



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<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 May 29 and 31, 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**

**COMMISSIONER COURT DATE: 6/11/2018  
OPEN SESSION**

<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>	3 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**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Kendall County Agrilife Extension Office - Family Consumer Health Agent
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Stephen Zoeller, Kendall County Agrilife Extension Agent
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext 362
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on hiring Kelli Lehman as the Family Consumer Health Agent and approval of budgeted salary and travel expense for the position.
<b>REASON FOR AGENDA ITEM</b>	Fill vacated position
<b>IS THERE DOCUMENTATION</b>	no
<b>WHO WILL THIS AFFECT?</b>	Kendall County Extension Office
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Temporary Employee - District Judge's Office
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	District Judge Bill Palmer
<b>PHONE # OR EXTENSION #</b>	830-294-9343
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on hiring a temporary employee for the District Judge's Office.
<b>REASON FOR AGENDA ITEM</b>	451st District Court temporary employee
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	451st District Court
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Law Enforcement Center Staffing
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action concerning staffing of the new Law Enforcement Center.
<b>REASON FOR AGENDA ITEM</b>	Staffing requirements and needs
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Law Enforcement Center
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

**COMMISSIONER COURT DATE: 6/11/2018  
OPEN SESSION**

<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

<b>COMMISSIONER COURT DATE: 6/11/2018</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Poehnert Road
<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>	<p>Consideration and action on Kendall County accepting and taking over maintenance of approximately one mile of Poehnert Road which extends from a cul-de-sac at the current end of County-maintained Poehnert Road to a Bandera Electric substation.</p> <p>The owners are requesting relief from Kendall County Development Rules and Regulations for the following:</p> <p>Pavement Width of 18ft Base Width of 20ft Trees may be located in the ROW, at the discretion of the County Engineer Minimum Horizontal Curve Radius Eliminate pavement markings</p> <p>(James McGarr, P.E., Engineer) Don Durden Commissioner Pct. #4, Rick Tobolka, County Engineer</p>
<b>REASON FOR AGENDA ITEM</b>	<p>The existing roadway is privately maintained and located within the limits of a previously recorded 60-ft Private Road Easement. Property owners propose to dedicate an existing 60-ft road easement to Kendall County and reconstruct Poehnert Road in accordance with details in the exhibit provided and conditions placed on the proposed project by Commissioners Court. Kendall County Engineer's office would inspect the project construction to assure compliance with plan details and Commissioners Court conditions. Upon completion of a one year warranty period, the County would assume responsibility for maintenance of the roadway and associated drainage culverts. Storm drainage culverts, vertical alignment, and pavement thickness will comply with Kendall County Development Rules and Regulations.</p>
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct # 4
<b>ADDITIONAL INFORMATION</b>	None



Letter of Intent  
Poehnert Road Reconstruction

This letter is to serve as a narrative to the submission made to the commissioner's court, Kendall County Texas in regards to the Poehnert Road Reconstruction.

The existing Poehnert Road county section ends approximately 1.1 miles east of the intersection with the Waring-Welfare Road. This project is located at the end of the Poehnert Road, County Section and extends to the Bandera Electric sub-station and is to include the construction of approximately 5,500 linear feet of road, drainage culverts, and roadside ditches. The goal of this project is to construct a county road section that the court will accept and incorporate into the county road system.

Included within the scope of this project is the construction of a single paved road section that is to match the existing Poehnert County section in thickness, material and width. There are 6 existing culverts that will be analyzed and reconstructed if necessary in order to meet county standards.


The proposed road section does not meet the current county section standard in width of pavement or base. We are proposing to match the existing county road section for Poehnert Road, which has a pavement width of 18 feet and a base section of 20 feet. The section will however meet the current county standards in thickness, type, and placement methods. Also, the current alignment does not allow for several of the curves to meet the county minimum radius. We will provide the greatest radius that is feasible within the current alignment. All other standards and design criteria shall be in accordance with county design criteria.

We are asking for relief from the commissioner's court:

- Pavement width of 18 feet
- Pavement base width of 20 feet
- Trees located within the ROW
- Centerline minimum radius
- No roadway paint markings

Thank you for your time and consideration in this matter. Please contact me if you have any further questions or comments on the matter.

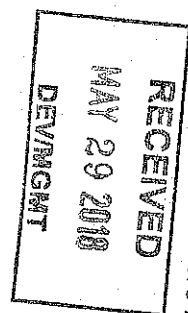
Sincerely,

  
James McGarr, P.E.  
May 29, 2018

P.O. Box 2203, Boerne, TX 78006  
Firm # 13711

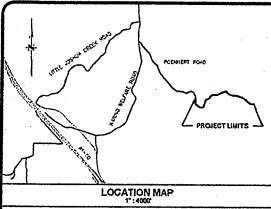
(210) 365-5029

[jmcgarr@civiltechmc.com](mailto:jmcgarr@civiltechmc.com)



05-29-18A10:25 RCVD

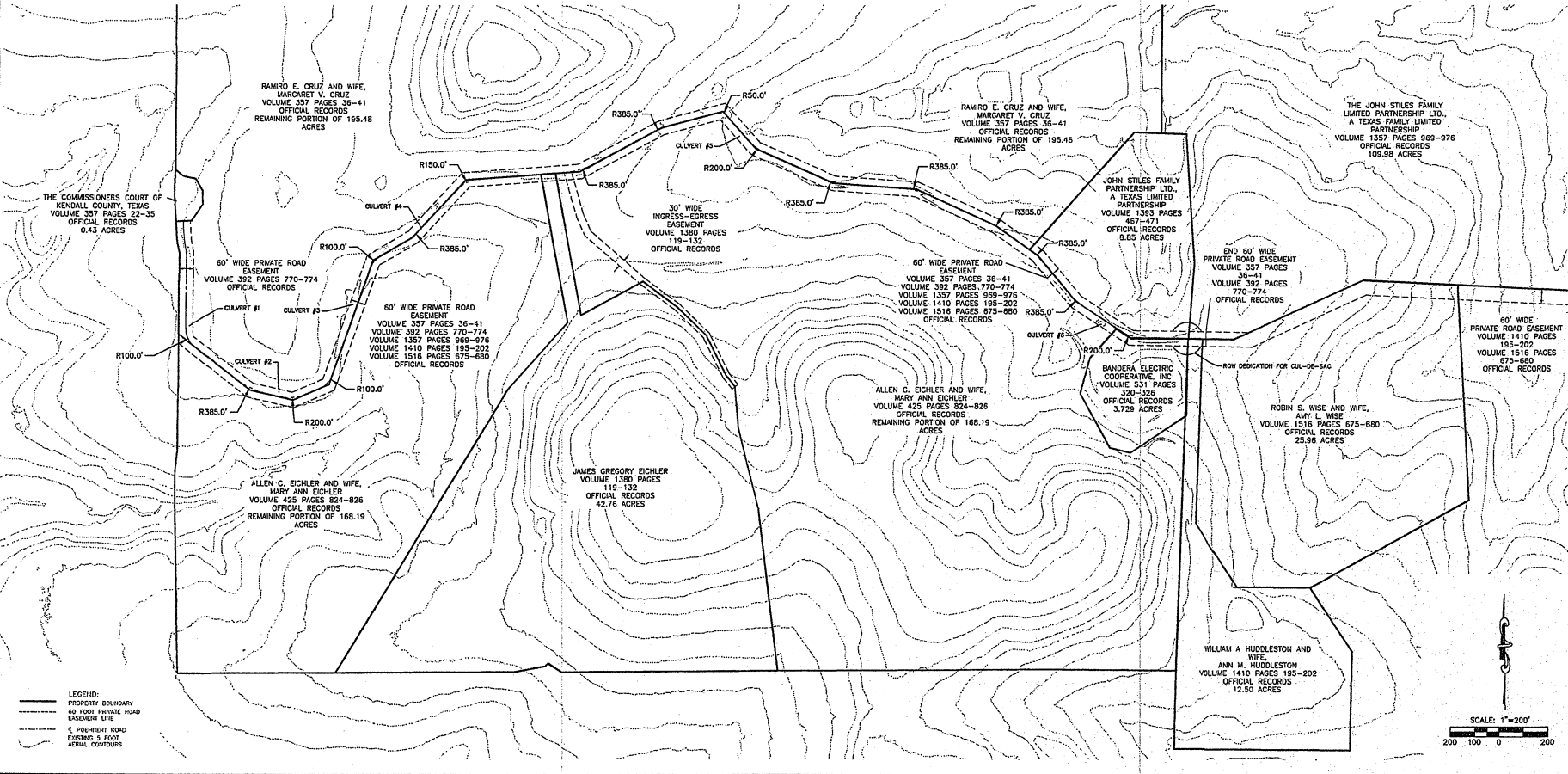
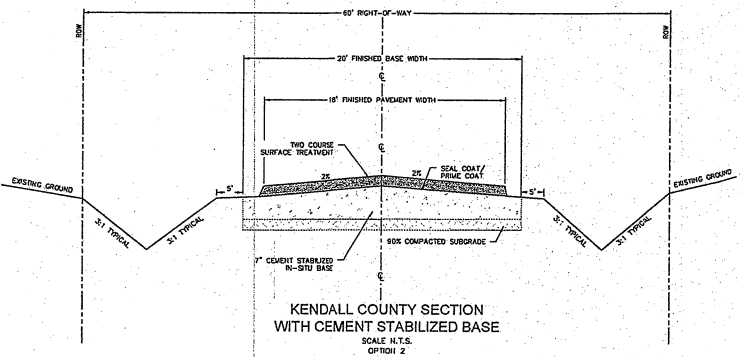
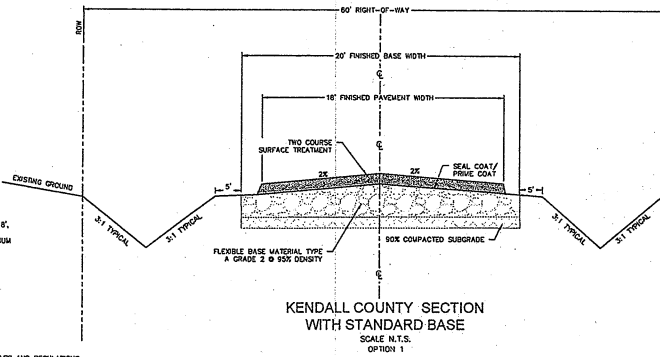




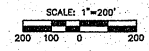
- VARIATIONS FROM COUNTY STANDARDS:**
- ROAD MARKINGS - NO DOUBLE CENTERLINE YELLOW STRIP, NO EDGE-LINE WHITE STRIP.
  - ROAD WAY WIDTH - PAVEMENT WIDTH SHALL MATCH EXISTING ROADWAY WIDTH OF 18', BASE WIDTH OF 20'.
  - HORIZONTAL CURVE RADIUS - SPECIAL CURVES DO NOT MEET CURRENT RADIUS MINIMUM (SMALLER).
  - TREES ARE WITHIN THE PROPOSED ROW.

ROAD CONSTRUCTION, MATERIALS AND TESTING SHALL BE IN ACCORDANCE WITH THE RULES AND REGULATIONS PROVIDED BY KENDALL COUNTY DEVELOPMENT STANDARDS.

THE EXISTING DRAINAGE CULVERT SYSTEM WILL BE ANALYZED AND DESIGNED IN ACCORDANCE WITH KENDALL COUNTY RULES AND REGULATIONS. SUBSTANDARD CULVERTS WILL BE MODIFIED OR REPLACED TO MEET COUNTY STANDARDS.



- LEGEND:**
- PROPERTY BOUNDARY
  - 60 FOOT PRIVATE ROAD EASEMENT LINE
  - 30 FOOT PRIVATE ROAD EASEMENT LINE
  - EXISTING 5 FOOT AERIAL CONTOURS



**CIVIL TECH, PLLC.**  
ENGINEERS, CONSULTANTS, LAND PLANNERS

Firm No. 13711 (210) 345-0029  
P.O. BOX 2303 BOERNE, TX. 78006

FOR INTERIM REVIEW ONLY  
THIS DRAWING IS INTENDED FOR THE PURPOSE OF PROVIDING INFORMATION TO THE CLIENT AND IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF CIVIL TECH, PLLC.

5/24/2018

**POEHNERT ROAD RECONSTRUCTION EXHIBIT**  
KENDALL COUNTY TEXAS



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<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>	2 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 June 11, 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 May 1, 2018 to May 31, 2018 .

**Monetary Donations:**

<u>Date</u>	<u>Amount</u>	<u>Received From</u>	<u>Description of Donation</u>	<u>Specific Department or Purpose</u>
05/03/18	\$ 15.00	Judy Dewey	Credit Card	Animal Shelter
05/05/18	\$ 8.00	Farmer Market Adoption Event	Cash	Animal Shelter
05/08/18	\$ 200.00	Boerne Vet Clinic	Cash	Animal Shelter - Pet Fest
05/08/18	\$ 100.00	Kyra Lloyd	Credit Card	Animal Shelter
05/10/18	\$ 600.00	Herbst Veterinary Hospital	Cash	Animal Shelter
05/11/18	\$ 10.00	Anonymous	Cash	Animal Shelter
05/12/18	\$ 20.00	Armando Martinez	Credit Card	Animal Shelter
05/14/18	\$ 100.00	Anonymous	Cash	Animal Shelter
05/14/18	\$ 500.00	Cibolo Creek Veterinary Hospital	Cash	Animal Shelter
05/14/18	\$ 50.00	Robert Thompson	Cash	Animal Shelter
05/15/18	\$ 50.00	Sallie Cooper	Cash	Animal Shelter
05/15/18	\$ 20.00	Kelley White	Credit Card	Animal Shelter
05/16/18	\$ 50.00	Boerne Pest Control	Cash	Animal Shelter
05/17/18	\$ 5.00	Mackenzie Ellis	Cash	Animal Shelter
05/19/18	\$ 20.00	Andrea Gargano	Cash	Animal Shelter
05/19/18	\$ 135.00	Pet Fest Event	Cash	Animal Shelter
05/19/18	\$ 20.00	Brenda Gonzales	Cash	Animal Shelter
05/21/18	\$ 50.00	MaryAnn Deluce	Cash	Animal Shelter
05/21/18	\$ 24.00	Mimi's Pet Styling	Cash	Animal Shelter
05/21/18	\$ 50.00	Norma Hernandez	Credit Card	Animal Shelter
05/23/18	\$ 5.00	Kenneth Thomas	Credit Card	Animal Shelter
05/25/18	\$ 20.00	Anonymous	Cash	Animal Shelter
05/26/18	\$ 5.00	Alice Hatch	Cash	Animal Shelter
05/31/18	\$ 40.00	Carrie Astoria	Cash	Animal Shelter
05/31/18	\$ 25.00	Mary Jelley	Cash	Animal Shelter



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Surplus and Salvage Property, County Auction
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext 240
<b>TIME NEEDED FOR PRESENTATION</b>	3 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action to declare items as surplus and salvage property and to proceed with disposition through an online county auction.
<b>REASON FOR AGENDA ITEM</b>	Items need to be sold in the auction as they are no longer useful for the County.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	County Wide Departments
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 6/11/2018 OPEN SESSION</b>	
<b>SUBJECT</b>	Jail Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Al Auxier, Sheriff
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Report to Commissioners Court of jail status and operations
<b>REASON FOR AGENDA ITEM</b>	Information
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	County wide
<b>ADDITIONAL INFORMATION</b>	None