



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>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 October 15, 2019.
<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: 10/28/2019</b> <b>OPEN SESSION</b>			
<b>SUBJECT</b>	Service awards October 2019		
<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>	Deborah Gilbert      Juvenile Probation      25 years Michael Invergo      Sheriff Office      5 Years		
<b>REASON FOR AGENDA ITEM</b>	Recognize County employees for their service to the county		
<b>IS THERE DOCUMENTATION</b>	No		
<b>WHO WILL THIS AFFECT?</b>	Countywide		
<b>ADDITIONAL INFORMATION</b>	None		



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Boerne Special Olympics Swim Team Recognition
<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>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Recognition of the Boerne Special Olympics Swim Team who competed in the Special Olympics of Texas State Swim Competition.
<b>REASON FOR AGENDA ITEM</b>	To recognize the achievements of the Boerne Special Olympics Swim Team who competed in the Special Olympics of Texas State Swim Competition held at Texas A&M University on October 3-5, 2019.
<b>WHO WILL THIS AFFECT?</b>	Public
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Arbor Day Proclamation
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Parks Department, Daniel Vetter, Parks Director
<b>PHONE # OR EXTENSION #</b>	830.388.7073/Ext. 509
<b>TIME NEEDED FOR PRESENTATION</b>	2 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on proclaiming the first Friday in November as Arbor Day in Kendall County.
<b>REASON FOR AGENDA ITEM</b>	To encourage the community to get involved with Arbor Day.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



*Whereas,* In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

*Whereas,* this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

*Whereas,* Arbor Day is now observed throughout the nation and the world, and

*Whereas,* trees can reduce the erosion of our precious topsoil by wind and water, but heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

*Whereas,* trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

*Whereas,* trees in our county increase property values, enhance the economic vitality of business areas, and beautify our community, and

*Whereas,* trees, wherever they are planted, are a source of joy and spiritual renewal.

*Now, Therefore, I,* Darrel L. Lux, County Judge of the County of

Kendall, do hereby proclaim

November 1, 2019, as



# Arbor Day

In the County of Kendall, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

*Further,* I urge all to citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

*Dated this* 28th day of October, 2019

County Judge



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 10/28/2019**  
**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

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<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 September 2019.
<b>REASON FOR AGENDA ITEM</b>	To approve monthly reports from fee offices as required by law. To approve monthly reports from departments which 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 2019

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	Total
Animal Control	\$2,735.00	\$3,153.00	\$2,350.00	\$3,174.54	\$2,452.22	\$2,090.00	\$2,565.00	\$3,290.00	\$2,472.00	\$2,579.00	\$1,872.97	\$3,235.22	\$31,968.95
Brush Site	\$1,787.00	\$2,923.00	\$2,244.00	\$2,476.00	\$2,571.00	\$4,416.00	\$3,039.00	\$4,490.00	\$4,428.00	\$4,542.00	\$6,002.00	\$3,064.25	\$41,982.25
Constable 1													\$0.00
Constable 2	\$275.00	\$150.00	\$60.00	\$75.00	\$0.00	\$0.00	\$0.00	\$200.00	\$350.00	\$200.00	\$0.00	\$0.00	\$1,310.00
Constable 3	\$225.00	\$0.00	\$350.00	\$150.00	\$275.00	\$275.00	\$0.00	\$0.00	\$75.00	\$275.00	\$75.00	\$200.00	\$1,900.00
Constable 4	\$500.00	\$75.00	\$0.00	\$200.00	\$900.00	\$75.00	\$75.00	\$275.00	\$0.00	\$475.00	\$225.00	\$350.00	\$3,150.00
Criminal District Attorney	\$0.00	\$0.00	\$400.00	\$1,019.00	\$500.00	\$0.00	\$0.00	\$550.00	\$0.00	\$1,350.00	\$0.00	\$952.00	\$4,771.00
Elections-Public Info Fees	\$44.40	\$5.00	\$193.60	\$54.00	\$15.00	\$10.30	\$5.00	\$37.70	\$17.40	\$43.00	\$10.00	\$20.00	\$455.40
Fire Marshal	\$1,741.00	\$500.00	\$5,090.00	\$3,799.00	\$10,383.00	\$4,599.00	\$2,037.00	\$2,047.00	\$1,942.00	\$1,846.75	\$4,975.50	\$7,291.00	\$46,251.25
Health Inspector	\$965.00	\$3,340.00	\$25,070.00	\$21,025.00	\$870.00	\$1,400.00	\$1,480.00	\$805.00	\$1,270.00	\$930.00	\$1,430.00	\$1,670.00	\$60,255.00
Parks	\$430.00	\$1,000.00	\$2,800.00	\$4,960.00	\$6,790.00	\$4,500.00	\$3,730.00	\$6,120.00	\$2,600.00	\$2,200.00	\$5,534.00	\$4,588.00	\$45,252.00
Recycling	\$0.00	\$1,302.80	\$638.40	\$1,283.80	\$0.00	\$934.00	\$0.00	\$0.00	\$246.15	\$81.28	\$1,319.05	\$0.00	\$5,805.48
Sheriff's Office	\$2,135.90	\$770.00	\$793.00	\$900.00	\$1,856.00	\$1,649.00	\$1,245.00	\$2,928.00	\$943.00	\$1,661.00	\$1,393.00	\$1,335.00	\$17,608.90
Solid Waste-Boerne	\$11,133.00	\$10,772.00	\$11,682.00	\$11,128.00	\$9,861.00	\$12,965.00	\$11,388.00	\$12,928.03	\$12,638.00	\$13,872.35	\$12,850.00	\$10,509.00	\$141,726.38
Solid Waste-Comfort	\$772.00	\$650.00	\$715.00	\$847.00	\$911.00	\$787.00	\$771.00	\$764.00	\$602.00	\$1,057.00	\$834.00	\$973.00	\$9,683.00
Treasurer	\$45.20	\$70.50	\$0.00	\$3.80	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.30	\$0.00	\$30.00	\$197.80
The following reports contain fees that are remitted to the State of Texas:													
County Clk-Fees of Ofc	\$43,490.87	\$40,062.75	\$33,967.25	\$45,140.05	\$37,755.80	\$38,385.44	\$49,525.43	\$50,593.87	\$51,890.47	\$56,377.25	\$60,374.98	\$50,146.62	\$557,710.78
County Clk-Criminal	\$6,017.40	\$10,534.00	\$10,381.00	\$6,224.50	\$12,524.50	\$15,542.75	\$27,316.00	\$18,433.95	\$19,572.00	\$15,331.10	\$17,797.50	\$15,406.80	\$175,081.50
County Clk-Prob Fees	\$3,219.00	\$1,667.00	\$1,772.00	\$2,784.00	\$2,476.00	\$2,425.00	\$3,172.00	\$5,561.00	\$1,150.00	\$3,084.00	\$4,385.00	\$3,542.00	\$35,237.00
Development Mgt.	\$9,485.20	\$6,650.20	\$5,656.40	\$17,865.00	\$14,325.20	\$12,620.20	\$13,185.40	\$18,505.20	\$15,995.20	\$9,300.20	\$1,075.20	\$11,365.25	\$136,028.65
District Clerk-Civil	\$17,235.06	\$14,849.95	\$9,470.80	\$12,800.01	\$13,437.10	\$13,254.69	\$15,759.63	\$7,459.12	\$4,128.53	\$31,332.11	\$25,333.29	\$40,995.05	\$206,055.34
District Clerk-Criminal	\$4,542.36	\$4,475.82	\$4,982.40	\$3,885.06	\$3,293.64	\$6,656.05	\$8,899.99	\$22,667.02	\$20,478.64	\$7,298.60	\$4,367.32	\$8,343.00	\$99,889.90
JP 1	\$11,218.28	\$11,551.03	\$13,209.25	\$16,643.45	\$9,736.83	\$10,144.84	\$24,979.05	\$14,636.84	\$14,117.30	\$11,464.50	\$14,829.09	\$11,457.43	\$163,987.89
JP 2	\$7,919.16	\$5,356.10	\$7,060.41	\$9,334.53	\$7,782.09	\$6,219.70	\$9,451.27	\$4,046.73	\$6,749.81	\$4,273.82	\$4,794.17	\$5,563.41	\$78,551.20
JP 3	\$16,820.19	\$11,464.52	\$6,505.14	\$18,659.81	\$13,675.45	\$12,687.31	\$10,899.91	\$9,430.06	\$10,346.73	\$12,779.58	\$13,114.15	\$9,670.65	\$146,053.50
JP 4	\$26,526.92	\$22,013.51	\$21,833.26	\$28,136.14	\$23,789.93	\$34,047.33	\$33,114.24	\$23,566.56	\$29,670.99	\$30,227.60	\$32,271.01	\$35,716.47	\$340,913.96
Tax Assessor	\$104,023.35	\$96,730.37	\$95,127.44	\$437,215.55	\$121,998.42	\$1,630,765.57	\$299,380.65	\$146,439.86	\$112,778.64	\$135,737.70	\$126,359.52		\$3,306,557.07
TOTAL	\$273,286.29	\$250,066.55	\$262,351.35	\$649,783.24	\$298,209.18	\$1,816,449.18	\$522,018.57	\$355,774.94	\$314,461.86	\$348,337.14	\$341,221.75	\$226,424.15	\$5,658,384.20
FY '18 Totals for Comparison	\$275,686.99	\$267,251.26	\$275,106.57	\$622,205.22	\$307,387.64	\$1,776,932.55	\$337,703.11	\$324,471.29	\$306,291.53	\$318,815.50	\$324,286.85	\$269,113.05	\$5,405,251.56





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<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

October 28, 2019

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

In October, Kendall County received collections of \$ 320,502.80 for the month of August 2019. This figure is up 19.30% from August collections the previous year. Our year-to-date collections are \$ 3,164,367.41 an increase of 10.64% from last year.

Sheryl D'Spain  
Treasurer

Sales Tax Report 2019

Sales tax collection for month	Month collection received	Sales Tax Collection 2018	Sales Tax Collection 2019	% change from 2018	% change from previous month collection	2018 sales tax collections year to date	2019 sales tax collections year to date	% change from 2018
Nov-18	Jan-19	276,348.08	272,130.00	-1.53%	-9.26%	276,348.08	272,130.00	-1.53%
Dec-18	Feb-19	325,797.63	357,359.84	9.69%	31.32%	602,145.71	629,489.84	4.54%
Jan-19	Mar-19	253,698.62	293,395.43	15.65%	-17.90%	855,844.33	922,885.27	7.83%
Feb-19	Apr-19	243,636.23	301,863.48	23.90%	2.89%	1,099,480.56	1,224,748.75	11.39%
Mar-19	May-19	321,232.71	313,157.04	-2.51%	3.74%	1,420,713.27	1,537,905.79	8.25%
Apr-19	Jun-19	267,805.65	320,093.82	19.52%	2.22%	1,688,518.92	1,857,999.61	10.04%
May-19	Jul-19	301,129.80	304,199.44	1.02%	-4.97%	1,989,648.72	2,162,199.05	8.67%
Jun-19	Aug-19	317,505.07	341,913.25	7.69%	12.40%	2,307,153.79	2,504,112.30	8.54%
Jul-19	Sep-19	284,367.06	339,752.31	19.48%	-0.63%	2,591,520.85	2,843,864.61	9.74%
Aug-19	Oct-19	268,660.21	320,502.80	19.30%	-5.67%	2,860,181.06	3,164,367.41	10.64%
Sep-19	Nov-19	312,138.44				3,172,319.50		
Oct-19	Dec-19	299,903.30				3,472,222.80		

Total Sales Tax Revenue in Previous Years

Year	Total Collections	% change from previous year
2018	\$3,472,222.80	7.77%
2017	\$3,221,902.66	2.65%
2016	\$3,138,814.44	7%

\*\*covering payments from Nov 2018-Oct 2019



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Approval of 2019 Tax Levy
<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>	3 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action to approve the 2019 Property Tax Levy Roll Total of \$25,291,476.86
<b>REASON FOR AGENDA ITEM</b>	Approve Tax Levy Total
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	The Tax Assessor Collector may not attend this meeting

**2019 LEVY TOTALS**

GKE - KENDALL COUNTY

Property Count: 30,411

Grand Totals

9/18/2019

9:51:58AM

Land		Value			
Homesite:		925,985,112			
Non Homesite:		982,208,854			
Ag Market:		2,416,007,986			
Timber Market:		0	Total Land	(+)	4,324,201,952
Improvement		Value			
Homesite:		2,928,361,684			
Non Homesite:		1,893,143,300	Total Improvements	(+)	4,821,504,984
Non Real		Count	Value		
Personal Property:	2,977		441,638,390		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					9,587,345,326
Ag	Non Exempt	Exempt			
Total Productivity Market:	2,415,812,846	195,140			
Ag Use:	21,982,479	1,020	Productivity Loss	(-)	2,393,830,367
Timber Use:	0	0	Appraised Value	=	7,193,514,959
Productivity Loss:	2,393,830,367	194,120			
			Homestead Cap	(-)	91,922,495
			Assessed Value	=	7,101,592,464
			Total Exemptions Amount	(-)	726,619,901
			(Breakdown on Next Page)		
			Net Taxable	=	6,374,972,563

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
DP	46,132,473	41,330,811	134,969.78	140,958.49	219		
DPS	477,180	455,048	1,616.19	1,616.19	3		
OV65	1,391,355,221	1,322,046,911	4,473,915.16	4,571,505.22	4,179		
Total	1,437,964,874	1,363,832,770	4,610,501.13	4,714,079.90	4,401	Freeze Taxable	(-) 1,363,832,770
Tax Rate	0.412700						
						Freeze Adjusted Taxable	= 5,011,139,793

**Levy Info**

M&O Rate:	0.355801	M&O Tax:	21,804,538.07		
I&S Rate:	0.056899	I&S Tax:	3,486,938.79		
Protected I&S Rat	0.000000	Protected I&S Tax	0.00		
		Ag Penalty:	0.00		
		PP Late Penalty:	0.00		
				Total Levy	25,291,476.86
Tax Increment Finance Value:			0		
Tax Increment Finance Levy:			0.00		



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Blocking Off Streets for the Christmas in Comfort Event
<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 to approve blocking off the following streets in Comfort starting on Friday, November 29, 2019 at noon through midnight on Saturday, November 30, 2019 for the annual Christmas in Comfort event: 7th Street between Highway 27 and Main Street, High Street from 6th Street to 806 8th Street, and 8th Street from the intersection of High Street and 8th Street to 523 8th Street (The 8th Street Market).
<b>REASON FOR AGENDA ITEM</b>	To close streets to allow for the Christmas in Comfort event.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Precinct 4
<b>ADDITIONAL INFORMATION</b>	None



630 Front Street (PO Box 777) Comfort, Texas 78013  
830-995-3131 [info@comfort-texas.com](mailto:info@comfort-texas.com) [www.comfort-texas.com](http://www.comfort-texas.com)

October 2019

Mr. Don Durden  
Kendall County Commissioner #4  
201 E. San Antonio Street  
Boerne, TX 78006

RE: Street Closures for Vendor Booths & Visitors – Christmas In Comfort

Dear Commissioner Durden:

Our annual *Christmas In Comfort* event is scheduled for Saturday, November 30<sup>th</sup>.

We request permission to block off the following areas:

- **7<sup>th</sup> Street** between Highway 27 and Main Street,
- **High Street** from 6<sup>th</sup> to 806 8<sup>th</sup> Street,
- **8<sup>th</sup> Street** from the Intersection of High and 8<sup>th</sup> to 523 8<sup>th</sup> Street (The 8<sup>th</sup> Street Market)

We will begin setting up on Friday, November 29<sup>th</sup> at noon. We should be finished cleaning up by midnight on Saturday, November 30<sup>th</sup>.

**Closures are requested from Friday, November 29<sup>th</sup>, through midnight on Saturday, November 30<sup>th</sup>.**

Please mail confirmation to Comfort Chamber of Commerce, P. O. Box 777, Comfort, TX 78013, or FAX to (830) 995-5252.

We look forward to another successful event and appreciate your help with this matter. If you have any questions, please phone the Chamber office, or you may call me on my mobile (832) 489-6512.

Sincerely,

Shirley Solis, Executive Director  
Chair of Christmas In Comfort



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Street Closures for the Christmas in Comfort Parade
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Don Durden, Commissioner Pct 4
<b>PHONE # OR EXTENSION #</b>	210-414-9099
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	<p>Consideration and action to approve closing the following streets in Comfort for the Christmas in Comfort Parade on Saturday, November 30, 2019 from 6:30 p.m. to 9:30 p.m.:</p> <p style="padding-left: 40px;">Idlewilde Boulevard Daniel Drive Edgewood Drive part of US Hwy 87 from north of Idlewilde to SH 27 part of SH27 from south of Lindner to just north of Lindner Lindner Avenue High Street from Lindner Avenue to 5th Street 5th Street from High Street to Broadway Broadway from 5th Street to 7th Street 6th Street from Broadway to Main Street</p> <p>and from 6:00 a.m. to 11 p.m.:</p> <p style="padding-left: 40px;">Lindner Avenue High Street from Lindner Avenue to 5th Street 5th Street from High Street to Broadway Broadway from 5th Street to 7th Street</p>
<b>REASON FOR AGENDA ITEM</b>	To close streets to allow for safe passage for floats on the parade route and street parking at the Christmas in Comfort event.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Precinct 4
<b>ADDITIONAL INFORMATION</b>	The parade begins at 7:00 PM after lining up on Idlewilde Boulevard, Daniel Drive and Edgewood Drive. The parade travels onto Hwy. 87 and Hwy. 27, turns onto Lindner Avenue to High Street, turns right and proceeds down High Street to 5th Street. Passing the Park, it takes a left onto Broadway to 7th Street where it disbands. The football field lights will be on for safety. The parade is usually over by 9:00 PM, depending on the number of entries.





630 Front Street (PO Box 777) Comfort, Texas 78013

830-995-3131

[info@comfort-texas.com](mailto:info@comfort-texas.com)

[www.comfort-texas.com](http://www.comfort-texas.com)

October 2019

Mr. Don Durden, Kendall County Commissioner #4  
201 E. San Antonio Street  
Boerne, TX 78006

RE: Street Closures for Parade – Christmas In Comfort

Dear Commissioner Durden:

Comfort's Christmas In Comfort event is scheduled for Saturday, November 30<sup>th</sup>. The parade begins at 7:00 PM after lining up on Idlewilde Boulevard., Daniel Drive and Edgewood Drive. The parade travels onto Hwy. 87 and Hwy. 27, turns onto Lindner Avenue to High Street, turns right and proceeds down High Street to 5<sup>th</sup> Street. Passing the Park, it takes a left onto Broadway to 7<sup>th</sup> Street where it disbands. The football field lights will be on for safety. The parade is usually over by 9:00 PM, depending on the number of entries.

The Comfort Chamber of Commerce requests permission from the Commissioner's Court to close the following streets (**map of Parade Route enclosed**) for the Christmas In Comfort Parade on November 30<sup>th</sup>, 2019:

**Parade Closures from 6:30 to 9:30 PM:**

- Idlewilde Boulevard
- Daniel Drive
- Edgewood Drive
- Part of Hwy 87 and 27
- Lindner Avenue
- High Street from Lindner Avenue to 5<sup>th</sup> Street
- 5<sup>th</sup> Street from High Street to Broadway
- Broadway from 5<sup>th</sup> Street to 7<sup>th</sup> Street
- 6<sup>th</sup> Street from Broadway to Main Street

**In addition, the following areas need to be blocked to through traffic for an extended time from 6:00 AM to 11:00 PM, due to street parking for the Christmas In Comfort event and to keep the parade route open for safe passage of floats:**

- Lindner Avenue
- High Street from Lindner Avenue to 5<sup>th</sup> Street
- 5<sup>th</sup> Street from High Street to Broadway
- Broadway from 5<sup>th</sup> Street to 7<sup>th</sup> Street

Thank you for your assistance in this matter. If you have any questions, please phone the Chamber office, or you may call me on my mobile (832) 489-6512.

Best regards,

Shirley Solis  
Executive Director, Chair of Christmas In Comfort



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Christmas in Comfort Event Parking
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Don Durden, Commissioner Pct 4
<b>PHONE # OR EXTENSION #</b>	210-414-9099
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action granting the Comfort Chamber of Commerce's request to allow public parking on the north portion of the County Property at Main and 8th Streets (Parcel ID: 21388/Faltin Field) during the Annual Christmas in Comfort event to be held November 30, 2019.
<b>REASON FOR AGENDA ITEM</b>	To allow parking on County property during the Christmas in Comfort event.
<b>IS THERE DOCUMENTATION</b>	yes
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	The Community Garden, which uses the south portion of the property, has advised the Chamber that it does not object to public parking on the open area not used by the Garden.



630 Front Street (PO Box 777) Comfort, Texas 78013  
830-995-3131 [info@comfort-texas.com](mailto:info@comfort-texas.com) [www.comfort-texas.com](http://www.comfort-texas.com)

October 2019

Mr. Don Durden  
Kendall County Commissioner #4  
201 East San Antonio Street  
Boerne, TX 78006

RE: Event Parking – Christmas In Comfort

Dear Commissioner Durden:

Comfort's Christmas in Comfort event is scheduled this year for Saturday, November 30<sup>th</sup>. We request permission to use the north portion of the County Property at Main and 8<sup>th</sup> Streets (Parcel ID: 21388/Faltin Field) for Event parking. The Community Garden on the south side of the property has given permission for parking on the open area not used by the Garden.

We will appreciate hearing back from you so that we can direct participants and visitors to appropriate parking areas. We can expect vehicles to arrive as early as 6:00 AM, and remaining throughout the day until sometime after the Parade is over, when 7<sup>th</sup> Street booths are broken down.

A map of the requested parking area is attached.

Thank you for your assistance in this matter. If you have any questions, please phone the Chamber office, or you may call me on my mobile (832) 489-6512.

Best regards,

Shirley Solis, Executive Director  
Chair of Christmas In Comfort



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 10/28/2019**  
**OPEN SESSION**

<b>SUBJECT</b>	Christmas in Comfort Event Letter of Permission for TABC
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Don Durden, Commissioner Precinct 4
<b>PHONE # OR EXTENSION #</b>	210-414-9099
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on a letter required by the Texas Alcoholic Beverage Commission (TABC) from Commissioners Court to the Comfort Chamber of Commerce granting permission to the Chamber to sell beer at its booth at 7th Street and High Street from 10:00 a.m. to 9:00 p.m. on Saturday, November 30, 2019, during the annual Christmas In Comfort event.
<b>REASON FOR AGENDA ITEM</b>	TABC requires letter from County allowing beer to be sold at the Chamber booth.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	The Chamber will obtain the necessary TABC licenses and will comply with all TABC requirements.



630 Front Street (PO Box 777) Comfort, Texas 78013  
830-995-3131 [info@comfort-texas.com](mailto:info@comfort-texas.com) [www.comfort-texas.com](http://www.comfort-texas.com)

October 2019

Mr. Don Durden  
Kendall County Commissioner #4  
201 East San Antonio Street  
Boerne, TX 78006

RE: Permission to Sell Beer – Christmas In Comfort

Dear Commissioner Durden:

Comfort's annual Christmas In Comfort event is scheduled for Saturday, November 30<sup>th</sup>, 2019. We write to ask permission to sell beer at the Chamber booth from 10:00 AM until 9:00 PM, on 7<sup>th</sup> Street at High, which will be closed to traffic to accommodate the event.

The Chamber will obtain the necessary TABC licenses and will meet all TABC requirements. TABC requests a letter of permission from the Commissioner's Court that allows the Chamber to sell alcohol at this location.

Please mail your written permission to Comfort Chamber of Commerce, P. O. Box 777, Comfort, TX 78013, or you may FAX to 830-995-5252.

We look forward to a successful event and appreciate your help with this matter.

If you have any questions, please phone or e-mail the Chamber office, or you may call me on my mobile (832) 489-6512.

Thank you.

Best regards,

Shirley Solis, Executive Director  
Chair of Christmas In Comfort

cc: [speters@co.kendall.tx.us](mailto:speters@co.kendall.tx.us)



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>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, ext. 213
<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>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Public Hearing: Proposed Division Comfort part Out Lot 27
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development 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>	Public hearing on the application filed by Susan Morales for the proposed revision of the subdivision plat for Town of Comfort filed in Volume 56 Page 182A of the plat records of Kendall County, Texas. The proposed division would create two lots. Each lot would be approximately 0.1 acres each with approximately 50' of frontage on Avenue A. Donnie Boerner, Donnie Boerner Survey Co., LP
<b>REASON FOR AGENDA ITEM</b>	Public Hearing: Proposed Division Comfort part Out Lot 27
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

**COMMISSIONER COURT DATE: 10/28/2019  
OPEN SESSION**

<b>SUBJECT</b>	Request for relief: minimum lot size / road frontage 812 & 816 Avenue A
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development 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 a request for relief from minimum lot size and road frontage in accordance with Sections 300.1100 of the Kendall County Development Rules and Regulations. The proposed division would create two lots. Each lot would be approximately 0.1 acres each with approximately 50' of frontage on Avenue A. (Donnie Boerner, Donnie Boerner Survey Co., LP)
<b>REASON FOR AGENDA ITEM</b>	Request for relief: minimum lot size / road frontage 812 & 816 Avenue A
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	The lots are provided with water and sewer through WCID No.1 Front building setbacks will be determined as a condition of relief.



**REQUEST FOR RELIEF (Variance)**

From the Kendall County (KC) Development Rules and Regulations  
(Section 106)

1. Date September 9, 2019
2. Location of Property: 812 & 816 Avenue A, Comfort Texas  
\_\_\_\_\_
3. Name of Development (If Applicable): Town of Comfort  
\_\_\_\_\_
4. Property Owner/Developer Name: Susan Morales  
\_\_\_\_\_
5. Relief Requested (Reference the specific Section/Paragraph of the current KC Development Rules and Regulations:  
  
301            LOT SIZE/ ROAD FRONTAGE/ DENSITY
6. Reason(s) for Requesting Relief: (Please refer to Section 106, Relief by County Commissioners Court in answering these questions)
  - a. What special circumstances or conditions affecting the land involved such that the strict interpretation of the provisions of these regulations would deprive you of the reasonable use of this land.  
I have two houses on my property and I wish to divide my property so that each house will be associated with its own lot number.
  - b. Why is relief necessary for the preservation and enjoyment of a substantial property right of yours?  
If I ever desire to sell or convey one of my houses to a family member, or other person, this ~~perce~~ process will have to be done.

- c. Will the granting of relief not be detrimental to the public's health, safety, and welfare? Please explain.

Not to my knowledge

- d. Will the granting of relief not have the effect of preventing the orderly subdivision of other land in the area? Please explain.

Not to my knowledge.

Susan Morales

Property Owner Signature

Susan Morales

Print Owner Name

Sept. 10, 2019

Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Print Owner Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number



SCALE: 1" = 30'

PART OF OUTLOT 27  
0.21 ACRES

AVENUE A

EXISTING CONDITION:



SCALE: 1" = 30'

OUTLOT 27C  
0.1± ACRES

OUTLOT 27B  
0.1± ACRES

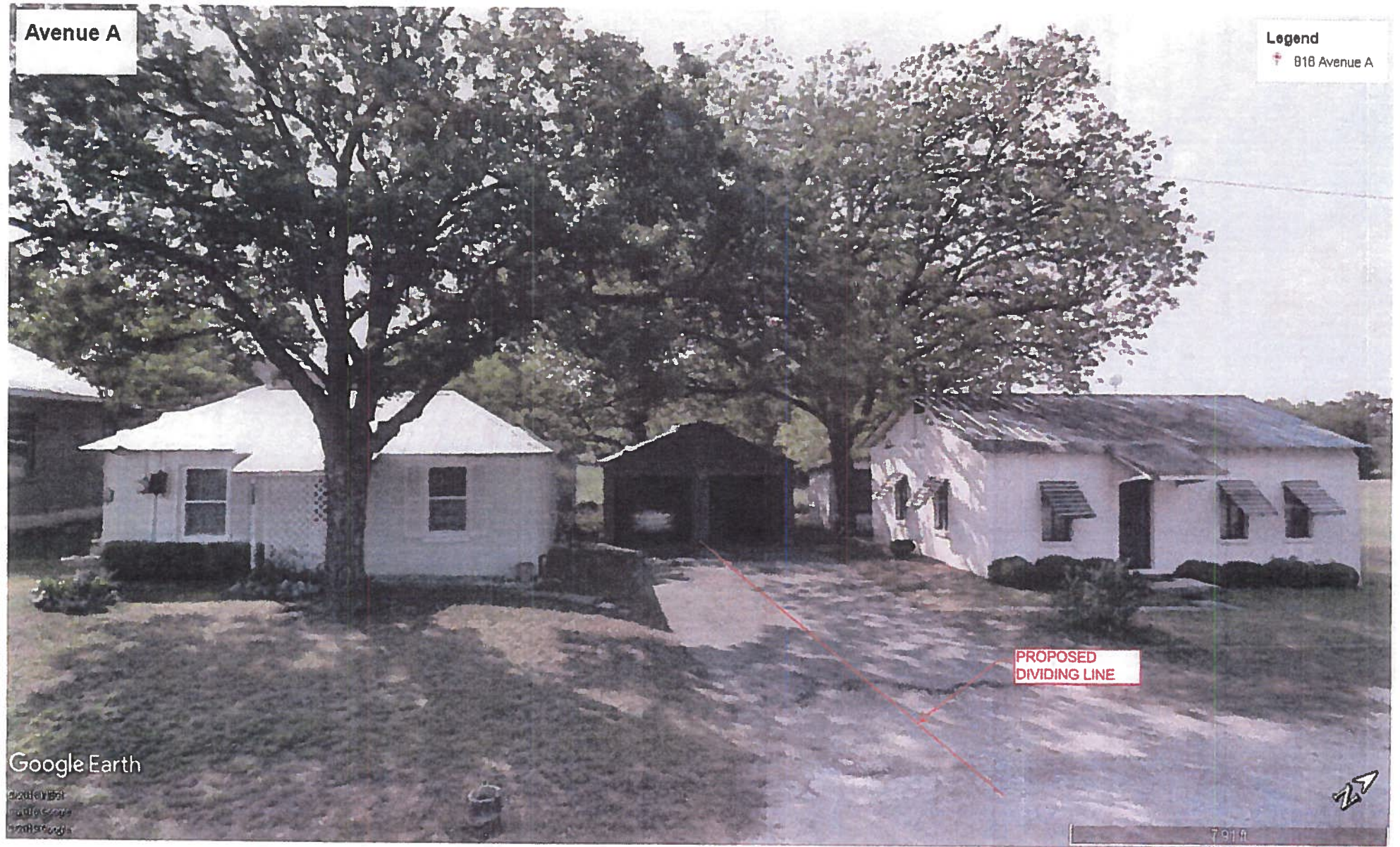
AVENUE A

PROPOSED RE-PLAT:



Avenue A

Legend  
818 Avenue A



Google Earth

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7919



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Champee Springs Plat Revision Tracts 8G and 8F1
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development 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 a Plat Revision of Tracts 8G and 8F1 of the subdivision plat for Champee Springs Ranches, Kendall County, Texas in accordance to section 209 of the Kendall County Development Rules and Regulations. The proposed plat action would create three Tracts of 79 acres, 50 acres, and 80 acres. Relief was granted on 10/15/19 for road frontage. A public hearing was held on 10/15/19. No one was present to speak on the proposed plat revision (Wes Rexrode, Pfeiffer Land Surveying)
<b>REASON FOR AGENDA ITEM</b>	Champee Springs Plat Revision Tracts 8G and 8F1
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None

20. As  $\tau_{\text{max}} = 1$  has a minimum in  $\tau$  and  $\tau_{\text{max}} = 1$  at  $\tau_{\text{max}} = 1$ .

## BOERNE

JOB NO 147-19

PAGE 1 of 3



LINE TABLE			CIPHER TABLE					
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2	00000001	25 25 25 25 25 25	2	25/253	405/254/252	13/2 2/6	0x 25000001	0x 25000001
3	00000002	25 25 25 25 25 25	3	25 25 25	11/11/11/11/11/11	3/6 6/3	0x 25000002	0x 25000002
4	00000003	25 25 25 25 25 25	4	25/253	405/254/252	25/252	0x 25000003	0x 25000003
5	00000004	25 25 25 25 25 25	5	25/253	405/254/252	13/2 2/6	0x 25000004	0x 25000004

[illegible][illegible]

LOT 8G  
84.15 ACRES

LOT 8F1  
126.25 ACRES

THE UNIVERSITY OF CHICAGO  
CHICAGO, ILL.  
JANUARY 1960

EXISTING - AS RECORDED

RANGER CREEK ROAD  
- 90' WIDE PUBLIC ROAD PER PLAT

**PFEIFFER LAND SURVEYING**  
918 ADLER STREET  
BOERNE, TX 78006  
830-249-3385



TRACT 8G IN CHAMPEE SPRINGS RANCHES RECORDED IN VOLUME 3, PAGES 169-186, PLAT RECORDS, KENDALL COUNTY, TEXAS AND TRACT 8F1 IN CHAMPEE SPRINGS RANCHES RECORDED IN VOLUME 3, PAGE 369, PLAT RECORDS, KENDALL COUNTY, TEXAS.



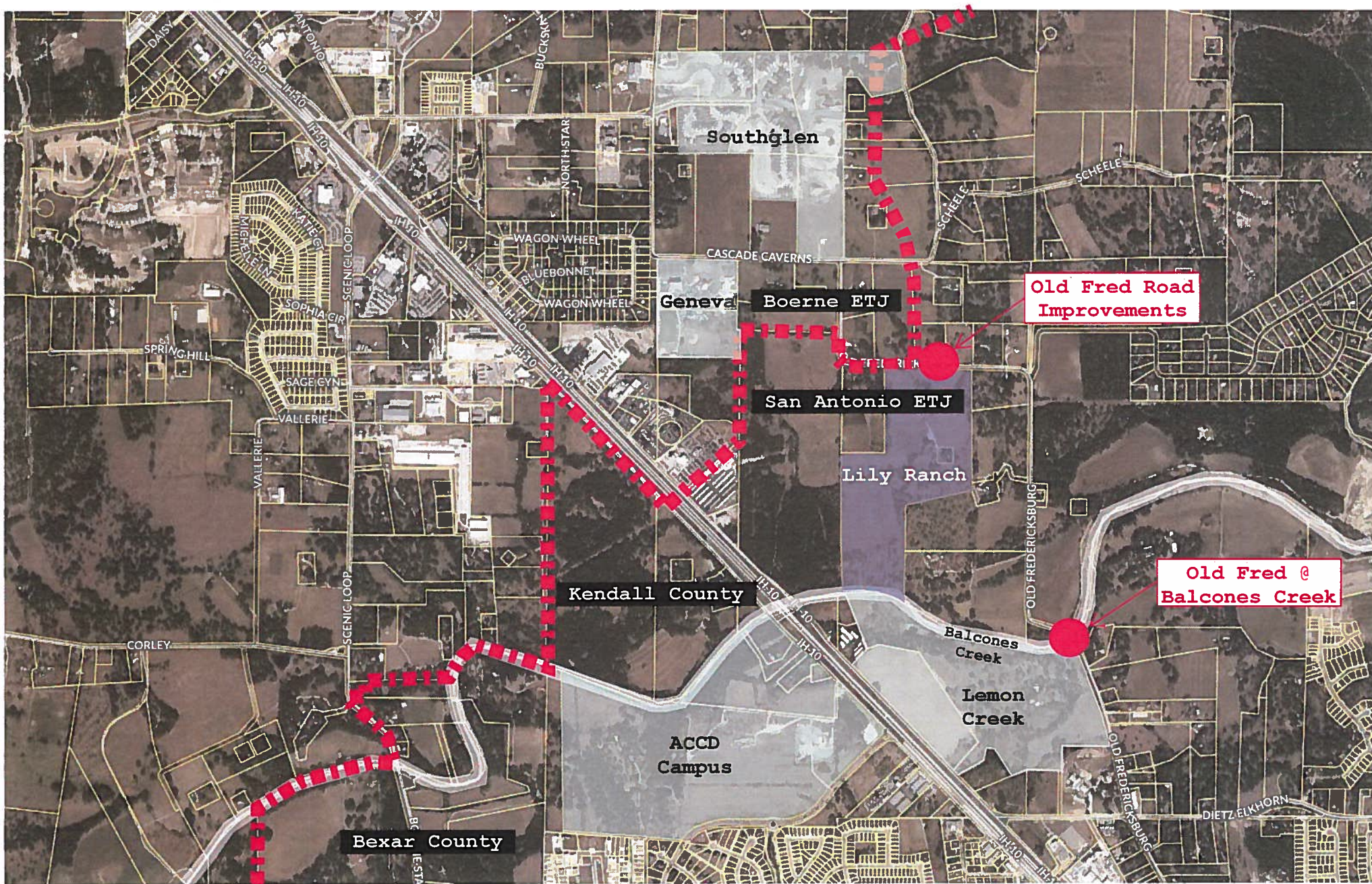




## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Presentation by Cude Engineers concerning a proposed subdivision development at 22 Old Fredericksburg Road
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development 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>	Presentation by Cude Engineers concerning a proposed subdivision development at 22 Old Fredericksburg Rd. (Joshua Cude, Cude Engineers)
<b>REASON FOR AGENDA ITEM</b>	Presentation by Cude Engineers concerning a proposed subdivision development at 22 Old Fredericksburg Rd.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #2
<b>ADDITIONAL INFORMATION</b>	None











**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 10/28/2019 OPEN SESSION</b>	
<b>SUBJECT</b>	Cordillera Unit 207F, release Financial Guarantee
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Richard Tobolka
<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 release of the Financial Guarantee, (letter of credit) Cordillera Unit 207F for Roadway and Drainage improvements in the amount of \$678,877.00
<b>REASON FOR AGENDA ITEM</b>	Cordillera Unit 207F, release Financial Guarantee
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #2
<b>ADDITIONAL INFORMATION</b>	None



April 12, 2018

*Aspin*

Irrevocable Letter of Credit No.: 9714190

Amount: **\$678,877.00**

Issue Date: **April 12, 2018**

Expiration Date: **April 12, 2020**

Beneficiary Name: Kendall County Judge

Beneficiary Address: 201 E. San Antonio, Boerne, TX 78006

RE: CR Devco 2013, LLC

Unit 207F, Cordillera Ranch, Kendall County, Texas

Southside Bank does hereby issue this Irrevocable Letter of Credit No. 9714190 in Beneficiary's favor for account of CR Devco 2013, LLC (the "Developer"), up to the aggregate sum of Six Hundred Seventy Eight Thousand Eight Hundred Seventy Seven Dollars and Zero Cents (\$678,877.00) expiring April 12, 2020 at our counters available by payment against Beneficiary's draft at sight on Southside Bank (the "Bank") accompanied by:

Written certification signed by the County Judge, any County Commissioner or the County Treasurer that CR Devco 2013, LLC, has failed to complete certain subdivision improvements consisting of the construction of streets and drainage structures (the "Improvements") for Unit 207F, Cordillera Ranch within two (2) years from the date of approval of the final plat by the Kendall County Commissioners Court or, alternatively, that the Improvements have not been completed and that CR Devco 2013, LLC., has failed to timely extend this Letter of Credit."

SPECIAL CONDITIONS:

1. This Letter of Credit may not be canceled by the Developer prior to the expiration date without the written consent of the Beneficiary.
2. Any draft drawn under this letter of credit must be marked "Drawn under Irrevocable Letter of Credit No. 9714190 issued by Southside Bank".
3. Unless otherwise expressly stated herein, this letter of credit shall be governed by the Uniform Commercial Code as enacted in the State of Texas on the date of issuance, and shall also, to the extent not inconsistent with such code, be governed by the International Standby Practices ISP98 of the International Chamber of Commerce.
4. Any funds drawn under this Letter of Credit shall be used to complete the Improvements in accordance with the plans and specifications and the applicable Kendall County, Texas Regulations, Rules and Specifications for Roads and Subdivisions (the "Subdivision Regulations").
5. Upon completion of the Improvements in accordance with the plans and specifications and the Subdivision Regulations, Kendall County shall release this Letter of Credit and return it to Developer.




6. If this Letter of Credit is not extended or renewed by Southside Bank at least forty-five (45) days before the expiration date, then Beneficiary may give written notice at least fourteen (14) days prior to calling for funds on this Letter of Credit, to Bank and Developer at their respective stated addresses sent by courier/certified mail, return receipt requested, that "this Letter of Credit is about to expire (in forty-five (45) days or less) and that construction of the Improvements has not been completed, and that Kendall County intends to draw upon this Letter of Credit unless a substitute Letter of Credit in an approved form, and in an amount equal to the Stated Amount stated hereinabove or such reduced amount approved by the County Commissioner's Court, is substituted prior to the expiration date of this Letter of Credit."
7. Prior to collecting on this Letter of Credit because of Developer's failure to timely complete the Improvements in accordance with the plans and specifications and County Subdivision Regulations, Kendall County will give written notice at least seven (7) days prior to calling for funds on this Letter of Credit, to Bank and Developer at their respective stated addresses sent by courier/certified mail, return receipt requested, that the Improvements have not been completed in accordance with the plans and specifications and County Subdivision Regulations and that Kendall County intends to draw upon this Letter of Credit.

Southside Bank agrees that drafts drawn and presented in conformity with the terms of this credit will be duly honored on presentation to Southside Bank, 2510 W. Frank, Lufkin, Texas 75904 on or before the expiration date indicated above. Drafts must be drawn and presented to Southside Bank by 5:00 p.m. on April 12, 2020. Drafts will be honored within seven (7) banking days of presentment. We agree that drafts drawn and presented in accordance with this letter of credit shall be duly honored. Partial draws will be permitted and the letter of credit shall be reduced by the amount of such partial draws as well as by any reduction letters authorized by the County. The sum of such partial draws shall on no account exceed the Stated Amount of this credit, and upon any draw or reduction letter which exhausts this credit, the original of this credit shall be surrendered to us.

Address of Issuer: 2510 W. Frank, Lufkin, TX 75904

SOUTHSIDE BANK

By:   
Name: Trey Denman  
Title: Executive Vice President

Address of Developer:  
CR Devco 2013, LLC  
102-A Cordillera Ridge  
Boerne, TX 78006



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Greco Bend Subdivision release of Financial Guarantee
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Richard Tobolka
<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 release of the Financial Guarantee, (cash deposit), Greco Bend Subdivision for Roadway and Drainage improvements in the amount of \$271,966.10 and for Roadway and Drainage improvements to FM 473 in the amount of \$30,402.53.
<b>REASON FOR AGENDA ITEM</b>	Greco Bend Subdivision release of Financial Guarantee
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None



STATE OF TEXAS  
KENDALL COUNTY

§  
§  
§

### FINANCIAL GUARANTEE CASH DEPOSIT AGREEMENT

This Financial Guarantee Cash Deposit Agreement (this "Agreement") is entered into between Shawn Angelo Greco, Michelle Dawn Greco, and John Kyle Greco (hereinafter "Greco"), and Kendall County (hereinafter "County"), a subdivision of the State of Texas.

**WHEREAS**, Greco, deposited cash in the amount indicated herein with the County on March 11, 2019 as the financial guarantee pursuant to Section 205.1300, *Kendall County, Texas Development Rules and Regulations* for satisfactory and timely completion of the following to be constructed at the Greco Bend Subdivision (hereinafter the "Subdivision"):

- (1) Street and drainage improvements in the Subdivision; and
- (2) Street and drainage improvements to FM 473.

**WHEREAS**, Greco, deposited cash with the County, in the following amounts:

- (1) Two hundred seventy one thousand, nine hundred ninety six and 10/100 dollars (\$271,996.10) as the financial guarantee for the Street and Drainage improvements; and
- (2) Thirty thousand, four hundred and two and 53/100 dollars (\$30,402.53) as financial guarantee for street and drainage improvements to FM 473; and

**WHEREAS**, Greco have submitted a final plat for the Subdivision;

**NOW THEREFORE**, in recognition of the consideration provided herein, the County and Greco agree as follows:

1. The County Treasurer shall hold the cash deposit in an interest bearing account, with any interest accruing to such funds to be retained in the account for the benefit of the County, until such time as the Street and Drainage improvements to the subdivision and FM 473, are completed by Greco in accordance with the final plat and construction drawings and specifications approved by the County or until such funds are forfeited to the County as set out herein:
  - a) Two hundred seventy one thousand, nine hundred ninety six and 10/100 dollars (\$271,996.10) as the financial guarantee for the Street and Drainage improvements; and
  - b) Thirty thousand, four hundred and two and 53/100 dollars (\$30,402.53) as financial guarantee for street and drainage improvements to FM 473.
2. Greco acknowledge and agree that, in the event that the Street and Drainage Improvements do the subdivision and FM 473 are not completed on or prior to March 11, 2020 in accordance with the final plat and construction drawings and specifications approved by the County, the applicable amount of the funds on deposit will be forfeited to the County to use to complete either the subdivision of FM 473 Street and Drainage

Improvements as applicable. The County will retain the financial guarantee cash deposit until the County accepts the road into the County Road System.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, this 4 day of March, 2019 (the "Effective Date").

  
Shawn Angelo Greco  
Owner

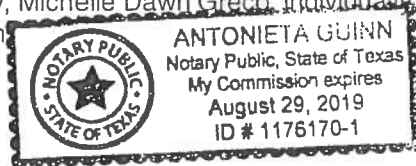
  
Michelle Dawn Greco  
Owner

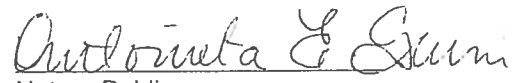
  
John Kyle Greco  
Owner

State of Texas

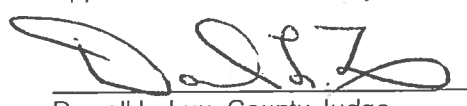
County of Texas- Kendall

This instrument was acknowledged before me on MARCH 3, 2019 by Shawn Angleo Greco, individually, Michelle Dawn Greco, individually, and John Kyle Greco, individually on behalf of said corporation



  
Antonietta E. Guinn  
Notary Public  
State of Texas

Approved this 11<sup>th</sup> day of March 2019

  
Darrell L. Lux, County Judge

Attest:   
Darlene Herrin, County Clerk



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 10/28/2019**  
**OPEN SESSION**

<b>SUBJECT</b>	Greco Bend Subdivision Maintenance Bond
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Engineer - Richard Tobolka
<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 accepting a Maintenance Bond, Greco Bend Subdivision, Roadway and Drainage in the amount of \$45,359.79. The Maintenance Bond is effective for one year beginning October 28, 2019.
<b>REASON FOR AGENDA ITEM</b>	Greco Bend Subidivision Maintenance Bond
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None

# SureTec Insurance Company

2103 CityWest Boulevard, Suite 1300  
Houston, TX 77042  
713-812-0800

## CHANGE RIDER

TO BE ATTACHED TO AND FORM A PART OF:

Bond Number: 5276859

Principal: J.T. Stewart & Sons, LLC

Obligee: Kendall County Judge and His Successors or Assigns.

Said bond, issued by SureTec Insurance Company, as Surety, is hereby amended as follows:

Change Obligee From Kendall County to Kendall County Judge and His Successors or Assigns.

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Effective date of rider: 9/30/2019

All other terms and conditions shall remain the same.

Signed and sealed this 30 day of September, 2019.

SureTec Insurance Company

Surety

By

  
Paul Robinson

, Attorney-in-fact

# SureTec Insurance Company

## LIMITED POWER OF ATTORNEY

**Know All Men by These Presents**, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Paul Robinson

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for:

**Principal:** J.T. Stewart & Sons, LLC  
**Obligee:** Kendall County Judge and His Successors or Assigns.  
**Amount:** \$ 45,359.79

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the CEO, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

*Be it Resolved*, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

*Attorney-in-Fact* may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

*Be it Resolved*, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20<sup>th</sup> of April, 1999.)

**In Witness Whereof**, SURETEC INSURANCE COMPANY has caused these presents to be signed by its CEO, and its corporate seal to be hereto affixed this 30 day of September, A.D. 2019 .

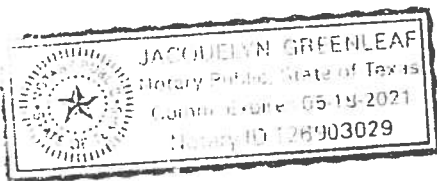
State of Texas                      SS:  
 County of Harris



SURETEC INSURANCE COMPANY

By:   
 John Knox, Jr., CEO

On this 30 day of September, A.D. 2019 before me personally came John Knox, Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is CEO of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



  
 Jacquelyn Greenleaf, Notary Public  
 My commission expires May 18, 2021

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this 30 day of September, 2019, A.D.

  
 M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.  
 For verification of the authority of this power you may call (713) 812-0800 any business day between 8:30 am and 5:00 pm CST.

<div><b>SureTec Insurance Company</b> <b>THIS BOND RIDER CONTAINS IMPORTANT COVERAGE INFORMATION</b></div>
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### **Statutory Complaint Notice/Filing of Claims**

To obtain information or make a complaint: You may call the Surety's toll free telephone number for information or to make a complaint or file a claim at: 1-866-732-0099. You may also write to the Surety at:

SureTec Insurance Company  
9737 Great Hills Trail, Suite 320  
Austin, Tx 78759

You may contact the Texas Department of Insurance to obtain information on companies, coverage, rights or complaints at 1-800-252- 3439. You may write the Texas Department of Insurance at:

PO Box 149104  
Austin, TX 78714-9104  
Fax#: 512-490-1007  
Web: <http://www.tdi.state.tx.us>  
Email: [ConsumerProtection@tdi.texas.gov](mailto:ConsumerProtection@tdi.texas.gov)

**PREMIUM OR CLAIMS DISPUTES:** Should you have a dispute concerning your premium or about a claim, you should contact the Surety first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

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SureTec Insurance Company

MAINTENANCE BOND

Bond No. 5276859

KNOW ALL MEN BY THESE PRESENTS, that we J.T. Stewart & Sons, LLC  
as Principal, and SureTec Insurance Company, as Surety, are  
held and firmly bound unto Kendall County as Obligee, in the  
penal sum of Forty Five Thousand Three Hundred Fifty Nine Dollars and Seventy Nine Cents  
(\$ 45,359.79) to which payment well and truly to be made we do bind ourselves, and each  
of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal has entered into a contract with Kendall County  
dated \_\_\_\_\_ for Greco Bend Subdivisions Street & Drainage Improvements,  
which contract is hereinafter referred to as the "Contract."

WHEREAS, said Obligee requires that the Principal furnish a bond conditioned to guarantee for the period of  
1 year (s) after substantial completion of the work performed under the Contract against defects in  
workmanship and materials in the Work which would have been the responsibility under the Contract for which  
written notice is made to Surety during said period.

NOW THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH that, if the Principal shall indemnify  
the Obligee for all loss that the Obligee may sustain by reason of any defective materials or workmanship in  
the Work which may become apparent and with respect to which notice is delivered to Surety in writing during  
the period of 1 year (s) from and after date of substantial completion of the work, then this obligation  
shall be void, otherwise to remain in full force and effect.

No right of action shall accrue hereunder to or for the benefit of any person or entity other the Obligee named  
herein, nor shall any suit be filed or action maintained on this bond more than twenty five (25) months after the  
date of the earliest timely notice of defect by Obligee to Surety.

SIGNED, SEALED AND DATED THIS 30th day of September, 2019.

J.T. Stewart & Sons, LLC  
Principal  
By: [Signature]  
SureTec Insurance Company  
By: [Signature]  
Andrew Marquis, Attorney-in-Fact

# SureTec Insurance Company

## LIMITED POWER OF ATTORNEY

**Know All Men by These Presents,** That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Andrew Marquis

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for:

**Principal:** J.T. Stewart & Sons, LLC  
**Obligee:** Kendall County  
**Amount:** \$ 45,359.79

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

*Be it Resolved,* that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

*Attorney-in-Fact* may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

*Be it Resolved,* that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20<sup>th</sup> of April, 1999.)

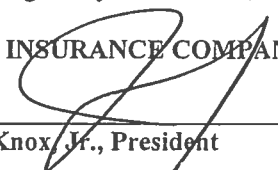
**In Witness Whereof,** SURETEC INSURANCE COMPANY has caused these presents to be signed by its President, and its corporate seal to be hereto affixed this 6th day of April, A.D. 2017.

State of Texas  
 County of Harris

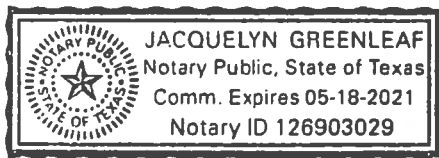
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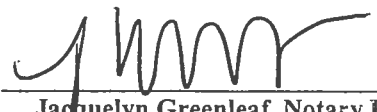


SURETEC INSURANCE COMPANY

By:   
 John Knox, Jr., President

On this 6th day of April, A.D. 2017 before me personally came John Knox, Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is President of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



  
 Jacquelyn Greenleaf, Notary Public  
 My commission expires May 18, 2021

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this 30th day of September 2019, A.D.

  
 M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.  
 For verification of the authority of this power you may call (713) 812-0800 any business day between 8:00 am and 5:00 pm CST.



# SureTec Insurance Company

## **IMPORTANT NOTICE Statutory Complaint Notice/Filing of Claims**

To obtain information or make a complaint: You may call the Surety's toll free telephone number for information or to make a complaint or file a claim at: 1-866-732-0099. You may also write to the Surety at:

SureTec Insurance Company  
9737 Great Hills Trail, Suite 320  
Austin, TX 78759

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PO Box 149104  
Austin, TX 78714-9104  
Fax#: 512-490-1007  
Web: <http://www.tdi.texas.gov>  
Email: [ConsumerProtection@tdi.texas.gov](mailto:ConsumerProtection@tdi.texas.gov)

**PREMIUM OR CLAIMS DISPUTES:** Should you have a dispute concerning your premium or about a claim, you should contact the Surety first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

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## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 10/28/2019**  
**OPEN SESSION**

<b>SUBJECT</b>	WCID #3
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Christina Bergmann Commissioner Pct 1
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	10 Minutes
<b>WORDING OF AGENDA ITEM</b>	Update and discussion regarding WCID #3 and the proposed development on Scenic Loop Road.
<b>REASON FOR AGENDA ITEM</b>	WCID #3
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Pct #1
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Memorandum of Understanding - San Antonio Council on Alcohol and Drug Awareness and Kendall County Opioid Response Coalition
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Bill Ballard, General Counsel
<b>PHONE # OR EXTENSION #</b>	830-249-9343
<b>TIME NEEDED FOR PRESENTATION</b>	15 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the proposed Memorandum of Understanding between San Antonio Council on Alcohol and Drug Awareness and Kendall County Opioid Response Coalition.
<b>REASON FOR AGENDA ITEM</b>	Support prevention of and treatment for substance use disorders.
<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: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	HVAC Preventative Maintenance
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Robert Kinsey, Facilities Maintenance Manager
<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 regarding the approval of an agreement to service 44 HVAC systems throughout Kendall County Offices.
<b>REASON FOR AGENDA ITEM</b>	To provide preventative maintenance to Kendall County HVAC systems. The agreement's term is October 1, 2019 - September 30, 2020.
<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: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Kendall County's Section 125 plan service provider
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Michelle Lux - Human Resources
<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 to appoint American Fidelity to serve as Kendall County's Section 125 Plan service provider.
<b>REASON FOR AGENDA ITEM</b>	Appointment of a new §125 service provider
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Kendall County
<b>ADDITIONAL INFORMATION</b>	Section 125 is part of the IRS Code that allows employees to convert a taxable cash benefit (salary) into non-taxable benefits. Under a Section 125 program you may choose to pay for qualified benefit premiums before any taxes are deducted from employee paychecks. Plan year begins October 1, 2019 and ends September 30, 2020. Components to be adopted under the Section 125 plan include: Flexible spending arrangement, Group medical insurance, cancer coverage, dental/vision insurance, dependent care assistance, and medical expense reimbursement.



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Audit Firm
<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 to hire Neffendorf & Knopp, P.C. to perform the Fiscal Year 2019 independent audit.
<b>REASON FOR AGENDA ITEM</b>	Hire Audit Firm
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	County Auditor
<b>ADDITIONAL INFORMATION</b>	None

**NEFFENDORF & KNOPP, P.C.**  
**Certified Public Accountants**

P.O. BOX 874 · 736 S. WASHINGTON ST.  
FREDERICKSBURG, TEXAS 78624-0874  
(830) 997-3348

FAX: (830) 997-3333  
email: audit@nkpccpa.com

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER  
TEXAS SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

September 11, 2019

To the Honorable Judge and County Commissioners  
Kendall County  
Boerne, Texas 78006

We are pleased to confirm our understanding of the services we are to provide Kendall County for the year ended September 30, 2019. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Kendall County as of and for the year ended September 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Kendall County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Kendall County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule- General Fund
- 3) Budgetary Comparison Schedule- Road and Bridge Fund
- 4) Schedule of Changes in Net Pension Liability and Related Ratios
- 5) Schedule of Employer Contributions- TCDRS

We have also been engaged to report on supplementary information other than RSI that accompanies Kendall County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining and Individual Non-Major Fund Financial Statements
- 2) Statement of Changes in Assets and Liabilities- Agency Fund
- 3) Private Purpose Trust Fund Statements

**Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of

the accounting records of Kendall County and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Kendall County's financial statements. Our report will be addressed to the Honorable Judge and County Commissioners of Kendall County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Kendall County is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial



statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Kendall County's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Other Services**

We will also assist in preparing the financial statements and related notes of Kendall County in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

#### **Management Responsibilities**

Management is responsible for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the

supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the county; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Neffendorf & Knopp, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Neffendorf & Knopp, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Keith Neffendorf is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$20,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Kendall County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Neffendorf & Knopp, P.C.*  
Neffendorf & Knopp, P.C.

RESPONSE:

This letter correctly sets forth the understanding of Kendall County.

Management signature: \_\_\_\_\_

Title: County Auditor

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

Governance signature: \_\_\_\_\_

Title: County Judge

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



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Resolution for the Indigent Defense Grant Program
<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 to approve the resolution for the 2020 Indigent Defense Grant Program.
<b>REASON FOR AGENDA ITEM</b>	Approve resolution - a requirement for the Texas Indigent Defense Commission.
<b>IS THERE DOCUMENTATION</b>	Yes - Resolution
<b>WHO WILL THIS AFFECT?</b>	The Public
<b>ADDITIONAL INFORMATION</b>	None

**2020 Kendall County Resolution**  
**Indigent Defense Grant Program**

WHEREAS, under the provisions of the Texas Government Code Section 79.037 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Kendall County Commissioners Court has agreed that in the event of loss or misuse of the funds, Kendall County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the County Auditor is designated as the Financial Officer for this grant.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2019.

---

Darrel L. Lux  
County Judge

Attest:

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County Clerk



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 10/28/2019**  
**OPEN SESSION**

<b>SUBJECT</b>	Surplus and Salvage Property to Destroy
<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 take action to declare the attached list of 8 guns and 26 vests as surplus in order to be destroyed.
<b>REASON FOR AGENDA ITEM</b>	To declare surplus items to be destroyed.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Sheriff's Office
<b>ADDITIONAL INFORMATION</b>	None

May 16, 2019

Memorandum To: Commissioner's Court  
From: Kendall County Sheriff's Office  
Regarding: Items for Destruction

The following guns need to be destroyed because they are old, cheap, and have been replaced by Mossberg 500.

Mossberg 88	MV38651H
Mossberg 88	MV38525H
Mossberg 88	MV38621H
Mossberg 88	MV38400H
Mossberg 88	MV38385H
Mossberg 88	MV38562H
Mossberg Maverick	J869046
Winchester	L2944661

The following vests need to be destroyed because they have expired and have been replaced by new vests.

306065233 x 2  
163989  
20418463  
20418464  
10404039298 x 2  
1401226483 x 2  
1403037902  
170000190924  
170000190896  
✓17099723  
17099722  
17099721  
17088720  
170000097541  
170000097515  
297113  
296885  
178737  
163993  
080000167690  
080000168004  
N-9518532-A  
N9518532-A



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Apple iPad lease - Sheriff's Department
<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>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action regarding the approval of the lease of 24 Apple iPads to be used by the Kendall County Sheriff's Department.
<b>REASON FOR AGENDA ITEM</b>	Sheriff's Deputies use Apple iPads in their line of duty.
<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: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Jail operations for 3rd quarter 2019
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Al Auxier, Sheriff
<b>PHONE # OR EXTENSION #</b>	830-249-9721
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Jail operations report for 3rd quarter 2019
<b>REASON FOR AGENDA ITEM</b>	To inform Commissioners Court of Jail operations
<b>WHO WILL THIS AFFECT?</b>	Kendall County Detention Facility
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 10/28/2019</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Summary of the September Road Report.
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Road and Bridge: Ricky Pfeiffer , 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>	Give a summary of the road activities for September.
<b>REASON FOR AGENDA ITEM</b>	Report the progress of road work.
<b>IS THERE DOCUMENTATION</b>	Yes.
<b>WHO WILL THIS AFFECT?</b>	County wide progress report.
<b>ADDITIONAL INFORMATION</b>	None.

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
1		VALLERIE LN	0.00 to 0.30 miles.	Brush	Cut brush.	42523	9/24/19
1		SCENIC LOOP RD		Inspect		42752	9/16/19
1	117	SCENIC LOOP RD	Shoulder work.	New Construction	Dig hole and put in	42433	9/9/19
1	42	SCENIC LOOP RD	Shoulder of the road.	New Construction	Water grass at	42431	9/9/19
1	42	SCENIC LOOP RD	Shoulders.	New Construction	Water grass at	42417	9/5/19
1	68	SCENIC LOOP RD	Mailbox installation.	New Construction	Dig hole and put in	42434	9/9/19
1		LITTLE HILL RD	0.38 miles.	Paving and Prep	Clean off loose	42515	9/19/19
1		WHITWORTH RD	.24 miles.	Paving and Prep	Clean off loose	42516	9/19/19
1		LITTLE HILL RD	Complete road.	Paving and Prep	Spread LRA rock	42719	9/9/19

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
2		CASCADE CAVERNS RD	0.40 miles.	Brush	Pick up brush.	42456	9/12/19
2	105	ENCHANTED LN	Road way.	Brush	Tree fell across	42460	9/12/19
2		SAVANNAH JON BLVD	0.00 to 0.10 miles.	Brush	Cut brush.	42501	9/19/19
2	107	ENCHANTED LN		Cleaning and Debris	Remove falling	42437	9/10/19
2	202	CHARGER BLVD	Brush Site.	Equipment	Take #65 back to	42450	9/11/19
2	202	CHARGER BLVD	Brush Site.	Equipment	Hauled #13 from	42473	9/16/19
2	202	CHARGER BLVD	Brush Site.	Equipment	Assist the	42512	9/23/19
2	202	CASCADE CAVERNS RD	Cattle guard repair.	Maintenance	Weld on cattle	42422	9/5/19
2	213	CASCADE CAVERNS RD	Cattle Guard.	Maintenance	Weld on cattle	42420	9/5/19
2	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Haul equip To	42451	9/11/19
2	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Grinding brush. 4 hours.	42521	9/23/19
2	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Grinding brush. 6.5 hours.	42390	9/3/19
2	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Move mulch. 6 hours.	42425	9/5/19
2	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Grinding brush. 6 hours.	42527	9/24/19
2	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Spread rock on bleeding road.	42363	9/19/19
2		JASON RD	@ 0.46 miles.	Paving and Prep	Reclaim RAP and mix with AEP.	42559	9/30/19
2	202	CHARGER BLVD	Brush Site.	Paving and Prep			

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
3		EDGE FALLS RD	@ 1.88 miles. @ Guadalupe	Cleaning and Debris	Pick up trash from GBRA river clean up.	42461	9/16/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Equipment	Equipment staging, took from yard to Annex.	42449	9/11/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Equipment	Hauled equipment from R&B to Annex.	42426	9/5/19
3	3	OLD COMFORT RD	Comfort Road and Bridge	Equipment	Move #43 back to yard for repairs.	42452	9/11/19
3	221	FAWN VALLEY DR	Courthouse Annex	Equipment	Stage equipment for parking lot.	42391	9/3/19
3		WEAVER RD	Fabricate @ Shop	Fabricate	Fabricate Weaver Rd. Street Name Sign	42725	9/9/19
3	68	LAURENS LN	ROW. In front of residence	Inspect	Same truck and	42520	9/23/19
3		SATTTLER RD	Unknown.	Maintenance	Repair cattle guard.	42398	9/4/19
3		CRABAPPLE RD	@ 4.78 miles.	Maintenance	Repair wing on cattle guard.	42400	9/4/19
3		CRABAPPLE RD	@ 5.10 miles.	Maintenance	Repair wing on cattle guard.	42402	9/4/19
3	221	FAWN VALLEY DR	Courthouse Annex	Non Road and Bridge	Mill out soft spots.	42519	9/23/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Mixed and layed in RAP.	42459	9/12/19
3	221	FAWN VALLEY DR	Courthouse Annex	Non Road and Bridge	Dug up soft spots.	42403	9/4/19
3	3	STAUDT ST	Sheriff's Office.	Non Road and Bridge	Drop[ off 12 barricades at the Sheriff's Office.	42514	9/11/19
3	221	FAWN VALLEY DR	Courthouse Annex	Non Road and Bridge	Blade, water and rolled.	42545	9/26/19
3	221	FAWN VALLEY DR	Courthouse Annex	Non Road and Bridge	Dug soft spots.	42538	9/25/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Blade, watered and rolled.	42552	9/30/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Balance and blade RAP in parking lot.	42482	9/17/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Dug out soft spots.	42389	9/3/19

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Mill out soft spots.	42528	9/24/19
3	221	FAWN VALLEY DR	Courthouse Annex	Non Road and Bridge	Dug out soft spots.	42435	9/9/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Mill out soft spots.	42495	9/18/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Layed in RAP.	42466	9/16/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Mix and lay in RAP.	42446	9/11/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Dug out soft spots.	42442	9/10/19
3	221	FAWN VALLEY DR	Courthouse Annex.	Non Road and Bridge	Dug out soft spots.	42424	9/5/19
3		WENGENROTH RD	@ 3.40 miles.	Paving and Prep	Seal coat prep, mark road, cut brush.	42393	9/23/19
3		SATTLER RD	0.00 to 3.80 miles.	Seal Pothole Repair; Contractor		42146	9/4/19
3		WENGENROTH RD	0.00 to 2.84 miles.	Seal Pothole Repair; Contractor		42145	9/3/19
3		EDGE FALLS RD	@ 5.00 miles.	Road Structure	Fix cattle guard.	42535	9/24/19
3		SATTLER RD		Seal Coat 1 Course	Seal Coat 1 Course	42707	9/4/19
3		WENGENROTH RD		Seal Coat 1 Course	Seal Coat 1 Course	42708	9/4/19
3		WENGENROTH RD		Seal Coat 2 Course	Seal Coat 2 Course Seal Coat On Either Side Of Low Water Crossing	42710	9/4/19

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		BRINKMANN RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42679	9/4/19
4		AVENUE A	@ 0.00 miles.	New Construction	Install grate inlet and culvert pipe.	42490	9/18/19
4	3	OLD COMFORT RD	Road and Bridge.	New Construction	Fill in along island with 330CC.	42448	9/11/19
4		PINE RD	Alamo Springs	Seal Coat 1 Course		42689	9/4/19
4		AVENUE A	@ 0.00 miles	New Construction	Remove old culvert pipes.	42396	9/4/19
4		PRATHER RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42681	9/4/19
4		SPRING RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42701	9/5/19
4		AVENUE A	@ 0.00 miles.	New Construction	Install culvert pipe.	42481	9/17/19
4		COUNTRY LN	0.00 to 0.15 miles.	Brush	Cut brush.	42395	9/4/19
4		THIRD ST	@ 0.20 miles.	Brush	Cut brush.	42411	9/5/19
4		ROOSEVELT	0.00 to 0.23 miles.	Brush	Cut brush.	42427	9/9/19
4		COMFORT PL	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42670	9/3/19
4		HOPE RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42702	9/5/19
4		RIVER OAKS RD	0.86 to 1.12 miles.	Paving and Prep	Follow striping crew. 1,602 feet. 8.01 gal paint.	42511	9/19/19
4		HOLIDAY RD	7.90 to 8.73 miles.	Maintenance	Work on fixing creek crossings in back, blading gravel.	42548	9/26/19
4		AVENUE A	@ 0.00 miles.	New Construction	Install culvert	42518	9/23/19
4	3	OLD COMFORT RD	Road and Bridge.	Equipment	Haul #43 to Comfort yard.	42540	9/25/19
4		AVENUE A	0.00 to 0.17 miles.	Brush	Cut brush.	42410	9/5/19
4		AVENUE A	@ 0.00 miles.	New Construction	Shoot grade and fill ditch line.	42432	9/9/19
4		JOE WEST RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42680	9/4/19
4		SPANISH PASS RD	1.80 to 1.60 miles.	Brush	Cut brush.	42489	9/18/19
4		OLD NUMBER 9 HWY	2.80 to 3.00 miles.	Brush	Cut brush.	42550	9/30/19
4		SUNFLOWER	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42666	9/3/19
4		EVERGREEN		Seal Coat 1 Course	Seal Coat 1 Course	42664	9/3/19
4		AVENUE A	0.00 miles	New Construction	Dig out for culvert	42444	9/11/19

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		TURKEY RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42692	9/4/19
4		COUNTRY LN	0.10 to 0.34 miles.	Brush	Cut brush.	42387	9/3/19
4		APACHE RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42687	9/4/19
4		ULMUS RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42699	9/4/19
4		GRAPE CREEK RD	0.00 to 5.23 miles.	Paving and Prep	Follow stripers on Grape Creek Rd. 55,276 Feet. 277 gal. paint.	42510	9/19/19
4	3	OLD COMFORT RD	Road and Bridge.	Miscellaneous	Fill storage tanks and oil truck from tanker with AEP.	42475	9/16/19
4		POINT RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42691	9/4/19
4		OLD NUMBER 9 HWY	1.90 to 2.20 miles.	Brush	Cut brush.	42549	9/30/19
4		FIR RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42703	9/5/19
4		SPANISH PASS RD	2.20 to 2.00 miles.	Brush	Cut brush.	42457	9/12/19
4	138	ZOELLER LN	Chip brush pile.	Brush	Chip brush.	42430	9/9/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Work water tank pad wash rack.	42471	9/16/19
4		DEER RD	@ 1.00 to 2.00 miles.	Paving and Prep	Put CC on shoulders of road.	42217	9/16/19
4		MEADOWLARK	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42668	9/3/19
4		HOLIDAY RD	@ 8.6 miles.	Maintenance	Work creek crossing.	42543	9/25/19
4	3	OLD COMFORT RD	Road and Bridge.	Equipment	Hauled pad foot from Annex to Comfort yard.	42447	9/11/19
4	29	ALAMO RD	Shoulder of road.	Equipment	Hauled 26 blade from 29 Alamo Rd to R&B.	42469	9/16/19
4		SPANISH PASS RD	2.00 to 1.80 miles.	Brush	Cut brush.	42480	9/17/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Work on parking lot for Sheriff parking.	42522	9/23/19
4		SECOND ST	0.30 to 0.43 miles.	Brush	Cut brush.	42394	9/4/19
4	3	OLD COMFORT RD	Road and Bridge.	County Road and Bridge	Healthcare Flexible Account training.	42496	9/18/19



# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		AVENUE A	@ 0.00 miles.	New Construction	Shoot grade and shape ditch line.	42418	9/5/19
4		ALAMO SPRINGS SUBDIVIS	Various roads in Alamo	Data Collection	Checked on punch out spots for seal coat.	42488	9/17/19
4		AVENUE A	@ 0.00 miles.	New Construction	Install culvert	42464	9/16/19
4		AVENUE A	@ 0.00 miles.	New Construction	Set up and stage equipment for culvert replacement.	42388	9/3/19
4		ANCIENT COAST RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42690	9/4/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Expand water tank pad and reinstall tank.	42497	9/18/19
4		RIDGEWOOD		Seal Coat 1 Course	Seal Coat 1 Course	42663	9/3/19
4		SPRING RD	0.00 to 1.28 miles.	Seal Pothole Repair; Contractor		42144	9/3/19
4		OAK RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42700	9/5/19
4		CRAVEY RD	@ 2.00 miles	Road Structure	Fix cattle guard.	42536	9/24/19
4		AVENUE A	@ 0.00 miles.	New Construction	Install culvert pipe.	42458	9/12/19
4		AVENUE A	Unknown	Equipment	Hauled #196 from Courthouse Annex to Ave A.	42474	9/16/19
4		AVENUE A	@ 0.00 miles.	New Construction	Install culvert pipes and clean up in front of Post Office.	42507	9/19/19
4		AVENUE A	@ 0.00 miles.	New Construction	Reclaim road and reshape.	42551	9/30/19
4		GREEN CEDAR RD	@ 0.10 miles.	Brush	Cut brush.	42525	9/24/19
4		CROSSING RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42695	9/4/19
4		AVENUE A	0.01 miles.	Equipment	Haul equipment to Avenue A.	42542	9/25/19
4		SPANISH PASS RD	0.70 to 1.10 miles.	Brush	Cut brush.	42504	9/19/19
4	103	OLD COMFORT RD	R&B yard.	Equipment	Haul 64 from	42436	9/9/19
4		AVENUE A	0.00 miles.	New Construction	Prep for culvert install and reshape drainage.	42439	9/10/19

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		CEDAR CT	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42671	9/3/19
4		HAWK RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42697	9/4/19
4		WALL ST	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42665	9/3/19
4	230	WALL ST	ROW.	Brush	Chip brush.	42517	9/23/19
4		SPANISH PASS RD	2.64 to 2.40 miles.	Brush	Cut brush.	42438	9/10/19
4		HOLIDAY RD	8.10 to 8.50 miles.	Brush	Brush removal.	42544	9/26/19
4		SPANISH PASS RD	1.60 to 1.80 miles.	Brush	Cut brush.	42513	9/23/19
4		COMANCHE RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42686	9/4/19
4		SECOND ST	0.30 to 0.10 miles.	Brush	Cut brush.	42407	9/5/19
4		ALTGELT	0.00 to 0.20 miles.	Cut Brush	Cut brush.	42428	9/9/19
4		HOLIDAY RD	Unknow.	Maintenance	Work on fixing creek crossings, blade road and gravel.	42553	9/30/19
4	9	OLD COMFORT RD	ROW clearing	Brush	Cut brush.	42524	9/24/19
4		WALNUT RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42696	9/4/19
4		SPANISH PASS RD	2.20 to 2.00 miles.	Brush	Cut brush.	42462	9/16/19
4		MEADOW LN	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42672	9/3/19
4	46	SPANISH PASS RD	Solid Waste and Recycl	Non Road and Bridge	Move trash dumpster at Recycle.	42445	9/11/19
4	3	OLD COMFORT RD	Road and Bridge.	Non Road and Bridge	Pick up 12 barricades from Sheriff's Office.	42541	9/25/19
4		HOLIDAY RD	7.60 to 8.10 miles.	Brush	Cut brush.	42537	9/25/19
4	539	SIXTH ST	Brush on shoulders.	Brush	Chip brush.	42429	9/9/19
4		DEER RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42698	9/4/19
4		YUCCA	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42667	9/3/19
4		TANAWA RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42688	9/4/19
4		SPANISH PASS RD	2.40 to 2.20 miles.	Brush	Cut brush.	42443	9/11/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Yard maintenance.	42454	9/11/19
4		BIRCH RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42682	9/4/19

# Kendall County Road and Bridge September Report

	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Expand water tank pad.	42485	9/17/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Work on parking lot for Sheriff Parking.	42508	9/19/19
4		VALLEY RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42694	9/4/19
4		AVENUE A	@ 0.00 miles..	New Construction	Install inlet box and culvert pipe.	42526	9/24/19
4		OLD NUMBER 9 HWY	0.00 to 10.58 miles. 525.6 Gal. 111,830	Paving and Prep	Follow contractor while striping.	42500	9/18/19
4		MANOR DR	0.00 to 0.17 miles.	Brush	Cut brush.	42408	9/5/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Work on cutting out doorway in welding shop.	42529	9/24/19
4		ULMUS RD	0.00 to 1.00 miles.	Paving and Prep	Put Econo Pave on shoulder of road.	42392	9/3/19
4	3	OLD COMFORT RD	Road and Bridge.	Paving and Prep	Pump out AEP from storage tank into tanker and return.	42453	9/11/19
4	3	OLD COMFORT RD	Road and Bridge.	Maintenance	Work on parking lot for Sheriff parking.	42530	9/24/19
4		ALAMO RD	Alamo Springs	Seal Coat 1 Course	Seal Coat 1 Course	42704	9/5/19
4		GRAPEVINE	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42669	9/3/19
4		HILLVIEW	Comfort Place	Seal Coat 1 Course	Seal Coat 1 Course	42673	9/3/19

# Kendall County Road and Bridge September Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
Bexar			Kirsch Equipment	Equipment	Haul 177 dump truck to Kirsch Equipment.	42539	9/25/19

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
COB	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Grinding brush. 6.75 hours.	42423	9/5/19
COB	202	CHARGER BLVD	Brush Site.	Non Road and Bridge	Grinding brush. 7.25 hours.	42440	9/10/19



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 10/28/2019**  
**OPEN SESSION**

<b>SUBJECT</b>	Operations Monthly Report
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Kendall County Road & Bridge; Operations Jean Maxwell Operations Supervisor
<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 of Operations Report
<b>REASON FOR AGENDA ITEM</b>	Operations Monthly Report
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Road and Bridge Operations
<b>ADDITIONAL INFORMATION</b>	None

## Kendall County Road and Bridge September 2019 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
1		SCENIC LOOP RD	From .61 to .97 Miles	Inspect	Inspect Road For Proper Signage	42754	9/16/19
1		SCENIC LOOP RD	@ 1.4 miles	Object Marker Repair	Repair Object Marker	42723	9/9/19
1		SCENIC LOOP RD	@ 1.25 Miles	Replace Support	Intersecting Rd Sign Support	42722	9/9/19

## Kendall County Road and Bridge September 2019 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
2	202	CHARGER BLVD	Fabricate @ Shop	Fabricate	Fabricate Info Sign For Brush Site	42746	9/16/19
2	202	CHARGER BLVD		Install	Commercial Brush Sign	42747	9/16/19
2	202	CHARGER BLVD	@ Brush Site	Miscellaneous	Straighten Gate	42792	9/26/19
2	8	JOE KLAR RD	@ .02 Miles	Trash Removal	Remove Adopt A Road Trash	42794	9/26/19
2	9	OLD CURRY CREEK RD	@ .01 Miles	Trash Removal	Remove Adopt A Road Trash	42793	9/26/19

# Kendall County Road and Bridge September 2019 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
3	29	PHILLIP RANCH RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42745	9/16/19
3	168	PHILLIP RANCH RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42791	9/25/19
3	4	SOMEDAY DR	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42741	9/10/19
3	2	TAYLOR RDG	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42790	9/25/19
3	223	OAK FOREST DR	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42743	9/12/19
3	63	SABINAS SPRINGS RD	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42744	9/10/19
3		SHARPS DR	Fabricate Street Name Sign	Fabricate	Dr. Street Name Sign	42724	9/9/19
3	144	ADLER ST	Fabricate @ Shop	Fabricate	Fabricate Address Plate	42802	9/30/19
3		SHARPS DR	@ .01 Miles	Install	Install Sharps Dr. Street Name Sign	42732	9/9/19
3		WEAVER RD	@ .27	Install Sign	Install Weaver Rd. Street Name Sign	42726	9/9/19
3	202	REMINGTON DR	@ .35 Miles	Object Marker Replace	Replace Two Object Markers	42733	9/9/19
3	110	FULLER DR	@ .01 Miles	Object Marker Replace	Replaced Two Object Markers	42735	9/9/19
3		LINWOOD RDG	@ .03 Miles	Repair Sign Support	Repair 30 MPH Sign Support	42738	9/9/19
3		TABLE ROCK	@ .01 Miles	Repair Sign Support	Repair Stop Sign Support	42740	9/9/19
3		SATTLER RD	@ .75 Miles	Repair Sign Support	Repair Dip Sign Support	42736	9/9/19
3		LINWOOD RDG	@ .01 Miles	Repair Sign Support	Repair Stop Sign Support	42737	9/9/19
3		BLACKSHEAR SPGS	@ .01 Miles	Repair Sign Support	Repair Stop Sign Support	42739	9/9/19
3		N SOMEDAY DR	@ .53 Miles	Replace Support	Name Sign	42803	9/30/19



# Kendall County Road and Bridge September 2019 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4		WARING WELFARE RD	@ 9.79 Miles	Clean	Clean Watch For Water On Rd. Sign	42760	9/17/19
4	778	BROADWAY	@ .02 Miles	Data Collection	GPS Culvert For GIS Map	42797	9/30/19
4	3	OLD COMFORT RD	@ yard	Data Collection	Update GIS Map On One Road	42788	9/17/19
4		WARING WELFARE RD	@ 6.4 Miles	Data Collection	GPS Culvert For GIS Map	42776	9/17/19
4	437	WARING WELFARE RD	@ 4.7 Miles	Data Collection	GPS Culvert For GIS Map	42784	9/17/19
4		WARING WELFARE RD	@ 5.75 Miles	Data Collection	GPS Culvert For GIS Map	42780	9/17/19
4	507	WARING WELFARE RD	@ 5.25 Miles	Data Collection	GPS Culvert For GIS Map	42781	9/17/19
4	911	WARING WELFARE RD	@ 8.9 Miles	Data Collection	GPS Culvert For GIS Map	42773	9/17/19
4	427	WARING WELFARE RD	@ 4.6 Miles	Data Collection	GPS Culvert For GIS Map	42786	9/17/19
4	945	WARING WELFARE RD	@ 9.1 Miles	Data Collection	GPS Culvert For GIS Map	42769	9/17/19
4	685	WARING WELFARE RD	@ 7.2 Miles	Data Collection	GPS Culvert For GIS Map	42775	9/17/19
4	134	JUNIPER LN	Fabricate @ Yard	Fabricate	Fabricate Address Plate	42789	9/23/19
4	429	SPARKLING SPRINGS DR	@ 1.47 Miles	Install	Install Six Chevrons	42748	9/16/19
4	4	WARING WELFARE RD	@ 6.26 Miles	Install	Install Guard Rail Reflectors	42778	9/17/19
4		LIVE OAK ST	@ .11 Miles	Install Sign	Reset Stop Street Name Sign	42720	9/9/19
4	427	WARING WELFARE RD	@ 4.6 Miles	Object Marker Replace	Replace Two Object Markers	42787	9/17/19
4	507	WARING WELFARE RD	@ 5.25 Miles	Object Marker Replace	Replace Object Marker	42783	9/17/19
4	301	BROADWAY	@ .1 Miles	Object Marker Replace	Replace Object Marker	42800	9/30/19

## Kendall County Road and Bridge September 2019 Report

Precinct	Address #	Street	Location Description	Activity	Notes	Task ID	Date
4	945	WARING WELFARE RD	@ 9.1 Miles	Object Marker Replace	Replace Two Object Markers	42767	9/17/19
4	907	WARING WELFARE RD	@ 8.9 Miles	Object Marker Replace	Replace Two Object Markers	42771	9/17/19
4	627	WATER ST	@ .3 Miles	Object Marker Replace	Replace Five Object Markers	42801	9/30/19
4		WARING WELFARE RD	@ 5.75 Miles	Object Marker Replace	Replace Two Object Markers	42779	9/17/19
4	301	BROADWAY	@ .08 Miles	Object Marker Replace	Replaced Two Object Markers	42799	9/30/19
4	437	WARING WELFARE RD	@ 4.7 Miles	Object Marker Replace	Replace Object Marker	42785	9/17/19
4	778	BROADWAY	@ .02 Miles	Object Marker Replace	Replace Two Object Markers	42798	9/30/19
4	685	WARING WELFARE RD	@ 7.2 Miles	Object Marker Replace	Replace Two Object Markers	42774	9/17/19
4	541	UPPER SISTERDALE RD	@ 5.9 Miles	Object Marker Replace	Replace Object Markers	42804	9/30/19
4		SADDLE WOOD TRL	@ .01 Miles	Repair Sign Support	Name Sign Support	42805	9/30/19
4	130	MILL DAM RD	@ 1.6 Miles	Replace Sign	Replace Two Chevrons	42750	9/16/19
4		RIVER BEND RD	@ .87 Miles	Replace Support	Replace Winding Rd/15 MPH Sign Support	42721	9/9/19
4	104	WARING KNOLL DR	@ .03 Miles	Trim Brush	Trim Brush Around No Outlet Sign	42796	9/26/19