

FEB 21 2019

JULIE SMITH
COUNTY CLERK, POTTER CO.
BY LA DEPUTY

POTTER COUNTY
COMMISSIONERS' COURT AGENDA

February 25, 2019

THE FOLLOWING MATTERS WILL COME BEFORE THE POTTER COUNTY COMMISSIONERS' COURT ON MONDAY, FEBRUARY 25, 2019, AT 9:00 A.M. IN THE POTTER COUNTY COURTHOUSE, 500 S. FILLMORE, ROOM 106, AMARILLO, POTTER COUNTY, TEXAS.

1. **APPROVAL OF MINUTES:** Recognize the minutes from the February 11, 2019 Potter County Commissioners' Court and the February 13, 2019 Special Commissioners' Court meeting.
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 February 6, 2019 to February 20, 2019. [Hood]
3. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]
4. **TAX OFFICE:** To consider and act upon tax refunds for overpayment of taxes. [Aylor]
5. **TREASURER'S REPORT:** To hear a report on the Monthly Treasurer's Report. [Jennings]
6. **ELECTIONS:**
 - A. To consider and approve Early Voting locations and hours for the May 4, 2019 General and Special Elections;
 - B. To consider and approve the appointment of officers for Central Counting Station for the May 4, 2019 General and Special Elections;
 - C. To consider and approve the Presiding Judge for Early Voting Ballot Board for the May 4, 2019 General and Special Elections;
 - D. To acknowledge the polling locations for the May 4, 2019 General and Special Elections;
 - E. To consider and approve Potter County Elections facilitating a Star Wars Election for children at the Discovery Center on May 4, 2019 (May the 4th be with you). [Huntley]
7. **RETIREMENT:** To recognize the retirement of Mike Head, Facilities Maintenance Director, for 34 years of extraordinary service to Potter County. [Commissioners Court]
8. **COUNTY CLERK:** To recognize the completion of the required 20 hours of continuing education for 2018 as prescribed in §51.605 of the Texas Government Code. [Smith]

9. **CERTIFICATE OF COMPLETION:** To recognize the Certificates of Completion for the Public Information Act and Open Meetings Act for Judge Walt Weaver, Judge County Court at Law No. 1. [Weaver, Smith]
10. **SUBDIVISION PLAT APPROVAL:** To consider and act upon a subdivision plat prepared by Gresham & Associates Surveying for Jeffreys Addition, at Bushland, Texas, being a two-tract subdivision totaling 2.38 acres [Fowler, Dwayne Gresham, Gresham & Associates Surveying].
11. **COUNTY COURT AT LAW # 1 JURISDICTION.** To act on a proposed resolution for amendment of section 25.1902 of the Texas Government Code to extend limited felony jurisdiction to Potter County Court at Law No. 1. [Judge Weaver]
12. **TEXAS PANHANDLE CENTERS:** To consider and act upon the reappointment of Mr. Larry Adams to the TPC Board of Trustees for a two-year term beginning April 1, 2019. [Tanner]
13. **POTTER COUNTY GOVERNMENT DAY:** To hear an update on the 6th Annual Potter County Government Day scheduled for April 8, 2019. [Murguia]
14. **IT SERVER ROOM:** To hear an update on the Information Technology Server Room. [Murguia, Purrington]
15. **FORMAL BID 1176-19 ROAD MATERIALS:** To consider and act upon awarding RFB 1176-19 Road Materials to list of vendors on the award recommendation sheet. [Ysaguirre, Lonning]
16. **RFP 1179-19 ELEVATOR SERVICES:** To consider and act upon awarding Request for Proposal RFP 1179-19 Elevator Services to American Elevator. Contract term March 1, 2019 – February 28, 2022 with options to renew for 2 addition one-year contracts. [Wade, Lonning]
17. **EQUIPMENT PURCHASE (CONSTABLE 2):** To consider and act upon the purchase of the following items from Watch Guard: Vista HD Camera bundle model number VIS-EXT-WIF-BUN, at a cost of \$6,150.00 each. Funds Budgeted, General Fund. [Constable Estrada, Lonning]
18. **EMPLOYMENT ITEMS:** To consider and act upon the following employment items:
 - A. **ROAD AND BRIDGE:**
 1. The employment of Roy “Sandy” Burkham as Maintenance Tech as a replacement for Sergio Pardo effective February 6, 2019.

2. The employment of Seth Morgan as Maintenance Tech as a replacement for Joe Chavez effective February 25, 2019. [Reavis]

B. MAINTENANCE AND FACILITIES:

1. The retirement of Mike Head as Director of Maintenance and Facilities effective February 28, 2019;
 2. The transfer of Nicholas Wade from Assistant Director of Maintenance and Facilities to Director of Maintenance and Facilities effective March 1, 2019.
19. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
 20. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.
 21. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the County.
 22. **CLOSED MEETING.** To convene a closed meeting pursuant to Texas Government Code section 551.071(1) to seek advice of counsel regarding pending or contemplated litigation. [Tanner].
 23. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.
 24. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.

THIS AGENDA NOTICE IS MADE IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, PROHIBITION OF GOVERNMENTAL BODIES FROM HOLDING MEETINGS, WHICH ARE CLOSED TO THE PUBLIC, AS AMENDED. THE UNDERLYING DOCUMENTATION FOR THIS AGENDA NOTICE IS AVAILABLE FOR THE PUBLIC'S INSPECTION IN THE FOLLOWING OFFICES: THE COUNTY JUDGE, THE COUNTY CLERK, THE COUNTY AUDITOR OR THE COUNTY PURCHASING AGENT.



NANCY TANNER
POTTER COUNTY JUDGE