

1. **RECOGNITION OF MINUTES:** To recognize the minutes from the April 10, 2017 Potter County Commissioners' Court meeting.

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The minutes from the April 10, 2017 Potter County Commissioners' Court meeting were so recognized.

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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 April 5 through April 19, 2017. [Hood]

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Judge Tanner referenced Vouchers checks Nos. 174378-174568 and wire #884-888 in the total amount of \$3,418,996.90.

MOTION was made by Commissioner Vaughn: I make a motion to approve of the Vouchers for checks 174378-174568 and wire #884-888 in the amount of \$3,418,996.90.

SECOND was made by Commissioner Church.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

See Documentation

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3. **ELECTIONS:** To consider and act upon:

- a. The amendment of the Order for the Early Voting Ballot Board by expanding the additional clerks allowed from three (3) members to five (5) members.
- b. The approval of the Election Service Agreement Renewal with ES&S in order to extend our current pricing through December 31, 2017. [Huntley]

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

a. MOTION was made by Commissioner Murguia: I make a motion that we approve expanding the Early Voting Ballot Board from three (3) to five (5) members.

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

b. MOTION was made by Commissioner Murguia: I make a motion that we approve the Election Service Agreement Renewal with ES&S through December 31, 2017.

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

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

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The Insurance Fund Report was so recognized. See Documentation

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5. **HUMAN RESOURCES REPORT:** To hear a report on Department of Treasury Form 4564 Information Document Request and take any action necessary to include:

- a. Execution of Form 2504-WC Agreement to Assessment and Collection of Additional Tax and Acceptance of Overassessment in Worker Classification cases and authorize County Judge to sign agreement as presented.
- b. Execution of Form 14491 Closing Agreement on Final Determination of Covering Specific Matters Regarding Worker Classification related to Visiting Judges and authorize County Judge to sign agreement as presented.
- c. Execution of Form 14491 Closing Agreement on Final Determination of Covering Specific Matters Regarding Worker Classification related to Visiting Court Reporters and authorize County Judge to sign agreement as presented.
- d. To authorize the electronic funds transfer of \$2,328.24 for 2014 tax period as detailed in Final Agreements.
- e. To authorize modification of Visiting Court Reporters to reflect reclassification from independent contractor to employee effective June 1, 2017. [Holland]

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Kerry Hood, Potter County Auditor, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I so move the items a-e as declared by the County Judge.  
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

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6. **TREASURER'S REPORT:** To recognize:

- a. The Monthly Treasurer's Report.
- b. The Quarterly Investment Report. [Jennings]

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

The Treasurer's Quarterly Investment Report was so recognized.

See Documentation

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7. **NATIONAL TRAVEL AND TOURISM WEEK:** To consider and act upon a proclamation deeming April 24-May 13, 2017 as Tourism Weeks in Potter County. [Eric Miller]
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Eric Miller, Amarillo Convention and Visitor Council, Gary Molberg, Amarillo Chamber of Commerce, Paul Borchardt, Wonderland Amusement Park, and Phil Woodall, Retired Justice of the Peace and member of Amarillo Convention Board, came before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the proclamation declaring April 24 - May 13, 2017 as Tourism Weeks in Potter County.

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

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8. **SALE OF COUNTY PROPERTY:** To consider and act upon a proposal to sell county-owned vacant lots at 901 and 905 S. Jackson, and procedures for conducting such a sale. [Fowler, Tanner]
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Sally Jennings, Realtor/Property Developer, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we agree to hire a real estate agent and pursue the sale of vacant lots 901 and 905 S. Jackson.

SECOND was made by Judge Tanner.

AYES: Commissioner Church and Judge Tanner.

NOES: Commissioners Kelly, Murguia and Vaughn.

Motion failed by 2-3 vote.

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9. **POTTER COUNTY DISTRICT ATTORNEY'S OFFICE:** To consider and act upon the salary increase for an assistant district attorney part-time position to a full time position. Salary budgeted. [Sims]
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Randall Sims, 47<sup>th</sup> District Attorney, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I make a motion to approve the part-time position to a full-time position to the District Attorney.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

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10. **PANHANDLE AUTO BURGLARY AND THEFT UNIT (PABTU):** To consider and act upon the resolution for the third year grant request for the Auto Burglary and Theft Prevention Authority and to designate the required grant officials. [Sims, Hood]
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Randall Sims, 47<sup>th</sup> District Attorney, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I move to approve the Auto Burglary vehicle grant.

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

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11. **UNCLAIMED CAPITAL CREDITS:** To consider and act upon requesting unclaimed capital credits and designating a community or economic development use for such funds, as authorized by Section 74.602, Texas Property Tax Code. [Hood, Tanner]
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MOTION was made by Commissioner Murguia: I make a motion that we approve requesting unclaimed capital funds and designating a community or economic development use for such funds, as authorized by Section 74.602 of the Texas Property Tax Code.

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

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12. **2016-2017 ANNUAL REPORT:** To review the draft of the 2016-2017 Potter County Annual Report. [Murguia]
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Commissioner Murguia presented the 2016-2017 Potter County Annual Report.

The 2016-2017 Potter County Annual Report was so recognized.

See Documentation

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13. **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]
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MOTION was made by Commissioner Vaughn: I make a motion to appoint Commissioner Murguia to the TIRZ #2 Board.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Vaughn and Judge Tanner.

NOES: Commissioner Church.

ABSTAIN: Commissioner Murguia.

Motion carried by 3-1-1 vote.

Helen Burton, District Manager of Colonial Life, spoke before Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion to appoint Helen Burton to TIRZ #2 Board.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia and Judge Tanner.

NOES: Commissioners Church and Vaughn.

Motion carried by 3-2 vote.

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14. **PRPC PROFESSIONAL SERVICES AGREEMENT:** To consider and act upon a proposed inter-local agreement to engage the professional strategic planning services of the Panhandle Regional Planning Commission through April 2018. [Murguia]
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Kyle Ingham, PRPC, spoke before Commissioners' Court.

MOTION was made by Commissioner Vaughn. I would like to make a motion that we act upon and approve the proposed inter-local agreement to engage the professional strategic planning services of PRPC through April 2018, to pay the \$20,000 from the Public Service Account.

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

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15. **PARKING GARAGE POLICY:** To consider and deliberate the formulation of county policy regarding parking for the Courthouse and Courts Building, including usage of spaces allocated to Potter County in the parking garage owned and operated by the Local Government Corporation. [Brumley, Murguia]
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Scott Brumley, Potter County Attorney, spoke before Commissioners' Court.

No action was taken on this item.

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16. **LOCAL GOVERNMENT CORPORATION:** To hear an update on the Local Government Corporation. [Murguia]
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Commissioner Murguia gave an update on the Local Government Corporation.

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17. **CONTRACT PROPOSAL FROM PROPERTYROOM.COM:** To consider and act upon a proposed contract with PropertyRoom.com for disposition of seized and unclaimed firearms and ammunition in the custody of the Potter County Sheriff. [Sergeant Kory Brown]
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Potter County Sheriff Brian Thomas, Lt. John Coffee and Chief David Johnson gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the contract with PropertyRoom.com for disposition of seized and unclaimed firearms and ammunition.

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

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18. **PROPOSAL FROM A.E. COM RE CONSULTING SERVICES:** To receive a report of a proposal received from A.E. Com for consultation services in reference to Motorola Radio Contract and take such action, if any, as may be appropriate. [Fowler].
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No action was taken on this item.

See Documentation

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

**A. Collections:**

- i. The hiring of Jennifer Trevino Polk as deputy – part time as a replacement for Helen Martinez office effective April 24, 2017, 2017. [Prado] See Documentation

**B. Elections**

- i. The payscale increase for Monica Amador as Deputy Clerk from April 3 – May 12 to assist with the May, 2017 elections for City and Schools. End of probation period. Effective April 24, 2017. [Huntley] See Documentation

**C. Road and Bridge:**

- i. The termination of Oscar Ruiz as maintenance tech effective April 11, 2017. See Documentation
- ii. The hiring of Leslie Pringles as summer mower effective April 10, 2017. See Documentation
- iii. The hiring of Paul (Tommy) Gutierrez, III as summer mower effective April 17, 2017. See Documentation

- iv. The hiring of Pedro Arredondo as summer mower effective April 17, 2017. [Ysaguirre] See Documentation

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

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20. **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, Potter County Facilities Maintenance Director, gave a report on various Potter County projects.

No action was taken on this item.

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

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Jail population of 506 (75 Female; 0 Childress) 82% felonies and 13% misdemeanors was given by Judge Tanner.

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

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Vickie Shelton, Potter County Purchasing Agent, reported a claim involving a Potter County Sheriff's Office vehicle.

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

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No executive session was held.

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

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No agenda items were given.

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Judge Tanner opened the floor for questions from students.

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County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, May 8, 2017, in the Potter County Commissioners' Courtroom at 500 S. Fillmore, Room 106, Amarillo, Texas.

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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 24<sup>th</sup> day of April, 2017.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy