

AGENDA ITEM 32

Discuss and take appropriate action on jail/courthouse annex expansion.

Ed Lee updated the court on the jail/courthouse annex expansion.

There was no action taken on this agenda item.

AGENDA ITEM 33

Consider approving professional services proposal with K. Friese and Associates for wetlands creation study at Brushy Creek Trailhead property.

Moved: **Commissioner Heiligenstein**

Seconded: **Commissioner Hays**

Motion: To approve the professional services proposal with K. Friese and Associates for wetlands creation study at Brushy Creek Trailhead property in the amount of \$24,250.

Vote: 4 - 0

<Attachment>

K FRIESE & ASSOCIATES, INC.

CONSULTING ENGINEERS

June 3, 2003

Ms. Annette Todd
Project Director
Williamson County Commissioners Court
400 W. Main Street, Suite 216
Round Rock, Texas 78664

Re: Wetlands Creation Study at Brushy Creek Trail Head, Phase 1

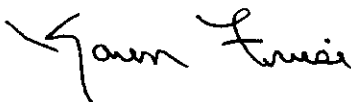
Dear Annette,

Per our discussions, I am pleased to provide this proposal for consulting services on the above-referenced project. Attached herewith is a proposal from PBS&J to perform ecological and hydrologic analysis on Phase 1 of the wetlands creation. As project manager, I will coordinate the necessary activities between PBS&J and Williamson County, manage and review the work performed by PBS&J, and track the project schedule and budget. I will be available for internal project meetings, biweekly update meetings with Williamson County representatives, and any neighborhood/public meetings which may be required.

This project management work will be performed on a time and materials basis at an hourly rate of \$145, with a not to exceed limit of \$5,000. Therefore, the total amount estimated for this project is \$24,250.

We are available to begin work immediately after receiving your authorization to proceed, and I sincerely appreciate this opportunity to be of service to Williamson County. Please don't hesitate to contact me with any questions you may have.

Sincerely,



Karen A. Friese, P.E.
President

Attachment





An employee-owned company

29 May 2003

Ms. Karen Friese, P.E.
K Friese & Associates, Inc.
6603 Cat Creek Trail
Austin, Texas 78731

RE: Proposal for creation of wetlands along Brushy Creek Hike and Bike Trail

Dear Karen:

The following proposal presents the scope and estimated cost for PBS&J Ecology Program to provide services to Williamson County for creation of wetlands and enhancement of riparian habitat along Brushy Creek Hike and Bike Trail. PBS&J understands that Williamson County desires to create wetlands and enhance riparian habitat along the Brushy Creek Hike and Bike Trail for aesthetic value and wildlife enhancement.

Because of the complex variables involved with the design and construction of a wetland, PBS&J proposes to perform an initial feasibility study (Phase I) of existing site conditions (including a project site visit) and data to identify existing/lacking work elements, as well as funding mechanisms. The results of the feasibility study would enable PBS&J to assess the suitability of the area for wetlands construction/enhancement activities and will allow for a general evaluation of constructability issues. This phased approach will allow a design (Phase II) most applicable to the project area and a more precise cost estimate for design and construction oversight services.

PBS&J requests that Williamson County outline a specific project boundary regarding landowner access when outside of the trail boundaries or county land. The proposed scope and estimated costs are described below.

Phase I: Feasibility Study

PBS&J would evaluate the project corridor to identify potential areas for wetland creation locations based on hydrology, soils, vegetation, topography and other elements as applicable. A desktop review of best available record information (incl. topographic quadrangle and National Wetlands Inventory (NWI) maps, soil survey reports, etc.) would be conducted in advance of actual field surveys with desktop data used to supplement information acquired during the field effort.

Subsequent to initial data review, PBS&J ecologists would conduct an on-the-ground survey using the methodology outlined in the 1987 U.S. Army Corps of Engineers' (USACE) Wetlands Delineation Manual, to define a project area that contains potential sites for wetland creation or enhancement. A general location map of the recommended project area will be submitted to Williamson County for review and approval prior to continuing with the investigation. Pending county approval, PBS&J will determine the extent of jurisdictional wetlands and/or water bodies located within this defined project area. Wetlands and water bodies would be marked in the field with flagging. Some areas may be further delineated using GPS technology if unique development potential or features of interest/concern are

identified. Vegetative communities along the project corridor will be identified for further development consideration and for use in management design. Following field surveys of the project area, data will be evaluated to identify areas suitable for enhancement and/or restoration. This assessment will emphasize opportunities for projects where native floral and faunal components would benefit.

A further assessment of the feasibility for wetlands and riparian enhancement opportunities would include the preparation of a drainage area map for the proposed project area. This map would depict the watershed area that contributes to Brushy Creek. The drainage map will be used to estimate the general size and surface water runoff potential of the wetland sites. An analysis of existing hydrologic conditions will include an estimate of annual runoff volumes through the candidate wetland site(s). The proposed budget is based on the evaluation of a maximum of two (2) sites within the approved project area. However, records of existing soils data will be researched using record data provided by Williamson County. The feasibility of a wetland site will be based on the estimate of runoff from the contributing drainage area and the sites potential capacity to retain runoff. An evaluation of groundwater and spring flow contributions is not included in the budget for this feasibility study. However, the presence of baseflow will be noted if observed during the site visit, and this information will be factored into our site recommendations. Consideration of adjacent impacts of a new wetland on adjacent land uses will be evaluated, based on recorded information provided by the county and on visual observations during the site visit.

Data collection and assessment efforts and enhancement/restoration recommendations will be detailed in a Feasibility Study Report. This report would be prepared for the project area including data sheets, drainage area maps, color photographs, and figures depicting the jurisdictional areas (if any). The report would identify areas suitable for wetland enhancement or wetland creation and would present a schematic plan to achieve development objectives. A management prescription would also be included and success criteria developed whereby development accomplishments would be maintained. Based on information provided by Williamson County, desired future use of the project area and impacts from adjacent activities (e.g., residential development) will be considered in project area development. Such activities may preclude selection of a wetland site. Such areas will be identified in the feasibility report. Additionally, PBS&J will identify locations (i.e., site for information kiosk) for development of interpretive facilities that would be compatible with development objectives.

Also for report inclusion, PBS&J would investigate funding opportunities (e.g., in-lieu fee program between The Nature Conservancy and the USACE, Fort Worth District; Texas Parks and Wildlife – Texas Recreational Trails Fund; etc.) available to assist Williamson County in providing funds to assist in accomplishing project objectives. Grant and cost-share opportunities will be identified and details for obtaining such funding will be discussed.

Phase II: Preliminary Design

The desired design sequence for the creation and establishment of the created wetlands would closely follow guidelines established by the USACE, Waterways Experiment Station as outlined in their Wetlands Research Program (WRP) Technical Note WG-RS-3.1. This design provides consideration for all aspects of wetland creation including wetlands needs, site characteristics, and design criteria.

PBS&J would develop wetland creation/enhancement recommendations based on available (e.g., water quality data) and acquired (e.g., site surveys) data. The Feasibility Study will provide the baseline for the formulation of design criteria. Following field studies, PBS&J would evaluate the potential impacts of the proposed project and develop a permitting matrix (e.g., USACE Section 404 Permit; Texas General Land

Office (TGLO) easement; Texas Parks and Wildlife (TPW) Sand, Shell, Gravel, and Marl permit; or Texas Commission on Environmental Quality (TCEQ) Section 401 Water Quality Certification). PBS&J would work with project engineers to design/plan the project to avoid the need for permits to the maximum extent possible. Dependent upon the amount of impacts (if any) to jurisdictional waters of the U.S., PBS&J anticipates that a Nationwide Permit (NWP) may suffice for the project.

The wetland creation/enhancement plan would include the following based on the in-lieu fee program requirements, as appropriate:

- a detailed description of the project area including a wetland delineation;
- a detailed description of the project, including all proposed ground disturbing activities and structures, a construction schedule, and a revegetation plan that includes a list of species to be used, planting density, planting methods and schedule, and revegetation plan success criteria;
- a description of the local hydrology, assessment of likely project-related changes to local hydrology and connecting waterways, and demonstration that local hydrology would be sufficient to support the project;
- a description of how any adverse impacts to the aquatic ecosystem would be minimized;
- a discussion of any potential effect the project may have on any federally or state listed endangered or threatened species that may be found in the project vicinity;
- a description of other pertinent issues and possible impacts such as those related to cultural resources, ecologically sensitive areas, local/regional hydrology, erosion and water quality related to wetland flows, land uses of adjacent properties, and regional or river basin planning;
- a plan for monitoring the development and success of the project, regularly reporting on the status and success of the project to the USACE (and other entities as required), and addressing contingencies, long-term maintenance, and protective real estate arrangements; and
- a detailed description of the projected costs of design, construction, monitoring, land or easement acquisition, long-term operation and maintenance, and contingencies.

After acceptance of the wetland creation/enhancement plan by Williamson County, the plan would be submitted to the Nature Conservancy for submittal to the USACE. Factors considered by the USACE would be outlined in the submittal including site suitability, likelihood of project success, and maximization of environmental benefit for in-lieu fee funds, relative value of the aquatic resource type involved, and the conservation of the area.

PBS&J staff are prepared to proceed with identified tasks upon a written notice to proceed from Williamson County. Additional needed tasks may be identified following commencement of work activities or as requested by Williamson County. In the event additional tasks are identified/requested, PBS&J would not perform additional activities without prior written approval. All requested supplemental tasks will be charged on a time and materials basis.

Where possible, PBS&J proposes to use local contractor services for various project tasks. These services may include tree planting, site clearing and surface modifications (associated with wetland construction activities), and associated project purchases (e.g., tree saplings).

Cost Estimate

• Phase I – Feasibility Study	Cost (\$)
Wetland and Water Body Delineation	\$3,300
Hydraulic, Soils and Topographic Assessment	\$4,700
Data Analysis	\$4,800
Research Funding Mechanisms	\$1,000
Feasibility Study Report	\$5,400
• Phase II – Preliminary Design	
Develop Permitting Matrix	TBD
Permitting Activities (if/as required)	TBD
Wetlands Creation/Enhancement Plan	TBD
Construction Oversight	TBD
Monitoring and Reports	TBD
Project Meetings and Project Management	TBD

- Estimated costs for Phase II – Preliminary Design cannot be provided until the completion of Phase I – Feasibility Study.

Upon completion of Phase I of the proposed project, a Feasibility Study Report will be prepared and submitted to the appropriate entities as previously described. Based on the known information, PBS&J proposes to perform the listed tasks for Phase I for \$19,200. PBS&J proposes to provide these services on a time and materials not to exceed basis. Additional unanticipated tasks/costs will not be charged unless prior written authorization has been received from Williamson County. Estimated costs for completing the tasks under Phase II – Preliminary Design cannot be provided until completion of the initial feasibility study. If the results of the feasibility study indicate that wetland construction and/or enhancement activities are viable, then PBS&J will develop a separate scope and cost estimate for construction/enhancement services.

PBS&J appreciates the opportunity to provide this letter proposal. We look forward to assisting you with your wetland creation/enhancement project. If you have any questions, please contact me at 512.327.6840 (ext. 9508) or via e-mail at lcmler@pbsj.com.

Sincerely,
PBS&J



L. Christopher Miller, CWB, CF
Project Manager – Ecology Program

Cc: C. Green, PBS&J
M. Horvath, PBS&J
K. Jecker, PBS&J
J. Kessel, PBS&J

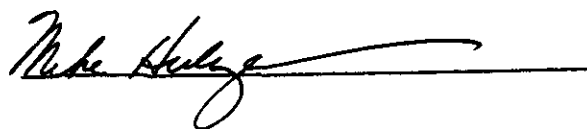


TABLE 1

**Estimated Cost of Environmental Services
Brushy Creek Wetlands**

Task No.	Project Tasks	Labor (Hours)							Total Costs	
		Principal	Senior Ecologist	Project Engineer	Ecologist	Tech. /CADD Drafting	Clerical	Repro-duction		Expenses/Travel
1	Hydraulic, Soils and Topographic Assessment Data acquisition and analyses			32	6	8	1	\$100		\$4,690
2	Wetlands Evaluations Wetland and Water Body Delineation Feasibility Study Report Data Analyses	4	16 16 16	4	16 24 40	4 8		\$50 \$100	\$100	\$3,390 \$5,380 \$4,760
3	Research Project Funding Mechanisms		4		8					\$1,040
4	Phase I Feasibility Study Project Costs Develop Project Permitting Matrix									\$19,250
5	Permitting Activities									TBD
6	Wetlands Creation/Enhancement Plan									TBD
7	Wetlands Construction Oversight									TBD
8	Project Monitoring and Reports									TBD
9	Project Management and Coordination									TBD
	Phase II Design Project Costs									TBD
		4 \$180	52 \$110	36 \$110	94 \$75	20 \$70	1 \$50			
Total PBS&J Cost		\$720	\$5,720	\$3,960	\$7,050	\$1,400	\$50	\$250	\$100	\$19,250

AGENDA ITEM 34

Consider declaring an emergency and approving a budget amendment for the Health District:

Moved: **Commissioner Boatright**

Seconded: **Commissioner Heiligenstein**

Motion: To declare an emergency and approve a budget amendment for the Health District:

0100-0630-004905

Payment for Indigents

600,000.00

Vote: 4 - 0

<Attachment>

AN ORDER DECLARING AN EMERGENCY AND A GRAVE PUBLIC NECESSITY DUE TO UNFORESEEABLE CIRCUMSTANCES AND APPROVING A BUDGET AMENDMENT FOR

100 - General Fund 630 - Health Dist
FUND DEPARTMENT

WHEREAS, THE WILLIAMSON COUNTY COMMISSIONERS COURT HAS CAREFULLY STUDIED THE PUBLIC NECESSITY OF INCREASING THE AUTHORIZED EXPENDITURES DURING THIS FISCAL YEAR; AND

WHEREAS, THE WILLIAMSON COUNTY COMMISSIONERS COURT, DUE TO UNFORESEEABLE CIRCUMSTANCES, DID NOT APPROPRIATE SUFFICIENT FUNDS IN THE CURRENT BUDGET FOR THIS NECESSARY EXPENDITURE; NOW

THEREFORE, BE IT ORDERED BY THE WILLIAMSON COUNTY COMMISSIONERS COURT THAT AN EMERGENCY AND GRAVE PUBLIC NECESSITY DOES EXIST DUE TO UNFORESEEABLE CIRCUMSTANCES.

WHEREAS, ON THE 10 DAY OF June, 2003, A MOTION MADE BY _____ AND SECONDED BY _____
THE MOTION CARRIED BY A VOTE OF ____ FOR, ____ AGAINST.

WHEREAS, THE WILLIAMSON COUNTY COMMISSIONERS COURT HAS DECLARED AN EMERGENCY AND A GRAVE PUBLIC NECESSITY DUE TO UNFORESEEABLE CIRCUMSTANCES IN THE MATTER OF BUDGETING NECESSARY FUNDS FOR THE ABOVE MENTIONED DEPARTMENT; NOW

THEREFORE, BE IT ORDERED THAT THE 2003 FISCAL YEAR WILLIAMSON COUNTY BUDGET BE AMENDED AND FROM THE UNAPPROPRIATED FUNDS IN THE GENERAL FUND, THE FOLLOWING AMOUNTS BE APPROPRIATED FOR THE FOLLOWING LINE ITEMS:

ACCOUNT #	DESCRIPTION	AMOUNT
100-630-4905	Payment for Indigents	\$ 600,000.00

WHEREUPON, A MOTION DULY MADE AND SECONDED, THE WILLIAMSON COUNTY COMMISSIONERS COURT DID AUTHORIZE THE COUNTY JUDGE TO SIGN THIS ORDER, THE COUNTY CLERK WAS INSTRUCTED TO FILE A COPY OF THIS ORDER WITH THE EXISTING BUDGET, AND TO FORWARD A COPY OF THIS ORDER TO THE COUNTY AUDITOR.

John C. Doerfler
JOHN C. DOERFLER, COUNTY JUDGE

ATTEST:

Nancy E. Rister
NANCY E. RISTER, COUNTY CLERK