

HAYS COUNTY COMMISSIONERS' COURT MINUTES



STATE OF TEXAS *
COUNTY OF HAYS *

ON THIS THE 20TH DAY OF MARCH A.D., 2018, THE COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, MET IN REGULAR MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:

| | |
|--------------------------|----------------------|
| DEBBIE GONZALES INGALSBE | COMMISSIONER, PCT. 1 |
| MARK JONES | COMMISSIONER, PCT. 2 |
| LON A. SHELL | COMMISSIONER, PCT. 3 |
| RAY O. WHISENANT JR. | COMMISSIONER, PCT. 4 |
| LIZ Q. GONZALEZ | COUNTY CLERK |

WITH COUNTY JUDGE, ALBERT H. COBB, JR., BEING ABSENT AND THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:

Pastor Esperanza Baltazar Ramirez of El Buen Pastor UMC gave the invocation. Commissioner Ingalsbe led the court in the Pledge of Allegiance to the United States and Texas flags. Commissioner Ingalsbe called the meeting to order.

PUBLIC COMMENTS

Dan Lyon, San Marcos resident, Harvey Jenkins, San Marcos resident, and Rodrigo Amaya, San Marcos resident, made public comments.

33446A ADOPT A PROCLAMATION DECLARING MARCH 24, 2018 AS WORLD TB DAY

Iris Barrera, RN, Hays County Personal Health Department and Hortencia Perez, MA, spoke. A motion was made by Commissioner Ingalsbe, seconded by Commissioner Jones to adopt a Proclamation declaring March 24, 2018 as World TB Day. All present voting "Aye". MOTION PASSED

PRESENTATION BY THE COMMUNITY SUPERVISION & CORRECTIONS DEPARTMENT (CSCD) RELATED TO THE HAYS COUNTY 2017 HAYS COUNTY PRE-TRIAL BOND PROGRAM

Jason Facundo, Pre-Trial Officer, Hays County CSCD, spoke. The Hays County Pre-Trial Bond Program has released a total of 123 inmates from Hays County Jail from 1/1/2017 – 12/31/2017, and placed them on Pre-Trial Bond Supervision. Of the 123 inmates, 87 were released via the Pre-Trial Bond Officer through the screening process, which includes an interview at the jail, Background investigation, staffing process and providing a Pre-Trial Packet to the Magistrate/Justice of the Peace for approval. 36 of the 123 Pre-Trial Bond clients were court ordered to Pre-Trial Bond Supervision by District Court Judges as a condition of bond. Of the 123 clients, 111 were charged with Felonies and 12 were charged with both Misdemeanor and Felony offenses. During the 12-month period, the Pre-Trial Bond Program has been in operation it has averaged 10 bonds per month.

33447A APPROVE PAYMENTS OF COUNTY INVOICES

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve payments of County invoices for week ending 3/13/2018 in the amount of \$16,359.63 (Ratify) and for week ending 3/20/2018 in the amount of \$932,729.27 as presented by the County Auditor. All present voting "Aye". MOTION PASSED

33448A APPROVE PAYMENTS OF JUROR CHECKS

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve payments of Juror checks in the amount of \$3,106.00 as presented by the County Auditor. All present voting "Aye". MOTION PASSED

33449A APPROVE THE PAYMENT OF HUMANA AND UNITED HEALTHCARE CLAIMS

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve the payment of Humana claims in the amount of \$64,295.41 and United Healthcare claims in the amount of \$87,657.81 as presented by the County Auditor. All present voting "Aye". MOTION PASSED



33450A APPROVE COMMISSIONERS COURT MINUTES OF MARCH 6, 2018

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve Commissioners Court Minutes of March 6, 2018 as presented by the County Clerk. All present voting "Aye". MOTION PASSED

33451A APPROVE SPECIFICATIONS FOR RFP 2018-P04 WEBSITE REDESIGN AND AUTHORIZE PURCHASING MANAGER TO SOLICIT FOR PROPOSALS AND ADVERTISE

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve specifications for RFP 2018-P04 Website Redesign and authorize Purchasing Manager to solicit for proposals and advertise. All present voting "Aye". MOTION PASSED

33452A APPROVE SPECIFICATIONS FOR RFQ 2018-P12 UTILITY COORDINATOR FOR THE 2016 ROAD BOND PROGRAM AND OTHER COUNTY TRANSPORTATION DEPARTMENT PROJECTS AND AUTHORIZE PURCHASING MANAGER TO SOLICIT FOR QUALIFICATIONS AND ADVERTISE

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve specifications for RFQ 2018-P12 Utility Coordinator for the 2016 Road Bond Program and other County Transportation Department projects and authorize Purchasing Manager to solicit for qualifications and advertise. All present voting "Aye". MOTION PASSED

33453A APPROVE RENEWAL OF IFB 2017-B03 CEMETERY MAINTENANCE WITH GREATER TEXAS LANDSCAPE SERVICES FOR ONE (1) ADDITIONAL YEAR AS STATED IN THE ORIGINAL BID

All terms and conditions remain unchanged and in full force and effect as stated in the original bid. A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to approve renewal of IFB 2017-B03 Cemetery Maintenance with Greater Texas Landscape Services for one (1) additional year as stated in the original bid. All present voting "Aye". MOTION PASSED

33454A APPROVAL TO AWARD RFP 2018-P10 FOR COUNTYWIDE ELECTRICAL SERVICES TO CT ELECTRIC AS A PRIMARY CONTRACTOR AND TED BREIHAN AS A SECONDARY CONTRACTOR AND AUTHORIZE THE EXECUTION OF ALL CONTRACT DOCUMENTS

Purchasing received 5 proposals from Ted Breihan Electric Company, CT Electric, Marathon Management Resource Group, Environmental Lighting Service and TD Industries. After evaluation and scoring of the proposals by staff, it is recommended that contract award be made to CT Electric as a primary contractor and Ted Breihan Electric as a secondary contractor. A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to award RFP 2018-P10 for Countywide Electrical Services to CT Electric as a primary contractor and Ted Breihan as a secondary contractor and authorize the execution of all contract documents. All present voting "Aye". MOTION PASSED

33455A APPROVE UTILITY PERMITS

Permit Road Name Utility 1066 Crystal Hill Drive (Goldenwood West subd.) PEC (electric line) 1067 Honeycomb Circle (Sierra West subd.) R&B Ventures/Aqua (water line). A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to approve Utility Permits # 1066 Crystal Hill Drove (Golden West Subd.) issued to PEC (electric line) and Permit # 1067 Honeycomb Circle (Sierra West Subd.) issued to R&B Ventures/Aqua (water line). All present voting "Aye". MOTION PASSED

33456A RATIFY AN INCREASE TO CHANGE ORDER NO. 26 BETWEEN HAYS COUNTY AND WOOD AND THOMASON CONSTRUCTION, LP FOR INSTALLATION OF COUNTER TOPS AND MILLWORK AT THE COUNTY CLERK PRECINCT 3 SUBSTATION

On 10/24/17 the Commissioner's Court authorized a Change Order for \$3,460 for a countertop and millwork needed in the County Clerk's Office at the Precinct 3 facility. Changes to the layout were requested, which resulted in additional materials and labor. The work was completed and additional funds are needed to close out the vendor contract. Funds are available in County Wide misc. capital improvements for unspecified projects that were budgeted during the FY 2018 budget process. A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to ratify an Increase to Change Order No. 26 between Hays County and Wood and Thomason Construction, LP for installation of counter tops and millwork at the County Clerk Precinct 3 substation. All present voting "Aye". MOTION PASSED



33457A AUTHORIZE THE DISTRICT ATTORNEY'S OFFICE TO PURCHASE ONE NEW BULLET PROOF VEST FOR AN INVESTIGATOR POSITION AND AMEND THE BUDGET ACCORDINGLY

The District Attorney has one new hire approved during the FY18 budget process that requires a fitted Bullet Proof Vest for officer safety. Bullet Proof Vests are fitted per specific measurements of the officer. Potential funding source Co-Wide contingencies. Budget Amendment: Decrease County Wide Contingencies 001-645-00.5399 Increase DOJ BPV Grant LE Eqpt .5717_400. **A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to authorize the District Attorney's Office to purchase one new Bullet Proof Vest for an Investigator position and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

33458A AUTHORIZE THE PARKS DEPARTMENT TO ACCEPT A PROPOSAL FROM AMERICAN YOUTHWORKS, TEXAS CONSERVATION CORPS RELATED TO THE CONSTRUCTION OF PRIMITIVE TRAILS AT DAHLSTROM PUBLIC ACCESS AREA

The Dahlstrom Public Access Area will include 3.2 miles of natural tread primitive trails. The mission of American YouthWorks is to provide young people with opportunities to build careers, strengthen communities, and improve the environment through education, on-the-job training, and service to others. This project will meet one of the needed grant elements utilizing grant funds received from the Texas Parks & Wildlife Department. **A motion was made by Commissioner Jones, seconded by Commissioner Shell to authorize the Parks Department to accept a Proposal from American YouthWorks, Texas Conservation Corps related to the construction of primitive trails at Dahlstrom Public Access Area. All present voting "Aye". MOTION PASSED**

33459A RATIFY THE EXECUTION OF THE INTERNAL COMPLIANCE PROGRAM CERTIFICATION AS IT RELATES TO FUTURE GRANT APPLICATIONS THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION

The Internal Compliance Program Certificate through the Texas Department of Transportation requires all subgrantees to be approved through prior to grant execution. **A motion was made by Commissioner Jones, seconded by Commissioner Shell to ratify the execution of the Internal Compliance Program Certification as it relates to future grant applications through the Texas Department of Transportation. All present voting "Aye". MOTION PASSED**

33460A AUTHORIZE THE TRANSPORTATION DEPARTMENT TO ACCEPT ROAD-BUILDING MATERIALS VALUED AT \$33,829 FROM THE TEXAS DEPARTMENT OF TRANSPORTATION THROUGH THE 2018 TXDOT SURPLUS PROGRAM AND AMEND THE BUDGET ACCORDINGLY

The Transportation Department will receive road-building materials offered to Hays County by the State through the 2018 TxDOT Surplus Program. The Transportation Director has requested Vulcan Type D trap rock material which is used for cold-mix totaling approximately 545 tons. These donated materials are for use on any county maintained roadway. Attachment: TxDot Surplus Program Purchase Order Budget Amendment: Increase Contributions .4610 Increase Road Materials .5351. **A motion was made by Commissioner Jones, seconded by Commissioner Shell to authorize the Transportation Department to accept road-building materials valued at \$33,829 from the Texas Department of Transportation through the 2018 TxDot Surplus Program and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

33461A AUTHORIZE THE EXECUTION OF AN APPLICATION FOR RECDESK/GOVTPORTAL FOR A RESERVATION AND PAYMENT SYSTEM FOR JACOB'S WELL NATURAL AREA & THE GAY RUBY DAHLSTROM NATURE PRESERVE

RecDesk is an online reservation and payment system that allows for pre-payment of swimming reservations by credit card at Jacob's Well Natural Area during the summer swim season (May 1- September 30). In conjunction with RecDesk, the credit cards will be processed by GovtPortal payment system. Implementing this new system will reduce transaction time at the gate and provide an online reporting system that can be reconciled with reservations and payments received. Refunds or rainchecks will not be issued under this new system. Language will be included on the site alerting visitors to this new policy prior to finalizing their payment for reservation. The cost of this system is the same as the current system utilized; therefore funds are available in the Parks Department budget. Additionally, the County Wide Operations Director is requesting an exemption from the purchasing policy requiring three written quotes due to the technology requirements needed for this system. **A motion was made by Commissioner Jones, seconded by Commissioner Shell to authorize the execution of an application for RecDesk/GovtPortal for a reservation and payment system for Jacob's Well Natural Area & the Gay Ruby Dahlstrom Nature Preserve. All present voting "Aye". MOTION PASSED**



33462A AUTHORIZE THE LAW LIBRARY TO PURCHASE A DUTCH DOOR FOR THE LAW LIBRARIAN'S OFFICE LOCATED AT THE GOVERNMENT CENTER AND AMEND THE BUDGET ACCORDINGLY

Clint Garza, Director of Countywide Operations spoke. The Law Librarian requested the purchase of a Dutch door for the office located inside the Law Library at the Government Center. This particular door will allow the Librarian to communicate with the public while also providing some boundaries in who has access to the interior of her office space. Funds are available in the County Records Preservation operating budget to fund this request. Budget Amendment: Increase Misc. Capital Improvements_Operating - .5741_400 Decrease Contract Services - .5448. **A motion was made by Commissioner Jones, seconded by Commissioner Shell to authorize the Law Library to purchase a Dutch door for the Law Librarian's Office located at the Government Center with money coming out of Records Preservation moved out of Building Maintenance & Repair and into Misc. Capital Improvement Op. and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

33463A APPROVE THE SELECTION OF HALFF AND ASSOCIATES, INC. FOR ENGINEERING SERVICES RELATED TO DRAINAGE ISSUES IN THE LEISUREWOODS, COVES OF CIMARRON, CIMARRON PARK, AND OXBOW TRAILS SUBDIVISIONS LOCATED IN PRECINCT 2; AUTHORIZE STAFF TO NEGOTIATE SCOPE, FEE, AND A CONTRACT FOR CONSIDERATION BY COMMISSIONERS COURT

Half Associates, Inc., will develop a 2-Dimensional model of the Leisurewoods, Coves of Cimarron, Cimarron Park, and Oxbow Trails neighborhood. During the FEMA physical map revision for the Austin-Travis Lakes Basin, the riverine floodplains along the Little Bear Creek Tributary 1A and Garlic Creek Tributary 1 were revised. There appears to be some riverine flooding from these creeks, however the main drainage issues in these neighborhoods result from inadequate localized drainage networks. A 2D analysis is recommended to capture the dynamic nature of overland flows that traditional hydrologic and hydraulic models do not capture. The analysis will identify the areas of risk and propose mitigation projects to reduce the risk. This analysis will also be utilized for future grant opportunities including the Hazard Mitigation Grant Program. **A motion was made by Commissioner Whisenant, seconded by Commissioner Shell to approve the selection of Half and Associates, Inc. for engineering services related to drainage issues in the Leisurewoods, Coves of Cimarron, Cimarron Park, and Oxbow Trails subdivisions located in Precinct 2; authorize staff to negotiate scope, fee, and a contract for consideration by Commissioners Court. All present voting "Aye". MOTION PASSED**

33464A AUTHORIZE OUT OF STATE TRAVEL ON MARCH 20-21, 2018 FOR LT. JOE FAULKNER FOR THE INSPECTION AND ACCEPTANCE OF AN ARMORED PERSONNEL VEHICLE IN PITTSFIELD, MA AND AMEND THE BUDGET ACCORDINGLY

Rodrigo Amaya, San Marcos resident, Harvey Jenkins, San Marcos resident, Clint Garza, Director of Countywide Operations, Dan Lyon, San Marcos resident and Capt. Mark Cumberland spoke. In 2016, the county accepted a grant of \$294,150.00 for specialized equipment and at this time the equipment is now ready to be inspected and accepted. This vehicle will be used in emergency situations where an active threat is present that could endanger responders and will provide a level of safety for personnel and potential victims. The Sheriff has authorized funding for travel arrangements utilizing Sheriff Drug Forfeiture Funds. There was not match associated with the grant application. Budget Amendment 053-618-00.5391 Miscellaneous (\$850.00) 053-618-00.5501 Travel Fees \$850.00. **A motion was made by Commissioner Whisenant, seconded by Commissioner Shell to authorize out of state travel on March 20-21, 2018 for Lt. Joe Faulkner for the inspection and acceptance of an armored personnel vehicle in Pittsfield, MA and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

33465A ACCEPT THE DELIVERY OF THE COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) STATEMENT OF FINANCIAL POSITION FOR THE FISCAL YEAR ENDING ON AUGUST 31, 2017 FOR FILING WITH THE HAYS COUNTY COMMISSIONERS COURT PURSUANT TO LOCAL GOVERNMENT CODE, SECTION 140.004 AND THE TEXAS DEPARTMENT OF CRIMINAL JUSTICE-COMMUNITY JUSTICE ASSISTANCE DIVERSIONS FINANCIAL MANAGEMENT MANUAL

Marisol Villarreal-Alonzo, Hays County Auditor spoke. **A motion was made by Commissioner Whisenant, seconded by Commissioner Shell to accept the delivery of the Community Supervision and Corrections Department (CSCD) Statement of Financial Position for the Fiscal Year ending on August 31, 2017 for filing with the Hays County Commissioners Court pursuant to Local Government Code, Section 140.004 and the Texas Department of Criminal Justice-Community Justice Assistance Diversions Financial Management Manual. All present voting "Aye". MOTION PASSED**



33466A RENAME THE PRIVATE ROAD GWENDOLYN'S TRAIL TO GWENDOLYN TRAIL AND AMEND THE LOCATION OF THE NAMES GWENDOLYN TRAIL AND EMMA ELLIS WAY

A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to rename the private road Gwendolyn's Trail to Gwendolyn Trail and amend the location of the names Gwendolyn Trail and Emma Ellis Way. All present voting "Aye". MOTION PASSED

33467A ACCEPT PERFORMANCE BOND NO.1155049 FOR STREET AND DRAINAGE IMPROVEMENTS FOR CALITERRA SUBDIVISION PHASE 2 SECTION 8 IN THE AMOUNT OF \$84,080.96

Hays County Engineer, Jerry Borchering gave staff recommendation. Caliterra Phase 2, Section 8 is a proposed 92 lot portion, across 57.1 acres, in the master planned Caliterra Subdivision. Water and wastewater services will be provided by the City of Dripping Springs. The final plat for the Caliterra Phase 2, Section 8 has been reviewed under the Interlocal Cooperation Agreement with the City of Dripping Springs and have been approved by County staff. While the plat has been approved administratively, formal acceptance of fiscal surety is required by Commissioners Court action. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to accept Performance Bond No.1155049 for street and drainage improvements for Caliterra Subdivision Phase 2 Section 8 in the amount of \$84,080.96. All present voting "Aye". MOTION PASSED**

33468A SUB-952; REPLAT OF LOT 5, CLEAVES ACRES, UNIT TWO SUBDIVISION (2 LOTS) APPROVE FINAL PLAT; HOLD PUBLIC HEARING

Commissioner Ingalsbe opened the public hearing. No Public input was received. Commissioner Ingalsbe closed the public hearing. Caitlyn Strickland, Hays County Planner gave staff recommendation. Cleaves Acres, Unit Two Subdivision is a recorded subdivision located off of Sachtleben Road in Precinct 3. The proposed replat will divide the original 5.00 acre Lot 5 tract into two tracts. Water service will be provided by private well. Wastewater treatment will be accomplished by individual advanced on-site sewage facilities. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve final plat of SUB-952 Replat of Lot 5, Cleaves Acres, Unit Two Subdivision (2 Lots). All present voting "Aye". MOTION PASSED**

33469A SUB-990; MEDLIN CREEK RANCH PHASE 5 (3 LOTS) APPROVE FINAL PLAT

Caitlyn Strickland, Hays County Planner gave staff recommendation. The proposed Medlin Creek Ranch Phase 5 is a proposed 3 lot subdivision located off of Barton Bend Road in Precinct 4. The subdivision will be served by individual water wells and rainwater collection. Wastewater treatment will be accomplished by individual on-site sewage facilities. **A motion was made by Commissioner Whisenant, seconded by Commissioner Shell to approve final plat of SUB-990 Medlin Creek Ranch Phase 5 (3 Lots). All present voting "Aye". MOTION PASSED**

33470A SUB-979; DELLANA SUBDIVISION (2 LOTS) APPROVE THE PRELIMINARY PLAN

Caitlyn Strickland, Hays County Planner gave staff recommendation. Dellana is a proposed 2 lot subdivision located along Mt Sharp Rd. in PCT 4. Water service will be provided by private wells and wastewater service will be accomplished by individual OSSFs. **A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to approve preliminary plan of SUB-979 Dellana Subdivision (2 Lots). All present voting "Aye". MOTION PASSED**

33471A CALL FOR A PUBLIC HEARING ON APRIL 3RD, 2018 TO DISCUSS FINAL PLAT APPROVAL OF THE REPLAT OF LOT 14, HIGHLANDS SECTION A SUBDIVISION

Highlands Section A Subdivision is a recorded subdivision located off of Alpine Trail in Precinct 4. The proposed re-plat will divide the original 15.19 acre Lot 14 tract into two tracts. Water service will be provided by private wells and rainwater collection. Wastewater treatment will be accomplished by individual on-site sewage facilities. **A motion was made by Commissioner Whisenant, seconded by Commissioner Shell to Call for a public hearing on April 3rd, 2018 to discuss final plat approval of the Replat of Lot 14, Highlands Section A Subdivision. All present voting "Aye". MOTION PASSED**

33472A HOLD A PUBLIC HEARING REGARDING PROPOSED ASSESSMENTS AGAINST THE ASSESSABLE PROPERTY LOCATED IN THE LA CIMA PUBLIC IMPROVEMENT DISTRICT, NEIGHBORHOOD IMPROVEMENT AREA #1, PURSUANT TO THE PROVISIONS OF CHAPTER 371 OF THE TEXAS LOCAL GOVERNMENT CODE

Commissioner Ingalsbe opened the public hearing. John Schneider of P3 Works, Dan Lyon, San Marcos resident, and General Counsel, Mark Kennedy spoke. Commissioner Ingalsbe closed the public hearing. In 2015, the Court approved a service and assessment plan and has updated in subsequent years as well as

HAYS COUNTY COMMISSIONERS' COURT MINUTES



levied special assessments to finance improvements constructed within the district. This update will add neighborhood improvement area #1, authorize improvements in neighborhood improvement area #1, and levy assessments within neighborhood area #1. Because this results in a modification of the assessments, it requires a Public Hearing (and Notice), just as was done for the Initial Assessment Roll and accompanying documents. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve an Order of the Commissioners Court of Hays County, Texas (1) Accepting and approving a Service and Assessment Plan and Assessment Roll for the La Cima Public Improvement District; (2) Making a finding of Special Benefit to the property in the district, and particularly in Neighborhood Improvement Area #1; (3) Levying Special Assessments against Property with the District, and particularly in Neighborhood Improvement Area #1, and establishing a Lien on such property; (4) Providing for payment of the Special Assessment in accordance with Chapter 372, Texas Local Government Code, as amended; (5) Providing for the Method of Assessment and the payment of the Special Assessment, providing for Penalties and Interest on Delinquent Special Assessments and providing an effective date as presented in Open Court and/or during public hearing held on March 20, 2018. All present voting "Aye". MOTION PASSED**

33473A APPROVE A REIMBURSEMENT AGREEMENT NEIGHBORHOOD IMPROVEMENT AREA #1 - PHASE 1 - SECTION 1 BETWEEN HAYS COUNTY AND LA CIMA SAN MARCOS, LLC

General Counsel, Mark Kennedy spoke. The La Cima Public Improvement District ("PID") was created pursuant to Chapter 372, Texas Local Government Code on September 23, 2014 to finance certain public improvement projects ("Authorized Improvements") for the benefit of the property within the PID. This is an agreement between the County and the Developer, in which the Developer agrees to construct the Authorized Improvements and to fund certain Actual Costs of the Authorized Improvements and the County agrees to (i) pay directly or reimburse the Developer for Actual Costs of an Authorized Improvement from the proceeds of PID Bonds in accordance with the Act, this NIA #1 SAP Update and the applicable Indenture, and (ii) reimburse the Owner for Actual Costs of an Authorized Improvement not paid by proceeds of PID Bonds solely from the revenue collected from Special Assessments, including Annual Installments, not pledged to the payment of PID Bonds. **A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to approve a Reimbursement Agreement Neighborhood Improvement Area #1 - Phase 1 - Section 1 between Hays County and La Cima San Marcos, LLC. All present voting "Aye". MOTION PASSED**

33474A APPROVE A REIMBURSEMENT AGREEMENT NEIGHBORHOOD IMPROVEMENT AREA #1 - PHASE 1 - SECTION 2 BETWEEN HAYS COUNTY AND LA CIMA SAN MARCOS, LLC

The La Cima Public Improvement District ("PID") was created pursuant to Chapter 372, Texas Local Government Code on September 23, 2014 to finance certain public improvement projects ("Authorized Improvements") for the benefit of the property within the PID. This is an agreement between the County and the Developer, in which the Developer agrees to construct the Authorized Improvements and to fund certain Actual Costs of the Authorized Improvements and the County agrees to (i) pay directly or reimburse the Developer for Actual Costs of an Authorized Improvement from the proceeds of PID Bonds in accordance with the Act, this NIA #1 SAP Update and the applicable Indenture, and (ii) reimburse the Owner for Actual Costs of an Authorized Improvement not paid by proceeds of PID Bonds solely from the revenue collected from Special Assessments, including Annual Installments, not pledged to the payment of PID Bonds. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve a Reimbursement Agreement Neighborhood Improvement Area #1 - Phase 1 - Section 2 between Hays County and La Cima San Marcos, LLC. All present voting "Aye". MOTION PASSED**

33475A AUTHORIZE THE COUNTY TREASURER TO HIRE THE FINANCIAL ANALYST II, SLOT 0019-002 AT THE 50TH PERCENTILE EFFECTIVE MARCH 26, 2018

Britney Richey, Assistant County Treasurer spoke. The County Treasurer respectfully requests the courts approval to hire the Financial Analyst II position at the 50th percentile. This candidate has 20 years of experience which includes County Internal Auditor (Hays County), Texas State Internal Auditor, City of Austin Accountant and owning her own CPA firm. She holds a Certified Public Account license and Certified Fraud Examiner license which will greatly benefit Hays County. Salary savings within this budgeted position is available due to the delayed start date. Financial Impact: Base Salary Increase: \$12,478 Fringe: \$ 2,569 Total: \$15,047 (annualized) \$ 7,812 (FY18 impact for 6.23 months). **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to authorize the County Treasurer to hire the Financial Analyst II, slot 0019-002 at the 50th percentile effective March 26, 2018. All present voting "Aye". MOTION PASSED**

33476A AUTHORIZE THE TREASURER'S OFFICE TO TEMPORARILY CONVERT THE ADMINISTRATIVE ASSISTANT I, SLOT 0273-001 FROM PART-TIME TO FULL-TIME; AND TO HIRE ONE FULL-TIME TEMPORARY ADMINISTRATIVE ASSISTANT I EFFECTIVE MARCH 21ST THROUGH SEPTEMBER 30, 2018

Britney Richey, Assistant County Treasurer spoke. The County Treasurer respectfully requests the Courts approval to convert an Admin I position currently budgeted at 29 hours per week to 40 hours a week and hire one full time Admin I position on a temporary basis through September 2018. The current Admin Assistant and

HAYS COUNTY COMMISSIONERS' COURT MINUTES



new hire will assist the Treasurer and HR Director with organizing employee files. This project will consist of organizing files chronologically, removing and shredding duplicate documents and ensuring all pertinent information is maintained. Due to the confidential nature of the documents, it will be beneficial to utilize a current part-time employee to lead this project. Adding the additional hours for the current Admin and one full-time admin will ensure the project can be completed no later than 9/30/18. Salary savings within the department due to a vacant position is available to fund this request. **A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to authorize the Treasurer's Office to temporarily convert the Administrative Assistant I, slot 0273-001 from part-time to full-time; and to hire one full-time temporary Administrative Assistant I effective March 21st through September 30, 2018. All present voting "Aye". MOTION PASSED**

33477A AUTHORIZE THE CLOSURE OF THE DRIFTWOOD AND WIMBERLEY RECYCLING AND SOLID WASTE LOCATIONS FOR EASTER MARCH 30-31 AND THANKSGIVING HOLIDAY NOVEMBER 21-24

The Recycling and Solid Waste facilities are open from 8:00 a.m. to 4:00 p.m. on Saturdays. Staff would like to request that the facilities be closed on March 31st and November 24th for the Easter and Thanksgiving Holiday. **A motion was made by Commissioner Whisenant, seconded by Commissioner Ingalsbe to authorize the closure of the Driftwood and Wimberley recycling and solid waste locations for Easter March 30-31 and Thanksgiving Holiday November 21-24. All present voting "Aye". MOTION PASSED**

33478A EXECUTE A PLANNED SERVICE AGREEMENT WITH JOHNSON CONTROLS, INC. FOR SERVICES PERFORMED AT THE GOVERNMENT CENTER

Clint Garza, Director of Countywide Operations spoke. The Building Maintenance Department would like to enter into a three year agreement with Johnson Controls, Inc. for work performed on the building automation system located at the Government Center. Entering into an agreement will allow the County to receive a negotiated rate which will result in a savings on maintenance costs. **A motion was made by Commissioner Ingalsbe, seconded by Commissioner Jones to execute a Planned Service Agreement with Johnson Controls, Inc. for services performed at the Government Center. All present voting "Aye". MOTION PASSED**

33479A SELECT HUITT-ZOLLARS FOR ARCHITECTURAL SERVICES RELATED TO SPACE NEEDS AT THE TRANSPORTATION DEPARTMENT'S YARRINGTON ROAD LOCATION; AUTHORIZE STAFF TO NEGOTIATE SCOPE, FEE, AND A CONTRACT FOR CONSIDERATION BY COMMISSIONERS COURT

Jerry Borcharding, Hays County Engineer spoke. More space is needed for an expanded employee base. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to select Huitt-Zollars for architectural services related to space needs at the Transportation Department's Yarrington Road location; authorize staff to negotiate scope, fee, and a contract for consideration by Commissioners Court. All present voting "Aye". MOTION PASSED**

33480A AUTHORIZE THE TRANSPORTATION DEPARTMENT TO HIRE THE ASSISTANT DIRECTOR, SLOT 1024-001 AT THE 50TH PERCENTILE EFFECTIVE MARCH 26, 2018

Jerry Borcharding, Hays County Engineer and Clint Garza, Director of Countywide Operations spoke. The Transportation Director is seeking court approval to hire the Assistant Director at the 50th percentile. The potential candidate has extensive knowledge of traffic engineering, transportation planning, and policy making expertise in addition to general Civil Engineering knowledge. His knowledge and expertise will be of great value to the Department's efforts in development of the Hays County Transportation plan, competing for funding of TXDOT and local roadway projects, representation in CAMPO matters, and in general management of the Department. Additionally, the candidate is well versed in project management, plan review, and assessment of scope and fee proposals. Salary savings have been identified due to attrition within the Transportation Departments operating budget. Financial Impact: Base Salary Increase: \$18,269 Fringe: \$ 3,762 Total: \$22,031 (annualized) \$11,438 (FY18 impact for 6.23 months). **A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the Transportation Department to hire the Assistant Director, slot 1024-001 at the 50th percentile effective March 26, 2018. All present voting "Aye". MOTION PASSED**

33481A AUTHORIZE THE TRANSPORTATION DEPARTMENT TO HIRE THE ADMINISTRATIVE ASSISTANT II, SLOT 0272-030 AT THE 50TH PERCENTILE EFFECTIVE MARCH 21, 2018

Jerry Borcharding, Hays County Engineer spoke. The Transportation Director is seeking court approval to hire the Admin Assistant II, slot 030 at the 50th percentile. The potential candidate has an exceptional background related to specific job qualifications. She has previous experience with website creation, power point presentations and extensive use of excel. Her knowledge of these various software programs, organizational skills and customer service experience will be of great value to the office. Salary savings have been identified

HAYS COUNTY COMMISSIONERS' COURT MINUTES



due to attrition within the Transportation Departments operating budget. Financial Impact: Base Salary Increase: \$7,044 Fringe: \$1,450 Total: \$8,494 (annualized) \$4,502 (FY18 impact for 6.36 months). **A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to authorize the Transportation Department to hire the Administrative Assistant II, slot 0272-030 at the 50th percentile effective March 21, 2018. All present voting "Aye". MOTION PASSED**

33482A AUTHORIZE THE TRANSPORTATION DEPARTMENT TO HIRE THE ENGINEERING TECHNICIAN AT THE 25TH PERCENTILE EFFECTIVE MARCH 26, 2018

Jerry Borcharding, Hays County Engineer spoke. The Transportation Director is seeking court approval to hire the new Engineering Technician at the 25th percentile. The potential candidate has extensive experience as a Project Manager and Engineering Technician including interaction with design engineers and geotechnical firms. He has previous experience with land surveying, setting grades and with CAD duties. His knowledge of these areas, as well as his ability to communicate with design professionals will be of great value to the office. Salary savings have been identified due to attrition within the Transportation Departments operating budget. Financial Impact: Base Salary Increase: \$4,688 Fringe: \$ 965 Total: \$5,653 (annualized) \$2,935 (FY18 impact for 6.23 months). **A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to authorize the Transportation Department to hire the Engineering Technician at the 25th percentile effective March 26, 2018. All present voting "Aye". MOTION PASSED**

33483A AUTHORIZE THE COUNTY WIDE OPERATIONS DIRECTOR TO ESTABLISH ONE NEW FULL-TIME GRANT WRITER POSITION EFFECTIVE APRIL 1, 2018 AND AMEND THE BUDGET ACCORDINGLY

Clint Garza, Director of Countywide Operations spoke. During the FY 2018 budget process, Commissioner's Court budgeted funds for one additional Grant Writer position pending further evaluation on the organizational restructure of the Grants Department. These funds were moved to contingencies in order for the department head to assess the grants office needs and potential future growth. The initial grant writer position was filled on 11/2/17 and over the course of 4 months the department has taken a different approach to grant prospecting, application & administration processes. Thus far, feedback from other county departments, outside agencies, and partners has been overwhelmingly positive. As anticipated during the budget process, the amount of activity within the department warrants adding the second position to continue seeking a high volume of alternative funding sources for the County. Budget Amendment: Increase County Wide Operations 001-712-00: \$20,625 - Staff Salaries \$ 1,279 - FICA \$ 299 - Medicare \$ 2,714 - Retirement \$ 3,778 - Medical Insurance \$ 135 - Dental Insurance \$ 32 - Life Insurance Decrease County-Wide - 001-645-00: (\$28,862) - Contingencies. **A motion was made by Commissioner Shell, seconded by Commissioner Whisenant to authorize the County Wide Operations Director to establish one new full-time Grant Writer position effective April 1, 2018 and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

Clerk's Note Agenda Item #40 RE: EXECUTIVE SESSION PURSUANT TO SECTIONS 551.071 AND 551.072 OF THE TEXAS GOVERNMENT CODE: CONSULTATION WITH COUNSEL AND DELIBERATION REGARDING THE PURCHASE, EXCHANGE OR VALUE OF RIGHT OF WAY ALONG PROPOSED FM110 IN PCT. 1 - **was pulled**

Clerk's Note Agenda Item #41 RE: EXECUTIVE SESSION PURSUANT TO 551.071 OF THE TEXAS GOVERNMENT CODE: CONSULTATION WITH COUNSEL REGARDING PENDING AND/OR CONTEMPLATED LITIGATION INVOLVING HAYS COUNTY - **was pulled**

Clerk's Note Agenda Item #42 RE: DISCUSSION OF ISSUES RELATED TO THE HAYS COUNTY JAIL, AND THE PLANNING OF PROJECTS PERTAINING TO THE PUBLIC SAFETY FACILITIES NEEDS WITHIN THE COUNTY - **was pulled**

ACTION RELATED TO THE BURN BAN AND/OR DISASTER DECLARATION

Per recommendation of Hays County Fire Marshall, the Burn Ban will remain lifted. Commissioner Ingalsbe advised that citizens should not be conducting outdoor burning during Red Flag Alert Days, even if we are not in a Burn Ban. Commissioner Whisenant also noted that citizens should not be burning anything after sundown. For more information on the do's and don'ts regarding outdoor burning please refer to our County website at the following address: <http://www.co.hays.tx.us/fire-marshall.aspx>

Clerk's Note Agenda Item #44 RE: DISCUSSION OF ISSUES RELATED TO THE ROAD BOND PROJECTS, INCLUDING UPDATES FROM MIKE WEAVER, PRIME STRATEGIES, LAURA HARRIS, HNTB AND ALLEN CROZIER, HDR - **was pulled**

ADJOURNMENT

A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to adjourn court at 10:36 a.m.

HAYS COUNTY COMMISSIONERS' COURT MINUTES



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 March 20, 2018.

A handwritten signature in cursive script that reads "Liz Q. Gonzalez".

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

