

COMMISSIONERS' COURT DOCKET, JANUARY 06, 2003
SPECIAL SESSION

THE STATE OF TEXAS
COUNTY OF MONTGOMERY

Be it remembered that on this the 6th day of January, 2003, the Honorable Commissioners' Court of Montgomery County, Texas, was duly convened in a Special Session in the Commissioners' Courtroom of the Montgomery County Courthouse Annex, Conroe, Texas, with the following Members of the Court present:

County Judge, Alan "Barb" Sadler
Commissioner, Precinct 1, Mike Meador
Commissioner, Precinct 2, Craig Doyal
Commissioner, Precinct 3, Ed Chance
Commissioner, Precinct 4, Ed Rinehart
Also - Alice Drake, County Clerk's Office

INVOCATION GIVEN BY COMMISSIONER, ED CHANCE, PRECINCT #3.

PLEDGE OF ALLEGIANCE WAS RECITED BY EVERYONE PRESENT.

1. COMMISSIONERS' COURT AGENDA APPROVED

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve Commissioners' Court Agenda for discussion and necessary action. Motion carried.

2. RESOLUTION APPROVED - EXPANSION OF APPRAISAL DISTRICT

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve a Resolution to approve the purchase of real property and improvements and the construction or renovation of existing buildings, for the expansion of the Montgomery Central Appraisal District, as per Resolution on file. Motion carried.

3. RESOLUTION APPROVED - DR. DAVID NORTON - LIBRARY DEPARTMENT

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve a Resolution to recognize and to honor Dr. David Norton for his support of the library system and his dedication to the community during his term as a Board Member, as per Resolution on file. Motion carried.

4. MINUTES APPROVED - COMMISSIONERS' COURT MINUTES - COUNTY CLERK

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve Commissioners' Court Minutes for December 16, 2002, as presented by the County Clerk. Motion carried.

5. NAMES DRAWN - CITIZENS FOR 2003 SALARY GRIEVANCE COMMITTEE

Motion by Commissioner Chance, seconded by Commissioner Meador, to authorize the drawing of three (3) citizens from the 2002 Grand Jurors' List, to serve on the 2003 Salary Grievance Committee for Elected Officials. Said Committee to consist of 6 elected officials and 3 citizens. Motion carried.

6. COMMITTEE MEMBERS SELECTED - 2003 SALARY GRIEVANCE COMMITTEE

Motion by Commissioner Meador, seconded by Commissioner Chance, to accept the following three (3) Citizens to serve on the 2003 Salary Grievance Committee, as drawn by the County Judge from the 2002 Grand Jurors' List:

PRIMARY MEMBERS:

Jane Yarberry, Robert Crawford and Bill Kahn

ALTERNATE MEMBERS:

Judy Smith, Miquel Valdez and Charles Lee Grable

as per Names on file. Motion carried.

7. CONSENT AGENDA APPROVED - AGENDA ITEMS 7A THROUGH 7G

Motion by Commissioner Chance, seconded by Commissioner Doyal, to approve the following Items listed under Today's Court Agenda:

COUNTY AUDITOR - AGENDA ITEMS 7A

- a. ACCOUNTS approved, as submitted by the County Auditor.
- b. BUDGET AMENDMENTS approved, as follows:

FISCAL YEAR 2002:

- 1. Commissioner, Pct. #1 - Lake Patrol - to adjust line items
- 2. Commissioner, Pct. #3 - to adjust line items
- 3. Commissioner, Pct. #4 - to adjust line items
- 4. Constable, Pct. #3 - Forfeitures - to adjust line items
- 5. Constable, Pct. #4 - Forfeitures - to adjust line items
- 6. Constable, Pct. #5 - Forfeitures - to adjust line items
- 7. Juvenile Probation - to adjust line items
- 8. Medical Health - to recognize/allocate revenue
- 9. Sheriff's Commissary - to adjust line items
- 10. Sheriff's Forfeitures - to adjust line items
- 11. Sheriff/Patrol Division - to adjust line items
- 12. Various - to adjust line items
- 13. Various - to adjust line items
- 14. Various - to adjust line items

FISCAL YEAR 2003:

- 1. Commissioner, Pct. #4 - to recognize/allocate reimbursement from WJPA
- 2. Commissioner, Pct. #3 - to recognize/allocate reimbursement from June Buck
- 3. Constable, Pct. #1/Building Maintenance/Construction - to allocate funds to build shelves
- 4. Drug Court - to recognize/allocate donation from Sandy & Dan Flynn
- 5. Memorial Library - to recognize/allocate memorial gifts
- 6. Risk Management - to allocate funds to build 3 desks

as per Budget Amendments on file.

COUNTY TREASURER - AGENDA ITEMS 7B

- a. WEEKLY INVESTMENT REPORT approved, for the week of December 23, 2002, through December 27, 2002, as per Report on file.

- b. WEEKLY INVESTMENT REPORT approved, for the week of December 30, 2002, through January 3, 2003, as per Report on file.
- c. PLEDGES AND/OR RELEASE OF COLLATERAL approved, as follows:
 - 1. Pledge of Security - JPMorgan Bank - Cusip #03500037382 - par value \$10,000,000.00
 - 2. Pledge of Security - JPMorgan Bank - Cusip #912810EP9 - par value \$30,000,000.00
 - 3. Pledge of Security - Woodforest National Bank - Cusip #9128277CO - par value \$5,000,000.00
 - 4. Pledge of Security - Southwest Bank of Texas - Cusip #9128275MO - par value \$1,000,000.00

as per Report on file.

- d. ANNUAL FINANCIAL REPORT approved, for year October 1, 2001, to September 30, 2002, as per Audit Report on file.
- e. MONTHLY FINANCIAL REPORT approved, for the month of October, 2002, as per Report on file.

AGENDA ITEM 7B6 - BANK RESOLUTIONS - NONE SUBMITTED FOR COURT THIS DATE

- f. DEPOSITORY PLEDGE AGREEMENT approved, between Montgomery County and JPMorgan Chase Bank as depository for certain funds, and Bank One, to hold the pledged securities in safekeeping pursuant to the terms of said Agreement, as per Agreement on file.

TAX ASSESSOR/COLLECTOR - AGENDA ITEM 7C

- a. SUPPLEMENTAL CHANGES acknowledged, to the 2002 Consolidated Taxroll, as submitted by the Tax Assessor/Collector. (corrected copy)

PURCHASING DEPARTMENT - AGENDA ITEMS 7D

- a. AUTHORIZATION TO ADVERTISE FOR BIDS/PROPOSALS, as follows:
 - 1. Software and Hardware for internal development of telephone and internet accessible interactive services - Various Departments
 - 2. Installation of Carpet and Rubber Cove Base - Various Departments
 - 3. Batteries - Various Department
 - 4. Quick Collection - Collection Department
 - 5. Dust Mop, Floor Mat Shop Textile, Bath Towel and Fender Cover Service - Various Departments
 - 6. Lawn Maintenance Services - Various Departments
- b. ALSO, to acknowledge the opening of the following bids/proposals, which are located in the Purchasing Department for review:

1. RFP Self Insured Workers' Compensation Program and options for additional lines of coverage - Risk Management - Project #2003-0024 - (bids opened 12-19-02)
 2. Construction of Montgomery County Annex - Project #2003-0023 - (bids opened 12-20-02)
 3. Purchase of New Uniforms - Law Enforcement Jail Division -Project #2003-0016 - (bids opened 12-20-02)
 4. Construction of maintenance type work consisting of cross culvert replacement and metal beam guard fence on Honea-Egypt Rd. from FM2854 to Windcrest Estates Blvd. - Pct. #2 - Project #2003-0027 - (bids opened 01-03-03)
 5. RFP Transporting, processing and recycling used tires - Various Departments - Project #2003-0026 - (bids opened 01-03-03)
- c. RENEWAL CONTRACTS approved, as follows:
1. Cingular Wireless - (PO#2002305) - for cellular services - Various Departments
 2. A T & T Wireless - (PO#2002182) - for cellular services - Various Departments
 3. Rene' Bates Auctioneers, Inc. - (PO#9800243) - for auctioneer services - Montgomery County
- d. CHANGE ORDER #2 AND #3 approved, (PO#2003042) - to O'Reilly Auto Parts/Hi-Lo O'Reilly Auto Parts Store #725, for changes made to Contract for brake parts. Changes noted in memo dated January 6, 2003, on file.
- e. CHANGE ORDER #4 approved, (PO#2002318) - to Vulcan, Inc., to add various items to contract for traffic signs, posts and related supplies, as per Change Order on file.
- f. CHANGE ORDER #1 approved, (PO#2003088) - to Nexus Recovery Center, Inc., to provide changes to Contract for residential services for Juveniles, as noted in memo dated January 6, 2003, on file.
- g. CHANGE ORDER #3 approved, (PO#2001230), to Advanced Drainage Systems, Inc., to contract for polyethylene corrugated pipe, to delete items #.016 and #.017, as per Change Order on file.
- h. NAME CHANGE acknowledged, to change Dehgo, LLC to TerraScapes, as per Notice on file.
- i. BONDS acknowledged - Payment and Performance Bonds #103897546, in the amount of \$259,999.40 each, from Hasara Land Services, for the construction of maintenance type work on Honea-Egypt from FM2854 to Windcrest Estates Blvd, Pct. #2, as per Bonds on file.
- j. BONDS acknowledged - Payment and Performance Bonds #447413862, in the amount of \$33,573.00 each, from Top Concepts, Inc., for re-roofing of the Flight Service Center at the Montgomery County Airport, as per Bonds on file.

- k. REQUEST approved, to add Carolyn Hooper, Assistant Purchasing Agent and Darlou Zenor, Senior Buyer, to the Consultant Committee. (no paperwork)
- l. ITEM DECLARED SALVAGE approved - Sheriff's Department to declare a radio shelter as salvage, as per Request on file.

COMMISSIONER, PRECINCT #1 - AGENDA ITEMS 7E1

- a. ORDER approved, to acknowledge receipt of a replacement maintenance Bond No. B34228725, issued by Gulf Insurance Company, for Stone Ranch Subdivision, Section 1, as per Order on file.
- b. ORDER approved, to acknowledge receipt of Amendment to Letter of Credit, No. SB200069, for Paradise Cove Subdivision, Section 3, for road maintenance, issued by Sterling Bank, as per Order on file.
- c. ORDER approved, to acknowledge receipt of Amendment to Letter of Credit, No. SB200147, for The Estates, issued by Sterling Bank, as per Order on file.
- d. ORDER approved, to acknowledge receipt of Replacement Letter of Credit, No. 117, for the account of Settlers Crossing Subdivision, Section 1, issued by Paradigm Bank Texas aka Prosperity Bank, as per Order on file.
- e. ORDER approved, to allow the partial lot conveyances, without a replat, of Paradise Cove Subdivision, Section 1, and Paradise Cove Subdivision, Section 3, as per Order on file.
- f. FINAL PLAT approved, for Bentwater Subdivision, Section 48, consisting of 7.9272 acres, 34 lots, as per Plat on file.
- g. FINAL PLAT approved, for Bentwater Subdivision, Section 49, consisting of 9.4286 acres, 40 lots, as per Plat on file.
- h. FINAL PLAT approved, for Hillcrest Estates, consisting of 10.88 acres, as per Plat on file.
- i. ROADS accepted, BOND released, in Bentwater Subdivision, Section 56, consisting of 1041.67 l.f., 0.198 miles, which have completed the one year maintenance period. Also, to release the Bond. (streets are private and will not be maintained by Montgomery County), as per Request on file.

COMMISSIONER, PRECINCT #2 - AGENDA ITEMS 7E2

- a. AGREEMENT approved, for Developer of Old Kentucky Farms, Section 1, to build improvements over and across the pipeline easements, as outlined in said Agreement on file.
- b. FINAL PLAT approved, for Old Kentucky Farms Subdivision, Section 1, consisting of 150.000 acres, 67 lots, as per Plat on file.
- c. FINAL PLAT approved, for the Village of Sterling Ridge, Section 19, The Woodlands, Precinct #3, consisting of 23.45 acres, as per Plat on file.

COMMISSIONER, PRECINCT #3 - AGENDA ITEMS 7E3

- a. DONATION accepted, from Town Center Improvement District, of one (1) Intoxilyzer Cabinet, and one (1) Unit CMI Intoxilyzer 5000, to be used at the Montgomery County Public Safety Center, as per Donation Memo on file. (valued at \$5,640.00)
- b. INTERLOCAL AGREEMENT approved, between Montgomery County and Town Center Improvement District, for interim funding of Justice of the Peace and Constable, Precinct #3, personnel, as per Agreement on file.
- c. FINAL PLAT approved, for Legends Ranch Subdivision, Section 1, consisting of 11.07 acres, 30 lots, as per Plat on file.
- d. FINAL PLAT approved, for Legends Run Subdivision, Section 1, consisting of 31.11 Acres, 148 lots, as per Plat on file.
- e. FINAL PLAT approved, for Rayford Business Park, Section 3, consisting of 16.8152 acres, as per Plat on file.

COMMISSIONER, PRECINCT #4 - AGENDA ITEMS 7E4

- a. ORDER approved, to authorize the payment of Parcel No. 41 to Phillip M. and Pamela A. Elmer, in connection with the FM1314 ROW project, for a total price of \$10,834.00, as per Order on file.
- b. ORDER approved, to acknowledge receipt of an Amendment to Letter of Credit No. SB200071, for the account of Green Oak Subdivision, issued by Sterling Bank, as per Order on file.
- c. ORDER approved, to declare the existence of a public necessity, and to authorize the County Attorney to initiate condemnation proceedings to obtain real property known as Parcel 59, in connection with the F.M. 1314 ROW project, as per Order on file.
- d. ORDER approved, to declare the existence of a public necessity, and to authorize the County Attorney to initiate condemnation proceedings to obtain real property known as Parcel 56, in connection with FM 1314 ROW project, as per Order on file.
- e. ORDER approved, to declare the existence of a public necessity, and to authorize the County Attorney to initiate condemnation proceedings to obtain real property known as Parcel 50, in connection with FM1314 ROW project, as per Order on file.
- f. ROADS accepted, in Harpers Landing at College Park, Section 6, be accepted by Montgomery County, consisting of 4.131 l.f., .78 miles. Also, to release the Bond, as per Request on file.
- g. ROADS accepted, in Harpers Landing at College Park, Section 9, into the County's Road System, consisting of 3,136 l.f., .59 miles. Also, to release the Bond, as per Request on file.

AGENDA ITEMS 5A & B - REAPPOINTMENT AND APPOINTMENT TO EMERGENCY SERVICE BOARD DISTRICT #5 - SEE MOTIONS #22 & #23 FOR COURT ACTIONS

JUSTICE OF THE PEACE, PCT. #2 - AGENDA ITEMS 7F

- a. INTERPRETER LICENSE acknowledged, for Anna Medina in the amount of \$100.00, for renewal of license, as per copy on file.

AGENDA ITEM 7F2 - PURCHASE OF COMPUTER EQUIPMENT FROM TECHNOLOGY FUND FOR JP'S - REMOVED FROM AGENDA

RISK MANAGEMENT - AGENDA ITEM 7G

- a. OFFICIALS SURETY BONDS approved, as follows:

1. Barbara Adamick, District Clerk - Bond #14269379
2. Edie Connelly, Justice of the Peace, Pct. #3 - Bond #12742753
3. Carolyn M. Cox, Justice of the Peace, Pct. #5 - Bond #18018651
4. Craig Doyal, Commissioner, Pct. #2 - Bond #15487502
5. Craig Doyal, Road Commissioner, Pct. #2 - Bond #15487501
6. Martha Gustavsen, County Treasurer - Bond #12745647
7. Mason Martin, County Court at Law, Pct. #3 - Bond #12742759
8. James Oren Metts, Justice of the Peace, Pct. #4 - Bond #15487521
9. Lanny Moriarty, Justice of the Peace, Pct. #1 - Bond #15487520
10. Ed Rinehart, Commissioner, Pct. #4 - Bond #68800475
11. Ed Rinehart, Road Commissioner, Pct. #4 - Bond #68800775
12. Alan "Barb" Sadler, County Judge - Bond #13397685
13. Grady T. Spikes, Oath of Office and Statement of Officer
14. Mark Turnbull, County Clerk - Bond #13746617
15. Mary Ann Turner, County Court at Law #4 - Bond #15487522
16. Dennis Watson, County Court at Law #1 - Bond #68800480
17. Jerry Winfree, County Court at Law #2 - Bond #18020293

as per Bonds on file.

Motion carried.

END OF CONSENT AGENDA

AGENDA ITEM 8A - AUTHORIZE THE MARTIN LUTHER KING CENTER THE USE OF THE COUNTY PARKING LOT LOCATED ON MAIN STREET, (JURORS' PARKING LOT), FOR SATURDAY, FEBRUARY 22 AND 23, 2003 - DEFERRED, PENDING FURTHER INFORMATION FROM RISK MANAGEMENT.

8. MEMBERSHIP DUES APPROVED - TEXAS ASSOCIATION OF COUNTIES - COUNTY JUDGE

Motion by Judge Sadler, seconded by Commissioner Chance, to approve the renewal of Membership Dues with the Texas Association of Counties for 2003, in the amount of \$2,440.00, as per Invoice on file. Motion carried.

9. VARIANCE APPROVED - AEROBIC SEPTIC SYSTEM - ENVIRONMENTAL HEALTH

Motion by Commissioner Doyal, seconded by Commissioner Chance, to approve a variance to install an aerobic septic system in the flood plain for Tim English, 19820 Indigo Lake Drive, Magnolia, as per Variance Request on file. Motion carried.

10. VARIANCE APPROVED - AEROBIC SEPTIC SYSTEM - ENVIRONMENTAL HEALTH

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve a variance to install an aerobic septic system in the flood plain for Dora and Raymond Johnson, Cleveland, Tx., as per Variance Request on file. Motion carried.

11. FUNDING APPROVED - REMODELING OFFICE - 39TH DISTRICT COURT

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve funding in the amount of \$3,592.84, (fund from Contingency), for the remodeling of one office and building furniture for the 359th District Court, as per Request on file. Motion carried.

12. FUNDING APPROVED - OFFICE SUPPLIES & FURNITURE - JUSTICE OF THE PEACE, PCT. #1

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve funding in the amount of \$3,690.00, for newly elected Justice of the Peace Judge Lanny Moriarty, (fund from Contingency), for furniture and supplies, as per List on file. Motion carried.

13. GRANT APPLICATION APPROVED - JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT - JUVENILE PROBATION

Motion by Commissioner Doyal, seconded by Commissioner Rinehart, to approve the application for grant funds through the Criminal Justice Division of Governor's Office in the amount of \$74,072.00, as per Application on file. Motion carried.

14. CHANGES APPROVED - CATERING AGREEMENT - LONE STAR CONVENTION CENTER

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve the changes to the Convention Center Outside Catering Agreement in regards to the insurance requirements and fee reporting procedure, as per Agreement on file. Motion carried.

15. REPORTS ACCEPTED - INTERIM ARBITRAGE REBATE ANALYSES - COUNTY AUDITOR

Motion by Commissioner Meador, seconded by Commissioner Doyal, to accept the Interim Arbitrage Rebate Analyses for the following Debt issues:

- a. Certificates of Obligation, Series 1998
- b. Permanent Improvement Bonds, Series 2000

as per Analysis Report on file. Motion carried.

AGENDA ITEMS 15A 1,2,3,4,5,7,9 & 10 - RECOMMENDATIONS AND CONTRACTS - DEFERRED

16. RECOMMENDATION AND CONTRACT APPROVED - WORKERS' COMPENSATION PROGRAM - RISK MANAGEMENT

Motion by Commissioner Meador, seconded by Commissioner Chance, to award the proposal for Self Insured Workers Compensation to Dean & Draper Insurance Agency/Arthur J. Gallagher & Co., as per Agreement on file. Motion carried.

17. RECOMMENDATIONS AND CONTRACTS APPROVED - NEW UNIFORMS - SHERIFF'S DEPARTMENT - JAIL DIVISION

Motion by Commissioner Chance, seconded by Commissioner Meador, to award the bids, (opened December 20, 2002), for uniforms for the Jail Division to the following Vendors:

- a. Wearform
- b. Trooper Supply, Inc.

as per Contracts on file. Motion carried.

18. RECOMMENDATION AND CONTRACT APPROVED - 2002/2003 TRUCKS - VARIOUS DEPARTMENTS

Motion by Commissioner Doyal, seconded by Commissioner Meador, to award the bid, (opened November 19, 2002), for one (1) or more new 2002/2003 Trucks to DeMontrond Auto County, as per Contract on file. Motion carried.

19. RECOMMENDATION AND CONTRACT APPROVED - 2002/2003 VEHICLES - VARIOUS DEPARTMENTS

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to award the bid, (opened October 30, 2002), for one (1) 2003 Chevrolet 2500 truck to Lawrence Marshall Chevrolet II, L.P., as per Contract on file. Motion carried.

20. REQUEST APPROVED - PILOT PROGRAM FOR PROCUREMENT CARD - PURCHASING DEPARTMENT

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve the Pilot Program for the Montgomery County Procurement Card to be used for Hotel Reservations only, (food not included), by selected Departments approved through the Purchasing Department. Motion carried. (no paperwork)

21. FEES APPROVED - MAPPING REPRODUCTION SERVICES - ALL PRECINCTS

Motion by Commissioner Meador, seconded by Commissioner Doyal, to use the same fee schedule as 9-1-1 adopted for mapping reproduction services in the County Engineer's Office, as per Fee Schedule on file. Motion carried.

22. REAPPOINTMENT APPROVED - EMERGENCY SERVICE DISTRICT NO. 5 BOARD MEMBER

Motion by Commissioner Doyal, seconded by Commissioner Chance, to approve the reappointment of Tony Cutaia to the Emergency Service District No. 5 Board. Motion carried. (no paperwork)

23. APPOINTMENT APPROVED - EMERGENCY SERVICE DISTRICT NO. 5 BOARD MEMBER

Motion by Commissioner Doyal, seconded by Commissioner Rinehart, to approve the appointment of John Mays to the Emergency Service District No. 5 Board. Motion carried. (no paperwork)

24. FUNDING APPROVED - LEGAL SERVICES - COUNTY ATTORNEY

Motion by Commissioner Chance, seconded by Commissioner Meador to approve the funding for Legal Services to Montgomery County with the following lawfirms: (fund from Contingency):

- a. Services of Olson & Olson in regard to the Debbie Foster lawsuit, and
- b. Services of Magenheim, Bateman & Helfand in regard to the Smith & Jones case.

Motion carried. (no paperwork)

EXECUTIVE SESSION

The Court recessed into Executive session in the County Judge's Chambers to discuss matters authorized under Article 551.071 thru 551.076, Texas Government Code, as follows:

1. Consider and Discuss recalculation of funding for State Criminal Alien Assistance Program, and potential Claim related thereto
2. Consider and Discuss lawsuit filed by Anna McGinnis
3. Consider and Discuss Sherman Sauls
4. Consider and Discuss David Park vs. Montgomery County
5. Consider and Discuss EEOC complaints of Phyllis Traylor and Pam Hernandez
6. Consider and Discuss Claim of Sue Pierce, Pct. #1

COURT RECONVENED WITH ALL MEMBERS OF THE COURT PRESENT.

25. ORDER APPROVED - PAYMENT OF CLAIM - PRECINCT #1

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve an Order to pay the Claim of Sue and Dennis Pierce in the amount of \$1,663.61, and Stowe's Wrecker & Collision \$6,321.34, (fund from Precinct #1 Commissioner's budget), in connection with the property damage sustained by the 1997 Chrysler Town & Country Minivan, as per Order on file. Motion carried.

26. PAYROLL CHANGE REQUESTS APPROVED - HUMAN RESOURCES

Motion by Commissioner Meador, seconded by Commissioner Rinehart, to approve the following Payroll Change Requests, as follows:

request of 359th District Judge to place Leona M. Devine, Court Coordinator, (replacement for Jamie Knox), on payroll, effective January 2, 2003

request of 359th District Judge remove Jill S. Driscoll, Court Reporter, from payroll, (not retained by newly-elected official), effective January 1, 2003, with 36.96 vacation hours due

request of 359th District Judge to place Kathleen A. Hamilton, District Judge, 359th District Court, (replacement for Judge James Keeshan), on payroll, effective January 1, 2003

request from Commissioners' Court to accept the Retirement of James H. Keeshan, District Judge, 359th District Court, effective December 31, 2002

request of 359th District Judge to place Donna King, Court Reporter, (replacement for Jill Driscoll), on payroll, effective January 2, 2003

request of 359th District Judge to remove Jamie P. Knox, Court Coordinator, (not retained by newly-elected official), from payroll, effective January 1, 2003, with 21.56 vacation hours due

request of 359th District Judge to place Elsa Sanchez, Assistant Court Coordinator, on payroll, effective January 2, 2003

request of Animal Control to place Glenda Fulton, Dispatcher/Clerk, (replacement for Susan Spencer), on payroll, effective January 6, 2003

request of County Auditor to increase the salary of George Brassovan, Fiduciary Compliance Auditor, effective December 21, 2002, due to job responsibility increase

request of County Auditor to accept the resignation of Jamie Bright, Accounts Payable Clerk, effective December 31, 2002

request of Commissioner, Pct. #4 to place Ronald D. Tolbert, Operator, on payroll after returning from family leave of absence, effective December 30, 2002

request of Constable, Pct. #1 to accept the resignation of Boyd L. Crabtree, Lieutenant, effective December 16, 2002, with 194.62 vacation hours due and 328.75 comp hours due

request of Constable, Pct. #3 to transfer Jake-Paul Gonzales, Deputy, (replacement for Shane Hatton), effective December 7, 2002

request of Custodial Services to place Linda McCollum, Temporary Part-time Custodian, (temporary replacement for Candie Bussey), effective December 19, 2002

request of Custodial Services to place Nallely Ontiveros, Temporary Part-time Custodian, (temporary replacement for Dora Pacheco), effective December 16, 2002

request of County Clerk to place Lisa Afill, Court Room Clerk, on payroll, effective December 30, 2002, (returning from family leave of absence)

request of County Clerk to promote Denise Y. Hall from Recording/Scan Clerk to Archive Clerk, (replacement for Letha Moore), effective January 4, 2003

request of County Clerk to accept the retirement of Letha Mae Moore, Chief MicroFilm Clerk, effective December 31, 2002, with 64.65 vacation hours due

request of County Clerk to bridge the time of Judy Lynette Reed, Receptionist, effective December 31, 2002

request of Elections Administrator to change the status of Melissa Teague, Voter Registration Clerk, from full-time to part-time status, effective December 28, 2002

request of Judge, Justice of the Peace, Pct. #1 to transfer Maria G. Elizardo from District Clerk to Justice of Peace Clerk, (replacement for Kimberly Wilson), effective January 2, 2003

request of Judge, Justice of the Peace, Pct. #1 to adjust the pay of Sandra J. Graham, Civil Clerk, effective January 1, 2003

request of Judge, Justice of Peace, Pct. #1 to layoff Luann F. Henderson, Part-time Court Clerk, effective December 31, 2002

request of Commissioners' Court to accept the retirement of John R. Kleimann, Judge, Justice of the Peace #1, effective December 31, 2002

request of Commissioners' Court to place Lanny G. Moriarty, Judge, Justice of the Peace, Pct. #1, on payroll, (newly elected Judge - replacement for Judge Kleimann), effective January 1, 2003

request of Justice of the Peace, Pct. #2 to place Amy Sanchez, Clerk, (replacement for Barbara Bailey), effective January 6, 2003

request of Justice of the Peace, Pct. #4 to layoff Dian Boney, Court Clerk/Traffic, effective January 1, 2003, with 12.32 vacation hours due and 3.75 comp hours due

request of Justice of the Peace, Pct. #4 to transfer Elaine Briscoe from County Court at Law #3 to Justice of the Peace, Pct. #4, Clerk II, effective January 2, 2003

request of Justice of the Peace, Pct. #4 to change the status of Saadia Burke from Court Clerk/Traffic to Clerk I, effective January 2, 2003

request of Justice of the Peace, Pct. #4 to layoff Amparo Castillo, Court Clerk/Traffic, effective January 1, 2003, with 38.80 vacation hours due

request of Justice of the Peace, Pct. #4 to layoff John Cherry, Court Clerk-Civil, effective January 1, 2003

request of Justice of the Peace, Pct. #4 to layoff Linda Hawley, Trial Court/Warrant Supervisor, effective January 1, 2003

request of Justice of the Peace, Pct. #4 to place Jerry Sue Hayden, Clerk III, on payroll, effective January 2, 2003

request of Commissioners' Court to remove Judge Cynthia f. McMillian, Justice of the Peace, Pct. #4 from payroll, effective December 31, 2002 (not re-elected to JP office)

request of Justice of the Peace, Pct. #4 to accept the resignation of Margaret Ann Metoyer, Part-time Court clerk, effective January 1, 2003

request of Commissioners' Court to place James Metts, Judge, Justice of the Peace #4, (replacement for Judge, Cynthia F. McMillian), effective January 1, 2003

request of Justice of the Peace, Pct. #4 to change the status of Jewell Elaine Patterson from Court Clerk/Data Entry to Clerk I, effective January 2, 2003

request of Justice of the Peace, Pct. #4 to place Harry Brian Stanley, Office Manager, effective January 2, 2003

request of Justice of the Peace, Pct. #4 to change the status of Patricia Turner from Court Clerk-Criminal to Clerk I, effective January 2, 2003

request of Justice of the Peace, Pct. #4 to change the status of Duane Wolfing from Court Clerk/Traffic to Clerk I, effective January 2, 2003

request of Juvenile Probation to place Karen Combe, Juvenile Probation Officer, (replacement for Dietrick Tillis), on payroll, effective January 6, 2003

request of Juvenile Probation to accept the resignation of Carolina M. Corpus, Detention Officer, effective December 24, 2002, with 84.40 vacation hours due, 6.01 comp hours due and 8 holiday hours due

request of Juvenile Probation to place Christopher Glenn Franklin JJAEP Full-time Drill Instructor, on payroll, effective, January 2, 2003

request of Juvenile Probation to accept the resignation of Dietrick Tillis, Juvenile Probation Officer-Intake, effective December 27, 2002, with 89.64 vacation hours due, .76 comp hours due and 23 holiday hours due

request of Sheriff's Department to place Carolyn Abbott, Detention Officer I, on leave of absence beginning December 12, 2002 through December 20, 2002

request of Sheriff's Department to promote Dana Aills from Detention Officer I to Detention Officer II, effective January 4, 2003

request of Sheriff's Department to place Robert S. Albritton back to his position as Detention Officer Corporal who was assigned to temporary replace Sgt. Quertermous while he was on family leave of absence, effective December 12, 2002

request of Sheriff's Department to discharge Marcus Brooks, Detention Officer I, effective December 19, 2002

request of Sheriff's Department to change the status of Elizabeth Dunlap, Pawn Shop Clerk I, (replacement for Maria Rosales), from part-time temporary to full-time, effective January 4, 2002

request of Sheriff's Department to demote Melissa Hammer from Dispatch Shift Coordinator to Dispatcher II, per her request - (replacement for Kathryn Villalobos), effective February 1, 2003

request of Sheriff's Department to place Mark Hendon, Detention Deputy, on family leave of absence, effective December 20, 2002

request of Sheriff's Department to increase the salary of Heather Land, Dispatcher II, effective December 7, 2002, due to one year probation period completed

request of Sheriff's Department to promote Patricia McCullough from Secretary II to Administrative Secretary, ATTF, effective January 2, 2003

request of Sheriff's Department to transfer David T. Moore from Lieutenant to ATTF Lieutenant, replacement for Lanny Moriarty), effective January 1, 2003

request of Sheriff's Department to accept the resignation of Kevin Moore, Detention Officer I, effective December 20, 2002, with 43.1200 vacation hours due and 24 holiday hours due

request of Sheriff's Department to increase the salary of Michael Nunn from Dispatcher I to Dispatcher II, effective December 7, 2002, due to one year probation period completed

request of Sheriff's Department to discharge Leslie Purser, Detention Deputy, effective December 21, 2002, with 75.23 vacation hours due, 9.7600 comp hours due and 28 holiday hours due

request of Sheriff's Department to promote Jeremiah Richards from Detention Officer I to Detention Officer II, effective January 4, 2003, due to one year probation period completed

request of Sheriff's Department to accept the resignation of Anabel Rivera, Dispatcher II, effective December 30, 2002, with 40.10 vacation hours due, 240.0000 comp hours due and 45 holiday hours due

request of Sheriff's Department to accept the retirement of Eunice Rogers, Dispatcher II, effective January 17, 2003, with 33.60 vacation hours due, 240 comp hours due and 56 holiday hours due

request of Sheriff's Department to transfer Maria Rosales from Pawn Shop Clerk II to Secretary II, (replacement for Patricia McCullough), effective January 4, 2003

request of Sheriff's Department to promote Kathryn Villalobos from Dispatcher II to Shift Coordinator/Trainer, replacement for Cornelia Fain), effective December 21, 2002

request of Sheriff's Department to place Daniel Wiesepape, District III, Patrol Deputy, on Military Leave, effective December 13, 2002

request of Sheriff's Department to accept the retirement of billy Williams, Jail Maintenance, effective January 10, 2003, with 141.87 vacation hours due and 240.0000 comp hours due

request of Sheriff's Department to promote Bruce Zenor from Detective Sergeant to Detective Lieutenant, (replacement for David Moore, effective January 1, 2003

request of Tax Assessor/Collector to accept the resignation of Judy Banks, Deputy Specialist I, effective December 27, 2002

request of Tax Assessor/Collector to place Jodie Shanks, Deputy Specialist I, (replacement of Judy Banks), on payroll, effective January 6, 2003

request of Tax Assessor/Collector to place Vicki Willis, Deputy Specialist I, (replacement for Hilton Shawntel), on payroll, effective January 6, 2003

request of Convention Center Director to increase the salary of Ronnie Mason, Facility Worker/Ground Maintenance, effective December 21, 2002, due to probation period completed

request of Convention Center Director to discharge David Pullin, Facility Worker, effective January 2, 2003, with 24.64 vacation hours due and 5.25 comp hours due

request of Convention Center Director to discharge Jessica Walsh, Facility Worker, effective January 2, 2003, with 21.56 hours vacation due

request of Custodial Services to place Dora Pacheco, Floor Custodian, on family leave of absence, effective December 27, 2002

request of Custodial Services to place Ercilia Vasquez, Floor Custodian, on payroll, due to returning from family leave of absence, effective January 2, 2003

as per Payroll Change Requests on file. Motion carried.

27. COURT ADJOURNS

Motion by Commissioner Doyal, seconded by Commissioner Meador, to adjourn this Session of Commissioners' Court. Motion carried.

The above and foregoing Commissioners' Court Minutes were read and approved by the Court.

ATTEST:

Mark Turnbull, County Clerk
and Ex-Officio Clerk
Commissioners' Court
Montgomery County, Texas

BY: _____
County Clerk

County Judge