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## *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 COMMISSIONER COURT MINUTES OF OCTOBER 4, 2011.**

**CHECK ONE:**    **X CONSENT**    ☐ ACTION    ☐ EXECUTIVE SESSION

☐ WORKSHOP    ☐ PROCLAMATION    ☐ PRESENTATION

**PREFERRED MEETING DATE REQUESTED:** October 11, 2011

**AMOUNT REQUIRED:**

**LINE ITEM NUMBER OF FUNDS REQUIRED:**

**REQUESTED BY:** GONZALEZ

**SPONSORED BY:** COBB

**SUMMARY:**

OCT 11 2011  
FILED:  
HAYS COUNTY COMMISSIONERS' COURT  
Resolution # 28491 VOL 4 PC 706



STATE OF TEXAS \*  
COUNTY OF HAYS \*

ON THIS THE 4<sup>TH</sup> DAY OF OCTOBER A.D., 2011, THE COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, MET IN REGULAR MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:

ALBERT H. COBB JR  
MARK JONES  
RAY O. WHISENANT JR  
LIZ Q. GONZALEZ

COUNTY JUDGE  
COMMISSIONER, PCT. 2  
COMMISSIONER, PCT. 4  
COUNTY CLERK

WITH COMMISSIONER PCT. 1 DEBBIE GONZALES INGALSBE & COMMISSIONER PCT. 3 WILL CONLEY ABSENT; AND THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:

Pastor Dennis Koger from the Immanuel Baptist Church in Kyle gave the invocation and Judge Cobb led the court in the Pledge of Allegiance to the flags. Judge Cobb called the meeting to order.

**28470        ADOPT A PROCLAMATION FOR THE HAYS COUNTY FOOD BANK RECOGNIZING OCTOBER AS TURKEYS TACKLING HUNGER MONTH**

A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to adopt a Proclamation for the Hays County Food Bank recognizing October as Turkeys Tackling Hunger month. All present voting "Aye". MOTION PASSED

**28471        APPROVE PAYMENTS OF COUNTY INVOICES**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve payments of county invoices in the amount of \$3,961,909.93 as submitted by the County Auditor. All present voting "Aye". MOTION PASSED

**28472        APPROVE COMMISSIONERS COURT MINUTES OF SEPTEMBER 27, 2011**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve Commissioners Court Minutes of September 27, 2011. All present voting "Aye". MOTION PASSED

**28473        APPROVE RE-APPOINTMENT OF SCOTT BROWN TO THE ESD #7 BOARD**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve re-appointment of Scott Brown to the ESD #7 Board. All present voting "Aye". MOTION PASSED

**28474        APPROVE CORRECTION OF A DEPUTY SLOT POSITION THAT WAS APPROVED FOR HIRE ON SEPTEMBER 20, 2011 FROM SLOT 12 TO SLOT 55**

Human Resource Department would like a correction on the approve hiring in the Sheriff's Department. Deputy slot 12 was approved September 20, 2011 which was incorrect. The slot that should have been approved is Deputy slot 55. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve correction of a deputy slot position that was approved for hire on September 20, 2011 from slot 12 to slot 55. All present voting "Aye". MOTION PASSED

**28475        ACCEPT A \$200 DONATION TO THE SHERIFF'S OFFICE COMMUNITY OUTREACH PROGRAM AND AMEND THE BUDGET ACCORDINGLY**

The Sheriff's Office received a donation in the amount of \$200.00 from the Trattoria Lisina, LLC and request to deposit into line item 052-618-00.5222. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to accept a \$200 donation to the Sheriff's Office Community Outreach Program and amend the budget accordingly. All present voting "Aye". MOTION PASSED



OCTOBER 4, 2011

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**28476 AUTHORIZE COUNTY JUDGE TO EXECUTE RENEWAL OF THE AGREEMENT FOR ALTERNATIVE DISPUTE RESOLUTION SERVICES (DRC)**

The contract expired on September 30, 2011 and will renew for a term of one year. Amount required is \$15,000.00 to 001-895-98-381.5800. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to authorize County Judge to execute renewal of the Agreement for Alternative Dispute Resolution Services (DRC). All present voting "Aye". MOTION PASSED

**28477 APPROVE UTILITY PERMITS**

A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve utility permit # 837 issued to LCRA, on Cross Creek Drive in Pct #4 by the Hays County Road Department. All present voting "Aye". MOTION PASSED

**28478 AUTHORIZE INSTITUTIONAL OSSF PERMIT AT 1601 BELL SPRINGS ROAD, DRIPPING SPRINGS, TEXAS IN PRECINCT 4**

David and Jennifer Young are planning an on-site sewage facility to serve a therapeutic riding camp/arena. This on-site sewage facility is designed for 240 gallons per day. The property is 20.515 acres in size. A 500 gallon equalization tank followed by a standard septic tank and drainfield is proposed. A wastewater meter will be installed so that the system can be monitored. The property is served by a public water supply. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to authorize Institutional OSSF Permit at 1601 Bell Springs Road, Dripping Springs, Texas in Precinct 4. All present voting "Aye". MOTION PASSED

**28479 CALL FOR A PUBLIC HEARING ON OCTOBER 18, 2011 TO ESTABLISH TRAFFIC REGULATIONS (3-WAY STOP) AT THE INTERSECTION OF GOFORTH AND BEBEE ROAD**

Transportation Director Jerry Borcharding gave staff recommendation. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to hold a Public Hearing on October 18, 2011 to establish traffic regulations (3-way stop) at the intersection of Goforth and Bebee Road. All present voting "Aye". MOTION PASSED

**28480 ACCEPT ROAD CONSTRUCTION AND DRAINAGE IMPROVEMENTS, AND RELEASE OF THE CONSTRUCTION BOND FOR HIGHPOINTE SUBDIVISION, PHASE 4, SECTION 2**

Transportation Director Jerry Borcharding gave staff recommendation. Staff recommends acceptance of the construction of roads and drainage improvements within Phase 4, Section 2. The RPTD Department has inspected and approved the improvements. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to accept of road construction and drainage improvements, and release of the construction bond for Highpointe subdivision, Phase 4, Section 2. All present voting "Aye". MOTION PASSED

**28481 ACCEPT THE BOND FOR FISCAL SURETY FOR THE RE-VEGETATION OF THE STREET AND DRAINAGE IMPROVEMENTS IN HIGHPOINTE SUBDIVISION, PHASE 4, SECTION 2**

Transportation Director Jerry Borcharding gave staff recommendation. Highpointe Subdivision has issued a revegetation bond for \$11,936.00. The Road Department has inspected and recommends acceptance. A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to accept the bond for fiscal surety for the re-vegetation of the street and drainage improvements in Highpointe subdivision, Phase 4, Section 2. All present voting "Aye". MOTION PASSED

**28482 SUNRISE ACRES REPLAT OF LOTS 20 & 21 [11-2-5 - 3 LOTS] APPROVE PRELIMINARY PLAN AND CALL FOR PUBLIC HEARING NOVEMBER 1, 2011**

Roxie Botkin Subdivision Coordinator gave staff recommendation. The Sunrise Acres subdivision is a recorded subdivision located off of Bebee Road in Precinct 2. Sunrise Acres was originally divided in 1983 as a 93 lot subdivision. There are 131 taxable parcels on the CAD records. The newly configured lots will be sized as follows: Lot 20A- 1.118 acres, Lot 21A-3.429 acres, Lot 21B-14.27 acres, Lot 21A and 21B are currently developed and are served by Goforth Water and on-site sewage facilities. Lot 20A will also utilize Goforth Water and OSSF at the time of development. A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to approve preliminary plan of Sunrise Acres replat of Lots 20 & 21 and call for a public hearing November 1, 2011. All present voting "Aye". MOTION PASSED

**28483 APPROVE HIRING, TRANSFER AND/OR PROMOTION OF VACANT POSITION(S) FOR JUSTICE OF THE PEACE 1-1**

Justice of the Peace Pct. 1 PI 1 Joanne Prado would like to hire a Court Administrator to fill a slot of a clerk who recently retired. Promoting Angela Hernandez to Justice Court Administrator and Lisa DeLeon to Justice Clerk, slot 1. Justice Court Administrator, slot 1, grade 110 salary range \$32,125 date vacant 09/30/2011. Justice Clerk, slot 1, grade 107 salary range \$24,136, date vacant 10/4/2011. Justice Clerk, slot 2, part-time, grade 107, salary range \$11.60 per hour, date vacant 10/4/2011. **A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to hire and promote for the vacant positions in the JP 1-1 effective immediately. All present voting "Aye". MOTION PASSED**

**28484 AUTHORIZE THE COUNTY JUDGE OR DESIGNEE TO EXECUTE FY2012 WORK AUTHORIZATIONS NO. 23, 24, 25, 26, 27, 28 & 29 UNDER THE PROGRAM MANAGEMENT SERVICES CONTRACT FOR THE PASS-THROUGH PROGRAM WITH PRIME STRATEGIES, INC**

Work Authorizations No. 23,24,25,26,27,28 & 29 will allow for the continuation of pass-through program management services including but not limited to: (1) Agency Coordination (2) Management of Design Activities (3) Project Administration. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to authorize the County Judge or designee to execute FY2012 Work Authorizations No. 23, 24, 25, 26, 27, 28 & 29 under the Program Management Services contract for the Pass-Through Program with Prime Strategies, Inc. All present voting "Aye". MOTION PASSED**

**28485 AWARD THE BID FOR WAYFINDING AND SIGNAGE TO LEWIS SIGNS OF BUDA, TEXAS AND AUTHORIZE THE BUILDING COMMITTEE AND BROADDUS TO NEGOTIATE A CONTRACT**

Lewis Signs was the sole bidder for the Signage at the Government Center. One other company showed interest but failed to submit a bid. Although only one bid was received, we are confident in their ability to provide us with quality work and product. Lewis Signs provided the signs at the Development Services Department. This bid is well below the estimated cost and meets all local state and federal requirements including ADA and Braille requirements. Amount required is \$95,214.00. **A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to award the bid for Wayfinding and Signage to Lewis Signs of Buda, Texas and authorize the Building Committee and Broaddus to negotiate a contract. All present voting "Aye". MOTION PASSED**

**28486 HIRE A TEMPORARY REGISTERED NURSE FOR THE WELL CHILD CLINIC IN THE PERSONAL HEALTH DEPARTMENT**

Priscilla Hargraves Personal Health Director is requesting approval to hire a temporary Registered Nurse to work in the Well Child Clinic while a current employee is on medical leave. The current position salary will be used to pay the temporary employee, as the current employee has no accrued leave to be paid from. It is imperative this position is filled due to scheduled well child appointments, on-going immunizations, and scheduled outreach clinics for flu season. This has been through the process with the Human Resources Department. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to hire a temporary Registered Nurse for the Well Child Clinic in the Personal Health Department. All present voting "Aye". MOTION PASSED**

**28487 AUTHORIZE THE COUNTY JUDGE TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BETWEEN HAYS COUNTY AND RVI PLANNING AND LANDSCAPE ARCHITECTURE, RELATED TO MASTER PLAN CONSULTING ON THE JACOB'S WELL PROJECT**

Jeff Hauff Grants Administrator gave staff recommendation. Staff members considered responses to RFQs for a Master Planner last month. Two finalists were selected for interviews resulted in the staff's selection for interviews, and those interviews resulted in the staff's section of RVI and recommendation that this contract be accepted and executed by the Commissioners Court. Legal Counsel has consulted with Bonds Counsel and confirms that the use of Bond Funds for this purpose is legitimate and legal. Amount required \$93,000 (already budgeted). **A motion was made by Commissioner Jones, seconded by Commissioner Whisenant to authorize the County Judge to execute a Professional Services Agreement between Hays County and RVI Planning and Landscape Architecture, related to Master Plan consulting on the Jacob's Well Project. All present voting "Aye". MOTION PASSED**



OCTOBER 4, 2011

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VOLUME U PG 705

# DISCUSSION WITH STAFF REGARDING PROPOSED CHANGES TO THE HAYS COUNTY RULES FOR ON-SITE SEWAGE FACILITIES

Clint Garza Development Services Director spoke of changes. A items to take into consideration are Pg. 154 – Qualified OSSF Inspector definition; Pg. 165 – non-residential OSSF hydraulic flow equalization Pg.167 – protective base around sprinkler head Pg. 170 – inspections; Pg. 171 Research fund fee paid to TCEQ. Item was discussion only; no action taken.

## 28488 APPROVE HIRING AND DOUBLE FILLING THE POSITION OF JUSTICE CLERK 70%, OF JUSTICE OF THE PEACE, PRECINCT 4 FOR 1 MONTH

The savings that is generated by the position change will be more than the one month expense; to double fill savings and expense will be in the same line item. Savings generated are significantly more than the expense needed. Budget Amendment is not required 001-629-00.5201 Staff Salaries. 70% replacement is at entry level: 12 months @ entry level= \$24,136x70%= \$16,895.20; 12 months entry level Fica/mdcr= \$1,292.50; 12 months entry level Retirement 10.69%= \$1,806.10; Total for new person at entry level 70%= \$19,993.80. Refer to previous, the 70% current positions at \$25,743.54 annually, if works one month-1/12=\$2,145.30; Then total for 1 month present position + 12 months new position, both at 70%=\$22,139.10; And the present position cost for 12 months that would be replaced \$25,743.54; Savings due to reduced amount to be paid after one month \$3,604.44. **A motion was made by Commissioner Whisenant, seconded by Commissioner Jones to approve the hiring and double filling of the position of Justice Clerk 70%, of Justice of the Peace, Precinct 4 for 1 month. All present voting "Aye". MOTION PASSED**

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

At this time Hays County Burn Ban will remain in effect.

**Clerk's Note Agenda item #22 RE:** DISCUSSION OF ISSUES RELATED TO PROPOSED CAPITAL CONSTRUCTION PROJECTS IN HAYS COUNTY, INCLUDING BUT NOT LIMITED TO THE GOVERNMENT CENTER; THE PROPOSED PRECINCT 2 OFFICE; AND THE LAW ENFORCEMENT CENTER IMMEDIATE NEEDS PROJECT – **was pulled**

**Clerk's Note Agenda item #23 RE:** DISCUSSION OF ISSUES RELATED TO THE ROAD BOND PROJECTS, INCLUDING UPDATES FROM MIKE WEAVER, PRIME STRATEGIES AND JEFF CURREN, HDR – **was pulled**

## DISCUSSION OF MATERIAL RELATING TO THE HAYS COUNTY WATER AND SEWER AUTHORITY AND/OR THE LCRA DIVESTITURE

Commissioner Whisenant spoke of a meeting was held yesterday.

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

I, LIZ Q. GONZALEZ, COUNTY CLERK and EXOFFICIO CLERK OF THE COMMISSIONERS' COURT, do hereby certify that the foregoing contains a true and accurate record of the proceedings had by the Hays County Commissioners' Court on October 4, 2011.



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