

Williamson County Conservation Foundation

Protocol for handling Williamson County projects eligible for or otherwise needing participation under the county's Habitat Conservation Plan (HCP) to deal with Endangered Species Act issues.

1. Applications for participation under the HCP may be signed by appropriate county representatives (e.g., for Road Bond projects – Sr. Director of Infrastructure; for Park Projects – Parks Director, etc.) This is sufficient because no commitment by the county is incurred simply by submitting an application. Applications will go to the WCCF.
2. After an application is delivered to the WCCF, and following appropriate analysis and due diligence, a Determination Letter will be prepared and will come to Commissioners Court for action. WCCF will schedule the agenda item.
3. The Determination Letter action will include wording to authorize County Judge to sign remaining docs (esp. Participation Agreement).
4. The Determination Letter and Participation Agreement will be made attachments to the agenda item for court approval.
5. Filing and distribution of executed documents to appropriate departments and individuals will be handled by the WCCF.

Adopted December 3, 2013.

County Judge