

NOTICE OF MEETING OF THE MCLENNAN COUNTY COMMISSIONERS COURT

NOTICE IS HEREBY GIVEN that, in accordance with the Government Code, Chapter 551, (known as the Open Meetings Act), as amended, a regular meeting of Commissioners' Court, the governing body of McLennan County, will be held on **Tuesday, the 17th day of September, 2024 at 9:00 o'clock a.m.** in the Commissioners' Courtroom, 1st Floor, West Wing, McLennan County Courthouse, 501 Washington, City of Waco, Texas, at which time, the subjects below will be considered and potentially acted upon.

VIDEOCONFERENCE NOTICE: A quorum of Commissioners Court will meet in person in the Commissioners' Courtroom. A limited number of the Court Members may attend remotely pursuant to Texas Government Code, Section 551.127

The opportunity to view and hear the meeting as well as the process if one wishes to address the Commissioners Court **remotely** is available at: <https://tx-mclennancounty.civicplus.com/1121/Commissioners-Court-Online-Meeting-Infor>

AGENDA

- A. Proof of Posting of Notice**
- B. Moment of Silence / Invocation and Pledge**
- C. Public Comments**
- D. Proclamations / Resolutions:**
- E. Consent Agenda:**
 - 1. Approval of Minutes of Prior Meeting(s); Recording into the Court Minutes of Previously Approved Documents; Recordation of Items Not Requiring Court Action**
 - a. Recording of Interlocal Cooperation Agreement with Bosqueville Independent School District (re: School Resource Officer Program)
 - b. Recording of Agreement for Interpreter Services with Diane Boles
 - c. Recording of Lexis+ Subscription Amendment with LexisNexis (re: 414th District Court)
 - d. Recording of Customer Services Agreements with RW Lone Star Security, LLC (re: McLennan County Sheriff's Office and Highway 6 Jail)
 - 2. Financial Obligations of McLennan County:**
 - a. Authorization for County Treasurer to Pay County Checks / Wire / Electronic Transfers Issued Since the Last Authorization
 - 3. Human Resources / Salary Matters (Payroll Status Forms or Changes):**
 - a. Discussion and/or Action on Commissioner, Precinct 2 Vacancy, including Appointment Process and related matters
 - b. Authorization of Department Head Salary Schedule for Fiscal Year 2025
 - c. County Auditor
 - d. Authorization of Position Assignment Corrections Under the New Pay Structure:
 - 1) Regarding Maintenance of Buildings
 - 2) Regarding Maintenance of Equipment
 - 4. Authorization / Ratification of RFP's, RFQ's, and Bids Advertisements; Publications; Public / Legal Notices**
 - 5. Authorization of McLennan County Credit Card Purchases**
 - 6. Recording of Educational Certificates; Recording of Department Head Affidavits; Recording of Departmental/Agency Reports; Acceptance or Approval of Official Bonds, Conflict Statements, or Other Such Items Required to be Submitted to the Court by Public Officials, Departments, or Agencies for Recording:**
 - a. County Treasurer:
 - 1) Recording of McLennan County Investment Report, August 2024
 - 2) Recording of Treasurer's Monthly Report, August 2024
 - b. Animal Birth Control Clinic, Inc.: Recording of Services Report, August 2024
 - c. McLennan Community Investment Fund: Recording of Activity Report, January - June 2024
 - d. McLennan County Children's Protective Services Board: Recording of Detailed Transaction Report, August 2024
 - e. Startup Waco: Recording of Services Reports for Fiscal Year 2024
 - 7. Burn Ban Approval, Extension, or Termination**
 - a. Authorization of Red Flag Warning Burn Ban Order
 - 8. McLennan County Subdivision Regulations:**
 - a. Approval of Final Plat of Subdivision of Lots 1-2, Block 1 "Baker Family Construction Addition" to McLennan County, Precinct 3
 - 9. Authorization of Tax Resale Deed and Deletion of Uncollectable District Court Costs, if any:**
 - a. Regarding MCAD #160490000034007: Being Lot 46, .2571 Acres, Shady Shores Estates, City of Bruceville-Eddy, McLennan County, Texas
- F. Bids, RFP's, RFQ's, Quotations for Goods and Services:**
 - 1. Authorization of Proposal with M&E Consultants (re: Site Visit, Drone and Topographic Survey of County Drainage Channels)
- G. Contracts, Interlocal Agreements, and Memorandums of Understanding; Purchase, Lease, or Acquisition of Goods, Equipment or Services, including any Financing Thereof:**
 - 1. Authorization of Agreement for Services and related Resolution with Meals on Wheels Waco (re: Texas Department of Agriculture Texans Feeding Texans - Home Delivered Meal Grant Program)

2. Authorization of Agreements with Greater Waco Chamber of Commerce:
 - a. Regarding Economic Development Services
 - b. Regarding inWaco Digital Talent Recruitment and Marketing Campaign Services
 - c. Regarding Workforce and Talent Initiative Services
3. Authorization of Agreement with McLennan County Employees Federal Credit Union (re: Storage of Records)
4. Authorization of Contract for Services with Startup Waco
5. Authorization of Contracts for Fire Protection Services with County Volunteer Fire Departments and the McLennan County Fire Protection Association
6. Authorization of Contract for Services with Texas Brazos Trail
7. Authorization of Memorandum of Understanding with Axtell Independent School District Police Department (re: Communication and Coordination with the McLennan County Sheriff's Office)
8. Authorization of Commercial Lease with County Square 513 QOZB, LLC (re: Property at 513 Austin Ave.)
9. Authorization of Addendum to Waco-McLennan County Library 1978 Memorandum of Agreement with City of Waco, Texas
10. Authorization of VEMACS and Votesafe Software Maintenance and Support Agreement Extension with VOTEC (re: Voter Registration and Election Management)
11. Authorization of Renewal and Extension Agreement for Professional Services with Justice Benefits, Incorporated
12. Authorization of Solutions Agreement with Blackbaud and related Everfi Order Form (re: Subscription for Online Compliance Training Library)
13. Authorization of Contracts for Software with Edoc Technologies, Inc.:
 - a. Regarding Justice Court Case Management / EdocSuite
 - b. Regarding District Attorney Case Management / EdocSuite
 - c. Regarding County Clerk Case Management / EdocSuite
 - d. Regarding Sheriff's Office and Pretrial Services Case Management Software / EdocSuite

H. Capital Improvement, Repair, Maintenance Projects and Construction Projects:

1. Regarding the Castleman Creek Watershed Floodwater Retarding Structure Site # 2 Repair Project (Bid 23-020) / Contract Agreement with Janek & Whitten Construction:
 - a. Authorization of Modification / Change Order # 5
 - b. Authorization of Pay Application # 6 / Final
 - c. Recording of Pre-Final and Final Inspection Reports
 - d. Recording of Final Acceptance Letter from County Engineer

I. Budget, Budget Amendments/Transfers/Changes, Additional Revenue Certifications, Expenditure Requests:

1. **Regarding the FY 24 Budget:**
 - a. 54th District Court
 - b. Capital Outlay
 - c. Constable, Precinct 5
 - d. Criminal District Attorney
 - e. Elections
 - f. 2021 Certificates of Obligation / Permanent Improvement Fund (Fund 421):
 - 1) Regarding 415 Columbus Avenue Demolition Project
 - 2) Regarding Communication Tower Project
 - g. Information Technology
 - h. Jury Service
 - i. Maintenance of Buildings / Information Technology
 - j. Tax Office
 - k. Road & Bridge, Precinct 3
 - l. Road & Bridge, Precinct 4
 - m. Justice of the Peace, Precinct 3
 - n. Recording of Budget Amendment for Fund 002 (2023 Hail Storm Damage Fund)
 - o. Maintenance of Buildings
 - p. Road & Bridge, Precinct 1
 - q. McLennan County Spaceport Development Corporation: Authorization of Global Spaceport Alliance Membership Dues
 - r. Discussion and/or Action regarding Funding for Maintenance of Water Improvement Districts / Flood Control Structures
 - s. Authorization of Texas Association of Counties Claim Deductible Invoice # NRDD-0011030
2. **Regarding the FY 25 Budget**
 - a. Criminal District Attorney: Recording of Budget of Forfeiture Assets Fund (Fund 260)
 - b. County Sheriff: Recording of Budget for Forfeiture Funds
 - c. Authorization of FY 25 Personnel & Officials Allowances

J. Real Estate, Right of Way, and Easements:

K. Grants / Grant Proposals:

1. Regarding the U.S. Department of Treasury - Coronavirus Local Fiscal Recovery Fund / American Rescue Plan Act (ARPA): Discussion and/or Action regarding Eligible Expenses and/or Funding Guidelines; Reporting Requirements; Funding Requests; Subrecipient/Beneficiary Agreements; Grant Updates/Reports; Any Action Necessary to Comply with Grant Funding; Agreements for Administration of Grant or Consulting Services; related Matters
 - a. Regarding the Subrecipient Agreement with City of Riesel, Texas: Authorization of Draw Request # 2
 - b. Authorization of Legal Services Invoices from Haley & Olson P C (re: ARPA Matters / August 2024)

L. Department/Office-Specific Requests, Presentations or Items for Discussion and Possible Action:

1. Heart O'Texas Fair / Extraco Events Center: Discussion and/or Action regarding Facility Master Plan, Design and Market Study:
 - a. Authorization of Agreement with Populous, Inc. (re: Architectural Services, Optimization & Future Development Market, and Financial Analysis)
2. County Auditor: Approval of McLennan County Policies/Procedures and Statements/Goals:
 - a. Regarding Travel Policy
 - b. Regarding Budget Amendment Policy
 - c. Regarding Capital Asset Policy
 - d. Regarding Fund Balance Policy
 - e. Regarding the Mission Statement, Vision Statement, and Organizational Goals

M. Additional Items for Discussion and Potential Action:

1. Authorizations regarding the McLennan County Christmas Event including Approval of Orders for Acceptance of Donations; Approval/Ratification of Purchases; Committee Updates, and related matters
2. Adoption of Various Orders relative to FY 2025:
 - a. Order Setting Compensation of Jurors, Members of the Grand Jury, and Grand Jury Bailiffs
 - b. Order Designating Day and Location for Regular / Special Commissioners Court Meetings
 - c. Order Authorizing County Engineer and/or Assistant County Engineer to Sign Requisitions, Exemption Certificates, Cooperative Agreements for Flood Control Structures and State Reimbursement Forms
 - d. Order Appointing County Judge Pro-Tem
 - e. Order Setting Pay Rate for Hourly Rated Personnel
 - f. Order Adopting Ad Valorem Tax Exemption
 - g. Order Adopting Licenses and/or Permit Fees
3. Discussion and/or Action regarding McLennan County Holiday Dates for 2025
4. Texas Association of Counties Risk Management Pool (TAC RMP): Authorization of Liability Coverage Renewal and related Invoice (re: Public Officials Liability, Law Enforcement Liability, General Liability, Auto Liability, and Auto Physical Damage)
5. Greater Waco Chamber of Commerce: Monthly Economic Development Report, July 2024
6. Authorization of Amendments to the McLennan County Employee Policy Guide:
 - a. Regarding Section 6.03: Hiring Decisions - Subsection A. *Evaluation of Candidate Qualifications* and Subsection B. *Interview/Selection*
 - b. Regarding Section 7.01: Introduction, Pay Classification and Definitions
 - c. Regarding Section 7.03: Compensation Adjustments - Subsection A. *Basic Structure Restated*
 - d. Regarding Section 7.04: Performance Pay Plan (formerly Incentive Pay Plan)
7. Regarding Texas Association of Counties Risk Management Pool Workers' Compensation Program: Authorization of 2025 Workers' Compensation Coverage Documents / Worksheets
8. Regarding the November 5, 2024 Joint General Election: Authorization of Notice of Joint General Election
9. Discussion and/or Action regarding the Commissioners Court Retreat Meeting

N. Americans with Disabilities Compliance Project:

O. Work Session Items (unless otherwise identified above, no action will be taken, but these matters will be discussed):

1. **Discussion regarding Criminal Justice Issues:** Updates on the Electronic Monitoring Program; Coordinating the McLennan County Criminal Justice System / Criminal Justice Process / Veterans & Mental Health Courts; Courthouse Security; Public Nuisance Reporting & Enforcement Process; Reintegration Programs; Updates from the Associate Judge; related matters
2. **Discussion regarding Capital Expenditures:** including Time Schedule for Capital Outlay / Recommendations from the Finance Committee on the Spending Policy / Equipment Financing, McLennan County Radio Tower Project, Justices Software Conversion Feasibility, related matters
3. **Discussion regarding County Property:** including Space Availability & Utilization of County Buildings/Law Library, Utilization Planning, Consultant, Joint Facilities Master Plan or Study; Space and Office Allocations; Tradinghouse Lake/Park; Tradinghouse Pavilion Rental; Updates regarding ADA Capital Improvements; Updates regarding Road Projects including Speegleville Road, and/or Chapel Road; County Off-System Bridge Repair/Maintenance, Judicial Center Feasibility Study, Updates regarding McLennan County Venue Project, related matters
4. **Discussion regarding Rural Transit District:** including Rural/Public Transportation Updates / Reports, related matter
5. **Discussion regarding Timekeeping**
6. **Discussion regarding the Heart of Texas Tower/Site:** including Removal/Disposal of Tower; Relocation/Storage of Tower, Wires, Anchor Points, and Diesel Generator; Relocation/Demolition of Concrete Shelter; related matters

P. Executive/Closed Session

- 1. **Section 551.071 of the Government Code (V.C.T.A.):** An executive/closed session will be held so that the Commissioners Court can seek and receive legal advice from its attorneys regarding pending or threatened litigation, settlement offers, claims, or other matters for which the attorneys' duties to their client under the Texas State Bar Disciplinary Rules of Professional Conduct Conflicts with the Open Meetings Act (Ch.551, Gov. Code) if necessary for a subject contained on this agenda, and advice dealing with pending litigation, administrative claims or notices, and legal effects, liabilities, and legal options including but not limited to claims arising from Opioid Litigation, Civil Rights Cases, Tort Claims, or Other Pending or Threatening Litigation
- 2. **Section 551.072 of the Government Code (V.C.T.A.):** Regarding Real Property, including, but not limited to: (1) Right-Of-Way Acquisitions re: Expansion / Repair Project/s; and/or (2) Real Estate Purchase / Sale / Transfer / Trade / Offers to Purchase, Acquisition / Value / Donations of Real Property / Leases relative to Real Property, including, but not limited to, Potential Properties for Use by County / Public Facilities & Valuation of Current Property for Trade or Sale
- 3. **Section 551.074 of the Government Code (V.C.T.A.):** Regarding Personnel Matters including but not limited to: Personnel Review / Evaluation of Commissioners Court Appointed Department Heads; Employment, Appointment, Termination, Hearing Grievances Against Employees or Public Officials; Personnel Matters Identified in any Open Session Item if Necessary, and related matters
- 4. **Section 551.076 of the Government Code (V.C.T.A.):** Deliberations regarding Security Devices or Security Audits
- 5. **Section 551.087 of the Government Code (V.C.T.A.):** Regarding Economic Development Negotiations including, but not limited to (1) Discussion of Commercial / Financial Information Received from a Business Prospect/s; (2) Pending Negotiations / Potential Prospects and Projects; and/or (3) Discussion re: Offers of Financial or Other Incentives to Business Prospect/s
- 6. **Section 551.089 of the Government Code (V.C.T.A.):** Regarding Security Devices or Security Audits; including but not limited to (1) security assessments or deployments relating to information resources technology; (2) network security information as described by Section 2059.055(b); or (3) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices

Q. Adjourn

Signed this 12th day of September, 2024

Scott M. Felton – Original Signed
SCOTT M. FELTON, County Judge

STATE OF TEXAS *
COUNTY OF McLENNAN *

I, J.A. “ANDY” HARWELL, County Clerk, and the Ex-Officio Clerk to the Commissioners Court, hereby certify that the above and foregoing is a true and correct copy of a NOTICE OF MEETING posted by me at the Courthouse door in Waco, McLennan County, Texas, where notices are customarily posted this 12th day of September, 2024.

Witness my hand and seal of office at Waco, McLennan County, Texas the 12th day of September, 2024 at 2:30 p.m.

(SEAL) J. A. "ANDY" HARWELL, County Clerk
 McLennan County, Texas

BY: Myrce'tez Gowan-Perkins (Deputy)

Notice: Persons with disabilities in need of auxiliary aide or services may contact the County Judge’s Office, (254) 757-5049, prior to the meeting date