

# MINUTES OF THE WILLIAMSON COUNTY COMMISSIONERS' COURT MEETING APRIL 8, 2008

STATE OF TEXAS )(

COUNTY OF WILLIAMSON )(

BE IT REMEMBERED that at 9:37 A.M. on TUESDAY, APRIL 8, 2008, a REGULAR SESSION of the Commissioners' Court of Williamson County, Texas, was held with the following being present, to-wit:

Present: Lisa Birkman, Commissioner Precinct 1  
Cynthia Long, Commissioner Precinct 2  
Valerie Covey, Commissioner Precinct 3  
Ron Morrison, Commissioner Precinct 4  
Nancy E. Rister, County Clerk  
Absent: Dan A. Gattis, County Judge  
Attendees: Dale Rye, County Attorney General Counsel  
Connie Singleton, Deputy County Clerk

**1. Read and approve the minutes of the last meeting.**

Motion By: Commissioner Precinct 3 Valerie Covey

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To approve the minutes of the last meeting.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**2. Consider noting in minutes any off right-of-way work on any County road done by Road & Bridge Unified System.**

No action was taken.

**3. Hear County Auditor concerning invoices, bills, Quick Check Report, and Wire Transfers 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.**

Accounts Payable/Payroll Manager Donna McKitrick addressed the Court.

Motion By: Commissioner Precinct 4 Ron Morrison

Second By: Commissioner Precinct 2 Cynthia Long ***Motion: To authorize the payment of bills totaling \$5,914,499.81 from computer printout, Addendum, Wire Transfer, Quick Check Report from the proper line items, if found by the County Auditor to be legal expenses as appropriated in the 2006-07 and 2007-08 County budgets.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**4. Citizen comments.**

There were no citizen comments.

**Commissioner Birkman** who was presiding in the Judge's absence introduced Joe Salazar from Georgetown High School. Joe is in Court shadowing the County Judge for the day as part of the Georgetown Optimist Club Youth Appreciation Day.

## CONSENT AGENDA

***The Consent Agenda includes 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 5 - 16)***

**5. Consider and take appropriate action on approving a line item transfer for Non-Departmental.**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey

***Motion: To approve a line item transfer for Non-Departmental:***

From	0100-0409-004999	Miscellaneous	\$1,000.00
To	0100-0665-004541	Vehicle Repairs & Maintenance	\$1,000.00

Aye: Commissioner Precinct 1 Lisa Birkman

Commissioner Precinct 2 Cynthia Long

Commissioner Precinct 3 Valerie Covey

Commissioner Precinct 4 Ron Morrison

**6. Consider and take appropriate action on approving line item transfers for the Elections Department.**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To approve line item transfers for the Elections Department:***

<del>From</del>	<del>0100-0492-001107</del>	<del>Temporary Labor-Seasonal Help</del>	<del>\$12,100.00</del>
<del>To</del>	<del>0100-0492-001110</del>	<del>Overtime</del>	<del>\$8,100.00</del>
<del>To</del>	<del>0100-0492-001150</del>	<del>Election Judges, Clerks</del>	<del>\$4,000.00</del>
<del>From</del>	<del>0100-0492-004100</del>	<del>Professional Services</del>	<del>\$23,000.00</del>
<del>To</del>	<del>0100-0492-004251</del>	<del>Election Supplies</del>	<del>\$5,000.00</del>
<del>To</del>	<del>0100-0492-001150</del>	<del>Election Judges, Clerks</del>	<del>\$15,000.00</del>
<del>To</del>	<del>0100-0492-004211</del>	<del>Telephone Service</del>	<del>\$3,000.00</del>

Aye: Commissioner Precinct 1 Lisa Birkman

Commissioner Precinct 2 Cynthia Long

Commissioner Precinct 3 Valerie Covey

Commissioner Precinct 4 Ron Morrison

**7. Consider and take appropriate action on approving a line item transfer for the Human Resources Department.**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey

***Motion: To approve a line item transfer for the Human Resources Department:***

From	0100-0402-004500	Maintenance Contracts	\$1,550.00
To	0100-0402-003601	Employee Recognition Program	\$1,200.00
To	0100-0402-004212	Postage	\$350.00

Aye: Commissioner Precinct 1 Lisa Birkman

Commissioner Precinct 2 Cynthia Long

Commissioner Precinct 3 Valerie Covey

Commissioner Precinct 4 Ron Morrison

**8. Consider and take appropriate action on approving a line item transfer for Community Supervision and Corrections Department (CSCD).**

Motion By: Commissioner Precinct 2 Cynthia Long  
Second By: Commissioner Precinct 3 Valerie Covey

**Motion: To approve a line item transfer for Community Supervision and Corrections Department (CSCD):**

From:	0100-0572-004999	Miscellaneous	\$600.00
To:	0100-0572-003006	Office Equipment <\$5,000	\$600.00

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**9. Consider and take appropriate action on line item transfer for 368th District Court.**

Motion By: Commissioner Precinct 2 Cynthia Long  
Second By: Commissioner Precinct 3 Valerie Covey

**Motion: To approve a line item transfer for 368th District Court:**

From:	0100-0438-004350	Printed Materials & Binding	\$ 79.00
To:	0100-0438-004999	Miscellaneous	\$ 79.00

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**10. Consider and take appropriate action on approving Justice of the Peace #4 March 2008, monthly report in compliance with code of Criminal Procedure 103.005(b)**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey **Motion: To approve Justice of the Peace #4 March 2008, monthly report in compliance with code of Criminal Procedure 103.005(b)**

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**11. Consider and take appropriate action on approving Property Tax Refunds - Over \$2,500.00 for the month of February 2008 for the Williamson County Tax Assessor/Collector.**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey **Motion: To approve Property Tax Refunds - Over \$2,500.00 for the month of February 2008 for the Williamson County Tax Assessor/Collector.**

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**12. Consider and take appropriate action on approving the Treasurer's Report on the Williamson County Finances February 2008.**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey **Motion: To approve the Treasurer's Report on the Williamson County Finances February 2008.**

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

13. **Consider and take appropriate action on authorizing the retirement of two vehicles and the transfer of various items from multiple departments through inter-office transfer to auction/donation. (Complete list filed with official minutes)**

This item was moved to the Regular Agenda.

Ken Schnell of EMS addressed the Court.

Motion By: Commissioner Precinct 1 Lisa Birkman

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To authorize the retirement of two vehicles and the transfer of various items from multiple departments through inter-office transfer to auction/donation.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

14. **Consider and take appropriate action on noting in the minutes the abandonment of a Public Utility Easement between Lot 51 and Lot 52, Block B, West Ridge, Section 4, recorded in Cabinet Q, Slide 311 of the Williamson County Clerk Records. Pct. #3**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To note in the minutes the abandonment of a Public Utility Easement between Lot 51 and Lot 52, Block B, West Ridge, Section 4, recorded in Cabinet Q, Slide 311 of the Williamson County Clerk Records. Pct. #3***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

15. **Consider and take appropriate action on authorizing the road closure of CR 344 at the intersection of CR 305 for the installation of a box culvert for April 9th and 10th of 2008, weather permitting. Pct. #3**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To authorize the road closure of CR 344 at the intersection of CR 305 for the installation of a box culvert for April 9th and 10th of 2008, weather permitting. Pct. #3***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

16. **Consider and take appropriate action on granting approval of plat for Little Creek Acres. Pct. #3**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To grant approval of plat for Little Creek Acres. Pct. #3***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

## **REGULAR AGENDA**

17. **Hear April 2008 Monthly Construction Summary Report for Road Bond and Pass Through Financing Projects.**

Richard Ridings of HNTB addressed the Court.

18. **Discuss and take appropriate action on road bond program.**

Richard Ridings of HNTB addressed the Court.

19. **Discuss and take appropriate action on authorizing Project Budget Transfer of 2001 Road Bond monies per recommendation of Mike Weaver, Road Bond Manager: P87 Lakeline Boulevard to move balance of \$57,584.26 to P127 O'Connor Boulevard.**

Richard Ridings of HNTB addressed the Court.

Motion By: Commissioner Precinct 1 Lisa Birkman

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To authorize Project Budget Transfer of 2001 Road Bond monies per recommendation of Mike Weaver, Road Bond Manager: P87 Lakeline Boulevard to move balance of \$57,584.26 to P127 O'Connor Boulevard.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

20. **Discuss and take appropriate action on approving Chisholm Trail Joint Use Agreement for City and County right-of-way.**

Attorney Charlie Crossfield and Mike Springfield of Cobb, Fendley & Associates addressed the Court.

Motion By: Commissioner Precinct 3 Valerie Covey

Second By: Commissioner Precinct 2 Cynthia Long ***Motion: To approve Chisholm Trail Joint Use Agreement for City and County right-of-way.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

21. **Discuss and take appropriate action on authorizing County Judge to execute a Memorandum of Understanding with the City of Georgetown regarding construction, operation and maintenance of Williams Drive.**

Attorney Charlie Crossfield and Richard Ridings of HNTB addressed the Court.

Motion By: Commissioner Precinct 3 Valerie Covey

Second By: Commissioner Precinct 2 Cynthia Long ***Motion: To authorize County Judge to execute a Memorandum of Understanding with the City of Georgetown regarding construction, operation and maintenance of Williams Drive with the changes of: adding \$22,000,000 not-to-exceed cap for both parties and strike the sentence regarding the time table.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

22. **Discuss and take appropriate action on various County parks and trails projects.**

Parks Director Jim Rodgers addressed the Court.

23. **Discuss and take appropriate action on approving Merchant-Capture Agreement between Union State Bank and Williamson County.**

Treasurer Vivian Wood addressed the Court.

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To approve Merchant-Capture Agreement between Union State Bank and Williamson County.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**24. Discuss and take appropriate action on approving Tax Collection Agreement between the Williamson County Tax Assessor/Collector and Mayfield Ranch Municipal Utility District.**

Chief Deputy for Tax Assessor and Collector Joe Pondrom addressed the Court.

Motion By: Commissioner Precinct 3 Valerie Covey

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To approve Tax Collection Agreement between the Williamson County Tax Assessor/Collector and Mayfield Ranch Municipal Utility District.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**25. Discuss and take appropriate action on approving Property Tax – Waiver of Penalty & Interest as determined by Tax Assessor/Collector.**

Chief Deputy for Tax Assessor and Collector Joe Pondrom addressed the Court.

Motion By: Commissioner Precinct 3 Valerie Covey

Second By: Commissioner Precinct 2 Cynthia Long ***Motion: To approve Property Tax – Waiver of Penalty & Interest as determined by Tax Assessor/Collector.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**26. Discuss and take appropriate action on authorizing the execution of an Agreement for Site Use between the City of Austin and Williamson County relating to Williamson County EMS's use of property that will be annexed and owned by the City of Austin.**

Kenny Schnell of EMS addressed the Court.

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To authorize the execution of an Agreement for Site Use between the City of Austin and Williamson County relating to Williamson County EMS's use of property that will be annexed and owned by the City of Austin.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**27. Discuss and take appropriate action on accepting resolution declaring April 6 to 12, 2008 as National County Government Week in Williamson County.**

Public Information Officer Connie Watson addressed the Court.

Motion By: Commissioner Precinct 4 Ron Morrison

Second By: Commissioner Precinct 2 Cynthia Long ***Motion: To accept a resolution declaring April 6 to 12, 2008 as National County Government Week in Williamson County.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**28. Discuss and take appropriate action on Proclamation declaring April 13-19, 2008 as National Crime Victims' Rights Week.**

Sheriff's Victims Assistant Director Rhonda Gilchrist addressed the Court.

Motion By: Commissioner Precinct 1 Lisa Birkman

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To approve Proclamation declaring April 13-19, 2008 as National Crime Victims' Rights Week.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**29. Discuss and take appropriate action on FY 2009 Texas Victim Information and Notification Everyday (VINE) Annual Maintenance Grant Contract.**

Sheriff's Office Victims Assistance Director Rhonda Gilchrist addressed the Court.

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To approve FY 2009 Texas Victim Information and Notification Everyday (VINE) annual maintenance Grant Contract.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**30. Discuss and take appropriate action on R-05 Service Agreement renewal notice in the amount of \$30,108.00 for FY 2009.**

Sheriff's Office Victims Assistance Director Rhonda Gilchrist addressed the Court.

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To approve R-05 Service Agreement renewal notice in the amount of \$30,108.00 for FY 2009.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**31. Discuss and take appropriate action on possible participation in the Central Texas Sustainability Indicators Project.**

Executive Director of Central Texas Sustainability Indicators Project Jim Walker and Public Information Officer Connie Watson addressed the Court.

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 3 Valerie Covey ***Motion: To table this agenda item.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**32. Discuss and take appropriate action on writing off uncollectable balances under \$100 on misdemeanor cases.**

County Clerk Nancy Rister and County Auditor David Flores addressed the Court.

Motion By: Commissioner Precinct 4 Ron Morrison

Second By: Commissioner Precinct 2 Cynthia Long ***Motion: To approve writing off uncollectable balances under \$100 on misdemeanor cases.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

33. **Discuss and take appropriate action on authorizing advertising and setting date of April 30, 2008 at 2:00 P.M. in the Purchasing Department to receive request for qualification (RFQ) for Utility Relocation Coordination Services.**

Motion By: Commissioner Precinct 3 Valerie Covey

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To authorize advertising and set date of April 30, 2008 at 2:00 P.M. in the Purchasing Department to receive request for qualification (RFQ) for Utility Relocation Coordination Services.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

34. **Discuss and take appropriate action on authorizing advertising and setting date of May 7, 2008 at 2:00 P.M. in the Purchasing Department to receive proposals for Electronic Patient Care Reporting software for Williamson County EMS.**

Motion By: Commissioner Precinct 2 Cynthia Long

Second By: Commissioner Precinct 4 Ron Morrison ***Motion: To authorize advertising and setting date of May 7, 2008 at 2:00 P.M. in the Purchasing Department to receive proposals for Electronic Patient Care Reporting software for Williamson County EMS.***

Aye: Commissioner Precinct 1 Lisa Birkman  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Ron Morrison

**COMMISSIONERS' COURT ADJOURNED TO EXECUTIVE SESSION AT 10:56 A.M. ON TUESDAY, APRIL 8, 2008.**

35. **Discuss Real Estate (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.0721 deliberation regarding real property.)**

No action taken in Executive Session.

36. **Discuss pending or contemplated litigation (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.071 consultation with attorney.)**

No action taken in Executive Session.

37. **Discuss County Landfill (EXECUTIVE SESSION as per VTCA Govt. Code sec. 551.071 consultation with attorney.)**

No action taken in Executive Session.

**COMMISSIONERS' COURT RECONVENED FROM EXECUTIVE SESSION AT 11:56 A.M. ON TUESDAY, APRIL 8, 2008.**

38. **Discuss and take appropriate action on real estate.**

No action was taken.

39. **Discuss and take appropriate action on pending or contemplated litigation.**



No action was taken.

**40. Discuss and take appropriate action on the County Landfill.**

No action was taken.

**41. Comments from Commissioners.**

**Commissioner Covey** stated that they are still collecting items for the troops. She and the other Commissioners visited with the soldiers and families at their retreat in Marble Falls.

**Commissioner Birkman** requested that Public Information Officer Connie Watson should try to send a notice to some of the Veterans groups to notify them of the collections for the troops.

**COMMISSIONERS' COURT ADJOURNED AT 11:59 P.M. ON TUESDAY, APRIL 8, 2008.**

THE FOREGOING MINUTES had at a Regular Session of Commissioners' Court of Williamson County, Texas, having been read are hereby approved this 15th day of April, 2008

ATTEST: Nancy E. Rister, Clerk of County Court  
Commissioners' Court, Williamson County, Texas

By: Connie Singleton, Deputy