

**ATASCOSA COUNTY
COMMISSIONERS COURT
REGULAR MEETING
COMMISSIONERS COURTROOM, SUITE 203
June 8, 2026
9 a.m.**

If after the commencement of the meeting covered by this Notice, the Commissioners Court should determine that a closed or executive meeting or session of the Court is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Court. Purposes for a closed or executive meeting or session permitted by the Act include the following:

- 551.071 Consultation with Attorney.
- 551.072 Deliberation regarding real property.
- 551.073 Deliberation regarding prospective gifts.
- 551.074 Personnel Matters.
- 551.076 Deliberation regarding security devices or security audits.
- 551.0785 Deliberation involving medical or psychiatric records of individuals.
- 551.084 Investigation; exclusion of witness from hearing.
- 551.087 Deliberation regarding economic development negotiation.
- 551.088 Deliberation regarding test item.

AGENDA

1. Judge Cude: Call to Order.
2. Judge Cude: Prayer; Pledge of Allegiance.
3. Public Comments:
4. Audrey Louis: Discuss and/or take appropriate action concerning personnel:
District Attorney:
 - New Employee: Kelsy Patricia Trejo V.
 - Position: Administrative Asst.
 - Pay Rate: \$40,000.00 annually
 - Salary Budget Area: 047-400-403
 - Start Date: June 8, 2026
 - Physical: pending
 - Drug Test: pending
5. Judge Prasifka: Discuss and/or take appropriate action to approve the hotel and
JP. 4: conference expenses for the Justice of the Peace Pct. 4 clerk to attend
the 2026 County Technology Conference hosted by the Texas
Association of Counties.
The payment, totaling \$900.35, would be made from the Justice Court
Technology Fund 010-400-684.
6. Courtney Grier: Discuss and/or take appropriate action concerning personnel:
EMS:

Existing Employee: Robert Mieszala
Position: PRN Paramedic to Entry Paramedic
Pay Rate: \$21.85/HR \$120.00 monthly Uniform Allowance
Salary Budget Area: 041-400-430 041-400-489
Start Date: June 08,2026
Physical: Complete
Drug Test: Complete

7. Sarah Rihn: Discuss and/or take appropriate action concerning personnel:
Animal Control:

New Employee: Mariaelena Rodriguez
Position: Kennel Tech
Pay Rate: \$19.00 hourly
Salary Budget Area: 012-477-405
Start Date: June 08,2026
Physical: completed
Drug Test: completed

8. Britni Van Curan: Discuss and/or take appropriate action concerning personnel:
Rural Development:

Existing Employee: Cornelio Landin
Position: Permit Coordinator
Pay Rate: \$24.04/hr. (FI rate \$24.0384)
Salary Budget Area: 012-472-408
Start Date: June 8,2026
Physical: n/a
Drug Test: n/a

Existing Employee: Karen Johnson
Position: Administrative Assistant
Pay Rate: \$20.38/hr. (FI rate \$20.3846)
Salary Budget Area: 012-472-407
Start Date: June 8,2026
Physical: n/a
Drug Test: n/a

9. Britni Van Curan: A. Conduct a public hearing concerning vacating and replatting
Rural Development: portions of Lots 4 & 5 in the Homestead Acres Subdivision in Precinct
1.

1. Open Public Hearing.
2. Close Public Hearing.

B. Discuss and/or take appropriate action concerning approval/denial of the Replat of portions of Lots 4 & 5 of the Homestead Acres Subdivision on Bronder Rd. in Precinct 1.

10. Britni Van Curan: Discuss and/or take appropriate action concerning approval/denial of the

- Rural Development: Certificate of Exception for the Griego Family on Private Road A51 in Precinct 1.
11. Britni Van Curan: Rural Development: Discuss and/or take appropriate action concerning approval/denial of the Certificate of Exception for the Maximeno Hernandez Family on Patton Rd. in Precinct 2.
 12. Britni Van Curan: Rural Development: Discuss and/or take appropriate action concerning approval/denial of the Road Bore Permit for Murphy Exploration & Production Company on County Road 329 in Precinct 3.
 13. Britni Van Curan: Rural Development: Discuss and/or take appropriate action concerning approval/denial of the Certificate of Exception for the Higginbotham Family on County Road 323 in Precinct 3.
 14. Britni Van Curan: Rural Development: Discuss and/or take appropriate action concerning approval/denial of the Final Plat for the Chain Addition on County Road 323 in Precinct 3.
 15. Kayla Fournier: H.R.: Discuss and/or take appropriate action concerning personnel:

New Employee	Hagan Dailey, Reagan Hillburn, Victor Perez, Marissa Ramos, Colt Aley, Luis Ramos, Janelle Flores, Kallie Moreida
Position:	Atascosa County Summer Intern
Pay Rate:	\$15.00 hourly
Salary Budget Area:	012-424-405
Start Date:	June 8, 2026-July 17, 2026
Physical:	NA
Drug Test:	NA
 16. Kayla Fournier: H.R.: Discuss and/or take appropriate action concerning the 2026-2027 Atascosa County Insurance Plan Renewal with TAC and authorize County Judge Weldon Cude to sign the renewal agreement. The plan coverage is from October 1, 2026 - September 30, 2027. Atascosa County cost increase for the 2026-2027 plan year is 4.0%. The previous plan year cost increase was 1.7%.
 17. Kayla Fournier: H.R.: Discuss and/or take appropriate action to review the Risk Management Department.
 18. Kayla Fournier: H.R.: Discuss and/or take appropriate action to review the HR Employee Satisfaction Survey Results.
 19. Tracy Barrera: County Auditor: Discuss and/or take appropriate action concerning the review, acceptance and selection of the bids that were received in the Auditors' office by the deadline for the Water System Improvements at the Fashing-Peggy Water Plant for the El Oso Water Supply Corporation, TxCDBG Contract No. CDV23-0227.
 20. Tracy Barrera: County Auditor: Present the Atascosa County 2024 Audit Report. Take action to accept the Atascosa County 2024 Audit Report and enter into the minutes.

21. Justin Vasquez: Discuss, consider, and take action to approve the IT Governance Policy, IT Department: assign administrative supervision of the County IT Director to the County Auditor, and establish the County IT Advisory Committee as an advisory body for countywide information technology matters.
22. Molly Solis: Discuss and/or take appropriate action to approve the Commissioners' County Attorney: Court Rules of Procedures, Conduct and Decorum for Commissioners' Court Meetings.
23. Judge Cude: Discuss and/or take appropriate action to approve the Interlocal Cooperation Mutual Aid Agreement between Atascosa County and McMullen County, the municipalities of Jourdanton, Poteet, Christine, Leming, Lytle, Pleasanton Fire Departments or VFDs, and Paisano VFD of Atascosa County.
24. Judge Cude: Discuss and/or take appropriate action to approve the renewal contract for professional services for autopsy services with Dr. Ray Fernandez, M.D.
25. Judge Cude: Discuss and/or take appropriate action to approve the County Curtis Vickers: Infrastructure Project Monthly Report.
26. Judge Cude: Update and/or take appropriate action concerning Judge, Commissioners, and Other County Elected Officials' training course certifications. Record any hours and certificates into Commissioners Court minutes and other documents not related to education needing to be filed in the court records.

Sheriff Jake Guerra completed 24 hours of education at the 40th Annual Texas Jail Association Conference on May 4–8, 2026.

27. **EXECUTIVE SESSION**

The Regular Session of Atascosa County Commissioners Court will now recess in order to convene in Executive Session according to Texas Government Code 551.071 and 551.074 to discuss personnel and other matters with the County Attorney's office.

- A. Discuss the Purchase and/or Sale of Real Property, or legal matters related to real property.
- B. Discuss and Update on pending litigation matters.
- C. Discuss and consider personnel matters regarding the Justice of the Peace Precinct No. 4 office.

28. **OPEN SESSION**

- A. Discuss the Purchase and/or Sale of Real Property, or legal matters related to real property.
- B. Discuss and Update on pending litigation matters.
- C. Discuss and consider personnel matters regarding the Justice of the Peace Precinct No. 4 office.

29. Judge Cude: Discuss and/or take appropriate action concerning item(s) discussed in executive session.
30. **Judge Cude: Discuss, review and take action to accept and/or approve any
Tracy Barrera: invoices and payroll.**
31. **Judge Cude: Discuss, review and take action on reports submitted.
Tracy Barrera:**
32. **COMMENTS FROM THE COMMISSIONERS COURT (No Action Can
Be Taken).** The next Commissioners Court is set for Monday, June 22, 2026.
33. Judge Cude: Adjourn.



Weldon P. Cude, Atascosa County Judge

I, the undersigned, do hereby certify that this notice was posted by 9:00a.m., on Wednesday, June 3, 2026.



Jessica Kidd, Court Coordinator



PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding *new employment or completion of probation*:

Employment Type: New employee

Requested Action

Audrey Louis:
District Attorney: Discuss and/or take appropriate action concerning personnel:

New Employee:	Kelsy Patricia Trejo V.
Position:	Administrative Asst.
Pay Rate:	\$40,000.00 annually
Salary Budget Area:	047-400-403
Start Date:	June 8, 2026
Physical:	pending
Drug Test:	pending

**AGENDA REQUEST
(GENERAL)**

Agenda Item 5.

Meeting Date: 06/08/2026
Item Title: Technology Fund authorized payment
Submitted For: Russell Prasifka, Justice of the Peace, Pct. 4

Discuss and/or take appropriate action concerning:

Judge Prasifka: Discuss and/or take appropriate action to approve the hotel and conference expenses for the Justice of the Peace Pct. 4 clerk to attend the 2026 County Technology Conference hosted by the Texas Association of Counties.
JP. 4: The payment, totaling \$900.35, would be made from the Justice Court Technology Fund 010-400-684.

ATTACHMENTS

information

COPY



Texas Association of Counties
P.O. Box 2131
Austin, TX 78768
(800) 456-5974

INVOICE

Date	Account #
3/11/2026	268174

Ms. Jaylyn Olivarri
Atascosa County
JP Clerk
744 Hwy 281 S
Pleasanton, TX 78064

Date	Reference	Description	Amount	Credits	Balance
3/3/2026	R384179	OLIVARRI, JAYLYN, 2026 County Technology Conference	275.00	0.00	275.00

PLEASE REMIT WITH PAYMENT
Make checks payable to Texas Association of Counties

268174
Ms. Jaylyn Olivarri
Atascosa County
JP Clerk
744 Hwy 281 S
Pleasanton, TX 78064

Total Due: 275.00

Amount Enclosed \$ _____

Texas Association of Counties
P.O. Box 2131
Austin, TX 78768



Renaissance Austin Hotel

9721 Arboretum Boulevard, Austin, Texas USA, 78759

Confirmation Room 1: 75302466

Your reservation is guaranteed to your Mastercard card.

Stay Details

STAY DATES

Tue, Oct 27, 2026 - Fri, Oct 30, 2026

TOTAL FOR STAY

625.35 USD

ROOM TYPE

Room Assigned at Check-In, Guest room, 1 King or 2 Queen

ROOMS

1

ADULTS

2

ROOM PREFERENCES

NOT GUARANTEED: Declined Hskpg Service.

RATE

COUNTY TECHNOLOGY

Summary of Charges

1 room for 3 night(s)

Tue, Oct 27, 2026	173.00 USD
Wed, Oct 28, 2026	173.00 USD
Thu, Oct 29, 2026	173.00 USD

Total Cash Rate	519.00 USD
Estimated Government Taxes and Fees	89.99 USD
State Cost Recovery Fee	5.97 USD
Convention / Tourism Fee	10.38 USD

Total for Stay

625.35 USD



2026 County Technology Conference registration for Ms. Jaylyn Olivarri

Event date	10/27/2026 – 10/30/2026	View event
Registration option	In-Person County Official or Staff Member	
Registration status	Registered	
Registered on	3/3/2026	
Registered by	Ms. Jaylyn Olivarri	
Bill to	Ms. Jaylyn Olivarri	
Total charges	275.00	
Balance	275.00	

[View account page](#)

Badge information

Informal name	Jaylyn
Full name	Ms. Jaylyn Olivarri
Title	JP Clerk
Organization	Atascosa County



PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding *new employment or completion of probation*:

Employment Type: Existing Employee, new position or promotion

Requested Action

Courtney Grier:
EMS:

Discuss and/or take appropriate action concerning personnel:

Existing Employee:	Robert Mieszala
Position:	PRN Paramedic to Entry Paramedic
Pay Rate:	\$21.85/HR \$120.00 monthly Uniform Allowance
Salary Budget Area:	041-400-430 041-400-489
Start Date:	June 08,2026
Physical:	Complete
Drug Test:	Complete



PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding *new employment or completion of probation*:

Employment Type: New employee

Requested Action

Sarah Rihn:
Animal Control: Discuss and/or take appropriate action concerning personnel:

New Employee:	Mariaelena Rodriguez
Position:	Kennel Tech
Pay Rate:	\$19.00 hourly
Salary Budget Area:	012-477-405
Start Date:	June 08,2026
Physical:	completed
Drug Test:	completed



PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding *new employment or completion of probation*:

Employment Type: Request for salary increase based on completion of probation period

Requested Action

Britni Van Curan:

Rural

Development:

Discuss and/or take appropriate action concerning personnel:

Existing Employee:	Cornelio Landin
Position:	Permit Coordinator
Pay Rate:	\$24.04/hr. (FI rate \$24.0384)
Salary Budget Area:	012-472-408
Start Date:	June 8,2026
Physical:	n/a
Drug Test:	n/a



PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding *new employment or completion of probation*:

Employment Type: Request for salary increase based on completion of probation period

Requested Action

Existing Employee	Karen Johnson
Position:	Administrative Assistant
Pay Rate:	\$20.38/hr. (FI rate \$20.3846)
Salary Budget Area:	012-472-407
Start Date:	June 8,2026
Physical:	n/a
Drug Test:	n/a

**AGENDA REQUEST
(GENERAL)**

Agenda Item 9.

Meeting Date: 06/08/2026
Item Title: Subdivision - Replat of Portions of Lots 4 & 5 of the Homestead Acres Subdivision
Submitted For: Britni Van Curan, Rural Development Director

Discuss and/or take appropriate action concerning:

Britni Van Curan: A. Conduct a public hearing concerning vacating and replatting portions of
Rural Development: Lots 4 & 5 in the Homestead Acres Subdivision in Precinct 1.

1. Open Public Hearing.
2. Close Public Hearing.

B. Discuss and/or take appropriate action concerning approval/denial of the Replat of portions of Lots 4 & 5 of the Homestead Acres Subdivision on Bronder Rd. in Precinct 1.

ATTACHMENTS

Order - Replat 4 & 5 Lots Homestead Acres
Plat - Lots 4 & 5 Homestead Acres

ORDER GRANTING APPLICATION TO REVISE ORIGINAL SUBDIVISION

STATE OF TEXAS

§
§
§

KNOW ALL BY THESE PRESENTS:

COUNTY OF ATASCOSA

In the Commissioners Court of Atascosa County, Texas, on this ____ day of _____, 2026, the Commissioners Court of Atascosa County, Texas, being in regular session at regular term of said Court, at which a quorum was present, and acting pursuant to the authority granted by Chapter 232 of the Texas Local Government Code with the following proceedings to wit:

WHEREAS, a subdivision plat must accurately reflect the subdivision as it develops; and

WHEREAS, Robert Ulrich (the “Applicant”) has filed an application (the “Application”) with the Atascosa County Commissioners Court for permission to revise the original subdivision plat of the **HOMESTEAD ACRES SUBDIVISION PORTIONS OF LOTS 4 & 5 IN PRECINCT 1**, as filed in Real Property Records of the Atascosa County Clerk’s Office; and

WHEREAS, all applicable notice requirements of Chapter 232 of the Texas Local Government Code have been met; and

WHEREAS, the Applicant has shown the Atascosa County Commissioners Court that:

the revision will not interfere with the established rights of any owner of a part of the subdivided land; or

each owner whose rights may be interfered with has agreed to the revision; and

WHEREAS, at the _____, 2026, Regular Meeting of the Atascosa County Commissioners Court, upon motion by Commissioner _____, seconded by Commissioner _____, the Commissioners Court, in open session, heard and approved by majority vote Agenda Item No. _____, which states:

Discuss and/or take appropriate action concerning approval/denial of the Replat of portions of Lots 4 & 5 of the Homestead Acres Subdivision on Bronder Rd. in Precinct 1.

NOW, THEREFORE, IT IS ORDERED BY THE COMMISSIONERS COURT OF ATASCOSA COUNTY, TEXAS, THAT:

(1) The Applicant's Application to revise the original subdivision plat of the **HOMESTEAD ACRES SUBDIVISION PORTIONS OF LOTS 4 & 5 IN PRECINCT 1**, as filed in Real Property Records of the Atascosa County Clerk's Office, is hereby **APPROVED**.

(2) **IT IS FURTHER ORDERED** that the Applicant file the revision of the subdivision plat showing the changes made to the original plat, the same revision that was presented, approved, and recorded in the minutes of the Atascosa County Commissioners Court, with the Atascosa County Clerk in the Real Property Records of the Atascosa County Clerk's Office within thirty (30) days of the date of this Order

PASSED AND APPROVED this _____ day of _____, 2026.

Weldon P. Cude, County Judge

Mark Gillespie, Commissioner Pct. 1

Mark Bowen, Commissioner Pct. 2

George Pawelek, Commissioner Pct. 3

Joseph Eustace, Commissioner Pct. 4

ATTEST:

Theresa Carrasco, County Clerk



LEGEND

N.T.S
OPR = NOT TO SCALE
DR = OFFICIAL PUBLIC RECORDS
VOL. = DEED RECORDS
PG. = VOLUME
ESMT = EASEMENT
I.R.F. = IRON ROD FOUND
DOC. = DOCUMENT
NO. = NUMBER

● = 1/2" FOUND IRON PIN WITH PLASTIC CAP STAMPED "POLLOK & SONS"
○ = SET 1/2" IRON PIN WITH PLASTIC CAP STAMPED "POLLOK & SONS"

— = PROPERTY BOUNDARY
- - - = LOT LINE
- - - = EASEMENT LINE
- - - = ADJOINING PROPERTY LINE
- - - = ORIGINAL SURVEY LINE
- - - = 2' LIDAR CONTOUR

TYPICAL UTILITY EASEMENTS

STREET RIGHT-OF-WAY

20' TYPICAL EMBANKMENT, DRAINAGE, & UTILITY ESMT

5' TELEPHONE, ELECTRIC, & WATER ESMT

SETBACKS

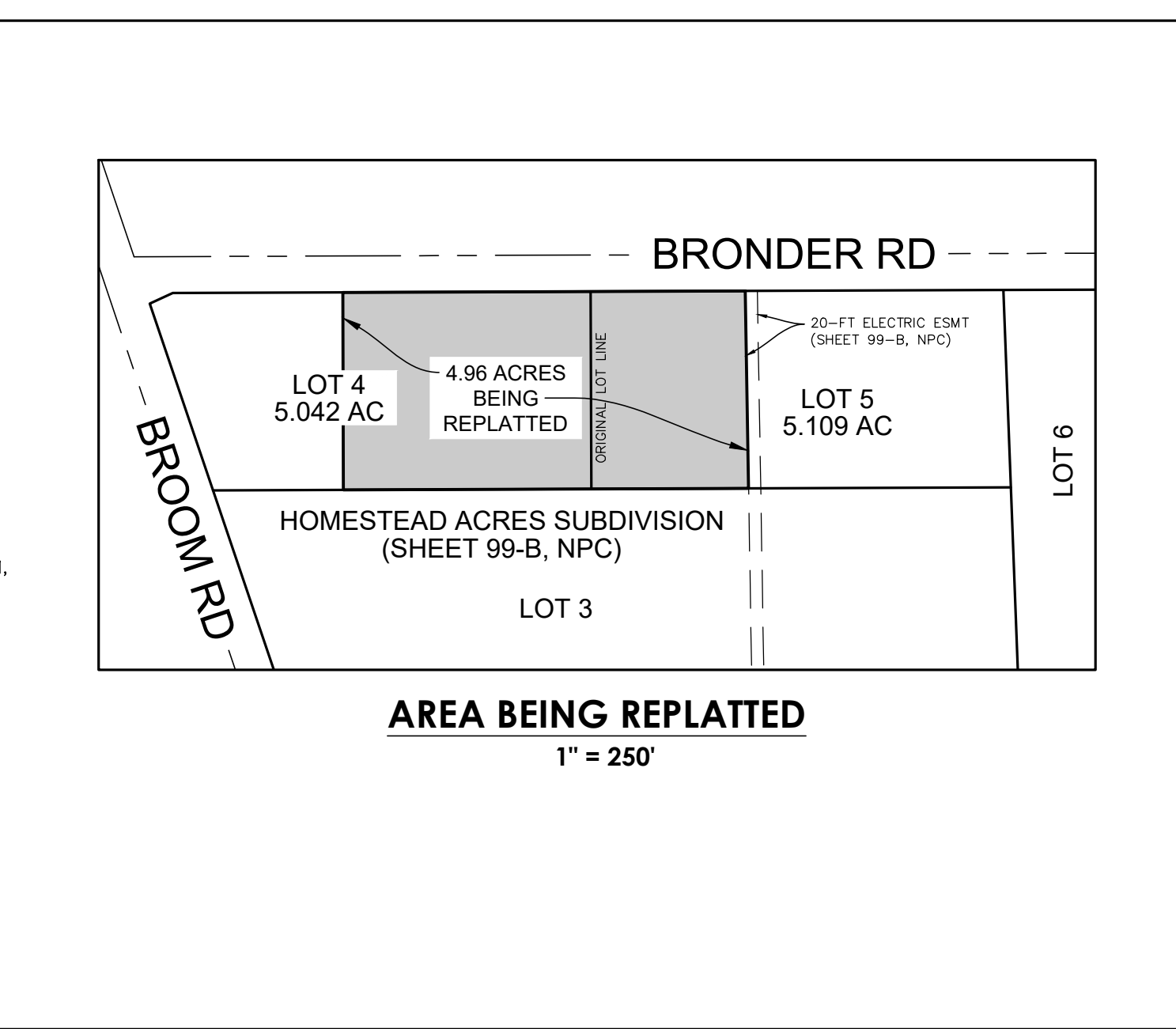
STREET RIGHT-OF-WAY

20' 20' 20'

SETBACK LINES: STREET SIDE 20' SIDE & REAR 5'

SURVEYOR NOTES

- BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD83.
- 1/2" IRON ROD WITH PLASTIC CAP STAMPED "POLLOK & SONS" SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
- DISTANCES SHOWN HEREON ARE GRID.



REPLAT OF A PORTION OF LOTS 4 & 5 HOMESTEAD ACRES SUBDIVISION

A TOTAL OF 4.96 ACRES, MORE OR LESS, LYING IN THE JOHANN BRUGMAN SURVEY NO. 1173, ABSTRACT NO. 96, ATASCOSA COUNTY, TEXAS, BEING A PORTION OF LOTS 4 & 5, HOMESTEAD ACRES SUBDIVISION, SHEET 99-B, NEW PLAT CABINET, BEING MORE PARTICULARLY DESCRIBED IN INSTRUMENT RECORDED IN VOLUME 45, PAGE 382 AND VOLUME 748, PAGE 91, OFFICIAL PUBLIC RECORDS OF ATASCOSA COUNTY, TEXAS.

SCALE: 1" = 70'

DATE OF PREPARATION: APRIL 2026

- ### ATASCOSA COUNTY SUBDIVISION REGULATION NOTES:
- THE SUBDIVISION IS LOCATED IN THE PLEASANTON, TX.
 - CONVEYANCE OF LOTS SHALL NOT BE PERMITTED UNTIL THE FINAL PLAT HAS BEEN APPROVED BY THE ATASCOSA COUNTY COMMISSIONERS COURT, AND THE RECORDED PLAT FILED WITH THE COUNTY CLERK.
 - THE MINIMUM DRIVEWAY CULVERT SIZE FOR EACH LOT SHALL NOT BE LESS THAN 18 INCHES.
 - NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC WATER SYSTEM OR AN INDIVIDUAL WATER SYSTEM, DUE TO DECLINING WATER SUPPLY. PROSPECTIVE PROPERTY OWNERS ARE CAUTIONED BY ATASCOSA COUNTY TO QUESTION THE SELLER CONCERNING GROUNDWATER 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 THAT HAS BEEN APPROVED AND PERMITTED BY THE ATASCOSA COUNTY SANITATION OFFICER.
 - NO STRUCTURE OR DEVELOPMENT WITHIN THE SUBDIVISION MAY BEGIN UNTIL FINAL APPROVAL OF THE PLAT BY ATASCOSA COUNTY COMMISSIONERS COURT AND RECORDING OF THE APPROVED PLAT BY THE COUNTY CLERK.
 - THE LOCATION AND DIMENSIONS OF STREETS AS SET FORTH AND LAID OUT ON THIS PLAT ARE IN ACCORDANCE WITH THE SUBDIVISION AND DEVELOPMENT REGULATIONS OF ATASCOSA COUNTY, TEXAS, AS APPLICABLE.
 - NO HOMES ARE TO BE BUILT OR BROUGHT ONTO THE LOT(S) UNTIL FLOODPLAIN PERMITS HAVE BEEN OBTAINED AND AN APPLICATION FOR SEPTIC PERMIT HAS BEEN SUBMITTED.
 - WATER SERVICE PROVIDED BY MCCOY WSC.
 - THIS SUBDIVISION WILL BE SERVED BY MCCOY WATER SUPPLY CORPORATION, 65 PARKFIELD, PLEASANTON, TX 78064. INFORMATION ON THE MCCOY CITY WATER SUPPLY CORPORATION IS AVAILABLE TO PROSPECTIVE PURCHASERS OF LOTS IN THIS SUBDIVISION IN THE OFFICE OF THE COUNTY CLERK OF ATASCOSA COUNTY, TEXAS.
 - ELECTRIC SERVICE PROVIDED BY KARNES ELECTRIC.
 - IN ORDER TO PROMOTE SAFE USE OF ROADWAYS AND PRESERVE CONDITIONS OF PUBLIC ROADWAYS, NO DRIVEWAY CONSTRUCTED ON ANY LOT WITHIN THIS SUBDIVISION SHALL BE PERMITTED ACCESS ONTO A PUBLICLY DEDICATED ROADWAY UNLESS A DRIVEWAY PERMIT HAS BEEN APPROVED BY THE PRECINCT COMMISSIONER OF ATASCOSA COUNTY OR HIS/HER DESIGNATED REPRESENTATIVE, OR TxDOT FOR DRIVEWAYS ENTERING ONTO STATE ROADS, AND THE DRIVEWAY SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE ATASCOSA COUNTY ROAD STANDARDS OR TxDOT STANDARDS, AS APPLICABLE.
 - THE LIMITS OF THIS PLAT DO NOT CONTAIN PORTIONS OF FEMA FLOODPLAIN (ZONE A) AS SHOWN ON FIRM MAP NUMBER 4801300225C EFFECTIVE NOVEMBER 4, 2010.
 - NO LOTS IN THIS PLAT ARE LOCATED WITHIN THE FEMA SPECIAL FLOOD HAZARD AREA.
 - ALL LOTS HAVE BEEN DESIGNED IN COMPLIANCE WITH THE RULES OF ATASCOSA COUNTY FOR ON-SITE SEWAGE FACILITIES.
 - ALL LOTS WITHIN THIS SUBDIVISION ARE LARGER THAN 30,000 SF.
 - TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) REGULATED DEVELOPMENT, AS DEFINED IN ARTICLE II OF THE ATASCOSA COUNTY SUBDIVISION REGULATIONS, ARE PROHIBITED WITHIN THIS DEVELOPMENT.
 - PUBLIC SEWER IS NOT AVAILABLE, THIS SEPTIC IS REQUIRED AND SHALL BE DESIGNED BY REGISTERED SANITARIAN OR PROFESSIONAL ENGINEER.
 - THE PROPERTY IS LOCATED WITHIN ATASCOSA COUNTY EMERGENCY SERVICES DISTRICT (ESD) #2.

- ### UTILITY NOTES
- ELECTRIC SERVICE TO BE PROVIDED BY KARNES ELECTRIC.
 - WATER SERVICE PROVIDED BY MCCOY WSC.
 - ALL UTILITY EASEMENTS ARE FOR CONSTRUCTION AND MAINTENANCE (INCLUDING BUT NOT LIMITED TO REMOVAL OF TREES AND OTHER OBSTRUCTIONS), READING METERS AND REPAIR OR REPLACEMENT OF ALL OVERHEAD AND UNDERGROUND UTILITIES.
 - NO BUILDINGS OR OTHER OBSTRUCTIONS OF ANY KIND SHALL BE PLACED ON ANY UTILITY EASEMENTS.
 - EACH LOT WILL BE SERVED BY AN INDIVIDUAL ON-SITE SEWAGE FACILITY (OSSF). INSTALLATION OF THE OSSF WILL BE THE RESPONSIBILITY OF THE INDIVIDUAL PROPERTY OWNER. OBTAIN AN OSSF PERMIT FROM THE COUNTY PRIOR TO INSTALLATION.

STATE OF TEXAS
COUNTY OF ATASCOSA

THE OWNER(S) OF THE LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATION HEREIN EXPRESSED. ADDITIONALLY, THE OWNERS AGREE TO EXTEND PUBLIC UTILITIES TO EACH PLATTED LOT BEFORE SAID LOT IS SOLD.

OWNER: FRANCES ULRICH
1873 BRONDER RD
PLEASANTON, TX 78064
210-724-1667

SWORN TO AND SUBSCRIBED BEFORE ME THIS ____ DAY OF _____, A.D. 2026.

NOTARY PUBLIC

RL BACA ENGINEERING

TBPELS FIRM NO. F-23628 | P.O. BOX 587 | PLEASANTON, TEXAS 78064
830.570.2628 | RAY@RLBACA.COM

RL BACA PROJECT NO.: 26-114

STATE OF TEXAS
COUNTY OF ATASCOSA

THE OWNER(S) OF THE LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATION HEREIN EXPRESSED. ADDITIONALLY, THE OWNERS AGREE TO EXTEND PUBLIC UTILITIES TO EACH PLATTED LOT BEFORE SAID LOT IS SOLD.

OWNER: ROBERT ULRICH
1873 BRONDER RD
PLEASANTON, TX 78064
210-724-1667

SWORN TO AND SUBSCRIBED BEFORE ME THIS ____ DAY OF _____, A.D. 2026.

NOTARY PUBLIC

CULVERT TABLE

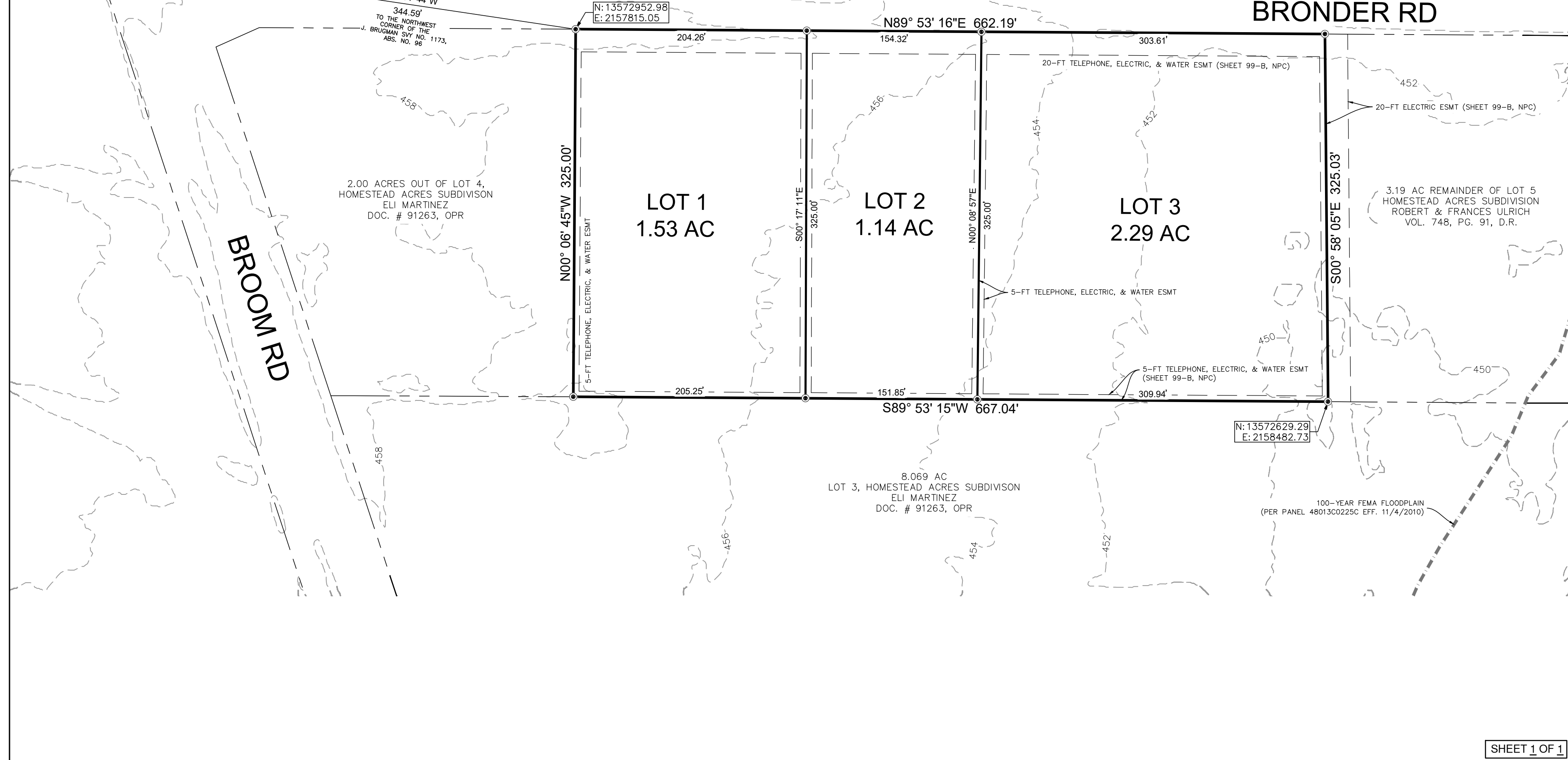
LOT #	MINIMUM CULVERT
LOTS 1-3	18"
NOTE: LOW WATER XING MAY NOT IMPROVE FLOW	

LOT SUMMARY TABLE

LOT SIZE	NO. OF LOTS	WATER WELL	COLLECTIVE SEWER	OSSF
< 2.5 AC	3			X
2.5-10 AC	0			
> 10 AC	0			
TOTAL	3			

PROPERTY INFORMATION
PROPERTY ID: 23329
LEGAL ACRES: 3.04 AC
LEGAL DESC.: HOMESTEAD ACS S/D, LOT 4-B

PROPERTY INFORMATION
PROPERTY ID: 23330
LEGAL ACRES: 2.00 AC
LEGAL DESC.: HOMESTEAD ACS S/D, LOT 5



STATE OF TEXAS
COUNTY OF ATASCOSA

I, RAY L. BACA, DO HEREBY CERTIFY THAT THE INFORMATION CONTAINED ON THIS PLAT PREPARED BY ME, DOES TO THE BEST OF MY KNOWLEDGE, ACCURATELY REFLECT THE GENERAL LOCATION (OR ABSENCE) OF ALL STREAMS, RIVERS, PONDS, LAKES OTHER WATER FEATURES OR ANY SENSITIVE FEATURES AND COMPLIES WITH THE SUBDIVISION AND FLOODPLAIN MANAGEMENT ORDINANCES ADOPTED BY ATASCOSA COUNTY, TEXAS.

PRELIMINARY

LICENSED PROFESSIONAL ENGINEER
RAY L. BACA, P.E. #131313
RL BACA ENGINEERING, FIRM NO. F-23628
P.O. BOX 587, PLEASANTON, TX 78064
(830) 570-2628

STATE OF TEXAS
COUNTY OF WILSON

I, LARRY POLLOK, BEING A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL AND ACCURATE ON-THE-GROUND SURVEY OF THE LAND SHOWN HEREON, AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF ATASCOSA COUNTY, TEXAS.

PRELIMINARY

REGISTERED PROFESSIONAL LAND SURVEYOR
LARRY J. POLLOK, R.P.L.S. #5186
POLLOK & SONS SURVEYING INC.
FIRM# 10052700
1008 B ST, FLORESVILLE, TX 78114
830-393-4770

CERTIFICATE OF COUNTY ATTORNEY

ALL REQUIREMENTS OF THE SUBDIVISION ORDER CURRENTLY IN EFFECT HAVE BEEN MET ACCORDING TO MY BEST KNOWLEDGE AND BELIEF, AND THIS PLAT IS APPROVED FOR FINAL SUBMISSION.

COUNTY ATTORNEY _____

CERTIFICATE OF THE PRECINCT COMMISSIONER

I, THE UNDERSIGNED COMMISSIONER IN THE PRECINCT IN WHICH THE LAND SUBDIVIDED ACCORDING TO THE PLAT TO WHICH THIS CERTIFICATE IS PRESENTED, HEREBY CERTIFY THAT I HAVE REVIEWED THE SAID PLAT AND THAT ALL REQUIREMENTS OF ATASCOSA COUNTY FOR THE PRESENTATION OF THE PLAT FOR FINAL APPROVAL HAVE BEEN FULLY MET TO THE BEST OF MY KNOWLEDGE AND BELIEF.

PRECINCT 1 COMMISSIONER _____

COMMISSIONERS COURT APPROVAL

APPROVED BY THE COMMISSIONERS COURT OF ATASCOSA COUNTY, TEXAS, THIS ____ DAY OF _____, 2026 A.D.

ATASCOSA COUNTY JUDGE _____

PRECINCT 1 COMMISSIONER _____

PRECINCT 2 COMMISSIONER _____

PRECINCT 3 COMMISSIONER _____

PRECINCT 4 COMMISSIONER _____

**AGENDA REQUEST
(GENERAL)**

Agenda Item 10.

Meeting Date: 06/08/2026
Item Title: Exception - Griego Private Road A51
Submitted For: Britni Van Curan, Rural Development Director

Discuss and/or take appropriate action concerning:

Britni Van Curan: Discuss and/or take appropriate action concerning approval/denial of the
Rural Certificate of Exception for the Griego Family on Private Road A51 in Precinct
Development: 1.

ATTACHMENTS

Griego - Certificate
Griego Packet

CERTIFICATE OF PLAT EXCEPTION

THE STATE OF TEXAS

COUNTY OF ATASCOSA

It is the order of the Commissioners Court of Atascosa County, Texas that the tract of land shown on the surveys attached hereto as Exhibit A as being approximately 2 tracts of land out of an original 14.929 acres, more or less, described in a Deed, Instrument Number 78684, Official Public Records, Atascosa County, Texas, and being currently owned by Cristoval Griego, is excepted from platting requirements. This exception is based on Article IV of the Atascosa County Subdivision Regulations and based on the fact that all tracts are being divided as Family tracts. Owners acknowledge and agree that all tracts shall remain subject to on-site wastewater rules and development permit requirements of the County and acknowledge and agree that should further subdivision occur or additional roads servicing more than one tract constructed, a new application for subdivision must be filed.

This certificate of exception shall be recorded with a duplicate copy of the conveyance instrument with a legible metes and bounds description attached thereto; and a survey or sketch showing the boundaries of the lot, adjacent roads and adjacent property owners.

It is therefore ORDERED that this certificate of exception be issued and presented to the County Clerk for certifying that the division of land mentioned above is excepted from platting requirements, by Commissioners Court on this the ____ day of _____, 2026.

County Judge, Atascosa County, Texas

Commissioner Precinct No. 1

Commissioner Precinct No. 2

Commissioner Precinct No. 3

Commissioner Precinct No. 4

Attest: _____
Theresa Carrasco, County Clerk
Atascosa County, Texas



Registration for Division of Land in Atascosa County

I, CRISTOVAL R. GRIEGO, am the owner of the following described lands located in Atascosa County, Texas: BEING 20.39 acres of land, more or less, situated in the James Pittman Survey, Abstract No. 668, and being a part or portion of those lands described in Instrument No. 78684, Official Public Records, Atascosa County, Texas (the "Land"). I have had the division of this Land reviewed by the Rural Development Office and they have determined that such division is excepted from the platting requirements of Atascosa County, Texas. I acknowledge that the sub-divided tracts remain subject to all on-site wastewater permit requirements and other development permit requirements of Atascosa County; and that further division of these tracts will need to be submitted to the Atascosa County Attorney's office for review. I acknowledge that I may apply for a Certificate of Exemption through the Atascosa County Commissioners Court.

Exception Type (see attachment for definitions of each type):

Agricultural Use

Family

10+ Acres

Veterans Land Board

State Agency

Political Subdivision

Divided into two parts

All parts to original owner

Adopted 6/27/2022



Date: 4-19-26

Signature:

Cristoval R. Griego

Printed Name:

Cristoval R. Griego

ACKNOWLEDGMENT

STATE OF TEXAS

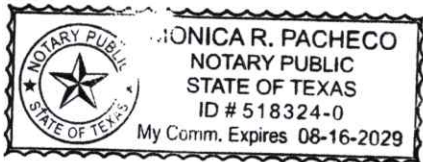
COUNTY OF Atascosa

BEFORE ME, the undersigned Notary Public, on this day personally appeared Cristoval R. Griego, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that the same has been executed for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office this April, 2026.

Monica R. Pacheco

Notary Public, in and for
State of Texas



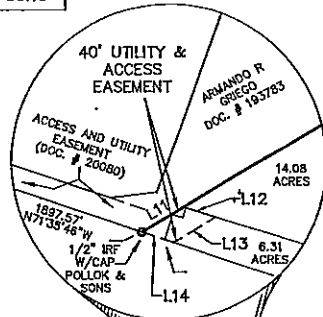
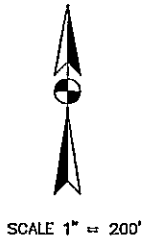
LINE #	DIRECTION	LENGTH
L1	S71°36'10"E	38.01'
L2	N18°19'08"E	40.88'
L3	S75°32'49"E	17.11'
L4	N15°03'57"E	14.82'
L5	S84°24'50"E	8.53'
L6	S73°00'25"E	172.49'
L7	N65°47'48"E	67.27'

LINE #	DIRECTION	LENGTH
L8	N49°36'15"E	72.34'
L9	S68°14'32"E	14.16'
L10	N57°53'03"E	45.63'
L11	N59°30'38"E	77.59'
L12	S73°00'25"E	54.27'
L13	S59°30'38"W	79.36'
L14	N71°34'49"W	53.10'

JAMES F. PITTMAN
SURVEY NO. 1094
ABSTRACT NO. 668

LANCE MERCER AND
WIFE RACHAEL MERCER
BK. 98, PG. 453

GERALD L.
VOGEL
BK. 862, PG. 12

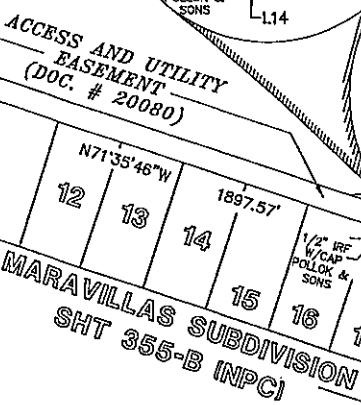


U.S. HWY. NO. 281
R.O.W. NOT TO SCALE

- LEGEND**
- IRF -- STEEL ROD FOUND
 - IRS -- 1/2" REBAR SET WITH "POLLOK & SONS" CAP
 - CP -- CORNER POST
 - DDMM'SS" DIST. -- FIELD (DDMM'SS" DIST.) -- RECORD
 - X - BARBED WIRE FENCE
 - ⊕ -- POWER/UTILITY POLE
 - ⊙ -- WATER WELL/WATER METER (AS NOTED)
 - ⊙ -- SEPTIC TANK
 - O - CHAIN LINK FENCE
 - II - WOOD PRIVACY FENCE

- SURVEYOR NOTES:**
- 1.) A METES AND BOUNDS DESCRIPTION ACCOMPANIES THIS PLAT.
 - 2.) RECORDS WERE NOT RESEARCHED FOR EASEMENTS ON THIS TRACT OF LAND.
 - 3.) THE BASIS OF THE BEARING SYSTEM IS NAD83 TEXAS SOUTH CENTRAL.
 - 4.) THIS PLAT WAS PREPARED FOR CRISTOVAL GRIEGO. NO LICENSE HAS BEEN CREATED, EXPRESSED, OR IMPLIED TO COPY THIS SURVEY EXCEPT AS IS NECESSARY IN CONJUNCTION WITH THE ORIGINAL TRANSACTION.
 - 5.) THIS SURVEY IS ONLY VALID WITH THE SURVEYOR'S ORIGINAL SIGNATURE IN GREEN INK. THE SURVEYOR ASSUMES NO LIABILITY FOR THIS SURVEY WITHOUT AN ORIGINAL SEAL AND SIGNATURE.

REFERENCE:
DOC. # 78684 -- DEED
DOC. # 20080 -- UTIL. & ACCESS ESMNT.



ARMANDO R. GRIEGO
DOC. # 193783

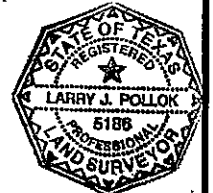
14.08
ACRES

6.31
ACRES

MARAVILLAS SUBDIVISION
SHT 355-B INPCI

SURVEY PLAT AND PARTITION OF 20.39 ACRES OF LAND OUT OF THE JAMES PITTMAN SURVEY, ABSTRACT NO. 668, ATASCOSA COUNTY, TEXAS AND BEING A PART OR PORTION OF THE LAND DESCRIBED IN A CONVEYANCE TO CRISTOVAL R. GRIEGO IN THE DEED OF RECORD IN DOCUMENT 78684 OF THE OFFICIAL PUBLIC RECORDS OF ATASCOSA COUNTY, TEXAS.

**POLLOK & SONS
SURVEYING, INC.**
FIRM NO. 10052700
FLORESVILLE, TEXAS
(830) 393-4770



STATE OF TEXAS
COUNTY OF ATASCOSA

I HEREBY CERTIFY THAT THE ABOVE PLAT REPRESENTS AN ACTUAL SURVEY MADE ON THE GROUND BY PEOPLE WORKING UNDER MY DIRECT SUPERVISION

THIS 17TH DAY OF SEPTEMBER, 2025 A.D.

LARRY J. POLLOK R.P.L.S. NO. 5186

© 2025 ALL RIGHTS RESERVED JOB NO. 25-379



Parent
Tract
to 20.39 ac.
being
subdivided

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SWD YOLANDA MORENO RODRIGUEZ f/k/a YOLANDA MORENO GRIEGO TO
CRISTOVAL R GRIEGO

SPECIAL WARRANTY DEED

THE STATE OF TEXAS §
COUNTY OF ATASCOSA § KNOW ALL MEN BY THESE PRESENTS

THAT I, YOLANDA MORENO RODRIGUEZ f/k/a YOLANDA MORENO GRIEGO, and joined pro forma by my husband, JOHNNY RODRIGUEZ, of Atascosa County, Texas, have GRANTED and CONVEYED, and by these presents do GRANT and CONVEY unto CRISTOVAL R GRIEGO, whose address is P O Box 228, Leming, Atascosa County, Texas, 78050, all of my right, title and interest in and to the following described property lying and being situated in Atascosa County, Texas, to-wit

BEING 94 15 acres, more or less, described in Exhibit "A" attached

This conveyance and hereinafter warranty are made expressly subject to any easements, rights of way and prescriptive rights, whether of record or not, all presently recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral and royalty severances and other instruments that affect the property, rights of adjoining owners in any walls and fences situated on a common boundary, and discrepancies, conflicts, or shortages in area or boundary lines, and any encroachments or overlapping of improvements

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said CRISTOVAL R GREIGO, his successors and assigns forever, and I do hereby bind myself, my heirs, executors and administrators, to WARRANT AND FOREVER DEFEND, all and singular, the said premises unto the said CRISTOVAL R GRIEGO, his successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, by, through or under me, but not otherwise

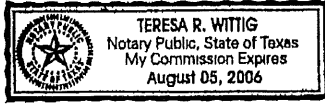
EXECUTED on this 19 day of December, 2005

YOLANDA MORENO RODRIGUEZ f/k/a
Yolanda Moreno Griego

JOHNNY RODRIGUEZ

THE STATE OF TEXAS §
COUNTY OF ATASCOSA §

This instrument was acknowledged before me on the 19 day of December,
2005, by YOLANDA MORENO RODRIGUEZ a/k/a Yolanda Moreno Griego and JOHNNY
RODRIGUEZ



Teresa R. Wittig

NOTARY PUBLIC, STATE OF TEXAS

After Recording Return To
Cristoval R. Griego
P O Box 228
Leming, Texas 78050
SWD-9840AAS
trw

Prepared in the Law Office Of
Alfred A. Stemle
P O Box 400
Jourdanton, Texas 78026

THIS INSTRUMENT WAS PREPARED BASED ON INFORMATION FURNISHED BY THE
PARTIES, AND NO INDEPENDENT TITLE SEARCH HAS BEEN MADE

EXHIBIT "A"

BEING 94.15 acres of land, more or less, out of the James F. Pittman Survey No. 1094, Abstract No. 668, Atascosa County, Texas, and out of a 94.206 acre tract of land described in instrument from Albert P. Adams and wife, Dora L. Adams to Jose S. Trevino and wife, Rebecca C. Trevino, dated September 4, 1981, and recorded in Volume 573, Page 279, Deed Records, Atascosa County, Texas. Said 94.15 acres being more particularly described as follows:

BEGINNING at a fence corner on the east line of U.S. Highway No. 281 for the southwest corner of this tract and the southwest corner of the 94.206 acre tract.

THENCE with a fence line and the east line of U.S. Highway No. 281 the following courses:

N. 09 deg. 35 min. 00 sec. W, 826.53 feet to a concrete ROW monument and point of curvature.

Along a curve concave to the west a distance of 132.31 feet to a point for the lower northwest corner of this tract and the lower northwest corner of the 94.206 acre tract. The curve has a radius of 5879.65 feet, a delta angle of 01 deg. 17 min. 22 sec. and the long chord bears N. 10 deg. 13 min. 41 sec. W. 132.31 feet;

THENCE S. 72 deg. 29 min. 37 sec. E, 1384.43 feet with a north line of the 94.206 acre tract to a point for a corner of this tract and a corner of the 94.206 acre tract;

THENCE N. 18 deg. 30 min. 23 sec. E, 1208.33 feet with a west line of the 94.206 acre tract to a point for the upper northwest corner of this tract and the upper northwest corner of the 94.206 acre tract;

THENCE S. 72 deg. 29 min. 37 sec. E, 1380.56 feet with the north line of the 94.206 acre tract to a point for the upper northeast corner of this tract and the upper northeast corner of the 94.206 acre tract;

THENCE S. 17 deg. 30 min. 23 sec. W, 250.00 feet with an east line of the 94.206 acre tract to a point for a corner of this tract and a corner of the 94.206 acre tract;

THENCE S. 72 deg. 29 min. 37 sec. E, 127.78 feet with a north line of the 94.206 acre tract to a point for the lower northeast corner of this tract and the lower northeast corner of the 94.206 acre tract;

THENCE S. 17 deg. 30 min. 23 sec. W, 1811.11 feet with an east line of the 94.206 acre tract to a point for the southeast corner of this tract and the southeast corner of the 94.206 acre tract;

THENCE N. 72 deg. 29 min. 37 sec. W, 2475.89 feet with the south line of the 94.206 acre tract to the POINT OF BEGINNING.

FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Laquita Hayden

December 19, 2005 02 24 29 PM

78684

FEE \$18 00

Laquita Hayden County Clerk

Atascosa County TEXAS

**AGENDA REQUEST
(GENERAL)**

Agenda Item 11.

Meeting Date: 06/08/2026
Item Title: Exception - Hernandez Patton Rd
Submitted For: Britni Van Curan, Rural Development Director

Discuss and/or take appropriate action concerning:

Britni Van Curan: Discuss and/or take appropriate action concerning approval/denial of the
Rural Certificate of Exception for the Maximeno Hernandez Family on Patton Rd. in
Development: Precinct 2.

ATTACHMENTS

Hernandez - Certificate
Hernandez - Packet

CERTIFICATE OF PLAT EXCEPTION

THE STATE OF TEXAS

COUNTY OF ATASCOSA

It is the order of the Commissioners Court of Atascosa County, Texas that the tract of land shown on the surveys attached hereto as Exhibit A as being approximately 3 tracts of land out of an original 9.27 acres, more or less, described in a Deed, Book Number 157, Page 1, Official Public Records, Atascosa County, Texas, and being currently owned by Maximeno S. Hernandez, is excepted from platting requirements. This exception is based on Article IV of the Atascosa County Subdivision Regulations and based on the fact that all tracts are being divided as Family tracts. Owners acknowledge and agree that all tracts shall remain subject to on-site wastewater rules and development permit requirements of the County and acknowledge and agree that should further subdivision occur or additional roads servicing more than one tract constructed, a new application for subdivision must be filed.

This certificate of exception shall be recorded with a duplicate copy of the conveyance instrument with a legible metes and bounds description attached thereto; and a survey or sketch showing the boundaries of the lot, adjacent roads and adjacent property owners.

It is therefore ORDERED that this certificate of exception be issued and presented to the County Clerk for certifying that the division of land mentioned above is excepted from platting requirements, by Commissioners Court on this the ____ day of _____, 2026.

County Judge, Atascosa County, Texas

Commissioner Precinct No. 1

Commissioner Precinct No. 2

Commissioner Precinct No. 3

Commissioner Precinct No. 4

Attest: _____
Theresa Carrasco, County Clerk
Atascosa County, Texas



Registration for Division of Land in Atascosa County

Maximeno S. Hernandez
I Maria M. Hernandez, am the owner of the attached filed division of land located at 9.27 ac +/- out of Abstract # 796 (legal description). I have had the division of Atascosa Co., TX. land reviewed by the Rural Development Office and they have determined the division of land is excepted from the platting requirements of Atascosa County, Texas. I acknowledge that the property as described in the filed plat description are subject to all on-site wastewater permit requirements and other development permit requirements of Atascosa County and further division of the land will need to be submitted to the Atascosa County Attorney's office for review. I acknowledge that I may apply for a Certificate of Exemption through the Atascosa County Commissioners Court.

Exception Type (see attachment for definitions of each type):

Agricultural Use

Family

10+ Acres

Veterans Land Board

State Agency

Political Subdivision

Divided into two parts

All parts to original owner

Date: 05/11/2026

Signature:

Max S. Hernandez Maria M. Hernandez

Printed Name:

MAXIMENO S. HERNANDEZ MARIA M. HERNANDEZ



ACKNOWLEDGMENT

STATE OF TEXAS

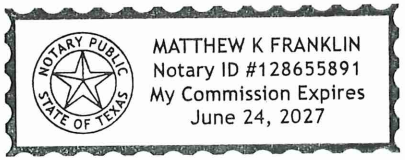
COUNTY OF ATASCOSA

BEFORE ME, the undersigned Notary Public, on this day personally appeared Maximero S. Hernandez and Maria M. Hernandez, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that the same has been executed for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office this 11th day of May, 2020. ²⁶ *MMH*

Matthew K Franklin

Notary Public, in and for
State of Texas



METES AND BOUNDS

TRACT 1: Being 2.295 acres of land, more or less, out of the Cornelius Santus Survey No. 1433A, Abstract 769, Atascosa County, Texas, and being out of that called 9.27 acres described in Quitclaim Deed recorded in Volume 157, Page 1, Official Public Records, Atascosa County, Texas; said 2.295 acres being more particularly described by metes and bounds as follows:

COMMENCING at a 3-inch metal fence post found for the northwest corner of said 9.27 acres, same being the northeast corner of the Oscar Hernandez 25 acres (Volume 141, Page 135) and on the South Right-of-Way line of Patton Road, same also being the **POINT OF COMMENCEMENT**;

THENCE along the South Right-of-Way line of said Patton Road, South 89 degrees 46 minutes 41 seconds East (called South 89 degrees 57 minutes 09 seconds East), a distance of 60.00 feet to a 1/2-inch iron rod capped WALS set for the northwest corner of this 2.295 acres, same being the **POINT OF BEGINNING**;

THENCE continuing along the South Right-of-Way line of said Patton Road, South 89 degrees 46 minutes 41 seconds East (called South 89 degrees 57 minutes 09 seconds East), a distance of 346.46 feet to a 1/2-inch iron rod capped WALS set for the northeast corner of this 2.295 acres;

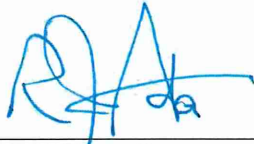
THENCE departing the North line of, across and severing said 9.27 acres, the following courses and distances:

South 00 degrees 04 minutes 01 seconds West, a distance of 287.47 feet to a 1/2-inch iron rod capped WALS set for the southeast corner of this 2.295 acres;

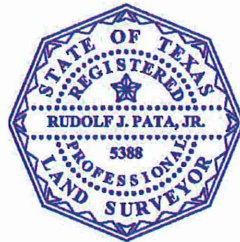
South 89 degrees 48 minutes 54 seconds West, a distance of 346.02 feet to a 1/2-inch iron rod capped WALS set for the southwest corner of this 2.295 acres;

North 00 degrees 01 minutes 11 seconds West, a distance of 289.93 feet to the **POINT OF BEGINNING**, and containing 2.295 acres of land, more or less.

I hereby certify that these field notes were prepared from an actual survey made on the ground under my supervision and are true and correct to the best of my knowledge and belief. A survey plat of the above described tract prepared this day is hereby attached to and made a part hereof. Bearings shown hereon are based on actual GPS Observations, Texas State Plane Coordinates, South Central Zone, Grid.



Rudolf J. Pata, Jr.
Registered Professional Land Surveyor
Texas Registration No. 5388
October 24, 2025



METES AND BOUNDS

TRACT 2: Being 3.452 acres of land, more or less, out of the Cornelius Santus Survey No. 1433A, Abstract 769, Atascosa County, Texas, and being out of that called 9.27 acres described in Quitclaim Deed recorded in Volume 157, Page 1, Official Public Records, Atascosa County, Texas; said 3.452 acres being more particularly described by metes and bounds as follows:

BEGINNING at a 3-inch metal fence post found for the northwest corner of this 3.452 acres, same being the northwest corner of said 9.27 acres and the northeast corner of the Oscar Hernandez 25 acres (Volume 141, Page 135), same also being on the South Right-of-Way line of Patton Road, same also being the **POINT OF BEGINNING**;

THENCE along the South Right-of-Way line of said Patton Road, South 89 degrees 46 minutes 41 seconds East (called South 89 degrees 57 minutes 09 seconds East), a distance of 60.00 feet to a 1/2-inch iron rod capped WALS set for an exterior corner of this 3.452 acres;

THENCE departing the North line of, across and severing said 9.27 acres, the following courses and distances:

South 00 degrees 01 minutes 11 seconds East, a distance of 289.93 feet to a 1/2-inch iron rod capped WALS set for an interior corner of this 3.452 acres;

North 89 degrees 48 minutes 54 seconds East, a distance of 346.02 feet to a 1/2-inch iron rod capped WALS set for the northeast corner of this 3.452 acres;

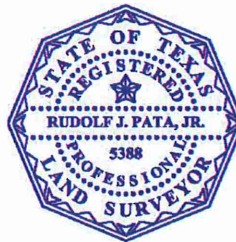
South 00 degrees 04 minutes 01 seconds West, a distance of 329.09 feet to a 1/2-inch iron rod capped WALS set for the southeast corner of this 3.452 acres;

North 89 degrees 46 minutes 41 seconds West, a distance of 405.52 feet to a 1/2-inch iron rod capped WALS set for the southwest corner of this 3.452 acres, same being on the West line of said 9.27 acres and on the East line of said Hernandez 25 acres, and from which a 1/2-inch iron found rod bears South 89 degrees 46 minutes 41 seconds East, a distance of 0.11 feet;

THENCE along the line common to this 3.452 acres and said Hernandez 25 acres, North 00 degrees 01 minutes 11 seconds West (called North 00 degrees 03 minutes 03 seconds West), a distance of 616.55 feet to the **POINT OF BEGINNING**, and containing 3.452 acres of land, more or less.

I hereby certify that these field notes were prepared from an actual survey made on the ground under my supervision and are true and correct to the best of my knowledge and belief. A survey plat of the above described tract prepared this day is hereby attached to and made a part hereof. Bearings shown hereon are based on actual GPS Observations, Texas State Plane Coordinates, South Central Zone, Grid.

Rudolf J. Pata, Jr.
Registered Professional Land Surveyor
Texas Registration No. 5388
October 24, 2025



METES AND BOUNDS

TRACT 3: Being 3.525 acres of land, more or less, out of the Cornelius Santus Survey No. 1433A, Abstract 769, Atascosa County, Texas, and being out of that called 9.27 acres described in Quitclaim Deed recorded in Volume 157, Page 1, Official Public Records, Atascosa County, Texas; said 3.525 acres being more particularly described by metes and bounds as follows:

BEGINNING at a 3/4-inch iron rod found for the northeast corner of this 3.525 acres, same being the northeast corner of said 9.27 acres and the northwest corner of the JX2 Services, LLC, 110.772 acres (Document No. 183735), same also being on the South Right-of-Way line of Patton Road, same also being the **POINT OF BEGINNING**;

THENCE along the line common to this 3.525 acres and said JX2 Services 110.772 acres, South 00 degrees 04 minutes 01 seconds West (called South 00 degrees 00 minutes 00 seconds East), a distance of 865.40 feet (called 865.81 feet) to a 1/2-inch iron rod found for the southeast corner of this 3.525 acres, same being the southeast corner of said 9.27 acres and the northeast corner of the Samuel Hernandez 9.27 acres (Volume 154, Page 551);

THENCE along the line common to this 3.525 acres and said Hernandez 9.27 acres, South 89 degrees 48 minutes 54 seconds West (called South 89 degrees 44 minutes 10 seconds West), a distance of 465.14 feet (called 465.36 feet) to a 1/2-inch iron rod found for the southwest corner of this 3.525 acres, same being the southwest corner of said 9.27 acres and the northwest corner of said Hernandez 9.27 acres, same also being on the East line of the Oscar Hernandez 25 acres (Volume 141, Page 135);

THENCE along the line common to this 3.525 acres and said Hernandez 25 acres, North 00 degrees 01 minutes 11 seconds West (called North 00 degrees 03 minutes 03 seconds West), a distance of 252.15 feet to a 1/2-inch iron rod capped WALS set for the northwest corner of this 3.525 acres, and from which a 1/2-inch iron rod found bears South 89 degrees 46 minutes 41 seconds East, a distance of 0.11 feet;

THENCE departing the West line of, across and severing said 9.27 acres, the following courses and distances:

South 89 degrees 46 minutes 41 seconds East, a distance of 405.52 feet to a 1/2-inch iron rod capped WALS set for an interior corner of this 3.525 acres;

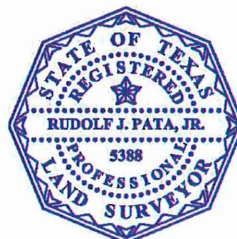
North 00 degrees 04 minutes 01 seconds East, at a distance of 329.09 feet pass a 1/2-inch iron rod capped WALS set on line, and continuing for a total distance of 616.56 feet to a 1/2-inch iron rod capped WALS set for an exterior corner of this 3.525 acres, same being on the North line of said 9.27 acres and on the South Right-of-Way line of said Patton Road;

THENCE along the South Right-of-Way line of said Patton Road, South 89 degrees 46 minutes 41 seconds East (called South 89 degrees 57 minutes 09 seconds East), a distance of 60.00 feet to the **POINT OF BEGINNING**, and containing 3.525 acres of land, more or less.

I hereby certify that these field notes were prepared from an actual survey made on the ground under my supervision and are true and correct to the best of my knowledge and belief. A survey plat of the above described tract prepared this day is hereby attached to and made a part hereof. Bearings shown hereon are based on actual GPS Observations, Texas State Plane Coordinates, South Central Zone, Grid.



Rudolf J. Pata, Jr.
Registered Professional Land Surveyor
Texas Registration No. 5388
October 24, 2025



40528

00 NOV -9 AM 8:47 (1)

QUITCLAIM DEED

LAQUITA HAYDEN
ATASCOSA COUNTY CLERK

By [Signature] DEPUTY

9.00 Pd

BE IT KNOWN, that I, Samuel Hernandez, residing at 19670 Carruthers / PO Box 1032, City of Somerset, County of Bexar, State of Texas 78069, and

GRANTOR, of Tract No 1, located in the County of Atascosa, State of Texas, Hereby Quite Claim and grant and transfer a tract of land more particularly described herein, to:

GRANTEE, Maximeno S. Hernandez, residing at 7515 E. 3rd / PO Box 261, City of Somerset, County of Bexar, State of Texas 78069, to wit;

TRACT: Lot 1, North Half [9.27 acres] Atascosa County, of the Wm. McD Stevens survey, better known as Cornelius Santos Survey, Abstract No. 769, being the same tract called 18 1/2 acre tract described in Volume 141, Page 133, Official Public Records of Atascosa County Texas

[Signature]
Grantor, Samuel Hernandez

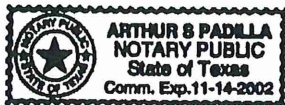
STATE OF TEXAS

COUNTY OF BEXAR

§
§
§

ACKNOWLEDGMENT

THEN PERSONALLY APPEARED, before me the undersigned authority, on this the 6th day of November November, A.D., 2000 Samuel Hernandez, known to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and consideration therein expressed.



[Signature]
NOTARY PUBLIC IN AND FOR THE
STATE OF TEXAS

My Commission Expires 11-14-2002

After Recording Return To:
Maximeno S. Hernandez
PO Box 261
Somerset, Texas 78069

STATE OF TEXAS COUNTY OF ATASCOSA

I hereby certify that this instrument was filed on the date a/c. time stamped hereon by me and was duly recorded in the volume and page of the OPR records of Atascosa County, Texas stamped hereon by me.



COUNTY CLERK Atascosa County, Texas

By [Signature] Deputy

Vesting
Deed /
Parent
Tract

**AGENDA REQUEST
(GENERAL)**

Agenda Item 12.

Meeting Date: 06/08/2026

Item Title: Road Bore - Murphy Exploration & Production Co. County Road 329

Submitted For: Britni Van Curan, Rural Development Director

Discuss and/or take appropriate action concerning:

Britni Van Curan: Discuss and/or take appropriate action concerning approval/denial of the Road
Rural Bore Permit for Murphy Exploration & Production Company on County Road
Development: 329 in Precinct 3.

ATTACHMENTS

Murphy - County Road 329

INSTRUCTIONS FOR APPLICATION FOR PIPELINE CROSSING PERMIT

BASIC INFORMATION: Find attached an application for pipeline permit to cross county roads in Atascosa County. Contact the county judge's office to determine in which commissioner precinct your crossing will be located.

Contact the County Commissioner so the proposed crossing can be discussed and to determine/confirm amount of crossing fee(s). After the commissioner has been contacted, the crossing surveyed and the fee amount confirmed, the application needs to be signed, in the presence of a notary, and then submitted to Atascosa County Commissioners Court for approval.

The fully executed application and check for fees must be received in the office of the County Judge BEFORE it will be placed on the agenda. The deadline for receipt of agenda items is NOON on the Thursday before Commissioner's Court Meeting. Contact this office for the next scheduled meeting and date of posting.

REPRESENTATION AT COMMISSIONERS COURT MEETING: A representative should accompany the application to the meeting in the event the court has questions unless previous arrangements have been made with the individual County Commissioner.

FEE: A fee is required for each crossing. Additional fees may be required. See application for further information on fees. Fees can be paid and application/permit will be filed with the Atascosa County Clerk. **MAKE CHECKS PAYABLE TO: ATASCOSA COUNTY.**

PLAT: The crossing location must be surveyed and a plat provided for each crossing. Provide the plat along with the fully executed application.

NOTE: BE ADVISED THERE IS A PENALTY FOR INSTALLING A PIPELINE ACROSS A COUNTY ROAD WITHOUT OBTAINING A PERMIT.

THERE IS ALSO A 90 DAY TERM OF CONTRACT ON THE APPLICATION WHICH INCLUDES REAPPLICATION AND REPAYMENT OF FEES IF THE APPLICATION EXPIRES BEFORE THE PIPELINE IS INSTALLED.

UPON COMMISSIONERS COURT APPROVAL THE COUNTY CLERK'S OFFICE WILL PROVIDE YOU WITH A FULLY EXECUTED COPY OF THE PERMIT AND RECEIPT FOR PAYMENT. PLEASE PROVIDE RETURN CONTACT INFORMATION ON PAGE 3 OF 3 OF THE PERMIT. THE INFORMATION YOU PROVIDE THERE WILL BE USED TO RETURN THE FULLY EXECUTED COPIES AND RECEIPT FOR YOUR RECORDS.

FEE SCHEDULE:

APPLICATION FEE: \$500.00

COST PER YARD OR ANY PART THEREOF OF A CROSSING EXCEEDING 50 FEET: \$32.00

AMENDMENT OF PERMIT: \$250.00

EACH 6 MONTH EXTENSION OF PERMIT: \$ 200.00

PENALTY FEE FOR INSTALLATION OF PIPELINE WITHOUT A PERMIT: \$5000.00

CR 329
County Road

PAWSELEK
Commissioner Pct. No. 3

ATASCOSA COUNTY PIPELINE PERMIT

ORIGINAL APPLICATION AMENDMENT 6 MONTH EXTENSION

ON THIS THE 15th day of May, 20 26, A.D., the undersigned Murphy Exploration & Production Company - USA "Company", does hereby make application to use the hereinafter described lands belonging to Atascosa County, Texas, for the purposes of constructing, maintaining, operating or repairing mains or lines for the transportation of natural gas or other hydrocarbons across said lands as shown on plat attached hereto and made a part hereof.

In consideration of the \$500.00 application fee, plus a \$5,000 penalty fee if said pipeline has been installed prior to this application being presented to and approved by Atascosa County Commissioners Court and the further consideration of: (1) \$32.00 per yard or any part thereof for any part of a crossing exceeding fifty (50) feet; (2) \$250 for any amendment of this permit; and (3) \$200.00 for each 6 month extension of this permit to be paid by Company and the County's granting permission to make use of the lands above described for the purposes aforesaid, the undersigned Company agrees that such use shall be subject to the following terms, covenants and conditions, to-wit:

I.

No main or line shall ever be laid or maintained by the Applicant in such manner as to interfere with the construction, maintenance or repair of roads, (STATE or COUNTY) and in the event it shall develop that any main or line hereafter to be laid by the Applicant in any manner interferes with the construction, maintenance or repair of any existing road (STATE or COUNTY) because of the depth at which the same has been laid, or for any other reason, the Applicant, upon request of the Commissioners Court, shall promptly change or alter, at Applicant's sole expense, such main or line, in such manner that the same will no longer interfere with such construction, maintenance or repair.

II.

It is understood that no main or line shall ever be laid by Applicant in such a way or manner as to interfere with traffic, so as to interfere with any drainage now or hereafter to be affected on or along such road and that no main or line shall ever be laid or maintained by the Applicant in such a way as to constitute a danger or hazard or to become a nuisance of any kind to anyone using any road or living in the vicinity thereof.

It is understood that no main or line shall ever be laid by Applicant in such a way or manner to run parallel to the county road within the county right-of-way.

III.

The Applicant further agrees that it shall in no way enter upon any property hereby affected for the purpose of constructing, laying or repairing any main or line now existing or hereafter to exist unless it shall have first submitted to the Commissioners Court of Atascosa County, plans, sections and such description of construction, laying, maintenance or repair, as to fully describe the same.

IV.

It is further understood and agreed that all lines crossing any County Road shall be either jacked, bored or driven under surfaced portion of the roadway; and that the section of line placed through boring shall extend

the full width of the surfacing; and that all pipelines under such roads shall be placed through an iron or other approved casing of approximately two inches larger in diameter than the pipeline; or, as an alternative to casing, Applicant may install a heavier walled carrier pipe beneath the roadway; provided, however, that in either instance the installation shall meet all the requirements of the Department of Transportation as set forth in Title 49, Code of Federal Regulations, Part 192, and/or those same regulations as adopted by Texas Railroad Commission and any other regulations promulgated by the Texas Railroad Commission under the authority of V.T.C.S. Art. 6053-1; and provided further that the County Commissioner in whose precinct the crossing is being made, with the concurrence of the Commissioners Court, may require that the carrier pipe be cased beneath the roadway when in his opinion the best interests of Atascosa County would be served thereby. Said pipeline shall have at least forty-two (42) inches of cover unless special permission to the contrary is obtained from the Commissioners Court of Atascosa County. Said pipeline crossing shall be placed within 10 Degrees of Perpendicular (80° to 100°) to the roadway.

V.

The Applicant further agrees, in connection herewith, to save and hold harmless the said County against any and all liability that it may have or appear to have to any person whomsoever by reason of any act or thing that Applicant, its agents, servants, employees and contractors may do or cause to be done in the premises.

VI.

In consideration of the granting of the privilege hereby petitioned for, Applicant agrees that whenever it shall in any manner damage any County Road or other structure by reason of any operation hereunder, it will immediately, at its own expense, restore the same to the condition that the same was in before the damage took place. Applicant further especially agrees that whenever the County Commissioners Court shall notify it in writing that it, its agents, servants, employees and contractors have damaged any road, or other structure, Applicant will commence the restoration thereof, in accordance with the terms hereof, within forty-eight (48) hours after the receipt of such notice, and prosecute such restoration to completion, diligently and continuously, and that in the event of its failure in such event to begin such restoration or repair within the time aforesaid, or in the event of its failure to therefore prosecute the same to completion, diligently and continuously, the Commissioners Court or its representative of said County, may take over the making of such restoration or repair with County employees, or through a private contractor, and complete and effect such repair or restoration at the expense of the Applicant and that the action of the County Commissioners Court, or its representative, in making such restoration or repair shall be binding upon the Applicant, and such Commissioners Court estimate or statement of the cost and expense incurred in making such repair or restoration shall be final, conclusive and binding upon the Applicant.

VII.

It is further agreed that in the event Applicant enters upon any property hereby affected for the purpose of construction, laying or repairing any main or line of Applicant, now existing or hereafter to exist, in connection with any State road or highway, that Applicant shall comply with all conditions and requirements of the Texas State Highway Department or its authorized representative with reference to any matter pertaining to any such purposes.

VIII.

Applicant shall give the Commissioners Court of Atascosa County, with reference to a County Road, and the State Highway Department, with reference to State Highway, twenty-four (24) hours notice prior to the time of beginning of any work with reference to any such road or highway.

IX.

It is further agreed that the order of the Commissioners Court granting this application shall be and does constitute acceptance on the part of the County of the offer hereby made, and said order and this application shall constitute a contract between the parties hereto their heirs, assigns, representatives and successors according to the terms hereof.

X.

This application for pipeline permit shall expire 90 days after the same is approved by motion and order entered into Commissioners Court Records of Atascosa County, Texas. After expiration of the same, a new

application for pipeline permit and payment of fees shall be required from the applicant if the pipeline has not been installed prior to the expiration date of this permit.

IN WITNESS WHEREOF, the Applicant has caused this instrument to be executed on this the 15th day of May, 20 26 A.D.

After approval the fully executed permit should be returned to:
Matthew W. March, Independent Contractor for Murphy E&P Co. - USA
5902 Lonesome Valley Trail, Austin, TX 78731

Murphy Exploration & Production Company - USA

Company
By: *March*
Matthew W. March, Independent Contractor

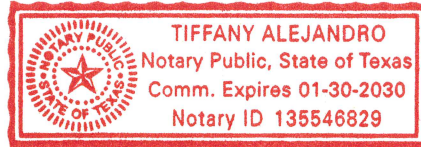
CORPORATE ACKNOWLEDGMENT

THE STATE OF TEXAS
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, in and for said County, Texas, on this day personally appeared Matthew W. March, Independent Contractor known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said Murphy Exploration & Production Company - USA, a corporation, and that he executed the same as the act of such corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 15th day of May, 20 26, A.D.

Tiffany Alejandro
Notary Public in and for Travis
County, Texas
Commission expires: 01/30/2030



*****FOR COUNTY USE ONLY*****
County Road: _____ Comm. Pct. No.: _____ Dia. Line _____

Examined and approved in open Commissioners Court on this the _____ day of _____: 20 _____

By: _____ Weldon P. Cude, Atascosa County Judge

This permit Expires on the _____ day of _____: 20 _____



MEMORANDUM OF PAYMENT FOR DAMAGES TO ATASCOSA COUNTY

KNOW ALL MEN BY THESE PRESENTS:

Comes now Matthew W. March, Independent Contractor, hereafter known as Payor and Atascosa County, Texas, hereafter known as Atascosa County.

Whereas Payor is extensively utilizing the roads of Atascosa County, Texas, for the economic benefit of Payor; and

Whereas Atascosa County is a political subdivision of the State of Texas which maintains certain roads within Atascosa County; and

Whereas Atascosa County has limited resources for the maintenance of such roads; and

Whereas Atascosa County is authorized to act and does act by and through the Commissioners Court of Atascosa County, pursuant to V.T.C.A. Local Government Code Section 81.032 and V.T.C.A., Transportation Code Section 252.214 to accept donations of property or funds.

THEREFORE:

Payor does hereby pay and transfer to Atascosa County the materials and/or funds described below:

80 ft. bore - 50 ft. = 30 ft. longer than 50 ft. / 3 ft. per yard = 10 yards over 50 ft. * \$32/yard = \$320.00 in addition to the application fee. \$320 + \$500 = \$820 enclosed.

It is the expectation of the Payor that the materials and/or funds donated to Atascosa County will be used for the repair, maintenance and upgrade of roads or facilities described below; however, Atascosa County makes no specific warranty for the use of the funds or materials paid:

CR 329

Materials and/or funds paid are not subject to return to the Payor by Atascosa County.

For a payment to be accepted, such payment, subsequent to being offered, must be accepted and approved by the Commissioners Court of Atascosa County in an open session of the Commissioners Court of Atascosa County.

Said funds shall be paid to the County for disbursement pursuant to any conditions delineated or approved by the Commissioners Court.


Payor, by executing this Memorandum of Payment For Damages to Atascosa County agrees and understands that this document contains all terms of the donation and this is not a contract or a settlement.

Murphy Exploration & Production Company - USA

Printed Name of Payor (If Company or Business Entity)

Matthew W. March, Independent Contractor

Printed Name of Payor's Authorized Agent


Signature of Payor or Payor's Authorized Agent

5/15/26
Date

Approved and Accepted by:
Commissioners Court

Date

Weldon P. Cude, County Judge

Mark Gillespie, Commissioner Pct 1

Mark Bowen, Commissioner Pct 2

George Pawelek, Commissioner Pct 3

Joseph Eustace, Commissioner Pct 4

ATTEST

Theresa Carrasco, County Clerk

**ROAD USE AGREEMENT BETWEEN
ATASCOSA COUNTY AND Murphy Exploration & Production Company - USA**

On this the 15th day of May, 2026, Atascosa County, herein known as "County" address #1 Courthouse Circle Drive, Jourdanton, Texas 78026 and Murphy Exploration & Production Company - USA herein known as "Murphy" address 9805 Katy Freeway, Suite G200, Houston, TX 77024 for mutual consideration agrees as follows:

1. County roads have a weight limit of 58,420 pounds and repeated use of said roads exceeding the weight limit will damage said roads.
2. The State of Texas, through the Highway Commission, can issue overweight permits to allow overweight traffic on county roads.
3. Despite having an overweight permit, Murphy, acknowledges, pursuant to Transportation Code §251.160, that it has a responsibility to repair damage caused to county roads by overweight loads. Specifically, Murphy, agrees to repair damage to the following roads CR 329 in Commissioner Precinct No. 3.
4. The County and Murphy agree to meet before such overweight traffic begins on county roads to document the condition of the county roads.
5. After the overweight traffic stops, Murphy, agrees to repair the county roads to the condition the roads were in before such overweight traffic began.
6. Murphy, further agrees to make the necessary arrangements for such repairs to county roads within 60 days from the drilling operations being completed.

Authorized Representative for:

Murphy Exploration & Production Company - USA

mm 5/15/26
Signature Date

Matthew W. March, Independent Contractor

Printed Name

Authorized Representative for Atascosa

County: Weldon P Cude, County Judge

Signature Date

Atascosa County Commissioner, Precinct No. _____

Signature of Commissioner Date

ATTEST:

Theresa Carrasco, County

By: _____ Deputy

Clerk

Case:Murphy Oil Flexpipe CR 329	Project:8" Casing
API 1102 - Pipeline Crossing Highway (Liquid)	Date:05/08/2026

Pipe Description:			
Entity:			
Pipe Regulatory Code	B31.4	Fluid Type	NA
Pipe Type	Pipe Line - API Specification 5L	Fluid Application	NA
Nominal Pipe Diameter	8-5/8 inch	Design Factor Multiplicator	NA
Outside Diameter	8.625 inch	Adjusted Design Factor	NA
Wall Thickness	0.250 inch	Joint Type	Seamless
Wall Thickness in Analysis	NA	Longitudinal Joint Factor	1.0
Pipe Grade	B Std	Youngs Modulus of Elasticity	29000000 psi
SMYS	35000 psi	Poisson's Ratio	0.3
Location Class	1	Coefficient of Thermal Expansion	0.0000065 1/deg F
Design Factor	0.72		

Operational Parameters:		T - Temperature Derating Factor:	
Operating Temperature	60.0 deg F	Temperature	250.0 or less deg F
Operating Pressure	1 psi	Temperature Derating Factor	1.000

Installation and Site Characteristics:			
Soil Characteristics:	Soft to medium clays and silts with high plasticities		
E' - Modulus of Soil Reaction	200.00 psi	Pipe Depth	8 ft
Er - Resilient Modulus	5000.00 psi	Bored Diameter	10 inch
Average Unit Weight of Soil	120.00 lb/ft3	Allowable Total Stress Factor	0.72
Pavement Type:	Flexible	Installation Temperature	80 deg F
Impact Factor Method:	ASCE - Highway	Design Wheel Load from Single Axle	32000 lbf
		Design Wheel Load from Tandem Axles	32000 lbf

Stress Check Method:			
API 1102 Procedure		Safety Factor for Effective Stress	
Safety Factor for Girth Welds		Safety Factor for Longitudinal Welds	

Results			
Hoop Stress	17.25 psi	Highway Stiffness Factor for Cyclic Longitudinal Stress	12.1
Allowable Hoop Stress	25200.00 psi	Highway Geometry Factor for Cyclic Longitudinal Stress	1.1
Stiffness Factor for Earth Load Circumferential Stress	1586	Cyclic Longitudinal Stress	4170.05 psi
Burial Factor for Earth Load Circumferential Stress	1.31	Maximum Circumferential Stress	5151.48 psi
Excavation Factor for Earth Load Circumferential Stress	1.11	Maximum Longitudinal Stress	8356.89 psi
Circumferential Stress from Earth Load	1372.48 psi	Maximum Radial Stress Result	-1.00 psi
Impact Factor	1.41	Total Effective Stress	7303.32 psi
Critical Case: Tandem Axles	222.2	Allowable Effective Stress	25200.0 psi
Highway Stiffness Factor for Cyclic Circumferential Stress	13.8	Fatigue Resistance of Girth Welds	8640.00 psi
Highway Geometry Factor for Cyclic Circumferential Stress	0.87	Fatigue Resistance of Longitudinal Welds	15120.00 psi
Cyclic Circumferential Stress	3762.00 psi		

Stress	Calculated psi	Allowable psi	PASS/FAIL
Barlow Stress	17.25	25200.00	PASS
Effective Stress	7303.32	25200.00	PASS
Girth Welds	4170.05	8640.00	PASS
Long. Welds	3762.00	15120.00	PASS

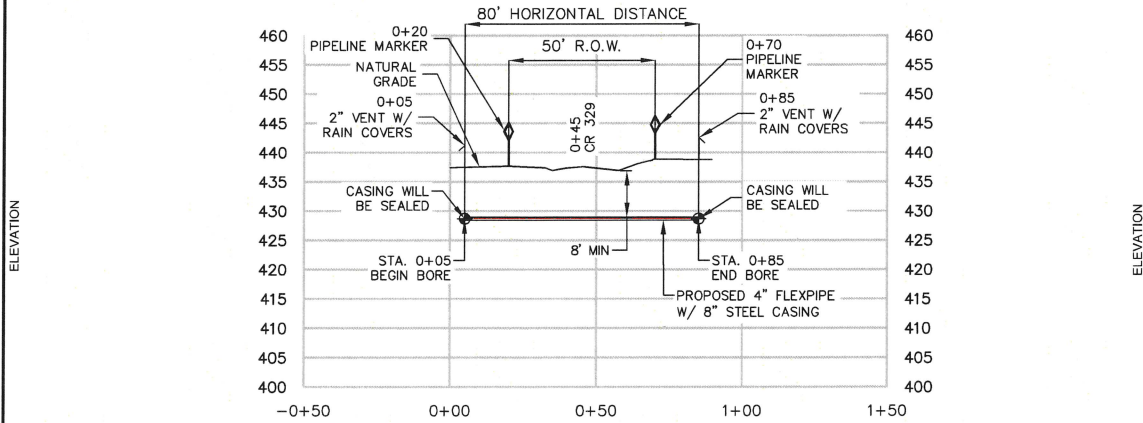
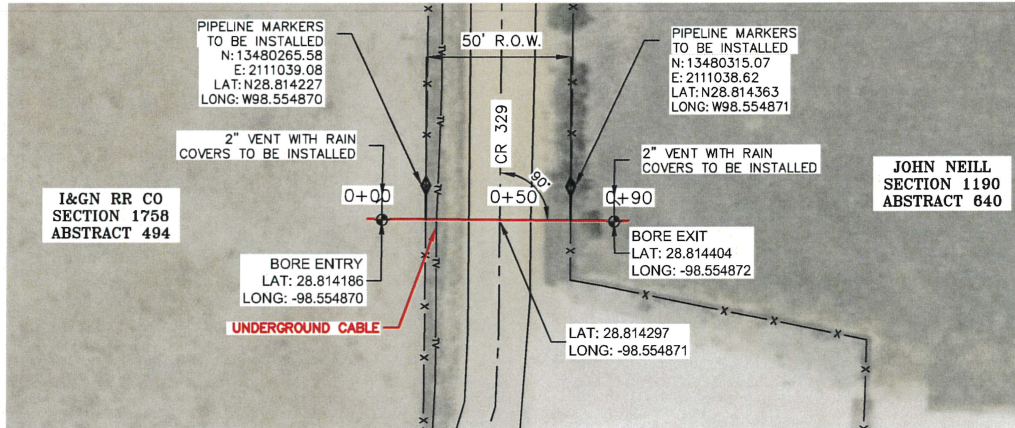
Notes:

Reference: API RP 1102 "Steel Pipelines Crossing RailRoads And Highways"

ATASCOSA COUNTY, TEXAS



0+05 BORE ENTRY
0+20 R.O.W. EDGE
0+20 FENCE LINE
0+24 UNDERGROUND CABLE
0+35 ROAD EDGE
0+45 CL. OF COUNTY ROAD 329
0+56 ROAD EDGE
0+70 R.O.W. EDGE
0+70 FENCE LINE
0+85 BORE EXIT



- PROPOSED PIPELINE
- - - FENCE LINE
- - - UNDERGROUND FIBER OPTIC
- - - OVERHEAD ELECTRIC
- - - EXISTING PIPELINE
- - - SECTION LINE
- - - BORE

STATE OF TEXAS
COUNTY OF ATASCOSA

I, MICHAEL JAMES DVORSKY, LICENSED PROFESSIONAL ENGINEER TEXAS REGISTRATION NO. 123838 IN THE STATE OF TEXAS, HAVE REVIEWED THE PIPELINE DESIGN OF THIS EXHIBIT AND HAVE FOUND IT SUITABLE FOR THE PROPOSED PROJECT. I DO NOT ATTEST TO THE ACCURACY OR COMPLETENESS OF OTHER ASPECTS OF THE EXHIBIT, INCLUDING BUT NOT LIMITED TO, SURVEY, RIGHT OF WAY, AND PROPERTY OWNERSHIP THAT ARE THE RESPONSIBILITY OF OTHER PARTIES.



- NOTE:
- DATUM BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, NAD 83, SOUTH CENTRAL ZONE, US FOOT.
 - EXISTING UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS GENERATED FROM PREVIOUS MAPS AND SURVEY. CONTRACTOR SHALL VERIFY EXACT LOCATION AND ELEVATION OF ALL EXISTING UTILITIES IN AREA OF WORK PRIOR TO CONSTRUCTION AND CALL TEXAS ONE CALL SYSTEM AT 1-800-344-8377 AND ALL OTHER UTILITY COMPANIES AT LEAST 2 WORKING DAYS (48 HOURS) PRIOR TO CONSTRUCTION.
 - CARRIER PIPE SPECS: 4" NPS, 5.1" O.D., 3.9" I.D., FLEXPIPE FP601/FP601 HT
 - CASING: 8.625" X 0.250 W.T.GR. B STEEL
 - MOP: 1500 PSIG
 - PRODUCT: OIL, GAS & WATER
 - DESIGN TEMPERATURE: ≤ 140F

	ROAD CROSSING PERMIT		DRAWN AM	DATE 5/11/26
	MURPHY OIL CORPORATION PROPOSED 4" FLEXPIPE COUNTY ROAD 329 ATASCOSA COUNTY, TEXAS		CHECKED TM	DATE 5/11/26
MURPHY OIL CORPORATION			ENGINEER MJD	DATE 5/11/26
			SCALE 1" = 100'	PAGE 1 OF 1
	REV. 0	DRAWING NAME CR 329 BORE	REV#	DESC.
		JOB NO. 26005881		
		AFE NO.		

**AGENDA REQUEST
(GENERAL)**

Agenda Item 13.

Meeting Date: 06/08/2026
Item Title: Exception - Higginbotham (2) County Road 323
Submitted For: Britni Van Curan, Rural Development Director

Discuss and/or take appropriate action concerning:

Britni Van Curan: Discuss and/or take appropriate action concerning approval/denial of the
Rural Certificate of Exception for the Higginbotham Family on County Road 323 in
Development: Precinct 3.

ATTACHMENTS

Higginbotham - Certificate
information

CERTIFICATE OF PLAT EXCEPTION

**THE STATE OF TEXAS
COUNTY OF ATASCOSA**

It is the order of the Commissioners Court of Atascosa County, Texas that the tract of land shown on the survey attached hereto as Exhibit A as being approximately one tract out of 20 acres, more or less, described in a Warranty Deed, Book Number 290, Page Number 866, Official Public Records, Atascosa County, Texas, and being currently owned by Steven K & Michelle Higginbotham is excepted from platting requirements. This exception is based on Article IV of the Atascosa County Subdivision Regulations and based on the fact that the lot is being divided for family only. Owners acknowledge and agree that all the lot shall remain subject to on-site wastewater rules and development permit requirements of the County and acknowledge and agree that should further subdivision occur or additional roads servicing more than one tract constructed, a new application for subdivision must be filed.

This certificate of exception shall be recorded with a duplicate copy of the conveyance instrument with a legible metes and bounds description attached thereto; and a survey or sketch showing the boundaries of the lot, adjacent roads and adjacent property owners.

It is therefore ORDERED that this certificate of exception be issued and presented to the County Clerk for certifying that the division of land mentioned above is excepted from platting requirements, by Commissioners Court on this the ____ day of _____, 2025.

County Judge, Atascosa County, Texas

Commissioner Precinct No. 1

Commissioner Precinct No. 2

Commissioner Precinct No. 3

Commissioner Precinct No. 4

Attest: _____
Theresa Carrasco, County Clerk
Atascosa County, Texas



Registration for Division of Land in Atascosa County

Steve Hill Higginbotham
I Michele McClure Higginbotham am the owner of the attached filed division of land located at Natascosa Colony Farms Lot Pt of Tr 17 9.7 (legal description). I have had the division of land reviewed by the Rural Development Office and they have determined the division of land is excepted from the platting requirements of Atascosa County, Texas. I acknowledge that the property as described in the filed plat description are subject to all on-site wastewater permit requirements and other development permit requirements of Atascosa County and further division of the land will need to be submitted to the Atascosa County Attorney's office for review. I acknowledge that I may apply for a Certificate of Exemption through the Atascosa County Commissioners Court.

Exception Type (see attachment for definitions of each type):

- | | | |
|---|--|--|
| <input type="checkbox"/> Agricultural Use | <input checked="" type="checkbox"/> Family | <input type="checkbox"/> 10+ Acres |
| <input type="checkbox"/> Veterans Land Board | <input type="checkbox"/> State Agency | <input type="checkbox"/> Political Subdivision |
| <input type="checkbox"/> Divided into two parts | <input type="checkbox"/> All parts to original owner | |



Date: 5/27/2020

Signature: [Handwritten Signature]

Printed Name: Steven Keith Higginbotham
Michele McClure Higginbotham

ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF Atascosa

Steven Keith Higginbotham / Michele McClure Higginbotham BEFORE ME, the undersigned Notary Public, on this day personally appeared known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that the same has been executed for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office this 27, May, 2020.

[Handwritten Signature]



Notary Public, in and for
State of Texas

BOOK 290 PAGE 866

69595

STATE OF TEXAS §

COUNTY OF ATASCOSA § Refiled to Include Exhibit A

GIFT DEED

FILED FOR RECORD

2004 OCT 21 PM 3:21

LAQUITA HAYDEN (4)
ATASCOSA COUNTY CLERK

BY McClure DEEDNEY

pd 15.00

NOTICE OF CONFIDENTIALITY RIGHTS:

IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

In consideration of love and affection borne by me for STEVEN K. HIGGINBOTHAM AND MICHELE HIGGINBOTHAM, the undersigned, SARAH K. McCLURE of 806 Olive, Jourdanton, Atascosa County, Texas 78026, hereby gives, assigns, and transfers to STEVEN K. HIGGINBOTHAM AND MICHELE HIGGINBOTHAM, 1470 CR 323, Jourdanton, Atascosa County, Texas 78026, all of the following described property owned by the undersigned, to-wit:

Being 20.00 acres, more or less, being a part of Tract 17, Natascosa Colony Farms Subdivision, Atascosa County, Texas per plat of record on Sheet 7-A (NPC), Map and Plat Records of Atascosa County, Texas, and also being out of the Edward Estes Survey No. 1188, Abstract 222, Atascosa County, Texas; said 20.00 acres, more or less, being more particularly described by metes and bounds on Exhibit "A" attached hereto and made a part hereof for all purposes.

Reservations from Conveyance:

For Grantor and Grantor's heirs, successors, and assigns a reservation of the free, uninterrupted, and use of, and a separate right to maintain, a nonexclusive easement over the property described above until the following described Note has been paid in full:

Note in the amount of \$55,400.00, dated November 1, 1996, executed by Sarah K. McClure and payable to Farm Credit Bank of Texas and described in Warranty Deed with Vendor's Lien dated November 1, 1986, from S-3 Farms, Inc. et al to Sarah K. McClure and recorded in Volume 60, Page 789, Official Public Records of Atascosa County, Texas and further secured by Deed of Trust recorded in Volume 60, Page 792, Official Public Records of Atascosa County, Texas; said note and lien assigned to Southwest Texas Federal Land Bank Association, FLCA in instrument dated March 20, 2000 recorded in Volume 140, Page 791, Official Public Records of Atascosa County, Texas.

Notwithstanding anything to the contrary herein, the easement reserved herein shall survive foreclosure or deed in lieu of foreclosure of the security taken in connection with the above-described Note and lien(s) securing same.

182751

5 PGS
D



Exceptions to Conveyance and Warranty:

1. Per survey plat dated September 1, 2004, prepared by John W. Schmacht, RPLS #5670: inset of fence along north and south property lines and protrusion of fence along eastern property line.
2. Any claim or right of adjoining property owner to that strip of land lying between the fence and the boundary line on the north and south side of the property as shown on survey dated September 1, 2004 prepared by John W. Schmacht, RPLS#5670.
3. Easement as described in instrument dated February 5, 1946, from Henry and Helena Schorsch to Humble Oil & Refining Company, recorded in Volume 175, Page 536, Deed Records of Atascosa County, Texas.
4. Easement as described in instrument dated May 17, 1946 from Helena and Henry Schorsch to Humble Oil & Refining Company, recorded in Volume 179, Page 20, Deed Records of Atascosa County, Texas.
5. Easement as described in instrument dated September 22, 1949 from Henry Schorsch, Sr., et al to Humble Oil & Refining Company, recorded in Volume 194, Page 589, Deed Records of Atascosa County, Texas.
6. Easement for Salt Water Disposal Well granted to Humble Oil & Refining Company by S-3 Farms, Incorporated in instrument dated May 21, 1968, recorded in Volume 332, Page 311, Deed Records of Atascosa County, Texas.
7. Easement for Salt Water Disposal Well granted to Humble Oil & Refining Company by S-3 Farms, Incorporated in instrument dated June 5, 1984, recorded in Volume 673, Page 58, Deed Records of Atascosa County, Texas.
8. Royalty Deed dated November 8, 1945 from Henry and Helena Schorsch to R. H. Feltner, recorded in Volume 175, Page 122, Deed Records of Atascosa County, Texas.
9. Royalty Deed dated November 15, 1945 from Henry and Helena Schorsch to R. H. Feltner, recorded in Volume 178, Page 35, Deed Records of Atascosa County, Texas.
10. Agreement to unitize and pool mineral interests as described in instrument dated May 27, 1946, by and between Henry Schorsch, et al, recorded in Volume 179, Page 28, Deed Records of Atascosa County, Texas.
11. Mineral Deed dated May 28, 1946, from Henry Schorsch et al to R. H. Feltner, recorded in Volume 176, Page 489, Deed Records of Atascosa County, Texas.

- 12. Oil, Gas and Mineral Lease granted to A. A. Hendrix in instrument dated September 1, 1937, recorded in Volume 137, Page 637, Deed Records of Atascosa County, Texas, and all terms, conditions and stipulations contained therein.
- 13. Right of way easement granted to Humble Oil & Refining Company by Pete Schorsch, et al in instrument dated June 25, 1949, recorded in Volume 198, Page 491, Deed Records of Atascosa County, Texas.
- 14. Easement granted to Humble Oil & Refining Company by Pete Schorsch and wife, Leila Schorsch, in instrument dated April 27, 1949, recorded in Volume 198, Page 104, Deed Records of Atascosa County, Texas.
- 15. Right of Way Easement granted to McCoy Water Supply Corporation by S-3 Farms, Inc. in instrument dated March 8, 1993, recorded in Volume 861, Page 562, Deed Records of Atascosa County, Texas.
- 16. Mineral and/or royalty interest reserved in Deed dated November 1, 1996 from S-3 Farms, Inc., et al to Sarah K. McClure, recorded in Volume 60, Page 789, Official Public Records of Atascosa County, Texas.

TO HAVE AND TO HOLD the above described premises together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said grantees, their heirs and assigns forever; and I do hereby bind myself, my heirs, executors and administrators to WARRANT AND FOREVER DEFEND all and singular the said premises unto the said grantees, their heirs and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

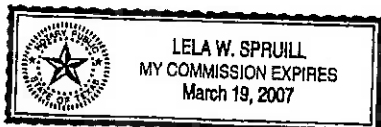
EXECUTED this 20th day of October, 2004.

Sarah K McClure
 By *Edward L McClure* POA
 SARAH K. McCLURE
 By and through her Agent and
 Attorney-in-Fact,
 EDWARD L. McCLURE, JR.

STATE OF TEXAS §

COUNTY OF ATASCOSA §

This instrument was acknowledged before me on this 21 day of October, 2004 by SARAH K. McCLURE, by and through her Agent and Attorney-in-Fact, EDWARD L. McCLURE, JR.

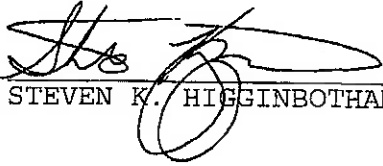


Lela W Spruill
 Notary Public in and for
 the State of Texas

ACCEPTANCE

BOOK 290 PAGE 869

I hereby accept the above described Gift dated this 20th day of October, 2004.


STEVEN K. HIGGINBOTHAM


MICHELE HIGGINBOTHAM

STATE OF TEXAS COUNTY OF ATASCOSA

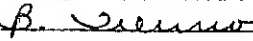
I hereby certify that this instrument was filed on the date and time stamped hereon by me and was duly recorded in the volume and page of the OPR records of Atascosa County, Texas stamped hereon by me.

RECORDING DATE
OCT 25 2004



LAQUITA HAYDEN

COUNTY CLERK Atascosa County, Texas

By  Deputy

Return to
Steven K. & Michele Higginbotham
1470 CR 323
Jourdanton, TX 78026

EXHIBIT A

Field notes for a tract of land containing 20.00 acres, being part of Tract 17, Natascosa Colony Farm Subdivision, Atascosa County, Texas, as shown on the accompanying Plat of Survey prepared for Keith and Michele Higginbotham, dated September 1, 2004.

A tract of land containing 20.00 acres more or less, being part of Tract 17, Natascosa Colony Farm Subdivision, according to the plat recorded as Sheet 7A, in the New Plat Cabinet of the Plat Records of Atascosa County, Texas, also being part of the Edward Estes Survey No. 1188, Abstract No. 222, Atascosa County, Texas, said tract also being the Easterly part of that tract of land containing 78.9 acres, conveyed to Sarah K. McClure, described in a deed recorded in Book 60, Page 789 of the Official Public Records of Atascosa County, Texas, said 20.00 acre tract of land being more particularly described by metes and bounds as follows:

From a point marked by a 5/8 inch steel rod monument, found at the Northeast corner of said 78.9 acre tract of land, said point being in the West fence line of County Road 323, and being the Northeast corner of this tract of land;

Thence South $00^{\circ} 22' 36''$ East, 1322.30 feet, along the East line of said 78.9 acre tract of land, and the West line of County Road 323, to a point marked by a 5/8 inch steel rod monument found at the Southeast corner of said 78.9 acre tract of land, said point also being the Northeast corner of that tract of land containing 68.9 acres, conveyed to Sarah K. McClure, described in a deed recorded in Book 60, Page 799, of the Official Public Records of Atascosa County, Texas, said point also being the Southeast corner of this tract of land;

Thence South $89^{\circ} 30' 35''$ West, 658.99 feet, along the South line, of said 78.9 acre tract of land, and the North line of said 68.9 acre tract of land, to a point marked by a 5/8 inch steel rod monument with cap stamped RPLS 5670, said point being the Southwest corner of this tract of land;

Thence North $0^{\circ} 22' 36''$ West 1321.77 feet, across said 78.9 acre tract of land, to a point marked by a 5/8 inch steel rod monument with cap stamped RPLS 5670, said point lying on the North line of said 78.9 acre tract of land, and being the Northwest corner of this tract of land;

Thence North $89^{\circ} 27' 50''$ East, 658.99 feet, along the North line of said 78.9 acre tract of land, to the point of beginning.

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Diane Gonzales

Diane Gonzales, County Clerk
Atascosa County, Texas

October 12, 2017 10:36:01 AM

FEE: \$42.00 MVALDEZ
D

182751

LEGAL DESCRIPTION: Being 1.20 acres of land out of Tract 17, Natascosa Colony Farm Subdivision, Atascosa County, Texas according to the map or plat recorded thereof in New Plat Cabinet Sheet 7-A of the Plat Records of Atascosa County, Texas and also being a portion of that certain 20.00 acre tract described in Volume 290, Page 870 of the Official Public Records of Atascosa County, Texas; Said 1.20 acre tract being more particularly described as follows and as surveyed under the supervision of Intrepid Surveying & Engineering Corporation in May, 2026:

BEGINNING at a 1/2 inch iron rod set in the west line of County Road No. 323 and the east line of said 20.00 acre tract for a northwest corner hereof and from which a 1/2 inch iron rod found for the northeast corner of said 20.00 acre tract bears North 00°14'57" West a distance of 1009.00 feet;

THENCE South 00°14'57" East a distance of 60.00 feet along the west line of County Road No 323 and the east line of said 20.00 acre tract to a 1/2 inch iron rod set for a southeast corner hereof;

THENCE over and across said 20.00 acre tract, the following 7 courses:

1. South 89°45'03" West a distance of 142.57 feet to a 1/2 inch iron rod set for an interior corner hereof;
2. South 00°14'57" East a distance of 35.00 feet to a 1/2 inch iron rod set for the southeast corner hereof;
3. South 89°45'03" West a distance of 207.43 feet to a 1/2 inch iron rod set for the southwest corner hereof;
4. North 00°14'57" West a distance of 210.00 feet to a 1/2 inch iron rod set for the northwest corner hereof;
5. North 89°45'03" East a distance of 207.43 feet to a 1/2 inch iron rod set for the northeast corner hereof;
6. South 00°14'57" East a distance of 115.00 feet to a 1/2 inch iron rod set for an interior corner hereof;
7. North 89°45'03" East a distance of 142.57 feet to the **POINT OF BEGINNING** containing 1.20 acres more or less, and as shown hereon.

L&I TABLE		
L&I #	BEARING	DISTANCE
L1	S00°14'57"E	60.00'
L2	S89°45'03"W	142.57'
L3	S00°14'57"E	35.00'
L4	N89°45'03"E	142.57'

**NATASCOSA COLONY FARM SUBDIVISION
NEW PLAT CABINET SHEET 7A A.C.P.R.**

TRACT 17

N 89°45'03" E 207.43'

115.00'
S 00°14'57" E

1.20 ACRES

L4

L1

L2

L3

S 89°45'03" W 207.43'

COUNTY ROAD NO. 323

BEGINNING
FRI V WITHIN A 1/4 IN. N
HOD FOUND BEARS N-1/2 IN
00°14'57" WEST A
DISTANCE OF 1009.00
FEET.

PROPOSED HOUSE
LOCATION

(20.00 ACRES)
290/870 A.C.O.P.R.



- IRON
- 1/2" IRON ROD FOUND
- AS MARKED
- ASIC
- ELECTRIC METER
- TELEPHONE PROBE
- △ 1200 MMS FOUND
- △ IRON PPM (20M)
- ▽ MAIL SET
- ▽ GAS METER
- 1/4" IRON ROD (2 IN)
- FIRE LANCE CORNER POINT FOUND
- WATER WELL
- WOOD FRAME CORNER (25' TO 40')
- FIRE HYDRANT

INTREPID SURVEYING & ENGINEERING
P.O. Box 1209 • 09 DULWORTH PLAZA
PORTLAND, TX 78147
D. 830.393.8833 • F. 830.393.3388
WWW.INTREPIDTX.COM
TBP.LS #10193936 • TPEE #16550

DATE: 5-2026
DRAWN BY: [Signature]
CHECKED BY: [Signature]
DATE: 5-11-2026

THIS INSTRUMENT, DISTANCE, BEARING AND AREA ARE BASED UPON THE DATA PROVIDED BY THE CLIENT AND THE SURVEYOR HAS NOT CONDUCTED A FIELD CHECK OF THE DATA PROVIDED. THE SURVEYOR HAS NOT CONDUCTED A FIELD CHECK OF THE DATA PROVIDED. THE SURVEYOR HAS NOT CONDUCTED A FIELD CHECK OF THE DATA PROVIDED.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 14.

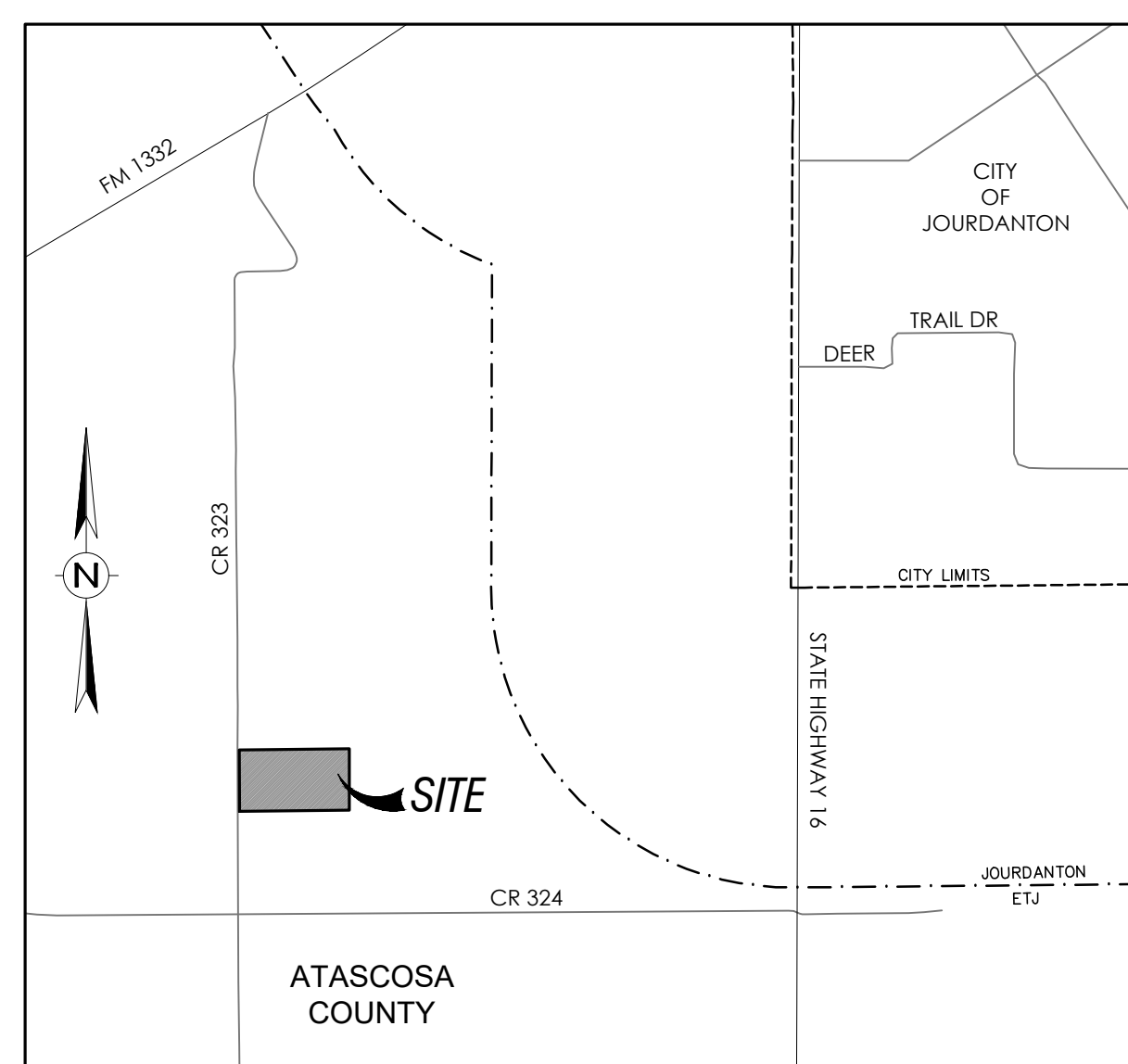
Meeting Date: 06/08/2026
Item Title: Subdivision - Chain Addition
Submitted For: Britni Van Curan, Rural Development Director

Discuss and/or take appropriate action concerning:

Britni Van Curan: Discuss and/or take appropriate action concerning approval/denial of the Final Rural Plat for the Chain Addition on County Road 323 in Precinct 3.
Development:

ATTACHMENTS

Chain Addition - Final Plat



LOCATION MAP
N.T.S.

ATASCOSA COUNTY SUBDIVISION REGULATION NOTES:

1. THE SUBDIVISION IS LOCATED IN THE JOURDANTON ISD.
2. CONVEYANCE OF LOTS SHALL NOT BE PERMITTED UNTIL THE FINAL PLAT HAS BEEN APPROVED BY THE ATASCOSA COUNTY COMMISSIONERS COURT, AND THE RECORDED PLAT FILED WITH THE COUNTY CLERK.
3. THE MINIMUM DRIVEWAY CULVERT SIZE FOR EACH LOT SHALL NOT BE LESS THAN 18 INCHES.
4. NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC WATER SYSTEM OR AN INDIVIDUAL WATER SYSTEM, DUE TO DECLINING WATER SUPPLY. PROSPECTIVE PROPERTY OWNERS ARE CAUTIONED BY ATASCOSA COUNTY TO QUESTION THE SELLER CONCERNING GROUNDWATER AVAILABILITY, RAIN WATER COLLECTION IS ENCOURAGED AND IN SOME AREAS MAY OFFER THE BEST RENEWABLE WATER RESOURCE.
5. NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR TO AN ON-SITE WASTEWATER SYSTEM THAT HAS BEEN APPROVED AND PERMITTED BY THE ATASCOSA COUNTY SANITATION OFFICER.
6. NO STRUCTURE OR DEVELOPMENT WITHIN THE SUBDIVISION MAY BEGIN UNTIL FINAL APPROVAL OF THE PLAT BY ATASCOSA COUNTY COMMISSIONERS COURT AND RECORDING OF THE APPROVED PLAT BY THE COUNTY CLERK.
7. THE LOCATION AND DIMENSIONS OF STREETS AS SET FORTH AND LAID OUT ON THIS PLAT ARE IN ACCORDANCE WITH THE SUBDIVISION AND DEVELOPMENT REGULATIONS OF ATASCOSA COUNTY, TEXAS, AS APPLICABLE.
8. NO HOMES ARE TO BE BUILT OR BROUGHT ON TO THE LOT(S) UNTIL FLOODPLAIN PERMITS HAVE BEEN OBTAINED AND AN APPLICATION FOR SEPTIC PERMIT HAS BEEN SUBMITTED.
9. WATER SERVICE PROVIDED TO THE CHAIN ADDITION BY MCCOY WSC OR PRIVATE GROUNDWATER WELLS, DEPENDING ON AVAILABILITY, AND AT THE OWNERS EXPENSE. SEE "WATER SERVICE NOTES" AT THE TOP RIGHT OF THIS PLAT.
10. ELECTRIC SERVICE PROVIDED BY KARNES ELECTRIC.
11. IN ORDER TO PROMOTE SAFE USE OF ROADWAYS AND PRESERVE CONDITIONS OF PUBLIC ROADWAYS, NO DRIVEWAY CONSTRUCTED ON ANY LOT WITHIN THIS SUBDIVISION SHALL BE PERMITTED ACCESS ONTO A PUBLICLY DEDICATED ROADWAY UNLESS A DRIVEWAY PERMIT HAS BEEN APPROVED BY THE PRECINCT COMMISSIONER OF ATASCOSA COUNTY OR HIS/HER DESIGNATED REPRESENTATIVE, OR TxDOT FOR DRIVEWAYS ENTERING ONTO STATES ROADS, AND THE DRIVEWAY SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE ATASCOSA COUNTY ROAD STANDARDS OR TxDOT STANDARDS, AS APPLICABLE.
12. THE LIMITS OF THIS PLAT DO NOT CONTAIN PORTIONS OF FEMA FLOODPLAIN (ZONE A) AS SHOWN ON FIRM MAP NUMBER 4801300320C EFFECTIVE NOVEMBER 4, 2010.
13. NO LOTS IN THIS PLAT ARE LOCATED WITHIN THE FEMA SPECIAL FLOOD HAZARD AREA.
14. ALL LOTS HAVE BEEN DESIGN IN COMPLIANCE WITH THE RULES OF ATASCOSA COUNTY FOR ON-SITE SEWAGE FACILITIES.
15. ALL LOTS WITHIN THIS SUBDIVISION ARE LARGER THAN 30,000 SF.
16. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) REGULATED DEVELOPMENT, AS DEFINED IN ARTICLE II OF THE ATASCOSA COUNTY SUBDIVISION REGULATIONS, ARE PROHIBITED WITHIN THIS DEVELOPMENT.
17. PUBLIC SEWER IS NOT AVAILABLE, THIS SEPTIC IS REQUIRED AND SHALL BE DESIGNED BY REGISTERED SANITARIAN OR PROFESSIONAL ENGINEER.

CULVERT TABLE

LOT #	MINIMUM CULVERT
LOTS 1-2	18"
NOTE: LOW WATER XING MAY NOT IMPROVE FLOW	

PROPERTY INFORMATION
PROPERTY ID: 79691
LEGAL ACRES: 12.0 AC
LEGAL DESC.: ABS A00401
AM HIGHSMITH SV-1187

LOT SUMMARY TABLE

LOT SIZE	NO. OF LOTS	WATER WELL	COLLECTIVE SEWER	OSSF
< 2.5 AC	0			
2.5-10 AC	2	LOT 2		X
> 10 AC	0			
TOTAL	2			

STATE OF TEXAS
COUNTY OF ATASCOSA

I, RAY L. BACA, DO HEREBY CERTIFY THAT THE INFORMATION CONTAINED ON THIS PLAT PREPARED BY ME, DOES TO THE BEST OF MY KNOWLEDGE, ACCURATELY REFLECT THE GENERAL LOCATION (OR ABSENCE) OF ALL STREAMS, RIVERS, PONDS, LAKES OTHER WATER FEATURES OR ANY SENSITIVE FEATURES AND COMPLIES WITH THE SUBDIVISION AND FLOODPLAIN MANAGEMENT ORDINANCES ADOPTED BY ATASCOSA COUNTY, TEXAS.

PRELIMINARY

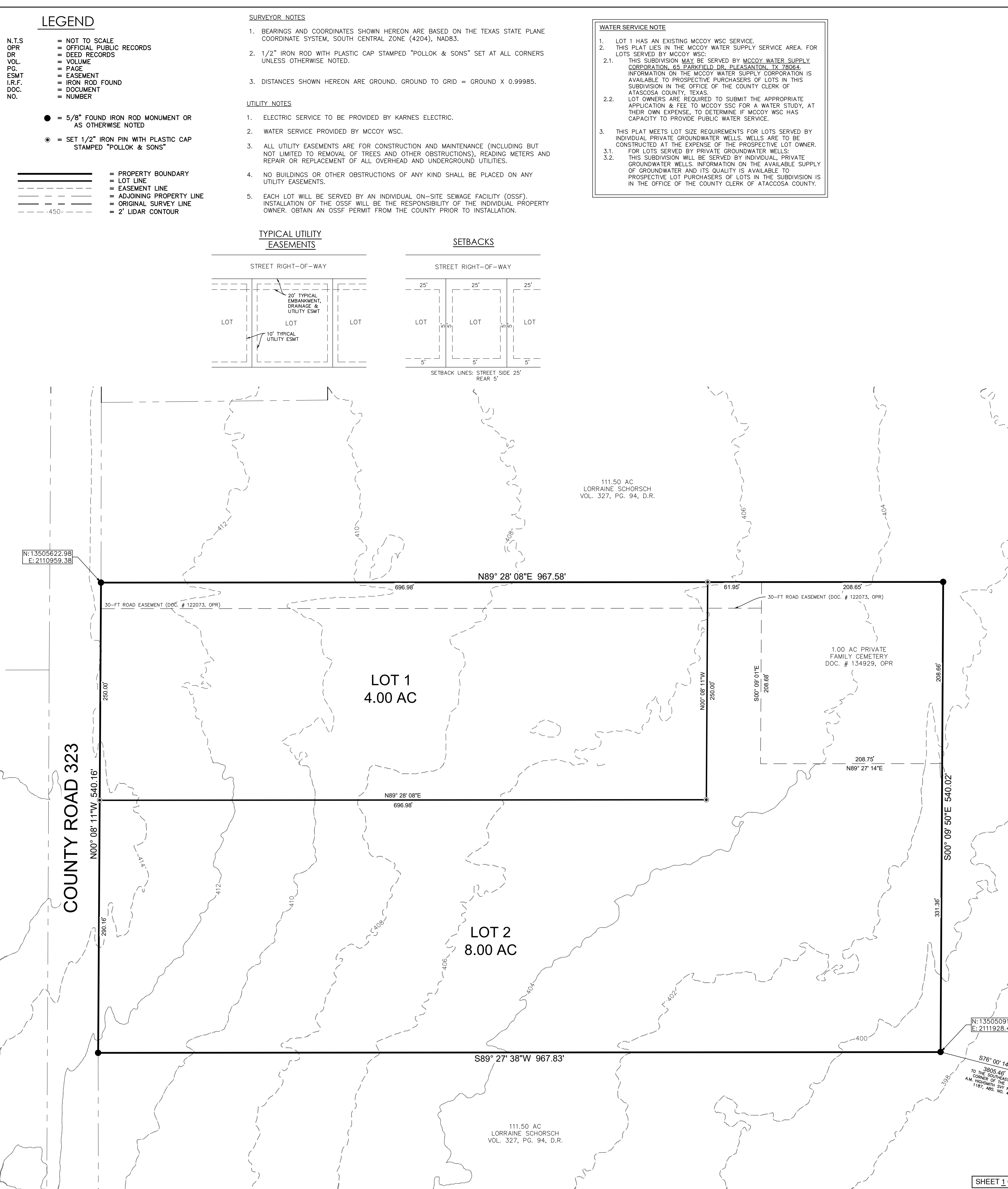
LICENSED PROFESSIONAL ENGINEER
RAY L. BACA, P.E. #131313
RL BACA ENGINEERING, FIRM NO. F-23628
P.O. BOX 587, PLEASANTON, TX 78064
(830) 570-2628

STATE OF TEXAS
COUNTY OF WILSON

I, LARRY POLLOK, BEING A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL AND ACCURATE ON-THE-GROUND SURVEY OF THE LAND SHOWN HEREON, AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF ATASCOSA COUNTY, TEXAS.

PRELIMINARY

REGISTERED PROFESSIONAL LAND SURVEYOR
LARRY J. POLLOK, R.P.L.S. #5186
POLLOK & SONS SURVEYING INC.
FIRM# 10052700
1008 B ST, FLORESVILLE, TX 78114
830-393-4770



LEGEND

- N.T.S. OPR
 - DR
 - VOL
 - PG
 - ESMT
 - I.R.F.
 - DOC.
 - NO.
- NOT TO SCALE
 - OFFICIAL PUBLIC RECORDS
 - DEED RECORDS
 - VOLUME
 - PAGE
 - EASEMENT
 - IRON ROD FOUND
 - DOCUMENT
 - NUMBER
- 5/8" FOUND IRON ROD MONUMENT OR AS OTHERWISE NOTED
 - SET 1/2" IRON PIN WITH PLASTIC CAP STAMPED "POLLOK & SONS"
- PROPERTY BOUNDARY
 - LOT LINE
 - EASEMENT LINE
 - ADJOINING PROPERTY LINE
 - ORIGINAL SURVEY LINE
 - 2' LIDAR CONTOUR

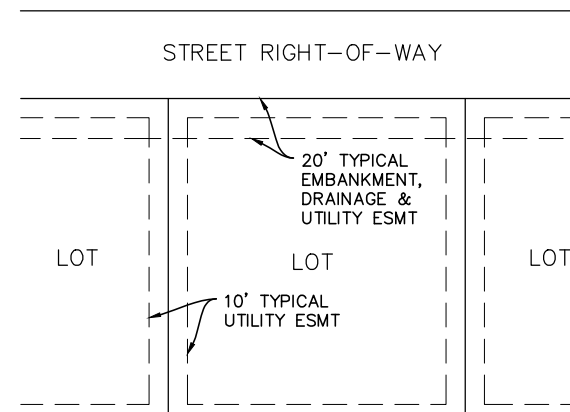
SURVEYOR NOTES

1. BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD83.
2. 1/2" IRON ROD WITH PLASTIC CAP STAMPED "POLLOK & SONS" SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
3. DISTANCES SHOWN HEREON ARE GROUND. GROUND TO GRID = GROUND X 0.99985.

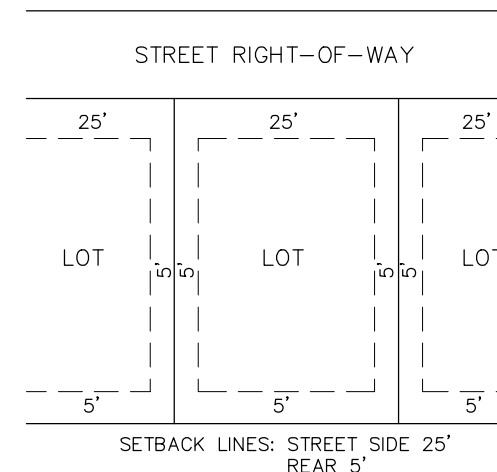
UTILITY NOTES

1. ELECTRIC SERVICE TO BE PROVIDED BY KARNES ELECTRIC.
2. WATER SERVICE PROVIDED BY MCCOY WSC.
3. ALL UTILITY EASEMENTS ARE FOR CONSTRUCTION AND MAINTENANCE (INCLUDING BUT NOT LIMITED TO REMOVAL OF TREES AND OTHER OBSTRUCTIONS), READING METERS AND REPAIR OR REPLACEMENT OF ALL OVERHEAD AND UNDERGROUND UTILITIES.
4. NO BUILDINGS OR OTHER OBSTRUCTIONS OF ANY KIND SHALL BE PLACED ON ANY UTILITY EASEMENTS.
5. EACH LOT WILL BE SERVED BY AN INDIVIDUAL ON-SITE SEWAGE FACILITY (OSSF). INSTALLATION OF THE OSSF WILL BE THE RESPONSIBILITY OF THE INDIVIDUAL PROPERTY OWNER. OBTAIN AN OSSF PERMIT FROM THE COUNTY PRIOR TO INSTALLATION.

TYPICAL UTILITY EASEMENTS



SETBACKS



WATER SERVICE NOTE

1. LOT 1 HAS AN EXISTING MCCOY WSC SERVICE.
2. THIS PLAT LIES IN THE MCCOY WATER SUPPLY SERVICE AREA. FOR LOTS SERVED BY MCCOY WSC:
 - 2.1. THIS SUBDIVISION MAY BE SERVED BY MCCOY WATER SUPPLY CORPORATION, 65 PARKFIELD DR, PLEASANTON, TX 78064. INFORMATION ON THE MCCOY WATER SUPPLY CORPORATION IS AVAILABLE TO PROSPECTIVE PURCHASERS OF LOTS IN THIS SUBDIVISION IN THE OFFICE OF THE COUNTY CLERK OF ATASCOSA COUNTY, TEXAS.
 - 2.2. LOT OWNERS ARE REQUIRED TO SUBMIT THE APPROPRIATE APPLICATION & FEE TO MCCOY WSC FOR A WATER STUDY, AT THEIR OWN EXPENSE, TO DETERMINE IF MCCOY WSC HAS CAPACITY TO PROVIDE PUBLIC WATER SERVICE.
3. THIS PLAT MEETS LOT SIZE REQUIREMENTS FOR LOTS SERVED BY INDIVIDUAL PRIVATE GROUNDWATER WELLS. WELLS ARE TO BE CONSTRUCTED AT THE EXPENSE OF THE PROSPECTIVE LOT OWNER.
 - 3.1. FOR LOTS SERVED BY PRIVATE GROUNDWATER WELLS: THIS SUBDIVISION WILL BE SERVED BY INDIVIDUAL, PRIVATE GROUNDWATER WELLS. INFORMATION ON THE AVAILABLE SUPPLY OF GROUNDWATER AND ITS QUALITY IS AVAILABLE TO PROSPECTIVE LOT PURCHASERS OF LOTS IN THE SUBDIVISION IS IN THE OFFICE OF THE COUNTY CLERK OF ATASCOSA COUNTY.
 - 3.2.

**SUBDIVISION PLAT
ESTABLISHING
CHAIN ADDITION**

BEING A TOTAL OF 12.00 ACRES, MORE OR LESS, LYING IN THE
A.M. HIGHSMITH SURVEY NO. 1187, ABSTRACT NO. 401,
ATASCOSA COUNTY, TEXAS, BEING ALL OF TRACT 1 AND TRACT 2
DESCRIBED IN A GIFT DEED RECORDED IN DOCUMENT NO. 122073,
OFFICIAL PUBLIC RECORDS OF ATASCOSA COUNTY, TEXAS.

SCALE:
1" = 60'

DATE OF PREPARATION: MARCH 2026

**RL BACA
ENGINEERING**

TBPELS FIRM NO. F-23628 | P.O. BOX 587 | PLEASANTON, TEXAS 78064
830.570.2628 | RAY@RLBACA.COM

RL BACA PROJECT NO.: 26-102

STATE OF TEXAS
COUNTY OF ATASCOSA

THE OWNER(S) OF THE LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATION HEREIN EXPRESSED. ADDITIONALLY, THE OWNERS AGREE TO EXTEND PUBLIC UTILITIES TO EACH PLATTED LOT BEFORE SAID LOT IS SOLD.

OWNER:
LACHELLE CHAIN
1163 CR 323
JOURDANTON, TX 78026
830-570-0252

OWNER: LACHELLE CHAIN

SWORN TO AND SUBSCRIBED BEFORE ME THIS ____ DAY OF _____, A.D. 2026

NOTARY PUBLIC

CERTIFICATE OF COUNTY ATTORNEY

ALL REQUIREMENTS OF THE SUBDIVISION ORDER CURRENTLY IN EFFECT HAVE BEEN MET ACCORDING TO MY BEST KNOWLEDGE AND BELIEF, AND THIS PLAT IS APPROVED FOR FINAL SUBMISSION.

COUNTY ATTORNEY

CERTIFICATE OF THE PRECINCT COMMISSIONER

I, THE UNDERSIGNED COMMISSIONER IN THE PRECINCT IN WHICH THE LAND SUBDIVIDED ACCORDING TO THE PLAT TO WHICH THIS CERTIFICATE IS PRESENTED, HEREBY CERTIFY THAT I HAVE REVIEWED THE SAID PLAT AND THAT ALL REQUIREMENTS OF ATASCOSA COUNTY FOR THE PRESENTATION OF THE PLAT FOR FINAL APPROVAL HAVE BEEN FULLY MET TO THE BEST OF MY KNOWLEDGE AND BELIEF.

PRECINCT 3 COMMISSIONER

COMMISSIONERS COURT APPROVAL

APPROVED BY THE COMMISSIONERS COURT OF ATASCOSA COUNTY, TEXAS, THIS ____ DAY OF _____, 2026 A.D.

ATASCOSA COUNTY JUDGE

PRECINCT 1 COMMISSIONER

PRECINCT 2 COMMISSIONER

PRECINCT 3 COMMISSIONER

PRECINCT 4 COMMISSIONER



PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding *new employment or completion of probation*:

Employment Type: New employee

Requested Action

Kayla Fournier:
H.R.:

Discuss and/or take appropriate action concerning personnel:

New Employee

Hagan Dailey, Reagan Hillburn, Victor Perez,
Marissa Ramos, Colt Aley, Luis Ramos, Janelle
Flores, Kallie Moreida

Position:

Atascosa County Summer Intern

Pay Rate:

\$15.00 hourly

Salary Budget Area:

012-424-405

Start Date:

June 8, 2026-July 17, 2026

Physical:

NA

Drug Test:

NA

**AGENDA REQUEST
(GENERAL)**

Agenda Item 16.

Meeting Date: 06/08/2026

Item Title: Texas Association of Counties- Health and Employee Benefits Pool Billing

Submitted For: Kayla Fournier, HR

Discuss and/or take appropriate action concerning:

Kayla Fournier: Discuss and/or take appropriate action concerning the 2026-2027 Atascosa County Insurance Plan Renewal with TAC and authorize County Judge
H.R: Weldon Cude to sign the renewal agreement. The plan coverage is from October 1, 2026 - September 30, 2027. Atascosa County cost increase for the 2026-2027 plan year is 4.0%. The previous plan year cost increase was 1.7%.

ATTACHMENTS

TAC Renewal Notice



2026 – 2027 Renewal Notice and Benefit Confirmation

Group: 274328 - Atascosa County Anniversary Date: 10/01/2026

Return to TAC by: 06/26/2026

Please initial and complete each section confirming your group’s benefits and fill out the contribution schedule according to your group’s funding levels. Fax to 512-481-8481 or email to erikc@county.org.

For any plan or funding changes other than those listed below, please contact Erik Casarez at 800-456-5974.

MEDICAL

Medical: Plan 1300-NGS \$30 Copay,\$1500 Ded,80%,\$3500 OOP Max, \$40 Sp Copay

RX Plan: 5A-NG \$10/30/50, \$0 Ded

Your % rate change is: 4.00%

Your payroll deductions for medical benefits are: Pre Tax

Tier	Current Rates	New Rates Effective 10/01/2026	New Amount Employer Pays	New Amount Employee Pays	New Amount Employer Pays for Retiree (if applicable)	New Amount Retiree Pays (if applicable)
Employee Only	\$1,104.26	\$1,148.42	\$ _____	\$ _____	\$ _____	\$ _____
Employee & Spouse	\$1,766.00	\$1,836.64	\$ _____	\$ _____	\$ _____	\$ _____
Employee & Child(ren)	\$1,578.52	\$1,641.66	\$ _____	\$ _____	\$ _____	\$ _____
Employee & Family	\$2,240.24	\$2,329.84	\$ _____	\$ _____	\$ _____	\$ _____

_____ **Initial to accept Medical Plan and New Rates.**

EMPLOYEE SELF-SERVICE (ESS) INFORMATION

The ESS (mybenefits.county.org) allows employees to update employee and dependent demographic data and make election changes. Demographic updates are always enabled on the ESS. However, groups must opt in to allow election changes on the ESS.

Please select one option below to indicate if your group would like to allow employees to make election changes on the ESS. All changes made by employees on the ESS are reflected in real time on OASys and in available reports.

ESS: Allow election changes on the ESS Do not allow election changes on the ESS

_____ **Initial to confirm ESS Elections.**

RETIREE INFORMATION

Please indicate how your group manages retiree coverage.

Your group allows retiree coverage for:

Medical: Pre-65 Post-65

_____ **Initial to confirm Retiree Eligibility.**

WAITING PERIOD

Waiting period applies to all benefits.

Employees

30 days - 1st of the month following date of hire but
first of the month

Elected Officials

Date of Hire

_____ **Initial to confirm Waiting Period.**

COBRA ADMINISTRATION

Please indicate how your group manages COBRA administration:

Group processes COBRA on OASys

** Group is responsible for fulfilling COBRA notification process and requirements.*

BenefitConnect COBRA Department coordinates COBRA Administration

** WTW BenefitConnect administers COBRA via contract between Group and TAC HEBP.*

Group processes TAC HEBP Continuation of Coverage on OASys (< 20 employees)

** Group is responsible for fulfilling COBRA notification process and requirements.*

_____ **Initial to confirm COBRA Administration.**

TAC HEBP Member Contact Designation

CONTRACTING AUTHORITY

As specified in the Interlocal Participation Agreement, the person signing this RNBC represents and acknowledges that they are authorized to sign on the county or district's behalf.

Please list changes and/or corrections below.

Name	Weldon P Cude	_____
Title	Judge	_____
Address	1 Courthouse Circle Dr	_____
	Jourdanton, TX 78026-	_____
Phone	8307693093	_____
Fax	8307692349	_____
Email	countyjudge@co.atascosa.tx.us	_____

BILLING CONTACT

Responsible for receiving all invoices relating to HEBP products and services.

Please list changes and/or corrections below.

Name	Tracy Barrera	_____
Title	Auditor	_____
Address	1 Courthouse Circle Drive Ste105	_____
	Jourdanton, TX 78026-	_____
Phone	8307693620	_____
Fax	8307691183	_____
Email	tbarrera@co.atascosa.tx.us	_____

COUNTY REPRESENTATIVE

HEBP's main contact for daily matters pertaining to the health benefits.

Please list changes and/or corrections below.

Name	Kayla Fournier	_____
Title	HR Director	_____
Address	1 Courthouse Circle Drive, Ste. 3A	_____
	Jourdanton, TX 78026	_____
Phone	8306328845	_____
Fax	8305801527	_____
Email	kfournier@co.atascosa.tx.us	_____

HEALTHY COUNTY WELLNESS COORDINATORS

Primary contact regarding the Healthy County wellness program. Groups can designate up to two Wellness Coordinators.

Please list changes and/or corrections below.

Name Kayla Fournier
Title HR Director
Address 1 Courthouse Circle Drive
 Jourdanton, TX 78026-3406
Phone 8306328845
Fax 8305801527
Email kfournier@co.atascosa.tx.us

Name Tabitha Garza
Title Chief of Staff
Address 1 Courthouse Circle Drive, Ste. 101
 Jourdanton, TX 78026
Phone 8307693093
Fax
Email tgarza@co.atascosa.tx.us

HEALTHY COUNTY WELLNESS SPONSORS

An elected or appointed official (preferred) who supports the administration of the Healthy County wellness program. Groups can designate up to two Wellness Sponsors.

Please list changes and/or corrections below.

Name Tracy Barrera
Title Auditor
Address 1 Courthouse Circle Drive, Ste. 105
 Jourdanton, TX 78026
Phone 8307693620
Fax 8307691183
Email tbarrera@co.atascosa.tx.us

Name
Title
Address

Phone
Fax
Email

_____ **Initial to confirm Member Contact Designations.**

HIPAA CERTIFICATION

Terms of the HIPAA Certification Agreement Signed by County/District contracting authority in order to receive Protected Health Information (PHI):

Note: In order for TAC HEBP to disclose PHI to a TAC HEBP member entity (such as a County or District that contracted for TAC HEBP benefits), the contracting authority must have signed the Certification, which includes the provisions set out below (unless the individual whose PHI is being disclosed has signed a HIPAA Authorization allowing their PHI to be disclosed for this purpose). The County/District is referred to an "EMPLOYER" in the Certification. Any County/District employee who receives PHI on the "EMPLOYER'S" behalf must comply with these terms. If you have any questions about whether the information you are receiving is PHI or these Certification provisions, please contact a member of the TAC Health and Benefits Services' team.

As required under the HIPAA Standards for Confidentiality of Individually Identifiable Health Information, 45 CFR Parts 160 & 164 ("HIPAA Privacy Regulations"), the Plan Sponsor (EMPLOYER) certifies to the Texas Association of Counties Health Employees Benefit Pool (the "Plan") that, upon receipt of any Protected Health Information ("PHI"), EMPLOYER will comply with the provisions of the HIPAA Certification. These provisions include:

1. EMPLOYER certifies that it only will use or disclose PHI for plan administration purposes of the Plan, consistent with any Plan documentation and as permitted by law.
2. EMPLOYER will require that any agents or subcontractors to whom it provides PHI received under this Certification to agree in writing to the same restrictions and conditions that apply to COUNTY with respect to such information.
3. EMPLOYER agrees not to use or disclose any information received under this Certification for employment-related actions and decisions, or in connection with any other benefit or employee benefit plan sponsored by EMPLOYER.
4. EMPLOYER will report to the Plan any use or disclosure of information that is inconsistent with the uses or disclosures provided for under this Certification of which it becomes aware.
5. EMPLOYER will make available any information it holds under this Certification in order for Plan to comply with the access requirements under 45 CFR § 164.524.
6. EMPLOYER will make available any information it holds under this Certification in order for Plan to comply with the amendment requirements under 45 CFR § 164.526, and will incorporate any amendments to PHI it holds, as required in 45 CFR § 164.526.
7. EMPLOYER agrees to document and provide a description of any disclosures of PHI, and information related to such disclosures, as would be required for Plan to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR § 164.528.

8. EMPLOYER agrees to make its internal practices, books, and records relating to the use and disclosure of PHI received from the Plan available to the Secretary of Health and Human Services, for purposes of the Secretary determining the Plan's compliance with the HIPAA Privacy Regulations.
9. EMPLOYER will return or destroy all PHI received from Plan that EMPLOYER maintains in any form, including by agents or subcontracts, and retain no copies of such information, when it is no longer needed for the purpose for which the disclosure was made, except that, if EMPLOYER and Plan agree that such return or destruction is not feasible, EMPLOYER will limit further uses or disclosures of the information to those purpose that make the return or destruction of the information infeasible.
10. EMPLOYER will resolve issues of noncompliance with the terms of this Certification by persons entitled to use or disclose PHI under this Certification in a timely manner.
11. EMPLOYER will implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of any electronic PHI that it receives from the Plan, in accordance with the HIPAA Security Standards, 45 CFR Parts 160, 162, and 164. EMPLOYER will report to the Plan any security incident under the HIPAA Security Standards of which it becomes aware.
12. EMPLOYER will establish adequate separation between EMPLOYER and Plan, as required under 45 CFR § 164.504(f)(2)(iii) by limiting access to PHI to those employees or classes of employees listed below whom EMPLOYER has determined are entitled to use or disclose such PHI. EMPLOYER will require that these listed employees will receive HIPAA Privacy Training and only may use or disclose such PHI for plan administration functions, as defined in the HIPAA Privacy Regulations. Plan only will disclose PHI to the following employees whom EMPLOYER has determined are entitled to receive PHI.

Printed Name of Contracting Authority

Signature of Contracting Authority

Date

PLAN INFORMATION

- RNBC must be received by 06/26/2026 to avoid additional administrative fees.
- Signature below is required to confirm and accept your group's renewal.
- Rates based upon current benefits and enrollment. A substantial change in enrollment (10% over 30 days or 30% over 90 days) may result in a change in rates.
- If applicable, retiree rates are the same for medical, dental, and vision as active employees regardless of age.
- If applicable, broker commissions are included in rates.

_____ **Initial to confirm Plan Information.**

RENEWAL CONFIRMATION SIGNATURE

Signature of County Judge or Contracting Authority

Date: _____

Please PRINT Name and Title

The Texas Association of Counties would like to thank you for your membership in the only all county-owned and county directed Health and Employee Benefits Pool in Texas.



2026 – 2027 Alternate Plan Proposal

Group: 274328 - Atascosa County

Effective Date: 10/01/2026

	Current Plan Year	Renewal Rates	Option 1	Option 2	Option 3
Plan:	Plan 1300-NGS	Plan 1300-NGS	Plan 1400-NGS	Plan 1500-NGS	Plan 1520-NGS
Option:	RX-5A-NG	RX-5A-NG	RX-5A-NG	RX-5A-NG	RX-5A-NG

Rates

Employee Only	\$1,104.26	\$1,148.42	\$1,100.38	\$1,060.24	\$1,039.60
Employee & Spouse	\$1,766.00	\$1,836.64	\$1,759.34	\$1,694.72	\$1,661.50
Employee & Child(ren)	\$1,578.52	\$1,641.66	\$1,572.64	\$1,514.98	\$1,485.30
Employee & Family	\$2,240.24	\$2,329.84	\$2,231.56	\$2,149.42	\$2,107.18

Medical Plan

Deductible In/Out Network	\$1500/4500	\$1500/4500	\$2000/6000	\$2500/7500	\$3000/7500
Co-Insurance% In/Out	80/60	80/60	80/60	80/60	80/60
Co-Insurance Maximum	\$3500/7000	\$3500/7000	\$4000/8000	\$4350/8000	\$4150/8000
Office Visit	\$30	\$30	\$35	\$40	\$40
Specialist Visit	\$40	\$40	\$45	\$50	\$50
Emergency Room Hospital	\$150	\$150	\$150	\$150	\$150

Prescription Plan

Prescription Card Co-Pay	\$10/30/50	\$10/30/50	\$10/30/50	\$10/30/50	\$10/30/50
Deductible	\$0	\$0	\$0	\$0	\$0

Proposal rates are based on the following information:

- Rates based upon current benefits and enrollment. A substantial change in enrollment (10% over 30 days or 30% over 90 days) may result in a change in rates.
- Rates are based on a minimum employer contribution of 100% of the employee only rate or current funding level.
- Retirees pay the same premium as active employees regardless of age for medical and dental.
- Form must be received by 06/26/2026 in order to avoid a delay in implementation of benefits and/or late processing fees.

Please indicate the selected plan here _____.

Fax the signed document to 512-481-8481 or email to erikc@county.org.

Signature _____ Date _____



TEXAS ASSOCIATION of COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

HEALTHY COUNTY: COUNTY SPECIFIC INCENTIVE PROGRAM

A County Specific Incentive (CSI) is a wellness program that rewards employees and/or spouses for healthy behaviors such as completing an annual exam, tobacco affidavit, or participating in a physical activity program in exchange for avoiding a premium contribution, a lower monthly premium, earn additional days of PTO, or other rewards decided on by the County or District. Penalties and Rewards are administered at the county or district level.

Healthy County is available to assist in the process of designing, communicating, and tracking a CSI. Employees will be able to view their progress and completion of the incentive online or on the mobile app.

YOUR COUNTY OR DISTRICT'S CSI

Our records indicate that your County or District does not currently have a CSI. Please make a selection below to let us know if you would like to implement a CSI or learn more about implementing a CSI. Your county or district's Wellness Consultant will reach out to you to discuss design options. Also, please feel free to contact your county or district's Wellness Consultant at any time to begin this process. If your County or District decides to implement a CSI, there is a six week waiting period before employees can view the program online.

- We would like to implement a CSI Program for the 2027 plan year.
- We are interested in learning more about the CSI Program.
- We are not interested in learning more about the CSI Program at this time.

County or District Name: _____

Printed Name and Title: _____

Contracting Authority Signature: _____

Date: _____

12-Month Medical Report

Post Date : Mar 2026

Metrics : (Average Members, Average Subscribers, Total Contribution, Medical Paid, Pharmacy Paid, Paid)

Rows : (Paid Date)

Columns : (Metrics)

Paid Date : Last 12 Months [Apr 2025 - Mar 2026]

Account : (000094500 - POOLED)

Coverage Type : (Medical)

Group : (274328 - ATASCOSA COUNTY)

Paid Date	Average Subscribers	Average Members	Total Contribution	Medical Paid	Pharmacy Paid	Paid
Apr 2025	376	598	\$479,446.10	\$258,413.80	\$71,129.36	\$329,543.16
May 2025	374	587	\$475,875.50	\$499,739.80	\$105,117.89	\$604,857.69
Jun 2025	376	590	\$479,164.12	\$186,445.65	\$135,251.20	\$321,696.85
Jul 2025	379	594	\$481,802.06	\$334,213.29	\$99,472.05	\$433,685.34
Aug 2025	382	597	\$485,059.46	\$313,712.44	\$131,887.79	\$445,600.23
Sep 2025	378	592	\$479,164.12	\$350,241.41	\$123,892.02	\$474,133.43
Oct 2025	375	588	\$485,120.78	\$425,363.04	\$127,455.08	\$552,818.12
Nov 2025	373	582	\$482,593.80	\$245,472.26	\$143,218.68	\$388,690.94
Dec 2025	379	583	\$486,161.62	\$340,100.92	\$128,206.43	\$468,307.35
Jan 2026	375	575	\$479,285.12	\$239,761.65	\$112,734.55	\$352,496.20
Feb 2026	375	586	\$482,254.66	\$215,459.29	\$117,727.56	\$333,186.85
Mar 2026	371	576	\$478,499.34	\$226,445.98	\$113,848.71	\$340,294.69
Total: Selected Filter(s)	376	587	\$5,774,426.68	\$3,635,369.53	\$1,409,941.32	\$5,045,310.85

HCC - No PHI

Post Date : Mar 2026

Service Category : Total (Inpatient Facility, Outpatient Facility, Pharmacy, Professional)

Metrics : (Paid)

Claim Type : (MEDICAL, PHARMACY)

Coverage Type : (Medical)

Group : (274328 - ATASCOSA COUNTY)

Paid Month : Last 12 Months [Apr 2025 - Mar 2026]

Paid greater or equal 10000.00

Paid : descending

Encrypted Member ID	Member Status	Medical Paid	Pharmacy Paid	Paid
19230255397	Active	\$149,966.66	\$171,337.92	\$321,304.58
20760598494	Active	\$228,055.78	\$7,699.12	\$235,754.90
21000309316	Active	\$220,800.94	\$0.00	\$220,800.94
19670842779	Active	\$111,267.24	\$5,519.48	\$116,786.72
19540324439	Active	\$115,055.82	\$30.20	\$115,086.02
19230255509	Active	\$103,733.25	\$1,111.93	\$104,845.18
19230255683	Active	\$103,021.19	\$960.11	\$103,981.30
19670490639	Active	\$780.31	\$94,862.16	\$95,642.47
20730013715	Active	\$894.67	\$93,964.52	\$94,859.19
19230255447	Active	\$81,595.04	\$5,038.43	\$86,633.47
19720166106	Active	\$31,057.11	\$47,447.36	\$78,504.47
19540018025	Active	\$8,143.83	\$67,128.99	\$75,272.82
19360239410	Active	\$65,747.10	\$3,793.31	\$69,540.41
20200142834	Active	\$1,825.84	\$66,696.42	\$68,522.26
19320557627	Active	\$60,030.99	\$0.00	\$60,030.99
19230255528	Active	\$1,946.58	\$54,040.49	\$55,987.07
18700186692	Active	\$49,016.50	\$4,766.65	\$53,783.15
19230255640	Active	\$23,580.17	\$29,127.48	\$52,707.65
19230255577	Active	\$30,266.95	\$16,861.50	\$47,128.45
18871165057	Active	\$919.79	\$44,688.79	\$45,608.58
20000003422	Active	\$45,051.96	\$453.04	\$45,505.00
19230255496	Active	\$40,758.12	\$3,871.34	\$44,629.46
19840037490	Active	\$41,045.02	\$42.94	\$41,087.96



TEXAS ASSOCIATION of COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

19880136907	Active	\$20,201.92	\$18,188.10	\$38,390.02
20750010438	Active	\$36,934.27	\$267.81	\$37,202.08
20000441120	Active	\$20,539.46	\$16,407.14	\$36,946.60
20390448806	Active	\$33,964.70	\$812.60	\$34,777.30
20760208486	Active	\$32,356.24	\$1,644.34	\$34,000.58
19230255663	Active	\$24,700.98	\$9,267.41	\$33,968.39
19230255636	Active	\$33,544.63	\$52.20	\$33,596.83
20200556121	Active	\$29,267.87	\$4,076.47	\$33,344.34
20290581160	Active	\$32,043.34	\$35.96	\$32,079.30
20200142848	Active	\$22,233.97	\$9,483.42	\$31,717.39
19230255487	Active	\$31,228.79	\$0.00	\$31,228.79
19230255729	Active	\$8,400.46	\$22,400.92	\$30,801.38
20220194863	Active	\$30,575.95	\$49.13	\$30,625.08
20390124459	Active	\$29,654.73	\$65.54	\$29,720.27
19230255493	Active	\$29,496.47	\$37.16	\$29,533.63
10660356040	Active	\$28,744.73	\$91.90	\$28,836.63
19230255373	Active	\$28,379.17	\$427.02	\$28,806.19
20820986196	Active	\$28,158.86	\$479.42	\$28,638.28
20760208488	Active	\$27,826.56	\$515.88	\$28,342.44
19720153690	Active	\$27,700.06	\$109.20	\$27,809.26
16620481843	Active	\$2,344.06	\$24,491.40	\$26,835.46
20900160890	Active	\$26,160.50	\$65.19	\$26,225.69
16370105395	Active	\$23,887.10	\$2,266.71	\$26,153.81
17460128675	Active	\$3,536.03	\$20,186.63	\$23,722.66
19230255727	Active	\$5,388.60	\$17,818.85	\$23,207.45
20520181624	Active	\$11,991.28	\$10,743.73	\$22,735.01
20900160874	Active	\$22,432.91	\$4.61	\$22,437.52
19230255368	Active	\$9,155.14	\$12,970.69	\$22,125.83
19230255420	Active	\$4,437.05	\$17,685.36	\$22,122.41
19230255395	Active	\$14,162.52	\$7,496.59	\$21,659.11
19230384734	Active	\$21,142.36	\$2.34	\$21,144.70
19230384466	Active	\$20,793.83	\$121.16	\$20,914.99
19270009055	Active	\$7,376.01	\$13,369.10	\$20,745.11
20510215345	Active	\$20,048.85	\$142.41	\$20,191.26
20820474156	Active	\$17,337.38	\$2,110.12	\$19,447.50
19230255486	Active	\$638.23	\$18,761.70	\$19,399.93
20520471627	Active	\$19,335.83	\$0.00	\$19,335.83
21060610715	Active	\$19,215.83	\$0.00	\$19,215.83
19361012062	Active	\$5,144.13	\$13,975.55	\$19,119.68
20900532769	Active	\$10,924.05	\$8,057.70	\$18,981.75
20880167893	Active	\$18,780.45	\$145.30	\$18,925.75



TEXAS ASSOCIATION of COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

19230384924	Active	\$893.92	\$17,927.82	\$18,821.74
3054986854	Active	\$6,789.37	\$11,847.45	\$18,636.82
19960040413	Active	\$2,657.63	\$15,880.65	\$18,538.28
19230255618	Active	\$15,784.94	\$2,149.53	\$17,934.47
21000460081	Active	\$17,766.17	\$4.80	\$17,770.97
19230255457	Active	\$6,102.24	\$11,261.01	\$17,363.25
19230255553	Active	\$17,345.08	\$0.00	\$17,345.08
20860168502	Active	\$17,210.14	\$117.28	\$17,327.42
20480493145	Active	\$16,816.42	\$167.51	\$16,983.93
19720318887	Active	\$16,508.85	\$48.30	\$16,557.15
19230255456	Active	\$16,232.39	\$63.79	\$16,296.18
19230255617	Active	\$16,089.01	\$188.39	\$16,277.40
18270523461	Active	\$15,967.90	\$10.60	\$15,978.50
20840071358	Active	\$15,729.03	\$75.44	\$15,804.47
3430161006	Active	\$13,218.48	\$2,576.23	\$15,794.71
20020011956	Active	\$15,720.29	\$0.00	\$15,720.29
19360955171	Active	\$14,903.39	\$80.87	\$14,984.26
20360222130	Active	\$3,280.73	\$11,377.76	\$14,658.49
19230255609	Active	\$2,741.94	\$11,655.86	\$14,397.80
19230255516	Active	\$2,857.45	\$11,335.25	\$14,192.70
19230459748	Active	\$12,854.55	\$173.81	\$13,028.36
20730013751	Active	\$1,031.50	\$11,870.41	\$12,901.91
20760598553	Active	\$12,674.23	\$226.40	\$12,900.63
20520181582	Active	\$12,625.59	\$175.33	\$12,800.92
20090192500	Active	\$982.31	\$11,648.02	\$12,630.33
20551138004	Active	\$12,237.37	\$372.00	\$12,609.37
19230255686	Cobra	\$9,702.88	\$2,775.84	\$12,478.72
20480420795	Active	\$12,074.68	\$320.86	\$12,395.54
19230255369	Active	\$12,260.24	\$0.00	\$12,260.24
20250142459	Active	\$346.20	\$11,641.07	\$11,987.27
19230255495	Active	\$3,329.13	\$8,560.32	\$11,889.45
19230255440	Active	\$9,582.07	\$2,267.64	\$11,849.71
16280118967	Active	\$2,611.18	\$9,216.62	\$11,827.80
19720400093	Active	\$4,519.64	\$7,060.53	\$11,580.17
19540132486	Active	\$834.37	\$10,563.36	\$11,397.73
20360083167	Active	\$4,834.58	\$6,399.07	\$11,233.65
20480159871	Active	\$11,159.35	\$0.00	\$11,159.35
19270418305	Active	\$10,973.26	\$0.00	\$10,973.26
20440463157	Active	\$10,143.66	\$632.70	\$10,776.36
19230255637	Active	\$3,027.34	\$7,602.15	\$10,629.49
19230384358	Active	\$5,300.02	\$5,046.47	\$10,346.49



TEXAS ASSOCIATION *of* COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

HCC - No PHI

20730159829	Active	\$10,170.78	\$50.44	\$10,221.22
19230384302	Active	\$1,007.77	\$8,996.80	\$10,004.57
Query Total	107	\$2,753,644.23	\$1,176,637.32	\$3,930,281.55

**AGENDA REQUEST
(GENERAL)**

Agenda Item 17.

Meeting Date: 06/08/2026
Item Title: Risk Management Department
Submitted For: Kayla Fournier, HR

Discuss and/or take appropriate action concerning:

Kayla Fournier: Discuss and/or take appropriate action to review the Risk Management
H.R: Department.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 18.

Meeting Date: 06/08/2026
Item Title: Review of the Employee Satisfaction Survey
Submitted For: Kayla Fournier, HR

Discuss and/or take appropriate action concerning:

Kayla Fournier: Discuss and/or take appropriate action to review the HR Employee Satisfaction
H.R: Survey Results.

ATTACHMENTS

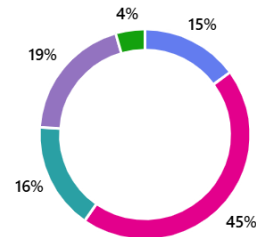
Survey Summary

Responses Overview Active

Responses 67	Average Time 08:17	Duration 50 Days
------------------------	------------------------------	----------------------------

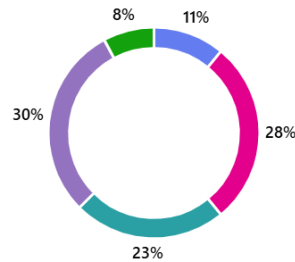
2. How long have you been in the organization?

● Less than 1 year	10
● 1-5 years	30
● 5-10 years	11
● 10-20 years	13
● 20+ years	3



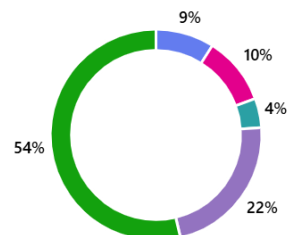
3. What is your age group?

● Under 30	7
● 31-40	18
● 41-50	15
● 51-60	19
● Over 60	5



4. Overall, how satisfied are you with your current employer?

● Extremely dissatisfied	6
● Somewhat dissatisfied	7
● Neither satisfied nor dissatisfied	3
● Somewhat satisfied	15
● Extremely satisfied	36



5. If not satisfied, please tell us why

17
Responses

Latest Responses
...

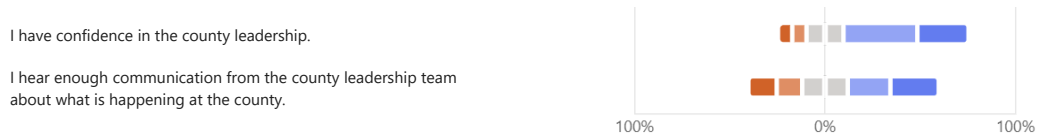
6. How strongly do you agree or disagree with the following statements around career opportunities?

● Strongly disagree ● Disagree ● Neither agree nor disagree ● Agree ● Strongly agree



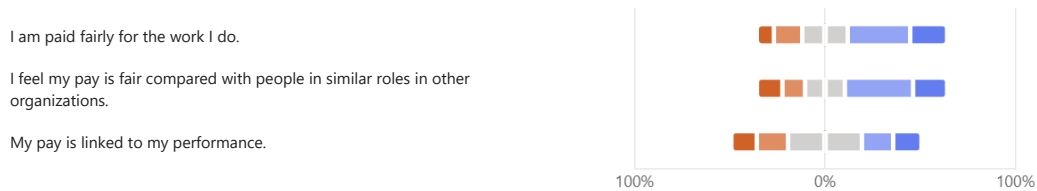
7. Please provide your feedback on County leadership.

● Strongly disagree ● Disagree ● Neither agree nor disagree ● Agree ● Strongly agree



8. How strongly do you agree or disagree with the following statements around pay?

● Strongly disagree ● Disagree ● Neither agree nor disagree ● Agree ● Strongly agree



9. Please provide your feedback on benefits offered by the County

● Strongly disagree ● Disagree ● Neither agree nor disagree ● Agree ● Strongly Agree

Overall, are you satisfied with the health coverage provided by the County?

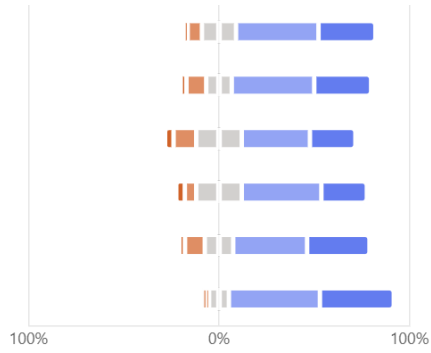
Are you satisfied with the benefit you get for the price you pay for medical coverage?

Are you satisfied with the benefit you get for the price you pay for dental coverage?

Are you satisfied with the benefit you get for the price you pay for vision coverage?

Are you satisfied with the benefit you get for the price you pay for medical coverage?

Are you satisfied with the Retirement plan offered through TCDRS?



**AGENDA REQUEST
(GENERAL)**

Agenda Item 19.

Meeting Date: 06/08/2026
Item Title: Bids - El Oso Water Project
Submitted For: Tracy Barrera, County Auditor

Discuss and/or take appropriate action concerning:

Tracy Barrera: Discuss and/or take appropriate action concerning the review, acceptance and
County Auditor: selection of the bids that were received in the Auditors' office by the deadline
for the Water System Improvements at the Fashing-Peggy Water Plant for the
El Oso Water Supply Corporation, TxCDBG Contract No. CDV23-0227.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 20.

Meeting Date: 06/08/2026

Item Title:

Submitted For: Tracy Barrera, County Auditor

Discuss and/or take appropriate action concerning:

Tracy Barrera: Present the Atascosa County 2024 Audit Report. Take action to accept the
County Auditor: Atascosa County 2024 Audit Report and enter into the minutes.

Court Packet Cover Memo

County IT Administrative Oversight and Governance Alignment

To: Commissioners Court

From: County IT Department

Date: May 2026

Subject: County IT Governance Alignment, Administrative Oversight, and IT Advisory Committee

Purpose

This packet presents a practical governance structure for County information technology. The goal is to clarify accountability, align IT oversight with County-wide internal controls and risk management, and preserve Commissioners Court authority over budget and policy decisions.

Requested Action

Consider and take action to acknowledge the County IT Governance Policy, assign administrative supervision of the IT Director to the County Auditor for coordination and accountability purposes, and establish the County IT Advisory Committee as an advisory body.

Why This Is Needed

- Technology now touches every County office, critical public safety function, court workflow, financial process, election system, and public-facing service.
- Cybersecurity, CJIS compliance, vendor access, identity management, backups, endpoint security, and network standards require County-wide consistency.
- The County has historically operated with fragmented networks, aging infrastructure, mixed vendor-managed systems, and inconsistent technical standards.
- Recent CJIS audit work, MFA rollout, Entra standardization, least-privilege work, endpoint protection, logging, and network modernization have made clear that IT governance must be formalized.
- The proposed structure gives departments a voice while preserving clear technical authority and accountability.

What This Does

- Keeps IT as a County department.
- Keeps Commissioners Court in control of budgetary and policy authority.
- Places day-to-day technical authority with the IT Director.
- Assigns administrative supervision of the IT Director to the County Auditor.
- Creates an IT Advisory Committee for structured input, transparency, and coordination.
- Formalizes written IT standards for security, supportability, and compliance.

What This Does Not Do

- It does not place IT under the judiciary.
- It does not give judges operational authority over IT.
- It does not remove Commissioners Court budget authority.
- It does not give the IT Advisory Committee approval or veto power over IT operations.
- It does not remove departmental ownership of business processes, records, or statutory responsibilities.

Included Documents

Document	Purpose
Proposed Court Action and Agenda Language	Provides wording for the Court agenda item and possible motion.
Commissioner Explainer	One-page explanation of the oversight change and what it does and does not change.
County IT Governance Policy	Primary governance document establishing roles, authority, reporting, procurement review, exceptions, and audit support.
County IT Advisory Committee Charter	Defines the advisory committee, membership, scope, authority limits, meetings, and documentation.
County IT Department Charter	Defines IT mission, vision, responsibilities, guiding principles, and technical authority.

County IT Written Standards	Establishes minimum enforceable technical standards for County-managed technology.
2026-2028 Strategic Direction and Roadmap	Provides the supporting modernization strategy and phased implementation roadmap.
Implementation Checklist	Defines the immediate steps needed after Court action.

Recommended Handling

The Governance Policy, Advisory Committee Charter, and Court Action document should be treated as the formal Court packet. The IT Charter, Written Standards, and Strategic Direction should be treated as supporting documents. This keeps the Court action focused and avoids turning technical standards into a line-by-line policy debate.

Proposed Court Action and Agenda Language

County IT Governance Alignment

Proposed Agenda Caption

Discuss, consider, and take action to acknowledge the County IT Governance Policy, assign administrative supervision of the County IT Director to the County Auditor, and establish the County IT Advisory Committee as an advisory body for County-wide information technology matters.

Proposed Motion

I move that Commissioners Court acknowledge the County IT Governance Policy, assign administrative supervision of the County IT Director to the County Auditor for purposes of coordination, operational accountability, escalation, and performance evaluation, and establish the County IT Advisory Committee as an advisory body to support transparency, cross-department input, audit readiness, and technology planning.

Clarifying Language for the Record

- Commissioners Court retains budgetary authority and strategic policy oversight for the County IT Department.
- The County IT Department remains a County department.
- The County Auditor serves as administrative supervisor of the IT Director; this does not place IT under judicial operational control.
- Day-to-day technical and operational decisions remain delegated to the IT Director.
- The IT Advisory Committee is advisory only and does not manage IT staff, direct daily operations, or hold approval or veto authority over IT operations.
- Departments and elected offices retain ownership and custodianship of their business processes, official records, and statutory responsibilities.
- Technology purchases, vendor access, system configuration, and network connectivity remain subject to IT review for security, supportability, compliance, and integration.

Optional Court Order Language

It is ordered that the County IT Governance Policy is acknowledged as the County framework for IT authority, accountability, administrative oversight, advisory input, technology standards, vendor coordination, procurement review, risk acceptance, and compliance support. The County Auditor is assigned administrative supervision of the County IT Director. The County IT Advisory Committee is established as an advisory body. This action preserves Commissioners Court authority over County budget and policy matters and delegates technical and operational decision-making to the County IT Director in accordance with the adopted governance framework.

Recommended Attachments

1. County IT Governance Policy
2. County IT Advisory Committee Charter
3. Commissioner Explainer
4. County IT Department Charter
5. County IT Written Standards
6. 2026-2028 Strategic Direction and Roadmap

Legal Review Note

This language should be reviewed by the appropriate County legal authority before final placement on the agenda or adoption as a Court order.

Commissioner Explainer

Why Align IT Administrative Oversight with the County Auditor?

Summary

The County IT Department supports every office, every elected official, and every critical system. As the County has grown, technology has shifted from a back-office support function to a core operational, compliance, cybersecurity, and risk-management function.

Aligning IT administrative supervision with the County Auditor improves accountability, transparency, consistency, audit readiness, and risk management without changing who controls County policy or budget decisions.

What Would Change

- The IT Director would report administratively to the County Auditor.
- The County Auditor would serve as the primary administrative supervisor for coordination, escalation, operational accountability, and evaluation.
- An IT Advisory Committee would provide structured input and transparency across departments and elected offices.
- Written standards would be formally recognized as the basis for secure, supportable, County-wide technology operations.

What Would Not Change

- IT remains a County department.
- Commissioners Court retains budgetary and strategic policy authority.
- The IT Director remains responsible for daily operations and technical decisions.
- Judges do not supervise IT staff or direct IT operations.
- Departments keep control over their business processes, records, and statutory duties.
- The Advisory Committee does not approve, veto, or manage IT operations.

Why the Auditor Is the Right Administrative Fit

The County Auditor already operates in the County-wide space of internal controls, compliance, documentation, financial stewardship, risk management, and operational consistency. Modern IT directly affects each of those areas.

This alignment gives the County a more natural administrative home for IT oversight while keeping elected officials, departments, and Commissioners Court properly involved in policy, budget, and operational priorities.

Benefits to Commissioners Court

- Clearer accountability for IT decisions and escalation.
- Fewer operational technology disputes coming directly to Court.
- Better long-term budgeting and lifecycle planning.
- Reduced risk exposure from cybersecurity incidents, CJIS compliance gaps, election system concerns, and vendor-managed systems.
- A documented structure that can survive staff turnover and future growth.

Benefits to Departments and Elected Officials

- More consistent service delivery and support expectations.
- Clearer technology standards and exception processes.
- Better audit preparation and documentation.
- Improved coordination for major changes affecting multiple offices.
- A formal advisory channel without creating another approval bottleneck.

Bottom Line

This change strengthens oversight without centralizing political power. It clarifies roles, reduces risk, improves audit readiness, and modernizes County operations while preserving the authority of Commissioners Court and the independence of elected offices.

County IT Governance Policy

Authority, Accountability, Oversight, and County-wide Technology Standards

1. Purpose

The purpose of this policy is to establish clear authority, accountability, and governance for information technology services across the County. This policy formalizes existing practices, supports compliance requirements, improves risk management, and ensures that County technology resources are secure, reliable, sustainable, and cost-effective.

2. Scope

This policy applies to all County departments, offices, elected officials, employees, contractors, vendors, systems, networks, devices, applications, data services, and technology resources that are County-owned, County-managed, County-funded, or connected to County systems.

3. Governance Principles

County technology governance shall be based on security, operational continuity, compliance, transparency, responsible stewardship of public resources, departmental collaboration, and clear technical authority.

4. Reporting and Oversight Structure

Role	Authority / Responsibility
Commissioners Court	Retains budgetary authority, strategic policy oversight, and authority to approve major funding decisions.
County Auditor	Serves as administrative supervisor of the IT Director for coordination, accountability, escalation, documentation, and evaluation.
IT Director	Leads the IT Department and holds final technical and operational authority for County technology systems within approved budget and policy boundaries.
IT Advisory Committee	Provides advisory input, transparency, risk awareness, and cross-department coordination. It does not approve, veto, or manage IT operations.
Departments and Elected Offices	Retain ownership of business processes, official records, statutory responsibilities, and operational requirements.

5. Technical Authority of the IT Director

The IT Director holds final technical authority for County technology architecture, configuration, and operational standards, including:

- Network architecture, connectivity, segmentation, wireless, routing, switching, and firewall configuration.
- Information security standards, controls, monitoring, incident response, and technical risk mitigation.
- Identity and access management, including account provisioning, MFA, privileged access, and access lifecycle processes.
- Supported hardware, operating systems, software, endpoint configurations, cloud services, and server platforms.
- Technical requirements for vendor-managed systems and integrations.
- Backup, disaster recovery, business continuity, and system resiliency standards.
- Documentation, inventory, lifecycle planning, and configuration standards.

6. IT Advisory Committee

The County IT Advisory Committee is established to provide structured input and transparency on County-wide technology matters. The Committee is advisory only. It does not manage IT staff, direct daily operations, or override the authority of Commissioners Court, the County Auditor, or the IT Director.

7. Data Ownership and System Control

Departments and elected offices retain ownership and custodianship of their official records, business processes, and statutory responsibilities. The IT Department manages, secures, administers, and supports the underlying technology systems used to store, process, access, protect, transmit, or recover County data.

8. Technology Procurement and Review

All technology purchases, subscriptions, systems, devices, services, software, cloud platforms, vendor-managed systems, and network-connected equipment must be reviewed by IT before acquisition or deployment. IT review shall evaluate security, compatibility, supportability, licensing, lifecycle cost, compliance, vendor access, integration, data protection, and operational impact.

9. Vendor Access and Vendor-Managed Systems

- IT shall be designated as the primary technical contact for vendor-managed systems whenever feasible.
- Vendor administrative access must be approved, documented, and limited to the minimum access required.
- Vendors must coordinate technical changes through IT before making configuration, network, integration, or access changes.
- IT will maintain available technical documentation and credentials to support continuity, audit readiness, and security.

10. Standards, Exceptions, and Risk Acceptance

The IT Department shall maintain written technical standards for County-managed technology. Exceptions may be granted where justified by operational need. Exceptions must be documented and must include risk acknowledgment by the requesting Department Head or elected official and the IT Director. High-impact exceptions may be escalated to the County Auditor and, where appropriate, Commissioners Court.

11. Compliance and Audit Support

This governance structure supports compliance and audit readiness for applicable requirements including CJIS, election security assessments, cybersecurity controls, financial systems, public records, privacy obligations, and other operational risk areas. IT shall coordinate technical documentation, evidence gathering, system access controls, and remediation activities as needed.

12. Administrative Oversight Clarification

Administrative supervision of the IT Director by the County Auditor is intended to align IT with County-wide internal controls, compliance, fiscal responsibility, audit readiness, and operational risk management. This structure does not place IT under judicial operational control. Commissioners Court retains budgetary and strategic policy authority and may revise the administrative oversight structure as deemed necessary.

13. Review and Updates

This policy shall be reviewed periodically and updated as County technology needs, compliance requirements, risks, and operational priorities evolve. Material changes should be documented and communicated to affected departments.

Effective Date

This policy becomes effective upon action or acknowledgment by Commissioners Court, subject to any legal or administrative review required by the County.

County IT Advisory Committee Charter

Advisory Input, Transparency, and Cross-Department Coordination

1. Purpose

The County IT Advisory Committee is established to provide structured input, transparency, and collaboration on County-wide information technology matters. The Committee supports informed decision-making, risk management, audit readiness, and alignment of technology initiatives with County operations.

2. Authority

The Committee is advisory only. It does not manage IT staff, direct daily operations, approve or veto IT decisions, override technical standards, or replace Commissioners Court, County Auditor, or IT Director authority.

Final Authority	Rests With
Budget approval and major funding decisions	Commissioners Court
Administrative supervision of the IT Director	County Auditor
Technical and operational IT decisions	IT Director
Departmental records and business processes	Department or elected office with statutory responsibility

3. Scope

- Review proposed IT standards, major initiatives, and significant County-wide technology changes.
- Provide feedback on technology priorities, operational impacts, risks, and dependencies.
- Support cross-department coordination for cybersecurity, CJIS compliance, election security, courts, public safety, finance, and public services.
- Promote transparency and communication between departments and IT.
- Review major implementation plans involving identity management, endpoint security, network modernization, backup resilience, ticketing, asset management, and disaster recovery.

4. Membership

- County Auditor or designee.
- Sheriff or designee.
- One Commissioner appointed or rotated by Commissioners Court.
- County Judge or Chief of Staff.
- One elected official or designee, rotated or appointed as appropriate.
- One non-elected department head or designee, rotated or appointed as appropriate.
- IT Director, serving as Chair.
- Additional subject-matter participants may be invited for specific topics, including Elections, Courts, EMS, Indigent Health, Auditor systems, or public safety systems.

5. Roles and Responsibilities

Role	Responsibilities
IT Director / Chair	Sets agendas, presents standards and initiatives, facilitates discussion, documents recommendations, and coordinates follow-up.
County Auditor	Supports administrative oversight, internal control alignment, risk management, documentation, and escalation.
Committee Members	Provide operational perspective, identify impacts and dependencies, communicate concerns, and assist with coordination.
Invited Participants	Provide subject-specific input for limited topics without becoming standing committee members.

6. Meetings and Documentation

- Meetings shall be held quarterly or as needed.
- Special meetings may be called for urgent issues, audit matters, major outages, cybersecurity incidents, or major implementation planning.

- Meeting summaries, recommendations, and action items shall be documented and retained.
- Summaries may be provided to Commissioners Court when appropriate.

7. Decision-Making Process

The Committee should operate by consensus where possible. Formal votes are not required. Recommendations are advisory and non-binding. When disagreement exists, the IT Director shall document the concern, technical recommendation, risk assessment, and any escalation path.

8. Amendments

This Charter may be amended by the IT Director with input from the IT Advisory Committee and approval or acknowledgment by the County Auditor. Material changes may be shared with Commissioners Court as appropriate.

Effective Date

This Charter becomes effective upon establishment of the County IT Advisory Committee by Commissioners Court or upon administrative implementation consistent with the County IT Governance Policy.

County IT Department Charter

Mission, Responsibilities, Authority, and Guiding Principles

Mission

To provide secure, reliable, resilient, and efficient technology services that support County operations, public safety, judicial functions, financial stewardship, elections, emergency services, and public service delivery.

Vision

To operate a centralized, standards-based, transparent, and sustainable technology environment that balances departmental autonomy with County-wide security, resiliency, compliance, and fiscal responsibility.

Core Responsibilities

- Enterprise infrastructure, networking, wireless, internet connectivity, and network segmentation.
- Cybersecurity, endpoint protection, monitoring, incident response, and technical risk management.
- Identity and access management, including Entra standardization, MFA, privileged access, and account lifecycle processes.
- Endpoint, server, cloud, and application administration.
- Technology standards, lifecycle management, inventory, and asset documentation.
- Vendor technical coordination and review of technology purchases and integrations.
- Backup, disaster recovery, business continuity, and ransomware resilience planning.
- Audit support and compliance documentation for CJIS, election security, financial systems, public records, and other applicable requirements.
- Support services, ticketing workflows, onboarding/offboarding coordination, and end-user technology assistance.

Guiding Principles

- Security-first design.
- Consistency without unnecessary bureaucracy.
- Collaboration with departments and elected offices.
- Compliance with applicable regulatory and audit requirements.
- Transparency, documentation, and accountability.
- Responsible stewardship of public resources.
- Standardization where it improves reliability, security, and cost control.
- Practical flexibility where operational needs justify exceptions.

Authority

The IT Director is empowered to establish and enforce technical standards necessary to protect County systems, data, users, and technology investments. The IT Director shall coordinate with departments to meet operational needs while maintaining final technical authority over County-managed systems and networks.

Service Expectations

The IT Department should prioritize work based on risk, operational impact, public safety, legal or audit deadlines, cybersecurity exposure, service disruption, and long-term County value. Routine support should move toward structured ticketing, documented workflows, and measurable follow-up.

Review and Updates

This Charter shall be reviewed periodically and updated as County technology needs, staffing, risk, and compliance requirements evolve.

County IT Written Standards

Minimum Technical Requirements for County-managed Technology

Purpose

These standards establish minimum, enforceable technical requirements for County information systems. They are intended to be lightweight, practical, and flexible enough to support diverse departmental needs while ensuring security, reliability, compliance, and supportability.

Scope

These standards apply to all County departments, offices, elected officials, employees, contractors, vendors, devices, software, services, and systems using County-owned, County-managed, County-funded, or County-connected technology.

1. Workstation and Endpoint Standards

- County workstations and laptops shall be procured through County-approved vendors or otherwise approved by IT.
- Standard workstation platforms shall be selected and maintained by IT to improve supportability and lifecycle planning.
- Unsupported or end-of-life operating systems are prohibited from connecting to County-managed networks unless a documented exception exists.
- All County endpoints must use IT-approved endpoint protection, receive security updates, and use full-disk encryption where supported and appropriate.
- Local administrator access shall be limited to operational necessity and is subject to review, removal, and documented exception handling.

2. User Accounts and Access Control

- User accounts shall be created, modified, disabled, and removed through IT-managed processes.
- Access shall be based on job role, business need, and least-privilege principles.
- Multi-factor authentication shall be required where technically feasible, especially for remote access, administrative accounts, public safety systems, CJIS-related systems, cloud services, and sensitive systems.
- Access changes must be reported promptly for terminations, transfers, role changes, and contractor/vendor changes.

3. Network Standards

- County networks shall be designed, managed, and secured by IT.
- Unauthorized routers, switches, wireless access points, modems, hotspots used as permanent infrastructure, or unmanaged network equipment are prohibited unless approved by IT.
- Networks shall be logically segmented where appropriate to support public safety, CJIS, courts, elections, finance, guest access, VoIP, servers, printers, cameras, and general County operations.
- Remote access to County systems must be approved by IT and secured using IT-approved methods.

4. Server, Cloud, and Application Standards

- Servers and cloud services supporting County operations must be reviewed and approved by IT before deployment.
- Software applications must be reviewed by IT before purchase, subscription, renewal, or deployment.
- Applications must be supported, licensed, maintained, and documented according to vendor and IT requirements.
- IT shall be the primary technical contact for vendor-managed systems whenever feasible.

5. Data Protection and Backup Standards

- Departments are responsible for identifying sensitive, regulated, or mission-critical data.
- County systems must be included in an IT-approved backup or recovery strategy where feasible.
- Backup frequency, retention, testing, and recovery priority shall be defined by IT based on risk and operational need.
- County data shall be stored only on approved systems and services. Personal or unapproved cloud storage is prohibited for County data.

6. Security Monitoring and Incident Response

- IT may monitor County systems and networks to ensure security, availability, compliance, and operational integrity.
- Suspected security incidents, lost devices, suspicious emails, unauthorized access, malware, ransomware indicators, or vendor access concerns must be reported to IT immediately.
- IT will coordinate incident response activities, including vendor coordination, law enforcement coordination, containment, recovery, communication, and documentation where required.

7. Procurement, Vendor, and Change Standards

- Technology purchases, subscriptions, services, integrations, and renewals must be reviewed by IT before acquisition or deployment.
- Vendors must coordinate technical changes with IT before making network, access, firewall, server, cloud, or application configuration changes.
- Administrative credentials and technical documentation should be documented and retained where feasible to ensure continuity and audit readiness.

8. Exceptions and Risk Acceptance

- Exceptions to these standards must be documented and approved by IT.
- Approved exceptions must include operational justification and risk acknowledgment by the requesting Department Head or elected official and the IT Director.
- High-risk exceptions may be escalated to the County Auditor and, where appropriate, Commissioners Court.

Administrative Reporting Clarification

The County IT Department remains a County department subject to the authority of Commissioners Court for budgetary and strategic policy matters. Administrative supervision of the IT Director is assigned to the County Auditor. This structure does not place IT under judicial operational control. The purpose is to align IT oversight with County-wide internal controls, compliance, documentation, audit readiness, and risk management while maintaining transparency and accountability.

Review and Updates

These standards shall be reviewed periodically and updated as technology, compliance requirements, risks, and County operations evolve.

2026-2028 County IT Strategic Direction and Roadmap

Stabilize, Structure, and Sustain County Technology

Strategic Mission

To provide secure, resilient, sustainable, and standards-based technology services that enable County departments to serve the public efficiently and safely.

Strategic Context

The County operates across many buildings and departments with a mix of aging network equipment, decentralized internet connections, vendor-managed systems, public safety requirements, CJIS compliance obligations, election security concerns, financial systems, cloud services, and limited staffing. The current modernization effort is not simply an IT upgrade; it is an operational risk reduction program.

Strategic Focus Areas

Focus Area	Direction
Security and Compliance	Strengthen identity management, expand MFA, complete least-privilege work, maintain EDR, formalize incident response, and align controls with CJIS and other audit requirements.
Infrastructure Resilience	Modernize firewalls, switches, wireless, segmentation, backup resilience, and critical-site redundancy.
Operational Maturity	Deploy structured ticketing, formal onboarding/offboarding, asset management beyond spreadsheets, automation, standards, and documentation.
Long-Term Sustainability	Develop predictable lifecycle budgeting, reduce single-point dependency, conduct disaster recovery exercises, and build a County-wide governance model that survives staff changes.

Layer 1: Stabilize and Protect - 0 to 18 Months

This layer is about eliminating the highest operational and cybersecurity risks first.

- Complete Entra enrollment and standardize identity management.
- Remove unnecessary local administrator rights and enforce least privilege.
- Maintain and tune EDR deployment across County endpoints.
- Implement or improve immutable backup and recovery capability for critical systems.
- Begin practical VLAN segmentation for CJIS, public safety, elections, servers, printers, guest wireless, and general County operations.
- Move routine support into a structured ticketing workflow.
- Maintain written cybersecurity, remote access, incident response, and baseline configuration documentation.
- Create and maintain a basic risk register for IT, cybersecurity, infrastructure, vendors, and compliance issues.
- Continue CJIS CAP response work, MFA rollout, and supporting documentation for audited agencies.

Expected outcome: improved audit readiness, reduced ransomware exposure, clearer accountability, and fewer high-risk unknowns.

Layer 2: Structure and Automate - 18 to 36 Months

This layer reduces manual work, inconsistency, and operational chaos.

- Adopt Intune or another MDM path when licensing and budget allow.
- Automate device provisioning, configuration, naming, security baselines, and onboarding workflows.
- Move asset management from spreadsheets into a sustainable system of record.
- Improve centralized logging, alerting, and managed security monitoring through SIEM tuning or MSS/MDR services.
- Add secondary internet to critical sites where operationally justified.
- Formalize onboarding, offboarding, vendor access, procurement review, and change documentation.
- Conduct quarterly phishing testing or equivalent awareness checks.
- Institutionalize annual tabletop exercises for cybersecurity and disaster recovery.

Expected outcome: less manual work, better predictability, stronger documentation, and fewer recurring emergencies.

Layer 3: Lead and Optimize - 36 to 60 Months

This layer moves the County from reactive operations to mature technology leadership.

- Advance conditional access and zero-trust alignment.
- Develop a formal disaster recovery site, cloud failover strategy, or recovery architecture for key systems.
- Automate compliance reporting where possible.
- Create a public-facing cybersecurity and technology transparency summary where appropriate.
- Build an inter-county collaboration group for shared lessons, templates, vendors, and cybersecurity practices.
- Document IT succession, continuity, and cross-training plans.

Expected outcome: regional credibility, durable operations, stronger resilience, and reduced dependence on any one person.

Immediate 2026 Priorities

1. Finalize the IT governance alignment and advisory committee structure.
2. Complete CJIS CAP responses and supporting documentation.
3. Roll out CJIS-related MFA/TOTP workflows after proper user notification.
4. Continue Entra enrollment, standardized device naming, and local admin reduction.
5. Advance firewall, switch, wireless, segmentation, and lifecycle modernization planning.
6. Formalize ticketing expectations and reduce informal drive-by support dependence.
7. Build a practical asset inventory and replacement priority list.
8. Strengthen backup, recovery, and incident response documentation.
9. Prepare for budget and grant opportunities using the strategic roadmap as justification.

Expected Outcomes by End of 2028

- Reduced cybersecurity risk exposure.
- Improved CJIS and audit confidence.
- Greater operational efficiency and fewer undocumented systems.
- Better long-term budget predictability.
- More consistent support across departments.
- Reduced single-point dependency through documentation and process maturity.
- A governance structure that balances departmental autonomy with County-wide security and reliability.

Implementation Checklist

First 90 Days After Court Action

Purpose

This checklist identifies the immediate steps needed to operationalize the County IT governance alignment after Court action. It is intended as an administrative working document, not a separate policy.

Phase 1: Court Action and Administrative Setup

Task	Responsible Party	Status
Place agenda item and final attachments on Commissioners Court agenda.	County administration / IT / Auditor	Pending
Obtain legal review of proposed action language.	County legal authority	Pending
Court acknowledges Governance Policy and establishes IT Advisory Committee.	Commissioners Court	Pending
County Auditor acknowledges administrative supervision role and escalation process.	County Auditor	Pending
IT Director publishes final governance packet internally.	IT Director	Pending

Phase 2: Advisory Committee Launch

Task	Responsible Party	Status
Confirm standing committee members and designees.	County Auditor / IT Director	Pending
Schedule first quarterly meeting.	IT Director	Pending
Prepare first agenda: governance overview, CJIS status, MFA, Entra, least privilege, network modernization, ticketing, asset inventory.	IT Director	Pending
Create simple meeting summary and action item template.	IT Director	Pending
Document first set of recommendations and priorities.	IT Advisory Committee	Pending

Phase 3: Standards and Communication

Task	Responsible Party	Status
Send plain-language announcement to department heads and elected officials.	IT Director / County Auditor	Pending
Publish or circulate IT Written Standards.	IT Director	Pending
Create exception request process for local admin, unsupported systems, vendor access, and network equipment.	IT Director	Pending
Create technology procurement review workflow.	IT Director / Auditor / Purchasing as applicable	Pending
Define escalation path for disputes or high-risk exceptions.	IT Director / County Auditor	Pending

Phase 4: Operational Priorities

Task	Responsible Party	Status
Continue Entra enrollment and standardized device naming.	IT Department	In progress
Continue local administrator reduction and exception documentation.	IT Department	In progress
Complete CJIS MFA/TOTP rollout and supporting user notifications.	IT Department / Sheriff Office	In progress
Maintain CJIS CAP response documentation.	IT Department / audited agencies	In progress
Prioritize firewall, switch, wireless, and segmentation modernization funding path.	IT Director / Auditor / Court	In progress
Move support requests toward ticketing and documented workflows.	IT Department	Pending/In progress
Create basic IT risk register and review quarterly.	IT Director / ITAC	Pending

First IT Advisory Committee Agenda

1. Purpose of the IT governance alignment.
2. What authority changed and what did not change.
3. Current CJIS audit/CAP status and MFA rollout status.
4. Identity and least-privilege status.
5. Network/firewall/switch/wireless modernization plan.
6. Ticketing and support workflow expectations.
7. Asset inventory and lifecycle planning.
8. Risk register review and top 5 current IT risks.
9. Next meeting date and action items.

IT Operational Continuity and Knowledge Management Plan

Supporting Attachment to County IT Governance Packet

1. Purpose

The purpose of this plan is to ensure that essential County technology knowledge is documented, maintained, and transferable. County IT supports a broad range of department-specific systems, vendor platforms, local servers, network devices, endpoints, public safety tools, financial applications, election support systems, access control, phones, and records-related technology. This knowledge must not depend on one person, one technician, or one informal memory trail.

2. Background

The IT Department previously developed an internal orientation packet, knowledgebase, and training material for new or future IT employees. That material documented County office functions, department software, vendor contacts, support notes, hardware standards, servers, network attached storage, peripherals, phones, GPS devices, hotspots, and other recurring operational details. This plan updates that concept into a formal operational continuity practice.

3. Objectives

- Reduce single-point dependency in the IT Department.
- Improve onboarding and cross-training for IT staff.
- Preserve institutional knowledge as employees, officials, vendors, and systems change.
- Support faster troubleshooting and more consistent service delivery.
- Improve audit readiness and continuity of operations.
- Document technical dependencies for critical County functions.
- Support long-term modernization by identifying outdated systems, unsupported platforms, and fragile workflows.

4. Scope

The knowledge management program should include, at minimum, documentation for the following areas:

- County department functions and technology dependencies.
- Critical software platforms and vendor contacts.
- System ownership and support boundaries.
- Servers, network attached storage, cloud systems, and local application hosts.

- Network devices, firewalls, switches, wireless access points, and site connectivity.
- Endpoint standards, workstation/laptop specifications, printers, copiers, scanners, phones, tablets, GPS devices, and hotspots.
- Recurring troubleshooting procedures and known issues.
- Backup responsibilities, recovery notes, and disaster recovery dependencies.
- Security-sensitive workflows, including CJIS, elections, public safety, access control, and financial systems.
- Onboarding, offboarding, role change, and technician training procedures.

5. Documentation Standards

- **Controlled Location.** Documentation should be stored in an approved County-controlled system, such as a secure internal knowledgebase, SharePoint site, or other IT-approved documentation platform.
- **Searchable Format.** Documents should be organized so technicians can quickly find information by department, system, vendor, building, device type, or support issue.
- **Clear Ownership.** Each major article or section should identify who is responsible for keeping it current.
- **Sensitive Information Handling.** Documentation should not expose passwords, confidential data, CJIS-sensitive information, election-sensitive details, or security configurations to unauthorized users.
- **Version Awareness.** Major updates should show when the content was last reviewed or changed.
- **Practical Use.** Documentation should be written for actual support use, not for appearance. Steps should be clear enough for another IT employee to follow under pressure.

6. Recommended Knowledgebase Structure

Category	Examples	Purpose
Departments and Offices	County Clerk, Auditor, Sheriff, Elections, EMS, Tax Office, JP offices	Shows what each office does and which systems support that function.
Software and Vendors	LGS, NetData, AgendaQuick, TimeClock Plus, Spillman, CopSync, Votec, ES&S, PACS, ArcGIS, NinjaOne, Microsoft 365	Defines contacts, support boundaries, known issues, and setup notes.
Infrastructure	Servers, NAS devices, firewalls, switches, APs, internet circuits	Documents dependencies, locations, lifecycle status, and recovery notes.
Endpoints and Peripherals	Workstations, laptops, printers, copiers, scanners, phones, GPS, hotspots	Supports consistent troubleshooting and replacement planning.
Security and Compliance	CJIS, MFA, least privilege, EDR, backups, incident reporting	Connects daily operations to compliance and risk control.
Runbooks	Mapped drive fixes, scanner setup, printer issues, local SQL service checks, GPS setup	Turns recurring tribal knowledge into repeatable procedures.
Employee Training	Orientation, code of conduct, service	Shortens onboarding time and

	expectations, tools access	improves user service quality.
--	----------------------------	--------------------------------

7. Service Philosophy for IT Staff

The County IT Department should maintain a service philosophy emphasizing professionalism, patience, respect, composure, adaptability, and a practical focus on making County users more efficient. Technical skill is required, but successful County IT support also depends on trust, communication, restraint, and the ability to work effectively with elected officials, department heads, staff, vendors, and public safety personnel.

8. Implementation Steps

1. Review the existing orientation packet and identify outdated, sensitive, or public-facing-inappropriate content.
2. Separate public governance concepts from internal technical details.
3. Move internal technical content into a secure County-controlled knowledgebase.
4. Create standard article templates for department profiles, vendor systems, support runbooks, infrastructure assets, and training topics.
5. Assign responsibility for reviewing and updating each major category.
6. Use the knowledgebase during new IT employee onboarding and recurring cross-training.
7. Review high-risk documentation quarterly and general documentation annually.

9. Governance Connection

This plan supports the County IT Governance Policy by improving accountability, reducing operational risk, supporting audit readiness, and making IT service delivery more consistent. It also supports the strategic roadmap by reducing single-point dependency and turning informal operational knowledge into controlled County documentation.

10. Review Cycle

This plan should be reviewed annually by the IT Director and County Auditor, with advisory input from the IT Advisory Committee when appropriate. Major system changes, staffing changes, compliance findings, or incident response lessons learned should trigger targeted updates.

Acknowledged by County Auditor:

Date:

IT Director:

Date:

**AGENDA REQUEST
(GENERAL)**

Agenda Item 22.

Meeting Date: 06/08/2026

Item Title:

Submitted For: Molly Solis, County Attorney

Discuss and/or take appropriate action concerning:

Molly Solis: Discuss and/or take appropriate action to approve the Commissioners' Court

County Attorney: Rules of Procedures, Conduct and Decorum for Commissioners' Court Meetings.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 23.

Meeting Date: 06/08/2026

Item Title:

Submitted For: Weldon Cude, County Judge

Discuss and/or take appropriate action concerning:

Judge Cude: Discuss and/or take appropriate action to approve the Interlocal Cooperation Mutual Aid Agreement between Atascosa County and McMullen County, the municipalities of Jourdanton, Poteet, Christine, Leming, Lytle, Pleasanton Fire Departments or VFDs, and Paisano VFD of Atascosa County.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 24.

Meeting Date: 06/08/2026

Item Title:

Submitted For: Weldon Cude, County Judge

Discuss and/or take appropriate action concerning:

Judge Cude: Discuss and/or take appropriate action to approve the renewal contract for professional services for autopsy services with Dr. Ray Fernandez, M.D.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 25.

Meeting Date: 06/08/2026

Item Title:

Submitted For: Weldon Cude, County Judge

Discuss and/or take appropriate action concerning:

Judge Cude: Discuss and/or take appropriate action to approve the County Infrastructure

Curtis Vickers: Project Monthly Report.

**AGENDA REQUEST
(GENERAL)**

Agenda Item 26.

Meeting Date: 06/08/2026

Item Title:

Submitted For: Weldon Cude, County Judge

Discuss and/or take appropriate action concerning:

Judge Cude: Update and/or take appropriate action concerning Judge, Commissioners, and Other County Elected Officials' training course certifications. Record any hours and certificates into Commissioners Court minutes and other documents not related to education needing to be filed in the court records.

Sheriff Jake Guerra completed 24 hours of education at the 40th Annual Texas Jail Association Conference on May 4–8, 2026.

ATTACHMENTS

information

TEXAS JAIL ASSOCIATION

*This
Certificate of Training
is awarded to*

Jake Guerra

for successful completion of

**40th Annual Texas Jail Association Conference
May 4-8, 2026
24 Hours**

JH Demko

TJA President



Sharese Hurst

Executive Director