

NOTICE TO THE PUBLIC
WILLIAMSON COUNTY COMMISSIONER'S COURT
August 20, 2019
9:30 A.M.

The Commissioner's Court of Williamson County, Texas will meet in regular session in the Commissioner's Courtroom, 710 Main Street, in Georgetown, Texas to consider the following items:

1. Review and approval of minutes.
2. Hear County Auditor concerning invoices, bills, Quick Check Report, wire transfers and electronic payments submitted for payment and take appropriate action including, but not limited to approval for payment provided said items are found by the County Auditor to be legal obligations of the county.
3. Citizen comments. Except when public hearings are scheduled for later in the meeting, this will be the only opportunity for citizen input. The Court invites comments on any matter affecting the county, whether on the Agenda or not. Speakers should limit their comments to three minutes. Note that the members of the Court may not comment at the meeting about matters that are not on the agenda.

CONSENT AGENDA

The Consent Agenda includes non-controversial and routine items that the Court may act on with one single vote. The Judge or a Commissioner may pull any item from the consent agenda in order that the court discuss and act upon it individually as part of the Regular Agenda.
 (Items 4 – 35)

4. Discuss, consider and take appropriate action on a line item transfer for Rcds Mgmt and Prsrv - Co Wide.

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0390-0390-004505	Software Maintenance < \$5,000	\$600.00
From	0390-0390-003006	Office Equipment	\$500.00
From	0390-0390-003100	Office Supplies	\$900.00
To	0390-0390-004100	Professional Services	\$2,000.00

5. Discuss, consider and take appropriate action on a line item transfer for Emergency Medical Services.

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0100-0540-003001	Small Equipment & Tool	\$2,000
To	0100-0540-004231	Travel	\$2,000

6. Discuss, consider and take appropriate action on line item transfers for Animal Services (Williamson County Regional Animal Shelter).

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0545.0545.004510	Facility Maint.	3500.00
To	0545.0545.000049	Animal Medical Care	3500.00
From	0545-0545-03006	Office Equipment	326.89
From	0545.0545.003010	Computer Equip	187.67
From	0545.0545.004211	Telephone Service	1000.00
From	0545.0545.004350	Printed Materials	262.64
From	0545.0545.004414	Vehicle Ins	117.79
From	0545.0545.004541	Vehicle Repairs	750.00
From	0545.0545.004999	Miscellaneous	171.69
To	0545.0545.003200	Medical Supplies	2816.68

7. Discuss, consider and take appropriate action on a line item transfer for the County Jail.

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0100.0570.004100	Professional Services	\$11,253.88
To	0100.0570.001107	Temp Labor-Seasonal Help	\$11,253.88

8. Discuss, consider and take appropriate action on authorizing the disposal of various county technology assets through Auction including one (1) laptop and two (2) desktop computers, pursuant to Tx. Local Gov't Code 263.152.
9. Discuss, consider and take appropriate action on authorizing the disposal of various county technology assets through Inter-Departmental Transfer including fifty (50) Dell Optiplex computers, pursuant to Tx. Local Gov't Code 263.152.
10. Discuss, consider and take appropriate action on authorizing the disposal of various county vehicle and equipment assets through Auction including one (1) Wells Cargo Tote Wagon Trailer, pursuant to Tx. Local Gov't Code 263.152.
11. Discuss, consider and take appropriate action on authorizing the disposal of various county vehicle and equipment assets through Sale to Insurance including one (1) 2017 Ford Explorer, pursuant to Tx. Local Gov't Code 263.152.
12. To discuss and take appropriate action on noting in minutes County Clerk for County Investment Academy CE hours.
13. Approve and enter into the official minutes a resolution regarding Williamson County and it's policies and procedures related to the Health Insurance Portability and Accountability Act (HIPAA) of 1996.
14. Discuss, consider and take appropriate action on authorizing the Purchasing Agent to advertise and receive sealed proposals for Armored Courier Services under RFP# 1919.

- 15.** Discuss, consider and take appropriate action authorizing the County Judge to execute the General and No Litigation Certificate of Williamson County relating to the Capital Area Housing Finance Corporation's Multifamily Housing Governmental Note (Kyle Dacy Apartments) Series 2019.
- 16.** Discuss, consider and take appropriate action on approving the contract between Thomson Reuters and Williamson County for Westlaw Library Services in the amount of \$300 per month, pursuant to DIR contract# DIR-LGL-CALIR-02, and authorizing the execution of the contract.
- 17.** Discuss, consider and take appropriate action on approving the purchase of Knox Box equipment in the amount of \$6,806.60 and exempting this purchase from competitive bidding requirements as per Texas Local Government Code Discretionary Exemption TLGC 262.024. (7) (D).
- 18.** Discuss, consider and take appropriate action on approving the purchase of Technimount Systems in the amount of \$50,801.25, and exempting Fraizer LTD from the competitive bidding requirements, established by Discretionary Exemptions Section 262.024 (a) (7) of the Texas Local Government Code, as the sole provider for supervision services for the Williamson County EMS.
- 19.** Discuss, consider and take appropriate action on Contract Amendment # 3 under Williamson County Contract for Engineering Services between Raba Kistner Consultants, Inc and Williamson County for River Ranch Park Phase I Improvements.
- 20.** Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 under Williamson County Contract between Raba Kistner Consultants, Inc and Williamson County dated December 4, 2018 for Engineering Services.
- 21.** Discuss, consider and take appropriate action on approving the Services Contract between Williamson County and Callaway Roofing LLC to remove and replace the roofing at the Sheriff's Office, the EMS Building, and Garage in Taylor in the amount of \$14,220.00 and authorizing execution of the agreement.
- 22.** Discuss, consider and take any appropriate action regarding approval and receipt of the Standard Agreement with Paloma Lake Municipal Utility District No. 1 regarding off-duty contracting of County Sheriff Deputies.
- 23.** Discuss, consider and take any appropriate action regarding approval and receipt of the Standard Agreement with Parkside at Mayfield Ranch Municipal Utility District regarding off-duty contracting of County Sheriff Deputies.
- 24.** Discuss, consider and take appropriate action on a Temporary Construction Easement to the City of Liberty Hill for property owned by Williamson County along CR 200.
- 25.** Discuss, consider and take appropriate action on Supplemental Work Authorization No 1 to Work Authorization No 2 under Williamson County Contract between Freese and Nichols, Inc. and Williamson County dated April 7, 2016 for Engineering Design Services for the repair of San Gabriel Ranch Road.
- 26.** Discuss, consider and take appropriate action on Supplemental Work Authorization No 2 to Work Authorization No 3 under Williamson County Contract between HDR Inc. and Williamson County dated October 8, 2015 for On Call Traffic Engineering Services.

27. Discuss, consider and take appropriate action on Supplemental Work Authorization No 1 to Work Authorization No 3 under Williamson County Contract between Rodriguez Engineering Laboratories, LLC and Williamson County dated January 10, 2017 for On Call Geotechnical Engineering and Material Testing.
28. Discuss, consider and take appropriate action on Supplemental Work Authorization No 5 to Work Authorization No 1 under Williamson County Contract between Raba Kistner Consultants, Inc. and Williamson County dated February 18, 2015 for On Call Geotechnical and Lab Testing Services.
29. Discuss, consider and take appropriate action on Supplemental Work Authorization No 2 to Work Authorization No 3 under Williamson County Contract between Alliance Transportation Group Inc. and Williamson County dated March 12, 2015 for On Call Traffic Engineering Services.
30. Discuss, consider and take appropriate action on Supplemental Work Authorization No 3 to Work Authorization No 1 under Williamson County Contract between Texas A&M Transportation Institute and Williamson County dated April 26, 2016 for Foam Asphalt Pavement Design.
31. Discuss, consider and take appropriate action on Supplemental Work Authorization No 2 to Work Authorization No 2 under Williamson County Contract between Kleinfelder, Inc. and Williamson County dated February 23, 2017 for On Call Geotechnical Engineering and Material Testing (1602-057-1A).
32. Discuss, consider and take appropriate action on approval of the final plat for the Enterprise Coupland Site Expansion subdivision – Precinct 4.
33. Discuss, consider and take appropriate action on approval of the final plat for the Highlands at Mayfield Ranch Section 13 subdivision – Precinct 3.
34. Discuss, consider and take appropriate action on approval of the preliminary plat for the Bogle subdivision – Precinct 4.
35. Discuss, consider and take appropriate action on approval of the final plat for the Santa Rita Ranch Phase 1 Section 20C subdivision – Precinct 3.

REGULAR AGENDA

36. Recognition of Granger G Lady Lions Girls Softball winning the 2019 Pony League World Series Championship in Lafayette, Louisiana.
37. Recognize Commissioner Valerie Covey on her appointment to the Governing Board of the Texas Indigent Defense Commission.
38. Discuss, consider and take appropriate action on terminating the contractual relationship relating to the Access Agreement between Williamson County and Big Fish Entertainment LLC.
39. 10:00 a.m. Public Hearing on proposed 2019 tax rate of \$0.459029 per \$100 for Williamson County.
40. Discuss, consider and take appropriate action on approving the purchase of the preparation and mailing of 2019 tax statements in the amount of \$64,447.50, from Variverge, pursuant to Montgomery County ILA pricing.

41. Discuss, consider and take appropriate action on changes to the Employee Policy Manual, including the Social Media Policy.
42. Discuss, consider and take appropriate action on a change to the job classifications reviewed for Salary Study Cycle 2B.
43. Discuss, consider and take appropriate action on a Services Contract for Donation Processing Services to be provided by Bricks R Us, Inc. relating to an Engraved Brick Program for the Williamson County Regional Animal Shelter.
44. Discuss, consider and take any appropriate action authorizing the Williamson County Sheriff's Office to apply for funding through the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2019, Local Solicitation.
45. Receive updates on the Department of Infrastructure projects and issues.
46. Receive and acknowledge the August 2019 Construction Summary Report and PowerPoint Presentation for the Road Bond Program.
47. Discuss, consider and take appropriate action on the 2019-2020 Budget.
48. Discuss, consider and take appropriate action on authorizing advertising and setting a date for a public hearing on the 2019-2020 County Clerk's Records Archive Fund (0384) Plan for September 24th, 2019 at 10:00 AM.
49. Discuss, consider and take appropriate action on authorizing advertising and setting a date for a public hearing on the 2019-2020 District Clerk's Records Technology Fund (0387) Plan for September 24th, 2019 at 10:15 AM.

EXECUTIVE SESSION

"The Commissioners Court for Williamson County reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations regarding Real Property), 551.073 (Deliberations regarding Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices) and 551.087 (Deliberations regarding Economic Development Negotiations)."

50. Discuss real estate matters (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.072 Deliberation Regarding Real Estate Property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with third person.)
 - A. Real Estate Owned by Third Parties

Preliminary discussions relating to proposed or potential purchase or lease of property owned by third parties

 - a) Discuss the acquisition of real property for SW 183 and SH 29 Loop.
 - b) Discuss the acquisition of real property for CR 176 at RM 2243
 - c) Discuss the acquisition of real property: CR 101
 - d) Discuss the acquisition of real property: CR 200
 - e) Discuss the acquisition of real property for County Facilities.
 - f) Discuss the acquisition of real property for Seward Junction SE and SW Loop.
 - g) Discuss the acquisition of real property for SH 29 @ DB Wood.
 - h) Discuss the acquisition of real property for Hairy Man Rd.
 - i) Discuss the acquisition of real property for N. Mays.

- j) Discuss Somerset Road Districts No. 3 & 4 reimbursements for acquisition & construction of Reagan Blvd.
 - k) Discuss the acquisition of real property for CR 111.
 - l) Discuss the acquisition of real property for Corridor H
 - m) Discuss the acquisition of drainage easements on the Forest North Drainage Project.
 - n) Discuss the acquisition of real property for the expansion of Ronald Reagan at IH 35.
 - o) Discuss the acquisition of right-of-way for Corridor C.
 - p) Discuss the acquisition of right-of-way for Corridor F.
 - q) Discuss the acquisition of right-of-way for Corridor D.
 - r) Discuss the acquisition of right-of-way for Southeast Corridor.
 - s) Discuss the acquisition of right-of-way for Reagan extension.
 - t) Discuss the acquisition of property near the County landfill.
 - u) Discuss the acquisition of real property for the Brushy Creek Trail Project.
- B. Property or Real Estate owned by Williamson County
- Preliminary discussions relating to proposed or potential sale or lease of property owned by the County
- a) Discuss County owned real estate containing underground water rights and interests.
 - b) Discuss possible sale of +/- 10 acres located on Chandler Road near the County Sheriff's Office Training Facility
 - c) Potential governmental uses for 8th Street downtown parking lot
 - d) Discuss possible uses of property owned by Williamson County on Main St. between 3rd and 4th Streets. (formerly occupied by WCCHD)
 - e) Discuss property usage at Longhorn Junction
 - f) Discuss sale of excess 183A right of way to abutting property owner.
 - g) Discuss the sale of excess ROW at San Gabriel Parkway and Mel Mathis Ave.
 - h) Discuss Blue Springs Boulevard
- C. Consider intervention in lawsuit regarding de-listing of Bone Cave harvestman.
- D. Discuss the possible placement of agricultural-related monuments at the Williamson County Exposition Center with the participation of third parties.

- 51.** Discussion regarding economic development negotiations pursuant to Texas Government Code, Section 551.087:
- a) Business prospect(s) that may locate or expand within Williamson County.
 - b) Wolf Lakes
 - c) Flint Hill Resources-Taylor Fuel Storage Terminal on CR 366
 - d) Project Deliver
 - e) Project Advantage
 - f) Project Cedar
 - g) Project Expansion
 - h) Project Arcos
- 52.** Discuss pending or contemplated litigation, settlement matters and other confidential attorney-client legal matters (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.071 consultation with attorney.), including the following:
- a) Litigation or claims or potential litigation or claims against the County or by the County
 - b) Status Update-Pending Cases or Claims;
 - c) Employee/personnel related matters
 - d) Other confidential attorney-client matters, including contracts and certain matters related to county defense issues in which the duty of the attorney to the governmental body within the attorney/client relationship clearly conflicts with Chapter 551 of the Texas Government Code.
 - e) Civil Action No. 1:15-cv-431; Herman Crisp v. Williamson County, et al; In the USDC-WD-Austin Division
 - f) Civil Action; American Stewards of Liberty, et al. v. Sally Jewell, et al., In the Western District Court, Western District of Texas, Austin Division
 - g) Case No. 1:17-cv-00290, Rodney A. Hurdsman v. Williamson County Sheriff Deputies Pokluda et al, In The United States District Court For The Western District of Texas – Austin Division.
 - h) Application to Obtain New Municipal Solid Waste Permit – Proposed Permit No. 2398 (Applicant - Lealco, Inc.)

- i) Civil Action No. 1:18-CV-49, Troy Mansfield v. Williamson County, In The United States District Court for the Western District of Texas, Austin Division.
- j) Erik Olmeda vs. Williamson County and Keith LNU, In the County Court at Law No. 4 of Williamson County, Texas
- k) Cause No. 18-0903-C425/Court of Appeals Number: 01-19-00025-CV; Dee Hobbs, Williamson County Attorney v. Bill Gravell, Jr., Williamson County Judge, and Terry Cook, Cynthia Long, Valerie Covey and Russ Boles, County Commissioners; In the 425th District Court of Williamson County, Texas
- l) Cause No. 19-0850-C368; County of Williamson vs. Purdue Pharma, LP et al., In the District Court of Williamson County, Texas.
- m) Valerie Adams - EEOC Charge No. 450-2018-03807
- n) Civil Action No. 1:17-cv-01114-LY, Elizabeth Saucedo and Tettus Davis v. Jonathon Hodgkiss, In The United States District Court for the Western District of Texas, Austin Division.
- o) Case No. 19-0466-CC1; Billy Baskett v. Williamson County Sheriff's Office et. al; In the County Court at Law No. 1 of Williamson County, Texas.
- p) BANGL Pipeline Project
- q) Cause No. 1:18-CV-0198; Officer Mary Teague v. Williamson County, Travis County and City of Giddings, In the United States District Court for the Western District of Texas, Austin Division
- r) Claim of Dan A. Gattis for reimbursement of attorneys fees.
- s) Property damage claim of Anthony Garcia and Victoria Garcia (Sunset Meadows Subdivision).
- t) Case No. 1:19-cv-01607; Center for Biological Diversity v. David Bernhardt et al.; In the United States District Court for the District of Columbia

- 53.** Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of Williamson County officers, directors, employees and/or positions, including but not limited to conducting deliberation and discussion pertaining to annual reviews of department heads and appointed officials (Executive Session as per Tex. Gov. Code Section 551.074 – Personnel Matters).

REGULAR AGENDA (continued)

- 54.** Discuss and take appropriate action concerning economic development.
- 55.** Discuss and take appropriate action concerning real estate.
- 56.** Discuss and take appropriate action on pending or contemplated litigation, settlement matters and other confidential attorney-client legal matters, including the following:
- a) Litigation or claims or potential litigation or claims against the County or by the County
 - b) Status Update-Pending Cases or Claims;
 - c) Employee/personnel related matters
 - d) Other confidential attorney-client matters, including contracts and certain matters related to county defense issues in which the duty of the attorney to the governmental body within the attorney/client relationship clearly conflicts with Chapter 551 of the Texas Government Code.
 - e) Civil Action No. 1:15-cv-431; Herman Crisp v. Williamson County, et al; In the USDC-WD-Austin Division
 - f) Civil Action; American Stewards of Liberty, et al. v. Sally Jewell, et al., In the Western District Court, Western District of Texas, Austin Division
 - g) Case No. 1:17-cv-00290, Rodney A. Hurdsman v. Williamson County Sheriff Deputies Pokluda et al, In The United States District Court For The Western District of Texas – Austin Division.
 - h) Application to Obtain New Municipal Solid Waste Permit – Proposed Permit No. 2398 (Applicant - Lealco, Inc.)
 - i) Civil Action No. 1:18-CV-49, Troy Mansfield v. Williamson County, In The United States District Court for the Western District of Texas, Austin Division.
 - j) Erik Olmeda vs. Williamson County and Keith LNU, In the County Court at Law No. 4 of Williamson County, Texas
 - k) Cause No. 18-0903-C425/Court of Appeals Number: 01-19-00025-CV; Dee Hobbs, Williamson County Attorney v. Bill Gravell, Jr., Williamson County Judge, and Terry Cook, Cynthia Long, Valerie Covey and Russ Boles, County Commissioners; In the 425th District Court of Williamson County, Texas

l) Cause No. 19-0850-C368; County of Williamson vs. Purdue Pharma, LP et al., In the District Court of Williamson County, Texas.
m) Valerie Adams - EEOC Charge No. 450-2018-03807
n) Civil Action No. 1:17-cv-01114-LY, Elizabeth Saucedo and Tettus Davis v. Jonathon Hodgkiss, In The United States District Court for the Western District of Texas, Austin Division.
o) Case No. 19-0466-CC1; Billy Baskett v. Williamson County Sheriff's Office et. al; In the County Court at Law No. 1 of Williamson County, Texas.
p) BANGL Pipeline Project
q) Cause No. 1:18-CV-0198; Officer Mary Teague v. Williamson County, Travis County and City of Giddings, In the United States District Court for the Western District of Texas, Austin Division
r) Claim of Dan A. Gattis for reimbursement of attorneys fees.
s) Property damage claim of Anthony Garcia and Victoria Garcia (Sunset Meadows Subdivision).
t) Case No. 1:19-cv-01607; Center for Biological Diversity v. David Bernhardt et al.; In the United States District Court for the District of Columbia.

- 57.** Discuss, consider and take appropriate action regarding the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of Williamson County officers, directors or employees, including but not limited to any necessary action pertaining to conducting annual reviews of department heads and appointed officials.
- 58.** Comments from Commissioners.

Bill Gravell, Jr., County Judge

This notice of meeting was posted in the locked box located on the south side of the Williamson County Courthouse, a place readily accessible to the general public at all times, on the 16th day of August, 2019 at 5:00 P.M. and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Commissioners Court - Regular Session

4.

Meeting Date: 08/20/2019

Discuss, consider, and take appropriate action on a line item transfer for Rcds Mgmt and Prsrv - Co Wide

Submitted For: Jay Schade

Submitted By: Tammy McCulley, Information Technology

Department: Information Technology

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on a line item transfer for Rcds Mgmt and Prsrv - Co Wide.

Background

This line item transfer is due to additional departments being added and requests for additional shredding mid-year.

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0390-0390-004505	Software Maintenance < \$5,000	\$600.00
From	0390-0390-003006	Office Equipment	\$500.00
From	0390-0390-003100	Office Supplies	\$900.00
To	0390-0390-004100	Professional Services	\$2,000.00

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.
Budget Office
Form Started By: Tammy McCulley
Final Approval Date: 08/12/2019

Reviewed By

Andrea Schiele
Ashlie Koenig

Date

08/09/2019 12:24 PM
08/12/2019 08:57 AM
Started On: 08/09/2019 09:38 AM

Commissioners Court - Regular Session

5.

Meeting Date: 08/20/2019

EMS LIT - Travel

Submitted By: Michael Knipstein, EMS

Department: EMS

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on a line item transfer for Emergency Medical Services.

Background

Transfer of funds to travel line item to cover costs for billing audit and travel for ambulance inspections.

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0100-0540-003001	Small Equipment & Tool	\$2,000
To	0100-0540-004231	Travel	\$2,000

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Budget Office

Form Started By: Michael Knipstein

Final Approval Date: 08/12/2019

Reviewed By

Andrea Schiele

Ashlie Koenig

Date

08/12/2019 03:25 PM

08/12/2019 04:59 PM

Started On: 08/12/2019 02:57 PM

Commissioners Court - Regular Session

6.

Meeting Date: 08/20/2019

Line Item transfers

Submitted For: Cheryl Schneider

Submitted By: Cheryl Schneider, Animal Services

Department: Animal Services

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on line item transfers for Animal Services (Williamson County Regional Animal Shelter).

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0545.0545.004510	Facility Maint.	3500.00
To	0545.0545.000049	Animal Medical Care	3500.00
From	0545-0545-03006	Office Equipment	326.89
From	0545.0545.003010	Computer Equip	187.67
From	0545.0545.004211	Telephone Service	1000.00
From	0545.0545.004350	Printed Materials	262.64
From	0545.0545.004414	Vehicle Ins	117.79
From	0545.0545.004541	Vehicle Repairs	750.00
From	0545.0545.004999	Miscellaneous	171.69
To	0545.0545.003200	Medical Supplies	2816.68

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.
Budget Office
Form Started By: Cheryl Schneider
Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele
Ashlie Koenig

Date

08/14/2019 11:39 AM
08/15/2019 09:48 AM
Started On: 08/14/2019 10:53 AM

Commissioners Court - Regular Session

7.

Meeting Date: 08/20/2019

Line Item Transfer for County Jail

Submitted By: Julie Kiley, County Auditor

Department: County Auditor

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on a line item transfer for the County Jail.

Background

This line item transfer is needed to cover temporary labor expenses. These staff are hired in as temporary employees to assist with staffing and to vet employees for permanent positions. Some of the staff were not shifted to permanent positions quickly enough causing this line item to run short for the fiscal year.

Fiscal Impact

From/To	Acct No.	Description	Amount
From	0100.0570.004100	Professional Services	\$11,253.88
To	0100.0570.001107	Temp Labor-Seasonal Help	\$11,253.88

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Budget Office

Form Started By: Julie Kiley

Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Ashlie Koenig

Date

08/14/2019 02:48 PM

08/15/2019 09:49 AM

Started On: 08/14/2019 01:21 PM

Commissioners Court - Regular Session

8.

Meeting Date: 08/20/2019

Assets for Auction 8.20.19

Submitted For: Randy Barker

Submitted By: Randy Barker, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing the disposal of various county technology assets through Auction including one (1) laptop and two (2) desktop computers, pursuant to Tx. Local Gov't Code 263.152.

Background

Please see attached list for details.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

ITS Assets for Auction 8.20.19

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Randy Barker
Final Approval Date: 08/14/2019

Reviewed By

Randy Barker
Andrea Schiele

Date

08/14/2019 10:14 AM
08/14/2019 10:41 AM
Started On: 08/12/2019 11:55 AM



Asset Status Change

Title:	i:0#.f membership mtidrick@wilco.org - 08-08-2019
The following asset(s) is (are) considered for: (select one)	SALE at the earliest auction
Item(s) Category:	IT Asset
1. Quantity:	1
1. Description:	Dell Latitude E6530
1. Manufacturer ID #:	9H3XH02
1. Oracle Asset #:	82187
1. Condition of Assets:	Working
2. Description:	Dell Optiplex 9020 All in One
2. Manufacturer ID #:	GQDXJ02
2. Oracle Asset #:	80148
2. Condition of Assets:	Working
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
Transferor Department:	425th District
Transferor Contact Person:	Marlys Tidrick
Transferor Contact Phone Number:	512-943-3380
Transferor Comments:	Both computers are out of warranty and have been replaced. The best way to reach me is by email: mtidrick@gmail.com
Transferor - Elected Official/Department Head/Authorized Staff Signature:	✔ Marlys Tidrick 8/8/2019 3:30 PM
Transferee - Elected Official/Department Head/Authorized Staff Signature:	✘
Purchasing Final Determination	Auction
Commissioner's Court Date:	8/20/2019
Workflow Comments	Asset Status Change Review (Non-Transfer) started by Marlys Tidrick on 8/8/2019 3:31 PM Comment: IPlease review the form ID Number 112 for approval. Approved by Kelsey Rollins on 8/9/2019 8:28 AM Comment:

Asset Status Change

Approved by Randy Barker on 8/12/2019 11:09 AM
Comment:

Asset Status Change

Title:	i:0#.f membership sthreadgill@wilco.org - 09-08-2019
The following asset(s) is (are) considered for: (select one)	SALE at the earliest auction
Item(s) Category:	IT Asset
1. Quantity:	1
1. Description:	All in One Computer - Dell
1. Manufacturer ID #:	GQCWJ02
1. Oracle Asset #:	80147
1. Condition of Assets:	Non-Working
Transferor Department:	County Court at Law 4
Transferor Contact Person:	Sharrion Threadgill
Transferor Contact Phone Number:	512-943-1681
Transferor - Elected Official/Department Head/Authorized Staff Signature:	 Sharrion Threadgill 8/9/2019 10:35 AM
Transferee - Elected Official/Department Head/Authorized Staff Signature:	
Purchasing Final Determination	Auction
Commissioner's Court Date:	8/20/2019
Workflow Comments	<p>Asset Status Change Review (Non-Transfer) started by Sharrion Threadgill on 8/9/2019 10:37 AM Comment: IPlease review the form ID Number 114 for approval.</p> <p>Approved by Kelsey Rollins on 8/9/2019 11:36 AM Comment: Changed category from Other to IT Asset -kr</p> <p>Approved by Randy Barker on 8/12/2019 10:49 AM Comment:</p>

Commissioners Court - Regular Session

9.

Meeting Date: 08/20/2019

Assets for Transfer 8.20.19

Submitted For: Randy Barker

Submitted By: Randy Barker, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing the disposal of various county technology assets through Inter-Departmental Transfer including fifty (50) Dell Optiplex computers, pursuant to Tx. Local Gov't Code 263.152.

Background

Please see attached list for details. These items were previously approved by Commissioners Court for Auction but CSCD has requested the items for use as approved by the County Auditor's Office.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

ITS Assets for Transfer 8.20.19

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Randy Barker
Final Approval Date: 08/14/2019

Reviewed By

Randy Barker
Andrea Schiele

Date

08/14/2019 10:15 AM
08/14/2019 10:51 AM
Started On: 08/12/2019 11:58 AM

Asset Status Change

Title:	i:0#.f membership melissa.ramos@wilco.org - 05-08-2019
The following asset(s) is (are) considered for: (select one)	TRANSFER between county departments
Item(s) Category:	IT Asset
1. Quantity:	50
1. Description:	IT equipment
1. Manufacturer ID #:	see list attached
1. Condition of Assets:	Working
Transferor Department:	Auction
Transferor Contact Person:	Tony Hill
Transferor Contact Phone Number:	512-943-3314
Transferor - Elected Official/Department Head/Authorized Staff Signature:	✔ Tony Hill 8/7/2019 8:42 AM
Transferee Department	CSCD - County Purchased
Transferee Contact Person:	Melissa Ramos
Transferee Contact Phone Number:	512-943-3504
Transferee Comments:	50 PC's the County IT was removing from circulation. CSCD has asked for the transfer of these assets. List of all items is attached.
Transferee - Elected Official/Department Head/Authorized Staff:	Melissa Ramos
Transferee - Elected Official/Department Head/Authorized Staff Signature:	✔ Melissa Ramos 8/5/2019 11:40 AM
Purchasing Final Determination	Pending
Workflow Comments	<p>Asset Status Change Review (Transfer) started by Melissa Ramos on 8/7/2019 8:42 AM Comment: Please review the form ID Number 108 submission for approval.</p> <p>Approved by Kelsey Rollins on 8/8/2019 4:25 PM Comment: added Excel spreadsheet with Asset Numbers -KR</p> <p>Approved by Randy Barker on 8/12/2019 10:11 AM Comment:</p>

7/10/2019

from-Auction to CSCD

Wilco #	Service Tag/SN	Item	Dept
4401	FZRPBB2	Optiplex 7040	CSCD
4402	FN04182	Optiplex 7040	CSCD
1449	FN01182	Optiplex 7040	CSCD
2912	FMZ4182	Optiplex 7040	CSCD
1982	FMZ5182	Optiplex 7040	CSCD
2913	FN02182	Optiplex 7040	CSCD
1036	FN06182	Optiplex 7040	CSCD
4879	FMZ3182	Optiplex 7040	CSCD
4731	FN07182	Optiplex 7040	CSCD
2543	8ZRB8C2	Optiplex 7040	CSCD
5003	FN03182	Optiplex 7040	CSCD
	7NNTG42	Optiplex 7020	CSCD
	JHNTG42	Optiplex 7020	CSCD
	5GNTG42	Optiplex 7020	CSCD
	6NZGW52	Optiplex 7020	CSCD
	1K8GC42	Optiplex 7020	CSCD
	6KK2B42	Optiplex 7020	CSCD
	621LT52	Optiplex 7020	CSCD
	1K8FC42	Optiplex 7020	CSCD
	DJYFZ12	Optiplex 7010	CSCD
	GTWPBZ1	Optiplex 7010	CSCD
	4XRKQ22	Optiplex 7010	CSCD
	6X9PDX1	Optiplex 7010	CSCD
	67NGN22	Optiplex 7010	CSCD
	DFJCDX1	Optiplex 7010	CSCD
	300PJ02	Optiplex 7010	CSCD
	FHVPL02	Optiplex 7010	CSCD
	FHWPL02	Optiplex 7010	CSCD
	FHWNL02	Optiplex 7040	CSCD
	5YSC8Y1	Optiplex 7040	CSCD
	5YRG8Y1	Optiplex 7040	CSCD
	5NBPJ02	Optiplex 7040	CSCD
	1WKYCH2	Optiplex 7040	CSCD
	1X93DH2	Optiplex 7040	CSCD
	15G2HB2	Optiplex 7040	CSCD
	1X81DH2	Optiplex 7040	CSCD
	DJ77JB2	Optiplex 7040	CSCD
	DJ76JB2	Optiplex 7040	CSCD
	15G1HB2	Optiplex 7040	CSCD
	4XKGMF2	Optiplex 7040	CSCD
	9FK2DD2	Optiplex 7040	CSCD
	50P66Q2	Optiplex 7050	CSCD
	7J4Y0Q2	Optiplex 7050	CSCD
	HSV1JK2	Optiplex 7050	CSCD
	8M2FFZ1	Optiplex	CSCD
	JKNNX12	Optiplex	CSCD
	9DV5X12	Optiplex	CSCD
	25CQ9Z1	Optiplex	CSCD
	9DV4X12	Optiplex	CSCD
	9DIDX12	Optiplex	CSCD

Commissioners Court - Regular Session

10.

Meeting Date: 08/20/2019

VE Assets for Auction 8.20.19

Submitted For: Randy Barker

Submitted By: Randy Barker, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing the disposal of various county vehicle and equipment assets through Auction including one (1) Wells Cargo Tote Wagon Trailer, pursuant to Tx. Local Gov't Code 263.152.

Background

Please see attached list for details.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[VE Assets for Auction 8.20.19](#)

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Randy Barker
Final Approval Date: 08/14/2019

Reviewed By

Randy Barker
Andrea Schiele

Date

08/14/2019 10:15 AM
08/14/2019 10:54 AM
Started On: 08/12/2019 12:02 PM

Vehicle Status Change

Reason for Status Change	REACHED OPERATIONAL LIFE EXPECTANCY
Department	540 - EMS
County VIN/Serial Number	1WC200D14V2032468
Equipment/Door Number	8720
License Plate	9065102
Year	1997
Make	Wells Cargo Tote Wagon Trailer
Model	Trailer
Comments (mileage, mechanical issues, other info)	Trailer that is reached life expectancy.
Elected Official/Department Head/Authorized Staff Digital Signature	✓ Mike Knipstein 7/22/2019 7:06 AM
Department Transfer	
Receiving Department Signature	✗
Budget Office Signature Acknowledgement	✗
To be completed by Fleet Services Manager	
Method of Status change: This vehicle is to be considered for: (select one)	Sale at the earliest auction
Fleet Comments	Unit will not be replaced
Authorized Fleet Staff Digital Signature	✓ Kevin Teller 7/23/2019 2:45 PM
To be completed by HR - Signature acknowledges that there all paperwork has been received and there are no pending litigations	
Authorizing HR Employee Digital Signature	✓ Heather Kirkwood 7/30/2019 5:09 PM
To be completed by Auditor's Office	
Electronic Signature indicates the Vehicle Status Change has been reviewed and approved.	
Title Approved for (Audit)	No change needed; current title is still valid
Auditor's Authorized Employee Digital Signature	✓ Hillary McCoy 8/2/2019 3:24 PM
To be completed by Purchasing Department	
Purchasing Department Signature Acknowledgement	✓ Randy Barker 8/12/2019 9:44 AM

Human Resources

Created by Williamson County Technology Services

Commissioners Court - Regular Session

11.

Meeting Date: 08/20/2019

VE Assets for Sale to Insurance 8.20.19

Submitted For: Randy Barker

Submitted By: Randy Barker, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing the disposal of various county vehicle and equipment assets through Sale to Insurance including one (1) 2017 Ford Explorer, pursuant to Tx. Local Gov't Code 263.152.

Background

Please see attached list for details.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

VE Assets for Sale to Insurance 8.20.19

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Randy Barker
Final Approval Date: 08/14/2019

Reviewed By

Randy Barker
Andrea Schiele

Date

08/14/2019 10:16 AM
08/14/2019 10:55 AM
Started On: 08/12/2019 12:03 PM

Vehicle Status Change

Reason for Status Change	ACCIDENT
Department	475 - County Attorney
County VIN/Serial Number	1FM5K8AR1HGB71480
Equipment/Door Number	AB1722
License Plate	JHF0056
Year	2017
Make	Ford
Model	Explorer
Comments (mileage, mechanical issues, other info)	vehicle totaled by insurance
Elected Official/Department Head/Authorized Staff Digital Signature	✔ Stephanie Lloyd 7/16/2019 3:53 PM
Department Transfer	
Receiving Department Signature	✘
Budget Office Signature Acknowledgement	✘
To be completed by Fleet Services Manager	
Method of Status change: This vehicle is to be considered for: (select one)	Sale to insurance
Fleet Comments	Insurance declared total loss
Authorized Fleet Staff Digital Signature	✔ Kevin Teller 7/23/2019 3:56 PM
To be completed by HR - Signature acknowledges that there all paperwork has been received and there are no pending litigations	
Authorizing HR Employee Digital Signature	✔ Heather Kirkwood 7/30/2019 5:03 PM
To be completed by Auditor's Office	
Electronic Signature indicates the Vehicle Status Change has been reviewed and approved.	
Title Approved for (Audit)	No change needed; current title is still valid
Auditor's Authorized Employee Digital Signature	✔ Hillary McCoy 8/2/2019 3:26 PM
To be completed by Purchasing Department	
Purchasing Department Signature Acknowledgement	✔ Randy Barker 8/12/2019 9:47 AM

Human Resources

Created by Williamson County Technology Services

Commissioners Court - Regular Session

12.

Meeting Date: 08/20/2019

Continuing Education County Investment Academy for County Clerk

Submitted For: Nancy Rister

Submitted By: Becky Pruitt, County Clerk

Department: County Clerk

Agenda Category: Consent

Information

Agenda Item

To discuss and take appropriate action on noting in minutes County Clerk for County Investment Academy CE hours.

Background

15 hours per year needed to keep status of membership in County Investment Academy (formerly known as County Investment Officer).

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

2019 CIO CE hours

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Becky Pruitt

Final Approval Date: 08/08/2019

Reviewed By

Andrea Schiele

Date

08/08/2019 02:02 PM

Started On: 08/08/2019 01:41 PM



Emmett & Miriam
McCoy
College of Business Administration

TEXAS ASSOCIATION OF COUNTIES

Certificate of Attendance

presented to

Nancy Rister

MEMBER, COUNTY INVESTMENT ACADEMY

for completion of 15 hours of instruction specific to investment education that satisfies Section 2256.008 of the Texas Public Funds Investment Act. This ongoing commitment to continuing education provides maximum benefit to

Williamson County

2019 Conference of the County Investment Academy

June 3-5, 2019 • Omni la Mansion del Rio River Walk

Handwritten signature of Larry Gallardo in black ink.

Hon. Larry Gallardo, President

Handwritten signature of Susan M. Redford in black ink.

Susan M. Redford, Executive Director

Commissioners Court - Regular Session

13.

Meeting Date: 08/20/2019

HIPAA

Submitted For: Rebecca Clemons

Submitted By: Rebecca Clemons, Human Resources

Department: Human Resources

Agenda Category: Consent

Information

Agenda Item

Approve and enter into the official minutes a resolution regarding Williamson County and it's policies and procedures related to the Health Insurance Portability and Accountability Act (HIPAA) of 1996.

Background

The existing County HIPAA documents from 2003 have been taken into account during the update process. The main differences in 2019 are the Designation of the Privacy and Security Officers for the County and new Policy additions (ex. Breach Notification). The listing of Covered Entities and Business Associates has also been updated. All County HIPAA Policies and documents have been updated by the Information Technology Services (ITS) Governance Risk and Compliance Team and approved by Human Resources/Benefits group. All employees will have access to the policies and procedures when we go live with the SPECTRIM – our Policy Management & Risk Management Tool , which we are anticipating will be implemented over several phases . In Phase 1 we will implement HIPAA policies and HR policies and Training. This is tentatively scheduled to be completed by the last fiscal quarter of 2019. ITS is also conducting a Security Risk Assessment in August-September 2019 , which will cover aspects of HIPAA data as well.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

resolution

Form Review

Inbox

County Judge Exec Asst.
Human Resources (Originator)
Form Started By: Rebecca Clemons
Final Approval Date: 08/12/2019

Reviewed By

Andrea Schiele
Rebecca Clemons

Date

08/08/2019 02:00 PM
08/12/2019 01:03 PM
Started On: 08/08/2019 12:44 PM

WHEREAS, Congress adopted the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health (HITECH) Act, both of which authorized the Secretary of the U.S. Department of Health and Human Services to promulgate rules regarding the privacy of certain health information, known as Personal Health Information (PHI); and

WHEREAS, the Secretary has adopted such privacy rules (located at 45 Code of Federal Regulations, Part 160, known as "the HIPAA Privacy Rules") that apply to health plans, health care clearinghouses, and health care providers who engage in electronic transactions for which the Secretary has adopted standards under HIPAA and HITECH; and

WHEREAS, upon review of the County's activities, the HIPAA Privacy Rules apply to certain county programs and functions, resulting in the County's designation as a "covered entity;" and

WHEREAS, the Privacy Rules allows a covered entity with business activities that include both "covered" and "non-covered" programs and functions to designate itself a "hybrid entity", resulting in the application of the Privacy Rules' requirements to only covered components of the hybrid entity; and

WHEREAS, the County desires to designate itself as a hybrid entity pursuant to the Privacy Rules and name the following departments as "health care components" of the county:

- Human Resources Department
- County Auditor
- County Treasurer
- County Attorney's Office
- The Commissioners Court Of Counsel Office
- Information Technology Services Department
- County Emergency Medical Services (EMS)
- Juvenile Services
- Sheriff's Office Corrections Bureau
- Veteran's Services
- Any other County Agency, to the extent that they provide services that may involve access, use or disclosure of individually identifiable health information to entities, programs and departments that are required to comply with HIPAA.

WHEREAS, the County's employee self-funded group health plans are "covered entities", separate and distinct from the County as plan sponsor, per HIPAA standards; and

WHEREAS, in order to be permitted to receive PHI from a group health plan, Privacy Rules require the plan sponsor to amend the plan documents of the group health plan to establish the permitted and required uses and disclosures of PHI by the plan sponsor; and

WHEREAS, the plan sponsor is required to provide the group health plan with written certification that such amendments have been made to the plan documents of the group health plan; and

WHEREAS, the County previously amended its group health plans in accordance with the HIPAA Privacy Rules and provided those plans with the necessary certification of such amendments; and

WHEREAS, the Privacy Rules require all covered entities to adopt certain policies and procedures regarding the protection of PHI from unauthorized disclosure; and

WHEREAS, a set of policies and procedures has been prepared for that purpose; and

WHEREAS, the Privacy Rules require a covered entity to designate a Privacy Officer responsible for the development and implementation of the HIPAA privacy policies and procedures of the entity; and

WHEREAS, the Privacy Rules require a covered entity to designate a Contact Person responsible for receiving complaints about the County's violation of the rules, and responsible for providing further information regarding any Notice of Privacy Practices required to be disseminated by the entity; and

WHEREAS, the County has designated the Senior Director, Human Resources Department, and the Assistant to the Director of County EMS to serve as both Privacy Officials and Contact Persons for the County.

NOW THEREFORE, BE IT RESOLVED that the Williamson County Commissioners Court does hereby designate the County as a "hybrid entity" pursuant to 45 CFR §164.504.

BE IT FURTHER RESOLVED that the following programs and departments are designated "health care components" of the County pursuant to 45 CFR §164.504:

- Human Resources Department
- County Auditor
- County Treasurer
- County Attorney's Office
- The Commissioners Court Of Counsel Office
- Information Technology Services Department
- County Emergency Medical Services (EMS)
- Juvenile Services
- Sheriff's Office Corrections Bureau
- Veteran's Services
- Any other County Agency (Refer to Above)

BE IT FURTHER RESOLVED that the Commissioners Court does hereby adopt the resolution pursuant to 45 CPR §164.530, to be applicable to all health care components of the County and to the County's employee self-funded group health plans, effective October 1, 2019.

DONE IN OPEN COURT this the 20th day of August, 2019.

Designation of Privacy and Security Officials:

Privacy Official for Health Plan – Rebecca Clemons
Contact Person for Health Plan – Rebecca Clemons

Privacy Official for EMS – Theresia Carter
Contact Person for EMS – Theresia Carter

Security Official – Richard Semple

Commissioners Court - Regular Session

14.

Meeting Date: 08/20/2019

Advertisement Approval 1919 RFP Armored Courier Service

Submitted For: Randy Barker

Submitted By: Erica Smith, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing the Purchasing Agent to advertise and receive sealed proposals for Armored Courier Services under RFP# 1919.

Background

Williamson County desires to contract with an Armored Courier Service Company for the transport of cash, checks and mail. Initial contract term will be one year with two annual renewal options. This expenditure will be charged to 01.0100.0497.004300. This was budgeted for FY2019. Department contact is Treasurer Scott Heselmeyer.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Erica Smith
Final Approval Date: 08/15/2019

Reviewed By

Kerstin Hancock
Andrea Schiele

Date

08/15/2019 09:48 AM
08/15/2019 10:39 AM
Started On: 08/08/2019 03:16 PM

Commissioners Court - Regular Session

15.

Meeting Date: 08/20/2019

CAHFC Kyle Dacy Apartments

Submitted For: Bill Gravell

Submitted By: Hal Hawes, County Judge

Department: County Judge

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action authorizing the County Judge to execute the General and No Litigation Certificate of Williamson County relating to the Capital Area Housing Finance Corporation’s Multifamily Housing Governmental Note (Kyle Dacy Apartments) Series 2019.

Background

This certificate is required by 1 TX A.D.C. §53.229 and must be submitted to the Attorney General of the State of Texas, who must approve all documentation relating to the Governmental Note prior to its issuance. The certificates sets forth the Williamson County Commissioners Court previously authorized membership in the Capital Area Housing Finance Corporation (“Corporation”); approved the bylaws for the Corporation; has not taken any action to limit the effectiveness of the resolution authorizing the issuance of the Governmental Note or any way affecting the proceedings relating to the issuance of such Governmental Note; has not created any other corporation that currently has the power to make home mortgages or loans to lending institutions; and, to the best knowledge of the governing body, that no litigation exists in any court in any way affecting the existence of the Corporation or seeking to restrain or to enjoin the issuance, sale or delivery of the Governmental Note, or in any way contesting or affecting the validity or enforceability of the Governmental Note or the financing documents to which the Corporation is a party, or contesting in any way the completeness or accuracy of any disclosure document prepared in connection with the issuance of the Governmental Note, or contesting the powers of the Corporation or its authority with respect to the financing documents to which it is a party.

The Governmental Note will not be a debt or liability of the County. The consent being requested herein is only for the purposes of complying with 1 TX A.D.C. §53.229.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[CAHFC Letter](#)

[CAHFC General Certificate](#)

Form Review

Inbox

County Judge Exec Asst.
Form Started By: Hal Hawes
Final Approval Date: 08/13/2019

Reviewed By

Andrea Schiele

Date

08/13/2019 04:52 PM
Started On: 08/13/2019 02:47 PM



August 9, 2019

Hal Hawes
Williamson County, General Counsel
Office of Williamson County Judge
710 S. Main Street, Suite 101
Georgetown, Texas 78626

Re: Capital Area Housing Finance Corporation
Multifamily Housing Governmental Note
(Kyle Dacy Apartments), Series 2019

Dear Mr. Hawes:

The Capital Area Housing Finance Corporation (the "*Corporation*") will issue the above captioned Governmental Note in an aggregate principal amount not to exceed \$50,000,000 in order to provide funds to finance the cost of a residential development that will provide decent, safe and sanitary housing at affordable prices for residents within the Corporation's jurisdiction. The Governmental Note will be a special limited obligation of the Corporation payable solely from the collateral pledged to secure the Governmental Note. The sponsoring local political subdivisions of the Corporation are not in any way liable for the payment of the Governmental Note.

In connection with the issuance by the Corporation of the above-referenced Governmental Note, enclosed herewith are three (3) copies of the General and No Litigation Certificate (the "*General Certificate*") for execution by Judge Bill Gravell as the County Judge of the County of Williamson. I have included below for your convenience a description of the legal requirements behind the General Certificate.

The General Certificate is required by 1 TX A.D.C. §53.229 (or 15 Tex. Reg. 6289) and must be submitted to the Attorney General of the State of Texas, who will approve all documentation relating to the Governmental Note prior to the issuance of the Governmental Note. Paragraph 8 of the General Certificate specifically gives the Attorney General the right to date the General Certificate on the date of closing. **Please do not date this Certificate.**

Please review the General Certificate and call me at (512) 349-9104 with any questions or comments you may have. Otherwise, if all is in order, please have all three (3) signature pages for the General Certificate executed and return them to Chapman and Cutler LLP, Bond Counsel to the Corporation, using the enclosed prepaid Federal Express envelope for delivery no later than Friday, September 6, 2019.

CAPITAL AREA HOUSING FINANCE
CORPORATION

By

A handwritten signature in black ink, appearing to read "M. John Trofa", written over a horizontal line.

M. John Trofa
General Counsel

Enclosures

cc: Jim Shaw, Executive Director of Capital Area HFC

GENERAL AND NO LITIGATION CERTIFICATE OF WILLIAMSON COUNTY

We hereby certify that we are duly elected or appointed and acting officers of Williamson County, Texas (the "*County*"). We do hereby further certify that:

1. This Certificate is for the benefit of the Attorney General of the State of Texas (the "*Attorney General*") and all persons interested in the validity of the proceedings of the Capital Area Housing Finance Corporation (the "*Corporation*") related to the issuance by the Corporation of its multifamily housing governmental note entitled "Capital Area Housing Finance Corporation Multifamily Housing Governmental Note (Kyle Dacy Apartments), Series 2019" issued in one or more series in an aggregate principal amount not to exceed \$50,000,000 (the "*Governmental Note*").

2. The Commissioners Court (the "*Governing Body*") of the County authorized the membership of the County in the Corporation, a joint housing finance corporation created pursuant to the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code, as amended (the "*Act*"), and approved the Articles of Incorporation and Bylaws of the Corporation (and all amendments thereto).

3. The County has not currently appointed anyone to act as a member of the board of directors of the Corporation.

4. The Governing Body has taken no action pursuant to the Act, including Section 394.016(c) thereof, or otherwise, to limit the effectiveness of the resolution authorizing the issuance of the Governmental Note or in any way affecting the proceedings relating to the issuance of the Governmental Note.

5. The Governing Body has not created any other Corporation that currently has the power to make home mortgages or loans to lending institutions, the proceeds of which are to be used to make home mortgage or loans on residential developments.

6. No litigation is pending, or to our knowledge threatened, in any court in any way affecting the existence of the Corporation or seeking to restrain or to enjoin the issuance, sale or delivery of the Governmental Note, or in any way contesting or affecting the validity or enforceability of the Governmental Note or the financing documents to which the Corporation is a party, or contesting in any way the completeness or accuracy of any disclosure document prepared in connection with the issuance of the Governmental Note, or contesting the powers of the Corporation or its authority with respect to the financing documents to which it is party.

7. Each of the undersigned officers of the County hereby certifies that he or she is the duly elected or appointed incumbent of the office appearing below his or her signature and that the signature of the other officer appearing below is the true and correct signature of such person.

8. The Attorney General of the State of Texas is hereby authorized and directed to date this certificate concurrently with the date of his approval of the Governmental Note and this

Certificate shall be deemed for all purposes to be accurate and correct on and as of that date and on and as of the date of the initial issuance and delivery of the Governmental Note to the initial purchasers thereof.

9. By his or her signature hereto, the undersigned representative of the Governing Body assumes no liability whatsoever with respect to the Governmental Note. The Governmental Note is not an indebtedness of the Governing Body or the County and the Governing Body and the County shall have no liability therefor.

[Remainder of Page Intentionally Left Blank]

EXECUTED AND DELIVERED AS OF THE DATE SET FORTH BELOW.

WILLIAMSON COUNTY, TEXAS

By _____
Judge Bill Gravell

ATTEST

By _____
[Deputy] County Clerk

DATED: _____
[TO BE DATED BY ATTORNEY
GENERAL OF THE STATE OF TEXAS]

Commissioners Court - Regular Session

16.

Meeting Date: 08/20/2019

Thomson Reuters Williamson County Law Library

Submitted For: Randy Barker

Submitted By: Erica Smith, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approving the contract between Thomson Reuters and Williamson County for Westlaw Library Services in the amount of \$300 per month, pursuant to DIR contract# DIR-LGL-CALIR-02, and authorizing the execution of the contract.

Background

This is a modification of our existing contract to reduce the number of Thomson Reuters Westlaw public access kiosks at the justice center down to one, due to a lack of usage. This expenditure will be charged to 01.0350.0680.003030, FY 19 budget.

Funding was approved in previous fiscal years' budgets as this is an ongoing contract. Department contact is Melissa Goins.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Contract

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Erica Smith
Final Approval Date: 08/15/2019

Reviewed By

Kerstin Hancock
Andrea Schiele

Date

08/15/2019 10:46 AM
08/15/2019 10:49 AM
Started On: 08/12/2019 10:18 AM



Order Form

Order ID: Q-00457591

Contact your representative william.lavelle@thomsonreuters.com with any questions. Thank you.

Account Address

Account #: 1003339709
WILLIAMSON COUNTY LAW LIBRARY
PATRON ACCESS
405 MARTIN LUTHER KING ST
GEORGETOWN TX 78626-4901 US

Shipping Address

Account #: 1003339709
WILLIAMSON COUNTY LAW
LIBRARY
PATRON ACCESS
405 MARTIN LUTHER KING ST
GEORGETOWN TX 78626-4901 US

Billing Address

Account #: 1003339709
WILLIAMSON COUNTY LAW LIBRARY
PATRON ACCESS
405 MARTIN LUTHER KING ST
GEORGETOWN, TX 78626-4901 US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", or "I". Subscription terms, if any, follow the ordering grids below.

ProFlex Modifications

Service Number	Product	Agreement Number	New Monthly Charge
40757482	ProFlex	0000066249	\$300.00

If this modification is of a WestlawPRO Select product or ProFlex under a current WestPack, this Agreement serves as a modification of the Principal product.

If you are licensing banded products, you certify that the number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students provided to us in the attached form is accurate and complete as of the date you signed this document. Pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to issue additional passwords and increase your Monthly Charges to the price for the correct band.

The terms of this modification will be effective on the date we process the modification. The Monthly Charges will increase to new Monthly Charges identified in the New Monthly Charges column and will begin billing the first of the month following processing. All other terms and conditions of the Order Form including, but not limited to, annual Monthly Charges increases and the length of the term remain unchanged

Miscellaneous

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Settling a Disputed Balance. Payments marked 'paid in full', or with any other restrictive language will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or authorizing the same as part of this order, no further action is needed.

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor, and Data Privacy Advisor charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-government entity, this Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

Excluded Charges. If you access services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at the links below. Excluded Charges may change after at least 30 days written or online notice.

<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

<http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-concourse-case-notebook-hosted.pdf>

Thomson Reuters General Terms and Conditions, apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The Thomson Reuters General Terms and Conditions for Federal Subscribers is located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

Banded Product Subscriptions You certify the total number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in the applicable Quantity column. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf> If the product is not part of your order, the product specific terms do not apply. If there is a conflict between product specific terms and the Order Form, the product specific terms control.

- Campus Research
- Contract Express
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

Acknowledgement: Order ID: Q-00457591

<hr/>	<hr/>
Signature of Authorized Representative for order	Title
<hr/>	<hr/>
Printed Name	Date

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This Order Form will expire and will not be accepted after 8/29/2019.



THOMSON REUTERS™

Attachment

Order ID: Q-00457591

Contact your representative william.lavelle@thomsonreuters.com with any questions. Thank you.

Payment, Shipping, and Contact Information

Payment Method:

Payment Method: Bill to Account
Account Number: 1003339709
PO Number: DIR CONTRACT NO. DIR- LGL- CALIR- 02
SA ID: TX CALIR MSA-WEST(TXMS)

Order Confirmation Contact (#28)

Contact Name: MELISSA GOINS
Email: mgoins@wilco.org

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1003339709	WILLIAMSON COUNTY LAW LIBRARY	405 MARTIN LUTHER KING ST GEORGETOWN TX 78626-4901 US	Existing

Modifications to ProFlex

Material Number	Product Title	Agreement Number	Quantity	Unit	Subscription Type
40757482 40757481	West Proflex	0000066249	1	Each	Exist
42115653 42115654	Texas Core for Patron Access (Westlaw PRO™)		1	Seats	New

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
Melissa	Goins	mgoins@wilco.org	EML PSWD CONTACT
OTIS	COUFAL	ocoufal@wilco.org	PATRON ACC TECH CONT

IP Address Information

From IP Address	To IP Address	From IP Address	To IP Address	From IP Address	To IP Address
0.0.0.0					

Commissioners Court - Regular Session

17.

Meeting Date: 08/20/2019

Upgrade to existing Knox Box System for the Wilco Fire Marshal's Office

Submitted By: Kerstin Hancock, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approving the purchase of Knox Box equipment in the amount of \$6,806.60 and exempting this purchase from competitive bidding requirements as per Texas Local Government Code Discretionary Exemption TLGC 262.024. (7) (D).

Background

The county currently owns the Knox Master system which will be upgraded to the new electronic version to eliminate the potential for major cost to the county in the future. The original command box system was purchased about 2 or 3 years ago.

A Knox Key is what the Fire Service utilizes to gain access to every business/building in their city with one key versus having a separate key for each business/building. The Knox company has devised a new system called an Electronic Key (<https://www.knoxbox.com/knox-elock-system/>). With this upgrade businesses and/or buildings will have to change out their core to replace the mechanical key with the electronic key, so it is imperative to initiate the upgrade as soon as possible to allow time for businesses and/or buildings to do so. After the upgrade, a Firefighter can gain access to the building with an electronic key that is programed to only be valid for a set amount of time. The time frame that the key is valid is customizable and can be set for just a couple hours, or few days, but not to exceed 7 days. This feature significantly mitigates risk if the key is ever lost or stolen.

FMSO recommends that it is in the of best interest of the County to upgrade to this system as soon as possible. The department has requested this upgrade in their 2020, but due to the criticalness of upgrading as soon as possible, has also analyzed the current budget to find a way to immediately facilitate the upgrade. Since the adoption of the FY19 budget, FMSO was able to obtain grant funding for HazMat 360 and for Mercury detection equipment, both of which were originally funded in the FY19 general fund FMSO budget, therefore freeing up funds to purchase the upgrade in FY19 and eliminate the FY20 budget request to upgrade. This quote is for the equipment and also includes a 1 YR cloud license fee in the amount of \$849.60. This line item transfer was approved in Commissioners Court on April 30, 2019 under agenda item#7 to facilitate the purchase of the upgrade in FY19, in lieu of requesting funds in FY20. Funding Source: 01.0100.0542.003001.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[quote](#)
[license registration form](#)

Form Review

Inbox	Reviewed By	Date
Purchasing (Originator)	Kerstin Hancock	08/15/2019 10:06 AM
County Judge Exec Asst.	Andrea Schiele	08/15/2019 10:35 AM
Form Started By: Kerstin Hancock		Started On: 08/08/2019 09:15 AM
Final Approval Date: 08/15/2019		



1601 W. Deer Valley Rd.
 Phoenix, AZ 85027-2112 USA
knoxbox.com

Quotation

Quote #: Q-303750
Date: 8/13/2019 10:07:43 AM

Chief Marty Herrin
 Williamson Co Fire Marshal
 911 Tracy Chambers Ln
 Georgetown, TX 78626-6386

Dear:

Thank you for your interest in Knox products. Please find below the requested quotation.

Item Number	Description	Quantity	Unit Price	Amount
KS-6K2	KeySecure® 6, SUPPORTS 1 EKEY, 1 MSTR KEY PS-98-0012-01-75-EKY01 PS-11-0734-09-17	4	\$926.10	\$3,704.40
KSM-200AC	AC ADAPTER, WALL MOUNT, KeySecure®5 & 6	1	\$55.80	\$55.80
KLS-FM	FLAT MOUNT BRACKET, KeySecure® 5 & 6	4	\$55.80	\$223.20
KLS-8600D	KnoxDock™, 8600 KEY PROGRAMMER & RECHARGER W/USB CABLE	4	\$140.40	\$561.60
KLS-8700K	Knox eKey™, 8700 PROGRAMMABLE ELECTRONIC KEY	4	\$337.50	\$1,350.00
SMS-9000C	1 YR. CLOUD LICENSE, KnoxConnect™, KeySecure® 6	1	\$849.60	\$849.60
90034-KS5KS6	REPAIR TECH LOCK, KeySecure® 5/6 PS-98-0012-01-75-EKY01 PS-98-0012-01-75-EKY01	4	\$0.00	\$0.00
	SHIPPING & HANDLING CHARGES	1	\$62.00	\$62.00
	SALES TAX	1	\$0.00	\$0.00
			TOTAL	\$6,806.60

Terms & Conditions

All pricing is subject to change and is based on a quantity order to be shipped all at one time. Prices quoted are valid through the "Expires On" date shown. All shipping and handling fees, if provided, are estimates based upon ground service to the address shown above. Knox will provide you a firm cost for shipping and handling fees when order is placed. Knox provides detailed installation instructions with each Knox product. However, Knox is not responsible for actual installation.

SALES TAX DISCLAIMER: Knox is required to collect sales tax for purchases made in the following states: AL, AZ, CA, CO, CT, FL, GA, IA, IL, IN, KY, MA, MD, ME, MI, MN, NC, NE, OK, PA, TN, TX, WA and WI. Where applicable, Knox will charge sales tax unless you have a valid sales tax exemption certificate on file with Knox. If you are sales tax exempt, you must provide us with an exemption certificate at the time the order is placed.

Payment Terms: Net 30
Delivery Method: FXG
Expires On: 09/28/2019

By signing, you accept this Quotation and Terms, including the product configuration and payment terms indicated above.

Signature

Date

If I can provide further assistance please feel free to contact me.

Regards,



o:
c:
f:

KnoxConnect™ Software Registration Form

Upon completion, please Fax to 623.687.2296 Attn: Records, or
Mail to Attn: Records, Knox Company, 1601 W. Deer Valley Rd., Phoenix, AZ 85027

- 1. Key Retention Model:** KeySecure 5 KeySecure 6 (Knox eLock System)
- 2. Initial Service Period:** KnoxConnect Local (KeySecure 5 Only) KnoxConnect Cloud, 1 year (KeySecure 5 & 6) KnoxConnect Cloud, 3 year (KeySecure 5 & 6)

3. Department Information

Department Name _____ System Code _____

Street Address _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

4. Department Head - The officer who is in charge of your department.

Name _____ Title _____

E-mail _____ Phone _____

5. Knox Program Coordinator - The Knox Program Coordinator for your Rapid Entry System. All materials will be sent to this person at the address above.

Name _____ Title _____

E-mail _____ Phone _____

6. Department KnoxConnect Contact - This individual will receive the initial invite to log in and setup the Department's users and units. If same as Knox Coordinator, check this box

Name _____ Title _____

E-mail _____ Phone _____

7. Billing Contact

Name _____ Title _____

Address _____

E-mail _____ Phone _____



Commissioners Court - Regular Session

18.

Meeting Date: 08/20/2019

Exempt Frazier LTD as Sole Source Provider for Technimount Systems Products for EMS

Submitted For: Randy Barker

Submitted By: Johnny Grimaldo, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approving the purchase of Technimount Systems in the amount of \$50,801.25, and exempting Fraizer LTD from the competitive bidding requirements, established by Discretionary Exemptions Section 262.024 (a) (7) of the Texas Local Government Code, as the sole provider for supervision services for the Williamson County EMS.

Background

The exemption will allow EMS to purchase Technimount Systems from Frazier Ltd, which is a mounting system solution for Stryker Lifepak 15 EC. The sole source posting was placed in BidSync for 14 days with no competitive responses received. The requested Sole Source designation would be applicable for a period of 36 months. Funding Source: 0100-0540-003107, approved for FY2019. EMS Department contact is Mike Knipstein

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Sole Source Documentation including PA Justification and Quote

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Johnny Grimaldo
Final Approval Date: 08/15/2019

Reviewed By

Kerstin Hancock
Andrea Schiele

Date

08/15/2019 11:30 AM
08/15/2019 11:34 AM
Started On: 08/15/2019 11:03 AM



Randy Barker, CPPO, CPPB
Purchasing Agent / Director

08/15/2019

Williamson County Commissioners Court

Re: Sole Source Recommendation for Technimount System Products

Dear County Judge and Commissioners,

Recently our EMS Department made a request for a purchase with Technimount System for a mounting system solution for the Stryker Lifepak 15 ECG Monitors that are to be mounted in the County Ambulances. These actions require qualification as a **sole source purchase of a mounting system solution for the Stryker Lifepak 15 ECG Monitors that are to be mounted in the County Ambulances. These services are supplied only by Technimount System who is the owner, and the only provider of this system.**

After reviewing all documentation requested and submitted, **I recommend qualifying this request as a sole source purchase and exempting these goods from competitive bidding requirements per Texas Local Government Code sections 262.003 (a) and 262.024 (a) (7),**

The process has included the following:

- Public posting of an RFI in BidSync for 14 days, with zero (0) responses received from another competitor.
- A signed Sole Source Justification Request from Ed Tydings, EMS Division Commander - Operations
- A signed letter of justification from the supplier, establishing why their product / service is only available from their company
- A notarized Sole Source Affidavit completed by the supplier
- A price quote of requested items/services and amendment

The term of this Sole Source exemption will be effective for 36 months from the date of approval.

If you have any questions or concerns, please contact me at any time.

Sincerely,

Randy Barker
Purchasing Agent/Director
Williamson County Purchasing Department



Welcome Blake.Skiles@wilco.org | Logout

Need assistance? Contact us or call 800-970-9312

Home Search Source Tools

Schedule Task Note

Vendor view of bid

Chat | Description

Bid #1907-336 - Intent To Deem Frazer Ltd As Sole Source For Technimount System Products RFI

Time Left	closed	# of offers	0
Bid Started	Jul 24, 2019 9:09:26 AM CDT	Notifications	Report (Bidder Activity)
Bid Ended	This bid closed on Aug 7, 2019 9:00:00 AM CDT	# of suppliers viewed	13 View
Agency Information	Williamson County, Texas, TX (view agency's bids)	Q & A	Questions & Answers
Department	Purchasing (view department's bids)		
Bid Classifications	Classification Codes		
Bid Regions	Regions		
Bid Contact	see contact information		
Delivery Location	One or more of the following locations Williamson County, Texas No Location Specified		
	Qty	1	
	Expected Expenditure	n/a	
View Rules	Click here to change the rules for this bid.		
Best and Final Offer:	Create		

Approval

View Approval Flow [View Approval Flow](#)
Approval Status Approved

Description

Bid Number 1907-336
Title Please attach any supporting documentation to this line
Prices Good for 30 days
Budgeted Amount \$0.00 ([change](#))
Bid Comments Williamson County, Texas intends to award a sole-source contract with Frazier Ltd for the following item(s):
 Technimount System Products
THIS IS NOT A REQUEST FOR COMPETITIVE PROPOSALS AND A SOLICITATION WILL NOT BE ISSUED. Interested parties must show clear and compelling evidence of competitive equivalency in order for alternative goods or services to be considered. Williamson County will review any information collected through this RFI to determine if offers of any equivalent goods or services meet the needs of the County. If it is concluded that additional suppliers of equivalent goods or services do exist, then a formal solicitation may follow.
 If no affirmative responses are received by: 9:00 AM on August 7, 2019 showing clear and compelling evidence of competitive equivalency to the items described herein, an award will be made without further notice. Oral communications are not acceptable in response to this notice.

Description Please attach any supporting documentation to this line

Documents

[Select All](#) | [Select None](#) | [Download Selected](#)

1. [Conflict of Interest Questionnaire](#) ([download](#))

= Included in Bid Packet = Excluded from Bid Packet

Contractor Advertisements

[View All Ads](#)



Williamson County Purchasing Department
100 Wilco Way, Ste P101
Georgetown, Texas 78626
(512) 943-3553
www.wilco.org/purchasing
purchase@wilco.org

Sole Source Justification Request

Definition of a Sole Source Purchase

Sole Source Item – goods and/or services which can only be obtained from ONLY ONE source, including:

- Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies
- Films, manuscripts, or books
- Electric power, gas, water, and other utility services,
- Captive replacement parts or components for equipment which there is no commercially available substitute, and which can be obtained only from the manufacturer and/or manufacturer's distributor; item where compatibility is the overriding consideration, such as computer operating software enhancements for an existing system, continuation of an existing contract when work is so closely related to that of the uncompleted basic contract that it would not be feasible to consider another potential contractor.

This Sole Source justification requires additional documentation and requirements as listed below. **One of these steps** may require placing a public notice in BidSync for 14 days, in order to allow any possible competitors to come forward with equivalent goods or services. This step will be completed by the Purchasing Team that supports your office or county department after all required documents have been submitted. In addition, all Sole Source Justifications must be approved in Commissioners Court.

Required Documentation that must accompany this request before this purchase can be considered (any missing documentation will result in delays). *Check all included documents:*

- This request form completed and signed
- A written quote from the supplier, listing the goods, services and pricing
- Letter of justification from the supplier (on company letterhead and signed by an authorized representative) establishing why they are the only Sole Source provider of the service or item needed.
- Notarized Sole Source affidavit completed by the supplier
- Signed letter of recommendation from the Elected Official or County Department Head. Must provide a detailed written explanation as to why competitively bidding the product or service would be impracticable and that the cost charged by the supplier is reasonable and customary.

SOLE SOURCE RATIONALE

Complete the following checklist:

The requested supplier is the only source of required item(s) or service(s) because:

Check all that apply:

- The required item or service is proprietary to the supplier
- The recommended supplier holds the patent on the requested item(s)
- The recommended supplier is the only supplier capable of performing the requested service
- A specific item is needed:**
 - To be compatible or interchangeable with existing hardware
 - As a spare or replacement hardware
 - For the repair or modification of existing hardware
 - For technical evaluation or testing

Have there been any prior attempts to obtain competitive bids or proposals for the items or services that failed? If so, please list and describe such attempts: _____

No; no one else supplies this product in Texas

There is a substantial risk in selecting another product or service provider. If so, please describe: _____

N/A

It is not possible to obtain competitive bids for consideration. If so, why: yes,

Frazer is the only supplier of this product in Texas

Are there any other companies who can provide the services or needed items? If so, please list and provide explanation of why they were unable to meet the requirements: _____

Not in Texas

Requestor Name and County Office/Department: Edward Tydings EMS-540

Requestor Title and Phone Number: Division Commander - Operations
(512) 943-1260

Requested Single Sole Source Supplier:

Company Name: Frazer Ltd
Contact Name: Herbert Brady
Address: 7219 Rampart St.
City, State, Zip: Houston, TX 77081
Phone Number: (713) 772-5511
Email: hbrady@frazerbilt.com
Website: www.frazerbilt.com

Is the recommended supplier the manufacturer? Yes? No?

Does the manufacturer sell the item(s) through distributors? Yes? No?

Description of the Product or Service: (If additional space is needed, include in a separate page)
Describe the full scope of work, including installation if required; items should include brand, model and part number if applicable.

Mounting solution system for Stryker Lifepack 15 ECG monitor. It
secures the monitor to the stretcher during transport. The mount
allows us to view the monitor & provide electrical therapy without
having the monitor unsecured on the bench seat

Schedule: Identify the date items are needed to be delivered, or month work is to be performed.
Please be specific and do not use "ASAP": September 3, 2019

Estimated Cost: \$ 50,801.25

List any other sources, suppliers, products or service providers that you reviewed in your selection process: None

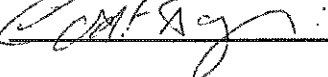
List all research methods that you reviewed in your selection process (i.e.: specific internet searches, trade publications, references, etc.): Internet search for mount that is compatible with Stryker stretchers.

ACKNOWLEDGEMENT

I affirm and acknowledge Williamson County's requirements, justification and criteria for Sole Source purchases. I have gathered the required technical information, provided all required documentation, have made a concerted effort to review comparable / equal equipment or services to the best of my ability, and further affirm that there is no conflict of interest in my recommendation of the selected item(s), service(s) or supplier.

I also acknowledge and understand that I may be subject to criminal prosecution for the willful falsification of information in this document. I, by the act of signing or typing my name below, hereby certify under penalty of perjury, under the laws of the State of Texas, the foregoing is true and correct.

Date: July 17, 2019

Signature*: 

* By typing your name, this is equivalent to a legal signature

NOTE: After a passage of time, an item or service may no longer qualify as a sole source purchase due to other similar items or services becoming available from other suppliers. Thus, all prior sole source determinations must be reapproved by the Williamson County Purchasing Department following completion of a new Sole Source Justification Request Process and satisfactory completion of such process must be noted on requisitions and purchase orders. The sole source term is generally aligned with the contract term. In certain cases, the Purchasing Agent may determine that the 14-day public posting in BidSync is not necessary. This depends on the circumstance of the particular item/service and the type of sole source.

TECHNIMOUNT

SYSTEM

Technimount System
445 Papin St. Office 103
Quebec City (Quebec), Canada, G1P 3T8
Telephone: + 1-581-998-9820
Fax: 1-855-339-6351
info@technimount.com
www.technimount.com

March 21, 2018

Attn: EMS Director / Chief

Subject: Sole Supplier Representative for Technimount System Products for the state of Texas

The purpose of this letter is to inform you of Technimount System's product distribution network. For the exclusive territory in the State of Texas, our representative for Technimount products has been awarded to Frazer Ltd.

As a Distributor Representative and sole supplier of mounting solutions for portable medical devices, both in the EMS and hospital markets, I am pleased to underline a few characteristics that distinguishes Technimount from other products in this space. We believe in establishing a high standard of safety, compliance to industry testing standards and flexibility of configurations unique to the market. The following points will highlight some of our specific product features that allow Technimount to becoming the leading manufacture of mounting solutions in comparison to our competitors.

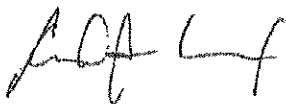
- ✓ We are the only manufacturer providing a mount that can fit ALL brands, and models of defibrillators;
- ✓ We are the only manufacturer providing a mount that can fit different applications using the same product base;
- ✓ We are manufacturer that can claim to providing a mount that supports the highest "G" force test results in the industry of 38.4 G, according to SAE J3043 (SAE International - Standards under Ambulance Equipment Mount Device or Systems; (*Certificate of Compliance available upon request*)).
- ✓ We are the only manufacturer providing a mount attached to a cot (Stryker) for ECMO pump and ventilator transport in North America,
- ✓ We are the only manufacturer providing mounting solutions for carrying different portable medical devices, simultaneously using interchangeable components, on the cot, with SAE certification.
- ✓ We are the only manufacturer providing a dual mounting solution for IV pumps & IV pole (SAE Certified).

We have many other features supporting our various product lines that can be viewed on our website at

www.technimount.com

Thank you for supporting Technimount. If you have any questions please do not hesitate to contact us.

Best regards,



Carl Bouchard, President
Technimount System
www.technimount.com
info@technimount.com
Phone: +1.581.998.9820



Williamson County Purchasing Department
100 Wilco Way, Ste P101
Georgetown, Texas 78626 (512) 943-3553
www.wilco.org/purchasing
purchase@wilco.org

NOTARIZED SOLE-SOURCE PURCHASE AFFIDAVIT

STATE OF TEXAS
COUNTY OF WILLIAMSON

KNOW ALL MEN BY THESE PRESENTS THAT:

Before me, the undersigned authority duly authorized to take acknowledgments and administer oaths, on this day personally appeared Herbert Brady, who after being duly sworn on oath stated the following:

My name is Herbert Brady. My title is Customer Relation Consultant
I am aware that the Williamson County Purchasing Department is required to comply with competitive bidding requirements of Chapter 262 of the Texas Local Government Code. I am aware that the statutory competitive bidding provisions do not apply to the purchase of an item that can be obtained from only one source. See, Texas Local Government Code section 262.003.

Sole-source items include:

Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies, films, manuscripts, or books, electric power, gas, water, and other utility services, and captive replacement parts or components for equipment.

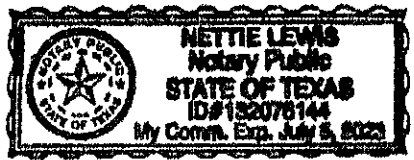
I have represented to the Purchasing Department of Williamson County and I hereby warrant, that as of the date below, I am the sole-source supplier of the following item: Techarimat System
I am the sole-source supplier of this item because: Unique Patented Equipment - Sole Texas Distributor I agree that if I ever cease being the sole-source supplier of this item, I shall immediately make a full disclosure in writing to the Williamson County Purchasing Department of all relevant facts and circumstances.

IN WITNESS WHEREOF, the undersigned has executed this Affidavit on the 16th day of July, 2019.
[Signature] [Signature] Herbert Brady [Printed Name] [Title]

SWORN TO AND SUBSCRIBED before me on July 16, 2019, by Nettie Lewis.
[Printed Name]

Nettie Lewis
[Signature] Notary Public

State of Texas
My Commission expires on July 5, 2023





Defining the future of Mobile Healthcare.™

Customer Quote

Order No.: T1549-0002

Revisions: Technimount
nonHD version

Quote Date: 6/27/2019

Expiration Date: 9/25/2019

Salesperson: Herbert Brady

Invoice To:

Williamson County EMS
303 MLK St.
Georgetown TX 78626

Attention:

Williamson County EMS
303 MLK St.
Georgetown TX 78626
Phone: 512-943-1264

Order Instructions:

This quote is for the regular version of the LP15 brackets and includes a discount based on order volume exceeding 15 units. This order will also include free shipping. Taxes, if applicable, are not included.

No.	Item	Quantity	U/M	Unit Price	Net Amount
1	TM-500-00-PFXT Stretcher-Cot System,Stryker	21.000	EA	\$ 1,465.00	\$ 30,765.00
2	TM-210-00-PC15 Bracket-Pro Serie 35-LP-15, Assembly	21.000	EA	\$ 925.00	\$ 19,425.00
3	TM-210-10-PC15 Bracket-Pro Serie 35-LP-15, Top Section	9.000	EA	\$ 365.00	\$ 3,285.00

Frazer, Ltd., 7219 Rampart Street, Houston, TX, 77081,
P: 713-772-5511 www.frazerbilt.com
Frazer Proprietary and Confidential



Customer Quote

Defining the future of Mobile Healthcare.™

Order No.: T1549-0002

Revisions: Technimount
nonHD version

Quote Date: 6/27/2019

Expiration Date: 9/25/2019

Salesperson: Herbert Brady

Invoice To:

Williamson County EMS
303 MLK St.
Georgetown TX 78626

Attention:

Williamson County EMS
303 MLK St.
Georgetown TX 78626
Phone: 512-943-1264

Remit To:

Frazer, Ltd.
7219 Rampart Street
Houston TX 77081

Sale Amount:	53,475.00
Order Disc(5.0000%):	-2,673.75
Sales Tax:	0.00
Total Amount:	50,801.25

Payment Terms: Due on Delivery

Commissioners Court - Regular Session

19.

Meeting Date: 08/20/2019

River Ranch P315 - Raba Kistner CA#3

Submitted For: Dale Butler

Submitted By: Gina Wrehsnig, Building Maintenance

Department: Building Maintenance

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Contract Amendment # 3 under Williamson County Contract for Engineering Services between Raba Kistner Consultants, Inc and Williamson County for River Ranch Park Phase I Improvements.

Background

This Contract Amendment # 3 is to add additional services and rates for a welding inspector.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[Contract Amendment 3](#)

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Gina Wrehsnig

Final Approval Date: 08/13/2019

Reviewed By

Andrea Schiele

Date

08/13/2019 04:48 PM

Started On: 08/13/2019 02:41 PM

**CONTRACT AMENDMENT NO. 3
TO
WILLIAMSON COUNTY AGREEMENT FOR
ENGINEERING SERVICES**

This Contract Amendment No. 3 to Williamson County Agreement for Engineering Services ("Amendment No. 3") is by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and Raba Kistner Consultants, Inc. (the "Engineer").

RECITALS

WHEREAS, the County and the Engineer previously executed that certain Agreement for Architectural and Engineering Services (the "Agreement"), being dated effective December 1, 2016 wherein Engineer agreed to perform certain professional Engineering Services in connection with the River Ranch Park Phase I Improvements ("Project");

WHEREAS, it has become necessary to supplement, modify and amend the Agreement, in accordance with the provisions thereof, in order to set forth Engineer's updated rates and to add Additional Services that have been become necessary for the Project;

AGREEMENT

NOW, THEREFORE, premises considered, the County and the A/E agree that the Agreement is supplemented, amended and modified as follows:

I. Amendment to Exhibit D - Rate Schedule

The Hourly Rates in the original Exhibit D of the Contract are hereby amended as shown in the attached revised Exhibit D (must be attached).

II. Scope of Additional Services

A/E hereby agrees to provide the Additional Services set forth in **Attachment 2**, which is attached hereto and incorporated herein by reference.

III. Terms of Agreement Control and Extent of Amendment No. 3

All Additional Services described herein will be performed and compensated in accordance with the terms and conditions of the Agreement. All other terms of the Agreement and any prior amendments thereto which have not been specifically amended herein shall remain the same and shall continue in full force and effect.

IN WITNESS WHEREOF, the County and the Engineer have executed this Amendment No. 3, in duplicate, to be effective as of the date of the last party's execution below.

Engineer:

COUNTY:

Raba Kistner, Inc.

Williamson County, Texas

By:



By: _____

Printed Name: Gabriel Ornelas, Jr.

Printed Name: Bill Gravell Jr.

Title: Senior Vice President

Title: Williamson County Judge

Date: August 12, 2019

Date: _____, 20____

**Raba Kistner Consultants, Inc.
Additional Charges to be Added to Williamson
County Contract Amendment No. 3
River Ranch County Park, Phase 1
08/09/19**

Certified Welding Inspector	\$ 95.00	Per Hour
Certified Welding Inspector Overtime	\$133.00	Per Hour

PAD18-155-01
 August 8, 2019, Revision 1



RABA KISTNER
Building Better Tomorrows
 8100 Cameron Road
 Ste. B-150
 Austin, TX 78754
 www.rkci.com

AMENDED AGREEMENT FORM

P 512.339.1745 F 512.339.6174
 TBPE Firm F-3257

AS AN ADDITION TO THE FOLLOWING AGREEMENT:

Project Name: River Ranch County Park – Phase 1
 Williamson County Work Authorization No. 2, dated 12/04/2018

WE HEREBY AUTHORIZE R-K TO PERFORM THE FOLLOWING ADDITIONAL SERVICE(S):

Certified Welding Inspector	\$95.00/hr	16 hours	\$1,520.00
Vehicle Travel Charge	\$40.00/trip	4 trips	\$ 160.00
Clerical Time	\$55.00/hour	3 hours	\$ 165.00
Total			\$ 1,845.00

ADDITIONAL COST ESTIMATE: \$ 1,845.00
ORIGINAL COST ESTIMATE: \$ 60,012.00
TOTAL COST ESTIMATE: \$ 61,857.00

On the basis of conversations from Bob Lubecker to David Brown, we are recommending the above inspections.

Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037. All parties hereby agree that this contract upon acceptance will be performable in Bexar County, Texas. Our services will be performed in accordance with this letter agreement and the previously executed agreement referenced above. Please sign, date, and return one signed copy of this form to provide written confirmation of your authorization for our firm to commence work on the specific services outlined herein.

SIGNATURE:	X	DATE:	
PRINTED NAME:	Bob Lubecker		
COMPANY NAME:	Williamson County		
COMPANY ADDRESS:	3101 SE Inner Loop		
CITY, STATE, ZIP:	Georgetown, TX 78626		
PHONE NUMBER:	512-341-6271	FAX NUMBER:	
E-MAIL:	rlubecker@wilco.org		

Very truly yours,

RABA KISTNER CONSULTANTS, INC.

David A. Brown
 CoMET Estimating Project Manager

DAB/wdd

Commissioners Court - Regular Session

20.

Meeting Date: 08/20/2019

River Ranch P315 - Raba Kistner WA#2 Sup#1

Submitted For: Dale Butler

Submitted By: Gina Wrehsnig, Building Maintenance

Department: Building Maintenance

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No. 1 under Williamson County Contract between Raba Kistner Consultants, Inc and Williamson County dated December 4, 2018 for Engineering Services.

Background

This supplemental is to add additional services for a welding inspector and to extend the expiration date to July 31, 2020. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[Work Authorization 2.1](#)

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Gina Wrehsnig

Final Approval Date: 08/13/2019

Reviewed By

Andrea Schiele

Date

08/13/2019 04:49 PM

Started On: 08/13/2019 02:44 PM

**SUPPLEMENTAL WORK AUTHORIZATION NO. 1
TO
WORK AUTHORIZATION NO. 2**

**WILLIAMSON COUNTY PROJECT:
River Ranch Park Phase I Improvements**

This Supplemental Work Authorization No. 1 to Work Authorization No. 2 is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated December 1, 2016 ("Contract") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and Raba Kistner Consultants, Inc (the "Firm").

WHEREAS, the County and the Firm executed Work Authorization No. 2 dated effective December 4, 2018 (the "Work Authorization");

WHEREAS, pursuant to the Contract, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify the Work Authorization.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the Firm agree that the Work Authorization shall be amended, changed and modified as follows:

- I. The Services to be Provided by the Firm that were set out in the original Attachment "B" of the Work Authorization are hereby amended, changed and modified as shown in the attached revised Attachment "B" (must be attached).
- II. The above referenced Work Authorization termination date shall be modified to July 31, 2020. The Services to be Provided by the Firm shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C" (must be attached).

County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. Firm understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by Firm that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Firm.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of the Work Authorization are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Firm have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

FIRM:

By: 

Signature

Gabriel Ornelas, Jr., P.E., PMP

Printed Name

Senior Vice President

Title

08/12/2019

Date

COUNTY:

By: _____

Signature

Bill Gravell, Jr.

Printed Name

County Judge

Title

Date

LIST OF ATTACHMENTS

Attachment B - Services to be Provided by Firm

Attachment C - Work Schedule

Attachment C – Work Schedule

PAD18-155-01
 August 8, 2019, Revision 1



RABA KISTNER
Building Better Tomorrows
 8100 Cameron Road
 Ste. B-150
 Austin, TX 78754
 www.rkci.com

AMENDED AGREEMENT FORM

P 512.339.1745 F 512.339.6174
 TBPE Firm F-3257

AS AN ADDITION TO THE FOLLOWING AGREEMENT:

Project Name: River Ranch County Park – Phase 1
 Williamson County Work Authorization No. 2, dated 12/04/2018

WE HEREBY AUTHORIZE R-K TO PERFORM THE FOLLOWING ADDITIONAL SERVICE(S):

Certified Welding Inspector	\$95.00/hr	16 hours	\$1,520.00
Vehicle Travel Charge	\$40.00/trip	4 trips	\$ 160.00
Clerical Time	\$55.00/hour	3 hours	\$ 165.00
Total			\$ 1,845.00

ADDITIONAL COST ESTIMATE: \$ 1,845.00
ORIGINAL COST ESTIMATE: \$ 60,012.00
TOTAL COST ESTIMATE: \$ 61,857.00

On the basis of conversations from Bob Lubecker to David Brown, we are recommending the above inspections.

Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037. All parties hereby agree that this contract upon acceptance will be performable in Bexar County, Texas. Our services will be performed in accordance with this letter agreement and the previously executed agreement referenced above. Please sign, date, and return one signed copy of this form to provide written confirmation of your authorization for our firm to commence work on the specific services outlined herein.

SIGNATURE:	X	DATE:	
PRINTED NAME:	Bob Lubecker		
COMPANY NAME:	Williamson County		
COMPANY ADDRESS:	3101 SE Inner Loop		
CITY, STATE, ZIP:	Georgetown, TX 78626		
PHONE NUMBER:	512-341-6271	FAX NUMBER:	
E-MAIL:	rlubecker@wilco.org		

Very truly yours,

RABA KISTNER CONSULTANTS, INC.

David A. Brown
 CoMET Estimating Project Manager

DAB/wdd

Raba Kistner Consultants, Inc shall provide a work schedule for the assigned tasks. Work shall begin immediately upon receipt of agreement between County and Raba Kistner Consultants, Inc on the work schedule and authorization to proceed on assigned services.

Commissioners Court - Regular Session

21.

Meeting Date: 08/20/2019

Replacement of Roof at Sheriffs & EMS Buildings in Taylor

Submitted For: Randy Barker

Submitted By: Andrew Portillo, Purchasing

Department: Purchasing

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approving the Services Contract between Williamson County and Callaway Roofing LLC to remove and replace the roofing at the Sheriff's Office, the EMS Building, and Garage in Taylor in the amount of \$14,220.00 and authorizing execution of the agreement.

Background

This agreement is for the proper removal and install of the roof at the Sheriffs Office, EMS Building and Garage in Taylor. Department point of contact is Dale Butler. Funding is provided in the FY 19 budget as follows:

- \$2,320 from 01.0100.01015.004509
- \$5,900 from 01.0100.01034.004509
- \$5,250 from 01.0100.01044.004509
- \$750 from 01.0100.0509.004509

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[Contract](#)

[Callaway Quote](#)

Form Review

Inbox

Purchasing (Originator)
 County Judge Exec Asst.
 Form Started By: Andrew Portillo
 Final Approval Date: 08/15/2019

Reviewed By

Kerstin Hancock
 Andrea Schiele

Date

08/15/2019 10:41 AM
 08/15/2019 10:45 AM
 Started On: 08/14/2019 08:30 AM

THE STATE OF TEXAS §

COUNTY OF WILLIAMSON §

**SERVICES CONTRACT
FOR ROOF-RELATED REPAIRS
FY2019
(Callaway Roofing LLC)**

Important Notice: County Purchase Orders and Contracts constitute expenditures of public funds, and all vendors are hereby placed on notice that any quotes, invoices or any other forms that seek to unilaterally impose contractual or quasicontractual terms are subject to the extent authorized by Texas law, including but not limited to Tex. Const. art. XI, § 7, the Texas Government Code, the Texas Local Government Code, the Texas Transportation Code, the Texas Health & Safety Code, and Opinions of the Texas Attorney General relevant to local governmental entities.

THIS CONTRACT is made and entered into by and between **Williamson County, Texas** (hereinafter “The County”), a political subdivision of the State of Texas, acting herein by and through its governing body, and **Callaway Roofing LLC** (hereinafter “Service Provider”), with mailing address at 100 Skyview Cove, Liberty Hill, TX 78642 (phone 512-778-9404). The County agrees to engage Service Provider as an independent contractor, to assist in providing certain operational services pursuant to the following terms, conditions, and restrictions:

I.

No Agency Relationship & Indemnification: It is understood and agreed that Service Provider shall not in any sense be considered a partner or joint venturer with The County, nor shall Service Provider hold himself out as an agent or official representative of The County unless expressly authorized to do so by a majority of the Williamson County Commissioners Court. Service Provider shall be considered an independent contractor for the purpose of this agreement and shall in no manner incur any expense or liability on behalf of The County other than what may be expressly allowed under this agreement. The County will not be liable for any loss, cost, expense or damage, whether indirect, incidental, punitive, exemplary, consequential of any kind whatsoever for any acts by Service Provider or failure to act relating to the services being provided. Service Provider agrees to indemnify, hold harmless, and defend The County against any claim,

demand, loss, injury, damages, action, or liability of any kind against The County resulting from any services Service Provider perform on behalf of The County.

II.

Entire Contract & Incorporated Documents: This Contract constitutes the entire Contract between the parties and may not be modified or amended other than by a written instrument executed by both parties. Documents expressly incorporated (as if copied in full) into this Contract include the following:

- A. As described in the attached Statement of Work/Quotation(s), dated July 23, 2019 which is/are incorporated herein as if copied in full; and
- B. Any required insurance certificates evidencing required coverages.

The County reserves the right and discretion (pursuant to public policy and Texas Constitutional principles) to determine applicable provisions where there is any conflict between this Contract and any of the above-referenced contract documents/exhibits or incorporated documents.

III.

No Assignment: Service Provider may not assign this contract.

IV.

Compliance with All Laws: Service Provider agrees and will comply with any and all local, state or federal requirements with respect to the services rendered.

V.

Consideration and Compensation: Service Provider will be compensated based on the attached Statement of Work/Quotation(s) dated July 23, 2019 which is/are incorporated herein as if copied in full. **The not-to-exceed amount under this agreement is \$14,220.00, unless amended by a change order and approved by the Williamson County Commissioners Court.** Payment for goods and services shall be governed by Chapter 2251 of the Texas Government Code. An invoice shall be deemed overdue the 31st day after the later of (1) the date The County receives the goods under the contract; (2) the date the performance of the service under the contract is completed; or (3) the date the Williamson County Auditor receives an invoice for the goods or services. Interest charges for any overdue payments shall be paid by The County in accordance with Texas Government Code Section 2251.025. More specifically, the rate of interest that shall accrue on a late payment is the rate in effect on September 1 of The

County's fiscal year in which the payment becomes due. The said rate in effect on September 1 shall be equal to the sum of one percent (1%); and (2) the prime rate published in the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday.

VI.

Insurance: Service Provider shall provide and maintain, until the services covered in this Contract is completed and accepted by The County, the minimum insurance coverage in the minimum amounts as described below. Coverage shall be written on an occurrence basis by companies authorized and admitted to do business in the State of Texas and rated A- or better by A.M. Best Company or otherwise acceptable to The County and name The County as an additional insured.

	Type of Coverage	Limits of Liability
a.	Worker's Compensation	Statutory
b.	Employer's Liability	
	Bodily Injury by Accident	\$500,000 Ea. Accident
	Bodily Injury by Disease	\$500,000 Ea. Employee
	Bodily Injury by Disease	\$500,000 Policy Limit
c.	Comprehensive general liability including completed operations and contractual liability insurance for bodily injury, death, or property damages in the following amounts:	

COVERAGE	PER PERSON	PER OCCURRENCE
Comprehensive General Liability <i>(including premises, completed operations and contractual)</i>	\$1,000,000	\$1,000,000
Aggregate policy limits:		\$2,000,000

d. Comprehensive automobile and auto liability insurance (covering owned, hired, leased and non-owned vehicles):

COVERAGE	PER PERSON	PER OCCURRENCE
----------	------------	----------------

Bodily injury (including death)	\$1,000,000	\$1,000,000
Property damage	\$1,000,000	\$1,000,000
Aggregate policy limits		No aggregate limit

Service Provider, as an independent contractor, meets the qualifications of an "Independent Contractor" under Texas Worker's Compensation Act, Texas Labor Code, Section 406.141, and must provide its employees, agents and sub-subcontractors worker's compensation coverage. Contactor shall not be entitled to worker's compensation coverage or any other type of insurance coverage held by The County.

Upon execution of this Contract, Service Provider shall provide The County with insurance certificates evidencing compliance with the insurance requirements of this Contract.

VII.

INDEMNIFICATION - EMPLOYEE PERSONAL INJURY CLAIMS: TO THE FULLEST EXTENT PERMITTED BY LAW, THE SERVICE PROVIDER SHALL INDEMNIFY, DEFEND (WITH COUNSEL OF THE COUNTY'S CHOOSING), AND HOLD HARMLESS THE COUNTY, AND THE COUNTY'S EMPLOYEES, AGENTS, REPRESENTATIVES, PARTNERS, OFFICERS, AND DIRECTORS (COLLECTIVELY, THE "INDEMNITEES") AND SHALL ASSUME ENTIRE RESPONSIBILITY AND LIABILITY (OTHER THAN AS A RESULT OF INDEMNITEES' GROSS NEGLIGENCE) FOR ANY CLAIM OR ACTION BASED ON OR ARISING OUT OF THE PERSONAL INJURY, OR DEATH, OF ANY EMPLOYEE OF THE SERVICE PROVIDER, OR OF ANY SUBCONTRACTOR, OR OF ANY OTHER ENTITY FOR WHOSE ACTS THEY MAY BE LIABLE, WHICH OCCURRED OR WAS ALLEGED TO HAVE OCCURRED ON THE WORK SITE OR IN CONNECTION WITH THE PERFORMANCE OF THE WORK. SERVICE PROVIDER HEREBY INDEMNIFIES THE INDEMNITEES EVEN TO THE EXTENT THAT SUCH PERSONAL INJURY WAS CAUSED OR ALLEGED TO HAVE BEEN CAUSED BY THE SOLE, COMPARATIVE OR CONCURRENT NEGLIGENCE OF THE STRICT LIABILITY OF ANY INDEMNIFIED PARTY. THIS INDEMNIFICATION SHALL NOT BE LIMITED TO DAMAGES, COMPENSATION, OR BENEFITS PAYABLE UNDER INSURANCE POLICIES, WORKERS COMPENSATION ACTS, DISABILITY BENEFITS ACTS, OR OTHER EMPLOYEES BENEFIT ACTS.

INDEMNIFICATION - OTHER THAN EMPLOYEE PERSONAL INJURY CLAIMS: TO THE FULLEST EXTENT PERMITTED BY LAW, SERVICE PROVIDER SHALL INDEMNIFY, DEFEND (WITH COUNSEL OF THE COUNTY'S CHOOSING), AND HOLD HARMLESS THE COUNTY, AND THE COUNTY'S EMPLOYEES, AGENTS, REPRESENTATIVES, PARTNERS, OFFICERS, AND DIRECTORS (COLLECTIVELY, THE "INDEMNITEES") FROM AND AGAINST CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING BUT NOT LIMITED TO ATTORNEYS' FEES, ARISING OUT OF OR ALLEGED TO BE RESULTING FROM THE PERFORMANCE OF THIS AGREEMENT OR THE WORK DESCRIBED HEREIN, TO THE EXTENT CAUSED BY THE NEGLIGENCE, ACTS, ERRORS,

OR OMISSIONS OF SERVICE PROVIDER OR ITS SUBCONTRACTORS, ANYONE EMPLOYED BY THEM OR ANYONE FOR WHOSE ACTS THEY MAY BE LIABLE, REGARDLESS OF WHETHER OR NOT SUCH CLAIM, DAMAGE, LOSS OR EXPENSE IS CAUSED IN WHOLE OR IN PART BY A PARTY INDEMNIFIED HEREUNDER.

VIII.

Services: Service Provider shall provide services *as an independent contractor* pursuant to terms and policies of the Williamson County Commissioners Court. Service Provider expressly acknowledges that he or she is not an employee of The County. The services include, but are not limited to the following items in order to complete the project:

As described in the Statement of Work/Quotation(s), dated during FY2019 which is/are incorporated herein as if copied in full.

IX.

Good Faith Clause: Service Provider agrees to act in good faith in the performance of this agreement.

X.

Confidentiality: Service Provider expressly agrees that he or she will not use any incidental confidential information that may be obtained while working in a governmental setting for his or her own benefit, and agrees that he or she will not enter any unauthorized areas or access confidential information and he or she will not disclose any information to unauthorized third parties, and will take care to guard the security of the information at all times.

XI.

Termination: This agreement may be terminated at any time at the option of either party, without *future or prospective* liability for performance upon giving thirty (30) days written notice thereof. **In the event of termination, The County will only be liable for its pro rata share of services rendered and goods actually received.**

XII.

Venue and Applicable Law: Venue of this contract shall be Williamson County, Texas, and the laws of the State of Texas shall govern all terms and conditions.

XIII.

Effective Date and Term: This contract shall be in full force and effect when signed by all parties and shall continue for a reasonable time period for the specific project and shall terminate upon project completion or when terminated pursuant to paragraph XI above.

XIV.

Severability: In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision in this agreement and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XV.

Right to Audit: Service Provider agrees that The County or its duly authorized representatives shall, until the expiration of three (3) years after final payment under this Agreement, have access to and the right to examine and photocopy any and all books, documents, papers and records of Service Provider which are directly pertinent to the services to be performed under this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions. Service Provider agrees that The County shall have access during normal working hours to all necessary Service Provider facilities and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the provisions of this section. The County shall give Service Provider reasonable advance notice of intended audits.

XVI.

No Waiver of Sovereign Immunity or Powers: Nothing in this agreement will be deemed to constitute a waiver of sovereign immunity or powers of The County, the Williamson County Commissioners Court, or the Williamson County Judge.

XVII.

County Judge or Presiding Officer Authorized to Sign Contract: The presiding officer of The County's governing body who is authorized to execute this instrument by order duly recorded may execute this contract on behalf of The County.

Executed this ____ day of _____, 20 ____ to be effective as of the date of the last party's execution below.

County:

Date: _____, 20 ____

Service Provider:

 _____

Date: Aug 09, 20 19

Exhibit(s)
Statement of Work/Quotation(s), dated July 23, 2019
(Incorporated herein as if copied in full)

1015

CALLAWAY ROOFING LLC
 100 SKYVIEW COVE
 LIBERTY HILL, TX. 78642
 512-778-9404

Number E192
 Date 7/23/2019

Bill To
 WILLIAMSON COUNTY
 710 MAIN STREET
 SUITE 301
 GEORGETOWN, TX., 78626

Ship To
 EMS BUILDING
 1427 N. MAIN STREET
 TAYLOR, TX., 76574

PO Number	Terms	Customer #	Service Rep	Project
D.GOSSETT			SCOTT	REROOF

Description	Amount
10sq. REMOVE EXISTING COMP SHINGLES ON GARAGE UPPER ROOF AREA OF BUILDING ONLY, INSTALL NEW UNDERLAYMENT, AIR HAWK VENT, DRIP EDGE METAL AND OWENS CORNING OAKRIDGE LIMITED LIFETIME WARRANTY LAMINATE COMPOSITION SHINGLES COLOR TO MATCH EXISTING ROOF	\$2,320.00
ALLOWANCE FOR ROTTED FACIA BOARD REPLACEMENT	\$750.00
CLEAN UP HAUL AWAY ALL TRASH MAGNET SWEEP YARD FOR NAILS	
7 YEAR WORKMANSHIP WARRANTY	

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$3,070.00	Shipping Cost	\$0.00
		Sub Total	\$3,070.00
		Total	\$3,070.00

1034

CALLAWAY ROOFING LLC
 100 SKYVIEW COVE
 LIBERTY HILL, TX. 78642
 512-778-9404

Number E193
 Date 7/23/2019

Bill To
 WILLIAMSON COUNTY
 710 MAIN STREET
 SUITE 301
 GEORGETOWN, TX., 78626

Ship To
 LMS BUILDING
 2604 NORTHLAWN STREET
 TAYLOR, TX., 76574

PO Number	Terms	Customer #	Service Rep	Project
D.COSSETT			SCOTT	REROOF

Description	Amount
24sq.REMOVE EXISTING COMP. SHINGLES,SUPPLY INST ALL NEW UNDERLAYMENT,NEW 1 FAD VENT PIPE FLASHINGS,NFW AIR HAWK STYLE VENTILATORS AND OWENS CORNING OAKRIDGE LIMITED LIFETIME WARRANTY COMPOSITION SHINGLES-DRIFTWOOD COLOR CLLAN UP HAUL AWAY ALL TRASH MAGNET SWEEP YARD FOR NAIL S 7 YEAR WORKMANSHIP WARRANTY	\$5,900.00

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$5,900.00	Shipping Cost	\$0.00
		Sub Total	\$5,900.00
		Total	\$5,900.00

1044

CALLAWAY ROOFING LLC
100 SKYVIEW COVE
LIBERTY HILL, TX. 78642
512-778-9404

Number F194
Date 7/23/2019

Bill To
WILLIAMSON COUNTY
710 MAIN STREET
SUITE 301
GEORGETOWN, TX., 78626

Ship To
SHERIFFS OFFICE
2501 MALLARD STREET
TAYLOR, TX., 76574

PO Number Terms Customer # Service Rep Project
D.GÖSSFIT SCOTT REROOF

Description	Amount
21sq. REMOVE EXISTING COMP. SHINGLES, SUPPLY INSTALL. NEW UNDERLAYMENT, NEW LEAD VENT PIPE FLASHINGS, NEW AIR HAWK STYLE VENTILATORS AND OWENS CORNING OAKRIDGE LIMITED LIFETIME WARRANTY COMPOSITION SHINGLES-DRIFTWOOD COLOR CLEAN UP HAUL AWAY ALL TRASH MAGNET SWEEP YARD FOR NAILS 7 YEAR WORKMANSHIP WARRANTY	\$5,250.00

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$5,250.00	Shipping Cost	\$0.00
		Sub Total	\$5,250.00
		Total	\$5,250.00

Commissioners Court - Regular Session

22.

Meeting Date: 08/20/2019

Paloma Lake MUD Standard Agreement for County Sheriff

Submitted For: Robert Chody

Submitted By: Starla Hall, Sheriff

Department: Sheriff

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take any appropriate action regarding approval and receipt of the Standard Agreement with Paloma Lake Municipal Utility District No. 1 regarding off-duty contracting of County Sheriff Deputies.

Background

This agreement gives permission for Paloma Lake MUD to contract County Deputies in a private capacity and the County to invoice Paloma Lake MUD for deputies' vehicle usage. The current agreement expires on September 30, 2019.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Paloma Lake MUD

Form Review

Inbox

Hal Hawes

County Judge Exec Asst.

Form Started By: Starla Hall

Final Approval Date: 08/14/2019

Reviewed By

Hal Hawes

Andrea Schiele

Date

08/14/2019 11:19 AM

08/14/2019 12:10 PM

Started On: 08/14/2019 10:26 AM

STATE OF TEXAS § STANDARD AGREEMENT WITH
 § LOCAL GOVERNMENTAL ENTITY
 § REGARDING OFF-DUTY
 § CONTRACTING OF COUNTY
 COUNTY OF WILLIAMSON § SHERIFF DEPUTIES

This interlocal agreement (hereinafter, the "AGREEMENT") is entered into by and between the local governmental entity set forth on the signature page below (hereinafter, "LGE") in the State of Texas, and Williamson County, Texas (hereinafter, "COUNTY") a political subdivision of the State of Texas, and the Williamson County SHERIFF'S Office set forth on the signature page below (hereinafter, "SHERIFF'S OFFICE").

For and in consideration of the permission given by COUNTY for the LGE to contract in a private capacity DEPUTIES of the SHERIFF'S OFFICE (hereinafter "DEPUTIES"), while DEPUTIES are not on duty with and for the COUNTY, it is hereby agreed as follows:

1. It is mutually agreed that while the DEPUTIES are working for the LGE, the DEPUTIES' primary responsibility is the enforcement of Federal and State laws and COUNTY Ordinances or Regulations to protect life and property and to keep the peace. The DEPUTIES cannot enforce "district policies" or "house rules" of the District. The DEPUTIES shall enforce District Rules and Regulations adopted pursuant to Section 54.205(4) of the Texas Water Code and published in accordance with Sections 54.206 through 54.208 of the Texas Water Code provided that a violation of such District Rules and Regulations also constitutes a crime under the Texas Penal Code. DEPUTIES are at all times subject to the rules and policies of the SHERIFF'S OFFICE. ***LGE expressly acknowledges and agrees that such DEPUTIES are at all times independent contractors of LGE when contracted by the LGE.***

2. It is understood by the LGE that the COUNTY shall retain the right to withdraw at any time its permission for the DEPUTIES to work in a private capacity. If the permission of the COUNTY is withdrawn, the LGE agrees to terminate its contractual relationships with DEPUTIES. The LGE, as part of this AGREEMENT, binds itself to release and hold harmless the COUNTY from any liability or claim for damages in the event such permission is withdrawn by the COUNTY.

3. Prior to the beginning of DEPUTIES performing services for LGE, the LGE shall obtain a comprehensive general liability insurance policy from a company authorized to do business in the State of Texas or equivalent coverage through the Texas Municipal League Intergovernmental Risk Pool with minimum amounts of Ten Thousand Dollars (\$10,000) per occurrence for property damage, One Hundred Thousand Dollars (\$100,000) per

person, and Three Hundred Thousand Dollars (\$300,000) per occurrence for personal injury. COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED UNDER THIS COVERAGE.

4. The term of this AGREEMENT shall begin on October 1, 2019 and shall terminate on September 30, 2020, and will have two additional one (1) year automatic renewals. The AGREEMENT will automatically renew on October 1, 2020, October 1, 2021. It must be revisited with proper approvals from the applicable governing bodies and elected official(s) for the fiscal year beginning October 1, 2022.
5. State law requires that law enforcement personnel conducting "off-duty" work must be both "full time" and "entitled" to fringe benefits. Tex. Occup. Code Sec. 1702.322(A) & (B)(i). Thus, part-time deputies and "reserve" officers may not conduct "off-duty" work.
6. The COUNTY agrees that each of the DEPUTIES will be properly insured with automobile liability insurance while operating the patrol vehicle in accordance with Section 612.005(b) of the Texas Government Code, and any other applicable laws.
7. COUNTY agrees to invoice LGE for the reimbursement amounts for DEPUTIES' vehicle usage at the rate of \$8.00 per hour per vehicle (to cover LGE's fair share of costs for fuel, maintenance, and yearly premiums on automobile insurance). The LGE acknowledges that the above described reimbursement rate will not totally cover the entire costs incurred by COUNTY for the fully equipped patrol vehicle that is being utilized by such DEPUTIES in the LGE's Area; provided, however, COUNTY deems such unrecovered costs for the fully equipped patrol vehicle to be of a public benefit to the citizens of Williamson County.
8. LGE agrees to log and maintain all times that vehicles are allotted to off-duty work, whether actually used or parked, for each vehicle used by DEPUTIES on a monthly basis. LGE shall provide such vehicle time records to COUNTY and SHERIFF'S OFFICE no later than the end of each quarter (end of month for each of the following: March, June, September, and December). COUNTY will invoice based on the total usage and rate, as set forth in Paragraph 7, and LGE will pay such invoice pursuant Chapter 2251 of the Texas Government Code ("Texas Prompt Payment Act). Reporting must be submitted to:

SHERIFF'S OFFICE: At the address set forth on the signature page below.

COUNTY: Williamson County Auditor's Office
Attn: Finance Director
710 Main Street, Suite 301
Georgetown, Texas 78626

9. LGE agrees that it shall pay deputies directly and file 1099 forms with the Internal Revenue Service.
10. Each party to this AGREEMENT, in the performance of this AGREEMENT, shall act in an individual capacity and not as agents, employees, partners, joint ventures or associates of one another.
11. Nothing in this AGREEMENT shall be deemed to waive, modify or amend any legal defense available at law or in equity to COUNTY, its past or present officers, employees, or agents, nor to create any legal rights or claim on behalf of any third party. COUNTY does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.

LGE:

Name of LGE: Paloma Lake Municipal Utility District No. 1

Signature: *Dallas Kelley-Kerr*

Printed Name: Dallas Kelley-Kerr

Title: President

Date: July 10, 2019

Address of Office: c/o Armbrust & Brown, PLLC
100 Congress Ave., Ste. 1300
Austin, Texas 78701

WILLIAMSON COUNTY SHERIFF'S OFFICE:

Williamson County Sheriff

Printed Name of Official: Robert Chody

Signature of Official: *Robert Chody*

Date: 8-8, 2019

Address of Office: 508 Rock Street
Georgetown, Texas 78626

**COUNTERPART SIGNATURE PAGE TO STANDARD AGREEMENT WITH LOCAL
GOVERNMENTAL ENTITY REGARDING OFF-DUTY SERVICES OF COUNTY
DEPUTIES.**

**TO BE EXECUTED BY COUNTY COMMISSIONERS COURT FOR
CONFIRMATION OF BUDGETARY AUTHORIZATION RELATED TO USE OF
VEHICLES FOR OFF-DUTY WORK**

WILLIAMSON COUNTY COMMISSIONERS COURT:

By: _____
Hon. Bill Gravell,
Williamson County Judge & Presiding Officer,
Williamson County Commissioners Court
710 Main Street, Suite 105
Georgetown, Texas 78626

Commissioners Court - Regular Session

23.

Meeting Date: 08/20/2019

Parkside at Mayfield Ranch MUD Standard Agreement for County Sheriff

Submitted For: Robert Chody

Submitted By: Starla Hall, Sheriff

Department: Sheriff

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take any appropriate action regarding approval and receipt of the Standard Agreement with Parkside at Mayfield Ranch Municipal Utility District regarding off-duty contracting of County Sheriff Deputies.

Background

This agreement gives permission for Parkside at Mayfield Ranch MUD to contract County Deputies in a private capacity and the County to invoice Parkside MUD for deputies' vehicle usage. The current agreement expires on September 30, 2019.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Parkside at Mayfield Ranch MUD

Form Review

Inbox

Hal Hawes

County Judge Exec Asst.

Form Started By: Starla Hall

Final Approval Date: 08/14/2019

Reviewed By

Hal Hawes

Andrea Schiele

Date

08/14/2019 11:44 AM

08/14/2019 12:12 PM

Started On: 08/14/2019 11:12 AM

STATE OF TEXAS	§	STANDARD AGREEMENT WITH
	§	LOCAL GOVERNMENTAL ENTITY
	§	REGARDING OFF-DUTY
	§	CONTRACTING OF COUNTY
COUNTY OF WILLIAMSON	§	SHERIFF DEPUTIES

This interlocal agreement (hereinafter, the “AGREEMENT”) is entered into by and between the local governmental entity set forth on the signature page below (hereinafter, “LGE”) in the State of Texas, and Williamson County, Texas (hereinafter, “COUNTY”) a political subdivision of the State of Texas, and the Williamson County SHERIFF’S Office set forth on the signature page below (hereinafter, “SHERIFF’S OFFICE”).

For and in consideration of the permission given by COUNTY for the LGE to contract in a private capacity DEPUTIES of the SHERIFF’S OFFICE (hereinafter “DEPUTIES”), while DEPUTIES are not on duty with and for the COUNTY, it is hereby agreed as follows:

1. It is mutually agreed that while the DEPUTIES are working for the LGE, the DEPUTIES’ primary responsibility is the enforcement of Federal and State laws and COUNTY Ordinances or Regulations to protect life and property and to keep the peace. The DEPUTIES cannot enforce “district policies” or “house rules” of the District. The DEPUTIES shall enforce District Rules and Regulations adopted pursuant to Section 54.205(4) of the Texas Water Code and published in accordance with Sections 54.206 through 54.208 of the Texas Water Code provided that a violation of such District Rules and Regulations also constitutes a crime under the Texas Penal Code. DEPUTIES are at all times subject to the rules and policies of the SHERIFF’S OFFICE. ***LGE expressly acknowledges and agrees that such DEPUTIES are at all times independent contractors of LGE when contracted by the LGE.***

2. It is understood by the LGE that the COUNTY shall retain the right to withdraw at any time its permission for the DEPUTIES to work in a private capacity. If the permission of the COUNTY is withdrawn, the LGE agrees to terminate its contractor relationships with DEPUTIES. The LGE, as part of this AGREEMENT, binds itself to release and hold harmless the COUNTY from any liability or claim for damages in the event such permission is withdrawn by the COUNTY.

3. Prior to the beginning of DEPUTIES employment with the LGE, the LGE shall obtain a comprehensive general liability insurance policy from a company authorized to do business in the State of Texas with minimum amounts of Ten Thousand Dollars (\$10,000) per occurrence for property damage, One Hundred Thousand Dollars (\$100,000) per person, and Three Hundred Thousand Dollars (\$300,000) per occurrence for personal injury. COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED UNDER THIS COVERAGE.

4. The term of this AGREEMENT shall begin on the 1st day of October, 2019 and shall terminate on September 30, 2020, and will have two additional one (1) year automatic renewals. The AGREEMENT will automatically renew on October 1, 2020, and October 1, 2021. It must be revisited with proper approvals from the

applicable governing bodies and elected official(s) for the fiscal year beginning October 1, 2022.

5. State law requires that law enforcement personnel conducting "off-duty" work must be both "full time" and "entitled" to fringe benefits. Tex. Occup. Code Sec. 1702.322(A) & (B)(i). Thus, part-time deputies and "reserve" officers may not conduct "off-duty" work.
6. The COUNTY agrees that each of the DEPUTIES will be properly insured with automobile liability insurance while operating the patrol vehicle in accordance with Section 612.005(b) of the Texas Government Code, and any other applicable laws.
7. COUNTY agrees to invoice LGE for the reimbursement amounts for DEPUTIES' vehicle usage at the rate of \$8.00 per hour per vehicle (to cover LGE's fair share of costs for fuel, maintenance, and yearly premiums on automobile insurance). The LGE acknowledges that the above described reimbursement rate will not totally cover the entire costs incurred by COUNTY for the fully equipped patrol vehicle that is being utilized by such DEPUTIES in the LGE's Area; provided, however, COUNTY deems such unrecovered costs for the fully equipped patrol vehicle to be of a public benefit to the citizens of Williamson County.
8. LGE agrees to log and maintain all times that vehicles are allotted to off-duty work, whether actually used or parked, for each vehicle used by DEPUTIES on a monthly basis. LGE shall provide such vehicle time records to COUNTY and SHERIFF'S OFFICE no later than the end of each quarter (end of month for each of the following: March, June, September, and December). COUNTY will invoice based on the total usage and rate, as set forth in Paragraph 7, and LGE will pay such invoice pursuant Chapter 2251 of the Texas Government Code ("Texas Prompt Payment Act"). Reporting must be submitted to:

SHERIFF'S OFFICE: At the address set forth on the signature page below.

COUNTY: Williamson County Auditor's Office
Attn: Finance Director
710 Main Street, Suite 301
Georgetown, Texas 78626

9. LGE agrees that it shall pay deputies directly and file 1099 forms with the Internal Revenue Service.
10. Each party to this AGREEMENT, in the performance of this AGREEMENT, shall act in an individual capacity and not as agents, employees, partners, joint ventures or associates of one another.
11. Nothing in this AGREEMENT shall be deemed to waive, modify or amend any legal defense available at law or in equity to COUNTY, its past or present officers, employees, or agents, nor to create any legal rights or claim on behalf of any third party. COUNTY does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.

LGE:

Name of LGE: Parkside at Mayfield Ranch Municipal Utility District

Signature: 

Printed Name: Dan Ryan

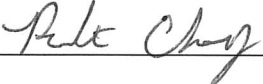
Title: President, Board of Directors

Date: July 9, 2019

WILLIAMSON COUNTY SHERIFF'S OFFICE:

Williamson County Sheriff

Printed Name of Official: Robert Chody

Signature of Official: 

Date: 8-8, 2019

COUNTERPART SIGNATURE PAGE TO STANDARD AGREEMENT WITH
LOCAL GOVERNMENTAL ENTITY REGARDING OFF-DUTY SERVICES OF
COUNTY DEPTUIES

TO BE EXECUTED BY COUNTY COMMISSIONERS COURT
FOR CONFIRMATION OF BUDGETARY AUTHORIZATION
RELATED TO USE OF
VEHICLES FOR OFF-DUTY WORK¹

WILLIAMSON COUNTY COMMISSIONERS COURT:

By: _____
Hon. Bill Gravell
Williamson County Judge &
Presiding Officer, Williamson County
Commissioners Court
710 Main Street, Suite 105
Georgetown, Texas 78626

¹ Including, but not limited to fuel, insurance, and maintenance of county-owned assets.
{W0900334.1}

Commissioners Court - Regular Session

24.

Meeting Date: 08/20/2019

CR 200 TCE

Submitted For: Charlie Crossfield

Submitted By: Charlie Crossfield, Road Bond

Department: Road Bond

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on a Temporary Construction Easement to the City of Liberty Hill for property owned by Williamson County along CR 200.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[WILCO TCE for City of Liberty Hill](#)

Form Review

Inbox

County Judge Exec Asst.
 Charlie Crossfield (Originator)
 County Judge Exec Asst.
 Charlie Crossfield (Originator)
 County Judge Exec Asst.
 Form Started By: Charlie Crossfield
 Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele
 Charlie Crossfield
 Andrea Schiele
 Charlie Crossfield
 Andrea Schiele

Date

08/08/2019 08:44 AM
 08/08/2019 08:50 AM
 08/08/2019 09:17 AM
 08/15/2019 08:25 AM
 08/15/2019 08:38 AM
 Started On: 08/08/2019 08:12 AM

TEMPORARY CONSTRUCTION WORKSPACE EASEMENT

Butler Farms Waste Water Improvements

THE STATE OF TEXAS

§

§

COUNTY OF WILLIAMSON

§ **KNOW ALL BY THESE PRESENTS:**

That WILLIAMSON COUNTY, TEXAS, referred to as “Grantor”, in consideration of ONE and 00/100 Dollars (\$1.00) and other good and valuable consideration paid by CITY OF LIBERTY HILL, TEXAS, (“GRANTEE”) does hereby grant to GRANTEE, its agents, contractors, successors and assigns, a temporary construction workspace easement for the purpose of additional workspace and temporary storage of material and equipment to allow construction and installation of proposed waste water line facilities and other necessary structures and related appurtenance construction (“Project”), all to be located within adjacent easements or right of way owned or possessed by GRANTEE, in, along, upon and across the property (“Property”) located in the County of Williamson, State of Texas, more fully described in Exhibit “A” attached hereto and made a part hereof for any and all purposes.

For the consideration above recited and the mutual covenants and conditions herein contained the parties further agree as follows: N/A.

Following completion of work within the temporary construction workspace easement area described in Exhibit “A”, if GRANTEE has removed or damaged improvements, herbage, or planted landscaping within said easement area or otherwise on Grantor’s property, GRANTEE shall at its expense restore properties injured by GRANTEE’s activities as closely as commercially possible to substantially the same condition as existed previous to GRANTEE’s entry upon the particular property, taking into account the proposed modifications as described herein.

To the extent allowed by law, GRANTEE shall indemnify Grantor against any loss and damage which shall be caused by the exercise of the rights of ingress and egress or by any wrongful or negligent act or omission of GRANTEE’s agents or employees in the course of their employment.

This Easement and License shall be in full force and effect at all times during the accomplishment and completion of the construction Project activities described above. Said Easement shall terminate and all use rights within land area shall revert to the Grantor, their heirs, and assigns, and all interest conveyed herein shall cease on the expiration of nine (9) months from the date of first entry upon the property described in Exhibit “A” for the purposes set out herein, or on the date of completion of construction of the Project activities described above, whichever occurs first. Grantee shall only remove any hardwood trees larger than 8 (eight) inches in diameter from the temporary construction workspace easement areas if approved and determined by the City Engineer in advance to be necessary and required for reasonable access to the Property to carry out the purposes identified herein.

IN WITNESS WHEREOF, the parties hereto have executed this instrument this ____ day of _____, 2019.

GRANTOR:

WILLIAMSON COUNTY, TEXAS

By: _____
Bill Gravell, Jr.
County Judge

Acknowledgment

STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

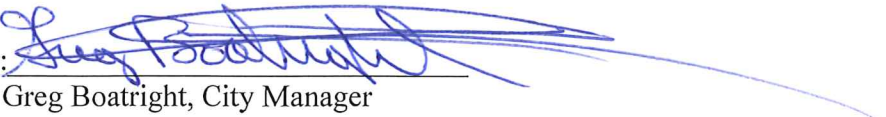
This instrument was acknowledged before me on this the __ day of _____, 2019, by Bill Gravell Jr. County Judge, in the capacity and for the purposes and consideration recited herein.

(Notary Seal)

Notary Public in and for the State of Texas

AGREED:

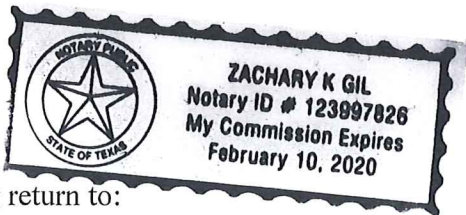
CITY OF LIBERTY HILL, TEXAS

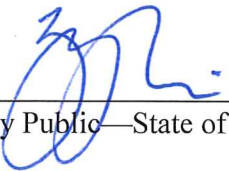
By: 
Greg Boatright, City Manager

Acknowledgement

State of Texas
County of Williamson

This instrument was acknowledged before me on August 8th 2019 by
Greg Boatright, City Manager for the City of Liberty Hill, Texas, in the capacity and for the purposes
and consideration recited herein.





Notary Public—State of Texas

After recording return to:



LOT 4

WILLIAMSON COUNTY, TX
0.432 ACRE
DOC. No. 2018023662, O.P.R.W.C.T.

LOT 3
WINKLEY COMMERCIAL PARK
DOC. No. 2006037338
(CAB. BB SL. 296)
O.P.R.W.C.T.

(NOW OPERATED BY (FORMERLY SOUTHERN PACIFIC CITY OF AUSTIN TRANSPORTATION COMPANY)
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY)
VOL. 1417 P.C. 282, O.P.R.W.C.T.

25' TEMPORARY
CONSTRUCTION
EASEMENT

VARIED WIDTH
TEMPORARY
CONSTRUCTION
EASEMENT

COUNTY ROAD 200

SRS GOLDEN INC.
0.60 ACRE
DOC. No. 2017022876
O.P.R.W.C.T.

EXISTING WATER
EASEMENT
DOC. No. 2007062116,
O.P.R.W.C.T.

JOHN D. AUSTIN
Remainder of 1.99 ACRES
VOL. 665 P.C. 340
O.P.R.W.C.T.

CITY OF LIBERTY HILL
PRESSURE
SEWER SYSTEM EXMT. (#18)
DOC. No. 2007062116,
O.P.R.W.C.T.

HWY 29

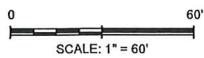


Exhibit "A"

LAND DEV
CONSULTING, LLC
8200 NORTH MOPAC EXPY, SUITE 250
AUSTIN, TX 78759
OFFICE: 512.402.6878
FIRM NO. 16384

BUTLER OFFSITE
WILLIAMSON COUNTY, TX
TEMPORARY
CONSTRUCTION EASEMENT
LIBERTY HILL, WILLIAMSON CO., TEXAS

Commissioners Court - Regular Session

25.

Meeting Date: 08/20/2019

Freese & Nichols WA2 Sup1 San Gabriel RR

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 1 to Work Authorization No 2 under Williamson County Contract between Freese and Nichols, Inc. and Williamson County dated April 7, 2016 for Engineering Design Services for the repair of San Gabriel Ranch Road.

Background

This supplemental is to extend the expiration date to September 30, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Freese & Nichols WA2 Sup1 San Gabriel RR

Form Review

Inbox

Hal Hawes

County Judge Exec Asst.

Form Started By: Vicky Edwards

Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes

Andrea Schiele

Date

08/15/2019 08:40 AM

08/15/2019 09:14 AM

Started On: 08/07/2019 03:59 PM

**SUPPLEMENTAL WORK AUTHORIZATION NO. 1
TO
WORK AUTHORIZATION NO. 2**

**WILLIAMSON COUNTY PROJECT:
Engineering Design Services for the repair of San Gabriel Ranch Road**

This Supplemental Work Authorization No. 1 to Work Authorization No. 2 is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated April 07, 2016 ("Contract") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and Freese and Nichols, Inc. (the "Engineer").

WHEREAS, the County and the Engineer executed Work Authorization No. 2 dated effective August 14, 2018 (the "Work Authorization");

WHEREAS, pursuant to the Contract, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify the Work Authorization.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the Engineer agree that the Work Authorization shall be amended, changed and modified as follows:

- I. The above referenced Work Authorization termination date shall be modified to September 30, 2021. The Services to be Provided by the Engineer shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C".

County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. Engineer understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by Engineer that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Engineer.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of the Work Authorization are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Engineer have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

ENGINEER:

By: 
Signature

Victor M. Vasquez, P.E.
Printed Name

Principal
Title

08-07-2019
Date

COUNTY:

By: _____
Signature

Bill Gravell, Jr.
Printed Name

Williamson County Judge
Title

Date

Attachment C – Work Schedule

Work shall begin immediately upon receipt of agreement between County and Engineer.

Commissioners Court - Regular Session

26.

Meeting Date: 08/20/2019

HDR Inc WA3 Sup2 On Call Traffic

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 2 to Work Authorization No 3 under Williamson County Contract between HDR Inc. and Williamson County dated October 8, 2015 for On Call Traffic Engineering Services.

Background

This supplemental is to extend the expiration date to September 30, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
---------	----------	-------------	--------

Attachments

HDR Inc WA3 Sup2 On Call Traffic

Form Review

Inbox

Hal Hawes

County Judge Exec Asst.

Form Started By: Vicky Edwards

Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes

Andrea Schiele

Date

08/15/2019 08:40 AM

08/15/2019 09:17 AM

Started On: 08/07/2019 04:22 PM

SUPPLEMENTAL WORK AUTHORIZATION NO. 2
TO
WORK AUTHORIZATION NO. 3

WILLIAMSON COUNTY ROAD AND BRIDGE PROJECT:
On Call Traffic Engineering Services

This Supplemental Work Authorization No. 2 to Work Authorization No. 3 is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated **October 8, 2015** ("Contract") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **HDR Inc.** (the "Engineer").

WHEREAS, the County and the Engineer executed Work Authorization No. 3 dated effective **December 19, 2017** (the "Work Authorization");

WHEREAS, pursuant to the Contract, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify the Work Authorization.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the Engineer agree that the Work Authorization shall be amended, changed and modified as follows:

- I. The above referenced Work Authorization termination date shall be modified to **September 30, 2021**. The Services to be Provided by the Firm shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C" (must be attached).

County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. Engineer understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by Engineer that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Engineer.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of the Work Authorization are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Engineer have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

ENGINEER:

By: 

Signature

Rashed T. Islam, PE, PTOE

Printed Name

Vice President

Title

8/7/2019

Date

COUNTY:

By: _____
Signature

Bill Gravell, Jr.

Printed Name

Williamson County Judge

Title

Date

Attachment C – Work Schedule

HDR Inc. shall provide a work schedule for the assigned tasks. Work shall begin immediately upon receipt of agreement between County and Engineer on the work schedule and authorization to proceed on assigned services.

Commissioners Court - Regular Session

27.

Meeting Date: 08/20/2019

Rodriguez Engr Lab WA3 Sup1 On Call Geotech Engr

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 1 to Work Authorization No 3 under Williamson County Contract between Rodriguez Engineering Laboratories, LLC and Williamson County dated January 10, 2017 for On Call Geotechnical Engineering and Material Testing.

Background

This supplemental is to extend the expiration date to September 30, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
---------	----------	-------------	--------

Attachments

Rodriguez Engr Lab WA3 Sup1 On Call Geotech Engr

Form Review

Inbox

Hal Hawes
County Judge Exec Asst.
Form Started By: Vicky Edwards
Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes
Andrea Schiele

Date

08/15/2019 08:40 AM
08/15/2019 09:18 AM
Started On: 08/08/2019 11:17 AM

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Firm have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

FIRM:

By: _____



Signature

Jose Melendez, P.E.

Printed Name

Laboratory Engineer

Title

8/7/2019

Date

COUNTY:

By: _____

Signature

Bill Gravell, Jr.

Printed Name

Williamson County Judge

Title

Date

Attachment C - Work Schedule

Rodriguez Engineering Laboratories will provide a work schedule for the assigned tasks.

Commissioners Court - Regular Session

28.

Meeting Date: 08/20/2019

Raba Kistner WA1 Sup5 On Call Geotech Svcs

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 5 to Work Authorization No 1 under Williamson County Contract between Raba Kistner Consultants, Inc. and Williamson County dated February 18, 2015 for On Call Geotechnical and Lab Testing Services.

Background

This supplemental is to extend the expiration date to December 31, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Raba Kistner WA1 Sup5 On Call Geotech Svcs

Form Review

Inbox

Hal Hawes
County Judge Exec Asst.
Form Started By: Vicky Edwards
Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes
Andrea Schiele

Date

08/15/2019 08:40 AM
08/15/2019 09:20 AM
Started On: 08/08/2019 11:24 AM

**SUPPLEMENTAL WORK AUTHORIZATION NO. 5
TO
WORK AUTHORIZATION NO. 1**

**WILLIAMSON COUNTY ROAD AND BRIDGE PROJECT:
On Call Geotechnical and Lab Testing Services**

This Supplemental Work Authorization No. 5 to Work Authorization No. 1 is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated **February 18, 2015** ("Contract") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **Raba Kistner Consultants, Inc.** (the "Firm").

WHEREAS, the County and the Firm executed Work Authorization No. 1 dated effective **February 5, 2016** (the "Work Authorization");

WHEREAS, pursuant to the Contract, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify the Work Authorization.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the Firm agree that the Work Authorization shall be amended, changed and modified as follows:

- I. The above referenced Work Authorization termination date shall be modified to **December 31, 2021**. The Services to be Provided by the Firm shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C" (must be attached).

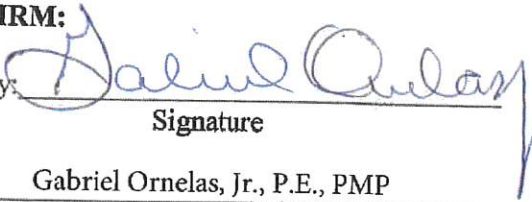
County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. Firm understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by Firm that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Firm.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of the Work Authorization are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Firm have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

FIRM:

By: 

Signature

Gabriel Ornelas, Jr., P.E., PMP

Printed Name

Senior Vice President

Title

08/07/2019

Date

COUNTY:

By: _____

Signature

Bill Gravell, Jr.

Printed Name

Williamson County Judge

Title

Date

Attachment C - Work Schedule

Raba Kistner shall provide a work schedule for the assigned tasks. Work shall begin immediately upon receipt of agreement between County and Raba Kistner on the work schedule and authorization to proceed on assigned services.

Commissioners Court - Regular Session

29.

Meeting Date: 08/20/2019

Alliance Transportation WA3 Sup2 On Call Traffic Engr Svcs

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 2 to Work Authorization No 3 under Williamson County Contract between Alliance Transportation Group Inc. and Williamson County dated March 12, 2015 for On Call Traffic Engineering Services.

Background

This supplemental is to extend the expiration date to September 30, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Alliance Transportation WA3 Sup2 On Call Traffic Engr Svcs

Form Review

Inbox

Hal Hawes

County Judge Exec Asst.

Form Started By: Vicky Edwards

Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes

Andrea Schiele

Date

08/15/2019 08:40 AM

08/15/2019 09:28 AM

Started On: 08/08/2019 11:30 AM

**SUPPLEMENTAL WORK AUTHORIZATION NO. 2
TO
WORK AUTHORIZATION NO. 3**

**WILLIAMSON COUNTY ROAD AND BRIDGE PROJECT:
On Call Traffic Engineering Services**

This Supplemental Work Authorization No. 2 to Work Authorization No. 3 is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated **March 12, 2015** ("Contract") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **Alliance Transportation Group Inc.** (the "Engineer").

WHEREAS, the County and the Engineer executed Work Authorization No. 3 dated effective **December 19, 2017** (the "Work Authorization");

WHEREAS, pursuant to the Contract, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify the Work Authorization.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the Engineer agree that the Work Authorization shall be amended, changed and modified as follows:

- I. The above referenced Work Authorization termination date shall be modified to **September 30, 2021**. The Services to be Provided by the Firm shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C" (must be attached).

County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. Engineer understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by Engineer that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Engineer.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of the Work Authorization are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Engineer have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

ENGINEER:  Digitally signed by
Clint Jumper

COUNTY:

By: _____

By: _____

Signature

Signature

Clint Jumper, P.E., PTOE

Bill Gravell, Jr.

Printed Name

Printed Name

VP, Engineering

County Judge

Title

Title

8/7/2019

Date

Date

Attachment C - Work Schedule

Alliance Transportation Group will provide a work schedule for the assigned tasks.

Commissioners Court - Regular Session

30.

Meeting Date: 08/20/2019

Texas A&M Transportation Institute (TTI) WA1 Sup3 Pavement Design

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 3 to Work Authorization No 1 under Williamson County Contract between Texas A&M Transportation Institute and Williamson County dated April 26, 2016 for Foam Asphalt Pavement Design.

Background

This supplemental is to extend the expiration date to September 30, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Texas A&M Transportation Institute (TTI) WA1 Sup3 Pavement Design

Form Review

Inbox

Hal Hawes
County Judge Exec Asst.
Form Started By: Vicky Edwards
Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes
Andrea Schiele

Date

08/15/2019 08:40 AM
08/15/2019 09:30 AM
Started On: 08/09/2019 08:29 AM

**SUPPLEMENTAL WORK AUTHORIZATION NO. 3
TO
WORK AUTHORIZATION NO. 1**

WILLIAMSON COUNTY ROAD AND BRIDGE PROJECT:

Foam Asphalt Pavement Design

This Supplemental Work Authorization No. 3 to Work Authorization No. 1 is made pursuant to the terms and conditions of the Technical Research Agreement, being dated April 26, 2016 ("Agreement") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and Texas A&M Transportation Institute (the "TTI").

WHEREAS, the County and the TTI executed Work Authorization No. 1 dated effective May 18, 2016 (the "WA #1");

WHEREAS, pursuant to the Agreement, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify WA #1 in order to extend the termination date.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the TTI agree that WA #1 shall be amended, changed and modified as follows:

- I. The above referenced WA #1 termination date shall be modified and extended to **September 30, 2021**. The Services to be provided by the TTI shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C".

County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. TTI understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by TTI that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to TTI.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of WA #1 are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

IN WITNESS WHEREOF, the County and the TTI have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

**TEXAS A&M TRANSPORTATION
INSTITUTE:**

By: *Julie A. Bishop*
Signature

Julie A. Bishop
Printed Name

Associate Executive Director, SRS
Title

8/8/19
Date

WILLIAMSON COUNTY:

By: _____
Signature

Bill Gravell, Jr.
Printed Name

Williamson County Judge
Title

Date

Attachment C - Work Schedule

TTI shall provide a work schedule for the assigned tasks. Work shall begin immediately upon receipt of agreement between County and TTI on the work schedule and authorization to proceed on assigned services.

Commissioners Court - Regular Session

31.

Meeting Date: 08/20/2019

Kleinfelder WA2 Sup2 On Call Geotech Engr

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on Supplemental Work Authorization No 2 to Work Authorization No 2 under Williamson County Contract between Kleinfelder, Inc. and Williamson County dated February 23, 2017 for On Call Geotechnical Engineering and Material Testing (1602-057-1A).

Background

This supplemental is to extend the expiration date to September 30, 2021 only. The current Work Authorization dollar amount will remain the same.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Kleinfelder WA2 Sup2 On Call Geotech Engr

Form Review

Inbox

Hal Hawes
County Judge Exec Asst.
Form Started By: Vicky Edwards
Final Approval Date: 08/15/2019

Reviewed By

Hal Hawes
Andrea Schiele

Date

08/15/2019 08:40 AM
08/15/2019 09:32 AM
Started On: 08/12/2019 04:33 PM

**SUPPLEMENTAL WORK AUTHORIZATION NO. 2
TO
WORK AUTHORIZATION NO. 2**

WILLIAMSON COUNTY ROAD AND BRIDGE PROJECT:

On Call Geotechnical Engineering and Material Testing (1602-057-1A)

This Supplemental Work Authorization No. 2 to Work Authorization No. 2 is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated **February 23, 2017** ("Contract") and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **Kleinfelder, Inc.** (the "Firm").

WHEREAS, the County and the Firm executed Work Authorization No. 2 dated effective **August 28, 2018** (the "Work Authorization");

WHEREAS, pursuant to the Contract, amendments, changes and modifications to a fully executed Work Authorization shall be made in the form of a Supplemental Work Authorization; and

WHEREAS, it has become necessary to amend, change and modify the Work Authorization.

AGREEMENT

NOW, THEREFORE, premises considered, the County and the Firm agree that the Work Authorization shall be amended, changed and modified as follows:

- I. The above referenced Work Authorization termination date shall be modified to **September 30, 2021**. The Services to be Provided by the Firm shall be fully completed on or before said date unless extended by an additional Supplemental Work Authorization. The revised Work Schedule is attached hereto as Attachment "C" (must be attached).

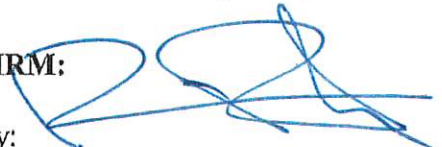
County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Supplemental Work Authorization. Firm understands and agrees that County's payment of amounts under this Supplemental Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under the Supplemental Work Authorization. It is further understood and agreed by Firm that County shall have the right to terminate this Supplemental Work Authorization at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Firm.

Except as otherwise amended by prior or future Supplemental Work Authorizations, all other terms of the Work Authorization are unchanged and will remain in full force and effect.

This Supplemental Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, the County and the Firm have executed this Supplemental Work Authorization, in duplicate, to be effective as of the date of the last party's execution below.

FIRM:

By:  _____

Signature

DAVID BOES

Printed Name

UP / AREA MANAGER

Title

88-12-19

Date

COUNTY:

By: _____

Signature

Bill Gravell, Jr.

Printed Name

Williamson County Judge

Title

Date

Attachment C - Work Schedule

Kleinfelder, Inc. shall provide a work schedule for the assigned tasks.

Commissioners Court - Regular Session

32.

Meeting Date: 08/20/2019

Discuss consider and take appropriate action on approval of the final plat for the Enterprise Coupland Site Expansion subdivision – Pct 4

Submitted For: Terron Evertson

Submitted By: Adam Boatright, Infrastructure

Department: Infrastructure

Division: Road & Bridge

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approval of the final plat for the Enterprise Coupland Site Expansion subdivision – Precinct 4.

Background

This subdivision consists of one lot and now new roads.

Timeline

- 2018-09-10 – Initial submittal of final plat
- 2018-11-08 – 1st review complete with comments
- 2018-11-27 – 2nd submittal of final plat
- 2019-01-14 – 2nd review complete with comments
- 2019-08-05 – 3rd submittal of final plat
- 2019-08-06 – 3rd review complete with comments clear
- 2019-08-07 – final plat received with all signatures
- 2019-08-15 – final plat placed on August 20, 2019 Court agenda for consideration

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[final plat - Enterprise Coupland](#)

Form Review

Inbox

County Judge Exec Asst.
 Form Started By: Adam Boatright
 Final Approval Date: 08/15/2019

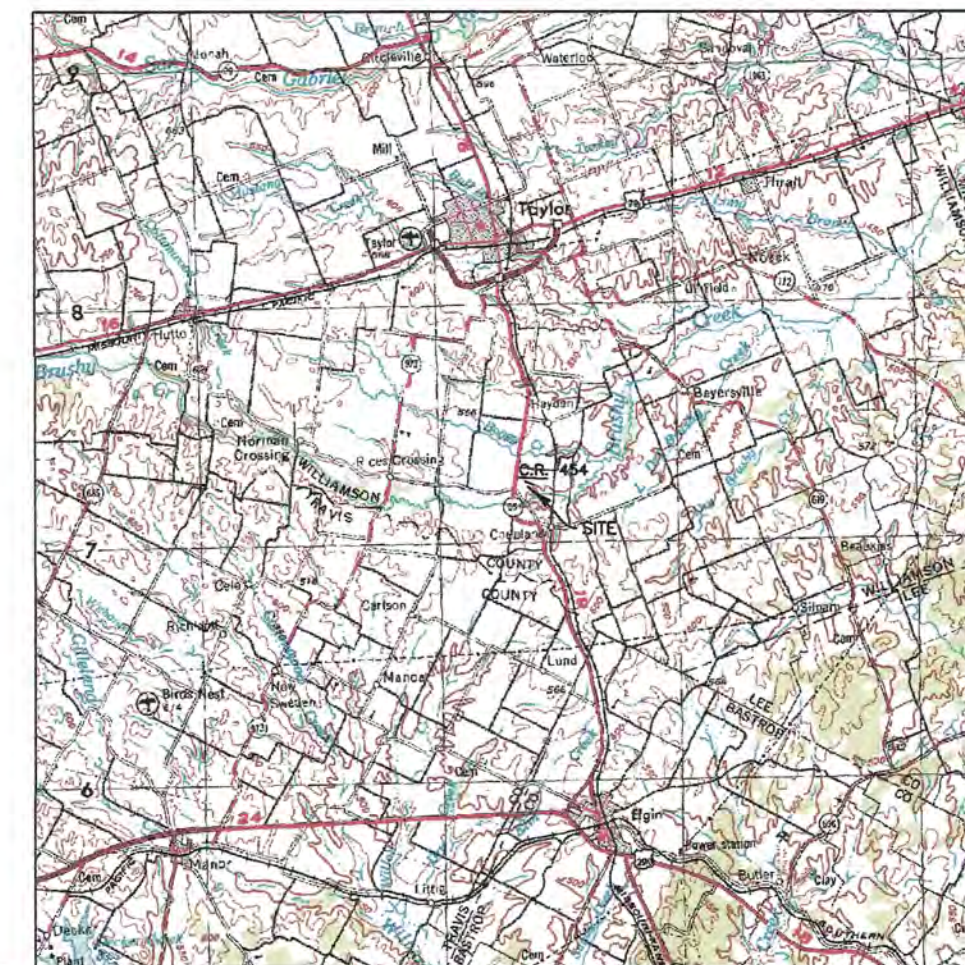
Reviewed By

Andrea Schiele

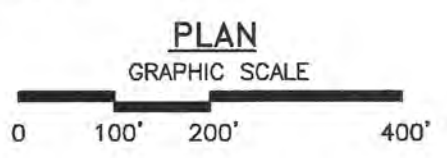
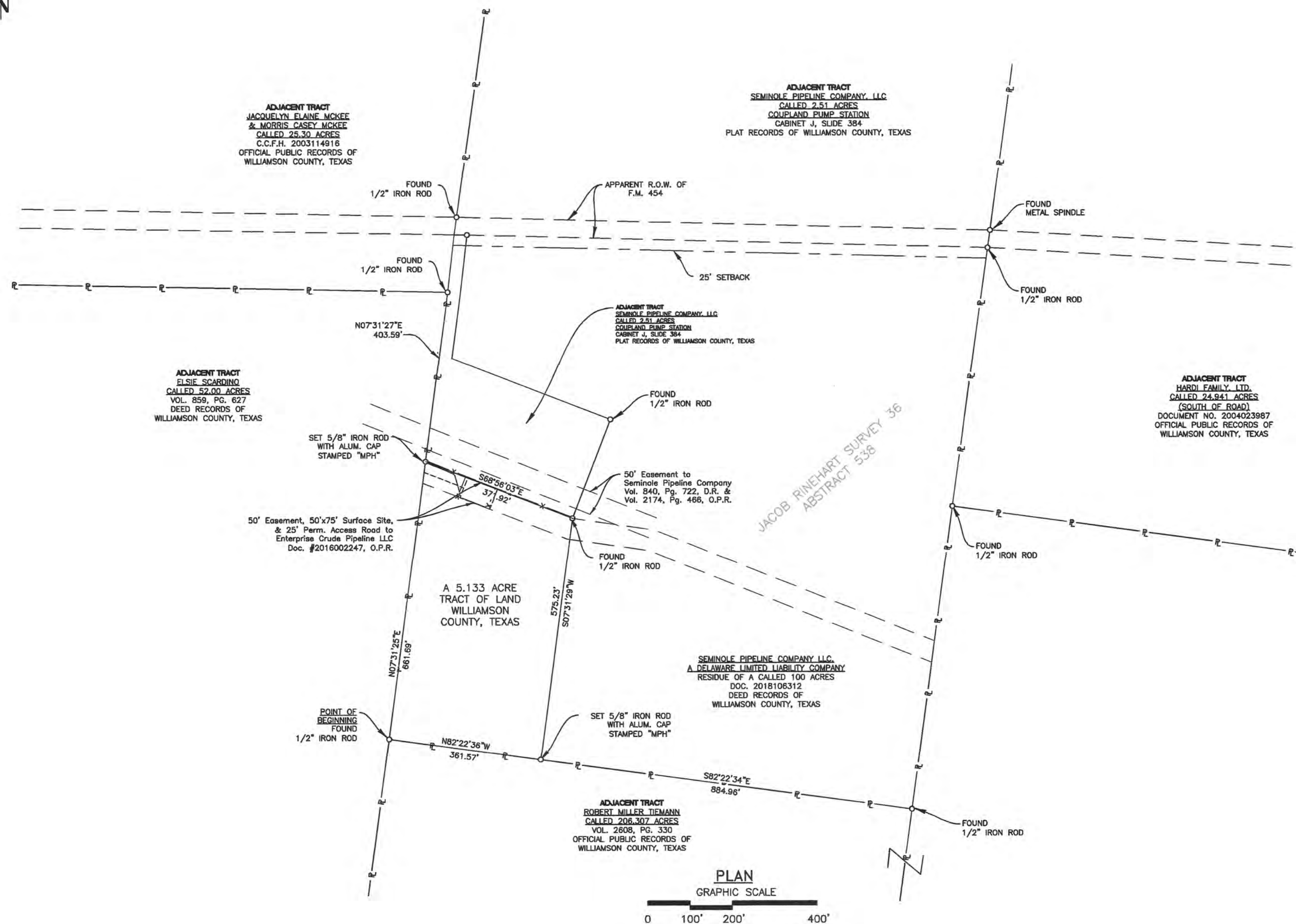
Date

08/15/2019 11:55 AM
 Started On: 08/15/2019 10:50 AM

**FINAL PLAT OF ENTERPRISE COUPLAND SITE EXPANSION
WILLIAMSON COUNTY, TEXAS
JACOB RINEHART SURVEY 36, ABSTRACT 538**



VICINITY MAP
1" = 5 MILES



NO WATER SERVICE IS PROPOSED WITH THIS SUBDIVISION.
THERE WILL BE NO ON-SITE SEWAGE FACILITIES ON THIS PROPERTY.

THIS SUBDIVISION IS SUBJECT TO STORM-WATER MANAGEMENT CONTROLS AS REQUIRED BY WILLIAMSON COUNTY SUBDIVISION REGULATIONS, SECTION B11.1, ON NEW DEVELOPMENT THAT WOULD EVOKE SUCH CONTROLS BEYOND EXISTING CONDITIONS.



APPROVED:
ERICK J. CEBALLOS-CEPEDA, TX. LICENSE NO. 6074
MORRIS P. HEBERT, INC.
3205 WCR 132
MIDLAND, TEXAS 79706

NOTES:
ALL PUBLIC RECORD DOCUMENTS, TITLE INFORMATION AND MAPS UTILIZED FOR ESTABLISHING THE PROPERTY BOUNDARIES AS DEPICTED ON THIS PLAT WAS PROVIDED BY BLANCHARD LAND SERVICES.

AN ON-THE-GROUND EFFORT HAS BEEN MADE TO LOCATE AND INDICATE ALL BELOW GROUND FERROUS METAL CABLES, PIPELINES, UTILITIES, ETC. CROSSED BY THE PROPOSED PROJECT; HOWEVER, DUE TO THE INHERENT LIMITATIONS OF ELECTRONIC MAGNETIC LOCATING EQUIPMENT, MORRIS P. HEBERT, INC. IS NOT RESPONSIBLE FOR ANY CABLES, PIPELINES, UTILITIES OR ANY OTHER BELOW GROUND STRUCTURES (INCLUDING PVC) NOT LOCATED DURING THE COURSE OF THE SURVEY.

ALL BEARINGS, DISTANCES AND AREAS SHOWN HEREON ARE GRID, BASED UPON THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE IN U.S. SURVEY FEET, BASED UPON A GLOBAL POSITIONING SYSTEM STATIC SURVEY PERFORMED IN JUNE, 2018.

3	08/07/19	TPB	ADDED 25' SETBACK
NO.	DATE	REV. BY:	REVISION

SEMINOLE PIPELINE COMPANY LLC

PLAT SHOWING THE LOCATION AND BOUNDARY OF SITE EXPANSION OF COUPLAND STATION ACROSS THE SEMINOLE PIPELINE COMPANY LLC, A DELAWARE LIMITED LIABILITY COMPANY JACOB RINEHART SURVEY 36, ABSTRACT 538, WILLIAMSON COUNTY, TEXAS



DRAWN BY: GJA	SHEET: 1 OF 2
CHKD./APPD. BY: ECC	SCALE: 1" = 200'
UPDATED BY: JJD	DATE: 01/16/19
DATA BASE: 13196-06	JOB NO. 13196-06
MPH CAD FILE: COUPLAND PUMP STATION_FINAL_REV3.DWG	

U:\00 Projects\1252 Pump Station Expansion\COUPLAND STATION\DWG\COUPLAND PUMP STATION_FINAL_REV3.DWG PLOT DATE: 8/7/19 2:20:29pm

**FINAL PLAT OF ENTERPRISE COUPLAND SITE EXPANSION
WILLIAMSON COUNTY, TEXAS
JACOB RINEHART SURVEY 36, ABSTRACT 538**

FIELD NOTES

A boundary description of a proposed 5.133-acre site expansion of the Coupland Pump Station in the Jacob Rinehart Survey 36, Abstract 538 in Williamson County, Texas, and further being out of the residue of that 100-acre tract of land described in the deed to Felix J. Pavlicek, Jr., as recorded in Volume 686, Page 453 of the Deed Records of Williamson County, Texas (D.R.W.C.T.), said 5.133-acre tract being more particularly described, with all bearings, distances and areas being grid, base on the Texas Coordinate System of 1983, Central Zone, in U.S. Survey Feet as derived from a Global Positioning System (G.P.S) survey performed in June 2018, as follows:

BEGINNING at a 1/2-inch-diameter iron rod found marking the southwest corner of the residue of said 100-acre tract, the west-most northwest corner of that 206.307-acre tract of land described in deed to Robert M. Tiemann as recorded in Volume 2608, Page 330 of said D.R.W.C.T. and the east line of that 52.00-acre tract of land described in deed to Elsie Scardino, as recorded in Volume 859, Page 627 of the Deed Records of Williamson County, Texas;

THENCE North 07° 31' 25" East, with the common line between said 52.00-acre tract and the residue of said 100-acre tract, to a set 5/8" inch-diameter iron rod with an aluminum cap stamped "MPH" (set referred to hereinafter as an iron rod set), a distance of 661.69 feet to the northwest corner of the herein described 5.133-acre tract, and the southwest corner of that 2.51-acre tract, described in the plat styled Coupland Pump Station, a subdivision of said Jacob Rinehart Survey, Survey 36 as recorded in Cabinet J, Slide 384 of the Plat Records of Williamson County, Texas (P.R.W.C.T.), from which a 1/2-inch-diameter iron rod found as shown on said plat marking an angle point on the west property line of said 2.51-acre tract, and on the east line of said 52.00-acre tract, bears North 07° 31' 27" East a distance of 403.59 feet;

THENCE South 68° 56' 03" East, with the south line of said 2.51-acre tract, a distance of 371.92 feet to a 1/2-inch-diameter iron rod found marking the southeast corner thereof and the northeast corner of the herein described 5.133-acre tract;

THENCE South 07° 31' 29" West, a distance of 575.23 feet to an iron rod set to mark the southeast corner of the herein described 5.133-acre site, on the south property line of said residue of a called 100-acres and on a north property line of said 206.307 acre tract, from which a 1/2-inch-diameter iron rod found at an interior corner of said 206.307-acre tract, and the southeast corner of said residue of a called 100-acres, bears South 82° 22' 34" East a distance of 884.96 feet;

THENCE North 82° 22' 36" West, with a common line between said residue of a called 100-acres and said 206.307-acre tract, a distance of 361.57 feet to the POINT OF BEGINNING and containing 5.133-acres (223,609 Square Feet) of land, more or less.

NOTES:

Bearings and distances indicated herein are grid derived and are referenced to the Texas Coordinate of 1983, Central Zone, in US Survey Feet; as derived from a Global Positioning System (GPS) static survey.

Title and ownership information indicated herein is based on a search of the public records of Williamson County, Texas and was furnished by Blanchard Land Services.

NO WATER SERVICE IS PROPOSED WITH THIS SUBDIVISION.
THERE WILL BE NO ON-SITE SEWAGE FACILITIES ON THIS PROPERTY.

THIS SUBDIVISION IS SUBJECT TO STORM-WATER MANAGEMENT CONTROLS AS REQUIRED BY WILLIAMSON COUNTY SUBDIVISION REGULATIONS, SECTION B11.1, ON NEW DEVELOPMENT THAT WOULD EVOKE SUCH CONTROLS BEYOND EXISTING CONDITIONS.

GENERAL NOTES:

1. PROPOSED USE: COMMERCIAL
2. UTILITY PROVIDERS FOR THIS DEVELOPMENT ARE: ELECTRIC: ONCOR ELECTRIC COOP.
3. ALL STRUCTURES/OBSTRUCTIONS ARE PROHIBITED IN DRAINAGE EASEMENTS.
4. THERE ARE NO AREA WITHIN THE BOUNDARIES OF THIS SUBDIVISION IN THE 100-YEAR FLOODPLAIN AS DEFINED BY FIRM MAP NUMBER 48021C0025E, EFFECTIVE DATE OF JANUARY 19, 2006.
5. A DE FACTO CERTIFICATE OF COMPLIANCE IS HEREBY ISSUED FOR ALL LOTS WITHIN THIS SUBDIVISION. THIS CERTIFICATE IS VALID UNTIL SUCH TIME AS FEMA REVISES OR NEWLY ADOPTS FLOODPLAIN BOUNDARIES IN THIS AREA.
6. IN APPROVING THIS PLAT BY THE COMMISSIONER'S COURT OF WILLIAMSON COUNTY, TEXAS, IT IS UNDERSTOOD THAT THE BUILDING OF ALL ROADS, AND OTHER PUBLIC THOROUGHFARES AND ANY BRIDGES OR CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IS THE RESPONSIBILITY OF THE OWNER(S) OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONER'S COURT OF WILLIAMSON COUNTY, TEXAS. SAID COMMISSIONER'S COURT ASSUMES NO OBLIGATION TO BUILD ANY OF THE ROADS, OR OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, OR OF CONSTRUCTING ANY OF THE BRIDGES OR DRAINAGE IMPROVEMENTS IN CONNECTION THEREWITH. THE COUNTY WILL ASSUME NO RESPONSIBILITY FOR DRAINAGE WAYS OR EASEMENTS IN THE SUBDIVISION, OTHER THAN THOSE DRAINING OR PROTECTING THE ROAD SYSTEM.
7. IT IS THE RESPONSIBILITY OF THE OWNER, NOT THE COUNTY, TO ASSURE COMPLIANCE WITH THE PROVISIONS OF ALL APPLICABLE STATE, FEDERAL AND LOCAL LAWS AND REGULATIONS RELATING TO THE PLATTING AND DEVELOPMENT OF THIS PROPERTY. THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF REPRESENTATIONS BY OTHER PARTIES IN THIS PLAT. FLOODPLAIN DATA, IN PARTICULAR, MAY CHANGE. IT IS FURTHER UNDERSTOOD THAT THE OWNERS OF THE TRACT OF LAND COVERED BY THIS PLAT MUST INSTALL AT THEIR OWN EXPENSE ALL TRAFFIC CONTROL DEVICES AND SIGNAGE THAT MAY BE REQUIRED BEFORE THE ROADS IN THE SUBDIVISION HAVE FINALLY BEEN ACCEPTED FOR MAINTENANCE BY THE COUNTY.
8. THE MINIMUM FINISHED FLOOR ELEVATION FOR ALL LOTS SHALL BE ONE FOOT HIGHER THAN THE HIGHEST SPOT ELEVATION THAT IS LOCATED WITHIN FIVE FEET OUTSIDE THE PERIMETER OF THE BUILDING, OR ONE FOOT ABOVE THE BFE, WHICHEVER IS HIGHER.
9. THIS SUBDIVISION IS SUBJECT TO STORMWATER MANAGEMENT CONTROLS AS REQUIRED BY WILLIAMSON COUNTY SUBDIVISION REGULATIONS, SECTION B11.1, ON NEW DEVELOPMENT THAT WOULD EVOKE SUCH CONTROLS BEYOND EXISTING CONDITIONS.
10. BEARINGS ARE IN TEXAS STATE PLANE, CENTRAL ZONE, NAD83. DISTANCES ARE IN U.S. SURVEY FEET.

ROAD NAME AND 911 ADDRESSING APPROVAL

ROAD NAME AND ADDRESS ASSIGNMENTS VERIFIED THIS THE 16th DAY OF August, 2019, A.D.

Teresa Baker 8/16/19
WILLIAMSON COUNTY ADDRESSING COORDINATOR DATE
Teresa Baker

COUNTY JUDGE'S APPROVAL

STATE OF TEXAS {

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON {

I, BILL GRAVELL, JR., COUNTY JUDGE OF WILLIAMSON COUNTY, TEXAS, DO HEREBY CERTIFY THAT THIS MAP OR PLAT, WITH FIELD NOTES HEREON, FOR A SUBDIVISION HAVING BEEN FULLY PRESENTED TO THE COMMISSIONER'S COURT OF WILLIAMSON COUNTY, TEXAS, AND BY THE SAID COURT DULY CONSIDERED, WERE ON THIS DAY APPROVED AND THAT THIS PLAT IS AUTHORIZED TO BE REGISTERED AND RECORDED IN THE PROPER RECORDS OF THE COUNTY CLERK OF WILLIAMSON COUNTY, TEXAS.

BILL GRAVELL, JR., COUNTY JUDGE DATE
WILLIAMSON COUNTY, TEXAS

SURVEYOR APPROVAL

STATE OF TEXAS {

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON {

I, ERICK J. CEBALLOS-CEPEDA, REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND TO THE BEST OF MY KNOWLEDGE CORRECTLY MADE FROM AN ACTUAL SURVEY MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON, AND THAT THERE ARE NO APPARENT DISCREPANCIES, CONFLICTS, OVERLAPPING OF IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, EXCEPT AS SHOWN ON THE ACCOMPANYING PLAT, AND THAT THE CORNER MONUMENTS SHOWN THEREON WERE PROPERLY PLACED UNDER MY SUPERVISION IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF WILLIAMSON COUNTY, TEXAS.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL,
THIS 6th DAY OF February, 2019.

[Signature]
ERICK J. CEBALLOS-CEPEDA
REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF TEXAS NO. 6074



ENGINEER APPROVAL

STATE OF TEXAS {

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON {

I, DAVID L. PLATT, REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS SUBDIVISION IS NOT IN THE EDWARDS AQUIFER RECHARGE ZONE AND IS NOT ENCLOSED BY A ZONE A FLOOD AREA, AS DENOTED HEREIN, AND AS DEFINED BY FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION FLOOD HAZARD BOUNDARY MAP, COMMUNITY PANEL NUMBER 48021C0025E, EFFECTIVE DATE JANUARY 19, 2006, AND THAT EACH LOT CONFORMS TO THE WILLIAMSON COUNTY SUBDIVISION REGULATIONS.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL,
THIS 28th DAY OF February, 2019.

[Signature]
DAVID L. PLATT, P.E.
REGISTERED PROFESSIONAL ENGINEER
STATE OF TEXAS NO. 115964



OWNER SIGNATURE

STATE OF TEXAS {

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF Harris {

I, GRAHAM W. BACON, EXECUTIVE VICE PRESIDENT OF SEMINOLE PIPELINE COMPANY LLC, A DELAWARE LIMITED LIABILITY COMPANY, SOLE OWNER OF THE CERTAIN TRACT OF LAND SHOWN HEREON AND DESCRIBED IN A SPECIAL WARRANTY DEED RECORDED IN CLERK'S FILE NO. 2018106312 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS DO HEREBY STATE THAT THERE ARE NO LIEN HOLDERS OF THE CERTAIN TRACT OF LAND, AND DO HEREBY SUBDIVIDE SAID TRACT AS SHOWN HEREON, AND DO HEREBY CONSENT TO ALL PLAT NOTE REQUIREMENTS SHOWN HEREON, AND DO HEREBY DEDICATE TO WILLIAMSON COUNTY THE STREETS, ALLEYS, RIGHT-OF-WAYS, EASEMENT AND PUBLIC PLACES SHOWN HEREON FOR SUCH PUBLIC PURPOSES AS WILLIAMSON COUNTY MAY DEEM APPROPRIATE. THIS SUBDIVISION IS TO BE KNOWN AS:

FINAL PLAT OF ENTERPRISE COUPLAND SITE EXPANSION

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL,
THIS 16th DAY OF February, 2019.

[Signature]
GRAHAM W. BACON, EXECUTIVE VICE PRESIDENT

NOTARY PUBLIC

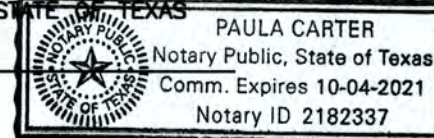
STATE OF TEXAS {

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF Harris {

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED GRAHAM W. BACON, EXECUTIVE VICE PRESIDENT OF SEMINOLE PIPELINE COMPANY LLC, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 16th DAY OF February, 2019.

[Signature]
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS
MY COMMISSION EXPIRES ON: _____
PAULA CARTER
Notary Public, State of Texas
Comm. Expires 10-04-2021
Notary ID 2182337



COUNTY CLERK APPROVAL

STATE OF TEXAS {

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON {

I, NANCY E. RISTER, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON

THE _____ DAY OF _____, 20____, A.D., AT _____ O'CLOCK, _____ M., AND DULY RECORDED THIS THE _____ DAY OF _____, 20____, A.D., AT _____ O'CLOCK, _____ M., IN THE OFFICIAL PUBLIC RECORDS OF SAID COUNTY IN DOCUMENT NO. _____

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

NANCY E. RISTER, CLERK COUNTY COURT OF WILLIAMSON COUNTY, TEXAS

BY: _____, DEPUTY

2 02/04/19 T.J.W.		UPDATED LANDOWNER INFORMATION & SIGNATURE BLOCK	
NO.	DATE	REV. BY:	REVISION
SEMINOLE PIPELINE COMPANY LLC			
PLAT SHOWING THE LOCATION AND BOUNDARY OF SITE EXPANSION OF COUPLAND STATION ACROSS THE SEMINOLE PIPELINE COMPANY LLC, A DELAWARE LIMITED LIABILITY COMPANY TRACT JACOB RINEHART SURVEY 36, ABSTRACT 538, WILLIAMSON COUNTY, TEXAS			
DRAWN BY: GJA	SHEET: 2 OF 2	CHKD./APPD. BY: ECC	SCALE: 1" = 200'
UPDATED BY: JUD	DATE: 01/16/19	DATA BASE: 13196-06	JOB NO. 13196-06
		MPH CAD FILE: COUPLAND PUMP STATION_FINAL_REV2.DWG	
MORRIS P. HEBERT, INC. SURVEYING • ENGINEERING • ENVIRONMENTAL SERVICES • FIELD SERVICES • GIS 3205 WCR 132 • MIDLAND, TEXAS 79706 • (432) 276-3300 FIRM REGISTRATION NO. 10194340			

Commissioners Court - Regular Session

33.

Meeting Date: 08/20/2019

Discuss consider and take appropriate action on approval of the final plat for the Highlands at Mayfield Ranch Section 1 subdivision – Pct 3

Submitted For: Terron Evertson

Submitted By: Adam Boatright, Infrastructure

Department: Infrastructure

Division: Road & Bridge

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approval of the final plat for the Highlands at Mayfield Ranch Section 13 subdivision – Precinct 3.

Background

This is the next section of the Highlands at Mayfield Ranch development. It consists of 50 single family lots, 2 landscape lots and 2,132 feet of new public roads. Roadway and drainage construction has been completed.

Timeline

- 2018-12-18 – Initial submittal of final plat
- 2018-12-19 – 1st review complete with comments
- 2019-01-09 – 2nd submittal of final plat
- 2019-01-11 – 2nd review complete with comments clear
- 2019-08-13 – final plat received with all signatures and construction complete
- 2019-08-15 – final plat placed on August 20, 2019 Court agenda for consideration

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[final plat - Highlands at Mayfield Ranch Section 13](#)

Form Review

Inbox

County Judge Exec Asst.
 Form Started By: Adam Boatright
 Final Approval Date: 08/15/2019

Reviewed By

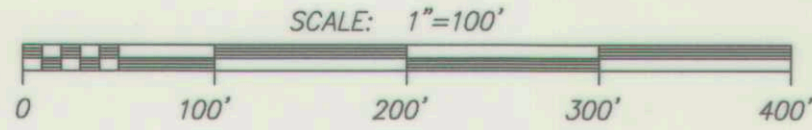
Andrea Schiele

Date

08/15/2019 11:55 AM
 Started On: 08/15/2019 10:59 AM

HIGHLANDS AT MAYFIELD RANCH SECTION 13

WILLIAMSON COUNTY, TEXAS



NOTES:

- LOT 156, BLOCK G; AND LOT 1, BLOCK Q ARE FOR LANDSCAPE PURPOSES AND WILL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION OR M. U. D. NO SINGLE FAMILY DWELLINGS ARE PERMITTED ON THIS LOT.
- ALL PUBLIC ROADWAYS AND EASEMENTS AS SHOWN ON THIS PLAT ARE FREE OF LIENS.
- THE MINIMUM LOWEST FLOOD ELEVATION SHALL BE ONE FOOT HIGHER THAN THE HIGHEST SPOT ELEVATION THAT IS LOCATED WITHIN FIVE FEET OUTSIDE OF THE PERIMETER OF THE BUILDING, OR ONE FOOT ABOVE THE BASE FLOOD ELEVATION (BFE), WHICHEVER IS HIGHER.
- NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO AN APPROVED PUBLIC SEWER SYSTEM.
- NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL WATER SATISFACTORY FOR HUMAN CONSUMPTION IS AVAILABLE FROM A SOURCE IN ADEQUATE AND SUFFICIENT SUPPLY.
- NO STRUCTURE OR LAND WITHIN THIS PLAT SHALL HEREAFTER BE LOCATED OR ALTERED WITHOUT FIRST OBTAINING A DEVELOPMENT PERMIT FROM THE WILLIAMSON COUNTY FLOOD PLAIN ADMINISTRATOR.
- SIDEWALKS WILL BE MAINTAINED BY THE ADJACENT HOME OWNER.
- BEARINGS ARE BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203).
- ALL EASEMENTS AND RIGHT-OF-WAYS ARE FREE OF LIENS.
- IMPROVEMENTS WITHIN THE COUNTY ROAD RIGHT-OF-WAY INCLUDING, BUT NOT LIMITED TO, LANDSCAPING, IRRIGATION LIGHTING, CUSTOM SIGNS, IS PROHIBITED WITHOUT FIRST OBTAINING AN EXECUTED LICENSE AGREEMENT WITH WILLIAMSON COUNTY.

LINE	BEARING	LENGTH
L1	S31°42'40"E	45.83'
L2	S50°17'43"E	46.97'
L3	S68°18'36"E	46.97'
L4	S86°22'06"E	48.02'
L5	N87°27'20"E	65.21'
L6	S87°52'51"E	70.21'
L7	S82°32'55"E	70.36'
L8	S81°25'26"E	51.13'
L9	N86°05'12"E	50.96'
L10	N80°50'25"W	58.46'
L11	N86°59'21"W	56.25'
L12	N20°59'25"W	78.43'
L13	N20°59'25"W	78.00'
L14	N20°59'25"W	55.14'
L15	N20°59'25"W	22.86'
L16	N09°56'09"E	31.16'
L17	N34°39'17"W	22.82'
L18	N68°42'11"E	55.00'

CURVE	LENGTH	RADIUS	DELTA	CHORD BRNG.	CHORD
C1	55.71	325.00	9°49'20"	N85°05'32"W	55.65
C2	49.10	325.00	8°39'19"	N85°40'09"E	49.05
C3	32.58	20.00	93°19'50"	S51°59'36"E	29.09
C4	137.08	847.15	9°16'16"	N00°41'33"W	136.93
C5	0.66	325.00	0°07'02"	N80°07'22"W	0.66
C6	170.95	857.15	11°25'37"	S00°23'08"W	170.67
C7	23.63	15.00	90°14'56"	N66°10'21"W	21.26
C8	19.11	15.00	72°58'52"	N57°32'19"W	17.84
C9	4.52	15.00	17°16'05"	N77°20'13"E	4.50
C10	23.64	15.00	90°18'24"	N66°08'37"W	21.27
C11	23.48	15.00	89°41'36"	N23°51'23"E	21.16
C12	37.33	205.00	10°25'59"	N26°12'24"W	37.28
C13	31.86	155.00	11°46'40"	N26°52'45"W	31.81
C14	346.90	275.00	72°16'34"	N57°11'10"W	324.35
C15	7.40	275.00	1°32'32"	N21°49'09"W	7.40
C16	89.74	275.00	18°41'51"	N31°56'20"W	89.34
C17	86.46	275.00	18°00'53"	N50°17'43"W	86.11
C18	86.46	275.00	18°00'53"	N68°18'36"W	86.11
C19	76.83	275.00	16°00'25"	N85°19'15"W	76.58
C20	409.97	325.00	72°16'34"	N57°11'10"W	383.33
C21	6.95	325.00	1°13'30"	N21°39'38"W	6.95
C22	55.70	325.00	9°49'09"	N27°10'58"W	55.63
C23	55.71	325.00	9°49'20"	N37°00'12"W	55.65
C24	66.51	325.00	11°43'33"	N47°46'39"W	66.40
C25	68.66	325.00	12°06'18"	N59°41'34"W	68.54
C26	55.71	325.00	9°49'20"	N70°39'24"W	55.65
C27	55.71	325.00	9°49'20"	N80°28'43"W	55.65
C28	45.01	325.00	7°56'04"	N89°21'25"W	44.97
C29	23.50	15.00	89°45'04"	N23°49'39"E	21.17
C30	145.80	630.00	1°15'36"	N86°41'39"W	145.48
C31	30.55	630.00	2°46'42"	N88°03'54"E	30.55
C32	58.60	630.00	5°19'47"	N87°52'51"W	58.58
C33	56.65	630.00	5°09'07"	N82°38'24"W	56.63
C34	134.23	580.00	1°15'36"	N86°41'39"W	133.93
C35	44.28	580.00	4°22'27"	N88°51'47"E	44.27
C36	72.53	580.00	7°09'54"	N85°22'03"W	72.48
C37	17.42	580.00	1°43'15"	N80°55'28"W	17.42
C38	23.56	15.00	90°00'00"	N54°56'09"E	21.21
C39	23.56	15.00	90°00'00"	N35°03'51"W	21.21
C40	89.25	275.00	18°35'40"	N89°21'41"W	88.86
C41	35.60	275.00	7°25'04"	N83°46'23"W	35.58
C42	53.64	275.00	11°10'36"	N86°55'47"E	53.56
C43	105.47	325.00	18°35'40"	S89°25'12"E	104.36

LEGEND:

- = SET 1/2" IRON ROD WITH "RJ SURVEYING" CAP
- = FOUND 1/2" IRON ROD WITH "RJ SURVEYING" CAP
- BL = BUILDING SETBACK LINE
- PUE = PUBLIC UTILITY EASEMENT
- POB = POINT OF BEGINNING
- POC = POINT OF COMMENCEMENT
- PRWC = PLAT RECORDS OF WILLIAMSON COUNTY
- OPRWC = OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY
- LS = LANDSCAPE LOT/EASEMENT
- Q = BLOCK NAME
- DE = DRAINAGE EASEMENT
- WWE = WASTEWATER EASEMENT

NEW STREETS:

NAME	LENGTH	DESIGN SPEED (MPH)
ARQUES AVENUE	355'	25
WHITETAIL DRIVE	1469'	25
SIR NOAH TUCKER DRIVE	155'	25
HOOD PARK DRIVE	153'	25
TOTAL	2132'	

SITE DATA:

TOTAL AREA: 12.190 ACRES
50 SINGLE FAMILY LOTS
2 LANDSCAPE LOTS

PROPERTY OWNER:

HMR HOLDINGS, INC.
BLAKE, J. MAGEE
1011 NORTH LAMAR BLVD.
AUSTIN, TEXAS 78703

SHEET 1 OF 2 SHEETS

DATE: AUG. 12, 2018

SCALE: 1" = 100'

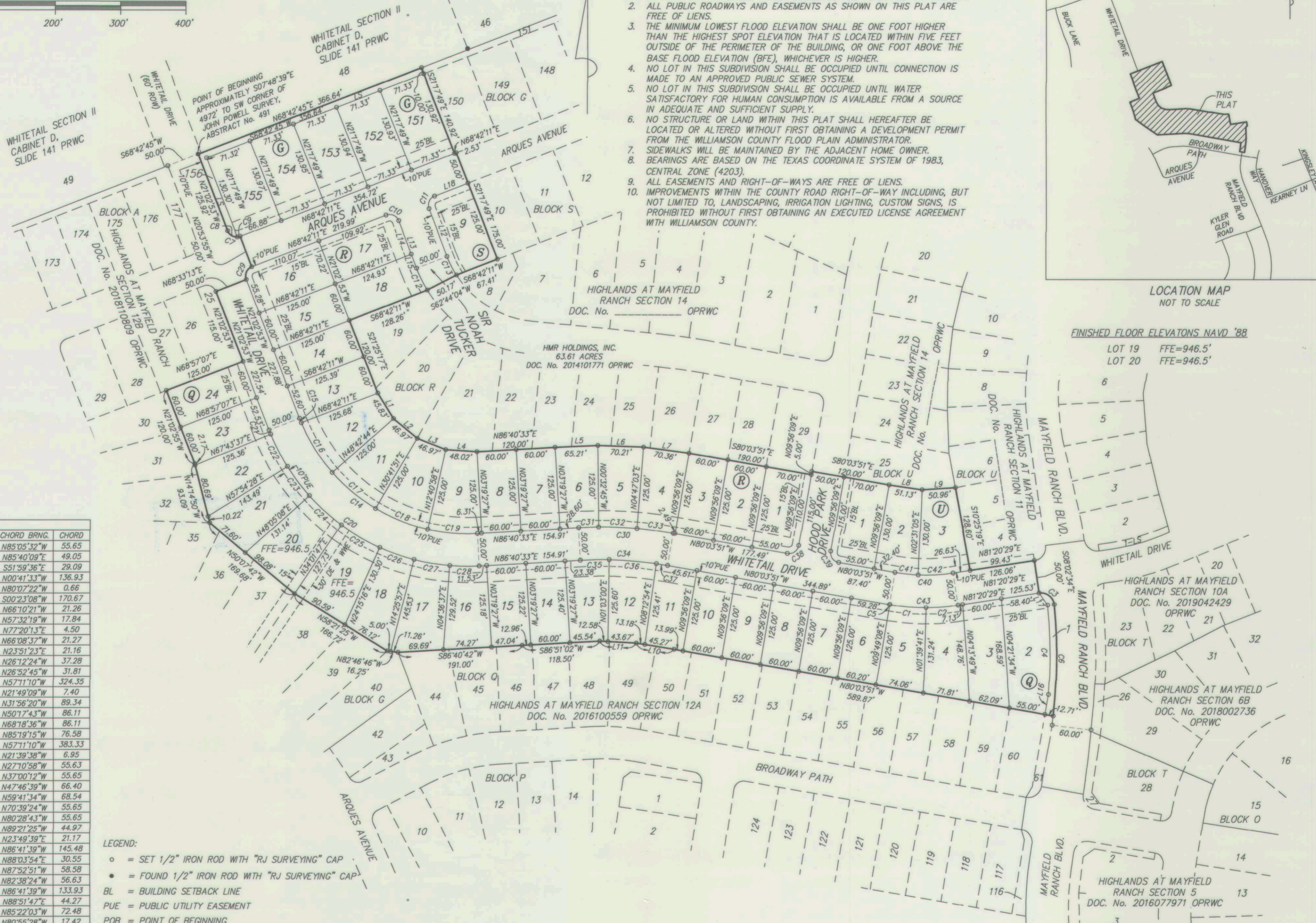
RANDALL JONES & ASSOCIATES ENGINEERING, INC.

2900 JAZZ STREET, ROUND ROCK, TEXAS, 78664
(512) 836-4793 FAX: (512) 836-4817 F-9784

RJ SURVEYING & ASSOCIATES, INC.

2900 JAZZ STREET, ROUND ROCK, TEXAS, 78664
(512) 836-4793 FAX: (512) 836-4817

F-10015400



LOCATION MAP NOT TO SCALE

FINISHED FLOOR ELEVATIONS NAVD '88

LOT 19 FFE=946.5'
LOT 20 FFE=946.5'

S:\LANDS\01-2018\08-14-18\08-14-18-PLAT.dwg 8/17/18 8:00:00 AM CDT

Commissioners Court - Regular Session

34.

Meeting Date: 08/20/2019

Discuss consider and take appropriate action on approval of the preliminary plat for the Bogle subdivision – Pct 4

Submitted For: Terron Evertson

Submitted By: Adam Boatright, Infrastructure

Department: Infrastructure

Division: Road & Bridge

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approval of the preliminary plat for the Bogle subdivision – Precinct 4.

Background

This proposed subdivision consists of 2 lots and no new public roads.

Timeline

2018-06-19 – initial submittal of the preliminary plat

2018-08-24 – 1st review complete with comments

2019-07-22 – 2nd submittal of preliminary plat

2019-08-05 – 2nd review complete and comments clear

2019-08-15 – preliminary plat placed on August 20, 2019 Commissioners Court agenda for consideration

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[prelim plat - Bogle](#)

Form Review

Inbox

County Judge Exec Asst.
Form Started By: Adam Boatright
Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 11:55 AM
Started On: 08/15/2019 11:26 AM

Commissioners Court - Regular Session

35.

Meeting Date: 08/20/2019

Discuss consider and take appropriate action on approval of the final plat for the Santa Rita Ranch Phase 1 Section 20C subdivision – Pct 3

Submitted For: Terron Evertson

Submitted By: Adam Boatright, Infrastructure

Department: Infrastructure

Division: Road & Bridge

Agenda Category: Consent

Information

Agenda Item

Discuss, consider and take appropriate action on approval of the final plat for the Santa Rita Ranch Phase 1 Section 20C subdivision – Precinct 3.

Background

This is the next section of the Santa Rita Ranch Phase 1 development. This phase consists of 58 single family lots, 3 open space lots and 2,253 feet of new public roads. Roadway and drainage construction are not yet complete, but a performance bond in the amount of \$1,369,270.85 has been posted with the County to cover the cost of the remaining construction.

Timeline

- 2018-09-05 – initial submittal of final plat
- 2018-11-02 – 1st review with comments
- 2018-12-04 – 2nd submittal of final plat
- 2019-01-22 – 2nd review with comments
- 2019-03-04 – 3rd submittal of final plat
- 2019-03-20 – 3rd review with minor comments
- 2019-08-14 – 4th submittal of final plat with all signatures
- 2019-08-14 – 4th review complete and comments cleared except bonding or completing construction
- 2019-08-15 – performance bond in the amount of \$1,369,270.85 received for the cost of the remaining construction
- 2019-08-15 – final plat placed on August 20, 2019 Court agenda for consideration

Fiscal Impact

From/To	Acct No.	Description	Amount
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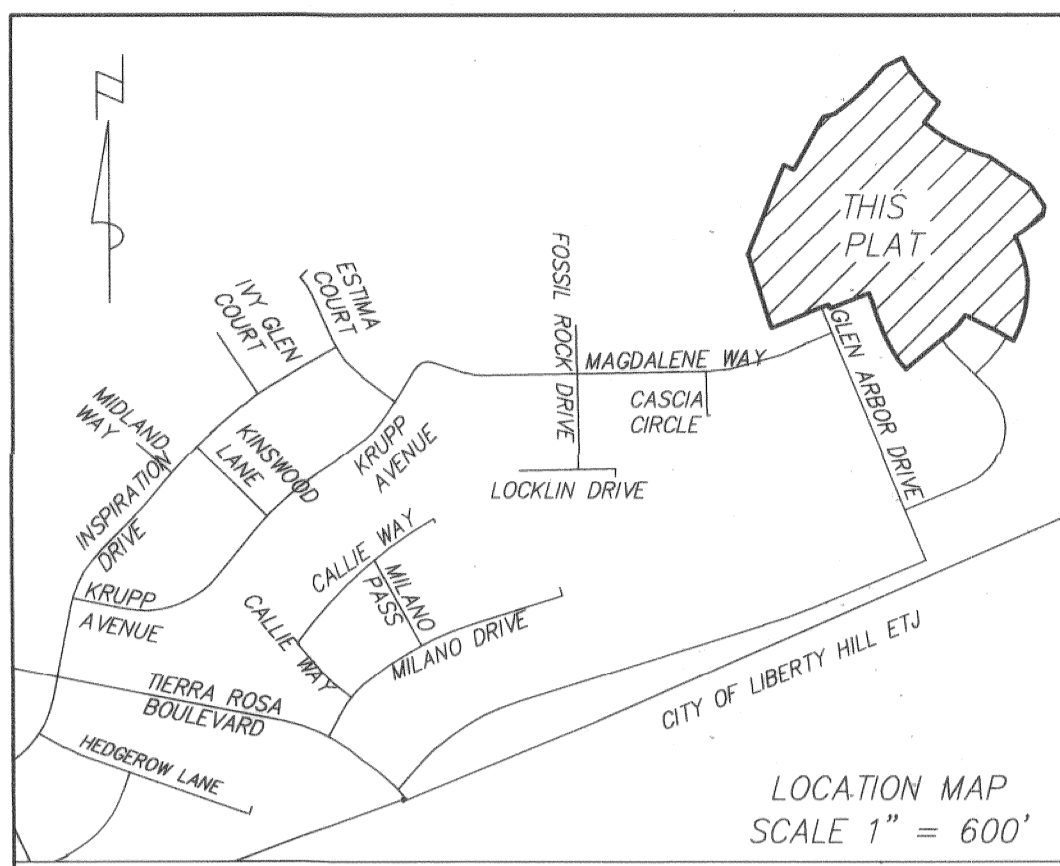
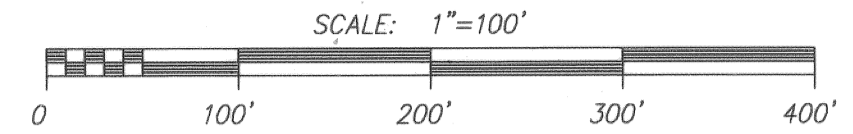
Attachments

[final plat - Santa Rita Ranch Ph 1 Sec 20C](#)

Form Review

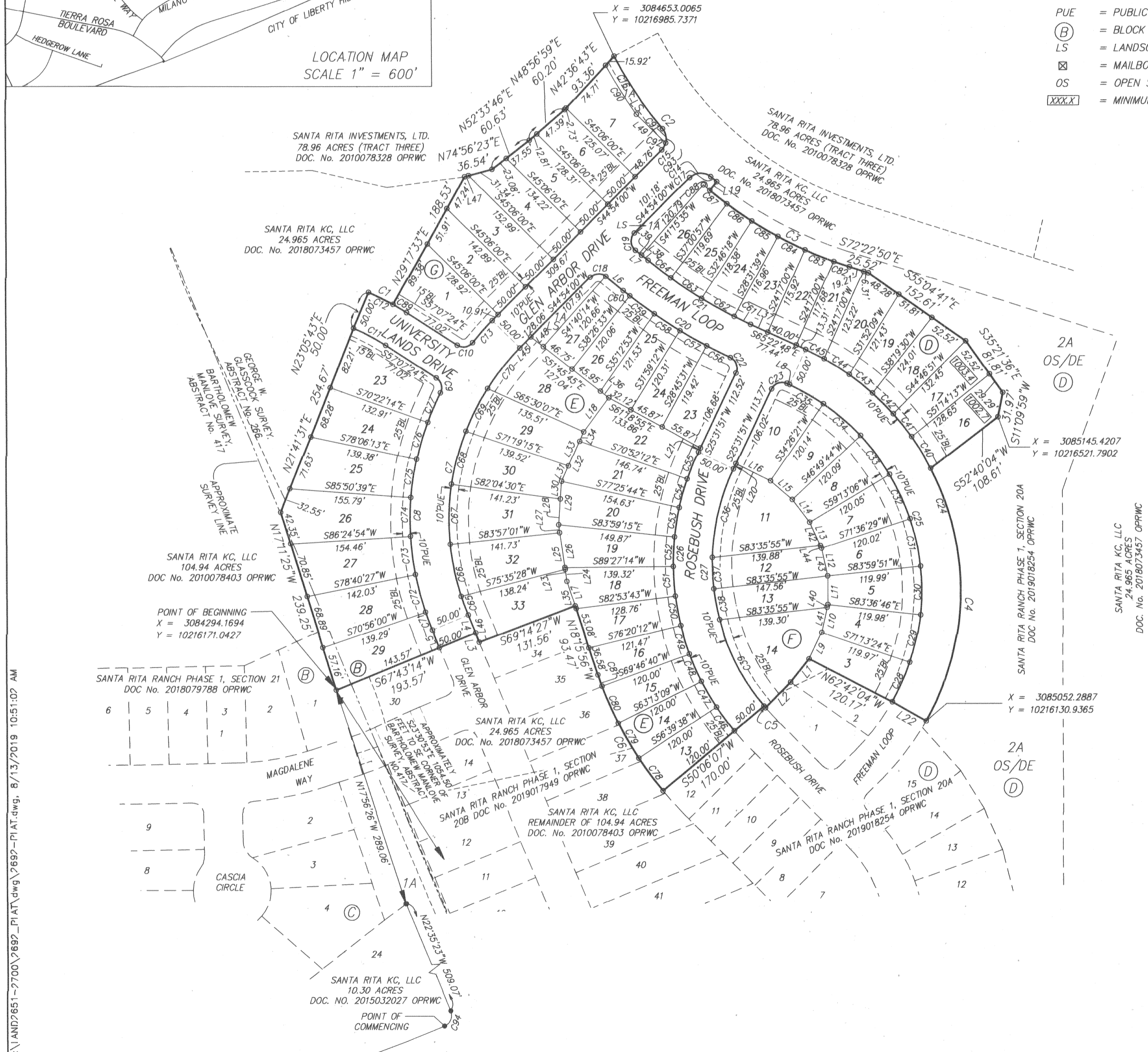
Inbox	Reviewed By	Date
County Judge Exec Asst.	Andrea Schiele	08/15/2019 11:55 AM
Form Started By: Adam Boatright		Started On: 08/15/2019 11:45 AM
Final Approval Date: 08/15/2019		

FINAL PLAT OF
SANTA RITA RANCH PHASE 1 SECTION 20C
 WILLIAMSON COUNTY, TEXAS



- LEGEND:
- = SET 1/2" IRON ROD WITH "RJ SURVEYING" CAP
 - = FOUND 1/2" IRON ROD WITH "RJ SURVEYING" CAP
 - BL = BUILDING SETBACK LINE
 - DE = DRAINAGE EASEMENT
 - OPRWC = OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY
 - PUE = PUBLIC UTILITY EASEMENT
 - (B) = BLOCK NUMBER
 - LS = LANDSCAPE
 - ☒ = MAILBOX CLUSTER
 - OS = OPEN SPACE
 - XXXX = MINIMUM FINNISH FLOOR ELEVATION

- NOTES:
1. LOT 1A, BLOCK D; LOT 1A, BLOCK E AND LOT 1A, BLOCK G ARE LANDSCAPE LOTS AND WILL BE MAINTAINED BY THE HOMEOWNERS ASSOCIATION OR M.U.D. NO SINGLE FAMILY DWELLINGS ARE PERMITTED ON THESE LOTS.
 2. ALL PUBLIC ROADWAYS AND EASEMENTS AS SHOWN ON THIS PLAT ARE FREE OF LIENS.
 3. THE MINIMUM FINISHED FLOOR ELEVATIONS (MFFE) FOR LOTS SHOWN ON THIS PLAT WERE DETERMINED BY ADDING ONE (1) FOOT OR MORE TO THE BASE FLOOD ELEVATION (BFE) AS DETERMINED BY A STUDY PREPARED BY RANDALL JONES ENGINEERING, INC., DATED 08-08-19, OR ONE FOOT HIGHER THAN THE HIGHEST SPOT ELEVATION THAT IS LOCATED WITHIN 5-FT OUTSIDE THE PERIMETER OF THE BUILDING, WHICHEVER IS GREATER.
 4. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO AN APPROVED PUBLIC SEWER SYSTEM.
 5. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL WATER SATISFACTORY FOR HUMAN CONSUMPTION IS AVAILABLE FROM A SOURCE IN ADEQUATE AND SUFFICIENT SUPPLY.
 6. A DE FACTO CERTIFICATE OF COMPLIANCE IS HEREBY ISSUED FOR ALL LOT IN THIS SUBDIVISION. THIS CERTIFICATE IS VALID UNTIL SUCH TIME AS FEMA REVISES OR NEWLY ADOPTS FLOODPLAIN BOUNDARIES IN THIS AREA.
 7. IMPROVEMENTS WITHIN THE COUNTY ROAD RIGHT-OF-WAY INCLUDING, BUT NOT LIMITED TO, LANDSCAPING, IRRIGATION LIGHTING, CUSTOM SIGNS, IS PROHIBITED WITHOUT FIRST OBTAINING AN EXCUTED LICENSE AGREEMENT WITH WILLIAMSON COUNTY.
 8. ALL SIDEWALKS ARE TO BE MAINTAINED BY EACH OF THE ADJACENT PROPERTY OWNERS.
 9. BEARINGS ARE BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203).
 10. IT IS THE RESPONSIBILITY OF THE OWNER, NOT THE COUNTY, TO ASSURE COMPLIANCE WITH THE PROVISION OF ALL APPLICABLE STATE, FEDERAL, AND LOCAL LAWS AND REGULATIONS RELATING TO THE PLATTING AND DEVELOPMENT OF THIS PROPERTY.
 11. THIS SUBDIVISION IS LOCATED WITHIN THE BOUNDARIES OF THE WILLIAMSON COUNTY MUNICIPAL UTILITY DISTRICT #19A. WATER AND WASTEWATER SERVICES TO THIS SUBDIVISION WILL BE PROVIDED BY THE DISTRICT IN ACCORDANCE WITH ITS RATE ORDER, AS AMENDED. ALL CONSTRUCTION PLANS FOR WATER, WASTEWATER AND STORM DRAINAGE IMPROVEMENTS MUST BE PRESENTED TO THE DISTRICT AND APPROVED BY THE DISTRICT'S ENGINEER, PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. THE DISTRICT MAY INSPECT ALL WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS.



SITE DATA:

DEVELOPER:
 SANTA RITA KC, LLC
 8200 NORTH MOPAC, SUITE 300
 AUSTIN, TX, 78759

PROPERTY OWNER:
 SANTA RITA KC, LLC
 8200 NORTH MOPAC, SUITE 300
 AUSTIN, TX, 78759

TOTAL AREA:	11.597 ACRES		
	58 SINGLE FAMILY LOTS		
	3 OPEN SPACE LOTS		
NEW STREETS:			
NAME	LENGTH	DESIGN SPEED	ROW WIDTH
UNIVERSITY LANDS DRIVE	166'	25	50'
GLEN ARBOR DRIVE	753'	25	50'
ROSEBUSH DRIVE	506'	25	50'
FREEMAN LOOP	828'	25	50'
TOTAL	2253'		

DATE: AUGUST 31, 2018 SCALE: 1" = 100'

RANDALL JONES & ASSOCIATES ENGINEERING, INC.
 2900 JAZZ STREET, ROUND ROCK, TEXAS, 78664
 (512) 836-4793 FAX: (512) 836-4817 F-9784

RJ SURVEYING & ASSOCIATES, INC.
 2900 JAZZ STREET, ROUND ROCK, TEXAS, 78664
 (512) 836-4793 FAX: (512) 836-4817

S:\AND7651-27700\7689_P1AT.dwg, 8/13/2019 10:51:02 AM

SANTA RITA RANCH PHASE 1 SECTION 20C

WILLIAMSON COUNTY, TEXAS

OWNER'S DEDICATION

STATE OF TEXAS
COUNTY OF WILLIAMSON
KNOW ALL MEN BY THESE PRESENTS

THAT SANTA RITA KC, LLC, SOLE OWNER OF THAT CERTAIN 104.94 ACRE TRACT OF LAND SHOWN HEREON AND DESCRIBED IN A DEED RECORDED IN DOCUMENT NO. 2010078403 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, SOLE OWNER OF THAT CERTAIN 24.965 ACRE TRACT OF LAND SHOWN HEREON AND DESCRIBED IN A DEED RECORDED IN DOCUMENT NO. 2018073457 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, DO HEREBY SUBDIVIDE SAID TRACT AS SHOWN HEREON, AND DO HEREBY CONSENT TO ALL PLAT NOTE REQUIREMENTS SHOWN HEREON, AND DO HEREBY FOREVER DEDICATE TO THE PUBLIC THE ROADS, ALLEYS, RIGHTS-OF-WAY, EASEMENTS AND PUBLIC PLACES SHOWN HEREON FOR SUCH PUBLIC PURPOSES AS WILLIAMSON COUNTY MAY DEEM APPROPRIATE, AND DO HEREBY STATE THAT ALL PUBLIC ROADWAYS AND EASEMENTS AS SHOWN ON THIS PLAT ARE FREE OF LIENS. THIS SUBDIVISION IS TO BE KNOWN AS "SANTA RITA RANCH PHASE 1 SECTION 20C".

TO CERTIFY WHICH, WITNESS BY MY HAND THIS 2nd DAY OF AUGUST 2019.

SANTA RITA KC, LLC

BY: James Edward Horne, Vice President
SANTA RITA KC, LLC
8200 NORTH MOPAC, SUITE 300
AUSTIN, TX 78759

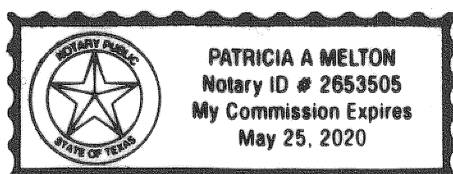
THE STATE OF TEXAS
COUNTY OF TRAVIS

BEFORE ME ON THIS DAY PERSONALLY APPEARED JAMES EDWARD HORNE, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE 2 DAY OF August A.D., 2019.

BY: Patricia A. Melton
NOTARY PUBLIC, STATE OF TEXAS

PRINTED NAME: Patricia A. Melton
MY COMMISSION EXPIRES: 5-25-2020



CONSENT OF MORTGAGEE

THE UNDERSIGNED, BEING THE SOLE OWNER AND HOLDER OF DEED OF TRUST LIEN DATED OCTOBER 31, 2013, RECORDED AS DOCUMENT NO. 2013103003 IN THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, SECURING A NOTE OF EVEN DATE THEREWITH, EXECUTES THIS DECLARATION SOLELY FOR THE PURPOSES OF EVIDENCING ITS CONSENT TO THE TERMS AND PROVISIONS HEREOF.

INTERNATIONAL BANK OF COMMERCE, A TEXAS BANKING ASSOCIATION

BY: Allen E. Wise

PRINTED NAME: Allen E. Wise

TITLE: Executive Vice President

STATE OF TEXAS
COUNTY OF Travis

BEFORE ME ON THIS DAY PERSONALLY APPEARED Allen E. Wise, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE 5 DAY OF August A.D., 2019.

BY: Araceli Hernandez
NOTARY PUBLIC, STATE OF TEXAS

PRINTED NAME: Araceli Hernandez

MY COMMISSION EXPIRES: 6-2-2020



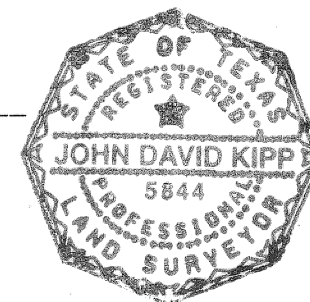
THE CITY OF LIBERTY HILL, TEXAS, ACKNOWLEDGES RECEIPT OF THIS PLAT FOR REVIEW AND/OR APPROVAL IN CONJUNCTION WITH PLANNING PURPOSES AND PAYMENT OF APPLICABLE FEES FOR THE PROVISION OF WATER AND/OR WASTEWATER SERVICES.

BY: Sally McKeon
CITY OF LIBERTY HILL, TEXAS
DATE: 8-8-19

SURVEYOR'S CERTIFICATION

I, JOHN D. KIPP, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ON THE GROUND SURVEY OF THE LAND SHOWN HEREON AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE PROPERLY PLACED UNDER MY SUPERVISION. THIS PLAT COMPLIES WITH THE REQUIREMENTS OF WILLIAMSON COUNTY. ALL EASEMENTS OF RECORD OF WHICH I HAVE KNOWLEDGE ARE SHOWN OR NOTED ON THE PLAT. THE FIELD NOTES HEREON MATHEMATICALLY CLOSE.

BY: John D. Kipp
DATE: 01/29/2019
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5844
STATE OF TEXAS



ENGINEER'S CERTIFICATION

NO PORTION OF THIS TRACT IS WITHIN THE 100 YEAR FLOOD PLAIN AS SHOWN ON FLOOD INSURANCE RATE COMMUNITY PANEL No. 48491C0275E EFFECTIVE SEPTEMBER 26, 2008 FOR WILLIAMSON COUNTY, TEXAS.

I, J. KEITH COLLINS, DO HEREBY CERTIFY THAT THE INFORMATION CONTAINED ON THIS PLAT COMPLIES WITH THE SUBDIVISION ORDINANCES AND THE STORMWATER DRAINAGE POLICY ADOPTED BY WILLIAMSON COUNTY, TEXAS. THIS TRACT IS LOCATED IN THE EDWARDS AQUIFER RECHARGE ZONE.

BY: J. Keith Collins
DATE: 2/25/19
LICENSED PROFESSIONAL ENGINEER NO. 80579
STATE OF TEXAS



ROAD NAME AND ADDRESS ASSIGNMENTS VERIFIED THIS THE 9th DAY OF August 2018, 2019

BY: Cindy Bridges
WILLIAMSON COUNTY ADDRESSING COORDINATOR

IN APPROVING THIS PLAT BY THE COMMISSIONERS' COURT OF WILLIAMSON COUNTY, TEXAS, IT IS UNDERSTOOD THAT THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES AND ANY BRIDGES OR CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IS THE RESPONSIBILITY OF THE OWNERS OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONERS' COURT OF WILLIAMSON COUNTY, TEXAS. SAID COMMISSIONERS' COURT ASSUMES NO OBLIGATION TO BUILD ANY OF THE STREETS, ROADS, OR OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR OF CONSTRUCTING ANY OF THE BRIDGES OR DRAINAGE IMPROVEMENTS IN CONNECTION THEREWITH. THE COUNTY WILL ASSUME NO RESPONSIBILITY FOR DRAINAGE WAYS OR EASEMENTS IN THE SUBDIVISION, OTHER THAN THOSE DRAINING OR PROTECTING THE ROAD SYSTEM AND STREETS.

THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF REPRESENTATIONS BY OTHER PARTIES IN THIS PLAT. FLOOD PLAIN DATA, IN PARTICULAR, MAY CHANGE DEPENDING ON SUBSEQUENT DEVELOPMENT. IT IS FURTHER UNDERSTOOD THAT THE OWNERS OF THE TRACT OF LAND COVERED BY THIS PLAT MUST INSTALL AT THEIR OWN EXPENSE ALL TRAFFIC CONTROL DEVICES AND SIGNAGE THAT MAY BE REQUIRED BEFORE THE STREETS IN THE SUBDIVISION HAVE FINALLY BEEN ACCEPTED FOR MAINTENANCE BY THE COUNTY.

STATE OF TEXAS
COUNTY OF WILLIAMSON
KNOW ALL MEN BY THESE PRESENTS

I, BILL GRAVELL JR., COUNTY JUDGE OF WILLIAMSON COUNTY, TEXAS, DO HEREBY CERTIFY THAT THIS MAP OR PLAT, WITH FIELD NOTES HEREON, FOR A SUBDIVISION HAVING BEEN FULLY PRESENTED TO THE COMMISSIONER'S COURT OF WILLIAMSON COUNTY, TEXAS, AND BY THE SAID COURT DULY CONSIDERED, WERE ON THIS DAY APPROVED AND THAT THIS PLAT IS AUTHORIZED TO BE REGISTERED AND RECORDED IN THE PROPER RECORDS OF THE COUNTY CLERK OF WILLIAMSON COUNTY, TEXAS.

BY: Bill Gravel Jr., County Judge
DATE:
WILLIAMSON COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF WILLIAMSON
KNOW ALL MEN BY THESE PRESENTS

I, NANCY RISTER, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ___ DAY OF ___, 20___ A.D., AT ___ O'CLOCK, ___M., AND DULY RECORDED THIS THE ___ DAY OF ___, 20___ A.D., AT ___ O'CLOCK, ___M., IN THE OFFICIAL PUBLIC RECORDS OF SAID COUNTY IN DOCUMENT NO. _____

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

NANCY RISTER, CLERK COUNTY COURT
OF WILLIAMSON COUNTY, TEXAS

BY:
DEPUTY

DATE: AUGUST 31, 2018

RANDALL JONES & ASSOCIATES ENGINEERING, INC.
2900 JAZZ STREET, ROUND ROCK, TEXAS, 78664
(512) 836-4793 FAX: (512) 836-4817 F-9784

RJ SURVEYING & ASSOCIATES, INC.
2900 JAZZ STREET, ROUND ROCK, TEXAS, 78664
(512) 836-4793 FAX: (512) 836-4817

Commissioners Court - Regular Session

36.

Meeting Date: 08/20/2019

Granger Llons Softball World Champs

Submitted For: Russ Boles

Submitted By: Michael Cooper, Commissioner Pct. #4

Department: Commissioner Pct. #4

Agenda Category: Regular Agenda Items

Information

Agenda Item

Recognition of Granger G Lady Lions Girls Softball winning the 2019 Pony League World Series Championship in Lafayette, Louisiana.

Background

The Granger G Lady Lions 2019 14 and Under Girls Softball recently won the PONY League World Series on June 27 4-3 over Manchaca Xtreme. The G Lady Lions are:

- Montana Moore
- Hope Scruggs
- Natalie Martin
- Allison Ortega
- Mattie Wilke
- Marissa Luna
- Amayah Simien
- Payton Filla
- Clarissa Miller
- Preslie Juranek
- Elizabeth Martinez
- Juli Smith – Manager

- Tommy Filla – Coach
- Phillip Scruggs – Coach
- Ricky Luna - Coach

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.
 Form Started By: Michael Cooper
 Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 11:17 AM
 Started On: 08/15/2019 10:35 AM

Commissioners Court - Regular Session

37.

Meeting Date: 08/20/2019

Recognize Commissioner Valerie Covey on her appointment to the Governing Board of the Texas Indigent Defense Commission.

Submitted For: Bill Gravell

Submitted By: Andrea Schiele, County Judge

Department: County Judge

Agenda Category: Regular Agenda Items

Information

Agenda Item

Recognize Commissioner Valerie Covey on her appointment to the Governing Board of the Texas Indigent Defense Commission.

Background

Governor Greg Abbott has appointed Valerie Covey to the Governing Board of the Texas Indigent Defense Commission for a term set to expire on February 1, 2020. The commission provides financial and technical support to counties to develop and maintain quality, cost-effective indigent defense systems.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Form Started By: Andrea Schiele
Final Approval Date: 08/16/2019

Started On: 08/16/2019 08:09 AM

Commissioners Court - Regular Session

38.

Meeting Date: 08/20/2019

Discuss, consider and take appropriate action on terminating the contractual relationship relating to the Access Agreement between Williamson County

Submitted By: Tammy Smith, Commissioner Pct. #2

Department: Commissioner Pct. #2

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on terminating the contractual relationship relating to the Access Agreement between Williamson County and Big Fish Entertainment LLC.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.
Form Started By: Tammy Smith
Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 11:13 AM
Started On: 08/14/2019 04:16 PM

Commissioners Court - Regular Session

39.

Meeting Date: 08/20/2019

10AM Public Hearing on the Williamson County proposed 2019 tax rate of 0.459029 per 100

Submitted For: Larry Gaddes

Submitted By: Judy Kocian, County Tax Assessor
Collector

Department: County Tax Assessor Collector

Agenda Category: Regular Agenda Items

Information

Agenda Item

10:00 a.m. Public Hearing on proposed 2019 tax rate of \$0.459029 per \$100 for Williamson County.

Background

This is the second of two public hearings on the proposed 2019 tax rate. The proposed rate was voted on August 6, 2019 and is the combined rate of M&O, I&S and R/FM. The individual tax rates will be adopted August 27, 2019.

Proposed Tax Rate: \$0.459029 per \$100
Preceding Year's Tax Rate : \$0.459029 per \$100
Effective Tax Rate: \$0.444477 per \$100
Rollback Tax Rate: \$0.471596 per \$100

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Notice of Proposed Tax Rate

Form Review

Inbox

County Judge Exec Asst.
Form Started By: Judy Kocian
Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 10:47 AM
Started On: 08/15/2019 08:13 AM

NOTICE OF 2019 TAX YEAR PROPOSED PROPERTY TAX RATE FOR

Williamson County

A tax rate of \$0.459029 per \$100 valuation has been proposed by the governing body of Williamson County. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of Williamson County proposes to use revenue attributable to the tax rate increase for the purpose of paying off debt and .

PROPOSED TAX RATE	\$0.459029 per \$100
PRECEDING YEAR'S TAX RATE	\$0.459029 per \$100
EFFECTIVE TAX RATE	\$0.444477 per \$100
ROLLBACK TAX RATE	\$0.471596 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for Williamson County from the same properties in both the 2018 tax year and the 2019 tax year.

The rollback tax rate is the highest tax rate that Williamson County may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact

Larry Gaddes PCAC, CTA
Williamson County Tax Assessor-Collector
904 S. Main Street
512-943-1603
proptax@wilco.org
www.wilco.org/propertytax

You are urged to attend and express your views at the following public hearings on proposed tax rate:

First Hearing: 08/13/2019 10:00 AM at Commissioners Court 710 S Main St, Georgetown, TX Historic Courthouse

Second Hearing: 08/20/2019 10:00 AM at Commissioners Court 710 S Main St, Georgetown, TX Historic Courthouse

Commissioners Court - Regular Session

40.

Meeting Date: 08/20/2019

Approval of Tax Statement Mailing Purchase

Submitted For: Randy Barker

Submitted By: Erica Smith, Purchasing

Department: Purchasing

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on approving the purchase of the preparation and mailing of 2019 tax statements in the amount of \$64,447.50, from Variverge, pursuant to Montgomery County ILA pricing.

Background

Approval of this purchase will support the operations of the Williamson County Tax Office. The estimate attached includes pricing for the printing, rendering, postage and materials for the 2019 Tax Statements. This expenditure will be charged to 01.0100.0499.004350 in the FY2020 budget. Department contact is Judy Kocian.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

Estimate

Form Review

Inbox

Purchasing (Originator)
County Judge Exec Asst.
Form Started By: Erica Smith
Final Approval Date: 08/15/2019

Reviewed By

Kerstin Hancock
Andrea Schiele

Date

08/15/2019 09:47 AM
08/15/2019 10:27 AM
Started On: 08/07/2019 10:07 AM



variverge
data + print + mail

variverge.com
1.888.288.6693

Corporate Office
920 SW 9th Avenue + Amarillo, TX 79101
Dallas Location
8949 Diplomacy Row + Dallas, TX 75247

Estimate

Date	Estimate #
8/7/2019	01063094

Name / Address
Williamson County Tax Office Attn: Judy Kocian 2019 Tax Statement Estimate

Project

Description	Qty	U/M	Rate	Total
Laser Printing (Duplex Color Printing)	310,000		0.036	11,160.00
Rendering (Fold/Insert/Meter)	105,000		0.035	3,675.00
Blank Perforated Paper for Laser Printing	155,000		0.017	2,635.00
Envelopes #9 (Green)	105,000		0.03	3,150.00
1st Insert (#9 Green Envelopes)	105,000		0.01	1,050.00
Envelopes #10	105,000		0.0225	2,362.50
Postage Estimate	105,000		0.383	40,215.00
Subtotal				64,247.50
Freight Estimate for Materials	1		200.00	200.00
Prices subject to Interlocal Agreement with Montgomery County				

Freight estimates are subject to change due to fuel cost.		Subtotal	\$64,447.50
		Sales Tax (8.25%)	\$0.00
		Total	\$64,447.50

Commissioners Court - Regular Session

41.

Meeting Date: 08/20/2019

Employee policy manual

Submitted For: Rebecca Clemons

Submitted By: Rebecca Clemons, Human Resources

Department: Human Resources

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on changes to the Employee Policy Manual, including the Social Media Policy.

Background

Changes would be effective October 1, 2019.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

SMP

EPM

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Rebecca Clemons

Final Approval Date: 08/14/2019

Reviewed By

Andrea Schiele

Date

08/14/2019 10:35 AM

Started On: 08/08/2019 12:51 PM

Social Media

While Williamson County encourages employees to enjoy and make good use of your off-duty time, certain activities may become a problem if they affect their work. Employees may use social media in any way they choose, as long as that use does not produce adverse consequences. For this reason, employees are reminded that the following guidelines apply in use of social media, both on and off duty:

- Employees are prohibited from publishing any personal information about themselves, another employee of Williamson County, applicants, or an associate of Williamson County in any public medium (print, broadcast, digital, or online) that:
 - Has the potential or effect of involving themselves, co-workers, or Williamson County in any kind of dispute or conflict with other employees or third parties
 - Interferes with the work of any employee
 - Creates a harassing, demeaning, or hostile working environment for any employee
 - Disrupts the smooth and orderly flow of work within the office, or the delivery of services to Williamson County's taxpayers or customers
 - Harms the reputation of Williamson County among its taxpayers or in the community at large
 - States falsities or is slanderous about the County
 - Reveals information that should be treated as confidential (by law) and/or information regarding the personal or private conduct and affairs of that person and interaction with other people that is unrelated to the person's job performance or official duties for Williamson County is personal information. Health information is also considered personal information under this policy
- Employees may not use County equipment or facilities for non-work-related activities or business including social media
- Personal social media activities should never interfere with work commitments and **should not be conducted while at work**
- Conducting oneself in such a way that his/her actions and relationships with others could become the object of gossip in the office, or causing unfavorable publicity for Williamson County in the community, is prohibited.
- If an employee creates a personal blog, they must provide a clear disclaimer that the views expressed in the blog are theirs alone, and do not represent the views of Williamson County
- All information published on any blog(s) or other posting(s) should comply with Williamson County confidentiality and disclosure policies. This also applies to comments posted on other social networking sites, blogs and forum
- An employees online presence can reflect on Williamson County. The lines between public and private, personal and professional information are blurred in this context. Be aware that comments, posts, or actions captured via digital or film images can affect the image of Williamson County. If an employee is posting to personal networking sites and speaking about job- related content or about the County, the employee should identify him/herself and use a disclaimer to make it clear that the views are not reflective of the views of County

Any violations of this policy are subject to disciplinary action





**WILLIAMSON
COUNTY**

1848



***Employee
Policy Manual***

Effective October 1, 2019



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Employee Responsibilities.....	30

Policy Manual Disclaimer

This employee policy manual constitutes the general personnel policies for all Williamson County employees. It does not constitute a contract or provide a guarantee of employment. Policies may be altered, deleted, or amended at any time by action of the Commissioners Court. If any provision or part of a provision of these policies is held invalid, unlawful, or unenforceable, it will not affect the validity of the remaining provisions or parts of provisions, which will remain in effect. In cases where federal or state laws or regulations supersede local guidelines, such laws or regulations will substitute for these personnel guidelines only insofar as necessary for compliance. Specific departments may have additional policies unique to their operations.

Elected official's rights and responsibilities as defined by Texas law supersede these policies where conflicts may occur. Elected officials are encouraged to follow all policies contained herein in order to provide uniform application across the County and to protect the County against potential employment related issues.

About Williamson County Government

Williamson County's government organization is established by the Constitution of the State of Texas and by state statutes. Its operations are governed by state and federal law and by actions of the Commissioners Court.

Commissioners Court

The Commissioners Court consists of four County Commissioners; each elected by the voters of a Commissioners precinct, and a County Judge, elected by all of the voters of the County. Officials are elected for a four-year term. The Commissioners Court is the chief policy, administrative, and executive branch of County government.

County Operations

County operations are conducted through departments and offices; each administered by an elected public official or an appointed department head.



Employment

At Will Employment

Employment with Williamson County is on an at-will basis:

- An employee may resign at any time with or without notice
- Williamson County may terminate the employment relationship at any time with or without cause or notice
- Williamson County may change the terms and conditions of employment at any time, with or without notice

Equal Employment Opportunity & ADA Compliance;

Williamson County is committed to providing a workplace free of discrimination. All employment decisions (hiring, promotions, terminations, compensation, etc.) are made without regard to any covered or protected class as defined by law and applicable statements of the law by the Equal Employment Opportunity Commission (EEOC) or disability as defined by the Americans with Disabilities Act and applicable state laws, including those enforced by the Texas Workforce Commission. If an employee requires an accommodation due to a disability, contact the Human Resources Department.

Employment Status

- **Full-time:** Full time positions are scheduled to work consistently 30 or more hours in a pay week
- **Part-time:** Part time positions are scheduled to work no more than 29 hours in a pay week and are not eligible for benefits or longevity pay
- **Temporary:** Temporary employees are limited to working 130 days in a calendar year. They are not eligible for TCDRS retirement, holidays, benefits or leave time including longevity pay

Position Classification

Positions are classified as exempt or non-exempt based on the definitions and requirements of the Federal Labor Standards Act. (FLSA)

- **Exempt:** Exempt positions are salaried positions which are not eligible for overtime or compensatory time
- **Non-Exempt:** Non-exempt positions are hourly positions which are eligible for overtime pay or compensatory time as determined by County policy



Employment

Overtime

Classification	Eligibility	Accrual
Exempt	NO	Exempt employees are not eligible for overtime compensation
Non-Exempt	YES	<ul style="list-style-type: none"> • Time and a half pay or compensatory time after 40 hours actually worked in a work week • Determination of pay vs comp time is based on departmental budget
Non-Exempt: Department of Infrastructure	YES	<ul style="list-style-type: none"> • Time and a half compensatory time after 40 hours actually worked • In the event of a public safety emergency, the Senior Director has the discretion to grant overtime pay at time and a half to those employees performing emergency response duties at the request of their supervisor
Non-Exempt: Public Safety Positions	YES	Time and a half overtime pay or compensatory time after 40 hours worked
Non-Exempt: Law Enforcement and Corrections Officers	YES	Time and a half overtime pay or compensatory time after 86 hours worked in a 14 day pay period
Non-Exempt Essential Personnel Catastrophic Event Pay	YES	Upon EOC activation and/or declaration of a local, state or federal disaster, non-exempt essential personnel (EP) may receive time and one-half pay in lieu of compensatory time, once the normal hours required before overtime eligibility have been exceeded

All overtime must be preapproved by the Elected Official or Department Head. Only hours actually worked are included in the determination of overtime as it is based on hours actually worked. Sick leave, vacation, holidays, and other absences from the work place do not count toward the accrual of overtime. Time sheets must be balanced to the number of hours scheduled per pay period. As used above, **time and one-half pay overtime** may refer to accruals of compensatory time or **overtime** payments. Compensatory time is limited to 240 hours, all hours above this limit will be paid **at time and one-half. overtime pay.**



Employment

Recruitment

When a position becomes vacant, the position may be posted externally through Human Resources, internally (within the department) by the Elected Official or Department Head or the position may be filled by an applicant that has previously applied for a similar position within the past 180 days. The Elected Official, Department Head or their designee will make the final selection in the recruitment process. The chart below generally defines the processes:

Job Posting Options

Type	Description	Documentation	Process
External Job Posting	Vacant position is posted online through Human Resources	A request to post must be sent to Human Resources	Position will be posted through online hiring system for a minimum of 5 calendar days
Internal Job Posting	Vacant position is posted internally through email or other written communication method within the hiring department only	An email or manual written posting may be used to notify employees of the vacancy	Notify internal employees of the opportunity and provide instructions on how they must apply (i.e. via resume, email response, etc.)
Applicant Pool	Applications are reviewed from a previous posting for the same or similar position	Contact Human Resources to request applications from the previous posting	Applications will be provided through the online hiring system for the hiring manager to review

Candidate Selection Process

All candidates being considered should meet the minimum requirements for the position and should go through a consistent screening and interviewing process. Once a candidate is selected, the hiring manager must notify Human Resources to complete the final steps in the hiring process.

Nepotism

Nepotism is the hiring or influencing others to hire relatives without regard to merit. The County and the [Texas Government Code Chapter 573](#) outline specific rules prohibiting the appointment, confirmation of appointment, or voting for the appointment (or confirmation of appointment) of a relative. Refer to the Texas Government Code Chapter 573(Relationships by Consanguinity or by Affinity) for additional clarification. In compliance with its own policies, the Commissioners Court will not affirm any Officer who is related to another employee within the same department.

Changes in relationships which may violate this policy, must be immediately reported to Human Resources

Employment

Transfers

Employees transferring from one County office or department to another should give at least a two week written notice to their current official/department head. The current official/department head may waive the two week period. If an employee status changes from a non-exempt to an exempt position, the employee's current compensatory time balance will be paid out as of the last day in the non-exempt position and at the hourly rate for the non-exempt position. Compensatory time will also be paid out when a non-exempt employee transfers from one County department to another. If an employee transfers from a position that allows for a higher vacation or sick leave balance, the amount that is in excess of the limit for the new position will be forfeited. Transfers to and from WCCHD, Museum or CSCD are considered employment separations.

Separation of Employment

Employees are required to provide at least a two week written notice in order to resign in good standing. The last day of employment is the last day the employee is present at work. Leave time cannot be used on the last day of employment, with the exception of administrative leave or medical leave covered under or at the conclusion of FMLA. In some cases, the last day of employment may be adjusted after a review and approval process involving the department, Human Resources, and the County Auditor's Office. At the discretion of the Elected Official or Department Head, the resignation may be accepted immediately or at any time within the resignation notice period. In the event that an employee passes away, the last date of employment will be the last date worked or the last day on approved leave with the exception of vacation leave. Employees must return all Williamson County property immediately upon request or upon termination of employment. Any items not returned may be deducted from the final paycheck for certain eligible employees.

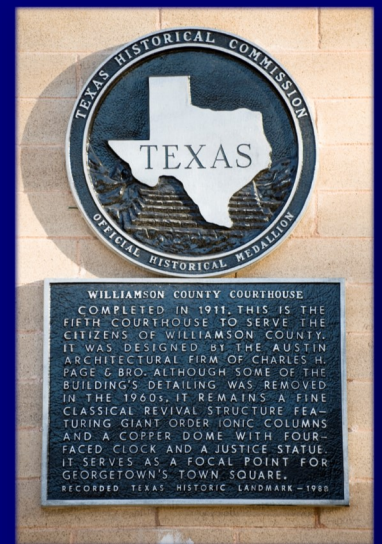
The following will be paid on the final paycheck or when County assets have been disabled/returned to the County:

- Eligible accrued vacation time
- Comp time
- Unused holiday time banked prior to October 1, 2014

Adjusted Service Dates for Rehired Employees

Employees rehired within 90 days from his/her last employment termination date, will be reinstated with service time based on a calculated adjusted service date. The adjusted service date is the original date of employment minus the number of break in service days. The adjusted service date will also be used for determining vacation and longevity accrual rates. Employees rehired 91 or more days after separation of employment will not receive service credit for previous employment, unless a one-time exception, that cannot exceed a one year break in service, is awarded based on review and approval by Human Resources (factors considered include high turnover positions, KSA's of former employee or other special circumstances)

Refer to the [Uniformed Services Employment and Re-employment Rights Act \(USERRA\)](#) for reemployment rights if the break in service is related to active



Work Environment

Communications to Employees

All employees are assigned a County email address. County email is the official communication tool for employee communications. All employees are responsible for accessing and reviewing their County email on a regular basis.

Breaks

Supervisors may schedule breaks to accommodate operating requirements. County offices are encouraged to stay open during the noon hour to better serve the public. Supervisors will inform employees of breaks, if any, and the break schedule. The Fair Labor Standards Act (FLSA) does not require employers to provide breaks or meal periods to employees.

- Breaks of less than 20 minutes will not require the employee to clock out and will be considered compensable time
- Breaks of more than 20 minutes (i.e. errands) will require non-exempt employees to clock out and not to perform any work during that time
- Lunch breaks will be for a period of not less than 30 minutes, during which the employee may not perform any work

Lactation breaks

For up to one year after a child's birth, any employee who is breastfeeding her child will be provided reasonable break times as needed with the same rules for breaks as listed above. Williamson County has designated certain rooms for this purpose. Employees who work off-site or in other locations will be accommodated with a private area as necessary.

Reporting Time Worked and Leave Time

Timesheets must be approved and signed off **by the employee and department designee**, on the day indicated on the payroll calendar by the time indicated by the **Auditor** Payroll Department. Employee timesheets must be balanced to their regularly scheduled hours for the work week.

- **Nonexempt:** Employees must report all hours worked and leave time taken in the timekeeping system.
- **Exempt:** Employees do not enter the hours worked, must record leave time such as sick, ~~holiday~~, vacation, and FMLA in the timekeeping system. **Holiday time is preloaded for all exempt employees. Payroll must be contacted to adjust holiday time if an exempt employee works on the holiday.**

Time records are a governmental record and according to Texas Penal Code Section 37.10 you are tampering with a government record if you knowingly submit your time record inaccurately

Employee Leave Policies

Employees accrue vacation and sick leave ~~for~~ **on the last day of** each pay period. The leave hours **will may** be adjusted when employees **have any unpaid leave, with the exception of workers compensation. are not in paid status.** The leave chart on the next page provides the policies related to the various leave types authorized by the County.

Don't forget to check
County email daily!



Leave Chart

Use of accrued leave must be approved by the Elected Official or Department Head

Type	Rate of Accrual	Max Pay Out	Policy
VACATION 160 hours accrual max	< 5 years= 3 Hours 5 minutes per pay period	80 hours	<ul style="list-style-type: none"> • Leave is accrued at the end of the pay period • Changes in work schedules, may result in adjustments to leave balances & accruals • Part-time employees earn 1.5 hours per pay period with the same max accrual as Full-time employees (Effective 10/1/16) • Proration may occur for full-time employees that work less than 30 hours per week • Contact Human Resources for more information
	5 to < 10 Years= 4 hours 37 minutes per pay period	120 hours	
	10 + years= 6 Hours 10 minutes per pay period	160 hours	
VACATION (EMS Paramedics on 24 hour Shifts) 168 hours accrual max	< 10 years= 5 Hours 32 minutes per pay period	144 hours (6 shifts)	
	10+ years = 6 Hours 27 minutes per pay period	168 hours (7 shifts)	
SICK LEAVE 480 hours accrual max	4 hours per pay period	N/A (Not paid at termination)	
SICK LEAVE (EMS Paramedics on 24 hour Shifts) 672 hours accrual max	6 hours per pay period	N/A (Not paid at termination)	<ul style="list-style-type: none"> • May be required to provide documentation • Not a substitute for vacation • Part-time employees earn 1.5 hours per pay period with the same max accrual as full-time employee (Effective 10/1/16)
FLOATING HOLIDAY*	2 (8 hours) days per fiscal year (Effective October 1, 2017)	N/A (Not paid at termination)	<ul style="list-style-type: none"> • Only available to full time employees • Must be used by the end of the fiscal year • EMS Paramedics on < /= 12 hour shifts will receive 2 days/hours based on normal shift assignment
HOLIDAY*	<ul style="list-style-type: none"> • Part time employees receive 4 hours • Full-time employees 8 hours 	N/A (Not paid at termination)	<ul style="list-style-type: none"> • Dates are established by Commissioners Court annually, subject to change • Employee must work or be on approved paid leave the day before and after the holiday • EMS Paramedics will receive up to 12 hours based on normal shift assignment
BEREAVEMENT LEAVE*	2 (8 hour) days per fiscal year (Effective October 1, 2017)	N/A (Not paid at termination)	<ul style="list-style-type: none"> • May be granted following the death of one of the following relatives: spouse, mother, father, child, sister, brother, grandparents, aunt, uncle, mother-in-law, father-in-law, sister-in-law, brother-in-law • Documentation may be required • EMS paramedics will receive 2 days/hours based on normal shift assignment
Non- Exempt PUBLIC SAFETY ADJUSTMENT	64 hours per fiscal year, does not roll over	N/A (Not paid at termination)	<ul style="list-style-type: none"> • Includes positions in Law Enforcement, Corrections and Emergency Services with some exceptions • Max of 4 hours per shift and must be used with 8 hours of holiday/floating holiday/beravement to cover shift as scheduled

*Refer to Non-Exempt Public Safety Adjustment policy

Leave Chart

Use of accrued leave must be approved by the Elected Official or Department Head

Type	Rate of Accrual	Max Accrual	Policy
CIVIL LEAVE	Includes jury duty, voting, work related court summons, USERRA (Uniformed Services Employment & Re-employment Rights Act)	N/A	<ul style="list-style-type: none"> Employee must show jury duty summons to their supervisor and must return to work if time permits. County employees will be paid if they are required to miss their regularly scheduled work shift, in addition to the jury pay from the court Time off to vote may be approved due to unusual circumstances, please see Texas State Regulations Leave may be approved when an employee is summoned to testify for a case that is work related only The first 15 days (per fiscal year) of Military Leave (USERRA) will be paid without the requirement of leave usage by the employee. Beyond the first 15 days the employee may choose to use vacation leave or be placed on leave without pay Contact HR for further information related to USERRA leave and benefit continuation
BAD WEATHER	As determined by order of the County Judge	N/A	<ul style="list-style-type: none"> Employee must be at work or scheduled and ready for work on the day of office closure Employees on approved leave of any type are not eligible If office closure continues beyond 5 consecutive days, employees must use vacation pay, compensatory time, personal holiday or unpaid leave unless otherwise determined by Commissioners Court
ESSENTIAL PERSONNEL LEAVE	As determined by order of the County Judge	N/A	<ul style="list-style-type: none"> Leave is granted when exempt employees must work during office closure that has been declared by the County Judge EP leave must be used before the end of the current fiscal year



Leave Chart

Use of accrued leave must be approved by the Elected Official or Department Head

Type	Rate of Accrual	Max Accrual	Policy
BANKED HOLIDAY LEAVE	Determined by number of hours worked on the holiday	200 hours	<ul style="list-style-type: none"> • Will not be paid upon termination if earned after 10/1/14
COMPENSATORY LEAVE	Refer to Overtime Policies for accrual	240 hours	<ul style="list-style-type: none"> • Must be used before vacation time
WORKERS COMPENSATION LEAVE	Used by employees that must miss work due to an on the job injury	N/A	<ul style="list-style-type: none"> • Any on the job injury must be reported immediately, failure to report within 30 days of the injury may result in a denial of benefits including leave (Texas labor code Sec.409.001) • HR will coordinate leave and medical care with the Worker's Compensation carrier • Contact HR for more information

Wilco PTO leave time is applied in the following order:

- 1) Compensatory time
- 2) Vacation leave

*Note: All leave accruals are based on time actually worked by the employee, leave accrues at the end of the pay period and will be adjusted or removed if the employee has any unpaid leave, **other than workers compensation**, in the pay week.*

A list of County Holidays can be found on [wilco.org](http://www.wilco.org)



For more information on FMLA visit:
<http://www.dol.gov/whd/fmla>

Family Medical Leave Chart

As required by law, Williamson County will permit eligible employees to take family or medical leave ("FMLA leave"), in accordance with the terms of this policy

<p>Eligibility</p>	<ul style="list-style-type: none"> • Worked for the County for at least 12 months • Worked a minimum of 1250 hours in the last 12 months
<p>Entitlement</p>	<p>Qualifying Reasons/Policy</p>
<p>Basic FMLA</p>	
<ul style="list-style-type: none"> • 12 weeks, unpaid leave, per rolling year; if criteria is met including relationship rules 	<ul style="list-style-type: none"> • FMLA is unpaid time off to care for a newborn child or the placement of a child with the employee for adoption or foster care. Employees are not eligible to utilize sick leave or sick leave pool, without certification of the child having a serious medical condition • To care for spouse, child, or parent of the employee who has a serious health condition • Employee's own serious health condition • Employees requesting leave to care for an immediate family member with a serious health condition, may be required to submit proof of the familial relationship, such as a birth certificate or marriage license. • Eligible employees with accrued leave will have the leave applied in the following order when the leave is related to a serious medical condition: sick, PTO, essential pay, banked holiday, floating holiday • Eligible employees with accrued leave will have the leave applied in the following order when the leave is <u>not</u> related to a serious medical condition: PTO, essential pay, banked holiday, floating holiday • Holiday leave will not bank, it will be utilized in the week earned
<p>Military Family Leave– Qualifying Exigency Leave</p>	
<ul style="list-style-type: none"> • Any period of absence due to or necessitated by USERRA-covered military service must be counted in determining an employee's eligibility for FMLA leave. • Employees may be entitled to take their Basic FMLA Leave for a "Qualifying Exigency" if the employee's spouse, son, or daughter, or parent is a member of the National Guard, Reserves, or a regular component of the Armed forces, and on covered active duty or called to covered active duty. 	<p>Qualifying exigency is unpaid time off and may include:</p> <ul style="list-style-type: none"> • Short-notice deployment when the military member is notified seven or less calendar days prior to deployment. This is limited to 7 days of leave • Attending certain military events related to the call to duty • To attend to childcare and school activities necessary to arrange for alternative childcare necessitated by the call to duty • To attend to certain financial and legal arrangements as a result of the military member's absence while on duty; • In some instances, to attend counseling arising from the covered active duty or call to covered active duty status of a military member; • To spend up to 15 days of leave with a military member on a short leave for rest and recuperation • To attend post-deployment activities during the 90 days after the termination of the military member's covered active duty status or to address issues related to the death of a military member while on covered active duty • To care for a military member's parent who is incapable of self-care when the care is necessitated by the military member's covered active duty, such as to arrange for alternative care for a military member's parent, to provide care on an immediate need basis or to attend meetings with staff at a military member's parent's care facility • Other activities arising out of the military member's covered active duty or call to covered active duty as agreed upon by the Company and the employee. • Eligible employees with accrued leave will have the leave applied in the following order: PTO, essential pay, banked holiday, floating holiday

Family Medical Leave Chart

As required by law, Williamson County will permit eligible employees to take family or medical leave ("FMLA leave"), in accordance with the terms of this policy

Entitlement

Policy

Military Family Leave– Service Member Caregiver Leave

- Under certain circumstances, employees who meet the eligibility requirements for FMLA leave to take up to 26 weeks of leave in a single 12-month period to care for their ill or injured spouse, child, parent or next of kin (closest blood relative), who is a covered service member.
- If a husband and wife both work for the Company and each wishes to take leave to care for a covered injured or ill service member, the husband and wife may only take a combined total of 26 weeks of leave.
- The 26 weeks of leave includes any Basic FMLA leave taken. However, if the leave qualifies both for Basic FMLA leave and for Service member Caregiver Leave, then the leave will first be designated as Service member Caregiver leave.
- The single 12-month period begins on the first day the eligible team member takes FMLA leave to care for a covered service member and ends 12 months after that date. If an eligible team member does not take all of his or her 26 weeks of leave entitlement to care for a covered service member during this "single 12-month period," the remaining part of his or her 26 work-weeks of leave entitlement to care for the covered service member is forfeited. The 26 week leave entitlement is to be applied on a per-covered-service member, per-injury basis.

The term "covered service member" for purposes of Service member Caregiver Leave means:

- A member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness
- A veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during the period of 5 years preceding the first date on which the veteran takes FMLA leave to care for the covered veteran.

The term "serious injury or illness":

- In the case of a member of the Armed Forces (including a member of the National Guard or Reserves), means an injury or illness that was incurred by the member in line of duty on covered active duty in the Armed Forces (or existed before the beginning of the member's covered active duty and was aggravated by service in line of duty on covered active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating
- In the case of a veteran who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during a period when the person was a covered service member, means a qualifying (as defined by the Secretary of Labor) injury or illness that was incurred by the member in line of duty on a covered active duty in the Armed Forces (or existed before the beginning of the member's covered active duty and was aggravated by service in line of duty on covered active duty in the Armed Forces) and that manifested itself before or after the member became a veteran.
- Certification for the serious injury or illness of the covered service member may be required, the employee must respond to such request within 15 days or provide a reasonable explanation for the delay. Failure to provide certification may result in a denial of continuation of leave.

Please contact Human Resources for additional information below:

• *Since the laws and regulations governing military leave and military family leave are frequently being changed, if you have any military related leave request, please check with Human Resources to determine eligibility under the then current applicable rules*

- Restoration of Employment
- Employee Benefits
- Group Health Benefits
- Relationship to PTO
- Notification
- Certification of Health
- Status Reports
- Intermittent Leave
- Failure to Return from FMLA Leave

Administrative Leave

Type	Department	Policy
Administrative Leave (with pay)	Non-Elected & Elected Offices	<ul style="list-style-type: none"> • May not be used during or to extend FMLA • Paid Admin Leave lasting more than ten days will require approval of the County Judge for <u>non-elected</u> offices only • If the County Judge denies a request to grant admin leave with pay in excess of ten days, the <u>non-elected</u> office may appeal such denial to Commissioners Court • The employee will be paid base wages, this will not count as hours worked for overtime purposes • Medical benefits will continue at active employee rates • The employee must contact his/her supervisor weekly, and remain available to return to duty with 12 hours' notice • If the employee returns to work, he/she shall receive full credit for any suspended accruals/longevity/supplemental pay, unless determined otherwise • Any paid leave time other than sick leave, that has been accumulated will be applied retroactively to the time spent on paid admin leave, upon returning to duty • Leave will be applied as follows: compensatory time, vacation, banked holiday
Administrative Leave (without pay)	Non-Elected & Elected Offices	<ul style="list-style-type: none"> • Temporarily suspends employees job duties • Exempt employees may only be placed on admin leave without pay for serious infractions of workplace conduct policies • Full days/full week periods are administered for Exempt employees on admin leave with out pay (partial days will not be granted) • Employees may not substitute accrued paid leave during unpaid admin leave • Employee must coordinate payment of medical and dental benefits with the HR Department • Employees may be required to periodically contact their supervisor
Administrative Leave (with or with out pay)	Elected Offices County Auditor's Office Juvenile Services	<ul style="list-style-type: none"> • Must provide the Senior Director of HR with a written notice that sets forth: the name of the employee being placed on admin leave, whether admin leave is with pay or without pay, and the estimated duration of the leave • If the employee is reinstated or terminated the Elected Official/Appointed Official must provide the Sr. Director of HR with the time and date of the employee's reinstatement/termination
Administrative Leave (with or with out pay)	Non-Elected Offices	<ul style="list-style-type: none"> • Department heads and appointed positions who are direct reports to Commissioners Court may place an employee on Admin Leave with pay with HR consultation • Subject to the oversight of Commissioners Court • HR will provide proper notices/estimated time duration to the employee that is placed on paid admin leave
Reinstatement	Non-Elected & Elected Offices	<ul style="list-style-type: none"> • The County does not guarantee the reinstatement of an employee on admin leave, unless reinstatement is required by some other protected leave
Other Information	Non-Elected & Elected Offices	<ul style="list-style-type: none"> • Paid leave will not be accrued while employee is on any admin leave for one or more full pay periods • Longevity or supplemental pay shall not be paid while employee is on any admin leave for one or more pay periods • Supplemental pay is defined in the budget order

Elected Officials are strongly encouraged to comply with all administrative leave policies that are applicable to employees in non-elected offices. As a part of the Commissioners Court budgetary responsibilities and fiduciary oversight of public funds, the Commissioners Court will consider the amount of time that an Elected Official has granted in administrative leave during the prior fiscal year. Elected Officials will continue to maintain the right to terminate employees under their sphere of authority or provide harsher penalties, within applicable legal rules, than those that are set out and encouraged herein. Elected Officials are strongly encouraged to consult with the Sr. Director of the Williamson County Human Resources Department prior to placing employees on administrative leave and prior to making reinstatement and termination of employment decisions.

To view the full policy visit: [policy center](#)

Sick Leave Pool

Membership	Policy
BENEFIT SUMMARY	<ul style="list-style-type: none"> • Per Texas Local Government Code Sec.157.075: A participating enrolled employee is eligible to use time contributed to the county sick leave pool if: because of a catastrophic injury or illness and the employee has exhausted all the accrued paid leave and compensatory time to which the employee is otherwise entitled • Provides sick leave to an eligible employee once the employee has exhausted all accrued/ banked paid leave • The maximum amount of Sick Leave Pool (SLP) time that may be granted per benefit year will not exceed 1/3 of the total amount in the SLP, or 240 hours, whichever is less, at the time of the request for SLP
ENROLLMENT	<ul style="list-style-type: none"> • One year of full-time employment must be completed as of first day of open enrollment • A minimum of 8 Hours and no more than 40 hours must be contributed • Must enroll each year during benefits open enrollment
QUALIFICATION	<ul style="list-style-type: none"> • An employee with an illness or injury that makes them unable to perform their job while on approved FMLA for their own serious medical condition • SLP time will not be granted to an employee when they are receiving workers' compensation income benefits under the Texas Workers Compensation Act • SLP time will not be granted beyond the end date of approved FMLA leave (12 week max) • There is no guarantee that an employee will receive or be eligible to be reimbursed for any time that they contribute • Employees cannot receive time from the SLP if they are placed on temporary suspension, administrative leave, authorized non-medical leave without pay or are otherwise terminated
PROCEDURE	<ul style="list-style-type: none"> • Employees must apply for permission to receive SLP benefits (Contact the Human Resources Department for more information) • Upon receipt of the completed SLP benefit request, Human Resources will review the request, along with the FMLA documentation
UTILIZATION	<ul style="list-style-type: none"> • The number of hours granted through the SLP will be based on the FMLA documentation • SLP time may only be used for approved workdays and for holidays • SLP benefit end when the employee returns to work, exhausts the SLP benefit, upon separation, suspension or administrative leave
CONTRIBUTIONS	<ul style="list-style-type: none"> • Employee contributions of sick leave hours are irrevocable • Sick leave hours that are contributed become the property of the SLP and cannot be returned • Time contributed to the SLP cannot be designated to a particular employee • If, at any time, the SLP balance falls below two times the number of members, each member will be required to contribute eight additional hours to maintain membership • An employee separating from employment may contribute up to 80 hours of sick leave to the SLP • All unused time that was granted to an employee from the SLP shall be returned to the pool
DISCLAIMER	<ul style="list-style-type: none"> • The County may discontinue and/or terminate the SLP program without cause, legal repercussions, or ramifications with 120 day written notice to all participating employees • If any provision of this SLP is determined to be invalid or unenforceable, it is the intention of the County that the provision will be reformed to the best extent possible in its sole discretion • The guidelines, terms, and conditions of this SLP program may be amended at any time. The Commissioners Court must approve any recommended amendment

Work Environment

Benefits

Williamson County offers an excellent comprehensive benefits package to all full time employees. Benefits are administered by the Benefits Administration team which is a division of the Human Resources Department. Benefit plans are reviewed annually by the Benefits Committee which has the responsibility to make final recommendations to the Commissioners Court for approval. Additional benefit information is provided in the chart below:

Benefits		
Type	Policy	Additional Information
Medical Vision, Dental	<ul style="list-style-type: none"> • Full time employees are eligible for medical/vision/dental coverage on the first of the month, following the completion of 60 days of employment. • Current employees can make changes only during open enrollment or due to a qualified life event. • Employees are responsible for the employee portion of all benefit premiums. If an employee is on leave without pay, for any reason, premiums must be paid prior to the month of coverage. Failure to pay premiums will result in termination of benefits. • Upon retirement, the retiree benefit premiums must be paid prior to the month of coverage. 	Contact the HR Benefits Team for additional Information or visit: Benefits
Life	<ul style="list-style-type: none"> • Full time employees receive group life insurance for themselves and covered spouse/children at no cost 	
Voluntary Life	<ul style="list-style-type: none"> • Full time employees may purchase additional voluntary life insurance for themselves and their dependents during initial enrollment or during open enrollment • Employees are responsible for the employee portion of all benefit premiums. If an employee is on leave without pay, for any reason, premiums must be paid prior to the month of coverage. Failure to pay premiums will result in termination of benefits. 	
EAP	<ul style="list-style-type: none"> • EAP services are provided at no cost to all full time employees 	
Retirement	<ul style="list-style-type: none"> • Williamson County has a very generous retirement plan which all full-time and part-time employees are required to contribute to every pay period 	



Expenditure Guidelines

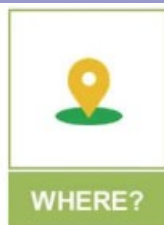
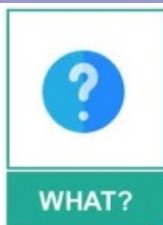
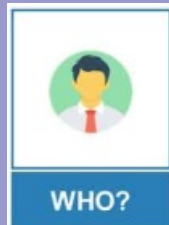
Type	Policy
Continuing Education & Training	<ul style="list-style-type: none"> • If the County requires an employee to attend a training/certification program directly related to their job description, the County may pay for the full or partial cost of the program including any training materials, exam or licensing fees • If the County pays for any portion of the class/training program and other fees, the employee must complete the requirements of the program including passing any exams required or the employee may be required to reimburse the County • Recertification of any required job related certifications may be paid for by the County and are limited to two times for each renewal period • The employee will be responsible for paying any further recertification costs if unsuccessful on the first two attempts and the employee will not be reimbursed • Employees must have written approval from the Department Head/Elected Official for all second attempts for recertification • The funds for these items must be available in the departments training budget
Tuition Reimbursement	<ul style="list-style-type: none"> • The County may pay for tuition, related to obtaining a degree directly relevant to County business, as defined by the office or department involved, and pre-approved by the County Auditor for full time employees • The training class/work must provide the skills and/or knowledge that is directly related to the job description • A copy of the job description and the course/certification description must be submitted with the approval request • The funds for these items must be available in the appropriate department's training budget • If approved, the County will reimburse only the actual number of credits per each course up to a total of 6 credit hours per fiscal year • After completing the course(s)/testing and achieving a passing grade, per course requirements, employees may apply for reimbursement of 100% tuition or testing fees not to exceed that which would be payable at a state supported college or university
Off-Site Staff Development	<ul style="list-style-type: none"> • Off-site staff development is a period away from normal activities for study and instruction under a professional trainer or a subject matter expert • Off-site staff development is limited to once per fiscal year, per department/division • The total cost for off-site staff development should not exceed the normal and/or customary cost for individual employee training expenses and meal reimbursements should not exceed the daily per-diem rate (per employee) • A list of attendees must be submitted for documentation as required by IRS Publication #463 (a sign up sheet is required)
Seminars & Conferences	<ul style="list-style-type: none"> • All training should be obtained at the closest possible location • If an employee is registered to attend a training opportunity and is subsequently not able to attend, a County substitute should attend in their place or request a refund • Only job related training will be processed for payment • An employee can request payment directly to the seminar/conference by submitting a check request form to the Accounts Payable department with proper backup documentation, may take up to 20 days for processing • Employees will not be reimbursed for registration fees until after the conference/training has taken place • A receipt is required for all fees related to the conference/training

Expenditure Guidelines

Type	Policy
Airfare	<ul style="list-style-type: none"> • Employees are responsible for excess cost and additional travel expenses resulting from taking an indirect route, an early departure, or a delayed return trip for personal preference or convenience (supporting documentation showing the fee comparison is required) • Airfare will must be paid directly to the travel agency or airline or Accent Travel, (i.e. no other travel agencies such as Expedia) • Airfare purchased on a personal credit card will be reimbursed after the trip has been completed • Air travel delays which require an overnight stay may be reimbursed with documentation supporting the delay if the airline has refused to provide complimentary lodging • The County will not issue reimbursements for tickets purchased with frequent flyer miles • A maximum of 2 bags will be reimbursed, excessive bag fee charges are not refundable • For out of state travel, the County will reimburse personal auto mileage not to exceed what would have been the applicable airfare (Southwest Wanna Get Away) plus estimated ancillary charges such as airport parking, rental car, etc.
Car Rental	<ul style="list-style-type: none"> • Travelers may rent a car at their destination when it is less expensive than other transportation modes such as taxis, airport shuttles or public transportation • Cars rented should be economy or mid-sized (luxury vehicle rentals will not be reimbursed) • Renting cars for travel within the County is prohibited unless otherwise approved by the Auditor's Office • An employee may rent a car to travel to the business destination outside the County, only if the total cost of the rental is less than the mileage reimbursement cost, documentation showing the cost comparison between the rental cost and mileage may be required • Many car rental companies charge extra if the car is returned with out a full tank, these charges must be avoided • The rental car must be returned with a full tank of gas unless it has been pre-paid. Please use the less expensive option. • Rental cars must be rented from a nationally recognized company. (i.e. Hertz, Enterprise, etc.) • The rental agreement and the charge card receipt (if applicable) must be turned in with the expense request • Insurance purchased when renting a vehicle may also be reimbursed • Additional modes of ground travel will not be reimbursed • The County has a government account with Enterprise, which includes insurance. Contact the Auditor's Office for the account number. It is strictly for business purposes. • A motor vehicle rental tax exemption certificate should be completed and turned in at the time of the rental for all vehicle rentals inside Texas (form located on the Auditor's Portal)
Personal Car Usage	<ul style="list-style-type: none"> • Any county official or employee who is authorized to use their personal vehicle to travel on official County business may be entitled to receive a reimbursement equal to the standard mileage rate allowed by the IRS • For changes in work site, mileage is only reimbursed between County offices, it is not reimbursed when initially reporting to an alternate work location, or returning home from the alternate work location. • Mileage will be reimbursed based on the most common route, including toll roads (if a detour, note the detour and the additional mileage due to the detour) • Reimbursement for mileage will not exceed the cost of round trip coach airfare, a cost comparison between mileage and airfare may be required • For out of state travel, the County will reimburse personal auto mileage not to exceed what would have been the applicable airfare (Southwest Wanna Get Away) plus estimated ancillary charges such as airport parking, rental car, etc. • Reimbursement for mileage is prohibited between place of residence and usual place of work • Mileage should be calculated from an employees regular place of work or residence, whichever is the shorter distance when traveling to a meeting, conference, or seminar • When more than one employee travels in the same vehicle, only the driver may claim mileage reimbursement • To be reimbursed for the use of a personal vehicle, travelers must provide the following information on their expense report, per IRS guidelines: date, location traveled to and from, purpose of travel and number of miles traveled • Tolls and parking fees, if reasonable, are reimbursable. Receipts are required for reimbursement. If a receipt is not obtainable, then written documentation of the expense must be submitted for reimbursement • Airport parking fees are limited to \$15 per day (ABIA economy lots B-G are least expensive) • It is the responsibility of the employee to keep track of mileage • Employees assigned to a County vehicle are not eligible for mileage reimbursement • Operating and maintenance expenses, as well as other personal expenses (such as parking tickets, traffic violations, car repairs and collision damage) are not reimbursable

Expenditure Guidelines

Type	Policy
Lodging	<ul style="list-style-type: none"> • Lodging expenses are reimbursed only if travel is beyond a 45 mile radius from the Williamson County Courthouse, 710 Main Street, Georgetown, Texas 78626 • Government rate or least expensive rate should be requested at all times • Hotel accommodations require an itemized hotel folio as a receipt • When lodging is shared by two or more employees, the names of the authorized travelers should be noted on the receipt • Personal telephone charges, whether local or long distance, are not reimbursable • Single room rate charge plus any applicable tax is reimbursable, no exceptions
Meals	<ul style="list-style-type: none"> • The reimbursement for meal costs in travel of less than one day will be reimbursed on the employee's paycheck and will be processed as taxable income • Meals are reimbursable only for County business trips that are outside the County with the exception of; Commissioners Court meetings that extend beyond 1:00 p.m. and off-site staff development opportunities that are held within the County • Meal reimbursements are limited to a maximum of \$50.00 per day <ul style="list-style-type: none"> • \$20.00 for meals when traveling outside the County for day trips • \$20.00 for meals on day of return for overnight travel (unless returning after 8pm) • \$50.00 for meals when traveling outside the County with an overnight stay or work hours extend beyond 8:00pm (documentation may be required) • If an overnight stay is required, out of County, but the stay does not exceed a 45-mile radius from the Historic Courthouse, an employee may claim an amount up to the \$50.00 overnight allowance for meals, lodging will not be reimbursed • \$50.00 for meals when traveling outside the County for day trips and the work hours extend beyond 8:00pm (documentation may be required) • Any meals related to business travel Meals during day trips cannot be charged to the p-card except in certain cases, approved in advance by the Auditor • All meals not associated with an overnight stay are taxable • Meal receipts are not required for per-diem, unless requested by the supervisor or department head • Alcoholic beverages are not reimbursed • Tips should be reasonable and should be included in the \$20.00 or \$50.00 meal allowance • If employment duties require traveling to alternate work locations within the County, meals are not reimbursable • Meals purchased for entertainment/business purposes are not allowed • Meal reimbursements are paid for County employees only



Expenditure Guidelines

Type	Policy
<p>General Travel Information</p>	<ul style="list-style-type: none"> • An advance will not be issued for travel expenditures • All travel expenses must be supported with an itemized receipt • Purchases for airfare, hotels, car rentals, and expense reimbursements, all require back-up documentation indicating the business purpose of the expense. Acceptable documentation must contain the dates, location and purpose of the trip, which could include the following: training/meeting agenda, certificate of completion, conference registration, etc. • Reimbursement for transportation costs will be at the most reasonable means of transport, such as purchasing Southwest Airlines tickets at the Wanna Get Away rate. The County will not reimburse airfare prices if they are higher than the cost of mileage reimbursement • Additional expenses associated with the extended travel (such as a Saturday night stay) may be reimbursed when the cost of airfare would be less than the cost of additional expenses (lodging, meals). Documentation is required to justify the expense. • The use of travel websites such as Expedia, Priceline, Travelocity, etc., are prohibited as these expenses and taxes are not itemized, and generally do not have cancellation policies. Rental cars may be an exception if an itemized receipt is available. Accent Travel is available for booking airfare, and there is an account setup for the County • Cancellation fees or unused travel expenses, are not reimbursable unless due to a business related expense, or a personal emergency as approved by the County Auditor. Documentation for the change must be submitted for consideration. These include fees related to changing or canceling a flight, cancelation fees related to lodging, or unused travel arrangements • Personal purchases using a p-card are not allowed. If a charge is made on a p-card for a personal purchase (by mistake), employees must include a check made payable to Williamson County, with the p-card statement. • Expense reimbursements & p-card statements both require their own backup documentation (who, what, when, where) as applicable.
<p>Expense Reimbursement</p>	<ul style="list-style-type: none"> • With the exception of per diem and mileage, all requests for reimbursement require itemized receipts. • Each expense reimbursement must have the employee signature and department head approval. Ensure that the correct budget line item is being charged • All expense reimbursements must be received in the Auditor's Office within 60 days of the incurrence of the expense. Any items over the 60 days will be denied reimbursement; unless specifically approved by the County Judge. • Tax for meals, airline tickets, hotel stays and parking are normally the only taxes that will be reimbursed for purchases. The sales tax exemption form is available on the Auditor's Portal. • Employees are responsible for repayment of inappropriately reimbursed expenses whenever an audit or subsequent review of the travel expense reimbursement documentation finds an employee submitted reimbursement contrary to these guidelines. • Personal purchases are not allowed and must be reimbursed immediately if they occur. Attach a check, made payable to Williamson County, for these charges with expense reimbursement • Expenses incurred due to an employee or an elected official serving on a board or committee of an association related to County employment will only be reimbursed to the extent that the association does not reimburse. Documentation of the request for reimbursement, will need to be provided from the association along with the association's denial of the request • The Auditor's Office may request additional documentation for any or all reimbursements • Reimbursements for business travel require documentation showing the purpose of the trip, the location, the dates, and the person attending. (who, what when, where) • Hotel folios should be included as backup when possible

Non-Reimbursable Expenses

Type	Examples
Personal Purchases	<ul style="list-style-type: none"> • Damage to personal items (clothing, vehicles/auto repairs, etc.) • Personal phone calls • Laundry services or personal clothing • Personal doctor bills, prescriptions, and other medical services • Entertainment, movie rentals Saunas, massages, or exercise facilities • Baby-sitter fees, personal kennel costs, pet or house sitting fees • Expenses incurred by a spouse or other individual accompany you on a business trip
Meals Food Drink	<ul style="list-style-type: none"> • Coffee, tea, and other related items used by employees while in the office • Alcoholic beverages/tobacco products • Drinking water services • Refreshments for office parties, retirements, etc. (Excludes Employee Fund Allowable Events)
Travel	<ul style="list-style-type: none"> • Short term or valet parking at the airport (other than short term parking related to prison transports). • Parking Should not exceed \$15 per day. Economy B-G lots are long term parking lots at ABIA, and are approved for County Employee Parking • Non-Airport Parking: Valet service is not an option unless safety is a concern • Mileage to/from County functions, not related to official County business (ex: retirement party) • Transportation to places of entertainment or similar personal activities • Excessive weight baggage fees or cost associated with more than two airline bags • Up-grades to airfare, hotel or car rental
Miscellaneous	<ul style="list-style-type: none"> • Expenses related to County Government Week or holiday decorations • Flowers/Plants • Greeting, thank you, or holiday cards • Fines and or penalties • Credit card delinquency or service fees • Lifetime memberships to any association • Donations to other entities • Any items or fees that could be construed as campaigning • Sale tax on goods purchased • Community outreach items exceeding \$2 per item

Per section 52 of the Texas State Constitution, all items using County Funds must serve a direct benefit to the County. Any non-reimbursable expense or charge on the County Procurement Card, must be reimbursed to the County as soon as possible

Expenditure Guidelines

Type	Policy
Uniforms	<ul style="list-style-type: none"> • The relevant elected official will issue uniforms for law enforcement and corrections personnel, subject to policies. Uniforms for all County personnel are subject to the following County-wide policy*: <ol style="list-style-type: none"> 1. Employees will not be issued a uniform, unless the department head has determined that the wearing of a uniform is a reasonable job requirement 2. All uniforms will be distinctive and not adaptable for personal use. Items that can be easily converted to everyday use, such as jeans and most footwear are taxable to both the employee and the employer. The employee will be taxed for these types of purchases on their paycheck. 3. The uniform must be worn at all times while on duty, required by management as a condition of employment. The uniform may also be worn while traveling directly to or from a location where the uniform is required or while on an authorized meal or other break. The uniform may not be worn at any other time 4. All uniforms and other County property must be promptly returned if County employment ends 5. Employees will not be issued a uniform without written acknowledgment of this policy 6. Current budgeted funds cannot be expended for uniforms except in compliance with this policy 7. Footwear including the type/brand for all departments must be approved during the budget process <p>*The Commissioners Court must approve uniform funding for any official, employee, or reserve deputy</p>
Other Expenses	<ul style="list-style-type: none"> • A department may purchase small appliances (i.e.; microwaves, refrigerators) for the convenience of their employees • Only paid receipts will be reimbursed • For additional details on ineligible expense items refer to the County Budget Order • If a receipt is unattainable or is lost, a written statement must be submitted for the expense • Reasonable tips are allowed for alternate means of transportation, such as taxis, shuttles, and Uber rides. • Civic dues are not allowed. (i.e.: Chamber of Commerce dues)
Employee Recognition expenses	<ul style="list-style-type: none"> • Employee recognition expenses should be nominal in nature and will only be reimbursed up to the amount designated in the Budget Order • Employees can be taxed for these items. • In order to avoid an item being taxable In order to avoid an item being taxable, recognition items must clearly identify the purpose. The following purchases will be allowable for Employee Recognition: <ul style="list-style-type: none"> • Plaques, Awards or Certificates of recognition for service • Plaques, Awards or Certificates of recognition for retirement • Plaques, Awards or Certificates of recognition for exemplary job performance • Employee requirements: <ul style="list-style-type: none"> • \$40 for employees with up to 15 years of service • \$80 for employees with more than 15 years of service • No reimbursement of sales tax will be allowed • Refer any questions to the Auditor’s Office for clarification of purchases in this area prior to incurring expenses • The purchase of gift cards, refreshments, except as indicated in the Budget Order (cakes, drinks, etc.), or meals is not allowable as they are taxable items

Compensation Policies

Compensation Philosophy

The objective of the County compensation system is to demonstrate the honor and value we place on working in public service. Accordingly, the County's total compensation policy is to be competitive within the relevant, comparable labor markets by:

- Basing our minimum salaries on the market median
- Recognizing outstanding performance and organizational contributions through the use of the merit pay policy
- Maintaining the public trust in the County's financial stewardship
- Ensuring accountability for compliance with all Federal, State and local laws, as well as County policies

Salary Study

It is the intention of the Commissioners Court that a comprehensive salary study be conducted for every position classification at least once every five fiscal years. Some positions may be reviewed more often based on factors including high turnover, recruitment difficulty or market demand.

Participant	Role and Responsibility	Policy/Process
Commissioners Court	<ul style="list-style-type: none"> • The Commissioners Court shall set the amount of compensation, office and travel expenses, and all other allowances for County and precinct offices and employees who are paid wholly from the County funds 	<ul style="list-style-type: none"> • Sec. 152.011, Texas Local Government Code
Human Resources	<ul style="list-style-type: none"> • Maintains all official job descriptions • Works closely with departments/offices to clearly understand structure & how each position fits within the organization • Identifies positions to be reviewed during the current salary study • Gathers & analyzes market data • Provides recommendations to the Commissioners Court 	<ul style="list-style-type: none"> • The position classifications that have been identified for the study will be presented to Commissioners Court • Kick-off & other meetings as necessary will occur between HR & participating departments/offices throughout the salary study • Job descriptions & job analysis tools will be reviewed and/or updated prior to data collection • Requests will be sent to the identified market entities (see Market below) • Data received will be analyzed & compiled • Pre-recommendation meetings will occur between HR & department/offices • Recommendations will be presented to Commissioners Court • Post-recommendation hearings will be scheduled for departments/offices that wish to address Commissioners Court • All changes will be effective in the new fiscal year following Commissioners Court approval
Departments/Offices	<ul style="list-style-type: none"> • Each department/office will select a designated point of contact • Works closely with HR to ensure that the organization structure and positions are fully understood 	<ul style="list-style-type: none"> • Attends meetings throughout the process • Completes job analysis tools as needed
Market (based on population, entity structure and/or geographic location)	<ul style="list-style-type: none"> • Provides substantiated market data for the identified positions 	<p><u>Counties used for the study will be:</u> Bell, Brazoria, Hays, Montgomery, Fort Bend, Denton, El Paso, Hidalgo, Collin & Travis</p> <p><u>Cities used for the study will be:</u> Cedar Park, Georgetown & Round Rock</p> <p>*This list may be amended as needed based on unique attributes of some position classifications</p>

Salary Study Findings

Human Resources is responsible for conducting the salary study and making recommendations to Commissioners Court based on the findings. Recommendations require Commissioners Court approval for implementation.

Recommendation	Policy/Process
<p>Title Change</p>	<ul style="list-style-type: none"> • Titles may be recommended for change when it is determined that a new title would better reflect the required job duties, responsibilities and/or market standards • Some job titles are unique and therefore can only exist in the departments/offices that manage the services of those position types (example: the position title "Corrections Officer" can only exist within the Sheriff's Office)
<p>Pay Grade Increase</p>	<ul style="list-style-type: none"> • Pay grade increases may be recommended when the salary study data indicates that the current minimum salary is below market median • Employee's moving up in pay grade will be adjusted to the minimum of the new grade, if current salary is a lesser amount
<p>Pay Grade Decrease</p>	<ul style="list-style-type: none"> • Pay grade decreases may be recommended when the salary study data indicates that the current minimum salary is above market median • An employee with a current salary that is above the new pay grade maximum will not receive a reduction in pay, however, merit eligible positions will be limited to a lump sum merit
<p>FLSA Exemption Status</p>	<ul style="list-style-type: none"> • Fair Labor Standards Act (FLSA) exemption status will be updated when it is determined that the position is currently misclassified, as required by law • The update will occur at the beginning of the next pay period following the determination for any position that must be changed from exempt to non-exempt and as determined most appropriate for a change from non-exempt to exempt • Compensatory time will be paid at the time of the update, for positions changing status from non-exempt to exempt

Compensation

Pay Frequency and Work Week

- Payday is every other Friday, **or the last business day prior to any holiday that falls on a Friday.**
- A pay period consists of two weeks' pay ending on the Thursday of the previous week before pay day
- The official work week for County departments is 12:00 a.m. Friday to 11:59 p.m. Thursday unless otherwise notified
- The official work week for the 911 Emergency Communications Department is 6:00am Friday to 5:59am the following Friday
- The payroll calendar is located on the Auditor's Portal

Payroll Corrections

Underpayment: Any underpayment in compensation for 16 hours of regular pay (**excludes OT or supplemental pay**) or less will be processed on the following pay cycle.

Overpayment: No employee is entitled to retain any pay in excess of the amount he or she has earned according to the agreed-upon rate of pay. If an employee has been paid in excess of what he or she has earned, the employee will need to return the overpayment to the County as soon as possible. Any overpayment will be regarded as an advance of future wages and absent repayment, will be offset in whole or in part from the next available paycheck(s) until the overpaid amount has been fully repaid. Each employee will be expected to sign a wage authorization agreement to acknowledge the amount and provide for the offset.

Deductions: Every effort is made to apply deductions accurately. **If you have any questions about insurance/benefits deductions, contact the HR Benefits Department.** If you have questions about **any other** deductions from your pay, please contact the Auditor Payroll Department immediately.

Discrepancies: If your pay does not accurately reflect all hours worked, you should report your concerns to Human Resources. Every report will be fully investigated and corrective action will be taken. In addition, the County will not allow any form of retaliation against individuals who report alleged violations of this policy.

Pay Schedules (pay charts)

Williamson County has multiple pay schedules that cover all classified positions. These pay schedules are approved by the Commissioners Court. For more information on current pay schedules refer to the internal Human Resources website.

Job Specific Policies

Court Administrator (District and CCL Courts)

When a Court Administrator vacancy occurs in the District or County Court at Law Courts, the position can only be filled as a Court Administrator I (one) unless the selected applicant is a current Court Administrator/Coordinator for

Title	Required District Court/CCL Experience	Pay Grade
Court Admin I CCL/District	1 year or no expr Wilco	B.22
Court Admin II CCL/District	3 years Court Admin expr Wilco	B.24
Specialty Program Coordinator	3 years experience	B.24
Court Admin III CCL/District	5 years Court Admin expr Wilco	B.26
Court Admin IV CCL/District	7 Years Court Admin expr Wilco	B.28

Don't forget to check pay slips online at any County Computer!



Compensation



Court Reporters

Employment Status

Court Reporters are non-exempt employees of the County that perform primary duties for the Court and also may have secondary independent contractor jobs preparing transcripts. In this second statutory role, who ordered the transcript and when the transcript is prepared dictates whether the Court Reporter is paid wages for time worked, or paid by the page for producing the transcripts.

Work Hours

When Court Reporters are working for the Court, recording and reading back court proceedings, attending court hearings, or preparing transcripts for the Court at work or on special assignment by the Court, these are hours worked that must be recorded. An example of "on assignment by the Court" includes instances where the Court Reporter is required to perform duties at the direction of the Court in another location, or when the Court instructs the Court Reporter to work away from the Court House to complete a transcript for the Court.

Court Reporters are required to accurately record actual time worked for the Court, including time when they are required to be at the Court or at any other designated place to perform work. Any hours worked beyond forty hours in the work week shall be compensated with compensatory leave, pursuant to the County's policy. Vacation leave, sick leave, compensatory leave or holiday leave must be used for any scheduled work time missed during the pay period.

Transcripts Prepared For or Paid By the Court/State/or Local Government

Transcripts (1) prepared for the Court, any judge, another court, County Attorney, District Attorney, Attorney General, State, State Agency, Public Defender, or any other public entity or person, or (2) paid for by the County for a public entity or private attorney, are subject to the following rules:

- **Transcripts Prepared During Working Hours**

Transcripts prepared for the public entities and persons listed above as a part of the Court Reporter's daily or assigned duties during work hours shall be paid their salary wages for all hours worked, but no additional pay per page of transcripts prepared at work.

- **Transcripts Prepared Outside of Hours Worked**

Transcripts prepared for the public entities and persons listed above, by the Court Reporter on his or her own time and outside of any other work for the Court (i.e. attending, recording and reading back court proceedings), shall be paid the maximum established per page rate for transcripts established by the Court, or State, as may be applicable, for such transcripts prepared by the Court Reporter. Time spent preparing transcripts for these parties outside of work, on the Court Reporter's own time, is not considered time worked and no salary wages or overtime will be paid in relation to this time.

- **Private Paid Transcripts**

Private paid transcripts are ordered by third parties such as attorneys, media, etc. Preparation of transcripts, including any portion thereof, for private paid clients cannot be conducted during the normal work hours or utilizing County equipment, office space or supplies. This is an independent contractor relationship between the Court Reporter and the third party client, and the production of the transcript must be performed outside of hours the Court Reporter performs work for the Court. The fees and collection of payment for these transcripts shall be freely negotiated between the Court Reporter and the third party client, and are not set by the judge who presided over the proceedings.

Compensation

Salary and Position Changes

The chart below indicates the policies related to pay increases and decreases due to position changes, vacancies and/or merit. All changes are contingent on budgeted fund availability. Any funds remaining in a department merit line items will roll over each budget year unless otherwise determined by the Court. Any request outside of these policies will require the approval of Commissioners Court.

Salary/Position Changes

Type	Description/ Policy	Pay +	Pay -	Approval Process	Additional Information
Merit	<ul style="list-style-type: none"> Merit funding can only be used for performance pay increases Merit is awarded based on job performance which is evaluated by the applicable department head or elected official. Therefore, an employee must receive a performance evaluation in order to be eligible for a merit increase An employee is eligible for merit after 90 days in their current position 	<p>Max of 5% 7% per employee, per budget year* authorized as a merit percentage amount or a lump sump (if a merit eligible employee has reached the max of their grade)</p> <p>• If a merit eligible employee has reached the maximum of their pay grade, a lump sum merit payment may be awarded and cannot exceed 5%-7% of their current base salary</p>	N/A	<ul style="list-style-type: none"> Oracle workflow required Each processing period will have a cut off date. Employee must have completed 90 days of employment by that date A line item transfer form must be submitted in addition to the workflow Merit can only be transferred out of the merit line item Merit is not transferrable between positions 	<ul style="list-style-type: none"> District Court Reporters, Elected Officials, Director of Juvenile Services, County Auditor, Positions on the LE and C Charts are not eligible for merit increases Positions participating in tenure-based pay scale are not eligible for merit increases Merit for small departments with 4 or less merit eligible employees that do not roll up to a department with an 8000 account, will be granted merit at 1% higher than the amount approved by the Commissioners Court not to exceed 5% (i.e. if the Court approves merit at 3%, the small departments will receive 4%) Verification of evaluation required
Position Salary Surplus	<ul style="list-style-type: none"> Cannot be used for merit increases Cannot be requested to be moved between positions after February 15th 	Refer to filling a vacancy, promotion and or reclassification policies.	N/A	<ul style="list-style-type: none"> Refer to filling a vacancy, promotion and reclassification policies. 	<ul style="list-style-type: none"> Contact HR for additional requirements
Filling a Vacancy	<ul style="list-style-type: none"> When a current employee separates from employment or position Applies to B Chart only 	<p>A vacant position may be filled with a salary up to 15% above the minimum of the pay grade, effective 10/1/2018.</p> <p>See promotion above for current employees (no additional pay increases in the first 12 months with the exception of merit)</p>	N/A	<ul style="list-style-type: none"> Oracle workflow required 	The maximum salary for a position cannot exceed the budgeted annual salary even if the full amount may not be used during the budget year due to the position being vacant for part of the year. (i.e. budgeted salary = \$30,000, position vacant 6 months = \$15,000 not used, when filled the maximum salary cannot exceed \$30,000 even though \$15,000 is unused).
Retention	<ul style="list-style-type: none"> An increase in pay that is awarded to an employee, as an incentive to retain them in their current position, when the employee has received a bona-fide job offer from another department or employer or there is a high risk that the employee will be recruited or seek employment for a similar position with another employer/department with a higher salary. 	Maximum of 10% above the current salary*	N/A	<ul style="list-style-type: none"> Approval by Commissioners Court, public hearing required Change will be effective on the first pay period after Court approval Oracle workflow required Verification required 	<ul style="list-style-type: none"> Contact HR for additional requirements

*15% maximum annual (budget year) increase per employee (includes retention, merit, re-organization and reclassification)

~~Multiple pay changes cannot be processed during the same pay period on the same day~~

Compensation

Salary/Position Changes

Type	Description/Policy	Pay +	Pay -	Approval Process	Additional Information
Promotion	<ul style="list-style-type: none"> When a current employee is hired into a different position with a higher pay grade No additional pay increases in the first 12 months with the exception of merit 	Max 15% above minimum of the pay grade, effective 10/1/2018, or 10% above current salary whichever is greater. [Cannot exceed maximum of pay grade or budgeted amount for position]	N/A	Oracle workflow required	Promotions and Merit cannot be processed during the same pay period
Demotion	<ul style="list-style-type: none"> When a current employee is hired into a position with a lower pay grade or is demoted to a lower pay grade 	N/A	Maximum decrease to the minimum of the new pay grade	Oracle workflow required	<ul style="list-style-type: none"> Written justification required Salary may remain the same if within the new pay grade
Shift Transfer	<ul style="list-style-type: none"> Current employee is transferred to a different shift with a higher pay grade Viewed as lateral move 	Cannot exceed max of pay grade or budgeted amount on the position	N/A	Oracle workflow required	
Reclassification	<p>A change in one or more positions which impacts the organization chart of the department or elected office as a result of one of the following:</p> <ol style="list-style-type: none"> Significant change in the job description that includes the addition or deletion of significant duties and responsibilities A position that is determined to be misclassified by comparison to like positions either internally or externally A reclassification cannot result in a position change that is not consistent with the original intent of the position with the exception of changes that are due to turnover in a key position (elected/appointed official, department head or director). These changes will be reviewed by the Budget Office and Human Resources. Recommended changes will be placed on the Commissioners Court agenda for approval <p>A position can only be reviewed for reclassification during the annual budget, or between October 1st and February 15th. *May require a public hearing</p>	Minimum of the pay grade or up to 10% above current salary as determined appropriate during the approval process	Maximum decrease to the minimum of the new pay grade	<ul style="list-style-type: none"> Submission of reclassification request through the budget software or HR sharepoint, as determined by the type of request with back up documentation 	<p>Support documentation required:</p> <ul style="list-style-type: none"> Current job description(s), current ORG chart, proposed job description, proposed ORG chart and justification for review (i.e. turnover, added duties, etc.)
Career Ladder Advancement	<ul style="list-style-type: none"> A department with an approved career ladder may advance employees according to the parameters established in the career ladder documentation. Must be approved during the annual budget process. 	Based on the steps in the chart	Based on the steps (when appropriate)	<ul style="list-style-type: none"> Submission of request through budget software with back up documentation including whether additional budget is required 	<ul style="list-style-type: none"> Documentation of each position that will advance during the next budget year along with the approved career ladder plan

Compensation

Longevity Pay (excludes Commissioned Officers)

Longevity pay is based on an individual employee's length of service with Williamson County. Service time with other entities is not recognized.

- Full-time employees will accrue the following per pay period:

- \$24.00 per pay period after five years of employment
- \$48.00 per pay period after ten years of employment
- \$72.00 per pay period after fifteen years of employment
- \$96.00 per pay period after twenty years of employment
- \$120.00 per pay period after twenty-five years of employment

- Longevity pay begins with the pay period following the completion of five years of employment and increases each five years to a maximum of 25 years (Subject to proration)
- Longevity is paid as a lump sum each December for the previous year, calculated starting from the first pay period in December, with the exception of employees previously authorized to receive payments bi-weekly

Part-time employees will no longer be eligible for longevity effective November 18, 2016.

Statutory Longevity Pay – Commissioned Officers

Commissioned officers in the Sheriff's Office are eligible to accrue statutory longevity pay (Texas Code - 152.074), at the rate of \$5 per month for each year of service (up to a maximum of 25 years) after the first year anniversary of their certification as a peace officer.

Longevity for Commissioned Officers is paid bi-weekly.

Tenure Pay Scale Compensation Policies

Positions will be included on the Tenure Pay Scale as determined appropriate by the Human Resources Department and the Elected/Appointed Official. Approval by Commissioners Court is required. All policies below are contingent on available budget. Years of service are based on continuous service (with no break of more than 90 days as a regular employee in an approved tenure pay scale position in the Sheriff's office, the offices of the County Attorney or District Attorney, or in any Constable's office. Employees transferring between these departments may receive credit for their current step based on available budget and the approval of the hiring department and/or Commissioners.



Compensation

Tenure Salary/Position Changes

Type	Policy	Pay + Pay -	Approval Process	Additional Documentation
<p>Annual Step/Tenure Progression</p>	<p>Employees in tenure positions move from one step to the next on the first day of the first full pay period in October of each year, subject to funding by the Commissioners Court</p> <p>Employees with less than six (6) months of service as of the first full pay period in October, will advance to the next step on the first full pay period following the approval of Commissioners Court</p> <p>Step/tenure progression ends at the top step of each position rank</p>	<p>See Tenured Pay Chart</p>	<p>Oracle workflow required</p>	<p>May be required</p>
<p>Promotion (with exception of Corrections to Law Enforcement)</p>	<p>When an employee is promoted to a higher ranking position, the tenured grade is based on years of service</p>	<p>See Tenured Pay Chart</p>	<p>Oracle workflow required</p>	<p>May be required</p>
<p>Promotion (Corrections to Law Enforcement)</p>	<p>Will begin at the first step of the tenured grade and remain at that step for a period of one calendar year. Will be placed at the pay increment corresponding to their time of continuous service (with no break of more than 90 days) in both corrections and law enforcement as a peace officer</p>	<p>See Tenured Pay Chart</p>	<p>Oracle workflow required</p>	<p>May be required</p>
<p>Demotion</p>	<p>When a current employee demoted to a lower ranking position, the tenured grade is based on years of service</p>	<p>See Tenured Pay Chart</p>	<p>Oracle workflow required</p>	<p>May be required</p>

Tenure Salary/ Position Changes

Type	Policy	Pay+ Pay -	Approval Process	Additional Documents
Certification Pay	<p>Certification pay will be paid to non-elected commissioned peace officers and eligible corrections officer (County Jail) who hold a full-time active duty position in a law enforcement or corrections capacity with the County on June 1st of each year. Payment for an entire fiscal year beginning on October 1st will be based on the level of certification held as of September 15th of the preceding fiscal year. For new hires, certification pay will be paid based on certification level at the date of hire. This pay must be added into the regular rate of pay when calculating overtime. Certification pay does not transfer with an individual employee who leaves a corrections officer position to accept a law enforcement position nor does it transfer with an individual employee who leaves a law enforcement position to accept a corrections officer position except when the corrections officer position is that of a Bailiff.</p>	<ul style="list-style-type: none"> • Law enforcement officers--\$60 per month for Advanced Certification; \$90 per month for Masters Certification. This pay must be added into the regular rate of pay when calculating overtime • Corrections officers--\$60 per month for Advanced Certification; \$90 per month for Masters Certification. This pay must be added into the regular rate of pay when calculating overtime • Certification pay may move with the employee to accommodate promotions/position changes within the department. 	Oracle workflow required	Must submit a TCOLE document to the Human Resources Department. Funding must be available.
Filling a Vacancy	All personnel newly hired from outside Williamson County for positions subject to tenure chart at the first pay increment for the position for which they are hired, unless they qualify for a prior service credit	Credits for Prior Service may apply- See Prior Service Credit	Oracle workflow required	Must submit a TCOLE document to the Human Resources Department. Funding must be available.
Prior Service Credit	Qualified law enforcement applicants and current officers can receive prior service credit	<ul style="list-style-type: none"> • Deputy—Max L 1.4 • Det/Inv—Max L 2.5 • SGT—Max L 3.6 • LT—Max L 4.8 • Captain—Max L5.10 (min L5.6) • Maximum amount is current funding on vacant position • Prior service credit is only granted at original date of hire or when an existing employee receives a promotion. 	TCOLE service verification must be submitted	TCOLE Service Verification required
Transfer from Law Enforcement To Corrections	Law enforcement officers who transfer from the law enforcement division to the corrections division will be placed at the pay increment corresponding to their time of continuous of tenured service (with no break of more than 90 days in both corrections and law enforcement with Williamson County, if the proper Corrections certification is obtained.)			

Employee Responsibilities

Personal Conduct

Type	Policy	
Tobacco Free Workplace	Williamson County is a tobacco free workplace. The use of tobacco and non-tobacco products such as vapor, e-cigarettes and the use of chewing tobacco or like products is prohibited on all Williamson County premises. Employees who violate this policy are subject to appropriate disciplinary action up to an including termination of employment.	
Drug and Alcohol Testing Policy	Williamson County is committed to a safe workplace. In compliance with Federal and State laws pre-employment, random and post-accident (or near accident) drug and/or alcohol testing may be required for potential or current employees in positions that are mandated by law. Additionally, drug and/or alcohol testing may be required for positions identified as safety sensitive or for reasonable suspicion. Reasonable suspicion includes the report of observation of drug/alcohol use or the suspicion of such, determined by the employee's supervisor. The supervisor must then consult with the Human Resources Department.	
	Refusal	Refusal to submit to a drug test may result in immediate termination of employment
	Positive Results	
	Employees with a positive test result may be subject to immediate termination, if determined appropriate based on factors related to the matter (i.e. safety concerns, job performance, etc.)	
	Pre-Employment	An applicant with a confirmed positive drug/alcohol test will not be hired and cannot be considered for employment for a period of one year after the confirmed positive result.
	Random	<p><u>First Offense</u> - An employee with a confirmed random positive drug/alcohol test will be required to attend drug/alcohol counseling/treatment at their own expense and provide documentation of completion. Failure to attend and complete counseling/treatment will result in immediate termination of employment. Once documentation is provided a determination of continued employment will be made by the Department and Human Resources.</p> <p><u>Subsequent Offenses</u> – Any employee with a confirmed random positive drug/alcohol test will be subject to random testing on a frequent basis if re-instated after initial completion of treatment. Further positive test results will result in immediate termination.</p> <p><u>Post-Accident/Near Accident</u>- Any employee with a confirmed post-accident drug/alcohol test will be terminated immediately.</p>
Reasonable Suspicion	<p><u>First Offense</u> - An employee with a confirmed reasonable suspicion positive drug/alcohol test will be required to attend drug/alcohol counseling/treatment at their own expense and provide documentation of completion. Failure to attend and complete counseling/treatment will result in immediate termination of employment. Once documentation is provided a determination of continued employment will be made by the Department and Human Resources.</p> <p><u>Subsequent Offenses</u> – Any employee with a confirmed reasonable suspicion positive drug/alcohol test will be subject to random testing on a frequent basis if re-instated after initial completion of treatment. Further positive test results will result in immediate termination.</p> <p>If an employee feels that they may have a drug or alcohol problem, they may contact Human Resources or the Employee Assistance Program for information on available resources.</p>	

Employee Responsibilities

Personal Conduct

Type	Policy
<p>Sexual Harassment</p>	<p>Sexual harassment is prohibited and is an unlawful employment practice in violation of Title VII of the Civil Rights Act of 1964. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:</p> <ul style="list-style-type: none"> *Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment *Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive work environment *Off duty actions may constitute sexual harassment <p><u>Examples of sexual harassment:</u></p> <ul style="list-style-type: none"> • Unwelcome sexual advances, propositions, sexual comments or suggestive or lewd remarks • Physical assaults or other physical conduct of a sexual nature, including unwanted hugs or touches • Sexual displays or publications anywhere in the workplace, including derogatory or pornographic posters, pictures or drawings <p><u>Other prohibited harassment:</u></p> <ul style="list-style-type: none"> • Any unwelcome verbal or physical conduct that belittles, shows hostility, or ridicules an individual because of race, color, gender, religion, national origin, disability, age or sexual orientation when such conduct is so severe or pervasive that it unreasonably interferes with an individual's work performance and creates an intimidating, hostile or offensive work environment <p><i>Each official, department head, supervisor, and employee has the responsibility to maintain a work environment free of such harassment and to report or file a complaint as soon as possible. Officials and employees involved in a sexual harassment situation are required to cooperate in any investigation that occurs</i></p> <p>Employees who believe they have been sexually harassed should report their complaint immediately. Verbally inform one of these individuals:</p> <ul style="list-style-type: none"> o Their Supervisor o The next level of management above their Supervisor o The Human Resources Department <p><u>Reporting:</u> All complaints received by any elected official, department head, or supervisor must be immediately reported to Human Resources. Violations may result in disciplinary action up to and including termination of employment. All complaints will be investigated.</p> <p><u>Disciplinary Measures</u> Where an investigation reveals that allegations of unwelcome harassment are true, appropriate remedial action, including discipline, will be taken. All disciplinary measures will be implemented promptly and shall be commensurate with the person's conduct. The remedies vary depending on the entire facts and circumstances found by the investigation.</p>
<p>Arrest/Criminal Conviction</p>	<p>Employees are required to report arrests, convictions and changes in the status of any criminal proceedings immediately to their supervisor and department head or elected official. Failure to notify the appropriate authority may result in immediate termination.</p>
<p>Social Media</p>	<p>While Williamson County encourages employees to enjoy and make good use of their off-duty time, certain activities may become a problem if their work is effected. Employees may use social media in any way they choose, as long as it does not produce adverse consequences. For this reason, employees are required to read and understand the social media policy which is accessible by visiting the policy center.</p>

Employee Responsibilities

Personal Conduct

Type	Policy
Political Activity	<p>Employees are encouraged to vote and to exercise other responsibilities of citizenship consistent with state and federal law and these policies. Employees are not required to contribute to any political fund or render any political service to any person or party. Employees will not be dismissed, suspended, demoted, or otherwise prejudiced for refusing to do so. Employees may <u>not</u>:</p> <ul style="list-style-type: none"> • Use official authority or influence to interfere with, or affect the result of an election or nomination for office • Directly or indirectly coerce, attempt to coerce, command, or advise a local or state officer (or employee) to pay, lend, or contribute anything of value to a party, committee, organization, agency, or person for a political purpose <p>County employees, except elected officials, may not participate in political activities while on County duty. Employees are expected to remove County uniforms and identification, including rank and/or title, before participating in a political activity. In addition, no County-owned property, vehicle, building, and/or office may be used for displaying campaign materials or for conducting any partisan political activity. This section does not apply to the use of the Courthouse, Courthouse grounds or County buildings when used for the purpose of political announcements approved by Commissioners Court.</p>
Solicitation	<p>Persons not employed by Williamson County may not solicit or distribute literature in the workplace at any time for any purpose. Williamson County recognizes that employees may have interests in events and organizations outside the workplace; however, may not solicit or distribute literature concerning these activities during working time. (Working time does not include lunch breaks, or any other periods in which employees are not on duty.) In addition, the posting of written solicitations is limited to County bulletin boards. An employee should check with the department head or elected official for approval. Solicitations using electronic systems, including County email, are prohibited and subject to the Electronic Systems Use Policy located in the Policy Center</p>
Retaliation	<p>If an employee reports a violation of the law to an appropriate law enforcement authority, they cannot be suspended, terminated, or otherwise discriminated against by the County or an Elected Official. This policy prohibits retaliation against public employees who report official wrongdoing including sexual harassment.</p>
Attendance	<p>Employees are expected to be at work, on time and to complete their scheduled shifts. Employees that miss three consecutive shifts without notification will be separated from employment and considered to have resigned without notice</p>
Gifts/Gratuities	<p>The Texas Penal Code Section 1.07(a)(41) and Texas Penal Code 36 includes specific definitions, details regarding gifts, gratuities and bribery for public servants. A Public servant means a person elected, selected, appointed, employed, or otherwise designated as one of the following: (even if they have not yet qualified for office or assumed duties)</p> <ul style="list-style-type: none"> • An officer, employee, or agent of government • A juror or grand juror • An arbitrator, referee, or other person who is authorized by law or private written agreement to hear or determine a cause or controversy • An attorney at law or notary public when participating in the performance of a government function • A candidate for nomination or election to public office • A person who is performing a governmental function under a claim of right, although they are not legally qualified to do so <p>It is the responsibility of the employee, officer or agent of the government to read and understand all aspects of the Texas Penal Code Section 1.07 and Texas Penal Code 36 that relate to gifts, bribery and acceptance of honorarium</p>
Outside Employment	<p>Outside employment is acceptable, as long as it is outside the hours they are scheduled to work for the County. Also as long as such employment does not violate state laws concerning abuse of office or employment, interfere with normal duties, and does not constitute a breach of ethics or conflict of interest.</p>

Employee Responsibilities

Discipline

Discipline may include both corrective action and more conclusive measures, including termination. The appropriate level of discipline will be determined based on the facts of the disciplinary violations. Below are some examples of violations of workplace conduct:

- Insubordination
- Violence in the work place
- Harassment
- Conduct unbecoming of a County employee
- Poor attendance
- Discrimination
- Abuse of sick leave
- Theft
- Retaliation
- Conviction of a crime
- Poor job performance

This list is not all inclusive

Grievance Policy and Procedure

Summary

For employees in offices of Elected Officials, the grievance process defined by the Elected Official should be followed. Elected Officials are the final appeal level for their respective departments.

This guidance does not alter the employment-at-will relationship in any way. Final decisions on grievances will not be precedent setting or binding on future grievances, unless they are officially stated as County policy. When appropriate, the decisions will be retroactive to the date of the employee's original grievance.

Procedures for Employees in Non-Elected Office Departments

Employees may file a grievance at any time and cannot be retaliated against for the filing of the grievance. Employees are encouraged to discuss any issues with their supervisors/managers prior to filing a grievance

For procedures to follow in the event of a grievance by an elected official, see:

- Chapter 152, Sec. 152.014 Local Government Code

Informal Grievances

An informal grievance is presented verbally. The first step in the informal grievance procedure:

- Attempt to resolve the grievance by an informal conference with the Supervisor
- However, if the official or department head is the wrongdoer in instances of harassment, retaliation, or potential whistleblower activity the employee should immediately contact the Human Resource department
- If the informal conference does not result in a satisfactory resolution of the problem, the formal grievance steps should be followed



Employee Responsibilities

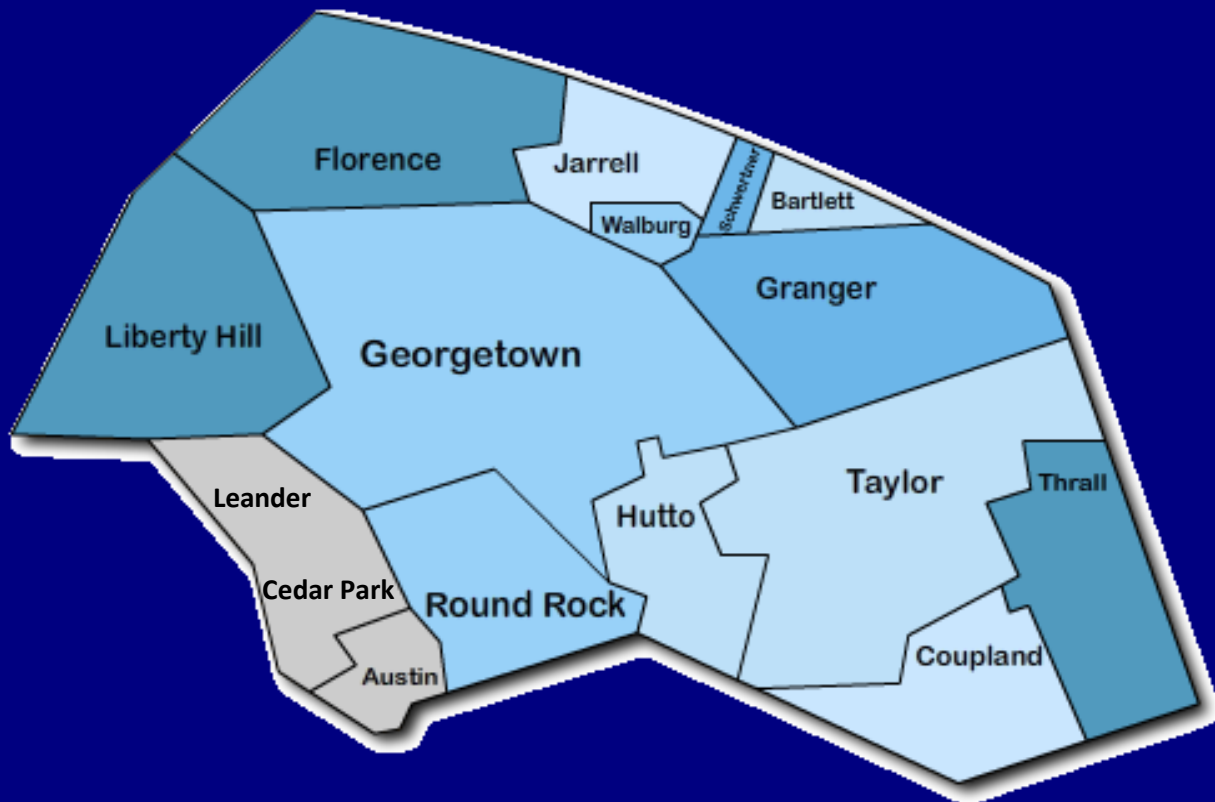
Grievance Policy and Procedure

Formal Grievances

The steps for a formal grievance are as follows:

- 1) Must be in writing, signed and presented to the supervisor of the employee submitting the grievance, within ten business days after the alleged issue occurred. A statement of the specific corrective action that requested must be included in the written grievance.
 - In the event that it would be inappropriate to address the grievance with said supervisor, such as when the supervisor is the wrongdoer, the employee should go to the department head or elected official
 - If the department head or elected official is the wrongdoer in instances of harassment, retaliation, or potential whistle blower activity, the employee should contact Human Resources
- 2) After being presented with a written and signed grievance, the supervisor will:
 - Meet with the employees involved and other people necessary to gather the facts
 - Immediately notify the Department Head and the Human Resource Department
 - Attempt to resolve the grievance with the employee
 - Communicate the decision in writing within ten business days after the receipt of the grievance
 - Send a copy of the proposed resolution to the elected official/department head and the Human Resources Department
- 3) If the employee filing the grievance does not receive a written resolution from the supervisor within ten business days, from the date the grievance was filed or is not satisfied with the proposed resolution, then:
 - They must file a written appeal, within ten business days, with the department head along with a copy to the Human Resource Department.
- 4) The Department Head will review the facts and the file, and may investigate the charges personally or through a designee.
 - The person(s) conducting the investigation may meet with the parties involved.
 - The Department Head/ Elected official will respond in writing to the employee within ten business days of the date the appeal was received.
- 5) If the Department Head is appointed by the Commissioners Court, Juvenile Probation Board, or District Judges, and the employee who submitted the grievance does not receive a written resolution from the Department Head within ten business days of the date the grievance was appealed, (or if unsatisfied with the appointed Department Heads proposed resolution)
 - A written appeal must be filed within ten business days, with the appropriate appointing authority (i.e., Commissioners Court, Juvenile Probation Board, or District Judges) through the Human Resource Department.
- 6) The appropriate appointing authority will then review the facts and the file and conduct an investigation, if deemed appropriate, before deciding. The appropriate appointing authority's decision is final. Longer intervals to facilitate investigation or fact-finding on behalf of the County may be appropriate depending upon the grievance and may increase the 10 day response time, accordingly.

For additional policy information contact the Human Resources Department or visit the [policy center](#)
100 Wilco Way Suite HR101
Georgetown, TX 78626
512-943-1533



Commissioners Court - Regular Session

42.

Meeting Date: 08/20/2019

2b salary study change

Submitted For: Rebecca Clemons

Submitted By: Rebecca Clemons, Human Resources

Department: Human Resources

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on a change to the job classifications reviewed for Salary Study Cycle 2B.

Background

The County Attorney's office has decided not to participate in the salary study at this time. We would like to add four additional job classifications to review that we have identified as high turnover. The Road and Bridge Department has been contacted about this potential addition and they have let us know they can provide us with any information needed quickly, as to not slow the process for the other offices involved.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

classifications

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Rebecca Clemons

Final Approval Date: 08/14/2019

Reviewed By

Andrea Schiele

Date

08/14/2019 10:40 AM

Started On: 08/14/2019 10:05 AM

PROPOSED POSITION CLASSIFICATIONS

SALARY STUDY 2B | Williamson County Human Resources

Total Departments - 8

Total Position Classifications - 58

Total Positions - 148

Corrections

Position	Grade	Min	Max	Number of Positions
Asst Ch Dep 570	B.39	\$91,742.23	\$132,840.54	1

Justice of the Peace 1

Position	Grade	Min	Max	Number of Positions
Asst Adm JP 1	B.19	\$34,126.47	\$49,410.74	2
Ct Adm 3 JP 1	B.26	\$48,226.35	\$69,932.44	1
Ct Clk 2 JP 1	B.16/B.18			4
Ct Clk 3 JP 1	B.18	\$32,473.21	\$47,035.07	2
PT CT Clk 1	B.15	\$28,012.28	\$40,561.54	2

Justice of the Peace 2

Position	Grade	Min	Max	Number of Positions
Asst Adm JP 2	B.19	\$34,126.47	\$49,410.74	2
Collections Coord Pct 2	B.18	\$32,473.21	\$47,035.07	1
Court Administrator II	B.25	\$45,886.76	\$66,557.77	1
Ct Adm 3 JP 2	B.26	\$48,226.35	\$69,932.44	1
Ct Clk 3 JP 2	B.18	\$32,473.21	\$47,035.07	6
JP 2 PT	B.14	\$26,671.16	\$38,598.53	1

Justice of the Peace 3

Position	Grade	Min	Max	Number of Positions
Chief of Staff I	B.28	\$53,279.74	\$77,197.60	1
Collections Coord JOP 3	B.18	\$32,473.21	\$47,035.07	1
Court Clerk IV	B.18	\$32,473.21	\$47,035.07	1
Criminal Court Admin II	B.25	\$45,886.76	\$66,557.77	1
Ct Clk 2 JP 3	B.16	\$29,415.98	\$42,592.98	4
Ct Clk 3 JP 3	B.17	\$30,911.71	\$44,762.05	2
Ct Clk 4 JP 3	B.18	\$32,473.21	\$47,035.07	1
Ct Clk 5 JP 3	B.19	\$34,126.47	\$49,410.74	3
Customer Service Adminr I	B.22	\$39,554.05	\$57,364.88	1

Justice of the Peace 4

Position	Grade	Min	Max	Number of Positions
Asst Adm JP 4	B.19	\$34,126.47	\$49,410.74	1
Chief Court Admin JP 4	B.28	\$53,279.74	\$77,197.60	1
Collections Coord Pct 4	B.18	\$32,473.21	\$47,035.07	1
Court Administrator I	B.22	\$39,554.05	\$57,364.88	1
Court Clerk II-Collections	B.16	\$29,415.98	\$42,592.98	1
Criminal Court Admin	B.20	\$35,841.78	\$51,924.57	1
Ct Adm 2 JP 4	B.25	\$45,886.76	\$66,557.77	1
Ct Clk 2 JP 4	B.16	\$29,415.98	\$42,592.98	4
Ct Clk 3 JP 4	B.18	\$32,473.21	\$47,035.07	1

Sheriff's Office

Position	Grade	Min	Max	Number of Positions
Asst Ch Dep 560	B.39	\$91,742.23	\$132,840.54	1
Ch Dep SO	B.40	\$96,329.13	\$139,482.74	1
Paralegal SO	B.26	\$48,226.35	\$69,932.44	1

Tax Assessor/Collector

Position	Grade	Min	Max	Number of Positions
Information Services Spec	B.17	\$30,911.71	\$44,762.05	2
Mail Clerk	B.12	\$24,175.37	\$34,983.33	1
Motor Veh Clk I	B.17	\$30,911.71	\$44,762.05	15
Motor Veh Clk II	B.18	\$32,473.21	\$47,035.07	1
Motor Vehicle Spec I	B.17	\$30,911.71	\$44,762.05	1
Motor Vehicle Spec II	B.18	\$32,473.21	\$47,035.07	1
Motor Vehicle Specialist	B.17	\$30,911.71	\$44,762.05	3
Motor Vehicle Specialist I	B.17	\$30,911.71	\$44,762.05	3
Motor Vehicle Specialist II	B.18	\$32,473.21	\$47,035.07	1
Prop Tax Spec	B.19	\$34,126.47	\$49,410.74	1
Property Tax Specialist	B.17	\$30,911.71	\$44,762.05	2
Property Tax Specialist II	B.18	\$32,473.21	\$47,035.07	1
Property Tax Specialist IV	B.20	\$35,841.78	\$51,924.57	1
PT Info Services Spec	B.17	\$30,911.71	\$44,762.05	1
PT Motor Vehicle Specialist	B.16	\$29,415.98	\$42,592.98	1
PT Property Tax Specialist	B.17	\$30,911.71	\$44,762.05	1
Tax Apps Specialist	B.22	\$39,554.05	\$57,364.88	1
VIT Specialist	B.19	\$34,126.47	\$49,410.74	1

Truancy Program JP2

Position	Grade	Min	Max	Number of Positions
PT Case Manager	B.18	\$32,473.21	\$47,035.07	1

Truancy Program JP3

Position	Grade	Min	Max	Number of Positions
PT Case Manager	B.18	\$32,473.21	\$47,035.07	2

Truancy Program JP4

Position	Grade	Min	Max	Number of Positions
PT Case Manager	B.18	\$32,473.21	\$47,035.07	1

Unified Road Systems

Position	Grade	Min	Max	Number of Positions
Operator I	B.17	\$30,911.71	\$44,762.05	13
Operator I R&B	B.17	\$30,911.71	\$44,762.05	11
Operator II	B.19	\$34,126.47	\$49,410.74	4
Operator II R&B	B.19	\$34,126.47	\$49,410.74	24

Commissioners Court - Regular Session

43.

Meeting Date: 08/20/2019

Bricks R Us Contract

Submitted For: Cheryl Schneider

Submitted By: Cheryl Schneider, Animal Services

Department: Animal Services

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on a Services Contract for Donation Processing Services to be provided by Bricks R Us, Inc. relating to an Engraved Brick Program for the Williamson County Regional Animal Shelter.

Background

The shelter has a memorial brick program. Individuals can purchase an engraved brick memorializing their pet and it is place in the pathway. Bricks R' Us is the company that provides the bricks and does the engraving.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[Brick agreement](#)

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Cheryl Schneider

Final Approval Date: 08/14/2019

Reviewed By

Andrea Schiele

Date

08/14/2019 11:45 AM

Started On: 08/14/2019 11:10 AM

THE STATE OF TEXAS §

COUNTY OF WILLIAMSON §

**SERVICES CONTRACT
DONATION PROCESSING SERVICES
(Engraved Brick Program for Animal Shelter)**

THIS SERVICES CONTRACT (hereinafter “Contract”) is made and entered into by and between the **Williamson County Regional Animal Shelter** (hereinafter “The County”), including various political subdivision(s) of the State of Texas, acting herein by and through its governing bodies, and **Bricks R Us, Inc.**, (hereinafter “Service Provider”) with offices located at 201 S Biscayne Blvd, 28th Floor, Miami, FL 33131 (ph. 305-931-7773). The County agrees to engage Service Provider as an independent contractor, to assist in providing certain operational services pursuant to the following terms, conditions, and restrictions:

I.

Services: Service Provider shall provide services *as an independent contractor* pursuant to terms and policies of the Williamson County Commissioners Court. Service Provider expressly acknowledges that he, she or it is not an employee of The County. The services include, but are not limited to the following items in order to complete the project:

- A. As described in the attached Statement of Work/Quotation and designated as Exhibit “A,” which is incorporated herein as if copied in full.**

Should The County choose to add services in addition to those described in Exhibit “A”, such additional services shall be described in a separate written amendment to this Contract wherein the additional services shall be described and the parties shall set forth the amount of compensation to be paid by The County for the additional services. Service Provider shall not begin any additional services and The County shall not be obligated to pay for any additional services unless a written amendment to this Contract has been signed by both parties.

II.

Effective Date and Term: This contract shall be in full force and effect when signed by all parties and shall continue until the program is completed or when terminated pursuant to paragraph VIII. below.

III.

Consideration and Compensation: Service Provider will be compensated based on fees set forth in Exhibit “A.”

Any payment(s) for goods and services shall be governed by Chapter 2251 of the Texas Government Code. An invoice shall be deemed overdue the 31st day after the later of (1) the date The County receives the goods under the contract; (2) the date the performance of the service under the contract is completed; or (3) the date the Williamson County Auditor receives an invoice for the goods or services. Interest charges for any overdue payments shall be paid by The County in accordance with Texas Government Code Section 2251.025. More specifically, the rate of interest that shall accrue on a late payment is the rate in effect on September 1 of The County’s fiscal year in which the payment becomes due. The said rate in effect on September 1 shall be equal to the sum of one percent (1%); and (2) the prime rate published in the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday.

IV.

Entire Contract & Incorporated Documents: This Contract constitutes the entire Contract between the parties and may not be modified or amended other than by a written instrument executed by both parties. Documents expressly incorporated (as if copied in full) into this Contract include the following:

- A. As described in the attached Statement of Work/Quotation and marked Exhibit “A,” which is incorporated herein as if copied in full; and**

V.

No Agency Relationship & Indemnification: It is understood and agreed that Service Provider shall not in any sense be considered a partner or joint venturer with The County, nor shall Service Provider hold himself out as an agent or official representative of The County unless expressly authorized to do so by a majority of the Williamson County Commissioners Court. Service Provider shall be considered an independent contractor for the purpose of this Contract and shall in no manner incur any expense or liability on behalf of The County other than what may be expressly allowed under this Contract. The County will not be liable for any loss, cost, expense or damage, whether indirect, incidental, punitive, exemplary, consequential of any kind whatsoever for any acts by Service Provider or failure to act relating to the services being provided.

VI.

No Waiver of Sovereign Immunity or Powers: Nothing in this Contract will be deemed to constitute a waiver of sovereign immunity or powers of The County, the Williamson County Commissioners Court, or the Williamson County Judge.

VII.

Compliance With All Laws: Service Provider agrees and will comply with any and all local, state or federal requirements with respect to the services rendered.

VIII.

Termination: This Contract may be terminated at any time at the option of either party, without future or prospective liability for performance upon giving thirty (30) days written notice thereof.

IX.

Venue and Applicable Law: Venue of this Contract shall be Williamson County, Texas, and the laws of the State of Texas shall govern all terms and conditions.

X.

Severability: In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision in this Contract and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XI.

Right to Audit: Service Provider agrees that The County or its duly authorized representatives shall, until the expiration of three (3) years after final payment under this Contract, have access to and the right to examine and photocopy any and all books, documents, papers and records of Service Provider which are directly pertinent to the services to be performed under this Contract for the purposes of making audits, examinations, excerpts, and transcriptions. Service Provider agrees that The County shall have access during normal working hours to all necessary Service Provider facilities and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the provisions of this section. The County shall give Service Provider reasonable advance notice of intended audits.

XII.

Good Faith Clause: Service Provider agrees to act in good faith in the performance of this Contract.

XIII.

No Assignment: Service Provider may not assign this Contract.

XIV.


County Judge or Presiding Officer Authorized to Sign Contract: The presiding officer of The County’s governing body who is authorized to execute this instrument by order duly recorded may execute this Contract on behalf of The County.

WITNESS that this Contract shall be effective as of the date of the last party’s execution below.

THE COUNTY:

SERVICE PROVIDER:

Authorized Signature



Authorized Signature

Printed Name

Garry Alfred

Printed Name

Date: _____, 2019

Date: 7/24, 2019

Exhibit "A"
Statement of Work/Quotation

Commissioners Court - Regular Session

44.

Meeting Date: 08/20/2019

Edward Byrne Memorial Justice Assistance Grant Program for County Sheriff

Submitted For: Robert Chody

Submitted By: Starla Hall, Sheriff

Department: Sheriff

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take any appropriate action authorizing the Williamson County Sheriff's Office to apply for funding through the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2019, Local Solicitation.

Background

The Sheriff's Office is seeking to apply for approximately \$12,379.00 through the Edward Byrne Memorial JAG Program to be used for programs within the Community Liaison Unit, including the Drug Abuse Resistance Education (DARE), Explorers, Citizens Academy and 2020 Junior Deputy Academy.

Our office was previously awarded last year the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2018, local solicitation in support of the same programs.

This grant requires no resolution or match. The grant does require that a Certifications and Assurances by the Chief Executive of the Applicant Government form be submitted.

Staff recommends the following action: Approve to apply for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2019, Local Solicitation and authorize appropriate County department personnel to complete documentation relevant to the implementation of the grant.

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[Disclosure of Lobbying Activities](#)

[Grant Questionnaire](#)

[Certifications and Assurances](#)

Form Review

Inbox

County Judge Exec Asst.
Form Started By: Starla Hall
Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 10:53 AM
Started On: 08/15/2019 08:41 AM

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Grant Title/Project Name:	Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2019, Local Solicitation
Department:	Sheriff's Office
Requestor:	Dana Foster
Contact Email:	dfoster@wilco.org
Contact Phone Number:	512-943-1168
Start Date:	10/1/2019
End Date:	9/30/2020
Please select request category:	Community Liaison Unit Projects
Describe the request category in detail to include all requirements.	The Community Liaison Unit manages several programs throughout the year, including the Drug Abuse Resistance Education (DARE), Explorers, Citizens Academy and 2020 Junior Deputy Academy. This grant will assist in funding these programs.
Select the type of grant your department is applying for:	Federal
What is the amount of the grant?	\$12,379.00
Please provide a breakdown of the total cost above.	The amount requested will provide items used within the Community Liaison Unit's Drug Abuse Resistance Education (DARE), Explorers, Citizens Academy and 2020 Junior Deputy Academy. We are finalizing quotes, but items purchased will include: activity and coloring books, t-shirts, medals, graduation certificates, a banner, an educational board displaying replicas of drugs, uniforms and training items, t-shirts, wristbands, caps, reusable water bottles, balloons and crime scene presentation items, general office supplies, folding tables, coolers, and folding chairs.
Is there a match requirement?	No
If yes, describe the type and source of match.	
Does the grant cover the cost of the request 100%?	Yes
If not, how much is left unpaid?	
What is the plan to obtain grants/funds for the remaining amount?	
List other similar assets in the County and/or region and if they are available for use?	
How is this asset request different from any similar assets currently in the County and/or region?	
What types of events/purpose would this asset be used for that cannot be accomplished with a current County asset?	
How often do these events occur?	
Identify the number of personnel required to operate this asset and/or be available for the function where it is to be used? How much time is required of those personnel? What is the cost of the personnel?	
Where will the asset be stored?	
What is the useful life of the asset?	
Will a replacement be requested from general funds when useful life has been exhausted?	

Will other agencies be billed for the use of this asset (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this asset require insurance coverage?	
If yes, what is the estimate of asset insurance coverage?	
Will this asset require on-going maintenance? Please describe the maintenance required along with an estimate for these costs.	
How will this asset be funded when the grant ends?	
What is the impact if the grant is not received?	
New Personnel position is:	
Where will this position office?	
Who will this position report to?	
What tasks will this position perform? Include the five primary functions and the percentage of time spent to be spent on each function.	
Will this position take over tasks from current County employee?	
If yes, please explain the impact to current employee.	
How will this position be funded when the grant ends?	
Does this position or a similar position currently exist within the department?	
If "yes" how many of these similar positions exist	
Describe any alternatives considered to achieve desired outcome in lieu of a position (i.e. equipment, software, technology or change in business practice).	
Describe how workload will be accomplished/re-allocated should grant not be approved.	
List other similar items in the County and/or region and if they available for use?	N/A
How is this item request different from any similar assets currently in the County and/or region?	N/A
What types of events/purpose would this item be used for that cannot be accomplished with a current County asset?	Many of the items we will be requesting are consumables used in the department and need to be replenished each year. Those that are for longer term use will provide items the Community Liaison Unit does not currently have.
Identify the number of personnel required to operate this item and/or be available for the function where it is to be used?	There are five employees within the Community Liaison Unit. They are the primary employees required for all programs. The annual Citizens Academy and Junior Deputy academy will have approximately 15 other employees making short presentations.
Please explain how this item will create the need for more or less personnel (or mark n/a for no change)?	N/A
Where will the item be stored?	All items will be stored in the Community Liaison Unit's offices.
What is the useful life of the item?	Most of the items are consumables and will be expended during

	the grant period. The remaining supplies should last 2-4 years.
Will other agencies be billed for the use of this item (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this item require insurance coverage?	No
Will this item require any form of licensing?	No
Will this item require on-going maintenance? Please describe the maintenance required along with an estimate for these costs?	No on-going maintenance will be required.
How will this item be funded when the grant ends?	Funds will be requested through the normal budget process and, if denied, grants will be pursued.
What is the overall budgetary impact? (i.e. revenue generation, expense reduction, etc.)	These programs are regular events held by the Sheriff's Office, so there will be no negative effect on the budget. The items being requested are above what has been requested in the FY2020 county budget, so should have no effect.
Please identify any additional equipment needed/required (now or in the future) should the grant/asset is awarded.	N/A
What is the cost and frequency to maintain/update the additional equipment?	N/A
What is the impact of this grant application on other internal/county departments?	Required reporting and tracking of finances traditionally needed for grants.
If yes, what is the estimate of that license fee?	
If yes, what is the estimate of insurance coverage?	
Will a replacement be requested from general funds when useful life has been exhausted? (OR)	Yes
ID	27
Version	1.0
Attachments	False
Created	8/15/2019 8:49 AM
Created By	Dana Foster
Modified	8/15/2019 8:49 AM
Modified By	Dana Foster

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

Edward Byrne Justice Assistance Grant Program FY 2019 Local Solicitation

Certifications and Assurances by the Chief Executive of the Applicant Government

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2019 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (*e.g.*, city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

Signature of Chief Executive of the Applicant Unit of
Local Government

Date of Certification

Printed Name of Chief Executive

Title of Chief Executive

Name of Applicant Unit of Local Government

Commissioners Court - Regular Session

45.

Meeting Date: 08/20/2019

Receive updates on the Department of Infrastructure projects and issues

Submitted For: Robert Daigh

Submitted By: Vicky Edwards, Infrastructure

Department: Infrastructure

Agenda Category: Regular Agenda Items

Information

Agenda Item

Receive updates on the Department of Infrastructure projects and issues.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Vicky Edwards

Final Approval Date: 07/26/2019

Reviewed By

Andrea Schiele

Date

07/26/2019 09:25 AM

Started On: 07/26/2019 08:44 AM

Commissioners Court - Regular Session

46.

Meeting Date: 08/20/2019

Road Bond Construction Summary Report

Submitted By: Dawn Haggard, Road Bond

Department: Road Bond

Agenda Category: Regular Agenda Items

Information

Agenda Item

Receive and acknowledge the August 2019 Construction Summary Report and PowerPoint Presentation for the Road Bond Program.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

[August 2019 Construction Summary Report](#)

[August 2019 PowerPoint Presentation](#)

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Dawn Haggard

Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 10:41 AM

Started On: 08/14/2019 11:01 AM



ROAD BOND PROGRAM

Construction Summary Report

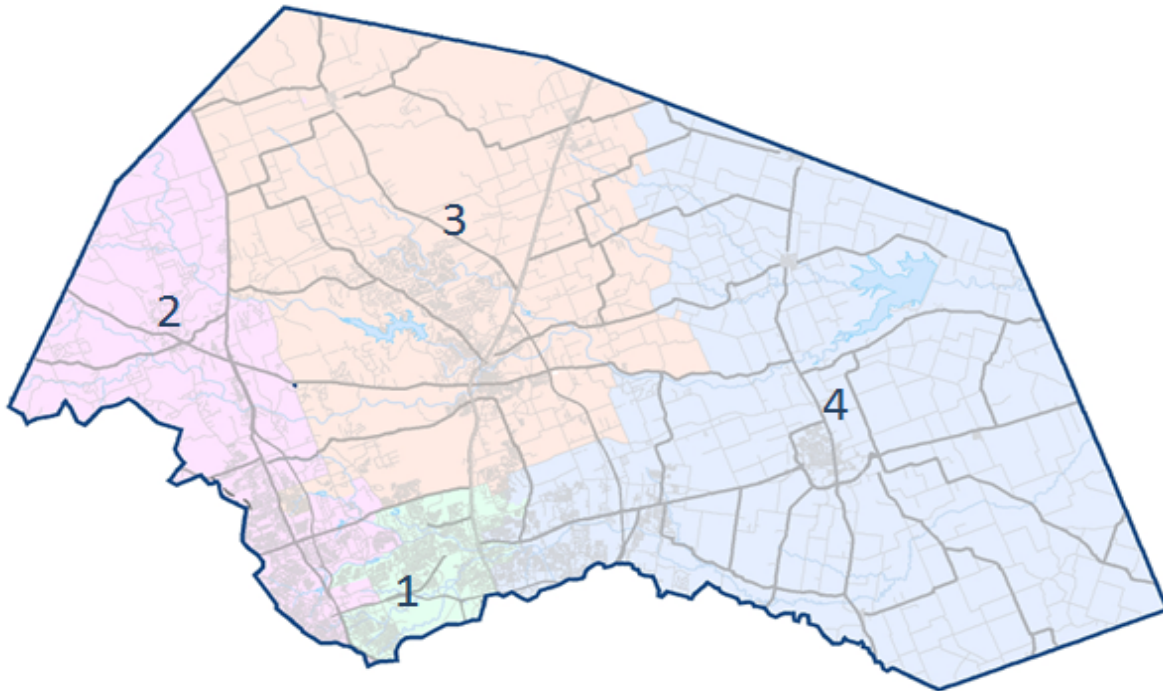
County Judge
Bill Gravell, Jr.

Commissioners
Terry Cook
Cynthia Long
Valerie Covey
Russ Boles

August 2019

WWW.ROADBOND.ORG

Volume XVIII - Issue No.08



Presented By:



PRIME
STRATEGIES,
INC.

HNTB

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WILLIAMSON COUNTY

ROAD BOND PROGRAM

COMPLETED PROJECTS

CONSTRUCTION SUBSTANTIALLY COMPLETE/OPEN TO TRAFFIC - AS OF JULY 2019

Precinct 1

- Pond Springs Road (signal) – Apr 2002
- McNeil Road, Phase 1 – Jan 2005
- McNeil Road, Phase 2 – Feb 2007
- RM 620, Phase 1 – Jan 2009
- Pond Springs Road – Sep 2010
- County Road 174 at Brushy Creek – Jun 2011
- O'Connor Drive Extension – Apr 2012
- King of Kings Crossing – Aug 2012
- RM 620 Safety Improvements – Dec 2014
- Pearson Ranch Road – Oct 2017
- Forest North Drainage Improvements Phase 2 – Oct 2017
- RM 620 Phase 2 – Jul 2018
- O'Connor Drive N of RM 620 – Jul 2018
- Neenah Avenue Widening – Dec 2018
- Neenah Avenue and Pearson Ranch Road Traffic Signal – Jan 2019

Precinct 2

- RM 1869 at SH 29 (signal) – Aug 2002
- River Bend Oaks – Feb 2003
- County Road 175 – Jun 2003
- County Road 200 – Sep 2003
- Ronald Reagan Blvd, South Ph. 1 – Dec 2004
- County Road 214 – Feb 2005
- County Road 258 – Sep 2006
- San Gabriel Pkwy, Ph. 1 – Feb 2007
- Ronald Reagan Blvd North Ph. 1 – Mar 2007
- Lakeline Blvd – Jul 2007
- Ronald Reagan Blvd South Ph. 2 – Feb 2008
- US 183 at CR 274 – Feb 2008
- County Road 175 Phase 2A – Jan 2010
- US 183 at FM 3405 Traffic Signal – Mar 2010
- US 183 at FM 3405 Left Turn Lanes – May 2010
- County Road 214 Phase 2A – Jan 2011
- San Gabriel Parkway Ph. 2 – Oct 2011
- US 183 (PTF) – Apr 2012
- SH 29 TWLTL Liberty Hill – Dec 2012
- Hero Way – Feb 2013
- County Roads 260/266 – Apr 2013
- County Road 277 – Jul 2014
- Lakeline Blvd at US 183 – Nov 2014
- Lakeline Blvd Ph. 2 – Apr 2015
- County Road 258 – Jul 2017
- County Road 200 at Bold Sundown – Oct 2018
- Ronald Reagan at Santa Rita Ranch – Feb 2019
- CR 200 at SH 29 / Loop 332 – Jul 2019

WILLIAMSON COUNTY

ROAD BOND PROGRAM

COMPLETED PROJECTS

CONSTRUCTION SUBSTANTIALLY COMPLETE/OPEN TO TRAFFIC - AS OF JULY 2019

Precinct 3

- Cedar Hollow at SH 29 (signal) – Aug 2002
- Georgetown Inner Loop Project 2 – Aug 2003
- Georgetown Inner Loop Project 1 – Jun 2004
- Georgetown Inner Loop East Extension – Sep 2004
- County Road 152 Bridge Replacement – Sep 2004
- Inner Loop East (CR 151 to Bus 35) – Oct 2005
- Ronald Reagan Blvd North, Ph. 2 – May 2008
- 12" Water Main Relocation for SH 29 Widening – Jun 2008
- SH 29 / CR 104, Ph. 1 – Jul 2008
- IH 35 at SH 29 Turnarounds (PTF) – Aug 2008
- SE Inner Loop at FM 1460 – Nov 2009
- County Road 111 (Westinghouse Road) – Jun 2010
- Williams Drive – Apr 2011
- County Road 104, Phase 2 – May 2011
- RM 2338 (PTF) – Jul 2011
- SH 29 at Park Pl and Jack Nicklaus – May 2012
- Ronald Reagan Blvd. North Phase 3 – Jun 2013
- Ronald Reagan Blvd. North Phase 4 – Mar 2014
- Madrid Drive Extension – Sep 2014
- CR 245 – Sep 2015
- IH 35 Northbound Frontage Road (PTF) – Oct 2015
- Ronald Reagan North Phase 4 Fencing – Jan 2016
- IH 35 Northbound Frontage Road Driveway (PTF) – Mar 2016
- Southwest Bypass Driveways – Aug 2016
- RM 2243 at Escalera Right Intersection – Aug 2016
- SH 29 at Cedar Hollow Right Intersection Improvements – Aug 2016
- Southwest Bypass Access Route – Jul 2017
- Arterial H Extension Phase I – Feb 2018
- Relocation of Williamson County Regional Raw Water Line – Apr 2018
- Southwest Bypass Segment 1 – Sep 2018
- Inner Loop Improvements – Dec 2018

WILLIAMSON COUNTY

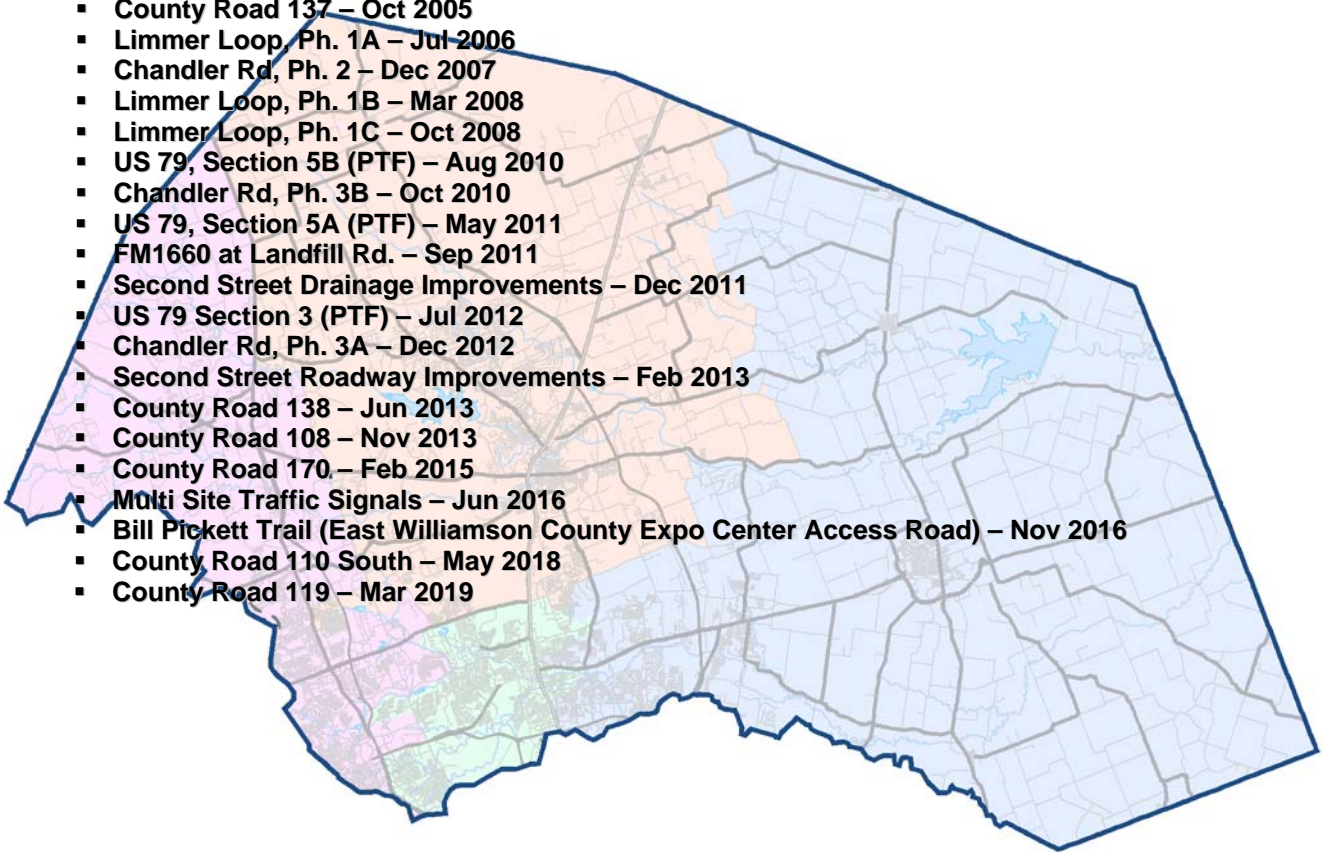
ROAD BOND PROGRAM

COMPLETED PROJECTS

CONSTRUCTION SUBSTANTIALLY COMPLETE/OPEN TO TRAFFIC - AS OF JULY 2019

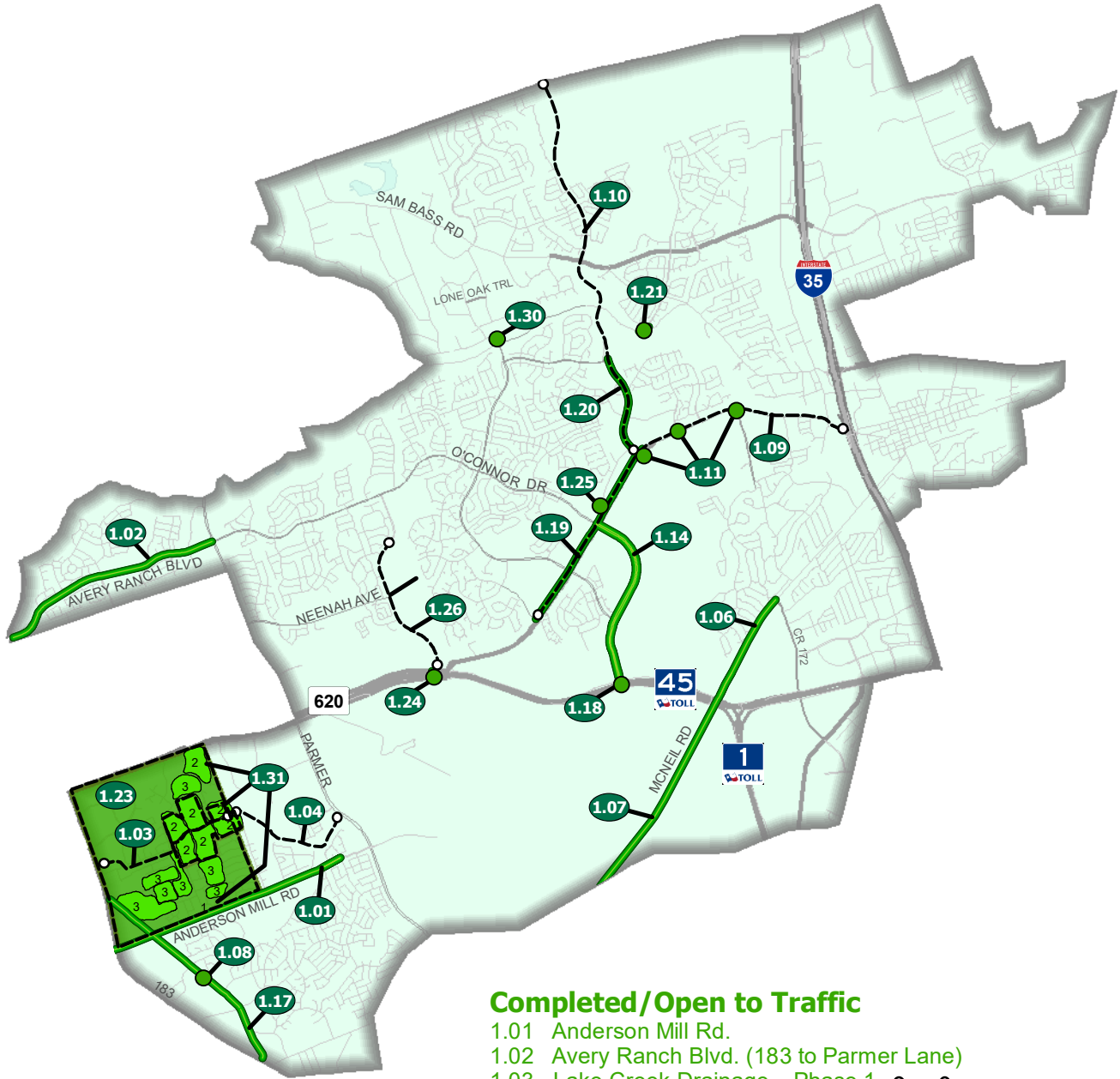
Precinct 4

- Bridge Replacements (CR 390, 406 & 427) – Nov 2002
- County Road 368 and 369 – Nov 2002
- County Road 412 – Aug 2003
- County Road 300 and 301 – Dec 2003
- County Road 424 Bridge Replacement – Jan 2004
- Chandler Rd. Extension, Ph. 1 – Mar 2005
- County Road 112, Ph. 1 – Aug 2005
- County Road 137 – Oct 2005
- Limmer Loop, Ph. 1A – Jul 2006
- Chandler Rd, Ph. 2 – Dec 2007
- Limmer Loop, Ph. 1B – Mar 2008
- Limmer Loop, Ph. 1C – Oct 2008
- US 79, Section 5B (PTF) – Aug 2010
- Chandler Rd, Ph. 3B – Oct 2010
- US 79, Section 5A (PTF) – May 2011
- FM1660 at Landfill Rd. – Sep 2011
- Second Street Drainage Improvements – Dec 2011
- US 79 Section 3 (PTF) – Jul 2012
- Chandler Rd, Ph. 3A – Dec 2012
- Second Street Roadway Improvements – Feb 2013
- County Road 138 – Jun 2013
- County Road 108 – Nov 2013
- County Road 170 – Feb 2015
- Multi Site Traffic Signals – Jun 2016
- Bill Pickett Trail (East Williamson County Expo Center Access Road) – Nov 2016
- County Road 110 South – May 2018
- County Road 119 – Mar 2019



2006 ROAD BOND PROGRAM PROJECTS

PRECINCT 1 - COMMISSIONER COOK

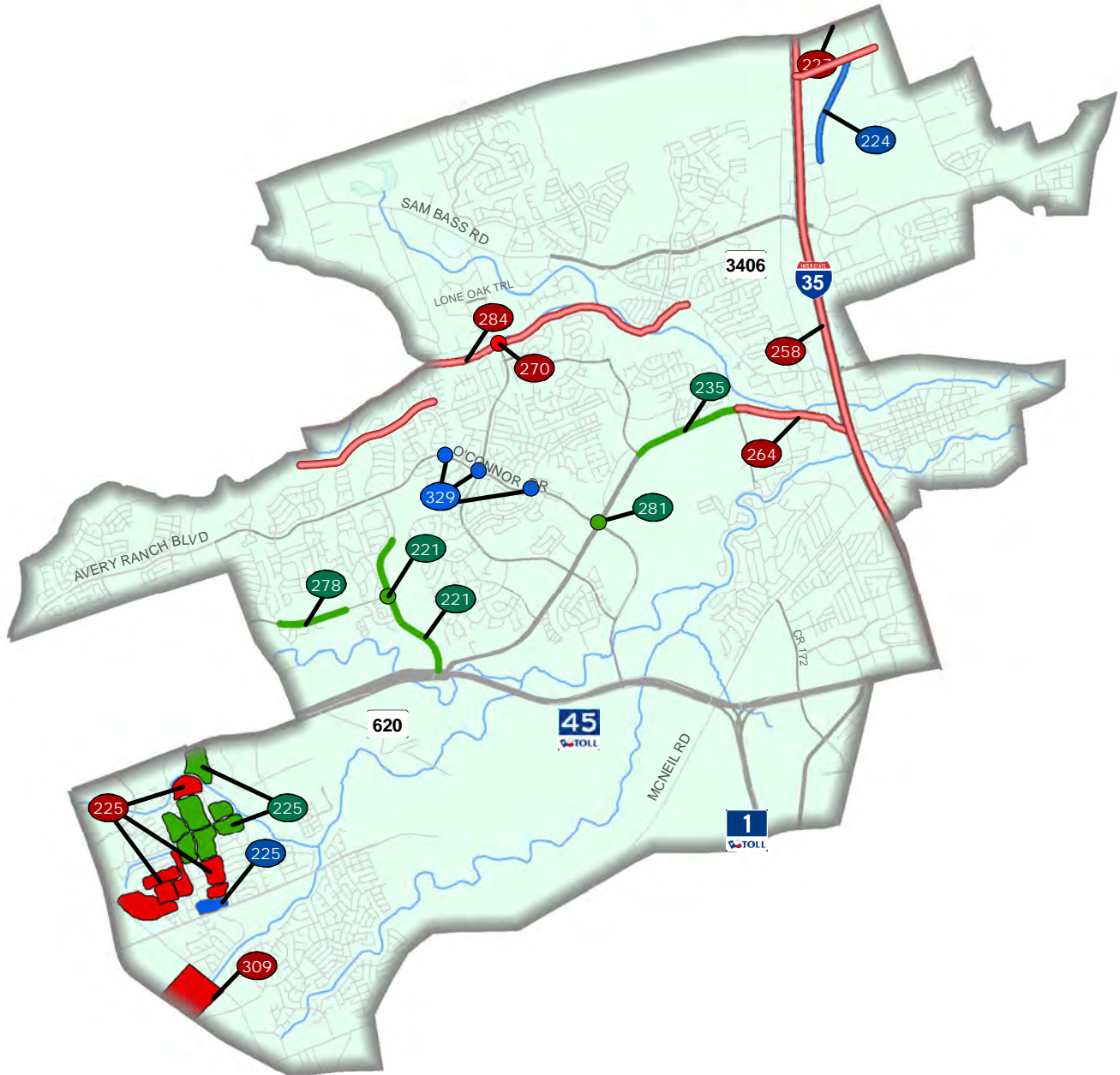


Completed/Open to Traffic

- 1.01 Anderson Mill Rd.
- 1.02 Avery Ranch Blvd. (183 to Parmer Lane)
- 1.03 Lake Creek Drainage – Phase 1 ○—○
- 1.04 Lake Creek Drainage – Phase 2 ○—○
- 1.06 McNeil Road - Phase 1
- 1.07 McNeil Road - Phase 2
- 1.08 Pond Springs at Turtle Rock Signal
- 1.09 RM 620 Feasibility Study ○—○
- 1.10 Wyoming Springs North Study ○—○
- 1.11 RM 620 Interim Improvements – Phase 1
- 1.14 O'Connor Extension
- 1.17 Pond Springs Road
- 1.18 O'Connor Overpass at SH 45
- 1.19 RM 620 (Cornerwood Dr. to Wyoming Springs)
- 1.20 Wyoming Springs (620 to Brightwater Blvd.)
- 1.21 CR 174 (Hairy Man Rd.) Bridge Rail Rehab
- 1.23 Forest North Drainage Study - Phase 1 []
- 1.25 King of Kings Crossing
- 1.26 Pearson Ranch Road (Design) ○—○
- 1.24 Pearson Ranch Underpass at SH 45/ RM 620
- 1.30 Great Oaks at Brushy Creek (design)
- 1.31 Forest North Drainage Improvements - Phase 2 (design) []
- 1.31 Forest North Drainage Improvements - Phase 3 (design) []

2013 ROAD BOND PROGRAM PROJECTS

PRECINCT 1 - COMMISSIONER COOK



Completed/Open to Traffic

- 221 Pearson Ranch Road
- 221 Neenah Avenue and Pearson Ranch Road Traffic Signal
- 225 Forest North Drainage Improvements Phase 2
- 235 RM 620 Phase 2 (Wyoming Springs to Deep Wood Drive)
- 278 Neenah Avenue Widening (Olive Hill Drive to 0.5 miles east of Olive Hill Drive)
- 281 O'Connor Drive North of RM 620

Under Construction/Bidding

- 224 North Mays Street Extension Phase 1 Arterial M (Paloma Drive to Oakmont Drive)
- 225 Forest North Drainage Improvements Anderson Mill Zone
- 329 O'Connor Drive Traffic Signals (Morgan Hill, Great Oaks and Liberty Walk Intersections)

In Design

- 225 Forest North Drainage Improvements Phase 3
- 227 University Blvd Widening (IH 35 to Sunrise Road)
- 258 IH 35 Corridor Operational Analysis (SH 45 to RM 1431)
- 264 RM 620 at Railroad / Chisholm Trail (IH 35 Frontage Road to Deep Wood Drive)
- 270 Great Oaks Drive Bridge at Brushy Creek
- 284 Hairy Man Road/Brushy Creek Road Safety Improvements (Brushy Bend to Sam Bass Road)
- 309 Pond Springs Road Area Drainage Improvements (Pond Springs Road to US 183)

Neenah Avenue Widening (Olive Hill Drive to 0.5 mile east of Olive Hill Drive)
Project No. 1710-194

Original Contract Price = \$2,529,398.54

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
10/15/2017	12/6/2017	1/26/2018	2/5/2018	12/4/2018		350	0	350	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	2/5/2018	2/23/2018	19	\$125,365.50	\$125,365.50	\$13,929.50	\$13,929.50	6	5
2	2/24/2018	3/23/2018	28	\$150,775.20	\$276,140.70	\$16,752.80	\$30,682.30	14	13
3	3/24/2018	4/25/2018	33	\$191,501.10	\$467,641.80	\$21,277.90	\$51,960.20	24	23
4	4/26/2018	5/25/2018	30	\$161,682.75	\$629,324.55	\$17,964.75	\$69,924.95	32	31
5	5/26/2018	6/25/2018	31	\$247,558.88	\$876,883.43	\$27,506.54	\$97,431.49	44	40
6	6/26/2018	7/25/2018	30	\$213,856.20	\$1,090,739.63	\$23,761.80	\$121,193.29	55	49
7	7/26/2018	8/25/2018	31	\$208,142.94	\$1,298,882.57	\$23,127.00	\$144,320.29	65	58
8	8/26/2018	9/25/2018	31	\$137,292.48	\$1,436,175.05	\$15,254.72	\$159,575.01	72	67
9	9/26/2018	10/25/2018	30	\$98,959.95	\$1,535,135.00	\$10,995.55	\$170,570.56	77	75
10	10/26/2018	11/30/2018	36	\$310,666.25	\$1,845,801.25	\$34,518.47	\$205,089.03	93	85
11	12/1/2018	12/31/2018	4	\$283,617.15	\$2,129,418.40	-\$161,631.51	\$43,457.52	99	87
12	1/1/2019	4/30/2019	0	\$22,335.36	\$2,151,753.76	\$455.82	\$43,913.34	100	87
13	FINAL		0	\$53,913.34	\$2,205,667.10	-\$43,913.34	\$0.00	100	87

8/2/2019 Comments - The Certificate of Acceptance is being signed. The closeout process is ongoing.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	8/7/2018	\$ 2,510.91	\$ 2,510.91

4C: Third Party Accommodation. Compliance requirements of new laws and/or policies (impacting third party). This Change Order compensates the Contractor for the additional labor and equipment it took to connect the new water line to the existing water line that was not shown on the plans. The Contractor was directed by the City of Austin inspector to tie the new water line to the existing line in the field when it was discovered. The City has agreed to pay this additional cost.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
02	8/7/2018	\$ 4,362.51	\$ 6,873.42

2E: Differing Site Conditions. Miscellaneous difference in site conditions (unforeseeable)(Item 9). This Change Order compensates the contractor for additional costs to remove formwork and re-set formwork on a portion of the shared use path prior to the concrete being poured due to a grade change per the engineer's response to RFI #10. 3B: County Convenience. Public relations improvement. This Change Order also compensates the Contractor for upgrading to a stronger concrete for the driveway reconstruction in order to shorten the cure time and reduce the time the Catholic Church would be without their driveways.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
03	4/9/2019	\$ 15,968.18	\$ 22,841.60

1B: Design Error or Omission. Other. This Change Order will compensate the Contractor for various items of additional work including construction of the pedestrian rail footings adjacent to box culvert wingwalls, extending a concrete slab located in the roadway over an existing box culvert and painting "Fire Lane" markings on driveway curb. 4B:Third Party Accommodation. Third party requested work. This Change Order also compensates the Contractor for relocating two small signs at the request of the City of Austin.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
04	4/16/2019	\$ (7,500.00)	\$ 15,341.60

2E: Differing Site Conditions. Miscellaneous difference in site conditions (unforeseeable)(Item 9). This Change Order provides the final balancing for the overrun/underrun of City of Austin Utility Contract quantities on the project as a result of addressing field conditions not accounted for in the original plans.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
05	6/4/2019	\$ (339,073.04)	\$ (323,731.44)

2E: Differing Site Conditions. Miscellaneous difference in site conditions (unforeseeable)(Item 9). This Change Order provides the final balancing for the overrun/underrun of Williamson County Contract quantities on the project as a result of addressing field conditions not accounted for in the original plans.

Adjusted Price = \$2,205,667.10

**Neenah Avenue at Pearson Ranch Road Traffic Signal
Project No. 1804-222**

Original Contract Price = \$267,031.15

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
5/16/2018	6/5/2018	7/20/2018	7/30/2018	1/18/2019		150	23	173	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	7/30/2018	8/25/2018	27	\$9,538.66	\$9,538.66	\$1,059.85	\$1,059.85	4	16
2	8/26/2018	11/30/2018	97	\$58,180.50	\$67,719.16	\$6,464.50	\$7,524.35	26	72
3	12/1/2018	12/21/2018	21	\$77,850.00	\$145,569.16	\$8,650.00	\$16,174.35	55	84
4	12/22/2018	1/18/2019	28	\$85,015.03	\$230,584.19	\$9,446.12	\$25,620.47	88	100
5	1/19/2019	3/29/2019	0	\$28,170.00	\$258,754.19	\$3,130.00	\$28,750.47	99	100
6	3/30/2019	4/30/2019	0	\$1,314.65	\$260,068.84	\$146.07	\$28,896.54	99	100
7	FINAL		0	\$31,396.54	\$291,465.38	-\$28,896.54	\$0.00	100	100

8/2/2019 Comments - The Certificate of Acceptance is being signed. The closeout process is ongoing.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	7/24/2018	\$ 15,000.00	\$ 15,000.00

2C. Differing Site Conditions (unforeseeable). New development (conditions changing after PS&E completed). This Change Order adds a force account item to the Contract to pay Austin Energy the cost to extend power service to the intersection.

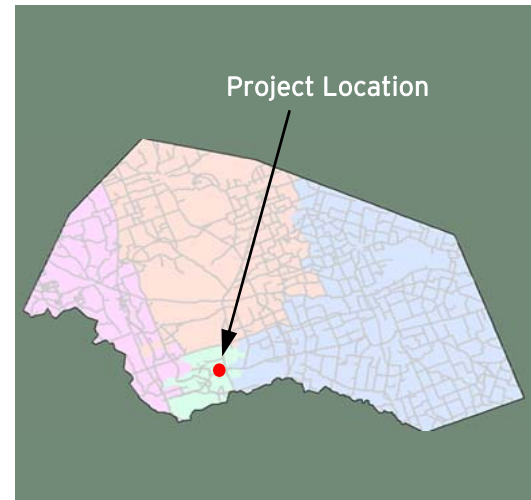
<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
02	3/19/2019	\$ 31,300.00	\$ 46,300.00

2E: Differing Site Conditions (unforeseeable). Miscellaneous difference in site conditions (unforeseeable) (Item 9). This Change Order adds PVC conduit bore items necessary to replace existing conduits that were found to be damaged and an additional month of barricades to the contract.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
03	5/21/2019	\$ (21,865.77)	\$ 24,434.23

2E: Differing Site Conditions (unforeseeable). Miscellaneous difference in site conditions (unforeseeable) (Item 9). This Change Order provides for the final balancing for the overrun/underrun of Comntract quantities on the project as a result of addressing field conditions not accounted for in the original plans.

Adjusted Price = \$291,465.38



North Mays Street Extension Phase 1
 (Paloma Drive to Oakmont Drive)

Project Length: 1 mile
 Roadway Classification: Arterial Collector

Project Schedule: January 2019 - March 2020
 Estimated Construction Cost: \$10.8 Million



JULY 2019 IN REVIEW

07/05/2019: Capital Excavation embanked material north of the proposed bridge and began excavation at the pond and Oakmont Drive. Subcontractor Voges continued drilling shafts at Bent 10.

07/12/2019: Material was embanked at the south header bank for the proposed bridge. Excavation continued at the pond. Form work began for Abutment 11. Subcontractor Voges continued drilling shafts at Bent 10.

07/19/2019: Subgrade embankment continued at the south end of the bridge. Type C material embankment began at the north end of the bridge. Steel was tied for the column cages for the bridge. Bents 9 and 10 are poured.

07/26/2019: Columns continued to be formed and poured. Half of the drill shafts and columns have been poured. Excavation began north of Paloma Drive. Potholing for utilities began.

08/02/2019: Type B embankment continued from southern bridge approach to Paloma Drive. The bridge bent cap was formed and Abutment 11 backwall was poured. Storm drainage pipe was laid north of the bridge. Subcontractor Voges finished drill shafts at Bent 5 and began drilling on Bent 4.



Design Engineer: LJA Engineering
 Contractor: Capital Excavation
 Construction Observation:
 Kyle McCoy, HNTB

Williamson County
 Road Bond Program



**North Mays Street Extension Phase 1 (Paloma Drive to Oakmont Drive)
Project No. 1810-265**

Original Contract Price = \$10,775,835.75

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
11/14/2018	12/4/2018	1/18/2019	1/28/2019			410	0	410	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$) Used</u>	<u>% Time Used</u>
1	1/28/2019	1/31/2019	4	\$523,139.40	\$523,139.40	\$58,126.60	\$58,126.60	5	1
2	2/1/2019	2/28/2019	28	\$2,584.80	\$525,724.20	\$287.20	\$58,413.80	5	8
3	3/1/2019	4/30/2019	61	\$102,281.40	\$628,005.60	\$11,364.60	\$69,778.40	6	23
4	5/1/2019	5/31/2019	31	\$593,318.74	\$1,221,324.34	\$65,924.30	\$135,702.70	13	30
5	6/1/2019	6/30/2019	30	\$188,661.93	\$1,409,986.27	\$20,962.44	\$156,665.14	15	38
								Adjusted Price =	\$10,775,835.75

**Forest North - Anderson Mill
Project No. 1811-278**

Original Contract Price = \$295,000.00

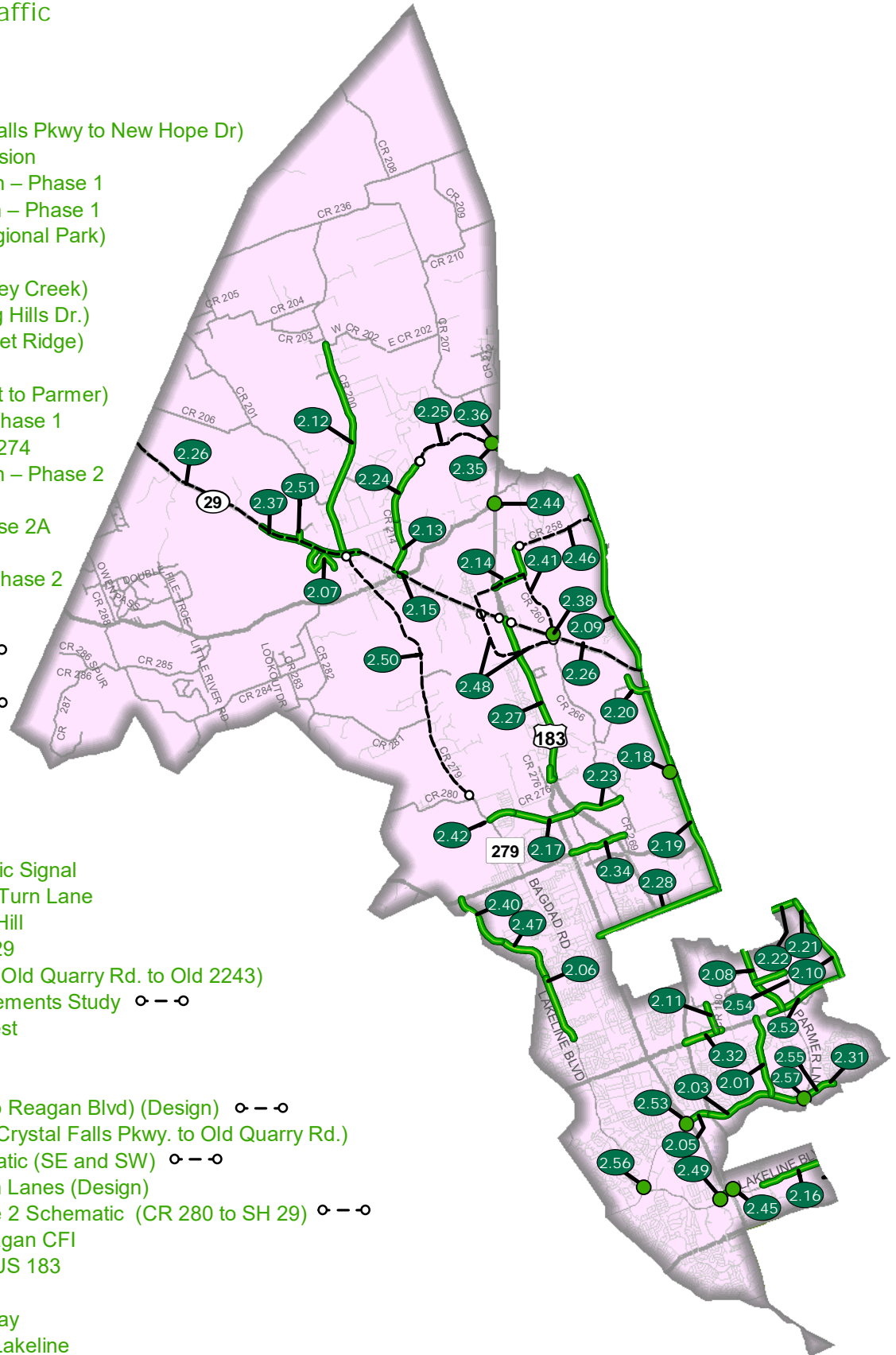
<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
12/5/2018	1/15/2019	4/3/2019	4/15/2019			30	0	30	
<u>Invoice</u>	<u>Beginning</u>	<u>Ending</u>	<u>Days</u>	<u>Current</u>	<u>Invoice</u>	<u>Current</u>	<u>Total</u>	<u>% (\$)</u>	<u>% Time</u>
1	4/15/2019	6/20/2019	17	\$145,702.80	\$145,702.80	\$16,189.20	\$16,189.20	55	57
2	6/21/2019	6/30/2019	13	\$45,702.66	\$191,405.46	\$5,078.07	\$21,267.27	72	100
							Adjusted Price =	\$295,000.00	

2006 ROAD BOND PROGRAM PROJECTS

PRECINCT 2 - COMMISSIONER LONG

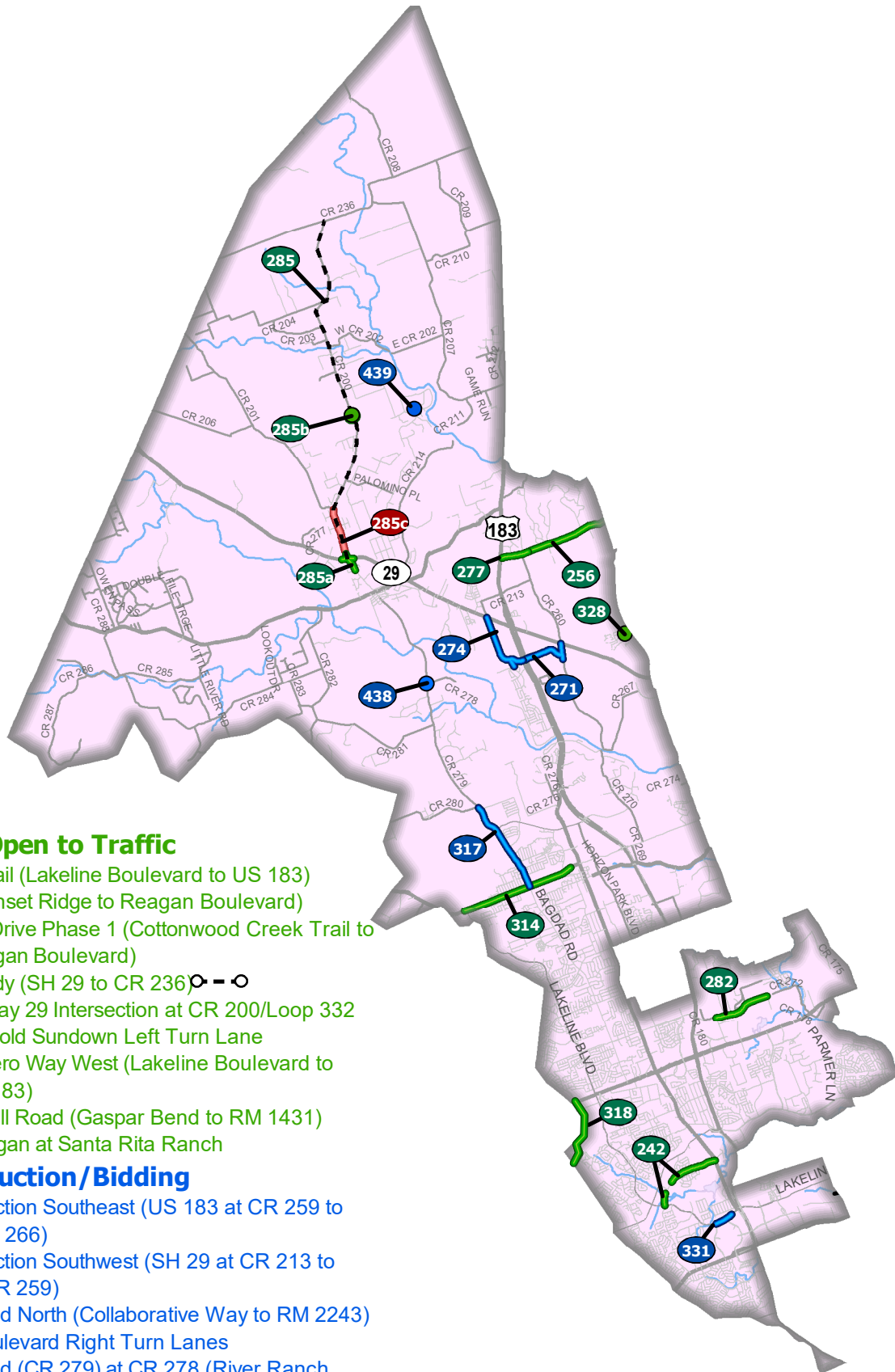
Completed/Open to Traffic

- 2.01 Vista Ridge Blvd.
- 2.03 Brushy Creek Road
- 2.05 Cypress Creek Road
- 2.06 Lakeline Blvd. (Crystal Falls Pkwy to New Hope Dr)
- 2.07 River Bend Oaks Subdivision
- 2.08 Ronald W. Reagan South – Phase 1
- 2.09 Ronald W. Reagan North – Phase 1
- 2.10 CR 175 (RM 1431 to Regional Park)
- 2.11 CR 185
- 2.12 CR 200 (CR 201 to Lackey Creek)
- 2.13 CR 214 (SH 29 to Rolling Hills Dr.)
- 2.14 CR 258 (US 183 to Sunset Ridge)
- 2.15 RM 1869 at SH 29
- 2.16 Lakeline Blvd. (Lyndhurst to Parmer)
- 2.17 San Gabriel Parkway – Phase 1
- 2.18 US 183 Widening at CR 274
- 2.19 Ronald W. Reagan South – Phase 2
- 2.20 Kauffman Loop
- 2.21 CR 175 Extension – Phase 2A
- 2.22 CR 179
- 2.23 San Gabriel Parkway – Phase 2
- 2.24 CR 214 – Phase 2A
- 2.25 CR 214 – Phase 2B Schematic ○ - ○
- 2.26 SH 29 Improvements Study & Schematic ○ - ○
- 2.27 US 183 (PTF)
- 2.28 CR 272
- 2.31 Brushy Creek Road
- 2.32 RM 1431
- 2.34 Hero Way
- 2.35 US 183 at FM 3405 Traffic Signal
- 2.36 US 183 at FM 3405 Left Turn Lane
- 2.37 SH 29 TWLTL in Liberty Hill
- 2.38 CR 260 / CR 266 at SH 29
- 2.40 Lakeline Blvd. Phase 2 (Old Quarry Rd. to Old 2243)
- 2.41 Seward Junction Improvements Study ○ - ○
- 2.42 San Gabriel Parkway West
- 2.44 US 183 at RM 1869
- 2.45 Lakeline Blvd. at US 183
- 2.46 CR 258 (Sunset Ridge to Reagan Blvd) (Design) ○ - ○
- 2.47 Lakeline Blvd. Phase 3 (Crystal Falls Pkwy. to Old Quarry Rd.)
- 2.48 Seward Junction Schematic (SE and SW) ○ - ○
- 2.49 Lakeline Blvd. Right Turn Lanes (Design)
- 2.50 Bagdad Rd. North Phase 2 Schematic (CR 280 to SH 29) ○ - ○
- 2.52 RM 1431 at Parmer/ Reagan CFI
- 2.53 Cypress Creek Road at US 183
- 2.54 CR 272 Overlay
- 2.55 Brushy Creek East Overlay
- 2.56 Cypress Creek Road at Lakeline
- 2.57 Brushy Creek Road at Parmer Lane



2013 ROAD BOND PROGRAM PROJECTS

PRECINCT 2 - COMMISSIONER LONG



Completed/Open to Traffic

- 242 Little Elm Trail (Lakeline Boulevard to US 183)
- 256 CR 258 (Sunset Ridge to Reagan Boulevard)
- 282 New Hope Drive Phase 1 (Cottonwood Creek Trail to Ronald Reagan Boulevard)
- 285 CR 200 Study (SH 29 to CR 236)
- 285a State Highway 29 Intersection at CR 200/Loop 332
- 285b CR 200 at Bold Sundown Left Turn Lane
- 314 Old 2243/Hero Way West (Lakeline Boulevard to west of US 183)
- 318 Anderson Mill Road (Gaspar Bend to RM 1431)
- 328 Ronald Reagan at Santa Rita Ranch

Under Construction/Bidding

- 271 Seward Junction Southeast (US 183 at CR 259 to SH 29 at CR 266)
- 274 Seward Junction Southwest (SH 29 at CR 213 to US 183 at CR 259)
- 317 Bagdad Road North (Collaborative Way to RM 2243)
- 331 Lakeline Boulevard Right Turn Lanes
- 438 Bagdad Road (CR 279) at CR 278 (River Ranch County Park Road)
- 439 San Gabriel Ranch Road Bridge at Lackey Creek

In Design

- 277 CR 258 Extension (US 183 to Sunset Ridge Drive)
- 285c CR 200 (CMTA Railroad to CR 201)

**CR 200 at Bold Sundown (South of Bold Sundown to north of Intersection)
Project No. 1802-217**

Original Contract Price = \$368,861.80

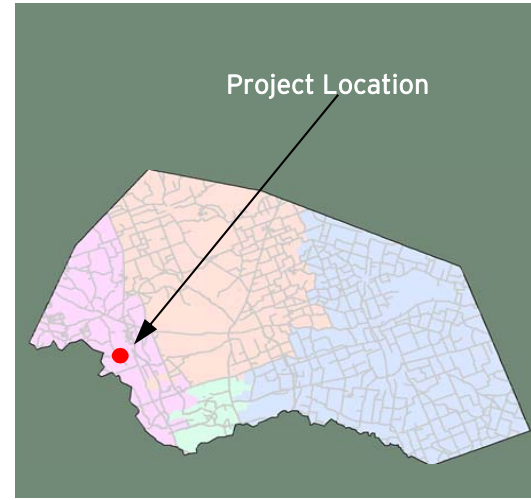
<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
4/11/2018	4/24/2018	6/27/2018	7/9/2018	10/30/2018		45		45	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	7/9/2018	7/31/2018	17	\$74,180.25	\$74,180.25	\$8,242.25	\$8,242.25	24	38
2	8/1/2018	8/31/2018	17	\$82,674.72	\$156,854.97	\$9,186.08	\$17,428.33	51	76
3	9/1/2018	9/30/2018	4	\$39,983.49	\$196,838.46	\$4,442.61	\$21,870.94	63	84
4	10/1/2018	10/30/2018	6	\$98,140.59	\$294,979.05	\$10,904.51	\$32,775.45	95	98
5	11/1/2018	11/30/2018	0	\$8,377.36	\$303,356.41	\$930.82	\$33,706.27	98	98
6	12/1/2018	12/31/2018	0	\$6,351.20	\$309,707.61	\$705.69	\$34,411.96	100	98
7	1/1/2019	2/28/2019	0	\$455.76	\$310,163.37	\$51.01	\$34,462.97	100	98

8/2/2019 Comments - Vegetation establishment is the final punchlist item.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	4/9/2019	\$ (24,235.83)	\$ (24,235.83)

2E: Differing Site Conditions (unforeseeable). Miscellaneous difference in site conditions (Item 9). This Change Order provides the final balancing for the overrun/underrun of Contract quantities on the project as a result of addressing field conditions not accounted for in the original plans. New bid items were added

Adjusted Price = \$344,625.97



Bagdad Road (CR 279) at CR 278 (River Ranch County Park Road)
 (Reconstruction of .5 miles of CR 279 and construction of River Ranch County Park Road)

Project Length: .99 Miles
 Roadway Classification: Rural Arterial

Project Schedule: October 2018-February 2020
 Estimated Construction Cost: \$3.0 Million



JULY 2019 IN REVIEW

07/05/2019: No crew onsite this week.

07/12/2019: Champion Site Prep began grading subgrade for the park entrance and the bike trail.

07/19/2019: Subgrade continued to be prepared at the park entrance. Subgrade was proof rolled. Roadway excavation on the bike trail continued.

07/26/2019: Spoils from the water line and the communication line excavations were hauled off. Subgrade was prepared for the bike trail. The first lift of flexible base was placed on the bike trail. New flexible base was hauled in.

08/02/2019: Flexible base continued to be processed on the bike trail. Subcontractor Wildcat Power & Communication completed installing sleeves across park road and continued to form ground box aprons along the park road.



Design Engineer: Lockwood, Andrews, & Newnam
 Contractor: Champion Site Prep
 Construction Observation: Steven Shull / Feng Chen, HNTB

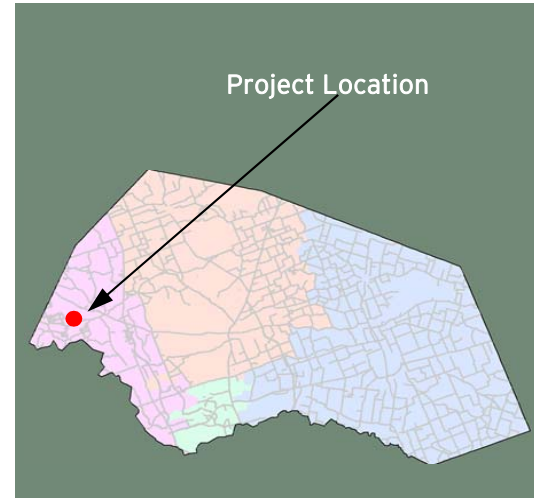
Williamson County
 Road Bond Program



**Bagdad Road (CR 279) at CR 278 (River Ranch County Park Road)
Project No. 1805-229**

Original Contract Price = \$2,959,000.00

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
8/15/2018	9/11/2018	10/18/2018	10/28/2018			480		480	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	10/28/2018	12/31/2018	65	\$7,295.69	\$7,295.69	\$810.74	\$810.74	0	14
2	1/1/2019	1/31/2019	31	\$204,653.21	\$211,948.90	\$22,739.25	\$23,549.99	8	20
3	2/1/2019	2/28/2019	28	\$159,772.72	\$371,721.62	\$17,752.52	\$41,302.51	14	26
4	3/1/2019	3/31/2019	31	\$137,964.55	\$509,686.17	\$15,329.40	\$56,631.91	19	32
5	4/1/2019	4/30/2019	30	\$194,875.30	\$704,561.47	\$21,652.81	\$78,284.72	26	39
6	5/1/2019	5/31/2019	31	\$136,748.31	\$841,309.78	\$15,194.26	\$93,478.98	32	45
7	6/1/2019	6/30/2019	30	\$1,833.75	\$843,143.53	\$203.75	\$93,682.73	32	51
								Adjusted Price =	\$2,959,000.00



SH 29 Intersection at CR 200 / Loop 332
 (Intersection Improvements at CR 200 and SH 29)

Project Length: .35 Miles
 Roadway Classification: Rural Major Collector

Project Schedule: December 2018-July 2019
 Estimated Construction Cost: \$1.7 Million



JULY 2019 IN REVIEW

07/05/2019: Cox Commercial Construction finished placing topsoil at CR 332 and CR 200 and began general clean-up. Subcontractor Rucoba installed the additional area inlet on Culvert 2 between Winkley's driveway and the antique store driveway. Subcontractor G Carter adjusted pull boxes to finish grade, formed aprons, and drilled the pedestrian pole foundations at the ADA Ramps. Subcontractor BMP placed the hydroseed and soil retention blanket throughout the project. Subcontractor Flasher installed sign foundations.

07/12/2019: Punch list items, including cleaning out safety end treatments, removing temporary signs, cones, and barrels and vegetative watering continued. Subcontractor Flasher completed the installation of the signs.

07/19/2019: Vegetative watering continued. Subcontractor Flasher installed all raised pavement markings on CR 200, LP 332, and SH 29.

07/26/2019: Vegetative watering continued. The TxDOT walkthrough took place and the TxDOT punchlist was received.

08/02/2019: Notice of Substantial Completion has been issued. A ribbon cutting ceremony was held on 8/7/19.



Design Engineer: O'Brien Engineering
 Contractor: Cox Commercial Construction
 Construction Observation: Steven Shull / Feng Chen, HNTB

Williamson County
 Road Bond Program



SH 29 Intersection at CR 200 / Loop 332 (Intersection Improvements at CR 200 and SH 29)

Project No. 1805-232

Original Contract Price = \$1,705,061.70

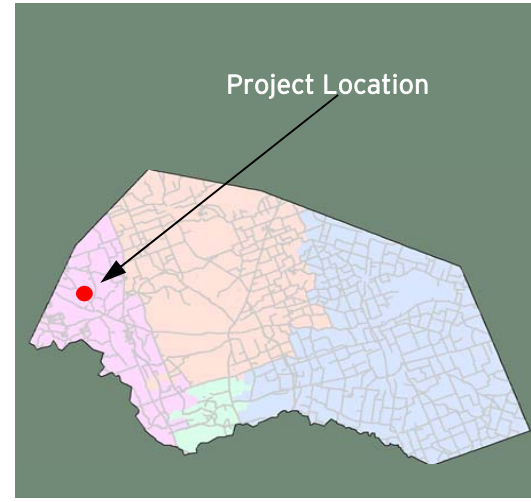
<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantially Complete</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>
9/28/2016	8/28/2018	11/20/2018	12/3/2018	7/3/2019		180		180
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>% (\$)</u> <u>Used</u>	<u>% Time</u> <u>Used</u>	
1	12/3/2018	12/31/2018	29	\$111,968.00	\$111,968.00	6	16	
2	1/1/2019	1/31/2019	31	\$284,815.54	\$396,783.54	23	33	
3	2/1/2019	2/28/2019	28	\$311,269.73	\$708,053.27	41	49	
4	3/1/2019	3/31/2019	31	\$264,196.63	\$972,249.90	56	66	
5	4/1/2019	4/30/2019	30	\$262,325.70	\$1,234,575.60	71	83	
6	5/1/2019	5/31/2019	31	\$274,692.04	\$1,509,267.64	87	100	
7	6/1/2019	6/30/2019	30	\$67,092.74	\$1,576,360.38	91	117	
8	7/1/2019	7/31/2019	3	\$51,130.60	\$1,627,490.98	94	118	

8/2/2019 Comments - Substantial Completion has been granted as of 7/3/19.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	5/7/2019	\$ 32,028.08	\$ 32,028.08

2C: Differing Site Conditions (unforeseeable). New development (conditions changing after PS&E completed). This Change Order adds a force account item to the Contract to pay Austin Energy the cost to extend power service to the HEB west driveway.

Adjusted Price = \$1,737,089.78



San Gabriel Ranch Road Bridge at Lackey Creek
 (Remuda Drive and San Gabriel Ranch Road)

Project Length: .09 Miles
 Roadway Classification: Bridge

Project Schedule: October 2018-October 2019
 Estimated Construction Cost: \$1.4 Million



JULY 2019 IN REVIEW

07/05/2019: Greater Austin Development removed and replaced two bridge columns at Bent 2. Concrete was placed for the backwall and wingwalls at Abutment 1. Forming for the backwall and wingwalls began at Abutment 3.

07/12/2019: Forms were stripped from two bridge columns. Bent cap at Bent 2 and wingwalls and backwalls at Abutment 3 were formed and poured. Subcontractor Ranger continued channel excavation under the bridge.

07/19/2019: Forms were stripped from backwalls and wingwalls at Abutment 1 and 3 and at Bent 2. Subcontractor Ranger began installing bladder dams and pumps.

07/26/2019: Surface finish was applied to all exposed vertical faces of concrete at Abutments 1 and 3 backwalls and wingwalls and Bent Cap 2. Subcontractor Ranger began channel and side slope excavation and removal of excess excavated material.

08/02/2019: No work this week due to underground water issues encountered during channel excavation. A revision to raise the channel profile is being finalized by the designer.



Design Engineer: Freese and Nichols
 Contractor: A Greater Austin Development Co
 Construction Observation: Steven Shull / Feng Chen, HNTB

Williamson County
 Road and Bridge



San Gabriel Ranch Road Bridge at Lackey Creek (Remuda Drive to San Gabriel Ranch Road)

Project No. 1807-252

Original Contract Price = \$1,425,301.90

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
9/5/2018	9/18/2018	10/12/2018	10/22/2018			125		125	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	11/1/2018	11/30/2018	0	\$20,025.00	\$20,025.00	\$2,225.00	\$2,225.00	2	0
2	12/1/2018	12/31/2018	0	\$6,088.77	\$26,113.77	\$676.53	\$2,901.53	2	0
3	1/1/2019	1/31/2019	0	\$12,825.00	\$38,938.77	\$1,425.00	\$4,326.53	3	0
4	2/1/2019	3/31/2019	0	\$14,943.46	\$53,882.23	\$1,660.38	\$5,986.91	4	0
5	4/1/2019	4/30/2019	30	\$192,636.00	\$246,518.23	\$21,404.00	\$27,390.91	19	24
6	5/1/2019	5/31/2019	31	\$110,889.98	\$357,408.21	\$12,321.11	\$39,712.02	28	49
7	6/1/2019	6/30/2019	30	\$39,727.80	\$397,136.01	\$4,414.20	\$44,126.22	31	73
8	7/1/2019	7/31/2019	31	\$69,883.20	\$467,019.21	\$7,764.80	\$51,891.02	36	98

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	5/21/2019	\$ 16,166.09	\$ 16,166.09

2E: Differing Site Conditions. Miscellaneous difference in site conditions (unforeseeable). This change order compensates the Contractor for the exploratory work to unclog an existing culvert pipe to expedite dewatering of the pond prior to the start of construction. 6C: Untimely ROW/Utilities. Utilities not clear. This change order compensates the Contractor for the additional cost of double handling rock riprap material caused by the delay in relocation of the AT&T line.

Adjusted Price = \$1,441,467.99

**Ronald Reagan at Santa Rita (Turn Lane Improvements)
Project No. 1808-256**

Original Contract Price = \$420,608.60

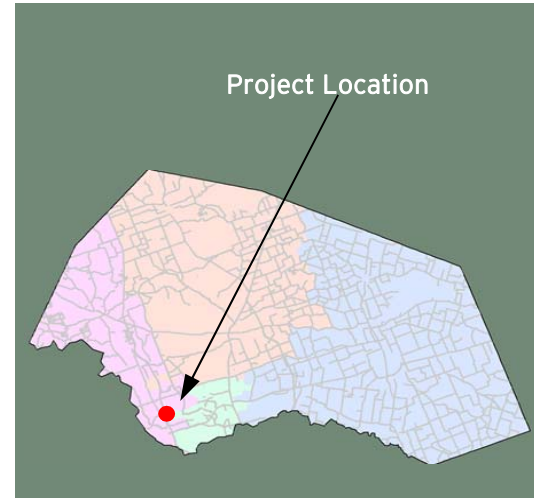
<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
9/25/2018	10/9/2018	10/24/2018	11/5/2018	2/4/2019		30		30	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	10/24/2018	10/31/2018	0	\$8,237.61	\$8,237.61	\$915.29	\$915.29	2	0
2	11/1/2018	11/30/2018	14	\$22,500.00	\$30,737.61	\$2,500.00	\$3,415.29	8	14
3	12/1/2018	12/31/2018	7	\$71,658.00	\$102,395.61	\$7,962.00	\$11,377.29	27	7
4	1/1/2019	1/31/2019	7	\$235,576.80	\$337,972.41	\$26,175.20	\$37,552.49	90	7
5	2/1/2019	2/28/2019	1	\$40,546.86	\$378,519.27	\$4,505.21	\$42,057.70	100	97
6	3/1/2019	4/16/2019	1	\$15,784.85	\$394,304.12	-\$21,304.85	\$20,752.85	99	100

8/2/2019 Comments - Watering of vegetation is the remaining punchlist item.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	5/7/2019	\$ (1,480.65)	\$ (1,480.65)

2E: Differing Site Conditions (unforseeable). Miscellaneous difference in site conditions (unforseeable) (Item 9). This Change Order provides the final balancing for the overrun/underrun of Contract quantities on the project as a result of addressing field conditions not accounted for in the original plans.

Adjusted Price = \$419,127.95



Lakeline Boulevard Right Turn Lanes
 (Intersection Improvements)

Project Length: .1 Miles
 Roadway Classification: Urban Arterial

Project Schedule: January 2019-September 2019
 Estimated Construction Cost: \$0.6 Million



JULY 2019 IN REVIEW

07/05/2019: Message Boards were set up on 7/8/19 to notify HEB customers that the gas station entrance would be closed beginning 7/15/19.

07/12/2019: No crew onsite this week.

07/19/2019: The old driveway was demolished, and a new driveway was formed and poured at the HEB gas station. Subgrade continued to be prepared for the proposed right turn lane.

07/26/2019: The HEB driveway construction was completed and opened to traffic. Concrete was formed and poured for the sidewalk widening. The processing and compaction of subgrade was completed, and the first lift of Type B asphalt was placed for the right turn lane. Subcontractor Austin Traffic Signal placed conduit for the illumination and adjusted a ground box.

08/02/2019: Forms were placed and concrete poured for curb and gutter along the right turn lane and for the sidewalk and curb ramps west of the HEB driveway.



Design Engineer: Kimley Horn
 Contractor: MA Smith Contracting
 Construction Observation: Clayton Weber, HNTB

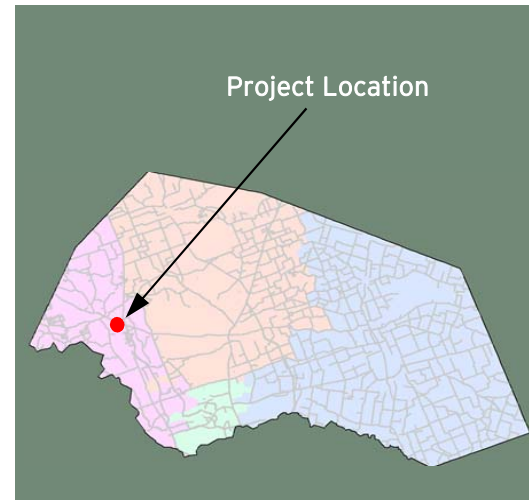
Williamson County
 Road and Bridge



**Lakeline Boulevard Right Turn Lane
Project No. 1809-259**

Original Contract Price = \$567,792.55

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
10/24/2018	11/14/2018	12/20/2018	1/2/2019			30		267	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	1/2/2019	2/28/2019	58	\$91,717.65	\$91,717.65	\$10,190.85	\$10,190.85	17	22
2	3/1/2019	4/3/2019	34	\$60,186.83	\$151,904.48	\$6,687.43	\$16,878.28	29	34
3	4/4/2019	5/1/2019	28	\$46,547.86	\$198,452.34	\$5,171.98	\$22,050.26	38	45
4	5/2/2019	6/5/2019	35	\$18,986.87	\$217,439.21	\$2,109.65	\$24,159.91	41	58
5	6/6/2019	7/5/2019	30	\$45,446.17	\$262,885.38	\$5,049.58	\$29,209.49	50	69
<u>Change Order Number</u>	<u>Approved</u>			<u>Cost This CO</u>			<u>Total COs</u>		
01	4/9/2019			\$ 17,000.00			\$ 17,000.00		
2C: Differing Site Conditions (unforeseeable). New development (conditions changing after PS&E completed). This Change Order adds a force account item to the Contract to pay Austin Energy the cost to extend power service to the HEB west driveway.									
							Adjusted Price =	\$584,792.55	



Seward Junction Improvements
 (SH 29 to CR 266 & CR266 South of 259 to SH 29)

Project Length: 2.9 Miles
 Roadway Classification: Minor Urban Collector

Project Schedule: May 2019 - October 2020
 Estimated Construction Cost: \$13.3 Million



JULY 2019 IN REVIEW

07/05/2019: Jordan Foster Construction continued clearing ROW for Seward Junction Southeast. Roadway excavation and embankment on Seward Junction Southwest continued.

07/12/2019: Excavation for Channel A on Seward Junction Southwest began. Demolition of the existing retaining wall at PEC pond continued. Subcontractor JKB continued with water line construction at the west end of CR 259 and began installation of wastewater line B at Channel E.

07/19/2019: The first course of flexible base was placed on southbound US 183. The double barrel 8'x4' boxes have been installed for Culvert A. Sleeves have been installed across CR 263 and across Falcon Lane. Subcontractor JKB continued installing water lines and Wastewater Line B.

07/26/2019: The 24" reinforced concrete pipe (RCP) on Line A.05 and the 18" RCP on Line A.07 were excavated and installed. Channel F on Seward Junction Southeast was excavated to subgrade.

08/02/2019: The ditches were excavated along CR 259 between the PEC driveway and Channel F. Embankment on the east side of Channel F continued.



Design Engineer: K Friese and Aguirre Field
 Contractor: Jordan Foster Construction
 Construction Observation: Steven Shull, HNTB

Williamson County
 Road Bond Program



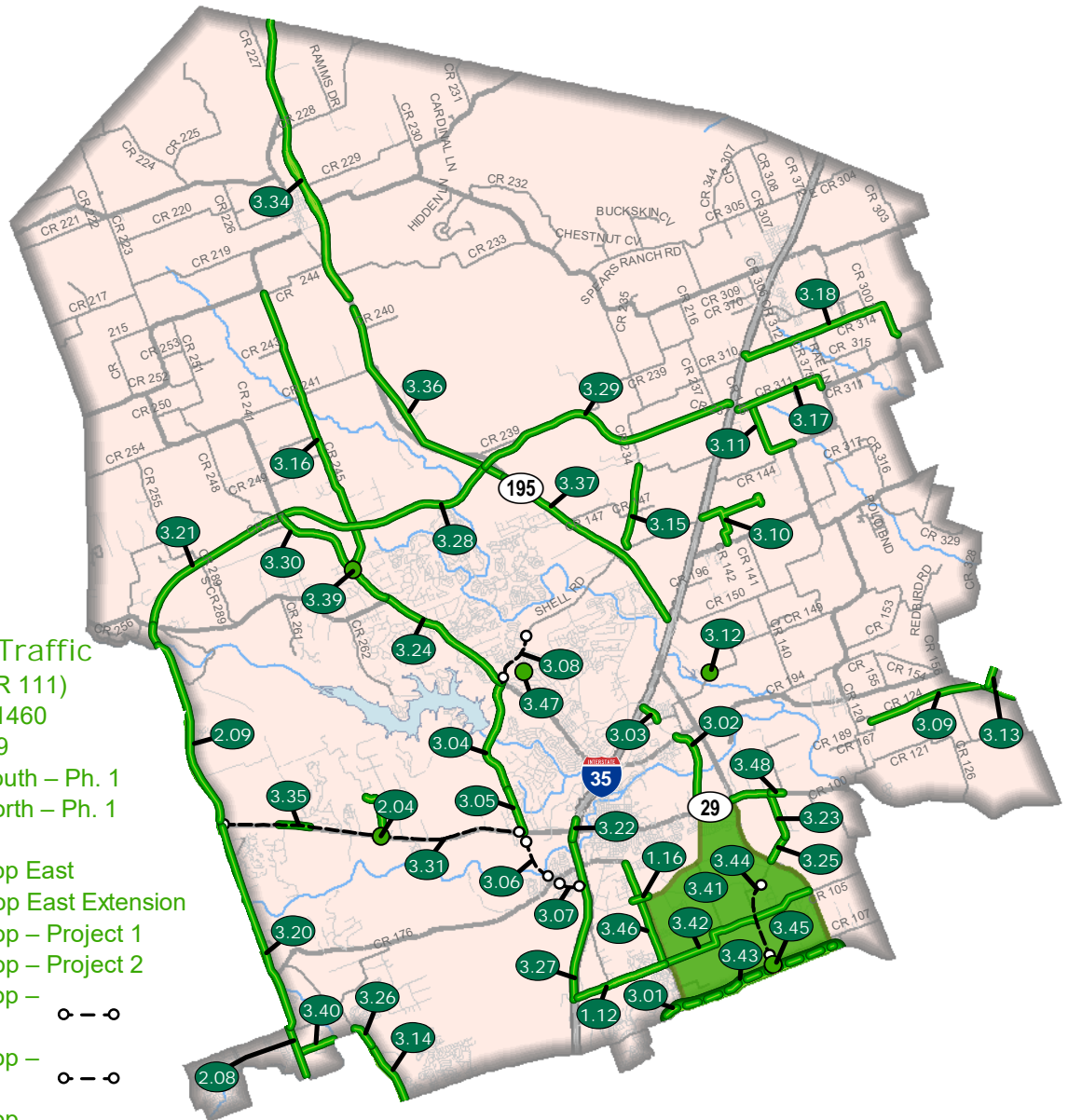
**Seward Junction Improvements (SH 29 to CR 266 & CR 259 to IH 29)
Project No. 1812-282**

Original Contract Price = \$13,270,258.10

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
12/19/2018	3/5/2019	4/22/2019	5/2/2019			540		540	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	5/2/2019	6/30/2019	60	\$1,138,506.71	\$1,138,506.71	\$126,500.75	\$126,500.75	10	11
2	7/1/2019	7/31/2019	31	\$900,193.70	\$2,038,700.41	\$100,021.52	\$226,522.27	17	17
						Adjusted Price = \$13,270,258.10			

2006 ROAD BOND PROGRAM PROJECTS

PRECINCT 3 - COMMISSIONER COVEY

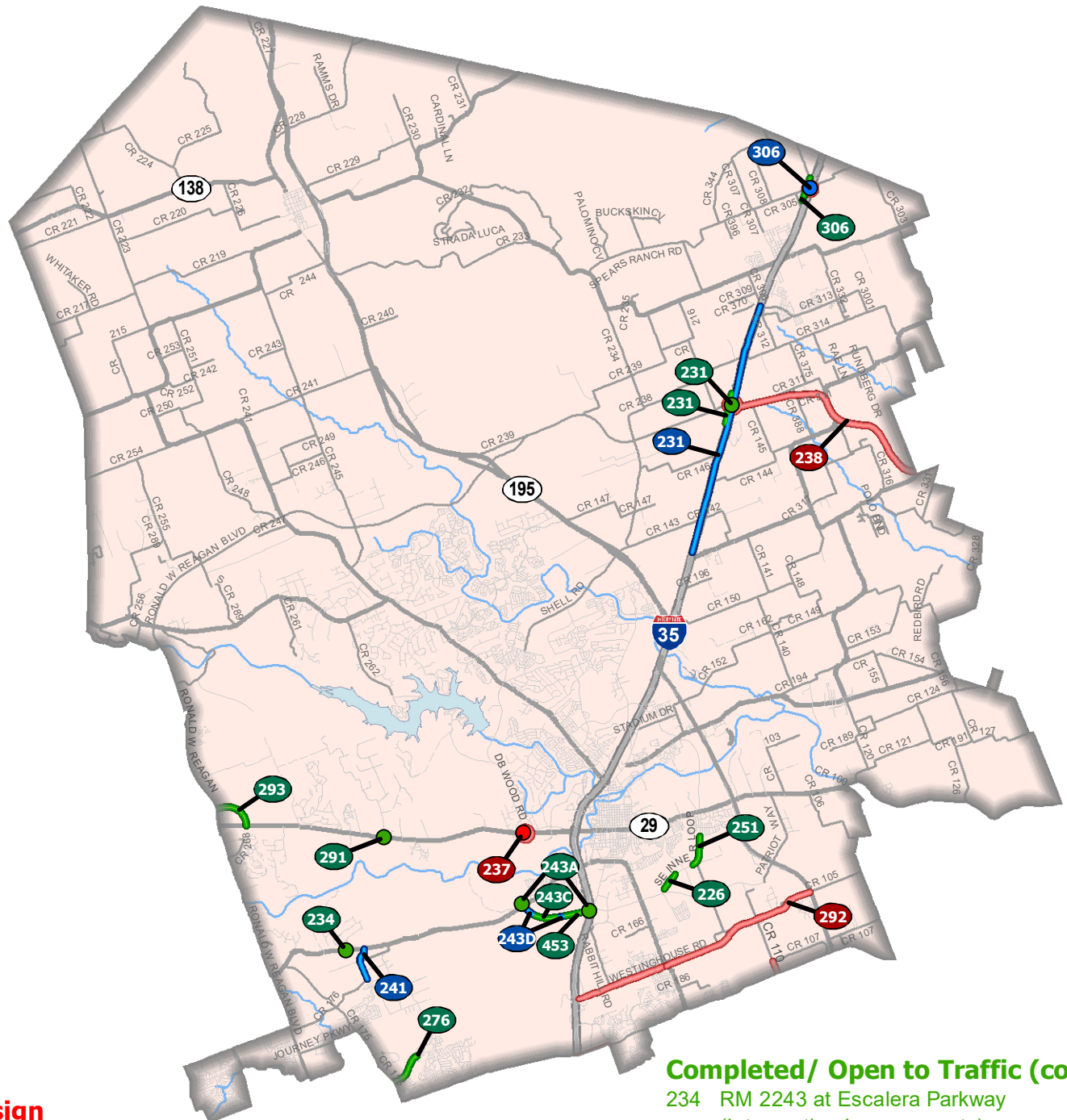


Completed/Open to Traffic

- 1.12 Westinghouse Rd. (CR 111)
- 1.16 SE Inner Loop at FM 1460
- 2.04 Cedar Hollow at SH 29
- 2.08 Ronald W. Reagan South – Ph. 1
- 2.09 Ronald W. Reagan North – Ph. 1
- 3.01 FM 1460 to CR 110
- 3.02 Georgetown Inner Loop East
- 3.03 Georgetown Inner Loop East Extension
- 3.04 Georgetown Inner Loop – Project 1
- 3.05 Georgetown Inner Loop – Project 2
- 3.06 Georgetown Inner Loop – Project 3 Study ○ - - ○
- 3.07 Georgetown Inner Loop – Project 4 Study ○ - - ○
- 3.08 Georgetown Inner Loop – Project 5 Study ○ - - ○
- 3.09 CR 124
- 3.10 CR 142
- 3.11 CR 145
- 3.12 CR 152 Bridge Replacement
- 3.13 CR 157
- 3.14 CR 175
- 3.15 CR 234
- 3.16 CR 245
- 3.17 CR 311
- 3.18 CR 314
- 3.20 Ronald W. Reagan South - Phase 2
- 3.21 Ronald W. Reagan North - Phase 2
- 3.22 IH-35 at SH 29 Turnarounds (PTF)
- 3.48 SH 29 Widening - 12" Water Main Relocation
- 3.23 SH 29/CR 104 – Phase 1
- 3.24 Williams Drive (RM 2338)
- 3.25 CR 104 – Phase 2
- 3.26 CR 175 Extension - Phase 2A
- 3.27 IH 35 Northbound Frontage Rd. and Ramps
- 3.28 Ronald W. Reagan North - Phase 3
- 3.29 Ronald W. Reagan North - Phase 4
- 3.30 RM 2338 (PTF)
- 3.31 SH 29 Improvements Study & Schematic ○ - - ○
- 3.34 SH 195 Project 1
- 3.35 SH 29 at Park Place Dr. & Jack Nicklaus Blvd.
- 3.36 SH 195 Project 2
- 3.37 SH 195 Project 3
- 3.39 CR 245 Realignment
- 3.40 CR 179
- 3.41 CR 110 / Arterial A Study (design)
- 3.42 CR 111 / CR 105 Westinghouse Rd. (FM 1460 to SH 130) (design)
- 3.43 University Blvd. (Chandler Rd) Expansion (Design)
- 3.44 CR 110 North ○ - - ○ (North of CR 107 to North of Sam Houston) (Design)
- 3.45 CR 110 Middle (North of Limmer Loop to CR 107)
- 3.46 FM 1460 North
- 3.47 Madrid Drive Extension

2013 ROAD BOND PROGRAM PROJECTS

PRECINCT 3 - COMMISSIONER COVEY



In Design

- 237 SH 29 at DB Wood (Intersection Improvements)
- 238 Ronald Reagan Boulevard Extension Planning (IH 35 to SH 95)
- 292 CR 111 / CR 105 Westinghouse (FM 1460 to SH 130)

Under Construction/Bidding

- 231 IH 35 Ramp Reversal and Frontage Road Conversion (FM 972 to CR 312)
- 231 Ronald Reagan Boulevard at IH 35 Bridge Replacement
- 241 CR 176 at RM 2243 Intersection (Safety Improvements)
- 243d Southwest Bypass Segment 2 (Southbound IH 35 to RM 2243)
- 306 CR 305 at IH 35 Bridge Replacement

Completed/ Open to Traffic

- 226 Inner Loop Safety Improvements (Rockride Lane to Wilco Way)
- 231 Relocation of 48" Williamson County Regional Raw Waterline - Line B

Completed/ Open to Traffic (con't)

- 234 RM 2243 at Escalera Parkway (Intersection Improvements)
- 243a Southwest Bypass Driveways
- 243c Southwest Bypass Access Route
- 251 Inner Loop Safety Improvements (Belmont Drive to Rockride Lane)
- 276 Arterial H Extension Phase 1 (CR 175 to Massey Way)
- 291 SH 29 at Cedar Hollow (Intersection Improvements)
- 293 Kauffman Loop Phase 1 - Two Lanes (northeast quadrant of Reagan at SH 29)
- 306 Relocation of 48" Williamson County Regional Raw Waterline - Line A
- 453 Southwest Bypass Segment 1 (Southbound IH 35 to 0.5 miles west)

**Southwest Bypass Segment 1 (Southbound IH 35 to 0.5 miles west)
2017-0065-CIP**

Original Contract Price = \$5,599,200.86

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>
6/27/2017	7/26/2017	8/21/2017	8/21/2017	9/25/2018		337	0	337

<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	8/21/2017	9/30/2017	41	\$481,587.30	\$481,587.30	\$25,346.70	\$25,346.70	9	12
2	10/1/2017	10/31/2017	31	\$458,144.63	\$939,731.93	\$24,112.88	\$49,459.58	17	21
3	11/1/2017	11/30/2017	30	\$165,940.58	\$1,105,672.51	\$8,733.71	\$58,193.29	20	30
4	12/1/2017	12/31/2017	31	\$175,800.58	\$1,281,473.09	\$9,252.66	\$67,445.95	24	39
5	1/1/2018	1/31/2018	31	\$568,442.13	\$1,849,915.22	\$29,918.01	\$97,363.96	34	49
6	2/1/2018	2/28/2018	28	\$282,226.98	\$2,132,142.20	\$14,854.05	\$112,218.01	39	57
7	3/1/2018	3/31/2018	31	\$696,205.12	\$2,828,347.32	\$36,642.70	\$148,860.71	52	66
8	4/1/2018	4/30/2018	30	\$424,409.91	\$3,252,757.23	\$22,337.04	\$171,197.75	60	75
9	5/1/2018	5/31/2018	31	\$267,712.89	\$3,520,470.12	\$14,089.28	\$185,287.03	65	84
10	6/1/2018	6/30/2018	30	\$352,872.20	\$3,873,342.32	\$18,572.22	\$203,859.25	71	93
11	7/1/2018	7/31/2018	31	\$149,691.68	\$4,023,034.00	\$7,878.51	\$211,737.76	74	102
12	8/1/2018	8/31/2018	31	\$857,510.85	\$4,880,544.85	\$45,133.02	\$256,870.78	90	112
13	9/1/2018	9/25/2018	25	\$154,914.24	\$5,035,459.09	\$8,153.38	\$265,024.16	93	119
14	9/26/2018	11/30/2018	0	\$228,483.14	\$5,263,942.23	\$12,025.43	\$277,049.59	97	119
15	12/1/2018	1/31/2019	0	\$191,866.04	\$5,455,808.27	-\$227,049.59	\$50,000.00	96	119

8/2/2019 Comments - The Balancing Change Order is under review by the Contractor.

	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	12/12/2017	\$ 114,077.58	\$ 114,077.58

Additional work desired by the City. This Change Order adds a stub-out of 380 feet to the east end of the Southwest Bypass for future connection to the Southeast Inner Loop at the IH-35 frontage road. All related items and quantities will be overruns or underruns of current Contract items.

Adjusted Price = \$5,713,278.44

**Inner Loop Improvements (Wilco Way to Belmont Drive)
Project No. 1706-168**

Original Contract Price = \$5,352,696.00

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
8/9/2017	8/30/2017	9/18/2017	9/28/2017	12/21/2018		300	98	398	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	9/28/2017	10/31/2017	34	\$324,036.00	\$324,036.00	\$36,004.00	\$36,004.00	7	9
2	11/1/2017	11/30/2017	30	\$429,129.00	\$753,165.00	\$47,681.00	\$83,685.00	16	16
3	12/1/2017	1/31/2018	62	\$460,398.44	\$1,213,563.44	\$51,155.38	\$134,840.38	26	32
4	2/1/2018	2/28/2018	28	\$52,007.22	\$1,265,570.66	\$5,778.58	\$140,618.96	27	39
5	3/1/2018	3/31/2018	31	\$346,718.46	\$1,612,289.12	\$38,524.28	\$179,143.24	34	46
6	4/1/2018	4/30/2018	30	\$616,068.50	\$2,228,357.62	\$68,452.05	\$247,595.29	47	54
7	5/1/2018	5/31/2018	31	\$625,661.55	\$2,854,019.17	\$69,517.95	\$317,113.24	60	62
8	6/1/2018	6/30/2018	30	\$940,709.70	\$3,794,728.87	\$104,523.31	\$421,636.55	80	69
9	7/1/2018	7/31/2018	31	\$464,007.65	\$4,258,736.52	\$51,556.40	\$473,192.95	90	77
10	8/1/2018	8/31/2018	31	\$164,300.22	\$4,423,036.74	\$18,255.58	\$491,448.53	93	85
11	9/1/2018	9/30/2018	30	\$55,348.69	\$4,478,385.43	\$6,149.85	\$497,598.38	95	92
12	10/1/2018	10/31/2018	31	\$35,315.10	\$4,513,700.53	\$3,923.90	\$501,522.28	95	100
13	11/1/2018	11/30/2018	30	\$68,351.25	\$4,582,051.78	\$7,594.58	\$509,116.86	97	108
14	12/1/2018	12/22/2018	22	\$67,106.34	\$4,649,158.12	\$7,456.26	\$516,573.12	98	113
15	12/23/2018	2/28/2019	0	\$32,411.02	\$4,681,569.14	\$3,601.23	\$520,174.35	99	113
16	3/1/2019	3/15/2019	0	\$18,154.74	\$4,699,723.88	\$2,017.19	\$522,191.54	99	113
17	3/16/2019	4/30/2019	0	\$499,998.40	\$5,199,722.28	-\$499,998.40	\$22,193.14	99	113

8/2/2019 Comments - Punchlist items are ongoing.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
01	12/5/2017	\$ 6,050.40	\$ 6,050.40

3E: County Convenience. Reduction of future maintenance. This Change Order revises the hot mix asphalt (HMAC) pavement section on the Inner Loop from one 2" lift of Type C HMAC to one 2" lift of Type D HMAC.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
02	6/5/2018	\$ 37,681.73	\$ 43,732.13

3F: County Convenience. Additional work desired by the County. This Change Order pays for various additional items of work on the Central Maintenance portion of the project that include: excavation of unsuitable material encountered at subgrade and embanking quality material in its place, level up asphalt on the existing pavement, reconstruction of the remaining portion of the County Annex parking lot, relocation of the existing force main outside the limits of new parking lots, installation of conduit sleeves under the new parking lot for future irrigation and a revised seed mixture to match the existing campus lawn. 2C: Differing Site Conditions. New development (conditions changing after PS&E completed). Changes at the Wilco Way portion of the project include overrun in excavation cost due to change in the Construction Sequence requested by TCEQ and changes to the seed mixture. 2E: Differing Site Conditions (unforeseeable). Miscellaneous difference in site conditions (unforeseeable)(item 9). Pay item for 18" deep pavement repair (351-6011) will be deleted. The item will not be used because the repair of failures in the existing pavement does not require it.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
03	9/18/2018	\$ 183,780.89	\$ 227,513.02

3F: County Convenience. Additional work desired by the County. 2C: Differing Site Conditions (unforeseeable). New development (conditions changing after PS&E completed). This Change Order deletes a driveway from Inner Loop that went to the Williamson County Animal Shelter and adds the construction of a new driveway to the shelter from Wilco Way.

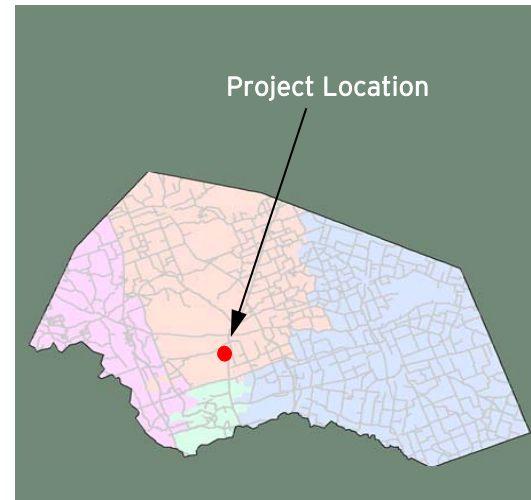
<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
04	3/5/2019	\$ 20,171.94	\$ 247,684.96

3F: County Convenience. Additional work desired by the County. 2C: Differing Site Conditions(unforeseeable). New development (conditions changing after PS&E completed). This Change Order deletes a driveway from Inner Loop that went to the Williamson County Animal Shelter and adds the construction of a new driveway to the shelter from Wilco Way.

<u>Change Order Number</u>	<u>Approved</u>	<u>Cost This CO</u>	<u>Total COs</u>
05	6/25/2019	\$ (343,688.29)	\$ (96,003.33)

2E: Differing Site Conditions (unforeseeable). Miscellaneous difference in site conditions (unforeseeable) (Item 9). This Change Order provides the final balancing for the overrun/underrun of Contract quantities on the project as a result of addressing field conditions not accounted for in the original plans and adds time to the

Adjusted Price = \$5,256,692.67



Southwest Bypass Segment 2
 (Southbound IH 35 to RM 2243)

Project Length: 1.6 Miles
 Roadway Classification: Major Urban Collector

Project Schedule: September 2018 - November 2019
 Estimated Construction Cost: \$8.1 Million



JULY 2019 IN REVIEW

07/05/2019: James Construction excavated at the top west and east ends of the project. Subcontractor Elite Curb & Concrete poured the traffic barrier on the bridge. Subcontractor G Carter placed PVC conduit and electric boxes in the traffic rail on the bridge prior to the concrete pour.

07/12/2019: Elite Curb & Concrete completed pouring the traffic barrier rail on the bridge. Overhang bracing and form work was removed from the bridge.

07/19/2019: Excavation continued at the top west and east ends of the quarry and material hauled to the Wall 6 area. Rubbing and patching continued on the bridge overhang. G Carter installed metal elbows at the end of the bridge rail for the connection to the ground boxes.

07/26/2019: The ditch lines were graded on both sides of ROW near the tie-in with Segment 1. Culvert safety end treatments were formed and poured at Culverts 6, 7 and 8.

08/02/2019: Excavation continued at the east side ramp and materials hauled to the Wall 6 area. Base was placed on the east end near Segment 1. Culvert SET was formed and poured at Culvert 9.



Design Engineer: HDR Engineering
 Contractor: James Construction
 Construction Observation:
 Pat De Los Santos, HNTB

Williamson County
 Road Bond Program



**Southwest Bypass Segment 2 (Southbound IH 35 to RM 2243)
Project No. 1803-219**

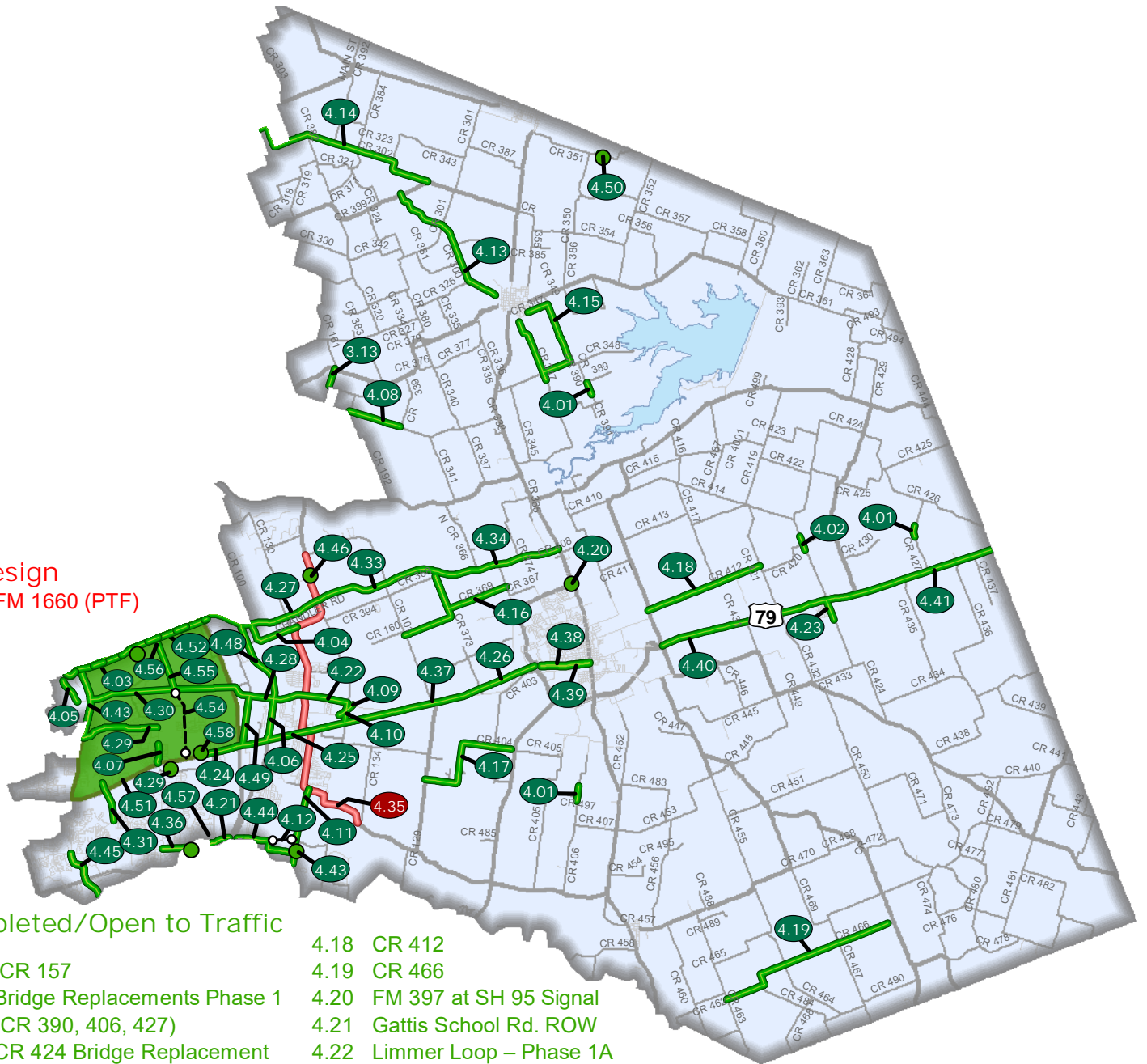
Original Contract Price = \$8,087,943.77

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
5/9/2018	6/19/2018	9/14/2018	9/24/2018			420	0	420	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$ Used)</u>	<u>% Time Used</u>
1	9/24/2018	10/25/2018	32	\$650,245.50	\$650,245.50	\$72,249.50	\$72,249.50	9	8
2	10/26/2018	11/25/2018	31	\$282,139.19	\$932,384.69	\$31,348.80	\$103,598.30	13	15
3	11/26/2018	12/25/2018	30	\$935,358.18	\$1,867,742.87	\$103,928.69	\$207,526.99	26	22
4	12/26/2018	1/25/2019	31	\$150,358.76	\$2,018,101.63	\$16,706.52	\$224,233.51	28	30
5	1/26/2019	2/25/2019	31	\$87,117.34	\$2,105,218.97	\$9,679.71	\$233,913.22	29	37
6	2/26/2019	3/25/2019	28	\$658,360.62	\$2,763,579.59	\$73,151.18	\$307,064.40	38	44
7	3/26/2019	4/25/2019	31	\$368,480.57	\$3,132,060.16	\$40,942.28	\$348,006.68	43	51
8	4/26/2019	5/25/2019	30	\$518,691.89	\$3,650,752.05	\$57,632.43	\$405,639.11	50	58
9	5/26/2019	6/25/2019	31	\$525,821.35	\$4,176,573.40	\$58,424.60	\$464,063.71	57	65
10	6/26/2019	7/25/2019	30	\$188,830.60	\$4,365,404.00	\$20,981.18	\$485,044.89	60	73
								Adjusted Price = \$8,087,943.77	

2006 ROAD BOND PROGRAM PROJECTS

PRECINCT 4 - COMMISSIONER BOLES

In Design
4.35 FM 1660 (PTF)

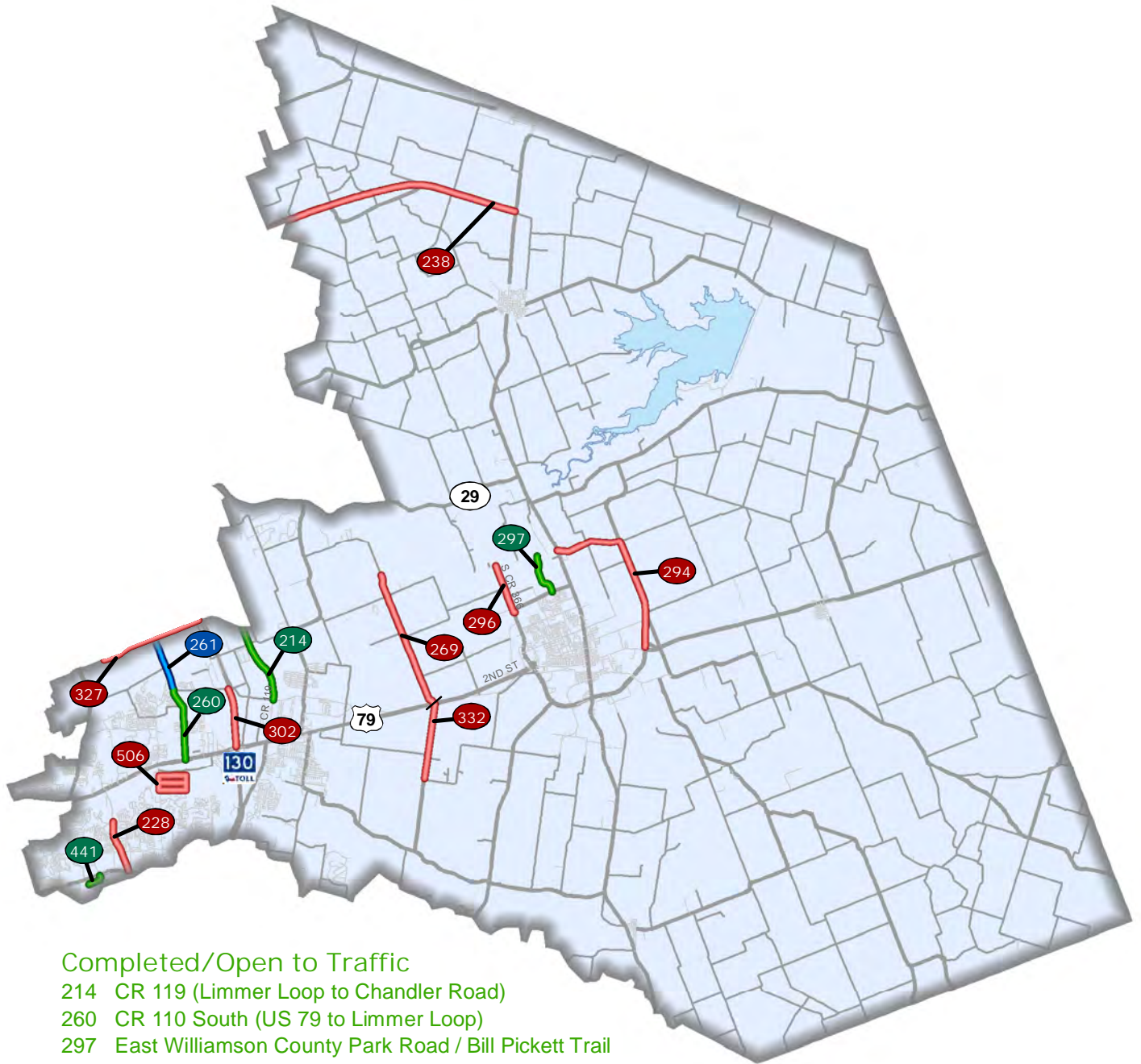


Completed/Open to Traffic

- | | | |
|---|---|--|
| 3.13 CR 157 | 4.18 CR 412 | |
| 4.01 Bridge Replacements Phase 1 (CR 390, 406, 427) | 4.19 CR 466 | |
| 4.02 CR 424 Bridge Replacement | 4.20 FM 397 at SH 95 Signal | |
| 4.03 Chandler Rd. – Phase 1 | 4.21 Gattis School Rd. ROW | |
| 4.04 CR 100 | 4.22 Limmer Loop – Phase 1A | |
| 4.05 CR 112 – Phase 1 | 4.23 Thrall School Zone | |
| 4.06 CR 119 | 4.24 US 79 – Section 1 | |
| 4.07 CR 122 at US 79 | 4.25 US 79 – Section 2 | |
| 4.08 CR 124 | 4.26 US 79 – Section 3A | |
| 4.09 CR 132 | 4.27 Chandler Rd. – Phase 2 | |
| 4.10 CR 136 | 4.28 Limmer Loop – Phase 1B | |
| 4.11 CR 137 | 4.29 CR 113 / Old Settlers Blvd. | |
| 4.12 CR 138 & CR 139 Alignment Study | 4.30 Limmer Loop – Phase 1C | |
| 4.13 CR 300 & CR 301 | 4.31 Kenney Fort Boulevard – Phase 1 | |
| 4.14 CR 302 | 4.32 Chandler Rd. – Phase 3A | |
| 4.15 CR 347 & CR 348 | 4.33 Chandler Rd. – Phase 3B | |
| 4.16 CR 368 & CR 369 (CR 101 to CR 366) | 4.34 Chandler Rd. – Phase 3B | |
| 4.17 CR 404 | 4.35 Gattis School Road | |
| | 4.36 Gattis School Road | |
| | 4.37 US 79 - Section 3 (PTF) | |
| | 4.38 2nd Street Improvements | |
| | 4.39 2nd Street Drainage Improvements | |
| | 4.40 US 79 Section 5A (PTF) | |
| | 4.41 US 79 Section 5B (PTF) | |
| | 4.42 US 79 Section 5C (PTF) | |
| | 4.43 FM 1460 Section 2 | |
| | 4.44 CR 138 | |
| | 4.45 CR 170 | |
| | 4.46 FM 1660 at Landfill Rd. (CR 128) | |
| | 4.47 CR 119 | |
| | 4.48 CR 119 | |
| | 4.49 CR 108 | |
| | 4.50 CR 351 at Donahoe Creek | |
| | 4.51 CR 110/ Arterial A Study Area | |
| | 4.52 University Blvd. (Chandler Rd.) Expansion | |
| | 4.53 CR 110 North - (Design) | |
| | 4.54 CR 110 South - (Design) (US 79 to Limmer Lp) | |
| | 4.55 CR 110 Middle (North of Limmer Loop to CR 107) | |
| | 4.56 CR 110 at University Blvd. (Signal) | |
| | 4.57 Gattis School Rd. at Winterfield Dr. (Signal) | |
| | 4.58 Tradesman Park Crossing | |

2013 ROAD BOND PROGRAM PROJECTS

PRECINCT 4 - COMMISSIONER BOLES



Completed/Open to Traffic

- 214 CR 119 (Limmer Loop to Chandler Road)
- 260 CR 110 South (US 79 to Limmer Loop)
- 297 East Williamson County Park Road / Bill Pickett Trail
(Carlos Parker Boulevard to Chandler Road)
- 441 Roundville Lane (A.W. Grimes Boulevard to EBFR of SH 45)

Under Construction/Bidding

- 261 CR 110 Middle (Limmer Loop to CR 107)

In Design

- 228 Kenney Fort Blvd Segments 2 and 3 (Forest Creek Boulevard to SH 45)
- 238 Ronald Reagan Boulevard Extension (IH 35 to SH 95)
- 269 CR 101 (US 79 to North of Chandler Road)
- 294 Chandler Road Extension Phase 1 (Planning) (SH 95 to FM 619)
- 296 CR 366 Widening (Chandler Road to Carlos G. Parker Boulevard)
- 302 SH 130 Frontage Roads Phase 3 (SBFR US 79 to Limmer Loop) Traffic Study
- 327 University Boulevard (Chandler Road) Expansion (FM 1460 to SH 130)
- 332 FM 3349/US 79 Interchange
- 506 Greenfield and Oak Bluff Estates Drainage Improvements

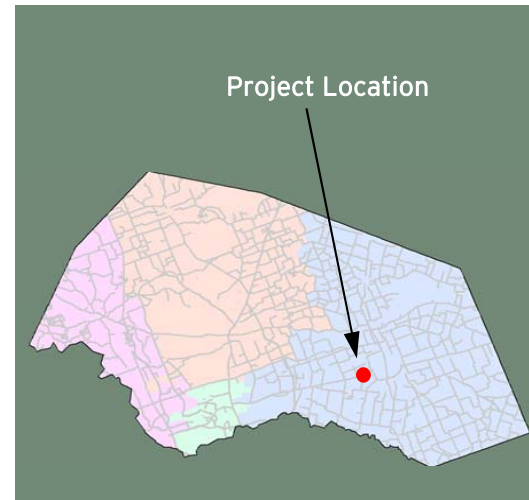
**CR 119 (Limmer Loop to Chandler Road)
Project No. 1708-186**

Original Contract Price = \$6,640,302.71

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
10/25/2017	11/15/2017	12/8/2017	12/18/2017	3/27/2019		450		450	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$) Used</u>	<u>% Time Used</u>
1	12/1/2017	12/31/2017	31	\$65,613.60	\$65,613.60	\$7,290.40	\$7,290.40	1	7
2	1/1/2018	1/31/2018	31	\$473,860.64	\$539,474.24	\$52,651.18	\$59,941.58	9	14
3	2/1/2018	2/28/2018	28	\$323,428.91	\$862,903.15	\$35,936.55	\$95,878.13	14	20
4	3/1/2018	3/31/2018	31	\$229,232.44	\$1,092,135.59	\$25,470.27	\$121,348.40	18	27
5	4/1/2018	4/30/2018	30	\$630,740.24	\$1,722,875.83	\$70,082.25	\$191,430.65	29	34
6	5/1/2018	5/31/2018	31	\$298,792.28	\$2,021,668.11	\$33,199.14	\$224,629.79	34	40
7	6/1/2018	6/30/2018	30	\$448,853.39	\$2,470,521.50	\$49,872.60	\$274,502.39	41	47
8	7/1/2018	7/31/2018	31	\$494,029.30	\$2,964,550.80	\$54,892.14	\$329,394.53	50	54
9	8/1/2018	8/31/2018	31	\$464,999.77	\$3,429,550.57	\$51,666.64	\$381,061.17	57	61
10	9/1/2018	9/30/2018	30	\$91,950.30	\$3,521,500.87	\$10,216.70	\$391,277.87	59	68
11	10/1/2018	10/31/2018	31	\$150,146.37	\$3,671,647.24	\$16,682.93	\$407,960.80	61	74
12	11/1/2018	11/30/2018	30	\$637,015.84	\$4,308,663.08	\$70,779.54	\$478,740.34	72	81
13	12/1/2018	12/31/2018	31	\$183,696.70	\$4,492,359.78	\$20,410.75	\$499,151.09	75	88
14	1/1/2019	1/31/2019	31	\$431,097.90	\$4,923,457.68	-\$240,021.74	\$259,129.35	78	95
15	2/1/2019	2/28/2019	28	\$92,272.69	\$5,015,730.37	\$4,856.46	\$263,985.81	80	101
16	3/1/2019	3/27/2019	27	\$921,976.40	\$5,937,706.77	\$48,525.07	\$312,510.88	94	107
17	3/28/2019	4/30/2019	0	\$8,292.20	\$5,945,998.97	\$436.80	\$312,947.68	94	107
18	5/1/2019	5/31/2019	0	\$9,978.80	\$5,955,977.77	\$525.20	\$313,472.88	94	107

8/2/2019 Comments - Punchlist items are ongoing. The Balancing Change Order is being prepared.

Adjusted Price = \$6,640,302.71



CR 110 Middle
 (Limmer Loop to CR 107)

Project Length: 2.2 Miles
 Roadway Classification: Urban Arterial

Project Schedule: May 2019 - June 2020
 Estimated Construction Cost: \$8.9 Million



JULY 2019 IN REVIEW

07/05/2019: James Construction placed the second lift of flexible base on the northwest side of University Boulevard. Excavation began for the headwall on the west side of Culvert B.

07/12/2019: Class C concrete was formed and placed in the footing for the headwall at Culvert B. A 5'x2' reinforced box culvert was excavated and placed on University.

07/19/2019: The first and second lifts of flexible base was placed on University on the southeast side. Class C concrete was formed and placed in headwall on the east and west sides of Culvert B.

07/26/2019: The upstream riprap apron for Culvert B continued to be excavated. Concrete for the wastewater manhole foundation was poured. Subcontractor Texas Materials placed Type B and Type D asphalt for the widening along the south side of University Boulevard.

08/02/2019: The 5' X 2' box culvert and 18" riprap was placed on University Boulevard. Lime treated base was placed on the northeast side of University Boulevard. Casing and waste water pipe were placed under Culvert C.



Design Engineer: HDR Engineering
 Contractor: James Construction
 Construction Observation:
 David Thomas, HNTB

Williamson County
 Road Bond Program



CR 110 Middle (Limmer Loop to CR 107)
Project No. 1809-261

Original Contract Price = \$8,910,862.73

<u>Letting</u>	<u>Award</u>	<u>Notice To Proceed</u>	<u>Begin Work</u>	<u>Substantial Completion</u>	<u>Work Accepted</u>	<u>Total Bid Days</u>	<u>Days Added</u>	<u>Total Days</u>	
12/14/2018	2/5/2019	4/26/2019	5/6/2019			390		390	
<u>Invoice Number</u>	<u>Beginning Date</u>	<u>Ending Date</u>	<u>Days Charged</u>	<u>Current Invoice</u>	<u>Invoice Total</u>	<u>Current Retainage</u>	<u>Total Retainage</u>	<u>% (\$)</u> <u>Used</u>	<u>% Time</u> <u>Used</u>
1	5/6/2019	5/31/2019	26	\$719,064.06	\$719,064.06	\$79,896.01	\$79,896.01	9	7
2	6/1/2019	6/30/2019	30	\$327,805.09	\$1,046,869.15	\$36,422.78	\$116,318.79	13	14
3	7/1/2019	7/31/2019	31	\$406,884.78	\$1,453,753.93	\$45,209.43	\$161,528.22	18	22
								Adjusted Price = \$8,910,862.73	



Williamson County Commissioners Court

Road Bond Program

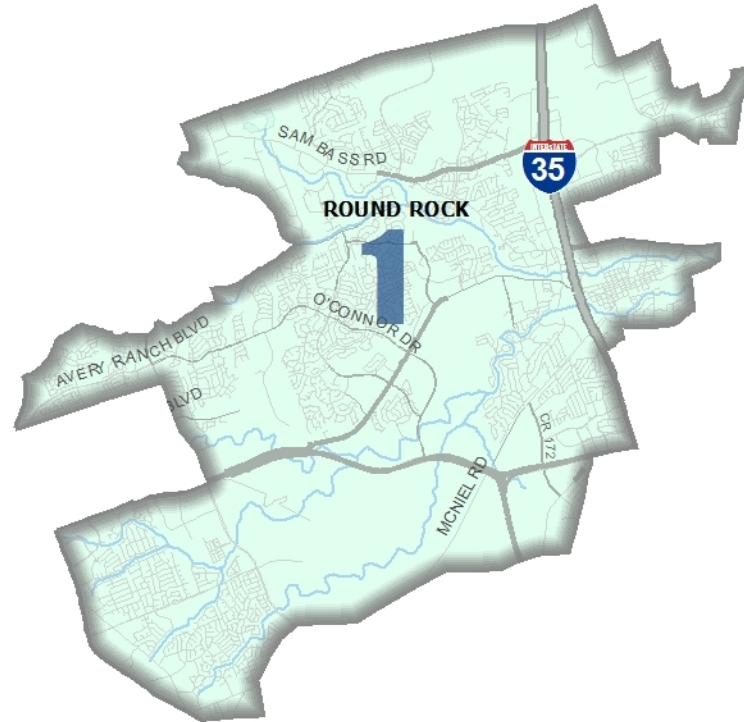
August 20, 2019



PRIME
STRATEGIES,
INC.

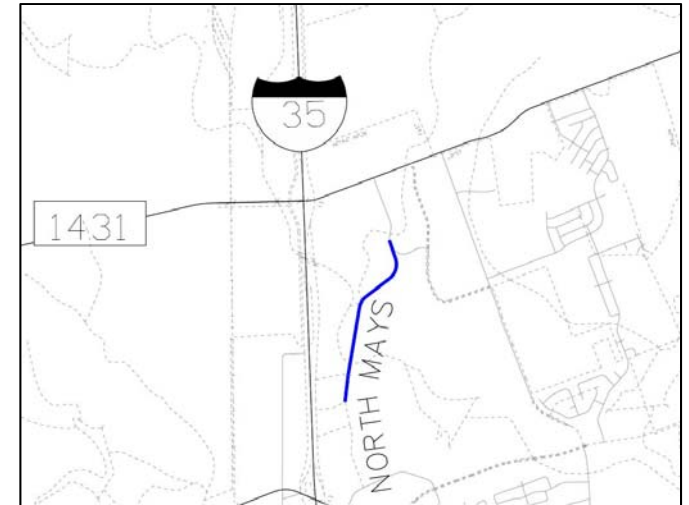
HNTB

Precinct 1



North Mays Extension (Paloma Drive to Oakmont Drive)

Anticipated Completion
Spring 2020



Original Contract Price = \$10,775,835.75

Total Change Orders to Date = \$0.00

Adjusted Contract Price = \$10,775,835.75

Expenditures to Date = \$1,566,651.41 (15%)

North Mays Extension (Paloma Drive to Oakmont Drive)



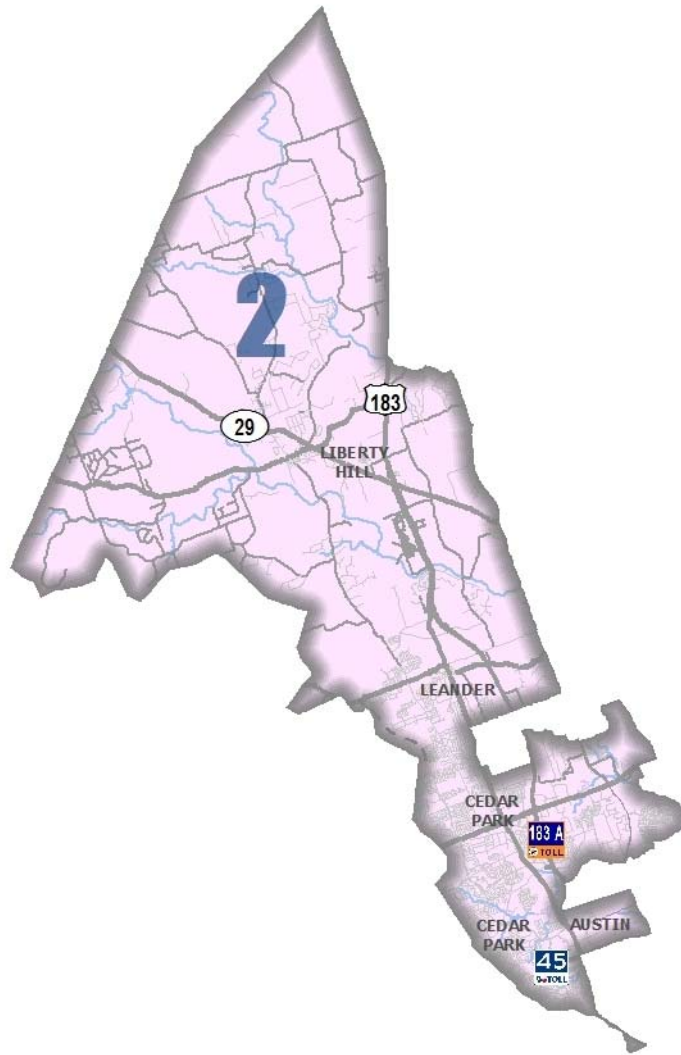
North Mays Extension (Paloma Drive to Oakmont Drive)



North Mays Extension (Paloma Drive to Oakmont Drive)



Precinct 2



Bagdad Road North (Collaborative Way to RM 2243)

Anticipated Completion
Summer 2019



Partnership with the City of Leander

Original Contract Amount = \$8,091,140.30

WilCo Contribution = 50% of total project cost,
not to exceed \$4,903,000.00

Construction is managed by the City of Leander

Bagdad Road North (Collaborative Way to RM 2243)



Bagdad Road North (Collaborative Way to RM 2243)

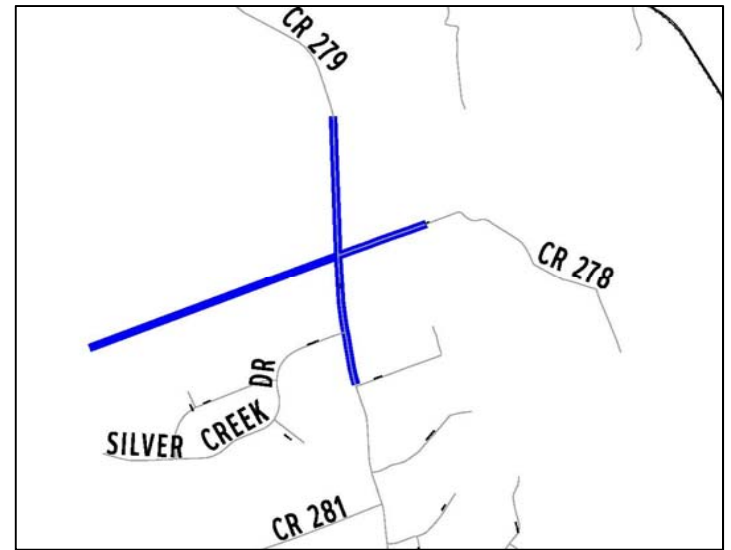


Bagdad Road North (Collaborative Way to RM 2243)



Bagdad Road (CR 279) at CR 278 (River Ranch Park Road)

Anticipated Completion
Early 2020



Original Contract Price = \$2,959,000.00

Total Change Orders to Date = \$0.00

Adjusted Contract Price = \$2,959,000.00

Expenditures to Date = \$936,827.26 (32%)

Bagdad Road (CR 279) at CR 278 (River Ranch Park Road)



Bagdad Road (CR 279) at CR 278 (River Ranch Park Road)



Bagdad Road (CR 279) at CR 278 (River Ranch Park Road)





SH 29 Intersection at CR 200 / Loop 332 (Intersection Improvements)

16

Substantially Completed
Summer 2019



Partnership with TxDOT = \$500,000.00

Original Contract Price = \$1,705,061.70

Total Change Orders to Date = \$32,028.08

Adjusted Contract Price = \$1,737,089.78

Expenditures to Date = \$1,672,490.98 (94%)

SH 29 Intersection at CR 200 / Loop 332 (Intersection Improvements)



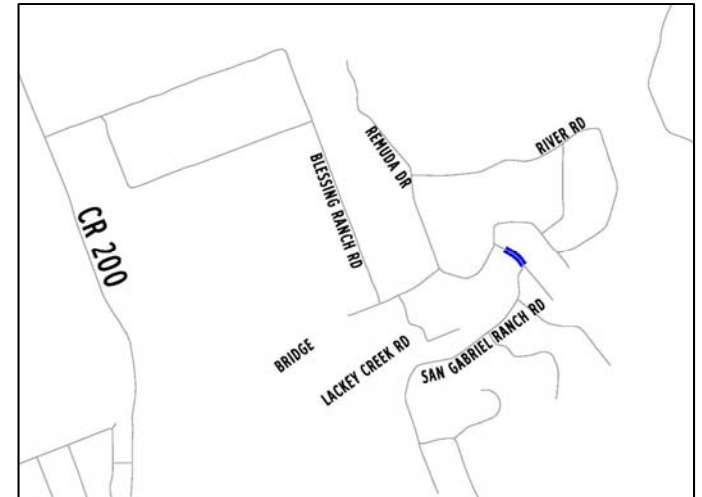
SH 29 Intersection at CR 200 / Loop 332 (Intersection Improvements)





San Gabriel Ranch Road Bridge at Lackey Creek ¹⁹ Creek

Anticipated Completion
Early 2020



Original Contract Price = \$1,425,301.90

Total Change Orders to Date = \$16,166.09

Adjusted Contract Price = \$1,441,467.99

Expenditures to Date = \$518,910.23 (36%)

San Gabriel Ranch Road Bridge at Lackey Creek



San Gabriel Ranch Road Bridge at Lackey Creek

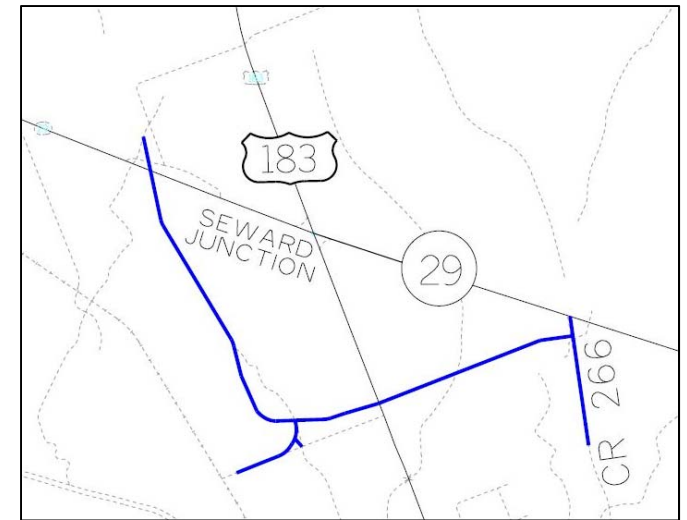


San Gabriel Ranch Road Bridge at Lackey Creek



Seward Junction Improvements

Anticipated Completion
Late 2020



Original Contract Price = \$13,270,258.10

Total Change Orders to Date = \$0.00

Adjusted Contract Price = \$13,270,258.10

Expenditures to Date = \$2,265,222.68 (17%)

Seward Junction Improvements



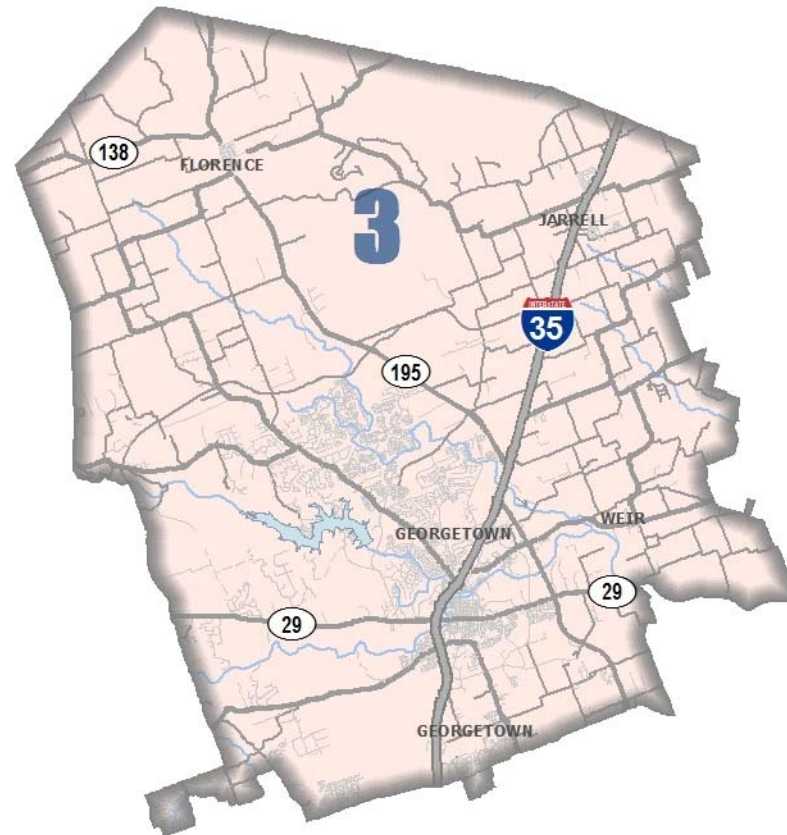
Seward Junction Improvements



Seward Junction Improvements

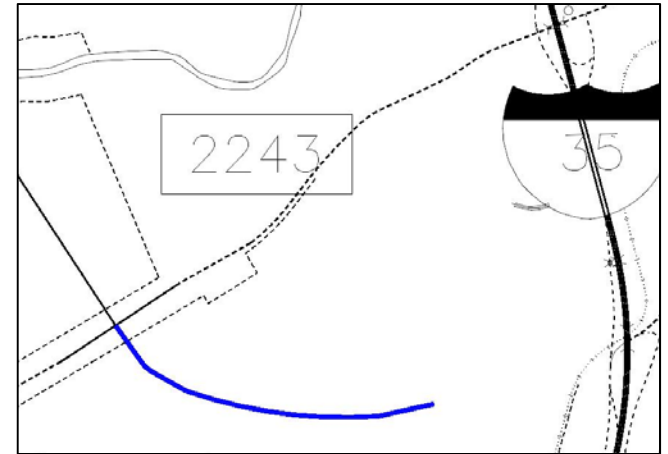


Precinct 3



Southwest Bypass Segment 2 (Southbound IH 35 to RM 2243)

Anticipated Completion
Late 2019



Original Contract Amount = \$8,087,943.77

Total Change Orders = \$0.00

Adjusted Contract Price = \$8,087,943.77

Expenditures to Date = \$4,850,448.89 (60%)

Southwest Bypass Segment 2 (Southbound IH 35 to RM 2243)



Southwest Bypass Segment 2 (Southbound IH 35 to RM 2243)

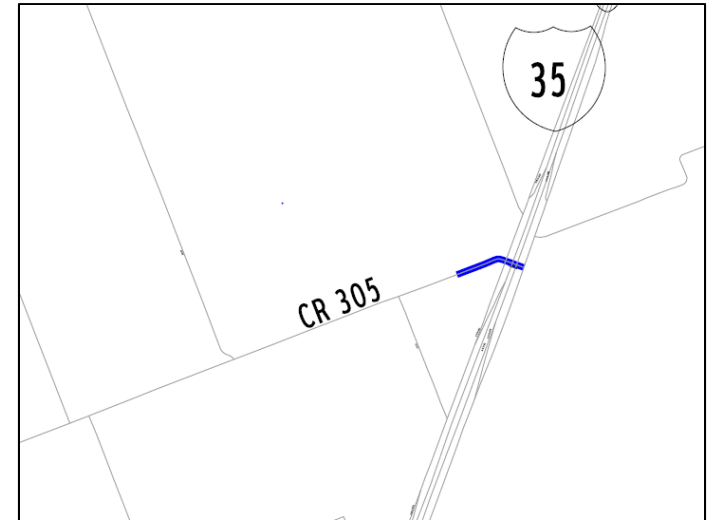


Southwest Bypass Segment 2 (Southbound IH 35 to RM 2243)



CR 305 at IH 35 (Bridge Replacement)

Anticipated Completion
Late 2019



Partnership with TxDOT

Original Contract Amount = \$6,748,948.60

Construction is managed by TxDOT

CR 305 at IH 35 (Bridge Replacement)



CR 305 at IH 35 (Bridge Replacement)



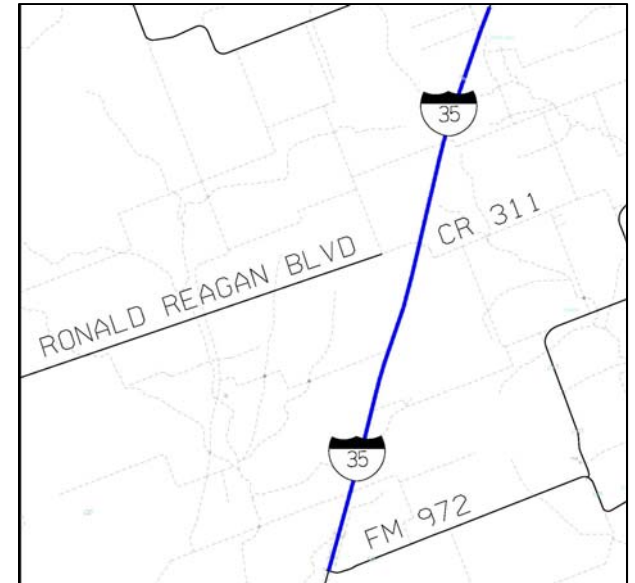
CR 305 at IH 35 (Bridge Replacement)





IH 35 Ramp Reversals and Frontage Road Conversion ³⁶

Anticipated Completion
Fall 2020



Partnership with TxDOT

Original Contract Amount = \$13,145,762.51

Construction is managed by TxDOT

IH 35 Ramp Reversals and Frontage Road Conversion ³⁷



IH 35 Ramp Reversals and Frontage Road Conversion ³⁸

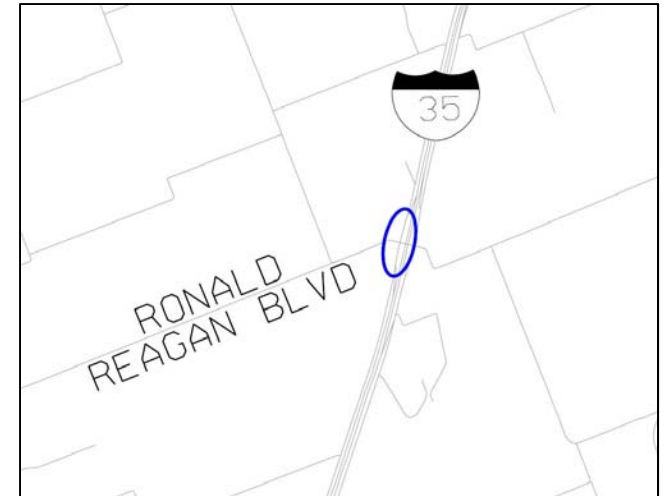


IH 35 Ramp Reversals and Frontage Road Conversion ³⁹



Ronald Reagan at IH 35 (Bridge Replacement)

Anticipated Completion
Summer 2020



Partnership with TxDOT

Original Contract Amount = \$15,048,229.93

Construction is managed by TxDOT

Ronald Reagan at IH 35 (Bridge Replacement)

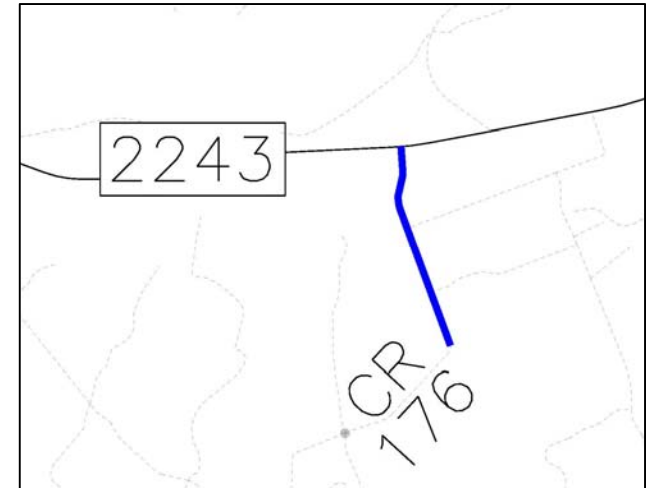


Ronald Reagan at IH 35 (Bridge Replacement)



CR 176 at RM 2243 (RM 2243 to Parkside Parkway)

Anticipated Completion
Spring 2020



Original Contract Amount = \$2,447,560.00

Total Change Orders = \$0.00

Adjusted Contract Price = \$2,447,560.00

Expenditures to Date = \$80,006.00 (3%)

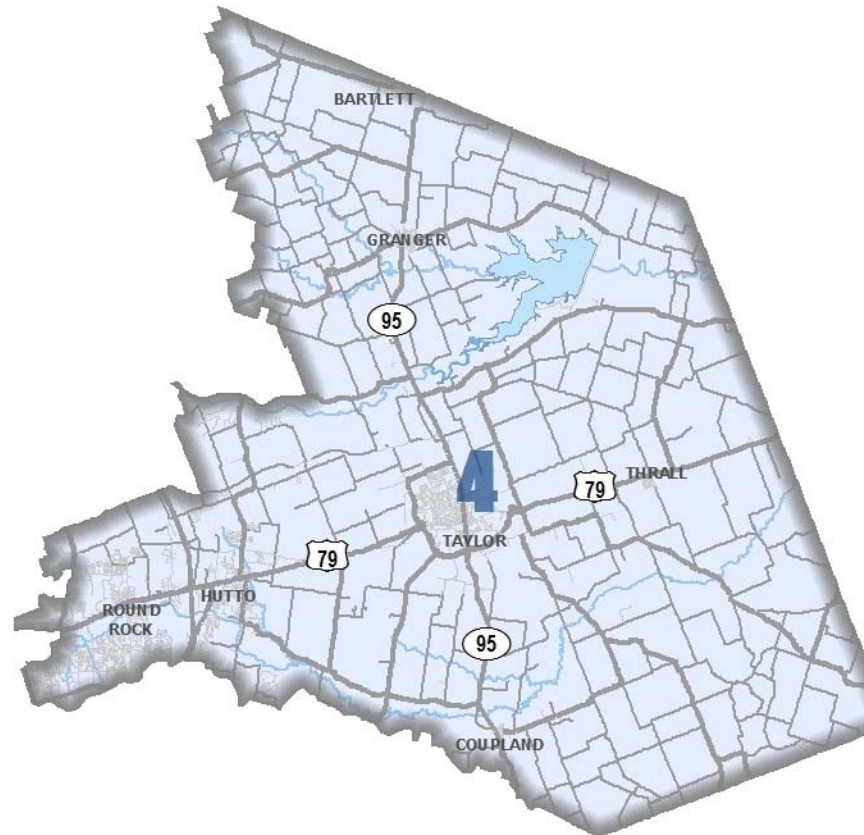
CR 176 at RM 2243 (RM 2243 to Parkside Parkway)



CR 176 at RM 2243 (RM 2243 to Parkside Parkway)

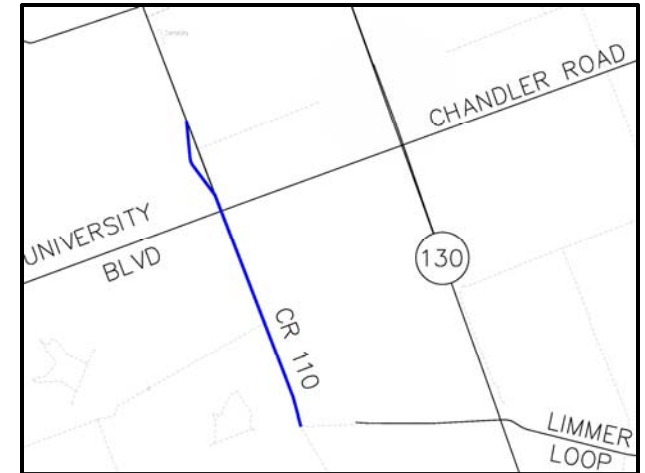


Precinct 4



CR 110 Middle (Limmer Loop to CR 107)

Anticipated Completion
Spring 2020



Original Contract Amount = \$8,910,862.73

Total Change Orders = \$0.00

Adjusted Contract Price = \$8,910,862.73

Expenditures to Date = \$1,615,282.15 (18%)

CR 110 Middle (Limmer Loop to CR 107)



CR 110 Middle (Limmer Loop to CR 107)



CR 110 Middle (Limmer Loop to CR 107)



Commissioners Court - Regular Session

47.

Meeting Date: 08/20/2019

2019-2020 Budget

Submitted By: Ashlie Koenig, Budget Office

Department: Budget Office

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on the 2019-2020 Budget.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ashlie Koenig

Final Approval Date: 07/26/2019

Reviewed By

Andrea Schiele

Date

07/26/2019 03:32 PM

Started On: 07/26/2019 12:15 PM

Commissioners Court - Regular Session

48.

Meeting Date: 08/20/2019

2019-2020 County Clerk Records Archive Fund Public Hearing

Submitted By: Ashlie Koenig, Budget Office

Department: Budget Office

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing advertising and setting a date for a public hearing on the 2019-2020 County Clerk's Records Archive Fund (0384) Plan for September 24th, 2019 at 10:00 AM.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
---------	----------	-------------	--------

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Budget Office (Originator)

Form Started By: Ashlie Koenig

Final Approval Date: 08/13/2019

Reviewed By

Andrea Schiele

Ashlie Koenig

Date

07/26/2019 03:32 PM

08/13/2019 03:49 PM

Started On: 07/26/2019 12:19 PM

Commissioners Court - Regular Session

49.

Meeting Date: 08/20/2019

2019-2020 District Clerk's Records Technology Fund Plan Public Hearing

Submitted By: Ashlie Koenig, Budget Office

Department: Budget Office

Agenda Category: Regular Agenda Items

Information

Agenda Item

Discuss, consider and take appropriate action on authorizing advertising and setting a date for a public hearing on the 2019-2020 District Clerk's Records Technology Fund (0387) Plan for September 24th, 2019 at 10:15 AM.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
---------	----------	-------------	--------

Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Ashlie Koenig

Final Approval Date: 08/13/2019

Reviewed By

Andrea Schiele

Date

08/13/2019 04:47 PM

Started On: 07/26/2019 12:21 PM

Commissioners Court - Regular Session

50.

Meeting Date: 08/20/2019

Executive Session

Submitted For: Charlie Crossfield

Submitted By: Charlie Crossfield, Road Bond

Department: Road Bond

Agenda Category: Executive Session

Information

Agenda Item

Discuss real estate matters (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.072 Deliberation Regarding Real Estate Property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with third person.)

A. Real Estate Owned by Third Parties

Preliminary discussions relating to proposed or potential purchase or lease of property owned by third parties

- a) Discuss the acquisition of real property for SW 183 and SH 29 Loop.
- b) Discuss the acquisition of real property for CR 176 at RM 2243
- c) Discuss the acquisition of real property: CR 101
- d) Discuss the acquisition of real property: CR 200
- e) Discuss the acquisition of real property for County Facilities.
- f) Discuss the acquisition of real property for Seward Junction SE and SW Loop.
- g) Discuss the acquisition of real property for SH 29 @ DB Wood.
- h) Discuss the acquisition of real property for Hairy Man Rd.
- i) Discuss the acquisition of real property for N. Mays.
- j) Discuss Somerset Road Districts No. 3 & 4 reimbursements for acquisition & construction of Reagan Blvd.
- k) Discuss the acquisition of real property for CR 111.
- l) Discuss the acquisition of real property for Corridor H
- m) Discuss the acquisition of drainage easements on the Forest North Drainage Project.
- n) Discuss the acquisition of real property for the expansion of Ronald Reagan at IH 35.
- o) Discuss the acquisition of right-of-way for Corridor C.
- p) Discuss the acquisition of right-of-way for Corridor F.
- q) Discuss the acquisition of right-of-way for Corridor D.
- r) Discuss the acquisition of right-of-way for Southeast Corridor.
- s) Discuss the acquisition of right-of-way for Reagan extension.
- t) Discuss the acquisition of property near the County landfill.
- u) Discuss the acquisition of real property for the Brushy Creek Trail Project.

B. Property or Real Estate owned by Williamson County

Preliminary discussions relating to proposed or potential sale or lease of property owned by the County

- a) Discuss County owned real estate containing underground water rights and interests.
 - b) Discuss possible sale of +/- 10 acres located on Chandler Road near the County Sheriff's Office Training Facility
 - c) Potential governmental uses for 8th Street downtown parking lot
 - d) Discuss possible uses of property owned by Williamson County on Main St. between 3rd and 4th Streets. (formerly occupied by WCCHD)
 - e) Discuss property usage at Longhorn Junction
 - f) Discuss sale of excess 183A right of way to abutting property owner.
 - g) Discuss the sale of excess ROW at San Gabriel Parkway and Mel Mathis Ave.
 - h) Discuss Blue Springs Boulevard
- C. Consider intervention in lawsuit regarding de-listing of Bone Cave harvestman.
- D. Discuss the possible placement of agricultural-related monuments at the Williamson County Exposition Center with the participation of third parties.

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Charlie Crossfield

Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 10:54 AM

Started On: 08/15/2019 08:27 AM

Commissioners Court - Regular Session

51.

Meeting Date: 08/20/2019

Economic Development

Submitted For: Charlie Crossfield

Submitted By: Charlie Crossfield, Road Bond

Department: Road Bond

Agenda Category: Executive Session

Information

Agenda Item

Discussion regarding economic development negotiations pursuant to Texas Government Code, Section 551.087:

- a) Business prospect(s) that may locate or expand within Williamson County.
- b) Wolf Lakes
- c) Flint Hill Resources-Taylor Fuel Storage Terminal on CR 366
- d) Project Deliver
- e) Project Advantage
- f) Project Cedar
- g) Project Expansion
- h) Project Arcos

Background

Fiscal Impact

From/To	Acct No.	Description	Amount
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Attachments

No file(s) attached.

Form Review

Inbox

County Judge Exec Asst.

Form Started By: Charlie Crossfield

Final Approval Date: 08/15/2019

Reviewed By

Andrea Schiele

Date

08/15/2019 10:54 AM

Started On: 08/15/2019 08:28 AM