

NOTICE OF MEETING  
COMMISSIONERS COURT OF GILLESPIE COUNTY, TEXAS

Notice is hereby given that a Regular Meeting of the Gillespie County Commissioners Court will be held on Monday, the 27<sup>th</sup> day of March, 2023, at 9:00 a.m. in the Gillespie County Courthouse, Fredericksburg, Texas, at which time the following subjects will be discussed, considered, passed or adopted, to-wit:

See Attachment

If during the course of the meeting, any discussion of any item on the Agenda should be held in executive or closed session, the Commissioners Court will convene in such executive or closed session in accordance with the Open Meetings Act, Chapter 551, Texas Government Code.

Dated this the \_\_\_\_\_ day of March, 2023.

Commissioners Court  
Gillespie County, Texas

By \_\_\_\_\_  
Daniel Jones, County Judge

I, the undersigned, County Clerk, of Gillespie County Commissioners Court, do hereby certify that the above Notice of Meetings of the Gillespie County Commissioners Court is a true and correct copy of said Notice, and that I received and posted said Notice on the Courthouse Door and on the bulletin board at the Courthouse of Gillespie County, Texas, as a place readily accessible to the general public at all times on the \_\_\_\_\_ day of March, 2023, at \_\_\_\_\_ .M., and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the \_\_\_\_\_ day of March, 2023.

\_\_\_\_\_  
Lindsey Brown, County Clerk  
Gillespie County, Texas

AGENDA  
GILLESPIE COUNTY COMMISSIONERS COURT  
REGULAR MEETING  
MONDAY, MARCH 27, 2023  
GILLESPIE COUNTY COURTHOUSE  
FREDERICKSBURG, TEXAS  
9:00 O'CLOCK A.M.

1. Invocation.
2. Pledge of Allegiance.
3. Call meeting to order.
4. Consider approval of Bills & Claims and payments via electronic fund transfers.
5. Consider approval of Journal Entries & Budget Amendments (Line Item Transfers).
6. Consider approval of payroll claims & related expenses.
7. Consider approval of Departmental Reports.
8. Consider approval of Fees of Office.
9. Consider approval of the disbursement of Hotel Occupancy Tax (HOT) funds.
10. Consider approval of quote from CMS Communications for replacing obsolete network switches on the County's phone system.
11. Consider approval of renewal of County's Airport liability insurance policies, and authorization for execution of documents.

12. Consider approval of renewal of County's liability insurance policies, and authorization for execution of documents.
13. Consider approval of renewal of County's property insurance policies, and authorization for execution of documents.
14. Consider approval of advertising for personnel in County Veterans Service Office.
15. Consider approval of hiring personnel in County Clerk's Office.
16. Consider approval of cell phone allowance for employee in IT Department.
17. Consider approval of request from Friends of the Country Schools for wall, entry door, window and plumbing repairs at the Luckenbach Country School.
18. Consider approval of request from Friends of the Country Schools for various repairs at the Crabapple Country School.
19. Consider approval of software license and services agreement with Prepare Protect Defend LLC, for LifeSpot Technology in Communications Center, and authorization for execution of documents.
20. Consider approval of authorization from Hill Country Underground Water Conservation District for Willow City Volunteer Fire and Rescue, Inc. to use the existing County owned well located at 2501 Ranch Road 1323 in Willow City, Texas, and consider approval of related Water Use Agreement related to same, for emergency firefighting purposes, and authorization for execution of documents.
21. Consider approval and submission of Department of Justice Asset Forfeiture Program Annual Certification Report, and authorization for execution of documents.
22. Consider approval and ratification of Interlocal Agreement between Gillespie County and Kinney County, related to participation in the Texas Department of Agriculture Colonia Planning and Needs Assessment program, as previously approved by the Commissioners Court on 2-13-2023.

23. Consider Resolution declaring scrap metal items as waste and authorizing recycling as the method of disposal.
24. Consider approval of hiring personnel for vacant positions in the Sheriff's Office.
25. Receive presentation from PDV Group and Texas Housing Foundation on proposed affordable housing community known as Mariposa at Fredericksburg Apartments.
26. Consider request from Texas Housing Foundation (THF) for County authorization to allow THF to exercise its powers in unincorporated areas of the County, and for approval of Cooperation Agreement between the County and THF related to the development of the proposed affordable housing community known as Mariposa at Fredericksburg Apartments, and take appropriate action.
27. Consider approval of submitting request for County to join the West Texas County Judges and Commissioners Association, and take appropriate action.
28. Consider approval of appointment of member to Gillespie County Child Services Board.
29. Adjourn

Agenda documents for discussion purposes only  
Subject to further review and approval



www.cmsc.com  
 722 Goddard Ave.  
 Chesterfield, MO 63005

For:  
 Roger Bunker  
 Gillespie County  
 830-992-2620  
[rbunker@gillespiecounty.org](mailto:rbunker@gillespiecounty.org)

Date:  
 3/9/2023

Account Manager  
 Lizz Griffin  
 (800)511-6788  
[lgriffin@cmsc.com](mailto:lgriffin@cmsc.com)

Manufacturers Part #	Description	Qty	List Price	Discount	Unit Price	Total Cost	Lead Time	Condition
JL681A	Aruba Instant On 1930 8G Class4 PoE 25FP 124W Switch - 10 Ports - Manageable - Layer 3	6	\$294.00	15%	\$250.00	\$1,500.00	3-5 Days	New
JL684A	Aruba Instant On 1930 24G Class4 PoE 45FP/SFP+ 370W Switch - 28 Ports - Manageable - Layer 3	3	\$772.00	26%	\$570.00	\$1,710.00	3-5 Days	New
JL686A	Aruba Instant On 1930 48G Class4 PoE 45FP/SFP+ 370W Switch - 48 Ports - Manageable - Layer 3	5	\$1,132.00	23%	\$870.00	\$4,350.00	3-5 Days	New
	CMS Communications 1 Year Hardware and Technical Phone Support Warranty							
	Price and Availability is subject to change							
	Quote does not include shipping unless otherwise stated							
	Quote does not include sales tax unless otherwise stated							

**Total Cost \$7,560.00**

NEW = "New in Box", has never been in production, in original packaging  
 NOB = "New Opened Box", has never been in production, original box, packaging seal has been broken.  
 CMS Refurb = "CMS Refurbished", indicating that the product has been cleaned, tested, and re-packaged by CMS Communications  
 Mfg Refurb = "Factory Refurbished", indicating that the product has been tested, refurbished, and authorized by Original Manufacturer  
 Cisco WS = "Cisco Wholesale", Cisco Used, has been in production. Cisco reboxed and Certified.

- \*\* This quote is Proprietary and is ONLY intended for the End User noted on this quote. This quote is not to be forwarded or shared with other vendors, sales reps or manufacturers.
- \*\* Violation of this policy will VOID any and all CMS Communication warranties in addition to the ability to return to CMS the products listed on this quote.
- \*\* All sales are final. No returns without written approval from CMS Communications. contracts. CMS approval required.
- \*\* Non-Defective Hardware under support contracts may not be eligible for return.
- \*\* Non-Defective Hardware may not be eligible for return after 30 days.
- \*\* Non-Defective Hardware not in the same condition, e.g, New In Box (NEW) hardware that has been opened may not be eligible for return and/or will be subject to a restocking fee.
- \*\* All Software, Licenses and Support contracts are Non-Returnable, Non-Refundable and Non-Transferable
- \*\* Special order items or custom items are non-returnable, non-refundable
- \*\* Restocking amounts are subject to the conditions of the return.

\*Optional Lifetime Hardware Warranty: CMS warrants to the original End User purchaser that its Lifetime Assurance products will be materially free from defects in material under normal use and service for as long as the original End User owns the product, or for seven (7) years after the manufacturer discontinues such product, whichever is sooner.

\*\* CMS Refurbished equipment comes with applicable Cisco IOS. Cisco may require re-licensing of the Software (IOS) which is the responsibility of the End User



**RT Specialty Aviation**

**Airport General Liability Application**

Please fill in all blanks, check all applicable boxes, and sign and date at bottom (**one application per location**).  
 This document does not provide any coverage or amend any existing coverage.

**1. GENERAL INFORMATION**

Applicant's Name:	Gillespie County		
Website:	https://www.gillespiecounty.org/page/airport		
Address:	101 W. Main St., Unit #11		
Info:	City: Fredericksburg	State: TX	Zip: 78624      Work Phone: (830) 307- 6223
Info:	Names and address of all subsidiary companies to be covered under this policy:		
Info:	Do you currently have aviation Commercial General Liability Coverage? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Info:	Current Insurance Carrier: Old Republic Ins Co      Coverage Expires: July 1, 2023		
Info:	Is the Applicant the owner and/or operator of the Airport? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Info:	Name of Airports and other locations, the Insured operates and coverage will apply:		
Info:	<u>Name of Airport</u>	<u>Identifier</u>	<u>Applicant's Occupancy</u>
Info:	Gillespie County Airport	T82	Entire <input checked="" type="checkbox"/> Part <input type="checkbox"/>
Info:			Entire <input type="checkbox"/> Part <input type="checkbox"/>
Info:			Entire <input type="checkbox"/> Part <input type="checkbox"/>
Info:			Entire <input type="checkbox"/> Part <input type="checkbox"/>
Info:			Entire <input type="checkbox"/> Part <input type="checkbox"/>

**2. LIABILITY COVERAGE OPTIONS AND LIMITS DESIRED (please complete using N/A when not applicable)**

Type Coverage	Desired Limit	Remarks	
Premises and Operations Liability .....	\$ 1,000,000	Each Occurrence	War Liability <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Deductibles	\$	Each Claim	TRIA Liability <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Products and Completed Operations Liability .....	\$ 1,000,000	Aggregate	
Hangarkeepers Liability .....	\$ 500,000	Each Aircraft (deductibles apply)	
Deductibles	\$	Each turbine engine aircraft claim	
	\$	Each piston engine aircraft claim	
Premises Medical Payments .....	\$ 1,000	Each Person	
Other (specify) _____	\$ 5,000	Each Occurrence	Aggregate <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Other (specify) _____	\$	Each Occurrence	Aggregate <input type="checkbox"/> Yes <input type="checkbox"/> No
Other (specify) _____	\$	Each Occurrence	Aggregate <input type="checkbox"/> Yes <input type="checkbox"/> No
Other (specify) _____	\$	Each Occurrence	Aggregate <input type="checkbox"/> Yes <input type="checkbox"/> No
Other (specify) _____	\$	Each Occurrence	Aggregate <input type="checkbox"/> Yes <input type="checkbox"/> No

**3. SUMMARY OF OPERATIONS:**

- a) Describe All Aviation Operations of the Applicant / Subsidiaries: General operations and maintenance of airport.
- 
- b) Describe All Non-Aviation Operations of the Applicant / Subsidiaries N/A
- 
- c) Does the applicant own, operate or maintain any navigational aids?  Yes  No  
 If yes, please describe \_\_\_\_\_
- d) Any Airline Equipment Fueling or Maintenance?  Yes  No
- e) Type of aircraft regularly using the airport: small GA aircraft
- f) Largest type of aircraft using the airport: Gulfstream 4/S
- g) Total number of aircraft movements annually? 22,000 Scheduled 22,000  
 Wide body  Narrow body  Charter  General Aviation  Military
- h) Total number of passenger movements annually?
- i) **Who is responsible for the following services:**  
 (1) Hangaring Aircraft aircraft owner &/or FBO (2) Runways/Taxiways applicant (3) Control Tower N/A  
 (4) Ramp and Turn-Around Service N/A (5) Refueling & Storage of Fuel FBO (6) Emergency Services N/A  
 (7) Catering N/A (8) Security: including Passengers N/A (9) Security Passenger Baggage N/A  
 (10) Car Parking N/A (11) Baggage/Freight/Cargo Handling N/A (12) Bird/Wildlife Control applicant

**4. AIRPORT DESCRIPTION:**

- a) Runway Construction:  Concrete  Turf  Gravel  Blacktop  Other (Please describe) \_\_\_\_\_
- b) Air runways lighted?  Yes  No
- c) Airport's longest paved and lighted runway: 5001 ft
- d) Is aircraft traffic controlled?  Yes  No By:  Tower  Unicom Operated by: \_\_\_\_\_
- e) Is there an airport manager?  Yes  No Employed by: county  Independent Contractor (Provide copy of the contract)
- f) Describe Airport premises security: security cameras only
- g) Is a fire station located at the airport?  Yes  No If not, how many miles away from the airport? 2 miles
- h) What percentage of the airport is fenced? 99 %
- i) Any known cyber exposures?  Yes  No
- j) Carry Worker's Comp Insurance  Yes  No
- k) Total # of Employees 2
- l) Any known construction work expected on the airport in the next 12 months?  Yes  No
- m) Any automobiles (owned or customers) allowed airside?  Yes  No
- n) Any vehicles or equipment operated within 80 feet of an aircraft?  Yes  No
- o) Applicant's ramp/parking area is paved and clear of obstructions and/or construction:  Yes  No
- p) Applicant's ramp/parking is shared by other FBO/commercial operators:  Yes  No
- q) Applicant's ramp/parking is well lighted and has easy and clear access from taxiways and/or runways:  Yes  No
- r) Any Non-Owned Exposure (if Yes, please complete a Non-Owned Application)  Yes  No

**Explain all YES answers (attach separate sheet, if necessary):** WC insurance coverage with Sedgwick, additional hangars being built and runway/taxiway construction over next year, vehicles allowed airside, vehicles operated w/in 80 ft of aircraft, paved parking areas clear of obstructions and construction ,ramp and parking shared,well lit parking areas and easy access from runways/taxiways

Please describe employee turnover your business is experiencing: None

Please describe any aircraft rental or personal aircraft usage by employees on company business: None

**5. ESTIMATED GROSS ANNUAL RECEIPTS – All Operations:**

(Please use N/A when not applicable)

	Estimated Sales Next Year	% USA / % Non-USA	% Piston Engine / % Turbine Engine	Actual Sales Last 12 Months
<b>Fueling</b>				
Fuel & Lubricants (see Section 6 for specific gallonage)	\$ N/A	/	/	\$ 0
<b>Repair Type Services</b>				
Aircraft Repair	\$ N/A	/	/	\$ 0
Engine Overhaul / Repairs	\$ N/A	/	/	\$ 0
Propeller Overhaul / Repairs	\$ N/A	/	/	\$ 0
Aircraft Painting	\$ N/A	/	/	\$ 0
Aircraft Interiors	\$ N/A	/	/	\$ 0
Avionics Overhaul / Repairs	\$ N/A	/	/	\$ 0
Aviation Parts Overhaul / Repairs	\$ N/A	/	/	\$ 0
Other (specify)	\$ N/A	/	/	\$ 0
<b>Sales Related Services</b>				
Tie Down & Hangaring	\$ 60,000	100 / 0		\$ 57,000
Aircraft Parts (not installed)	\$ N/A	/		\$ 0
Avionic Sales (not installed)	\$ N/A	/		\$ 0
Aircraft Charter	\$ N/A	/		\$ 0
Aircraft Rental / Instruction	\$ N/A	/		\$ 0
Used Aircraft Sales	\$ N/A	/	/	\$ 0
New Aircraft Sales	\$ N/A	/	/	\$ 0
Food Concessions / Restaurant	\$ N/A	/		\$ 0
Other (specify)	\$ N/A	/	/	\$ 0
<b>GRAND TOTAL</b>	<b>\$ 60,000</b>	<b>100 / 0</b>	<b>/</b>	<b>\$ 57,000</b>

Please provide the % of the Estimated Sales stated above that apply to:

Civil Fixed Wing Aircraft:	100	%	Military Fixed Wing Aircraft:	N/A	%
Civil Rotor Wing Aircraft:	N/A	%	Military Rotor Wing Aircraft:	N/A	%



**6. FUELING OPERATIONS:**

Fueling is done by applicant: Self Service fueling	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Fuel storage: <input type="checkbox"/> Above Ground <input type="checkbox"/> Underground	Annual AVGAS Gallons: _____
Fueling is by: <input type="checkbox"/> Truck <input type="checkbox"/> Hydrant <input type="checkbox"/> Stationary Pumps		Own or Lease Fuel Trucks: <input type="checkbox"/> Yes <input type="checkbox"/> No	Annual JET Gallons: _____
Type(s) of fuel sold: <input type="checkbox"/> AVGAS <input type="checkbox"/> JET <input type="checkbox"/> AUTO		Own and/or Manage Fuel Farm: <input type="checkbox"/> Yes <input type="checkbox"/> No	Annual AUTO Gallons: _____
Type of training provided line service employees: _____			
What type of Fuel Quality Management System used?: _____			
Is there a distinction made to trucks carrying different type of fuel? _____			

**7. TIE DOWN & HANGARING:**

Applicant moves aircraft:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Avg value of any one aircraft in your care: \$ _____	Average no. aircraft tied out: _____
Applicant ties or hangars aircraft:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Avg total value of all aircraft in your care: \$ _____	Average no. aircraft hangared: _____
Wingwalkers used to move aircraft	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Highest value of any one aircraft in your care: \$ _____	Number and types of mobile equipment used: _____
Recurrent training:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Max value of all aircraft in your care: \$ _____	_____
Describe training: _____		Daily mobile equip. inspections: <input type="checkbox"/> Yes <input type="checkbox"/> No	_____

**8. VEHICLES (other than mobile equipment) and ELEVATORS:**

Ramp access for customer vehicles:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Average value vehicle in your care: \$ _____	Control ramp access: <input type="checkbox"/> Yes <input type="checkbox"/> No
Deliver customer vehicles to others	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Max value of any one vehicle in you care: \$ _____	
Storing of customer vehicles:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Average number vehicles in your care: _____	Number elevators on premise.: <u>0</u>
Courtesy vehicles provided:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Cargo ops on ramp (UPS, etc.): <input type="checkbox"/> Yes <input type="checkbox"/> No	Number moving sidewalks: <u>0</u>

**9. CONTESTS, EXHIBITIONS, AIR MEETS, AIR RACES & AIR SHOWS:**

Applicant is planning on having/hosting a Contest / Exhibition / Air Meet / Air Race or Air Show in the next 12 months:  Yes  No

**10. CONTRACTUAL:**

Please give details of any contracts, disclaimers or indemnities you are involved with respect to work or services? If any, please attach copy of agreement.

Copies attached or Describe: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**11. MISCELLANEOUS:**

Has any insurance company or underwriter ever:

- a Declined to offer coverage?  Yes  No
- b Cancelled your policy?  Yes  No
- d Imposed any special conditions?  Yes  No

Explain all YES answers (attach separate sheet, if necessary): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**12. LOSS HISTORY:**

Please attach loss runs for all available policy periods for a minimum of 5-years and provide a detailed summary of any claim or suit whether pending or resolved, including the amount paid and reserved.  Loss Run and Details Attached

N/A

**13. Any information that you would consider relevant? (including risk management procedures, quality management systems and product integrity studies) :**

The airport is uncontrolled and minimum service is provided, except during special circumstances when the airport staff is needed to help with aircraft movement.

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*I understand that by signing below, I am agreeing that: all statements on this application are complete and true to the best of my knowledge; no information has been suppressed or withheld; no insurer has cancelled or refused to renew this insurance; the information herein and the truthfulness thereof will be the basis of any insurance provided by the company; this application does not bind the applicant or the company to provide any insurance; any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, and may be subject to a civil penalty not to exceed not to exceed five thousand dollars and the stated value of the claim for each such violation.*

**Authorized Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Agenda documents  
Subject to further review  
Commission purposes only

## **NOTICE TO APPLICANTS**

**NOTICE TO ARKANSAS and NEW MEXICO APPLICANTS:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit, or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**NOTICE TO COLORADO APPLICANTS:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Authorities.

**NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: WARNING:** It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

**NOTICE TO FLORIDA APPLICANTS:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete or misleading information is guilty of a felony in the third degree.

**NOTICE TO KENTUCKY APPLICANTS:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime.

**NOTICE TO LOUISIANA APPLICANTS:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit, or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**NOTICE TO MAINE APPLICANTS:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

**NOTICE TO NEW HAMPSHIRE APPLICANTS: WARNING:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime not a claim.

**NOTICE TO NEW JERSEY APPLICANTS:** Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

**NOTICE TO NEW YORK APPLICANTS:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**NOTICE TO OHIO APPLICANTS:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

**NOTICE TO OKLAHOMA APPLICANTS: WARNING:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony (365:15-1-10, 36 S.S. 3613.1)

**NOTICE TO PENNSYLVANIA APPLICANTS:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**NOTICE TO TENNESSEE, VIRGINIA and WASHINGTON APPLICANTS:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

**NOTICE TO UTAH APPLICANTS:** Any person who knowingly presents false or fraudulent underwriting information, files or causes to be filed a false or fraudulent claim for disability compensation or medical benefits, or submits a false or fraudulent report or billing for health care fees or other professional services is guilty of a crime and may be subject to fines and confinement in prison.



February 27, 2023

Jennifer Doss  
Gillespie County HR Director  
101 W Main St Unit #11  
Fredericksburg, TX 78624-3745

Re: Gillespie County – Liability Renewal Questionnaire

Thank you for participating in TAC Risk Management Pool’s Liability Programs. As we prepare your July 2023 renewal, there are a few questions we need you to answer so that we can provide you the most comprehensive and cost effective Liability coverage possible. To ensure that we have up-to-date information, please fill out each page completely and make any changes directly to the document. You can also provide supplemental sheets as necessary. Please note that omitted information may result in an exclusion from coverage.

*The Interlocal Participation Agreement, Section 4. Annual Contribution, 4.01 requires that the member timely submit to the Pool documentation necessary for the Pool to properly underwrite the renewal.*

The Liability Coverage enhancements that were approved by the Pool board members are:

- **General Liability:** Added new section Crisis Management Coverage with an included sublimit of \$100,000 per coverage period for Crisis Management.
- **Public Officials Liability:** Removed coverage extension sublimits for Privacy or Security Event coverage. Privacy response expenses, Regulatory Penalties, Regulatory Proceedings, and Claims Expenses no longer have separate sublimits.

**Please complete the Liability Renewal Questionnaire and return it and any supplemental documents within 30 days.** If you need help completing the Liability Renewal Questionnaire, please contact me at 800-456-5974, by fax at 512-478-1426, or email me at [sofiam@county.org](mailto:sofiam@county.org).



We value your continued participation in the TAC Risk Management Pool and look forward to another successful year! Please do not hesitate to contact me if you would like to discuss your coverage options.

Sincerely,

Sofia Maldonado

Member Service Representative

Agenda documents for discussion purposes only  
Subject to further review and approval



# TEXAS ASSOCIATION *of* COUNTIES

## RISK MANAGEMENT POOL

### Liability Renewal Questionnaire

Member: Gillespie County

Coverage Period: July 1, 2023 through July 1, 2024

Thank you for participating in the TAC Risk Management Pool's Liability program. As we prepare your renewal, there are a few questions we need you to answer so that we can provide you the most comprehensive and cost effective coverage possible. Pursuant to the Interlocal Participation Agreement, Section 4. Annual Contribution, 4.01 requires that the member timely submit to the Pool documentation necessary for the Pool to properly underwrite the renewal. To ensure that we have up-to-date information, please fill out each page completely and make any changes directly to this document. You can also provide supplemental sheets as necessary. NOTE: Omitted information may result in an exclusion from coverage.

The following coverage is eligible for renewal:

- Auto Liability
- Auto Physical Damage
- General Liability
- Public Officials Liability
- Law Enforcement Liability

Your Vehicle Schedule is attached to this renewal questionnaire. We ask that you review your Vehicle Schedule carefully and report any of the following:

- Sold or totaled vehicles
- Newly purchased or obtained vehicles

We value your membership in the TAC Risk Management Pool and look forward to another successful year! If you have any questions or need help completing the Renewal Questionnaire, please contact your Member Services Representative Sofia Maldonado at 800-456-5974 or [sofiam@county.org](mailto:sofiam@county.org).

#### Pool Coordinator

Our records indicate that the Member has designated the individual below as the Pool Coordinator for this coverage. In accordance with the terms of the Interlocal Participation Agreement, the Pool Coordinator has express authority to represent and to bind the Member, and the Pool will not be required to contact any other individual regarding matters arising from or related to this Agreement. If the Member wishes to change or update the Pool Coordinator information, please make the necessary changes below.

Pool Coordinator: Jennifer Doss

Email: [jdoss@gillespiecounty.org](mailto:jdoss@gillespiecounty.org)

Phone Number: (830) 307-3772

Fax Number: (830) 992-2608

Address: 101 W Main St Unit #11

City, State, Zip: Fredericksburg TX, 78624-3745

**Liability Renewal Questions**

1. Please update the total number of budgeted Gillespie County employees, including elected officials.

	Total	Airport	Hospital	
Full Time Employees:	176	2		Full Time = 35 or more hours per week
Part Time Employees:	4			Part Time = Less than 35 hours per week
Volunteers:				Volunteer = Actively serving

**Auto Liability**

Current Auto Liability Deductible: \$0

To make changes to your current Auto Liability coverage, please complete the section below:

Coverage	Currently Included	Add to Coverage	Reject from Coverage	Current Limit	Change Limit	Limit Options
Auto Liability	<input checked="" type="checkbox"/>			\$250,000/\$500,000/\$250,000	<input type="checkbox"/>	<input type="checkbox"/> \$100k/\$300k/\$100k <input type="checkbox"/> \$250k/\$500k/\$250k <input type="checkbox"/> \$1,000,000 <input type="checkbox"/> \$2,000,000
Personal Injury Protection		<input type="checkbox"/> Add				
Uninsured / Underinsured Motorist		<input type="checkbox"/> Add			<input type="checkbox"/>	<input type="checkbox"/> \$30k/\$60k/\$25k <input type="checkbox"/> \$50k/\$100k/\$50k <input type="checkbox"/> \$100k/\$300k/\$100k

**Vehicle Schedule Verification**

Yes, I have reviewed Gillespie County's Vehicle Schedule, and made corrections and updates which are incorporated into this Liability Renewal Questionnaire.

**Auto Physical Damage**

Current Auto Physical Damage Collision Deductible: \$1,000  
 Current Auto Physical Damage Comprehensive Deductible: \$1,000

General Liability

Current General Liability Deductible: \$0

To make changes to your current General Liability coverage, please complete the section below:

Coverage	Currently Included	Add to Coverage	Reject from Coverage	Current Limit	Change Limit	Limit Options
General Liability	<input checked="" type="checkbox"/>			\$2,000,000	<input type="checkbox"/>	<input type="checkbox"/> \$100k/\$300k/\$100k <input type="checkbox"/> \$250k/\$500k/\$250k <input type="checkbox"/> \$500,000 <input type="checkbox"/> \$1,000,000 <input type="checkbox"/> \$2,000,000
Unmanned Aircraft		<input type="checkbox"/> Add				

- How many law enforcement watercrafts under 26 feet, do you own? none
- If Unmanned Aircraft is selected, please complete the following for each Unmanned Aircraft:
  - U.A.S./ Drone Model and Value n/a
  - Weight in lbs including all attachments \_\_\_\_\_
  - Year and Serial Number \_\_\_\_\_
  - Description of use \_\_\_\_\_
  - Operator Name \_\_\_\_\_
  - Date of Receipt of FAA COA & Registration Number as applicable \_\_\_\_\_
  - Total U.A.S./Drone flight hours \_\_\_\_\_
  - Description of Training Certifications \_\_\_\_\_

3. Does your county own an airport?  Yes  No

If yes, who operates the airport? Gillespie County

If the airport is privately operated, the Pool recommends Gillespie County request a currently dated Certificate of Insurance issued by the airport operator's insurance agent or company that names the County as an Additional Insured and includes the following coverage as applicable:

- General Liability
- Professional Liability (airport facility operations)
- Employment Practices Liability
- Property (if the County owns the building)



**Public Officials Liability**

Current Public Officials Liability Deductible: \$5,000

To make changes to your current Public Officials coverage, please complete the section below:

Coverage	Currently Included	Add to Coverage	Reject from Coverage	Current Limit	Change Limit	Limit Options
Public Officials Liability	<input checked="" type="checkbox"/>			\$2,000,000	<input type="checkbox"/>	<input type="checkbox"/> \$2,000,000 <input type="checkbox"/> \$3,000,000
District Attorney		<input type="checkbox"/> Add				
District Judge		<input type="checkbox"/> Add				
Back Wages - Optional Increased Limits <small>(included coverage limit is \$50,000/\$100,000)</small>		<input type="checkbox"/> Add			<input type="checkbox"/>	<input type="checkbox"/> \$50,000/\$100,000 <input type="checkbox"/> \$100,000/\$250,000 <input type="checkbox"/> \$250,000/\$500,000 <input type="checkbox"/> \$500,000/\$1,000,000 <input type="checkbox"/> \$1,000,000/\$1,000,000

Agenda documents for discussion purposes only  
Subject to further review and approval

**Law Enforcement Liability**

Current Law Enforcement Liability Deductible: \$5,000

To make changes to your current Law Enforcement Liability coverage, please complete the section below:

Coverage	Currently Included	Add to Coverage	Reject from Coverage	Current Limit	Change Limit	Limit Options
Law Enforcement Liability	<input checked="" type="checkbox"/>			\$2,000,000	<input type="checkbox"/>	<input type="checkbox"/> \$2,000,000 <input type="checkbox"/> \$3,000,000
District Judge		<input type="checkbox"/> Add				
Unmanned Aircraft		<input type="checkbox"/> Add				

1. Please review the list of law enforcement departments and agencies below and add or delete as appropriate:

*Example: Sheriff's Department, Constables' Offices, Detention Facilities*

Gillespie County Constable's Office  
 Gillespie County Sheriff's Office

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2. If Unmanned Aircraft is selected, please complete the following for each Unmanned Aircraft:

- a. U.A.S./ Drone Model and Value n/a
- b. Weight in lbs including all attachments \_\_\_\_\_
- c. Year and Serial Number \_\_\_\_\_
- d. Description of use \_\_\_\_\_
- e. Operator Name \_\_\_\_\_
- f. Date of Receipt of FAA COA & Registration Number as applicable \_\_\_\_\_
- g. Total U.A.S./Drone flight hours \_\_\_\_\_
- h. Description of Training Certifications \_\_\_\_\_

3. Please provide below, the current budgeted number of Law Enforcement personnel for all law enforcement office, department, and agency listed above. If no Juvenile - Class B personnel are reported, coverage will not be provided for these personnel.

NOTE: Full time = 35 or more hours per week. Part Time = Less than 35 hours per week

Actively Engaged		Juvenile		Other		Reserves	
Include: sheriff, deputies, armed investigators, armed bailiffs, constables, jail admins, jailers, other front line personnel		Include: probation officers, detention center guards, boot camp instructors		Include: dispatchers, unarmed prosecutors' investigators, jail nurses, cooks, clerical, unarmed bailiffs, other personnel		Include: all reserve and auxiliary officers and employees	
Class A	Full Time:	Class B	Full Time:	Class C	Full Time:	Class D	Full Time:
	Part Time:		Part Time:		Part Time:		Part Time:

4. Does Gillespie County participate in a Law Enforcement Task Force? Yes  No

If yes, do you lead this Task Force? Yes No

Name of Law Enforcement Task Force: n/a

5. Do you participate in a Mutual Aid Agreement? Yes  No

If yes, list name of Mutual Aid Agreement Mutual agreement with Criminal Interdiction Unit (tri-county Kerr, Gillespie and Bandera)

6. Is any law enforcement officer, office, department or agency for which coverage is requested under any criminal or administrative investigation? Yes  No

If yes, provide details or circumstances which are unprivileged public information.

7. Does Gillespie County own a Jail Facility and/or Detention Facility?  Yes  No

If yes, who operates the Jail Facility? Gillespie County

If yes, who operates the Detention Facility? n/a

If the Jail Facility or Detention Facility is privately operated, the Pool recommends Gillespie County request a currently dated Certificate of Insurance issued by the facility operator's insurance agent or company that names the County as an Additional Insured and includes the following coverage as applicable:

- General Liability
- Professional Liability
- Employment Practices Liability
- Property (if the County owns the building)

8. If Gillespie County operates a Jail Facility and/or Detention Facility, please provide a copy of the Certificate of Compliance from the Texas Commissions of Jail Standards. **see attached**

9. If a copy of the Certificate of Compliance is not held, attach information on actions being taken to bring facility into compliance. NOTE: Failure to provide Certificate of Compliance from the Texas Commissions of Jail Standards may result in the jail being excluded from coverage.

#### Unreported Claims

Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future? Yes  No

If yes, please describe:

Has the situation been reported to TAC Claims Department? Yes  No

Acknowledgement and Acceptance

Gillespie County (Member) acknowledges that the information submitted in this questionnaire and Auto Schedule is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.

Member acknowledges and agrees that vehicles not listed on the attached vehicle schedule, and/or additionally identified by Member as an update to the attached vehicle schedule, will not be provided coverage during the Coverage Period.

If Member makes no changes, the Pool will assume Member is requesting renewal for the same Liability Coverage as in the previous applicable Coverage Period. Member understands that any failure to fully and accurately answer the questionnaire and any attached schedules may result in denial of coverage provided by the Pool. Coverage issued for Public Officials Liability and Law Enforcement Liability will apply on a Claims Made Basis.

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Signature of County Judge or presiding official of the Political Subdivision

Date

Agenda documents for discussion purposes only  
Subject to further review and approval



# TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

## Auto Schedule - Proposal

Member: Gillespie County  
 Coverage Period: July 1, 2023 to July 1, 2024

Personal Injury Protection  
 Uninsured / Underinsured Motorist

ID #	Year	Make	Model	VIN #	Inventory #	Cost New	Auto Liability	Auto Physical Damage		POV	EQUIP
								Coll	Comp		
62	2016	CHEVROLET	1500 SILVERADO		1	\$24,320	X	X	X		
Department: Airport							Total Number of Vehicles: 1				
121	2022	FORD	F250		1	\$41,580	X	X	X		
<b>CHANGE DEPT NAME TO: COMMUNITY SERVICE</b>							Department: All Other Departments				
							Total Number of Vehicles: 1				
10	2017	CHEVROLET	SILVERADO			\$43,585	X	X	X		
25	2011	OTHER	TOW MASTER UTILITY TRAILER			\$2,025	X	X	X		
61	2017	CHEVROLET	SILVERADO			\$43,585	X	X	X		
72	2017	CHEVROLET	SILVERADO			\$43,585	X	X	X		
120	2017	CHEVROLET	SILVERADO			\$41,016	X	X	X		
126	2022	FORD	F250			\$46,171	X	X	X		
129	2022	FORD	F250			\$50,400	X	X	X		X
130	2022	FORD	F250			\$50,400	X	X	X		X
132	2022	FORD	F250			\$50,400	X	X	X		X
<b>CHANGE DEPT NAME TO: FACILITIES</b>							Department: Building and Grounds				
							Total Number of Vehicles: 9				
42	2013	CHEVROLET	TAHOE			\$35,626	X	X	X		
Department: Communications							Total Number of Vehicles: 1				
116	2002	CHEVROLET	1500			\$28,500	X	X	X		
128	2022	FORD	TRANSIT CONNECT			\$34,876	X	X	X		X
Department: Computer / Information Systems							Total Number of Vehicles: 2				
92	2015	CHEVROLET	TAHOE			\$37,723	X	X	X		
Department: Elections							Total Number of Vehicles: 1				
23	2021	FORD	EXPLORER			\$34,170	X	X	X		
89	2022	GMC	YUKON XL			\$55,861	X	X	X		
Department: Extension Office							Total Number of Vehicles: 2				
39	1994	INTERNATIONAL	TANKER TRUCK			\$73,000	X	X	X		
64	2009	STERLING	TANKER TRUCK			\$122,752	X	X	X		
73	2006	FORD	BRUSH TRUCK			\$110,000	X	X	X		
74	2000	INTERNATIONAL	PUMPER TRUCK			\$220,000	X	X	X		

Department: Fire Department				Total Number of Vehicles: 4
43	2000	CHEVROLET	SILVERADO	\$28,500 X X X
78	2018	CHEVROLET	2500	\$63,739 X X X
<b>CHANGE DEPT NAME TO: MECHANIC</b>				Department: Fleet Services Total Number of Vehicles: 2
77	2017	FORD	TRANSIT CONNECT VAN	\$33,488 X X X
112	2020	FORD	TRANSIT CONNECT XLT CARGO VAN	\$32,190 X X X
<b>CHANGE DEPT NAME TO: COMPUTER/INFORMATION SYSTEMS</b>				Department: IT Total Number of Vehicles: 2
107	2013	CHEVROLET	TAHOE	\$35,626 X X X
<b>CHANGE DEPT NAME TO: FACILITIES</b>				Department: Maintenance Total Number of Vehicles: 1
115	2002	OTHER	MONGOOSE DUMP TRAILER	\$20,000 X X X
<b>CHANGE DEPT NAME TO: COMMUNITY SERVICE</b>				Department: Operations Total Number of Vehicles: 1
83	2019	CHEVROLET	TAHOE	\$50,193 X X X
Department: Precinct 1, Constable				Total Number of Vehicles: 1
1	2006	STERLING	DUMP TRUCK	\$116,000 X X X
14	2021	CHEVROLET	SILVERADO	\$56,029 X X X
29	2021	OTHER	WESTERN STAR TRUCKS 4700SF	\$145,000 X X X
30	2008	STERLING	DUMP TRUCK	\$116,000 X X X
36	2008	STERLING	DUMP TRUCK	\$116,000 X X X
54	2007	CHEVROLET	SILVERADO	\$11,500 X X X
84	2018	PETERBILT	DUMPT TRUCK 337	\$113,545 X X X
90	2002	INTERNATIONAL	4400 WATER TRUCK	\$31,000 X X X
96	2020	OTHER	WESTERN STAR TRUCKS 4700SF	\$145,010 X X X
100	2001	OTHER	ECONOLINE EQUIP TRAILER	\$13,000 X X X
110	2013	OTHER	WARREN WPD-ES-S12 TRAILER	\$32,931 X X X
114	2015	CHEVROLET	3500 SILVERADO	\$39,715 X X X
Department: Precinct 1, Road & Bridge				Total Number of Vehicles: 12
131	2022	FORD	F350	\$58,750 X X X X
Department: Precinct 2, Commissioner				Total Number of Vehicles: 1
79	2019	CHEVROLET	TAHOE	\$50,193 X X X
Department: Precinct 2, Constable				Total Number of Vehicles: 1
15	2009	STERLING	DUMP TRUCK	\$116,000 X X X
16	2000	OTHER	TEXAS BRAGG PIPE TRAILER	\$25,000 X X X
26	2006	INTERNATIONAL	4300 BUCKET TRUCK	\$30,189 X X X
34	2006	GMC	DUMP TRUCK	\$116,000 X X X
46	1994	GMC	WATER TRUCK	\$66,500 X X X
49	2007	OTHER	EAGER BEAVER FLATBED TRAILER	\$26,000 X X X
63	2021	OTHER	WESTERN STAR TRUCKS 4700SF	\$145,000 X X X
68	2005	GMC	DUMP TRUCK	\$116,000 X X X
94	2014	FORD	F350	\$37,723 X X X

ID #	Year	Make	Model	VIN #	Inventory #	Cost New	Auto Liability	Auto Physical Damage		POV	EQUIP
								Coll	Comp		
102	2015	FORD	F750			\$73,055	X	X	X		
106	2017	CHEVROLET	SILVERADO			\$51,412	X	X	X		
Department: Precinct 2, Road & Bridge						Total Number of Vehicles: 11					
134	2023	MACK	MD74			\$109,197	X	X	X		
Department: Precinct 3, Commissioner						Total Number of Vehicles: 1					
20	2018	DODGE	DURANGO			\$50,310	X	X	X		
Department: Precinct 3, Constable						Total Number of Vehicles: 1					
12	2020	FORD	F-250			\$52,553	X	X	X		
21	2010	OTHER	WESTERN STAR TRUCKS DUMP TRUCK			\$116,000	X	X	X		
52	2018	PETERBILT	DUMP TRK 337			\$113,545	X	X	X		
57	1999	FORD	F350			\$28,500	X	X	X		
80	2004	OTHER	TRAIL KING TRAILER			\$25,000	X	X	X		
82	2009	STERLING	DUMP TRUCK			\$116,000	X	X	X		
101	2009	CHEVROLET	SILVERADO			\$28,500	X	X	X		
105	2002	INTERNATIONAL	4400 WATER TRUCK			\$31,000	X	X	X		
109	1981	OTHER	16' FLATBED TRLR			\$25,000	X	X	X		
111	2014	FORD	F350			\$37,723	X	X	X		
Department: Precinct 3, Road & Bridge						Total Number of Vehicles: 10					
108	2016	CHEVROLET	TAHOE			\$40,867	X	X	X		
Department: Precinct 4, Constable						Total Number of Vehicles: 1					
2	2018	PETERBILT	DUMP TRK 337			\$113,545	X	X	X		
19	2003	GMC	DUMP TRUCK			\$116,000	X	X	X		
28	2020	OTHER	T800 DC DUMP TRUCK			\$150,544	X	X	X		
37	2019	OTHER	AMERITRAIL BUMPER EQUIP HAULER			\$7,395	X	X	X		
48	2000	INTERNATIONAL	4700 WATER TRUCK			\$114,000	X	X	X		
51	2017	FORD	F250			\$50,960	X	X	X		
56	2013	FORD	F750			\$77,688	X	X	X		
60	2021	OTHER	TIGER TRAILERS			\$8,650	X	X	X		
65	2019	FORD	F250			\$42,240	X	X	X		
91	1998	GMC	DUMP TRUCK			\$116,000	X	X	X		
93	2005	FORD	F750 BUCKETTRUCK			\$28,686	X	X	X		
113	1992	OTHER	TWO WHEEL FUEL TRAILER			\$1,000	X	X	X		
127	2022	FORD	F350			\$68,126	X	X	X		X
Department: Precinct 4, Road & Bridge						Total Number of Vehicles: 13					
32	2017	CHEVROLET	SILVERADO			\$41,335	X	X	X		



ID #	Year	Make	Model	VIN #	Inventory #	Cost New	Auto Liability	Auto Physical Damage		POV	EQUIP
								Coll	Comp		
33	2017	CHEVROLET	TAHOE			\$41,920	X	X	X		
133	2023	CHEVROLET	SILVERADO			\$42,552	X	X	X		
Department: Sanitation							Total Number of Vehicles: 3				
35	2018	OTHER	KALYN SIEBERT TRAILER			\$84,855	X	X	X		
38	2018	OTHER	TIGER TRAILER			\$1,320	X	X	X		
41	2008	PETERBILT	TRUCK			\$25,000	X	X	X		
86	2019	FREIGHTLINER	TRUCK TRACTOR			\$196,296	X	X	X		
<b>CHANGE DEPT NAME TO: ROAD &amp; BRIDGE COUNTY-WIDE</b> Department: Shared Departments							Total Number of Vehicles: 4				
3	2013	KIA	OPTIMA			\$8,000	X	X	X		
4	2011	CHEVROLET	TAHOE			\$33,792	X	X	X		
5	2016	CHEVROLET	TAHOE			\$43,055	X	X	X		
6	2021	CHEVROLET	TAHOE			\$45,000	X	X	X		
7	2011	CHEVROLET	TAHOE			\$28,957	X	X	X		
8	2018	CHEVROLET	TAHOE			\$38,000	X	X	X		
9	2019	CHEVROLET	TAHOE			\$44,729	X	X	X		
13	2021	CHEVROLET	EXPRESS 2500			\$38,430	X	X	X		
17	2015	CHEVROLET	TAHOE			\$37,723	X	X	X		
18	2021	CHEVROLET	TAHOE			\$46,270	X	X	X		
22	2015	CHEVROLET	TAHOE			\$37,723	X	X	X		
24	2019	CHEVROLET	TAHOE			\$44,729	X	X	X		
27	2014	CHEVROLET	TAHOE			\$27,308	X	X	X		
31	2016	CHEVROLET	TAHOE			\$43,055	X	X	X		
40	2020	CHEVROLET	TAHOE			\$44,242	X	X	X		
44	2014	CHEVROLET	TAHOE			\$27,308	X	X	X		
45	2018	CHEVROLET	TAHOE			\$41,000	X	X	X		
47	2019	CHEVROLET	TAHOE			\$32,860	X	X	X		
50	1999	FORD	F250			\$28,500	X	X	X		
53	2020	CHEVROLET	TAHOE			\$44,192	X	X	X		
55	2002	OTHER	SAFETY RADAR TRAILER			\$25,000	X	X	X		
58	1996	OTHER	WELLSCAR TRAILER			\$3,000	X	X	X		
59	2016	CHEVROLET	TAHOE			\$43,055	X	X	X		
66	2020	CHEVROLET	TAHOE			\$44,242	X	X	X		
67	2017	CHEVROLET	TAHOE			\$41,920	X	X	X		
69	2015	CHEVROLET	TAHOE			\$37,723	X	X	X		
70	2020	CHEVROLET	TAHOE			\$44,192	X	X	X		
71	2021	CHEVROLET	TAHOE			\$46,270	X	X	X		
75	2019	CHEVROLET	TAHOE			\$44,729	X	X	X		

ID #	Year	Make	Model	VIN #	Inventory #	Cost New	Auto Liability	Auto Physical Damage		POV	EQUIP
								Coll	Comp		
76	2010	FORD	F150			\$24,500	X	X	X		
81	2019	CHEVROLET	TAHOE			\$44,729	X	X	X		
87	2021	CHEVROLET	TAHOE			\$45,000	X	X	X		
88	2020	CHEVROLET	TAHOE			\$48,125	X	X	X		
95	2000	OTHER	ENNIS EASY TOW 16' FLATBED TRLR			\$6,000	X	X	X		
97	2021	CHEVROLET	TAHOE			\$46,270	X	X	X		
98	2017	CHEVROLET	TAHOE			\$41,920	X	X	X		
99	2020	CHEVROLET	TAHOE			\$44,242	X	X	X		
104	2018	CHEVROLET	TAHOE			\$41,000	X	X	X		
117	2012	CHEVROLET	TAHOE			\$29,447	X	X	X		
118	2018	CHEVROLET	TAHOE			\$38,000	X	X	X		
119	2018	CHEVROLET	TAHOE			\$41,000	X	X	X		
122	2022	CHEVROLET	TAHOE			\$38,240	X	X	X		
123	2022	CHEVROLET	TAHOE			\$38,240	X	X	X		
124	2022	CHEVROLET	TAHOE			\$38,240	X	X	X		
125	2022	CHEVROLET	TAHOE			\$38,240	X	X	X		
Department: Sheriff							Total Number of Vehicles: 45				
85	2021	FORD	EXPLORER			\$34,170	X	X	X		
103	2018	CHEVROLET	TRAVERSE			\$32,927	X	X	X		
<b>CHANGE DEPT NAME TO: NON-DEPARTMENTAL</b>							Department: Unassigned Department Total Number of Vehicles: 2				

Totals	Total Number of Vehicles
Auto Liability	133
Auto Physical Damage, Collision	133
Auto Physical Damage, Comprehensive	133



**TEXAS ASSOCIATION of COUNTIES  
RISK MANAGEMENT POOL**

**Property Renewal Schedule**

**Member:** Gillespie County

**Coverage Period:** 07/01/2023 - 07/01/2024

**Property Renewal Schedule**

Member Name: Gillespie County

Pool Coordinator: Ms. Jennifer Cude Doss

Email: [jdoss@gillespiecounty.org](mailto:jdoss@gillespiecounty.org)

**Instructions for Completion**

- 1) Review each tab and update as needed.
- 2) Include Declarations page for any National Flood Insurance Program coverage in force.
- 3) Email completed questionnaire by April 3, 2023 to: [TACRMP@county.org](mailto:TACRMP@county.org) or [sofiam@county.org](mailto:sofiam@county.org)

All entries are subject to approval, further information may be requested upon review.

**If this schedule is not received by April 3, 2023, coverage will be renewed as it currently stands with any requested changes handled by endorsement.**

*Your Member Services Representative is available to assist you with any questions or concerns and can be reached at 1-800-456-5974.*

**Property Renewal Questions**

**Yes or No**

1. Do you have any property in the course of construction or plan to undergo any major construction for buildings reported?

If yes, please provide us with the building item #, cost of project and estimated project completion date.

NO

2. Are any owned buildings currently vacant?

If yes, please identify the building item # and is the building being maintained and secured? Site number 010 - Annex #2 and site number 003 - Old Jail Museum; maintained by county facilities dept, secured by locks.

YES

3. Are any loss payees applicable to any properties?

If yes, please identify the building item # or mobile equipment item # and provide the loss payee contact information

NO

## Unreported Claims

Yes or No

1. Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future?  
If yes, please describe:

NO

2. Has the situation been reported to TAC Claims Department?

## Acknowledgement and Acceptance

**Member Name: Gillespie County**

Member acknowledges that the information submitted in this questionnaire is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.

Signature of County Judge or presiding official of the Political Subdivision

Date

Agenda documents for discussion and approval purposes only  
Subject to further review and approval

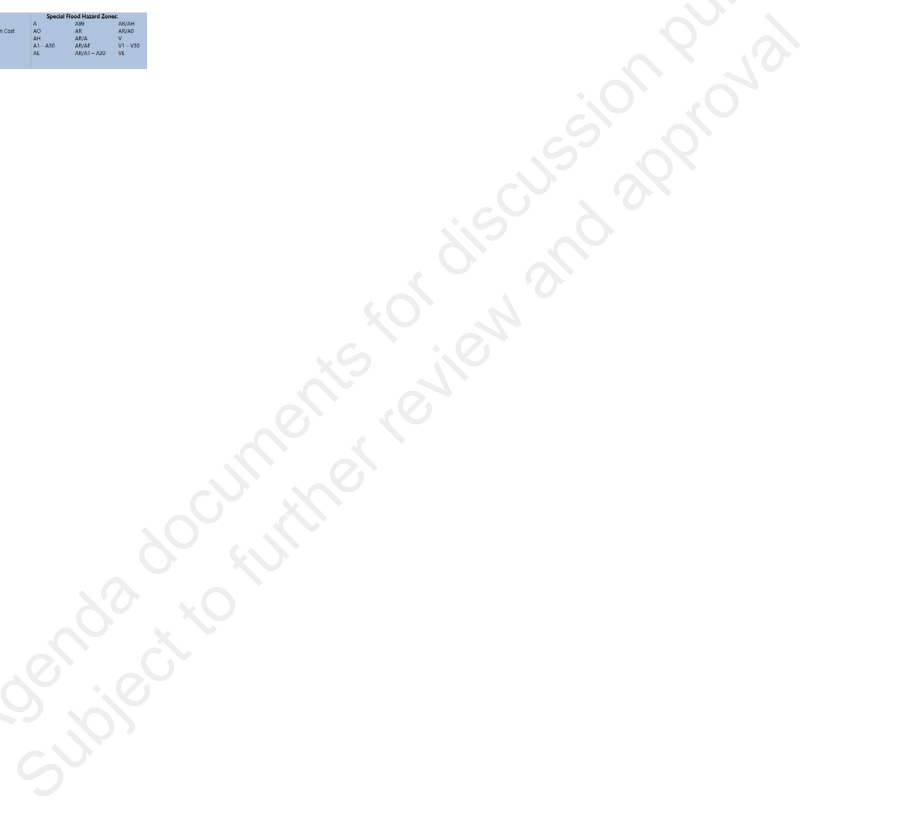
Property Renewal Schedule  
Member: Gillespie County  
Coverage Period: 01/01/2021 - 01/01/2024  
Building & Contents

Date Built or Demolished	Change	Comments	Item #	Site Number	Site Name	Shig Number	Building Name	Address	City	State	Zip	Flood Zone	Coverage Basis	Construction Type	Year Built	Stories	Sq. Ft.	Building Value	Content Value	Site Improvement Value	Total Value
																		<b>Building &amp; Contents Total</b>	<b>\$11,981,936</b>	<b>\$3,108,158</b>	<b>\$15,090,094</b>

**NEW ADDITIONS**

Comments	Item #	Shig	Building Name - Address	Flood Zone	Coverage Basis	Construction Type	Year Built	Stories	Sq. Ft.	Building Value	Content Value	Site Improvement Value	Total Value
Remove contents of Item #18			ANEX #10 OLD CLINIC BUILDING 102 EAST SAN ANTONIO STREET										

Construction Type	Coverage Basis	Special Flood Hazard Zone
BC1 - 1 Story	100 - Replacement Cost Value	A - AEH
BC2 - 2-10 Inland	100 - Replacement Cost Value	A0 - AEAD
BC3 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC4 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC5 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC6 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC7 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC8 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC9 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC10 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC11 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC12 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC13 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC14 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC15 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC16 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC17 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC18 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC19 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF
BC20 - 1-10 Coastal	100 - Replacement Cost Value	AE - AEF





# TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

## Property Renewal Schedule

Member: Gillespie County

Coverage Period: 07/01/2023 - 07/01/2024

Unmanned Aircraft- Only report Unmanned Aircraft valued above \$100,000

### NEW ADDITIONS:

Item	Year	Make	Model	Serial Number	Effective Date	Expiration Date	Total Value
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Agenda documents for discussion purposes only  
Subject to further review and approval



# TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

## Property Renewal Schedule

Member: Gillespie County

Coverage Period: 07/01/2023 - 07/01/2024

Fine Arts- Only report Fine Arts valued above \$250,000

### NEW ADDITIONS:

Item	Address	Fine Arts Description	Effective Date	Expiration Date	Total Value	Comments
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Agenda documents for discussion purposes only  
Subject to further review and approval

**Property Renewal Schedule**

Member: Gillespie County  
Coverage Period: 07/01/2023 - 07/01/2024  
Mobile Equipment

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value	
			1	2014	BUSH HOG	2815-12 ROTARY CUTTE			\$15,000	
			21	2001	JOHN DEERE	5520 TRACTOR W/LOADER			\$24,124	
<b>Items Scheduled Total - 2</b>									<b>Airport - Total</b>	<b>\$39,124</b>

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value	
			38	2004	GRADALL	XL3100			\$42,000	
			39	2016	BUSH HOG	STCC CROSS CONVEYOR			\$16,640	
			44		JOHN DEERE	LOADER BUCKET (LOADER #7168)			\$3,945	
			45	1994	JOHN DEERE	670B MOTOR GRADER			\$103,080	
			46		BUSH HOG	2715L FLEX WING ROTARY CUTTER SHREDDER			\$13,800	
			47		SWENSON	00002-35-15 STCC CROSS CONVEYOR SPREADER			\$5,369	
			48	2001	JOHN DEERE	5520 TRACTOR			\$27,669	
			49		JOHN DEERE	5525 TRACTOR W/LOADER			\$45,822	
			55	2002	JOHN DEERE	544H WHEEL LOADER			\$103,967	
<b>Items Scheduled Total - 9</b>									<b>Precinct 1, Road &amp; Bridge - Total</b>	<b>\$362,292</b>

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value	
			7	2018	BLUE DIAMOND	108795 84" 4IN1 BUCKET FOR TRACTOR			\$4,045	
			14	2019	JOHN DEERE	5100M UTILITY TRACTOR			\$71,238	
			17	2020	BUSH HOG	SHREDDER 2815RR4			\$20,650	
			32		JOHN DEERE	5095M TRACTOR W/563 LOADER			\$50,675	
			33	2017	BUSH HOG	2815RR3 ROTARY CUTTER			\$18,100	
			34	2018	NORAM	FG65C MOTOR GRADER			\$179,828	
			40		OTHER	STCC CROSS CONVEYOR			\$3,570	
			41	2006	JOHN DEERE	544J WHEEL LOADER			\$113,537	
			42		AG MEIER	SPRAYER TANK W/REGULATOR			\$2,563	
			43	1998	JOHN DEERE	5410 TRACTOR W/540 LOADER			\$17,000	
<b>Items Scheduled Total - 10</b>									<b>Precinct 2, Road &amp; Bridge - Total</b>	<b>\$481,206</b>

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value	
			16	2020	JOHN DEERE	MOTOR GRADER 670G			\$24,365	
			18	2021	JOHN DEERE	544L WHEEL LOADER			\$16,974	
			19	2021	JOHN DEERE	544H2.TC.MP.BUCKET			\$19,651	
			26		BUSH HOG	2615L ROTARY MOWER			\$8,455	
			27	2001	JOHN DEERE	5520 TRACTOR			\$25,371	
			28	2001	JOHN DEERE	5520 TRACTOR			\$32,581	
			29	2015	BUSH HOG	2815 BATWING SHREDDER			\$16,300	
			36		JOHN DEERE	SL LOADER BUCKET			\$3,945	
			37		OTHER	POST HOLE DIGGER TRACTOR MOUNT			\$850	
			57	2023	KUBOTA	EXCABATOR W/ ATTACHMENTS			\$117,455	
<b>Items Scheduled Total - 10</b>									<b>Precinct 3, Road &amp; Bridge - Total</b>	<b>\$633,947</b>

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value	
			8	2022	KUBOTA	SVL97-2HFC COMPACT TRACK LOADER W/BUCKET S6606			\$69,026	
			15	2018	KUBOTA	M6S-111SHDCM SERIES TRACTOR W/LOADER LA1944			\$68,581	
			20		BUSH HOG	ROTARY CUTTER			\$10,500	
			22	2006	JOHN DEERE	5525 TRACTOR			\$34,631	
			23	2008	JOHN DEERE	770D MOTOR GRADER			\$77,000	
			30	2009	JOHN DEERE	544K FRONT END LOADER W/2008 GANNON BUCKET			\$137,247	
			31		RHINO	SR15 SHREDDER			\$7,490	
<b>Items Scheduled Total - 7</b>									<b>Precinct 4, Road &amp; Bridge - Total</b>	<b>\$404,475</b>

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value	
			2	2004	BROCE	RJ350 BROOM			\$24,870	
			3		HYSTER	H50XM FORKLIFT			\$9,780	
			4		CATERPILLAR	PNEUMATIC COMPACTOR			\$44,095	
			5	2014	BROCE	RJ350 BROOM			\$51,357	
			6	2017	ETNYRE	K7109 SEL-PROPELLED CHIPSREADER			\$298,850	
			9	2018	LAND PRIDE	AP-RG3080 CLAW GRAPPLE			\$3,951	
			10	2018	LAND PRIDE	AP-SA35 HYDRAULIC POSTHOLE DIGGER			\$2,045	
			11	2018	LAND PRIDE	9" AUGER			\$369	
			12	2018	LAND PRIDE	6" ROCK AUGER			\$949	
			13	2018	LAND PRIDE	FORKS			\$936	
			24	2018	KUBOTA	SVL95-2SHFC SKID STEER (S SERIES)			\$78,984	
			25	2018	LAND PRIDE	CP3048 48IN COLD PLANER			\$31,836	
			35	2000	CATERPILLAR	924GZ WHEEL LOADER			\$79,360	
			50	2015	CATERPILLAR	CW14			\$77,700	
			51	2012	BROCE	KR350 BROOM			\$53,552	
			52	2016	BROCE	KR350 BROOM			\$48,585	
			53	2017	JOHN DEERE	310LEP BACKHOE LOADER & BUCKET			\$90,192	
			54	2017	OKADA AMERICA	AMERICA ORV100 HAMMER			\$10,596	
<b>Items Scheduled Total - 18</b>									<b>Shared Departments - Total</b>	<b>\$907,007</b>
<b>Items Scheduled Total - 56</b>									<b>Mobile Equipment Total -</b>	<b>\$2,828,051</b>

**NEW ADDITIONS:**

Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value
JOHN DEERE GATOR	AIRPORT	58	2023	JOHN DEERE	GATOR HPX815E	TAKING POSSESSION LATER THIS MONTH, WILL PROVIDE ASAP	\$ 15,758.35





# TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

## Notice of Change for Vehicle Schedule

Texas Association of Counties

Fax # 512-478-1426

<b>Attention:</b>	Sofia Maldonado (Southwest Territory)
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<b>Member:</b>	Gillespie County
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Changes : Add Delete Transfer	Department	Inventory #	Year	Make	Model	VIN #	Auto Liability (AL) / Auto Physical Damage (APD)	Vehicle Only- Cost New	Does Vehicle Have Permanently Attached Equipment?	Value of Equipment	Total Cost New Including Equipment
ADD	Airport										
DELETE	IT	77	2017	FORD	TRANSIT CONNECT VAN		AL/APD	33,488	No		33,488
DELETE	SANITATION	32	2017	CHEVROLET	SILVERADO		AL/APD	41,335	No		41,335
DELETE	BUILDING AND GROUNDS	10	2017	CHEVROLET	SILVERADO		AL/APD	43,585	No		43,585
DELETE	BUILDING AND GROUNDS	61	2017	CHEVROLET	SILVERADO		AL/APD	43,585	No		43,585
DELETE	BUILDING AND GROUNDS	72	2017	CHEVROLET	SILVERADO		AL/APD	43,585	No		43,585
DELETE	BUILDING AND GROUNDS	120	2017	CHEVROLET	SILVERADO		AL/APD	41,016	No		41,016
TRANSFER	BLDG & GRONDS TO CUSTODIAL	107	2013	CHEVROLET	TAHOE		AL/APD	35,626	No		35,626
TRANSFER	FLEET SVCS TO FACILITIES	43	2000	CHEVROLET	SILVERADO		AL/APD	28,500	No		28,500
DELETE	SHERIFF	5	2016	CHEVROLET	TAHOE		AL/APD	43,055	No		43,055
DELETE	SHERIFF	27	2014	CHEVROLET	TAHOE		AL/APD	27,308	No		27,308
DELETE	SHERIFF	98	2017	CHEVROLET	TAHOE		AL/APD	41,920	No		41,920
DELETE	SHERIFF	118	2018	CHEVROLET	TAHOE		AL/APD	38,000	No		38,000
TRANSFER	SHERIFF TO COUNTY ATTORNEY	69	2015	CHEVROLET	TAHOE		AL/APD	37,723	No		37,723
ADDED	SHERIFF		2022	CHEVROLET	TAHOE		AL/APD	38,240	Yes	25,000	63,240
ADDED	SHERIFF		2022	CHEVROLET	TAHOE		AL/APD	38,240	Yes	25,000	63,240

Agenda Item 10.1 - Review and Approval of Budgets for 2023  
Subject to final review and approval of the Board of Directors

**GILLESPIE COUNTY**  
**Job Posting Announcement**

Posting Date: 04.03.2023

Closing Date: Until filled

Position available: 06.01.2023



**Department:** County Veterans Service Office  
**Position/Class Title:** Assistant Veterans Service Officer  
**Supervisor:** Veterans Service Officer  
**Pay Grade:** 14  
**Employment Status:** Non-Exempt  
**Rate:** \$18.62 per hour

**GENERAL DESCRIPTION**

The Gillespie County Assistant Veterans Service Office is responsible for informing Armed Forces Veterans, family members and survivors who reside in Gillespie County, of the legal benefits available to them under Federal and State laws. The Assistant Veterans Service Officer performs duties under the technical guidelines established by the Texas Veterans Commission and Federal Law under C.F.R. 38. This position provides counseling and advice about various programs and eligibility requirements; assists in completing forms and other correspondence necessary to file a claim or an appeal; and assists in resolving problems and getting answers to questions about the laws and regulations that govern veterans' benefits.

**ESSENTIAL JOB DUTIES**

- Perform general clerical office duties such as answering the phone and filing.
- Update spreadsheets and list as needed.
- Confirm client appointments.
- Update bulletin boards as needed.
- Update Facebook page with information for benefits and events.
- Coordinate the email newsletters to beneficiaries.
- Counsel Veterans, their family members, and survivors on federal and state veterans' benefits available to them.
- Assist Veterans, their family members and survivors with federal and state Veterans claims.
- Prepare claims, which may include:
  - Reviewing service treatment records, private medical treatment records and service records.
  - Conducting medical and legal research.
- Types of claims that may be filed: Disability Compensation; Non-Service-Connected Pension; Survivor Pension; Burial Benefits; VA Health Care benefits; Education benefits; Home Loans; Property Tax Exemptions; VA Life Insurance; Champ VA Insurance.
- Provide legal assistance to clients when a claim is denied or disputed and prepare appeal documents.
- File Appeals before the Board of Veterans Appeals.
- Prepare applications for the correction of military records and for the upgrade of military discharges.
- Review case law regarding court decisions on Veterans Benefits, Department of Defense documents and regulations.
- Review and interpret laws of State and Federal agencies, and the Code of Federal Regulations.
- Assist Retired Military Veterans and their dependents with their retiree benefits and assists with their claims for CRSC (Combat Related Specialty Compensation) and SBP (Survivor Benefit Plan).
- Assist with scheduling ID card appointments at local military bases.

- Assist with Tricare and Tricare for Life health insurance issues.
- Conduct home, hospital and nursing home visits and interviews to determine qualifying benefits if needed.
- Under the direction of the CVSO, conduct community education events on Veterans' benefits to local Veterans organizations and civic groups.
- Prepare press releases for the local newspaper on new and expanded Veterans benefits and on local events.
- Make referrals to local social services and state agencies to provide additional assistance the Veteran or Surviving Spouse may need.
- Serve as a liaison between local agencies dealing with Veterans' benefits.
- Participate on the Veterans Council of Gillespie County and assists with local Veterans events and activities.
- Coordinate the Annual Memorial Day Cemetery Program.
- Provide input for the budget of the Veterans Service Office and annual workload reports.
- Attend annual Texas Veterans Commission conferences or online training seminars to maintain Certification or Accreditation status.
- Attend other seminars, conferences, and workshops as needed.
- Maintain VA Accreditation, and meet the annual CEU training, recertification/accreditation and testing requirements.
- Be visible in the community (City/County government, service organizations, civic groups, veterans' organizations).
- Perform any other task that may be assigned.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Perform effective Interviews.
- Maintain confidentiality of records as required by law.
- Communicate effectively, both orally and in writing.
- Proficiently use office equipment such as telephones, copier, scanner, fax, calculator, computer, label maker, power point projector.
- Perform assigned duties without continual supervision and make sound, independent judgments.
- Manage multiple and changing priorities as may be necessary.
- Establish and maintain effective working relationships as necessitated by work assignments.
- Effectively deal with the public/co-workers in a professional and positive manner consistent with the requirements of being a public servant.
- Be willing to work unscheduled hours including evenings, holidays and weekends.
- Incumbent should also have ability to function under extreme pressure with a demand for speed and accuracy and meet frequent deadlines.

### **EDUCATION AND EXPERIENCE**

- College Degree or 1 to 2 years of experience in both clerical office and Veteran's benefits counseling which includes knowledge of laws, rules and regulation applicable to the processing of Veteran's claims. Prefer applicant with knowledge of medical terminology and medical conditions.
- At least 18 years old.
- Consent to and pass criminal background check.
- Must have a valid Texas Driver License and personal vehicle to drive to client appointments, nursing home visits and to attend local and out of county meetings.
- Must be able to pass the Department of VA Federal Background investigation for VA Accreditation and access to the Veterans Benefits computer system.
- Must pass the annual privacy online courses required by the Department of VA.
- Must attain Certification by the Texas Veterans Commission within six months of employment.
- Must attain Department of VA Accreditation through the Texas Veterans Commission within one year.

- of employment with access to the Veterans Benefits computer system.
- Must provide written documents such as DD-214 with honorable discharge and service-connected disability rating letters; or other documents that meet the criteria outlined in Chapter 434 Veterans Assistance Agencies, Sub Chapter B. Veterans County Service Offices, Sec. 434.033. Officers.
- Additional required qualifications per the Texas Government Code:

CHAPTER 434 VETERANS ASSISTANCE AGENCIES  
 SUBCHAPTER B. VETERANS COUNTY SERVICE OFFICES  
 § 434.033. OFFICERS.

- (a) A commissioner's court that maintains and operates an office shall appoint a veterans county service officer and the number of assistant veterans county service officers that it considers necessary.
- (b) To be appointed as an officer a person must:
  - (1) be qualified by education and training for the duties of the office and;
  - (2) be experienced in the law, regulations, and rulings of the United States Department of Veterans Affairs controlling cases that come before the commission;
  - (b-1) In appointing an officer, the commissioner's court shall give preference to a veteran who qualifies for a veteran's employment preference under Chapter 657. A commissioner's court shall adopt and implement a county policy to give preference in appointing officers to veterans.
- (c) Repealed by Acts 2019, 86th Leg., R.S., Ch. 593 (S.B. 601), Sec. 9, effective September 1, 2019.
- (d) An officer services at the pleasure of the commissioner's court.

**Application Information:**

**No resume will be accepted in lieu of an application form.** Applications can be downloaded from the Gillespie County "Employment Opportunities" link at <https://www.gillespiecounty.org/>

Please return your completed application to:

Email to Jennifer Doss: [jdoss@gillespiecounty.org](mailto:jdoss@gillespiecounty.org)

In Person: Gillespie County Courthouse Room B-102

Mail: Gillespie County, 101 W. Main Street, Mail Unit #11, Fredericksburg, TX 78624

*Gillespie County is an Equal Opportunity Employer. A background check will be required of finalist. New or rehired potential employees will be required to provide documentary proof of their eligibility for employment. Gillespie County is a public employer; therefore, all applications are public information.*

# GILLESPIE COUNTY PAYROLL CHANGE NOTICE



## Employee Information

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

**STATUS:**     Full-time                       Part-time                       Part-time temporary

## Change Information

Effective Date of Change: \_\_\_\_\_

**ACTION**

<input type="checkbox"/> New Hire	<input type="checkbox"/> Resignation	<input type="checkbox"/> COLA
<input type="checkbox"/> Promotion	<input type="checkbox"/> Retirement	<input type="checkbox"/> Other
<input type="checkbox"/> Transfer	<input type="checkbox"/> Discharge	

Other: \_\_\_\_\_

## Salary Information

HOURLY RATE: \$ \_\_\_\_\_ (non-exempt employees)

ANNUAL RATE: \$ \_\_\_\_\_ (exempt employees)

POSITION GRADE: \_\_\_\_\_ (if no grade, enter Salary, Elected or None)

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

## Signatures

Director of Human Resources Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name Printed: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(obtained by HR during orientation)



## GILLESPIE COUNTY CELL PHONE AFFIDAVIT

I, Scott N. Ayliffe, do hereby affirm that I have contracted with the following carrier: Verizon for a personal cell phone plan using the following local number: 214-673-2944. I understand and agree that I will be personally responsible for paying the charges incurred under the plan and for purchasing any phone or accessories including batteries that may be required to keep the number active. As compensation for conducting Gillespie County ("County") business on this phone number, I agree to accept an allowance of \$60 per month from the County with the understanding that unavailability of the phone for County business will result in elimination of such allowance. I further understand that the cell phone associated with this number and all related accessories (batteries, chargers, etc.) are my personal property and I am responsible for any loss or damage. I agree to indemnify and hold the County harmless if the phone number is used for any illicit or illegal activities. I give the County permission to distribute this number within the County organization as part of an employee cell phone list.

Scott N. Ayliffe

Name (Please Print)

Scott N. Ayliffe

Signature

Information Technology

Department

March 21, 2023

Date

**Friends of Gillespie County Country Schools  
Restoration and Preservation Project Request Form  
To Be Presented To Gillespie County Commissioners Court**

Name of School Luckenbach Country School

Project \_\_\_\_\_ Date of Project \_\_\_\_\_

Funding source: County HOT funds  Yes/No \_\_\_\_\_ City HOT funds \_\_\_\_\_

Other grants Yes/No Name \_\_\_\_\_ Local donation \_\_\_\_\_  
Yes/ No

Project is/is NOT Restoration /Preservation in nature

*(HOT funds can only be used for Restoration/Preservation projects)*

Contractor or Individual providing service:

AC Builders 3,250<sup>00</sup> Bid attached

\$1,000 Friends Designated funds Received  
\$2,250 Friend Share Net Profit Acct. Funds for Luckenbach

Estimated start date may 15, 2022 Estimated completion date: may 31, 2022

Estimated cost of project \_\_\_\_\_

Narrative of Project: (Brief description) attach photos and copy of bid. Bid must specifically address cost of labor and cost of materials.

Install sheetrock and insulate foyer ceiling and west wall. Texture & paint sheetrock. Install entry door lock, Repair window in foyer. Repair plumbing

Date project submitted to Friends Liaison to Commissioner's Court \_\_\_\_\_

Date project submitted to Gillespie County Commissioner's Court \_\_\_\_\_

Approval Date \_\_\_\_\_ (Need this date before work is started)

*All work done on or to County Owned property shall be approved by the Commissioners Court regardless of funding source. Documentation must be kept in "Friends" files. Failure to comply with this procedure may constitute a breach of the lease agreement held between Friends of Gillespie County Country Schools, each PPC and the County of Gillespie.*

**This form must be filled out and submitted to County Liaison (Patsy Hauptrief, 15768 Ranch Road 1323, Johnson City, TX 78636; 830-685-3078, 903-819-2546 [Patsy@Hauptrief.com](mailto:Patsy@Hauptrief.com)) before starting project.**

**Friends of Gillespie County Country Schools  
Project Report Form**

*To be turned in to Treasurer for payment of any invoices*

Name of School \_\_\_\_\_

Ac Builders of Fredericksburg LLC

705 Ettie Street  
Fredericksburg, TX 78624

# Estimate

Date	Estimate #
2/2/2023	177

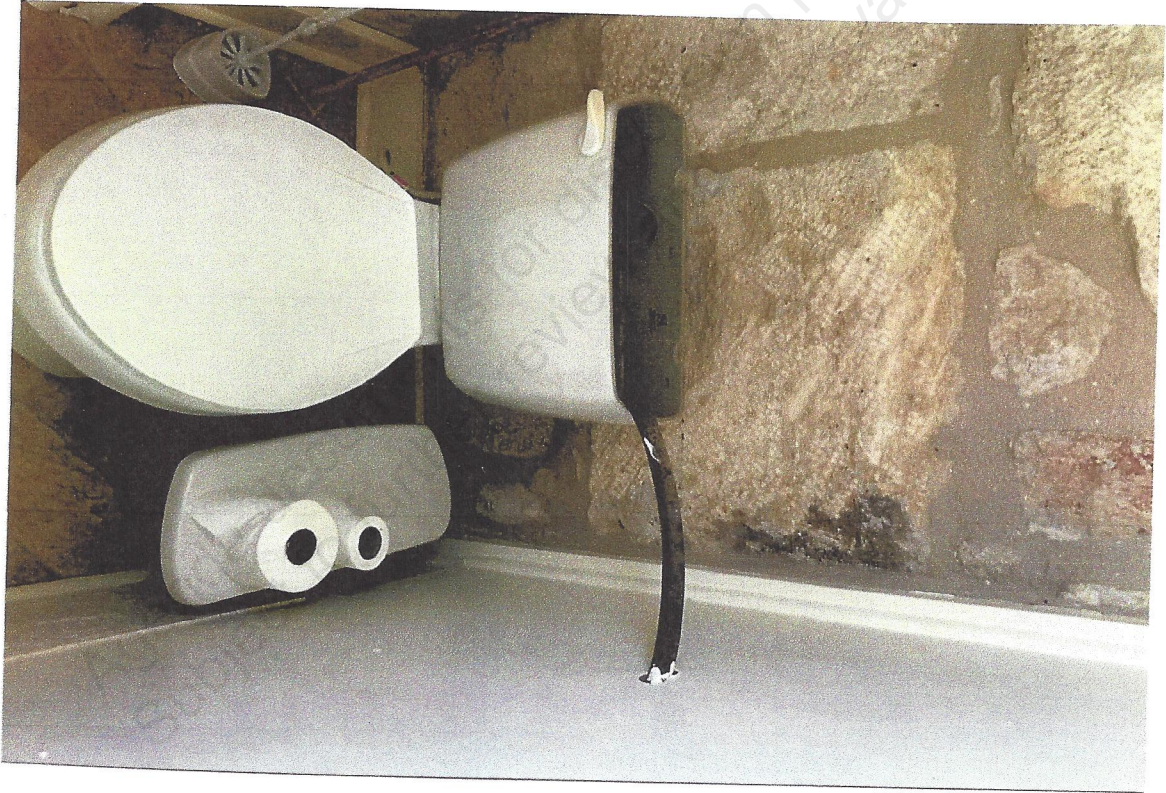
Name / Address
Luckenbach School

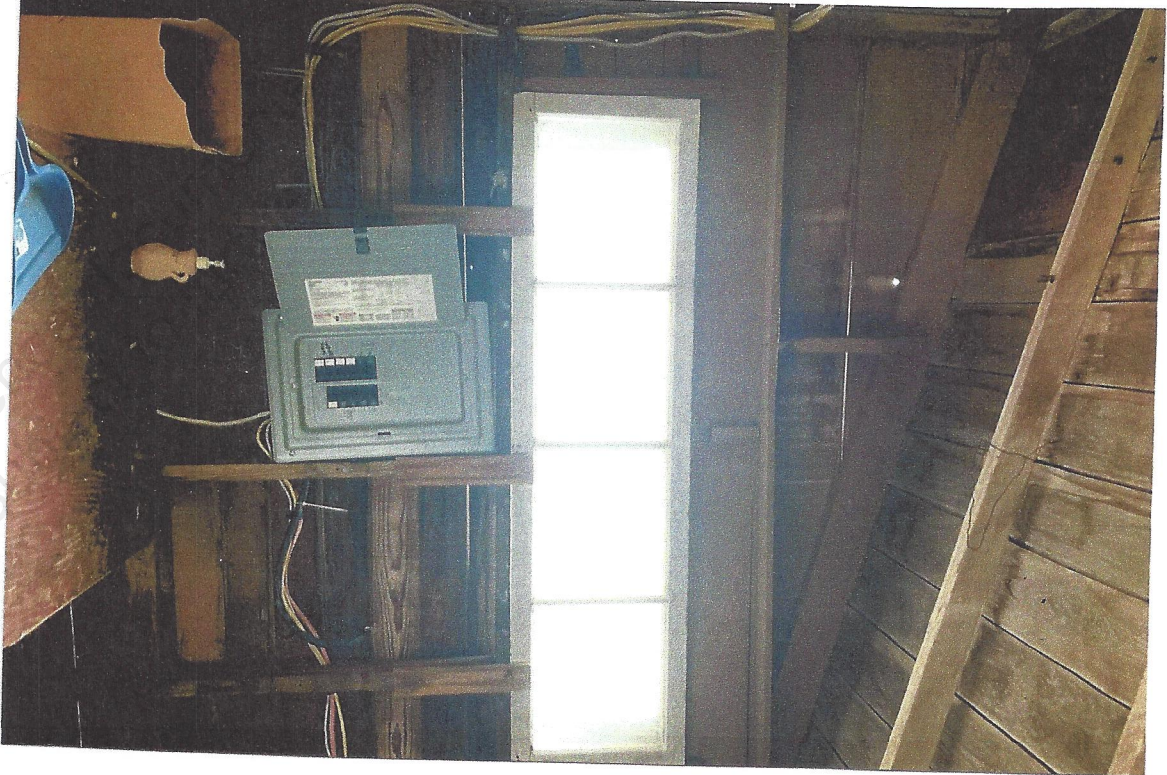
Project

Description	Qty	Rate	Amount	Markup	Total
Install sheetrock and insulate in foyer ceiling and west wall, texture and paint. Install entry door lock. Repair window in foyer. Repair plumbing issues.			0.00		0.00
Material and labor costs		3,250.00	3,250.00		3,250.00
<b>Total</b>					\$3,250.00









**Friends of Gillespie County Country Schools  
Restoration and Preservation Project Request Form  
To Be Presented To Gillespie County Commissioners Court**

Name of School Crabapple  
Project Cistern Removal Date of Project Feb. 19, 2023  
Funding source: County HOT funds Yes/No City HOT funds Yes/No  
Other grants Yes/No Name Friends Share Net Profit Other Yes/ No  
Project is/is NOT Restoration /Preservation in nature \$1329.42 from 31503.2  
Remainder from 31503.4  
Contractor or Individual providing service: A147 Construction Services  
Estimated start date \_\_\_\_\_ Estimated completion date: ASAP  
Estimated cost of project 1677.86

Narrative of Project: (Brief description) attach photos and copy of bid. *Bid must specifically address cost of labor and cost of materials.*

*This project is funded By Friends Acct.  
Share Net Profit Designated to Crabapple School*

Date project submitted to Friends Liaison to Commissioner's Court \_\_\_\_\_

Date project submitted to Gillespie County Commissioner's Court \_\_\_\_\_

Approval Date \_\_\_\_\_ (Need this date before work is started)

*All work done on or to County Owned property shall be approved by the Commissioners Court regardless of funding source. Documentation must be kept in "Friends" files. Failure to comply with this procedure may constitute a breach of the lease agreement held between Friends of Gillespie County Country Schools, each PPC and the County of Gillespie.*

**This form must be filled out and submitted to County Liaison (Patsy Hauptrief, 15768 Ranch Road 1323, Johnson City, TX 78636; 830-685-3078, 903-819-2546 [Patsy@Hauptrief.com](mailto:Patsy@Hauptrief.com)) before starting project.**

*Walwynnity Stokes*



**construction  
services**

February 19, 2023

Bill

Crabapple Community Club  
Fredericksburg, TX 78624

Removal of cistern charcoal filtration box, replace wood wall, install a concrete curbing, reroute gutter water, and paint wood.

Materials: 3 @ 1X12X8, 3 @ 2X4X8 WW, 2 @ 2X4X8 Treated, 1 @ 2X12X10 YP, Screws, Nails, Primer, Concrete, Paint, Rebar, Concrete Bolts, Wood Ager, 3 @ Flexible Spout Pipe, Atrium Grate, Downspout Adapter, etc.

Materials Total: \$312.86

Labor Total: \$1365.00

TOTAL:

\$1,677.86

Albert & Ginger Holzscheiter

PO Box 371

Fredericksburg, TX 78624

830-992-5674 (

- Al

830-998-5673 (

- Ginger

## SOFTWARE LICENSE AND SERVICES AGREEMENT

THIS SOFTWARE LICENSE AND SERVICES AGREEMENT (“Agreement”) is made and entered into as of the date of last signature by a Party hereto (the “Effective Date”), by and between **Gillespie County Communications Center** located at **104 Industrial Loop, Suite 216, Fredricksburg, TX 78624** (“First Responder”) and Prepare Protect Defend LLC, a Colorado limited liability company (“Provider”). First Responder and Provider are each referred to individually as a “Party” and collectively as the “Parties” to this Agreement.

### 1. **Definitions.** As used in this Agreement, the following capitalized terms have the meanings set forth below:

- 1.1. “Authorized Users” means those employees of First Responder that are authorized by First Responder to use the LifeSpot Technology (as defined in Section 2.1).
- 1.2. “Authorized User PII” means Personal Information of Authorized Users that is uploaded to any of the LifeSpot Technology or otherwise provided to Provider.
- 1.3. “Data Subject” means the natural person to which the applicable Personal Information relates; not sold or transferred to any 3rd party.
- 1.4. “LifeSpot App” means Provider’s mobile application intended for use by private citizens during active shooter and active threat situations, including any content contained therein.
- 1.5. “LifeSpot Commander App” means the object code of Provider’s application, in either mobile application or desktop application form, intended for use by law enforcement in connection with responding to active shooter and active threat situations experienced by end users of the LifeSpot App, including any content contained in such application and any Updates provided by Provider during the Term (as defined in Section 5). The LifeSpot Commander App has additional features and functionality beyond those of the LifeSpot Responder App, including the ability to see the location of LifeSpot App and LifeSpot Responder end users during an alert.
- 1.6. “LifeSpot Responder App” means the object code of Provider’s mobile application intended for use by law enforcement in connection with responding to active shooter and active threat situations experienced by end users of the LifeSpot App, including any content contained in such application and any Updates provided by Provider during the Term. The App only tracks a Responder App that is opened during an event to provide communication to the Commander App.
- 1.7. “Personal Information” means any information or data that identifies an individual or from which an individual may be identified.
- 1.8. “Updates” means a new release of the LifeSpot Responder App or the LifeSpot Commander App, as applicable that Provider makes generally available, at no additional charge, to its licensees who are emergency responders. Updates typically contain bug fixes, patches and/or minor enhancements. The term “Updates” does not include any release of the LifeSpot Responder App or the LifeSpot Commander App for which Provider charges a license fee.

### 2. **Licenses.**

2.1. **License Grant.** Subject to the terms and conditions of this Agreement, Provider grants to First Responder a non-exclusive, non-transferable, non-sublicensable, royalty-free license during the Term to use, solely within the United States: (a) the LifeSpot Responder App and the LifeSpot Commander App (collectively, “LifeSpot Technology”) in connection with responding to active shooter and active threat situations experienced by end users of the LifeSpot App while located in First Responder’s jurisdiction; and (b) any end user documentation for the LifeSpot Technology provided by Provider to First Responder (“Documentation”) in connection with First Responder’s use of the LifeSpot Technology. First Responder is responsible for causing its Authorized Users to comply with the obligations of First Responder with respect to the LifeSpot Technology.

2.2. **Personal Information.** First Responder hereby grants to Provider a non-exclusive, worldwide, transferable, sub-licensable (to its subcontractors), royalty-free, fully paid-up license during the Term to process the Authorized User PII in order to provide First Responder with the LifeSpot Technology and to prevent or address technical problems with the LifeSpot Technology under this Agreement (“Data License”). First Responder represents and warrants to Provider that First Responder has provided all necessary disclosures and notices to Data Subjects, and has all necessary rights (including all necessary Data Subject consents) in and to the Authorized User PII, so that the exercise by Provider of the rights granted to it under the Data License does not and will not infringe, misappropriate, or otherwise violate any intellectual property rights, or any privacy or other rights, of any third party or violate any applicable law.

### 3. **Intellectual Property Rights; U.S. Government Rights.**

3.1. **Reservation of Rights.** Subject to the limited rights expressly granted in this Agreement to First Responder, Provider reserves and retains all right, title, and interest in and to the LifeSpot Technology and Documentation (“LifeSpot Materials”), including all intellectual property rights therein and thereto. No rights are granted to First Responder with respect to Provider’s intellectual property other than as expressly set forth herein.

3.2. **U.S. Government Rights.** The LifeSpot Materials are “commercial items,” as that term is defined in 48 C.F.R. §2.101. Any use, modification, reproduction, release, performance, display, or disclosure of the LifeSpot Materials by the U.S. Government will be governed solely by the terms of this Agreement and will be prohibited except to the extent expressly permitted by the terms of this Agreement. If a government agency has a need for rights not granted under these terms, it must negotiate with Provider to determine if there are acceptable terms for granting those rights, and a mutually acceptable written addendum specifically granting those rights must be included in any applicable agreement.

### 4. **No Warranties.** FIRST RESPONDER EXPRESSLY ACKNOWLEDGES AND AGREES THAT USE OF THE LIFESPOT MATERIALS IS AT FIRST RESPONDER’S SOLE RISK, AND THAT THE LIFESPOT MATERIALS ARE PROVIDED “AS IS” AND “AS AVAILABLE” AND WITHOUT WARRANTY OF ANY KIND. PROVIDER HEREBY EXPRESSLY DISCLAIMS, FOR ITSELF, ITS SUBCONTRACTORS AND SUPPLIERS, ALL REPRESENTATIONS AND WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, AND FITNESS FOR A PARTICULAR PURPOSE, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. WITHOUT LIMITING THE FOREGOING, PROVIDER MAKES NO WARRANTY OF ANY KIND THAT THE LIFESPOT MATERIALS, OR THE RESULTS OF THE USE THEREOF, WILL MEET FIRST RESPONDER’S OR ANY OTHER PERSON’S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, SAVE LIVES, BE AVAILABLE OR ACCURATE, OR BE SECURE OR ERROR-FREE OR THAT DEFECTS IN THE LIFESPOT MATERIALS WILL BE CORRECTED.

5. **Term and Termination; Survival.** The term of this Agreement shall commence on the Effective Date and continue until terminated in accordance with this Agreement (“Term”). Either Party may terminate this Agreement, with or without cause, effective upon written notice to the other Party. Termination by First Responders must honor this agreement for 10 business days after written notice to allow Provider to contact and update clients. The provisions of the following Sections shall survive termination of this Agreement: 1 (Definitions); 3 (Intellectual Property Rights; US Government Rights); 4 (No Warranties); 6 (Limitations of Liability); and 7 (Miscellaneous).

6. **Limitations of Liability.**

6.1. Exclusion of Certain Damages. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, NEITHER PROVIDER (NOR PROVIDER’S SUBCONTRACTORS OR SUPPLIERS) SHALL BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT OR ITS SUBJECT MATTER FOR ANY LOST REVENUE, LOST DATA, COST OF PROCUREMENT OF SUBSTITUTE PRODUCTS AND/OR SERVICES, OR CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES, REGARDLESS OF WHETHER PROVIDER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR SUCH DAMAGES WERE OTHERWISE FORESEEABLE. FURTHER, FIRST RESPONDER AGREES THAT PROVIDER HAS NO LIABILITY IF THE LIFESPOT TECHNOLOGY DOES NOT FUNCTION DURING AN ACTIVE SHOOTER OR ACTIVE THREAT INCIDENT OR FOR ANY LOSS OF LIFE OR BODILY INJURY THAT RESULTS FROM AN ACTIVE SHOOTER OR ACTIVE THREAT INCIDENT.

6.2. Cap on Monetary Liability. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, PROVIDER’S AGGREGATE LIABILITY FOR ANY AND ALL CLAIMS ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT SHALL BE LIMITED TO TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00).

6.3. General. THE LIMITATIONS OF LIABILITY SET FORTH IN SECTIONS 6.1 AND 6.2, SHALL (A) APPLY REGARDLESS OF THE FORM OF ACTION, WHETHER THE BASIS OF THE LIABILITY IS BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), STATUTE, OR ANY OTHER LEGAL THEORY, AND (B) BE INDEPENDENT OF, AND SHALL SURVIVE, ANY FAILURE OF THE ESSENTIAL PURPOSE OF ANY WARRANTY OR LIMITED REMEDY STATED HEREIN. THE PARTIES EXPRESSLY ACKNOWLEDGE AND AGREE THAT PROVIDER HAS ENTERED INTO THIS AGREEMENT IN RELIANCE UPON THE LIMITATIONS OF LIABILITY SPECIFIED IN THIS SECTION 6, WHICH ALLOCATE THE RISK BETWEEN PROVIDER AND FIRST RESPONDER AND FORM A BASIS OF THE BARGAIN BETWEEN THE PARTIES.

7. **Miscellaneous.**

7.1. Assignment. First Responder shall not assign this Agreement, in whole or in part, in each case whether voluntarily, involuntarily, or otherwise without Provider’s prior written consent. Any purported assignment in violation of this Section 7.1 is void.

7.2. Governing Law. The interpretation, validity, and enforcement of this Agreement, and all legal actions brought under or in connection with the subject matter of this Agreement, shall be governed by the laws of the state where First Responder is located.

7.3. Entire Agreement; Order of Precedence; Amendment. This Agreement constitutes the sole and entire agreement of the Parties with respect to the subject matter herein and supersedes all prior and contemporaneous understandings, proposals, agreements, or communications, both written and oral, with respect to such subject matter. In the event of any conflict or inconsistency between this Agreement and the terms of use for the LifeSpot Technology, (a) the terms set forth in this Agreement shall control with respect to the relationship between Provider and First Responder, and (b) the terms of use for the LifeSpot Technology shall control with respect to the relationship between Provider and an Authorized User. This Agreement may be modified, supplemented, or changed only in a written document which makes specific reference to this Agreement and which is signed by both Parties.

7.4. Miscellaneous. If any term or provision of this Agreement shall, to any extent, be determined to be invalid or unenforceable by a court or body of competent jurisdiction, such provision shall be ineffective only to the extent of such invalidity or un-enforceability and the remainder of this Agreement shall not be affected thereby, so that the remainder of that provision and all remaining provisions of this Agreement shall be valid and enforceable to the fullest extent permitted by applicable law. No waiver of any rights of a party or obligations of the other party shall be effective unless consented to in a writing signed by an authorized representative of the party against which enforcement is sought. As used herein, the words “including,” “include” and any derivation thereof mean inclusion without limitation. This Agreement may be executed in counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date indicated below their respective signature blocks.

**GILLESPIE CO. COMMUNICATIONS CENTER**

**PREPARE PROTECT DEFEND LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# HILL COUNTRY UNDERGROUND WATER CONSERVATION DISTRICT

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The Board of Directors of the Hill Country Underground Water Conservation District ("District") at their March 14, 2023 board meeting agreed to allow the existing well located at 2501 Ranch Road 1323 in Willow City Texas drilled on January 17, 2012 by L&L Drilling (State of Texas Well Report Tracking #279296) owned by County of Gillespie to be used by the Willow City Volunteer Fire and Rescue, Inc. PPC whose property is located at 2553 Ranch Road 1323 in Willow City, Texas for firefighting purposes in instances of drought or excessive consumption due to firefighting purposes. The well will retain its registered status with the District with the following terms and conditions:

- A backflow device will be required on the new water line.
- Other than the above stated purposes and those allowed for a registered well, groundwater from the aforementioned well cannot be used for any other purpose.
- Rainwater collection system will continue to remain in good order and operational, and be utilized as primary source of fire prevention with the well being used a secondary source and not for potable use.
- Should the agreement between the County of Gillespie and Friends of Gillespie County Country Schools, Inc. cease to exist, the District will have the option to revisit the well classification status.
- Copy of executed signed Water Use Agreement between County of Gillespie and Willow City Volunteer Fire and Rescue, Inc. PPC

Hill Country Underground Water Conservation District

\_\_\_\_\_  
Signature

Paul Tybor, General Manager

Printed Name & Title

\_\_\_\_\_  
Date

The undersigned is aware and agrees with conditions.

County of Gillespie

\_\_\_\_\_  
Signature

Daniel Jones, County Judge

Printed Name & Title

\_\_\_\_\_  
Date

Willow City Volunteer Fire and Rescue, Inc. PPC

*Stanley D Rabke*

Signature

Stanley Rabke, Fire Chief

Printed Name & Title

\_\_\_\_\_  
Date

508 South Washington \* Fredericksburg, TX 78624

Phone: (830) 997-4472

Email: [hcuwcd@austin.rr.com](mailto:hcuwcd@austin.rr.com) \* Website: [www.hcuwcd.org](http://www.hcuwcd.org)

**Draft**



**WATER USE AGREEMENT**

#6

This Agreement is made by and between **COUNTY OF GILLESPIE**, Lessor and owner of property located at 2501 Ranch Road 1323, Willow City, Texas, also known as the Willow City School property described in Lease Agreement between Gillespie County, Texas and Friends of Gillespie County Country Schools, Inc. {Cave Creek School, Cherry Spring School, Crabapple School, Lower South Grape Creek School, Luckenbach School, Meusebach Creek School, Nebgen School, Pecan Creek School, Rheingold School, Williams Creek (Albert) School, Willow City School and Wrede School}, dated January 1, 2005 and acknowledged April 14, 2005, **FRIENDS OF GILLESPIE COUNTY COUNTRY SCHOOLS, INC. {WILLOW CITY SCHOOL – WILLOW CITY VOLUNTEER FIRE AND RESCUE, INC. PPC}** (property preservation committee), Lessee.

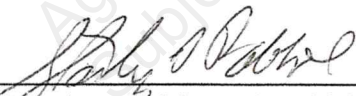
**COUNTY OF GILLESPIE** and **FRIENDS OF GILLESPIE COUNTY COUNTRY SCHOOLS, INC. {WILLOW CITY SCHOOL – WILLOW CITY VOLUNTEER FIRE AND RESCUE, INC. PPC}**, agree that **WILLOW CITY VOLUNTEER FIRE AND RESCUE, INC.** be allowed to lay a water line from well drilled on Willow City School property with services, supplies and pump donated by L & L Drilling Company and maintained by Willow City Volunteer Fire and Rescue, Inc., to the rainwater collection system at the **WILLOW CITY VOLUNTEER FIRE STATION** (2553 Ranch Road 1323, Willow City, Texas) with water to be used for firefighting purposes in instances of drought or excessive consumption due to firefighting purposes.

Dated this \_\_\_\_\_ day of February, 2023.

**LESSOR:**  
**COUNTY OF GILLESPIE**

By: \_\_\_\_\_  
Daniel Jones, County Judge  
101 W Main, Unit #9  
Fredericksburg, Texas 78624

**LESSEE:**  
**FRIENDS OF GILLESPIE COUNTY COUNTRY SCHOOLS, INC.**  
**WILLOW CITY SCHOOL/WILLOW CITY VOLUNTEER FIRE AND RESCUE, INC. PPC**

By:  \_\_\_\_\_  
Stanley Rabke, Fire Chief  
2553 Ranch Road 1323  
Willow City, Texas 78675



2006m

Willow City  
Country School  
Well

Willow City Volunteer  
Fire Department

Mixing Water  
↳ Backspin P.W. To W.W.  
↳ Ph diff. - Filter Issues

Now - Parallel  
Hiccup Basin Nucleus

CHEEK VALVES  
OR  
SECURE TANK

Fill Tank or Top Off  
To Airstream?  
Into Beds?



## Equitable Sharing Agreement and Certification



**NCIC/ORI/Tracking Number:** TX0860000  
**Agency Name:** Gillespie County Sheriff Office  
**Mailing Address:** 1601 East Main Street  
Fredericksburg, TX 78624

**Type:** Sheriff's Office

**Agency Finance Contact**

**Name:** Smith, Dana  
**Phone:** 830-307-6191  
**Email:** dsmith@gillespiecounty.org

**Jurisdiction Finance Contact**

**Name:** Smith, Dana  
**Phone:** 830-307-6191  
**Email:** dsmith@gillespiecounty.org

**ESAC Preparer**

**Name:** Smith, Dana  
**Phone:** 830-307-6191  
**Email:** dsmith@gillespiecounty.org

**FY End Date:** 09/30/2022

**Agency FY 2023 Budget:** \$7,790,595.00

### Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds <sup>1</sup>	Treasury Funds <sup>2</sup>
1	Beginning Equitable Sharing Fund Balance	\$0.00	\$0.00
2	Equitable Sharing Funds Received	\$0.00	\$0.00
3	Equitable Sharing Funds Received from Other Law Enforcement Agencies and Task Force	\$0.00	\$0.00
4	Other Income	\$0.00	\$0.00
5	Interest Income	\$0.00	\$0.00
6	Total Equitable Sharing Funds Received (total of lines 2-5)	\$0.00	\$0.00
7	Equitable Sharing Funds Spent (total of lines a - n)	\$0.00	\$0.00
8	Ending Equitable Sharing Funds Balance <small>(difference between line 7 and the sum of lines 1 and 6)</small>	\$0.00	\$0.00

<sup>1</sup>Department of Justice Asset Forfeiture Program Investigative Agency participants are: FBI, DEA, ATF, USFIS, USDA, DCIS, DSS, and FDA

<sup>2</sup>Department of the Treasury Asset Forfeiture Program participants are: IRS-CI, ICE, CBP and USSS.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Law Enforcement Operations and Investigations	\$0.00	\$0.00
b	Training and Education	\$0.00	\$0.00
c	Law Enforcement, Public Safety, and Detention Facilities	\$0.00	\$0.00
d	Law Enforcement Equipment	\$0.00	\$0.00
e	Joint Law Enforcement/Public Safety Equipment and Operations	\$0.00	\$0.00
f	Contracts for Services	\$0.00	\$0.00
g	Law Enforcement Travel and Per Diem	\$0.00	\$0.00
h	Law Enforcement Awards and Memorials	\$0.00	\$0.00
i	Drug, Gang, and Other Education or Awareness Programs	\$0.00	\$0.00
j	Matching Grants	\$0.00	\$0.00
k	Transfers to Other Participating Law Enforcement Agencies	\$0.00	\$0.00
l	Support of Community-Based Programs	\$0.00	\$0.00
m	Non-Categorized Expenditures	\$0.00	\$0.00
n	Salaries	\$0.00	\$0.00
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Equitable Sharing Funds Received From Other Agencies**

Transferring Agency Name	Justice Funds	Treasury Funds

**Other Income**

Other Income Type	Justice Funds	Treasury Funds

**Matching Grants**

Matching Grant Name	Justice Funds	Treasury Funds

**Transfers to Other Participating Law Enforcement Agencies**

Receiving Agency Name	Justice Funds	Treasury Funds

**Support of Community-Based Programs**

Recipient	Justice Funds	

**Non-Categorized Expenditures**

Description	Justice Funds	Treasury Funds

**Salaries**

Salary Type	Justice Funds	Treasury Funds

**Paperwork Reduction Act Notice**

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Money Laundering and Asset Recovery Section at 1400 New York Avenue, N.W., Washington, DC 20005.

**Privacy Act Notice**

The Department of Justice is collecting this information for the purpose of reviewing your equitable sharing expenditures. Providing this information is voluntary; however, the information is necessary for your agency to maintain Program compliance. Information collected is covered by Department of Justice System of Records Notice, 71 Fed. Reg. 29170 (May 19, 2006), JMD-022 Department of Justice Consolidated Asset Tracking System (CATS). This information may be disclosed to contractors when necessary to accomplish an agency function, to law enforcement when there is a violation or potential violation of law, or in accordance with other published routine uses. For a complete list of routine uses, see the System of Records Notice as amended by subsequent publications.

**Single Audit Information**

**Independent Auditor**

**Name:** Hayley Blocker

**Company:** Neffendorf & Blocker, PC

**Phone:** 830 997 3348

**Email:** hayleyb@nb-cpa.com

Were equitable sharing expenditures included on the Schedule of Expenditures of Federal Awards (SEFA) for the jurisdiction's Single Audit for the prior fiscal year? If the jurisdiction did not meet the threshold to have a Single Audit performed, select Threshold Not Met.

YES  NO  THRESHOLD NOT MET

Prior Year Single Audit Number Assigned by Federal Audit Clearinghouse: 925548

Agenda documents for discussion purposes only  
Subject to further review and approval

## Affidavit

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations under the *Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies (Guide)* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. The undersigned officials certify that the information submitted on the Equitable Sharing Agreement and Certification form (ESAC) is an accurate accounting of funds received and spent by the Agency.

The undersigned certify that the Agency is in compliance with the applicable nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

## Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the Agency, and (3) the Agency's governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited funds, property, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submitting this form, the Agency agrees that it will be bound by the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. Submission of the ESAC is a prerequisite to receiving any funds or property through the Equitable Sharing Program.

**1. Submission.** The ESAC must be signed and electronically submitted within two months of the end of the Agency's fiscal year. Electronic submission constitutes submission to the Department of Justice and the Department of the Treasury.

**2. Signatories.** The ESAC must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, administrator, commissioner, and governor. The governing body head cannot be an official or employee of the Agency and must be from a separate entity.

**3. Uses.** Shared assets must be used for law enforcement purposes in accordance with the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations.

**4. Transfers.** Before the Agency transfers funds to other state or local law enforcement agencies, it must obtain written approval from the Department of Justice or Department of the Treasury. Transfers of tangible property are not permitted. Agencies that transfer or receive equitable sharing funds must perform sub-recipient monitoring in accordance with the Code of Federal Regulations.

**5. Internal Controls.** The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury, funds from state and local forfeitures, joint law enforcement operations funds, and any other sources must not be commingled with federal equitable sharing funds.

The Agency certifies that equitable sharing funds are maintained by its jurisdiction and the funds are administered in the same manner as the jurisdiction's appropriated or general funds. The Agency further certifies that the funds are subject to the standard accounting requirements and practices employed by the Agency's jurisdiction in accordance with the requirements set forth in the *Guide*, any subsequent updates, and the Code of Federal Regulations, including the requirement to maintain relevant documents and records for five years.

The misuse or misapplication of equitably shared funds or assets or supplantation of existing resources with shared funds or assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending equitably shared funds. Failure to comply with any provision of the *Guide*, any subsequent updates, and the Code of Federal Regulations may subject the Agency to sanctions.

**6. Single Audit Report and Other Reviews.** Audits shall be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. The Agency must report its equitable sharing expenditures on the jurisdiction's Schedule of Expenditures of Federal Awards (SEFA) under Assistance Listing Number 16.922 for Department of Justice and 21.016 for Department of the Treasury. The

Department of Justice and the Department of the Treasury reserve the right to conduct audits or reviews.

**7. Freedom of Information Act (FOIA).** Information provided in this Document is subject to the FOIA requirements of the Department of Justice and the Department of the Treasury. Agencies must follow local release of information policies.

**8. Waste, Fraud, or Abuse.** An Agency or governing body is required to immediately notify the Department of Justice's Money Laundering and Asset Recovery Section and the Department of the Treasury's Executive Office for Asset Forfeiture of any allegations or theft, fraud, waste, or abuse involving federal equitable sharing funds.

### Civil Rights Cases

**During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?**

Yes  No

#### Agency Head

Name: Mills, Buddy  
Title: Sheriff  
Email: bmills@gillespiecounty.org

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To the best of my knowledge and belief, the information provided on this ESAC is true and accurate and has been reviewed and authorized by the Law Enforcement Agency Head whose name appears above. Entry of the Agency Head name above indicates his/her agreement to abide by the Guide, any subsequent updates, and the Code of Federal Regulations, including ensuring permissibility of expenditures and following all required procurement policies and procedures.

#### Governing Body Head

Name: Jones, Daniel  
Title: County Judge  
Email: djones@gillespiecounty.org

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To the best of my knowledge and belief, the Agency's current fiscal year budget reported on this ESAC is true and accurate and the Governing Body Head whose name appears above certifies that the agency's budget has not been supplanted as a result of receiving equitable sharing funds. Entry of the Governing Body Head name above indicates his/her agreement to abide by the policies and procedures set forth in the Guide, any subsequent updates, and the Code of Federal Regulations.

I certify that I have obtained approval from and I am authorized to submit this form on behalf of the Agency Head and the Governing Body Head.

**INTERLOCAL COOPERATION CONTRACT  
BETWEEN KINNEY COUNTY AND GILLESPIE COUNTY**

**2022 TxCDBG Colonia Fund: Planning & Needs Assessment**

**SECTION 1. CONTRACTING PARTIES and AUTHORITY**

Kinney County and Gillespie County agree to enter into this Interlocal Cooperation Contract (Contract) as authorized by Texas Government Code, Chapter 791 (the Interlocal Cooperation Act) and Texas Local Government Code, Chapter 262.

Kinney County certifies that it has authority from its governing body to contract for the governmental functions and services agreed upon in this Contract by the authority granted in Texas Government Code, Chapter 791, and Texas Local Government Code, Chapter 262.

Gillespie County certifies that it has authority from its governing body to contract for the governmental functions and services agreed upon in this Contract by the authority granted in Texas Government Code, Chapter 791 and Texas Local Government Code, Chapter 262.

**SECTION 2. PURPOSE OF THE AGREEMENT**

Kinney County, and Gillespie County each desire to develop viable communities, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low to moderate income.

The Texas Department of Agriculture (TDA) has made available the Colonia Fund: Planning & Needs Assessment (CFP) Program, to provide U.S. Department of Housing and Urban Development (HUD) funds through the Texas Community Development Block Grant (TxCDBG) program to identify the specific needs of colonia communities in Texas. A colonia is any identifiable unincorporated community that is within 150 miles of the border between the United States and Mexico; is determined to be a colonia on the basis of objective criteria, including lack of potable water supply, lack of adequate sewage systems, and lack of decent, safe, and sanitary housing; and was in existence as a colonia before the date of the enactment of the Cranston-Gonzalez National Affordable Housing Act (November 28, 1990).

Under the terms of CFP grant, Gillespie County is entitled to receive planning and needs assessment services for colonia communities located within its geographic boundaries. Services will be provided by a third-party service provider with which Kinney County will contract for services.

Kinney County submitted an application for the CFP Program and Gillespie County agrees to partner in that application.

**SECTION 3. ANCHOR COUNTY DUTIES AND RESPONSIBILITIES**



Kinney County applied for CFP funding, requesting funds on behalf of the residents of its county, as well as the residents of a multi-county planning and needs assessment area (Region) as beneficiaries. Kinney County's Region was created and assigned by TDA, with notice to all affected counties, and consists of the following counties: See Exhibit "A" attached hereto.

Kinney County will contract with a third-party service provider to conduct certain planning and needs assessment activities, which will assess and determine the colonias-related needs of each county in Kinney County's Region. Kinney County agrees to act as agent and fiduciary for Gillespie County and will ensure that planning and needs assessment services are provided for each colonia community located within Gillespie County in a fair and equitable manner consistent with services provided for all other partner counties in the Region.

Kinney County agrees to provide Gillespie County and TDA a copy of its contract with the third-party service provider conducting the planning and needs assessment activity.

In the performance of its duties under this Contract, as well as its duties arising under any related third-party contracts or agreements, Kinney County is responsible for federal, state, and CDBG program requirements, including contracting and contract management requirements, reporting requirements, and financial management requirements. Kinney County will require its third-party service provider to provide as a deliverable sufficient information regarding the results of the planning and needs assessment activity for Gillespie County to allow Kinney County to determine that the activity is complete and payment is due to the service provider.

Kinney County agrees to provide Gillespie County and TDA a copy of the results of the planning and needs assessment activity for review and approval.

#### **SECTION 4. PARTNER COUNTY DUTIES AND RESPONSIBILITIES**

Gillespie County has determined that the activities of the CFP Program will significantly benefit residents of Gillespie County, and that it is appropriate and in the best interests of Gillespie County to partner with Kinney County in its CFP Program application for funding under the TxCDBG program.

Gillespie County hereby authorizes Kinney County to act as the lead grant recipient, and thereby be responsible for compliance with applicable State and Federal requirements of the TxCDBG grant agreement and in maintaining a program budget.

Gillespie County agrees to make available to the third-party service provider its county records and similar resources as necessary to conduct the planning and needs assessment activities.

Gillespie County will provide Kinney County and TDA notice of its approval or disapproval of the results of the planning and needs assessment activity within thirty (30) business days of receipt of the results. Failure of Gillespie County to provide any notice of approval or disapproval within thirty (30) business days shall constitute approval.

Gillespie County acknowledges and understands that this Contract does not secure or in any other manner guarantee an award of TxCDBG program funding to Gillespie County based on the final needs assessment issued by Kinney County's third-party service provider or under any other circumstances.

**SECTION 5. TERM**

The term of this Contract commences on the date the last party executes the Contract and ends on August 31, 2023. The parties may exercise up to two (2) one-year options to renew to accomplish the purposes of the Contract provided the renewal is mutually agreed upon and authorized by each party's governing body.

**SECTION 6. CONSIDERATION; NO COMPENSATION**

The parties agree their mutual promises to each other pursuant to this Contract serves as the sole consideration for the Contract with each party owing no compensation to the other party for performance under this Contract.

**SECTION 7. COOPERATION and INFORMATION**

The parties agree to cooperate and act in good faith to perform their duties under this Contract in a timely manner and avoid unnecessary delays. The parties understand, agree, and consent to share and make available such information and records necessary for the third-party service provider to perform its planning and needs assessment duties under its agreement with Kinney County. The parties further understand and agree that certain information shared between them and provided to the third-party service provider may be subject to disclosure pursuant to the Texas Public Information Act (Act), Tex. Gov't Code Chapter 552, and each party shall notify the other party upon receipt of a request under the Act.

**SECTION 6. DISPUTE RESOLUTION**

The parties agree that any dispute arising under this Contract will be governed by Texas Government Code, Chapter 2009.

**SECTION 7. NOTICE**

Any notice relating to this Contract, which is required or permitted to be given under this Contract by one party to the other party, shall be in writing and shall be addressed to the receiving party at the address specified below. The notice shall be deemed to have been given immediately if delivered in person to the recipient's address specified below. It shall be deemed to have been given on the date of certified receipt if placed in the United States mail, postage prepaid, by registered or certified mail with return receipt requested, addressed to the receiving party at the address specified below. Registered or certified mail with return receipt is not required for copies. A copy of any notice provided under this Contract shall also be provided to TDA.

For Kinney County:

\_\_\_\_\_  
(Name of Contact)

\_\_\_\_\_  
(Address, City, State, Zip)

For TDA:

Suzanne Barnard, Director for CDBG Programs

PO Box 12847

Austin, TX 78711

For Gillespie County:

Daniel Jones, County Judge

(Name of Contact)

101 W. Main St

Fredericksburg, TX 78624

(Address, City, State, Zip)


**SECTION 8. CONTRACT AMENDMENT**

Any modifications, additions, or deletions, to the terms and conditions of this Contract, shall be processed through a written amendment and executed by both parties. Notice of any amendment shall also be provided to TDA.

**SECTION 9. ENTIRE CONTRACT**

This Contract contains the entire agreement between the parties relating to the rights granted and the obligations assumed in it. Any oral representations or modifications concerning this Contract shall be of no force or effect unless contained in a subsequent amendment executed by both parties.

\_\_\_\_\_  
John Paul Schuster, County  
Judge, Kinney County, Texas

  
\_\_\_\_\_  
Daniel Jones, County Judge,  
Gillespie County, Texas

## 2022 Colonia Planning and Needs Assessment

### Anticipated Planning Zones



### Anticipated Funding

	<b>Funding</b>	<b>Number of Counties</b>	<b>Estimated Number of Known Colonias</b>	<b>Geography</b>
Green	\$ 395,000.00	25	378	RGCOG, PBRPC, WCTCOG, CVCOG (partial)
Orange	\$ 380,000.00	27	225	MRGDC, AACOG, CAPCOG, GCRPC, CVCOG (partial)
Purple	\$ 705,000.00	11	325	CBCOG
Blue	\$ 485,000.00	6	581	LRGVDC, STDC
Yellow	\$ 500,000.00	1	924	Hidalgo County



**RESOLUTION No \_\_\_\_\_**

**WHEREAS**, the Commissioners Court of Gillespie County has designated a metal recycling bin at the County Yard for the collection of metal waste items that are no longer functional or repairable due to wear and damage; and

**WHEREAS**, the Commissioners Court of Gillespie County finds that said metal waste items are items routinely discarded as waste; and

**WHEREAS**, the collection of said metal waste items in the bin is to properly dispose of such waste through a metal recycler, thereby preventing recyclable metal waste from being disposed of in a landfill.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS COURT OF GILLESPIE COUNTY:**

**Section 1.** That any of the following metal waste items that are no longer functional or repairable due to wear and damage, and are routinely discarded as waste, shall be placed into the designated metal recycling bin at the County Yard with the approval of the County Facility Maintenance Supervisor, the County Mechanic Supervisor, the Yard Maintenance Technician, or any of the Precinct Road & Bridge Foreman:

- Used brake rotors
- Used brake pads
- Used or broken motor vehicle parts or equipment parts
- Worn out teeth / cutting edges
- Destroyed or damaged beyond repair cattle guard wings
- Broken or rusted out pipes from cattle guards
- Cattle guards that are beyond repair
- Bent or faded road signs
- Bent or damaged road sign posts
- Used steel furniture (e.g. chairs, desks, shelving)
- Used water heaters
- Used HVAC units or parts
- Miscellaneous used steel equipment & parts

**Section 2.** That when the designated metal recycling bin at the County Yard is full, the collected metal waste will be sent to a metal recycler for disposal, and any proceeds that may be generated

from recycling the waste shall be remitted to the County Treasurer for deposit into the County's General Fund.

Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Daniel Jones, County Judge

\_\_\_\_\_  
Charles Olfers, Commissioner Precinct 1

\_\_\_\_\_  
Keith Kramer, Commissioner Precinct 2

\_\_\_\_\_  
Dennis Neffendorf, Commissioner Precinct 3

\_\_\_\_\_  
Don Weinheimer, Commissioner Precinct 4

Attest:

\_\_\_\_\_  
Lindsey Brown, County Clerk

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION EVIDENCING NO OBJECTION TO THE APPLICANT'S TAX CREDIT APPLICATION; AUTHORIZING THE TEXAS HOUSING FOUNDATION TO EXERCISE ITS POWERS WITHIN THE TERRITORIAL BOUNDARIES OF THE UNINCORPORATED AREAS OF GILLESPIE COUNTY, TEXAS; AND AUTHORIZING A COOPERATION AGREEMENT.**

WHEREAS, the Gillespie County Commissioners' Court is the governing body of Gillespie County, Texas;

WHEREAS, there exists in the unincorporated areas of Gillespie County a shortage of safe and sanitary housing available to lower income residents at rents they can afford; and

WHEREAS, THF Mariposa at Fredericksburg, LP (the "Applicant") proposes to acquire, develop and construct a multifamily housing development for tenants on low and moderate income that will be located within the unincorporated areas of Gillespie County, Texas and just outside of but within the Extra Territorial Jurisdiction of the Fredericksburg city limits (the "Development"); and

WHEREAS, the Applicant proposes to apply for financing or the Development, including Low Income Housing Tax Credits (the "Tax Credits") from the Texas Department of Housing and Community Affairs ("TDHCA"); and

WHEREAS, the Texas Housing Foundation ("Foundation") has significant experience and expertise in successfully providing, developing, financing, and managing housing projects that are affordable to lower income residents and are assets to the community; and

WHEREAS, it is contemplated that THF Public Facility Corporation, a Texas public facility corporation duly organized by the Foundation (the "PFC") will issue tax-exempt bonds in order to finance a portion of the costs financing of the Development; and

WHEREAS, it is further contemplated that a wholly-owned subsidiary of the Foundation will serve as the Applicant's general partner; and

WHEREAS, Texas Local Government Code, Section 392.017(c) requires that the governing body of a county adopt a resolution declaring a need for a regional housing authority to exercise its powers in another jurisdiction, and authorizing a cooperation agreement under Section 392.059; and

WHEREAS, the County has conducted a public hearing to take testimony with regard to the Development;

NOW, THEREFORE BE IT RESOLVED BY THE GILLESPIE COUNTY COMMISSIONERS' COURT:

Section 1. That the facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

Section 2. Pursuant to Texas Local Government Code, Section 392.017(c)(1), the Gillespie County Commissioners' Court declares that there is a need for the Foundation to exercise its powers in the unincorporated areas of Gillespie County ("County") to provide decent, safe, and sanitary housing that is affordable for lower income residents of the County. The Foundation is hereby authorized to exercise its powers in the County as set forth in the Cooperation Agreement attached hereto.

Section 3. Pursuant to Texas Local Government Code, Section 392.017(c)(2) and the Cooperation Agreement attached hereto and incorporated herein between the Foundation and the County, the Foundation is hereby authorized under Texas Local Government Code Section 392.059(a) to exercise its powers within the County. The County agrees to cooperate with the Foundation to allow the Foundation to provide housing for low and moderate income residents in the County consistent with the terms of the Cooperation Agreement. The Foundation and the PFC are authorized to exercise their powers under the Texas Housing Authorities Law, Texas Local Government Code Chapter 392 and the Texas Public Facility Corporation Act, Texas Local Government Code Chapter 303, respectively, to finance, plan, undertake, construct, or operate housing projects in the County, consistent with the terms of the Cooperation Agreement. The Cooperation Agreement only authorizes the Foundation and the PFC to take action in connection with the County. The \_\_\_\_\_ is hereby authorized to execute the Cooperation Agreement on behalf of the County.

Section 4. The County has received notice and information from the Applicant with regard to the Development in accordance with Section 2306.67071(a) of the Texas Government Code.

Section 5. The County has had sufficient opportunity to obtain a response from the Applicant regarding any questions it may have about the Development.



Section 6. The County has conducted a public hearing at which public comment may be made in accordance with Section 2306.67071(b) of the Texas Government Code and, after due consideration of the information provided by the Applicant and the comments from the public, the County does not object to the Applicant's application for Tax Credits to TDHCA.

Section 7. The \_\_\_\_\_ is authorized to take any reasonable and necessary action to effectuate the direction and intention of this resolution and the Cooperation Agreement.

Section 8. This Resolution shall become effective upon its passage. The County Clerk is hereby authorized, directed and empowered to certify these resolutions to TDHCA and the Foundation.

Passed and Approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

GILLESPIE COUNTY

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

COOPERATION AGREEMENT  
BETWEEN  
GILLESPIE COUNTY COMMISSIONERS COURT  
AND  
TEXAS HOUSING FOUNDATION

WHEREAS, the Texas Housing Foundation (“THF”), a regional housing authority, requests authority from Gillespie County (“GC”) to develop the proposed affordable housing community known as Mariposa at Fredericksburg Apartments or similarly-named development (the “Apartments”); and

WHEREAS, on the \_\_\_ day of \_\_\_\_\_ 2023, under Tex. Local Gov’t. Code Section 392.017(c), GC declared that there is a need for THF to exercise its powers within the area of operation of GC (i.e., the unincorporated areas of Gillespie County, Texas) to develop the Apartments due to a shortage of safe, secure, sanitary, and affordable rental housing available to lower-income persons in Gillespie County. GC also authorized the execution of this cooperation agreement; and

WHEREAS, the THF has formed THF Public Facility Corporation, a public facility corporation under Section 303 Tex. Local Gov’t Code (the “PFC”), for purposes of, among other things (a) acquiring, constructing, equipping, furnishing and placing in service public facilities and (b) issuing bonds on the behalf of THF to finance the costs of public facilities.

NOW, THEREFORE, G C and THF agree as follows:

Section 1. Cooperation Agreement. GC and THF agree to cooperate to allow THF in partnership with \_\_\_\_\_ (“Developer”) to acquire land and develop the Apartments within the area of operation of GC, consistent with the provisions below.

Section 2. Housing Project Authorization. THF is authorized to exercise its powers under the Texas Housing Authorities Law, Tex. Local Gov’t. Code Chapter 392, to finance, plan, undertake, rehabilitate, and/or operate the Apartments, located within the unincorporated areas of Gillespie County, Texas, as provided herein. The PFC is hereby authorized to exercise any powers under Tex. Local Gov’t Code, Chapter 303 on behalf of the Foundation in connection with the financing and operation of the Apartments within the unincorporated areas of Gillespie County, Texas, including but not limited to, issuing tax-exempt or taxable bonds to finance the costs of such housing development.

Section 3. No Limitation Express or Implied. No provision of this cooperation agreement limits the authority or power of GC to exercise its powers under any law. No provision of this cooperation agreement limits the authority or power of THF to exercise its powers under the Texas Housing Authorities Law, Tex. Local Gov’t. Code Chapter 392 to finance, plan, undertake, construct, rehabilitate, and/or operate a housing project outside of Gillespie County, Texas.

Section 4. Implementation. The \_\_\_\_\_ of the Gillespie County Commissioner’s Court and the President and CEO of THF are authorized to take any reasonable and necessary action to effectuate and implement the direction and intention of this cooperation agreement and the authorizing resolution.

Section 5. Annual Reports. The Texas Housing Foundation shall submit within 120 days after the end of its fiscal year a report to the Mayor of the City describing the housing and services operation undertaken for the benefit of lower income residents of the City and other activities of the Texas Housing Foundation in the City.

Section 6. Amendment or Termination. This cooperation agreement may only be amended by a written instrument signed by all parties hereto. This cooperation agreement may only be terminated for cause. The party desiring to terminate must give the defaulting party at least a 30-day written notice of default. Any notice of default must identify the act or omission that constitutes the default and allow a minimum of 30 days after the written notice is given to cure the default. Any notice of default must also be given to all other parties to this cooperation agreement. However, if THF has: 1) completed the financial closing to fund/finance the complete reconstruction or rehabilitation, and/or operation of the Apartments; 2) commenced physical construction or rehabilitation of the Apartments; or 3) commenced operating the Apartments, before receiving notice of default, THF may continue to operate under the authority of this cooperation agreement.

Section 7. No Financial Obligation on GC. The cooperation given by GC to THF under this cooperation agreement is limited to GC's consent to THF redeveloping the Apartments. GC's cooperation and consent does not extend to any other property or development. GC has no obligation to contribute any money, labor, or other thing of value toward redevelopment of the Apartments.

Section 8. Notices. All notices required or permitted under this cooperation agreement must be in writing and must be given to the parties at their respective addresses as set forth below. Notice is effective when: hand-delivered; mailed (postage pre-paid) by certified mail return receipt requested; sent pre-paid via a nationally recognized overnight carrier (e.g., FedEx, UPS, or USPS) for delivery the next business day; or sent by email to the parties' address set out below. (Notice by email is only permitted if an email address is set forth below.)

To THF at:

Texas Housing Foundation  
1110 Broadway  
Marble Falls, Texas 78654  
Attn: Mark Mayfield  
Email: mmayfield@txhf.org

To GC at:

Gillespie County Commissioners Court  
101 West Main St.  
Mail Unit 9 Room 101  
Fredericksburg, TX 78624-3700  
Attn: \_\_\_\_\_  
Email: \_\_\_\_\_

Notice by email will not be effective unless the sender retains a printed or electronic image of the email sent with a copy of the notice sent (if the notice is an attachment to the email), which image must identify the date and time sent and the parties and persons to whom sent. The parties may, from time to time, change their respective notice addresses by giving notice of the change to all parties and persons in the manner required by this paragraph. Any change of address will not be effective until five (5) business days after notice is given as required by this paragraph.

Section 9. Preservation of Authority. No applicable provision or intention in this cooperation agreement limits the authority or power of the City to exercise its powers under any law. No provision or intention in this cooperation agreement limits the authority or power of the Texas Housing Foundation to exercise its powers under the Texas Housing Authorities Law, Texas Local Government Code, Chapter 392, to finance, plan, undertake, construct, or operate a housing project under this Cooperation Agreement or in the area of operation of the Texas Housing Foundation defined in Texas Local Government Code 392.013.

Section 10. Countersigned Originals. This document may be signed separately by the parties, and countersigned originals or copies thereof shall have the full force and effect of a document containing original signatures by all signatories.

Section 11. Implementation. The \_\_\_\_\_ of Gillespie County and the President of THF are authorized to take any reasonable and necessary action to effectuate and implement the direction and intention of this cooperation agreement and the authorizing resolution.

Agreed this \_\_\_ day of \_\_\_\_\_ 2023.

**Gillespie County Commissioners Court:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Texas Housing Foundation:**

By: Mark A. Mayfield, President and  
Chief Executive Officer



**Mission** Our mission is to build hope and change futures through quality housing and services by partnering with communities, governments, and non-profits.

**Creation** The Texas Housing Foundation was created to provide a tool to create, develop, acquire, administer, manage, and provide services to affordable housing projects through related business entities and for the residents and communities in which they are located. Through 2021, over 6,000 units of affordable workforce and senior housing across the state of Texas have been developed/acquired.

**Vision** Our vision is to enhance the lives of individuals in every Texas county by establishing housing, services, and employment opportunities.

**Values** Respect, Integrity, Serve Others, Exceed Expectations

**Brand** *Raising the Standard of Living*

**Leadership** THF is governed by a 6-member Board of Directors appointed by the County Commissioners of each participating county; as well as an appointed Resident Commissioner. Currently Bastrop, Blanco, Burnet, Llano and Williamson Counties participate within the organizational structure of the Texas Housing Foundation.

**Goals** **CREATE OPPORTUNITIES**  
Single-family and multifamily residences that meet the needs of lower income residents for decent and affordable housing.

**CREATE VALUE**  
Residential properties that are assets to our residents and our neighborhoods.

**CREATE QUALITY**  
Residents are customers who have choices. Their satisfaction is our business.

**Community Resource Centers of Texas** The Texas Housing Foundation, through a wholly owned subsidiary, currently operates and fully underwrites a one-stop social service outreach serving Blanco, Burnet, Llano and Williamson Counties with participating non-profit and state agencies all housed under one roof.



**Achievements,  
Properties**

- 1995 Developed 24 3BR duplex units in Marble Falls with a commercial bank loan, HOME, and AHP financing.
- 1997 – 2001 Built 24 3BR homes in an infill subdivision in Marble Falls with a HOME interim construction fund and private mortgages.
- 1998 Developed 54 townhouses with local bank tax-exempt financing
- 2000 Co-developed 76-unit seniors' apartments in Kingsland with LIHTC.
- 2001 Co-developed 48-unit seniors project in Fredericksburg with LIHTC.
- 2003 Co-developed 76-unit seniors project in Marble Falls with LIHTC.
- 2004 Co-developed 124-unit family project in Marble Falls with PAB+LIHTC  
Co-developed 76-unit family project in Kingsland with LIHTC
- 2005 Co-developed 44-unit seniors project in Fredericksburg with LIHTC
- 2008 Co-developed 28-unit family project in Johnson City with HOME
- 2010 Co-developed 76-unit family project in Liberty Hill with LIHTC  
Co-developed 64-unit family project in Llano with LIHTC/HOME  
Co-developed 112-unit family project in Waco with LIHTC/HOME  
Acquired 64-unit family project in San Marcos developed with LIHTC
- 2011 Co-developed 80-unit family project in Marble Falls with LIHTC/HOME  
Co-developed 64-unit family project in Canadian with LIHTC/HOME
- 2012 Co-developed 20-unit Phase II family project in Johnson City w/HOME  
Co-developed 16-unit Phase III family project in Johnson City w/HOME
- 2013 Co-developed 48-unit family project in Blanco with 538/HOME  
Co-developed 180-unit family project in Georgetown with PAB/LIHTC
- 2014 Co-developed 264-unit family project in Midland with PAB/LIHTC
- 2016 Co-developed 72-unit family project in Brady with LIHTC
- 2017 Acquired 60-unit family project in Brady with LIHTC  
Acquired 372-unit portfolio in Lubbock with LIHTC  
Acquired 352-unit Catholic Charities portfolio with PAB/LIHTC
- 2018 Acquired 302-unit family units in Austin with PAB/LIHTC  
Acquired 556-unit USDA portfolio across Texas with PAB/LIHTC
- 2019 Co-developed 80-unit family project in Lamesa with LIHTC  
Co-developed 204-unit family project in Midland with PAB/LIHT  
Co-developed 50-unit family project in Rockport with GLO



- 2020 Co-developing 300-unit family project in Midland with PAB/LITHC  
Acquired 420-unit family projects in San Antonio with PAB/LIHTC  
Acquired 152-unit family project in Leander with PAB/LIHTC
- 2021 Co-developing 60-unit senior/family project in Marble Falls  
Acquired 50-unit senior property in Marble Falls  
Acquired 240-unit family development in Houston
- 2022 Co-developing 132-unit family development in Snyder  
Co-developing 228-unit family development in Bastrop  
Co-developing 285-unit family development in Denton  
Acquired 228-unit family development in Houston  
Acquired 176 unit senior development in Little Elm  
Acquired 196 unit senior development in Sherman  
Acquiring 237-unit family development in Temple

Agenda documents for discussion purposes only  
Subject to further review and approval

# PDV Mariposa Development

December 13th, 2022

Agenda documents for discussion purposes only  
Subject to further review and approval



- PDV Group ("PDV") is thankful for the potential opportunity to bring much needed housing to Fredericksburg
- In addition to significant financial capital investment, PDV will bring a unique blend of:
  - Development and construction expertise and track record
  - Real estate savvy
  - Compassion for community
  - Local family roots in Fredericksburg
- PDV is proposing annexation of its development site into the city of Fredericksburg and zoning approval for a 132 unit planned use development (PUD)
  - Annexation allows the city to provide input and grow municipal tax base
  - Alternative would be to stay under Gillespie County regulatory authority

## Executive Summary

- The 9.37 acre site was purchased in December of 2021
- PDV has added several Texas firms creating a very formidable and experienced development team
  - B&A Architects (San Antonio) - Design and architectural services
  - Janna Cormier (Austin) – Development Consultant
  - Banks Law Firm (Houston) - Real estate law firm led by widely respected attorney, Tony Jackson
  - NRP Construction (San Antonio) - Best-in-class multifamily construction at a national scale
  - Texas Housing Foundation (THF) – Bond Issuer and non-profit partner
- Conceptual Site Plan and initial financing discussions.
- Tax-exempt bond reservation expected in January 2023

Progress to Date

- We are proposing a mix of 1-story built to rent product and 2-3 story courtyard buildings
- Community Feedback was factored in and density and building heights were scaled down considerably from previous vision
  - Reduced unit density from 249 to 132
  - No structure higher than 1 story on Mariposa Drive
  - Concentrated density in Southwest corner of lot
  - No buildings close to Sunday Circle
  - No impaired site lines for neighboring communities

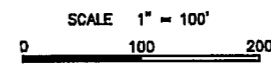
Scaled down Zoning, Land Use  
and Annexation application

- Thousands of units are needed\*
- Workforce is opting to live outside of the city
  - Police Officers, Nurses, Teachers, and Hospitality workers don't have housing
- Short term rentals are limiting supply
- Local Economy and Hospitality to cool off significantly if workforce cannot find housing
- Macro forces (ie...inflation, rising interest rates, etc...) to make matters worse

*\*Affordable Housing Study for Gillespie County and the City of Fredericksburg, TX, V. Michel 3/25/22*

# Desperate Housing Need

MAP SHOWING  
 TRACT 2BR, KINMAN SUBDIVISION,  
 SITUATED IN GILLESPIE COUNTY, TEXAS,  
 PLAT FOUND OF RECORD IN VOLUME 6, PAGE 120 OF  
 THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS.  
 PREPARED AT THE REQUEST OF  
 JOHN WEBBER.



LEGEND

- 1/2" DIA. REBAR FOUND
- ⊙ 1/2" DIA. REBAR SET (CAPPED: RPLS 6454)
- ≡ UTILITY POLE
- X FENCE

APPROX. PATENT SURVEY LINE

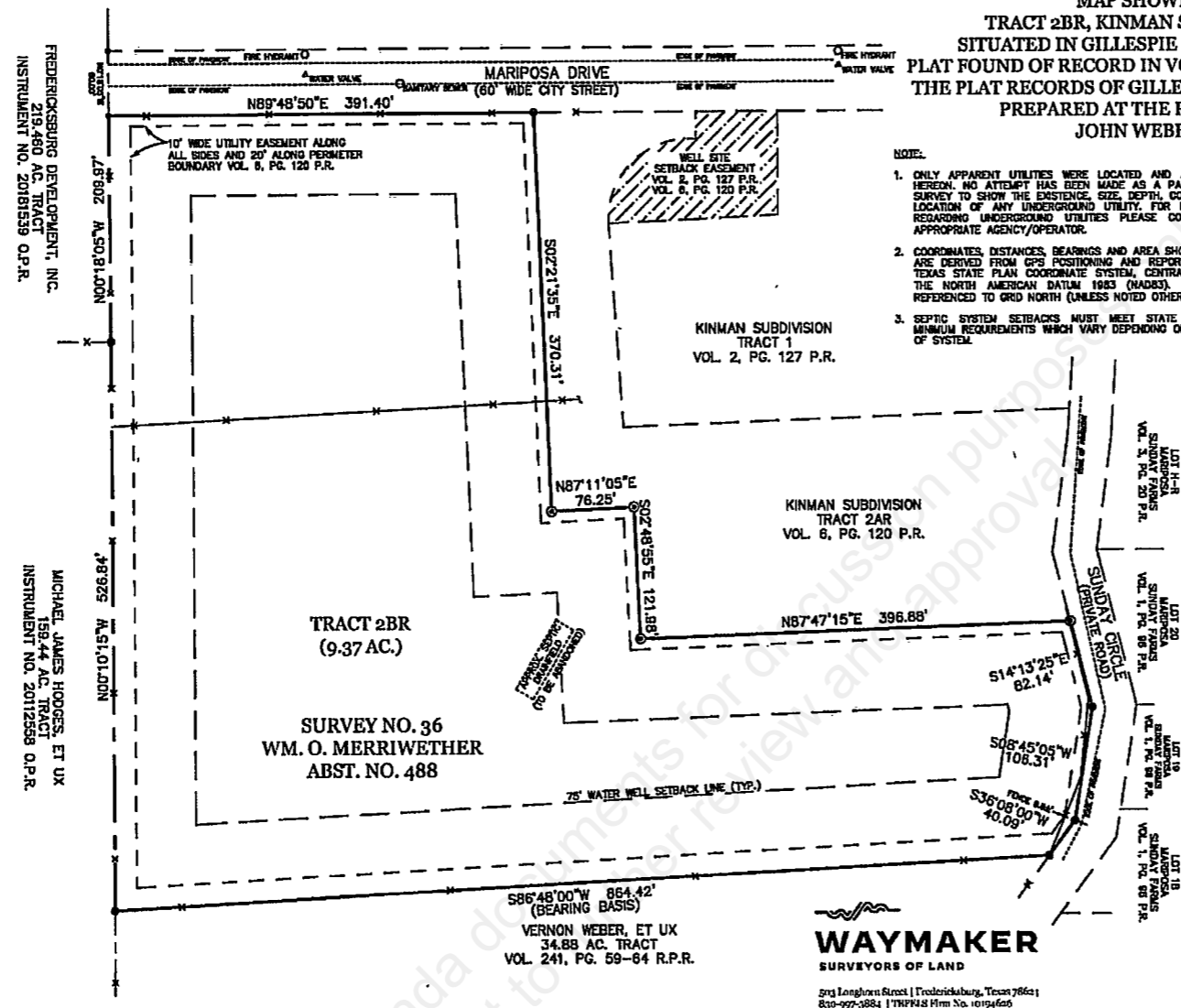
- NOTE:
1. ONLY APPARENT UTILITIES WERE LOCATED AND ARE SHOWN HEREON. NO ATTEMPT HAS BEEN MADE AS A PART OF THIS SURVEY TO SHOW THE EXISTENCE, SIZE, DEPTH, CONDITION, OR LOCATION OF ANY UNDERGROUND UTILITY. FOR INFORMATION REGARDING UNDERGROUND UTILITIES PLEASE CONTACT THE APPROPRIATE AGENCY/OPERATOR.
  2. COORDINATES, DISTANCES, BEARINGS AND AREA SHOWN HEREON ARE DERIVED FROM GPS POSITIONING AND REPORTED IN THE TEXAS STATE PLAN COORDINATE SYSTEM, CENTRAL ZONE OF THE NORTH AMERICAN DATUM 1983 (NAD83). "NORTH" IS REFERENCED TO GRID NORTH (UNLESS NOTED OTHERWISE).
  3. SEPTIC SYSTEM SETBACKS MUST MEET STATE OF TEXAS MINIMUM REQUIREMENTS WHICH VARY DEPENDING ON THE TYPE OF SYSTEM.

THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY THE SURVEYOR. THE EXCEPTIONS FROM COVERAGE INCLUDED ON SCHEDULE B OF THE TITLE COMMITMENT PERTAINING TO AFFECTING EASEMENTS, INTRUSIONS OR PROTRUSIONS, HAVE BEEN LISTED BELOW CONCERNING THE SURVEYED PROPERTY. AFFECTING EASEMENTS IS QUALIFIED AS BEING BASED ONLY ON AN OBJECTIVE ASSESSMENT OF WHERE THE EASEMENT PLOTS PURSUANT TO THE GRANTING INSTRUMENT. ITEMS THAT ARE SPECIFICALLY LOCATABLE ARE SHOWN HEREON (SL), ITEMS WHICH ARE NOT SPECIFICALLY LOCATABLE (NSL) OR UNDEFINED, ARE NOTED BELOW, PER COMMENT FOR TITLE INSURANCE REFERENCED IN THE CERTIFICATE STATEMENT. SCHEDULE "B" EXCEPTIONS:

10. C. RIGHT-OF-WAY EASEMENT (UTILITY), VOL. 47, PG. 354-355, D.R. (UNDEFINED)
10. D. RIGHT-OF-WAY EASEMENT (UTILITY), VOL. 92, PG. 576-578, D.R. (UNDEFINED)
10. E. 10' WIDE WATERLINE EASEMENT TO THE CITY OF FREDERICKSBURG, VOL. 92, PG. 576-578, D.R. (LOCATED EAST OF SURVEYED PROPERTY)
10. F. RIGHT-OF-WAY EASEMENT (UTILITY), VOL. 163, PG. 874-875, D.R. (UNDEFINED)
10. G. RIGHT-OF-WAY EASEMENT (UTILITY), VOL. 92, PG. 576-578, R.P.R. (UNDEFINED)
10. H. RIGHT-OF-WAY EASEMENT (UTILITY), VOL. 316, PG. 616-617, R.P.R. (UNDEFINED)
10. K. RIGHT-OF-WAY EASEMENT (UTILITY), INST. NO. 20191772, O.P.R. (20' WIDE, NOT SPECIFICALLY LOCATABLE)
10. L. RIGHT-OF-WAY EASEMENT (UTILITY), INST. NO. 20194703, O.P.R. (20' WIDE, NOT SPECIFICALLY LOCATABLE)

I HEREBY CERTIFY THAT THIS MAP REPRESENTS A SURVEY MADE ON THE GROUND UNDER MY SUPERVISION AND THAT THERE ARE NO INTRUSIONS OR PROTRUSIONS OF IMPROVEMENTS ACROSS THE BOUNDARY LINES OF THIS TRACT OF LAND OR INTO ANY OF THOSE DEFINED EASEMENTS OR BUILDING SETBACKS AS LISTED IN TEXAS TITLE INSURANCE COMPANY AND HILL COUNTRY TITLES, INC. COMMITMENT FOR TITLE INSURANCE G.F. NO. 221-2130, ISSUED DECEMBER 22, 2021, AND AS PROVIDED TO ME BY HILL COUNTRY TITLES, INC. VISIBLE OR APPARENT ON THE GROUND, EXCEPT AS SHOWN HEREON.

*Cody J. Musick*  
 CODY J. MUSICK  
 REG. PROF. LAND SURVEYOR NO. 8454  
 FIELD MEASUREMENTS: DECEMBER 8, 2021  
 SURVEY ISSUED: DECEMBER 28, 2021  
 PROJECT NO.: 202111-04



FREDERICKSBURG DEVELOPMENT, INC.  
 219.480 AC. TRACT  
 INSTRUMENT NO. 20191539 O.P.R.

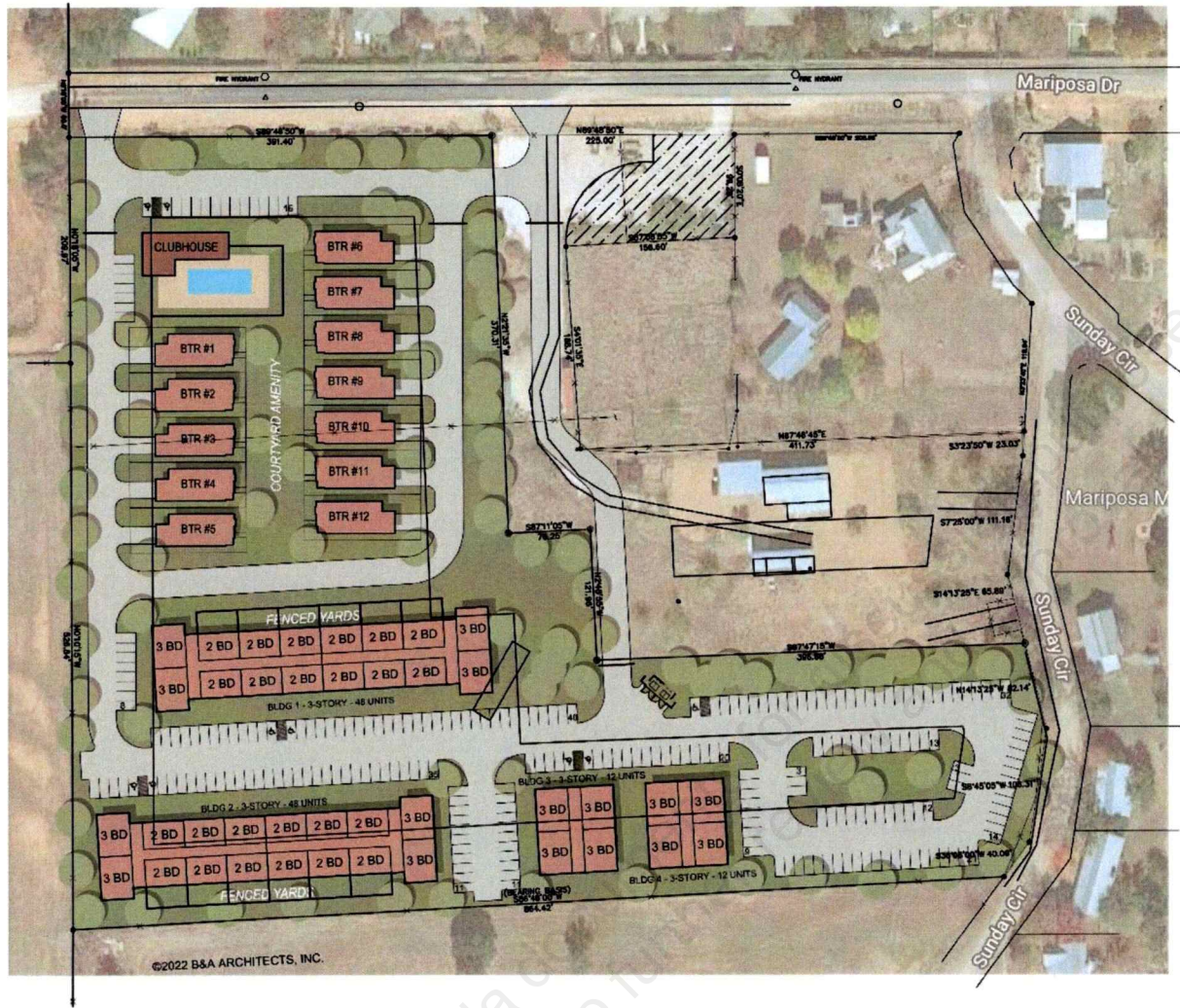
MICHAEL JAMES HODGES, ET UX  
 158.44 AC. TRACT  
 INSTRUMENT NO. 20112558 O.P.R.

VERNON WEBER, ET UX  
 34.88 AC. TRACT  
 VOL. 241, PG. 59-64 R.P.R.

**WAYMAKER**  
 SURVEYORS OF LAND

573 Longhorn Street | Fredericksburg, Texas 78621  
 810-977-3884 | TRFPA#8 Firm No. 1019466

# Site Information



**PRELIMINARY PROJECT DATA**  
11.08.2022

**UNIT INFO**  
1-BDRM (700 SF)  
QT. 0 (0%)  
NET RENTABLE: 0 SF  
REQ'D PARKING: 0 SPACES

2-BDRM (950 SF)  
QT. 72 (55%)  
NET RENTABLE: 68,400 SF  
REQ'D PARKING: 144 SPACES

3-BDRM (1200-1250 SF)  
QT. 48 (36%)  
NET RENTABLE: 57,600 SF  
REQ'D PARKING: 96 SPACES

SINGLE-FAMILY RENTAL (2060 SF)  
QT. 12 (9%)  
NET RENTABLE: 24,720 SF  
REQ'D PARKING: 24 SPACES

**UNIT TOTALS**  
NO. OF UNITS: 132  
TOTAL NET AREA: 150,720 SF

**SITE TOTALS**  
SITE AREA: 9.37 AC  
BLDG FOOTPRINT AREA: 78,545 SF

**PARKING TOTALS**  
TOTAL REQ'D PARKING: 264  
TOTAL PARKING SHOWN: 278  
PARKING RATIO: 2.1

1 Conceptual Site Layout  
1"=100'-0"



MARIPOSA APARTMENTS - FREDERICKSBURG, TX  
DRAFT CONCEPT SITE PLAN

# Conceptual Site Plan

### **Mark Pavlicek (PDV Group)**

- 30 years plus in Real Estate and encompassing approximately 150 buildings and 5000+ Units of Affordable, Market Rate and Workforce Housing
- Most recent experience as Director of Construction & Design with Property Resources Corporation (PRC). His responsibilities cover a broad range of construction management and design tasks including cost estimating, scope of work preparation, bid negotiation, project scheduling, value engineering, consulting relationships, architectural review and both on-site and off-site day-to-day management of affordable housing construction projects both from the ground up and rehabilitation of existing structures. Supervised over \$550 million of construction work
- Licensed Site Safety Supervisor, NYC Construction Superintendent and a US DEP Lead Renovation Safety Inspector.
- Significant experience with Federal, State and City Agencies including HUD, NYC HPD, NYC DDC, NYCHA, and FEMA
- B.A., Marist College
- Strong familial ties to Fredericksburg

# Project Sponsors

### ***Jimmy Delengos (PDV Group)***

- Seasoned Real estate investor and construction professional
- Recently developed a mixed-use workforce housing project in Bronx, NY utilizing city capital subsidies and Federal Low-Income Housing Tax Credits (LIHTC)
- Owned and operated A.A.D. Construction Corp., a new York based construction company which has renovated over 3,000 low income and affordable housing units for numerous private developers, non-for-profit community groups and entrepreneurs
- Worked closely with various a myriad of state and city agencies and financing programs
- Experience with multifamily residential, hospitals, religious institutions, public libraries and manufacturing plants

Project Sponsors



### **Woody Victor (PDV Group)**

- Real estate and private equity investment professional with over 25 years of financial and operating experience in complex corporate and entrepreneurial settings
- Mr. Victor has arranged equity, debt and public financing for several large scale residential and mixed-use developments
- Most recently served as Principal at Capalino overseeing real estate and housing development.
- Prior to Capalino, VP of Real Estate Development at a leading nonprofit in the South Bronx
- Past Executive positions at Viacom, Accenture, Old Mutual
- Owned and operated consulting firm serving clients in finance, real estate, and media
- Columbia Business School, MBA in Finance; Brown University, Bachelors of Science in Electrical Engineering
- Board of Directors, Comunilife and local community development organization

## Project Sponsors

## ***Texas Housing Foundation (THF)***

- Texas Housing Foundation, a Texas Regional Public Housing Authority
- Established as a tool to create, develop, acquire, administer, manage, and provide services to affordable housing projects through related business entities and for the residents and communities in which they are located.
- Through 2020 over 4,500 units of affordable workforce and senior housing across the state of Texas have been developed/acquired
- THF to facilitate property tax abatement
- Received favorable placement in Bond Reservation queue. Anticipated for January 2023



Project Partners



B&A Architects, Inc. is a multi-discipline Architecture firm with a broad base of experience, offering services that include Programming, Planning, Architecture, and Interior Architecture & Design. B&A's corporate office in San Antonio, Texas and was founded in 1980 a Brendler and Associates. The principals have a combined history of over 50 years of service to San Antonio and the Southwest Region of the United States.

B&A has developed programs for many multi-housing product types in the public/private sector. B&A has the experience of multi-family residential design you're searching for, accounting for over 60 million square feet and \$6 billion of estimated construction. Having the ability to work with clients and define the scope of work necessary for a projects success requires an understanding of the development philosophy as well as the specialty services required by the client. This is evidenced by the successful completion of a vast array of multi-housing projects for many repeat clients over the years through many economic cycles.

# B&A Architects