



STATE OF TEXAS    0  
 COUNTY OF HAYS    0

**ON THIS THE 13<sup>th</sup> DAY MAY OF A.D., 2003, THE COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, MET IN REGULAR MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:**

<b>JAMES L. POWERS</b>	<b>COUNTY JUDGE</b>
<b>DEBBIE GONZALES INGALSBE</b>	<b>COMMISSIONER, PCT. 1</b>
<b>H. S. "SUSIE" CARTER</b>	<b>COMMISSIONER, PCT. 2</b>
<b>WILLIAM "BILL" BURNETT</b>	<b>COMMISSIONER, PCT. 3</b>
<b>RUSS G. MOLENAAR</b>	<b>COMMISSIONER, PCT. 4</b>
<b>LINDA C. FRITSCH</b>	<b>DEPUTY COUNTY CLERK</b>

**WHEN THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:**

Judge Powers called the meeting to order and gave the invocation. Commissioner Carter led the Court in the Pledge of Allegiance to the Flags.

**20996           ADOPT A PROCLAMATION RECOGNIZING THE WEEK OF MAY 11-15 2003 AS "PEACE OFFICERS MEMORIAL WEEK"**

A motion was made by Commissioner Molenaar, seconded by Commissioner Ingalsbe to adopt a Proclamation recognizing the week of May 11-15, 2003 as "Peace Officers Memorial Week". All voting "Aye". Hays County Deputy Sheriff Dennis Gutierrez advised that the peace officer memorial service will be held today at noon on the courthouse grounds.

***Proclamation***

**STATE OF TEXAS            0**  
**COUNTY OF HAYS           0**

**WHEREAS**, each year peace officers tragically lose their lives in the line of duty; and

**WHEREAS**, a National Memorial Service is held annually in Washington, D.C., to honor these officers and families, and in 1963, President John F. Kennedy proclaimed May 15<sup>th</sup> as National Peace Officer's Memorial Day; and

**WHEREAS**, States' Auxiliaries have been marking the occasion with memorial services of their own jurisdiction, and through the efforts of the Grand Lodge Ladies Auxiliary, the First National Peace Officer's Memorial Service was performed on May 15, 1982 on Capitol Hill in Washington D.C.; and

**WHEREAS**, the Hill Country Fraternal Order of Police Lodge No. 23 has made a commitment to share, support, and serve the law enforcement community, and actively contributes to and supports this worthwhile endeavor;

**NOW, THEREFORE**, be it proclaimed by the COMMISSIONERS' COURT of HAYS COUNTY, TEXAS that the week of May 11-15, 2003 be recognized as

**"PEACE OFFICERS' MEMORIAL WEEK"**

and do hereby call upon the citizens and officials to participate in observance of this special occasion.

**PROCLAMATION ADOPTED** on the 13<sup>th</sup> day of May 2003. To certify which witness our signatures below.

**INTRODUCTION OF RECENTLY HIRED EMPLOYEES**

The below listed employees were recently hired by Hays County: Road & Bridge Dept. employees Richard Molina (hired 3/26/03) and Willie Brite (hired 4/30/03). Health Dept. Director Gay Helmly introduced new employee Eleanor Gray (hired 4/29/03).



**PRESENTATION OF HAYS COUNTY SERVICE AWARDS.**

Health Dept. Director Gay Helmly presented a 5 year service pin to San Juana Mireles. Employees earning service pins but not present were: Debra Bilbrey (Auditor's office) – 5 year pin David Williams and Kirk Medley (Road Dept.) – 5 year pins.

**20997 APPROVE THE COMMISSIONERS' COURT MINUTES OF MAY 6, 2003**

A motion was made by Commissioner Burnett, seconded by Commissioner Ingalsbe to approve the Commissioners' Court Minutes of May 6, 2003 as presented by the County Clerk. All voting "Aye".

**20998 APPROVE PAYMENT OF COUNTY INVOICES**

A motion was made by Commissioner Burnett, seconded by Commissioner Ingalsbe to approve payment of county invoices in the amount of \$483,006.37 as presented by the County Auditor. All voting "Aye".

Public Safety Svcs	\$ 40.00	Fines	\$ 130.00	TDHCA Funds	\$ 93.13
Auditor's Office	\$ 564.75	Treasurer's Office	\$ 339.39	Extension Office	\$ 1,022.42
Grants Admin Office	\$ 244.77	Juvenile Prob Ofc	\$ 46,492.61	Election Admin Ofc	\$ 255.58
Transfer Station	\$ 212.93	Building Mtc Dept	\$ 4,172.14	Environ Health	\$ 2,446.66
Civic Center	\$ 1,039.06	Tax A/C Office	\$ 1,446.98	District Clerk's Ofc	\$ 990.17
Sheriff's Office	\$ 24,507.65	Jail Operations	\$ 27,011.00	Human Resources	\$ 243.08
Co Court at Law 1	\$ 399.97	District Attorney Ofc	\$ 1,183.10	J.P. 1-1	\$ 112.86
J.P. 1-2	\$ 162.12	J.P. 2	\$ 215.50	J.P. 5	\$ 308.72
DPS	\$ 604.04	Constable 1	\$ 467.09	Constable 2	\$ 645.28
Constable 3	\$ 518.32	District Court Oper	\$ 13,996.85	Co & JP Court Oper	\$ 5,176.46
Precinct 1	\$ 106.22	Precinct 2	\$ 341.78	Precinct 3	\$ 46.78
Veterans Service Ofc	\$ 268.96	Computer Svcs	\$ 3,003.37	CJD/Juv Prob Off	\$ 1.47
DPS/License & Weights	\$ 229.39	Fire Marshal/EMC	\$ 638.33	TABC Office	\$ 224.82
District Court Reporter	\$ 84.21	TJPC CCAP Grant	\$ 5,351.26	Assoc Judge/Family	\$ 45.93
Special Counsel Ofc	\$ 186.07	CJD/VOCA Grant	\$ 188.88	CJD/VAWA Grant	\$ 25.08
Auto Theft Task Force	\$ 199.51	CAPCO/911 Adrrs	\$ 3,311.14	General Fund Credit	<-\$267.81>
Forfeits (R&B Gen)	\$ 512.00	R&B Operations	\$ 103,249.69	R&B Gen Credit	<-\$142.85>
Hays Co Parks Fund	\$ 4,538.70	Rec Mng/Co Clerk	\$ 11,078.30	Law Library Fund	\$ 22.93
Hays Co Juvenile Center	\$ 10,388.39	Sheriff Spec Proj	\$ 545.00	Courthouse Security	\$ 67.94
Sheriffs Drug Forf Fund	\$ 194.00	Family Health Svcs	\$ 1,203.84	Road Bond '01 Const	\$ 180,270.49

**20999 APPROVE BUDGET AMENDMENT NO. 03-23**

A motion was made by Commissioner Burnett, seconded by Commissioner Ingalsbe to approve Budget Amendment No. 03-23 as proposed by the County Auditor. All voting "Aye".

AMENDMENT NO. 2003-23 FY 2003 BUDGET 05-13-03				
FUND NO. 01 FUND TITLE GENERAL FUND				
LINE ITEM – EXPENDITURES	APPROPRIATION	AMENDMENT		APPROPRIATION
	BEFORE	INCREASES	DECREASES	AS AMENDED
AMENDMENT				
<b>DISTRICT CLERK (416):</b>				
01-416-5211 Office Supply	4,400	300		4,700
01-416-5215 Permanent Records	500		(300)	200
<i>Transfer for forms needed</i>				
<b>DISTRICT ATTORNEY (423):</b>				
01-423-5321 Dues & Bonds	3,020	250		3,270
01-423-5160 Insurance	84,913		(250)	84,663
<i>Transfer for additional dues for personnel from personnel savings</i>				
<b>DISTRICT COURT REPORTER (482):</b>				
01-482-5213 Books	185	15		200
01-482-5211 Office Supply	1,500		(15)	1,485
<i>Transfer for balance of books from supplies</i>				
<b>HERITAGE VISITOR CENTER (745):</b>				
01-745-5219 Supplies	-0-	200		200
<b>REVENUE:</b>				
01-367-4490 Historical Contributions	-0-		200	200
<i>For cost of courthouse posters to be sold from contributions</i>				



				AMENDMENT NO. <u>2003-23</u> FY 2003 BUDGET 05-13-03
FUND NO. <u>01</u>				
FUND TITLE <u>GENERAL FUND</u>				
<u>LINE ITEM – EXPENDITURES</u>	<u>APPROPRIATION</u> <u>BEFORE</u>	<u>AMENDMENT</u>		<u>APPROPRIATION</u> <u>AS</u>
	<u>AMENDMENT</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>AMENDED</u>
<b><u>DOJ/VICTIMS OF CRIME (VOCA) (705):</u></b>				
01-705-5311 Travel	5,000	1,500		6,500
01-705-5219 Supplies	5,588	3,500		9,088
01-705-5021 Staff	95,621		(4,293)	91,328
01-705-5101 FICA/RET	16,139		(707)	15,432
<i>Transfer for conference travel, copier, supplies/postage/office supplies</i>				
<b><u>CIVIC CENTER (413):</u></b>				
01-413-5219 Supplies	9,000	1,000		10,000
01-413-5451 Building Maintenance	5,500		(1,000)	4,500
<i>Arena and other supplies needed</i>				
<b><u>BUILDING MAINTENANCE (410):</u></b>				
01-410-5451 Building Maintenance	25,000		(8,000)	17,000
<b><u>COUNTYWIDE (414):</u></b>				
01-414-5744 Justice Center Improvements	339,883	8,000		347,883
<i>Transfer for additional remediation expense</i>				

**21000 APPROVE REFUND OF DOUBLE PAYMENT AND/OR OVERPAYMENTS ON TAXES**

The following application for refund of overpayments on taxes was presented for approval by the County Tax Assessor-Collector: Tract 5 (1.12 acres) Thomas G. McGehee Survey overpayment = \$1,931.60. A motion was made by Commissioner Burnett, seconded by Commissioner Ingalsbe to approve refund of overpayment on taxes in the amount of \$1,931.60 as submitted by the County Tax Assessor-Collector. All voting "Aye".

**21001 APPROVE UTILITY PERMITS #01643-10645**

A motion was made by Commissioner Burnett, seconded by Commissioner Ingalsbe to approve Utility Permits # 01643 ON CR266/Old Bastrop Highway issued to Crystal Clear Water Supply, #01644 on CR160/Harris Hill issued to CenturyTel of San Marcos, and #10645 on CR159/Yarrington Road & Harris Hill issued to CenturyTel of San Marcos. All voting "Aye".

**Clerk's Note: Agenda Item #9** RE: APPROVE OUT-OF-STATE TRAVEL FOR LAMARR PETERSEN AND TWO EMPLOYEES FROM THE SHERIFF'S DEPARTMENT TO ATTEND COPS CONFERENCE IN WASHINGTON D.C. **was PULLED.** County Auditor Bill Herzog advised that this item is being pulled because the grant will not pay for this travel expense.

**21002 JENNINGS RANCH (2 LOTS) [PCT 3 #03-3-028] \* APPROVE FINAL PLAT [T1-106]**

Environmental Health Director Allen Walther advised that all requirements have been met and he gave staff recommendation for final plat approval. A motion was made by Commissioner Burnett, seconded by Commissioner Molenaar to approve final plat of "Jennings Ranch". Commissioner Ingalsbe, Commissioner Burnett, Commissioner Molenaar, and Judge Powers voting "Aye". Commissioner Carter voting "No".

**21003 SAWYER TRACE (131 LOTS) [PCT 4 #03-4-030] \* APPROVE PRELIMINARY PLAT, PHASED-DEVELOPMENT AGREEMENT, AND GRANT A VARIANCE TO R-O-W REQUIREMENTS [T1-114]**

Environmental Health Director Allen Walther advised that this is a phase development south of SH290 – staff supports this phased development and variance to r-o-w requirements – this subdivision will have curb and gutter which requires less right-of-way. Commissioner Carter spoke of LCRA commitment letter for water that has expired – she contacted TCEQ and the technical review of the MUD has not been complete – total subdivision is 766 lots – has some very tiny lots. Commissioner Molenaar advised that this is the preliminary plat and they have met the requirements for preliminary approval. A motion was made by Commissioner Molenaar, seconded by Commissioner Ingalsbe to approve preliminary plat, phased-development agreement and grant a variance to right-of-way requirements. Commissioner Ingalsbe, Commissioner Burnett, Commissioner Molenaar, and Judge Powers voting "Aye". Commissioner Carter voting "No".



**21004 THE PRESERVE @ LA VENTANA (247 LOTS) [PCT 4 #03-4-001] \* APPROVE PRELIMINARY PLAT AND PHASED DEVELOPMENT AGREEMENT [T1-199]**

Environmental Health Director Allen Walther gave staff recommendation for preliminary plat approval. Commissioner Carter spoke of developers letter and water availability. A motion was made by Commissioner Molenaar, seconded by Commissioner Burnett to approve preliminary plat and phased development agreement for "The Preserve @ La Ventana". Commissioner Ingalsbe, Commissioner Burnett, Commissioner Molenaar and Judge Powers voting "Aye". Commissioner Carter voting "No".

**21005 CALL FOR A PUBLIC HEARING ON MAY 27, 2003 TO ESTABLISH TRAFFIC REGULATIONS (STOP SIGN) ON GRISTMILL ROAD (EAST) [T1-244]**

County Road Supt/Engineer Jerry Borcharding spoke of proposal to put a stop sign on Gristmill Road at its intersection with State Highway 21 & Old Spanish Trail. A motion was made by Commissioner Carter, seconded by Commissioner Ingalsbe to call for a public hearing on May 27, 2003 to establish traffic regulations (Stop signs) on Gristmill Road (East). All voting "Aye".

**21006 APPROVE ROAD NAME CHANGE OF "END O' THE TRAIL" (A PRIVATE ROAD IN RIVER MOUNTAIN RANCH SECTION 6 PHASE 2) TO "TRAIL RIDGE ROAD" [T1-269]**

Commissioner Burnett spoke of request to change a private road name – all the property owners on the roadway have signed off on the request as well as the developer. A motion was made by Commissioner Burnett, seconded by Commissioner Molenaar to approve Road name change of "End O' the Trail" (a private road in River Mountain Ranch Section 6 Phase 2) to "Trail Ridge Road". All voting "Aye".

**21007 CALL FOR A PUBLIC HEARING RELATING TO THE ABANDONMENT OF COUNTY RIGHT-OF-WAY LOCATED ON WHITE HAWK CIRCLE IN PRECINCT 4 [T1-296]**

Commissioner Molenaar spoke of bringing this back because it was not advertised for public hearing. A motion was made by Commissioner Molenaar, seconded by Commissioner Burnett to call for a public hearing relating to the abandonment of county right-of-way located on White Hawk Circle in Precinct 4. All voting "Aye".

**21008 HAYS COUNTY SALARY GRIEVANCE COMMITTEE SELECTION PURSUANT TO SECTION 152.014 OF THE LOCAL GOVERNMENT CODE [T1-315]**

Pursuant to Local Government Code Section 152.014 Judge Powers randomly selected the following people to serve on the Hays County Salary Grievance Committee: Judy Glover, Debra G. Stewart, James D. Covington, Laura L. Rayburn, Linda Mendoza, Debra J. Miller, Mary Louise Sams, Oliver G. Rasbury, Carol Marie Coughlin, and Sharon Ann Tutchings.

**21009 APPROVE A CHANGE TO THE TRUANCY RESOLUTION APPROVED ON FEBRUARY 11, 2003 AS PER REQUEST OF THE OFFICE OF THE GOVERNOR-CRIMINAL JUSTICE DIVISION [T1-339]**

Grants Administrator Richard Salmon advised that due to a change in the Texas Administrative Code, Section 3.2021 a different wording is now required. Item 5 on the TRUANCY resolution must state, "To designate County Judge Jim Powers as the Authorized Official with the power to apply for, accept, reject, alter, or terminate the grant". A motion was made by Commissioner Molenaar, seconded by Commissioner Ingalsbe to approve a change to the Truancy Resolution approved on February 11, 2003 as per request of the Office of the Governor-Criminal Justice Division. All voting "Aye".

**21010 APPROVE A CONTRACT WITH PEC TO PROVIDE ELECTRIC UTILITY SERVICE FOR THE YARRINGTON YARD SHOP AND OFFICE BUILDING [T1-357]**

A motion was made by Commissioner Molenaar, seconded by Commissioner Carter to approve a contract with PEC to provide electric utility service for the Yarrington Yard Shop and office building. All voting "Aye".

**21011 APPROVE A CONTRACT WITH MAXWELL WATER SUPPLY CORPORATION TO PROVIDE WATER FOR THE YARRINGTON YARD SHOP AND OFFICE BUILDING**

[T1-403] County Road Supt/Engineer Jerry Borcharding spoke of greater need for water supply (increased size for the waterline) which doubled the fee for the contract. A motion was made by Commissioner Molenaar, seconded by Commissioner Carter to approve a contract with Maxwell Water Supply Corporation to provide water for the Yarrington Yard Shop and office building. All voting "Aye".

**21012 APPROVE PARTICIPATION WITH THE CITY OF SAN MARCOS IN A HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT [T1-425]**

Grants Administrator Richard Salmon spoke of the City of San Marcos holding this event the last couple of years. They have obtained a CAPCO Waste Recycling Grant to pay for part of the cost and they also receive donations. The City of San Marcos is asking for county participation. Richard Medina (City of San Marcos Public Works Dept.) spoke of people coming from Buda, Barton Springs Edwards Aquifer Conservation Dist., Mountain City – right now the northern Hays County event is not scheduled because we have not received participation from that area. County Auditor Bill Herzog advised that this event has been budgeted in the Transfer Station budget. Commissioner Burnett spoke of Wimberley wanting to participate in this event. Mr. Medina spoke of public notification that is taking place – scheduled for the first Saturday in June (June 7) from 9am-2pm in San Marcos – all the newspapers in the county are being notified of the event. A motion was made by Commissioner Ingalsbe, seconded by Commissioner Burnett to approve participation with the City of San Marcos in a household hazardous waste collection event in the amount of \$3,000 to be funded out of the transfer station budget and to also allocate an additional \$3,000 for the northern event, if that occurs. All voting “Aye”.

**21013 ACTION RELATING TO THE HAYS COUNTY LAW LIBRARY LIBRARIAN POSITION**

[T1-510] Kyle Maysel, President of the Hays County Bar Association, spoke of the law library when he first started practicing law in Hays County – in 1995 they approached the court and asked for permission to run the law library - currently there is approximately \$80,000.00 in the law library fund – it is not taxpayer money. He spoke of the staff person needed to keep this library up to date. He is asking the court to approve someone doing this job – need someone who can manage the account and that understands the books. He spoke of people using the law library and the money that is in the budget. Commissioner Molenaar spoke of these funds coming from court revenue. County Auditor Bill Herzog advised that this is a rollover fund. The Law Librarian currently makes \$11.65 per hour and they want it increased to \$25.00 per hour – they feel like this is a reasonable fee. Human Resources Director Luis Gonzales spoke of looking at this position like all the other positions – he spoke of 46 employees working grants that are not using county money – they looked at the librarians for the City of San Marcos and compared the salaries to them – did not look at other areas because they were only comparing with City of San Marcos – the committee recommended an increase from \$11.29 per hour to \$11.65 per hour. David Morris spoke of Comal County having a different setup than Hays County – they have district court employees who shelf and update the books – he is not sure who does the administrative work – in Bexar County they make between \$65,000 – 80,000 with numerous employees under them. Kyle Maysel spoke of need to have someone who knows how it works – the current law librarian is an attorney. Commissioner Burnett spoke of grading that was done on this position and the Bar Association has a grievance with the salary – they want this position considered outside the normal grading system. Luis Gonzales advised that the Salary Review Committee will be convening and can reconsider this position. David Morris spoke of work that was done for free (volunteer hours) and they now want to hire a person to keep it up and pay that person \$25 per hour. [T1-958] A motion was made by Judge Powers, seconded by Commissioner Molenaar to have the salary review committee look at the position of Librarian for the Law Library and come back to the court within two weeks with a recommendation after looking at other counties and other law libraries. All voting “Aye”. Commissioner Burnett stressed looking and making comparisons based on the job description.

**21014 APPROVE INTERLOCAL AGREEMENTS BETWEEN HAYS COUNTY AND DRIPPING SPRINGS INDEPENDENT SCHOOL DISTRICT, DRIPPING SPRINGS LIBRARY DISTRICT, NORTH HAYS COUNTY EMERGENCY SERVICES DISTRICT NO. 1 (NHCEMS), NORTHWEST HAYS COUNTY EMERGENCY SERVICE DISTRICT #5 (NHCVEFD) PROVIDING FOR THE RECONSTRUCTION OF SPORTSPLEX DRIVE AND AMEND THE BUDGET ACCORDINGLY [T1-1010]**

Commissioner Molenaar advised that the City of Dripping Springs contract will be considered at a later date. County Auditor Bill Herzog spoke of identifying funding sources as follows: \$125,000 from the different entities, \$85,000 from the Precinct 3&4 barn (will be done next year), \$105,000 from the Road & Bridge budget salary line item (13 vacancies). Commissioner Ingalsbe spoke of changes that need to be made to contracts regarding ESD & RFPD – the correct entity signed the contract but changes need to be made in the contract to reflect the proper name. Commissioner Molenaar spoke of entities recently changing from rural fire prevention district and EMS district to “emergency services districts”. A motion was made by Commissioner Molenaar, seconded by Judge Powers to approve interlocal agreements between Hays County and Dripping Springs Independent School District, Dripping Springs Library District, North Hays County Emergency Services District No. 1 (fka NHCEMS), Northwest Hays County Emergency Services District #5 (fka NHCVEFD) providing for the reconstruction of Sportsplex drive and amend the budget accordingly. Commissioner Ingalsbe, Commissioner Burnett, Commissioner Molenaar, and Judge Powers voting “Aye”. Commissioner Carter voting “No”.



**21015 AWARD BID FOR STREET & DRAINAGE IMPROVEMENTS FOR SPORTSPLEX DRIVE TO ROSBAN CONSTRUCTION IN THE AMOUNT OF \$314,789.55 [T1-1264]**

County Road Supt/Engineer Jerry Borcharding spoke of going out for bids and Rosban Construction was the lowest qualified bidder – he recommends awarding the contract to them. Commissioner Ingalsbe asked that this be contingent on receiving a contract from the City of Dripping Springs. Commissioner Molenaar spoke of history of this roadway – growth has occurred along the road (2 schools w/bus traffic, EMS and Fire Dept.) and reconstruction is necessary. This project needs to move forward. He advised that the City of Dripping Springs has voted to participate in this project but changes need to be made to their contract (draft document was incorrect). CMA Engineering representative Felix Manka spoke of need for road reconstruction – school traffic creates a problem with emergency vehicles during certain times of the day when school is in session – there will be an emergency lane constructed. A motion was made by Commissioner Molenaar, seconded by Commissioner Burnett to award bid for street & drainage improvements for Sportsplex Drive to Rosban Construction in the amount of \$314,789.55. Commissioner Ingalsbe, Commissioner Burnett, Commissioner Molenaar, and Judge Powers voting “Aye”. Commissioner Carter voting “No”.

**21016 AUTHORIZE THE COUNTY JUDGE TO EXECUTE SUPPLEMENTAL WORK AUTHORIZATION NO. 1 TO WORK AUTHORIZATION NO. 6 WITH TURNER, COLLIE & BRADEN, INC. FOR THE HAYS COUNTY ROAD BOND PROGRAM (ENVIRONMENTAL SERVICES-TC&B) [T1-1434]**

Bob Austin (TC&B) spoke of environmental services work to be done – out of 14 county roadways, 3 need archeological work (Heidenreich Lane, Sawyer Ranch Road and Mt. Gainor corridor) - supplement will pay for the archeological surveys. Mr. Austin spoke of Dry Hole project needing to go forward – Fish & Wildlife owns property on McCarty Lane which is requiring more work to acquire the right-of-way. This Work Authorization includes the archeological survey, report preparation and the environmental work for Dry Hole that was done on all the other projects. A motion was made by Commissioner Burnett, seconded by Commissioner Molenaar to authorize the County Judge to execute Supplemental Work Authorization No. 1 to Work Authorization No. 6 with Turner, Collie & Braden Inc. for the Hays County Road Bond Program (Environmental Services-TC&B). All voting “Aye”.

**21017 AUTHORIZE THE COUNTY JUDGE TO EXECUTE SUPPLEMENTAL WORK AUTHORIZATION NO. 1 TO WORK AUTHORIZATION NO. 10 WITH TURNER, COLLIE & BRADEN, INC. FOR THE HAYS COUNTY ROAD BOND PROGRAM (WIMBERLEY BY-PASS -LAI) [T1-1524]**

This Supplement Work Authorization reflects an extension of time (from April 28,2003 to July 31, 2003) and not money – phase I is almost complete. A motion was made by Commissioner Burnett, seconded by Commissioner Molenaar to authorize the County Judge to execute Supplemental Work Authorization No. 1 to Work Authorization No. 10 with Turner, Collie & Braden Inc. for the Hays County Road Bond Program (Wimberley By-Pass – LAI). All voting “Aye”.

**DISCUSSION OF RULES OF PROCEDURE, CONDUCT AND DECORUM AT MEETINGS OF THE COUNTY COMMISSIONERS' COURT, WRITTEN BY JIM ALLISON, GENERAL COUNSEL, AS A MODEL FOR TEXAS ASSOCIATION OF COUNTIES [T1-1561]**

Commissioner Carter advised that the Texas Association of Counties provides rules as model for use. She spoke of TAC rules allowing 5 minutes for public comment rather than 3 minutes – it talks about open access of citizens to Commissioners court and that no one should be treated wrongly in Commissioners Court - neither those on the court or those in front of us. She spoke of distractions in the courtroom (people talking and moving around). Commissioner Molenaar spoke of already having rules of procedure, conduct and decorum at meetings – they were adopted in 1998 and amended in 1999. No action taken.

**DISCUSSION REGARDING LIMITING THE SIZE AND SCOPE OF COUNTY GOVERNMENT BY IMPLEMENTING A “ZERO” BASED BUDGET FOR HAYS COUNTY THIS YEAR AND IN THE FUTURE [T1-1631]**

Commissioner Carter spoke of State of Texas using a “zero” based budget for this year – requires justifying their expenses. She spoke of services provided by the State Comptroller’s office. Judge Powers advised that he and the County Auditor do go through each line item of the budget. Commissioner Molenaar feels like we have a healthy reserve. Commissioner Carter spoke of Comal County having departments come before the court and justify their budget. Judge Powers advised that he will be meeting with department heads. Commissioner Burnett spoke of independent audit indicating that we have kept expenditures down.



**STAFF REPORT FROM THE HAYS COUNTY ELECTIONS ADMINISTRATOR [T1-1952]**

Elections Administrator Joyce Cowan spoke of work her office is doing and she spoke of growth in her office – registered voters have increased from 28,000 (Oct 1985) to almost 70,000 this year.

**May 13<sup>th</sup> Staff Report:**

- There are over 75 election districts that must be maintained for various elections – City (11); Schools (7 with a total of 15 districts); EMS (3); Fire (4); Library (2); Water (4 with a total of 10 districts); Development (2); Commissioner (4); JP and Constable (5); and Congressional (2). We are working along with the Mapping Department in placing people in the proper voting districts, and have been working with Steve Floyd on updating and correcting our maps that indicate accurate jurisdiction and streets. The Mapping Department provides us with street locations and block numbers.
- We have also been working with the Hays-Trinity Groundwater Conservation District and the Hays Consolidated ISD, who recently adopted 5 Single Member Districts. This has been a huge manual undertaking to place all these people in their proper political jurisdictions since nothing can be done electronically.
- Out of 18 political subdivisions, we contracted with 6 of those entities to conduct their May 3<sup>rd</sup> elections. We are in the process of finalizing those elections. We have been contacted by the Hays County Rural Fire Prevention District #5 with a request to contract and conduct their election on June 21, 2003.
- Our Street Index is always a high priority. New political subdivisions are being created and new streets and subdivisions are being added due to the growth of our county. Therefore, we are always working to insure individuals are placed in their proper political jurisdictions.
- It is my intent to have inscribed on our voter registration certificates up to five jurisdictional codes later this year. Hopefully, this will educate and aid our voters in identifying their political jurisdictions.
- This past year we implemented barcoding in our elections. We plan on placing a barcode on the new voter registration cards being sent out later this year. This should increase the speed and accuracy of large data entries such as voting history and mass mail returns. I have been researching ways to use barcoding for our inventory as well.
- Due to the rapid growth, county election precincts are being reviewed to consider the possibility of creating additional election precincts. Just recently we created Pct. 440.
- We are continually looking into methods and sources that would aid us in gathering information to maintain an accurate registration list. We have contracted various departments and businesses that could possibly provide us with deceased records, names of people who have moved out of the county, or felony records that have not been sent to our office. In March we cancelled over 600 voters who could not be identified by the State due to a large county's failure to provide pertinent information to the Secretary of State.
- At the end of February we sent out approximately 1,200 letters to registered voters requesting their date of birth or a physical address. Over the years we have had over 5,000 voters with bad addressing; however, we now have that number down to approximately 800. The other 400 letters that were sent out requested a correct date of birth.
- We have been tracking and evaluating election/voter registration bills that have been introduced before the 78<sup>th</sup> Legislature. To date 328 bills have been introduced. We work within the Texas Election Administrators Association following these bills to determine possible changes in election procedures, potential costs to our office and any impact it could have on our office.
- We are particularly interested in HB 3295 passed by Congress and better known as the "HAVA Bill". We are interested and concerned on how this bill will be interpreted. The State has informed us that this Bill will have a tremendous affect on us. This bill provides us with a possibility of funding for a punch card buyout. We have spoken with Richard Salmon in Grants and forwarded information to him on this bill so that the County will be ready to apply for funding if made available for the purchase of new election equipment.
- We are researching election equipment that is currently certified by our state as well as equipment that may be available and certified in the near future. We have looked at enhancements that could be available to the various equipment and any additional costs attached to the equipment (i.e. maintenance, training, voter education, etc.) We have spoken with various vendors gathering this information and estimates.
- We are also in the process of enhancing our Departmental Page on the County's website. We would like to provide as much information as possible to voters who have access to the internet.
- Future Goals – (1) I would like my office tied to the Mapping Department so that we would be able to pull up jurisdictional and street mapping information; (2) mapping available on the website for polling place information as well as providing information to a voter on what political jurisdictions they are in by providing their physical address; (3) the ability to search election archives on our website; (3) voter registration information available on our website; (4) financial filings on our website; and (5) implementation of barcoding in our inventory and on voter registration cards.

**STAFF REPORT FROM THE HAYS COUNTY ROAD SUPERINTENDENT**

County Road Supt/Engineer Jerry Borcharding went over completed year to date Work Order Report, Expenditure Summary (money spent in each precinct), paving projects completed and projects ready to pave, bond projects completed, completed work distribution, and a summary of work completed for the Hays County Bond Program. He stated that on May 7, 2003 the road department reached a milestone in that employee J. P. Garza reached 25 years of service with the county. They hope to reach an 80 mile figure for reconstruction and paving of roads this year.

**COMPLETED WORK DISTRIBUTION**

	<u>RECONSTRUCTION MILES</u>	<u>CHIP SEAL/HOT MIX MILES</u>	<u>TOTALS</u>
PREC. 1	3.54	1.10	<b>4.64</b>
PREC. 2	2.05	3.49	<b>5.54</b>
PREC. 3	0.61	3.31	<b>3.92</b>
PREC. 4	<u>10.83</u>	<u>4.48</u>	<u><b>15.31</b></u>
<b>TOTAL</b>	<b>17.03</b>	<b>12.38</b>	<b>29.41</b>



PAVING MILEAGE COMPLETED FOR FY '03: 29.41  
 BOND MILEAGE COMPLETED FOR FY'03: 1.71  
 PROJECTED PAVING SCHEDULE MILEAGE FOR FY'03: 80.00

COMPLETION PERCENTAGE TO DATE: 36.8%

HAYS COUNTY BOND PROGRAM [see filed for detailed summary]

- Work Authorization No. 1 Bond Program Management (TC&B signed 1/22/02)
- Work Authorization No. 2 Mt. Gainor Corridor, Precinct 3 & 4 (TC&B signed 5/30/02)
- Work Authorization No. 3 Redwood Rd., Precinct 1 (TC&B/URS signed 7/30/02)
- Work Authorization No. 4 Heidenrieich Ln., Precinct 1 (TC&B/Othon signed 7/30/02)
- Work Authorization No. 5 Kohlers Crossing, Precinct 2 (TC&B/LAN signed 7/30/02)
- Work Authorization No. 6 Environmental Services (TC&B signed 7/30/02)
- Work Authorization No. 7 Centerpoint Road, Precinct 2 (TC&B/PBS&J signed 9/17/02)
- Work Authorization No. 8 McCarty Lane, Precinct 2 (TC&B/PBS&J signed 9/17/02)
- Work Authorization No. 9 Nutty Brown Road, Precinct 4 (TC&B/HNTB signed 9/17/02)
- Work Authorization No. 10 Wimberley By-Pass, Precinct 3 (TC&B/LAI signed 10/29/02)
- Work Authorization No. 11 Hillside Terrace, Precinct 2 (TC&B/KC Eng. Signed 11/19/02)
- Work Authorization No. 12 Geotechnical Services (TC&B/Fugro-BRE signed 11/19/02)
- Work Authorization No. 13 Sawyer Ranch Road, Precinct 4 (TC&B/CMA signed 12/17/02)
- Work Authorization No. 14 Posey Road, Precinct 1 (TC&B/Pate signed 12/17/02)
- Work Authorization No. 15 Dry Hole Rd., Precinct 2 (TC&B/LAN signed 12/17/02)
- Work Authorization No. 16 Right of Way Acquisition (TC&B/LAN signed 1/14/03)
- Work Authorization No. 17 Fischer Store Road (TC&B/Murfee Eng.)

WORK ORDER REPORT – Week Ending May 2, 2003

**COMPLETED YEAR TO DATE:**

PREC. 1	497	27%
PREC. 2	631	35%
PREC. 3	287	16%
PREC. 4	<u>402</u>	22%
<b>TOTAL</b>	<b>1817</b>	

**INCOMPLETED YEAR TO DATE:**

PREC. 1	35
PREC. 2	54
PREC. 3	23
PREC. 4	<u>27</u>
<b>TOTAL</b>	<b>139</b>

YEAR TO DATE WORK ORDER TOTAL = 1956 93% COMPLETED

COURT WAS ADJOURNED.

**MINUTES APPROVED IN OPEN COURT ON THE 20<sup>TH</sup> DAY OF MAY, 2003.**

\_\_\_\_\_  
**JAMES L. POWERS, COUNTY JUDGE**  
 H A Y S COUNTY, TEXAS

\_\_\_\_\_  
**LEE CARLISLE, COUNTY CLERK**  
 H A Y S COUNTY, TEXAS

