

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the December 12, 2016 Potter County Commissioners' Court meeting.

The minutes from the December 12, 2016, Commissioners' Court meeting were so recognized.

2. **VOUCHERS:** To consider and act upon the approval of the payment of vouchers processed by the County Auditor's office for the period of December 7, 2016 through December 14, 2016. [Hood]

Judge Tanner referenced the Vouchers checks Nos. 172509-172715 and wire No. 826-833 in the total amount of \$3,207,495.43.

MOTION was made by Commissioner Murguia: I make a motion that we approve the Vouchers as presented.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

See Documentation

3. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]

The Insurance Fund Report was so recognized.

See Documentation

4. **TREASURER'S REPORT:** To recognize the monthly Treasurer's Report [Jennings]

Leann Jennings, Potter County Treasurer, gave a Treasurer's Report to Commissioners' Court.

The Treasurer's Report was so recognized.

See Documentation

5. **TAX INCREMENT REINVESTMENT ZONE (TIRZ):** To hear a report on the TIRZ request associated with the Firestone Building, an adaptive reuse into residential units, located at 1004 S. Tyler Street. (Fawver, Murguia)

AJ Fawver, Planning Director - City of Amarillo, gave a Tax Increment Reinvestment Zone (TIRZ) report. Michelle Bonner, Assistant City Manager - City of Amarillo, spoke before Commissioners' Court.

See Documentation

6. **NEIGHBORHOOD PLANNING PROGRAM:** (Addressing Disadvantaged Areas Initiative):
To hear a report and make a recommendation on the North Heights Neighborhood Plan. [Fawver, Murguia]
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AJ Fawver, Planning Director - City of Amarillo, gave a Neighborhood Planning Program report to Commissioners' Court.

Public Comment: Mildred Darton, 2005 NW 14th, Amarillo, Texas

MOTION was made by Commissioner Murguia: I make a motion that we approve the recommendation of the North Heights Neighborhood Plan.

SECOND was made by Commissioner Vaughn.

AYES: Commissioner Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

7. **POTTER COUNTY BAIL BOND BOARD – DESIGNATION OF COUNTY COURT AT LAW MEMBER:** To designate the Potter County Court at Law judge who will serve on the board for 2017. [Tanner]
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Commissioners' Court designated Judge Sirmon, County Court at Law #2, to serve on the 2017 Bail Bond Board.

8. **RECOGNITION OF BOND:** To recognize the executed bond of the Purchasing Agent, Vickie Shelton, in accordance with LGC 262.011. [Shelton]
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Purchasing Agent's bond was so recognized.

See Documentation

9. **ANNUAL LICENSE RENEWAL-SEXUALLY ORIENTED BUSINESS:** To recognize the license renewal from East Bay, Inc., pursuant to and as required by Potter County Sexually Oriented Business regulations. [Coil, Tanner]
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This Item was tabled until the next Commissioners' Court meeting on January 9, 2017.

See Documentation

10. **RENEWAL OF CONTRACT:** To consider and act upon the renewal of contracts:

- A. FB#1099-14 HVAC maintenance /repair service, renew with Allen's Tri-State Mechanical, Inc., for the period of 2-1-17 through 1-31-18 as per bid contract;

- B. FB#1098-14 Plumbing maintenance/repair service, renew with Allen's Tri-State Mechanical, Inc., for the period of 2-1-17 through 1-31-18 as per bid contract. [Shelton, Head]

MOTION was made by Commissioner Church: I move that we approve the contract of the FB#1099-14 HVAC and FB#1098-14 Plumbing Maintenance/Repair Service, renew with Allen's Tri-State Mechanical.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

- 11. **FORMAL PROPOSAL # 1135-16 AWARD:** To consider and act upon the award of Formal proposal #1135-16 Food Service for Detention Center to Five Star Correctional Services, contract beginning 2-11-17 for a three-year contract, with the right to extend an additional (two) one year renewals. [Shelton, Thomas]

MOTION was made by Commissioner Murguia: I make a motion that we approve the award of Formal proposal #1135-16 Food Service for Detention Center to Five Star Correctional Services.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

See Documentation

- 12. **VEHICLE TRANSFERS:** To consider and act upon the transfer of vehicles between various departments as follows:

- A. PC#15842-2002 Ford Expedition ELT from District Attorney Office to Auction;
- B. PC#20441-2011 Chevrolet Express Van from Sheriff's Office to Facilities;
- C. PC #17559-2006 Ford Expedition from Facilities to District Attorney Office;
- D. PC#21570-2014 Chevrolet 15 Passenger Van from Sheriff's office to Auction [Shelton]

MOTION was made by Commissioner Kelly: I make a motion that we approve the transfer of vehicles.

SECOND for discussion was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

See Documentation

13. **EQUIPMENT PURCHASE:** To consider and act upon the purchase of a Barracuda Load Balancer appliance in the amount of \$19,746.00 from CDW-G using DIR contract. [Patrick]
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Jason Patrick, Potter County Information Technology, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the purchase of a Barracuda Load Balancer appliance in the amount of \$19,746.00.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

See Documentation

14. **AGENDA PROCEDURE:** To consider and act upon changing the procedure of the agenda and/or packet distribution. [Murguia]
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Jason Patrick, Potter County Information Technology, and Shannon Barnett, County Judge's office, spoke before Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion to update the procedure for the agenda and packet distribution to include the agenda and backup online at Potter County for a continued effort of transparency on a trial basis.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

15. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
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No projects report was given.

16. **EMPLOYMENT ITEMS:** To consider and act upon the following employment items:

A. Elections:

- i. The ending of the temporary position for Ingrid Briles as temporary deputy clerk effective December 6, 2016.
See Documentation
- ii. The hiring of Monica Amador as part time deputy clerk as a replacement for Cassy Bledsoe effective December 8, 2016.
[Huntley] See Documentation

B. Road and Bridge

- i. The hiring of Josh Ray as maintenance mechanic as a replacement for Brandon Thompson effective December 14, 2016. [Ysaguirre] See Documentation

MOTION was made by Commissioner Vaughn: I make a motion to approve of the employment items as stated by the Judge.

SECOND was made by Commissioner Church.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.

NOES: None.

Motion carried by 5-0 vote.

- 17. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.

Jail population of 525 (87 Female; 0 Childress) 80% felonies and 12% misdemeanors was given by Judge Tanner.

Sheriff Thomas spoke to Commissioners' Court regarding new Detention Center regulations.

See Documentation

- 18. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the county.

Vickie Shelton, Potter County Purchasing Agent, reported an insurance claim regarding a Sheriff's office vehicle.

- 19. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.

No executive session was held.

- 20. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.

Annual license renewal-sexually oriented business; Baseball Stadium improvements; Tri-State Fairgrounds

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, January 9, 2017, in the Potter County Commissioners' Courtroom at 500 S. Fillmore, Room 106, Amarillo, Texas.

I attest that the above proceedings are the true and correct notes/minutes taken in my capacity as ex-official for the Commissioners' Court of Potter County.

Signed this the 22nd day of December, 2016.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy