

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: _____

Meeting Date: _____

Submitted By: _____

Department: County Judge's Office

Signature of Elected Official/Department Head:

Court Decision: <small>This section to be completed by County Judge's Office</small>


Description:

Discuss Planning Process for a Future Precinct 3 Sub-Courthouse, Including Potential Creation of a Site Plan

Motion to approve Order 2026-31 & approve Architect Engagement Letter with Robert Durham with Authorization for County Judge to Sign

Motion for Ms. VanderLaan to apply to release property from Fort Worth ETJ and sign as applicant; County Judge to sign as owner; payment for application to be paid from Project Fund

(May attach additional sheets if necessary)

Person to Present: _____

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: _____ minutes

Session Requested: (check one)

Action Item Consent Workshop Executive Other _____

Check All Departments That Have Been Notified:

County Attorney IT Purchasing Auditor

Personnel Public Works Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**



JOHNSON COUNTY COMMISSIONERS COURT

Christopher Boedeker
County Judge

Rick Bailey
Commissioner
Precinct 1

Kenny Howell
Commissioner
Precinct 2

Mike White
Commissioner
Precinct 3

Larry Woolley
Commissioner
Precinct 4

THE STATE OF TEXAS §
§
COUNTY OF JOHNSON §

ORDER #2026-31

COMMISSIONERS COURT ORDER GRANTING AN EXEMPTION UNDER SECTION 262.024, LOCAL GOVERNMENT CODE, FROM THE BIDDING REQUIREMENTS OF SECTION 262.023, LOCAL GOVERNMENT CODE, UPON THE COMMISSIONERS COURT FINDING THAT ROBERT DURHAM ARCHITECTURE IS PROVIDING A PROFESSIONAL SERVICE

The Johnson County Commissioners Court met on April 13, 2026 in regular session for the consideration of finding that the architecture service provided by Robert Durham Architecture to Johnson County, Texas for the Johnson County Precinct #3 and the Sub-Courthouse Design is a professional service and that the Commissioners Court may grant an exemption under Section 262.024, Local Government Code, from the competitive bidding requirements of Section 262.023, Local Government Code.

NOW THEREFORE BE IT RESOLVED AND ORDERED:

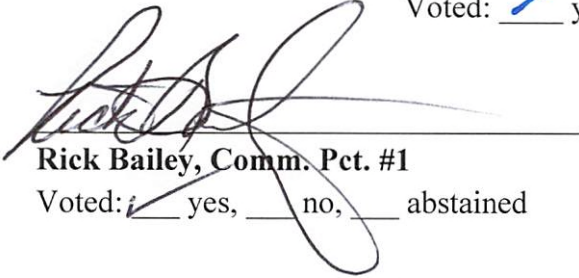
The Commissioners Court of Johnson County, Texas does hereby enter this order granting an exemption under Section 262.024, Local Government Code, from the bidding requirements of Section 262.023, Local Government Code, upon the Commissioners Court finding that the architecture service provided by Robert Durham Architecture to Johnson County, Texas for the Johnson County Precinct #3 and the Sub-Courthouse Design is a professional service.

WITNESS OUR HAND THIS THE 13th DAY OF APRIL, 2026.



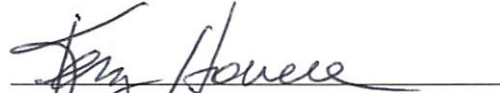
Christopher Boedeker, Johnson County Judge

Voted: yes, no, abstained



Rick Bailey, Comm. Pct. #1

Voted: yes, no, abstained



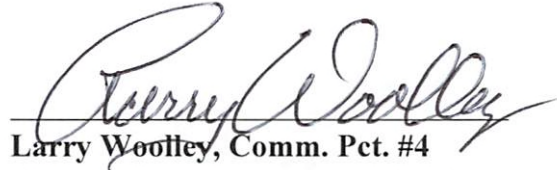
Kenny Howell, Comm. Pct. #2

Voted: yes, no, abstained




Mike White, Comm. Pct. #3

Voted: yes, no, abstained



Larry Woolley, Comm. Pct. #4

Voted: yes, no, abstained

Attest: 
April Long, County Clerk





VG-92-2026-10702

Johnson County
April Long
Johnson County Clerk

Instrument Number: 2026 - 10702

Real Property Recordings

Recorded On: April 14, 2026 09:18 AM

Number of Pages: 3

" Examined and Charged as Follows: "

Total Recording: \$0.00

******* THIS PAGE IS PART OF THE INSTRUMENT *******

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 2026 - 10702
Receipt Number: 20260414000056
Recorded Date/Time: April 14, 2026 09:18 AM
User: Martika S

Record and Return To:

JOHNSON COUNTY
RM 120 - PAULA REID

Station: CCL45

CLEBURNE TX 76031



**STATE OF TEXAS
Johnson County**

I hereby certify that this Instrument was filed in the File Number sequence on the date/time printed hereon, and was duly recorded in the Official Records of Johnson County, Texas

April Long
Johnson County Clerk
Johnson County, TX



Architect Engagement Letter

04/08/2026

Robert Durham Architecture
8545 Crichton, Ct.
Cleburne, TX 76033

Re: Engagement Letter – [Johnson County Precinct 3 & Sub-Courthouse Design Services]

Dear Mr. Robert Durham:

Johnson County, Texas (the "County") engages Robert Durham Architecture (the "Architect") to provide professional architectural services for Johnson County Precinct 3 & Sub-Courthouse Design Services, subject to the following terms:

1. Scope of Services

Reference: Architectural Design Service Proposal – Johnson County Precinct 3 Program Analysis

Robert Durham Architecture proposes to provide Architectural Design Services as follows:

1. Spatial Analysis - Johnson County Substation including Justice of the Peace, Tax Assessor Office, Administrative Offices, and other County services (to be determined).
2. Spatial Analysis - Precinct 3 offices, warehouse and related services.
3. Site – approximate 25-acre tract located in Alvarado, Texas.
4. Assist Owner in developing a building program to define goals and needs for Johnson County Substation and Precinct 3, Johnson County, Texas (Alvarado).
5. Provide site development plan.

Building Program:

1. Develop & establish project goals & objectives.
2. Needs assessment i.e. spatial analysis and relationships.
3. Assist Owner in establishing a scope of work.
4. Prepare final report with recommendations for the proposed facility.

2. Compensation

Design Service Fee:

Building Program:

- | | |
|--|--------------------|
| 1. Design Services | \$16,000 |
| 2. Reimbursable Expenses (paid by invoice) | \$3,000 (estimate) |

Additional Services: Additional services shall be performed only upon written authorization by the County and shall be compensated at the following hourly rates unless otherwise agreed:

- Architect: \$225/hour
- Technical (drafting): \$145/hour
- Administrative/Clerical: \$45/hour

Reimbursable Items Not Included (unless authorized):

1. Structural Engineering
2. Mechanical / Electrical Engineering
3. Civil Engineering
4. Acoustical Evaluation
5. Roofing Consultant
6. Landscape Design Services
7. Communications Consultant
8. Security Consultant
9. Transportation in connection with the Project, authorized out-of-town travel and subsistence
10. Fees paid for securing approval of authorities having jurisdiction over the Project
11. Renderings, models, and mock-ups requested by the Owner

Owner Furnished:

1. Survey: topographical and legal description of the property
2. Soils Testing / Evaluation, if required
3. Tests, inspections, and reports, such as structural, mechanical, chemical tests, tests for air and water pollution, and tests for hazardous materials, if required

Compensation Limits:

- Architect's Services: Compensation, billed at actual cost, shall not exceed \$16,000.
- Architect's Reimbursable Expenses: Reimbursable costs (e.g., printing, delivery, etc....) shall not exceed \$5,000, billed at actual cost without markup.
- Other Professionals: The County authorizes a maximum reimbursable amount of \$5,000 for services performed by subconsultants. All amounts shall be passed through at actual cost with no markup.

3. Invoices and Receipts

- Architect shall submit itemized invoices & receipts for reimbursement monthly.
- All requests for reimbursement, including expenses of Other Professionals, must be submitted within 30 days of Architect's receipt of the underlying invoice or expense. Requests submitted after 30 days are waived unless the County approves in writing.

4. Term and Termination

This Agreement is effective upon signature and continues until services are completed, unless terminated earlier by the County upon ten (10) days' written notice. Architect shall be paid for authorized, satisfactorily performed services and timely submitted reimbursable expenses (subject to the limits above).

