



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Commissioners Court Meeting Minutes
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Clerk's Office Sally W. 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 September 14, 2015.
<b>REASON FOR AGENDA ITEM</b>	To approve the Minutes from previous Commissioners Court meeting.
<b>IS THERE DOCUMENTATION</b>	After approval, the minutes will be posted on the County website.
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>																					
<b>SUBJECT</b>	Service awards September 2015																				
<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>	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Linda Schacht</td> <td style="width: 33%;">County Attorney's office</td> <td style="width: 33%;">30 years</td> </tr> <tr> <td>Barbara Christman</td> <td>Health &amp; Welfare</td> <td>10 years</td> </tr> <tr> <td>Brenda Bell</td> <td>Health Inspector</td> <td>10 years</td> </tr> <tr> <td>Sally Peters</td> <td>County Judge's Office</td> <td>10 years</td> </tr> <tr> <td>Sylvia Zapata</td> <td>Human Resources</td> <td>10 years</td> </tr> <tr> <td>Nicole Bishop</td> <td>County Attorney's office</td> <td>5 years</td> </tr> </table>			Linda Schacht	County Attorney's office	30 years	Barbara Christman	Health & Welfare	10 years	Brenda Bell	Health Inspector	10 years	Sally Peters	County Judge's Office	10 years	Sylvia Zapata	Human Resources	10 years	Nicole Bishop	County Attorney's office	5 years
Linda Schacht	County Attorney's office	30 years																			
Barbara Christman	Health & Welfare	10 years																			
Brenda Bell	Health Inspector	10 years																			
Sally Peters	County Judge's Office	10 years																			
Sylvia Zapata	Human Resources	10 years																			
Nicole Bishop	County Attorney's 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: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	FY2015 Budget Adjustments
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of FY2015 Budget Adjustments and Emergency Declarations.
<b>REASON FOR AGENDA ITEM</b>	To correctly allocate funds needed in the budget.
<b>IS THERE DOCUMENTATION</b>	Yes Financial Transparency Link / County Auditor Web Page
<b>WHO WILL THIS AFFECT?</b>	Department Heads requesting adjustments
<b>ADDITIONAL INFORMATION</b>	These are the final budget adjustments for the FY2015 budget.

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 JUDGE'S BUDGET FOR TELEPHONE EXPENSES.

10-400-54200	TELEPHONE	+	60
10-400-55900	OTHER CAPITAL OUTLAY	-	60

A BUDGET ADJUSTMENT IS NEEDED IN THE ANIMAL CONTROL'S BUDGET FOR MISCELLANEOUS EXPENSES.

10-408-54300	BIDDING & NOTICES	+	38
10-408-54540	VEHICLE- REPAIR & MAINT	+	500
10-408-53300	FUEL & OIL	-	538

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

10-409-54051	AUTOPSY	+	6,000
10-409-54820	PROPERTY & LIAB INSURANCE	-	6,000

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY COURT AT LAW'S BUDGET FOR OFFICE EQUIPMENT EXPENSES.

10-430-55500	OFFICE EQUIPMENT	+	700
10-401-56094	CONTINGENCIES - RENOVATIONS	-	700

A BUDGET ADJUSTMENT IS NEEDED IN THE JUSTICE OF THE PEACE PRECINCT FOUR'S BUDGET FOR CONTRACT SERVICE EXPENSES.

10-458-54861	CONTRACT SERVICES	+	20
10-458-54270	CONFERENCE/TRAINING	-	20

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY ATTORNEY'S BUDGET FOR INTERNET SERVICE EXPENSES.

10-475-54240	INTERNET SERVICES	+	100
10-475-54270	CONFERENCE/TRAINING	-	100

A BUDGET ADJUSTMENT IS NEEDED IN THE HUMAN RESOURCE'S BUDGET FOR MEDICAL-OTHER EXPENSES.

10-496-54050	MEDICAL - OTHER	+	1,900
10-409-54820	PROPERTY & LIAB INSURANCE	-	1,900

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

10-497-53110	POSTAGE	+	50
10-497-53100	OFFICE SUPPLIES	-	50



TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 COURTHOUSE & RELATED BUILDINGS BUDGET FOR UTILITY EXPENSES.

10-510-54400	UTILITIES	+	2,000
10-510-54210	CELLULAR PHONES	+	210
10-510-54861	CONTRACT SERVICES	-	2,210

A BUDGET ADJUSTMENT IS NEEDED IN THE LAW ENFORCEMENT CENTER'S BUDGET FOR MISCELLANEOUS EXPENSES.

10-512-53100	OFFICE SUPPLIES	+	40
10-512-53330	OPERATING	+	1,000
10-512-53300	FUEL & OIL	-	1,040

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

10-560-53110	POSTAGE	+	50
10-560-53300	FUEL & OIL	-	50

A BUDGET ADJUSTMENT IS NEEDED IN THE DEVELOPMENT MANAGEMENT'S BUDGET FOR VEHICLE - REPAIR AND MAINTENANCE EXPENSES.

10-590-54540	VEHICLE - REPAIR & MAINT	+	3,200
10-590-54210	CELLULAR PHONES	+	50
10-401-56094	CONTINGENCIES - RENOVATIONS	-	3,250

A BUDGET ADJUSTMENT IS NEEDED IN THE PARKS BUDGET FOR CAPITAL PROJECTS-BUILDING EXPENSES.

10-660-55130	CAPITAL PROJECTS-BUILDING CONSTR	+	54,000
10-660-54500	BUILDINGS - REPAIR & MAINT	-	54,000

A BUDGET ADJUSTMENT IS NEEDED IN THE EXTENSION SERVICE'S BUDGET FOR MISCELLANEOUS EXPENSES.

10-665-54540	VEHICLE - REPAIR & MAINT	+	400
10-665-54910	STOCK SHOWS	+	600
10-665-53300	FUEL & OIL	-	1,000

A BUDGET ADJUSTMENT IS NEEDED IN THE ROAD & BRIDGE FUND'S BUDGET FOR MISCELLANEOUS EXPENSES.

11-620-53330	OPERATING	+	1,000
11-620-54050	MEDICAL-OTHER	+	500
11-620-53300	FUEL & OIL	-	1,500

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 COURT REPORTER SERVICE FUND'S BUDGET FOR OFFICE SUPPLY  
EXPENSES.

16-430-53100	OFFICE SUPPLIES	+	100
16-435-55900	OTHER CAPITAL OUTLAY	-	100

A BUDGET ADJUSTMENT IS NEEDED IN THE JUVENILE PROBATION'S BUDGET FOR DETENTION EXPENSES.

35-570-54096	DETENTION	+	705
35-570-54095	RESIDENTIAL FUNDS	-	705

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 JUDGE'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-400-51999	EMPLOYEES	+	595
10-400-52020	GROUP INSURANCE	+	90
10-400-52010	SOCIAL SECURITY TAXES	-	685

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY COMMISSIONER'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-401-51510	VEHICLE ALLOWANCE	+	31
10-401-51999	EMPLOYEES	+	1,044
10-401-52020	GROUP INSURANCE	-	1,075

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY ENGINEER'S BUDGET FOR SALARY EXPENSES.

10-402-51999	EMPLOYEES	+	335
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	335

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY CLERK'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-403-51040	CHIEF DEPUTIES	+	1,687
10-403-51999	EMPLOYEES	+	1,292
10-403-52020	GROUP INSURANCE	+	277
10-403-51045	DEPUTIES	-	1,687
10-403-52100	EMPLOYEE INSURANCE BENEFIT	-	1,569

A BUDGET ADJUSTMENT IS NEEDED IN THE ELECTION'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-404-51020	APPOINTED OFFICIALS	+	850
10-404-51999	EMPLOYEES	+	6
10-404-51030	ASSISTANTS	-	856

A BUDGET ADJUSTMENT IS NEEDED IN THE EMERGENCY MANAGEMENT BUDGET FOR SALARY EXPENSES.

10-406-51999	EMPLOYEES	+	407
10-406-54861	CONTRACT SERVICES	-	407

A BUDGET ADJUSTMENT IS NEEDED IN THE ANIMAL CONTROL BUDGET FOR SALARY EXPENSES.

10-408-51999	EMPLOYEES	+	684
10-408-52020	GROUP INSURANCE	-	684



TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 INFORMATION TECHNOLOGY BUDGET FOR SALARY EXPENSES.

10-415-51030	ASSISTANTS	+	3,071
10-415-51999	EMPLOYEES	+	3,383
10-415-51025	EXEMPT PERSONNEL	-	6,454

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY COURT AT LAW BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-430-51999	EMPLOYEES	+	1,375
10-430-52100	EMPLOYEE INSURANCE BENEFIT	+	1,575
10-430-52010	SOCIAL SECURITY TAXES	-	2,950

A BUDGET ADJUSTMENT IS NEEDED IN THE DISTRICT COURT'S BUDGET FOR SALARY EXPENSES.

10-435-51999	EMPLOYEES	+	33
10-435-52010	SOCIAL SECURITY TAXES	-	33

A BUDGET ADJUSTMENT IS NEEDED IN THE DISTRICT'S CLERK BUDGET OR SALARY EXPENSES.

10-450-51045	DEPUTIES	+	700
10-450-51999	EMPLOYEES	+	526
10-450-52020	GROUP INSURANCE	-	1226

A BUDGET ADJUSTMENT IS NEEDED IN THE JUSTICE OF THE PEACE PRECINCT # 1 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-455-51055	CLERK	+	170
10-455-51999	EMPLOYEES	+	424
10-455-52020	GROUP INSURANCE	+	20
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	614

A BUDGET ADJUSTMENT IS NEEDED IN THE JUSTICE OF THE PEACE PRECINCT # 2 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-456-51055	CLERK	+	609
10-456-51999	EMPLOYEES	+	427
10-456-52020	GROUP INSURANCE	+	66
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	1,102

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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

A BUDGET IS NEEDED IN THE JUSTICE OF THE PEACE PRECINCT # 3 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-457-51999	EMPLOYEES	+	413
10-457-52020	GROUP INSURANCE	+	92
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	505

A BUDGET IS NEEDED IN THE JUSTICE OF THE PEACE PRECINCT # 4 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-458-51055	CLERK	+	167
10-458-51999	EMPLOYEES	+	1,187
10-458-52020	GROUP INSURANCE	+	44
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	1,398

A BUDGET ADJUSTMENT IS NEEDED N THE COUNTY ATTORNEY'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-475-51080	PART - TIME	+	3,765
10-475-51999	EMPLOYEES	+	3,960
10-475-52010	SOCIAL SECURITY TAXES	+	2,058
10-475-52030	RETIRMENT	+	5,130
10-475-52100	EMPLOYEE INSURANCE BENEFIT	+	1,600
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	16,513

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY AUDITOR'S BUDGET FOR BENEFIT EXPENSES.

10-495-52020	GROUP INSURANCE	+	200
10-495-52010	SOCIAL SECURITY TAXES	-	200

A BUDGET ADJUSTMENT IS NEEDED IN THE HUMAN RESOURCE'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-496-51025	EXEMPT PERSONNEL	+	1,239
10-496-51030	ASSISTANTS	+	353
10-496-51999	EMPLOYEES	+	1,454
10-496-52020	GROUP INSURANCE	+	1,931
10-496-52100	EMPLOYEE INSURANCE BENEFIT	+	960
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	5,937

A BUDGET ADJUSTMENT IS NEEDED IN THE COUNTY TREASURER'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-497-51999	EMPLOYEES	+	481
10-497-52020	GROUP INSURANCE	+	100
10-497-51040	CHIEF DEPUTIES	-	581

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 TAX ASSESSOR/COLLECTOR'S BUDGET FOR SALARY EXPENSES.

10-499-51999	EMPLOYEES	+	1,716
10-499-52020	GROUP INSURANCE	-	1,716

A BUDGET ADJUSTMENT IS NEEDED IN THE COURTHOUSE & RELATED BUILDING'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-510-51150	FACILITY MANAGER	+	30
10-510-51151	MAINTENANCE ASSISTANT	+	1,372
10-510-51999	EMPLOYEES	+	1,321
10-510-52020	GROUP INSURANCE	+	672
10-510-52030	RETIREMENT	+	3,136
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	6,531

A BUDGET ADJUSTMENT IS NEEDED IN THE LAW ENFORCEMENT CENTER'S BUDGET FOR SALARY EXPENSES.

10-512-51055	CLERK	+	648
10-512-51500	OTHER COMPENSATION	+	600
10-512-51999	EMPLOYEES	+	5,177
10-512-52020	GROUP INSURANCE	-	6,425

A BUDGET ADJUSTMENT IS NEEDED IN THE E.M.S. BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-540-51055	CLERK	+	244
10-540-51490	TEMPORARY	+	26,797
10-540-51999	EMPLOYEES	+	4,734
10-540-52100	EMPLOYEE INSURANCE BENEFIT	+	2,260
10-540-54075	EMS BILLING COLLECTIONS	-	34,035

A BUDGET ADJUSTMENT IS NEEDED IN THE GIS BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-541-51999	EMPLOYEES	+	729
10-541-52020	GROUP INSURANCE	+	46
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	775

A BUDGET ADJUSTMENT IS NEEDED IN THE RURAL FIRE BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-545-51150	FACILITY MANAGER	+	343
10-545-51999	EMPLOYEES	+	183
10-545-52020	GROUP INSURANCE	+	55
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	581



TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 CONSTABLE PRECINCT # 1 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-551-51999	EMPLOYEES	+	229
10-551-52020	GROUP INSURANCE	+	42
10-551-52100	EMPLOYEE INSURANCE BENEFIT	-	271

A BUDGET ADJUSTMENT IS NEEDED IN THE CONSTABLE PRECINCT # 2 BUDGET FOR SALARY EXPENSES.

10-552-51999	EMPLOYEES	+	596
10-552-53300	FUEL & OIL	-	596

A BUDGET ADJUSTMENT IS NEEDED IN THE CONSTABLE PRECINCT # 3 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-553-51999	EMPLOYEES	+	1,540
10-553-52010	SOCIAL SECURITY TAXES	+	362
10-553-52030	RETIREMENT	+	324
10-553-52020	GROUP INSURANCE	-	2,226

A BUDGET ADJUSTMENT IS NEEDED IN THE CONSTABLE PRECINCT # 4 BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-554-51999	EMPLOYEES	+	212
10-554-52020	GROUP INSURANCE	+	50
10-554-53300	FUEL & OIL	-	262

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

10-560-51040	DEPUTIES	+	155
10-560-51055	CLERK	+	265
10-560-51240	JUVENILE OFFICER / SCHOOL	+	852
10-560-51250	TASK FORCE	+	4,500
10-560-51300	INVESTIGATION	+	58,000
10-560-51999	EMPLOYEES	+	16,000
10-560-51090	SUPERVISORY	-	60,000
10-560-51310	WARRANT OFFICERS	-	19,772

A BUDGET ADJUSTMENT IS NEEDED IN THE DEVELOPMENT MANAGEMENT BUDGET FOR SALARY EXPENSES.

10-590-51430	INSPECTORS	+	335
10-590-51750	LONGEVITY	+	400
10-590-51999	EMPLOYEES	+	2,186
10-590-51530	COMPENSATION PAYOUT	-	2,921

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 SOLID WASTE BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-595-51999	EMPLOYEES	+	350
10-595-52020	GROUP INSURANCE	+	40
10-595-51490	TEMPORARY	-	390

A BUDGET ADJUSTMENT IS NEEDED IN THE BRUSH SITE'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-596-51999	EMPLOYEES	+	120
10-596-52020	GROUP INSURANCE	+	800
10-596-51500	TEMPORARY	-	920

A BUDGET ADJUSTMENT IS NEEDED IN THE RECYCLING BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-597-51999	EMPLOYEES	+	120
10-597-52020	GROUP INSURANCE	+	600
10-597-51500	TEMPORARY	-	720

A BUDGET ADJUSTMENT IS NEEDED IN THE ROAD AND BRIDGE BUDGET FOR SALARY EXPENSES.

10-620-51150	FACILITY MANAGER	+	8,744
10-620-51999	EMPLOYEES	+	4,000
10-620-51420	ROAD EMPLOYEES	-	12,744

A BUDGET ADJUSTMENT IS NEEDED IN THE HEALTH AND WELFARE BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-635-51999	EMPLOYEES	+	183
10-635-52020	GROUP INSURANCE	+	120
10-635-52100	EMPLOYEE INSURANCE BENEFIT	+	1,470
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	1,773

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

10-636-51999	EMPLOYEES	+	1,415
10-636-51030	ASSISTANTS	-	1,415

A BUDGET ADJUSTMENT IS NEEDED IN THE PARK'S BUDGET FOR SALARY AND BENEFIT EXPENSES.

10-660-51151	MAINTENANCE ASSISTANT	+	400
10-660-52100	EMPLOYEE INSURANCE BENEFIT	+	2,760
10-660-52020	GROUP INSURANCE	-	3,160

TO: KENDALL COUNTY COMMISSIONER'S COURT

FROM: COUNTY AUDITOR'S OFFICE

DATE: SEPTEMBER 28, 2015

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 EXTENSION SERVICE BUDGET FOR SALARY EXPENSES.

10-665-51510	VEHICLE ALLOWANCE	+	189
10-665-51610	EXTENSION AGENTS	+	2,027
10-665-51999	EMPLOYEES	+	359
10-401-56030	CONTINGENCIES - OTHER COMPENSATION	-	2,575

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

35-570-52020	GROUP INSURANCE	+	356
35-570-54095	RESIDENTIAL FUNDS	-	356





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 9/28/2015**  
**OPEN SESSION**

<b>SUBJECT</b>	Monthly Reports - Fee Offices
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	County Auditor's Office Corinna Speer, Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of monthly reports for August 2015.
<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 REPORTS  
FY 2015**

	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEPT</u>	<u>Total</u>
Animal Control	\$1,835.18	\$1,430.00	\$2,539.97	\$1,752.28	\$922.59	\$1,757.91	\$1,419.15	\$2,757.65	\$1,812.40	\$1,539.71	\$2,661.49		\$20,428.33
Brush Site	\$3,468.00	\$2,503.00	\$1,854.00	\$2,423.75	\$2,912.00	\$1,613.10	\$2,533.00	\$3,996.00	\$3,984.00	\$4,394.00	\$3,916.00		\$33,596.85
Constable 1	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$120.00	\$0.00	\$60.00	\$0.00	\$0.00			\$680.00
Constable 2	\$520.00	\$0.00	\$240.00	\$60.00	\$320.00	\$0.00	\$260.00	\$240.00	\$11.09	\$360.00	\$120.00		\$2,131.09
Constable 3	\$0.00	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$320.00		\$640.00
Constable 4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$60.00					\$60.00
Elections-Public Info Fees	\$5.00	\$0.00	\$44.10	\$10.10	\$0.00	\$10.00	\$0.00	\$5.00	\$0.00	\$25.00	\$8.50		\$107.70
Health Inspector	\$945.00	\$1,685.00	\$26,390.00	\$9,720.00	\$1,500.00	\$1,405.00	\$1,585.00	\$1,320.00	\$2,225.00	\$2,155.00	\$715.00		\$49,645.00
Parks	\$3,900.00	\$2,500.00	\$3,620.00	\$7,020.00	\$2,930.00	\$4,210.00	\$2,830.00	\$4,700.00	\$2,370.00	\$2,700.00	\$4,200.00		\$40,980.00
Recycling	\$0.00	\$1,853.65	\$0.00	\$1,555.67	\$0.00	\$1,581.41	\$0.00	\$1,893.82	\$0.00	\$1,224.46	\$1,901.23		\$10,010.24
Sheriff's Office	\$778.00	\$1,330.40	\$582.38	\$1,852.96	\$362.23	\$907.50	\$963.81	\$682.05	\$1,625.00	\$2,341.77	\$1,491.22		\$12,917.32
Solid Waste-Boerne	\$8,742.65	\$8,710.00	\$10,080.50	\$8,873.01	\$7,640.02	\$9,844.00	\$9,325.00	\$10,758.50	\$10,635.00	\$11,016.00	\$11,047.55		\$106,672.23
Solid Waste-Comfort	\$338.00	\$418.00	\$485.00	\$356.00	\$419.00	\$468.00	\$470.00	\$246.00	\$559.00	\$394.00	\$443.00		\$4,596.00
Treasurer	\$0.00	\$0.00	\$0.00	\$5.80	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.00	\$8.50		\$53.30
<i>The following reports contain fees that are remitted to the State of Texas:</i>													
County Attorney Fees	\$105.00	\$55.00	\$40.00	\$40.00	\$110.00	\$170.00	\$153.10	\$166.39	\$137.34	\$100.00	\$34.80		\$1,111.63
County Clk-Criminal	\$14,824.00	\$11,217.00	\$9,352.00	\$13,703.75	\$18,932.83	\$21,021.00	\$18,515.25	\$16,219.50	\$17,205.00	\$21,948.17	\$17,210.00		\$180,148.50
County Clk-Fees of Ofc.	\$41,963.35	\$33,216.78	\$43,119.63	\$35,520.17	\$36,118.45	\$46,659.58	\$49,098.18	\$44,283.85	\$49,795.61	\$49,372.13	\$44,860.86		\$474,008.59
County Clk-Prob Fees	\$2,768.00	\$2,136.00	\$2,251.00	\$2,092.00	\$1,897.00	\$2,781.00	\$3,656.00	\$3,894.00	\$2,434.00	\$2,450.00	\$3,079.00		\$29,438.00
Development Mgt.	\$15,806.00	\$4,810.20	\$12,428.00	\$19,430.00	\$10,615.00	\$12,330.00	\$25,887.00	\$6,833.00	\$10,190.00	\$9,353.00	\$6,849.00		\$134,531.20
District Clerk-Citations	\$0.00	\$4,205.00	\$2,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,405.00
District Clerk-Civil	\$12,318.00	\$16,654.00	\$25,442.56	\$10,163.00	\$12,899.00	\$11,434.73	\$13,316.00	\$17,353.85	\$16,568.92	\$11,056.00	\$12,417.00		\$159,623.06
District Clerk-Criminal	\$2,564.06	\$3,481.73	\$4,213.49	\$5,437.03	\$3,368.21	\$5,596.09	\$4,169.82	\$5,174.30	\$2,777.78	\$6,763.35	\$3,513.62		\$47,059.48
JP 1	\$6,879.36	\$4,229.56	\$3,559.14	\$4,061.13	\$6,542.54	\$5,530.15	\$4,511.06	\$4,998.56	\$4,348.76	\$6,119.56	\$6,486.07		\$57,265.89
JP 2	\$3,281.95	\$2,844.35	\$2,940.06	\$8,911.08	\$5,061.67	\$5,526.56	\$5,805.67	\$5,079.79	\$2,956.07	\$3,410.96	\$3,068.67		\$48,886.83
JP 3	\$4,364.24	\$4,028.03	\$5,686.63	\$9,391.04	\$6,010.63	\$5,571.12	\$4,843.04	\$4,280.74	\$4,366.54	\$4,045.03	\$5,298.14		\$57,885.18
JP 4	\$22,888.38	\$12,543.90	\$17,352.14	\$18,025.09	\$19,320.18	\$17,120.48	\$18,871.52	\$15,902.58	\$12,196.52	\$13,742.04	\$20,767.95		\$188,730.78
Tax Assessor	\$81,684.45	\$62,491.54	\$80,732.56	\$327,965.23	\$168,569.91	\$87,986.85	\$527,332.98	\$860,155.76	\$96,981.96				\$2,293,901.24
<b>TOTAL</b>	<b>\$229,978.62</b>	<b>\$182,343.14</b>	<b>\$255,773.16</b>	<b>\$488,369.09</b>	<b>\$306,481.26</b>	<b>\$243,644.48</b>	<b>\$695,545.58</b>	<b>\$1,011,061.34</b>	<b>\$243,379.99</b>	<b>\$154,519.18</b>			<b>\$3,811,095.84</b>
<i>FY '14 Totals for Comparison</i>	<i>\$201,611.61</i>	<i>\$165,958.20</i>	<i>\$188,682.29</i>	<i>\$519,625.17</i>	<i>\$341,242.82</i>	<i>\$290,814.32</i>	<i>\$1,238,306.09</i>	<i>\$253,456.52</i>	<i>\$239,220.42</i>	<i>\$241,241.69</i>	<i>\$224,952.21</i>	<i>\$226,905.89</i>	<i>\$4,132,017.23</i>





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Accounts Payable Claims
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Auditor's Office Corinna Speer, County Auditor
<b>PHONE # OR EXTENSION #</b>	830-249-9343 Ext. 240
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on the approval of accounts payable claims for purchases, services and vendors.
<b>REASON FOR AGENDA ITEM</b>	To pay current accounts payable claims.
<b>IS THERE DOCUMENTATION</b>	Yes Financial Transparency Link / County Auditor Web Page
<b>WHO WILL THIS AFFECT?</b>	Departments that have AP claims
<b>ADDITIONAL INFORMATION</b>	None





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 9/28/2015  
OPEN SESSION

SUBJECT	Kendall County Law Enforcement Center
DEPARTMENT & PERSON MAKING REQUEST	Al Auxier, County Sheriff Darrel L. Lux, County Judge
PHONE # OR EXTENSION #	830-249-9343
TIME NEEDED FOR PRESENTATION	2 minutes
WORDING OF AGENDA ITEM	Announcement of the public meeting to be held at 7:00 p.m. on October 8, 2015 at the Boerne Civic Center pertaining to the future plans for the Law Enforcement Center.
REASON FOR AGENDA ITEM	To publicize the opportunity for the public to hear a presentation on the proposed expansion of the Kendall County Law Enforcement Center.
IS THERE DOCUMENTATION	No
WHO WILL THIS AFFECT?	The public
ADDITIONAL INFORMATION	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	125th Anniversary National Society Daughters of the American Revolution
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Vicky Zapf, DAR Executive Board Member Darrel L. Lux, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext 212
<b>TIME NEEDED FOR PRESENTATION</b>	3 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on proclaiming October 11, 2015 to be the 125th Anniversary of the Daughters of the American Revolution.
<b>REASON FOR AGENDA ITEM</b>	To recognize and honor the works of the George W. Kendall Chapter of the Daughters of the American Revolution on the 125th Anniversary of the organization.
<b>IS THERE DOCUMENTATION</b>	The proclamation
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None





**125<sup>th</sup> ANNIVERSARY NATIONAL SOCIETY  
DAUGHTERS OF THE AMERICAN REVOLUTION**

**WHEREAS,** the National Anniversary of the founding of the Daughters of the American Revolution (DAR) celebrates 125 years of service to the United States of America servicing communities across the nation; and

**WHEREAS,** the local chapter was founded in the year 2000 and named George W. Kendall Chapter servicing this community promoting preservation, patriotism and education; and

**WHEREAS,** the national and local chapters of DAR honor the American Indians celebrating their customs and traditions which have enhanced the freedom, prosperity and greatness of America today; and

**WHEREAS,** the George W. Kendall Chapter of DAR actively promotes patriotism by sponsoring Constitution Week and good citizenship awards to our local schools; and

**WHEREAS,** each year a graduating student from each Kendall County high school is recognized with a scholar award for higher education.

**NOW, THEREFORE,** I, Darrel L. Lux, County Judge of Kendall County, Texas, do hereby proclaim October 11, 2015 to be the 125th Anniversary of the Daughters of the American Revolution.

Darrel L. Lux  
Kendall County Judge



**KENDALL COUNTY COMMISSIONERS COURT  
AGENDA REQUEST**

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Soccer Field on Adler Road
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Boerne Soccer Club, Tonya Vicknair, Director of Administration, FC Thunder Darrel L. Lux, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext. 213
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action concerning improvements proposed by the Boerne Soccer Club to the soccer field on Adler Road.
<b>REASON FOR AGENDA ITEM</b>	To improve the Kendall County property on Adler Road currently leased to the Boerne Soccer Club for the benefit of soccer play.
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Those who use the soccer field
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</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, Texas Local Government Code)
<b>REASON FOR AGENDA ITEM</b>	To determine whether or not there is a need for a ban on burning
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 9/28/2015**  
**OPEN SESSION**

<b>SUBJECT</b>	FY2015 Annual Audit
<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 authorize Neffendorf & Knopp, P.C. perform the Fiscal Year 2015 annual audit.
<b>REASON FOR AGENDA ITEM</b>	Approve firm to perform annual audit
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	County Auditor
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 9/28/2015  
OPEN SESSION

<b>SUBJECT</b>	Transportation Planning
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext. 213
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on approving a joint resolution between Kendall County and the City of Boerne requesting the Texas Department of Transportation resume its planning for viable transportation corridors.
<b>REASON FOR AGENDA ITEM</b>	As a result of the Joint Transportation meeting held on May 21, 2015, the Texas Department of Transportation suggested that the County and the City partner together to assess future transportation needs and submit a Resolution stating such.
<b>IS THERE DOCUMENTATION</b>	Yes, the resolution
<b>WHO WILL THIS AFFECT?</b>	The public
<b>ADDITIONAL INFORMATION</b>	None



RESOLUTION NO. 09-28-2015

**A JOINT RESOLUTION  
BETWEEN THE CITY OF BOERNE AND THE COUNTY OF KENDALL  
REQUESTING THAT THE TEXAS DEPARTMENT OF TRANSPORTATION RESUME ITS  
PLANNING FOR VIABLE TRANSPORTATION CORRIDORS**

**WHEREAS**, on May 21, 2015, the County of Kendall, the City of Boerne and the Texas Department of Transportation held a joint meeting to discuss roadway projects in the area; and

**WHEREAS**, during this Joint Meeting, the Parties determined that the conversation needs to start focusing on projects for the future; and

**WHEREAS**, the Parties determined that the region is experiencing great growth and the mobility issues are not going to improve unless discussions concerning long-term projects begin; and

**WHEREAS**, the Texas Department of Transportation began initial studies identifying potential routes to address the increasing traffic and associated congestion; and

**WHEREAS**, the County of Kendall and the City of Boerne desire, at this time, to partner with the Texas Department of Transportation to complete the studies previously begun.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BOERNE AND THE COMMISSIONERS COURT OF KENDALL COUNTY** agree to work in collaboration with the Texas Department of Transportation to resume efforts to plan for future growth and to determine potential future transportation corridors needed to accommodate the anticipated growth in the region.

APPROVED on this the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Darrel L. Lux  
County Judge

\_\_\_\_\_  
Mike Fincke  
Commissioner Precinct 1

\_\_\_\_\_  
Richard W. Elkins  
Commissioner Precinct 2

\_\_\_\_\_  
Tommy Pfeiffer  
Commissioner Precinct 3

\_\_\_\_\_  
Royce Steubing  
Commissioner Precinct 4

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





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 9/28/2015**  
**OPEN SESSION**

<b>SUBJECT</b>	Candidate Nomination to the Kendall Appraisal District Board of Directors
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Darrel L. Lux, County Judge
<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 a Resolution nominating a candidate or candidates for the Kendall Appraisal District Board of Directors for 2016-2017.
<b>REASON FOR AGENDA ITEM</b>	To provide County representation on the Kendall Appraisal District Board of Directors.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	Don Edmondson is currently the County representative and he has expressed an interest to continue to serve.

RESOLUTION 9-28-2015

COMMISSIONERS COURT  
KENDALL COUNTY, TEXAS

A RESOLUTION NOMINATING A CANDIDATE, OR CANDIDATES, FOR THE BOARD OF DIRECTORS FOR THE KENDALL APPRAISAL DISTRICT, FOR 2016-2017:

WHEREAS, the Kendall Appraisal District is governed by a board of seven directors; and

WHEREAS, members of the Board of Directors serve two-year terms beginning January 1 of even-numbered years; and

WHEREAS, members of the Board of Directors are appointed by vote of the governing bodies of the incorporated cities, towns, and school districts that participate in the district and of the County; and

WHEREAS, each taxing unit that is entitled to vote may nominate by resolution adopted by the governing body one candidate for each position to be filled by the Board of Directors;

NOW THEREFORE, BE IT RESOLVED, that the Commissioners Court of Kendall County, Texas, hereby nominates the below listed individual for candidacy to the Kendall Appraisal District Board of Directors:

\_\_\_\_\_  
Passed and approved this 28th day of September, 2015.

\_\_\_\_\_  
Darrel L. Lux, County Judge

\_\_\_\_\_  
Mike Fincke, Commissioner, Precinct 1

\_\_\_\_\_  
Richard W. Elkins, Commissioner, Precinct 2

\_\_\_\_\_  
Tommy Pfeiffer, Commissioner, Precinct 3

\_\_\_\_\_  
Royce Steubing, Commissioner, Precinct 4

Attest:

\_\_\_\_\_  
Darlene Herrin, County Clerk





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 9/28/2015**  
**OPEN SESSION**

<b>SUBJECT</b>	Herff Road Phase II
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development Management - 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>	Monthly Status Report Herff Road Phase II
<b>REASON FOR AGENDA ITEM</b>	Status Report on Herff Road Phase II
<b>IS THERE DOCUMENTATION</b>	No
<b>WHO WILL THIS AFFECT?</b>	Countywide
<b>ADDITIONAL INFORMATION</b>	None



## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 9/28/2015  
OPEN SESSION

SUBJECT	Boerne Area Model Society
DEPARTMENT & PERSON MAKING REQUEST	Development Management - Richard Tobolka
PHONE # OR EXTENSION #	Ext. 250
TIME NEEDED FOR PRESENTATION	5 Minutes
WORDING OF AGENDA ITEM	Presentation concerning Boerne Area Model Society (BAMS) Second Annual Fall Fun Fly at Joshua Springs Park and Preserve. (Frank Pickart, Bob Weiss)
REASON FOR AGENDA ITEM	To hold 2nd annual fall fun fly at Joshua Springs Park and Preserve
IS THERE DOCUMENTATION	Yes
WHO WILL THIS AFFECT?	Countywide
ADDITIONAL INFORMATION	None





# Boerne Area Model Society



Presents Our 2nd Annual *Fall Fun Fly* -

## **FFF2015**

- September 19, 2015, 9am to 5pm, Pilot Meeting at 9am
- At the BAMS Field in Joshua Springs Park, I-10 Exit 533
- No Pilot Fees. Requesting \$10 Donation or Dog or Cat Food
- Bring what you got, fly what you bring
- AMA Sanctioned 705 Event
- There will be an Airplane Raffle, \$1 ticket or 6 for \$5
  - \* *All proceeds go to Kendall County Animal Shelter*
- Spectators are welcome. Bring chairs and enjoy RC Flying
- Food Vendors available for Pilots and Spectators
- See the BAMS Web Site at [boernerf.org](http://boernerf.org) for details
- Patrick Heath Public Library is a partner



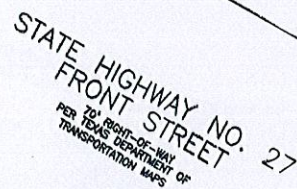


## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 9/28/2015**  
**OPEN SESSION**

<b>SUBJECT</b>	Amending Plat creating Lots 43A-1 and 43B-1 Town of Comfort
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development Management - Richard Tobolka
<b>PHONE # OR EXTENSION #</b>	Ext. 250
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on an Amending Plat of Lots 43A and 43B Town of Comfort, Kendall County Texas in accordance with section 209 of the Kendall County Development Rules and Regulations. The purpose of the Amending Plat is to relocate a common lot line creating lots 43A-1 and 43A-2 (Janet H. Hendrix)
<b>REASON FOR AGENDA ITEM</b>	Amending Plat creating Lots 43A-1 and 43B-1 Town of Comfort
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None





LOT 43A AND 43B, TOWN OF  
COMFORT RECORDED IN VOLUME 8,  
PAGE 35, PLAT RECORDS, KENDALL  
COUNTY, TEXAS.



SHEET 3 OF 3

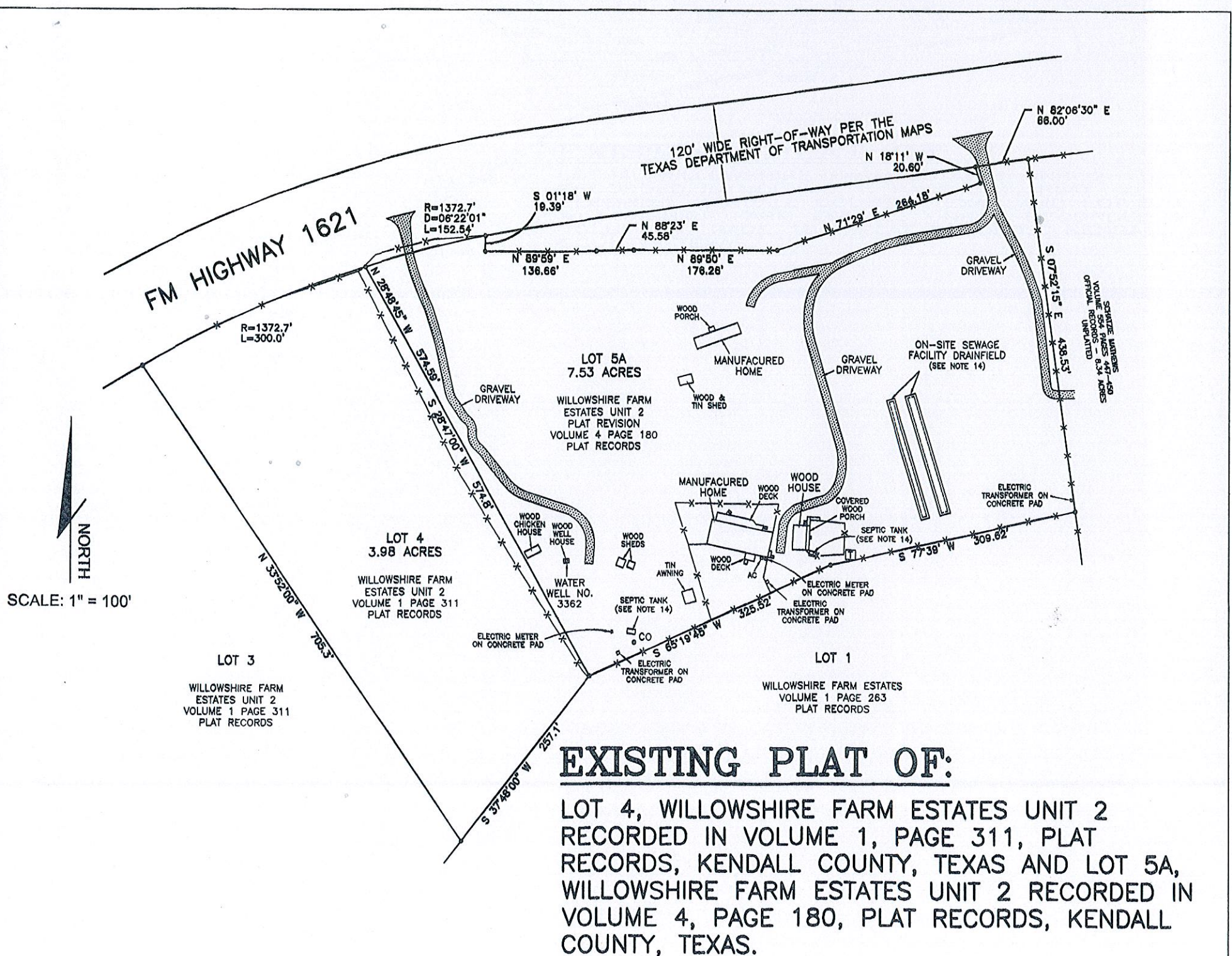




## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Amending Plat creating Lots 4A and 5B Willowhire Farms Estates
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development Management - Richard Tobolka
<b>PHONE # OR EXTENSION #</b>	Ext. 250
<b>TIME NEEDED FOR PRESENTATION</b>	5 Minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action on an Amending Plat of Lot 4 and 5A Willowshire Farms Estates, Unit 2, Kendall County Texas, in accordance to section 209 of the Kendall County Development Rules and Regulations. The purpose of the Amending Plat is to relocate a common lot line creating Lots 4A and 5B. (Schatzie M. Norris)
<b>REASON FOR AGENDA ITEM</b>	Amending Plat creating Lots 4A and 5B Willowhire Farms Estates
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None





## EXISTING PLAT OF:

LOT 4, WILLOWSHIRE FARM ESTATES UNIT 2  
RECORDED IN VOLUME 1, PAGE 311, PLAT  
RECORDS, KENDALL COUNTY, TEXAS AND LOT 5A,  
WILLOWSHIRE FARM ESTATES UNIT 2 RECORDED IN  
VOLUME 4, PAGE 180, PLAT RECORDS, KENDALL  
COUNTY, TEXAS.



# LINE TABLE

L1- S 01°15'57" W	19.33'
L2- N 89°50'33" E	136.75'
L3- N 88°09'57" E	45.49'
L4- N 17°45'36" W	20.89'
L5- N 82°06'48" E	65.88'

APPROXIMATE LIMITS OF FLOOD  
ZONE A AS SHOWN ON FEDERAL  
INSURANCE RATE MAP 48258CD235F  
DATED DECEMBER 17, 2010.

120' WIDE RIGHT-OF-WAY PER THE  
TEXAS DEPARTMENT OF TRANSPORTATION MAPS

FM HIGHWAY 1621

R=1372.70'  
D=18°53'09"  
L=452.47'  
Cd=N 69°10'02" E 450.42'

LOT 4A  
6.638 ACRES

LOT 5B  
4.870 ACRES  
(4.546 ACRES)  
(SEE NOTE 15)



SCALE: 1" = 100'

LOT 3  
WILLOWSHIRE FARM  
ESTATES UNIT 2  
VOLUME 1 PAGE 311  
PLAT RECORDS

LOT 1  
WILLOWSHIRE FARM ESTATES  
VOLUME 1 PAGE 263  
PLAT RECORDS

## AMENDED PLAT:

ESTABLISHING LOT 4A, CONTAINING 6.638 ACRES  
AND 5B, CONTAINING 4.870 ACRES, WILLOWSHIRE  
FARM ESTATES UNIT 2.

HELEN R. WAHL-793  
VOLUME 1225 PAGES 789-793  
OFFICIAL RECORDS - 0.3083 ACRES  
UNPLATTED

FOUND STEEL ROD WITH  
AN ORANGE "MDS  
SURVEY" PLASTIC CAP

ON-SITE SEWAGE  
FACILITY DRAINFIELD  
(SEE NOTE 14)

ELECTRIC  
TRANSFORMER ON  
CONCRETE PAD

S 65°08'45" W  
161.40'

S 65°08'45" W  
164.18'

S 37°38'16" W  
257.31'

S 77°29'18" W  
309.42'

WOOD PORCH

MANUFACTURED HOME

WOOD & TIN SHED

MANUFACTURED HOME

WOOD HOUSE

COVERED WOOD PORCH

SEPTIC TANK  
(SEE NOTE 14)

ELECTRIC METER  
ON CONCRETE PAD

ELECTRIC TRANSFORMER ON  
CONCRETE PAD

SET 1/2" STEEL ROD  
WITH AN ORANGE "RPLS  
5207" PLASTIC CAP

SEPTIC TANK  
(SEE NOTE 14)

CO

ELECTRIC TRANSFORMER ON  
CONCRETE PAD

ELECTRIC METER  
ON CONCRETE PAD

WATER WELL NO.  
3362

WOOD SHEDS

WOOD HOUSE

WOOD CHICKEN HOUSE

GRAVEL DRIVEWAY

GRAVEL DRIVEWAY

GRAVEL DRIVEWAY

OVERLAP AREA

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

L1

L2

L3

L4

L5

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE

0.3083 ACRE LINE





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

<b>COMMISSIONER COURT DATE: 9/28/2015</b> <b>OPEN SESSION</b>	
<b>SUBJECT</b>	Request for Relief from Road Frontage and Platting Requirements
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Development Management - Richard Tobolka
<b>PHONE # OR EXTENSION #</b>	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 road frontage and the platting requirements in accordance to section 101 and 102 of the Kendall County Development Rules and Regulations. the proposed tracts of 7.71 acres and 3.81 acres are the result of conveying property to a family member. The tracts are located at 619 Walnut Grove Road (Robert Cravey).
<b>REASON FOR AGENDA ITEM</b>	Request for Relief from Road Frontage and Platting Requirements
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Pct #4
<b>ADDITIONAL INFORMATION</b>	None



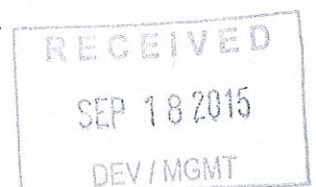
## REQUEST FOR RELIEF (Variance)

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

1. Date Sept. 18, 2015
2. Location of Property: 619 Walnut Grove Rd North
3. Name of Subdivision (If Applicable): N/A
4. Property Owner/Developer Name: Joshua Tehas Cravey  
by Robert W. Cravey, Jr.
5. Relief Requested (Reference the specific Section/Paragraph of the current KC Development Rules and Regulations and state the relief requested:  
Requesting relief to frontage and minimum acreage.  
Joshua Cravey has an 8 acre tract and wishes to sell  
4.187 Acres to Robert Cravey, his uncle. The 8 acres is  
currently accessed by a 20' wide ingress-egress easement.
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 rules require public road frontage or a 60' wide  
easement and a remainder of 6 acres. These  
requirements can not be met.
  - 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)  
Families have the right to transfer land  
to other family members.

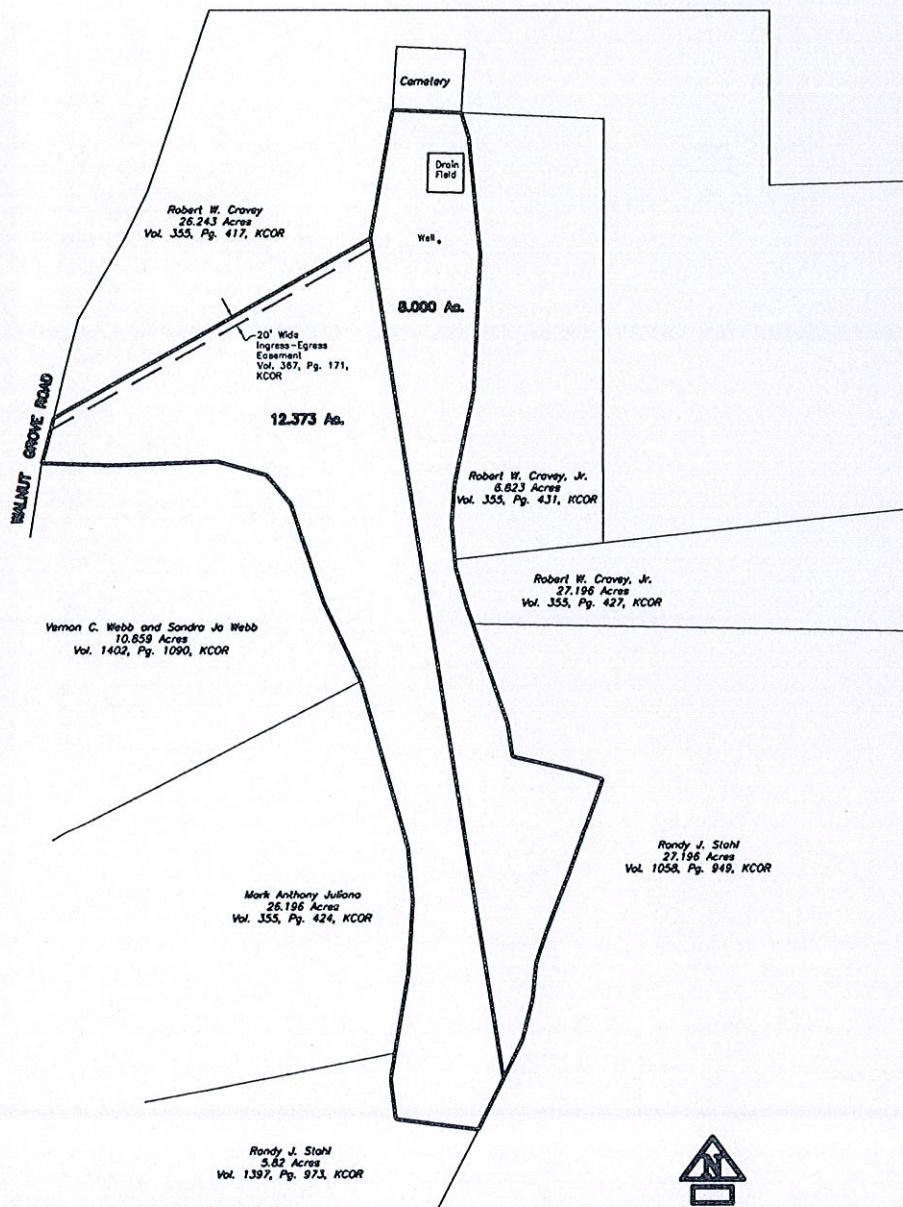
Robert W. Cravey  
Property Owner Signature  
Cell 210 213 0228  
Phone Number 830 537 4712

Joshua Tehas Cravey  
by Robert W. Cravey, Jr.  
Print Owner Name  
Date 9-18-15

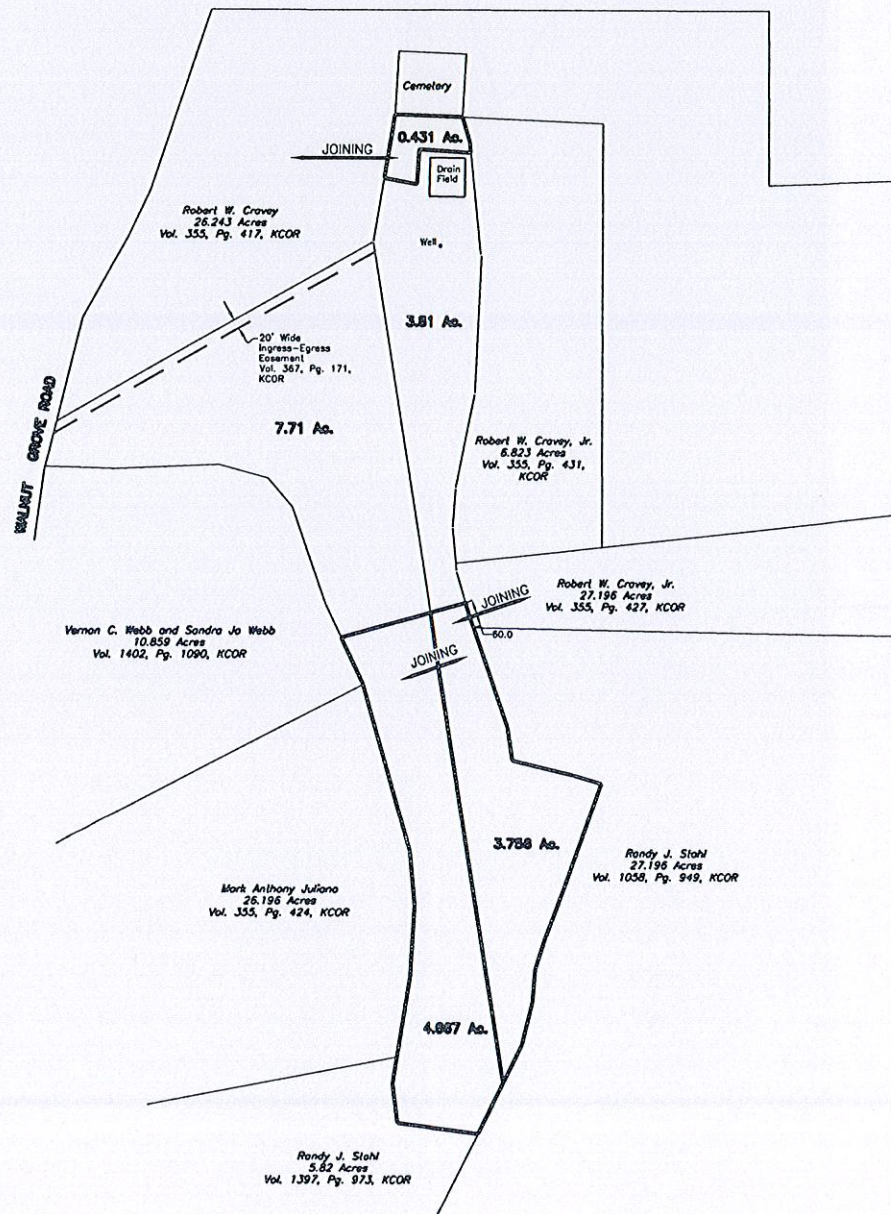




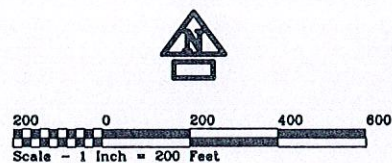
# EXISTING



# PROPOSED



**Schwarz**  
Land Surveying & Development, Inc.  
723 NORTH MAIN, BOERNE, TEXAS 78006  
PHONE: (830) 816-8907 Metro FAX: (830) 584-0445  
FIRM LICENSE NO. 10132600







## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

**COMMISSIONER COURT DATE: 9/28/2015**  
**OPEN SESSION**

<b>SUBJECT</b>	Interlocal Agreement concerning provision of Health Sanitarian services
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Donald W. Allee, County Attorney
<b>PHONE # OR EXTENSION #</b>	830-249-9343, ext. 290
<b>TIME NEEDED FOR PRESENTATION</b>	5 minutes
<b>WORDING OF AGENDA ITEM</b>	Consideration and action concerning interlocal agreement between Kendall County and the City of Boerne concerning provision of health sanitarian services.
<b>REASON FOR AGENDA ITEM</b>	For several years, Kendall County and the City of Boerne have entered into an interlocal agreement providing that the County Health Sanitarian will inspect all food service establishments located in the City of Boerne and perform other duties related to food services. The agreement provides that the total cost to provide the services, less the amount collected for required permits is divided equally between the City and the County.
<b>IS THERE DOCUMENTATION</b>	Yes - proposed agreement attached
<b>WHO WILL THIS AFFECT?</b>	All food service establishments and other entities subject to regulation and inspection located in the county.
<b>ADDITIONAL INFORMATION</b>	None



**STATE OF TEXAS  
KENDALL COUNTY**

**INTERLOCAL AGREEMENT BETWEEN KENDALL COUNTY AND  
THE CITY OF BOERNE FOR HEALTH SANITARIAN SERVICES**

This City-County Interlocal Agreement ("Agreement") for the purpose of providing a registered health sanitarian and other services to the citizens of the City of Boerne and Kendall County is entered into by the City of Boerne, Texas (hereinafter "CITY") and Kendall County (hereinafter "COUNTY"), acting pursuant to the authority granted by the Interlocal Cooperation Act, Chapter 791, Texas Government Code.

**WHEREAS**, CITY and COUNTY agree that provision of a registered health sanitarian responsible for enforcing applicable laws, regulations, ordinances and orders in CITY and COUNTY is necessary to protect the health, safety and welfare of the citizens of CITY and COUNTY; and

**WHEREAS**, an agreement between CITY, COUNTY and the State of Texas which provided for the provision of a registered health sanitarian to serve CITY and COUNTY expired and was not renewed because of lack of funding by the State; and

**WHEREAS**, reliance on the State of Texas to provide a registered health sanitarian would result in an officer responsible for serving several other cities and counties;

**WHEREAS**, since the expiration of the agreement between CITY, COUNTY and the State, CITY and COUNTY have entered into agreements whereby COUNTY provides the services of a registered health sanitarian as a full time employee of COUNTY and provides adequate facilities, including office space, equipment and supplies for such officer and CITY pays one-half (1/2) of the net expenses incurred by COUNTY; and

**WHEREAS**, due to the increase in the number of food service establishments in the CITY and COUNTY, it is necessary to provide additional personnel to assist the health sanitarian; and

**WHEREAS**, the two entities agree that such agreement as amended herein should be continued;

**NOW THEREFORE**, the parties agree as follows:

**ARTICLE I. COUNTY'S RESPONSIBILITIES**

1. Provide a registered health sanitarian designated as the Kendall County Health Sanitarian who shall be a full time employee of COUNTY and other personnel to perform services under the direction of the County Health Sanitarian.
2. Provide such officer with office space, furnishing, equipment, and supplies.



3. Collect all fees and any other assessments related to permits or licenses in accordance with applicable law, regulations, ordinances of CITY and orders of COUNTY.

## **ARTICLE II. CITY'S RESPONSIBILITIES**

Pay COUNTY one-half of the net expenses incurred by COUNTY in complying with its responsibilities hereunder (total expenses less amounts received by COUNTY from permit fees and other sources) on a payment schedule agreed upon by CITY and COUNTY. (See EXHIBIT A)

## **ARTICLE III. AUTHORITY OF COUNTY HEALTH SANITARIAN**

The County Health Sanitarian and personnel under the direction of the County Health Sanitarian are authorized to

1. Inspect all food service establishments and all establishments that provide food services to the public and condemn and order the destruction of any food items intended for human consumption and order the closure of any food service establishments or establishments that provide food services to the public in accordance with applicable laws, regulations, ordinances and orders within the limits of CITY and within the limits of COUNTY.
2. Issue permits to all food service establishments and collect permit fees as authorized by ordinances of CITY and orders of COUNTY.
3. Enforce all applicable laws, regulations, ordinances of CITY and orders of COUNTY concerning food service establishments and establishments that provide food services to the public.

## **ARTICLE IV. TERM**

This term of this Agreement shall be from October 1, 2015 until September 30, 2016, unless renewed or extended by agreement of the parties pursuant to ARTICLE V.

## **ARTICLE V. EXTENSION OR RENEWAL**

By written agreement executed at any time before the expiration date stated herein or such subsequent expiration date as agreed to by the parties, the parties may renew this Agreement on a year-to-year basis or extend the term of the Agreement for any period of less than 12 months.

## **ARTICLE VI. MISCELLANEOUS PROVISIONS**

1. This is the sole and only agreement between the parties concerning the subject matter set out herein. No other agreement, statement or promise made by any



party or any officer, agent or employee of any party, which is not set out herein, shall be binding or enforceable against either party.

2. No amendment, modification or alteration to this Agreement shall be binding unless it is set out in writing, approved by the parties and signed by the duly authorized representatives of the parties.
3. If any provision of this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, this Agreement shall be reformed to the extent necessary to make the offending provision valid and enforceable, or if the offending provision cannot be modified so as to be made valid and enforceable, the invalidity or unenforceability of such provision shall not effect the remaining terms of this Agreement.
4. This Agreement shall be construed in accordance with the laws of the State of Texas. Exclusive venue for any legal action arising from this Agreement shall be in Kendall County, Texas.

EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015

\_\_\_\_\_  
DARREL L. LUX  
COUNTY JUDGE  
KENDALL COUNTY, TEXAS

\_\_\_\_\_  
RONALD C. BOWMAN  
CITY MANAGER  
CITY OF BOERNE, TEXAS

ATTEST:

\_\_\_\_\_  
DARLENE HERRIN  
KENDALL COUNTY CLERK

\_\_\_\_\_  
LORI CARROLL  
CITY SECRETARY

# EXHIBIT A

Expenses	
Salary (salaries)	\$94,034.00
Benefits	\$31,878.00
Office supplies, etc.	\$5,775.00
Travel	
Office space	\$3,900.00
Conference and training	\$1,800.00
Vehicle costs / insurance	\$2,790.00
Dues	\$350.00
Estimated expenses total:	\$140,527.00
Health permits (minus fees collected)	-\$50,445.00
<b>Actual expense</b>	<b>\$90,082.00</b>

***Cost to City of Boerne = \$45,041.00***

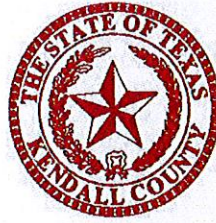




## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 9/28/2015  
OPEN SESSION

<b>SUBJECT</b>	Adoption of 2015 International Fire Codes in the incorporated areas of Kendall County
<b>DEPARTMENT &amp; PERSON MAKING REQUEST</b>	Jeffery Fincke, Fire Marshal
<b>PHONE # OR EXTENSION #</b>	830 249-3721 ext. 451
<b>TIME NEEDED FOR PRESENTATION</b>	10 minutes
<b>WORDING OF AGENDA ITEM</b>	Discussion and action on an order to adopt 2015 International Fire Codes for Kendall County
<b>REASON FOR AGENDA ITEM</b>	With the rapid and continued growth in Kendall County there is a need to adopt and enforce fire code for new commercial growth for the safety of the public.
<b>IS THERE DOCUMENTATION</b>	Yes
<b>WHO WILL THIS AFFECT?</b>	Commercial business being constructed in Kendall County
<b>ADDITIONAL INFORMATION</b>	Cost for an inspector/investigator per year with some cost being recovered by fee for new construction.



# Kendall County

## Fire Code

As Adopted: \_\_\_\_\_

### Kendall County Commissioners Court

Darrel L. Lux  
County Judge

Mike Fincke  
Commissioner, Pct. 1

Richard W. Elkins  
Commissioner, Pct. 2

Tommy Pfeiffer  
Commissioner, Pct. 3

Royce Steubing  
Commissioner, Pct. 4

### Kendall County Fire Marshal's Office

Jeffery Fincke, Kendall County Fire Marshal



Order No. \_\_\_\_\_

State of Texas

In the Commissioners Court

County of Kendall

Kendall County Fire Code

**WHEREAS**, 233.061 of the Texas Local Government Code authorizes the County to adopt a fire code and rules necessary to administer and enforce the fire code; and

**WHEREAS**, the Commissioners Court of Kendall County finds that fires have occurred in the past within its jurisdiction and are likely to occur in the future, and that damage to property and loss of life occurs for many reasons, including fires that could have been prevented or minimized by providing additional safeguards to provide adequate egress time and protections for people exposed to fire; and

**WHEREAS**, the purpose of this Fire Code is to provide minimum requirements, with due regard to function, for the design and construction or substantial improvement of public buildings, commercial establishments, and multifamily residential dwellings consisting of four or more units to reduce the risk to life and property from fire; and

**WHEREAS**, the Commissioners Court of Kendall County finds that adopting a fire code and requiring permits for construction of commercial establishments, public buildings, and multifamily dwellings with four or more units in the unincorporated areas of Kendall County, Texas, allows the County to impose standards to protect the health, safety, welfare and property of the general public; and

**WHEREAS**, the Kendall County Fire Marshal has reviewed several model fire codes and has recommended the Commissioners Court adopt the International Fire Code 2015, published by the International Code Council, because it provides the appropriate protective measures and continuity with other local governments in and around Kendall County, Texas; and

**WHEREAS**, upon adoption of the County Fire Code by the Commissioners Court, the Kendall County Fire Marshal's Office shall inspect a building subject to 233.064(a) of the Texas Local Government Code to determine whether the building complies with the County Fire Code; and

**WHEREAS**, the Kendall County Fire Marshal's Office shall issue permits for such inspections and collect fees according to the fee schedule adopted in the Fire Code.

**NOW THEREFORE, BE IT ORDERED BY THE COMMISSIONERS COURT OF KENDALL COUNTY THAT** the Kendall County Fire Code based on the International Fire Code 2015 edition, published by the International Code, is hereby adopted.



**BE IT FURTHER ORDERED THAT** the Kendall County Fire Code, as adopted, shall be effective \_\_\_\_\_, and the Kendall County Fire Code adopted by this order shall apply to all buildings upon which construction or substantial improvements begins after that date, provided that the fee schedule adopted under this order shall apply to all fees coming due after that date regardless of the date upon which construction or substantial improvement begins for the building subject to the fee.

**ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.**

\_\_\_\_\_  
Darrel L. Lux  
County Judge

\_\_\_\_\_  
Mike Fincke  
County Commissioner, Pct. 1

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

\_\_\_\_\_  
Tommy Pfeiffer  
County Commissioner, Pct. 3

\_\_\_\_\_  
Royce Steubing  
County Commissioner, Pct. 4

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





## KENDALL COUNTY FIRE CODE

### TABLE OF CONTENTS

Part 1 - Administration and Preliminary Provisions .....	2
Part 2 - Use of Terms .....	3
Part 3 - General Provisions .....	5
Part 4 - Permits .....	6
Part 5 - Permit Fee .....	7
Part 6 - Appeals and Hearing Procedures .....	9
Part 7 - Enforcement .....	9
Part 8 - Forms, Records and Fees .....	10
Part 9 - Severability and Construction .....	10

### EXHIBITS

Exhibit A - Additions, Insertions, Deletions and Changes to International Fire Code, 2015 Edition .....	11
Exhibit B - Permit Fee Schedule .....	12



## **KENDALL COUNTY FIRE CODE**

### ***Part 1 - Administration and Preliminary Provisions***

#### **Section 1.1 - Authority**

This Code is adopted as a fire code by the Commissioners Court of Kendall County, Texas, acting in its capacity as the governing body of Kendall County, Texas. The authority of Kendall County to adopt this code and the contents hereof is derived from Chapter 233, Subchapter C, Texas Local Government Code, 233.061 et seq., as adopted. The Code shall apply to public buildings, commercial establishments, and multi-family residential dwellings with four or more units for which construction or substantial improvements, as defined in this Code, begins on the effective date of this fire Code. This Code may be amended at any time by a majority of the Commissioners Court.

#### **Section 1.2 - Scope of Regulations**

This Code applies in unincorporated areas of Kendall County, Texas, after the effective date of this Code.

#### **Section 1.3 - Purpose**

The purpose of this Code is to provide minimum requirements, with due regard to function, for the design and construction or substantial improvements of public buildings, commercial establishments, and multi-family residential dwellings to reduce the risk to life and property from fire. Fire safety in regard to operations and use of building and structures after construction, whether or not their construction was subject to this Code, shall be enforced independent of this Code by the County Fire Marshal in accordance with applicable law, including but not limited to his independent authority to inspect for presence of fire and life safety hazards and order their correction under Chapter 352 of the Texas Local Government Code. This code is not intended in any way to limit the statutory authority of the County Fire Marshal, and it is intended that such authority be retained to the fullest extent authorized by law.

#### **Section 1.4 - Construction of Regulations**

This code is to be construed liberally to accomplish its purpose. Nothing herein shall derogate from the authority of the Fire Code Official to determine compliance with codes or standards for those activities or installations within the Fire Code Official's jurisdiction or responsibility. Requirements that are essential for the public safety of a building or structure referenced in this Code shall be those that are listed in Chapter 47 of International Fire Code 2015 Edition, and such codes and standards shall be considered part of the requirements of this Code to the prescribed extent of such reference. Where differences occur between the provision of this Code and the referenced standards, the provisions of this Code shall apply. Where there is a conflict between a general requirement and specific requirement within this Code, the specific requirement shall be applicable.

#### **Section 1.5 - Abrogation**

This Code is not intended to repeal, abrogate, or impair any existing laws, regulations, easements, covenant, or deed restrictions.



### **Section 1.6 - Warning and Disclaimer of Liability**

The degree of fire protection required by this Code is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. This Code does not imply that any building or the uses permitted within any building will be free from fire hazard. This code shall not create liability on the part of Kendall County or any officer employee, or agent thereof for any damages that result from reliance on this Code or any administrative decision lawfully made thereunder. The granting of a permit or issuance of a certificate of compliance does not imply that the building can be insured for fire coverage.

### **Section 1.7 - Basis for Regulation**

The Kendall County Fire Code shall consist of this Code plus the International Fire Code 2015 Edition, and all of its references, which code and appendices are incorporated herein as if fully set out herein, with the additions, insertions, deletions and changes, prescribed in Exhibit A hereto.

### **Section 1.8 - Alternative Materials and Methods**

This provisions of this Code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this Code, provided that any such alteration has been approved by the Fire Code Official. The Fire Code Official is authorized to approve an alternative material or method of construction where the Fire Code Official finds that the proposed design is satisfactory and complies with the intent of the provisions of this Code, and the material, method or work offered is, for the purpose intended, at least the equivalent of the prescribed in this Code in quality, strength, effectiveness, fire resistance, durability, and safety.

### **Section 1.9 - Incorporation of Defined Words and Phrases**

If a word or phrase is defined in the International Fire Code, 2015 Edition, the definitions in that Code apply to that word or phrase when used in this Code unless otherwise defined in Part 2 of this Code.

## ***Part 2 - Use of Terms***

### **Section 2.1 - Certificate of Compliance**

A "Certificate of Compliance" means a certificate issued by the Fire Code Official indicating construction or substantial improvement is in compliance with the Kendall County Fire Code as of a specific date and for a specific occupancy. The certificate may be filed in the Real Property Records as outlined in Section 7.1 of this Code. A Certificate of Compliance under this Fire Code shall not be construed as authorizing the owner or operator of any building to afterward operate or maintain such building in such a way as to create, cause, or allow the existence of a fire or life safety condition, which condition shall be subject to the independent enforcement authority of the County Fire Marshal.



## **Section 2.2 - Certificate of Non-compliance**

A "Certificate of Non-compliance" means a certificate issued by the Fire Code Official indicating construction of substantial improvement is not in compliance with the Kendall County Fire Code as of a specific date. This certificate may be filed with the Real Property Records as outlined in section 7.1 of this Code.

## **Section 2.3 - Construction**

"Construction" means the initial permanent construction of a public building, a commercial establishment, or a multi-family residential dwelling, and all related improvements on a site as specified in Texas Local Government Code 233.0615(c). A permit is required prior to the start of any such construction. For purposes of this Code, construction begins on the date that ground is broken for a building, or if no ground is broken, on the date that:

1. The first materials are added to the original property;
2. Foundation pilings are installed on the original property; or
3. A manufactured building or relocated structure is placed on a foundation on the original property.

## **Section 2.4 - County Fire Marshal**

"County Fire Marshal" means the holder of the statutory office of County Fire Marshal for Kendall County or the employee(s) designated by the County Fire Marshal to perform a task required by this Code. The terms "County Fire Marshal," "Fire Marshal," and "Kendall County Fire Marshal" shall be interchangeable.

## **Section 2.5 - Fire Code**

"Fire Code" means the Kendall County Fire Code and the codes and standards in the attached document known as the International Fire Code, 2015 Edition, including Appendix Chapters A, B, C, D, E, F, G, H, I and J as published by the International Code council, except for the portions deleted, modified or amended by Exhibit A.

## **Section 2.6 - Fire Code Official**

"Fire Code Official" means the Fire Marshal of Kendall County, or a designee of such individual.

## **Section 2.7 - Gated Community**

"Gated Community" means a residential subdivision or housing development with a vehicular or pedestrian gate that contains two or more dwellings not under common ownership. The term does not include a multi-unit housing project.

## **Section 2.8 - Multi-Family Residential Dwelling**

"Multi-Family Residential Dwelling" means a multi-family residential dwelling consisting of four or more units as specified in Texas Local Government Code 233.062(a).

## **Section 2.9 - Multi-Unit Housing Project**

"Multi-Unit Housing Project" means an apartment, condominium, or townhome project that contains two or more dwelling units.



## **Section 2.10 - Person**

"Person" includes any individual or group of individuals, corporation, partnership, association, or any other organized group of persons. Not included is a State Agency that is authorized to prevent and extinguish forest and grass fires.

## **Section 2.11 - Public Buildings and Commercial Establishments**

"Public Buildings and Commercial Establishments" includes, but is not limited to auditoriums, classrooms, churches, libraries, restaurants, theaters, schools, daycare facilities, nursing homes, hospitals, correctional facilities, hotels, motels, dormitories, department stores, shopping centers, doctor offices, general offices, laundries and warehouses. Not included in this definition is an industrial facility having a fire brigade that conforms to requirements of the Occupational Safety and Health Administration.

## **Section 2.12 - Substantial Improvement**

"Substantial Improvement" means:

1. The repair, restoration, reconstruction, improvement, or remodeling of a public building, a commercial establishment, or a multi-family residential dwelling for which the cost exceeds 50% of the building's value according to the certified tax appraisal roll for the county for the year preceding the year in which the work was begun; or
2. A change in occupancy classification involving a change in the purpose or level of activity in a building, including the renovation of a warehouse into a loft apartment.

For purposes of determining if an improvement is a Substantial Improvement, the applicant for a permit must submit data reflecting cost of the improvement, restoration, reconstruction, improvement, or remodeling. Costs shall include the value of all labor and materials. A permit is required prior to the start of any Substantial Improvement. For purposes of this Code, Substantial Improvement begins on the date that the repair, restoration, reconstruction, improvement, remodeling, or the change in occupancy classification begins or on the date materials are first delivered for that purpose. The Fire Code Official may require the submittal of an independent certified damage assessment in cases where the structure has suffered damage other than minor damage. This definition is in accordance with Texas Local Government Code 233.0615(a),(b).

## **Section 2.13 - Unincorporated Area**

"Unincorporated Area" means the area in Kendall County, Texas, which is not within an incorporated area of a city, town, or village.

# ***Part 3 - General Provisions***

## **Section 3.1 - Administration by the Fire Code Official**

The Fire Code Official or the Fire Code Official's designee is responsible for the administration of this Code, issuance of permits required by this Code, enforcement of this Code and maintenance of proper records.



### **Section 3.2 - Responsibility of the Fire Code Official**

Under this Code, the Fire Code Official is responsible for all administrative decisions, determinations, and duties. The Fire Code Official or the Fire Code Official's designee may conduct inspections provided for in this Code.

### **Section 3.3 - Responsibility of Other Officials**

The Fire Code Official may seek and secure the assistance of other officials of Kendall County in making decisions and determinations and in performing the administrative duties but is not required to conform to the recommendations of others, provided however, any decision by the Fire Code Official may be appealed by the process in Section 6.1 of this Code.

## ***Part 4 - Permits***

### **Section 4.1 - Permits Required**

No person shall perform or authorize construction or substantial improvement within the unincorporated areas of Kendall County without first securing a permit under this Code. Further, a lockbox permit may be required pursuant to Section 4.6 of this Code.

### **Section 4.2 - Application for Permit**

The application for a permit will be on a form prescribed by the Fire Code Official and must be supported by the following:

1. Two complete sets of construction and site plans, drawn to scale for the proposed building or system containing all specifications, including the following:
  - a. The types of construction materials and class of interior finish;
  - b. The location of all exits with distances between exits called out - exit width, type and any special requirement shall be stated; and
  - c. The location of any fire alarm equipment, automatic sprinklers, emergency lighting, and any other necessary safety measures required to meet this Code; and
2. A permit fee in accordance with Section 8.3 and Exhibit B.

If unable to determine from the information submitted whether a permit should be issued, the Fire Code Official may require the submission of additional information, drawings, specifications, and/or documents.

### **Section 4.3 - Determination of Permit Eligibility**

After the application is filed, the Fire Code Official shall determine if the proposed public building, commercial establishment, or multi-family residential dwelling meets the minimum requirements of this Code based on the information provided.

1. If it is determined that the proposed construction or substantial improvement meets the requirements, then a permit will be issued after the collection of the appropriate fees outlined in Section 8.3 and Exhibit B.



2. If it is determined that the proposed construction or substantial improvement does not comply with the requirements of this Code, then the application package shall be returned to the applicant with an explanation as to why it was not approved.

#### **Section 4.4 - Issuance of Permits**

Within 30 days after the date the Fire Code Official receives an application and fee in accordance with this Code, the Fire Code Official shall:

1. Issue the permit if the application complies with this Code; or
2. Deny the application if the application does not comply with this Code.

If the Fire Code Official receives an application in accordance with Section 4.2 and fee in accordance with Section 8.3 and the Fire Code Official does not issue the permit or deny the application within 30 day after receiving the application and fee, the construction or substantial improvement of the building that is the subject of the application shall be approved for purposes of this Code.

#### **Section 4.5 - Terms of Permits**

Construction or substantial improvement must be started within 180 days of the date the permit is issued, or the permit shall be null and void. Upon written request, two six-month extensions may be obtained from the Fire Code Official.

#### **Section 4.6 - Lockbox Permits**

The owner or owners association of a gated community or multi-unit housing project must comply with the provisions set forth in Local Government Code Chapter 352, Subchapter E. the owner or owners association of a gated community or multi-unit housing project must obtain a Lockbox Permit from the Fire Code Official.

### ***Part 5 - Permit Fee***

#### **Section 5.1 - Responsibility of Permit-tee**

All permit holders must:

1. Post the permit on the jobsite in a place visible from the nearest road or street;
2. Post and maintain the street number on the jobsite in a place visible from the road or street and in a manner meeting the requirements of the standard for permanent numbers set forth in the International Fire Code 2015 Edition, section 505.1; and
3. Allow the Fire Code Officials to inspect the work pursuant to a permit. The Fire Code Official may make as many scheduled or unscheduled inspections as deemed necessary to enforce this Code. All holders of a permit issued pursuant to this Code that wish to make a change to the proposed construction or substantial improvement of the public building, commercial establishment, or multi-family residential dwelling or to perform any construction or substantial improvement other than as authorized by the permit must submit supplemental drawings and/or specifications to the Fire Code Official for review,. If the change complies with this Code and is approved, a copy of the supplemental drawing and/or specifications shall be added to the permit-tee's file and the fire Code Officials shall amend the permit.



## **Section 5.2 - Inspections**

1. The permit-tee shall ensure their engineer, architect, or International Code Council Certified Building Official (ICC-CBO) has made sufficient inspections so that they can complete a "Request for Final Inspection" form as outlined below.
2. When the construction or substantial improvement is complete and ready for occupancy, a "Request for Final Inspection" form supplied by the Fire Code Official must be completed, signed and sealed by a licensed engineer authorized to practice in the State of Texas, a registered architect authorized to practice in the State of Texas, or an ICC-CBO, indicating that, to the best of his or her knowledge, all the minimum requirements of this Code have been met. If the building has an automatic fire protection system, a completed Form 009 as promulgated by the State Fire Marshal's Office shall be included with the "Request for Final Inspection" form. Receipt by the Fire Code Official of a completed, signed and sealed request form will serve as a request for final inspection.
3. Once the Fire Code Official receives a request for final inspection and determines, after a final occupancy inspection is conducted, that the construction or substantial improvement complies with this Code, the Fire Code Official will issue a Certificate of Compliance. The Fire Code Official, at such time, will provide a release of final utilities to the appropriate utility company. Should the Fire Code Official determine that the applicable certifications have not been provided and/or the provisions of Section 5.1 of this Code were not followed, then enforcement procedures as outlined in Part 7 shall commence. No person shall occupy a public building, a commercial establishment, or a multi-family residential dwelling that the Fire Code Official determines, after inspection, not to be in compliance with this Code unless and until a Certificate of Compliance is subsequently issued for such building, establishment or dwelling.
4. Should the Fire Code Official have to make additional inspections due to non-compliance with this Code, additional fees may be assessed as outlined in Section 8.3 and Exhibit B.

## **Section 6.1 - Board of Appeals**

The Board of Appeals is hereby established in order to hear and decide appeals of order, decisions or determinations made by the Fire Code Official relative to the application and interpretation of this Code. The Commissioners Court appoints the members of the Board of Appeals in accordance with this Code. The Fire Code official shall be an ex officio member of said board but shall have no vote on any matter before the board. Section 108 and Appendix A of the International Fire Code, 2015 Edition, shall apply to this Code and are hereby adopted and incorporated.

## **Section 6.2 - Review by Commissioners Court**

If the Fire Code Official or the appellant wishes to appeal the Board of Appeals' decision, a written objection must be filed with the Clerk of the Commissioners Court within ten days of the date the Board of Appeals' decision is filed. The Clerk will notify the Board of Appeals who will then place that matter on the Agenda of the Commissioners Court for review at the next meeting of Commissioners Court. If the Fire Code Official files the objection, notice that the matter is on the Agenda will be sent to the appellant by mail at the appellant's address shown on the permit or application. Commissioners Court will review the matter. The Commissioners Court may either affirm or reverse the decision of the Board of Appeals. The Fire Code Official's decision will remain in effect pending the review of Commissioners Court.



### **Section 6.3 - Variances**

If any person wishes an exception to any provisions of this Code, that person shall request a variance in the manner prescribed for the filing of an appeal. The Board of Appeals shall hold a hearing, and deny or grant the variance. Variances will be granted only if the following are met:

1. The applicant has shown good and sufficient cause for a variance;
2. Failure to grant the variance would result in exceptional hardship to the applicant;
3. Granting the variance will not result in an increased risk of fire, additional threats to public safety, extraordinary public expense, or create nuisance, cause fraud or victimization of the public; and
4. Variances shall only be issued upon a determination that a variance is the minimum necessary, considering the fire hazard, to afford relief.

Economic hardship shall not constitute the sole basis for granting a variance. A hearing before Commissioners Court regarding variances shall be requested in the manner provided in Section 6.2 of this Code. If a variance is granted a permit shall be issued and the permit-tee shall conform to all applicable provisions of this Code except the Sections for which a variance is granted.

## ***Part 7 - Enforcement***

### **Section 7.1 - Enforcement**

1. If any person violates any provisions of this Code, the Fire Code Official may notify the County Attorney or District Attorney and request that the County Attorney or District Attorney take whatever action is necessary to remedy the violation, including but not limited to filing suit to enjoin the violation and/or seek a civil penalty under Texas Local Government Code 233.067 of up to \$200.00 for each day a violation exists.
2. If a violation continues, Kendall County may file a Certificate of Non-Compliance in the Real Property Records of Kendall County, Texas. Once the violations has been resolved any individual may request a Certificate of Compliance be filed in the Real Property Records of Kendall County. A fee for this action will be charged in accordance with Section 8.3 and Exhibit B herein. The violator shall bear this and all other costs of effecting compliance.
3. Should the building be occupied without final occupancy inspection as required under this Code, the County Fire Marshal may file a complaint with the County Attorney or District Attorney's Office under Texas Local Government Code 352.016 and 352.022. The County Attorney or District Attorney may take any and all action necessary to remedy the violation.

### **Section 7.2 - Violation of Conditions of Regulations**

Any person having knowledge of a violation of this Code may file a complaint with the Fire Code Official.



## ***Part 8 - Forms, Records and Fees***

### **Section 8.1 - Forms**

Forms to be used in the administration of this Code shall be promulgated by the Fire Code Official.

### **Section 8.2 - Maintenance of records**

The Fire Code Official must maintain all applications for, and file copies of, permits for a retention period of three years. Drawings and specifications on file with the Fire Code Official may be destroyed after completion of the structure.

### **Section 8.3 - Fees**

Fees for permits and inspections are to be set by the Commissioners Court. Fees shall be paid by exact cash, cashier's check, money order or personal check. Should the check be returned for insufficient funds, the permit(s) issued becomes null and void. Fees shall be paid at the time plans are submitted for review unless other arrangements have been made and approved by the County Auditor. The County shall deposit all fees received under this section in a special fund in the County treasury, pursuant to Texas Local Government Code 233.065(c), and money in the fund shall be used only for the administration and enforcement of the Kendall County Fire Code. The fee schedule is shown in Exhibit B.

## ***Part 9 - Severability and Construction***

### **Section 9.1 - Severability and Construction**

The provisions of this Code are severable. If any word, phrase, clause, sentence, section, provision, or part of this Code should be invalid or unconstitutional, it shall not affect the validity of the remaining portions and it is hereby declared to be the intent of the Kendall County Commissioners Court that this Code would have been adopted as to the remaining portions, regardless of the invalidity of any part. In the event that any provisions of this Code might be interpreted in such a way as exceeding the County's authority, such provision should be construed to apply only to the extent authorized by law.

### **Section 9.2 - Headings**

The headings of sections of this Code are for convenience of reference only and shall not affect in any manner any of the terms or conditions herein.

### **Section 9.3 - Gender**

Whenever the context hereof shall so require the singular shall include the plural, the male gender shall include the female gender and the neuter, and vice versa.



***Additions, Insertions, Deletions and Changes to International Fire Code, 2015 Edition***

The International Fire Code is amended in the following:

1. Subsection 101.1 is revised as follows:
  - a. 101.1 Title. These regulations shall be known as the *Fire Code of Kendall County*, hereinafter referred to as "this code"
2. Subsection 109.4 is revised as follows;
  - a. 109.4 Violation penalties. Persons who violate a provision of this code or fail to comply with the requirements of it or who erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Code Official or of a building permit or certificate used under the provisions of this code shall be subject to injunctive relief and civil penalties not to exceed \$200.00 for each day on which the violation exists.
3. Subsection 111.4 is revised as follows:
  - a. 111.4 Failure to comply. Any person who continues any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to injunctive relief and civil penalties not to exceed \$200.00 for each day on which the violation exists.



***Fee Schedule***

This fee is for processing building plans submitted for approval, and will be paid at the time of submission of the plans.

The base fee for all submitted plans and specifications is \$50.00.

Projects with a valuation over \$1,000.00 will use the following table:

Project Valuation	
\$1,000.00 and less	\$50.00
\$1,001.00 up to \$50,000.00	\$50.00 for the first \$1,001.00 plus \$7.00 for each additional thousand or fraction thereof.
\$50,001.00 up to \$100,000.00	\$280.00 for the first \$50,001.00 plus \$6.00 for each additional thousand or fraction thereof.
\$100,001.00 up to \$350,000.00	\$580.00 for the first \$100,001.00 plus \$5.00 for each additional thousand or fraction thereof.
\$350,001.00 up to \$700,000.00	\$1,250.00 for the first \$350,001.00 plus \$4.00 for each additional thousand or fraction thereof.
\$700,001.00 up to \$1,000,000.00	\$2,650.00 for the first \$700,001.00 plus \$3.00 for each additional thousand or fraction thereof.
\$1,000,001.00 and up	\$3,550.00 for the first \$1,000,001.00 plus \$2.00 for each additional thousand or fraction thereof.

**Change of Use or Substantial Improvement (with structural modifications) Same as above.**

This fee covers the review of structural modification and/or interior finish-out plans and issuing the permit to modify an existing structure from one occupancy classification to another in order to ensure the building and new occupancy usage complies with adopted Fire Codes. Includes the associated inspections and issuing a Certificate of Occupancy.

**Change of Occupancy Use Inspection      \$150.00**

This fee covers the required inspection necessary to ensure compliance with the adopted Fire Code, and issuance of a new Certificate of Occupancy for an occupancy area that has changed from one occupancy/business use to a new occupancy/use.

*The following fees apply when they are not part of the original project valuation.*

**Vent/Hood Suppression System      \$150.00**

This fee covers reviewing plans, witnessing the testing and inspection of fire extinguishing system in kitchen vent hoods and exhaust ducts.



**Fire Sprinkler System** **\$250.00+**

This fee covers reviewing plans, conducting rough-in-inspection and witnessing the 2 hour hydrostatic testing of the fire sprinkler system. The fee is \$250.00 plus \$.50 per sprinkler head over 35.

**Fire Alarm System** **\$250.00+**

This fee covers reviewing plans, conducting rough-in-inspection and witnessing fire alarm acceptance testing. The fee is \$250.00 plus \$.50 per initiating and/or alarm signaling device over 10.

**Underground Fire Protection System** **\$250.00**

This fee covers reviewing plans, conducting rough-in-inspection and witnessing the 2 hour hydrostatic testing on underground fire protection lines for fire sprinkler, fire protection standpipes and fire hydrants installed on both public and private water systems.

**Smoke Control System** **\$250.00**

This fee covers reviewing plans and witnessing the testing of building smoke control system (including fire dampers, smoke dampers, fire/smoke dampers and duct smoke detectors) required by the Fire Code.

**Alternative Fire Protection System** **\$300.00**

This fee covers reviewing plans, conducting rough-in inspections and witnessing the acceptance testing of alternative fire protection and fire suppression systems.

*The following are fees that require fire inspections as per the Fire Codes.*

**Tent permits:** **\$50.00**

Any tent over 500 Square Feet.

**Standpipe/Water Supply Permit:** **\$100.00**

Per system when not installed in conjunction with new building construction.

**Re-inspection/Retest:** **\$30.00** for each re-inspection.

This fee shall be paid before any subsequent inspections are made.

**License inspections:** **See Below**

State licensed facilities that require annual fire inspection for operational permits. Non-profit or government organizations are exempt from this section.

1. Daycares .....\$ 50.00
2. Nursing or care centers.....\$150.00
3. Hospitals .....\$200.00
4. Institutional restrained .....\$200.00
5. Licensed in home facilities.....\$ 50.00
6. Foster homes or adoption centers/homes ... exempt



This fee covers reviewing plans, witnessing the testing and inspection of commercial paint/spray booth fire suppression systems.

This fee is for reviewing plans, witnessing tank testing and inspecting pre and post underground fuel tank installation or removal.

This fee will be assessed for witnessing the pressure test of modified or newly installed fueling system supply lines.

This fee is for reviewing plans, witnessing the placement and inspection of aboveground fuel tank installation or removal.

This fee will be assessed for each re-inspection required to bring a previously identified fire hazard related problem into compliance with the law. All re-inspection fees shall be paid before or at the time re-inspection will be performed. This fee will also be assessed if a scheduled fire inspection is not canceled within four (4) hours of the scheduled date and time.

This fee will be assessed by the Fire Marshal, when a Notice of Violation has been issued, for performing construction or system installation work without first obtaining appropriate permits as required by Section 108.4 of the adopted Fire Codes and Commissioner's Court Order.

This fee will be assessed for preliminary review of construction plans or other consultations with architects, engineers, contractors, and sub-contractors. This fee will also be assessed when an on-site consultation is requested or required.

If circumstances warrant, and with prior approval, the Fire Marshal may have an inspector review a plan, conduct an inspection, or witness a test outside normal working hours of 8:00 A.M to 5:00 P.M. (Monday through Friday) when a written request is made by the contractor, the owner or the owner's representative at least 3 days in advance of the desired work. This fee for this service shall be paid immediately after the conclusion of the special service in addition to any other required fees.

This fee is for registration and inspection of temporary structures (tents, air supported structures, canopies, construction trailers, etc.) The fee includes inspection for the structure to ensure compliance with the adopted Fire Code requirements. Valid for up to 365 days.



**Modular/Mobile Structure Installation Permit      \$300.00**

This fee is for the installation of a mobile or modular structure that will be used for commercial or public access purposes. It will include the plan review of the structure and inspection after installation to ensure the structure meets the intent of the adopted Fire Code. This is for mobile/modular structures that will be used for greater than 365 days.

**Mass Gathering Permit Processing      \$200.00**

This fee is for the processing of a mass gathering permit application, the required site inspection, and the processing of the associated documents required to obtain Commissioners Court approval to conduct a Mass Gathering as required by State Law. If application for a mass gathering is not submitted 45 days in advance of the event, a \$50.00 late application fee will be charged.

**Seasonal Fireworks Stand Inspections      \$30.00**

This fee is for the inspection of fireworks stands to ensure compliance with the adopted Fire Code and minimum safety standards adopted by the State.

**Pyrotechnics Authorization      \$50.00 per Event**

The fee is for the review of a proposed pyrotechnics display, inspection for the proposed display site, and to verify the pyro-technician's license. The fee is applicable for any public or private fireworks display utilizing any class of regulated fireworks. The fee does not include the fee for a Fire Watch that may be required by the Fire Marshal.

**Blasters License**

Blaster – Basic (quarry blasting operations; blasting in large isolated areas) **\$200.00 annually**

Blaster – Intermediate (Basic +Septic systems, swimming pool, and similar blasting) **\$250.00 annually**

Blaster – Advanced (intermediate + specialty close to habitable structures) **\$300.00 annually**

This fee is for the processing, testing and associated background investigation of an explosive technician. The fee includes the issuance of a blasters license.

**Explosives Storage Permit      \$200.00 annually**

This fee is for the review of a proposed explosive storage building or container and site inspection to ensure compliance with the adopted Fire Code.

***Special Storage Permit – (for items listed in Fire Code as "Prohibited Explosives) \$300.00 annually***

**Quarry Operations Permit      \$300.00 annually**

This fee is for the authorization of a quarry operations permit requiring the use of explosives, and blasting operations. All quarry operations are subject to review of blasting statistical reports if citizen complaints are registered.



**Explosive Excavation Permit****\$200.00 (valid for 90 days)**

This fee is to evaluate the plans, licenses of contractors, site inspections and to authorize the use of explosives for construction related projects. These include swimming pool excavations, utilities installation, site leveling, and all short term projects requiring explosive use.

**Fuel Dispensing Facility Registration****\$150.00 annually**

This fee is applicable to all facilities in unincorporated Kendall County, for the registration of the facility where the dispensing of a flammable or combustible liquid or gas occurs.

**Mobile Vendor Registration****\$125.00 annually**

This fee is applicable to all mobile food service vendor vehicles operating in unincorporated Kendall County for the registration, and inspection of the fire safety features of the vehicle.





## KENDALL COUNTY COMMISSIONERS COURT AGENDA REQUEST

COMMISSIONER COURT DATE: 9/28/2015  
OPEN SESSION

SUBJECT	Cow Creek Groundwater Conservation District
DEPARTMENT & PERSON MAKING REQUEST	Darrel L. Lux, County Judge
PHONE # OR EXTENSION #	830-249-9343, ext 213
TIME NEEDED FOR PRESENTATION	5 minutes
WORDING OF AGENDA ITEM	Consideration and action on the formation of a joint development rules & regulations committee with Cow Creek Groundwater Conservation District (CCGCD).
REASON FOR AGENDA ITEM	To provide consistency between Kendall County and the CCGCD rules.
IS THERE DOCUMENTATION	No
WHO WILL THIS AFFECT?	Countywide
ADDITIONAL INFORMATION	None