**, 1 in 3 young people are affected by physical, sexual, or verbal dating violence with 1 in 10 high school students having been purposely slapped, hit, or physically hurt by a partner, and breakups can be a time of even greater risk even if a relationship was never physically abusive; and

**Whereas**, young people can choose better relationships when they understand that healthy relationships are based on respect and learn to identify early warning signs of an abusive relationship; and

**Whereas**, Dating Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing dating violence and to show support for the Kendall County Women's Shelter, who provides critical advocacy, services and assistance to victims.

**Now therefore**, I, Darrel L. Lux, County Judge of Kendall County, Texas, do hereby proclaim the month of February 2018 to be Dating Violence Awareness Month in Kendall County.

Signed this 12th day of February 2018.

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Darrel L. Lux  
Kendall County Judge



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 2/12/2018  
OPEN SESSION

SUBJECT	Special Prosecutor Agreement with Amy Lambiase
DEPARTMENT & PERSON MAKING REQUEST	Nicole Bishop, Criminal District Attorney Bill Ballard, ACDA
PHONE # OR EXTENSION #	830-249-9343 ext 303
TIME NEEDED FOR PRESENTATION	5 minutes
WORDING OF AGENDA ITEM	Consideration and action concerning a special prosecutor agreement with Amy Lambiase for the prosecution of four white collar crime cases, one defendant.
REASON FOR AGENDA ITEM	These cases are extraordinarily complex. Ms. Lambiase has in-depth experience in the prosecution of these white-collar crime cases. It is the best use of resources for the County to engage Ms. Lambiase for these prosecutions. Funds to administer this agreement will be secured from the Texas apportionment act (TGC §46).
IS THERE DOCUMENTATION	no
WHO WILL THIS AFFECT?	Kendall County
ADDITIONAL INFORMATION	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Accounts Payable Claims
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of accounts payable claims for purchases, services and vendors.
<b>REASON FOR AGENDA ITEM</b>	To pay current accounts payable claims.
<b>IS THERE DOCUMENTATION</b>	Yes Financial Transparency Link / County Auditor Web Page
<b>WHO WILL THIS AFFECT?</b>	Departments that have AP claims
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 2/12/2018  
OPEN SESSION

<b>SUBJECT</b>	Accept Donations
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on accepting the list of donations on behalf of Kendall County as per Local Government Code 81.032.
<b>REASON FOR AGENDA ITEM</b>	Accept donations
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	County Wide
<b>ADDITIONAL INFORMATION</b>	None

**Kendall County, Texas**  
**Donation List for Commissioners Court February 12, 2018**

*Pursuant to LGC 81.032, the commissioners court may accept a gift, grant, donation, bequest, or devise of money or other property on behalf of the county, including a donation under Chapter 26, Government Code, for the purpose of performing a function conferred by law on the county or a county officer.*

The following donations were received from January 10, 2018 - January 24, 2018.

**Monetary Donations:**

<u>Date</u>	<u>Amount</u>	<u>Received From</u>	<u>Description of Donation</u>	<u>Specific Department or Purpose</u>
01/24/18	\$ 10.00	Lori James	Cash	Animal Shelter
01/24/18	\$ 41.08	Unity Church of Boerne	Cash	Animal Shelter
01/24/18	\$ 250.00	Sue Hardy Balthrope	Cash	Animal Shelter

**Other Donations:**

<u>Date</u>	<u>Received From</u>	<u>Description of Donation</u>	<u>Specific Department or Purpose</u>
01/10/18	Anonymous	2 Lg Boxes Kitty Litter & 5 Bags of Dog Blankets	Animal Shelter
01/17/18	Anonymous	Beds, Blankets, Comforters, Hand Towels	Animal Shelter
01/17/18	Kathleen Van Winkle	Sheets, Towels, Blankets	Animal Shelter



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Campaign signs and Election Material
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Staci Decker, Elections Administrator
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 609
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the approval of County Order 02-12-2018 regulating electioneering on County-owned property and buildings.
<b>REASON FOR AGENDA ITEM</b>	With the primary election approaching and several contested elections in the County, candidates and supporters need to be advised of the County Order and State law concerning the posting of campaign signs and distribution of election materials.
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	All candidates and supporters as well as the citizens of Kendall County.
<b>ADDITIONAL INFORMATION</b>	None





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Sales Tax Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Treasurer's office Sheryl D'Spain
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 220
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of Sales Tax report
<b>REASON FOR AGENDA ITEM</b>	To report on the portion of sales tax reimbursed from the State Comptroller's office.
<b>IS THERE DOCUMENTATION</b>	Yes, the report is on the County Website under departments, County Treasurer
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



**Sheryl D'Spain**

Kendall County Treasurer

201 E. San Antonio, Suite 302 • Boerne, TX. 78006

830-249-9343 ext. 220 • Fax 830-249-9340

sheryl.dspain@co.kendall.tx.us

February 12, 2018

TO: Honorable Darrel Lux, County Judge  
Honorable Christina Bergmann, Commissioner, Pct. 1  
Honorable Richard Elkins, Commissioner, Pct. 2  
Honorable Tommy Pfeiffer, Commissioner, Pct. 3  
Honorable Don Durden, Commissioner, Pct. 4

RE: Comparison report for the collection of sales tax in Kendall County

In January, Kendall County received collections of \$ 276,348.08 for the month of November 2017. This figure is up 5.80 % from November collections the previous year. Our year-to-date collections are \$ 276,348.08 an increase of 5.80 % from last year.

A handwritten signature in cursive script that reads "Sheryl D'Spain".

Sheryl D'Spain  
Treasurer

# Sales Tax Report 2017

Sales tax collection for month	Month collection received	Sales Tax Collection 2017	Sales Tax Collection 2018	% change from 2017	% change from previous month collection	2017 sales tax collections Year to date	2018 sales tax collections year to date	% change from 2017
Nov 2017	JANUARY 2018	261,191.52	276,348.08	5.80%	0%	261,191.52	261,191.52	5.80%
Dec 2017	FEBRUARY 2018	314,514.37				575,705.89		
Jan 2018	MARCH 2018	229,737.08				805,442.97		
Feb 2018	APRIL 2018	228,750.31				1,034,193.28		
Mar 2018	MAY 2018	284,748.02				1,318,941.30		
Apr 2018	JUNE 2018	255,141.92				1,574,083.22		
May 2018	JULY 2018	269,005.26				1,843,088.48		
Jun 2018	AUGUST 2018	291,203.88				2,134,292.36		
Jul 2018	SEPTEMBER 2018	280,325.76				2,414,618.12		
Aug 2018	OCTOBER 2018	249,886.96				2,664,505.08		
Sep 2018	NOVEMBER 2018	280,974.18				2,945,479.26		
Oct 2018	DECEMBER 2018	276,423.40				3,221,902.66		

## Total Sales Tax Revenue in Previous Years

Year	Total Collections	% change from previous year
2017	3,221,902.66	2.64%
2016	\$3,138,814.44	7.42%
2015	\$2,921,857.17	9%

\*\*covering payments from Nov 2017-Oct 2018



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Cash Summary November 2017
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Sheryl D'Spain Treasurer
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 220
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Discuss and approve cash summary for November 2017
<b>REASON FOR AGENDA ITEM</b>	This report is made in compliance with the provisions of Chapter 114.026 of the Local Government Code, which requires regular reporting of financial transactions for the County funds to the Commissioners Court.
<b>IS THERE DOCUMENTATION</b>	Yes, the report is on the County website under departments, County Treasurer once it is approved by Commissioners Court.
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None

# KENDALL COUNTY SUMMARY OF CASH BALANCES

Month ending November 30, 2017

	Beg Balance	Receipts (includes Journal Entries and Transfers In)	Disbursements (includes Journal Entries and Transfers Out)	Ending Balance
10-General Fund	\$ 1,125,608.07	\$ 8,484,362.97	\$ 9,596,345.53	\$ 13,625.51
11-Road & Bridge	\$ 314,551.35	\$ 62,484.89	\$ 35,596.67	\$ 341,439.57
13-Courthouse Security	\$ 25,545.68	\$ 2,397.80	\$ 747.28	\$ 27,196.20
15-Lateral Road & Bridge	\$ 55,897.61	\$ -	\$ 160.95	\$ 55,736.66
16-Court Reporter Service	\$ 35,309.19	\$ 810.00	\$ -	\$ 36,119.19
17-Attorney-Hot Check	\$ 6,267.06	\$ 2.20	\$ 111.87	\$ 6,157.39
19-Records Mgmt (County Clerk)	\$ 87,169.77	\$ 10,446.44	\$ 281.10	\$ 97,335.11
20-Law Library	\$ 32,376.99	\$ 1,890.00	\$ 1,058.74	\$ 33,208.25
21-Justice Court Technology	\$ 29,299.66	\$ 1,361.57	\$ -	\$ 30,661.23
22-Justice Court Building Security	\$ 27,251.58	\$ 344.40	\$ -	\$ 27,595.98
23-County & District Technology	\$ 13,025.30	\$ 235.79	\$ -	\$ 13,261.09
24-Alternative Dispute Resolution	\$ 2,576.39	\$ 875.00	\$ 2,576.39	\$ 875.00
25-District Clerk Records Mgmt	\$ 50,707.45	\$ 1,212.60	\$ 21,051.80	\$ 30,868.25
26-County Clerk Rec. Archive Fund	\$ 198,394.46	\$ 10,360.00	\$ 172.38	\$ 208,582.08
27-Vital Statistics Records	\$ 670.00	\$ 61.00	\$ -	\$ 731.00
28-Pre-Trial Intervention	\$ 32,911.28	\$ 3,813.05	\$ 2,290.72	\$ 34,433.61
29-LEOSE Training	\$ 43,832.31	\$ -	\$ 1,429.37	\$ 42,402.94
33-Juv Probation-State Grant	\$ 18,321.50	\$ 25,789.41	\$ 15,296.68	\$ 28,814.23
34-Juv Probation Title IV E	\$ 1,304.13	\$ 1,139.98	\$ 2,865.63	\$ (421.52)
35-Juvenile Probation	\$ (5,384.75)	\$ 2,839.63	\$ 30,235.99	\$ (32,781.11)
41-MVDIT Interest	\$ 5,068.32	\$ -	\$ -	\$ 5,068.32
42-Election Services Contract Fund	\$ 65,015.90	\$ -	\$ -	\$ 65,015.90
43-Fire Inspection & Permit Fund	\$ 137,906.26	\$ 3,621.70	\$ 2,776.52	\$ 138,751.44
50-Crime Victims Grant	\$ (16,198.69)	\$ 7,623.49	\$ 15,850.58	\$ (24,425.78)
80-Tobacco Settlement	\$ 6,866.05	\$ 13,000.00	\$ 22,540.36	\$ (2,674.31)
81-Historical Commission	\$ 10,789.35	\$ -	\$ -	\$ 10,789.35
82-County Donations	\$ 61,201.14	\$ 6,654.75	\$ 934.96	\$ 66,920.93
84-Abandoned Vehicles	\$ 4,952.75	\$ -	\$ -	\$ 4,952.75
93-Texas State Fees	\$ 227,130.72	\$ 52,766.48	\$ 82,019.70	\$ 197,877.50

KENDALL COUNTY SUMMARY OF CASH BALANCES  
MONTH ENDING November 30, 2017

Funds	Beg Balance	Receipts (includes Journal Entries and Transfers In)	Disbursements (includes Journal Entries and Transfers Out)	Ending Balance
62-Series 2007 Lim. Tax Gen	\$ 1,336.64	\$ 11,302.18	\$ -	\$ 12,638.82
63-Series 2013 UnLimited Tax Road Bond	\$ 35,650.54	\$ 250,328.39	\$ 265,000.00	\$ 20,978.93
64-Series 2014 Limited Tax Refunding	\$ 32,817.85	\$ 237,155.41	\$ 250,000.00	\$ 19,973.26
65-Series 2016 Limited Tax Gen.Oblig.Bond	\$ 79,934.93	\$ 630,844.94	\$ 660,000.00	\$ 50,779.87
72-Law Enforcement Center Project	\$ 16,114.84	\$ 1,800,107.35	\$ 1,779,924.58	\$ 36,297.61
85-Local S.O. Forfeiture	\$ 8,490.15	\$ 4.58	\$ -	\$ 8,494.73
87-Federal S.O. Forfeiture	\$ 54,545.45	\$ 2,641.69	\$ 2,929.56	\$ 54,257.58
88-CDA Asset Forfeiture	\$ 632.00	\$ -	\$ -	\$ 632.00
90-Trust Account	\$ 11,960.37	\$ 2,280.79	\$ -	\$ 14,241.16
96-Public Grants	\$ 80.85	\$ -	\$ -	\$ 80.85

Examined and Approved by Auditor's office

*Corinna Speer, County Auditor*

Date

*1/8/18*



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 2/12/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Burn Ban
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Jeffery Fincke, Fire Marshal
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext. 213
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the burn ban (Authority Section 352.081, Local Government Code).
<b>REASON FOR AGENDA ITEM</b>	To determine whether or not there is a need for a ban on burning
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Order allowing fireworks to be sold during certain periods of the year
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Bill Ballard, ACDA
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 303
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the approval of a Kendall County Order to allow fireworks to be sold by retail fireworks permit holders during the following periods of the year 2018: (1) beginning February 25 and ending at midnight on March 2; (2) beginning April 16 and ending at midnight on April 21; and (3) beginning the Wednesday before the last Monday in May and ending at midnight on the last Monday in May.
<b>REASON FOR AGENDA ITEM</b>	Texas Occupations Code §2154.202 provides that fireworks may be sold by retail fireworks permit holders during an additional 4 periods of time (Texas Independence Day, San Jacinto Day, and Memorial Day) provided that an Order has been approved by the Commissioners Court to allow same.
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	County wide
<b>ADDITIONAL INFORMATION</b>	None



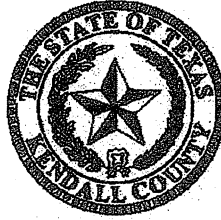


## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Pleasant Valley Business Park partial release of Financial Guarantee
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Richard Tobolka
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 250
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the partial release of the Financial Guarantee, Pleasant Valley Business Park, for Roadway, Drainage and Public Water Supply in the amount of \$278,045.29. \$35,000 of the financial guarantee is held back pending the completion of the public water supply.
<b>REASON FOR AGENDA ITEM</b>	Pleasant Valley Business Park partial release of Financial Guarantee
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #2
<b>ADDITIONAL INFORMATION</b>	None

# COUNTY OF KENDALL

201 E. San Antonio Ave Ste 101-Box 100  
Boerne, TX 78006  
Fax: 830-249-6206



Richard J. Tobolka, P.E., CFM  
County Engineer  
richard.tobolka@co.kendall.tx.us  
830-331-8250

January 30, 2018

Wayne Godsey, P.E.  
Godsey Engineering  
109 Shooting Club Road  
Boerne, Texas 78006

**Subject: Construction Inspection Pleasant Valley Business Park Subdivision**

Per our inspection on January 9, 2018 we identified the following deficiencies. Commissioner Elkins and I inspected the project on January 26, 2018.

1. Sweep road to remove mud and so striping can be seen.

The pavement markings are very hard to see and are not of much help to drivers leaving the subdivision. The developer may clean again and I will inspect or the pavement markings will require reapplication. Kendall County will not hold back financial guarantee but expect the deficiency to be corrected.

2. Dress up ditches and road shoulder. Finish topsoil where needed. Make sure side slopes on road shoulder are no steeper than 3:1. Lay back slopes where needed to 3:1. Put out seed on all new topsoil and other areas that need it including road side, ditches and detention pond. On the right side as you enter the subdivision, the shoulder slope appears to be steeper than 3:1. Can flatten out with topsoil.

Deficiencies were corrected.

3. Fix erosion matting where truck drove through it. Also, add topsoil adjacent to matting so that runoff water flows onto matting instead of along side the matting.

Deficiencies were corrected.

4. Sweep or blade off edge of road where needed to remove excess gravel and topsoil that blocks water from running down into ditches.

Deficiencies were corrected.

5. Smooth out ruts where trucks were driving onto the road when it was muddy.

Deficiencies were corrected.

6. At the entrance, the Truss Ave. street sign should be brown and not green. The Highway 46 sign should remain green.

Replacement sign for Truss Drive is ordered and will be installed upon receipt.

Kendall County proposes to release financial guarantee for Pleasant Valley Business Park Subdivision as follows:

Street and Drainage Construction	\$221,443.00
Public Water System	\$22,762.29
Detention Pond	\$33,840.00
 Total released	 \$278,045.29
 Public Water System Balance	 \$35,000.00

If you have any questions or comments please do not hesitate to contact me.

Sincerely,



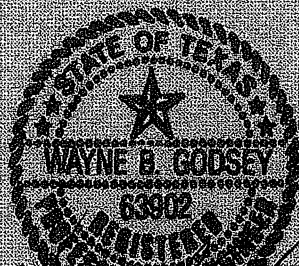
Richard Tobolka, P.E.  
Kendall County  
201 E. San Antonio Street, Suite 101  
Boerne, Texas 78006  
(830) 331-8250

Cc:	Richard Elkins	Commissioner Pct. #2
	Mary Ellen Schulle	Development Engineer
	Sheryl D'Spain	County Treasurer
	Bill Ballard	Assistant Criminal District Attorney

**Pleasant Valley Business Park  
Estimated Construction Cost  
Street and Drainage Construction**

**March 8, 2017  
Revised March 27, 2017**

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Estimated Unit Cost</u>	<u>Estimated Total</u>
<b>Street and Drainage Construction</b>					
1	Subgrade Preparation (cut, fill and compaction)	SY	6,812	\$4.50	\$30,654.00
2	8" Flexible Base	SY	6,812	\$12.00	\$81,744.00
3	Two Course Surface Treatment	SY	6,432	\$7.50	\$48,240.00
4	Culvert #1 - Three 42" CMP (mitered to slope)	LF	219	\$75.00	\$16,425.00
5	Culvert #2 - One 35"x24" CMP (mitered to slope)	LF	48	\$50.00	\$2,400.00
6	Culvert #3 - One 42"x29" GMP (mitered to slope)	LF	50	\$60.00	\$3,000.00
7	Culvert #1 Concrete Headwalls	Ea	2	\$750.00	\$1,500.00
8	Culvert #2 Concrete Headwalls	Ea	2	\$750.00	\$1,500.00
9	Culvert #3 Concrete Headwalls	Ea	2	\$1,500.00	\$3,000.00
10	Concrete Rip-Rap (Culvert #1 outlet channel)	SY	70	\$60.00	\$4,200.00
11	Rock Rip-Rap (culvert outlets and ditches)	SY	56	\$45.00	\$2,520.00
12	Signage	LS	1	\$1,000.00	\$1,000.00
13	Pavement Striping - 4" stripes	LF	5,890	\$1.50	\$8,835.00
14	Pavement Markings	Ea	6	\$150.00	\$900.00
15	Sediment Control	LS	1	\$2,000.00	\$2,000.00
16	Seeding	LS	1	\$2,000.00	\$2,000.00
17	Construction material testing/Quality control testing	LS	1	\$5,000.00	\$5,000.00
18	NAG C350 Erosion Control Matting	LF	450	\$14.50	\$6,525.00
				<b>Sub-Total</b>	<b>\$221,443.00</b>
<b>Public Water System</b>					
1	Well, equipment and storage tank (bid)	LS	1	\$61,189.00	\$61,189.00
2	2" Sch 40 PVC Water Main	LF	1,085	\$10.00	\$10,850.00
3	3" Sch 40 PVC Water Main	LF	385	\$12.00	\$4,620.00
4	Valves with valve box	EA	4	\$150.00	\$600.00
5	3/4" Single water service	EA	8	\$250.00	\$2,000.00
6	3/4" Dual water service	EA	4	\$300.00	\$1,200.00
7	Meter boxes	EA	16	\$75.00	\$1,200.00
8	Previously paid to Schwobe for drilling of well	LS	1	-\$27,396.71	-\$27,396.71
9	Engineering for water system application	LS	1	\$3,500.00	\$3,500.00
				<b>Sub-Total</b>	<b>\$57,762.29</b>
<b>Detention Pond</b>					
1	Excavation, earthwork (bid)	LS	1	\$21,590.00	\$21,590.00
2	Concrete inlet structure	LS	1	\$3,500.00	\$3,500.00
3	Concrete outlet structure	LS	1	\$7,500.00	\$7,500.00
4	Seeding	LS	1	\$1,250.00	\$1,250.00
				<b>Sub-Total</b>	<b>\$33,840.00</b>
				<b>Total</b>	<b>\$313,045.29</b>



*Wayne B. Godsey*  
3/27/17

*Approval 3/28/2017*  
*Zuhair J. Suh*

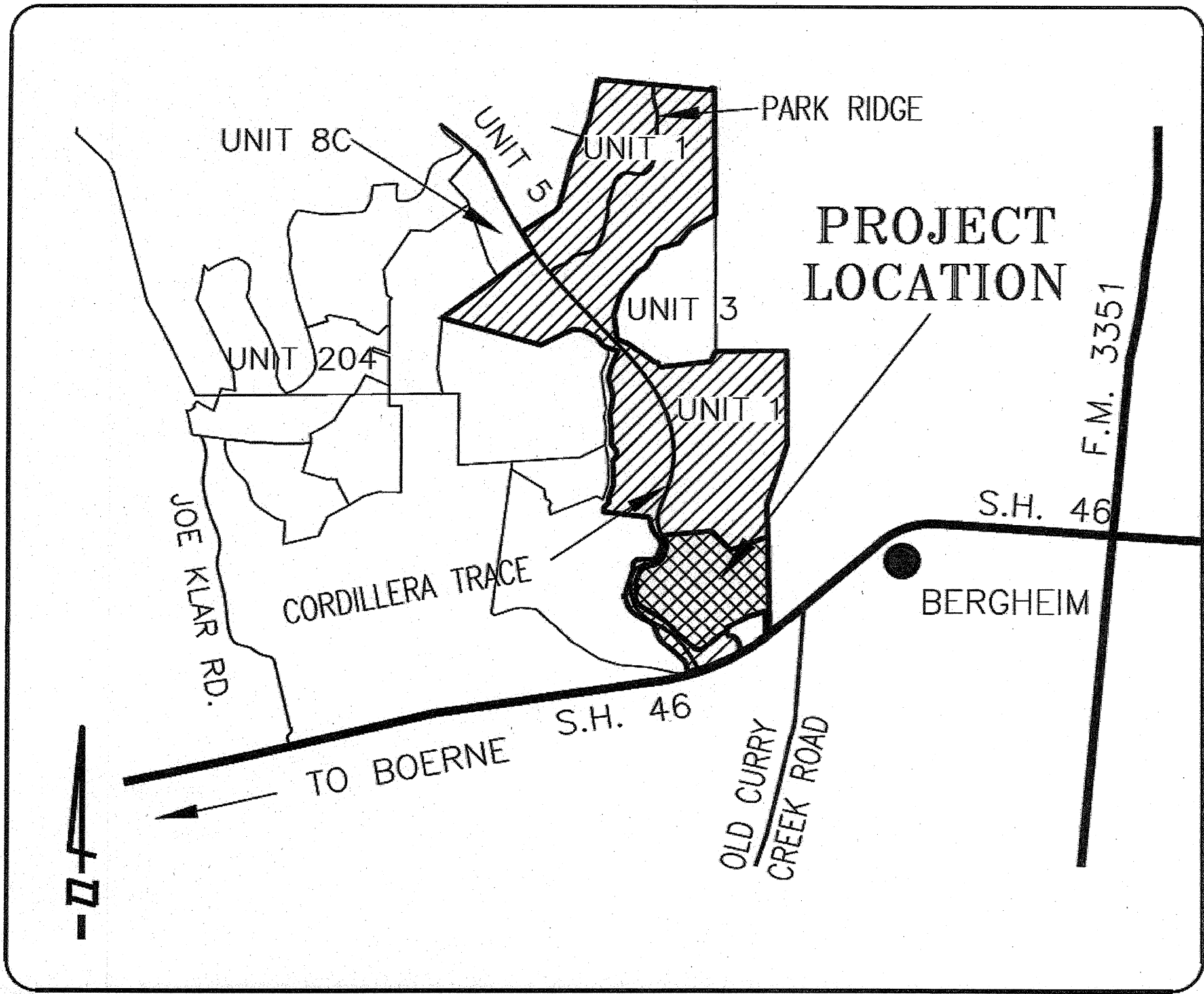


## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

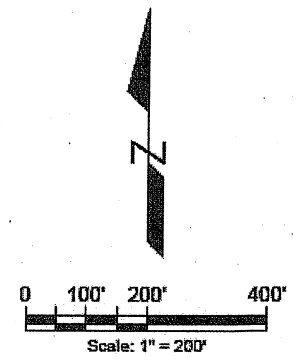
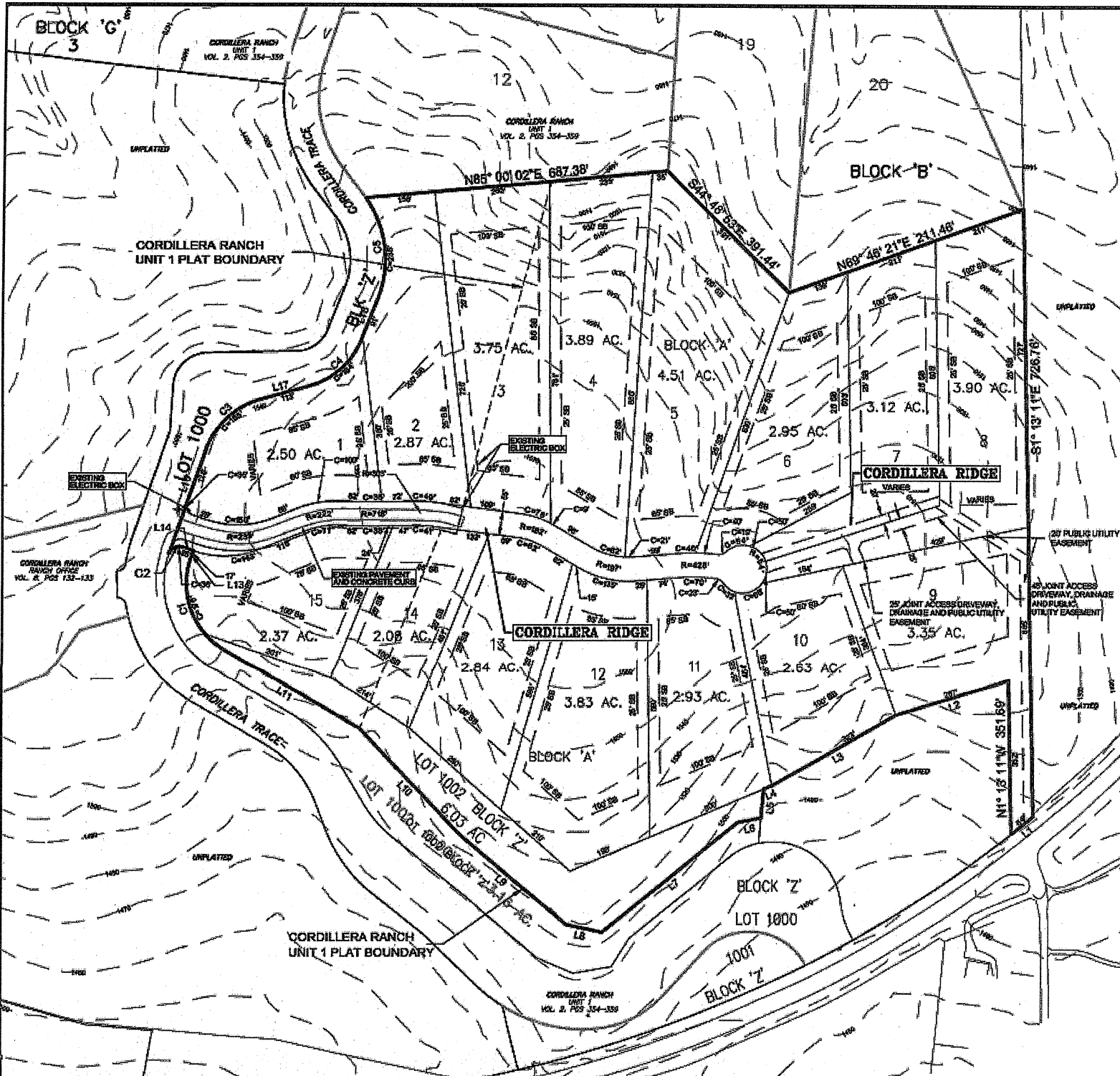
**COMMISSIONER COURT DATE: 2/12/2018**

**OPEN SESSION**

<b>SUBJECT</b>	Public Hearing - Cordillera Ranch Unit 1 creating 13 additional lots
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Richard Tobolka
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 250
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	(9:15 a.m.) Public hearing on the application filed by Charles Hill for Cordillera Ranch, Ltd., and Cordillera Ranch POA for the proposed revision of the subdivision plat for Lots 1 and 11, Block B, Lot 1002, Block Z and a portion Lot 1000, Block Z in Cordillera Ranch, Unit 1 filed in Vol. 2, Pg. 354-359 of the plat records of Kendall County, Texas. The proposed plat revision would revise the configuration of Unit 1, extend an existing roadway (Cordillera Ridge) and create 13 additional lots with a density of 3.69 acres.
<b>REASON FOR AGENDA ITEM</b>	Public Hearing - Cordillera Ranch Unit 1 creating 13 additional lots
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #2
<b>ADDITIONAL INFORMATION</b>	None







**LEGEND**

	LOT LINE
	PLAT BOUNDARY
	BUILDING SETBACK

LINE TABLE		
LINE #	LENGTH	BEARING
L1	63.84'	S50° 34' 08.40"W
L2	268.91'	S72° 32' 43.68"W
L3	322.71'	S59° 52' 58.55"W
L4	18.06'	S66° 47' 54.75"W
L5	68.84'	S5° 04' 19.45"W
L6	53.23'	S79° 25' 35.98"W
L7	398.18'	S50° 38' 47.36"W
L8	83.89'	N77° 59' 02.48"W
L9	315.39'	N48° 27' 28.24"W
L10	335.85'	N43° 15' 57.45"W
L11	352.07'	N59° 20' 14.28"W
L13	18.80'	N78° 09' 12.89"E
L14	24.94'	N70° 50' 47.01"W
L16	131.16'	N19° 09' 13.03"E
L17	112.91'	N74° 35' 37.85"E
L18	80.68'	N21° 35' 37.86"E



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

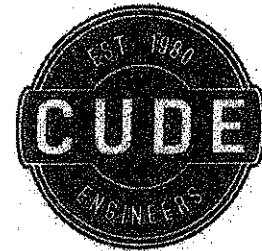
**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Request for Relief - Cordillera Ranch Unit 1
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Richard Tobolka
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 250
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on a request for relief for Cordillera Ranch, Unit 1 for the following items from the 1990 Kendall County, Texas Regulations, Rules and Specifications for Roads and Subdivisions: 1. Allow certain utility main lines (water, sewer, electric, and telephone) to be located within the road right-of-way versus a utility easement. 2. Allow a 21-foot pavement width with 6-inch roll curb in a 55-foot right-of-way for local cul-de-sac streets. 3. Allow use 1 ½ inches of compacted hot mix asphalt concrete over a prime coat (AE-P cutback asphalt) versus one-course surface treatment. 4. Eliminate yellow center line pavement markings on Cordillera Ridge.
<b>REASON FOR AGENDA ITEM</b>	Request for Relief - Cordillera Ranch Unit 1
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #2
<b>ADDITIONAL INFORMATION</b>	None

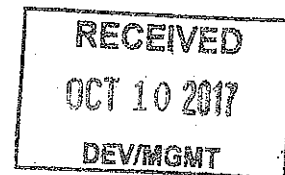


October 10, 2017

Mr. Rick Tobolka, P.E.  
Kendall County Engineer  
201 E. San Antonio St., Suite 203  
Boerne, TX 78006



Subject: Cordillera Ranch, Cordillera Ridge  
Request for Relief for Pavement Markings



Dear Mr. Tobolka:

Cordillera Ranch requests relief from section 410.10 of the Kendall County, Texas "REGULATIONS, RULES AND SPECIFICATIONS FOR ROADS AND SUBDIVISIONS, 1990" (last revised December, 1994) to eliminate the yellow center line marking on the Cordillera Ridge roadway in the subject residential subdivision.

The existing portion of Cordillera Ridge has a pavement width of 24 feet with 2' wide roll curb & gutter each side. The proposed extension of the roadway is proposed to have a pavement width of 21 feet plus 2' concrete ribbon curbs each side. The projected roadway traffic volume using a maximum average of 10.08 trips/day/lot is 151 trips per day.

The Federal Highway Administration's "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (2009) states that "Center line markings shall be placed on all paved urban arterials and collectors that have a traveled way of 20 feet or more in width and an ADT of 6,000 vehicles per day or greater." Section 3B.01 of the "TEXAS MAUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (2011) recommends that center line markings should be placed on urban and rural arterials and collectors that have daily traffic volumes of 3,000 vehicles per day or greater. The Cordillera Ridge roadway in this subdivision does not even approach the traffic volumes recommended in the above regulations to have centerline markings.

For your information, regulations in Austin, San Antonio, New Braunfels, San Marcos and Boerne, Texas do not require center line markings on minor residential roadways.

Please place this on the agenda for the next available Commissioner's Court meeting, and thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Fred C. Lockwood".

Fred C. Lockwood, P.E.

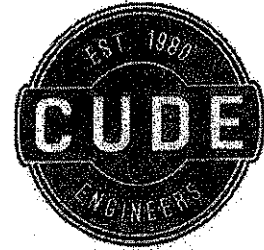
Copy: Mary Ellen Schulle, P.E.  
Pct. 2 Commissioner Richard Elkins

**CUDE ENGINEERS**

413 S WEST DR  
LEANDER, TEXAS 78641

PHONE: (512)260-9100  
CUDEENGINEERS.COM

TBPE NO. F-19070



October 05, 2017

Mr. Richard Tobolka, P.E.  
Kendall County Engineer  
201 E. San Antonio, Suite 200  
Boerne, Texas 78006

RECEIVED

OCT 10 2017

DEV/MGMT

Subject: Cordillera Ranch, Cordillera Ridge  
Proposed Utility Main Line Location Request for Relief

Dear Mr. Tobolka:

Cordillera Ranch desires to locate certain utility main lines (water, sewer, electric and telephone) within roadway right-of-ways (but not within the pavement areas) of the subject proposed subdivision. The 1990 Kendall County Rules (section 302.25) state that utilities will be installed only within established easements and not within the roadway right-of-way. Current Kendall County rules allow utilities to be placed within the right-of-way.

Cordillera Ranch takes great lengths to preserve as much natural vegetation as is practical in their development through the use of careful land planning and narrow construction corridors. Placing the utility main lines outside of street right-of-ways would cause a large increase in the clearing width required for infrastructure construction, thereby causing the loss of additional native vegetation, especially hardwood trees.

The proposed location of the utility main lines within the right-of-way would allow utility line maintenance to be performed without destruction of the street pavement. A proposed easement adjacent to each side of the right-of-way should provide adequate width for maintenance activities to occur without blocking the streets.

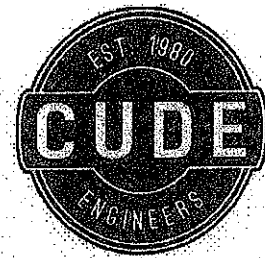
Cordillera Ranch, therefore, requests relief from Section 302.25 of the Kendall County, Texas "Regulations, Rules and Specifications for Roads and Subdivisions, 1990" (revised December 1994) to allow utility main lines to be placed within roadway right-of-ways but not under the pavement.

Please place this request for relief on the agenda for the next available Commissioner's Court meeting, and thank you for your consideration.

Sincerely,

Fred C. Lockwood, P.E.

Copy: Pct. 2 Commissioner Richard Elkins  
Mary Ellen Schulle, P.E.



October 10, 2017

Richard Tobolka, P.E.  
Kendall County Engineer  
201 East San Antonio Street  
Boerne, TX 78006

Re: Cordillera Ranch, Cordillera Ridge  
Request for Relief on Roadway Pavement Width and Curb Type

Dear Mr. Tobolka:

Cordillera, Ltd is requesting relief from Section 302.20 of the Kendall County, Texas "Regulations, Rules and Specifications for Roads and Subdivisions", 1990 (revised - December 1994). This section states that "Roads and streets to be constructed shall have a minimum width of fifty (50) feet right-of-way and a paved surface width of a least thirty-six (36) feet where curbs are provided, or a paved width of at least twenty-two (22) feet where curbs are not provided, and must provide unhampered circulation through the subdivision."

A 660' portion of the Cordillera Ridge roadway was previously platted and constructed with Cordillera Ranch, Unit 1 in 1997. The first 450' of roadway has a pavement width of 24' with 2' concrete roll curb & gutter each side. The remaining 210' of roadway has a 24' pavement width with no curb & gutter. The Cordillera Ridge plat will add 700 feet to the length of this cul-de-sac roadway. The proposed right-of-way width is 55'.

Cordillera Ranch, Ltd. is proposing to narrow the pavement width of the existing 210' of roadway that currently has no curb & gutter from 24' to 21' and to install a 2' wide concrete ribbon (flat) curb on each side. They plan to also install a 21' pavement width for the new 700' portion of roadway with a 2' wide concrete ribbon (flat) curb on each side.

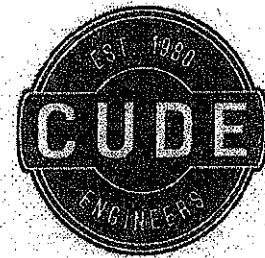
This right-of-way and pavement width is justified for several reasons. This roadway will be privately owned and maintained. The roadway is a cul-de-sac, will be gated, and will serve only 15 single-family lots. The average lot size in Cordillera Ridge is about 3.4 acres. Many recent studies show a direct correlation between reduced street widths and slower driving speeds. Slower driving speeds certainly benefit the safety and welfare of the future residents of this subdivision. The restrictive covenants proposed for this project will have stringent requirements regarding on-street parking such that on-street parking will not be an issue regarding the requested reduced pavements widths. The proposed right-of-way and pavement widths provide adequate space to install a roadside ditch (where needed) and underground utility lines within the right-of-way, but outside the pavement area. Similar right-of-way and pavement widths have been previously approved in Cordillera Ranch, Units 201 through 207C, and Units 301A and 301B.

Cordillera Ranch, Ltd also requests relief from Section 620 "Curb and Gutter Details" of the above-mentioned regulations to utilize a 2' wide concrete ribbon (flat) curb instead of a raised concrete curb. The ribbon curb on both sides of the roadway will allow runoff to sheet flow off either side of the street. This street is located near the top of a hill and handling the runoff in this manner is a logical option.

**CUDE ENGINEERS**

413 S WEST DR  
LEANDER, TEXAS 78641

PHONE: (512)260-9100 TBPE NO. F-19070  
CUDEENGINEERS.COM



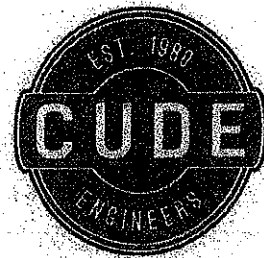
Please place this request for relief on the agenda for the next available Commissioner's Court meeting, and thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Fred C. Lockwood".

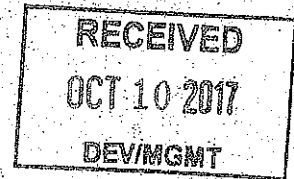
Fred C. Lockwood, P.E.

Copy: Pct. 2 Commissioner Richard Elkins  
Mary Ellen Schulle, P.E.



October 05, 2017

Mr. Rick Tobolka, P.E.  
Kendall County Engineer  
201 East San Antonio Street  
Boerne, Texas 78006



Re: Specifications Waiver on Roadway Surface Treatment  
Cordillera Ranch, Cordillera Ridge

Dear Mr. Tobolka:

The "Regulations, Rules and Specifications for Roads and Subdivisions" for Kendall County, Texas, 1990 (revised -- December 1994) specify in Section 404.10 that the surface treatment of a roadway shall either be a "Two Course Surface Treatment" or a "minimum of one and one-half (1 ½) inches of "Plant Mix" (Asphalt) compacted with a One Course Surface Treatment under the Plant Mix". This letter is a request for a waiver from Section 404.10 to allow the surface treatment to be a minimum of one and one-half (1 ½) inches of H.M.A.C.P. compacted with a prime coat under the H.M.A.C.P. H.M.A.C.P. over a prime coat has been used for over 20 years in Cordillera Ranch with excellent results. Specifications for the prime coat are listed below.

The asphalt material for the prime coat shall be as follows:

#### AE-P CUTBACK ASPHALT

Type-Grade Properties	AE-P	
	Minimum	Maximum
Viscosity @ 122 F, SF, sec.	15	150
Sieve Text, %		0.1
Demulsibility, 50 mL 0.1 N CaCl <sub>2</sub> , %		70
Storage Stability, 24 hr., %		1.0
TEST ON RESIDUE FROM CUTBACK DISTILLATION TO 680 F USING RESIDUE FROM 500 F DISTILLATION %	40	
Total Oils* from Distillation, %	20	35
Float @ 122 F on Residue from Cutback Distillation	50	200
Properties	Minimum	Maximum

**CUDE ENGINEERS**

413 S WEST DR  
LEANDER, TEXAS 78641

PHONE: (512)260-9100  
CUDEENGINEERS.COM

TBPE NO. F-19070

\*Cumulative total from 500 F distillation of emulsion and distillation of residue by cutback distillation to 680 F.

The asphaltic material should be applied at the temperature which provides proper and uniform distribution and with practical limits avoiding higher temperatures than necessary. Satisfactory application usually should be obtained within the recommended range shown below. No material shall be heated above the following maximum temperature:

Type-Grade	Application and Mixing Recommended Range, °F	Allowable, °F	Heating and Storage Maximum, °F
AE-P	100-140	140	140

NOTE: Heating of asphaltic materials (except emulsions) constitutes a fire hazard to various degrees. Proper precautions should be used.

#### Warning to Contractors

Attention is called to the fact that asphaltic materials are very flammable. The utmost care shall be taken to prevent open flames from coming in contact with the asphaltic material or the gases of same. The Contractor shall be responsible for any fires or accidents which may result from heating the asphaltic materials.

The prime coat shall be as follows:

#### Materials

##### (1) Asphalt Materials

The asphalt material for Prime Coat shall conform to the requirements stated above for AE-P.

##### (2) Water

Water shall be furnished by the Contractor and shall be clean and free from industrial wastes and other objectionable matter.

### (3) Dispersal Agent

Detergent shall be added to water and sprayed on surfaces to be primed in accordance with asphalt manufacturer's recommendations.

### Construction Methods

When, in the opinion of the Engineer, the base course or other surface is satisfactory to receive the prime coat, the surface shall be cleaned by sweeping or other approved methods as directed by the Engineer. The surface shall be lightly sprinkled with water just prior to application of the asphaltic material unless this requirement is waived by the Engineer. The Contractor shall submit a list of prime material(s) recommended to be applied on the work to the Engineer for approval. When emulsions are approved, a dispersal agent shall be added to the water before sprinkling. the asphaltic material shall be applied on the clean surface by an approved type of self-propelled pressure distributor operated so as to distribute the prime coat at a rate ranging from 0.1 to 0.3 gallons per square yard of surface area. The material shall be evenly and smoothly distributed. During the application of prime coat, care shall be taken to prevent splattering of adjacent pavement, curb and gutters or structures. The contractor shall be responsible for cleaning splattered areas.

Prime Coat shall not be applied when the air temperature is below 60° F and falling, but it may be applied when the air temperature is above 50° F and rising; the air temperature being taken in the shade and away from artificial heat. Asphaltic material shall not be placed when general weather conditions, in the opinion of the Engineer, are not suitable.

The distributor shall have been recently calibrated and the Engineer shall be furnished an accurate and satisfactory record of such calibration. After beginning the work, should the yield on the asphaltic material applied appear in error, the distributor shall be calibrated in a manner satisfactory to the Engineer before proceeding with the work.

The Contractor shall be responsible for the maintenance of the surface until the work is accepted by the Engineer. No traffic hauling or placement of any subsequent courses shall be permitted over the freshly applied prime coat. A minimum of 24 hours must pass between prime coat application and placement of pavement.

All storage tanks, piping, retorts, booster tanks and distributors used in storing or handling asphaltic material shall be kept clean and in good operating condition at all times and they shall be operated in such a manner that there will be no contamination of the asphaltic material with foreign material. It shall be the responsibility of the Contractor to provide and maintain in good working order a recording thermometer at the storage heating unit at all times.

The Engineer will approve the temperature of application based on the temperature-viscosity relationship that will permit application of the asphalt within the limits recommended above. The recommended range for the viscosity of the asphalt is 100 to 125 centistokes. The Contractor shall apply the asphalt at a temperature within 15° F of the temperature specified above.

The one and one-half (1 ½) inch compacted H.M.A.C.P. material shall be as stated in Section 404 of the Kendall County Specifications.

Call should you have any questions or comments.

Sincerely,



**CUDE ENGINEERS – AUSTIN, LLC**  
Fred C. Lockwood, P. E.

Copy: Pct. 2 Commissioner Richard Elkins  
Mary Ellen Schulle, P.E.





**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

**COMMISSIONER COURT DATE: 2/12/2018  
OPEN SESSION**

<b>SUBJECT</b>	Road Material Bid 2018.03
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action for to award the bid for Road Materials for Fiscal Year 2018, Bid # 2018.03.
<b>REASON FOR AGENDA ITEM</b>	Approve Road Material Bid
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Road and Bridge
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Invitation to bid - Various Concrete Work, Annual Contract
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Bill Ballard, ACDA
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 303
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the publication of an invitation to bid various concrete work, annual contract for Kendall County.
<b>REASON FOR AGENDA ITEM</b>	To solicit bids for various concrete projects in Kendall County for the remainder of this fiscal year, with possible extensions of the contract.
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Pavement Surface repair bid
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Bill Ballard, ACDA
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 303
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the publication of an invitation to bid pavement surface repair services and materials.
<b>REASON FOR AGENDA ITEM</b>	To provide the citizens of Kendall County with a quality road system.
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Inmate Housing Agreement - Kerr County
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Sheriff's Office, Lt. Robert Green, Jail Administrator
<b>PHONE # OR EXTENSION #</b>	830-249-4989
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on an Agreement with Kerr County to house Kendall County inmates.
<b>REASON FOR AGENDA ITEM</b>	In order to remain in compliance with jail standards, Kendall County must have agreements with other counties to house inmates until its jail expansion project is completed. The cost is \$50 per inmate per day.
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Grant Application Update - (VOCA), (JAG), and (VAWA).
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Bill Ballard, ACDA
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 303
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Discussion of the Crime Victim Assistance/Advocacy Grant Applications and Court action if needed.
<b>REASON FOR AGENDA ITEM</b>	Update the Court regarding the technical review of the grants by AACOG.
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Human Resources Department Programs
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Juanita Espino, Human Resources Director
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 600
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of employee-related programs/activities.
<b>REASON FOR AGENDA ITEM</b>	Informational
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Kendall County employees
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 2/12/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Sick Leave Pool Program
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Human Resources Dept., Juanita Espino, Human Resources Director
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 600
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Annual report of the Sick Leave Pool Program
<b>REASON FOR AGENDA ITEM</b>	Required reporting as per regulations and county policy
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None

Sick Leave Pool  
Annual Totals

	A	B	C	D
1	Plan Year	# of Participants	Total Hours Donated	Hours Distributed
2	2014	101	1680	0
3	2015	59	752	0
4	2016	60	1088	0
5	2017	52	728	0
6	2018	48	656	0
7	<b>Total as of Jan</b>		4904	0
8				
9				
10				
11				
12				
13				



# memo

## **Kendall County**

To: Commissioners Court  
From: Juanita Espino, Human Resources Director  
CC: County Employees  
Date: February 6, 2018  
Re: Sick Leave Pool Annual Report

---

In December of 2013 Kendall County launched the Sick Leave Pool (SLP), a program written into the county policy manual in October of 2013. Participation into this program is offered to full time (40 hours a week) employees who have been employed for 12 consecutive months. The SLP provides a source of additional paid leave to an employee undergoing treatment for a catastrophic illness or injury after the employee has exhausted all earned leave.

SLP enrollment was conducted through the month of December 2017 and a total of 656 hours were donated with 48 employees participating. This brings the grand total hours in the SLP to 4904 available in 2018. Last year we had 52 participants with a total of 728 donated hours. There were no requests from members for distribution of hours in 2017.

As newly hired full time employees become eligible participation is offer to them. Also employees leaving employment with Kendall County may donate a more generous amount of unused sick leave hours to the SLP program.

Thank you.



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Transfer equipment
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Parks Department, Daniel Vetter, Parks Director
<b>PHONE # OR EXTENSION #</b>	830.537.3470 Ext. 509
<b>TIME NEEDED FOR PRESENTATION</b>	2 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action to transfer Unit #8 dump truck from the Road & Bridge Department to the Parks Department.
<b>REASON FOR AGENDA ITEM</b>	Newer automatic dump truck with air conditioning to replace the existing standard dump truck without air conditioning.
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Parks Department
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Request from West Central Wireless
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Jeffery Fincke, EMC
<b>PHONE # OR EXTENSION #</b>	830 249-3721 ext 451
<b>TIME NEEDED FOR PRESENTATION</b>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Discussion and Action on request from West Central Wireless for use of EMS antenna site on Jennifer Drive.
<b>REASON FOR AGENDA ITEM</b>	Request from West Central Wireless owner
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	County Wide Communications
<b>ADDITIONAL INFORMATION</b>	None

To whom it may concern,

My name is Ed Probandt and I am the Wireless Property Development Manager for West Central Wireless. We are in the planning stages of improving our coverage in Kendall County and we would like to inquire about a tower you have located on Jennifer drive. There are several options we would like to discuss with you ranging from leasing land and build a tower to re-build the current structure in lieu of rent. We have a lot of experience and have had success in the past working with local municipalities in this type of effort.

Please let me know your interest and possible dates we can set up a telephone call or a face to face meeting, my contact information is below.

West Central Wireless is a wholly owned subsidiary of Central Texas Telephone Cooperative in Goldthwaite, Texas. We have been in business since the summer of 1987 providing quality, cost effective wireless communications for rural customers.

Ed Probandt  
Wireless Property Development Manager  
West Central Wireless  
235.656.7050 Off.  
325.656.7510 cell  
ed@wcc.net



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 2/12/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Concrete Batch Plant
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Don Durden, Commissioner Precinct 4
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Information on proposed expansion of an existing HMC concrete plant.
<b>REASON FOR AGENDA ITEM</b>	Informational
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Emergency Service End of Year Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Jeffery Fincke, EMC, EMS Administrator and Fire Marshal
<b>PHONE # OR EXTENSION #</b>	830 249-3721
<b>TIME NEEDED FOR PRESENTATION</b>	15 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of the 2017 Report for Emergency Management, EMS, and the Fire Service.
<b>REASON FOR AGENDA ITEM</b>	Annual report
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 2/12/2018**  
**OPEN SESSION**

<b>SUBJECT</b>	Sheriff's Office 2017 annual report/racial profiling report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Al Auxier, Sheriff
<b>PHONE # OR EXTENSION #</b>	249-9721
<b>TIME NEEDED FOR PRESENTATION</b>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of the Sheriff's Office 2017 annual report and racial profiling report.
<b>REASON FOR AGENDA ITEM</b>	To present annual report to the court
<b>IS THERE DOCUMENTATION</b>	yes
<b>WHO WILL THIS AFFECT?</b>	Sheriff's Office, countywide
<b>ADDITIONAL INFORMATION</b>	Information only