



# Kendall County, Texas Commissioners Court

Shane Stolarczyk, County Judge

**Christina Bergmann**  
Commissioner, Precinct 1

**Andra Wisian**  
Commissioner, Precinct 2

**Richard Chapman**  
Commissioner, Precinct 3

**Chad Carpenter**  
Commissioner, Precinct 4

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## AGENDA

**REGULAR SESSION · MONDAY, JANUARY 9, 2023 · 9:00 AM**  
201 EAST SAN ANTONIO AVENUE, BOERNE, TX 78006  
3RD FLOOR COMMISSIONERS COURTROOM

**NOTICE** is hereby given that a regular meeting of the Kendall County Commissioners Court will be held in person and via Zoom at which time the following will be discussed and appropriate action taken; pursuant to V.T.C.A. Government Code Chapter 551, Open Meetings Act, including all Subchapters and Sections.

The public may join this meeting while in progress by calling 1-346-248-7799 and entering the meeting ID **565 651 9107** followed by #. Or by going to <https://txcourts.zoom.us/j/5656519107>

An electronic copy of the agenda and agenda backup documents can be found at:

<https://www.co.kendall.tx.us/page/Comm.Court.agendas.minutes>

**NO CELL PHONES, AUDIBLE PAGERS, AND/OR BEEPERS SHALL BE USED WHILE COURT IS IN SESSION**

1. Call to Order - 9:00 a.m.  
Pledge of allegiance to the United States Flag  
Pledge of allegiance to the Texas Flag  
Comments from the bench
2. Consideration and action on approval of the Minutes for December 27, 2022: Paula Pfeiffer, Deputy Clerk
3. Consideration and action on the approval of accounts payable claims for purchases, services and vendors: Corinna Spear, County Auditor
4. Consideration and discussion on changes to county purchasing procedures and development of a written county purchasing policy: Corinna Spear, County Auditor
5. Consideration and action on accepting the list of donations on behalf of Kendall County as per Local Government Code 81.032: Corinna Spear, County Auditor
6. Consideration and action to approve the following job descriptions: Human Resources Clerk II, Chief Deputy County Clerk, Deputy County Clerk III, Deputy County Clerk II and Deputy County Clerk I: Juanita Espino, Human Resources Department

7. PUBLIC COMMENTS– Opportunity for the general public to address the Court on any matter. The Court may not discuss any presented issue, nor may any action be taken on any issue at this time. Comments are limited to 3 minutes.
8. Consideration and action on the appointment of Commissioner Christina Bergmann as County Judge Pro Tem: Shane Stolarczyk, County Judge.
9. Consideration and discussion regarding the statutory duties of Criminal District Attorney in the absence of General Counsel: Nicole Bishop, Criminal District Attorney
10. Discussion, consideration and action on the approval of the JP#2 building lease payment for the month of January 2023 in the amount of \$1,350.00 pursuant to the holdover provision of the lease or up to the amount of \$1,500.00 as requested by the owner Christine Jacques in the proposed lease addendum to be made payable to Christine Jacques and to be paid out of budget line item 10-456-54600: Nicole Bishop, Criminal District Attorney / Corinna Spear, County Auditor
11. Discussion and update regarding the Kendall County Community Wildfire Protection Plan: Shane Stolarczyk, County Judge / Christie Wiley, KCTX-CWPP Project Manager
12. Consideration and action on the burn ban (Authority Section 352.081, Texas Local Government Code): Shane Stolarczyk, County Judge / Jeffery Fincke, Fire Marshal
13. Consideration and action regarding the creation of a committee to educate and advise the Commissioners Court as to the acquisition of property using the \$20 million bond funding approved by taxpayers in November 2022 under Proposition A: Shane Stolarczyk, County Judge
14. Consideration and action concerning the Salary Committee: Shane Stolarczyk, County Judge
15. Consideration and action on the approval of consultant Pamela Hodges to serve as the Legislative Affairs Liaison to the County Judge: Shane Stolarczyk, County Judge
16. Consideration and action regarding the advertising of professional services for a grant writer to assist Kendall County research, draft, submit, and manage proposals to receive state/federal grant funding: Shane Stolarczyk, County Judge
17. Consideration and action to appoint a member of Commissioners Court to consult with the Criminal District Attorney on the hiring of any outside counsel to represent the County as needed: Nicole Bishop, Criminal District Attorney
18. Consideration and action on the Preliminary Plat of Cordillera Ranch Unit 13 in accordance to Section 202 of the 1990 Kendall County Development Rules and Regulations. The proposed private subdivision consists of 78.22 acres, 28 single-family residential lots, 3,511 linear feet of private roadway with a density of 2.79 acres/lot. The lots will be served by public water and individual On-Site-Sewage-Facilities (CR Devco 2013, LLC): Andra Wisian, Commissioner Precinct 2 / Mary Ellen Schulle, Assistant County Engineer

19. Consideration and action on the Preliminary Plat of the remaining acreage of George's Ranch Subdivision in accordance to Section 203 of the 2010 Kendall County Development Rules and Regulations. The proposed private subdivision consists of 950.81 acres, 642 single-family residential lots, 60,379 linear feet of private roadway with a density of 1.48 acres/lot. The lots will be served by public water and individual On-Site-Sewage-Facilities (Lookout Development Group, LP) Andra Wisian, Commissioner Precinct 2 / Mary Ellen Schulle, Assistant County Engineer
20. Consideration and action on amending Kendall County Development Rules, Section 5.9 (G), Additional Outdoor Lighting Standards Within Five Miles of Camp Bullis. The amendment consists of adding criteria that "Fixtures Shall be Full Cutoff Fixtures" to sections 5.9 (G)2a and 5.9 (G) 2b: Richard Tobolka, County Engineer
21. Consideration and action on a Preliminary Plat of Windmill Ranch Subdivision, in accordance to Section 203 of the 2010 Kendall County Development Rules and Regulations. The proposed subdivision consists of 98.41 acres, 16 single-family residential lots, 3069 linear feet of roadway, with a density of 6.15 acres per lot. The proposed subdivision will be served by individual private water wells and On-Site-Sewage Facilities. (448 Waring Welfare, LLC): Chad Carpenter, Commissioner Precinct 4 / Richard Tobolka, County Engineer
22. Discussion and update on the 451st District Court: Judge Kirsten B. Cohoon, 451st District Court

BREAK

EXECUTIVE SESSION (Closed to public)

- I. Pursuant to Chapter 551 of the Texas Government Code, Section 551.072 to deliberate the purchase, exchange, lease or value of real property. (Note: deliberation in an open meeting would have a detrimental effect on the position of Kendall County in negotiations with a third person.)
  1. Discussion of scope and terms of leases/contracts JP#2
- II. Pursuant to Chapter 551 of the Texas Government Code, Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.
  1. Scope and duties of the General Counsel position
  2. Discussion of potential outside counsel

III. Pursuant to Chapter 551 of the Texas Government Code, Section 551.071 to seek the advice of attorney(s) representing the County, concerning pending and/or threatened litigation, settlement offers and/or matters in which the duties of the attorney(s) under the Texas Rules of Professional Conduct of the State Bar of Texas require confidential communications.

1. Kniffin
2. Law Enforcement Center
3. Opioid Lawsuit
4. George's Ranch Subdivision
5. JP#2 Lease Agreement

**RESUME OPEN SESSION AND TAKE ANY NECESSARY ACTION RESULTING FROM EXECUTIVE SESSION DELIBERATIONS**

**ADJOURNMENT**

Dated this the 5th day of January 2023.



Shane J. Stolarczyk  
Kendall County Judge

I, the undersigned County Clerk, do hereby certify NOTICE of regular meeting of the above-named Commissioners Court is a true and correct copy of said Notice and that I have caused said Notice to be posted on the door at the Courthouse of Kendall County, Texas, located at 201 E. San Antonio Avenue on the 5th day of January 2023.



Denise Maxwell  
County Clerk

Posted at 3:30pm on the 5th day of January 2023— MAm

NOTE: The Kendall County Commissioners Court complies with A.D.A. requirements. If you have an impairment and wish to appear at a meeting, please call (830)249-9343, 48 hours in advance to make arrangements.