

**KIMBLE COUNTY COMMISSIONERS COURT**  
**CALLED MEETING – APRIL 25, 2024 @ 8:30 AM**

*The Honorable Commissioners Court met on the above date and time in the County Courtroom at 501 Main Street, Junction, TX 76849. The following minutes were taken with regard to that meeting and are reflected below as accurately and to the best of my ability below:*

**COURT PRESENT:**

Commissioner Precinct 1 Brayden Schultz - ABSENT  
Commissioner Precinct 2 Kelly Simon  
Commissioner Precinct 3 Dennis Dunagan  
Commissioner Precinct 4 Kenneth Hoffman  
County Judge Hal A. Rose  
County/District Clerk Karen E. Page

**ELECTED OFFICIALS PRESENT:**

Sheriff Castleberry, Justice of The Peace Josh Cantrell

**VISITORS: SEE ATTACHED LIST (If Applicable)**

**AGENDA ITEMS:**

**Call to order:**

County Judge Hal Rose called the meeting to order at 8:34am

**Convene meeting and establish quorum.**

Quorum was established  
Invocation – 8:35am

**Public Comments:**

None

- 4. Consideration, discussion, and possible action regarding Kimble County application for Texas Historical Commission Courthouse Restoration Round XIII Grant Cycle including adoption of Resolution No. 2024-08 in support of such application.**
  - a. Judge Rose and all Commissioners present discussed the draft new application for the Courthouse Restoration Grant Round XIII, Tracy and Chris from architectural firm Hutson Gallagher, LLC on speaker phone to answer any questions, Items discussed included below:
  - b. Round XIII maximum grant money available for each approved grant request was increased to \$10 million from \$6 million in prior grant cycle on
  - c. Total allowable project cost estimate in draft grant application is \$11,100,114; maximum allowable grant request is \$9,294,242 and the county match amount for such request is \$1,805,872 as the application is drafted

- d. Ineligible items the grant will not cover are the same as prior application i.e. non-historic window treatments, new landscaping, interior IT and data work, parking lot area, signing/stripping of handicap ramp and is estimated to be around \$67,000.00
- e. Asbestos abatement, if needed, as with prior application, is not included in the current cost estimate and are handled outside of the construction contract. Any costs for abatement if needed do count towards county match and are an eligible cost under the grant
- f. TDCJ program will do the refinish/ restoration work on benches, chairs, etc. as with prior application to save on cost. Sheriff Castleberry will coordinate this portion
- g. Fire suppression system item in grant application will need further research and discussion with Kimble County Fire Marshall Cecil Conner.
- h. Application due by May 13, 2024
- i. Notice of status currently anticipated in late July/early August 2024

Motion to approve and submit a grant application for the Texas Historical Commission Restoration Round XIII Grant Cycle and adopt Resolution No. 2024-08 in support of such application made by Commissioner Simon, second by Commissioner Dunagan, all present in favor, motion carries

In conjunction with moving forward on the Round XIII grant application the Kimble County Records Management Officer (RMO) needs to be updated so that the County/District Clerk, Karen E. Page is the RMO for all county records; a Motion to nominate and approve the Kimble County/District Clerk as the RMO for Kimble County made by Commissioner Hoffman, second by Commissioner Simon, all present in favor, motion carries

- j. Clerk will sign SLR 508 form and send to the Texas State Library and Archives Commission

**5. Consideration, discussion, and possible action regarding ratification of emergency disaster declaration made by County Judge on April 18, 2024 related to London water situation.**

- a. Judge Rose gave an update on the water situation in the unincorporated area of London located in Kimble County to the Commissioners; an emergency disaster declaration was put in place at the request of TEDM and Kimble County Emergency Management Coordinator on April 18, 2024 to potentially provide State resources to the London area if needed. Findings as follows:
- b. Water from standpipe system sampled at multiple locations by TCEQ and LCRA on multiple occasions; water from two AQUA wells also tested and water determined to be acceptable coming from wells by TCEQ; Aqua required to use bypass system while standpipe system being tested and

TCEQ tested water using bypass system and such test results acceptable to TCEQ

- c. Most recent test results came back from standpipe system within TCEQ acceptable range after flushing standpipe lines and tank
- d. TCEQ believes initial issues most likely caused by maintenance work performed by AQUA on standpipe/tank
- e. Judge Rose has requested additional information from TCEQ regarding testing and monitoring requirements required to be performed by AQUA in the future
- f. After the update, the Commissioners decided the disaster declaration does not need to be ratified

**6. Consideration and approval of bills, accounts, and authorization to pay bills and accounts for Kimble County.**

- a. Motion to approve and pay bills made by Commissioner Simon, second by Commissioner Dunagan, all present in favor, motion carries

**7. Consideration, discussion, and possible action regarding amendment of the budget to conform to authorized revenues and expenditures and Order #CC-2024-08 authorizing same.**

- a. Motion to amend budget under Order # CC-2024-08 made by Commissioner Simon, second by Commissioner Hoffmann, all present in favor, motion carries

**8. Adjournment.**

- a. Motion to adjourn made by Commissioner Simon, second by Commissioner Dunagan, all present in favor, motion carries, meeting adjourned at 10:05am

There being no further business, Court adjourned this 25th day of April, 2024

/S/ HAL A ROSE

Hal A. Rose, Kimble County Judge

Attest: /S/ KAREN E. PAGE

Karen E. Page, County Clerk


## **KIMBLE COUNTY COMMISSIONERS COURT CALLED MEETING**

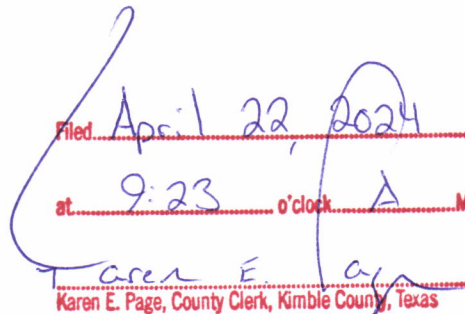
Notice is hereby given that the Kimble County Commissioners Court will convene a called meeting in the County Courtroom of the Kimble County Courthouse, 501 Main Street, Junction, Texas 76849, **at 8:30 a.m. on Thursday, April 25, 2024**

### **AGENDA**

1. Call to order.
2. Convene meeting and establish quorum.
3. Public comments are welcome. Please limit comments to five minutes or less.
4. Consideration, discussion, and possible action regarding Kimble County application for Texas Historical Commission Courthouse Restoration Round XIII Grant Cycle including adoption of Resolution No. 2024-08 in support of such application.
5. Consideration, discussion, and possible action regarding ratification of emergency disaster declaration made by County Judge on April 18, 2024 related to London water situation.
6. Consideration and approval of bills, accounts, and authorization to pay bills and accounts for Kimble County.
7. Consideration, discussion, and possible action regarding amendment of the budget to conform to authorized revenues and expenditures and Order #CC-2024-08 authorizing same.
8. Adjournment.

**This notice is given and posted pursuant to the Texas Open Meetings Act, Title 5, Chapters 551 and 552, Texas Government Code.**

  
Hal A. Rose, County Judge

  
Filed April 22, 2024  
at 9:23 o'clock A.M.  
Karen E. Page, County Clerk, Kimble County, Texas



**RESOLUTION NO. 2024-08**

**RESOLUTION IN SUPPORT OF  
TEXAS HISTORIC COURTHOUSE PRESERVATION PROGRAM**

**WHEREAS**, the current Kimble County Courthouse was constructed in 1929 and has been continuously used since; and

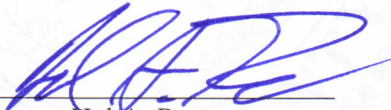
**WHEREAS**, the current Kimble County Courthouse is in need of significant renovation, restoration and anticipated repairs for access, computer networking, heating, cooling and use requirements; and

**WHEREAS**, Kimble County Commissioners Court has agreed to support application for a planning grant with the Texas Historical Commission's Texas Historic Courthouse Preservation Program, Round XIII.

**NOW THEREFORE**, by action of the Kimble County Commissioners Court at a duly noticed and held public meeting and as reflected in the minutes of the Court, be it resolved that Kimble County wishes to apply for and obtain the above-referenced planning grant.

**BE IT FURTHER RESOLVED**, that the County Judge of Kimble County is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Texas Historic Courthouse Preservation Program and all other necessary documents to accept said grant.

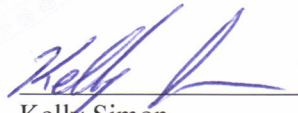
Adopted this the 25<sup>th</sup> day of April, 2024.



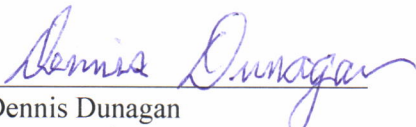
Hal A. Rose  
County Judge

ABSENT

Brayden Schulze  
Commissioner, Precinct 1



Kelly Simon  
Commissioner, Precinct 2

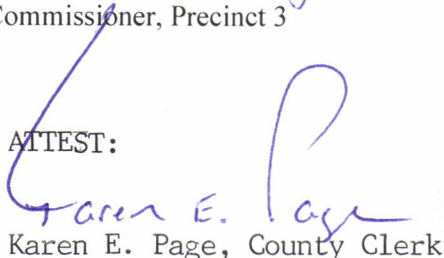


Dennis Dunagan  
Commissioner, Precinct 3

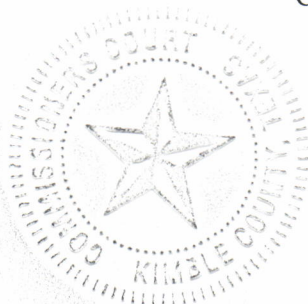


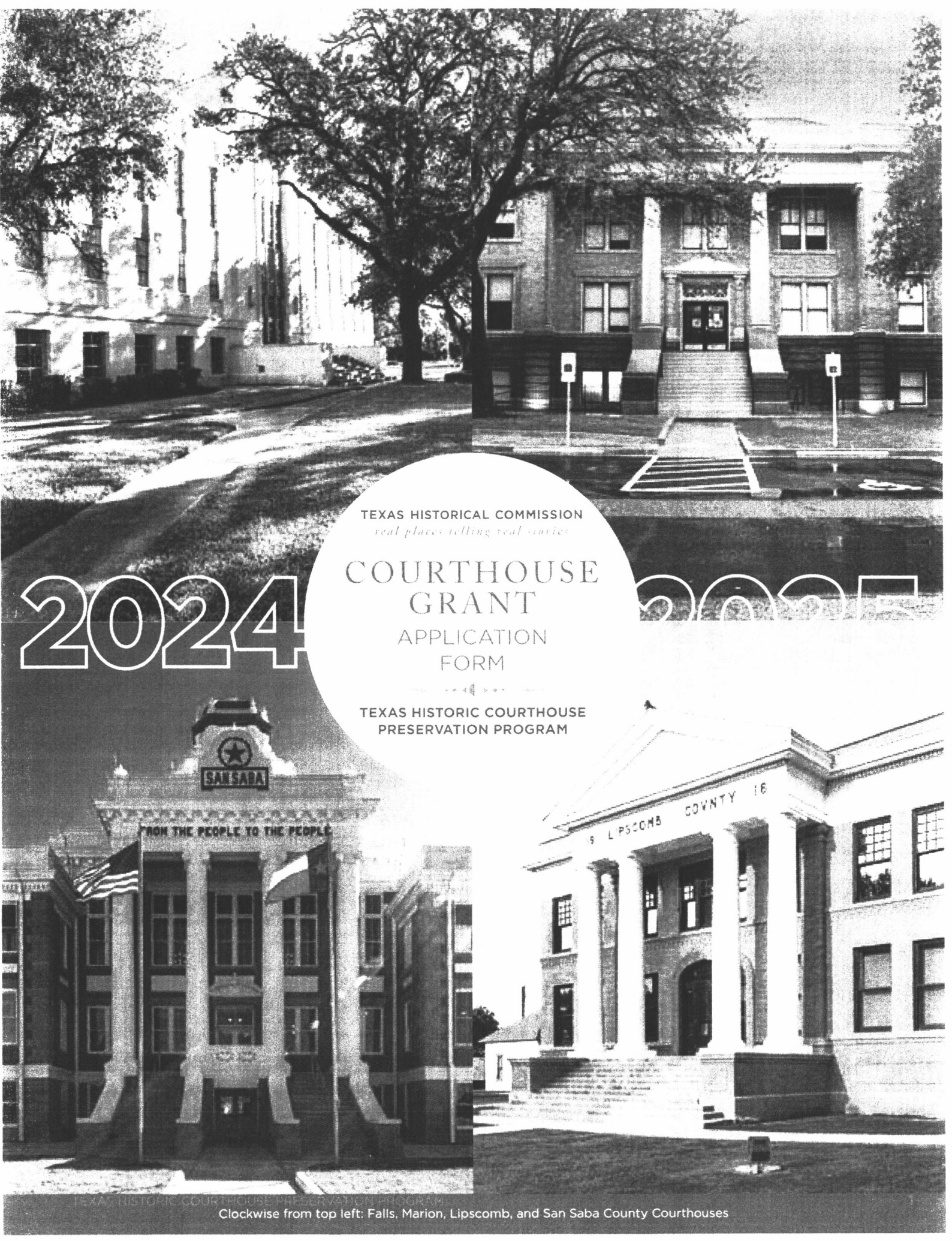
Kenneth Hoffman  
Commissioner, Precinct 4

ATTEST:



Karen E. Page, County Clerk





TEXAS HISTORICAL COMMISSION  
*real places telling real stories*

2024

2025

COURTHOUSE  
GRANT  
APPLICATION  
FORM

TEXAS HISTORIC COURTHOUSE  
PRESERVATION PROGRAM

TEXAS HISTORIC COURTHOUSE PRESERVATION PROGRAM

Clockwise from top left: Falls, Marion, Lipscomb, and San Saba County Courthouses



# TEXAS HISTORIC COURTHOUSE PRESERVATION PROGRAM ROUND XIII GRANT APPLICATION

FISCAL YEAR 2024-25

This application must be completed using the Texas Historic Courthouse Preservation Program Round XIII Grant Application Instructions.

I. General Information		
Property Name Kimble County Courthouse		
Applicant Name Judge Hal A. Rose		
Address 501 Main Street		
City Junction	Zip Code 76849	County Kimble
Telephone Number (325) 446-2724	Email hal.rose@co.kimble.tx.us	
When was the structure completed? 1930		
Dates of any major modifications 1974 Addition		
Does the county or municipality currently own the building? Yes		
Is it still functioning as the county's official courthouse? Explain.  Yes, it houses the county and district courtrooms, as well as the County Judge, County Clerk, Justice of the Peace, and County Treasurer offices. In addition, it currently houses the Kimble County Central Appraisal District, Adult and Juvenile Probation offices for the 452nd Judicial District (this includes Edwards, Kimble, Menard, Mason and McCulloch Counties), the Ag Life Extension Agent office, and the Kimble		

II. Contact Information		
Name Judge Hal A. Rose		
Title County Judge		
Address 501 Main Street		
City Junction	Zip Code 76849	
Telephone Number (325) 446-2724	Email hal.rose@co.kimble.tx.us	
County Facility Manager Judge Hal A. Rose		
Email hal.rose@co.kimble.tx.us	Phone Number (325) 446-2724	
Name of Architect or Other Professional Consultant Hutson Gallagher, LLC		
Telephone Number (512) 960-0013	Email tracy@hutsongallagher.com	

III. Historical Designation (check all that apply)	
<input checked="" type="checkbox"/>	National Register of Historic Places, individually listed or a contributing resource in a historic district
<input type="checkbox"/>	Name of district: _____
<input checked="" type="checkbox"/>	Recorded Texas Historic Landmark
<input checked="" type="checkbox"/>	State Antiquities Landmark (formerly State Archeological Landmark)
<input type="checkbox"/>	Local Designations
If the property does not hold any of the above designations, then:	
<input type="checkbox"/>	Eligible for historic designation as determined by the THC and/or certified as a historic courthouse by the THC

**IV. Architectural Significance.** Describe the importance of the courthouse within the context of its architectural type, style, period and original architect.

See attached.

**V. Historical Significance.** Describe the historical significance of the events and individuals associated with the courthouse.

See attached.

**VI. Original Integrity.** Describe the degree of surviving integrity of original design and materials. If the courthouse has undergone major modifications, give dates and describe the features that were changed.

The Kimble County Courthouse retains a high degree of original integrity. Very little of the original construction has been altered or removed. Original floors remain in most of the building, including the unique decorative original cork flooring in the District Courtroom, and the original tile flooring/wainscot found throughout the corridors. Original windows remain, although original entry doors have been removed and replaced with inappropriate metal and glass doors. Original signage for offices remains, and many original furnishings remain in courtrooms. The exterior of the building is relatively unchanged, with

**VII. Endangerment.** Describe why the courthouse might be considered endangered.

See attached.

**VIII. Summary of Project**

Describe the intent of the applicant in undertaking the proposed project.

**A. Project Description: Describe the full scope of work.** Explain which functions will be housed in the courthouse upon completion.

The objective of the project work is to restore the historic courthouse while rehabilitating the infrastructure to comply with current code. The 1974 Addition housing the County /District Clerk's office will be removed and the Clerk's office relocated. The County Clerks storage is expanding to the basement to make up for the loss of square foot associated with the removal of the 1974 Addition. The exterior work will involve replacing the aluminum entry doors with new wood doors and transoms to match the historic. Exterior brick and cast stone masonry will be cleaned, repaired and repointed as needed. The interior work involves asbestos abatement, removal of non-historic finishes, and restoration.

**B. Treatment Approach:** Identify the primary philosophy or treatment approach represented by this proposal by checking one box.

☐ Preservation

☐ Rehabilitation

☒ Restoration (restoration date: 1930 )

☐ Reconstruction

Describe aspects of project that fall under each treatment category.

☐ Preservation

Original vault doors, historic cork tile floors, corridor tile floor and wainscot will be cleaned and preserved. Historic hand-painted signage will be preserved and reinstalled where removed. Original courtroom furnishings, including witness stands, jury boxes, judges benches, and courtroom benches will be preserved and re-used.

☐ Rehabilitation

A new code compliant elevator will be installed. A new exit stair from the second floor will be installed. New mechanical systems will be installed that allow for removal of dropped ceilings. New code compliant electrical systems will be installed throughout. All courtroom and public corridor lighting will be replaced by more historically appropriate fixtures. New plumbing, including water and gas, will be installed.

☒ Restoration (restoration date: 1930 )

All exterior cast stone and brick masonry will be restored and cleaned. Inappropriate aluminum store front doors will be removed from all four elevations, and replaced with historically accurate replicas of the original wood and glass doors. Non-historic floor tile will be removed from offices to restore original scored concrete floors. Paint will be removed from interior doors, transoms and trim, which will be restored.

☐ Reconstruction

The exterior wall at southeast corner will be reconstructed after removal of the 1974 addition. Original windows (which were re-used in the addition) will be salvaged, restored and reinstalled in their original locations. The extent of exterior masonry wall reconstruction will be verified after demolition. Severely deteriorated exterior concrete steps at entrances will be removed and reconstructed to match the historic.

**C. Project Scope:** Does this proposal address and remedy some, or all, former inappropriate changes?

☐ Some ☒ All Explain.

All previous inappropriate changes will be addressed and the associated repairs will be in compliance with the approved master plan.

What aspects of a complete restoration will not be undertaken? Explain.

None. All aspects of the restoration will be undertaken in this project.

**D. Records Plan:** Does a plan exist for protecting records before, during and after the construction activity?

☒ Yes ☐ No Explain and attach copy of the plan as an appendix to the application.

See attached.

Attach copy of current plan ✓

**E. Conformance with Preservation Master Plan:** Is the proposed work in conformance with the full scope of work as described in the approved master plan? ☒ Yes ☐ No Explain.

Yes, the Master Plan outlines all proposed restoration work, and this proposal's scope of work adheres to and in some instance raises the restoration bar set by the master plan's program.

Does the work address the building's physical problems in proper sequence?

☒ Yes ☐ No Explain.

The work will be performed in the proper sequence, with asbestos abatement work undertaken first. Exterior and interior restoration will then occur simultaneously, with appropriate measures to maintain the exterior envelope in a weathertight condition to prevent damage to interior elements.

**F. Project Results:** Will the proposed project result in a fully restored county courthouse? ☒ Yes ☐ No

Will additional phases be required to complete the project? ☐ Yes ☒ No

Explain fully in Section XVI. Anticipated Additional Work.

No future work is anticipated.

**G. Shovel Readiness:** Does the applicant have completed plans and specifications that have been approved by the THC? ☒ Yes ☐ No

Have the plans been updated to reflect changes in proposed scope? ☒ Yes ☐ No

**X. Photographic Documentation.** At least 10 high quality color digital images showing all four current facades, significant interior spaces and details of the building.

**X. Estimated Project Budget.** Please provide a project budget that anticipates project construction costs using the Estimated Project Budget Worksheet. The budget should identify the cost of eligible construction activities, project contingencies and professional fees. Attach any available cost estimates prepared for this project.

#### **XI. Project Funding Request.**

Please complete the Construction Grant Request Worksheet and enter the required information below.

Total Allowable Project Cost (Line #2 of Worksheet)	= \$	10,900,435.00
Available THCPP Grant Funds (Line #4 of Worksheet)	= \$	9,294,242.00
Round XIII Grant Request (Line #6 of Worksheet) (Cannot exceed the <b>Available THCPP Grant Funds</b> above)	= \$	9,294,242.00
Local Required Cash Match (Line #7 of Worksheet)	= \$	1,606,193.00

#### **XII. Architectural Plans and Specifications**

To receive a Round XIII Planning Grant solely for the development of a full set of architectural plans and specifications at a minimum 30 percent local match, please complete the Planning Grant Request Worksheet and enter the requested information below.

Total (Allowable) Construction Cost (Line #1 of Worksheet)	=	
Total Professional Design & Planning Services (Line #5 of Worksheet)	=	
<b>Round XIII Planning Grant Funds Requested</b> (Line #8 of Worksheet)	=	
Required Local Planning Cash Match (Line #9 of Worksheet)	=	

#### **XIII. Preservation Easements and/or Deed Restrictions**

Does the applicant have a current non-THCPP preservation easement and/or deed restriction on the courthouse held by the THC?

☒ Yes (please attach a copy) ☐ No

Would the applicant be willing to grant a preservation easement to the THC if awarded a grant?

☒ Yes ☐ No

For how many years? ☐ 25 years ☐ 50 years ☒ Perpetuity

**XIV. Evidence of Local Support.** ● ● ● Points will be given to projects that have demonstrated local support. This may include letters of support from state and federal legislative delegations, local city or county officials, civic groups and individuals.

Explain and give examples of local incentives for historic preservation, and describe how the city or county government supports the county historical commission and or local preservation efforts, including the courthouse or the courthouse grounds.

Kimble County Historical Commission is very active and has been instrumental in retaining many buildings of historic significance to the area. In 1966, they opened the first history museum in the 1938 American Legion building. The Historical Commission is currently rehabilitating the old Junction hospital into the Kimble County Historical Museum after outgrowing their current location. The new museum will feature larger exhibit spaces dedicated to telling the story of Kimble County, and increased spaces for genealogical research and storage of artifacts. The latest Visitor's and Neighbors' Guide for Junction

Explain and give examples of any efforts to protect and enhance surrounding historic resources. Include mention of the nearby commercial buildings, other local government structures, local preservation ordinances or Main Street initiatives.

Several historic buildings have been retained as a result of the local interest in preservation.

Kimble County retains the 1892 County Jail (RTHL). The Masonic Building (RTHL), located near the courthouse, was built in 1902 and has been in use since 1909. The Art Deco style 1940 City of Junction municipal building, directly across the street from the courthouse, is now used as the police station and the 1926 Hotel Las Lomas has been restored.

Letters of support attached ☒

**XV. Compliance with State Courthouse Laws** ● ● ●

Have all courthouse construction projects other than routine maintenance been coordinated and approved in advance by the THC, as required by Texas Government Code 442.008?

Since 1980: ☐ Yes ☒ No

Since 1999: ☒ Yes ☐ No

Please list projects undertaken and describe the associated consultation with THC.

The 1986 handicap access ramp has no record of coordination with the THC.

The 2018 windows restoration was funding with a THCPP emergency grant.

**XVI. Anticipated Additional Work** ● ● ●

Briefly describe any work needed beyond this phase.

None.

Estimated cost: \$ 0.00



**A. Description of Need:** Describe the current problem(s) and the extent. Explain the critical need for the project based upon the threat it poses to the building, any danger to the life and safety of its occupants and/or any limitations on the building's essential functions imposed by the problem.

**B. Emergency Project Description:** Explain the full scope of work of the proposed emergency project. If architectural plans for this scope of work have been prepared, please attach or provide a reference if they have been previously submitted to the THC.

**C. Project Impact:** Describe how the proposed project is urgently needed to address the most important problems that are negatively impacting the building or its occupants, and note any major issues that will not be addressed.

**D. Conformance with Preservation Master Plan:** Describe how the proposed emergency work relates to the previously submitted courthouse preservation master plan. If this work was recommended in the master plan, please reference that part of the document. Explain how the work is consistent with the goals of the master plan.

**E. Previous Restoration:** Was the subject courthouse fully restored using a previous THCPP grant?

☐ Yes ☐ No

If yes, are you seeking funding to repair or correct poor quality work that was part of the grant-funded restoration?

☐ Yes ☐ No

If yes, please describe the applicant's efforts to pursue administrative remedies to hold the responsible party accountable for correcting work that was either poorly designed or constructed, or replacing materials that did not comply with the contract documents. Also, please note whether warranties or property insurance apply to the issue and if not, why not.

**XVIII. Photographic Documentation of Endangerment** Provide current photos of the building that sufficiently establish the emergency condition(s) and urgent problem(s) affecting the building or its users.

**XIX. Estimated Emergency Project Budget Worksheet.** Complete a Round XIII Estimated Project Budget Worksheet with costs associated with your emergency project.

**XX. Emergency Project Funding Request** The local match requirement for emergency grant funding is 30 percent for applicants without a fully restored courthouse and 50% for returning applicants with a courthouse that was fully restored with a previous THCPP grant. The maximum grant award may be limited further to allow the program to extend financial assistance to as many applicants as possible.

**A. Emergency Project Budget Summary:**

Please complete the Emergency Grant Request Worksheet for Unrestored Courthouses or Emergency Grant Request Worksheet for Restored Courthouses and enter the information requested below.

Total Allowable Project Cost (Line #2 of Worksheet)	=	\$ <input type="text"/>
Available THCPP Grant Funds (Line #4 of Worksheet)	=	\$ <input type="text"/>
Round XIII Grant Request (Line #6 of Worksheet) (Cannot exceed the <b>Available THCPP Grant Funds</b> above)	=	\$ <input type="text"/>
Local Required Cash Match (Line #7 of Worksheet)	=	\$ <input type="text"/>

### XXI. Resolution of Funding

Please attach a copy of a resolution from the applicable governing body in support of this application for Round XIII grant funding.

Resolution attached ☐

### XXII. Taxable Values

Provide the figure given in the Comptroller's Property Tax Assistance Division's 2023 County Rates and Levies for the county in which the project is located.

\$ 728,107,97

### XIII. Pre-Application Training

Please view the Pre-Application Training Webinar available at [thc.texas.gov/thcpp](http://thc.texas.gov/thcpp) and answer the questions to earn your certificate of completion, and provide a copy of your certificate with your Round XIII Grant Application Form.

### XXIV. Signature of Legal Representative

**As owner or legal representative of the owner, I certify the validity of the above statements and agree to follow all rules and requirements of the Texas Historical Commission relating to the Texas Historic Courthouse Preservation Program if awarded a grant.**

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



**[thc.texas.gov](http://thc.texas.gov)**

#### IV. Architectural Significance

The Kimble County Courthouse is a remarkably intact example of the Art Moderne style popular in the early 20th Century as architecture shifted away from classical ornamentation towards a more streamlined appearance. The building was designed in 1929 by well-known courthouse architect Henry T. Phelps, who was responsible for seventeen Texas courthouses between 1904 and 1931. The building also illustrates a transition in Phelps' designs over the decades, as he modified the classical courthouse plan to fit the stylistic sensibilities of the new century.

Several of Phelps' early courthouses, such as those in Hidalgo<sup>1</sup> (1909) and Atascosa (1912) counties, were designed in a Mission Revival style, with hipped tile roofs, projecting balconies, and ornamentation typical for the period. Phelps' later courthouse designs evolved to express more Classic Revival influences as reflected in the designs for Blanco (1916), Kenedy (1917), and Schleicher (1924) counties. These typically featured simplified rectangular massing with engaged or free-standing classical columns (of limestone or cast stone) two stories in height, framing a projecting central bay that served as the building entrance.

The Kimble County courthouse, along with Zavala (1928) and LaSalle (1931), were the final three courthouses designed by Phelps and represent a subsequent shift to incorporate more Art Deco/Art Moderne stylistic features.<sup>2</sup> At Kimble, these are evident in the cast stone geometric detailing along the top of each elevation and surrounding each of the four clock faces. The engaged classical columns have been replaced by flat pilasters of cast stone, with projecting detailing at the second floor level. Like the majority of Phelps' courthouses, it features basic rectangular massing with entrances centered on projecting bays at each elevation. At Kimble, each of the four entrances is surmounted by a triptych of ornamental panels designed to represent the U.S. national coat of arms. The center panel features a stylized, standing bald eagle flanked by a panel of nine arrows (symbolizing strength and a willingness to defend the country) and a panel with a cluster of three olive branches (symbolizing our preference for peace). Curiously, the surviving early drawings of the Courthouse show a single panel above each entrance, with an eagle indicated on the panel at the front elevation.

The interior of the Courthouse features a traditional cross-axial layout, with bisecting central corridors. Finish materials throughout the building indicate a preference for practical solutions, that may be reflective of the county's rural, pragmatic history. The decorative, multi-color ceramic tile used on the floor and wainscot was an economic substitution for more expensive finishes such as marble and terrazzo that were indicated on Phelps' drawings of the building. Likewise, the cork flooring installed throughout the District Courtroom, is not mentioned in drawings and may have been viewed as a durable, yet cost effective solution to control noise. While many buildings of this time period have lost these early finishes, the fact they remain after almost ninety years of use in Kimble County is a testament to their durability.

---

<sup>1</sup> Listed as associate architect with Atlee B. Ayres

<sup>2</sup> Phelps is also credited with remodeling his earlier courthouse at Terrell County in 1930.

## V. Historical Significance

### County Origins

Kimble County was created from Bexar County in 1859 but was not organized until 1876 when Kimbleville was initially chosen as the county seat. The site was located on the banks of the Llano River downstream from the present city of Junction. When the first courts convened, they were an open-air event held under the shade of oak trees at Kimbleville. Prisoners were chained to the tree limbs, and the judge rode over from Burnet County to hold the proceedings.<sup>1</sup>

In the year following the county's organization, the village of Denman at the junction of the north and south forks of the Llano River became the county seat. In short time, the township's name was changed to Junction City, and in 1894, its name was shortened to Junction.<sup>2</sup> When the town was surveyed and platted, a block of land was set aside as the courthouse square.<sup>3</sup>

### First Courthouse

Shortly after the county organization, the Kimble County residents voted to build a new courthouse. The Galveston Daily News reported on September 27, 1878 about the new wooden courthouse: "Our new courthouse is nearing completion and its neatness will be an honor to our county. Tell those lawyers who visited us while our courts were held in a blacksmith shop or under a live oak to come back in the fall term of court, and they will be able to hear their voices ring in a two-story court house,"<sup>4</sup>

In the February 28, 1882 edition of the Galveston Daily News, the courthouse was again in the spotlight: "Junction City, the county seat, has about 300 inhabitants, is located immediately at the junction of the north and south forks of the Llano, has a good courthouse and jail, two stores...."<sup>5</sup>

One colorful description of life in the Courthouse was described in the Galveston Daily News on June 12, 1883, when a church service was held in the second floor courtroom, with a few uninvited residents in attendance: "While church service was held in the court house, there might have been some apology for the strolling town dogs finding their way up to the congregation, but we cannot see what excuse or apology any one can offer for bringing their dogs to church to be cutting up and annoying the preacher and congregation during service."<sup>6</sup>

The most significant news of this original courthouse came on April 27, 1884, in the Fort Worth Gazette: "Junction City, April 22 – This morning about 3 o'clock the courthouse in the town of

---

<sup>1</sup>Kimble County Historical Survey Committee, RECORDED LANDMARKS OF KIMBLE CO., 1971.

<sup>2</sup>Wyatt, Frederica Burt, The City of Junction, 1972

<sup>3</sup>Fisher, O.C. It Occurred in Kimble, 1937.

<sup>4</sup>The Galveston Daily News, September 27, 1878

<sup>5</sup>The Galveston Daily News, February 28, 1882

<sup>6</sup>"What the Interior Papers Say" The Galveston Daily News, Vol 42, No. 82, Ed. 1, Tuesday, June 12, 1883.

Junction City was discovered to be wrapped in flames. The alarm was sounding throughout the town, and all turned out to the scene of destruction, but it was too late to do anything in the way of preserving any of the records. The fire seemed to originate in the east part of the building in the clerk's office. The fire is supposed to be the work of an incendiary, but there is no clew (sic) as to who it can be. There being several cases in the criminal docket of the district court, and a good deal of litigation in land matters, it is thought that some parties had touched the match, but as yet there seems to be no clue or even anything that looks probable to the discovery. The losses and damages to the county are estimated at from \$15,000 - \$20,000, no insurance."<sup>7</sup>

## **Second Courthouse**

Shortly after the tragic loss, the Commissioners Court set about planning the construction of a two-story, stone building as the seat of the county's government. The second courthouse was built in 1884 at a cost of \$14,500 with Alfred Giles as architect and J.M. Piper as contractor.<sup>8</sup>

This second courthouse, was damaged by fire in the pre-dawn hours of June 2, 1888. However, the walls were left standing, and because the safe was fireproof, the records were not lost. The origin of the fire was found to be the southeast corner of the second floor, in the jury room. A contractor was paid \$4.00 per day to repair the burned building, and the restored edifice was to serve the county for another forty years.<sup>9</sup>

A fence was built around the square in 1887, and a group of citizens persuaded the court to change the fence to an octagon shape in 1888. (The present sidewalks and fence were constructed by B.O. New in 1920 in this shape). Heating for the courthouse was furnished by wood stoves, and the sanitary facilities included outdoor privies. Lightning rods were installed for protection from the elements.<sup>10</sup>

The landscaped grounds of the square were considered very attractive by the citizens, with the local paper of April 11, 1929 reported "one of the beauty spots in the county is the courthouse yard. Judge J.B. Randolph takes great pride in the new bed of ferns which have just been placed in the yard".<sup>11</sup>

## **Current Courthouse**

The once-grand two-story structure served the county well, but after 45 years, the commissioners noticed growing signs of aging. On September 12, 1929, after an inspection, the county received this dire report from S.R. McCoy, State Building Inspector. "The building has settled irregularly,

---

<sup>7</sup> The Fort Worth Gazette, April 27, 1884

<sup>8</sup> The Junction Eagle, June 10, 1976

<sup>9</sup> Ibid

<sup>10</sup> Ibid

<sup>11</sup> The Junction Eagle, April 11, 1929

causing cracks in many places from the bottom to the top of the walls. The walls at the joist on the second floor are cracking from vibration." Mr. McCoy further stated that the truss rods had been found to be very loose and sagging from weight. His report continued "in the present condition of the trusses, if there should be much vibration or a heavy wet snow, the roof would be liable to collapse."<sup>12</sup>

Based on this report, the county began plans for a new structure. The Commissioners Court ordered that a new courthouse be erected, with costs not to exceed \$100,000 including furniture and fixtures, to be built by issuance of county warrants.

Henry T. Phelps was selected as the architect, with construction costs not to exceed \$85,000, including moving the old courthouse.<sup>13</sup>

An agreement was reached with Henry Phelps on September 24, 1929, with him getting 5% of the construction cost of the two-story building, with a basement beneath part of the structure. On October 17, The Junction Eagle reported "a new \$85,000 courthouse will be completed sometime in 1930."

The court voted on November 4, 1929, to advertise for bids. Those bids were received and opened and E.D. Porter was declared to have submitted the lowest and best bid, which was unanimously accepted. The two-story building was to be of reinforced concrete, brick and stone, and cost \$70,327. A report from January 23, 1930, related "Commissioners Court decides to use gray brick for the new courthouse."<sup>14</sup>

The Commissioners Court minutes indicate that plans were amended on January 30, 1930. Originally, the vault walls were to be constructed of 8" hollow-tile, but the amendment required the walls be of 8" concrete, reinforced with 3/4" bars, at an extra cost of \$800. The step buttresses and pilaster, originally to be of applied plaster from the grade to approximately one foot, two inches, above the first floor were revised to be 4" thick cast stone, at an additional cost of \$2,455.<sup>15</sup>

Report on the progress of the new courthouse was recorded in the March 13, 1930, edition of the local newspaper, "More than twelve tons of structural steel were raised to the second floor of the Kimble County Court House. It is to be used in the ceiling of the district court room. When completed, there will be no posts or columns in the room. The commanding 2,632 square feet will have a suspended ceiling."<sup>16</sup>

---

<sup>12</sup> Kimble County Commissioner Court Minutes, Vol. IV, Pg. 160.

<sup>13</sup> Ibid. Vol IV, Page 161

<sup>14</sup> Ibid. Vol IV, Page 162

<sup>15</sup> Ibid. Vol IV, Page 201

<sup>16</sup> Ibid. Vol IV, Page 202



During the installation of the new roof a fire broke out from the hot tar being poured on the roof. The fire was contained and did not damage the building.<sup>17</sup>

The courthouse was completed and formally opened on August 7, 1930. Festivities included musical performances, a devotional, prayer, and an address by Judge Weaver H. Baker, and Judge J.B. Randolph.<sup>18</sup>

A newspaper report on September 11, 1930 stated that several building projects were completed in the county, “including the newly completed \$100,000 courthouse.”<sup>19</sup> West Texas Utilities installed thirty 52” ceiling fans equipped with Levalier switches, at a cost of \$1,640.

The new building featured ceramic tile covering hallway floors and a portion of the walls. This element was a change from the original drawings, which indicated Terrazzo floors and marble wainscot. It has steel casement windows, ceiling fans, and the latest innovations in plumbing and heating. The yard was landscaped with a myriad of pecan trees, as well as several magnolias. Rosebushes lined the sidewalks and were later replaced by other shrubs and native cenizos.

A large room designated as a ladies’ lounge was incorporated into the design (the current tax offices). For many years, and particularly when Saturday was a “big day” downtown, women enjoyed the lounging area. It provided a respite from the hot sidewalks and busy areas while their husbands visited, played pool and dominoes, attended to business, etc. For many decades, offices in the courthouse remained open six days a week, and benches under the spreading canopy of trees were appreciated by many visitors.

In 1973-74, the courthouse was renovated, and a new addition was built by William Petty at a cost of \$140,000.00. Architects were Noonan, Krocker, and Dockery of San Antonio. Original windows from the courthouse were removed and installed into the one-story addition. Additional improvements were made in 1986 to comply with ADA requirements. These included new handrails and a ramp at the south entrance.

### **Cultural and Historical Significance:**

The Kimble County Courthouse is significant culturally at the local, state, and national level. Its importance at the local level is evident through the central role it played in the civic life of the community from its beginning. As one of the many architecturally important Texas Courthouses, it retains significance at the state level for its architecture as well as its association with Governor

---

<sup>17</sup> Wyatt, Frederica. *Capsule History of Kimble County Courthouses*.

<sup>18</sup> The Junction Eagle, August 7, 1930

<sup>19</sup> The Junction Eagle, Sept 11, 1930

Coke Stevenson. Its association with Mr. Stevenson also brings its significance to the national level, due to his involvement with the 1948 US Senate race against Lyndon Baines Johnson.

*Local Level Significance:*

The Kimble County Courthouse in all three of its iterations has served as the center of civic life for the city of Junction, and the broader Kimble County. It has been the backdrop for political rallies, festivals, church services, large town meetings, holiday celebrations, musical performances, and of course the important legal proceedings housed within. In 1922 a group following the Old Spanish Trail from Louisiana to San Antonio, including Associate Supreme Court Justice William Peirson, President of Baylor Female College Max Bentley, and circulation manager of the Houston Chronicle, R.M. Herndon, came to town and because of the weather many in the party were forced to spend the night "billeted" in the courthouse on cots.<sup>20</sup>

During the Great Depression government aid was administered from the offices housed in the courthouse, making the building a vital resource for the struggling area residents. During World War II it was the site of several aid rallies to help with the War Effort.

*State Level Significance:*

The Kimble County Courthouse helped launch the career of Coke Stevenson, a lifelong resident of Kimble County, and Governor of Texas from 1941-47, starting his political career in 1914 as County Attorney in Kimble. He later served as County Judge from 1919-1921 before removing to the political scene in Austin, where he served as governor and worked closely with Lyndon B. Johnson. His son, Coke R. Stevenson, Jr., also served as Kimble County Attorney in 1938.

At least four State Legislators had political careers in the last two courthouses. Several Texas Rangers have also seen action as elected and appointed law officials of Kimble County, with headquarters in the courthouse.<sup>21</sup> Some of the Kimble County notables who have left "footprints" at this Courthouse were Governor Coke R. Stevenson, Coke R. Stevenson, Jr. (County Attorney who later became the head of the Liquor Control Board), Weaver H. Baker (District Attorney, who later served as Chairman of the State Board of Control), J. B. Randolph, M. E. Blackburn, and Callan Graham (local attorneys who served in the Texas Legislature), Ranger Captain Gully Cowsert (who officed in the Courthouse); Rangers Frank Patterson and S. O. Durst (who served as local sheriffs).<sup>22</sup> While serving as County Judge, Walter W. Leamons, died at the Courthouse on November 11, 1968. One of Kimble County's native sons, O. Clark Fisher, who served thirty-two years as United States Representative, spoke on numerous occasions at the Courthouse.

<sup>20</sup> "Old Spanish Trail Caravan Passes Through Junction". *The Junction Eagle*. Vol. 39, No. 11, Ed. 1. Friday, July 7, 1922

<sup>21</sup> Wyatt, Frederica. *Capsule History of Kimble County Courthouses*.

<sup>22</sup> Kimble County Historical Survey Committee 1971.

There were numerous speakers at the courthouse over the years, the Junction News Chronicle reported on March 26, 1931 “Pat M. Neff will speak Saturday In the Courthouse at the County and District Attorneys Association of West Texas.” William Jennings Bryan also visited Junction, and presumably, the courthouse, during a political campaign in 1922. Other events held at the courthouse or in its square were WWII era bond “drives”, with some of them featuring “movie personalities and other well-known people.”<sup>23</sup>

Junction itself is significant in state history for its position on the Old Spanish Trail, a historic highway running from Florida to California, designed promote the “Good Roads” movement by the Old Spanish Trail Association in 1915. With the establishment of this route, it quickly assumed a leading role in the state’s emerging highway system, as it was used as one of the most important routes of transportation for military and industrial uses, as well as connecting some of the state’s most famous tourist attractions.<sup>24</sup>

#### *National Level Significance:*

The courthouse rises to a national level of significance with its association with Coke Stevenson, and his 1948 US Senate race against Lyndon Baines Johnson. This results of this closely contested race revolved around the infamous “Voting Box No. 13” controversy, which gave LBJ the lead in the race but was later challenged by Stevenson based on falsely certified votes in Jim Wells County. Legal proceedings followed the controversy, eventually ending with LBJ as the winner. With the defeat of Coke Stevenson, LBJ was launched into national politics.<sup>25</sup>

---

<sup>23</sup> Wyatt, Frederica. *Capsule History of Kimble County Courthouses*.

<sup>24</sup> The Development of Highways in Texas: A Historic Context of the Bankhead Highway and other Named Highways. THC Website.

<sup>25</sup> “How Johnson Won Election He’d Lost”. New York Times, February 11, 1990.

## **VII. Endangerment**

Although the 2020 THCPP Round XI emergency grant provided much needed funding to restore the historic steel windows in the building, the courthouse remains endangered due to multiple conditions. Mortar loss in the cast stone and veneer brick occurs on all elevation. Cracking and displacement of the veneer brick is evident at the east elevation and the boiler flue. All elevations suffer from biological soiling on the masonry, and the previous use of silicone to adhere Christmas lighting. Existing concrete steps are severely cracked and require replacement at all elevations. The existing sprayed polyurethane foam roof as multiple areas of ponding and does not allow proper drainage. All of the original glass clock faces are cracked and the clocks inoperative.

Multiple locations have been found to contain asbestos, including wall texture, pipe insulation, floor tile and mastic, remaining glazing compound, and attic insulation around mechanical equipment. All identified asbestos will be removed as part of the anticipated work.

In addition, the courthouse does not currently have an accessible means of egress to the second floor or basement levels as required by TAS/ADA. The existing elevator, installed in the 1980s, is not in use because it does not meet current code and life safety requirements. The elevator location does not afford access to the basement, which prevents its use for any public functions.

Finally, the existing mechanical, electrical and plumbing systems are very outdated and not in compliance with current building and life safety codes. Existing electrical panels and wiring throughout the building are substandard. Several electrical panels utilize the outdated screw-on fuses. Un-grounded electrical outlets are still in use in several locations. The distribution of power outlets throughout the building is inadequate, and offices use multiple outlet power strips to compensate. The 1970s boiler was recently replaced by the county; however the boiler room and janitor's closet lack any ventilation to the exterior as required by code. All interior ceiling mounted air handlers have exceeded their life expectancy and require replacement. These air handlers have leaked in the past, and water stains from piping leaks are evident in multiple locations. Return air to these units typically occurs through the corridor, which is no longer allowed by code. Many plumbing fixtures are original and do not comply with current accessibility requirements or building code. The existing hot water heater in the basement is non-functional, and downstairs restrooms do not have hot water. The drinking fountain is currently inoperative.

## Kimble County Records Management Plan

### General Inventory

Inventory consists of civil and criminal court records, abstracts of judgment, tax liens, deeds of trust, vital statistics records, probate records, mental health records, election records, cattle brands, Commissioner's Court records and other miscellaneous records.

### Space Availability

Currently records are stored on the 1<sup>st</sup> floor in the District and County Clerk's office and vault which is located in a 1973 addition to the courthouse. One of the main goals for restoration of the courthouse to the 1930 era is the removal of this addition and establishing use of the basement level. Records will need to be relocated during construction work.

### Relocation

The county will relocate records under the direction and guidance of the Texas State Library and Archive Commission. An off-site records facility will be established with proper climate control, lighting and security; and will house the temporary office for the District and County Clerk. Prior to relocation there will be an inventory of records. Records will be carefully boxed, labeled and securely transported to the off-site facility. This facility will be located within the legal limits of the county seat and provisions will be made to provide public access to open records.

### Security/Fire Protection

Currently records storage areas are secured by locking devices. Keys and combinations are controlled by the District and County Clerk and immediate staff. In the off-site records storage facility as well as the new designed area within the courthouse the records will remain in secured areas protected by locking devices, fire and theft alarm systems, and fire proof enclosures.

### Lighting and UV Protection

Currently the lighting levels are adequate but little is done to protect records from UV light. The county will consult with the State to assess the proper lighting types for use in records facilities and windows will fitted with blinds or other UV filtration devices to limit potential damage in the off-site facility as well as new designed space within the courthouse.

### Growth

During the planning for restoration of the courthouse various methods for records storage (i.e. condensed shelving systems, digitization) will be examined to determine the required space needed for the next 20 years.

### Records Management Compliance

Kimble County is in compliance with the Records Retention requirements of the Texas State Library and Archives Commission.

STATE OF TEXAS  
COUNTY OF KIMBLE



ELAINE CARPENTER  
COUNTY/DISTRICT CLERK

Courthouse, 501 Main Street  
Junction, Texas 76849  
915-446-3353

TO WHOM IT MAY CONCERN:

RE: KIMBLE COUNTY COURTHOUSE PRESERVATION  
PROTECTION OF COUNTY RECORDS

The Records in the County Clerk's Office includes all Real Property Records, Birth, Death, Marriage; all County and District Court Records, Military Discharge, just to name a few. At the present, there is a Records control Schedule on file with the Texas State Library, which includes listings of all records and their retention period. ( copy attached)

The records have been microfilmed for security, stored in a climate-controlled facility, off-premise from the Courthouse. The microfilming will continue to be done on a regular basis to maintain the security of the Records.

The Records should not have to be removed from the Courthouse during the restoration period. They are currently in a fireproof vault, which is large enough to move the records from one area to the other during the renovation, if necessary; with proper procedure taken to protect from dust, a/c and/or heating changes, etc.

There are many areas to consider, but I feel that our elected officials' will be very cautious as far as the management of the security of the Records of the County during the Renovation process.



*Elaine Carpenter*

Elaine Carpenter 2-7-00

County and District Clerk

Kimble County



6-15-94

# LOCAL GOVERNMENT - RECORDS CONTROL SCHEDULE CERTIFICATION AND ACCEPTANCE

## Section 1. USE OF FORM (Check One, See Reverse)

- ☒ Original Filing - Form SLR 500
- ☐ Amended Schedule - Form SLR 500
- ☐ Amendment to Schedule - Form SLR 520

Number of Pages in Attachment 4 Date of Attachment 12-1-94  
Date of previous schedule the attachment amends, if applicable \_\_\_\_\_

## Section 2. SUBMISSION DATA (See Reverse)

Government KIMBLE COUNTY  
Office County Clerk, District Clerk, Voter Registrar \_\_\_\_\_  
Department \_\_\_\_\_  
RMO Address Courthouse, 501 Main  
City Junction Zip 76849  
Telephone 915/446-3353

## Section 3. LOCAL GOVERNMENT CERTIFICATION

The attached document of the type indicated above is submitted for filing pursuant to Local Government Code §203.041. The attachment has been approved according to the ordinance, order, or plan of the local government or elective county office for which I am the Records Management Officer. I certify that the administrative rules for electronic records, adopted under Local Government Code §205.003(a), will be followed for records subject to the rules.

Name and Title (Print or Type) Elaine Carpenter Records Management Officer  
Signature Elaine Carpenter Date 12-1-94

## Section 4. TEXAS STATE LIBRARY ACCEPTANCE

The records control schedule, amended schedule, or amendment to schedule submitted for filing with this transmittal sheet has:

- ☒ been accepted for filing pursuant to Local Government Code §203.043(a). A record appearing on the schedule or amendment may be disposed of at the expiration of its retention period without additional notice to the director and librarian, subject to the provisions of Local Government Code §203.041(d).
- ☐ been accepted for filing subject to the conditions stated in the accompanying letter pursuant to Local Government Code §203.043(d).
- ☐ not been accepted for filing pursuant to Local Government Code §203.043(b). See accompanying letter for explanation.

Name and Title (Print or Type) Marilyn Fohl - Mgr. Training & Records  
Signature Marilyn Fohl Date 12-14-94

# LOCAL GOVERNMENT - RECORDS CONTROL SCHEDULE

## CERTIFICATION AND ACCEPTANCE

### Section 1 - USE OF FORM (Check One, See Remarks)

- ☒ Original Filing - Form SLR 500
- ☐ Amended Schedule - Form SLR 500
- ☐ Amendment to Schedule - Form SLR 520

Number of Pages in Attachment 4 Date of Attachment 12-1-94

Date of previous schedule the attachment amends, if applicable \_\_\_\_\_

### Section 2 - SUBMISSION DATA (See Remarks)

Government KIMBLE COUNTY

Office/County Clerk, District Clerk, Voter Registrar \_\_\_\_\_

Department \_\_\_\_\_

RMO Address Courthouse, 501 Main

City Junction Zip 76849

Telephone 915/446-3353

### Section 3 - LOCAL GOVERNMENT CERTIFICATION

The attached document of the type indicated above is submitted for filing pursuant to Local Government Code §203.041. The attachment has been approved according to the ordinance, order, or plan of the local government or elective county office for which I am the Records Management Officer. I certify that the administrative rules for electronic records, adopted under Local Government Code §205.003(a), will be followed for records subject to the rules.

Name and Title (Print or Type) Elaine Carpenter Records Management Officer

Signature \_\_\_\_\_ Date 12-1-94

### Section 4 - TEXAS STATE LIBRARY ACCEPTANCE

The records control schedule, amended schedule, or amendment to schedule submitted for filing with this transmittal sheet has:

- ☐ been accepted for filing pursuant to Local Government Code §203.043(a). A record appearing on the schedule or amendment may be disposed of at the expiration of its retention period without additional notice to the director and librarian, subject to the provisions of Local Government Code §203.041(d).
- ☐ been accepted for filing subject to the conditions stated in the accompanying letter pursuant to Local Government Code §203.043(d).
- ☐ not been accepted for filing pursuant to Local Government Code §203.043(b). See accompanying letter for explanation.

Name and Title (Print or Type) \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_



# TEXAS COUNTY RECORDS SCHEDULE

COUNTY KIMBLE

OFFICE County Clerk, District Clerk  
and Voter Registrar

PAGE ONE OF 4 PAGES

I hereby certify that the following records schedule and attached implementation plan were prepared in accordance with Chapter 441, Subchapter F, Texas Government Code and shall constitute authorization to dispose of the records of this office until amended. Before records are destroyed, the director and librarian of the Texas State Library will be notified which records are to be destroyed at least 60 days prior to the intended date of destruction and such notice will also be filed in the office of the county clerk at least 10 days prior to such date.

DATE: 12-1-94

NAME OF CUSTODIAN: Elaine Carpenter

SIGNATURE OF CUSTODIAN: \_\_\_\_\_

RECORD NUMBER	RECORD TITLE	RETENTION PERIOD			DISPOSITION
		OFFICE	STORAGE	TOTAL	
01	Commissioners Court minutes	permanent			
02	Commissioner's Court bids, etc.	permanent			
03	County Vehicle titles, etc.	permanent, as long as owned by county			
04	County insurance policies	4 years after termination date			
05	Annual auditor's reports	permanent			
06	County contracts, leases & agreements	permanent			
07	Deed records	permanent	All have been micro-filmed for safety & security		
08	Deeds of Trust	permanent			
09	Probate records	permanent			
10	State Tax Liens	permanent			
11	Federal Tax Liens	permanent			
12	Hospital Liens	permanent			
13	Water Rights	permanent			

## COUNTY KIMBLE

## OFFICE CO. &amp; DISTRICT CLERK/VOTER REGISTRAR

RECORD NUMBER	RECORD TITLE	RETENTION PERIOD		DISPOSITION
		OFFICE	TOTAL	
14	Official bonds	permanent		
15	County Court minutes	permanent		
16	District Court minutes	permanent		
17	Assumed name certificates	permanent		
18	Bills of sale	permanent		
19	Abstract of judgments	permanent		
20	Election returns	permanent--recorded		in election returns book
21	Mechanic & Materialman's Lien	permanent		
22	Oil and Gas Leases	permanent		
23	Marks and brands	permanent		
24	Financing statements	permanent		
25	Water Rights	permanent		
26	Lis pendens	permanent		
27	Military Discharge	permanent		

COUNTY

KIMBLE

OFFICE

Co/ &amp; District Clerk/Voter Registrar

RECORD NUMBER	RECORD TITLE	RETENTION PERIOD			DISPOSITION
		OFFICE	STORAGE	TOTAL	
28	Probate (wills, etc.)	permanent			
29	Private Surveys	permanent			
30	Patent records	permanent			
31	Field notes	permanent			
32	Birth records	permanent			
33	Death records	permanent			
34	Marriage records	permanent			
35	Plat records	permanent			
36	Voter registration applications	2 yrs. after date of rejection or cancellation			
37	Voter registration certificates	2 yrs. after date of cancellation			
38	Master Voter registration list	US			
39	Lists for use in Presidential elections	4 yrs after election date			
40	Lists in non-presidential elections	2 yrs. after election date			
41	Election minutes, notices, etc., recorded in Commissioner's Court minutes	permanent			

COUNTY Kimble OFFICE Co. & District Clerk/Voter Registrar

RECORD NUMBER	RECORD TITLE	RETENTION PERIOD			DISPOSITION
		OFFICE	STORAGE	TOTAL	
42	Election records (a) General, special & primary elections that do not involve federal office (b) General, special & primary that <u>do</u> involve federal office				60 days after election date 22 months after election date
43	Juvenile records				retention until individual reaches age 25 or have a court order to destroy
44	Adoption records				permanent--sealed and locked unless there is order from Judge to open the record
45	Grand Jury docket book				permanent
46	Grand Jury reports				permanent--filed and recorded in district court minutes
47	Open meeting notices				2 years
48	Ordinances, orders and resolutions				Permanent--recorded in Commissioner's Court minutes
49	Banking records				5 years after fiscal year end
50	Oaths of office				permanently filed and recorded in official bonds records
52	Child Support payment record				10 yrs. after expiration of support period
53	Naturalization papers				permanent
54	Wills for safekeeping				permanently locked until requested by family of deceased

## Summary

Type into boxed cells only.

Division 1:	General Conditions	<u>\$ 966,733.00</u>
Division 2:	Site Work	<u>\$ 679,705.00</u>
Division 3:	Concrete	<u>\$ 501,786.00</u>
Division 4:	Masonry	<u>\$ 449,485.00</u>
Division 5:	Metals	<u>\$ 416,565.00</u>
Division 6:	Carpentry	<u>\$ 719,882.00</u>
Division 7:	Thermal and Moisture Protections	<u>\$ 323,798.00</u>
Division 8:	Door and Windows	<u>\$ 279,320.00</u>
Division 9:	Finishes	<u>\$ 1,286,250.00</u>
Division 10:	Specialties	<u>\$ 104,582.00</u>
Division 11:	Equipment	<u>\$ -</u>
Division 12:	Furnishings	<u>\$ 166,532.00</u>
Division 13:	Special Construction	<u>\$ 385,240.00</u>
Division 14:	Conveying Systems	<u>\$ 110,750.00</u>
Division 15:	Mechanical	<u>\$ 2,106,500.00</u>
Division 16:	Electrical	<u>\$ 1,078,439.00</u>
Construction Costs Subtotal =		<u>\$ 9,575,567.00</u>
Less Ineligible		( <u>\$ 67,079.00</u>
Allowable Construction Costs =		<u>\$ 9,508,488.00</u>
Contractor's Overhead & Profit =		<div><u>\$ 475,424.00</u></div>
Subtotal A+ Overhead & Profit =		<u>\$ 9,983,912.00</u>
Project Contingency =		<div><u>\$ 299,517.00</u></div>
Total Allowable Construction Costs =		<u>\$ 10,283,429.00</u>

**Work-Category****Estimated Cost****1. General Requirements**

a) Construction facilities (e.g., job trailer, office supplies, sanitary facilities Project Office Storage Trailers Portable Toilets Project Signs	\$ <u>135,550.00</u>
b) Construction Supervision Per Diem Costs Project Manager Project Superintendent Safety Engineer	\$ <u>237,188.00</u>
c) Bond and insurance (e.g. performance & payment bonds, builder's risk insurance, liability insurance) Performance and Payment Bonds Contractor Liability Insurance Permits (Assume waived)	\$ <u>187,488.00</u>
d) Inspection and testing allowances Material Testing / Special Inspections (Allowance)	\$ <u>15,000.00</u>
e) Temporary construction (e.g., scaffolding, fencing) Scaffolding Dumpster Pulls Temp Crane / Lifts Construction Fencing	\$ <u>88,104.00</u>
f) Hazardous materials abatement Asbestos Abatement - NOT INCLUDED Lead Abatement - Allowance	\$ <u>80,000.00</u>
g) Other (AGC dues, Permits) GC Labor Burden Final Cleaning Record Documents GC Photos	\$ <u>223,403.00</u>

## Work-Category

## Estimated Cost

**2. Site Work**

a) Demolition and hauling Demolish 1974 Addition Demolish existing elevator and shaft Demolish concrete floor for new exit stairs"	\$ <u>110,000.00</u>
b) Utilities Included in Divisions 15 & 16	\$ \$ <u>-</u>
c) Earthworks and grading Excavation / trenching and backfill Regrade area around courthouse for better drainage	\$ <u>454,320.00</u>
d) Sidewalk restoration Included in Division 3	\$ <u>6,306.00</u>
e) Historic site features (\$50,000 maximum) (describe) None	\$ <u>0.00</u>
	<i>Amount exceeding \$50,000*</i> \$ ( )
f) Site furnishings and appurtenances* (e.g., benches, trashcans) None	\$ ( <u>0.00</u> )
g) Paving for parking areas and new sidewalks* New accessible parking, striping	\$ ( <u>5,000.00</u> )
h) Landscape restoration* (e.g., new plant materials, pruning) Re-sod area where Addition demolished	\$ ( <u>0.00</u> )
i) Irrigation systems* Add irrigation where Addition removed	\$ ( <u>2,079.00</u> )
j) Other, such as archeological site investigation (describe) New wood fence and gate at Mech. Enclosure Exterior areaway - piping to storm sewer Crawlspace roof drain pipe	\$ <u>102,000.00</u>

\* ineligible cost, (this will tally and subtract from construction cost subtotal)

**Work-Category****Estimated Cost****3. Concrete**

a) Structural repairs or modifications New concrete elevator pit and foundation New concrete exit stairs	\$ <u>446,786.00</u>
b) Non-structural (e.g., basement flooring) New conc slab at mechanical yard Reconstruct 3 Area Wells Concrete epoxy Repair (Allowance)	\$ <u>55,000.00</u>
c) Other (describe) None	\$ _____

**4. Masonry**

a) General exterior restoration (e.g. repointing, cleaning) Restore and clean brick and cast stone exterior	\$ <u>449,485.00</u>
b) Structural repairs or modifications (e.g. replacement of damaged units) Reconstruct masonry at Southeast corner (inc above) Concrete block elevator shaft (inc above)	\$ <u>0.00</u>
c) Non-structural repairs (e.g., re-opening blocked windows) None	\$ _____
d) Other (describe) None	\$ _____



**Work-Category****Estimated Cost****5. Metals**

a) Structural elements (e.g., decking, roof framing, columns) Structural Steel Materials Steel Erection	\$ <u>125,000.00</u>
b) Non-structural fabrications (e.g., stairways, ladders) Mechanical platforms and catwalk in Attic Catwalk Installation (Allowance) New Steel Stair (mat) New handrails at accessible ramp (exterior)	\$ <u>291,565.00</u>
c) Decorative metal (e.g., grates, handrails) None	\$ _____
d) Other (describe) None	\$ _____

**6. Carpentry**

a) Rough carpentry (structural repairs to floor and roof framing) Misc Rough Carpentry Floor Framing Modifications for elevator shaft Furr out and furr down framing Misc Anchors / adhesives	\$ <u>319,014.00</u>
b) Finish carpentry (e.g., non-structural wainscot, trim, stair handrails) Finish Carpentry repair and replacement Includes Carpenter Sub Housing Allowance	\$ <u>336,762.00</u>
c) Casework (e.g., restoration or construction of judge's bench, jury box and built-in cabinetry) Repair Judge's bench and platforms - Co Court Repair Judge's bench and platforms - Dist Court New cabinets and counter at Break Room Assume salvage and reinstall of Tax Assessor Cabinetry	\$ <u>64,106.00</u>
d) Other (describe) None	\$ _____

**Work-Category****Estimated Cost****7. Thermal & Moisture Protection**

a) Roofing and flashing Demo Existing and Install New Single Ply Roof Roof curbs for new mechanical equipment	\$ <u>267,643.00</u>
b) Drainage systems (e.g., gutters and downspouts) Extend roof drains to curb (in Division 2) New roof drains at SE corner (in Division 2)	\$ <u>0.00</u>
c) Foundation waterproofing New foundation waterproofing (excavation / backfill in Division 2) Elevator pit waterproofing	\$ <u>27,900.00</u>
d) Insulation, caulking and sealants Thermal insulation Joint Sealants	\$ <u>28,255.00</u>
e) Other (describe) None	\$ <u>0.00</u>

**Work-Category****Estimated Cost****8. Doors & Windows**

a) Interior and exterior doors including glass Exterior: New wood doors, frames and transoms at 4 entries Interior: Restore existing doors and transoms Interior: New doors to match historic Interior: New non-historic doors	\$ <u>105,620.00</u>
b) Windows including glass New basement steel units Restore existing steel wdws (not in prev. phase) Add UV/IR Film	\$ <u>86,700.00</u>
c) Hardware New hardware at exterior doors (Allowance) New hardware - interior doors Restore historic hardware at interior doors (Allowance) Re-cast missing door hardware (Allowance)	\$ <u>86,000.00</u>
d) Other glass and glazing New glass at clock faces (See DIV 13) Glass at County Clerk 109	\$ <u>1,000.00</u>
e) Other (describe) None	\$ _____

Work-Category

Estimated Cost

9. Finishes

a) Wood and/or decorative metal ceilings None	\$ 0.00
b) Wood flooring and wainscot None	\$ 0.00
c) Marble finishes None	\$ 0.00
d) Ceramic tile finishes Mosaic tile - Reproduction (Allowance) Mosaic tile Replace Stair Nosings - Mosaic tile Walls Remove/ Reinstall / Infill Ceramic tile (restroom flooring / wainscot) New	\$ 88,000.00
e) Plaster and/or drywall "Plaster repair and restoration New gyp. board walls Floor ceiling repair/furnish ours related to HVAC installation"	\$ 509,500.00
f) Carpet and resilient flooring New carpet in selected areas - non public	\$ 3,000.00
g) Acoustical ceilings and/or panels None	\$ 0.00
h) General painting Finish Removal (not inc. lead abatement) Paint interior and exterior	\$ 522,000.00
i) Decorative painting ornamental plaster Historic Vault Door restoration and cleaning (Allowance)	\$ 36,000.00
j) Other (describe) Concrete Flooring (historic) - clean and seal Restore cork flooring - District Courtroom Restore cork flooring - County Courtroom	\$ 127,750.00

**Work-Category****Estimated Cost****10. Specialties**

a) Toilet partitions and accessories New Partitions Toilet Accessories	\$ <u>12,500.00</u>
b) Building directories and signage Exterior - ADA Parking Signage Interior Signage - New Interior Signage - Restore Historic	\$ <u>29,532.00</u>
c) Specialty storage systems None	\$ <u>0.00</u>
d) Clock and clockworks Replace clockfaces, cover and mechanisms (Allowance)	\$ <u>60,000.00</u>
e) Bell fabrication or restoration None	\$ <u>0.00</u>
f) Other (describe) Fire extinguishers with cabinets	\$ <u>2,550.00</u>

**11. Equipment (generally not eligible costs)**

a) Computer servers and office equipment* None	\$ ( <u>0.00</u> )
b) Other ineligible items* None	\$ ( <u>0.00</u> )

\* ineligible cost. tally and subtract from construction cost subtotal

**Work-Category****Estimated Cost****12. Furnishings**

a) Acquisition/restoration of immovable furnishings (e.g., fixed seating or pews for courtroom gallery/balcony) District Court - Repair wood benches (historic)	\$ <u>51,750.00</u>
b) Documented historical or period appropriate window treatments (shutters, Venetian or roll-down blinds) (window bars) New Venetian shades to match historic (All windows)	\$ <u>114,782.00</u>
c) Non-historic window treatments* None	\$ ( <u>0.00</u> )
d) Acquisition of movable furnishings (tables, armchairs, file cabinets)* None	\$ ( <u>0.00</u> )

\* ineligible cost, tally and subtract from construction cost subtotal



Work-Category

Estimated Cost

13. Special Construction

a) Lightning protection systems New Lightning Protection System	\$ 55,440.00
b) Pre-engineered sheet metal towers None	\$ 0.00
c) Fire Suppression, detection and alarm system New Fire Alarm and Detection System Fire Sprinkler (Inc. Backflow / Vault) Fire Sprinkler - New underground fire line	\$ 303,300.00
d) Other (describe) New clock faces - (Allowance) Attic access stair	\$ 26,500.00

14. Conveying Systems

a) Elevators New elevator and finish out	\$ 110,750.00
b) Other (describe) None	\$ 0.00

**Work-Category****Estimated Cost****15. Mechanical**

a) Plumbing Systems	\$ <u>348,700.00</u>
Demo existing piping	
Demo plumbing fixtures (except as noted)	
Video camera waste piping to confirm condition	
New plumbing fixtures (water closets, lavatories, urinals, etc.	
b) Heating, ventilating and air-condition system equipment and controls	\$ <u>1,757,800.00</u>
Replace chiller with new 60 Ton Chiller	
• Reuse existing boiler	
• Replace 4-pipe system	
• Replace cased fan coils and ducted fan coils (24)	
c) Other (describe)	\$ <u>0.00</u>

### Estimated Cost

a) General service and distribution Install owner supplied generator for critical loads (elevator, life safety equipment, etc.)	\$	<u>478,252.00</u>
b) Interior and exterior building lighting	\$	<u>432,187.00</u>
c) <i>Data and communication systems*</i> Structured Cable System - Category 6A for wireless/infrastructure, data and voice communications cable plant to include all horizontal cable, patch panels, patch cords, inserts, faceplates, termination, labeling, and testing (Allowance)	\$ (	<u>60,000.00</u> )
d) <i>Site lighting (for sidewalks, parking areas)*</i> None	\$ (	<u>0.00</u> )
e) Building security systems (e.g., glass breaks, door contacts motion detectors) at \$20,000 maximum Intrusion Detection System - Allowable (max increased to )	\$	<u>58,000.00</u>
	<i>Amount exceeding \$20,000*</i> \$ (	)
f) <i>Audio-visual systems (\$50,000 maximum)</i> Both Courtrooms - Allowable (Allowance) Includes New AV System, mobile AV carts including interactive flat panel display, Teams video conferencing system, sound bar, wireless presentation, wireless microphone systems, etc. <i>Amount exceeding \$50,000*</i>	\$	<u>50,000.00</u>
	\$ (	)
g) Other (describe)	\$	<u>0.00</u>

None

\* ineligible costs

## Summary

Type into boxed cells only.

Division 1:	General Conditions	\$ 966,733.00
Division 2:	Site Work	\$ 679,705.00
Division 3:	Concrete	\$ 501,786.00
Division 4:	Masonry	\$ 449,485.00
Division 5:	Metals	\$ 416,565.00
Division 6:	Carpentry	\$ 719,882.00
Division 7:	Thermal and Moisture Protections	\$ 323,798.00
Division 8:	Door and Windows	\$ 279,320.00
Division 9:	Finishes	\$ 1,286,250.00
Division 10:	Specialties	\$ 104,582.00
Division 11:	Equipment	\$ -
Division 12:	Furnishings	\$ 166,532.00
Division 13:	Special Construction	\$ 385,240.00
Division 14:	Conveying Systems	\$ 110,750.00
Division 15:	Mechanical	\$ 2,106,500.00
Division 16:	Electrical	\$ 1,078,439.00
Construction Costs Subtotal =		\$ 9,575,567.00
Less Ineligible		( \$ 67,079.00
Allowable Construction Costs =		\$ 9,508,488.00
Contractor's Overhead & Profit =		\$ 475,424.00
Subtotal A+ Overhead & Profit =		\$ 9,983,912.00
Project Contingency =		\$ 299,517.00
Total Allowable Construction Costs =		\$ 10,283,429.00

Totals

Type into boxed cells only.

Total Allowable Construction Costs =

\$ 10,283,429.00

Design and Planning Fees =

\$	-
\$	617,006.00

Construction Administration Fees =

Planning and Construction Admin Total Fees =

\$ 617,006.00

Additional Professional Services =

\$	89,000.00
\$	-

Owner's Representative =

Total Professional Services =

\$ 617,006.00

Total Allowable Project Cost =

\$ 10,900,435.00

Gross square footage =

	19660.00
\$	554.45

Cost per square foot =

We require that any professional architect's or estimator's cost estimates that have been prepared for this project are attached to this form.



## Section XI. Construction Project Funding Request Worksheet

Please complete the *Estimated Project Budget Worksheet* first, then enter the required information below.

Type into boxed cells only.

### Individually Enter All Previous THCPP Grant Awards

Previous Grant Award Amount (including supplemental funding or recaptures)	\$ 277,269.00
Previous Grant Award Amount (including supplemental funding or recaptures)	<input type="text" value="\$50,000.00"/>
Previous Grant Award Amount (including supplemental funding or recaptures)	\$ 378,489.00
Previous Grant Award Amount (including supplemental funding or recaptures)	<input type="text"/>
Previous Grant Award Amount (including supplemental funding or recaptures)	<input type="text"/>

- |  |   |                               |
|--|---|-------------------------------|
| 1. Total of All Previous THCPP Grant Awards                  | \$ 705,758.00                                 |                               |
| 2. Total Allowable Project Cost                              | <input type="text" value="\$ 10,900,435.00"/> | Enter bolded amount           |
| 3. Match Calculation   |   |                               |
| 15% of Total Allowable Project Cost                          | \$ 1,635,065.25                               |                               |
| Prior Expenditures   | <input type="text"/>                          | Enter monies spent to         |
| Previous Planning Expenses                                   | <input type="text"/>                          | Enter the cost of the         |
| Minimum Match to Meet Program Requirements                   | \$ 1,635,065.25                               |                               |
| Cash Match from Applicant                                    | <input type="text"/>                          | Must equal minimum            |
| Cash Overmatch by Applicant                                  | \$ (28,872.25)                                |                               |
| Funds Needed through THCPP Grant or Additional Local Funding | \$ 10,900,435.00                              |                               |
| 4. Maximum Allowable Round XIII THCPP Grant Request          | \$ 9,294,242.00                               |                               |
| 5. Round XII Grant Request                                   | <input type="text" value="\$ 9,294,242.00"/>  | If amount entered exceeds     |
| 6. ROUND XIII GRANT AMOUNT CONSIDERED                        | \$ 9,294,242.00                               | This will be the grant amount |
| 7. Actual Local Cash Match Funds Needed to Complete Project  | \$ 1,606,193.00                               | Applicant, please note        |

Section XI. Construction Project Funding Request Worksheet

Please complete the Estimated Project Budget Worksheet first, then enter the required information below.

Type into boxed cells only.

Individually Enter All Previous THCPP Grant Awards

Previous Grant Award Amount (including supplemental funding or recaptures)  
Previous Grant Award Amount (including supplemental funding or recaptures)  
Previous Grant Award Amount (including supplemental funding or recaptures)  
Previous Grant Award Amount (including supplemental funding or recaptures)  
Previous Grant Award Amount (including supplemental funding or recaptures)

\$	277,269.00
\$	550,000.00
\$	378,489.00

1. Total of All Previous THCPP Grant Awards

\$	705,758.00
----	------------

2. Total Allowable Project Cost

\$	10,900,435.00
----	---------------

Enter bolded amount from the Totals Tab of Estimated Project Budget Worksheet

3. Match Calculation

15% of Total Allowable Project Cost  
Prior Expenditures  
Previous Planning Expenses  
Minimum Match to Meet Program Requirements  
Cash Match from Applicant  
Cash Overmatch by Applicant  
Funds Needed through THCPP Grant or Additional Local Funding

\$	1,635,065.25
\$	1,635,065.25
\$	(28,872.25)
\$	10,900,435.00

Enter monies spent by applicant on approved courthouse projects since May 15, 2021 or in-kind services, and credit may be given toward the applicant's match.  
Enter the cost of the applicant's master plan expenses and/or self-funded architectural plans and specifications, and credit may be given toward the applicant's match.  
Must equal minimum match above or higher as needed for project or for overmatch points

4. Maximum Allowable Round XIII THCPP Grant Request

\$	9,294,242.00
----	--------------

5. Round XII Grant Request

\$	9,294,242.00
----	--------------

If amount entered exceeds #4 Maximum Allowable, please see ROUND XIII GRANT AMOUNT CONSIDERED below

6. ROUND XIII GRANT AMOUNT CONSIDERED

\$	9,294,242.00
----	--------------

This will be the grant amount considered by the THC.

7. Actual Local Cash Match Funds Needed to Complete Project

\$	1,606,193.00
----	--------------

Applicant, please note the actual local cash match required to achieve the proposed project.

Section XI. Construction Project Funding Request Worksheet

Please complete the Estimated Project Budget Worksheet first, then enter the required information below.

Type into boxed cells only.

Individually Enter All Previous THCPP Grant Awards

Previous Grant Award Amount (including supplemental funding or recaptures)	\$ 277,269.00
Previous Grant Award Amount (including supplemental funding or recaptures)	\$50,000.00
Previous Grant Award Amount (including supplemental funding or recaptures)	\$ 378,489.00
Previous Grant Award Amount (including supplemental funding or recaptures)	
Previous Grant Award Amount (including supplemental funding or recaptures)	

1. Total of All Previous THCPP Grant Awards \$ 705,758.00

2. Total Allowable Project Cost \$ 11,100,114.00 Enter bolded amount from the Totals Tab of Estimated Project

3. Match Calculation

15% of Total Allowable Project Cost	\$ 1,665,017.10	Enter monies spent by applicant on approved courthouse pro.
Prior Expenditures		Enter the cost of the applicant's master plan expenses and/or
Previous Planning Expenses	\$ 1,665,017.10	
Minimum Match to Meet Program Requirements	\$ 1,805,872.00	Must equal minimum match above or higher as needed for pr
Cash Match from Applicant	\$ 140,854.90	
Cash Overmatch by Applicant	\$ 9,294,242.00	
Funds Needed through THCPP Grant or Additional Local Funding		

4. Maximum Allowable Round XIII THCPP Grant Request \$ 9,294,242.00

5. Round XII Grant Request \$ 9,294,242.00 If amount entered exceeds #4 Maximum Allowable, please se

6. ROUND XIII GRANT AMOUNT CONSIDERED \$ 9,294,242.00 This will be the grant amount considered by the THC.

7. Actual Local Cash Match Funds Needed to Complete Project \$ 1,805,872.00 Applicant, please note the actual local cash match required to



KAREN E. PAGE  
KIMBLE COUNTY & DISTRICT CLERK  
COURTHOUSE 501 MAIN ST.  
JUNCTION, TEXAS 76849  
PHONE 325/446-3353  
FAX 325/446-2986



April 19, 2024

To Whom it May Concern:

RE: KIMBLE COUNTY COURTHOUSE RESTORATION - PROTECTION OF KIMBLE COUNTY PUBLIC RECORDS

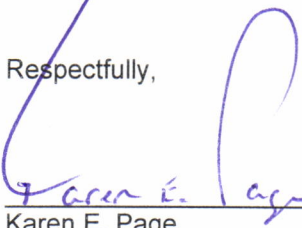
The Clerk's Office in Kimble County bears multiple duties and plays many roles. As a County and District Clerk and Voter Registrar/Election Administration, my office houses countless records subject to the strict management and preservation rules set forth by the Texas Local Government Records Act of 1989 (Title 6, Subtitle C, Local Government Code). We also follow the local retention schedules approved by the Texas State Library for retention of documents and destruction of documents to the best of our abilities. Corresponding logs and certificates are maintained as part of these requirements.

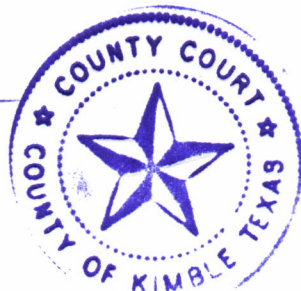
Records in the Clerk's possession are as follows: Real Property Records, Military DD 214s, Birth records, Death records, Marriage certificates, Estray logs, Patents, Land Classification, OGML, District and County Court Records (Civil & Criminal), Election Records and Voter Registration Records, to name a few. The Clerk's office also maintains and preserves records not currently approved for public access due to the fragility of the document or sealed by court order. Many of these documents must be maintained and preserved for a lifetime. Steps have been taken by previous Clerks to do just that by having some records placed on microfilm (currently held by Safesite Off-Site Records in San Antonio, TX) and approved scanning projects to back scan older records which are now provided via digital access.

There are still many more records that remain unscanned and only available to review in books as well as the records that are not available for public access due to their age and fragility. It is imperative that these types of records be housed in a secure and climate-controlled area under the guard of the Clerk's office. I will continue the practice of scanning records as the budget and time allows to make more of the indexes and images available to the public in digital form and I will continue the practice to preserve the most fragile and protect them to the best of my ability.

It is the prayer of this office that wherever the records are housed during the restoration period, both public and non-public, the area will be secure, climate controlled and accessible always to the Clerk and Deputy Clerks and to the public only during the hours of operation of the Clerk's office. The Clerk's office must continue to have control over what is available to the public and the conduct of the public actions while viewing those records (i.e. no food or drink around the books, no flash photography, not taking the books apart for copies without the assistance of the Clerk or Deputy Clerks, etc). I believe this request to be imperative to the Courthouse Restoration for the protection of all the documents pertaining to Kimble County.

Respectfully,

  
Karen E. Page  
District/County Clerk  
Kimble County, Texas







**SLRM**  
STATE AND LOCAL  
RECORDS  
MANAGEMENT

## Form SLR 508 – Declaration of Compliance

with the Records Scheduling Requirement  
of the Local Government Records Act

### Part 1: Records Management Officer (RMO) Contact

CAUTION: Before filling out this form, make sure the records management policy approved by your governing body under Local Government Code (LGC) §203.026 designates your position as the Records Management Officer (RMO). If the position or person designated as RMO in the policy has changed, submit a new policy with this form.

RMO Name:		Local Government Name:	
KAREN E. PAGE		KIMBLE COUNTY	
RMO Title and Position Designated in Policy:		Mailing Address:	
COUNTY/DISTRICT CLERK		501 MAIN STREET	
Business Email Address:	Phone Number:	City:	Zip Code:
k.page@co.kimble.tx.us	325-446-3353	JUNCTION	76849
<input type="checkbox"/> Please subscribe me to The Texas Record blog for news and training information. <a href="https://www.tsl.texas.gov/slr/blog/">https://www.tsl.texas.gov/slr/blog/</a>			

### Part 2: Local Government Certification

As records management officer, I understand I shall assist in establishing and developing policies and procedures for the records management program for the local government and ensure compliance with duties of records management officer (LGC §203.023), Electronic Standards and Procedures (LGC §205.002); and Microfilming Standards and Procedures (LGC §204.002).

I hereby declare records control schedules have been prepared for all records as required by LGC §203.041(a). I certify the schedules comply with the minimum requirements established on records retention schedules issued by the Texas State Library and Archives Commission (as checked below) and no retention period on the records control schedules is less than a retention period prescribed by a state or federal law, regulation, or rule of court.

I declare this local government complies with the following retention schedules (check all that apply):	
<input checked="" type="checkbox"/> Schedule GR (Records Common to All Governments) <input checked="" type="checkbox"/> Schedule CC (Records of County Clerks) <input checked="" type="checkbox"/> Schedule DC (Records of District Clerks) <input checked="" type="checkbox"/> Schedule EL (Elections & Voter Registration Records) <input type="checkbox"/> Schedule HR (Records of Public Health Agencies) <input type="checkbox"/> Schedule JC (Records of Public Junior Colleges)	<input checked="" type="checkbox"/> Schedule LC (Justice and Municipal Courts Records) <input type="checkbox"/> Schedule PS (Records of Public Safety Agencies) <input type="checkbox"/> Schedule PW (Records of Public Works and Services) <input type="checkbox"/> Schedule SD (Records of Public School Districts) <input type="checkbox"/> Schedule TX (Records of Property Taxation) <input type="checkbox"/> Schedule UT (Records of Utility Services)
RMO Signature:	Date:
<i>Karen E. Page</i>	4-25-2024

For use by Texas State Library and Archives Commission Staff Only			
This Declaration of Compliance has been accepted for filing:			
<input type="checkbox"/> pursuant to Local Gov. Code §§203.025 and 203.041(a)(2). A record appearing on a valid records control schedule may be disposed of at the expiration of its retention period without additional notice to the director and librarian as described in §202.001(a)(1), subject to the provisions of §203.041(d)			
<input type="checkbox"/> subject to the conditions stated in the accompanying letter.			
Name:	Title:	Signature:	Date:
Megan Carey	RMA Manager		





**SLRM**  
STATE AND LOCAL  
RECORDS  
MANAGEMENT

# Declaration of Compliance

with the Records Scheduling Requirement of the Local Government Records Act  
Submitted pursuant to Local Government Code §203.041(a)(2)

## Section 1 SUBMISSION OF DATA

1. Government: KIMBLE COUNTY COUNTY/DISTRICT CLERK
2. Address: 501 MAIN STREET  
City: JUNCTION ZIP code: 76849
3. Telephone: 325-446-3353 4. Email (optional): k.page@co.kimble.tx.us

## Section 2 LOCAL GOVERNMENT CERTIFICATION

As records management officer for the local government or elective county office named, I hereby declare, that in lieu of filing records control schedules, we have adopted records control schedules that comply with minimum requirements established on records retention schedules issued by the Texas State Library and Archives Commission (as checked below) for use in our records management program. In doing so, I also certify that the administrative rules for electronic records, adopted by the commission under Local Government Code §205.003(a) will be followed for records subject to the rules. I understand that:

- the validity of this declaration is contingent on its acceptance for filing by the commission;
- if we have previously filed documentation with the commission in which we declared our intent to retain all records permanently, we must attach amended documentation to this declaration before it can be accepted for filing;
- the records retention schedules adopted by this declaration may be amended by filing for approval a supplemental Records Control Schedule Amendment (SLR 520) on which are listed proposed retention periods for records that do not appear on schedules issued by the commission (as checked below);
- if a supplemental Records Control Schedule Amendment is not filed, we must file a Request for Authorization to Destroy Unscheduled Records (SLR 501) in order to destroy records that do not appear on schedules issued by the commission (as checked below); and
- the commission will provide us with access to subsequent editions of any schedules issued by the commission.

### 1. I hereby declare that our records control schedules will comply with the following schedules issued by the commission:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Schedule CC (Records of County Clerks)                    | <input checked="" type="checkbox"/> Schedule LC (Records of Justice and Municipal Courts) |
| <input checked="" type="checkbox"/> Schedule DC (Records of District Clerks)                  | <input type="checkbox"/> Schedule PS (Records of Public Safety Agencies)                  |
| <input checked="" type="checkbox"/> Schedule EL (Records of Elections and Voter Registration) | <input type="checkbox"/> Schedule PW (Records of Public Works and Services)               |
| <input checked="" type="checkbox"/> Schedule GR (Records Common to All Governments)           | <input type="checkbox"/> Schedule SD (Records of Public School Districts)                 |
| <input type="checkbox"/> Schedule HR (Records of Public Health Agencies)                      | <input type="checkbox"/> Schedule TX (Records of Property Taxation)                       |
| <input type="checkbox"/> Schedule JC (Records of Public Junior Colleges)                      | <input type="checkbox"/> Schedule UT (Records of Utility Services)                        |

### 2. If any records control schedules or amendments have been filed with the commission, I also hereby declare that those schedules or amendments:

- ☒ are superseded by this declaration.
- ☐ are not superseded by this declaration. I understand that, in the event of a conflict between the previously filed records control schedules or amendments and the schedules adopted by this declaration, the longer retention period shall apply.

Name and Title: KAREN E.PAGE - KIMBLE COUNTY COUNTY/DISTRICT CLERK

Signature: Karen E. Page Date: 4-25-2024

## Section 3 TEXAS STATE LIBRARY ACCEPTANCE (to be completed by Texas State Library)

This Declaration of Compliance has been accepted for filing pursuant to Local Government Code §203.043(a). A record appearing on a schedule issued by the commission (as checked above) may be disposed of at the expiration of its retention period without additional notice to the Director and Librarian, subject to the provisions of Local Government Code §203.041(d).

Name and Title: \_\_\_\_\_

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



CC-2024-08

COUNTY OF KIMBLE     §  
                                     §  
STATE OF TEXAS       §

**ORDER AMENDING BUDGET FOR 2024**

**WHEREAS**, Section 111.010(c) of the Texas Local Government Code provides that the commissioners court of a county, by order, may amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure; and,

**WHEREAS**, the Kimble County Commissioners Court has received revenues and made expenditures in the period since the last Commissioners Court meeting and during this meeting that may require amendment of the 2024 budget.


**BE IT THEREFORE ORDERED** that the 2024 budget, as appropriate, is hereby amended to conform to revenues and expenditures authorized and approved by the Court in this meeting.

ORDERED this the 25<sup>th</sup> day of April, 2024.




HAL A. ROSE  
COUNTY JUDGE

BRAYDEN SCHULZE  
COMMISSIONER PCT. 1



KELLY SIMON  
COMMISSIONER PCT. 2



DENNIS DUNAGAN  
COMMISSIONER PCT. 3



KENNETH HOFFMAN  
COMMISSIONER PCT. 4

ATTEST:



KAREN E. PAGE, County Clerk

