

July 30, 2020

NOTICE OF COMMISSIONERS COURT MEETING

Notice is hereby given that the Erath County Commissioners Court will meet in SPECIAL SESSION on MONDAY, AUGUST 3, 2020 at 9:00 a.m. in the 2nd Floor Courtroom, Erath County Courthouse, Stephenville, Texas, to consider the following agenda items for discussion and possible action:

1. Discussion and action to approve contract with Rocky Creek, Ltd for annex renovations. (L. Pence)
2. Discussion and action to store furniture from Donald R. Jones Justice Center to prepare for office renovations. (L. Pence)
3. Discussion and action on hiring movers or alternative to move furniture out of courthouse and annex to prepare for renovations.
4. Environmental Office, Facilities, and Veteran's Services requests permission to deem list of items zero value prior to DRJ Justice Center renovations (see list).
5. Environmental Office requests permission to transfer desk from Environmental Office inventory to Veteran's Services inventory. (K. Bailey)
6. Discussion and action to have phone/data lines installed at DRJ Justice Center for renovations. (C. Reynolds)
7. Discussion and action to appoint subdivision/rural development coordinator. (L. Pence)
8. Discuss any new business.

Alfonso Campos

COUNTY JUDGE
ERATH COUNTY, TEXAS



POSTED

A.M. 2:14 P.M.

JUL 30 2020

GWINDA JONES, COUNTY CLERK
ERATH COUNTY, TEXAS

By *CW* Deputy

Erath County Reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), subsection 551.071(2) (Consultation with Attorney on legal matters that are not related to litigation), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Personnel or Devices), §551.087 (Economic Development), §551.088 (Deliberation regarding Test Item), and 551.089 (Deliberation regarding Security Devices or Security Audits).

Commissioner's Court
Special Meeting
August 3, 2020
9:00 a.m.
Commissioners' Conference Room 1st Floor - Courthouse

Present:

Commissioner Precinct #1 – Dee Stephens - Present

Commissioner Precinct #2 – Albert Ray - Present

Commissioner Precinct #3 – Joe Brown - Present

Commissioner Precinct #4 – Jim Buck - Present

County Judge, Alfonso Campos

County Clerk, Gwinda Jones

Others present in the courtroom: See attached roster

Agenda Item #1

Number 2020-226

Motion: To accept the contract with Rocky Creek, Ltd. for annex renovations for \$47,850.00.

Made By: Commissioner Stephens

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #2

Number 2020-227

Motion: To purchase a storage container to store furniture from Donald R. Jones Justice Center to prepare for office renovations-Comm. Brown will find the container.

Made By: Commissioner Ray

Second By: Commissioner Stephens

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #3

Discussion on hiring movers or using Comm and Road Hands to move furniture. Offices will use in house (Comm and Road Hands) not hiring movers for August. Court will revisit discussion for Oct.

Agenda Item #4

Number 2020-228

Motion: To approve the list of items to deem them as zero value prior to renovations.

Made By: Commissioner Stephens

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #5

Number 2020-229

Motion: To grant permission to transfer desk from Environmental Office inventory to Veteran's Services inventory.

Made By: Commissioner Stephens

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #6

Discussion on having phone and data lines installed at DRJ Justice Center for renovations.

Agenda Item #7

Number 2020-230

Motion: To appoint the County Judge's Office as the subdivision/rural development coordinator.

Made By: Judge Campos

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X Campos X

Noes: None

Motion Carried

Agenda Item #8 New Business

- **The budget was filed, meetings with department heads will be scheduled**

Motion To Adjourn:

Made By: Commissioner Buck

Second By: Commissioner Ray

All Ayes Meeting Adjourned At 9:25am

STATE OF TEXAS

COUNTY OF ERATH

The above and foregoing is a true and complete copy of the minutes taken in my capacity as County Clerk of the Commissioners Court of Erath County, Texas, at the time and place heretofore set forth.

DATED at Stephenville, Texas, this 3rd day of August, 2020.

ATTESTED BY:

GWINDA JONES, Erath County Clerk

A handwritten signature in cursive script that reads "Gwinda Jones". The signature is written in black ink and is positioned above a horizontal line.

Contract

This is an agreement is between ERATH COUNTY, TEXAS (hereinafter referred to as COUNTY) and ROCKY CREEK LTD (hereinafter referred to as ROCKY CREEK), each acting herein by and through its duly authorized officials.

For and in consideration of the mutual benefits stated herein, the parties hereto agree to the following terms and conditions:

1. Rocky Creek will provide construction service as specifically set out in Exhibit A attached hereto in the Donald R Jones Justice Center. Construction shall be conducted in three phases, Courtroom, Judge's Offices and Other Offices. Completion of each phase shall be determined by the Office holder where the construction is occurring (Judge Thompson, Judge Cashon, County Clerk, District Clerk and County Attorney)
2. Rocky Creek shall perform construction services in a good and workman like manner and with minimum disruption to the other County offices. County agrees to provide access as needed for construction to continue as scheduled.
3. The parties agree that as compensation the County shall pay to Rocky Creek will be \$47,850.00. Rocky Creek will submit immediately an invoice for 40% for materials to be paid within 20 days. Final invoice will be submitted upon completion to be paid within 20 days.
4. If Rocky Creek fails to perform or breaches any agreement contained herein, this failure or breach constitutes a default of the terms of this agreement and shall allow County to immediately upon 10 days written notice to terminate the contract.
5. It is expressly understood and agreed that, in the execution of this agreement, the County does not waive, or shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.
6. Any amendments, alterations, deletions or waiver of the provisions of this agreement shall be valid only when expressed in writing by the governing bodies of both parties.
7. Except as otherwise provided in this agreement, all notices required or permitted herein shall be in writing and shall be deemed to be delivered when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, to the party's office or usual mailing address.
8. This agreement shall be binding upon the parties, their legal representatives, successors

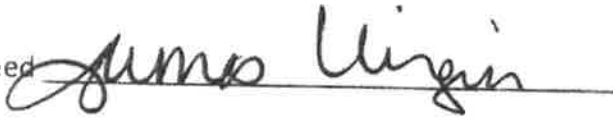
and assigns.

9. It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof.

Rocky Creek Ltd

By:

Signed



Jim Virgin

Date

07-31-2020

Erath County, Texas

By:

Signed



Alfonso Campos, Erath County Judge

Date

8-3-2020



ERATH COUNTY ATTORNEY

Erath County Courthouse
Stephenville, Texas 76401
(254) 965-1453
(254) 965-1421 (fax)
coattorney@co.erath.tx.us

MEMO

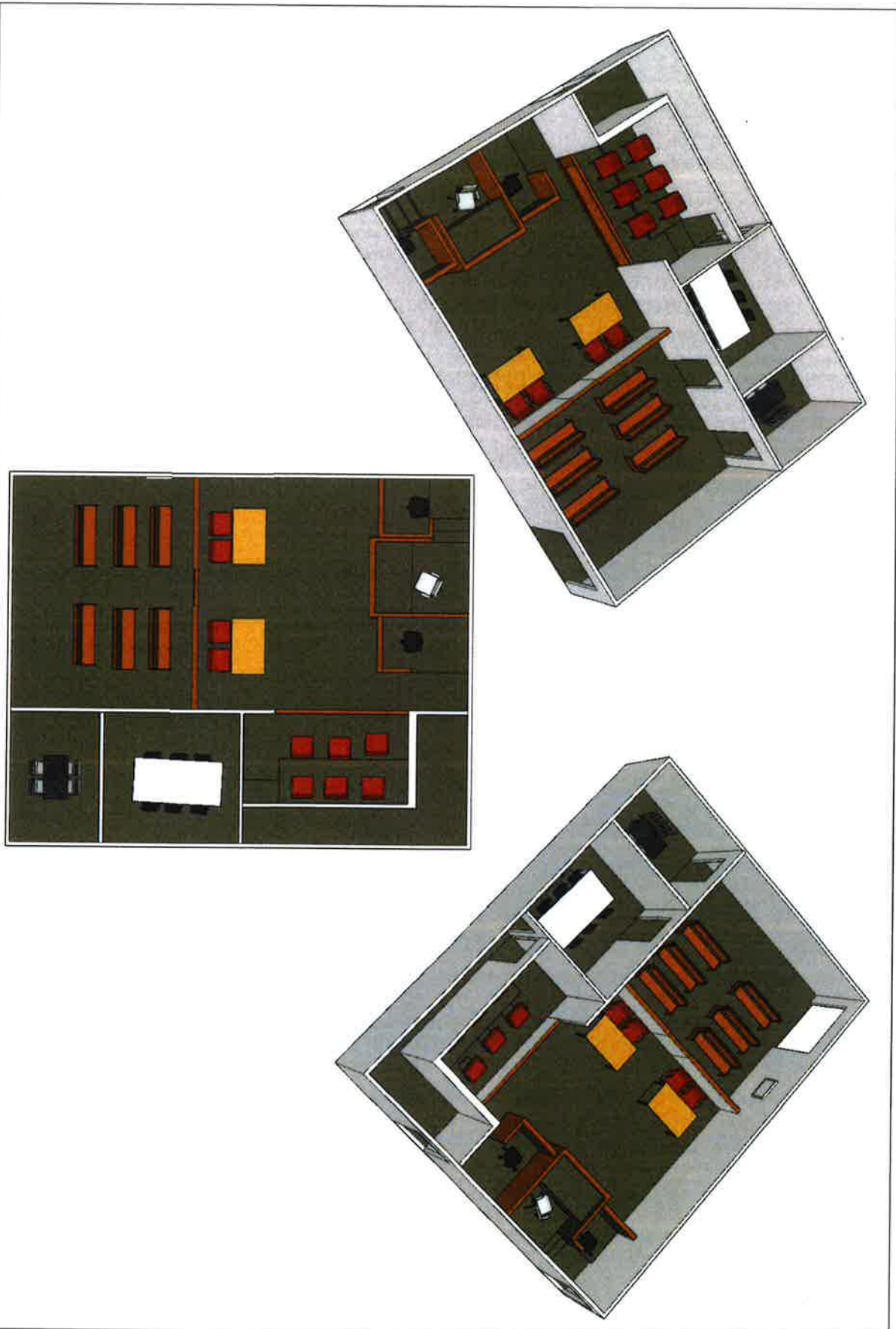
DATE: July 28, 2020
TO: Building Committee File
RE: Estimates for Annex Remodel

Rocky Creek Ltd was contacted to provide an estimate for the annex remodel project. I along with Judge Cashon and Judge Thompson met with him on June 15. He drafted several options for the courtroom layout and submitted those to Judge Thompson. Once Judge Thompson approved a layout, Rocky Creek submitted their bid on June 30.

TXP Construction was contacted to provide an estimate. He came and walked through the project the first time on July 7 and then again a week or so later. He submitted a bid on July 20.

Cary Eaves Construction was contacted to provide an estimate for the annex remodel project. I met with him on July 1 and walked him through the project. I contacted him on July 21 to ask about the status and he advised that he was not able to provide an estimate at this time.

I also contacted Pryde Construction to provide an estimate. I set up a meeting with them on July 6 to walk through the project. They failed to show up and did not call to reschedule.



A
01

Rocky Creek Ltd.

layout 1 mod 4

REVISIONS	
MM/DD/YY	REMARKS
1	
2	
3	
4	
5	

County Attorney (Ext. Office)

- Add window in the wall by the security
- Add lock to the door

District Clerk:

- Remove the lower cabinets and sink, replace with new sink and cabinets that would accommodate an ice maker or refrigerator
- Remove the cabinets long the back row

County Clerk (Veterans Office/District Clerk):

- Wall up the door way entering into the Veterans Office, install a window with counter
- remove the wall on the right as you enter to office
- remove the back wall to connect the two office in the Veterans office with the two office in the District Clerk's office
- remove the built in cabinets in the back office

County Court at Law--

Law Library will become Judge Thompson's office

- remove bookshelves on at least one wall
- repaint
- replace countertop where sink is

Robby's office will become Tonja's office

- remove the wall between Robby's office and the storage closet
- replace old door with a window

Courtroom (Jury Pool Room)

- build a bench that would go along the wall as you enter
- construct jury deliberation room, jury box and meeting room along back wall that would still allow access to the bathrooms for jury

Lobby

- Construct jury waiting area in the corner between jury pool room and clerks office

Facilities

Deem Zero-Value and discard:

- Book case (2)
- Desk
- Chairs (4)
- Coat Rack

Environmental

Deem Zero-Value and discard:

- Desk (2)
- Transit & stand
- Sentry 1150 lock box w/key

Transfer to Veteran's Office:

- Hon Desk w/return

2nd Floor Courtroom

Deem Zero-Value and discard:

- Conference table in jury pool room (broken)

Veteran's Office

Deem Zero-Value and discard:

- Desk

Laurie,

I would suggest that the court designate an office to manage subdivisions. This does not mean that the office would make the decision on whether to accept a subdivision etc, it means that the office manage the flow of the application through the process. It would work as follows:

Designate County Judge's Office or Environmental Office as subdivision officer.

1. Subdivision office receives all applications, reviews to be sure that everything on the checklist has been provided, if all documentation on checklist has not been provided, the subdivision office will notify the applicant in writing within 10 days.

The thirty-day time period does not start until a complete application has been submitted.

2. Once the subdivision office receives a completed application, they will contact commissioner for the precinct where subdivision would be located and environmental office (if they are not the designated subdivision office).

2. Within first 20 days, Commissioner would review the application and either meet with the applicant or do a site review. Commissioner would submit any requested changes, additions etc to subdivision office within the 20 days.

3. Within the first 20 days, environmental would submit any changes or additions to subdivision office.

4. Subdivision office will respond to applicant in writing within 25 days of receiving the application. Applicant will be notified that the application is accepted as is, accepted conditionally or rejected. If the application is approved conditionally or rejected, the specific reasons must be included in the written notice. The applicant can respond but has no deadline to do so.

5. If the subdivision office receives a response from an applicant who was original conditionally approved or rejected, they must make a determination to accept, conditionally approve or reject within 15 days.

I believe that if the court does not designate a subdivision office, it will create problems trying to meet all the time periods. The court would need to meet each time to make a decision on a plat application. If they designate an office, then no meeting is required and basically the commissioner will make the decision.

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