

Commissioners' Court recognized Caroline Woodburn, District Clerk, for being the recipient of the award for District Clerk of The Year.

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the June 27, 2016 Potter County Commissioners' Court meeting.

The minutes from the June 27, 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 June 22, 2016 through July 6, 2016. [Hood]

Judge Tanner referenced Vouchers checks Nos. 169428-169671 and wire #745-753 in the total amount of \$2,295,450.49.

MOTION was made by Commissioner Church: I move we approved the Vouchers as presented.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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

The insurance fund report was so recognized.

See Documentation

4. **POTTER COUNTY ANNUAL REPORT:** To review a final draft of the newly developed annual report as an effort to continue to increase transparency efforts. (Murguia, Patrick)

Commissioner Murguia gave an explanation to Commissioners' Court and the final draft of the newly developed annual report was so reviewed.

See Documentation

5. **AMENDMENTS TO SANTA FE AUDITORIUM EVENT LICENSE AGREEMENT:** To consider and act upon the proposed amendments. [Fowler]

MOTION was made by Commissioner Church: I move that we approve the amendment to Item 6 on the Santa Fe building policy for public use, including the words "other than employees of Potter County".

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

6. **SOFTWARE SUPPORT:** To consider and act upon authorizing Information Technology and Purchasing to conduct a search for a software support vendor for legacy software. [Patrick]
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Jason Patrick, Information Technology Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we authorize Information Technology and Purchasing to conduct a search for a software support vendor for legacy software.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

7. **RESOLUTION – NATIONAL INCIDENT-BASED REPORTING SYSTEM:** To consider and act upon a resolution or the NB-National Incident-Based Reporting System grant through the Office of the Governor. Grant funds will be used to purchase a reporting module for the Spillman system. No matching funds required. [Thomas, Brown]
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Sheriff Thomas gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I would move that we approve the resolution for the NB-National Incident-Based Reporting System grant through the Office of the Governor, no matching funds required.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

8. **CHANGE FUND:** To consider and act upon increasing the change fund for the County Tax Assessor/Collector from \$4,700 to \$5,200 as allowed by LGC 130.902 [Aylor, Hood]
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Sherri Aylor, Tax Assessor/Collector, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve increasing the change fund for the County Tax Assessor/Collector from \$4,700 to \$5,200 as allowed by Local Government Code 130.902.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

9. **QUARTERLY BUDGET COMPARISON:** To recognize the 3rd quarter comparison report for FY15 and FY16. [Hood]
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The Quarterly Budget Comparison report was so recognized.

See Documentation

10. **COUNTY IMPROVEMENT OF SUBDIVISION ROADS:** To consider and act upon procedures for the time, terms and conditions of payments for road improvements under Texas Transportation Code Chapter 253 (Bishop Ranches policy review). [Hood]
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Sebastin Ysaguirre, Road and Bridge Superintendent, presented before and after pictures of the Bishop Ranches road improvements, and gave an update to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we accept the times, terms and conditions of payments for road improvements for the Bishop Ranches subdivision.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

11. **PANHANDLE AUTO BURGLARY AND THEFT UNIT – PROCLAMATION:** To consider and act upon a resolution declaring the month of July as **WATCH YOUR CAR MONTH**. [Sims]
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Randall Sims, District Attorney, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we, Potter County Commissioners, approve the Resolution declaring the month of July as **WATCH YOUR CAR MONTH**.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

12. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
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Mike Head, Facilities Maintenance Director, gave a report to Commissioners' Court on various Potter County projects.

No action was taken on this item.

See Documentation

13. **FIXED ASSET TRACKING:** To consider and act upon applying current tagging standards to all "low value" county assets and removing from data base items under \$1000.00 Computers, tablets, laptops, weapons and other items with department head discretion will remain in data base. [Shelton]
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MOTION was made by Commissioner Murguia: I make a motion to approve applying current tagging standards to all "low value" County assets and removing from data base items under \$1000.00.

Computers, tablets, laptops, weapons and other items with department head discretion will remain in data base, via the policy approved May of 2015.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

14. **FORMAL BID #1128-16 JANITORIAL SUPPLIES:** To consider and act upon the award of Formal Bid #1128-16 Janitorial Supplies to the lowest and best bids. [Shelton]
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MOTION was made by Commissioner Vaughn: I move that we approve the award of Formal Bid #1128-16 Janitorial Supplies to the lowest and best bids.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

15. **EQUIPMENT PURCHASE:** To consider and act upon purchasing a vehicle from Grapevine Dodge Chrysler Jeep in the amount of \$30,863.00 utilizing Buyboard Contract #430-13. Funds to be determined. [Shelton, Ward]
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This item was passed.

See Documentation

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

A. Road and Bridge:

- i. To accept the employment of Daryl Noble as a replacement for Edwin Lafarr as a summer mower effective June 21, 2016. See Documentation
- ii. To accept the employment of Alexander Hanson as a replacement for Tryston Qualls as a summer mower effective June 22, 2016. [Ysaguirre]
See Documentation

MOTION was made by Commissioner Murguia: I make a motion that we accept the employment items as presented.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

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

Jail population of 476 (79 female; 0 Childress) 83% felonies and 12% misdemeanors was given by Judge Tanner.

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

No insurance items were presented.

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.

Air Base Right-of-Way update; Walnut Hills project; Neighborhood Initiative Contract

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, July 25, 2016, 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 11th day of July, 2016.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy