

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Minutes

REQUESTED BY: Sally W. Peters, Deputy Clerk / Administrative Assistant
(Please print your name and title)

PHONE #/EXT: 212 TIME NEEDED FOR PRESENTATION: 1 minute

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action on approval of the Minutes for March 24, 2014.



Received: _____

Commissioners' Agenda

Date: _____

Time: _____

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda : 4 /14/2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: FY2014 Budget Adjustments

REQUESTED BY: Corinna Speer, County Auditor

(Please print your name and title)

PHONE NUMBER/EXTENSION: 240

TIME NEEDED FOR PRESENTATION: _____

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action on the approval of FY2014 Budget Adjustments.

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: APRIL 14, 2014

THE FOLLOWING BUDGET ADJUSTMENTS HAVE BEEN REQUESTED BY VARIOUS COUNTY OFFICIALS AND CAN BE MADE THROUGH NORMAL BUDGET AMENDMENT PROCEDURES.

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY COMMISSIONERS' BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|-----------------------------|---|-----|
| 10-401-54810 | DUES | + | 410 |
| 10-401-54861 | CONTRACT SERVICES | + | 315 |
| 10-401-56020 | CONTINGENCIES-MISCELLANEOUS | - | 725 |

A BUDGET ADJUSTMENT IS NEEDED IN THE ELECTIONS DEPARTMENT'S BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|--------------------------|---|-------|
| 10-404-53110 | POSTAGE | + | 2,000 |
| 10-404-54844 | VOTER REGISTRATION | + | 1,500 |
| 10-404-54999 | OTHER SERVICES & CHARGES | - | 3,500 |

A BUDGET ADJUSTMENT IS NEEDED IN THE NON-DEPARTMENTAL BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|------------------------|---|-------|
| 10-409-53110 | POSTAGE | + | 2,150 |
| 10-409-53150 | BANK CHARGES & FEES | + | 50 |
| 10-409-52060 | UNEMPLOYMENT INSURANCE | - | 2,200 |

A BUDGET ADJUSTMENT IS NEEDED IN THE JUSTICE OF THE PEACE PRECINCT ONE'S BUDGET FOR LEASE-OFFICE EQUIPMENT EXPENSES.

| | | | |
|--------------|------------------------|---|-----|
| 10-455-54620 | LEASE-OFFICE EQUIPMENT | + | 400 |
| 10-409-54620 | LEASE-OFFICE EQUIPMENT | - | 400 |

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY ATTORNEY'S BUDGET FOR LAW BOOK EXPENSES.

| | | | |
|--------------|-----------|---|-----|
| 10-475-53120 | LAW BOOKS | + | 300 |
| 10-475-54020 | LEGAL | - | 300 |

A BUDGET ADJUSTMENT IS NEEDED IN THE COURTHOUSE & RELATED BUILDINGS BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-510-53330 | OPERATING | + | 500 |
| 10-510-54504 | REPAIRS-JP4/COMFORT EMS | + | 1,000 |
| 10-510-54522 | HARDWARE MAINTENANCE | + | 7,500 |
| 10-510-54861 | CONTRACT SERVICES | + | 2,700 |
| 10-510-54503 | REPAIRS-EMS | - | 1,500 |
| 10-510-54860 | CONTRACT LABOR | - | 2,000 |
| 10-510-55200 | VEHICLE PURCHASE/TOTAL VALUE | - | 700 |
| 10-409-52060 | UNEMPLOYMENT INSURANCE | - | 7,500 |

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: APRIL 14, 2014

THE FOLLOWING BUDGET ADJUSTMENTS HAVE BEEN REQUESTED BY VARIOUS COUNTY OFFICIALS AND CAN BE MADE THROUGH NORMAL BUDGET AMENDMENT PROCEDURES.

A BUDGET ADJUSTMENT IS NEEDED IN THE LAW ENFORCEMENT CENTER'S BUDGET FOR MEDICAL-OTHER EXPENSES.

| | | | |
|--------------|---------------|---|-------|
| 10-512-54050 | MEDICAL-OTHER | + | 5,000 |
| 10-512-53330 | OPERATING | - | 5,000 |

A BUDGET ADJUSTMENT IS NEEDED IN THE BERGHEIM VOLUNTEER FIRE DEPARTMENT'S BUDGET FOR ALLOCATIONS-CAPITAL EXPENSES.

| | | | |
|--------------|------------------------------|---|--------|
| 10-542-56510 | ALLOCATIONS-CAPITAL EXPENSES | + | 10,800 |
| 10-542-55510 | DATA PROCESSING EQUIPMENT | - | 800 |
| 10-542-55900 | OTHER CAPITAL OUTLAY | - | 10,000 |

A BUDGET ADJUSTMENT IS NEEDED IN THE ALAMO SPRINGS VOLUNTEER FIRE DEPARTMENT'S BUDGET FOR ALLOCATIONS-CAPITAL EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-543-56510 | ALLOCATIONS-CAPITAL EXPENSES | + | 2,100 |
| 10-543-55900 | OTHER CAPITAL OUTLAY | - | 2,100 |

A BUDGET ADJUSTMENT IS NEEDED IN THE RURAL FIRE DEPARTMENT'S BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|---------------------------|---|-------|
| 10-545-54510 | MACHINERY-REPAIR & MAINT | + | 153 |
| 10-545-54820 | PROPERTY & LIAB INSURANCE | + | 1,600 |
| 10-545-55510 | DATA PROCESSING EQUIPMENT | + | 8,500 |
| 10-545-56515 | ALLOCATIONS-SISTERDALE | + | 118 |
| 10-545-56517 | ALLOCATIONS-BERGHEIM | + | 1 |
| 10-545-54220 | RADIO AIR TIME | - | 1,601 |
| 10-545-54270 | CONFERENCE/TRAINING | - | 153 |
| 10-545-55900 | OTHER CAPITAL OUTLAY | - | 8,500 |
| 10-548-53330 | OPERATING (SVFD) | - | 118 |

A BUDGET ADJUSTMENT IS NEEDED IN THE COMFORT VOLUNTEER FIRE DEPARTMENT'S BUDGET FOR ALLOCATIONS-CAPITAL EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-546-56510 | ALLOCATIONS-CAPITAL EXPENSES | + | 5,000 |
| 10-546-55900 | OTHER CAPITAL OUTLAY | - | 5,000 |

A BUDGET ADJUSTMENT IS NEEDED IN THE KENDALIA VOLUNTEER FIRE DEPARTMENT'S BUDGET FOR ALLOCATIONS-CAPITAL EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-547-56510 | ALLOCATIONS-CAPITAL EXPENSES | + | 7,200 |
| 10-547-55900 | OTHER CAPITAL OUTLAY | - | 7,200 |

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: APRIL 14, 2014

THE FOLLOWING BUDGET ADJUSTMENTS HAVE BEEN REQUESTED BY VARIOUS COUNTY OFFICIALS AND CAN BE MADE THROUGH NORMAL BUDGET AMENDMENT PROCEDURES.

A BUDGET ADJUSTMENT IS NEEDED IN THE SISTERDALE VOLUNTEER FIRE DEPARTMENT'S BUDGET FOR ALLOCATIONS-CAPITAL EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-548-56510 | ALLOCATIONS-CAPITAL EXPENSES | + | 6,000 |
| 10-548-55900 | OTHER CAPITAL OUTLAY | - | 6,000 |

A BUDGET ADJUSTMENT IS NEEDED IN THE WARING VOLUNTEER FIRE DEPARTMENT'S BUDGET FOR ALLOCATIONS-CAPITAL EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-549-56510 | ALLOCATIONS-CAPITAL EXPENSES | + | 3,900 |
| 10-549-55900 | OTHER CAPITAL OUTLAY | - | 3,900 |

A BUDGET ADJUSTMENT IS NEEDED IN THE CONSTABLE PRECINCT FOUR'S BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|----------------------|---|-----|
| 10-554-54200 | TELEPHONE | + | 140 |
| 10-554-55900 | OTHER CAPITAL OUTLAY | + | 2 |
| 10-554-53330 | OPERATING | - | 142 |

A BUDGET ADJUSTMENT IS NEEDED IN THE SHERIFF DEPARTMENT'S BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|---------------------------------|---|--------|
| 10-560-54240 | INTERNET SERVICES | + | 2,190 |
| 10-560-54531 | SMALL EQUIPMENT -REPAIR & MAINT | + | 183 |
| 10-560-55900 | OTHER CAPITAL OUTLAY | + | 13,460 |
| 10-560-59201 | VEHICLE-INTEREST | + | 911 |
| 10-560-53330 | OPERATING | - | 1,783 |
| 10-560-54200 | TELEPHONE | - | 2,190 |
| 10-560-54540 | VEHICLE-REPAIR & MAINT | - | 11,860 |
| 10-560-55200 | VEHICLE PURCHASE/TOTAL VALUE | - | 911 |

A BUDGET ADJUSTMENT IS NEEDED IN THE CENTRAL COMMUNICATIONS BUDGET FOR ALLOCATION EXPENSES.

| | | | |
|--------------|-----------------------------|---|--------|
| 10-580-56240 | ALLOCATIONS- CITY OF BOERNE | + | 18,000 |
| 10-409-52060 | UNEMPLOYMENT INSURANCE | - | 18,000 |

A BUDGET ADJUSTMENT IS NEEDED IN THE BRUSH SITE DEPARTMENT BUDGET FOR VEHICLE REPAIR & MAINTENANCE EXPENSES.

| | | | |
|--------------|------------------------------|---|-------|
| 10-596-54540 | VEHICLE-REPAIR & MAINTENANCE | + | 6,000 |
| 10-409-52060 | UNEMPLOYMENT INSURANCE | - | 6,000 |

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: APRIL 14, 2014

THE FOLLOWING BUDGET ADJUSTMENTS HAVE BEEN REQUESTED BY VARIOUS COUNTY OFFICIALS AND CAN BE MADE THROUGH NORMAL BUDGET AMENDMENT PROCEDURES.

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY HEALTH & WELFARE'S BUDGET FOR POSTAGE EXPENSES.

| | | | |
|--------------|-----------|---|----|
| 10-635-53110 | POSTAGE | + | 40 |
| 10-635-54200 | TELEPHONE | - | 40 |

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY HEALTH INSPECTOR'S BUDGET FOR POSTAGE EXPENSES.

| | | | |
|--------------|-----------------|---|----|
| 10-636-53110 | POSTAGE | + | 50 |
| 10-636-53100 | OFFICE SUPPLIES | - | 50 |

A BUDGET ADJUSTMENT IS NEEDED IN THE ROAD & BRIDGE DEPARTMENT'S BUDGET FOR POSTAGE EXPENSES.

| | | | |
|--------------|----------------------|---|-----|
| 11-620-53110 | POSTAGE | + | 100 |
| 11-620-54523 | SOFTWARE MAINTENANCE | - | 100 |

A BUDGET ADJUSTMENT IS NEEDED IN THE EMS DONATION FUND BUDGET FOR MISCELLANEOUS EXPENSES.

| | | | |
|--------------|----------------------|---|-------|
| 12-540-53330 | OPERATING | + | 1,800 |
| 12-540-55900 | OTHER CAPITAL OUTLAY | + | 2,325 |
| 12-540-54861 | CONTRACT SERVICES | - | 4,125 |

A BUDGET ADJUSTMENT IS NEEDED IN THE COURTHOUSE SECURITY FUND BUDGET FOR OPERATING EXPENSES.

| | | | |
|--------------|----------------------|---|-------|
| 13-510-53330 | OPERATING | + | 2,630 |
| 13-510-55900 | OTHER CAPITAL OUTLAY | - | 2,630 |

A BUDGET ADJUSTMENT IS NEEDED IN THE JUSTICE COURT TECHNOLOGY FUND BUDGETS FOR DATA PROCESSING EQUIPMENT EXPENSES.

| | | | |
|--------------|---------------------------|---|-------|
| 21-455-55510 | DATA PROCESSING EQUIPMENT | + | 2,600 |
| 21-456-55510 | DATA PROCESSING EQUIPMENT | + | 1,300 |
| 21-457-55510 | DATA PROCESSING EQUIPMENT | + | 2,600 |
| 21-458-55510 | DATA PROCESSING EQUIPMENT | + | 3,900 |
| 21-455-54523 | SOFTWARE MAINTENANCE | - | 2,600 |
| 21-456-54523 | SOFTWARE MAINTENANCE | - | 1,300 |
| 21-457-54523 | SOFTWARE MAINTENANCE | - | 2,600 |
| 21-458-54523 | SOFTWARE MAINTENANCE | - | 2,875 |
| 21-458-53330 | OPERATING | - | 1,025 |

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: APRIL 14, 2014

THE FOLLOWING BUDGET ADJUSTMENTS HAVE BEEN REQUESTED BY VARIOUS COUNTY OFFICIALS AND CAN BE MADE THROUGH NORMAL BUDGET AMENDMENT PROCEDURES.

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY & DISTRICT TECHNOLOGY FUND BUDGET FOR OPERATING EXPENSES.

| | | | |
|--------------|-----------|---|-----|
| 23-450-53330 | OPERATING | + | 225 |
| 23-403-53330 | OPERATING | - | 225 |

A BUDGET ADJUSTMENT IS NEEDED IN THE JUVENILE PROBATION BUDGET FOR CONTRACT SERVICE EXPENSES.

| | | | |
|--------------|-------------------|---|-------|
| 35-570-54861 | CONTRACT SERVICES | + | 5,000 |
| 35-570-54096 | DETENTION | - | 5,000 |

A BUDGET ADJUSTMENT IS NEEDED IN THE CRIME VICTIMS BUDGET FOR DATA PROCESSING EQUIPMENT EXPENSES.

| | | | |
|--------------|---------------------------|---|-------|
| 50-475-55510 | DATA PROCESSING EQUIPMENT | + | 1,850 |
| 50-475-54270 | CONFERENCE/TRAINING | - | 1,850 |

Received: _____

Commissioners' Agenda

Date: _____

Time: _____

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda : 4/14/2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Accounts Payable Claims

REQUESTED BY: Corinna Speer, County Auditor

(Please print your name and title)

PHONE NUMBER/EXTENSION: 240

TIME NEEDED FOR PRESENTATION: _____

WORDING OF AGENDA ITEM (Please write it the way you think it should appear):

Consideration and action on the approval of claims for purchases, services and vendors.

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Bond for County Surveyor

REQUESTED BY: Darrel L. Lux, County Judge

PHONE #/EXT: 213 TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action concerning the approval of a bond for Wes Rexrode, who was appointed to fill the unexpired term of the Office of County Surveyor.

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Child Abuse Prevention Month Proclamation

REQUESTED BY: Katie Gleason, Texas Department of Family and Protective Services

PHONE #/EXT: 213 TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action to proclaim April as Child Abuse Prevention Month.

Received: _____

Commissioners' Agenda

Date: _____

Time: _____

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

Regular Agenda :

Supplemental Agenda:

Special Agenda:

Executive Session:

4.14.2014

SUBJECT: TRANSFER EMS UNIT TO FACILITIES

REQUESTED BY: ROBERT KINSEY FACILITIES MANAGER
(Please print your name and title)

PHONE NUMBER/EXTENSION: _____

TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

CONSIDERATION AND ACTION ON THE
TRANSFER OF EMS UNIT (AFTER BOX HAS
BEEN REMOVED) TO FACILITIES AND INSTALL FLAT BED
FROM OLD ROAD + BRIDGE TRUCK.

(Signature)

(Date)

4.2.2014

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Burn Ban

REQUESTED BY: Darrel L. Lux, County Judge / Jeffery Fincke, Fire Marshal
(Please print your name and title)

PHONE #/EXT: 213 TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action on the burn ban (Authority Section 352.081, Texas Local Government Code).



AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Job Classification for Road & Bridge Employee

REQUESTED BY: Ricky Pfeiffer, Road Superintendent

PHONE #/EXT: 656 TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action to change the job classification of a Road & Bridge employee from an assistant Crew Leader (Matrix Level 10) to a Crew Leader (Matrix Level 11).

KENDALL COUNTY CLASS SPECIFICATION

ASSISTANT CREW LEADER

Job Code:

GENERAL SUMMARY

Under direction, the purpose of the position is to assist in the management of assigned work crews in maintenance and construction of road and bridge projects, prepare and operate construction and maintenance equipment, provides instruction to work crews and ensures safety compliance and completion of assigned tasks.

EXAMPLES OF ESSENTIAL FUNCTIONS

Duties may include but are not limited to the following:

Oversees assigned work crew by assigning tasks, providing instruction, and ensuring completion of assigned tasks.

Perform construction and maintenance of roads and bridges including road patching, line striping, fence building, and concrete work as assigned utilizing various heavy and light construction equipment; clears land and work sites for projects; surveys work site.

Troubleshoots minor issues and problems with construction and maintenance projects as they arise.

Ensures construction equipment is in good working order and monitors fuel levels; orders materials.

Completes daily logs and reports regarding daily work crew tasks.

Ensure proper signage of construction and maintenance projects for the safety of personnel and the public; flags traffic; constructs barricades; follows work site safety guidelines.

Cleans culverts as needed.

Assists fire departments as needed.

EXPERIENCE AND TRAINING

High school diploma or GED; supplemented by three (3) to five (5) years previous experience or training that includes road construction, work zone safety, and heavy equipment operation.

LICENSES AND CERTIFICATIONS

Must possess valid driver's license with tanker endorsement and also Flagger Training or must be able to obtain license and training within 6 months of date of hire.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Heavy Construction and maintenance equipment.
- Environmental rules and regulations and State statues regarding roads.
- Correct English usage and grammar.

Ability to:

- Supervise employees and provide evaluation and counseling in regards to performance of job duties.
- Utilize various advisory and design data and information such as maintenance manuals and construction plan documents.
- Provide guidance assistance and/or interpretation to others on how to apply procedures and standards to specific situations.
- Communicate verbally and in writing so as to allow comprehension by receiving party.
- Understand and exchange information with supervisors, subordinates, and co-workers when giving and receiving assignments and instructions.
- Communicate and interact with public and work crew.
- Follow safe work practices including workplace safety policies and procedures.
- Walk, stand, sit, kneel, push, stoop, crawl, twist, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs and ladders.
- Use heavy and light construction and maintenance equipment and chemicals.
- Operate a motor vehicle.
- Exert heavy physical effort involving objects and materials of 50 pounds to 100 pounds.

Assistant Crew Leader Class Specification
KENDALL COUNTY

Kendall County is an Equal Opportunity Employer and maintains compliance with the Americans with Disabilities Act by providing reasonable accommodations to qualified individuals and employees with disabilities.

KENDALL COUNTY CLASS SPECIFICATION

CREW LEADER

Job Code:

GENERAL SUMMARY

Under limited supervision, the purpose of the position is to oversee work crews in maintenance and construction of road and bridge projects, operate construction and maintenance equipment, assign work tasks and provide decision making at the work-site, and ensure safety of crew personnel.

EXAMPLES OF ESSENTIAL FUNCTIONS

Duties may include but are not limited to the following:

Supervises personnel including instructing, assigning, reviewing and planning the work of others; monitoring work standards; coordinating operations; allocating personnel and equipment; and recommending employee hiring, transfers, promotions, and salary increases; reviews personnel complaints and takes appropriate action; follows disciplinary procedures as needed for individual personnel including counseling, evaluation, and dismissal.

Perform construction and maintenance of roads and bridges including road patching, line striping, fence building, and concrete work as assigned utilizing various heavy and light construction equipment; ensures construction projects remain within set specifications; clears land and work sites for projects.

Troubleshoots issue and problems with construction and maintenance projects as they arise.

Ensures construction equipment is in good working order and monitors fuel levels.

Maintains records of daily operations of the construction or maintenance work site.

Ensure proper signage of construction and maintenance projects for the safety of personnel and the public; follows work site safety guidelines.

Monitors weather conditions as related to construction projects.

Assists fire departments as needed.

EXPERIENCE AND TRAINING

High school diploma or GED; supplemented by three (3) to five (5) years previous experience or training that includes road construction, work zone safety, and heavy equipment operation.

LICENSES AND CERTIFICATIONS

Must possess valid commercial driver's license with tanker endorsement and also Flagger Training or must be able to obtain license and training within 6 months from date of hire.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Heavy Construction and maintenance equipment.
- Environmental rules and regulations and State statues regarding roads.
- Correct English usage and grammar.

Ability to:

- Supervise employees and provide evaluation and counseling in regards to performance of job duties.
- Utilize various advisory and design data and information such as maintenance manuals and construction plan documents.
- Provide guidance assistance and/or interpretation to others on how to apply procedures and standards to specific situations.
- Communicate verbally and in writing so as to allow comprehension by receiving party.
- Understand and exchange information with supervisors, subordinates, and co-workers when giving and receiving assignments and instructions.
- Communicate and interact with public and work crew.
- Follow safe work practices including workplace safety policies and procedures.
- Walk, stand, sit, kneel, push, stoop, crawl, twist, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs and ladders.
- Use heavy and light construction and maintenance equipment and chemicals.
- Operate a motor vehicle.
- Exert heavy physical effort involving objects and materials of 50 pounds to 100 pounds.

Kendall County is an Equal Opportunity Employer and maintains compliance with the Americans with Disabilities Act by providing reasonable accommodations to qualified individuals and employees with disabilities.

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Veteran Services change in hours

REQUESTED BY: Gene Sparks, Veteran Services

PHONE #/EXT: 336 TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Notify the Court regarding Veterans Services office hours shifting to Friday mornings 8 a.m. to 12 p.m. and by appointment as needed. The change will occur beginning the week of April 20, 2014.



AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS' COURT

COURT DATE:

- Regular Agenda 14 April 2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Cordillera Ranch Subdivision

REQUESTED By: Gene Miertschin, Commissioner, Pct. 2/ Terry Anderson, County Engineer
(Please print your name and title)

PHONE NUMBER/EXTENSION: (830) 331-8239 or Ext. 300

TIME NEEDED FOR PRESENTATION: 5 minutes

Wording of Agenda item (Please write it the way you think it should appear):

Consider and act upon a request for relief in Unit 207B in the Cordillera Ranch Subdivision from the 1990 Subdivision Rules and Regulations as follows: (1) use a prime coat under 1-1/2 " HMAC pavement in lieu of a one course surface treatment; (2) Use a 6" roll curb on Clubs Dr. in lieu of the standard 7" curb; (3) Use a 12" roll curb on Toscana in lieu of the standard 7" curb; (4) Use a 50 feet right-of-way for Toscana with a 20 feet wide paved surface in lieu of a 36 feet paved surface;; (5) Use a 29 feet paved surface for Clubs Dr. in lieu of a 36 feet paved surface; and (6) allow utilities (water, sewer, electric and telephone) within the roadway right-of-way in lieu of them being in a utility easement.

Received: _____

Commissioners' Agenda

Date: _____

Time: _____

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda : April 14, 2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Request for Relief 63± acres approximately of 400ft North West of intersection of Tiffany and Pleasant Valley Drive N

REQUESTED BY: Richard Tobolka – Development Manager
(Please print your name and title)

PHONE NUMBER/EXTENSION: _____ ext. 250

TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action on a request for relief from the platting requirements and road frontage in accordance section 101 and 102 of the Kendall County Development Rules and Regulations.

The proposed division of 63± acres would result in 3 tracts all greater than 16± acres accessed by an easement approximately 40ft wide. (Dale Lewis)

Gene Miertschin, Commissioner Pct. 2

Rachel Jochalk
(Signature)

4/3/2014
(Date)



REQUEST FOR RELIEF (Variance)

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

1. Date 4/4/2014
2. Location of Property: Near the north end of
Pleasant Valley Drive North
3. Name of Subdivision (If Applicable): Pleasant Valley area
(unplatted land)
4. Property Owner/Developer Name: _____
5. Relief Requested (Reference the specific Section/Paragraph of the current KC Development Rules and Regulations and state the relief requested:
101.1000 Subdivision plat submission
300, 1100.1 250 Ft. frontage on public road
We request relief so that we can divide a 63 acre
tract into three tracts. These tracts will share
a single driveway.
6. Reason(s) for Requesting Relief: (Please refer to Section 106, Relief by County Commissioners Court in answering these questions)
 - a. Are there 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: Yes (if "yes" please state the special circumstances or conditions)
The land only has about 50 feet of frontage
on a public roadway. We have been unable to
sell the tract in one piece.
 - b. Is relief necessary for the preservation and enjoyment of a substantial property right of yours? Yes (if "yes", please state the substantial property right involved)
We have the right to sell our land in
a reasonable manner, size and price and
without relief to the rules we are unable to do so.

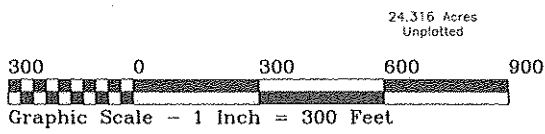
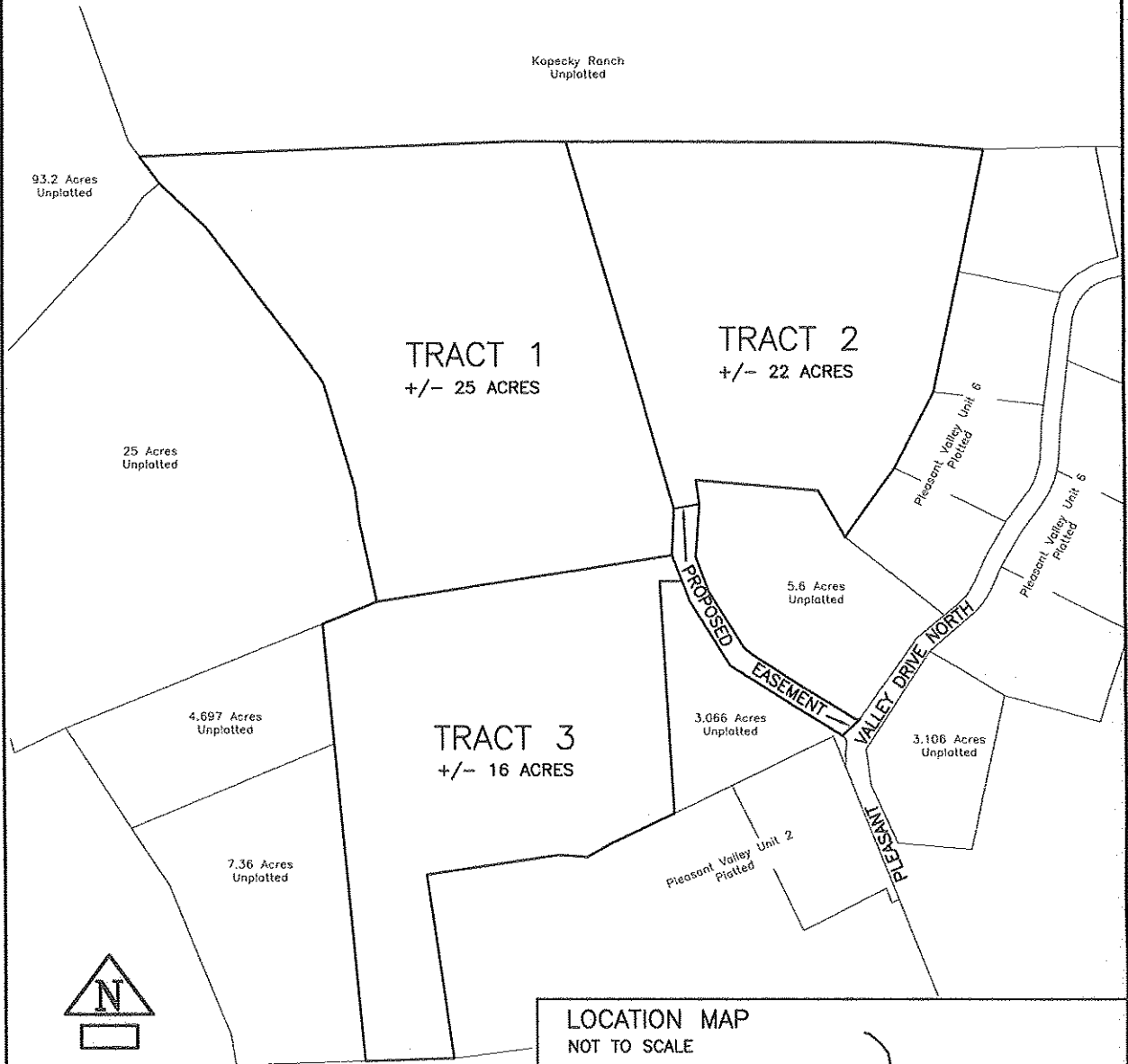
Dale Lewis
Property Owner Signature

DALE LEWIS
Print Owner Name

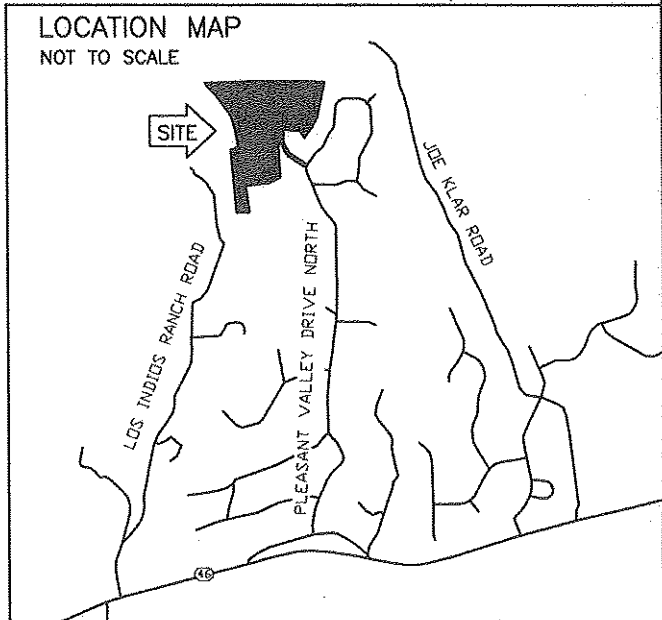
Phone Number 712 971-4458

Date 4-4-14

PROPOSED DIVISION OF APPROXIMATELY 63 ACRES BEING A REMAINING PORTION OF THE UNPLATTED LAND IN THE PLEASANT VALLEY AREA. THE PROPOSED DIVISION WILL CREATE THREE TRACTS CONTAINING AT LEAST 15 ACRES EACH. THE ACCESS TO A PUBLIC ROADWAY WILL BE VIA A SHARED PRIVATE DRIVEWAY OVER A VARIABLE WIDTH STRIP WITH EACH TRACT HAVING EITHER FEE SIMPLE INTEREST IN THE STRIP OR AN INGRESS - EGRESS EASEMENT FOR ROADWAY PURPOSES.



PRELIMINARY
 This document shall not be recorded, or used in any transaction, for any purpose.



Schwarz
Land Surveying & Development, Inc.

723 NORTH MAIN, BOERNE, TEXAS 78006
 PHONE: (830) 816-8907 Metro FAX: (830) 584-0445
 FIRM LICENSE NO. 10132600

AGENDA ITEM REQUEST

KENDALL COUNTY COMMISSIONERS COURT

COURT DATE:

- Regular Agenda: 04-14-2014
- Supplemental Agenda: _____
- Special Agenda: _____
- Executive Session: _____

SUBJECT: Removal of structures at County-owned property in Comfort

REQUESTED BY: Kenneth Rusch, Commissioner Pct. 4

PHONE #/EXT: 830-995-3798 TIME NEEDED FOR PRESENTATION: 5 minutes

WORDING OF AGENDA ITEM (Please write it the way you think it should appear) :

Consideration and action to approve the removal of structures at the County-owned property known as Faltin Field located at 8th and Main Streets in Comfort.
