

COMMISSIONERS' COURT DOCKET, FEBRUARY 25, 2002
SPECIAL SESSION

THE STATE OF TEXAS
COUNTY OF MONTGOMERY

Be it remembered that on this the 25th day of February, 2002, 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 Meador, seconded by Commissioner Chance, to approve the Commissioners' Court Agenda for discussion and necessary action. Motion carried.

AGENDA ITEM 5A - EMPLOYEES' COMMITTEE - Special recognition was given to the Maintenance Department Staff by the Employees' Committee. A plaque was presented to the Director for all their outstanding work they do on a daily basis throughout the county.

AGENDA ITEM 5A - EMPLOYEES' COMMITTEE - PEGGY RUSHING, Administrative Assistant, County Auditor, was selected as "Employee of the Month" for February, 2002. Ms. Rushing was presented with a plaque and a gift certificate from said Committee.

2. PURCHASE APPROVED - EMPLOYEES' SERVICE PINS - EMPLOYEES' COMMITTEE

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve the Purchase of approximately 195 Service Pins, for a total of \$1,560.00, to be presented at the Service Award Ceremony on Wednesday, April 24, 2002, as per Request on file. Motion carried.

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

Motion by Commissioner Meador, seconded by Commissioner Rinehart, to approve Commissioners' Court Minutes for February 11, 2002, as presented by the County Clerk. Motion carried.

4. CONSENT AGENDA APPROVED - AGENDA ITEMS 7A THROUGH 7F

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

COUNTY AUDITOR - AGENDA ITEMS 7A

- a. ACCOUNTS approved, as presented by the County Auditor.
- b. BUDGET AMENDMENTS approved, as submitted by the County Auditor:
 1. Civic Center - to carryover surplus hotel/motel occupancy tax proceeds from FY2001
 2. Commissioner, Pct. #2 -to recognize/allocate rent on Tract 5 & 8 from Brian Carter
 3. Commissioner, Pct. #2 - to adjust line items
 4. Commissioner, Pct. #3 - to recognize/allocate reimbursement for culvert installation by Nacol Realty

5. Constable, Pct. #4 - to adjust line items
6. Court Collections - to adjust line items
7. District Attorney - to adjust line items
8. Drug Court - to adjust line items

as per Budget Amendments on file.

- c. OFFICIALS' FEES REPORT approved, for October, 2001, through December 2001, as per Report on file.

COUNTY TREASURER - AGENDA ITEMS 7B

- a. WEEKLY INVESTMENT REPORT approved, for the week of February 11, 2002, through February 15, 2002, as per Report on file.
- b. REPORT approved, for Releases of Collateral, as follows:
 1. Release - JP Morgan/Chase Bank - par value \$11,000,000.00, and
 2. Release - JP Morgan/Chase Bank - par value \$16,000,000.00, as per Report on file.
- c. NATIONAL FOREST RECEIPTS approved, for fiscal year ending September 30, 2001, as per Report on file.

TAX ASSESSOR/COLLECTOR - AGENDA ITEMS 7C

- a. MONTHLY TAX COLLECTION REPORT approved, for the month ending January 31, 2002, as per Report on file.
- b. SUPPLEMENTAL CHANGES approved, to the 2001 Taxroll, as presented by the Tax Assessor/Collector.

PURCHASING DEPARTMENT - AGENDA ITEMS 7D

- a. AUTHORIZATION to advertise for the following Bids/Proposals, as follows:
 1. Laptop, P.C. and Toughbook Laptop P.C. - Various Departments
 2. Network Wide Backup Solution - CIS
 3. Sale of Used 1973 Caterpillar Tractor Crawler -Pct. #3
 4. Grass - St. Augustine - Various Departments
- b. ALSO, to acknowledge receipt of the following bids/proposals, opened by the Purchasing Department:
 1. One (1) or more new 2001/2002 Vehicles - Various Departments -Project #2002-0036 - (opened 2-12-02)
 2. RFP Engineering Services - Various Departments - Project #2002-0018 - (opened 2-13-02)
 3. Sale or Lease of Airport Hanger - Airport - Project #2002-0041 - (opened 2-14-02)
 4. RFP Service providing money transfers for collection of fines - Collections - Project #2002-0040 - (opened 2-15-02)
 5. RFP Digital Document System - Various Departments - Project #2002-0042 - (opened 2-19-02)
 6. One (1) or more New Haul Trucks - Various Departments -Project #2002-0032 - (opened 2-22-02)
 7. One (1) or more used 2000/2001 Vehicles - Various Departments - Project #2002-0045 - (opened 2-22-02)
 8. Construction of Traffic Signalization at Tamina Rd. and David Memorial Dr. - Pct. #3 - Project #2002-0049 - (opened 2-22-02)
- c. RENEWAL CONTRACTS approved, as follows:

1. Hellard Services for Lawn Service at Lone Star Convention Center - PO#2001349
 2. Dehgo LLC for Lawn Service for Building Maintenance - PO#2001346
- d. CHANGE ORDER #5 approved, (PO#2001117), to Willis Pest Control to add Decker Prairie Community Building to the Pest Control Service at a cost of \$40.00 per month, as per Change Order on file.
 - e. CHANGE ORDER #1 approved, (PO#2002071), to Dean & Draper Insurance Agency, Inc., for changes to the Property & Casualty Coverage, as per attachments on file.
 - f. CHANGE ORDER #1 approved, (PO#2000321), to Spectrum Catering, Concessions and Events, to reflect change to extend the term of said contract to April 23, 2010, at the Lone Star Convention & Expo Center, as per Change Order on file.

COMMISSIONERS, PRECINCT #1 - AGENDA ITEMS 7E1

- a. ROADS accepted, in Piney Shores Subdivision, Section 6, into the one year maintenance period, consisting of 621.82 l.f., .12 miles, (private streets), effective February 25, 2002, as per Request on file.
- b. UTILITY PERMIT approved, for the City of Conroe to place a 16" PVC water line within the right-of-way of Longmire Road and League Line Road, as per Permit on file.
- c. PUBLIC HEARING DATES SET, for the following:
 1. March 11, 2002, Public Hearing - to consider setting the speed limit at 30 mph on Tisdell Street in Dobbin from FM 1486 to FM 1486
 2. March 11, 2002, Public Hearing - to consider setting speed limit to 30 mph on Dam Site Road off SH 105 West from SH 105 to Fultz Road
 3. March 11, 2002, Public Hearing - to consider setting speed limit to 30 mph on Fultz Road from Dam Site Road to River Authority Road

as per Requests on file.

- d. ORDER approved, authorizing the granting of two Easements to Sam Houston Electric Cooperative, Inc., in connection with the Precinct #1 Community Building. Also, to appoint Mike Meador as Special Commissioner, and to authorize him to execute easement on behalf of Montgomery County, as per Order on file.

COMMISSIONER, PRECINCT #2 - AGENDA ITEMS 7E2

- a. FINANCIAL STATEMENT approved, for Emergency Service District #4, FY2000-01, as per Report on file.
- b. ROADS accepted, in Forest West, Section 1, into the one year maintenance period, consisting of 266.64 l.f., .05 miles, effective February 25, 2002
- c. ROADS accepted, BOND released - Village of Alden Bridge, Section 29, consisting of 3,440.19 l.f., .65 miles, be accepted by Montgomery County. Also, to release the Bond, as per Request on file.
- d. ROADS accepted, BOND released - Village of Alden Bridge, Section 59, consisting of 9,446.79 l.f., 1.79 miles, by Montgomery County. Also, to release the Bond, as per Request on file.
- e. UTILITY PERMIT approved, for the City of Conroe to place a 16" PVC Water Main within the right-of-way of Crighton Road, as per Permit on file.

- f. ORDER approved, to acknowledge receipt of a check in the amount of \$25,000.00, from Decker Oaks Land Development II Ltd. for the construction of the extension of Stagecoach Road to Hardin Store Road, as per Order on file. (check forwarded to County Treasurer for further handling)
- g. ORDER approved, to acknowledge receipt of Letter of Credit No. 263, for the account of River Park Ranch, issued by First Bank of Conroe, as per Order on file.

COMMISSIONER, PRECINCT #3 - AGENDA ITEMS 7E3

- a. ROADS accepted, in Carlton Woods Subdivision, Section 11, into the one year maintenance period, consisting of 2,071.30 l.f., .39 miles, effective February 25, 2002
- b. ROADS accepted, BOND released, for the following private streets located in The Woodlands:
 - 1. Village of Carlton Woods, Section 6
 - 2. Village of Carlton Woods, Section 1
 - 3. Grand Regency Drive
 - 4. Pinnacle Point Drive
 - 5. Carlton Woods Drive, Phase 3

roads have completed the one year maintenance period and are private and will not be maintained by Montgomery County, as per Request on file.

- c. ROADS accepted, located in Sterling Ridge Subdivision, Section 12, consisting of 3,120.57 l.f., .59 miles, into the one year maintenance period, effective February 25, 2002, as per Request on file.
- d. ROADS accepted, in Sterling Ridge Subdivision, Section 14, into the one year maintenance period, consisting of 3,923.17 l.f., .73 miles, effective February 25, 2002, as per Request on file.
- e. FINAL PLAT approved, for the Village of Sterling Ridge, Section 15, consisting of 57.75 acres, 87 lots, as per Plat on file.
- f. UTILITY PERMIT approved, for C. E. Barker, Inc., to place an 8" waterline within the right-of-way of Hanna Road & Todd Road, as per Permit on file.
- g. FINANCIAL REPORT approved, for Montgomery County Emergency Service District No. 9, for FY2000-01, as per Report on file.

COMMISSIONER PRECINCT #4

- a. FINAL PLAT approved, for Harpers Landing at College Park, Section II, consisting of 50.36 acres, 192 lots, as per Plat on file.
- b. FINAL PLAT approved, for Trade Center, Section 6, consisting of 30.16 acres, as per Plat on file.

SHERIFF'S DEPARTMENT - AGENDA ITEMS 7F

- a. AGREEMENT approved - Intergovernmental Agreement between H-GAC and Montgomery County Sheriff's Department, for law enforcement training, as per Agreement on file.
- b. PAYROLL VARIANCE approved, from the Sheriff's Department to reflect payroll variance for Sam Lynch, as per Request on file.
- c. PAYMENT OF CLAIM approved, for Jason Newsom in the

amount of \$2,500.00, to repair his pickup truck which was involved in a shooting incident in East Montgomery County, as per Request on file. (Resolution and Order forthcoming, per County Attorney's office)

Motion carried.

END OF CONSENT AGENDA

6. VARIANCE APPROVED - SEPTIC SYSTEM - PRECINCT #2

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve variance for Peggy Williams to install a Lift Station Tank in the flood plain, which will be connected to an aerobic system, located at 14144 Horseshoe Bend, Section 2, Lot 29B, as per variance request on file. Motion carried.

7. VARIANCE APPROVED - SEPTIC SYSTEM - PRECINCT #4

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve variance for Bill Hilburn to install an aerobic septic system in the flood plain located at 28430 Woodsons Lake Dr., Section 1, Block 9, Lot 24, Benders Landing, Spring, Texas, as per variance request on file. Motion carried.

8. REQUEST APPROVED - PURCHASE OF COMPUTER - COUNTY COURT AT LAW #2

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve the purchase of a computer for County Court at Law No. 2, in the amount of \$650.00, from the Court Reporter Service Fees, as per Request on file. Motion carried.

9. REPORT APPROVED - VISUAL INSPECTION OF FIXED ASSETS - COUNTY AUDITOR

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to accept report on visual inspection of fixed assets in the custody of the Airport, due to the retirement of Airport Manager on February 28, 2002, as per Report on file. Motion carried.

10. REQUEST APPROVED - ATIF QUALITY ASSURANCE REPORT, CYCLE 3 - LIBRARY DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Doyal, to authorize the County Judge to execute the Post Implementation Assessment Form for TIF Quality Assurance Program for grant recipients in regards to Technology Advancement Grant for the Library, as per Form on file. Motion carried.

AGENDA ITEMS 11A 1,2,6,10,11 & 12 - RECOMMENDATIONS AND CONTRACTS - DEFERRED

12. RECOMMENDATION AND CONTRACT APPROVED - PNEUMATIC METRO-FIT METERING - SHERIFF'S DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Rinehart, to award the bid, (opened January 30, 2002), for pneumatic metro-fit metering hot/cold cartridges & adapter assembly, to Moore Supply Company, as per Contract on file. Motion carried.

13. RECOMMENDATION AND CONTRACT APPROVED - CABLE & RELATED SUPPLIES - CIS

Motion by Commissioner Doyal, seconded by Commissioner Meador, to award the bid,

(opened January 31, 2002), for cable, cable parts & related supplies to Graybar Electric, as per Contract on file. Motion carried.

14. RECOMMENDATION AND CONTRACT APPROVED - LAWN MAINTENANCE SERVICE - PRECINCT #4

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to award the bid, (opened February 5, 2002), for lawn maintenance service to Circle M Lawn Service, as per Contract on file. Motion carried.

15. PROPOSALS APPROVED - ENGINEERING SERVICES - VARIOUS DEPARTMENTS

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve the Proposals submitted by various Firms for Engineering Services, as per List on file. Motion carried.

16. RECOMMENDATION AND CONTRACT APPROVED - SALE AND LEASE OF AIRPORT HANGER - AIRPORT

Motion by Judge Sadler, seconded by Commissioner Meador, to award the bid, (opened February 14, 2002), to DRP in the amount of \$125,123.71 for the purchase of the hangar, and \$17,413.10 for the lease of land. Motion carried. (Lease Agreement to follow at a later date, per Purchasing Agent)

17. RECOMMENDATION AND CONTRACT APPROVED - TRAFFIC SIGNALIZATION - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to award the bid, (opened February 22, 2002), for the construction of traffic signalization at Tamina Rd. and David Memorial Dr., to Southwest Signal Supply, Inc., in the amount of \$103,527.90, as per Contract on file. (fund from 2001 Road Bond monies)

18. CONTRACT AGREEMENT APPROVED - ENVIRONMENTAL REVIEW - PRECINCT #4 - CDBG

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve the Contract Agreement between Montgomery County and HBC Engineering for the environmental review/assessment of East Montgomery County Community Development Center & Water/Sewage Line Route, as per Agreement on file. Motion carried.

19. CONTRACT AGREEMENT APPROVED - TAMINA WATER AND SANITARY SEWER PROJECT - PRECINCT #3 - CDBG

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to approve the Contract Agreement between Montgomery County and Jones & Carter, Inc., for the Tamina Water Distribution and Sanitary Sewer Collection Project, as per Agreement on file. Motion carried.

20. PROPOSED AGREEMENT APPROVED - RE-PLANKING OF RAILROAD - PRECINCT #4

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve the Proposed Agreement for the re-planking of Crockett-Martin Road railroad grade crossing in the amount of \$6,400.00, as per Agreement on file. Motion carried.

21. PROPOSAL APPROVED - ENGINEERING SERVICES - PRECINCT #1

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve the Proposal from Traffic Engineers, Inc., for services to provide drawings and specifications for the installation of flashing signals at County Line Road and Browder Traylor Road, in the amount of \$7,000.00, as per Proposal on file. Motion carried.

22. CONTRACT APPROVED - ENGINEERING SERVICES - PRECINCT #4

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve the Contract with Carter & Burgess, Inc., for engineering services to develop construction plans for the proposed intersection improvements on FM 1314 at Mett Road, as per Contract on file. Motion carried.

23. AUTHORIZATION TO ADVERTISE - DEMOLITION OF METHODIST CHURCH BUILDING - PURCHASING DEPARTMENT

Motion by Commissioner Chance, seconded by Commissioner Meador, to authorize the Purchasing Agent to advertise for bids for the demolition of the Methodist Church Building, recently purchased by Montgomery County. Motion carried.

24. INTERLOCAL AGREEMENT APPROVED - CITY OF SPLENDORA - COUNTY ATTORNEY

Motion by Commissioner Rinehart, seconded by Commissioner Meador, to approve an Interlocal Agreement between Montgomery County and the City of Splendor, for water and sewer service at Precinct #4 Park, as per Agreement on file. Motion carried.

25. REQUEST APPROVED - ROAD NAME CHANGED - PRECINCT #1

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve changing the name of Old 1097-Jim Fuller Road - to Bridgeview Lane, as per Letter on file. Motion carried.

26. REQUEST APPROVED - ROAD NAME CHANGE - PRECINCT #2

Motion by Commissioner Doyal, seconded by Commissioner Chance, to approve changing the name of Alden Woods Drive, (between SH242 and the Woodlands Christian Academy), to Academy Way, as per Request on file. Motion carried.

27. REQUEST APPROVED - PLACEMENT OF STOP SIGNS - PRECINCT #2

Motion by Commissioner Doyal, seconded by Commissioner Rinehart, to approve the placement of stop signs at the intersection of Memory Lane and North Memory Lane, as per Request on file. Motion carried.

28. REQUEST APPROVED - PARTIAL REPLAT - PRECINCT #2

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve the partial replat of Tall Oaks Subdivision, as per Request on file. Motion carried.

29. REQUEST APPROVED - STREET NAME CHANGE - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Doyal, to approve changing the name of East Hardy Extension to Scarlet Oak Trail, as per Request on file. Motion carried.

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:

COURT RECONVENED WITH ALL MEMBERS OF THE COURT PRESENT.

30. RESOLUTION AND ORDER AND ORDER TO PAY APPROVED - BRACEWELL & PATTERSON, L.L.P. - SHERIFF'S DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve

payment to Bracewell & Patterson, L.L.P., in the amount of \$955.35, (fund from Sheriff's budget), for legal services associated with legal services provided in the Garlock vs. Montgomery County lawsuit, as per Order and Resolution on file. Motion carried.

31. ORDER TO PAY CLAIM APPROVED - OSCAR PARKER - PRECINCT #4

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve payment to Oscar and Benita Parker in the amount of \$505.09, (fund from Precinct #4 budget), for damages to their vehicle, as per Order on file. Motion carried.

32. RESOLUTION AND ORDER AND ORDER TO PAY CLAIM APPROVED - CARRIE THIBODEAUX - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve payment to Carrie Thibodeaux in the amount of \$1,816.78, (fund from Precinct #3 budget), for damage to her vehicle, as per Order and Resolution on file. Motion carried.

AGENDA ITEMS 16A - CITIZENS

GARY SMITH, a resident of East Montgomery County addressed the Court regarding the Copeland ditch drainage problem across his property.

KIRK VAN DESTEEENE, addressed the Court concerning service at the county Libraries.

33. PAYROLL CHANGE REQUESTS APPROVED - HUMAN RESOURCES

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

request of District Judge to place Casanda Cranfill, Administrative Assistant, on payroll effective February 1, 2002

request of Animal Control to place Amy Buras, Animal Control Officer, (replacement for Arthur Sengstock), on full time status, effective February 16, 2002

request of Animal Control to place Shiane Drobina, Animal Care Specialist, Part-time, (replacement for Amy Buras), effective February 16, 2002

request of CIS to place Keith Chilek, Assistant Network Administrator, (replacement for Paul Kropp), effective February 25, 2002. Also, an annual auto allowance

request of Commissioner, Pct. #1 to place Shawn Coleman, Flagman, on payroll, effective February 21, 2002, after returning from family leave of absence

request of Constable, Pct. #1 to transfer Alton Mathis from Jury Shepherd to Deputy, effective February 11, 2002

request of Constable, Pct. #3 to transfer Paul Cooke from Detention Deputy to Constable Deputy, (replacement for Gerald Smith), effective February 11, 2002 - (payroll change

request approved on 2-11-02 to be rescinded submitted by the Sheriff's Department)

request of Constable, Pct. #3 to transfer Gerald Smith, Deputy, effective February 11, 2002

request of District Attorney to transfer Birkelbach, Misdemeanor Attorney, (replacement for Terri Dornburg), effective February 16, 2002

request of District Attorney to promote Kelly Hill to Felony Intake Coordinator, effective February 16, 2002

request of District Attorney to promote Sandra Martin to Misdemeanor Assistant Coordinator, (replacement for Diane Stockbridge), effective February 16, 2002

request of District Attorney to promote Diane Stockbridge, Misdemeanor Assistant Coordinator, (replacement for Kelly Hill), effective February 16, 2002

request of District Attorney to transfer Monica Strickland from County Attorney Litigation to District Attorney Misdemeanor Attorney, (replacement for Sheri Birkelbach), effective February 25, 2002

request of District Clerk to place Patricia Crahen, Deputy Clerk, Part-time), (replacement for Judy Cooper), on payroll, effective February 26, 2002

request of Elections Administrator to place Juliet Bullock, Voter Registration Temporary Clerk, effective February 25, 2002

request of Elections Administrator to place Geraldine N. Gray, Voter Registration Clerk, on payroll, effective February 26, 2002

request of Elections Administrator to place Raymond Hake, Voter Registration Temp Clerk, on payroll, effective February 25, 2002

request of Elections Administrator to promote JoAnne Lindemood, Voter Registration Temporary Clerk, effective February 25, 2002

request of Elections Administrator to place Vanessa Lizardo, Voter Registration Temporary Clerk, on payroll, effective February 25, 2002

request of Elections Administrator to increase the salary to Geraldine Lucas, Voter Registration Temporary Clerk, effective February 25, 2002, due to probation period completed

request of Elections Administrator to increase the salary of Hazel Pitts, Voter Registration Temporary Clerk, effective February 25, 2002, due to probation period completed

request of Elections Administrator to increase the salary of Virginia Taylor, Voter Registration Temporary Clerk, effective February 25, 2002

request of Probation Director to change the status of Joanna Comer from Part-time to Full-time Juvenile Probation Officer Assistant, effective February 16, 2002

request of Library Director to accept the resignation of Nina Dean, Shelving Clerk, effective February 22, 2002

request of Library Director to place Dora Ramon, Library Assistant II, on family leave of absence, effective February 13, 2002

request of Sheriff's Department to accept the resignation of Jody Bailey, Dispatcher I, effective March 1, 2002, with 48.52 vacation hours due, 240.00 comp hours due and 56 holiday hours

request of Sheriff's Department to correct the resignation date of Mary Elizabeth Beam to reflect February 7, 2002, rather than February 18, 2002

request of Sheriff's Department to accept the resignation of Sidney Blair, Night Command Sergeant, effective March 1, 2002, with 233.22 vacation hours due, 112.7500 comp hours due and 114.000 holiday hours

request of Sheriff's Department to place Tirza Corbitt, Detention Officer I, on family leave of absence, effective February 15, 2002

request of Sheriff's Department to accept the resignation of Andrew Garcia, Detention Officer I, effective March 1, 2002, with 144.00 vacation hours due, 251.25 comp hours due and 49.00 holiday hours

request of Sheriff's Department to promote Laura Gill from Detention Deputy I to Detention Deputy III, (replacement for Paul Cooke), effective February 16, 2002

request of Sheriff's Department to correct the employment date for Demetria Hightower, Detention Officer I to reflect February 13, 2002, rather than February 16, 2002

