

December 17, 2013

**NOTICE OF SPECIAL MEETING
FORT BEND COUNTY COMMISSIONERS COURT
SECOND FLOOR, FORT BEND COUNTY COURTHOUSE
401 JACKSON STREET, RICHMOND, TEXAS
TUESDAY, DECEMBER 17, 2013
1:00 P.M.**

AGENDA

1. Call to Order.
2. Invocation and Pledge of Allegiance by Commissioner James Patterson.
3. Approve minutes of regular meeting held on December 10, 2013.
4. Public Comments regarding the Agenda and Announcements.

CONSENT AGENDA ITEMS 5-17

5. **OUT OF STATE TRAVEL: Approve out-of-state travel requests for County personnel:**
 - A. **Community Development: Carol Borrego to Atlanta, Georgia, April 25-30, 2014, to attend the 2014 National Planning Conference. (Fund: Community Development Block Grant)**
 - B. **Office of Emergency Management: Krista Whitehead to Scottsdale, Arizona, May 4-7, 2014, to attend data analysis training. (Fund: Office of Emergency Management, Urban Area Security Initiatives Grant)**
 - C. **Risk Management: Wyatt Scott to Denver, Colorado, April 27-30, 2014 to attend the annual Risk and Insurance Management Society Conference. (Fund: Risk Management, Travel)**

6. **COUNTY JUDGE:**

Authorize acceptance of partial grant funds toward the total purchase amount supporting the acquisition of 112.617 acre tract of land on or near FM 359, Pct. 3.

7. **COMMISSIONER, PCT. 2:**

Approve the reappointment of Stephen Brown, Jr. to the Board of Directors for the City of Missouri City Tax Increment Reinvestment Zone No. 3 for a two year term, effective through December 3, 2015.

8. **COMMISSIONER, PCT. 3:**

Accept the resignation of Commissioner Michael Levensco from the Fort Bend County Emergency Services District No. 4 effective December 31, 2013, and appoint Brett Warren to fill the vacancy for the term of January 1, 2014 through December 31, 2015.

9. **BUDGET & FINANCE:**

A. **BUDGET TRANSFERS : All transfers below are from the FY2014 budget, unless otherwise indicated:**

1. **AgriLife Extension Office: Approve transfer in the amount of \$2,880 from Salaries and Labor into Temporary/Part-time to allocate funds for office assistance during absence of employee on medical leave.**
2. **Auditor: Approve FY 2013 transfer in the amount \$60,725 from Right of Way Purchase into Right of Way Utility Relocation, to separate the cost of utility relocation from right of way purchase expenditures.**
3. **Facilities Management & Planning: Approve transfer in the amount of \$1,500,000 as detailed on Auditor's form dated December 10, 2013 to amend the budget pursuant to Local Government Code Section 111.0707 and allocate funds for reimbursement of the Occupancy Agreement with Fort Bend Seniors, as approved by Commissioners Court on December 10, 2013.**
4. **Public Transportation: Approve transfer in the amount of \$279,321 as detailed on Director's form dated December 11, 2013, to allocate local match funds due for various transportation grant programs.**
5. **Treasurer: Approve transfer in the amount of \$60 from Court Collections, Office Supplies, into Information Technology to allocate funds for replacement of wireless keyboard and mouse not compatible with Microsoft Windows 7 upgrade.**

6. **Health & Human Services:** Approve transfer in the amount of \$9,643 as detailed on Auditor's form dated December 10, 2013, to allocate 1115 Waiver funds to the Behavioral Health Crisis Response and Intervention Program and fund training travel and FY2014 cell phone service for the nine deputy positions approved by Commissioners Court July 9, 2013.
8. **Sheriff's Office:** Approve transfer in the amount of \$13,750 from Sheriff, Forfeited Assets, Federal, Contingency, into Capital Acquisitions and Information Technology to allocate funds for the purchase of modular mailroom cabinet, copier, and DVD duplicator for the Fraud Unit.
- B. Approve Quarterly County Investment Report for Fourth Quarter of Fiscal Year 2013, in accordance with Texas Government Code §2256.023.
10. **ENGINEERING:**
 - A. Accept a 0.387 acre tract of land conveyed by Erik K. Ho, Vincent J. Ho, Cal Sierra Produce, Inc. and Ho & Huang Properties, LLC to Fort Bend County for right of way improvements to Kingsland Blvd., Precinct 3.
 - B. Approve request by Bill and Leilani Hurles for a variance to the Fort Bend County Regulations of Subdivisions, Section 2.2I, to divide 2.5 acres out of a called 5.00 acre tract situated in the Noel F. Roberts League, Abstract 79 recorded in official Fort Bend County Deed Records, Instrument #1999017626, Fort Bend County, Texas, Precinct 3.
 - C. Approve payment of Invoice No. 11082 in the amount of \$20,176.82 to Traffic Engineers, Inc. for professional services regarding the Fort Bend County Major Thoroughfare Plan for Precincts 1, 2, 3 and 4. (Fund: H-GAC Grant)
 - D. Approve payment of final Invoice No. 47136 in the amount of \$129,530.77 to City of Sugar Land regarding University Boulevard South, Mobility Bond Project #723a, Precinct 4. (Fund: 2007 Mobility Bonds)
 - E. Approve payment of Invoice No. 5 in the amount of \$6,856.10 to Edminster Hinshaw Russ & Associates regarding Cane Island Parkway, from Willow Creek to FM 1463, Mobility Bond Project No. X-12, Precinct 3. (Fund: 2007 Mobility Bonds)
 - F. Approve payment of Invoice No. 4420 in the amount of \$7,635.00 to PAS Property Acquisition Services, LLC for various right of way services within Precinct 1,2,3 and 4. (Fund: Right of Way)
 - G. Approve payment of Invoice No. 3 in the amount of \$180,575.07 to Mar-Con Services, LLC regarding Mason Road Segment 2, Mobility Bond Project #735a, Precinct 3. (Fund: 2007 Mobility Bonds)

- H. **Approve application from Centerpoint Entex to bore under and bury an 8-inch plastic gas line along Madden Road, West Belfort and Westmoor Road, Precinct 4.**
- I. **Approve application from DHM Construction, Inc. to construct a median cut on Mason Road, Precinct 3.**
- J. **Approve application from Simi Investment Company, Ltd. to bore under an easement between Covell Street and Sheridan Street, Precinct 1.**
- K. **Approve the plat for CVS Riverstone, Precinct 4.**
- L. **Set public hearing for Texana Plantation, Section 4, Partial Replat No. 1, Precinct 3. (*Tuesday, January 28, 2014, at 1:00 p.m. in the Commissioners Courtroom at 401 Jackson Street, Second Floor, Richmond, Texas*)**
- 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. Eleven (11) in the amount of \$150,627.00 to Crain Group, LLC for Design/Build services regarding renovations to the George Memorial Library;**
 - B. **Invoice No. 170-10673-001-6 in the amount of \$9,290.60 to Lockwood, Andrews & Newnam, Inc., for Professional Services regarding the combined heat and power (CHP) plan for the Jail;**
 - C. **Pay Application No. 1 in the amount of \$76,423.00 to Turner Construction Company for construction services regarding expansion of the Central Appraisal District facility;**
 - D. **Pay Application No. Fourteen (14) in the amount of \$655,587.88 to Phoenix 1 Restoration and Construction, Ltd., for construction services regarding restoration of the Courthouse.**
- 12. **PURCHASING:**

Authorize renewal of the Fort Bend County Employee Benefit Plan & Trust for 2014 Plan Year with Boon-Chapman.

13. **RISK MANAGEMENT:**

- A. **Approve Addendum to Pharmacy Services Agreement between Fort Bend County and MaxorPlus, Ltd. effective January 1, 2014.**
- B. **Exercise one year option on Agreement for On-Site Health Services between Fort Bend County and Concentra Health Services, Inc., pursuant to RFP 10-076.**

14. **ROAD & BRIDGE:**

Approve payment to of Invoice No. 20131718 in the amount of \$2,683.12 to TEDSI Infrastructure Group for traffic signal design at the Intersections of Cinco Ranch Boulevard and Cinco Crossing; Greatwood Parkway and Sansbury Boulevard; Fry Road and Cinco Crossing; Cinco Ranch Boulevard and Katy Gaston Road. (Fund: Road & Bridge, Traffic Signals)

15. **SHERIFF'S OFFICE:**

Approve renewal of Interlocal Agreements between Fort Bend County and the following entities for use of the County's Public Safety Radio System effective through September 30, 2014: City of Needville; City of Richmond.

16. **TAX ASSESSOR/COLLECTOR:**

- A. **Record into Minutes the disposal of accounting documentation dated years 2008 through 2012, as listed on report dated December 5, 2013, in accordance with the State Archive Retention Schedule of Destruction for the Office of Patsy Schultz.**
- B. **Record into Minutes the Summary Monthly Report of Property Taxes collected in November, 2013 as submitted by the Office of Patsy Schultz, Tax Assessor/Collector.**

17. **TREASURER:**

Approve Monthly Report submitted by County Treasurer for November, 2013, and authorize advertisement of Affidavit of same, in accordance with Local Government Code §114.026.

18. COUNTY JUDGE:

- A. Take all appropriate action to provide notice that on January 7, 2014, Commissioners Court intends to select a new site at which meetings of Commissioners Court are to be held during the next calendar year, pursuant to §81.005 of the Local Government Code.
- B. Take all appropriate action on the reorganization of Indigent Health Care Department from Risk Management to Health & Human Services effective January 1, 2014.

19. 434th DISTRICT COURT:

Take all appropriate action on request for variance to the Fort Bend County Travel Policy, and authorize reimbursement in the amount of \$120.00 to Judge Jim Shoemake for hotel accommodations not purchased within travel policy guidelines. (Fund: 434th District Court, Travel)

20. COMMUNITY DEVELOPMENT:

Take all appropriate action on Memorandum of Understanding between Fort Bend County and the Coalition for the Homeless of Houston/Harris County regarding the submission of a renewal application for Shelter Plus Care (S+C) to the Department of Housing and Urban Development (HUD).

21. CONSTABLE, PCT. 1

Take all appropriate action on Memorandum of Understanding between Rosenberg Police Department and Fort Bend County for use of the Firearms Range Facility located at 2419 Avenue A in Rosenberg, Texas, effective January 1, 2014.

22. DISTRICT CLERK:

Take all appropriate action on Texas Statewide Automated Victim Notification Service (SAVNS) Verification of Production District Court Records to Appriss relating to Grant Contract No. 1445493 between the Office of the Attorney General and Fort Bend County effective September 1, 2013 through August 31, 2014, with no additional funds required by Fort Bend County and authorize County Judge to sign all documents pertaining to the Grant Contract.

23. ENGINEERING:

- A. Take all appropriate action on Advance Funding Agreement between Fort Bend County and Texas Department of Transportation in an amount not to exceed \$609,033 to add median lanes and U-Turn lanes to SH 99 at Harlem Eastbound and Westbound, CSJ: 3510-04-053, Precinct 4. (Fund: General Fund Projects)
- B. Take all appropriate action on request for variance to the maximum street length block requirement, (Section 5.6 D of the Fort Bend County Regulations of Subdivisions), for Marshall Oaks, Section 1, on behalf of D.R. Horton- Texas, Ltd., Precinct 3.
- C. Take all appropriate action on plat for the roads within Marshall Oaks, Section 1, Pct. 3.
- D. Take all appropriate action on plat for the lots within Marshall Oaks, Section 1, Precinct 3.
- E. Take all appropriate action on request for variance to the building setback line requirement, (Section 5.12 C of the Fort Bend County Regulation of Subdivisions), for Providence at Riverstone, Section 2, on behalf of Sugar Land Ranch Development II Corp., Precinct 4.
- F. Take all appropriate action on plat for the roads within Providence at Riverstone, Section 2, Precinct 4.
- G. Take all appropriate action on plat for the lots within Providence at Riverstone, Section 2, Precinct 4.

24. HUMAN RESOURCES:

- A. Take all appropriate action on request to reclassify Position Number 6601-0004, in the Parks & Recreation Department, from Parks Operator II, Grade 5 of the Operator Skilled Trade Policy Group, to Lead Parks Operator, Grade 6 of the Operator Skilled Trade Policy Group, effective December 21, 2013. (Fund: Parks Department)
- B. Take all appropriate action on request to reclassify vacant Position Number 6651-0007, Texas Agrilife Extension Office, from Administrative Specialist, Grade 8 of the Administrative/Clerical Policy Group to Administrative Assistant, Grade 6 of the Administrative/Clerical Policy Group, effective December 21, 2013.

25. OFFICE OF EMERGENCY MANAGEMENT:

Take all appropriate action on Property Transfer Record Agreements between Fort Bend County and the following entities for the assignment of Motorola radios and accessory items purchased through the 2012 Homeland Security Grant Program: Beasley Volunteer Fire Department; Fairchilds Volunteer Fire Department; Fresno Volunteer Fire Department; Needville Volunteer Fire Department; Northeast Volunteer Fire Department; Pecan Grove Volunteer Fire Department; Village of Pleak Volunteer Fire Department; Thompsons Volunteer Fire Department; and Willowfork Volunteer Fire Department.

26. PURCHASING:

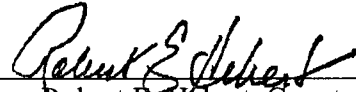
- A. Take all appropriate action on request to transfer the amount of \$2,000 from Non-Departmental Contingency into Purchasing, Information Technology to allocate funds for the purchase of Access Point and Cabling for Inventory's new laptop services.
- B. Take all appropriate action on Agreement for Consulting Services between Fort Bend County and Third Wave Corporation in an amount not to exceed \$204,400 for services regarding the purchase of an enterprise content management system, pursuant to SOQ 13-085. (Fund: Capital Improvement Project)
- C. Take all appropriate action to consider granting an exemption to the competitive bid process as authorized by Local Government Code Section 262.024 (a)(7) for the purchase of an item available from only one source, legal research products from Thomson Reuters Westlaw for the County Courts at Law and District Courts in an amount not to exceed \$323,0978.02 for 36 months. (Fund: District and County Courts)
- D. Take all appropriate action on Service Agreement between Fort Bend County and Official Payments Corporation for county wide third party credit/debit card services.
- E. Take all appropriate action on proposed changes (additions and deletions) to Bid 11-001, Term Contract for Purchase and Maintenance of Copy Machines, as detailed on Amended Bid Tabulation submitted by Purchasing Agent.
- F. Take all appropriate action on Agreement for Foundation Repairs between Fort Bend County and Atlas Foundation Repair, for repairs to Bud O'Shieles Community Center and the Extension Office, pursuant to RFP 14-021, in an amount not to exceed \$139,400. (Fund: Capital Improvement Project)

- G. Take all appropriate action on Agreement for Canopy Structure between Fort Bend County and Bass Construction Co., Inc. for construction of a canopy for the Office of Emergency Management, pursuant to RFP 14-022, for an amount not to exceed \$57,000. (Fund: Office of Emergency Management, Capital Improvement Project)
 - H. Take all appropriate action on Agreement for Construction of Shop and Storage Building between Fort Bend County and Crain Group, LLC, pursuant to RFP 14-023, for an amount not to exceed \$137,000. (Fund: Facilities Bond Project)
 - I. Take all appropriate action on Lease Agreement between Fort Bend County and Los Parados for lease of property for food cart service adjacent to the Justice Center, pursuant to RFP 14-018.
 - J. Take all appropriate action on request to authorize the expenditure of \$53,989.30 for radio system maintenance utilizing the Harris County Radio Services Agreement. (Fund: Sheriff's Office, Fees)
 - K. Take all appropriate action to consider granting an exemption to the competitive bid process as authorized by Section 262.024 (a)(7) Local Government Code for the purchase of an item available from only one source, maintenance of Justice Collections and Compliance Online Services from i-Plow.com in an amount not to exceed \$9,800 annually. (Fund: Treasurer)
27. SHERIFF'S OFFICE:
- A. Take all appropriate action on request to pay by Invoice Transmittal the amount of \$700.00 to Driscoll Health System Service for medical services provided without a purchase order. (Fund: Sheriff, Enforcement, Professional Services)
 - B. Take all appropriate action on request to pay by Invoice Transmittal the amount of \$100.00 to Accurint (LexisNexis) for services provided without a purchase order. (Fund: Sheriff, Enforcement, Fees)

December 17, 2013

28. Approve Bills.
29. Authorize County Auditor to pay and release time sensitive bills on December 26, 2013 and January 2, 2014, to be ratified by Commissioners Court on January 7, 2014.
30. 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. Hébert, County Judge

Notice of meeting/agenda was filed with the County Clerk on Friday, December 13, 2013. An electronic version of this notice is also posted on the Fort Bend County website: www.fortbendcountytexas.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

Fort Bend County Commissioners Court 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 4:23 A.M.
P.M.

DEC 13 2013 SF


County Clerk Fort Bend Co. Texas