



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Commissioners Court Meeting Minutes
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Clerk's Office Sally Peters, Deputy Clerk/Administrative Assistant
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext. 212
<b>TIME NEEDED FOR PRESENTATION</b>	1 minute
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on approval of the Minutes for August 20 and 24, 2020.
<b>REASON FOR AGENDA ITEM</b>	To approve the Minutes from the previous Commissioners Court meetings.
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>																
<b>SUBJECT</b>	Service awards May and June 2020															
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Sheryl D'Spain Treasurer															
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 220															
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes															
<b>WORDING OF AGENDA ITEM</b>	<p>May</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Charity Barnes</td> <td style="width: 33%;">Animal Control</td> <td style="width: 33%;">5 Years</td> </tr> <tr> <td>Melody Hansen</td> <td>JP Clerk</td> <td>10 Years</td> </tr> <tr> <td>Rebecca Senger</td> <td>Elections</td> <td>5 Years</td> </tr> <tr> <td>Donna Sharp</td> <td>CDA's Office</td> <td>15 Years</td> </tr> </table> <p>June</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Laurie Meadows</td> <td style="width: 33%;">CDA's Office</td> <td style="width: 33%;">20 Years</td> </tr> </table>	Charity Barnes	Animal Control	5 Years	Melody Hansen	JP Clerk	10 Years	Rebecca Senger	Elections	5 Years	Donna Sharp	CDA's Office	15 Years	Laurie Meadows	CDA's Office	20 Years
Charity Barnes	Animal Control	5 Years														
Melody Hansen	JP Clerk	10 Years														
Rebecca Senger	Elections	5 Years														
Donna Sharp	CDA's Office	15 Years														
Laurie Meadows	CDA's Office	20 Years														
<b>REASON FOR AGENDA ITEM</b>	Recognize County employees for their service to the county															
<b>WHO WILL THIS AFFECT?</b>	Countywide															
<b>ADDITIONAL INFORMATION</b>	None															



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Lemonade Day Educational Event
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Kimberley Blohm, President, Greater Boerne Chamber of Commerce
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on proclaiming September 20, 2020 to be Lemonade Day in Kendall County.
<b>REASON FOR AGENDA ITEM</b>	To support a free, community-wide educational event providing children with the opportunity to learn and apply entrepreneurial thinking.
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None

# KENDALL COUNTY COMMISSIONERS COURT

## PROCLAMATION

### September 20<sup>th</sup>, 2020 LEMONADE DAY in Boerne, Kendall County, Texas

**WHEREAS**, Lemonade Day is a free, community-wide educational event providing children with the opportunity to learn and apply entrepreneurial thinking and create a foundation for success in the global economy by operating lemonade stands throughout the area; and

**WHEREAS**, Lemonade Day exists to infuse today's youth with the spirit of enterprise, teaching the basic business and entrepreneurial skills necessary to become successful, contributing members of their communities; and

**WHEREAS**, Lemonade Day has a core philosophy of Spend, Save, and Share that is implemented by teaching children how to start, own and operate a business, learn goal-setting, develop a business plan, establish a budget, seek investors, provide customer service and give back to the community; and

**WHEREAS**, Lemonade Day offers opportunities for families, businesses, schools, youth organizations, faith-based communities, neighborhoods, institutes of higher learning, and government agencies to unite for a common purpose – to train the next generation of entrepreneurs; and

**WHEREAS**, selected and organized groups of children will be allowed to operate their Lemonade Day businesses on the public recreation areas administered by the Greater Boerne Chamber of Commerce in partnership with the City of Boerne Parks and Recreation Department; and

**WHEREAS**, Kendall County will take all appropriate actions, as required by Texas Health and Safety Code 437.007, to waive the temporary food permit requirements on Sunday, September 20<sup>th</sup>, 2020, for Lemonade Day participants organized by the Greater Boerne Chamber of Commerce, for lemonade stands to be located in Kendall County.

**NOW, THEREFORE**, I, Darrel L. Lux, do hereby proclaim September 20<sup>th</sup>, 2020 to be “Lemonade Day in Kendall County” and the citizens of Kendall County are encouraged to participate in Lemonade Day activities to contribute to the success of this community-wide event.

Signed this 14th day of September 2020.

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Darrel L. Lux  
Kendall County Judge



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Presentation of 2019 Excellence in Safety Award
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Parks Department, Daniel Vetter, Safety Committee Chairman
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 509
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of the 2019 Texas Association Of Counties Risk Management Pool Excellence in Safety Award by Larry Boccaccio, Texas Association of Counties, Risk Management Consultant.
<b>REASON FOR AGENDA ITEM</b>	Kendall County to receive an award
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Implementation Update
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Staci Decker, Elections Administrator
<b>PHONE # OR EXTENSION #</b>	830-331-8704
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Update on Implementation Plan for the new Voting System.
<b>REASON FOR AGENDA ITEM</b>	To provide an update to Commissioners Court of the activities performed as part of the Implementation Plan for our new voting system.
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	FY2020 Budget Admendments
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of amending the FY2020 budget through regular budget adjustments.
<b>REASON FOR AGENDA ITEM</b>	To correctly allocate funds needed in the budget.
<b>IS THERE DOCUMENTATION</b>	Yes Financial Transparency Link / County Auditor Web Page
<b>WHO WILL THIS AFFECT?</b>	Department budgets that needed an amendment
<b>ADDITIONAL INFORMATION</b>	None

TO: KENDALL COUNTY COMMISSIONERS COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 14, 2020

**THE FOLLOWING BUDGET AMENDMENTS TRANSFER BUDGETED FUNDS FROM ONE LINE ITEM TO ANOTHER.**

COUNTY ENGINEER:

10-402-53330	OPERATING	+	4,000
10-402-54270	CONFERENCE/TRAINING	-	4,000

ANIMAL CONTROL:

10-408-54540	VEHICLE - REPAIR & MAINT	+	500
10-408-53300	FUEL & OIL	-	500

CRIMINAL DISTRICT ATTORNEY:

10-470-54240	INTERNET SERVICES	+	976
10-470-54620	LEASE - OFFICE EQUIPMENT	+	19
10-470-54020	LEGAL	-	995

EMS:

10-540-54540	VEHICLE - REPAIR & MAINT	+	2,000
10-540-54075	EMS BILLING COLLECTIONS	-	2,000

COMFORT VFD:

10-546-54540	VEHICLE - REPAIR & MAINT	+	350
10-546-53330	OPERATING	-	350

COUNTY SHERIFF:

10-560-53110	POSTAGE	+	500
10-560-53300	FUEL & OIL	-	500

DEPARTMENT OF PUBLIC SAFETY:

10-565-53330	OPERATING	+	800
10-565-54530	RADIO/RADAR - REPAIR & MAINT	-	800

PARKS:

10-660-53330	OPERATING	+	3,000
10-660-54500	BUILDINGS - REPAIR & MAINT	+	1,405
10-660-53100	OFFICE SUPPLIES	-	1,000
10-660-54270	CONFERENCE/TRAINING	-	1,100
10-660-54810	DUES	-	900
10-660-54861	CONTRACT SERVICES	-	1,405

EXTENSION SERVICES:

10-665-54620	LEASE - OFFICE EQUIPMENT	+	60
10-665-54800	BONDS	+	142
10-665-53330	OPERATING	-	202

ELECTION SERVICES CONTRACT FUND:

42-404-55900	OTHER CAPITAL OUTLAY	+	60,000
42-404-53330	OPERATING	-	60,000



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Accounts Payable Claims
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of accounts payable claims for purchases, services and vendors.
<b>REASON FOR AGENDA ITEM</b>	To pay current accounts payable claims.
<b>IS THERE DOCUMENTATION</b>	Yes Financial Transparency Link / County Auditor Web Page
<b>WHO WILL THIS AFFECT?</b>	Departments that have AP claims
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Accept Donations
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on accepting the list of donations on behalf of Kendall County as per Local Government Code 81.032.
<b>REASON FOR AGENDA ITEM</b>	Accept donations received in August
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	County Wide
<b>ADDITIONAL INFORMATION</b>	None

**Kendall County, Texas**  
**Donation List for Commissioners Court September 14, 2020**

*Pursuant to LGC 81.032, the commissioners court may accept a gift, grant, donation, bequest, or devise of money or other property on behalf of the county, including a donation under Chapter 26, Government Code, for the purpose of performing a function conferred by law on the county or a county officer.*

The following donations were received from August 1, 2020 to August 31, 2020.

**Monetary Donations:**

<b>Date</b>	<b>Amount</b>	<b>Received From</b>	<b>Description of Donation</b>	<b>Specific Department or Purpose</b>
08/01/20	\$ 100.00	Sayudi Almaguer	Cash	Animal Control
08/04/20	\$ 200.00	Cheri Bleicher	Cash	Animal Control
08/06/20	\$ 200.00	Linda Herr	Cash	Animal Control
08/10/20	\$ 15.00	Geraldine Johnson	Cash	Animal Control
08/10/20	\$ 5.00	Aimee Freitag	Cash	Animal Control
08/12/20	\$ 20.00	Sergio Flores	Cash	Animal Control
08/12/20	\$ 50.00	Deborah Bruton	Cash	Animal Control
08/13/20	\$ 664.18	Kendall County Partnership for Parks	Purchase of (6) Dog Waste Bags & Stations	General / Parks
08/13/20	\$ 1,288.82	Kendall County Partnership for Parks	Check	General / Parks
08/22/20	\$ 20.00	Stephanie Cain	Cash	Animal Control
08/24/20	\$ 25.00	Doug & Barbara Vogt	In Memory of John E. Vogt	EMS
08/24/20	\$ 20.00	Darleen Ammann	In Memory of John E. Vogt	EMS
08/24/20	\$ 60.00	Candice Rotter	Cash	Animal Control
08/24/20	\$ 20.00	Sayudi Almaguer	Cash	Animal Control
08/25/20	\$ 100.00	Katherine H. & Katherine C. Long, Mary Flores	In Memory of John E. Vogt	EMS
08/27/20	\$ 25.00	Shirley Barnett	In Memory of John E. Vogt	EMS
08/27/20	\$ 50.00	Rusty & Jan Busby	In Memory of John E. Vogt	EMS
08/31/20	\$ 25.00	Larry & Jo-Ann Ryon	In Memory of John E. Vogt	EMS
08/31/20	\$ 50.00	Regina Adam	In Memory of John E. Vogt	EMS
08/31/20	\$ 30.00	Peggy Nelson Butler	In Memory of John E. Vogt	EMS
08/31/20	\$ 14.13	Unity Church of Boerne	In Memory of John E. Vogt	Animal Control

**Other Donations:**

<b>Date</b>		<b>Received From</b>	<b>Description of Donation</b>	<b>Specific Department or Purpose</b>
08/18/20	N/A	Law Enforcement Supply Office (LESO) 1033 Program	Military 2 Wheel Cargo Trailer	Sheriff's Office
08/18/20	N/A	Law Enforcement Supply Office (LESO) 1033 Program	1994 AM General Military Humvee	Sheriff's Office
08/18/20	N/A	Law Enforcement Supply Office (LESO) 1033 Program	1995 AM General Military Humvee	Sheriff's Office



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Surplus and Salvage Property, County Auction
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action to declare items as surplus and salvage property and to proceed with disposition through an online county auction.
<b>REASON FOR AGENDA ITEM</b>	Items need to be sold in the auction as they are no longer useful for the County.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	County Wide Departments
<b>ADDITIONAL INFORMATION</b>	None





**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Appointment of Todd Setliff to Constable, Pct. #1 to become effective on or after October 1, 2020.
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Bill Ballard, General Counsel
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the appointment of Todd Setliff to the office of Constable Precinct 1 for the remainder of the unexpired term (December 31, 2020) beginning on or after October 1, 2020.
<b>REASON FOR AGENDA ITEM</b>	Appoint Todd Setliff to the office. Todd Setliff is the Constable elect for that office.
<b>WHO WILL THIS AFFECT?</b>	Precinct 1
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Set the amount of bond for the appointment of Todd Setliff to Constable, Pct. #1.
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Bill Ballard, General Counsel
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the setting of a bond in an amount not less than \$500 or more than \$1,500 in accordance with Texas Local Government Code §86.002 for the appointment of Todd Setliff to the office of Constable Precinct 1.
<b>REASON FOR AGENDA ITEM</b>	Todd Setliff will be appointed to the office, effective on or after October 1, 2020. Todd Setliff is the Constable elect for that office.
<b>WHO WILL THIS AFFECT?</b>	Precinct 1
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Approval of Bond for Todd Setliff, Constable, Pct. #1
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Bill Ballard, General Counsel
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of the Bond previously set by the Court for Todd Setliff, Constable Precinct 1 for the remainder of the unexpired term (December 31, 2020).
<b>REASON FOR AGENDA ITEM</b>	Approve the bond in accordance with Local Government Code 86.00.
<b>WHO WILL THIS AFFECT?</b>	Precinct 1
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Burn Ban
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Jeffery Fincke, Fire Marshal
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the burn ban (Authority Section 352.081, Local Government Code)
<b>REASON FOR AGENDA ITEM</b>	To determine whether or not there is a need for a ban on burning
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	BURN BAN was rescinded by order of the County Judge on September 4, 2020 at 1:45 p.m.



## ORDER

WHEREAS, the Kendall County Judge, with the agreement of the Kendall County Fire Marshal, has determined that conditions present in the unincorporated areas of Kendall County will allow outdoor burning,

IT IS HEREBY ORDERED by the Kendall County Judge that the Commissioners Court order on July 13, 2020 restricting all outdoor burning be rescinded on this the 4th day of September 2020 at 1:45 p.m.

A handwritten signature in blue ink, appearing to read "Darrel L. Lux", is written over a horizontal line.

Darrel L. Lux  
Kendall County Judge

Attest:

A handwritten signature in black ink, appearing to read "Darlene Herrin", is written over a horizontal line.

Darlene Herrin  
County Clerk



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Comfort Homecoming Bonfire
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Don Durden, Commissioner Pct 4
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action concerning the Comfort Athletic Booster Club's request to use Faltin Field in Comfort for the annual Homecoming Bonfire on Wednesday, September 23, 2020.
<b>REASON FOR AGENDA ITEM</b>	Permission must be granted for use of County property.
<b>WHO WILL THIS AFFECT?</b>	Comfort area
<b>ADDITIONAL INFORMATION</b>	None



## COMFORT INDEPENDENT SCHOOL DISTRICT

Dr. Tanya Monroe, Superintendent  
327 High Street  
P.O. Box 398  
Comfort TX 78013

Telephone (830)995-6400  
Facsimile (830)995-2236  
E-Mail tanya.monroe@comfortisd.net  
Web www.comfort.txed.net

September 3, 2020

Darrel Lux  
County Judge – Kendall County  
201 E. San Antonio St., Suite 122  
Boerne, TX 78006

Dear Judge Lux,

I am writing this letter on behalf of the Comfort Athletic Booster Club. The organization will be hosting the annual homecoming bonfire scheduled for Wednesday, September 23, 2020. The club is requesting use of the Faltin Field, in Comfort, for the Homecoming Bonfire.

Thank you for your consideration. If I can assist you in any way, please contact me.

Sincerely,

Dr. Tanya Monroe  
Superintendent, Comfort ISD

TRM/atr

*Vision*  
"Cultivating Hearts and Minds"





1 inch = 112 feet  
0 30 60 120  
Feet

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**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	NIMS Resolution
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Jeffery Fincke, Emergency Management Coordinator
<b>PHONE # OR EXTENSION #</b>	830-249-3721 ext 451
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on approving the RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM AS AMENDED AS THE STANDARD FOR INCIDENT MANAGEMENT.
<b>REASON FOR AGENDA ITEM</b>	Update the Resolution that Commissioners Court adopted May 26, 2015.
<b>WHO WILL THIS AFFECT?</b>	County Employee and Volunteers
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY RESOLUTION NO. 09-14-2020**

**RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM  
AS AMENDED AS THE STANDARD FOR INCIDENT MANAGEMENT**

**WHEREAS**, on February 28, 2003, the President of the United States issued Homeland Security Presidential Directive (HSPS-5) directing the Department of Homeland Security, in cooperation with representatives of federal, state and local governments, to develop a National Incident Management System (NIMS) to provide a consistent approach to effective management of situations involving natural disaster, man-made disasters or terrorism; and

**WHEREAS**, the final NIMS document was issued on March 1, 2004; and

**WHEREAS**, today NIMS continues to be a model for accomplishment of the significant responsibilities associated with prevention, preparedness, response, recovery, and mitigation of all major and national hazardous situations; and

**WHEREAS**, the HSPD-5 requires that state and local governments adopt the NIMS by fiscal year 2005 and the Texas Division of Emergency Management (TDEM) Governor's Executive Order RO 40 issued February 23, 2005 requires that responders submit NIMS Compliance records, as a pre-condition to the receipt of federal grants, contracts and activities related to the management and preparedness for certain disaster and hazardous situations; and

**WHEREAS**, on April 23, 2012 the Commissioners Court adopted the County of Kendall Homeland Security and Emergency Management Policy and Procedure, ICS Training Compliance, NIMS Training; and

**WHEREAS**, on May 28, 2013 the Commissioners Court of Kendall County adopted amendments to the County of Kendall Homeland Security and Emergency Management Policy and Procedure, ICS Training Compliance, NIMS Training; and

**WHEREAS**, in order to comply with HSPD-5 and Executive Order RP 40, and the Homeland Security and Emergency Management Policy and Procedure, ICS Training Compliance, and NIMS Training for Kendall County Emergency Services and continue to maintain compliance with NIMS it is necessary that the Commissioners Court adopt amendments to the County of Kendall Homeland Security and Emergency Management Policy and Procedure, ICS Training Compliance, NIMS Training;

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioners Court of Kendall County, Texas hereby adopts as amended, the National Incident Management System thereby amending the County of Kendall Homeland Security and Emergency Management Policy and Procedure, ICS Training Compliance, NIMS Training. Such adoption by the Commissioners Court of Kendall County as the governing body of Kendall County also acts as the adoption by the Kendall County Emergency Services of the amendments to the County of Kendall Homeland Security and Emergency Management Policy and Procedure, ICS Training Compliance, NIMS Training and amendments to the National Incident Management System.

Signed this 14th day of September 2020.

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Darrel L. Lux  
County Judge

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Christina Bergmann  
Commissioner Precinct 1

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Richard W. Elkins  
Commissioner Precinct 2

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Richard Chapman  
Commissioner Precinct 3

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Don Durden  
Commissioner Precinct 4

Attest: \_\_\_\_\_  
Darlene Herrin, County Clerk



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	COVID-19 Coronavirus Update
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge Jeffery Fincke, EMC
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Update on Coronavirus COVID-19 for Kendall County.
<b>REASON FOR AGENDA ITEM</b>	To give any new information to the public concerning the Coronavirus COVID-19.
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	HHS Stimulus-Coronavirus Relief Fund Grant
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Commissioner Precinct 3 Richard Chapman Commissioner Precinct 4 Don Durden
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on recommendations from the HHS Stimulus-Coronavirus Relief Fund Grant Committee.
<b>REASON FOR AGENDA ITEM</b>	Approval of Grants Recommended by Committee
<b>WHO WILL THIS AFFECT?</b>	Businesses in Unincorporated Areas
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Social Security Tax Withholding
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Juanita Espino, Human Resources Director
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 600
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding deferral of social security tax through December 31, 2020.
<b>REASON FOR AGENDA ITEM</b>	Need of Commissioners Court guidance
<b>WHO WILL THIS AFFECT?</b>	All County Employees making less than \$4,000 gross bi-weekly.
<b>ADDITIONAL INFORMATION</b>	No



# Guidance issued to implement Presidential Memorandum deferring certain employee Social Security tax withholding

IR-2020-195, August 28, 2020

WASHINGTON — The Department of Treasury and Internal Revenue Service today issued guidance (PDF) implementing the Presidential Memorandum issued on August 8, 2020, allowing employers to defer withholding and payment of the employee's portion of the Social Security tax if the employee's wages are below a certain amount.

Notice 2020-65, posted today on [IRS.gov](https://www.irs.gov), makes relief available for employers and generally applies to wages paid starting September 1, 2020, through December 31, 2020.

The employee Social Security tax deferral may apply to payments of taxable wages to an employee that are less than \$4,000 during a bi-weekly pay period, with each pay period considered separately. No deferral is available for any payment to an employee of taxable wages of \$4,000 or above for a bi-weekly pay period.

Today's notice postpones the time for employers to withhold and pay employee Social Security taxes.

Additional tax relief related to the COVID-19 pandemic can be found on [IRS.gov](https://www.irs.gov).

*Page Last Reviewed or Updated: 31-Aug-2020*

### Part III - Administrative, Procedural, and Miscellaneous

#### Relief with Respect to Employment Tax Deadlines Applicable to Employers Affected by the Ongoing Coronavirus (COVID-19) Disease 2019 Pandemic

##### Notice 2020-65

On August 8, 2020, the President of the United States issued a Presidential Memorandum directing the Secretary of the Treasury (Secretary) to use his authority pursuant to section 7508A of the Internal Revenue Code (Code) to defer the withholding, deposit, and payment of certain payroll tax obligations.<sup>1</sup> Accordingly, the Secretary has determined that employers that are required to withhold and pay the employee share of social security tax under section 3102(a) or the railroad retirement tax equivalent under section 3202(a) are affected by the COVID-19 emergency for purposes of the relief described in the Presidential Memorandum and this notice (Affected Taxpayers). For Affected Taxpayers, the due date for the withholding and payment<sup>2</sup> of the tax imposed by section 3101(a), and so much of the tax imposed by

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<sup>1</sup> The Presidential Memorandum is available at <https://www.federalregister.gov/d/2020-17899>.

<sup>2</sup> The deposit obligation for employee social security tax does not arise until the tax is withheld. Accordingly, by postponing the time for withholding the employee social security tax, the deposit obligation is delayed by operation of the regulations. Thus, this notice does not separately postpone the deposit obligation.

section 3201 as is attributable to the rate in effect under section 3101(a), on Applicable Wages, as defined herein, (collectively Applicable Taxes) is postponed until the period beginning on January 1, 2021, and ending on April 30, 2021.

### **Applicable Wages**

For purposes of this notice, Applicable Wages means wages as defined in section 3121(a) or compensation as defined in section 3231(e)<sup>3</sup> paid to an employee on a pay date during the period beginning on September 1, 2020, and ending on December 31, 2020, but only if the amount of such wages or compensation paid for a bi-weekly pay period is less than the threshold amount of \$4,000, or the equivalent threshold amount with respect to other pay periods. The determination of Applicable Wages is made on a pay period-by-pay period basis. If the amount of wages or compensation payable to an employee for a pay period is less than the corresponding pay period threshold amount, then that amount is considered Applicable Wages for the pay period, and the relief provided in this notice applies to those wages or that compensation paid to that employee for that pay period, irrespective of the amount of wages or compensation paid to the employee for other pay periods.

### **Payment of Deferred Applicable Taxes**

An Affected Taxpayer must withhold and pay the total Applicable Taxes that the Affected Taxpayer deferred under this notice ratably from wages and compensation

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<sup>3</sup> Because Applicable Wages are defined as wages as defined in section 3121(a) and compensation as defined in section 3231(e), any amounts excluded from wages or compensation under these sections are not included when determining Applicable Wages.

paid between January 1, 2021 and April 30, 2021 or interest, penalties, and additions to tax will begin to accrue on May 1, 2021, with respect to any unpaid Applicable Taxes. If necessary, the Affected Taxpayer may make arrangements to otherwise collect the total Applicable Taxes from the employee.

### **Drafting Information**

The principal authors of this notice are attorneys of the Office of Associate Chief Counsel, Employee Plans, Exempt Organizations, and Employment Taxes, with the participation of staff from other offices. For further information regarding the guidance under this notice, please call the Notice 2020-65 Hotline at (202) 317-5436 (not a toll-free number).



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Investment Report 3rd Qtr FY 2020 (April, May, June)
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Sheryl D'Spain Treasurer
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 220
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Discuss and approve Investment Report for 3rd Qtr FY 2020 (April, May, June).
<b>REASON FOR AGENDA ITEM</b>	This report is made in compliance with the provisions of Chapter 2256 of the Local Government Code, the Public Funds Investment Act, which requires quarterly reporting of the investment transactions for County funds to the Commissioners Court.
<b>IS THERE DOCUMENTATION</b>	Yes, the report is located on the County website under departments, County Treasurer once approved by Commissioners Court.
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



**Sheryl D'Spain**

Kendall County Treasurer

201 E. San Antonio, Suite 302 • Boerne, Texas 78006

830-249-9343 ext. 220 • Fax 830-249-9340

sheryl.dspain@co.kendall.tx.us

September 14, 2020

TO: Honorable Darrel Lux, County Judge  
Honorable Christina Bergmann, Commissioner, Pct. 1  
Honorable Richard Elkins, Commissioner, Pct. 2  
Honorable Richard Chapman, Commissioner, Pct. 3  
Honorable Don Durden, Commissioner, Pct. 4

RE: Investment Report 3rd Qtr. FY 2020 (April, May, June)

This report is made in compliance with the provisions of Chapter 2256 of the Government Code, the Public Funds Investment Act, which requires regular reporting of investment transactions for county funds to the Commissioners Court.

The investments held by Kendall County in our depository bank of Frost, our investments held in LOGIC, Hondo National Bank, Randolph Brooks, Security Service, Security State Bank, Texas Heritage Bank & Texas Regional Bank are in compliance with this Act and our County's policy and strategies.

I respectfully submit this report under my hand and seal this 14<sup>th</sup> day of September 2020.

  
\_\_\_\_\_  
Sheryl D'Spain, County Treasurer

Examined and approved in Open Commissioners Court this 14<sup>th</sup> day of September 2020.

\_\_\_\_\_  
Darrel Lux, County Judge

\_\_\_\_\_  
Christina Bergmann, Commissioner, Pct. 1

\_\_\_\_\_  
Richard Elkins, Commissioner, Pct. 2

\_\_\_\_\_  
Richard Chapman, Commissioner, Pct. 3

\_\_\_\_\_  
Don Durden, Commissioner, Pct. 4

Kendall County Investment Summary FY 2020

**INTEREST ON INVESTMENTS**

**3rd Qtr Apr-Jun FY 2020**

Total interest on Frost accounts	\$	349.55
Total interest on Logic Accounts	\$	45,986.57
Total interest on CD's	\$	6,329.11
<b>TOTAL INTEREST</b>	<b>\$</b>	<b>52,665.23</b>

**TOTAL INVESTMENTS at QTR END**

Total investments in Logic	\$	20,123,415.09
Total investment in CD's	\$	1,494,000.00
<b>TOTAL INVESTMENTS</b>	<b>\$</b>	<b>21,617,415.09</b>

Investment report examined and approved by the Auditor's office Catharina Speer, Auditor Date: 8/31/2020  
Investment report prepared by the Treasurer [Signature] Date: 8/18/2020

## FROST BANK INTEREST FY 2020

3rd Qtr Apr-Jun FY 2020	Apr. Int	May. Int.	Jun. Int	Total Qtr Int Earned
	2.06%	0.01%	0.01%	
Account Name				
<b>General (10)</b>	\$215.59	\$26.72	\$37.63	\$279.94
<b>Local (85)</b>	\$1.08	\$0.09	\$0.09	\$1.26
<b>Federal (87)</b>	\$0.67	\$0.08	\$0.10	\$0.85
<b>CDA Asset Forfeiture (88)</b>	\$2.06	\$0.18	\$0.18	\$2.42
<b>2007 Ltd Tax Ob Bond (62)</b>	\$1.22	\$0.06	\$0.08	\$1.36
<b>2013 Unlim Tax Rd Bond (63)</b>	\$14.75	\$0.16	\$0.21	\$15.12
<b>2014 Ltd Tax Ref Bond(64)</b>	\$0.73	\$0.11	\$0.29	\$1.13
<b>2016 Ltd Tax Gen Ob Bond(65)</b>	\$1.13	\$0.16	\$0.21	\$1.50
<b>LEC Project (72)</b>	\$39.39	\$3.03	\$1.48	\$43.90
<b>Trust Account (90)</b>	\$1.89	\$0.09	\$0.09	\$2.07
<b>Total</b>	\$278.51	\$30.68	\$40.36	\$349.55

## Logic FY 2020

3rd Quarter FY 2020 April-June 2020	Beginning Balance	Apr. Int. 1.0562%	May Int. 0.8116%	June Int. 0.6260%	Deposits Apr	Deposits May	Deposits Jun	Withdrawals Apr	Withdrawals May	Withdrawals Jun	Ending Qtr. Balance
General	\$20,105,380.55	\$17,348.71	\$12,100.88	\$8,301.73	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$3,000,000.00	\$0.00	\$16,143,131.87
Road & Bridge	\$1,739,803.03	\$1,510.28	\$1,200.28	\$896.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,743,410.13
Courthouse Sec	\$26,493.17	\$23.00	\$18.28	\$13.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,548.10
Lateral Road & Bridge	\$210,395.62	\$182.65	\$145.13	\$108.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$210,831.84
Cty Clk Recs Mgmt	\$298,195.93	\$258.86	\$205.72	\$153.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$298,814.17
Cty Clk Rec Arc	\$201,205.71	\$174.69	\$138.81	\$103.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$201,622.87
Juv Prob Title IV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Marshall	\$184,992.52	\$160.59	\$127.62	\$95.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185,376.05
2007 Lim Tax Obl	\$123,649.12	\$107.32	\$85.31	\$63.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,905.48
2013 Unlim Tax Rd Bd	\$206,174.41	\$178.98	\$142.24	\$106.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$206,601.87
2014 Lim Tax Ref Bond	\$150,418.84	\$130.56	\$103.78	\$77.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,730.73
2016 LTD Tax Gen Obl	\$647,449.29	\$562.06	\$446.68	\$333.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$648,791.67
Tobacco Settlement	\$30,855.00	\$26.81	\$21.27	\$15.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,918.96
Federal SO Fort	\$126,723.48	\$110.01	\$87.43	\$65.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$126,986.23
Trust Account	\$25,691.85	\$22.31	\$17.72	\$13.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,745.12
<b>TOTAL</b>	<b>\$24,077,428.52</b>	<b>\$20,796.83</b>	<b>\$14,841.15</b>	<b>\$10,348.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000,000.00</b>	<b>\$3,000,000.00</b>	<b>0.00</b>	<b>\$20,123,415.09</b>

## CD INVESTMENT LIST

BANK NAME	ACCT NUMBER	AMOUNT	MATURITY DATE	INTEREST PAID BACK TO COUNTY	INTEREST RATE
Hondo	50946	\$250,000.00	1/5/2022	Qtr	0.50%
Texas Heritage	54659	\$249,000.00	12/6/2020	Monthly	2.10%
Texas Regional	20647	\$250,000.00	11/27/2021	Qtr	0.60%
Randolph Brooks	143831	\$245,000.00	1/7/2021	Monthly	1.45%
Security Service	9080	\$250,000.00	1/19/2021	Monthly	1.29%
Security State	60000022	\$250,000.00	6/7/2021	Monthly	0.40%

## CD Interest FY 2020

3rd Qtr FY 2020 April- June					Total CD interest earned
BANK NAME	ACCT NUMBER	April Int.	May Int.	June Int.	
<b>Texas Regional</b>	<b>20647</b>	\$ -	\$ 1,294.52	\$ -	\$ 1,294.52
<b>Hondo</b>	<b>50946</b>	\$ -	\$ 1,044.52	\$ -	\$ 1,044.52
<b>Randolph Brooks</b>	<b>143831</b>	\$ 291.99	\$ 301.72	\$ 291.99	\$ 885.70
<b>Security Service</b>	<b>9080</b>	\$ 264.34	\$ 273.16	\$ 264.34	\$ 801.84
<b>Security State</b>	<b>60000022</b>	\$ 450.82	\$ 465.85	\$ 82.19	\$ 998.86
<b>Texas Heritage</b>	<b>54659</b>	\$ 429.78	\$ 444.11	\$ 429.78	\$ 1,303.67
				Total Int	\$ 6,329.11



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Investment Policy
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Sheryl D'Spain Treasurer
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext 220
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of the Investment Policy for FY 2021.
<b>REASON FOR AGENDA ITEM</b>	This policy serves to satisfy the statutory requirements of the Local Government Code 116.112 and the Government Code Chapter 2256 to define and adopt a formal investment policy. This code requires the policy to be reviewed and adopted at least annually.
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None

STATE OF TEXAS  
COUNTY OF Kendall County

IN THE COMMISSIONERS COURT  
OF KENDALL COUNTY, TEXAS

September 14, 2020

KENDALL COUNTY COMMISSIONERS COURT  
NUMBER \_\_\_\_\_

BE IT REMEMBERED AT A MEETING OF Commissioners County of Kendall County, Texas held on the 14th day of September 2020, on a motion by \_\_\_\_\_, Commissioner of Precinct No. \_\_\_\_\_, and seconded by \_\_\_\_\_, Commissioner of Precinct No. \_\_\_\_\_, the following order was adopted.

WHEREAS, the Commissioners Court of Kendall County, Texas desires the continecence of prudent investment policies; and

WHEREAS, the Commissioners Court has reviewed the attached investment policy dated for September 14, 2020 for FY 2021, that will be to the financial benefit of Kendall County, Texas;

NOW, THEREFORE, it is hereby ADJUDGED AND DECREED that the Kendall County Treasurer, the investment officer, implements that attached investment policy dated September 14, 2020 for FY 2021.

ORDERED THIS 14th Day of September, 2020.

\_\_\_\_\_  
DARREL LUX, COUNTY JUDGE

\_\_\_\_\_  
COMMISSIONER CHRISTINA BERGMANN, PCT. #1

\_\_\_\_\_  
COMMISSIONER RICHARD ELKINS, PCT. #2

\_\_\_\_\_  
COMMISSIONER RICHARD CHAPMAN, PCT. #3

\_\_\_\_\_  
COMMISSIONER DON DURDAN, PCT. #4

ATTESTED BY:

\_\_\_\_\_  
DARLENE HERRIN, COUNTY CLERK

INVESTMENT POLICY

FOR

KENDALL COUNTY

TEXAS

September 14, 2020

For

FY 2021

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## I. INVESTMENT SCOPE

### GENERAL STATEMENT

This policy serves to satisfy the statutory requirements of the Public Funds Investment Act, Government Code, Chapter 2256 to define and adopt a formal investment policy. An order of the Commissioners Court of Kendall County to adopt this investment policy replaces any previous investment policy.

### LEGAL AUTHORITY TO INVEST

This investment policy applies to the investment activities of Kendall County Texas. This policy serves to satisfy the statutory requirements of Local Government Code 116.112 and Government Code Chapter 2256 to define and adopt a formal investment policy. This policy will be reviewed and adopted by the Commissioners Court at least annually in accordance with Section 2256.005 (e), Gov't. Code.

### FUNDS INCLUDED

This investment policy applies to all financial assets of Kendall County Texas, at the present time and any funds to be created in the future and any other funds held in custody by the County Treasurer, unless expressly prohibited by law or unless it is in violation of any depository contract between Kendall County and any depository bank.

### FUNDS INVESTED WITH AUTHORIZED INVESTMENT POOLS

This investment policy does not supersede the investment policy of an authorized investment pool [under Sec. 2256.016] that Kendall County, by order and/or resolution, has authorized investment with, such as, Texpool, Texpool Prime, MBIA Texas Class, LOGIC, and TexStar.

## II. INVESTMENT STRATEGY

### KENDALL COUNTY FUNDS TO BE INVESTED

Kendall County cash funds to be invested, but not limited to, are as follows:

In accordance with the Public Funds Investment Act Section 2256.005 (d), Gov't Code a written investment strategy shall be developed for each of the county's funds and the funds under the county's control. The following strategy will apply for the county's funds and the funds under the county's control:

(1). Each fund under the control of the County Treasurer will be transferred from the fund's depository bank account to an individual investment account in a PUBLIC FUNDS INVESTMENT POOL, currently, but not limited to Local Government Investment Cooperative (LOGIC).

(2). While at LOGIC, each fund is invested until money is needed to cover the fund's expenses. Money is available the same day if processed early in day, otherwise, the next business day.

(3). If money is not needed by a fund to cover expenses based on liquidity needs determined by the County Treasurer, the money may be invested in other investment tools as directed by this policy.

(4). The stated final maturity of any one investment outside a PUBLIC FUNDS INVESTMENT POOL, made by the County Treasurer shall be two years or less.(Sec.2256.005 (b) (4) (B), Gov't Code).

(5). Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Sec. 2256.021, Gov't Code.

### III. INVESTMENT OBJECTIVES

#### GENERAL STATEMENT

Funds of Kendall County will be invested in accordance with federal and state laws, this investment policy and written administrative procedures. The County's investment portfolio shall be managed in a manner to attain the maximum rate of return allowed through prudent and legal investing of County funds while preserving and protecting capital in the overall portfolio.

#### ACTIVE PORTFOLIO MANAGEMENT

The County intends to pursue an active versus a passive portfolio management philosophy. Securities may be sold or exchanged before they mature if market conditions present an opportunity for the County to benefit from the trade. Under this investment policy, all investments will be made with the intent of pursuing, at a time of purchase, the best rate of return on securities held until maturity, and not with the intent of speculative trading.

#### SAFETY

Kendall County is concerned about the return of its principal; therefore, safety of principal is a primary objective in any investment transaction.

#### LIQUIDITY

The County's investment portfolio must be structured in a manner which will provide liquidity necessary to pay obligations as they become due.

#### DIVERSIFICATION

It will be the policy of Kendall County to diversify its portfolio to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or specific class of investments. Investments of the County shall always be selected that provide for stability of income and reasonable liquidity.

#### YIELD

It will be the objective of the County to earn the maximum rate of return allowed on its investments within the policies imposed by the safety and liquidity objectives and state and federal law governing investment of public funds.

## RISKS

- (1). There is a market risk if a change in the financial market reduces the value of a security.
- (2). There is a liquidity risk when an investment cannot be sold before its maturity.
- (3). There is a credit risk if the security purchased defaults.

## MATURITY

Portfolio maturities will be structured to achieve the highest return of interest consistent with liquidity requirements of the County's projected cash flow needs.

## SALE OF SECURITIES BEFORE MATURITY

The Kendall County Treasurer may sell securities before maturity if:

- (1). Market conditions present an opportunity for the County to benefit from sale;
- (2). Funds are urgently needed to meet unforeseen expenses, even if there is a loss of interest and/or principal due to the sale; and
- (3). A security has lost its minimum required rating as an authorized investment. [Sec. 2256.021]

## QUALITY AND CAPABILITY OF INVESTMENT MANAGEMENT

It is the Gov't Code policy to provide training required by the Public Funds Investment Act, Sec. 2256.008 and periodic training in investments for the County Treasurer through courses and seminars offered by professional organizations and associations in order to insure the quality and legality of decisions. The County Treasurer, unless instructed otherwise, will receive training under Sec. 2256.008 (a) (1) & (2) and (C), Gov't Code, through courses offered by the County Treasurer's Association of Texas, Texas Association of Counties, the association's Certified Investment Officer, (CIO) program, the National Association of County Treasurer's and Finance Officers. (NACTFO)

## IV. INVESTMENT RESPONSIBILITY AND CONTROL

### COUNTY'S INVESTMENT OFFICER

In accordance with Section 116.112(a), Local Government Code and Chapter 2256, Sec.2256.005 Gov't Code, the County Treasurer, under the direction of the Kendall County Commissioners Court, may invest County funds that are not immediately required to pay obligations of the County. The County Treasurer shall develop and maintain written administrative procedures for the operation of the investment program, consistent with this investment policy.

### STANDARD OF CARE

In accordance with Sec. 2256.006 Gov't Code, investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority:

- (1) preservation and safety of principal;
- (2) liquidity; and
- (3) yield.

### LIABILITY OF TREASURER

In accordance with Section 113.005, Local Government Code, the County Treasurer is not responsible for any loss of the county funds through the failure or negligence of depository. This section does not release the Treasurer from responsibility for a loss resulting from the official misconduct or negligence of the Treasurer, including a misappropriation of the funds, or from responsibility for funds until a depository is selected and the funds are deposited.

### AUDIT CONTROL

The County Treasurer will establish liaison with the County Auditor in preparing investment forms to assist the County Auditor for accounting and auditing control.

### SUBJECT TO AUDIT

The County Treasurer is subject to audit by the County Auditor. In addition, it is the policy of the County Commissioners Court, at a minimum, to have an audit of all County funds by an independent auditing firm as required by law. The County Treasurer and the County's investment procedures shall be subject to the audit and any special audits as required.

## **V. INVESTMENT REPORTING**

### **QUARTERLY REPORT**

The County Treasurer will report, in writing, quarterly to the Commissioners Court and to the County Auditor on the status of investments. The report shall include, at least, a brief summary of investment transactions for the quarter ended and a schedule of all current investment securities.

### **ANNUAL REPORT**

The County Treasurer will conform to Chapter 2256 Gov't Code and prepare a written yearly report concerning the County's investment transactions for the preceding year and describing in detail the investment position of the County as of the date of the report.

### **NOTIFICATION OF INVESTMENT CHANGES**

It shall be the duty of the County Treasurer to notify the Commissioners Court of any significant changes in current investment methods and procedures prior to the implementation of such methods and procedures.

## VI. INVESTMENT INSTITUTIONS

### INVESTMENT INSTITUTIONS DEFINED

The County Treasurer shall invest County funds with any or all of the following institutions or groups consistent with federal and state law and the current Depository Bank contract:

- (1). Depository Bank;
- (2). Other state or national banks domiciled in Texas that are insured by FDIC;
- (3). Savings and loan associations domiciled in Texas that are insured by FSLIC (or its successor;
- (4). State or federal credit unions domiciled in Texas that are insured by National Credit Union Share Insurance Fund or its successor;
- (5). Public funds investment pool; or
- (6). Governmental securities brokers and dealers.

### QUALIFICATIONS FOR APPROVAL OF BROKER/DEALERS:

In accordance with Sec 2256.005 (k) Gov't Code, a written copy of this investment policy shall be presented to any person seeking to sell Kendall County an authorized investment. The registered principal of the business organization seeking to sell an authorized investment shall execute a written instrument substantially to the effect that the registered principal has:

- (1). Received and thoroughly reviewed the investment policy of Kendall County; and
- (2). Acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between Kendall County and the organization.

The County Treasurer must comply with Sections 2256.005 (k) & (1) Gov't Code before obtaining any authorized investment.

## VII. INVESTMENT INSTRUMENTS

### AUTHORIZED INVESTMENT INSTRUMENTS

The County Treasurer shall use any or all of the following authorized investment instruments consistent with governing law:

- (1). Obligations of the United States or its agencies and instrumentalities;
- (2). Direct obligations of the State of Texas or its agencies;
- (3). Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
- (4). Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities;
- (5). Certificates of deposit or share certificates issued by a depository institution that has its main office or a branch office in this state and is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor. In addition to the authority to invest in certificates of deposit, funds may also be invested through a broker that has its main office or a branch office in the state and is selected from a list adopted by the investing entity or a broker or depository institution selected by the investing entity under subdivision (1) arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the investing entity as required by Section 2256.025, Gov't Code.
- (6). A no-load money market mutual fund is authorized if the fund is registered and regulated by the Security Exchange Commission, has a dollar-weighted average stated maturity of 90 days or fewer and includes in its investment objective the maintenance of a stable net asset value of \$1 for each share. In addition, a mutual fund must have an average weighted maturity of less than two years, is continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent. Kendall County is not authorized to invest in the aggregate more than 80% of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in money market mutual funds described above either separately or collectively; or any other provisions covered in Sec 2256.014.

### AUTHORIZED INVESTMENT WITH DEPOSITORY BANK

The County Treasurer may invest County funds with the Depository Bank as authorized by the Depository Contract.

### PROHIBITED INVESTMENT

The County Treasurer has no authority to use any of the following investment instruments which are strictly prohibited by Sec. 2256.009 (b), Gov't Code:

(1). Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

(2). Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and bears no interest;

(3). Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and

(4). Collateralized mortgage obligations the interest of which determined by an index that adjusts opposite to the changes in a market index.

## VIII. INVESTMENT PROCEDURES

### DELIVERY VS. PAYMENT

It will be the policy of the County that all Treasury Bills, Notes, and Bonds and Government Agencies securities shall be purchased using the “delivery vs. payment” (DVP) method through the Federal Reserve System. By doing so, County funds are not released until the County has received, through the Federal Reserve wire, the securities purchased.

### ELECTRONIC FUND TRANSFER

The County Treasurer may use electronic means to transfer or invest all funds collected or controlled by Kendall County. (Sec. 2256.051, Gov’t Code)

### CONFIRMATION OF TRADE

A confirmation of trade will be provided by the broker/dealer to the County Treasurer for every purchase of an investment security. The confirmation will become a part of the file that is maintained on every investment security.

### MONITORING MARKET VALUE

Kendall County will use one or more of the following ways to monitor the market price of investments acquired with public funds when applicable:

- (1). The Wall Street Journal , or other financial data sources that provides the market value of investment;
- (2). Primary broker dealers;
- (3). Pricing services through the Depository Bank contract; and
- (4). Any other pricing services that complies with the Public Funds Investment Act.

## IX. INVESTMENT COLLATERAL AND SAFEKEEPING

### COLLATERAL OR INSURANCE

The County Treasurer shall insure that all County funds are fully collateralized or insured consistent with federal and state law and the current Bank Depository Contract in one or more of the following manners:

- (1). FDIC insurance coverage;
- (2). Obligations of the United States or its agencies and instrumentalities;
- (3). Other obligations under Sec. 2256.009 (a) Gov't Code; but
- (4). None of the obligations stated in Sec. 2256.009 (b) Gov't Code shall be used as collateral.

### SAFEKEEPING OR PURCHASED SECURITIES:

All purchased securities shall be held in safekeeping by the County, or a County account in a third party financial institution, or with a Federal Reserve Bank. All certificates of deposit, insured by FDIC, purchased outside the Depository Bank shall be held in safekeeping by the County, or a County account in a third party financial institution, or with a Federal Reserve Bank.

## **X. INVESTMENT POLICY REVIEW AND AMENDMENT**

### **REVIEW PROCEDURES**

The Commissioners Court shall review the County investment policy and investment strategies on an annual basis, preferably, during the same time as the annual investment and interest report are prepared and submitted by the County Treasurer. (Sec. 2256.005 (e), Gov't Code)

### **CHANGES TO THE INVESTMENT POLICY**

It shall be the duty of the County Treasurer to notify the Commissioners Court of any significant changes in current investment methods and procedures prior to their implementation.



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/14/2020</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Sheriff's and Constables' Fees for 2021
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Judge Darrel L. Lux
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action to set the Sheriff's and Constables' fees for 2021.
<b>REASON FOR AGENDA ITEM</b>	To review the existing fees and then set them for 2021 as per Texas Local Government Code Section 118.131.
<b>WHO WILL THIS AFFECT?</b>	County offices and the public
<b>ADDITIONAL INFORMATION</b>	The deadline for setting the fees is before October 1. The fees will be effective January 1.

2021 - KENDALL COUNTY

Fee Name	Fee Amt
<b>Notices</b>	
Subpoenas.....	85.00
Summons.....	85.00
Orders of Sale.....	200.00
Forcible Detainer.....	85.00
All Writs (plus any cost incurred).....	200.00
All Citations.....	85.00
Writ of Retrieval - A Writ authorizing entry and property retrieval.....	200.00
(Requires a Sheriff or Constable to accompany person retrieving property)	
<b>For each Livestock Estray - Sheriff's Fee</b>	
Hauling (for single load).....	110.00
<b>Feed, per day/per head</b>	
for cattle.....	15.00
for horses/mules.....	15.00
for goats/sheep.....	10.00
for hogs.....	10.00
Catch Fee for contained area/per head.....	25.00
additional fee if horse is required to catch estray.....	100.00
County fee/per head.....	25.00
The Commission amount on all money collected by the Sheriff, Constable, or Deputy on an Execution or an Order of Sale will be:	
10% When a Sale is Conducted Plus Any Cost Incurred	
5% Without a Sale	
In executing an Order of Sale, Tax Warrant, Writ of Attachment, Writ of Execution, Writ of Possession, Writ of Retrieval, or any other Writ not specified, the Sheriff or Constable will charge per assigned officer a per hour fee of \$50.00	
Sheriff/Constable/Deputy may charge a fee per officer after the first two hours for an Eviction, Forcible Detainer, or any writ served & or executed by the departments.....	50.00
<b>County &amp; District Court Fees</b>	
Temporary Restraining Order.....	85.00
Temporary Protective Order.....	85.00
<b>Justice Court Service Fees</b>	
All Citations.....	85.00
Subpoena-Civil.....	85.00
All Writs (plus any cost incurred).....	200.00
Order of Sale.....	200.00
Writ of Retrieval.....	200.00



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/14/2020</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Asset Forfeiture Audit
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Al Auxier, County Sheriff
<b>PHONE # OR EXTENSION #</b>	830-249-9721
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on requesting the County Auditor to conduct an audit of the Kendall County Sheriff's Office Chapter 59 Asset Forfeiture Report as required by Article 59.06 of the Code of Criminal Procedures.
<b>REASON FOR AGENDA ITEM</b>	To allow County Auditor to conduct an audit as required by statute.
<b>WHO WILL THIS AFFECT?</b>	Sheriff's Office
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Inmate Housing Agreement - Burnet County
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Al Auxier, County Sheriff
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on an Agreement with Burnet County to house Kendall County inmates.
<b>REASON FOR AGENDA ITEM</b>	In order to remain in compliance with jail standards, Kendall County must have agreements with other counties to house inmates until its jail expansion project is completed.
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/14/2020</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Renewal of Texas Parks and Wildlife Department - County Boat Agent Agreement
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Tax Office - James Hudson, Tax Assessor - Collector
<b>PHONE # OR EXTENSION #</b>	830-249-9343 EXT 271
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of the Texas Parks and Wildlife Department's (TPWD) County Boat Agent Agreement to allow the Tax Assessor's Office to continue to act as an agent for TPWD.
<b>REASON FOR AGENDA ITEM</b>	Renew TPWD County Boat Agent Agreement
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/14/2020 OPEN SESSION</b>	
<b>SUBJECT</b>	Hill Country Council on Alcohol & Drug Abuse - Memorandum of Understanding
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of the Memorandum of Understanding with the Hill Country Council on Alcohol & Drug Abuse - Region 8.
<b>REASON FOR AGENDA ITEM</b>	The Hill Country Council on Alcohol & Drug Abuse is seeking a Memorandum of Understanding in an effort to facilitate and maximize services for persons with substance use and mental health issues.
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None