



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Commissioners Court Meeting Minutes
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Clerk's Office Paula Pfeiffer, Deputy Clerk
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	1 minute
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on approval of the Minutes for January 9, 2023.
<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

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Update on the 451st District Court docket
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Judge Kirsten B. Cohoon, 451st District Court
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 308
<b>TIME NEEDED FOR PRESENTATION</b>	10-15 min depending on questions
<b>WORDING OF AGENDA ITEM</b>	Discussion and update on the 451st District Court
<b>REASON FOR AGENDA ITEM</b>	Update the Commissioner's Court and public on the District Court docket
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	none



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Presentation of Employer Recognition Award
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Juanita Espino, Human Resources Office
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 600
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of the Patriotic Employer Award through the US Office of the Secretary of Defense/Employer Support of the Guard and Reserve
<b>REASON FOR AGENDA ITEM</b>	Recognize Kendall County Road and Bridge Employer/Supervisor
<b>WHO WILL THIS AFFECT?</b>	County and Employees of Kendall County R&B
<b>ADDITIONAL INFORMATION</b>	none



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 1/23/2023 OPEN SESSION	
SUBJECT	January 2023 Service Awards & Retirements
DEPARTMENT & PERSON MAKING REQUEST	Sheryl D'Spain Treasurer
PHONE # OR EXTENSION #	830-249-9343 ext. 220
TIME NEEDED FOR PRESENTATION	5 Minutes
WORDING OF AGENDA ITEM	<u>Retirements</u> Harold De Hart      Fire Marshall      5 Years Michelle Lux      Benefits Coordinator      20 Years  <u>Service Awards</u> Felicia Whitt      Elections      5 Years Juan Guerrero      Road & Bridge      10 Years Cary Boerner      Sheriff's Dept.      10 Years Thomas Dudley      Sheriff's Dept.      10 Years Thomas Matjeka      Sheriff's Dept.      10 Years Larry Ripley      Sheriff's Dept.      10 Years Al Auxier      Sheriff      10 Years Jeff Fincke      Emergency Mgmt      45 Years
REASON FOR AGENDA ITEM	Recognize County employees for their service to the county
IS THERE DOCUMENTATION	No
WHO WILL THIS AFFECT?	Countywide
ADDITIONAL INFORMATION	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Burn Ban
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Shane Stolarczyk, 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 lifted by Commissioners Court November 28, 2022.



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	FY2023 Budget Amendments
<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 FY2023 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: JANUARY 23, 2023

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

COUNTY COMMISSIONERS BUDGET TO VARIOUS DEPARTMENTS:

10-400-53100	OFFICE SUPPLIES	+	1,000
10-400-53330	OPERATING	+	1,000
10-400-54270	CONFERENCE/TRAINING	+	3,000
10-400-54800	BONDS	+	1,065
10-400-54860	CONTRACT LABOR	+	6,000
10-403-54800	BONDS	+	3,929
10-409-54052	PAUPER BURIAL	+	3,000
10-409-54861	CONTRACT SERVICES	+	12,250
10-410-54800	BONDS	+	178
10-415-51030	ASSISTANTS	+	13,900
10-450-54800	BONDS	+	2,065
10-470-54860	CONTRACT LABOR	+	15,000
10-473-51530	COMPENSATION PAYOUT	+	8,668
10-497-54800	BONDS	+	5,834
10-499-54800	BONDS	+	877
10-512-51500	OTHER COMPENSATION	+	600
10-543-53330	OPERATING	+	874
10-551-54810	DUES	+	10
10-552-54810	DUES	+	10
10-553-54810	DUES	+	10
10-554-54810	DUES	+	10
10-560-51500	OTHER COMPENSATION	+	1,950
10-635-54300	BIDDING & NOTICES	+	100
10-401-56020	CONTINGENCIES - MISCELLANEOUS	-	64,880
10-401-56030	CONTINGENCIES - OTHER COMP	-	16,450

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

10-495-51030	ASSISTANTS	+	10,000
10-495-51490	TEMPORARY	-	1,000
10-495-54061	COUNTY APPRAISAL DISTRICT	-	9,000
10-496-53330	OPERATING	+	3,600
10-496-55530	OFFICE FURNITURE	-	3,600
10-545-53110	POSTAGE	+	100
10-545-54861	CONTRACT SERVICES	+	840
10-545-53330	OPERATING	-	940
11-620-54400	UTILITIES	+	12,000
11-620-55300	MACHINERY & EQUIPMENT	-	12,000
42-404-55900	OTHER CAPITAL OUTLAY	+	4,800
42-404-53330	OPERATING	-	4,800



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Monthly Reports - Fee Offices
<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 on the Fees of Office Report for December 2022.
<b>REASON FOR AGENDA ITEM</b>	To approve monthly reports from fee offices as required by law. To approve monthly reports from departments that collect money for services.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Departments who submit a monthly report to the County Auditor's Office.
<b>ADDITIONAL INFORMATION</b>	None



## Fees Of Office Report FY'23

[illegible]



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<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

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<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 the attached list 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

Asset ID	Description
859	4 Drawer Filing Cabinet
1239	Conference Table
1508	Radio
1692	Tub Grinder
2355	Switch HP
2590	Industrial Size Washing Machine
2591	Electric Fryer
2593	Electric Range- Stainless Steel
2745	Switch HP
2700	2007 Chevrolet Flatbed Single Cab 2500 Pick Up
3341	Radio
3370	HP ProCurve Switch 2810-48G
4590	Industrial Size Clothes Dryer
4632	Elite 800G1
4663	Lucas CPR Device
4664	Lucas CPR Device
4665	Lucas CPR Device
4666	Lucas CPR Device
4690	Dell Optiplex 3020
4834	Microsoft Surface Pro 4 Model 1724
4852	Dell Optiplex 7040 SFF
4874	Hp ProBook 650 G2
4902	Lenovo ThinkPad Yoga 460
4916	Dell 7440 AIO
4918	Dell 7440 AIO
4976	HR Probook 640 G2
4978	Microsoft Surface Pro
4980	All in One Computer
4981	Microsoft Surface Pro
4982	Dell Optiplex 7040 AIO
4983	Dell Optiplex 7450 AIO
4984	Dell Optiplex 7450 AIO
4988	Dell Optiplex 7450 AIO
4989	Dell Optiplex 7450 AIO
4990	Dell Optiplex 7450 AIO
4991	Dell Optiplex 7450 AIO
4992	Dell Optiplex 7450 AIO
4995	Dell Optiplex 7450 AIO
4996	Dell Optiplex 7450 AIO
4997	Dell 7440 AIO
5002	Dell Optiplex 7450 AIO
5003	Lenovo ThinkPad Yoga 370
5004	Lenovo ThinkPad Yoga 370 Laptop
5005	Lenovo ThinkPad Yoga 370
5050	Dell 5250 AIO
5075	Dell Optiplex 7450 AIO
5076	Dell Optiplex 7450 AIO
5082	Sonicwall TZ400
5094	Dell Optiplex 7450 AIO
No Tag	Rolling Cart
No Tag	Various iPhones, Androids and Accessories
No Tag	Various Mobile Radios (Kenwood & Harris Radio's)
No Tag	Various Light Bars
No Tag	Various Vehicle Seats
No Tag	Various Front & Back Seat Dividers for Tahoes
No Tag	Various Rolling Office Chairs
No Tag	Various Furniture & Misc Furniture, Various Filing Cabinets & Drawers
No Tag	Table Saw
No Tag	Ban Saw
No Tag	Drill Press
No Tag	Tool Bags
No Tag	Old Dispensers (Paper Towels, Sanitizer, and Soaps)



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Cash Summary at Frost Bank November 2022
<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 cash summary at Frost Bank November 2022
<b>REASON FOR AGENDA ITEM</b>	This report is made in compliance with the provisions of Chapter 114.026 of the Local Government Code, which requires regular reporting of financial transactions for the County funds to the Commissioners Court.
<b>IS THERE DOCUMENTATION</b>	Yes, the report is on the County website under departments, County Treasurer once it is approved by Commissioners Court.
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None

KENDALL COUNTY SUMMARY OF CASH BALANCES AT FROST BANK  
MONTH ENDING November 30, 2022

	Beg Balance	Receipts (includes Journal Entries and Transfers In)	Disbursements (includes Journal Entries and Transfers Out)	Ending Balance
10-General Fund	\$ 4,590,614.82	\$ 15,302,324.41	\$ 19,462,812.76	\$ 430,126.47
11-Road & Bridge	\$ 813,063.71	\$ 109,945.89	\$ 80,309.03	\$ 842,700.57
13-Courthouse Security	\$ 74,659.36	\$ 4,476.91	\$ 962.88	\$ 78,173.39
15-Lateral Road & Bridge	\$ 89,380.76	\$ -	\$ 689.26	\$ 88,691.50
16-Court Reporter Service	\$ 29,740.65	\$ 5,626.79	\$ 3,740.38	\$ 31,627.06
17-Attorney-Hot Check	\$ -	\$ -	\$ -	\$ -
19-Records Mgmt (County Clerk)	\$ 167,074.87	\$ 9,185.00	\$ 5,872.86	\$ 170,387.01
20-Law Library	\$ 86,353.41	\$ 2,520.00	\$ 1,320.46	\$ 87,552.95
21-Justice Court Technology	\$ 50,937.16	\$ 1,367.36	\$ 50.00	\$ 52,254.52
22-Justice Court Building Security	\$ 38,246.65	\$ 6.34	\$ -	\$ 38,252.99
23-County & District Technology	\$ 22,289.40	\$ 186.58	\$ -	\$ 22,475.98
24-Alternative Dispute Resolution	\$ -	\$ 1,280.00	\$ -	\$ 1,280.00
25-District Clerk Records Mgmt	\$ 19,150.07	\$ 1,131.74	\$ -	\$ 20,281.81
26-County Clerk Rec. Archive Fund	\$ 128,086.18	\$ 9,100.00	\$ 887.65	\$ 136,298.53
27-Vital Statistics Records	\$ 778.00	\$ 76.00	\$ -	\$ 854.00
28-Pre-Trial Intervention	\$ 20,369.47	\$ 1,650.00	\$ -	\$ 22,019.47
29-LEOSE Training	\$ 50,896.65	\$ -	\$ -	\$ 50,896.65
30-County Jury Fund	\$ 7,836.93	\$ 797.67	\$ -	\$ 8,634.60
31-County Records Mgmt & Pres Fund	\$ 18,250.00	\$ 2,000.00	\$ -	\$ 20,250.00
32-Appellate Judicial System Fund	\$ -	\$ 360.00	\$ -	\$ 360.00
33-Juv Probation-State Grant	\$ 7,194.64	\$ 36,260.00	\$ 16,459.88	\$ 26,994.76
34-Juv Probation Title IV E	\$ -	\$ -	\$ -	\$ -
36-Local Truancy Prev & Diversion	\$ 46,996.04	\$ 1,677.56	\$ -	\$ 48,673.60
37-Court-Initiated Guardianship Fund	\$ 5,040.00	\$ 600.00	\$ -	\$ 5,640.00
41-MVDIT Interest	\$ 23,758.39	\$ -	\$ 1,097.74	\$ 22,660.65
42-Election Services Contract Fund	\$ 24,106.74	\$ -	\$ 4,799.98	\$ 19,306.76
43-Fire Inspection & Permit Fund	\$ 64,634.05	\$ 10,654.00	\$ 6,909.26	\$ 68,378.79
50-Crime Victims Grant	\$ (48,419.81)	\$ 36,041.37	\$ 12,568.51	\$ (24,946.95)
51-VAWA Grant	\$ (23,844.03)	\$ 13,830.52	\$ 9,973.87	\$ (19,987.38)
55-Coronavirus Local Fisc Recvy Fund	\$ -	\$ -	\$ -	\$ -
80-Tobacco Settlement	\$ 69,902.25	\$ -	\$ 742.99	\$ 69,159.26
81-Historical Commission	\$ 7,612.22	\$ -	\$ -	\$ 7,612.22
82-County Donations	\$ 81,042.49	\$ 1,758.39	\$ 2,700.00	\$ 80,100.88
84-Abandoned Vehicles	\$ 4,162.75	\$ -	\$ -	\$ 4,162.75
89-Bond Forfeiture Commission	\$ 39,384.56	\$ 73.83	\$ -	\$ 39,458.39
93-Texas State Fees	\$ 159,646.53	\$ 55,862.45	\$ -	\$ 215,508.98
CASH BALANCES	\$ 6,668,944.91	\$ 15,608,792.81	\$ 19,611,897.51	\$ 2,665,840.21

KENDALL COUNTY SUMMARY OF CASH BALANCES AT FROST BANK  
MONTH ENDING November 30, 2022

Funds	Beg Balance	Receipts (includes Journal Entries and Transfers In)	Disbursements (includes Journal Entries and Transfers Out)	Ending Balance
63-Series 2013 UnLimited Tax Road Bond	\$ 357,409.44	\$ 709,276.04	\$ 540,000.00	\$ 526,685.48
65-Series 2016 Limited Tax Gen.Oblig.Bond	\$ 486,318.03	\$ 355,187.41	\$ 570,000.00	\$ 271,505.44
66-Series 2022 Tax Note	\$ 1,176,953.91	\$ 2,473,611.42	\$ 1,800,000.00	\$ 1,850,565.33
70-Capital Projects 2022 Tax Note	\$ 920,891.05	\$ 2,195.53	\$ 42,665.25	\$ 880,421.33
85-Local S.O. Forfeiture	\$ 44,742.01	\$ 109.22	\$ -	\$ 44,851.23
87-Federal S.O. Forfeiture	\$ 71,774.80	\$ 174.89	\$ 368.00	\$ 71,581.69
88-CDA Asset Forfeiture	\$ 86,337.21	\$ 208.68	\$ 1,500.00	\$ 85,045.89
90-Trust Account	\$ 4,049,933.99	\$ 11,317.62	\$ -	\$ 4,061,251.61
96-Public Grants *	\$ (1,380.15)	\$ 1,461.00	\$ 962.50	\$ (881.65)
CASH BALANCES	\$ 7,192,980.29	\$ 3,553,541.81	\$ 2,955,495.75	\$ 7,791,026.35
*Waiting on Grant Funds for Fund 96				

Cash Summary report prepared by the Treasurer

*Sheryl Spain*

Date: *1/13/2023*

Cash summary Report examined and approved by the Auditor's office

*Corinna Speer*

Date: *1/17/23*



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Sales Tax Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Treasurer's office Sheryl D'Spain
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 220
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation of Sales Tax report
<b>REASON FOR AGENDA ITEM</b>	To report on the portion of sales tax reimbursed from the State Comptroller's office.
<b>IS THERE DOCUMENTATION</b>	Yes, the report is on the County Website under departments, County Treasurer
<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, TX. 78006

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

sheryl.dspain@co.kendall.tx.us

January 23, 2023

TO: Honorable Shane Stolarczyk, County Judge  
Honorable Christina Bergmann, Commissioner, Pct. 1  
Honorable Andra Wisian, Commissioner, Pct. 2  
Honorable Richard Chapman, Commissioner, Pct. 3  
Honorable Chad Carpenter, Commissioner, Pct. 4

RE: Comparison report for the collection of sales tax in Kendall County

In January, Kendall County received collections of \$ 468,449.65 for the month of November 2022. This figure is up 9.82% from collections the previous year. Our year-to-date collections are \$ 468,449.65 an increase of 9.82% from last year.

A handwritten signature in cursive script that reads "Sheryl D'Spain".

Sheryl D'Spain  
Treasurer

Month collection received	Sales tax collection for month	Sales Tax Collection 2022	Sales Tax Collection 2023	% change from 2022	2022 sales tax collections year to date	2023 sales tax collections year to date	% change from 2022
Jan-23	Nov-22	\$ 426,545.06	\$ 468,449.65	9.82%	\$ 426,545.06	\$ 468,449.65	9.82%
Feb-23	Dec-22	\$ 503,758.26		-100.00%	\$ 930,303.32		-100.00%
Mar-23	Jan-23	\$ 386,255.14		-100.00%	\$ 1,316,558.46		-100.00%
Apr-23	Feb-23	\$ 367,657.91		-100.00%	\$ 1,684,216.37		-100.00%
May-23	Mar-23	\$ 467,330.44		-100.00%	\$ 2,151,546.81		-100.00%
Jun-23	Apr-23	\$ 451,025.12		-100.00%	\$ 2,602,571.93		-100.00%
Jul-23	May-23	\$ 429,389.68		-100.00%	\$ 3,031,961.61		-100.00%
Aug-23	Jun-23	\$ 481,619.27		-100.00%	\$ 3,513,580.88		-100.00%
Sep-23	Jul-23	\$ 444,803.79		-100.00%	\$ 3,958,384.67		-100.00%
Oct-23	Aug-23	\$ 439,562.52		-100.00%	\$ 4,397,947.19		-100.00%
Nov-23	Sep-23	\$ 468,536.50		-100.00%	\$ 4,866,483.69		-100.00%
Dec-23	Oct-23	\$ 443,940.86		-100.00%	\$ 5,310,424.55		-100.00%

Total Sales Tax Revenue in Previous Years

Year	Total Collections	% change from previous year
2022	\$5,310,424.55	11.74%
2021	\$4,752,666.75	14.50%
2020	\$4,154,752.11	8.45%



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Road & Bridge Monthly Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Road and Bridge: Don L Evans, Road Supervisor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 656
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Summary and discussion of Road Work For December 2022
<b>REASON FOR AGENDA ITEM</b>	Report Progress of Road Work
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None

## Kendall County Road Bridge December 2022 Report

Precinct	Address	Street	Location	Activity	Notes	Task ID	Date
1		DODGE RD	0 to .2 Miles	Brush	Brush Removal	57075	12/12/2022
1		OAK VIEW DR	0 to .59 Miles	Brush	R O W Clearing	57093	12/13/2022
1		DODGE RD	1.5 to 1.7 Miles	Brush	R O W Clearing	57169	12/14/2022
1	147	DODGE RD		Non Road and Bridge	Assist W/Fire	57110	12/14/2022
			Commercial Metals/SA	Non Road and Bridge	Haul Recycling	57064	12/6/2022

## Kendall County Road Bridge December 2022 Report

Precinct	Address	Street	Location	Activity	Notes	Task ID	Date
2	202	CHARGER BLVD	Brush Site	Brush	Haul Off Stumps	57176	12/20/2022
2	35	RUST LN		Data Collection	Shoot Grade	57171	12/19/2022
2		AMMANN RD	@ ,6 Miles	Maintenance	Edge Of Pavement	56990	12/1/2022
2	202	CHARGER BLVD	Brush Site	Non Road and Bridge	Haul Off Stumps	57172	12/19/2022
2	202	CHARGER BLVD	Brush Site	Non Road and Bridge	Grind Brush	57013	12/5/2022
2	202	CHARGER BLVD	Brush Site	Non Road and Bridge	Grind Brush	57018	12/6/2022

## Kendall County Road Bridge December 2022 Report

Precinct	Address	Street	Location	Activity	Notes	Task ID	Date
3		TOEPPERWEIN RD		Assist other Agency	Assist Other Agency	57155	12/16/2022
3	1133	FM 3351 N	R&B Yard	County Road and Bridge	Clean Facility	57218	12/21/2022
3	1133	FM 3351 N	R&B Yard	County Road and Bridge	Clean Facility	57215	12/22/2022
3	4	SANSOM RD		Maintenance	Blade Base & Roll	57066	12/8/2022
3		SANSOM RD	@ 2.5 Miles	Maintenance	Blade Base & Roll	56993	12/1/2022
3	4	SANSOM RD		Maintenance	Ditch Maint.	57076	12/12/2022
3	4	SANSOM RD		Maintenance	Blade Base & Roll	57056	12/7/2022
3		SANSOM RD	@ 2.5 Miles	Maintenance	Blade Base & Roll	57000	12/2/2022
3	4	SANSOM RD		Maintenance	Ditch Maint.	57097	12/13/2022
3	4	SANSOM RD		Maintenance	Driveway Work	57252	12/29/2022
3	4	SANSOM RD		Maintenance	Blade Base & Roll	57023	12/6/2022
3	4	SANSOM RD		Maintenance	Blade Base & Roll	57068	12/9/2022
3	4	SANSOM RD		Maintenance	Ditch Maint.	57098	12/13/2022
3	4	SANSOM RD		Maintenance	Blade Base & Roll	57011	12/5/2022
3	12	STAUDT ST	Facilities	Non Road and Bridge	Deliver Forklift	57065	12/8/2022
3	4	SANSOM RD		Road Structure	Repair Cattle Guard	57220	12/27/2022
3	4	SANSOM RD		Road Structure	Cattle Guard Repair	57221	12/28/2022

## Kendall County Road Bridge December 2022 Report

Precinct	Address	Street	Location	Activity	Notes	Task ID	Date
4		POSSUM CREEK RD	@ 2 Miles	Brush	Tree Removal	57175	12/20/2022
4		HOLIDAY RD	@ 4 Miles	Brush	Tree Removal	57217	12/21/2022
4		ALLEN RD	@ .6 Miles	Brush	Tree Removal	57260	12/30/2022
4		RIVER OAKS RD	2.10 to 1.0 Miles	Brush	Brush Removal	57244	12/28/2022
4		HOLIDAY RD	1 to 2 Miles	Brush	Brush Removal	57222	12/28/2022
4		PANKRATZ RD	@ .3 Miles	Brush	Brush Removal	57058	12/7/2022
4		ALLEN RD	0 to .6 Miles	Brush	Brush Removal	57251	12/29/2022
4		SPRING RD	.5 to .6 Miles	Brush	Tree Removal	56995	12/1/2022
4		PANKRATZ RD	.5 to .9 Miles	Brush	Brush Removal	57061	12/8/2022
4	108	ELM SPRINGS DR		Contract Services	Pot Hole Repair	57229	12/15/2022
4		SHOOTING CLUB RD	#33 to #109	Contract Services	Pot Hole Repair	57239	12/21/2022
4		SPANISH PASS RD	#18 to #32	Contract Services	Pot Hole Repair	57122	12/7/2022
4		PECAN PKWY	@ Majestic Oaks	Contract Services	Pot Hole Repair	57226	12/15/2022
4		SPANISH PASS RD	#122 to #223	Contract Services	Pot Hole Repair	57129	12/9/2022
4	106	PECAN PKWY		Contract Services	Pot Hole Repair	57225	12/15/2022
4	46	SPANISH PASS RD		Contract Services	Pot Hole Repair	57224	12/14/2022
4		ELM SPRINGS DR	@ Wollschlaeger	Contract Services	Pot Hole Repair	57234	12/16/2022
4	210	WOLLSCHLAEGER DR		Contract Services	Pot Hole Repair	57236	12/16/2022
4	20	FABRA OAKS RD		Contract Services	Pot Hole Repair	57130	12/9/2022
4	448	WARING WELFARE RD		Contract Services	Pot Hole Repair	57241	12/22/2022
4	37	PFEIFFER RD		Contract Services	Pot Hole Repair	57132	12/12/2022
4	124	MAJESTIC OAKS DR		Contract Services	Pot Hole Repair	57223	12/14/2022
4		WARING WELFARE RD	#501 to #538	Contract Services	Pot Hole Repair	57240	12/22/2022
4		KENDALL OAKS DR	0 to .48 Miles	Contract Services	Pot Hole Repair	57237	12/16/2022
4		WARING WELFARE RD	@ Majestic Oaks Dr.	Contract Services	Pot Hole Repair	57242	12/22/2022
4	114	W FABRA LN		Contract Services	Pot Hole Repair	57131	12/9/2022
4	209	WOLLSCHLAEGER DR		Contract Services	Pot Hole Repair	57235	12/16/2022
4	203	KENDALL OAKS DR		Contract Services	Pot Hole Repair	57228	12/15/2022
4		SHOOTING CLUB RD	0 to .99 Miles	Contract Services	Pot Hole Repair	57238	12/20/2022
4		SPANISH PASS RD	#18 to #123	Contract Services	Pot Hole Repair	57127	12/8/2022
4	114	ELM SPRINGS DR		Contract Services	Pot Hole Repair	57233	12/16/2022
4		PFEIFFER RD	#3 to #37	Contract Services	Pot Hole Repair	57133	12/13/2022
4	117	MAJESTIC OAKS DR		Contract Services	Pot Hole Repair	57227	12/15/2022



## Kendall County Road Bridge December 2022 Report

Precinct	Address	Street	Location	Activity	Notes	Task ID	Date
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Pick Up Materials	57136	12/15/2022
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Pick Up Materials	57071	12/5/2022
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Pick Up Materials	57142	12/14/2022
4	678	FM 289	4-H Center	County Road and Bridge	Backhoe Training	57060	12/8/2022
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Backhoe Training	57174	12/20/2022
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Bucket Truck Training	57069	12/9/2022
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Pick Up Materials	57219	12/22/2022
4	678	FM 289	4-H Center	County Road and Bridge	Backhoe Training	57049	12/6/2022
4			Reeh Quarry	County Road and Bridge	Data Collection	57073	12/9/2022
4	3	OLD COMFORT RD	R&B Yard	County Road and Bridge	Yard Maint.	57145	12/15/2022
4		COMFORT TOWNSHIP	All Roads	Data Collection	Seal Coat Prep	57052	12/7/2022
4	3	OLD COMFORT RD	R&B Yard	Equipment	Equip. Breakdown	57074	12/9/2022
4	555	DUNNERS MTN RD	Fabricate @ Shop	Fabricate		57031	12/1/2022
4	108	DEER RD		Maintenance	Pot Hole Repair	57072	12/9/2022
4	107	GILES RANCH RD		Maintenance	Blade Rough Road	57248	12/29/2022
4		OLD NUMBER 9 HWY	6.3 to 6.7 Miles	Maintenance	R O W Clearing	57054	12/6/2022
4	8792	OLD NUMBER 9 HWY		Maintenance	Ditch Maint.	57090	12/12/2022
4		OLD NUMBER 9 HWY	0 to .5 Miles	Maintenance	Edge Of Pavement	57170	12/19/2022
4	8792	OLD NUMBER 9 HWY		Maintenance	Ditch Maint.	57096	12/13/2022
4	8792	OLD NUMBER 9 HWY		Maintenance	Driveway Work	56997	12/2/2022
4		ALAMO SPRINGS SUBDIVISION	Various Roads	Maintenance	Edge of Pavement	57095	12/13/2022
4		OLD NUMBER 9 HWY	6.7 to 7.1 Miles	Maintenance	R O W Clearing	57059	12/7/2022
4		ALAMO SPRINGS SUBDIVISION	Various Roads	Maintenance	Edge Of Pavement	57089	12/12/2022
4	40	GILES RANCH RD		Maintenance	Blade Rough Road	57245	12/27/2022
4	25	GILES RANCH RD		Maintenance	Blade Rough Road	57246	12/28/2022
4		ALAMO SPRINGS SUBDIVISION	All roads	Maintenance	Roadway Inspection	57005	12/5/2022
4		ALAMO RD	.3 to .9 Miles	Maintenance	Edge of Pavement	57067	12/8/2022
4	611	ALAMO RD		Maintenance	R O W Clearing	57006	12/5/2022
4		SEVENTH ST	@ .1 Miles	Maintenance	R O W Clearing	56999	12/2/2022
4		OLD NUMBER 9 HWY	7.6 to 8.1 Miles	Maintenance	R O W Clearing	57070	12/9/2022
4		GILES RANCH RD	.5 to 1.0 Miles	Maintenance	Blade Rough Road	57173	12/20/2022
4		GILES RANCH RD	0 to 1.5 Miles	Maintenance	Blade Rough Road	57216	12/21/2022
4		ALAMO RD	0 to .3 Miles	Maintenance	Edge Of Pavement	57055	12/7/2022



## Kendall County Road Bridge December 2022 Report

Precinct	Address	Street	Location	Activity	Notes	Task ID	Date
4	8792	OLD NUMBER 9 HWY		Maintenance	Ditch Maint.	57108	12/14/2022
4		OLD NUMBER 9 HWY	7.1 to 7.6 Miles	Maintenance	R O W Clearing	57063	12/8/2022
4	637	OLD NUMBER 9 HWY		Maintenance	Soft Spot Repair	57111	12/15/2022
4	3	OLD COMFORT RD	R&B Yard	Non Road and Bridge	Weld Awning	57247	12/29/2022
4	10738	US HIGHWAY 87	County Line	Non Road and Bridge	Assist CVFD	57158	12/19/2022
4	3	OLD COMFORT RD	R&B Yard	Non Road and Bridge	Paint Awning	57256	12/30/2022
4		UPPER SISTERDALE RD	@ 2.3 Miles	Road Structure	Cattle Guard Repair	57057	12/7/2022



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Operations Monthly Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Kendall County Road & Bridge; Operations Jean Maxwell Operations Manager
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 652
<b>TIME NEEDED FOR PRESENTATION</b>	3 Minutes
<b>WORDING OF AGENDA ITEM</b>	Summary and discussion of Operations For December 2022
<b>REASON FOR AGENDA ITEM</b>	Operations Monthly Report
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None

## Kendall County Operations Dec 2022 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
1		UPPER BALCONES RD	Fabricate @ Shop	Fabricate	Fabricate Int. Rd. & Street Name Signs	57040	12/2/2022
1	302	WILD TURKEY BLVD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57036	12/1/2022
1		DODGE RD	Fabricate @ Shop	Fabricate	Fabricate Street Name Sign	57077	12/5/2022
1		ESTANCIA LN	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57138	12/16/2022
1		UPPER BALCONES RD	@ 3.48 Miles	Install Sign	Install Int. Rd. Sign	57078	12/5/2022
1		UPPER BALCONES RD	@ 3.70 Miles	Install Sign	Install Int. Rd. Sign	57042	12/2/2022
1		UPPER BALCONES RD	@ 3.65 Miles	Remove Sign	Remove Int. Rd. Sign	57080	12/5/2022
1		UPPER CIBOLO CREEK RD	@ 3.55 Miles	Remove Sign	Remove Int. Rd. Sign	57079	12/5/2022
1		DODGE RD	@ .01 Miles	Repair Sign Support	Repair Stop Sign Pole	57041	12/2/2022
1		VIEW LN	@ .01 Miles	Replace	Replace Stop Sign & Pole	57032	12/1/2022
1		ARROWHEAD LN	@ .01 Miles	Replace	Replace Stop Sign Pole	57035	12/1/2022

## Kendall County Operations Dec 2022 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
2	137	MALLARD DR	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57141	12/16/2022
2	33	MACKAMORE	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57037	12/1/2022
2	224	KREUTZBERG RD	Fabricate @ Shop/224-B	Fabricate	Fabricate Address Plate	57038	12/1/2022
2	15	ASHTON CIR	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57163	12/19/2022
2	134	MALLARD DR	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57082	12/7/2022
2	36	RUST LN	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57140	12/16/2022
2		TIFFANY DR	@ .01 Miles	Repair Sign Support	Repaired Stop Sign Pole	57128	12/15/2022
2		PLEASANT VALLEY DR N	@ 2.03 Miles	Replace	Replace Stop Sign/Pole	57126	12/15/2022

## Kendall County Operations Dec 2022 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
3	639	FM 474	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57139	12/16/2022
3	139	HIGH POINT RANCH RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57109	12/13/2022
3	62	RICHTER RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57027	12/1/2022
3	261	HIGH POINT RANCH RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57026	12/1/2022
3	147	SIEBENEICHER RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57115	12/13/2022
3		SACRAMENTO	@ .01 Miles	Install Sign	Install Private Street Name Sign	57028	12/1/2022

## Kendall County Operations Dec 2022 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		HOLIDAY RD	@ 1.18 Miles	Change Sign	Change School Bus Stop To Curve Sign	57118	12/13/2022
4		HOLIDAY RD	@ 1.8 Miles	Change Sign	Change School Bus Stop To Curve Sign	57124	12/13/2022
4		HOLIDAY RD	@ 1.16 Miles	Change Sign	Change Curve Sign To 35 MPH Sign	57119	12/13/2022
4		HOLIDAY RD	@ 1.4 Miles	Change Sign	Change School Bus Stop To Curve Sign	57120	12/13/2022
4		HOLIDAY RD	Fabricate @ Shop	Fabricate	Fabricate "Y" Int. W/Names Sign	57125	12/13/2022
4	3507	TURKEY KNOB RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57030	12/1/2022
4	16	NEWSON RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57087	12/7/2022
4		HOLIDAY RD	Fabricate @ Shop	Fabricate	Name Sign To Attach To Int. Rd.	57106	12/12/2022
4	11	ROLLING ACRES RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57116	12/13/2022
4	11	BLASCHKE RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57029	12/1/2022
4	214	SPRING RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57117	12/13/2022
4	50	NEWSON RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	57088	12/7/2022
4		HOLIDAY RD	Fabricate @ Shop	Fabricate	Fabricate "Y" Int. Sign	57164	12/20/2022
4		FEATHER HILL RD	@ .22 Miles	Fabricate and Install	Fabricate & Install Road Ends Sign	57101	12/8/2022
4		SKY LINE DR	Fabricate @ Shop	Fabricate and Install	Fabricate & Install Street Name Sign	57105	12/12/2022

## Kendall County Operations Dec 2022 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		MISTY VALLEY RD	@ .2 Miles	Fabricate and Install	Fabricate & Install Road Ends Sign	57100	12/8/2022
4		RIVER OAKS RD	@ 1.82 Miles	Install Sign	Install Chevrons	57166	12/20/2022
4		RIVER OAKS RD	@ 1.38 Miles	Install Sign	Install Arrow Board	57165	12/20/2022
4		RIVER OAKS RD	@ 1.43 Miles	Install Sign	Install School Bus Stop Sign	57167	12/20/2022
4	140	RIVER OAKS RD	@ .18 Miles	Object Marker Replace	Replace Two Object Markers	57102	12/8/2022
4		RIVER OAKS RD	@ .3 Miles	Relocate	Relocate Chevron	57103	12/8/2022
4		RIVER OAKS RD	@ .32 Miles	Remove Sign	Remove Chevron	57081	12/2/2022
4		BELOW RD	@ .35 Miles	Replace	Replace "Y" Int. Sign/Pole	57178	12/20/2022
4		BELOW RD	@ .44 Miles	Replace	Replace 35 MPH Sign/Pole	57177	12/20/2022
4		HOLIDAY RD	@ 1.18 Miles	Replace Sign	Replace School Bus Stop Sign	57107	12/12/2022
4		HOLIDAY RD	@ 4.2 Miles	Replace Sign	Replace "Y" Int. Sign/Pole	57135	12/15/2022
4		OLEANDER RD	@ .17 Miles	Replace Sign	Replace Left Turn Sign	57104	12/8/2022
4		RIVER OAKS RD	@ 1.3Miles	Trim Brush	Trim Brush Away From Sign	57168	12/20/2022



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Emergency Services End-of-Year Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Jeffery Fincke, EMC/ Fire Marshal
<b>PHONE # OR EXTENSION #</b>	830 249-9343 ext. 451
<b>TIME NEEDED FOR PRESENTATION</b>	15 minutes
<b>WORDING OF AGENDA ITEM</b>	Presentation and discussion of 2022 activities for Emergency Services
<b>REASON FOR AGENDA ITEM</b>	Emergency Medical Services, Emergency Management, Rural Fire and County Fire Departments 2022 activities
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	None





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Sexual Assault Response Team (SART) Multi-county Agreement
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Criminal District Attorney Office, Nicole Bishop, CDA
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 293
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the dissolution of the Kendall County Sexual Assault Response Team (SART) and participation in a multi-county SART with Comal County through approval of the proposed Interlocal Agreement with Comal County. The multi-county SART will strengthen our collaborative response and enhance the health and judicial outcomes for sexual assault survivors who are adults
<b>REASON FOR AGENDA ITEM</b>	The inclusion of Kendall County with the Multi-county SART will strengthen the collaborative response to and enhance health and judicial outcomes for sexual assault survivors who are adults.
<b>IS THERE DOCUMENTATION</b>	Interlocal Agreement with Kendall County for SART services
<b>WHO WILL THIS AFFECT?</b>	Victims of sexual assault in Kendall County
<b>ADDITIONAL INFORMATION</b>	None

STATE OF TEXAS

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§

COUNTY OF COMAL

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**INTERLOCAL COOPERATION AGREEMENT  
BY AND BETWEEN COMAL COUNTY AND KENDALL COUNTY FOR PARTICIPATION IN  
A MULTI-COUNTY ADULT SEXUAL ASSAULT RESPONSE TEAM**

As provided for by Chapter 791 of the Texas Government Code, this Interlocal Cooperation Agreement ("Agreement") is entered into by and between Comal County, Texas, a political subdivision of the State of Texas, and Kendall County, Texas, a political subdivision of the State of Texas, hereinafter referred to collectively as "Counties" and shall be effective on the date that the signature of the last party is affixed. The Counties have reviewed the Agreement, and each make the following findings:

**WHEREAS**, Subchapter J, Local Government Code Chapter 351 requires the establishment of a County Adult Sexual Assault Response Team (hereinafter referred to as "Response Teams"); and

**WHEREAS**, Response Teams are established to strengthen the collaborative response to and enhance health and judicial outcomes for sexual assault survivors who are adults; and

**WHEREAS**, the Commissioners Court of Comal County has established an Adult Sexual Response Team (hereinafter "SART") and Kendall County wishes to participate in the services of the SART; and

**WHEREAS**, the Commissioners Court of Comal County has previously established a response team with the following minimum members: 1) the chief administrator of a sexual assault program that provides services within the county, or the chief administrator's designee; 2) a prosecutor with jurisdiction over adult sexual assault cases in the county; 3) the sheriff of the county, or the sheriff's designee; 4) the chief of the largest municipal law enforcement agency, if one exists, or the chief's designee; 5) either (A) a sexual assault nurse examiner or forensic examiner that conducts sexual assault forensic exams within the county, or (B) a representative from the largest healthcare provider in the county if there is not a professional described by Paragraph (A); 6) a behavioral health provider within the county, or if one does not exist, a representative from the public health department; and 7) other persons or professionals the counties consider necessary for the operation of the response team; and

**WHEREAS**, Subchapter J, Local Government Code Section 351.252 allows two or more counties, each with a population of 250,000 or less, within a contiguous area to partner to form a multi-county response team; and

**WHEREAS**, the inclusion of Kendall County with the SART as a multi-county adult sexual assault response team will most effectively and efficiently fulfill the needs of the citizens of the participating counties to this agreement; and

**WHEREAS**, participants in the multi-county response team agree to commit to the multi-county response team and assist the response team efforts in accordance with Subchapter J, Local Government Code, Sections 351.253-351.258.

**NOW THEREFORE**, in consideration for the mutual promises given and benefits received, the Parties agree as follows:

1. Term: The term of this Agreement shall be for five (5) years from the date that the signature of the last party is affixed to this Agreement and the term of this Agreement may be extended upon mutual written consent of the Parties. Further, with 30-days written notice of intent, any county may withdraw from this interlocal agreement and the multi-county response team. Upon such withdrawal, the remaining counties will revise the by-laws to form a response team in compliance with statute.

2. Amendment: This Agreement may not be amended except in a written instrument specifically referring to this Agreement and signed by the Parties hereto.

3. Venue: This interlocal agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of laws principles. Exclusive venue shall be in a court of competent jurisdiction in Comal County, Texas

4. Implementation: The Counties participating in the multi-county adult sexual assault response team agree to work together to meet the objectives set forth in the Local Government Code. To implement this interlocal agreement, both Comal County and Kendall County personnel do hereby agree to meet from time to time to implement, review, and update the SART policy and protocols, as necessary to remain in compliance with the requirements of the Local Government Code.

5. Notice: Any notice required under the provision of this Agreement shall be in writing and delivered in person, by fax or deposited in the United States Mail, registered or certified, return receipt requested. Any such notice must be addressed to the following addresses. Any notice shall be deemed received three days after the date of deposit in the United States Mail, unless proof is offered to the contrary. Unless otherwise provided in this Agreement, all notices shall be delivered to the following addresses:

COMAL COUNTY:  
Comal County Texas  
County Judge  
150 N. Seguin Ave.  
New Braunfels, Texas 78130

KENDALL COUNTY:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Either party may designate a different address by giving the other party written notice.

6. Severability: In the event that one or more of the provisions contained in the Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect by a court of competent jurisdiction, this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein, but shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

7. Immunity: No provision of this Agreement shall affect or waive any sovereign or governmental immunity available to Comal County and/or its elected officials, officers, employees and agents under Federal or Texas law nor waive any defenses or remedies at law available to Comal County and/or its elected officials, officers, employees and agents under Federal or Texas law.

Accordingly, this Agreement has been duly executed and delivered by both Parties and constitutes a legal, valid and binding obligation of the Parties. Each person executing this Agreement on behalf of each party as signatories below, represents and warrants that they have full right and authority to enter into this Agreement. This Agreement becomes effective when signed by both of the authorized representative for Comal County and Kendall County.

Comal County

By: 

SHERMAN KLAUSE

Date: JAN. 12, 2023

Kendall County

By: \_\_\_\_\_

Date: \_\_\_\_\_



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Appointment of County Fire Marshal
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Shane Stolarczyk, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 213
<b>TIME NEEDED FOR PRESENTATION</b>	2 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the appointment of Jeffery Fincke as County Fire Marshal pursuant to Texas Local Government Code § 352.011
<b>REASON FOR AGENDA ITEM</b>	Required by Local Government Code
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	As per budget 10-545 and 43-545



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>EXECUTIVE SESSION</b>	
<b>SUBJECT</b>	Tax Assessor Bond to Governor of Texas
<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 regarding the approval of the official bond for Tax Assessor-Collector for State Tax Collections
<b>REASON FOR AGENDA ITEM</b>	Elected Official Bond Approval
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	TAX ASSESSOR-COLLECTOR CONTINUING EDUCATION CERTIFICATE
<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>	1 Minute
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the annual filing of County Tax Assessor-Collector's Continuing Education Certificate/Transcript for 2022 as evidence of compliance with Texas Property Tax Code § 6.231(d)
<b>REASON FOR AGENDA ITEM</b>	To File County Tax Assessor-Collector Continuing Education Certificate/ Transcript for 2022 as evidence of compliance with Texas Property Tax Code Section 6.231(d), V.T.C.A.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	NONE



# TAX ASSESSOR-COLLECTOR CONTINUING EDUCATION TRANSCRIPT

Reporting Period: 1/1/2022 - 12/31/2022

Hon. James A. Hudson, Jr.  
Tax Assessor-Collector  
Kendall County  
201 East San Antonio Street  
Boerne, TX 78006

ID: 9474  
Phone: (830) 249-9343  
Fax: (830) 249-4701  
Enrolled Date: 01/01/1997

Date	Description	Earned Hours
01/01/2022	Excess hours carried from 2021	4.00
06/20/2022	Title Fraud Training	2.00
06/29/2022	2022 Conference of the County Investment Academy	15.00
08/17/2022	Where to Find it in the Tax Code: Property Tax Administration	0.50
08/17/2022	Truth-in-Taxation Tax Rate Calculations for Taxing Units Other Than School Districts or Water Districts	0.75
08/17/2022	Truth-in-Taxation Overview	0.25
08/18/2022	Truth in Taxation- Notices and Hearings	0.50
12/01/2022	2022 VG Young School for Tax Assessor-Collectors	17.00
<b>Total Hours for Year:</b>		<b>40.00</b>

**You have met your education requirements for the period 01/01/2022 - 12/31/2022.**

You may carry forward to the next reporting period 10.00 hours.

#### Texas Property Tax Code § 6.231

(a) A county assessor-collector must successfully complete 20 hours of continuing education before each anniversary of the date on which the county assessor-collector takes office. The continuing education must include at least 10 hours of instruction on laws relating to the assessment and collection of property taxes for a county assessor-collector who assesses or collects property taxes.

(d) A county assessor-collector shall file annually a continuing education certificate of completion with the commissioners' court of the county in which the county assessor-collector holds office.

Print Date: 12/21/2022

For questions regarding CE hours, please contact the TACA Education Director at [education@tacaofexas.org](mailto:education@tacaofexas.org).





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Hiring of employee for operations
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Kendall County Road & Bridge; Jean Maxwell
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 652
<b>TIME NEEDED FOR PRESENTATION</b>	3 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the approval of funding to allow the Kendall County Road & Bridge operation to hire an Administrative Assistant II prior to the current administrative assistant's retirement. The overlap between hiring the new employee and the current employee's retirement ensures time for training purposes.
<b>REASON FOR AGENDA ITEM</b>	To hire employee for operations
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Road and Bridge
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 1/23/2023**  
**OPEN SESSION**

<b>SUBJECT</b>	Escorial Subdivision Plat Cancellation
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Rick Tobolka Assistant County Engineer - Mary Ellen Schulle
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 252
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the application filed by 4B Brooks Investments, LLC for the proposed plat cancellation of Escorial Subdivision Unit 1, Lot 12, Block 1 recorded in Volume 2 Page 75 of the Kendall County Plat Records.
<b>REASON FOR AGENDA ITEM</b>	Escorial Subdivision Plat Cancellation
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Precinct 1
<b>ADDITIONAL INFORMATION</b>	None

**STATE OF TEXAS  
KENDALL COUNTY**

**KENDALL COUNTY ORDER NO. 1-23-23**

**ORDER CANCELING ESCORIAL SUBDIVISION Unit 1. Lot 12. Block 1**

WHEREAS, on November 19, 1987, the approved Final Plat for the subdivision named "ESCORIAL SUBDIVISION UNIT 1, LOT 12, BLOCK 1" was filed for record in Volume 2 Page 75 of the Plat Records of Kendall County; and

WHEREAS, by application by Pape Dawson Engineers, on behalf of the owner/developer (4B Brooks Investments, LLC) of such subdivision requested that the final plat of such subdivision be canceled

WHEREAS, notice was published in the Boerne Star for three consecutive weeks prior to a public hearing held on December 12, 2022.

NOW, THEREFORE, IT IS ORDERED by the Commissioners Court of Kendall County, Texas that the final plat of the subdivision named "ESCORIAL SUBDIVISION UNIT 1, LOT 12, BLOCK 1" is hereby canceled thereby canceling in its entirety "ESCORIAL SUBDIVISION UNIT 1, LOT 12, BLOCK 1."

IT IS FURTHER ORDERED that this Order is the instrument of cancellation for such subdivision and shall be recorded in the official records of Kendall County.

IT IS FURTHER ORDERED that the County Clerk shall write legibly on the original recorded plat of "ESCORIAL SUBDIVISION UNIT 1, LOT 12, BLOCK 1" the word "CANCELED" and enter on the plat a reference to the volume and page at which this Order is recorded.

Approved this 23<sup>rd</sup> day of January 2023

\_\_\_\_\_  
Shane Stolarczyk, County Judge

Attest: \_\_\_\_\_  
Denise Maxwell, County Clerk





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Execute contract for the development of a preliminary engineering schematic of Scenic Loop Road from the Kendall County line to the IH 10 Southbound Frontage Road.
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Commissioner Precinct 1 - Christina Bergmann County Engineer - Richard Tobolka Assistant County Engineer - Mary Ellen Schulle
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 250
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the execution of a Lump Sum contract with BGE Inc. for the development of a Preliminary Engineering Schematic of Scenic Loop Road from the Kendall County line to IH 10 Southbound Frontage Road.
<b>REASON FOR AGENDA ITEM</b>	Execute contract for the development of a preliminary engineering schematic of Scenic Loop Road from the Kendall County line to the IH 10 Southbound Frontage Road.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Precinct 1
<b>ADDITIONAL INFORMATION</b>	Development of the preliminary schematic will provide the foundation of submitting the project for MPO funding.



# Professional Service Agreement

THIS AGREEMENT ("Agreement"), made and entered into by and between BGE, Inc. (BGE) and the Client identified herein, provides for the Professional Services described under Item 3 of this Agreement.

**CLIENT:** Kendall County **CONTACT PERSON:** Rick Tobolka, P.E.  
**ADDRESS:** 201 East San Antonio Avenue, Suite 101 **OFFICE NUMBER:** (830) 331-8250  
Boerne, Texas 78006 **EMAIL:** rtobolka@co.kendall.tx.us

**PROJECT NAME:** Scenic Loop Road Preliminary Engineering Schematic

**1. THE AGREEMENT INCLUDES THE STANDARD TERMS AND CONDITIONS which are included in Attachment A.** Client shall authorize and BGE shall commence its services on BGE's receipt of the properly executed and signed Agreement, as may be amended from time to time. If the Agreement is not executed by Client within thirty (30) days of the date tendered, it shall become invalid unless: (1) BGE extends the time in writing; or (2) at the sole option of BGE, BGE accepts Client's written or oral authorization to proceed with the services, in which event the terms of the authorization shall include all the terms of this Agreement. BGE's performance of the services, including Additional Services, under the written or oral authorization shall be in reliance on the inclusion of all the terms of this Agreement.

**2. LOCATION & DESCRIPTION OF PROJECT SITE:** (If additional pages are necessary, they are identified as Attachment B)

Scenic Loop Road in Kendall County and City of Boerne from Kendall County Line to IH 10 Southbound Frontage Road.

**3. SCOPE OF SERVICES TO BE PROVIDED BY BGE:** (If additional pages are necessary, they are identified as Attachment B)

The following Scope of Services is proposed.

## **Preliminary Engineering Schematic**

Upon written Notice to proceed from the County, BGE will commence the Preliminary Engineering Phase. The primary goal of which is to produce a schematic layout and construction cost estimate with the goal to submit the project to the Alamo Area MPO for funding consideration. Detailed tasks are as follows:

1. Data Collection: Data collection includes, but is not limited to the following,
  - i. Existing hydrologic and hydraulic models;
  - ii. Available GIS data consisting of existing aerial photography, two-foot topography, road centerlines, and information relating the existing hydrologic and hydraulic models;
  - iii. City of Boerne standards including typical street sections and standard drainage details;
  - iv. As-built plans for the street, and utilities within identified study areas;
  - v. Flooding reports;
  - vi. Adjacent Development plans;
  - vii. Utility block maps and or GIS shapefiles;
  - viii. Conduct one (1) site visits to the site.
2. Right of way Surveying and Mapping: The Client will provide an existing right of way base map, topographic survey, and recent plats provided by the City of Boerne.



3. Base Mapping: BGE will develop an existing terrain model utilizing the topographic survey provided by the Client. The topographic survey will be supplemented with existing publicly available Lidar as needed.
4. Preliminary Roadway Design: BGE will develop the preliminary design of the roadway horizontal and vertical alignment based on topographic survey, aerial photography, existing right of way, and the provided terrain model. The preliminary roadway design will be displayed on a schematic layout of the project area to include a roadway plan view with aerial background, vertical profile, and proposed and existing roadway typical sections.
  - i. Existing and proposed typical roadway sections will be developed based on the City of Boerne's thoroughfare plan and input from the County and City. The anticipated typical section is to be a two-lane roadway with shoulders, drainage ditches, 10-foot shared use paths on each side of the roadway, and a continuous center turn lane, within a 76-foot right of way.
  - ii. The roadway design will include turn lanes at the intersections with Sofia Circle, Enterprise Parkway, Vallerie Lane, and Corley Road.
  - iii. Right of way acquisition needs will be developed based on the preliminary alignment and proposed typical section. The approximate real estate costs including, but not limited to, property values and easement costs if necessary will be determined based on Kendall County Appraisal District appraised value multiplied by a factor of 1.75 or as determined by the County. The proposed ROW width is anticipated to be 76-feet per the City of Boerne thoroughfare plan. A list identifying the amount of right of way and / or easement per parcel will be provided.
  - iv. Existing easements identified in the survey or through design research will be shown and identified on the schematic layout.
5. Preliminary Bridge Design: BGE will develop the preliminary bridge design to improve the existing bridge over Balcones Creek. The bridge will be designed to pass the 25-year flood event. The design will include determining the most economic structure (Box Beam, I-girder, slab beam, or slab span) to use to meet the roadway and drainage requirements. The bridge structure, number of spans, and span lengths will be shown in the plan and profile view of the schematic. The bridge will be designed according to TxDOT Bridge Design criteria.
6. Preliminary Drainage Design: BGE will develop the preliminary design of the drainage infrastructure needed for conveying drainage conditions in the project area using criteria set forth in the City of Boerne's Design Criteria Manual. Flood frequencies at the 5-, 10-, 25, and 100-year flood event alternatives will be evaluated and if feasible, with concurrence with County, will be incorporated into the design.
  - i. Drainage structure sizes will be determined for three drainage crossings per City of Boerne design criteria which is designed for the 5-yr event and checked for no over-topping at the 100-yr event.
  - ii. Street drainage will be designed for the 5-yr event with one (1) 12' dry lane.
  - iii. Develop a culvert layout for the existing crossing approximately 1,600 ft. north of Reed Road including culvert sizing, material, headwall type, and flowlines to accommodate the future roadway widening. A cost estimate will be developed utilizing the most recent TxDOT average low-bid unit prices. The culvert layout will be designed to sufficient level to confirm the design developed by others and can be constructed by others. Bid and construction phase services, if required, will be an additional service.
7. Utility Coordination: BGE will map existing utilities based the survey provided by others.
  - i. The existing utilities provided with the topographic survey will be displayed in the plan view on the schematic.
  - ii. Develop a utility conflict matrix identifying potential utility conflicts and recommending a proposed conflict resolution.
  - iii. Identify proposed utility assignments for utilities that will need to be relocated.
  - iv. Identify proposed easements for utilities that need to be relocated that are already located within an existing easement.
  - v. Contact existing utility companies to determine locations and depths of existing facilities
  - vi. Attend up to three (3) meetings with utility companies to discuss utility conflicts.



8. Environmental Desktop Research and Mapping: BGE will conduct a desktop search for environmental constraints present within the project limits.
  - i. Obtain and review existing and available environmental database information
  - ii. Create environmental constraints map.
  - iii. Prepare environmental compliance summary documentation detailing work performed, results, and next steps in project planning with a general estimate for environmental costs.
9. Probable Construction Cost Estimate: BGE will utilize the preliminary roadway and drainage design quantities to develop an estimate of probable construction cost based on recent City of Boerne bid tabs and Texas Department of Transportation (TxDOT) average bid unit prices. The cost estimate will include appropriate contingencies, typically 30%, and an escalation factor for the anticipated construction date.
10. Communications: BGE will meet with County staff to present the findings of the preliminary engineering, construction cost estimate, and schematic layout.

## **Deliverables**

1. BGE will prepare a draft and final schematic layout roll plot (1" = 200') to include a roadway plan view with aerial, vertical profile, proposed right of way limits, and proposed and existing roadway typical sections.
2. BGE will prepare a draft and final Probable Construction Cost Estimate based on the schematics.
3. BGE will prepare a draft utility conflict matrix.





# Professional Service Agreement

## Schedule

1. BGE will meet with the County 8 weeks after the notice to proceed to present the preliminary geometric design.
2. Final completion of the schematic and cost estimate will be 6 weeks after the preliminary geometric design has been approved by the County.

**4. EXCLUDED AND/OR ADDITIONAL SERVICES:** (If additional pages are necessary, they are identified as Attachment B)

The following services are excluded but may be provided as an additional service as requested.

1. Detailed topographic survey
2. Geotechnical investigations and soil borings.
3. Environmental permitting and documentation.
4. Detailed plans, specifications, and cost estimates for bidding and construction.
5. Public Involvement including public hearings and meetings with affected property owners.
6. Construction Phase services.

**5. THE COMPENSATION TO BE PAID BGE FOR PROVIDING THE REQUESTED SERVICES:** (If additional pages are necessary, they are identified as Attachment B)

### Professional Fees

The proposed fee for this project is \$87,455.00 in basic services. Exhibit 1 includes a breakdown of hours anticipated for the execution of the project.

Reimbursable Expenses are in addition to the Professional Fees. Reimbursable Expenses will be billed at 1.0 times their cost. Reimbursable Expenses include: N/A.

IN WITNESS WHEREOF, this Agreement is accepted on the date written below and subject to the terms and conditions set forth above and in Attachments.

**BGE, Inc.**

SIGNED: John C. Colquhoun  
TYPED NAME: JOHN C. COLQUHOUN, P.E.  
TITLE: DIRECTOR  
DATE: DECEMBER 14, 2022

**CLIENT:** Kendall County

SIGNED: \_\_\_\_\_  
TYPED NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

**Exhibit 1**  
**Fee Proposal Breakdown**

Project: **Scenic Loop Road from Kendall County Line to IH 10 southbound frontage road - Preliminary Engineering and Cost Estimate**  
 Proposal Date: **12/16/2022**  
 Prepared By: **John C. Colquhoun, P.E.**

TASK DESCRIPTION	Engineer (Senior)	Project Manager	EIT II	Senior Engineer Technician	CADD - Senior	Environmental Scientist III	GIS Technician	Utility Coordinator	TASK HOURS	COST PER TASK
<b>CONTRACT RATE PER HOUR</b>	<b>\$270.05</b>	<b>\$243.04</b>	<b>\$124.90</b>	<b>\$189.03</b>	<b>\$178.91</b>	<b>\$118.14</b>	<b>\$101.27</b>	<b>\$192.41</b>		
	QC/QA									
<b>FEASIBILITY STUDIES</b>										
01. Project Management and General Items										
1.01 Data Collection		2	8				8		18	\$2,295.39
1.02 Field Reconnaissance/Site Visit		4	4			4			12	\$1,944.33
02. Right-of-Way Surveying and Mapping										
2.01 Prepare Proposed ROW and Easements Map		1	8		4				13	\$1,957.83
2.02 Prepare list of required ROW per parcel		1	6						7	\$992.42
03. Base Mapping										
3.01 Develop Terrain Model Utilizing Publicly Available LiDAR Data		1	4						5	\$742.62
04. Roadway Design										
04.010 Typical Sections - Existing and Proposed	1	1	2		8				12	\$2,194.12
04.020 Horizontal Roadway Alignments	1	4	12						17	\$2,740.96
04.030 Roadway Plan	1	8	40		16				65	\$10,072.69
04.040 Roadway Profiles	1	2	16						19	\$2,754.46
04.050 Cross Sections to check side slopes and Earthwork		4	16	4					24	\$3,726.63
04.060 Develop Schematic Layout		4	16		40				60	\$10,126.70
05. Bridge Design										
05.010. Typical Section - Existing and Proposed	1	1	2		4				8	\$1,478.50
05.020 Bridge Plan	1	8		16					25	\$5,238.88
05.030 Bridge Profile	1	2		16					19	\$3,780.64
06. Drainage Design										
05.010. Drainage Area Delineation		2	8						10	\$1,485.25
05.020 Model Hydrology (Pre-Project and Post-Project)		2	12						14	\$1,984.83
05.030 Calculate Design Discharges (5-, 10-, 25-, 100-Year)		4	24						28	\$3,969.67
05.040 Drainage Structure Sizing (5-, 25-, 100-Year)	2	2	16						20	\$3,024.51
05.050 Roadway Stormdrain/Ponding width Calculations	2	4	4		4				14	\$2,727.46
05.060 Culvert layout for crossing ~1,600 ft. north of Reed Road	2		4		8				14	\$2,470.92
07. Utility Coordination										
06.010. Utility Basemap based on Publicly Available Data		1	2		2			2	7	\$1,235.46
06.020. Develop utility assignments		2	4		4			8	18	\$3,240.55
06.030. Utility Coordination Meetings (up to 3)		6	6					12	24	\$4,516.51
08. Environmental and Regulatory Coordination										
07.010. Desktop Research of Publicly Available Data		2	1		2	24	12		41	\$5,019.47
09. Cost Estimating										
08.010. Prepare Cost Estimate	1	4	8						13	\$2,241.38
08.020. Prepare ROW Cost Estimate based on Kendall CAD		2	4						6	\$985.67

**Exhibit 1  
Fee Proposal Breakdown**

Project: **Scenic Loop Road from Kendall County Line to IH 10 southbound frontage road - Preliminary Engineering and Cost Estimate**  
 Proposal Date: **12/16/2022**  
 Prepared By: **John C. Colquhoun, P.E.**

TASK DESCRIPTION	Engineer (Senior)	Project Manager	EIT II	Senior Engineer Technician	CADD - Senior	Environmental Scientist III	GIS Technician	Utility Coordinator	TASK HOURS	COST PER TASK
<b>CONTRACT RATE PER HOUR</b>	<b>\$270.05</b>	<b>\$243.04</b>	<b>\$124.90</b>	<b>\$189.03</b>	<b>\$178.91</b>	<b>\$118.14</b>	<b>\$101.27</b>	<b>\$192.41</b>		
	QC/QA									
10. Communications										
09.010. Preliminary Geometric Review Meeting		3	3			3			6	\$1,103.81
09.020. Recommendation Meeting		3	3						9	\$1,458.25
09.030. Status update correspondence (Email, monthly reports, and/or meetings)		8							8	\$1,944.33
<b>Total Hours</b>	<b>14</b>	<b>88</b>	<b>233</b>	<b>36</b>	<b>92</b>	<b>31</b>	<b>20</b>	<b>22</b>	<b>536</b>	
<b>Total Labor Expenses</b>	<b>\$3,780.64</b>	<b>\$21,387.60</b>	<b>\$29,100.77</b>	<b>\$6,805.15</b>	<b>#####</b>	<b>\$3,662.49</b>	<b>\$2,025.34</b>	<b>\$4,232.96</b>		<b>\$ 87,455.00</b>



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 1/23/2023</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	New commercial lease for Justice of the Peace, precinct 2
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Andra Wisian Commissioner, Precinct 2
<b>PHONE # OR EXTENSION #</b>	830-249-9343 ext. 315
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the approval of a new commercial lease for Justice of the Peace, Precinct 2
<b>REASON FOR AGENDA ITEM</b>	Lease space for Justice of the Peace, Precinct 2
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None