



STATE OF TEXAS \*  
 COUNTY OF HAYS \*

ON THIS THE 16<sup>TH</sup> DAY OF AUGUST A.D., 2011, THE COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, MET IN REGULAR MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:

ALBERT H. COBB JR	COUNTY JUDGE
DEBBIE GONZALES INGALSBE	COMMISSIONER, PCT. 1
MARK JONES	COMMISSIONER, PCT. 2
WILL CONLEY	COMMISSIONER, PCT. 3
RAY O. WHISENANT JR	COMMISSIONER, PCT. 4
LIZ Q. GONZALEZ	COUNTY CLERK

AND THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:

Craig Curry of Dripping Springs First Baptist Church gave the invocation and Judge Cobb led the court in the pledge of allegiance to the flags. Judge Cobb called the meeting to order.

**PRESENTATION TO RECOGNIZE MEMBERS OF THE VICTIM'S ASSISTANCE TEAM FOR THE HAYS COUNTY SHERIFF'S OFFICE**

Sheriff Gary Cutler introduce Aurora Williamson the Director of San Marcos Victims Service Unit. JP Pct 3 Andy Cable made public comment.

**PUBLIC COMMENTS**

L.M. Coppulette-San Marcos resident, Sam Brannon-San Marcos resident made public comments.

**28300 APPROVE PAYMENTS OF COUNTY INVOICES**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve payments of county invoices in the amount of \$1,820,585.18 as submitted by the County Auditor. All voting "Aye". MOTION PASSED

**28301 APPROVE COMMISSIONERS COURT MINUTES OF AUGUST 5 AND 9, 2011**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve Commissioners Court Minutes of August 5, and 9, 2011 as presented by the County Clerk. All voting "Aye". MOTION PASSED

**28302 APPROVE AWARD OF RFP #2011-P16 AUDIT OF HAYS COUNTY TO HOLTMAN WAGNER & COMPANY LLP**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve award of RFP #2011-P16 Audit of Hays County to Holtman Wagner & Company LLP. All voting "Aye". MOTION PASSED

**28303 ACCEPT DONATIONS FOR THE HISTORICAL JAIL RESTORATION PROJECT AND AMEND THE BUDGET FOR USE OF THOSE FUNDS FOR DIRECT EXPENSES RELATED TO THE PROJECT**

The Historical Commission has received donations for the Historical Jail Restoration Project from various entitles and individuals. These funds will be used for construction costs. Amount is \$3,850.00 144-676-00.4610.

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to accept donations for the Historical Jail Restoration Project and amend the budget for use of those funds for direct expenses related to the project. All voting "Aye". MOTION PASSED

**28304 AMEND JUVENILE PROBATION TJPC X GRANT TO USE SAVINGS IN OVERTIME FOR BOOKS AND PERIODICALS, MISCELLANEOUS SUPPLIES, CONTRACT SERVICES AND GASOLINE**

This amendment will allow the program to spend the remaining grant award with no matching funds required from the County. Amount required \$7,710.00 budgeted in Juvenile Probation 001-686-99-035.5031 (\$6,300.00); 001-686-99-035.5201 (\$1,410.00); 001-686-035.5213 (\$2,300.00); 001-686-99-035.5391-\$250.00; 001-686-99-035.5448 \$4,900.00; 001-686-99-035.5501 \$260.00. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to amend Juvenile Probation TJPC X Grant to use savings in overtime for books and periodicals, miscellaneous supplies, contract services and gasoline. All voting "Aye". MOTION PASSED

**28305 AMEND THE JAIL SUPPORT SERVICE BUDGET FOR DAMAGED FENCING REPAIR**

This additional budget amendment of \$1,345.01 will allow the Sheriff's office to finish repairs of damaged fencing. Amount required \$1,345.01 from 001-618-03.5361 Contract Inmate Detention to 001-618-03.5741 Capital Improvements. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to amend the Jail Support Service budget for damaged fencing repair. All voting "Aye". MOTION PASSED**

**28306 APPROVE HEALTH SERVICES AGREEMENT BETWEEN HAYS COUNTY PERSONAL HEALTH DEPARTMENT (PHD) AND COMMUNITY ACTION INC., OF HAYS, CALDWELL, & BLANCO COUNTIES THROUGH JULY 31, 2012**

This is an agreement renewed annually between the PHD and Community Action Inc. of Hays, Caldwell, & Blanco Counties for the PHD to provide the annual physicals for Head Start students who have no health insurance. Community Action reimburses the PHD at the rate of \$25.00 per exam and \$10.00 for lead testing. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve Health Services Agreement between Hays County Personal Health Department (PHD) and Community Action Inc., of Hays, Caldwell, & Blanco Counties through July 31, 2012. All voting "Aye". MOTION PASSED**

**28307 AUTHORIZE THE COUNTY JUDGE TO EXECUTE A PUBLIC TRANSPORTATION MASTER GRANT AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) REGARDING MANAGEMENT AND ADMINISTRATION OF FUNDING PROVIDED THROUGH THE SECTION 5310 PROGRAM**

This is a renewal of the Master Grant Agreement with TxDot. Hays County has been awarded and continues to apply for grant funding from the Section 5310 program administered by TxDot for both the purchase and maintenance of vehicles in the Veteran Services Office for the medical transportation needs of our veterans. In 2010 a new van was purchased through the program and a grant application for maintenance for this vehicle, as well as an older vehicle purchased through the program, has been submitted. The Master Grant Agreement details the overall requirements for management and administration of grant funds and projects associated with the program. The current Master Grant Agreement between TxDot and Hays County will expire on August 31, 2011 and therefore it is necessary to execute a new agreement to provide assurances of compliance with the program and maintain TxDot program eligibility. This Agreement does not specify an annual funding amount, as this is dependent on annual grant application and awards made under project Grant Agreements. Not all provisions of the Agreement are applicable to the 5310 program, as the Agreement covered several different public transportation programs. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to authorize the County Judge to execute a Public Transportation Master Grant Agreement with the Texas Department of Transportation (TxDOT) regarding management and administration of funding provided through the Section 5310 program. All voting "Aye". MOTION PASSED**

**28308 AUTHORIZE THE COUNTY JUDGE TO APPROVE PROPOSED ANNUAL RENEWAL APPLICATION FOR THE FY 2012 LOCAL PUBLIC HEALTH SERVICES CONTRACT BETWEEN THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES (DSHS) AND THE PERSONAL HEALTH DEPARTMENT IN THE AMOUNT OF \$51,463.35**

This is a renewal application between the Hays County Personal Health Department and DSHS for funding of the Local Public Health Services contract for FY 2012. The funding is for September 1, 2011 through August 31, 2012. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to authorize the County Judge to approve proposed annual renewal application for the FY 2012 Local Public Health Services Contract between the Texas Department of State Health Services (DSHS) and the Personal Health Department in the amount of \$51,463.35. All voting "Aye". MOTION PASSED**

**28309 APPROVE A CELL PHONE ALLOWANCE IN LIEU OF A COUNTY ISSUED PHONE FOR THE DEVELOPMENT SERVICES DEPARTMENT HEAD**

As of August 1, 2011, the Development Services department discontinued service for County issued cell phone. By accepting a telephone allowance in effort to reduce the monthly recurring costs is by converting to a monthly allowance, the County will save \$ 420 a year. Funds for the remainder of FY 2011 are already budgeted. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Whisenant to approve a cell phone allowance in lieu of a County issued phone for the Development Services Department Head. All voting "Aye". MOTION PASSED**



**28310 AUTHORIZE THE COUNTY JUDGE TO APPROVE HAYS COUNTY PERSONAL HEALTH DEPARTMENT'S (HCPHD) RENEWAL GRANT APPLICATION WITH THE DEPARTMENT OF STATE HEALTH SERVICES (DSHS) FOR THE FY 2012 TITLE V MATERNITY PROGRAM IN THE AMOUNT OF \$12,000.00**

This is an annual renewal application by the Hays County Personal Health Department to receive grant funds through the Title V Maternity programs for FY 2012. This allows clients to receive prenatal care for reduced or no cost prior to their obtaining funding. Consequently clients are able to seek prenatal care early on in their pregnancies and potentially prevent maternal and fetal health programs. The funding is from September 1, 2011 through August 31, 2012. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Whisenant to Authorize the County Judge to approve Hays County Personal Health Department's (HCPHD) renewal grant application with the Department of State Health Services (DSHS) for the FY 2012 Title V Maternity program in the amount of \$12,000.00. All voting "Aye". MOTION PASSED**

**28311 AMEND VETERAN'S ADMINISTRATION OPERATING BUDGET FOR ADDITIONAL CONTRACT SERVICES**

Amend the Veteran's Administration budget for additional contract services for Lifelock enrollment fees. Savings in the travel budget will fund this budget amendment. Amount required is \$110.00 001-720-00.5448 Contract Services. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Whisenant to amend Veteran's Administration operating budget for additional contract services. All voting "Aye". MOTION PASSED**

**28312 AMEND BUDGET OF DISTRICT COURT FOR INDIGENT TRIAL AND COURT TRANSCRIPTIONS FROM COUNTYWIDE**

District Court requires Indigent Trail/Pretrial expense and Court Transcriptions and will need to have a transfer from Countywide Operations. Amount required \$31,000 to 001-608-00.5304 Indigent Trail Expense and 001-608-00.5445 Transcriptions. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Whisenant to Amend Budget of District Court for Indigent Trial and Court Transcriptions from Countywide. All voting "Aye". MOTION PASSED**

**Clerk's Note Agenda Item #15 RE: APPROVE ADDITIONAL FUNDS FOR CONTINUING EDUCATION FOR COMMISSIONER PCT 3 AND AMEND BUDGET FROM WITHIN DEPARTMENT - was pulled**

**28313 HOLD A PUBLIC HEARING AND ESTABLISH TRAFFIC REGULATIONS ON PIEDRAS PASS IN ROCKY RANCH ACRES SUBDIVISION**

Judge Cobb opened the public hearing. No public input was received and the public hearing was closed. Transportation Director Jerry Borcharding gave staff recommendation. This will establish a speed limit of 25 MPH on Piedras Pass, off of Hilliard Road, CR222 and a stop sign on Piedras Pass at Hilliard Rd. **A motion was made by Commissioner Whisenant, seconded by Commissioner Ingalsbe to hold a public hearing to establish traffic regulations a speed limit of 25 MPH on Piedras Pass off of Hilliard Road, CR 222 and a stop sign on Piedras Pass at Hilliard Road in Rocky Ranch Acres subdivision. All voting "Aye". MOTION PASSED**

**28314 VACATE AND REPLAT OF LOTS 7 & 8, WOODCREEK SECTION 21 [11-3-22 - 1 LOT] WAIVE PUBLIC HEARING AND PRELIMINARY PLAN AND APPROVE FINAL PLAT**

Woodcreek Section 21 is a platted subdivision located off of RR 2325 in Precinct 3. The owner of Lots 7 & 8 wishes to dissolve the lot line dividing the two lots and create one larger lot. Water and wastewater services will be provided to Lot 7R by Aqua Texas, Inc. **A motion was made by Commissioner Conley, seconded by Commissioner Whisenant to consider of waive of public hearing and preliminary plan and approve final plat to vacate and Replat Lots 7 & 8, Woodcreek Section 21. All voting "Aye". MOTION PASSED**



**28315 AMENDING PLAT OF LOTS 22 AND 23 OF SOUTHRIDGE ESTATES [11-1-19 – 3 LOTS] HOLD PUBLIC HEARING AND ISSUE A VARIANCE TO MINIMUM LOT SIZE IN TABLE 10-1 OF THE HAYS COUNTY OSSF REGULATIONS AND APPROVE FINAL PLAT**

Judge Cobb opened the public hearing – Amy Gonzales-San Marcos resident made public comment. No other comments were made. Judge Cobb closed the public hearing. Development Services Director Clint Garza explained the plat subdivision and variance request. Karen Moon owner of Lots 23A & 23B made public comment. Southridge Estates is an 88 lot subdivision located off of Centerpoint Road in Precinct 1. There are 45 parcels located in Hays County and the remaining lots in Guadalupe County. Portions of lots 22 and 23 have been sold by metes and bounds, therefore, all portions of this amended plat are non-complaint parcels. Lot 22 is currently a 0.39 acre tract and does not meet the 0.50 acre minimum lot size as required by Hays County and TCEQ OSSF regulations. On July 19, 2011, the court approved a preliminary plan with the following lot configurations: Lot 22-A-0.50 acres: Lot 23A-1.036 acres, Lot 23B-0.50 acres. The owner of Lot 23 agreed to convey 0.11 acres to the owners of Lot 22 in order for the lot to meet the minimum lot size requirement. Upon approval of preliminary plan, staff began review of the existing facilities and found that the disposal area for the OSSF for Lot 23A was located on the proposed Lot 22A. The property owner was made aware of the issue and was informed that the sprayheads would be to be moved in order to meet county regulations. The property owner declined to modify her existing system and is proposing a final plat with a new configuration and a variance from the minimum lot size requirement. The newly configuration lots are sized as follows: Lot 22A- 0.41 acres. Lot 23A-1.079 acres and Lot 23B-0.50 acres. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Conley to approve amending plat of Lots 22 and 23 of Southridge Estates and hold a public hearing to issue a variance to minimum Lot size in Table 10-1 of the Hays County OSSF Regulations. All voting “Aye”. MOTION PASSED**

**28316 AUTHORIZE THE COUNTY JUDGE TO EXECUTE A LETTER OF INTENT BETWEEN FORESTAR GROUP, INC. AND HAYS COUNTY REGARDING THE AVAILABILITY OF ADDITIONAL WATER SUPPLIES IN HAYS COUNTY**

At recent meeting Hays County Water and Sewer Authority has discussed contractual and/or economic development opportunities involving additional water supplies that may be made available for use in Hays County. Representatives from the Hays County Water and Sewer Authority have provided recommendations to the Commissioners Court regarding a Letter of Intent between Forestar Group, Inc. and Hays County. The LOI details the opportunity to discuss the availability of additional water supplies that could be brought to Hays County through an agreement with Forestar Group, Inc. and/or other parties. **A motion was made by Commissioner Whisenant, seconded by Commissioner Conley to authorize the County Judge to execute a Letter of Intent between Forestar Group, Inc. and Hays County regarding the availability of additional water supplies in Hays County. All voting “Aye”. MOTION PASSED**

**28317 APPROVE REORGANIZING THE PERSONAL HEALTH DEPARTMENT’S (PHD) COMMUNITY OUTREACH TEAM, EFFECTIVE AUGUST 16, 2011**

Personal Health Director Priscilla Hargraves explained the re-organization. The Personal Health Department proposes to split the Community Outreach Team into the Emergency Preparedness team directly supervised by the Director and the TB/ EPI team supervised by an RN-Supervisor. The new RN-Supervisor is the current TB-RN who will continue to function in that position also. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Conley to approve reorganizing the Personal Health Department’s (PHD) Community Outreach Team, effective August 16, 2011. All voting “Aye”. MOTION PASSED**

**28318 AUTHORIZE PAYMENT OF INVOICES FOR THE SHERIFF’S OFFICE FOR WHICH PURCHASE ORDERS WERE NOT OBTAINED**

Yvette Johnson of the Sheriff’s Office explained the oversight. Bill Herzog County Auditor explained that there were 3 more invoices that came in since the posting of the agenda. This invoice was submitted to the Auditor’s Office for payment with the issuance of a purchase order. However, the purchase order was dated July 13, 2011 and the invoice was dated July 12, 2011. In accordance with county policy, a purchase order must be issued on or before the invoice date for invoices total \$300 or more. Therefore, this invoice cannot be paid until it is granted by the court. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Whisenant to authorize payment of invoices for the Sheriff’s Office for which purchase orders were not obtained. All voting “Aye”. MOTION PASSED**



### DISCUSSION TO APPROVE A COUNTYWIDE PROCUREMENT CARD

Eric Smith and Ernest Smith of BBVA Compass gave a brief powerpoint presentation. The Compass Purchasing Card is a Visa branded credit card that centralizes invoices, payments and reporting for corporate and government entities. Essentially, the Purchasing Card is a tool used for purchasing and the accounts payable process. By using Pcard to reduce or eliminate paperwork associated with the purchase to pay process, our customers can generate significant transactional cost savings. Average cost per transaction with traditional PO method is \$92.49, average cost per transaction with plastic Pcard is \$21.91, cost reduction with plastic Pcard across all industry types is \$70.58, the average procurement cycle time savings is 12.3 days. By moving just 100 invoices per month to a card, Hays County can save \$84,000 annually. Rebate earning potential is affected by these factors: monthly spend volume, billing cycle, how quickly the customer pays. While rebate is an important factor to consider, a purchasing card program provides other important value-add features: technology, successful implementation, customer service, financial stability of issuer. Hays County benefit: greater control – ability to set credit limit and validity period, approval workflow, reduces the chance of errors and fraud, liability coverage – up to \$100,000 in liability for misuse and abuse of card program, cost reduction – automation reduces administrative expenses, printing and mailing costs, bank check fees, new revenue streams – increased rebates, extended payment float. Supplier benefit: faster payment – improving days sales outstanding (DSO), cash flow visibility – accelerated order-to-cash cycle and increase in working capital, processing saves – electronic remittance data, no check handling, reduce administrative costs – no A/R collections, bank processing fees. Michele Tuttle Hays County Treasurer explained the benefits of the Pcard and all the concerns staff expressed prior to bringing it forward for the Court's consideration. Bill Herzog County Auditor explained that he would like to look at other avenues and to have time to develop a policy prior to the Court's approval. Commissioner Conley suggested that the County Auditor and Treasurer look this over and get with the finance committee and bring this back to the Court for consideration.

### 28319 AUTHORIZE THE COUNTY JUDGE TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE GUADALUPE-BLANCO RIVER AUTHORITY (GBRA) FOR INITIAL STUDIES IN A BASIN-WIDE MASTER DRAINAGE STUDY OF THE LOWER GUADALUPE RIVER BASIN

Jeff Hauff Grants Administrator explained the Agreement with GBRA. W. E. West Jr. spoke. On January 11, 2011 the Commissioners Court approved a resolution in support of a GBRA grant application to the Texas Water Development Board (TWDB) for funds to initiate a basin-wide drainage study of the Lower Guadalupe River Basin. On May 4, 2011 the TWDB approved award funding to the GBRA in the amount of \$352,262 to be matched by local partners, with additional leveraging of the funds made possible through project partnership by the U.S Army Corps of Engineers (USACE). A Project Management Plan and Feasibility Cost Sharing Agreement, as required for USACE participation, has been drafted between the USACE and GBRA to formalize the partnership and facilitate expansion of the study area in future years. While the current study area will include the San Marcos River downstream from the Hays County line, Hays County has expressed interest in partnering with these entities to study those portions of the County drained by the Guadalupe/Blanco basin, including the Blanco River and other tributaries, once a similar study currently underway on the Lower Colorado River drainage has been completed. The current study will develop a hydrologic model for the Blanco River that will be available for use in Hays County. The current study will initiate the partnership between the GBRA and USACE and make available future resources of the USACE to match total drainage basin study costs by 50%. It is beneficial for Hays County to enter into partnership with these entities while parameters and models for the drainage basin are being developed that will impact Hays County once specific areas of the County are studied. **A motion was made by Commissioner Conley, seconded by Commissioner Ingalsbe to authorize the County Judge to execute an Interlocal Agreement with the Guadalupe-Blanco River Authority (GBRA) for initial studies in a basin-wide master drainage study of the Lower Guadalupe River Basin. All voting "Aye". MOTION PASSED**

### 28320 AUTHORIZE THE COUNTY JUDGE TO EXECUTE AN IRS FORM 8283 RELATED TO THE SALE OF CONSERVATION EASEMENTS ON THE DAHLSTROM RANCH PROPERTY; AND THERE AMENDMENTS TO THOSE CONSERVATION EASEMENTS

This amendment primarily corrects definition of impervious cover to more accurately describe what impervious cover should be to reflect intent of the parties. John M. Coleman, The Aegis Group, Inc is the Appraiser. **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to authorize the County Judge to execute an IRS Form 8283 related to the sale of conservation easements on the Dahlstrom Ranch property; and three amendments to those conservation easements. All voting "Aye". MOTION PASSED**



**28321 HAYS COUNTY WILL NOT PARTICIPATE FINANCIAL SUPPORT OF THE CLEAN AIR FORCE OF CENTRAL TEXAS (CAF) FOR THE UPCOMING FISCAL YEAR**

A \$6500 contribution to the CAF was budgeted for FY2011. Hays County has been invoiced \$6500 by the Clean Air Force. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to have Hays County not participate in the financial support of the Clean Air Force of Central Texas (CAF) for the upcoming fiscal year. All voting "Aye". MOTION PASSED**

**28322 APPROVE A SUPPLEMENTAL WORK AUTHORIZATION FOR NECESSARY CONSTRUCTION PHASE SERVICES ON THE RM 1826 AT RM 967 ROAD BOND PROJECT LOCATED IN PRECINCT 4**

Allen Crozier of HDR gave an overview of the project. The intersection of RM 1826 and RM 967 was identified as an intersection which warranted safety improvements as part of 2008 road bond program. The project design is complete and is currently under construction. With construction advancing, it has become necessary to supplement Rogers Design Services work authorization to provide construction phase services. These services were not included in the initial work authorization to permit development of an appropriate scope and fee for these services once it was determined who would be providing construction management/engineering services and more accurate construction schedule was available. Construction phase services include: (1) attend construction progress meetings. (2) respond to contractor requests for information (RFIs) (3) review contractor change order requests, and (4) verify/re-establish project control for initiation of construction. Amount required \$ 9,964.00 funds are available within the project's bond program budget. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve a supplemental work authorization for necessary construction phase services on the RM 1826 at RM 967 road bond project located in Precinct 4. All voting "Aye". MOTION PASSED**

**28323 APPROVE A SUPPLEMENTAL WORK AUTHORIZATION FOR NECESSARY CONSTRUCTION PHASE SERVICES ON THE SH 21 AT FM 2001 ROAD BOND PROJECT LOCATED IN PRECINCT 2**

Allen Crozier of HDR gave an overview of the project. The intersection of SH 21 and FM 2001 was identified as an intersection which warranted safety improvements as part of the 2008 road bond program. The project design is complete and is currently under construction. With construction advancing, it is become necessary to supplement LAN's work authorization to provide construction phase services. These services were not included in the initial work authorization to permit development of an appropriate scope and fee for these services once it was determined who would be providing construction management/engineering services and more accurate construction schedule was available. Construction phase services include: (1) attend construction progress meetings. (2) respond to contractor requests for information (RFIs) (3) review contractor change order requests, and (4) verify/re-establish project control for initiation of construction. Amount required \$11,147.50 funds are available within the project's bond program budget. **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to approve a supplemental work authorization for necessary construction phase services on the SH 21 at FM 2001 road bond project located in Precinct 2. All voting "Aye". MOTION PASSED**

**Clerk's Note Agenda Item # 28 RE: ALLOW CONSTABLE PCT. 1, DAVID PETERSON, TO HIRE A PART-TIME DEPUTY CONSTABLE – was pulled**

**28324 APPOINT JENNIFER ANDERSON TO SERVE ON THE HAYS COUNTY CHILD PROTECTIVE BOARD AND REPLACING ELLEN MOORE**

The current Hays County Child Protective Board has voted and unanimously agree to support the appointment of Jennifer Anderson to a vacant this position. She will be replacing Ellen Moore. **A motion was made by Commissioner Conley, seconded by Commissioner Ingalsbe to appoint Jennifer Anderson to serve on the Hays County Child Protective Board and replacing Ellen Moore. All voting "Aye". MOTION PASSED**



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**28325 AUTHORIZE INSTITUTIONAL OSSF PERMIT AT 1950 LIME KILN ROAD, SAN MARCOS, TX IN PRECINCT 4**

Clint Garza Developmental Services Director gave a brief explanation and staff recommendation. The Promiseland Church is planning a new sanctuary building. The on-site sewage facility is designed for 1848 gallons per day (maximum flow on Sunday). The property is 20.227 acres in size. A 2500 gallon equalization tank will be used to equalization tank will be used to flow to the on-site facility consists of a standard septic tank, pump, and low pressure dosed drainfield. A wastewater meter will be installed so that the system can be monitored. The water will be supply by a privately owned water well permitted by Texas Commission on Environmental Quality as a public water supply. **A motion was made by Commissioner Whisenant, seconded by Commissioner Ingalsbe to authorize Institutional OSSF Permit at 1950 Lime Kiln Road, San Marcos, TX in Precinct 4. Commissioner Jones not present for vote. Commissioner Ingalsbe, Commissioner Conley, Commissioner Whisenant, and Judge Cobb voting "Aye". MOTION PASSED**

**28326 AUTHORIZE THE COUNTY JUDGE TO EXECUTE A BUSINESS PRI PRIVATE SWITCH AGREEMENT FOR 9-1-1 EMERGENCY SERVICE BETWEEN HAYS COUNTY AND THE CAPITAL AREA COUNCIL OF GOVERNMENTS CAPCOG; AND AN ACCOMPANYING SOFTWARE USER AGREEMENT**

The Business PRI Private Switch Agreement will authorize and compensate CAPCOG for a contract with the appropriate CTU to supply the needed interface with the Emergency 9-1-1 Database to provide enhanced 9-1-1 service. This will resolve recent glitches identified with the County's current 9-1-1 service being provided to County Office phones. **A motion was made by Commissioner Conley, seconded by Commissioner Whisenant to authorize the County Judge to execute a Business PRI Private Switch Agreement for 9-1-1 Emergency Service between Hays County and the Capital Area Council of Governments CAPCOG; and an accompanying Software User Agreement. Commissioner Jones not present for vote. Commissioner Ingalsbe, Commissioner Conley, Commissioner Whisenant, and Judge Cobb voting "Aye". MOTION PASSED**

**FINALIZE FORMATION OF A SALARY GRIEVANCE COMMITTEE PURSUANT TO CH. 152 OF THE TEXAS LOCAL GOVERNMENT CODE**

Since the process for hearing salary grievances usually begins quickly during budget time, and considering that Hays County has had to form salary grievance committee during the last 3 budget cycles, staff requests that a salary grievance committee be formed in advance of the FY2012 budget cycle. Out of the 1<sup>st</sup> 18 names drawn, the Clerk's Office was able to garner 8 out of the 9 statutorily required members. Since 1 additional member is still needed, the Clerk's Office has asked that additional names be drawn from the Grand Jury Pool. Chapter 152 requires that those names be drawn in session at Commissioners Court. Names that were selected for the Salary Grievance: John-Paul Zeller, Arnulfo A. Martinez, Drew Preston Hardin, Allan R. Doane, Shelly Peck Forister, Sheryl Lynn Leach, Modesta Garza Alcorn, Karan Bergeron Freeman, Shannon Denise Reichl.

**28327 FY2012 BUDGET REVIEW AND ADOPTION OF A PROPOSED BUDGET, ACTION MAY FOLLOW**

Dee Dee Baen Human Resources Director spoke of the upcoming topics that will be discussed by Abel Velasquez Safety Specialist and Shari Miller Title Compensation Analyst. Ms. Baen spoke of money that wasn't placed in the budget that HR would oversee for temporary help in small offices. Last year \$10,000 was budgeted, and HR is requesting the Court's consideration. Ms. Baen spoke of Customer Service training. One is for employees and one is for Department Heads. Bids were taken for 6 sessions, which would include four sessions for employees and two sessions for Department Heads.

Abel Velasquez Safety Specialist spoke of vaccines for employees. He spoke of the amount needed for vaccines for current employees - \$23,000. Mr. Velasquez spoke of conversations he had with Director of Personal Health to come up with amount. The Sheriff and Road Department currently have Safety Budgets. Mr. Velasquez spoke of the Industrial Hygiene survey. Survey of different mechanisms in each department, such as hearing and air quality. Amount needed for the Industrial Hygiene is \$14,478.

Shari Miller Compensation Analyst of the Human Resources Department gave a powerpoint presentation. The powerpoint was on salary studies. The 2008 Market Survey identified new entities, such as the university, cities, state, and schools that have similar types of jobs. Prior to 2008 there were quite a few issues. Department Heads were requesting re-grades to give increases to current staff.

Constable Pct 1 David Peterson requested hiring a Part-time Deputy Constable for Precinct 1 at 20-hours per week and he is requesting this become effective immediately and this would become a permanent part-time position. This Deputy would be required to report to Commissioner's Court every Tuesday and when called upon for special functions. The Deputy would secure the Courthouse and enforce 2 hour parking. The Deputy would also assist in other areas including civil process, warrants, money pick-up and community assistance. **A motion was made by Commissioner Conley, seconded by Commissioner Jones to suspend item until a later time. All voting "Aye". MOTION PASSED**

Court recessed until August 17, 2011 at 1:30 p.m.



Court reconvened on August 17, 2011 at 1:30 pm.

Mark Key of the Hays Trinity Groundwater Conservation District made a public comment. The court is proposing these additions to the County Judge's proposed budget.

JP 3 – Travel - \$200  
 E/O Salary increase - \$ 0  
 Part-time clerk to 30 hours - \$0  
 COLA for Staff - \$0  
 Office Supplies - (\$400)  
Constable Pct. 3 - reserve deputy - Hand held radio-Eqpt Lease in Co Wide - \$360  
 Part-time deputy - 24 hrs per wk - \$ 0  
 Body armor - if new position approve -\$0  
 Hand held radio – if new position approve - \$0  
 Taser – if new position approve - \$0  
Development Services- GIS - \$0  
Sheriff Office – re-grade ECO's to 109 - \$23,897  
 SO – re-grade Lead ECO to 111 - \$206  
 SO – re-grade ECO Sprvsr to 113 - \$784  
 Reduce Jail contract detention - (\$80,000)  
 Remove 2 SRO positions – 25% - CO (\$31,041)  
 Reduce Holiday O/T & Reg O/T – (60,000) SO & Jail  
ESD Dispatch - 5 ECO's - \$126,510  
 ESD Dispatch – regrade ECO's to 109 - \$25,155  
Constable Pct. 4 – Books & Periodicals - \$300  
 Vehicle - \$0  
 Vehicle equipment - \$0  
 Vehicle Maint & Repair - \$2,605  
 COLA for staff - \$0  
 Contract services - \$0  
 CCL 2 – Increase office supplies – from Compliance budget - \$200  
 Increase postage – from Compliance budget - \$500  
Transfer Station- Equipment Lease – reduce maint by 3K - \$1,500  
Information Technology – Sheriff – Jail – 3 laptops – (\$3,600) – transfer from other office  
 Auditor – laptop – (\$1,200)  
 Co Clerk – computer (civil workstation) – (\$850)  
 Dev Svcs-GIS-4 computers – (\$10,000)  
 DA-10 computers – (\$8,500)  
 District Court – 4 computers (\$3,400)  
 District Court – 4 computers (\$4,800)  
 District Court – 4 computers ( \$1,600)  
 Extension-computer – (\$850)  
 Govt Ctr Security – computers (2,500)  
 Sheriff – 15 training laptops (\$9000)  
 Sheriff Jail – 3 laptops (\$3,600)  
 Increase software maintenance- \$7,300  
 HR Next Gen - \$2,650  
Government Center – Remove Holiday O/T (\$1,900)  
 Reduce O/T – (\$7,100)  
 Add Law Enforcement Supplies - \$3,000  
 Decrease office supplies – (\$3,800)  
 Increasing continuing education – (\$2,500)  
 Add photo supplies & processing - \$0  
 Add fuel - \$0  
 Add miscellaneous expense - \$0  
 Add vehicle maintenance & repair - \$0  
 Increase uniforms - \$700  
 Add telephone expense - \$0  
 Increase continuing education – (\$2,500)  
District Attorney – Increase 2 Attorney's salaries - \$4,976  
 Increase witness reimbursement – Capital murder trail - increase contingencies - \$7,000  
 Increase expert witness – Capital murder trail – increase contingencies - \$25,000  
Constable Pct. 2 – Deputy – FTE -\$0  
 Increase longevity – error in current calculation -\$615  
 Civic Center - Fork Lift - Commissioners Court requested list of events  
 District Court – Jury Expense - \$32,000  
 Tax Office – software - \$600  
 Reduce Equipment Lease - (\$3,000)  
 Human Resources – Safety Programs – policy- \$0  
 Customer Service training - \$0  
 Sheriff – Increase ALERRT revenue – (\$1,094)



HAYS COUNTY COMMISSIONERS' COURT MINUTES



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Increase worker's comp insurance – \$400  
 Decrease TCATTF expenses – (\$16,932)  
 Dev Services – GIS – CAPCOG 911- decrease revenue - \$20,108  
 Remove temp personnel – (\$4,500)  
 Admin II to GIS Technican - \$0  
 Juvenile Probation – Increase TJPC-C & expense - \$0  
 Decrease TJPC - M expense – (\$2,704)  
 Decrease TJPC - J revenue - \$21,152  
 Increase TJPC - A revenue – (\$485,690)  
 Increase TJPC - A revenue – (\$414,993)  
 Decrease TJPC - Z,Y,F,O,X,H, revenue - \$444,486  
 Remove TJPC - Z,Y,F,O,X,H expense – (\$611,612)  
 Increase Juv Prob Op - salaries - \$166,545  
 Increase Juv Prob Op - fica/ret - \$30,711  
 Increase Juv Prob Op - ins \$31,052  
 Reduce Juv Prob Op - contract det – (\$20,000)  
 Reduce Juv Prob Op – supplies – (\$5,000)  
 Reduce Juv Prob Op – phone - (\$9,700)  
 Reduce Juv Prob Op – fuel - (\$5,000)  
 Increase Juv Prob Op – printing - \$200  
 Increase Juv Prob Op – cont ed - \$2,200  
 Constable Pct. 1- part time deputy - \$0  
 Dev Services – Budget re-grades approved in Commissioners Court 8/16/11 - \$7,716  
 Reduce continuing ed - (\$3,716)  
 Reduce contract services - (\$2,000)  
 Reduce vehicle maint - (\$1,000)  
 Reduce telephone - (\$1,840)  
 Add phone allowance - \$420  
 Extension office – reduce full time Admin 1-24 hrs wk (\$20,693)  
 County Wide – Reduce Transfer of Funds – Courthouse Security & P Health Fund – (\$77,620)  
 Reduce membership fees – Remove Clean Air Force membership – (\$23,187)  
 Contingencies – reduce Emp App allocation – (\$5,000)  
 Salary Adjustments - H/R requested for temp help & hire above min - \$2,000  
 Decrease Insurance Benefits – (\$30,906)  
 District Court – Re-establish District Judge's stipends - \$13,832  
 Road & Bridge Fund – Rollover precinct project - \$1,933,071  
 Bail Bond Fund – Extend temp P/T admin asst - \$5,906  
 Courthouse Security Fund- CCL 2 - Remove Security Specialists – (\$21,551)  
 Remove Security Specialist – (\$24,164)  
 Personal Health – Increase Travel - \$0  
 Admin Asst re-grades \$ 8,425  
 Personal Health Grant Budgets – Increase DSHS Immunization PI – grant budget - (\$15,000)  
 Increase DSHS Immunization exp - grant budget - \$75,029  
 Increase DSHS RLSS revenue - grant budget - (\$51,463)  
 Decrease DSHS RLSS expense - grant budget - (\$2,522)  
 Decrease DSHS BT revenue - grant budget - (\$2,902)  
 Increase DSHS BT expense - grant budget - \$2,565  
 Decrease DSHS Title V expense - grant budget - (\$52,151)  
 Increase P Health Op-salaries - grant budget - \$5,837  
 Increase P Health Op-fica/ret- grant budget - \$1,000  
 Increase P Health Op-insurance - grant budget - \$7,703  
 County Clerk – plat cabinet – records mgmt. fund - \$6,000  
 Social Services – Crimestopper - \$1,250  
 CERT - \$3,812  
 Community Action - \$4,250  
 Wimberley Srs. - \$2,500  
 Greater SM Srs. - \$750  
 Kyle Area Srs.- \$2,500  
 Hill Country Srs. - \$5,625  
 Onion Creek Srs. - \$2,500  
 Combined Comm. Action - \$3,250  
 Food Bank - \$6,250  
 Hays Caldwell Council on A & D - \$4,375  
 Women's Center - \$12,500  
 Scheib - \$7,500  
 Southside - \$6,250  
 Youth Shelter - \$9,188  
 CASA - \$4,625  
 Big Brothers, Big Sisters - \$1,313  
 Nostros La Gente - \$ 1,250  
 SM/ Hays EMS - \$87,500  
 CARTS \$5,000  
 Addtl Social Service – National Ctr for Farmworker Health –Breast Cancer Awareness- \$0  
 National Ctr for Farmworker Health - Healthy Communities Collaborative - \$0  
 Dispute Resolution Center – FY 2012 start up funds - \$15,000 final year  
 LCRA Fund- Lower Guadalup River Authority – GBRA Basin Study- \$ 11,750  
 Hays Trinity Groundwater Consv - \$6,250



HAYS COUNTY COMMISSIONERS' COURT MINUTES



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AUGUST 16, 2011

Conley proposed that up to \$100,000 come out of reserves for planning of 911 Dispatch Center. A motion was made by Commissioner Conley seconded by Commissioner Whisenant to earmark \$100,000 out of Reserves for planning of 911 Dispatch Center. All voting "Aye". MOTION PASSED

**28328 ORGANIZATION OF THE DEVELOPMENT SERVICES DEPARTMENT; PURSUANT TO OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE 551.074, COMMISSIONERS COURT MAY CONVENE TO EXECUTIVE SESSION TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT AND DUTIES OF INDIVIDUAL EMPLOYEES OF DEVELOPMENT SERVICES**

Court convened into closed executive session at 12:47 pm and reconvened into open meeting at 1:12 p.m. In attendance were Commissioner Ingalsbe, Commissioner Jones, Commissioner Whisenant, Commissioner Conley, Judge Cobb, Special Counsel Mark Kennedy, Lon Shell, Clint Garza, and Shari Miller. A motion was made by Commissioner Conley, seconded by Commissioner Whisenant to instruct HR to change the official title of a Floodplain Administrator to Chief Environmental Health Specialist/Floodplain Administrator, and to instruct HR to re-grade the Environmental Health Specialist II position to the 112 salary range, to instruct HR to re-title Danielle Donnelly, Eric Vangaasbeek, April Porter and Corrie Smith to Environmental Health Specialist I in the 111 salary range, make an exception to county policy regarding posting and promotion and promote Tom Pope to Chief Environmental Health Specialist/Floodplain Administrator in the 113 salary range, make an exception to county policy regarding posting and promotion and promote Bob Pratt to Environmental Health Specialist II in the 112 salary range and grant a one-time 6% increase to current salary to Tom Pope and Bob Pratt. All voting "Aye". MOTION PASSED

**ACTION RELATED TO THE BURN BAN AND/OR DISASTER DECLARATION**

At this time the Burn Ban will remain in effect.

**Clerk's Note Agenda Item #36 RE:** DISCUSSION OF ISSUES RELATED TO PROPOSED CAPITAL CONSTRUCTION PROJECTS IN HAYS COUNTY, INCLUDING BUT NOT LIMITED TO THE GOVERNMENT CENTER; PRECINCT OFFICES; RESOURCES PROTECTION TRANSPORTATION AND PLANNING DEPARTMENT; AND SPACE NEEDS PROJECTIONS FOR THE HAYS COUNTY JAIL AND RELATED CRIMINAL JUSTICE ANALYSIS - was pulled

**DISCUSSION OF ISSUES RELATED TO THE ROAD BOND PROJECTS, INCLUDING UPDATES FROM MIKE WEAVER, PRIME STRATEGIES AND JEFF CURREN, HDR**

Jeff Watson standing in for Mike Weaver gave a brief updated on Road Bond Projects. FM 1626 Southern Section - Klotz, FM 1626 Northern Section (FM 967 to Brodie Lane) - Jacobs, FM 110 (IH 35 to SH 123) - S&B Infrastructure, US 290 (Nutty Brown Rd to Trautwein Rd) - Construction COMPLETE, IH 35 Phase I (FM 2001 to FM 1626 & Kyle Crossing /CR 210 Overpass), IH 35 Phase IIA (RM 150 Realignment) - URS, IH 35 Phase IIB (FM 1626 to Yarrington) - CP&Y, FM 2001 (Frontage Road Connector) - Construction COMPLETE.

**Clerk's Note Agenda Item #38 RE:** DISCUSSION AND POSSIBLE ACTION TO APPROVE HIRING, TRANSFER AND/OR PROMOTION OF VACANT POSITION(S). THE INTENT OF THE STANDING AGENDA ITEM IS TO RECOGNIZE DEADLINE RESTRAINTS AND REMOVE BARRIERS OR BOTTLENECKS FOR HIRING MANAGERS WHEN PRESENTING TO COMMISSIONERS COURT KEY POSITIONS THEY FEEL ARE NEEDED TO BE FILLED-was pulled

**Clerk's Note Agenda Item #39 RE:** DISCUSSION OF MATERIAL RELATING TO THE HAYS COUNTY WATER AND SEWER AUTHORITY AND/OR THE LCRA DIVESTITURE - was pulled

A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to adjourn court.

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I, LIZ Q. GONZALEZ, COUNTY CLERK and EXOFFICIO CLERK OF THE COMMISSIONERS' COURT, do hereby certify that the foregoing contains a true and accurate record of the proceedings had by the Hays County Commissioners' Court on August 16, 2011.

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LIZ Q GONZALEZ, COUNTY CLERK AND EXOFFICIO  
CLERK OF THE COMMISSIONERS' COURT OF  
HAYS COUNTY, TEXAS



