

Commissioners Court -April 6, 2010
NOTICE OF A MEETING OF THE
COMMISSIONERS COURT OF HAYS COUNTY, TEXAS



This Notice is posted pursuant to the Texas Open Meetings Act. (VERNONS TEXAS CODES ANN. GOV. CODE CH.551). The Hays County Commissioners Court will hold a meeting at **9:00 A.M.** on the **6TH day of April, 2010**, in the Hays County Courthouse, Room 301, San Marcos, Texas. An Open Meeting will be held concerning the following subjects:

INVOCATION:

PLEDGE OF ALLEGIANCE - Pledge of Allegiance to the American Flag & Pledge of Allegiance to the Texas Flag
CALL TO ORDER /ROLL CALL

PRESENTATIONS & PROCLAMATIONS

1	3-4	Adopt a proclamation Declaring the Second Week of April 2010 as 'National Public Safety Telecommunications Week'. SUMTER/RATLIFF
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PUBLIC COMMENTS

At this time **3-MINUTE** comments will be taken from the audience on Non-Agenda related topics. To address the Court, please submit a Public Participation/ Witness Form to the County Clerk. Please Complete the Public Participation/ Witness Form in its Entirety.
NO ACTION MAY BE TAKEN BY THE COURT DURING PUBLIC COMMENTS.

CONSENT ITEMS

The following may be acted upon in one motion. A Commissioner, the County Judge, or a Citizen
May request items be pulled for separate discussion and/or action

2	5	Approve payments of county invoices. HERZOG
3	6-11	Approve Commissioner Court Minutes of March 30, 2010. SUMTER/FRITSCH
4	12-23	Approve the specifications for Bid #2010-B07 Mowing & Grounds Maintenance for the Dudley Johnson/Randall Vetter Park and Kyle Log House and authorize Purchasing to solicit for bid and advertise. SUMTER/HERZOG/PINNIX

ACTION ITEMS

ROADS

5	24-25	Hold a public hearing to establish traffic regulations on Cody Lane, in Goforth Estates subdivision. BARTON/BORCHERDING
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SUBDIVISIONS

6	26-27	9-4-35 Deep Skies Ranch Subdivision (1 Lot). Discussion and possible action to consider granting a variance to Hays County Development Regulations, Chapter 705, Subchapter 5.04 (A); consider approval of preliminary plan. FORD/GARZA
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MISCELLANEOUS

7	28-29	Discussion and possible action to approve the hiring or contracting of temporary staff in the office of Judge Margie Hernandez, Justice of the Peace Pct.1, Place 2. INGALSBE/HERNADEZ
8	30-31	Discussion and possible action to consider the Fire Marshall Add Alternate to the RTP building at a cost of \$255,000 and possible action to begin the process to solicit for bid the selection of the Pre-Engineered Metal Building Manufacturer. INGALSBE
9	32	Discussion and possible action to accept or reject CAMPO's recommendation for board composition. SUMTER
10	33-51	Discussion and possible action to authorize the County Judge to submit a grant application to the Texas Veterans Commission, Fund for Veterans Assistance Grant II, in the amount of \$23,760.00. INGALSBE/HAUFF
11	52	Discussion and possible action to consider changes to Hays County Development Regulations, Chapter 715, Subchapter 3.01 (c). SUMTER/GARZA
12	53	Discussion and possible action to amend the Sheriff Office budget for additional overtime funding. SUMTER/RATLIFF/BRODBECK/DAVENPORT

STANDING AGENDA ITEM

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| 13 | 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.
INGALSBE |
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ADJOURNMENT

Posted by 5:00 o'clock P.M. on the 1ST day of April, 2010

COMMISSIONERS COURT, HAYS COUNTY, TEXAS

CLERK OF THE COURT

Hays County encourages compliance with the Americans with Disabilities Act (ADA) in the conduct of all public meetings. To that end, persons with disabilities who plan to attend this meeting and who may need auxiliary aids such as an interpreter for a person who is hearing impaired are requested to contact the Hays County Judge's Office at (512) 393-2205 as soon as the meeting is posted (72 hours before the meeting) or as soon as practical so that appropriate arrangements can be made. While it would be helpful to receive as much advance notice as possible, Hays County will make every reasonable effort to accommodate any valid request regardless of when it is received. Braille is not available.

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m.** on **WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Adopt a proclamation Declaring the Second Week of April 2010 as 'National Public Safety Telecommunications Week'.

CHECK ONE: ☐ CONSENT ☐ ACTION ☐ EXECUTIVE SESSION
 ☐ WORKSHOP ☒ PROCLAMATION ☐ PRESENTATION

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED:

LINE ITEM NUMBER OF FUNDS REQUIRED:

REQUESTED BY: Ratliff

SPONSORED BY: SUMTER

SUMMARY: See Attached



**PROCLAMATION OF THE HAYS COUNTY COMMISSIONERS COURT
DECLARING THE SECOND WEEK OF APRIL 2010 AS 'NATIONAL PUBLIC SAFETY
TELECOMMUNICATIONS WEEK'**

WHEREAS, over one-half million dedicated men and women are engaged in the operation of emergency response systems for Federal, State, and local governmental entities throughout the United States; and

WHEREAS, these individuals are responsible for responding to the telephone calls of the general public for police, fires, and emergency medical assistance and for dispatching said assistance to help save the lives and property of our citizens; and

WHEREAS, such calls include not only, police, fire and emergency medical services calls but those governmental communications related to operations, highway safety and maintenance activities, and all of the other operations which the modern governmental agency must conduct; and

WHEREAS, American's public safety telecommunicators daily serve the public in countless ways without due recognition by the beneficiaries of their service;

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners Court of Hays County of the State of Texas, hereby designates the second week of April as '*National Public Safety Telecommunication Week*' in Hays County, and urges all citizens to join us in recognizing the dedication and hard work of Hays County telecommunicators.

ADOPTED THIS THE 6TH DAY OF APRIL, 2010.

Elizabeth "Liz" Sumter
Hays County Judge

Debbie Ingalsbe
Commissioner Precinct 1

Jeff Barton
Commissioner Precinct 2

Will Conley
Commissioner Precinct 3

Karen Ford
Commissioner Precinct 4

Attest:

Linda Fritsche
Hays County Clerk

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no later than 2:00 p.m. on WEDNESDAY.

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Approve payment of county invoices.

CHECK ONE: ☒ **CONSENT** ☐ **ACTION** ☐ **EXECUTIVE SESSION**
 ☐ **WORKSHOP** ☐ **PROCLAMATION** ☐ **PRESENTATION**

PREFERRED MEETING DATE REQUESTED: 4/6/10

AMOUNT REQUIRED: None

LINE ITEM NUMBER OF FUNDS REQUIRED: As attached.

REQUESTED BY: Auditor's Office

SPONSORED BY: Bill Herzog 

SUMMARY:

Agenda Item Request Form

Hays County Commissioners' Court

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no later than **2:00 p.m. on WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: APPROVE COMMISSIONER COURT MINUTES OF MARCH 30, 2010

CHECK ONE: **X CONSENT** ☐ **ACTION** ☐ **EXECUTIVE SESSION**
 ☐ **WORKSHOP** ☐ **PROCLAMATION** ☐ **PRESENTATION**

PREFERRED MEETING DATE REQUESTED: APRIL 6, 2010

AMOUNT REQUIRED:

LINE ITEM NUMBER OF FUNDS REQUIRED:

REQUESTED BY: FRITSCHÉ

SPONSORED BY: SUMTER

SUMMARY:



MARCH 30, 2010

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STATE OF TEXAS *
COUNTY OF HAYS *

ON THIS THE DAY OF MARCH A.D., 2010, THE COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, MET IN REGULAR MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:

ELIZABETH "LIZ" SUMTER	COUNTY JUDGE
DEBBIE GONZALES INGALSBE	COMMISSIONER, PCT. 1
JEFFERSON W. BARTON	COMMISSIONER, PCT. 2
WILL CONLEY	COMMISSIONER, PCT. 3
KAREN FORD	COMMISSIONER, PCT. 4
LINDA C. FRITSCH	COUNTY CLERK

AND THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:

Commissioner Conley gave the invocation and Commissioner Ford led the court in the Pledge of Allegiance to the flags. Judge Sumter called the meeting to order.

26949 ADOPT A PROCLAMATION DECLARING THE MONTH OF APRIL AS COUNTY GOVERNMENT MONTH

Dee Dee Baen, Human Resources Director, spoke of various events to be held during the month of April. A motion was made by Judge Sumter, seconded by Commissioner Ingalsbe to adopt a Proclamation declaring the month of April as County Government Month. All voting "Aye". MOTION PASSED

26950 APPROVE PAYMENTS OF COUNTY INVOICES

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to approve payments of county invoices in the amount of \$1,674,957.01 as submitted by the County Auditor. All voting "Aye". MOTION PASSED

26951 APPROVE COMMISSIONER COURT MINUTES OF MARCH 23, 2010

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to approve Commissioner Court Minutes of March 23, 2010 as presented by the County Clerk. All voting "Aye". MOTION PASSED

26952 AUTHORIZE THE COUNTY JUDGE TO SIGN AN APPLICATION FOR THE RENEWAL OF THE IMMUNIZATION GRANT BETWEEN THE HAYS COUNTY PERSONAL HEALTH DEPARTMENT AND THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES (DSHS) FOR \$192,341.00

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to authorize the County Judge to sign an Application for the Renewal of the Immunization Grant between the Hays County Personal Health Department and the Texas Department of State Health Services (DSHS) for \$192,341.00. All voting "Aye". MOTION PASSED

26953 APPROVE THE DECEMBER 2009 TREASURER'S REPORT AND INVESTMENT REPORT

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to approve the December 2009 Treasurer's Report and Investment Report. All voting "Aye". MOTION PASSED

26954 APPROVE SPECIFICATIONS AND AUTHORIZE PURCHASING TO ADVERTISE AND BID RFP#2010-P09 FOR A PROFESSIONAL ENERGY AUDIT/ANALYSIS FOR HAYS COUNTY BUILDINGS

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to approve specifications and authorize Purchasing to advertise and bid RFP #2010-P09 for a Professional Energy Audit/Analysis for Hays County Buildings. All voting "Aye". MOTION PASSED



26955 AUTHORIZE PURCHASING TO ADVERTISE FOR BID FOR A CEMETERY MAINTENANCE CONTRACT

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to authorize Purchasing to advertise for bid for a Cemetery Maintenance Contract. All voting "Aye". MOTION PASSED

26956 AUTHORIZE INFORMATION TECHNOLOGY TO DISPOSE OF COMPUTER EQUIPMENT

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to authorize Information Technology to dispose of computer equipment. All voting "Aye". MOTION PASSED

26957 APPROVE SPECIFICATIONS FOR BID #2010-B10 "THE SPRING LAKE PRESERVE" AND AUTHORIZE PURCHASING TO SOLICIT FOR BID AND ADVERTISE [T1-167]

Grants Administrator Jeff Hauff gave history of this project. A motion was made by Commissioner Conley seconded by Commissioner Ford to approve specifications for bid #2010-B10 "The Spring Lake Preserve" and authorize Purchasing to solicit for bid and advertise. All voting "Aye". MOTION PASSED

DISCUSSION REGARDING COUNTY MAINTENANCE RESPONSIBILITIES FOR ROW ALONG THE PORTION OF BELL SPRINGS ROAD THAT RUNS ATOP THE LENGTH OF RIVER OAKS RANCH DAM [T1-1141]

RPTP Director Jerry Borcharding advised that the county does not own the dam and the homeowners association does not have money to repair the earthen dam. Discussion was had regarding county's responsibility.

26958 CALL FOR A PUBLIC HEARING ON APRIL 13, 2010 TO CONSIDER STREET NAME CHANGES WITHIN THE STUDIO ESTATES SUBDIVISION, SECTION 1 [T1-1704]

A motion was made by Commissioner Barton, seconded by Commissioner Ford to call for a public hearing on April 13, 2010 to consider street name changes within the Studio Estates Subdivision, Section 1. All voting "Aye". MOTION PASSED

26959 SETTLERS RIDGE SUBDIVISION [10-3-3 - 5 LOTS] APPROVE PRELIMINARY PLAN

[T1-1711] Developer John Cabler spoke. He advised that he is open to rain water collection. A motion was made by Commissioner Conley, seconded by Commissioner Ingalsbe to approve preliminary plan of Settlers Ridge Subdivision. All voting "Aye". MOTION PASSED

26960 RE-SUBDIVISION OF LOT 42, LEDGEROCK SUBDIVISION [10-3-4 - 2 LOTS] APPROVE PRELIMINARY PLAN AND CALL FOR PUBLIC HEARING ON APRIL 27, 2010

[T1-1847] A motion was made by Commissioner Conley, seconded by Commissioner Ford to approve preliminary plan and call for a public hearing on April 27, 2010 for a ReSubdivision of Lot 42 Ledgerock Subdivision. All voting "Aye". MOTION PASSED

26961 AUTHORIZE THE COUNTY JUDGE TO EXECUTE CHANGE ORDERS #4-#6 TO THE CONSTRUCTION CONTRACT WITH HARRIS ROAD COMPANY, INC. FOR THE FIVE MILE DAM PARK, PHASE II (BUILDING) PROJECT [T1-901]

Grants Administrator Jeff Hauff spoke of changes in the amount of \$17,235. A motion was made by Commissioner Ingalsbe, seconded by Commissioner Ford to authorize the County Judge to execute change orders #4 - 6 to the Construction Contract with Harris Road Company, Inc. for the Five Mile Dam Park, Phase II (building) Project. All voting "Aye". MOTION PASSED



MARCH 30, 2010

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26962 ACCEPT THE ANNUAL REPORT FROM THE HAYS COUNTY EMERGENCY SERVICES DISTRICT #3 [T1-489]

Buddy Martin provided the Annual Report for the Hays County ESD#3. Members of the court thanked the ESD#3 board members for their services. A motion was made by Commissioner Ingalsbe, seconded by Commissioner Conley to accept the Annual Report from the Hays County Emergency Services District #3. All voting "Aye". MOTION PASSED

26963 CANCEL CONTRACT WITH P2 EMULSION AND RE-BID THE EMULSIONS OILS FOR THE ROAD DEPARTMENT. APPROVE THE SPECIFICATIONS FOR BID #2010-B09 EMULSIONS OILS AND AUTHORIZE PURCHASING TO SOLICIT FOR BID AND ADVERTISE [T1-1893]

A motion was made by Judge Sumter, seconded by Commissioner Ingalsbe to cancel Contract with P2 Emulsion and re-bid the emulsions oils for the Road Department and approve the specifications for bid #2010-B09 emulsions oils and authorize purchasing to solicit for bid and advertise. All voting "Aye". MOTION PASSED

26964 APPROVE AN ORDER BY THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS AUTHORIZING THE ISSUANCE OF "HAYS COUNTY, TEXAS UNLIMITED TAX REFUNDING BONDS, SERIES 2010", LEVYING AN ANNUAL AD VALOREM TAX, WITHOUT LEGAL LIMIT AS TO RATE OR AMOUNT, UPON ALL TAXABLE PROPERTY IN THE COUNTY FOR THE PAYMENT OF THE BONDS; PRESCRIBING THE FORM, TERMS, CONDITIONS AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE ISSUANCE, SALE AND DELIVERY OF THE BONDS, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT, A PURCHASE CONTRACT, AND AN ESCROW AND TRUST AGREEMENT; COMPLYING WITH THE PROVISIONS OF THE DEPOSITORY TRUST COMPANY'S LETTER OF REPRESENTATIONS; AND PROVIDING AN EFFECTIVE DATE [T1-238]

Dan Wegmiller (Specialized Public Finance Inc) provided final pricing summary regarding \$72 million combination tax and limited pledge revenue certificates of obligation, series 2010 and \$12,345 million unlimited tax refunding bonds, series 2010. A motion was made by Commissioner Ingalsbe, seconded by Commissioner Conley to approve an Order by the Commissioners Court of Hays County, Texas authorizing the issuance of "Hays County, Texas Unlimited Tax Refunding Bonds, Series 2010", Levying an annual Ad Valorem Tax, without legal limit as to rate or amount, upon all taxable property in the county for the payment of the Bonds; prescribing the form, terms, conditions and resolving other matters incident and related to the Issuance, sale and delivery of the Bonds, including the approval and distribution of an Official Statement pertaining thereto; authorizing the Execution of a Paying Agent/Registrar Agreement, a Purchase Contract, and an Escrow and Trust Agreement; complying with the provisions of the Depository Trust Company's Letter of Representations; and providing an effective date. All voting "Aye". MOTION PASSED

26965 APPROVE AN ORDER AUTHORIZING THE ISSUANCE OF "HAYS COUNTY, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2010", PROVIDING FOR THE PAYMENT OF SAID CERTIFICATES BY LEVYING OF AN AD VALOREM TAX UPON ALL TAXABLE PROPERTY WITHIN THE COUNTY AND FURTHER SECURING SAID CERTIFICATES BY A LIEN ON AND PLEDGE OF THE PLEDGED REVENUES OF THE SOLID WASTE MANAGEMENT SYSTEMS; PROVIDING THE TERMS AND CONDITIONS OF SAID CERTIFICATES AND RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE AND DELIVERY OF SAID CERTIFICATES, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND A PURCHASE CONTRACTS; COMPLYING WITH THE REQUIREMENTS IMPOSED BY THE LETTER OF REPRESENTATIONS PREVIOUSLY EXECUTED WITH THE DEPOSITORY TRUST COMPANY; AND PROVIDING AN EFFECTIVE DATE [T1-252]

A motion was made by Commissioner Ingalsbe, seconded by Commissioner Conley to approve an Order authorizing the Issuance of "Hays County, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2010", providing for the payment of said Certificates by Levying of an Ad Valorem Tax upon all taxable property within the County and further securing said Certificates by a Lien on and pledge of the pledged revenues of the Solid Waste Management Systems; providing the



terms and conditions of said Certificates and resolving other matters incident and relating to the Issuance, Payment, Security, Sale and Delivery of said Certificates, including the approval and distribution of an Official Agreement and a Purchase Contracts; complying with the requirements imposed by the Letter of Representations previously executed with the Depository Trust Company; and providing an effective date. All voting "Aye". MOTION PASSED

26966 STANDARDIZE THE COUNTY SEAL DESIGN FOR USE IN ALL VENUES GOING FORWARD [T1-2035]

A motion was made by Commissioner Ford, seconded by Commissioner Ingalsbe to standardize the County Seal design for use in all venues going forward. All voting "Aye". MOTION PASSED

26967 AUTHORIZE THE COUNTY JUDGE TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH K FRIESE & ASSOCIATES (KFA) FOR ENGINEERING SERVICES RELATED TO THE STUDY AT POST ROAD, A PRIORITY ROAD BOND PROJECT WHICH STRADDLES PCT 1 AND PCT 4, IN AN AMOUNT NOT TO EXCEED \$200K [T1-2084]

A motion was made by Commissioner Ingalsbe, seconded by Commissioner Ford to authorize the County Judge to execute a Professional Services Agreement with K Friese & Associates (KFA) for engineering services related to the study at Post Road, a priority road bond project which straddles Pct 1 and Pct 4, in an amount not to exceed \$200K. All voting "Aye". MOTION PASSED

26968 APPROVE OUT-OF-STATE TRAVEL FOR DETECTIVE JERI SKROCKI WHO HAS BEEN INVITED TO SPEAK AT THE CALIFORNIA ASSOCIATION OF HOSTAGE NEGOTIATOR'S (CAHN) ANNUAL TRAINING CONFERENCE IN JUNE 2010 [T1-450]

A motion was made by Commissioner Ford, seconded by Commissioner Conley to approve out-of-state travel for detective Jeri Skrocki who has been invited to speak at the California Association of Hostage Negotiator's (CAHN) Annual Training Conference in June 2010. Commissioner Ingalsbe, Commissioner Conley, Commissioner Ford and Judge Sumter voting "Aye". Commissioner Barton not present to vote. MOTION PASSED

26969 AUTHORIZE THE COUNTY JUDGE TO EXECUTE AMENDMENT NUMBER 1 TO THE ADVANCE FUNDING AGREEMENT DATED NOVEMBER 7, 2006 - CSJ: 0914-33-054, BLUE HOLE LOOP AMENDMENT NUMBER 1 [T1-1010]

A motion was made by Judge Sumter, seconded by Commissioner Conley to authorize the County Judge to execute Amendment Number 1 to the Advance Funding Agreement dated November 7, 2006 - CSJ: 0914-33-054, Blue Hole Loop Amendment Number 1. All voting "Aye". MOTION PASSED

DELIVER A SMACK-DOWN CHALLENGE FROM THE PRECINCT 4 BOWLING TEAM FOR TOP TEAM SCORE AND MOST MONEY RAISED AT THE 2010 BIG BROTHERS BIG SISTERS, HAYS COUNTY BOWL FOR KIDS SAKE [T1-2149]

Commissioner Ford delivered a smack-down challenge from the Precinct 4 Bowling Team for top team score and most money raised at the 2010 Big Brothers Big Sisters, Hays County Bowl for Kids Sake to be held Saturday April 17th from 11am - 1pm at Sunset Lanes in San Marcos.

26970 ACCEPT THE FY 2009 FINANCIAL AUDIT FOR HAYS COUNTY AS PREPARED BY THE ACCOUNTING FIRM OF HOLTMAN, WAGNER, & COMPANY LLP [T1-736]

Pat Wagner with Holtman, Wagner & Company appeared before the court and went through various items in the audit. A motion was made by Commissioner Barton, seconded by Commissioner Ford to accept the FY2009 Financial audit for Hays County as prepared by the accounting firm of Holtman, Wagner & Company LLP. All voting "Aye". MOTION PASSED

26971 AUTHORIZE PURCHASING TO ADVERTISE FOR BIDS FOR THE BLUE HOLE/WINTER'S MILL TRAIL PROJECT IN WIMBERLEY UNDER SUPERVISION OF COMMISSIONER CONLEY [T1-1106]

A motion was made by Commissioner Conley, seconded by Commissioner Ford to authorize Purchasing to advertise for bids for the Blue Hole/Winter's Mill Trail Project in Wimberley under supervision of Commissioner Conley. All voting "Aye". MOTION PASSED



MARCH 30, 2010

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- 26972 GRANT A VARIANCE TO HAYS COUNTY DEVELOPMENT REGULATIONS, CHAPTER 715, SUBCHAPTER 4.01, TO ALLOW PERMITTING OF AN ON SITE SEWAGE FACILITY AND DEVELOPMENT PERMIT TO HECTOR FRANCO AND YURIANA ALVAREZ, OWNERS OF A 2.01 ACRE TRACT LOCATED OFF OF SATTERWHITE ROAD [T1-2264]

Programs Manager Clint Garza spoke of septic system that is failing and needs replaced. The property was not properly subdivided and property owners are requesting a variance to platting requirements. This is a health issue that needs to be addressed. He will proceed with addressing the platting issue. A motion was made by Commissioner Barton, seconded by Judge Sumter to grant a Variance to Hays County Development Regulations, Chapter 715, Subchapter 4.01, to allow permitting of an On Site Sewage Facility and Development Permit to Hector Franco and Yuriana Alvarez, owners of a 2.01 acre tract located off of Satterwhite Road. All voting "Aye". MOTION PASSED

A motion was made by Commissioner Barton, seconded by Commissioner Ingalsbe to authorize Commissioner Barton, Mark Kennedy, and Environmental Health to work with property owners and original seller to make them aware of county rules and pursue remedies. All voting "Aye". MOTION PASSED

- 26973 APPROVE OUT OF STATE TRAVEL FOR HUMAN RESOURCES DIRECTOR TO ATTEND NPELRA ANNUAL TRAINING CONFERENCE IN NEW ORLEANS, LA ON APRIL 25-29, 2010 AND AMEND THE BUDGET ACCORDINGLY [T1-2493]

A motion was made by Judge Sumter, seconded by Commissioner Barton to approve out of state travel for Human Resources Director to attend NPELRA Annual Training Conference in New Orleans, LA on April 25-29, 2010 and amend the budget accordingly (\$1300 out of contract services in Human Resources Department budget). All voting "Aye". MOTION PASSED

- 26974 APPROVE AN AMENDMENT TO THE PERSONAL HEALTH DEPARTMENT'S BIOTERRORISM PREPAREDNESS ONE YEAR CONTRACT WITH TEXAS DEPARTMENT OF STATE HEALTH SERVICES (TDSHS) TO A TWO YEAR CONTRACT [T1-1980]

A motion was made by Judge Sumter, seconded by Commissioner Ingalsbe to approve an Amendment to the Personal Health Department's Bioterrorism Preparedness one year contract with Texas Department of State Health Services (TDSHS) to a two year contract. All voting "Aye". MOTION PASSED

EXECUTIVE SESSION PURSUANT TO 551.074 OF THE TEXAS GOVERNMENT CODE TO DISCUSS PERSONNEL MATTERS AND TO DELIBERATE THE EVALUATION OF DIRECTOR OF RESOURCES, PROTECTION, TRANSPORTATION AND PLANNING DEPARTMENT. POSSIBLE ACTION MAY FOLLOW IN OPEN COURT [T]

Court convened into closed executive session at 11:30 am. and reconvened into open meeting at 1:30 p.m. No action taken.

Clerk's Note: Agenda Item #30 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.

Court was adjourned.

I, LINDA C. FRITSCHKE, 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 30, 2010.



LINDA C. FRITSCHKE, COUNTY CLERK AND EXOFFICIO
CLERK OF THE COMMISSIONERS' COURT OF
HAYS COUNTY, TEXAS

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m. on WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Approve the specifications for Bid#2010-B07 Mowing & Grounds Maintenance for the Dudley Johnson/Randall Vetter Park and Kyle Log House and authorize Purchasing to solicit for bid and advertise.

CHECK ONE: **XX** ☐ **CONSENT** ☐ **ACTION** ☐ **EXECUTIVE SESSION**
☐ **WORKSHOP** ☐ **PROCLAMATION** ☐ **PRESENTATION**

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED:

LINE ITEM NUMBER OF FUNDS REQUIRED:140-700-00.5453

REQUESTED BY: Herzog/Pinnix

SPONSORED BY: Sumter

SUMMARY: see attached specifications

BID#2010-B07
MOWING AND GROUNDS MAINTENANCE
FOR DUDLEY JOHNSON/RANDALL VETTER PARK AND KYLE LOG HOUSE

HAYS COUNTY, TEXAS

1. GENERAL CONDITIONS

- 1.1 Bids are solicited for furnishing the services set forth in this invitation for bid. Completed bids must be received in the Purchasing Office before 2:00 p.m. on the "opening date". All bids must be in a sealed envelope clearly marked with the bid number and opening date.
- 1.2 Bids received in the Hays County Purchasing Office after submission deadline shall be returned unopened and will be considered void and unacceptable. Hays County is not responsible for late delivery of mail, carrier, etc. Time /date stamp clock in the Purchasing Office shall be the official time of receipt. **Hays County does not accept fax bids.**
- 1.3 Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by bidder guaranteeing authenticity.
- 1.4 The County is tax exempt; therefore tax shall not be included in this offer.
- 1.5 The bidder agrees if this bid is accepted, to furnish any and all services upon which prices are offered at the price(s) and upon the terms and conditions contained in the specifications. The period of acceptance of this bid will be sixty (60) calendar days unless a different period is noted by bidder.
- 1.6 The County reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities for the best interest of the County.
- 1.7 **INVOICES SHALL BE SENT DIRECTLY TO THE HAYS COUNTY AUDITOR'S OFFICE, ATTN: ACCOUNTS PAYABLE, 111 E. SAN ANTONIO ST., SUITE 100, SAN MARCOS, TEXAS 78666. PAYMENTS WILL BE PROCESSED AFTER NOTIFICATION THAT ALL SERVICES HAVE BEEN RECEIVED SATISFACTORILY AND NO UNAUTHORIZED SERVICES HAVE BEEN RECEIVED.**
- 1.8 Hays County terms of invoice are net 30 days from invoice date.
- 1.9 The bid award shall be based on but necessarily limited to, the following factors;
 - 1.9.1 Price
 - 1.9.2 Special needs and requirements of Hays County
 - 1.9.3 Vendor's past performance record with Hays County
 - 1.9.4 Hays county's evaluation of vendor's ability
- 1.10 If bid is accepted and approved by Commissioners' Court then this bid becomes the contract and there are no oral agreements either expressed or implied. No different or additional terms will become part of this contract with the exception of a change order or issuance of a purchase order issued by the Purchasing Office.

- 1.11 Any interpretations, corrections or changes to this invitation for bid and specifications will be made by addenda. Sole issuing authority of addenda shall be vested in Hays County Purchasing Manager. Addenda will be mailed to all who are known to have received a copy of this invitation for bid. Bidders shall acknowledge receipt of all addenda.
- 1.12 Funds for payment have been provided through Hays County budget approved by the Commission and the County Court for the fiscal year only. State of Texas prohibits the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Hays County fiscal year shall be subject to budget approval.
- 1.13 Continuing non-performance of the bidder in terms of specifications shall be a basis for the termination of the contract by the County. The County shall not pay for work, equipment or supplies that are unsatisfactory. Vendors will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall be in no way construed as negating the basis for termination on non-performance.
- 1.14 This contract shall remain in effect until contract expires, delivery and acceptance of products and performance of services ordered or terminated by either party forty-five (45) day written notice prior to cancellation. Hays County reserves the right to award cancelled contract to next lowest and best bidder as deems to be in the best interest of the County.
- 1.15 Workers compensation insurance is required for any employees, agents, or subcontractors. Such insurance will provide applicable statutory workers compensation coverage pursuant to the Workers Compensation Act, State of Texas. Proof of workers compensation. Automobile liability and general liability must be provided with bid response. The successful bidder will not commence any portion of the work under this contract until all required insurance coverage has been approved by and filed with the Hays County Purchasing Office.
- 1.16 The successful bidder is responsible for notifying the Purchasing Office in writing by certified mail or personal delivery within ten (10) days after the contractor knew or should have known of any change that materially affects the provision of coverage of any person providing services on the project.
- 1.17 The contractor will indemnify, save harmless and exempt Hays County and all its officers, agents and employees from and against any and all suits, actions, or other claims on account of any injury to persons or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or any agent, employee, subcontractor or supplier in execution of contract or performance under any contract which may arise from bid award. Successful bidder shall pay any judgment with cost, which may be obtained against Hays County growing out of such injury or damages.

2. SPECIFICATIONS

- 2.1 Hays County is soliciting bids for the mowing of grounds, Dudley Johnson and Randall Vetter Park and Kyle Log Cabin. Bid prices shall not be increased during the term of the contract. The successful bid

- shall furnish all labor, materials, equipment, tools and supervision necessary, and coordinate all portions of the work required to maintain the grounds in a safe, clean, attractive condition.
- 2.2 April through October, the Dudley Johnson/Randall Vetter Park and Kyle Log House area shall be mowed every two weeks during the weekdays only. No weekend mowing during these months unless directed by the county representative.
- Mowing cycles maybe altered due to weather and/or growth conditions. Contracted locations shall not exceed 26 cuttings per contract term.
- 2.3 Services to be provided are: mowing, edging and trimming of all turf areas. General site clean up, litter collection and disposal, removal and disposal of all trash in the trash receptacles, to an on site dumpster. Weed eating along all fence lines and easements. Debris removal, consisting of leaves, grass clippings, sticks, fallen limbs, mowed debris on sidewalks, parking lots, and park structures by relocation with blowers.
- 2.4 Successful bidder will be required to furnish to the Purchasing Office certificates of insurance for auto liability, general liability and workmen's compensation prior to start up of work. See TWCC Rule 110.110 attached.
- 2.5 All bidders or a designated representative **must attend a pre-bid conference** to be held **April 12th, 2010 at 11:00 a.m.** beginning at Dudley Johnson/Randall Vetter Park located on County Rd 136, 44 Old Stagecoach Rd. We will move from the park to Kyle Claiborne Log House which is located on County Road 136. This is to familiarize all bidders further with the scope of work. Bid sheets will not be returned to Hays County Purchasing, 111 E. San Antonio St., Suite 101, San Marcos, Texas 78666. Bidders are required to attend and sign in at the pre-bid conference.
- 2.6 **Mowers** shall be adjusted for a cutting height agreed upon by service provider and contract representative.
- 2.7 **Extra services not included:** All services not covered under this contract shall be considered "extra services" and will be charged for separately according to the nature of the scope of work. The consent and authorization of the Parks and Recreation Department or their authorized representative must be obtained prior to the performance or installation of such "extra services" items and prior to purchase of any chargeable materials or services.
- 2.8 **Equipment/Supplies required:** A wide variety of equipment is needed to perform all required tasks. The bidder must submit a complete list of equipment, by make and model, along with the bid as evidence to determine whether or not the bidder can adequately perform all of the necessary work. All equipment that the contractor provides should be functional, safe, and in good condition.
- 2.9 **Damages:** Park facilities and plants that are damaged due to the cause of the contractor will be repaired or replaced at the contractor's expense. Failure to make repairs will be cause for delay of payment. Persistent damages will be cause for termination of the contract.
- 2.10 **Inclement weather:** The contractor will make every effort to reschedule landscape services during periods of inclement weather. Scheduling shall be coordinated with the County's contract representative. The contractor will bill for actual work and will deduct the value of services not rendered due to inclement weather or other reasons.

- 2.11 **Completion Reports:** The contractor must submit reports of work completed to the County's contract representative. The contractor may use any format to report these services as long as the report includes the following information: what specific services were accomplished, where these services were specifically accomplished, and when these services were accomplished.
- 2.12 **Failure to provide services:** The County's contract representative may deduct from the invoices the value of services not provided. Repeated billing for services not provided or failure to provide services may be cause for termination of the contract.
- 2.13 **Turf mowing:** Mowing will be conducted every two weeks during the growing season and on an as needed basis during the dormant season.
- 2.14 **Edging:** around picnic shelter pads, curb lines, and other concrete areas around which turf grass, or weeds can grow will need to be weed eaten. Turf grass, rye grass, or weeds which can not be removed with weed-eater must be removed by hand.
- 2.15 **Litter Removal:** litter is defined as any undesired article of waste material located at the site, including but not limited to; paper, glass, bottle caps, cigarette butts, lumber, etc. Collected litter must be disposed of in any of the park dumpsters. All litter on all park grounds (turf, parking lots, courts, playgrounds, fields) must be completely removed and disposed of prior to each mowing service.
- 2.16 **Trash removal:** trash is the refuse that has been placed in any of the many waste receptacles at the parks. Collected trash and litter may be disposed of in the park dumpster.
- 2.17 **Debris removal:** debris is defined as organic plant material such as leaves, grass clippings, sticks, fallen limbs, etc. Mowed debris (not litter) must be removed from sidewalks, trails, parking lots, park roadways, and park structures by relocating with blowers into the turf areas on the same day of mowing according to the frequency schedule.
- 2.18 **Tree Maintenance:** a one-time annual pruning and maintenance service may be required of all trees. Bidders are required to provide a per-hour rate for tree maintenance services.
- 2.19 **Pruning:** the bidder must make an initial inspection of all trees in all lands that fall under this contract to assess pruning needs based on the requirements in this contract. All trees may be pruned once (year) during the months of January and February. The contractor must strictly follow proper pruning techniques, to remove water sprouts, to remove low-growing branches (branches that rub together that pose a long-term health hazard for the tree), and to remove damaged branches (branches can be damaged by storms, wind, people, animals, etc.). Any tree must not be pruned of more than one quarter of its existing growth per year, except for safety hazards.
- 2.20 **Safety hazards:** any limbs of trees that pose a safety hazard must be removed immediately and properly disposed of despite the month of year. **No tree will be removed without the authorization of the county's contract representative.**

3. TERMS

- 3.1 Bidders should carefully examine all terms, conditions, and specifications. Should a bidder find discrepancies in or omissions from the specifications or other documents, or should there be doubt to their meaning, the buyer should be notified immediately for clarification prior to submitting a bid.
- 3.2 The term of the contract shall be for one (1) year with an option to renew for three (3) additional years as long as both parties are in agreement.
- 3.3 This contract may be terminated by Hays County, at its option, upon forty five (45) days notice in writing, if the performance of services fails to conform to the standards set forth herein and services under this contract do not conform to the requirements detailed herein.
- 3.4 Periodic payments will be made within 30 days of successful and satisfactory delivery of service and presentation of invoice, conditioned on acceptance of the county and in accordance with all conditions and requirements as detailed.
- 3.5 Invoices submitted for payment should be addressed to the Hays County Auditors Office, 111 E. San Antonio St., Suite 100, San Marcos, Texas 78666 and should reference the Hays County approved purchase order number issued.

BIDDERS CONTACT:

Jerry Pinnix
Parks Administrator
jpinnix@co.hays.tx.us
512-393-2212

Andrea Soto
Purchasing Specialist
andrea_soto@co.hays.tx.us
512-393-2271

- 3.6 The contractor shall carry and maintain comprehensive general insurance, including contractual liability and comprehensive automobile liability insurance that meets the requirements of the State of Texas. The County of Hays shall be named as an additional insured. Such insurance coverage shall have the minimum limits of liability in not less than the following amounts:

Comprehensive general liability insurance, including contractual liability:

Bodily injury and accidental death	\$1,000,000 per occurrence
Property damage	\$1,000,000 per occurrence

Comprehensive automobile liability insurance:

Personal injury and accidental	\$1,000,000 per occurrence
Property damage	\$ 500,000 per occurrence

- 3.7 The bidder shall maintain during the life of this contract complete worker's compensation and employee's liability insurance in accordance with State of Texas laws and regulations.

**BID#2010-BO7
MOWING AND GROUNDS MAINTENANCE FOR
DUDLEY JOHNSON/RANDALL VETTER PARK AND KYLE LOG HOUSE**

HAYS COUNTY

BID SHEET

BID DUE: MARCH 25, 2010 NO LATER THAN 2:00 P.M.

DUDLEY JOHNSON - RANDALL VETTER PARK-KYLE LOG HOUSE

PRICE PER CUT (SCHEDULED): \$ _____

PRICE PER MAN HOUR RATE FOR ONE-TIME ANNUAL PRUING: \$ _____

PRICE PER "EXTRA SERVICES" PER MAN HOUR: \$ _____

ADDITIONAL CUTS (NOT SCHEDULED) \$ _____

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been in collusion with any other bidder, and that the contents of this bid have not been communicated to any other bidder prior to the opening of this bid.

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

REPS NAME (PRINTED) _____

REPS SIGNATURE _____

PHONE _____ FAX _____

Hays County reserves the right to accept or reject any and all bids.

CONTRACT

STATE OF TEXAS

COUNTY OF HAYS

WHEREAS, The attached "Bid Package" which includes the **Cover Sheet, Instructions, Specifications, and Bid Sheet(s)** for the item(s) being published for competitive bid, were solicited pursuant to Texas Local Government Code 262.021; and

WHEREAS, the Hays County Commissioners' Court as the governing body of Hays County did on _____, 20__ award a contract to _____ (Vendor/Bidder) for furnishing the materials, equipment, supplies and/or services in quantities and at prices as set forth in the above-attached "Bid Package"; and

THEREFORE, Knowing all men by these present, that this contract is entered into by Hays County, Texas (hereinafter called "County") and the undersigned Vendor (hereinafter called "Vendor" or "bidder").

WITNESSETH

THAT IN ACCORDANCE with the above attached Bid Package in every particular, the Vendor will perform in accordance with the terms thereof and the County agrees to make payment for such items or services purchased on appropriate Purchase Orders in accordance with the items of said Bid Package which is made a part of this contract and incorporated herein for all purposes.

THAT IN ACCORDANCE with the attached the County's acceptance of equipment, supplies and services shall be contingent on (1) they conform, (2) they were delivered (if applicable), and (3) services have been satisfactorily performed in the sole determination of the County.

Prior Agreements Superseded

This Contract, with the entire Bid Package incorporated herein for all purposes, including any required supporting literature, brochures, and/or data sheets or sample, constitutes the sole agreements of the parties to the agreement and supersedes all oral or written previous and contemporary agreements between the parties and relating to matters herein.

Amendment

No amendment, modification or alteration of the terms of this contract shall be binding unless same is in writing, dated subsequent to the date of this contract, and duly executed by authorization representatives of each party.

IN TESTIMONY WHEREOF: Witness our hands at Hays County, Texas, effective as of the date awarded above, if any.

VENDOR

HAYS COUNTY

BY: _____

BY: _____

AUTHORIZED AGENT

COUNTY JUDGE

ATTEST: _____

Linda Fritsche, Hays County Clerk

****Failure to sign the Contract page(s) may disqualify the bid from being considered by the Commissioners' Court. However, this contract is not valid until awarded in Commissioners' Court and signed by both parties.**

Vendor/Bidder's Affirmation

1. Vendor/Bidder affirms that they are duly authorized to execute this Contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to price, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engages in this type of business prior to the official opening of this bid.
2. Vendor/Bidder hereby assigns to Purchaser any and all claims for overcharges associated with this Contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.
3. Pursuant to 262.076 (a) of the Texas Local Government Code, Vendor/Bidder, hereby affirms that Vendor/Bidder:
_____ Does not own taxable property in Hays County.
_____ Does not owe any ad valorem taxes to Hays County or is not otherwise indebted to Hays County.

Name of Contracting Firm

Contact Name

Title

Mailing Address

City State Zip Code

Signature of Company Official Authorizing Bid/Offer

Printed Name

Phone Fax E-mail address

Conflict of Interest Disclosure

Beginning January 1, 2006 a new State Law (Chapter 176 of the Texas Local Government Code) requires the filing of Conflict of Interest Questionnaires by individuals and businesses..

The questionnaire requires disclosures describing certain business and gift giving relationships (if any) the filers may have with the Hays County Commissioners Court members and other elected/appointed officials.

The new law applies to:

- Businesses and individuals who contract with Hays County
- Businesses and individuals who seek to contract with Hays County, (regardless of whether a bidder is awarded the contract), and
- Agents who represent such businesses in their business dealings with Hays County

The forms for reporting are available at

www.ethics.state.tx.us/whatsnew/conflict_forms.htm

If you have any questions about compliance, please consult your own legal counsel. Compliance is the individual responsibility of each individual, business, and agent who is subject to the law's filing requirement.

If you are required to file a Conflict of Interest Questionnaire, you should file with the Hays County Clerk by mailing the completed form to:

Hays County Clerk
137 Guadalupe Street
San Marcos, Texas 78666

Subdivision/Road/Staff Review Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m. on WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Hold a public hearing to establish traffic regulations on Cody Lane, in Goforth Estates subdivision.

CIRCLE ONE ACTION ITEM	Subdivision	Road	Staff Recommendation
-------------------------------	--------------------	-------------	-----------------------------

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED: n/a

LINE ITEM NUMBER OF FUNDS REQUIRED: n/a

REQUESTED BY: Jerry Borcharding

SPONSORED BY: Pct 2 Commissioner Jeff Barton

SUMMARY:

To establish: a stop sign on Cody Lane at Jennifer Drive, a stop sign on Cody Lane at Goforth Road, and a speed limit of 30 MPH.

STAFF REVIEW/COMMENTS

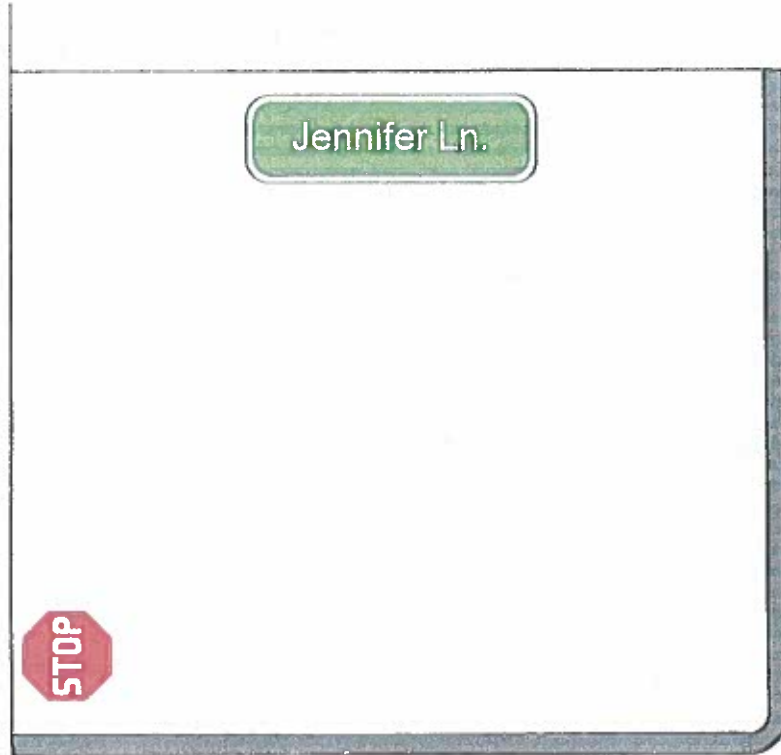
ENVIRONMENTAL HEALTH DIRECTOR:

ROAD DIRECTOR:

STAFF RECOMMENDATIONS:



Goforth Rd.



SPEED
LIMIT
30

Cody Ln.

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m.** on **WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM:

9-4-35 Deep Skies Ranch Subdivision (1 Lot). Discussion and possible action to consider granting variance to Hays County Development Regulations, Chapter 705, Subchapter 5.04 (A); consider approval of preliminary plan.

TYPE OF ITEM: ACTION

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED: N/A

LINE ITEM NUMBER OF FUNDS REQUIRED: N/A

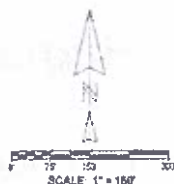
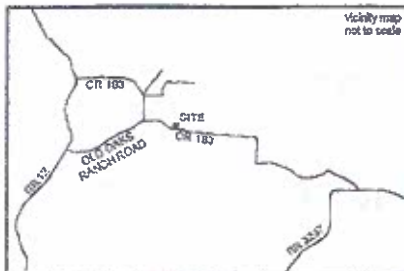
REQUESTED BY: Garza

SPONSORED BY: Ford

SUMMARY:

The Deep Skies Ranch Subdivision is a 1 lot proposed subdivision of 5.00 acres of land located off Loan Man Mountain Road in Precinct 4. The current owners were deeded the 5 acre parcel in 2009 and were informed the tract did not meet subdivision requirements. The division will consist of 1 - 5 acre lot served by an existing permitted OSSF and individual well. This lot cannot be resubdivided for a period of 5 years following this plat, although it appears the new owners have no intention of this.

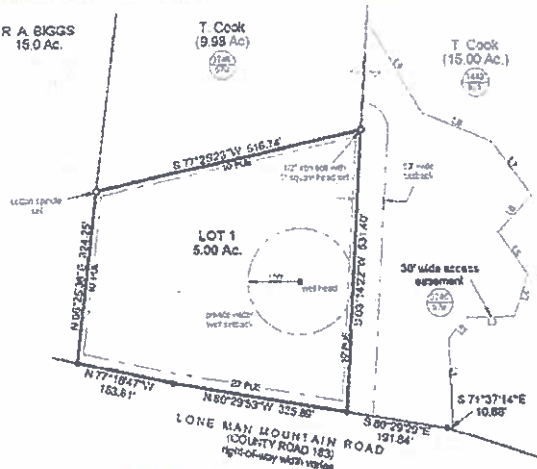
Section 5.04 of Chapter 705 of Hays County Development Regulations requires 2 foot contour lines are submitted on all new subdivision submittals. The purpose for this information is to aid staff in determining compliance with storm water management standards in later sections. The developer has asked that this requirement be varied from as they feel it is an unnecessary burden for a plat of this magnitude. Staff has visited the site and looked at drainage patterns both on the ground and via topographic maps. Development on this single lot has already occurred and no additional construction activity is foreseen. At this time staff recommends waiver of the requirement for additional storm water information.



R A BIGGS
15.0 Ac.

T Cook
(9.98 Ac.)

T Cook
(15.00 Ac.)



LEGEND

- = 1/2" iron pin found unless otherwise noted
- = 1/2" iron pin set unless otherwise noted
- (XXXX) = recorded data
- = Hays County Public Records

UNTABLE

- L1 = N 02° 18' 54" W 173.41'
- L2 = N 41° 11' 34" E 60.50'
- L3 = N 88° 03' 28" E 87.50'
- L4 = N 17° 43' 12" E 85.72'
- L5 = N 30° 16' 56" W 97.40'
- L6 = N 42° 56' 18" E 92.01'
- L7 = N 35° 41' 00" W 128.06'
- L8 = N 87° 29' 38" W 140.38'
- L9 = N 29° 55' 07" W 204.17'

STATE OF TEXAS COUNTY OF HAYS

KNOW ALL MEN BY THESE PRESENTS, That we, Dennis R. Krumboltz and Donna S. Krumboltz, owners of 5.00 acres of land, more or less, out of the JAMES LAMSHO SURVEY NO. 32, Hays County, Texas, as conveyed to us by deed dated September 29, 2006, and recorded in Volume 3748, Page 564, Hays County Official Public Records, DO HEREBY subdivide said 5.00 acres of land, to be known as LOT 1, DEEP SKIES RANCH, in accordance with the plat shown hereon, subject to any and all easements or restrictions heretofore granted.

WITNESS MY HAND, this the _____ day of _____, A.D. 2009.

Dennis R. Krumboltz, 2101 Lone Mountain Road, Wimberley, Texas 78676

Donna S. Krumboltz, 2101 Lone Mountain Road, Wimberley, Texas 78676

STATE OF TEXAS COUNTY OF HAYS

BEFORE ME, the undersigned authority, on this day personally appeared, Dennis R. Krumboltz and Donna S. Krumboltz, known to me to be the persons whose names are subscribed to the foregoing instrument and acknowledged to me that they have executed the same for the purpose and consideration therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, A.D. 2009.

NOTARY PUBLIC in and for Hays County, Texas.
My commission expires _____

STATE OF TEXAS COUNTY OF HAYS

I, Linda C. Frutische, County Clerk of Hays County, Texas, do hereby certify that the foregoing instrument of writing with its certificate of authentication was filed for record in my office on the _____ day of _____, A.D. 2009, at _____ o'clock _____ M., in the Plat Records of Hays County, Texas, in Book _____, Page _____.

WITNESS MY HAND AND SEAL OF OFFICE this the _____ day of _____, A.D. 2009.

LINDA C. FRUTISCHE
COUNTY CLERK
HAYS COUNTY, TEXAS

STATE OF TEXAS COUNTY OF HAYS

I, Linda C. Frutische, County Clerk of Hays County, Texas, do hereby certify that on the _____ day of _____, A.D. 2009, the Commissioners Court of Hays County, Texas, passed an order authorizing the filing for record of this plat, and said order has been duly entered in the minutes of said Court in Book _____, Page _____.

WITNESS MY HAND AND SEAL OF OFFICE this the _____ day of _____, A.D. 2009.

ELIZABETH SUMTER
COUNTY JUDGE
HAYS COUNTY, TEXAS

LINDA C. FRUTISCHE
COUNTY CLERK
HAYS COUNTY, TEXAS

KNOW ALL MEN BY THESE PRESENTS, That I, Clyde Barrow, a Registered Professional Land Surveyor in the State of Texas, do hereby certify that this plat is true and correctly made and is prepared from an actual survey of the property made under my supervision on the ground and that the corner monuments were found or properly placed under my supervision.

Clyde Barrow R.P.L.S. #5404, State of Texas

No structure in this subdivision shall be occupied until connected to an individual water supply or State approved community water system. Due to declining water supplies and diminishing water quality, prospective owners are cautioned by Hays County to question the safety concerning ground water availability. Rain water collection is encouraged and in some areas may offer the best renewable water resource.

No structure in this subdivision shall be occupied until connected to a public sewer system or to an on-site wastewater system, which has been approved and permitted by Hays County Environmental Health.

No construction or other development within this subdivision may begin until all Hays County Development Permit requirements have been met.

Jerry Boeharding
Resource, Protection,
Transportation and Planning Director

Date _____

Tom Pope
Floodplain Administrator

Date _____

NOTES:

- 1) No portion of this subdivision lies within the boundaries of the Edwards Aquifer Recharge Zone.
- 2) This subdivision lies within the boundaries of the Contributing Zone of the Edwards Aquifer.
- 3) No portion of this subdivision lies within the boundaries of the 100 year flood plain as delineated on Hays County Community Panel #480321 0037.F, dated September 2, 2006.
- 4) This subdivision lies within the Wimberley Independent School District.
- 5) Water service for this subdivision is to be by private, individual on-site sewage facilities.
- 6) Wastewater treatment for this subdivision is to be by private, individual on-site sewage facilities.
- 7) Electricity for this subdivision is provided by Padonmiles Electric Cooperative, Inc.
- 8) Telephone service for this subdivision is provided by Verizon.
- 9) No portion of this subdivision is within the corporate city limits or the ETJ of any municipality.
- 10) Total number of lots is 1, the total area of this subdivision is 5.00 acres, the average size of the lots is 5.00 acres, with 0 lots 10 acres or larger, 1 lot 5-10 acres, 0 lots 2-5 acres, 0 lots 1-2 acres and 0 lots smaller than 1 acre.
- 11) There is hereby dedicated a public utility easement being 20' wide along the front property lines and 10' wide along all other lot lines.
- 12) Reference is made to electrical easement in favor of Padonmiles Electric Cooperative, Inc., as described and recorded in Volume 250, Page 88, Hays County Deed Records.
- 13) Reference is made to easements as described and recorded in Volume 247, Page 106, Hays County Deed Records.
- 14) This plat is submitted in compliance with Chapter 725, section 3.07.
- 15) This lot may be subject to the TOED Edwards Aquifer Regulations in Title 30 of the Texas Administrative Code subsection 213 should any regulated activities begin.

Driveway Permit Statement

"In order to ensure safe use of highways and preserve the conditions of public roadways, no driveway constructed on any lot within this subdivision shall be permitted access onto a publicly dedicated roadway unless (a) a Driveway Permit has been issued by the Road Department of Hays County and (b) the driveway satisfies the minimum spacing requirement for driveways set forth in Sections 7A and 7.5 of the Hays County Subdivision Regulations."

Minimum driveway clear width

All lots shall have a minimum driveway clear width of 10' as needed.

General notes

"The requirement concerning construction standards for the boulevards created within the right-of-way of streets and highways, and requiring all such boulevards to be made of collectible materials, as defined in the ordinance."

"Approval of this preliminary plan does not constitute approval of any deviation from the County's land development regulations in the final plat, construction plan or site plan stage, unless such deviations have been specifically required in writing and subsequently approved in writing by the County. Such approval does not relieve the engineer of the obligation to modify the design of the project if it does not meet all other County land development regulations or if it is subsequently determined that the project would adversely impact the public's safety, health, welfare or property."

DEEP SKIES RANCH



EAGLE
LAND
SURVEYING
(512) 847-1079
P.O. Box 2264 Wimberley, TX 78676

Date: October 19, 2009
Job No.: 90181 JV
File: KRUMBOLTZ ZAK

PRELIMINARY
This document shall not be
recorded for any purpose.

PRELIMINARY
SUBJECT TO REVISION

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m.** on **WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Discussion and possible action to approve the hiring or contracting of temporary staff in the office of Judge Margie Hernandez, Justice of the Peace Pct. 1, Place 2.

CHECK ONE: ☐ **CONSENT** ☒ **ACTION** ☐ **EXECUTIVE SESSION**
☐ **WORKSHOP** ☐ **PROCLAMATION** ☐ **PRESENTATION**

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED: not to exceed \$12,692.37 (6 months)

LINE ITEM NUMBER OF FUNDS REQUIRED: 001-645-00.5091

REQUESTED BY: Hernandez

SPONSORED BY: Ingalsbe

SUMMARY:

Current staffing reflects one (1) administrator, two (2) FT clerks and one (1) ¾ time clerk

With the temporary absence of one full time clerk, the office is in need of temporary assistance.

Monies are budgeted in the general fund for this temporary need.

The office may hire a temporary individual to fill this position or may utilize a staffing company.

Agenda Item Routing Form

DESCRIPTION OF Item: Approve the hiring or contracting of temporary staff in the office of Judge Margie Hernandez, Justice of the Peace Pct. 1, Place 2.

PREFERRED MEETING DATE REQUESTED: April 6, 2010

COUNTY AUDITOR

Typically Requires 1 Business Day Review

AMOUNT: \$12,692.37

LINE ITEM NUMBER: 001-645-00.5091

COUNTY PURCHASING GUIDELINES FOLLOWED: N/A

PAYMENT TERMS ACCEPTABLE: N/A

COMMENTS: A budget amendment may be required if the position is filled as an employee.

Bill Herzog

SPECIAL COUNSEL

Typically Requires 9 Business Day Review

CONTRACT TERMS ACCEPTABLE: _____

COMMENTS:

COMMISSIONERS' COURT

APPROVED/DISAPPROVED AND DATE: _____

COUNTY JUDGE

Signature Required if Approved

DATE CONTRACT SIGNED: _____

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m.** on **WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Discussion and Possible action to consider the Fire Marshall Add Alternate to the RPTP building at a cost of \$255,000 and possible action to begin the process to solicit for bid the selection of the Pre-Engineered Metal Building Manufacturer.

CHECK ONE: ☐ **CONSENT** ☒ **ACTION** ☐ **EXECUTIVE SESSION**
☐ **WORKSHOP** ☐ **PROCLAMATION** ☐ **PRESENTATION**

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED: \$255,000

LINE ITEM NUMBER OF FUNDS REQUIRED: to be determined

REQUESTED BY:

SPONSORED BY: Ingalsbe

SUMMARY: A presentation was given to court two weeks ago on this issue and I believe this was discussed with each court member. The best scenario for the Fire Marshall is to add an area onto the facility to accommodate his needs.

As for the process to begin to solicit for bids, this would allow us to bid the Pre-Engineered Metal Building immediately after today so that a manufacturer can be selected by the time the GMP is received and be on-board throughout CD's. This will expedite detailing and give us an opportunity to make-up some of the time lost during March.

Agenda Item Routing Form

DESCRIPTION OF Item: Discussion and Possible action to consider the Fire Marshall Add Alternate to the RPTP building at a cost of \$255,000 and possible action to begin the process to solicit for bid the selection of the Pre-Engineered Metal Building Manufacturer.

PREFERRED MEETING DATE REQUESTED: April 6, 2010

COUNTY AUDITOR

Typically Requires 1 Business Day Review

AMOUNT: \$255,000.00

LINE ITEM NUMBER: 001-645-00.5741 Countywide Cap Improv.

COUNTY PURCHASING GUIDELINES FOLLOWED: N/A

PAYMENT TERMS ACCEPTABLE:N/A

COMMENTS:

Bill Herzog

SPECIAL COUNSEL

Typically Requires 9 Business Day Review

CONTRACT TERMS ACCEPTABLE:_____

COMMENTS:

COMMISIONERS' COURT

APPROVED/DISAPPROVED AND DATE:_____

COUNTY JUDGE

Signature Required if Approved

DATE CONTRACT SIGNED:_____

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m.** on **WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Discussion and possible action to accept or reject CAMPO's recommendation for board composition.

CHECK ONE: ☐ **CONSENT** ☒ **ACTION** ☐ **EXECUTIVE SESSION**
☐ **WORKSHOP** ☐ **PROCLAMATION** ☐ **PRESENTATION**

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED:

LINE ITEM NUMBER OF FUNDS REQUIRED:

REQUESTED BY:

SPONSORED BY: SUMTER

SUMMARY: Back-up available in February 23rd Agenda Packet.

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than 2:00 p.m. on WEDNESDAY.

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM: Discussion and possible action to authorize the County Judge to submit a grant application to the Texas Veterans Commission, Fund for Veterans Assistance Grant II, in the amount of \$23,760.00.

CHECK ONE: ☐ CONSENT ☒ ACTION ☐ EXECUTIVE SESSION
 ☐ WORKSHOP ☐ PROCLAMATION ☐ PRESENTATION

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED: N/A – no matching funds required.

LINE ITEM NUMBER OF FUNDS REQUIRED: N/A

REQUESTED BY: Hauff

SPONSORED BY: Ingalsbe

SUMMARY:

On March 9, 2010 the Commissioners Court authorized submission of a Letter of Interest to the Texas Veterans Commission (TVC) for funding to support the Hays County Veterans Services Office. This Letter of Interest met with the approval of the TVC, and we have been invited to submit a grant application for consideration of funding.

The grant application requests \$23,760.00 in funding to hire a temporary, part-time office assistant to research and assemble information, develop outreach materials and web site content, develop a database of Hays County veterans, develop a methodology and survey instrument to measure program results, and provide assistance to the Veterans Service Officer (VSO) and Assistant VSO in helping veterans; provide a computer work station in the Veterans Service Office for use by both office staff and veterans; provide an "800" toll free phone number for veterans to call the Office from outside the San Marcos area; office supplies; and the printing of information packets. The elements included in the grant application include a portion of those recommendations as presented by the Veteran's Task Force in the report prepared for the Commissioners Court dated February 12, 2010.

No matching funds are required for this grant.

Texas Veterans Commission Fund for Veterans' Assistance

Grant Application

Applicant Organization Name:

Hays County

Texas Veterans Commission
P.O. Box 12277
Austin, Texas 78711-2277
Phone: (512) 463-6564
E-mail: grants@tvc.state.tx.us
Web site: www.tvc.state.tx.us

One complete hard-copy application must be **received** by 5:00 PM, Central Time on **Wednesday, April 7, 2010**. See the "Where to Submit Applications" section of the Application Information and Instructions document for acceptable delivery methods and delivery addresses.

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Part 1 - Applicant Information

A. General Program Data

Applicant Organization Name: Hays County Veterans Affairs
Address: 102 N. LBJ Dr., Ste. 207
City: San Marcos State: Texas Zip: 78666
Contact person for Information: Mike Mendoza, Interim Director
Phone: 512-392-8387 Fax: 512-393-7718
Email: mike.mendoza@co.hays.tx.us
Program Website Address: http://www.co.hays.tx.us
State and Date Inc.: Founded Mar. 1, 1848 Employer Identification Number: 74-6002241

List all counties to be served by the proposed project. If the project scope covers the entire state, specify "statewide".

Hays County

B. Offices

Please list below all offices in Texas from which your organization provides services to veterans at no charge or at a reduced cost (if reduced cost, please provide additional information). Include office name, address, areas served by County, and phone number. Attach an additional sheet if necessary.

Office Name	Address	City/Zip	Geographic Area Served	Telephone #
Hays County Veterans Affairs	102 N. LBJ Dr., Suite 207	San Marcos, 78666	Hays County	512-392-8387

Part 2 - Assurances Given by Applicant as Condition for Receipt of TVC Grant II

Hays County
Applicant Name

NOTE: This form **must** be
completed and signed.

Applicant assures that:

1. It will restrict the use of TVC grant funds to veteran activities and/or purposes that are charitable or educational within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954, and will not use TVC grant funds for any prohibited purposes.
2. It will comply with applicable laws including those pertaining to anti-discrimination measures for employment and services.
3. It will, upon request, cooperate with all data collection and evaluation activities undertaken by the Texas Veterans Commission and give any authorized representative of the State of Texas (i.e., State Auditor's Office) access to any copies of all financial records, books, papers, or documents.
4. It understands and agrees that the Commission may, in its sole discretion, grant funds in greater or lesser amounts and/or for greater or lesser periods of time than requested in this application.
5. It understands and agrees that the application, once received by the Commission, becomes the property of the Commission, and any or all ideas contained therein may be used by the Commission.
6. It will provide, upon request, periodic written reports detailing the use of TVC grant funds in light of the proposed use described in the grant application.
7. It will promptly notify the Texas Veterans Commission if any organizational or programmatic changes occur such that information contained in its grant application is no longer correct, or that would render the organization ineligible for a TVC grant award.
8. It will not use any TVC grant funds for the purpose of lobbying as defined in Chapter 305 of the Texas Government Code.
9. It will clearly indicate on forms, outreach materials, and other materials where appropriate that all assistance provided by these grant funds is "provided by a grant from the Texas Veterans Commission's Fund for Veterans' Assistance", and must also list the TVC website URL: www.tvc.state.tx.us.

I have read these assurances and understand that if this application is approved for funding, the grant will be subject to these assurances. I certify that the applicant will comply with these assurances if the application is approved.

Executive Director Signature
Elizabeth 'Liz' Sumter, Hays County Judge

Date

N/A

Board Chairperson Signature

Date

Part 3 – Program-Wide Applicant Description

This narrative covers your organization's overall mission, primary purpose, and total current activities in Texas pertaining to the provision of veteran services to eligible clients. They may include the following:

- Direct services for eligible veterans and/or their families, provided by trained persons (including volunteers);
- Other services related to addressing veterans' needs, such as legal assistance, financial counseling, employment counseling or similar services that enhance a veterans' future; and,
- Activities that directly support such services, including outreach, intake, staff training, and administrative support.

All applicants are required to submit a completed Applicant Information Form, signed assurances, audited or independently reviewed financial statements, and the completed IRS Form 990 for the most recently completed fiscal year. (If audited or independently reviewed financial statements are not available, submit financial statements signed by the applicant's president, chief financial officer, or treasurer.)

A. Overview of the Applicant's Services Program

1. Overall Purpose and Services

Provide your organization's mission statement.

Provide aid to Hays County residents who served in the armed forces or nurses corps of the United States, their orphans and dependents, to prepare, submit, and present any claim against the United States or a state for benefits to which the person may be entitled under United States or state law.

2. Primary Purpose

TVC grant awards are used to supplement (not supplant) the funding of an organization whose primary purposes are to provide services (free of charge or at a reduced cost) to eligible Texas veterans and their families and to enhance or improve veterans' assistance programs, including veterans' representation and counseling.

a. Describe the primary purpose of your organization.

The Hays County Veterans Service Office, a separate department within Hays County government, currently assists veterans and their dependents to identify and obtain the benefits to which they are entitled, and also directly provides medical transportation services for veterans from San Marcos to the Audie L. Murphy Veterans Hospital in San Antonio. While this program has been in existence since 1986, it is currently being re-assessed to determine more efficient and effective service delivery and possible expansion of services to address the evolving needs of all veterans (see included report from the Hays County Veteran's Task Force). The Veterans Service Office was an initiative of the Hays County Commissioners Court, as the County has less than 200,000 residents and therefore is not mandated under the Texas Government Code, Chapter 434 to maintain a veterans county service office.

- b. Indicate below the percentage of total organizational resources, spent in Texas in the last completed fiscal year, allocated to veteran services. (Choose ONE of the following):

(1) _____ 100 percent

(2) X less than 100 percent – please indicate percentage: >1*%

*Please note that, while the Veterans' Services Office receives less than 1% of the overall Hays County budget, this does not really reflect the resources allocated to supporting direct services of the Office (\$131,338 in FY10). Indirect support also is afforded through other Hays County departments, such as the Auditor's Office, Grants Dept., Purchasing, etc.

- c. Please describe the proposed project's eligibility requirements. Also, please describe the organization's definition of "veteran" and/or "veteran's family" that will be used for determining eligibility for the proposed project.

The proposed project is being submitted under the category of "Enhancement or improvement of veterans' assistance programs, including veterans' representation and counseling", which is described later in this application. "Veterans" and "veterans families" are defined for counties within the Texas Government Code as "any county resident who served in the armed forces or nurses corps of the United States, and any orphan or dependent of the person".

- d. If your organization charges fees to clients who receive services:

(1) Please describe (in one or two sentences) the fee policy: No fees are charged.

(2) Indicate the percentage of services that are fee based: 0 %

3. Historical Agency Administrative Costs

- a. *Nonprofit organizations* - Calculate the amount and percent of the previous year's administrative cost using the completed IRS Form 990.

- b. *Units of local government* - Calculate the amount and percent of the previous year's administrative cost using OMB Circular A-87.

The County has an approved indirect cost rate with the State of Texas of 9.31%; however, indirect costs are rarely applied to the grant projects that the County implements, and no indirect or administrative costs will be applied if this grant is awarded.

4. Best Efforts

In a brief narrative (100 words or less), describe recent (e.g., over the past five years) service efforts that you believe best exemplify the work of your organization – for example:

- Number of veterans (or their families) served;
- The geographic reach to your client base;
- Recognition by others.

Over the past five years, the Hays County VSO has addressed the health care needs of Hays County veterans, providing transportation services from San Marcos to the VA hospital in San Antonio. A total of 229 trips were made in 2009 with 1362 passengers logged. A half-time assistant was hired in late 2007 to assist with administrative/clerical duties, and claims and phone contacts are regularly made to assist veterans. Most recently, in February 2010, the interim Veterans Service Officer saw 166 veterans in his office, and the tally for March of this year is approximately 300 clients.

B. Description of Services

1. Identifying Needs and Targeting Resources

Describe the means and activities that enable the program to be effective at identifying the most pressing needs of veterans and/or their families in the service area, and targeting resources to address those needs. In your response, please be brief (400 words or less) and be sure to include a description of the following:

- How the organization establishes priorities for the types of services provided;
- How the organization evaluates and adjusts to emerging and changing veteran needs;
- Any client populations that are especially targeted, if any – for example, disabled veterans, children of veterans, widows of veterans, etc;
- Types of services offered.

The mandate for the county veterans services officers, per Chapter 434 of the Texas Government Code, is to “aid any county resident who served in the armed forces or nurses corps of the United States, and any orphan or dependent of the person, to prepare, submit, and present any claim against the United States or a state for benefits to which the person may be entitled under United States or state law. The officer shall defeat all unjust claims that come to the officer’s attention”. The County has traditionally focused on the health care needs of veterans, and has received grants from the Texas Dept. of Transportation, Section 5310 program to secure vehicles, including a small passenger bus and van, to provide transportation services from San Marcos to the VA hospital in San Antonio. This priority was established, in conjunction with the Commissioners Court, by the previous Veterans Service Officer, who retired at the end of January, 2010. The population primarily served was therefore those veterans requiring regular medical care, including disabled veterans. With many hours spent transporting veterans and scheduling and accompanying them in their medical appointments, it was difficult to provide full-time office staffing to assist veterans with questions they may have and focus on other issues now facing the veteran population. The previous VSO and assistant were able to provide some service in filing claims and answering questions, when available for office hours, and also to provide outreach in meetings with various veteran’s groups. With the pending retirement of the previous VSO, the Hays County Commissioners Court approved the creation of a veteran’s task force on November 10, 2009 and enlisted a facilitator to work with this group to assess the current needs of the veterans’ community and provide recommendations regarding both qualifications for the new VSO and future direction for the potentially restructured office. The report of this group was submitted on February 12, 2010 and forms the basis of this request for grant funding as described later in this application.

2. Engaging and Serving the Veteran Population

Provide a brief overview (400 words or less) describing how the organization engages the veteran population in its services and activities. In your response, please include a description of how the organization performs each of the following functions:

- Outreach to the client community(ies) you serve;
- Involvement of representatives of these communities in board activities and other aspects of program management and governance;
- Addressing special needs of the client population – e.g., barriers to access, geographical isolation, etc. – including how you provide outreach to persons having those needs;

- Obtaining feedback on satisfaction of clients with program services, accessibility and other client concerns.

The availability of medical transportation services provided by the Hays County VSO was known to the long-standing ridership and spread to other veterans by word-of-mouth from both those riders and the staff of the Veterans Service Office. The former VSO was active in veterans groups such as the American Legion and Veterans of Foreign Wars organizations and interacted with these groups on the availability of services offered in Hays County to assist veterans in their needs. An internet web page containing very basic information on the Veterans Services Office is contained within the overall Hays County web site (www.co.hays.tx.us). Feedback has been an informal process in the past, taken from comments made by the veterans to the VSO or to members of the Commissioners Court. The most significant recent effort to elicit feedback on the program was from the veteran's task force referenced above, and the report of this group is included as an attachment to this application. Also included are job descriptions for both the VSO and Assistant VSO which further defines the scope of activities within the Office.

3. Service Delivery Methods and Quality Control Mechanisms

Please provide a brief overview (400 words or less) of methods the organization applies to maximize its effectiveness in the delivery of services and other organization activities. In your response, please include a description of how you accomplish the following:

- Delivery of services – for example, direct delivery of services, volunteers delivery, etc.
- Ensuring high quality in the services provided to clients, for example, by providing training, supervision, mentoring, case review procedures, etc.
- Evaluating the extent to which your organization is achieving its mission and goals
- Obtaining feedback from clients and other important stakeholders on the outcomes they are receiving as a result of your services and activities
- Describe the organization's service area and the service area of the proposed project, e.g. local, regional, statewide, etc.

The Hays County Veterans Service Office is currently staffed by a full-time VSO, a half-time assistant VSO, and a part-time contract driver that transports veterans to the medical facilities at the VA hospital in San Antonio when the VSO is unavailable. Services from this office are dedicated to the veterans' community, with a FY10 budget of \$131,338 for staff salaries, benefits and operations. Other Hays County departments provide support services to the Office. The Office is overseen by the Hays County Commissioners Court, consisting of the County Judge and four Commissioners who monitors Office activities and provides annual performance evaluations of the VSO. The County VSO maintains current training and certifications as required by Chapter 434 of the Texas Government Code and the Texas Veterans Commission. The report of the Veteran's Task Force as referenced above and attached has been an important feedback mechanism to determine further needs for our veterans and for evaluating future goals.

C. Description of Applicant's Governance and Administration

Please provide a brief overview (200 words or less) describing the applicant's methods for ensuring effective governance, leadership and administration. In your response, please include a description of the following:

- Board composition, structure and most significant activities for ensuring effective governance
- Methods for ensuring effective administration and financial management of resources
- Who is the final approval authority within your organization?

The Veterans Service Office is considered a separate department within Hays County government, and reports directly to the Hays County Commissioners Court and ultimately to the constituents/residents of Hays County. Budgets are set and overseen by the Commissioners Court, and the Hays County Auditor's Office monitors and provides financial management. An annual audit is provided by an external accounting firm according to OMB A-133 accounting standards. The final approval authority rests with the Commissioners Court and signature of the Hays County Judge.

D. Checklist of Attachments

Please ensure that each document marked in the table below is enclosed with the completed application package.

Enclosed:	Additional Attachments as follows:	Attachment Letter:
Job Descriptions	Resumes of organization's key personnel, e.g. Executive Director, Chief Financial Officer, Program Manager, etc.	
X	Copy of cover page from organization's professional liability and malpractice coverage	
N/A	Letters of agreement from collaborating or partner organizations (if applicable)	
N/A	Client eligibility guidelines (if applicable)	
	<u>501(c)(3) and 501(c)(19) organizations only</u> Audit or independently reviewed financial statements for the two most recently completed fiscal years	

Enclosed:	Additional Attachments as follows:	Attachment Letter:
	<u>501(c)(3) and 501(c)(19) organizations only</u> Form 990 for the most recently completed fiscal year. <i>(If this information is available on the applicant organization's website, a working link to the Form 990 will meet this requirement.)</i>	
	<u>501(c)(3) and 501(c)(19) organizations only</u> IRS nonprofit status determination letter	

501(c)(3) and 501(c)(19) organizations only

Copy of organizational documents, including articles of incorporation.
*(If this information is available on the applicant organization's website,
a working link to the organizational documents, including articles of
incorporation, will meet this requirement.)*

501(c)(3) and 501(c)(19) organizations only

Board members list

NOTE TO 501(c)(3) and 501(c)(19) ORGANIZATIONS APPLYING FOR LESS THAN \$25,000

If it is a hardship for your organization to submit any of the following required attachments, an applicant may request a waiver:

- Audit or independently reviewed financial statements for the two most recently completed fiscal years;
- Form 990 for the most recently completed fiscal year; or
- Copy of organizational documents, including articles of incorporation

To request a waiver, please attach a one page narrative description of the specific attachment(s) for which you are requesting a waiver and a detailed description of why the hardship exists. TVC reserves the right to approve all, part, or none of each waiver request. If TVC denies the waiver request, the applicant will be required to submit the attachment. NOTE: Organizations requesting \$25,000 or more must submit all required attachments.

Part 4 – Grant Proposal

A. Proposal Summary

Executive Summary of Project

1. Name of Project:
Hays County Veterans Services Enhancement Project
2. Provide a brief (150 words or less) executive summary of the proposal. Include information such as: the need for the proposed services, the targeted population, the geographical service area covered, and the anticipated results.

The overall goal includes providing additional services to Hays County veterans as recommended by the Hays County Veteran's Task Force. Funding will be utilized to enlist a temporary, part-time Office Assistant to assist and create an electronic database of those veterans in Hays County; develop appropriate web site content for the Office; compile a "resource" packet for veterans to utilize to determine available benefits; set up a work station in the VSO for veterans to access and research pertinent web-based information and contact providers of veterans benefits, with assistance available from office staff; and to establish an "800" number for veterans outside the local San Marcos area to conveniently and inexpensively contact the office for any needs or assistance. This project will primarily assist those veterans living in Hays County, Texas although the information developed and provided can be utilized by veterans living outside the county boundaries.

B. Proposed Service Delivery System

Please describe in this section the delivery system that will be used to provide efficient, high-quality services with the help of this grant. If any question is not applicable to your proposal, please indicate "Not applicable" and go on to the next item. Please respond briefly (150 words or less) for each question throughout Section B.

1. Needs to be Addressed

- a. Describe the veteran needs and/or gaps in services to be addressed with the help of grant funding. Describe how your program identified those needs – meetings with veterans and/or their families, discussions with partner agencies, client surveys, review of intake data, strategic planning by program staff, etc. Highlight the extent to which those needs are not currently adequately being met and why – e.g., lack of other providers addressing this issue in the area, special obstacles faced by the target population, etc;

On November 10, 2009 the Hays County Commissioners Court approved formation of a Veteran's Task Force to provide recommendations on service needs and goals associated with the hiring of a new Veterans Services Officer. The resulting report indicated needs in areas of customer service; public relations, outreach and publicity; staffing; and mechanisms for the evaluation of services provided. In addition to assessing efficient and effective transportation services that is already provided, this group identified the need for an "800" phone number, full-time staffing of the office, identification of the veterans in Hays County, a comprehensive and user-friendly website, an information packet on services and benefits, more appearances by the VSO to veterans organizations, more public information distribution, and an effective system

to survey veterans and evaluate programs and program needs, among others. Current resources in the office are inadequate to address these issues in a timely manner.

- b. Will the proposed activities address pervasive, long-standing veteran issues or new and emerging issues arising within the veteran population of Texas? Provide one or two compelling client examples illustrating the need and how the proposed activities have been, or will be, effective in addressing these issues;

The activities listed above will begin to address issues as identified as “near-term” in the Hays County Veteran’s Task Force report. The need to inform veterans of their potential benefits has been long-standing, but the mechanisms to effectively communicate this information have evolved over time. Recent veterans are perhaps more reliant on electronic technologies, such as e-mail and computer web-based information, than older veterans, so there is an essential need to provide the information accordingly in a variety of formats. Also, there is a critical need to be responsive to issues as they arise – in a pro-active manner – and identify and access information and distribute this to the effected parties as quickly and efficiently as possible. The grant funds requested will assist in developing access to the information veterans require to address various needs.

- c. Describe how the program defines and will measure success in addressing these issues.

The program will be successful if it can show a significant increase in the number of clients served, and the satisfaction levels of those clients with the services provided. This will include better record keeping to document those veterans seeking assistance, and a method to survey the satisfaction levels with the services provided.

2. Staff

- a. Identify key staff, volunteers, consultants, and/or partners organizations for the projects;

Key staff members dedicated to supporting this program include the interim Veterans Service Officer (Mike Mendoza), half-time Assistant Veterans Service Officer (Agridina Lopez), and the part-time, temporary Office Assistant that is proposed to be hired with grant funds. It is anticipated that a Veterans Advisory Council will also be formed (most likely composed of several members of the Veteran’s Task Force previously enlisted, as well as new veteran representatives) to provide input and assistance in development of the programs.

- b. Outline skills and resources they bring to the project.

The current interim VSO has over 30 years of experience in working with veterans affairs through the Texas Veterans Commission, most recently joining Hays County in January, 2010 after retirement from that organization. He maintains all required certifications required as a County VSO. The Assistant VSO has been working in this capacity for the County since October 2007, and was certified in 2009. The Veterans Advisory Council will represent the veterans community. It is anticipated that the person to be hired with grant funds will have experience working with veterans or will be a veteran.

3. Targeting Resources: The Service Delivery Plan

- a. Describe the legal service delivery methods that will be used for addressing the needs identified above;

The services to be provided will be based primarily out of the Veterans Service Office in San Marcos, although outreach activities will also be conducted in other communities in Hays County. As the services involve primarily communications with veterans about their entitled benefits, and assistance with acquiring these benefits as coordinated with the VSO, no significant legal barriers are envisioned.

- b. Will the proposed activities apply creative or innovative methods/approaches in the delivery of services to veterans and/or their families? If so, please identify those methods and describe the anticipated benefits to be derived from these innovations. If the proposed activities apply "best practices" or proven methods, describe the benefits of applying these practices to this project or program.

The project provides outreach to veterans to assist them in identifying and acquiring benefits through an expanded service level provided by the Hays County Veterans Service Office.

- c. Please indicate below whether the program is implementing new methods or continuing current practices, and describe the benefits that will result from the approach being used – for example, enhance access to services, increase efficiency in providing those services and/or improve service quality.

The project is designed to enhance and expand access to services provided through the Hays County VSO through better communication methods, expanded office hours, and outreach activities to inform and assist veterans with issues facing them.

- d. If the proposed activities are innovative or represent best practice methods, please describe below how they might be replicated or expanded to other legal service providers in Texas or other areas of your program – for example, expanding the success of this project to other geographical or substantive areas of service. Please indicate the general problems or issues such an effort could potentially address. If the program has experience in developing and sharing best practice models, please describe your success with those efforts.

The goal of this project is to expand the service levels of the current Hays County Veterans Service Office as identified by the Hays County Veteran's Task Force.

- e. If you are proposing adding new services for veterans and/or their families to your existing services, how did you determine the needs of these services?

Services needs were determined through a Veteran's Task Force created by the Hays County Commissioners Court with a charge to provide recommendations to the Court for goals within the Veterans Service Office.

4. Anticipated Outcomes and Results of This Grant

Describe the outcomes and results for the proposed activities.

- a. Describe the benefits that the proposed activities will produce for veterans in Texas in terms of individual clients and/or the client community(ies) as a whole.

It is expected that the activities as proposed will expand the client base in Hays County by providing more information to a wider client base than that currently served. It is anticipated that a higher satisfaction level will be achieved among the Hays County veterans community with the services offered by Hays County.

- b. Describe the anticipated outcomes in quantitative terms. Use best estimates if necessary.

For example:

- Number of families of veterans assisted.
- Number of veterans provided employment counseling.
- Number of veterans provided transportation to and from VA facilities.
- Average cost per individual or family assisted.

NOTE: If your application is selected for funding, TVC may require specific outcome measures or performance targets.

As detailed records have not been maintained by this office in the past, it is somewhat difficult to quantify anticipated results. This is essentially a function of not having the resources available to track each client served. However, under the proposed grant project, detailed records will be kept to measure outcomes involving the number of persons that are assisted with veterans issues. Generally, it is expected that more veterans will be served, and that more issues can be resolved, through the enhancement of the services offered.

- c. Please describe below any broader, more systemic results you anticipate from this project. For example, will the activities result in *long-term* improvements in the lives of veterans and/or their families? Will the activities build the *capacity* of the organization? If so, please describe how those results will occur.

It is expected that veteran's lives will be enhanced in Hays County through the expansion of information and services provided by the County.

5. Outreach to Target Recipients of Proposed Services

How will potential clients be made aware of the availability of proposed services? Include information about methods used to provide outreach to potential clients of your services as a whole, as well as outreach to any especially vulnerable or hard-to-reach veterans you anticipate serving. If your program attracts clients through some other method than outreach – e.g., referrals from other agencies -- please describe that process.

Clients will be informed of services through an expanded web site, information packets to be assembled and distributed to various county veterans service organizations, press releases, speaking engagements with various organizations, and better staffed office hours for one-on-one contact, either in person or by phone.

6. Client Access to Services

Describe the client application process and/or how potential clients are considered for program services. Provide a picture of the overall client experience including those accepted for services, referred to others or rejected. Where applicable, provide information on intake schedules and goals for wait times of clients between initial application and the onset of service delivery.

The Hays County Veterans Service Office will make every effort through personal contact with the veteran to assess needs and determine available benefits that they may be entitled to. The primary purpose of the project is to make contact with more veterans in the County and assist them in their needs.

7. Levering the Investment

Describe how the proposal could leverage TVC grant resources in terms of attracting volunteers, additional non-TVC funds, or cooperative ventures.

- a. Could the proposed activities leverage TVC grant resources invested - e.g., volunteer efforts or attracting other funds to provide services to low-income people?

The grant funds requested are considered to be “seed” money for the expansion of the services provided by the Hays County Veterans Service Office. Potentially, the information developed from this project could be shared with other service providers.

- b. Identify other organizations (for example, other veteran service providers or community-based organizations) that will significantly participate in this program or project. Provide an overview of their roles in carrying out the purposes of this grant. Explain how these cooperative efforts will enhance the results of the project.

It is expected that a “partnership” will be formed with various veteran’s service organizations, such as VFW and Legion Posts, as well as veteran officials from Texas State University in San Marcos, to share information and assist veterans.

Part 5 – Budget Spreadsheets and Budget Narrative

A-1. Budget Spreadsheets

Complete the following budget tables, including the Project Begin Date and Project End Date. The budget must reflect the 100% of the costs for carrying out the project proposed in the Letter of Interest. Following the budget tables, provide a Budget Narrative that includes a brief description of each line-item.

Project Begin Date: July 1, 2010

Project End Date: June 30, 2011

	Cost Category	Program Costs	Admin Costs*	Total Budget	Matching Funds
A	PERSONNEL COSTS				
1	Salaries and Wages (part-time, temporary)	\$14,560	\$	\$14,560	\$
2	Employee Benefits	\$	\$	\$	\$
3	Total Personnel Costs	\$14,560	\$	\$14,560	\$
B	NON-PERSONNEL COSTS				
1	Client Services (counseling, etc.)	\$	\$	\$	\$
2	Client Support (rental assistance, bill payments, etc.)	\$	\$	\$	\$
3	Client Transportation	\$	\$	\$	\$
4	Equipment (not capitalized)	\$	\$	\$	\$
5	Repairs and Maintenance	\$	\$	\$	\$
6	Rental of Space/Facilities	\$	\$	\$	\$
7	Supplies and Materials	\$ 1,000	\$	\$ 1,000	\$
8	Utilities	\$	\$	\$	\$
9	Contracted Services for Clients	\$	\$	\$	\$
10	Other – Provide breakdown below**	\$	\$	\$	\$
11	Total Non-Personnel Costs	\$ 1,000	\$	\$ 1,000	\$
C	TOTAL BUDGET	\$ 15,560	\$	\$15,560	\$

Breakdown of Line #11 - "Other"

Please list each item in the "Other" category individually in the table below.		Program Costs	Admin Costs	Total Budget	Matching Funds
1	Equipment – Computer/Printer/Software -Workstation	\$ 2,500	\$	\$ 2,500	\$
2	Printing - brochures, information packets, etc.	\$ 1,200	\$	\$ 1,200	\$
3	1-800 phone service	\$ 4,500	\$	\$ 4,500	\$
4		\$	\$	\$	\$
5		\$	\$	\$	\$
TOTAL		\$ 8,200	\$	\$ 8,200	\$

***Administrative costs cannot exceed 7% of the amount requested.**

Part 5 – Budget Spreadsheets and Budget Narrative (continued)

A-2. Direct Personnel Breakdown

List all staff members that will be paid out of the TVC grant award. Be sure to enter total amounts on A-1. Proposed Budget.

Position Title	% time allocated to this grant	Salaries & Wages	Fringe Benefits	Total Salary + Fringe
Office Assistant (part-time, temporary)	100%	\$14,560	\$0	\$14,560
				\$0
				\$0
				\$0
				\$0
				\$0
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				\$0
				\$0
TOTAL		\$14,560	\$0	\$14,560

Part 5 – Budget Spreadsheets and Budget Narrative (continued)

A-3. Budget Narrative

Use up to three pages to provide a narrative description for each budgeted line-item.

Personnel:

Total Costs: \$ 14,560.00

A temporary, part-time Office Assistant will be hired for a 12-month period. This person will work with the Veterans Services Officer and the current half-time Assistant VSO to research pertinent information, identify and compile a database of the Hays County veterans community, develop appropriate web content and outreach materials, assist veterans in researching information, and develop methodology to assess program results.

Other:

Total Costs: \$ 4,500.00

A "1-800" phone service will be set up in the office for veterans outside of the local calling area to contact office staff at no cost to the individual.

Other:

Total Costs: \$ 2,500.00

A computer work station, printer, including software will be established in the office for use by veterans as both a research and communications tool.

Other:

Printing for development of brochures, information packets, etc.

Total Costs: \$ 1,200.00

Supplies:

Supplies including folders, ink cartridges, paper, pens, etc.

Total Costs: \$ 1,000.00

Total Costs: \$ 23,760.00

Subdivision/Road/Staff Review Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than 2:00 p.m. on WEDNESDAY.

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM:

Discussion and possible action to consider changes to Hays County Development Regulations, Chapter 715, Subchapter 3.01 (c).

CHECK ONE: Subdivision Road Staff Recommendation

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED:

LINE ITEM NUMBER OF FUNDS REQUIRED:

REQUESTED BY: Garza

SPONSORED BY: Sumter

SUMMARY:

On February 23, 2010 staff was directed to examine current Hays County Regulations regarding water availability demonstrations for subdivisions using individual on-site wells as the sole water source for the development. At that time, the discussion was about the current exemption under Chapter 705, Subchapter 3.01 (c-1). Under this exemption, residential subdivisions consisting of 5 lots or less with an average lot size of 2 acres or more are exempt from performing a Groundwater Availability Study in compliance with Hays County Regulations as well as State of Texas statutes (30 TAC 230). Currently, when a developer uses this exemption, the newly created lots are prohibited from re-subdivision for a period of 5 years following final plat approval.

Staff is prepared to provide insight and answer questions as the Court determines if changes to this section of the Development Regulations are necessary.

Agenda Item Request Form

Hays County Commissioners' Court

9:00 a.m. Every Tuesday

Request forms are due in the County Judge's Office

no later than **2:00 p.m.** on **WEDNESDAY.**

Phone (512) 393-2205 Fax (512) 393-2282

AGENDA ITEM:

Discussion and possible action to amend the Sheriff Office budget for additional overtime funding.

CHECK ONE: ☐ CONSENT ☒ **XX ACTION** ☐ EXECUTIVE SESSION

☐ WORKSHOP ☐ PROCLAMATION ☐ PRESENTATION

PREFERRED MEETING DATE REQUESTED: April 6, 2010

AMOUNT REQUIRED:

LINE ITEM NUMBER OF FUNDS REQUIRED: 001-618-00.5031

REQUESTED BY: Ratliff/Brodbeck/Davenport

SPONSORED BY: Liz Sumter

SUMMARY: The Sheriff Office is currently over budget in overtime compensation. The FY10 budget for overtime/holiday pay was cut during budget workshops. The current amount budgeted does not allow the coverage needed during holidays and normal overtime situations. Budget amendment is needed for the remainder of this fiscal year.

