

July 2, 2013

**NOTICE OF MEETING
FORT BEND COUNTY COMMISSIONERS COURT
7TH FLOOR, WM. B. TRAVIS BUILDING, RICHMOND, TEXAS
TUESDAY, JULY 2, 2013
1:00 P.M.**

AGENDA

1. Call to Order.
2. Invocation and Pledge of Allegiance by Commissioner Patterson.
3. Approve minutes of regular meeting held on June 25, 2013.
4. Public Comments regarding the Agenda and Announcements.
5. PUBLIC HEARINGS: 1:00 p.m.: Conduct Public Hearings on the following matters:
 - A. Engineering: Approval of plat for Westpark Meadows Subdivision, Partial Replat No. 1, Precinct 3.
 - B. Grants Administration: Receive public comments on application to the U.S. Department of Justice for the FY 2013 Justice Assistance Grant (JAG) funds in the amount of \$71,795.

CONSENT AGENDA ITEMS 6 - 15:

6. **OUT OF STATE TRAVEL: Record into Minutes the out of state travel by elected official:**

County Judge: Judge Robert Hebert to Washington D.C., July 15-16, 2013, for National Council of Private Public Partnership activities. (Fund: Non-Departmental, Travel)
7. **OUT OF STATE TRAVEL: Approve out-of-state travel requests for County personnel:**

Sheriff's Office: B. Schmitt and J. Hernandez to Fort Leavenworth, Kansas, July 8-9, 2013, to extradite prisoner from Military Prison back to Fort Bend County. (Fund: Sheriff, Enforcement, Travel)

July 2, 2013

8. **AUDITOR:**

Approve Addendum to Engagement Letter with Sandersen Knox & Co. for audit services for fiscal year ended September 30, 2013.

9. **BUDGET & FINANCE/BUDGET TRANSFERS:**

A. **Auditor: Approve transfer in the amount of \$169,035 as detailed on Auditor's form dated June 26, 2013, into Non-Departmental Contingency to reimburse the County for vehicle mileage regarding agreements for additional law enforcement services, for the period of April 1, 2012 through September 30, 2013.**

B. **Auditor: Approve transfer in the amount of \$545 from Travel into Information Technology to allocate funds for the purchase of a scanner.**

C. **Facilities Management & Planning: Approve transfer in the amount of \$700,000 as detailed on Auditor's form dated June 26, 2013, to allocate funds from the Justice Center into an account established for the Pedestrian Mall Project.**

D. **Health & Human Services: Approve transfer in the amount of \$279,042 as detailed on Auditor's form dated June 26, 2013, to allocate 1115 Waiver funds into correct account for the purchase of six vehicles with equipment for the Behavioral Health Crisis Response and Intervention Program, as authorized by Commissioners Court on June 25, 2013.**

E. **Health & Human Services - Animal Services: Approve transfer in the amount of \$100 from Operating Supplies into Information Technology to allocate funds for the purchase of a new computer keyboard and mouse.**

F. **Road & Bridge: Approve transfer in the amount of \$2,538 from Property and Equipment into Information Technology to allocate funds into correct line item for the purchase of a Mobile Ticket Writer for the Road & Bridge Deputy.**

10. **ENGINEERING:**

A. **Accept Drainage Easement conveying 0.3721 acre tract, (16,205 square feet) to Fort Bend County from Old South Plantation, Inc., for drainage along Mason Road and FM 359, for the Mason Road Expansion Project, Precinct 3.**

B. **Approve payment of Invoice No. 047443 in the amount of \$8,662.51 to Paradigm Consultants, Inc. for services regarding improvements to Mason Road, Phase I, Mobility Bond Project #735, Precinct 3. (Fund: 2007 Mobility Bonds)**

July 2, 2013

- C. **Approve payment of Invoice No. 9 (Pay Estimate No. 9) in the amount of \$270,494.15 to Allgood Construction Company, Inc. regarding Mason Road, Phase I, from FM 359 to North of Skinner Road, Mobility Bond Project # 735, Precinct 3. (Fund: 2007 Mobility Bonds)**
- D. **Approve payment of Invoice No. 9 (Pay Estimate No. 9) in the amount of \$498,613.80 to Allgood Construction Company, Inc. regarding Falcon Landing Boulevard, Phase 4, from Spring Green to Gaston Road, Mobility Bond Project # 703 (D), Precinct 3. (Fund: 2007 Mobility Bonds)**
- E. **Approve payment of Invoice No. 613029 in the amount of \$21,396.40 to Klotz Associates regarding Administrative Support for Mobility Bond Projects within Precincts 1, 2, 3 and 4. (Fund: 2007 Mobility Bonds)**
- F. **Approve payment of Invoice No. 3 (Pay Estimate No. 3) in the amount of \$73,558.80 to Reliable Signal & Lighting Solutions, LLC regarding signalization at Falcon Landing Blvd and Gaston Road, Phase 4, Mobility Bond Project #703(D), Precinct 3. (Fund: 2007 Mobility Bonds)**
- G. **Approve application from CenterPoint Entex to bore under and bury a 6-inch plastic gas line along Shadow Forest Drive, Blue Sage Drive, Hillgreen Drive, Lowell Court, Westheimer Parkway, Precinct 3.**
- H. **Approve application from M Street Homes, LLC to construct driveway tie-in onto Olivara Lane and Quartro Lane, Precinct 3.**
- I. **Approve application from Royal Oaks Landscaping to bore under sidewalk and install a pop up drain on Snowy Egret Drive, Precinct 3.**
- J. **Approve application from Identity Homes to construct a driveway tie-in onto Point Hollow, Precinct 1.**
- K. **Approve the plat for Sienna Village of Bees Creek Sec. 19, Amending Plat No. 1, Precinct 2.**
- L. **Approve the plat for Cinco Ranch Northwest Lift Station No. 2, Precinct 3.**
- M. **Approve plat for the roads within Sienna Village of Bees Creek, Section 26, Precinct 2.**
- N. **Approve plat for the lots within Sienna Village of Bees Creek, Section 26, Precinct 2.**
- O. **Approve plat for the roads within Sienna Village of Bees Creek, Section 28, Precinct 2.**

July 2, 2013

- P. **Approve plat for the lots within Sienna Village of Bees Creek, Section 28, Precinct 2.**
- Q. **Approve plat for the roads within Shadow Glen at Riverstone, Section 5, Precinct 4.**
- R. **Approve plat for the lots within Shadow Glen at Riverstone, Section 5, Precinct 4.**
- S. **Set public hearing for the revised traffic control plan for Grayson Lakes Boulevard at Katy Flewellen to add "No Parking" signs and "No Right Turn on Red", signs, limited to school zone times only, Precinct 3. (*Tuesday, August 6, 2013, at 1:00 p.m.*)**
- 11. **FACILITIES MANAGEMENT & PLANNING: The Director of Facilities Management & Planning submits these invoices for approval and payment for projects that have been budgeted and funded by Facility Bond and/or Capital Projects:**
 - A. **Pay Application No. 7 in the amount of \$423,929.00 to JE Dunn for Construction Services regarding the Pinnacle Senior Center of Fort Bend County;**
 - B. **Invoice No. 170-10673-001-2, in the amount of \$16,892.00 to Lockwood, Andrews & Newnam, Inc., for professional services regarding the Combined Heat and Power (CHP) Feasibility Study for the Jail.**
- 12. **FIRE MARSHAL:**

Accept grant award in the amount of \$10,965 from the Firehouse Subs Public Safety Foundation, with no cash match required by Fort Bend County.
- 13. **HUMAN RESOURCES:**

Approve request for withdrawal of 64 hours from the Shared Sick Leave Pool for employee of District Clerk's Office, Position No. 4501-0033.
- 14. **OFFICE OF EMERGENCY MANAGEMENT:**

Approve and sign Extension Request Form for submission to Texas Department of Emergency Management, State Administrative Agency, to request an extension on the performance period for the FY 2011 Homeland Security Grant Program, Urban Area Security Initiative, from August 31, 2013 until November 30, 2013, to ensure the completion of the grant projects being administered by Fort Bend County.
- 15. **PURCHASING:**

Authorize advertising for term contract for trophies for summer reading program.

16. COUNTY JUDGE:

- A. Take all appropriate action on request to authorize payment by Invoice Transmittal in the amount of \$76.67 to Enterprise for use of rental car without a purchase order during Grant Management Conference. (Fund: County Judge, Travel)
- B. Take all appropriate action on Application to the U.S. Department of Justice for the FY 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) funds in the amount of \$71,795 with no cash match required by Fort Bend County, and authorize County Judge to sign all documents pertaining to the application.
- C. Take all appropriate action on Application to the Lowe's Charitable Foundation for grant funding in the amount of \$36,000 for restoration of the historic courthouse tower clock, with no cash match required by Fort Bend County, and authorize County Judge to sign letter of support of the application.

17. COMMISSIONER, PCT. 1:

Take all appropriate action on request by Jerry Pavliska to waive penalty and interest totaling \$174.12 on property taxes for Tax Year 2012, Precinct 1.

18. COMMISSIONER, PCT. 2:

Authorize any and all actions necessary for the creation of a County Assistance District within the City's extraterritorial jurisdiction along the State Highway 6 Corridor, north of US Hwy 90A, including the submission of notice letters to affected cities and engagement of a surveyor to create boundary descriptions. (Fund: Non-Departmental Fees)

19. COMMISSIONER, PCT. 3:

Take all appropriate action on request by Dino Pezzarossi to waive penalty and interest totaling \$141.30 on property taxes for Tax Year 2012, Precinct 3.

July 2, 2013

20. CONSTABLE, PCT. 2:

- A. Take all appropriate action on request to reimburse Don Dinh the amount of \$65.00 for the purchase and installation of vinyl letters reading "Traffic Enforcement" on the vehicle used for Law Enforcement Agreement with Toll Road Authority without a purchase order. (Fund: Law Enforcement Agreement with Fort Bend County Toll Road Authority, Operating Supplies)
- B. Take all appropriate action on request to reimburse Sharon Arnold the amount of \$350.00 for ammunition purchased without a purchase order during training of deputy. (Fund: Law Enforcement Agreement with Big Oaks Municipal Utility District)

21. CONSTABLE, PCT. 3:

Take all appropriate action on request to transfer the amount of \$900 from Non-Departmental Contingency into Constable, Pct. 3, Fees, to allocate funds for payment of extended warranties for MDTs purchased in FY 2012, but paid from FY 2013 funds.

22. CONSTABLE, PCT. 4:

Take all appropriate action on request to transfer the amount of \$46,876 from Non-Departmental Contingency as detailed on Auditor's form dated June 27, 2013, to allocate funds for the purchase of a new vehicle and equipment for the law enforcement agreement with Fort Bend Municipal Utility District No. 165 for the Fieldstone area.

23. COUNTY COURT AT LAW NO. 3:

Take all appropriate action on request to authorize payment by Invoice Transmittal in the amount of \$4,508.29 to West Group for legal materials received in FY2012, but not invoiced until FY2013. (Fund: County Court at Law No. 3, Office Supplies)

24. ENGINEERING:

Take all appropriate action on Resolution and Order to abandon approximately 0.2085 acre (9,081 square feet) of a drainage easement located on real property owned by Old South Plantation, Inc. and located north of the intersection of Mason Road and FM 359, in Fort Bend County, Precinct 3.

July 2, 2013

25. HUMAN RESOURCES:

- A. Take all appropriate action on request for a new position in the Facilities Management & Planning Department, Facility Electronics Technician, Grade 8 in the Operator Skilled Trade Policy Group, effective July 2, 2013. (Fund: Facilities Management & Planning)
- B. Take all appropriate action on request to reclassify Position Number 4181-0007, in the Facilities Management & Planning Department, from Building Maintenance Worker III, Grade 7 of the Operator Skilled Trade Policy Group to HVAC Technician, Grade 8 of the Operator Skilled Trade Policy Group, effective July 6, 2013.

26. INDIGENT HEALTH:

Take all appropriate action on request to authorize payment by Invoice Transmittal in the amount of \$16,666.67 to Oak Bend Medical Group for primary care physician services provided without a purchase order to Indigent Health Care clients during June 2013. (Fund: Indigent Health Care, Professional Services)

27. PURCHASING:

- A. Take all appropriate action on request to transfer the amount of \$2,000 from Non-Departmental Contingency into Purchasing, Fees, to allocate additional funds for increased publication of legal notices required for FY 2013.
- B. Take all appropriate action to consider granting an exemption to the competitive bid process as authorized by Local Government Code §262.024 (a)(7) for the purchase of an item from only one source, and approve Addendum to between Fort Bend County and SOE Software Corporation to provide Clarity Election Suite Hosting and Support for an annual amount not to exceed \$23,839 for three (3) years. (Fund: Elections Administration, Capital Acquisitions)
- C. Take all appropriate action on Bid 13-069 for the Construction of Water and Sanitary Sewer Facilities at Kitty Hollow Park.
- D. Take all appropriate action on Agreement for Supply between Fort Bend County and G & K Services for rental work uniforms, mats and other supplies utilizing Buy Board Agreement 264-07 for various County offices.
- E. Take all appropriate action on request to purchase and install furniture for the Pinnacle Senior Center from Facility Interiors, utilizing TxMas Contracts #11-71050, #12-71030, #11-71060 for an amount not to exceed \$76,938.94. (Fund: Capital Improvement Project)

July 2, 2013

- F. Take all appropriate action on request to purchase one (1) Tahoe, addition to fleet, for Constable Pct. 4, pursuant to Bid 13-020. (Fund: Agreement for Additional Law Enforcement Services with Municipal Utility District No. 165)

- 28. Approve Bills.

- 29. WORKSHOP:

Receive and discuss update on request for 2014 Capital Improvement Project: Enterprise Content Management Solution.

- 30. Meet in Closed Session to deliberate the following matters as authorized by the Texas Government Code:
 - A. § 551.072. Deliberation Regarding Real Property. Commissioners Court will meet in Closed Session to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Stafford Run Creek Drainage Project.

 - B. § 551.074. Personnel Matters. Commissioners Court will meet in Closed Session 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.

Annual Evaluation - Director of Risk Management.

July 2, 2013

- 31. Reconvene Open Session and consider taking action on the following matters:
 - A. § 551.072. Deliberation Regarding Real Property.

Stafford Run Creek Drainage Project.
 - B. § 551.074. Personnel Matters.

Annual Evaluation - Director of Risk Management.
- 32. Adjournment.

In the event any of the foregoing items are not covered in the time allocated on the date of this agenda, the County may order a continuance for the next day until the discussion is completed on all items.



Robert E. Hebert, County Judge

Notice of meeting/agenda was filed with the County Clerk on Friday, June 28, 2013. An electronic version of this notice is also posted on the Fort Bend County website: www.fortbendcountytx.gov under Commissioners Court.

NOTICE

Policy of Non-Discrimination on the Basis of Disability

Fort Bend County does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The County's ADA Coordinator is the Director of Facilities Management & Planning, located at 1517 Eugene Heimann Circle, Suite 500, in Richmond, Texas, 77469, telephone 281-633-7045. The Director of Facilities Management & Planning is designated to coordinate compliance with the non-discrimination requirements in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

NOTICE

The County Commissioners Court of Fort Bend County reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation of Real Property), 551.0725 (Deliberation of Contract Being Negotiated), 551.073 (Deliberation of Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation of Security Devices) and 551.086 (Economic Development).

FILED FOR RECORD
NO _____ TIME 12:41 AM
P.M.

JUN 28 2013

SF


County Clerk Fort Bend Co. Texas