

1. **APPROVAL OF MINUTES:** Recognize the minutes from the December 11, 2017 Potter County Commissioners' Court and the December 13, 2017 Special Potter County Commissioners' Court regarding payroll.

The minutes from the December 11, 2017 Regular Commissioners' Court meeting and the December 13, 2017 Special 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 6, 2017 through December 20, 2017. [Hood]

Judge Tanner referenced Vouchers checks Nos. 178170-178368 and wire Nos. 1009-1011, Procurement Card Register wire No.1012, and Payroll Register, for a grand total amount of \$2,989,265.48.

MOTION was made by Commissioner Murguia: So moved.

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

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 investment report. [Jennings]

Leann Jennings, Potter County Treasurer, gave a monthly investment report to Commissioners' Court.

The Treasurer's Report was so recognized.

See Documentation

5. **TAX OFFICE:** To consider and act upon tax refunds for over-payment of taxes. [Aylor]

Sherri Aylor, Potter County Tax Assessor Collector, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we approve of tax refunds for over-payment of taxes per current date.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

6. **PARKING GARAGE/LOT UTILIZATION:** To discuss the utilization of paid parking provided for the employees of the District Courts Building and the Potter County Courthouse and to take any action necessary. [Danforth, Murguia]

Jerry Danforth, City of Amarillo Director of Facilities and Capital Projects, spoke before Commissioners' Court.

MOTION was made by Commissioner Murguia: I would make a motion that we formalize a parking policy as it relates to facilities surrounding County property.

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

7. **NEIGHBORHOOD PLANNING PROGRAM:** To recognize the quarterly report from the City of Amarillo for the quarter ended 9-30-17. [Hood]

Commissioner Murguia provided an update on the Neighborhood Planning Program.

The quarterly report from the City of Amarillo was so recognized.

See Documentation

8. **FIRE STATION #2:** To consider and act upon a proposal to remodel Potter County Fire Station #2. [Patrick]

Pat Fitzpatrick, Assistant Chief Potter County Fire Rescue, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I make a motion to proceed with the proposal to remodel Potter County Fire Station #2 out of Capital Fund Account with the transfer to Building Maintenance Account.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

9. **POTTER COUNTY STRATEGIC PLAN:** To hear an update on the timeline of the Potter County Strategic Plan and to take any action necessary. [Murguia]

Commissioner Murguia provided an update on the timeline of the Potter County Strategic Plan.

See Documentation

10. **TAX INCREMENT REINVESTMENT ZONE #2 (TIRZ 2):** To consider and act upon the appointment of a representative from Potter County to serve on the TIRZ #2 Board. [Murguia]
-

MOTION was made by Commissioner Church: I move that we appoint Pam Sirmon as our third member for TIRZ #2 Board.

SECOND was made by Judge Tanner.

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

NOES: None.

Motion carried by 5-0 vote.

11. **LOCAL GOVERNMENT CORPORATION:** To hear an update on the Local Government Corporation. [Murguia]
-

Commissioner Murguia gave a Local Government Corporation update.

12. **ELECTIONS** – To consider and approve the contracts for the Joint Primary Election and Joint Primary Runoff. [Huntley]
-

Melynn Huntley, Potter County Elections Administrator, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the contracts with both the Democratic and Republican party for the March 6th Primary and Runoff Election for 2018.

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

13. **RESOURCE OFFICER FOR BUSHLAND ISD.** To consider for approval, an inter-local agreement with Bushland ISD for two school resource officers to be staffed by the Potter County Sheriff. [Thomas]
-

Captain John Coffee, Potter County Sheriff's Office, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the inter-local agreement with Bushland ISD for a 2nd school resource officer to be staffed through Potter County Sheriff's Office.

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. **PANHANDLE REGIONAL HOUSING FINANCE CORPORATION.** To consider for approval, a resolution for reappointment of Al P. Cunningham as a Director of PRHFC to represent the interests of Potter County on the Board of Directors through the year 2020. [Tanner]
-

MOTION was made by Commissioner Kelly: So move.

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

15. **PANHANDLE AUTO BURGLARY THEFT UNIT:** To receive a report from the PABTU. [Hensen, Thomas]
-

Sgt. Jimmy Henson, Potter County Sheriff's Office, gave a Panhandle Auto Burglary Theft Unit report to Commissioners' Court.

16. **CRMWA EASEMENT AGREEMENT.** To consider for approval, an amendment to Potter County's Water Pipeline Easement Agreement dated 08-21-17, to provide for additional compensation in the event a second pipeline is installed within the existing easement. [Fowler]
-

No action was taken on this item.

See Documentation

17. **CHILLER MAINTENANCE:** To consider and act upon approving an agreement for chiller maintenance at the District Courthouse with TD Industries in the amount of \$15,785.00 from TCPN Cooperative Contract #R150501-TX-16240. Funds currently budgeted. [Shelton, Wade]
-

MOTION was made by Commissioner Church: I move we approve the agreement for chiller maintenance at the District Courthouse with TD Industries in the amount of \$15,785.00.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

18. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
-

Mike Head, Potter County Facilities Maintenance Director, gave an update to Commissioners' Court on various Potter County projects.

Nicholas Wade, Potter County Assistant Facilities Maintenance Director, gave a report on Memorial Baseball Stadium.

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

Jail population of 557 (81 female; 0 other facilities) was given by Judge Tanner.

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

No County Insurance Items were presented.

21. **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.

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

No agenda items were given.

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, January 8, 2018, 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 27th day of December, 2017.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy