

COMMISSIONERS' COURT DOCKET, NOVEMBER 24, 2003  
SPECIAL SESSION

THE STATE OF TEXAS  
COUNTY OF MONTGOMERY

Be it remembered that on this the 24th day of November, 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 MS. MARY HAMMER.

PLEDGE OF ALLEGIANCE RECITED BY EVERYONE PRESENT

PAPERWORK WAS MISNUMBERED - THERE IS NO MOTION #1 - MINUTES WILL BEGIN WITH MOTION #2.

2. COMMISSIONERS' COURT AGENDA APPROVED

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

3. REQUEST APPROVED - EMPLOYEES' CHRISTMAS LUNCHEON - EMPLOYEES' COMMITTEE

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve a two (2) hour lunch break, (11:30-1:30), for Employees to attend the annual Christmas Luncheon Tuesday, December 16, 2003, at the Lone Star Convention Center, as per Request on file. Motion carried.

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

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve Commissioners' Court Minutes for November 10, 2003, as presented by the County Clerk. Motion carried.

5. CONSENT AGENDA APPROVED - AGENDA ITEMS 8A THROUGH 8F

Motion by Judge Sadler, seconded by Commissioner Meador, to approve the Consent Agenda, as follows:

COUNTY AUDITOR - AGENDA ITEMS 8A

a. ACCOUNTS approved, as presented by the County Auditor.

b. BUDGET AMENDMENTS approved, as follows:

FISCAL YEAR 03'

1. Building Maintenance/Construction - to recognize/allocate restitution from Steven English, Jr.
2. Court Collections - to adjust line items
3. Health - to allocate fee increase

4. Environmental Health - to allocate fee increase
5. Extension Agents - to adjust line items
6. Juvenile Probation - to recognize and to allocate reimbursement for Aug. 03 foster care
7. Non-Departmental - to transfer funds to cover shortage in restricted line

## FISCAL YEAR 04'

1. 9th District Court - to transfer funds for computer
2. Building Maintenance/Construction - to recognize/allocate restitution from Steven English, Jr.
3. Civic Center Complex - to adjust line items
4. Commissioner, Pct. #2 - to recognize/allocate proceeds from property lease from Woodall
5. Commissioner, Pct. #3 - to recognize/allocate purchase of stop signs by City of Oak Ridge
6. Commissioner, Pct. #3 - to recognize/allocate reimbursement from Pagel
7. Commissioner, Pct. #3 - to recognize/allocate reimbursement from Richard Berns
8. Commissioner, Pct. #4 - to recognize/allocate reimbursement from City of Patton Village
9. County Judge - to transfer funds for burial expense
10. Custodial Services - to adjust line items
11. Elections Administrator - to fund 16 pay periods
12. Jail - to adjust line items
13. Jail - to adjust line items
14. Purchasing Agent - to transfer funds to cover PO#24500992
15. Risk Management - to transfer funds to cover Lewis Davis damage Claim
16. Sheriff's Department - to adjust line items
17. Tax Assessor/Collector - to transfer funds to cover release 267973
18. Tax Assessor/Collector - to transfer funds to cover release 267491

as per Budget Amendments on file.

- c. REPORTS approved - Interim Arbitrage Rebate Analysis for year ended September 30, 2003, as follows:
  1. Certificates of Obligation and Refunding Bonds, Series 1997-97A - \$14,150,000.00 - \$9,510,607.50
  2. Permanent Improvement Bonds, Series 2000 - \$15,000,000.00

as per Reports on file.

## COUNTY TREASURER - AGENDA ITEMS 8B

AGENDA ITEM 8B1 - THERE WERE NO WEEKLY INVESTMENT REPORT FOR THE WEEK OF NOVEMBER 17 THRU NOVEMBER 21, 2003 SUBMITTED.

AGENDA ITEM 8B2 - THERE WERE NO PLEDGES AND/OR RELEASES OF COLLATERAL SUBMITTED.

- a. REPORT approved, for pledged securities for the month ending October 31, 2003, as submitted by the County Treasurer.

## TAX ASSESSOR/COLLECTOR - AGENDA ITEMS 8C

- a. REQUEST acknowledged, of a Tax Abatement Application from Pricewaterhouse Coopers, LLP, on behalf of Kroger Texas L.P. Also, to authorize draft of an Agreement in compliance with County Policy, as per Request on file.
- b. MONTHLY TAX REPORT approved, for month ending October 31, 2003, as per Report on file.

## PURCHASING DEPARTMENT - AGENDA ITEMS 8D

- a. AUTHORIZATION TO ADVERTISE FOR BIDS AND/OR PROPOSALS, as follows:
  - 1. traffic sign blanks, reflective roll-up signs and associated products - Various Precincts
  - 2. vehicles for FY2004 - Various Departments
  - 3. labor for concrete finisher/laborer - Various Departments
  - 4. labor for master plumber - Various Departments
  - 5. filing system - District Attorney
  - 6. coin copier - Law Library
  - 7. new computer equipment and peripherals - Various Departments
- b. ALSO, to acknowledge the opening of the following bids/proposals by the Purchasing Department:
  - 1. demolition and removal of hangar - Airport - Project #2004-0007 (bids opened 11-21-03)
- c. RENEWAL CONTRACTS approved, (PO#2003089) - with Brodart CO/DBA McNaughton Book Service for Audit Book Leasing Program - Library Department
- d. CONTINUATION OF SOLE SOURCE ITEM approved, with General Periodicals Research II New York Times (CD-ROM) General Periodicals Abstracts II (on-line)/Sole Source for Library purchased from Proquest Information & Learning Co., as per Request on file.
- e. CHANGE ORDER #1 approved, PO#2003370, to Amigos Library Services, Inc., to add "on-line databases - AllData and Value Line Research Center" to the Membership Agreement, as per Request on file.
- f. CHANGE ORDER #2 approved, PO#2003434, to increase Item #.001, for non-residential services, Juvenile Services, to \$400.00 rather than \$350.00, as per Change Order on file.
- g. ITEMS DECLARED SALVAGE approved, from Precinct #4, consisting of miscellaneous iron, two (2) Gradall G3WD Series E Booms and various street signs and street poles, as per Request on file.

## COMMISSIONER, PRECINCT #2 - AGENDA ITEMS 8E

- a. FINAL PLAT approved, for Village of Alden Bridge, Section 99, consisting of 20.01 acres, 104 lots, as per Plat on file.
- b. ROADS accepted, in Wood Trace Boulevard, consisting of 266.48 l.f., .39 miles, into the one year maintenance period, effective November 24, 2003, as per Request on file.

- c. ROADS accepted, in Wood Trace, Section 1, consisting of 4,317.11 l.f., .8 miles, into the one year maintenance period, effective November 24, 2003, as per Request on file.
- d. ORDERS approved, for partial lot conveyances and/or composite building sites in Lake Conroe Village, Pct. #2, as follows:
  - 1. Lots 70 & 71, Block 9
  - 2. Lots 73 & 74, Block 9
  - 3. Lots 74 & 75, Block 9
  - 4. Lots 75 & 76, Block 9
  - 5. Lots 79 & 80, Block 9
  - 6. Lots 80 & 81, Block 9
  - 7. Lots 81 & 82, Block 9
  - 8. Lots 91, 92 & 93, Block 9
  - 9. Lots 93 & 94, Block 9
  - 10. Lots 94, 95 & 96, Block 9

as per Orders on file.

COMMISSIONER, PRECINCT #3 - AGENDA ITEMS 8E2

- a. FINAL PLAT approved, for Village of Carlton Woods, Section 14, Replat No. 1, consisting of 26.30 acres, 32 lots, as per Plat on file.
- b. FINAL PLAT approved, for the Village of Sterling Ridge, Section 38, consisting of 5.244 acres, as per Plat on file.
- c. STORM SEWER EASEMENT approved, for Woodlands Metro Center Municipality Utility District, and to authorize the County Judge to execute, as per Easement on file.
- d. FINAL PLAT approved, for Canyon Gate at Legends Ranch, Section 3, consisting of 30.41 acres, 227 Lots, as per Plat on file.
- e. FINAL PLAT approved, for Canyon Gate at Legends Ranch, Section 2, consisting of 24.65 acres, 132 lots, as per Plat on file.

COMMISSIONER, PRECINCT #4 - AGENDA ITEMS 8E3

- a. CHECK accepted, from City of Patton Village in the amount of \$100.00, (deposit in account 615.7340), for the reimbursement of road materials used for the Peach Creek Colony Project. (Check forwarded to County Treasurer for further handling)
- b. CHECK accepted, from the City of Roman Forest in the amount of \$719.20, (deposit in account #615.7357), for the purchase of fuel for the months of August and September, 2003, in accordance with an Interlocal Agreement dated October 7, 2002. (Check forwarded to County Treasurer for further handling)
- c. FINAL PLAT approved, for Wood Lake Village, Section 1, consisting of 115.146 acres, 281 lots, as per Plat on file.
- d. ROADS accepted, BOND released - Walgreens Porter, consisting of 540.57 l.f., .10 miles. Also, to release the Bond, as per Request on file.

- e. ORDER approved, for certain street construction, repair and maintenance for the City of Woodbranch Village, in accordance with an Interlocal Agreement dated June 5, 1995, as per Order on file.

ALL PRECINCTS - AGENDA ITEMS 8E4

- a. OVERLOAD/OVERSIZE PERMITS approved, as follows:
  - 1. Fairway Construction - to move various loads over all county roads. Movement to begin not earlier than December 24, 2003, and to be completed by March 24, 2004
  - 2. Gulf Coast Stabilized Materials - to move various loads over all county roads. Movements to begin not earlier than November 29, 2003, and to be completed by February 28, 2004
  - 3. K & K Construction, Inc. - to move various loads over all county roads. Movement to begin not earlier than December 21, 2003, and to be completed by March 21, 2004

as per Permits on file.

DISTRICT CLERK - AGENDA ITEM 8F

- a. DEPUTATION approved, for Leah Cantu, Deputy District Clerk, as per Deputation on file.

Motion carried.

END OF CONSENT AGENDA

- 6. REQUEST APPROVED - SHARE EXPENSES FOR SECOND ADMINISTRATIVE JUDICIAL REGION - DISTRICT COURT

Motion by Commissioner Chance, seconded by Commissioner Meador, to approve paying the county's proportionate share for the Second Administrative Judicial Region Cost for 2004, in the amount of \$12,105.73, as per Request on file. Motion carried.

- 7. RESOLUTION APPROVED - CANDIDATES FOR APPRAISAL DISTRICT BOARD OF DIRECTORS - COUNTY JUDGE

Motion by Judge Sadler, seconded by Commissioner Chance, to approve the Resolution casting votes for Candidates for the Election of the Montgomery Central Appraisal District Board of Directors, as follows:

- 110 votes for Alan B. Sadler
- 849 votes for Ed Chance

as per Resolution on file. Motion carried.

8. REAPPOINTMENT APPROVED - RECONSIDERATION COMMITTEE - LIBRARY DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve the Reappointment of Patti Bozman to serve on the Reconsideration Committee from December 2003, to November 2006, as per Request on file. Motion carried.

9. VARIANCE APPROVED - INSTALLATION OF 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 Ronald Bellamy, 24520 Hwy. 105, Cleveland, Texas, as per Request on file. Motion carried.

10. VARIANCE APPROVED - INSTALLATION OF DRIP EMITTER SYSTEM - ENVIRONMENTAL HEALTH

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve a variance to install a Drip Emitter System for Tollan and Charlene Maxwell, Dogwood Forest, Conroe, as per Request on file. Motion carried.

11. RULES AND REGULATIONS APPROVED - PUBLIC PARKS - PARKS DEPARTMENT

Motion by Commissioner Rinehart, seconded by Commissioner Meador, to approve the Rules and Regulations for use of public parks in Montgomery County, as presented by the Parks Director, as per Rules and Regulations on file. Motion carried.

12. REQUEST APPROVED - IN-CAR VIDEOS - SHERIFF'S DEPARTMENT

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve Certification of Installation and Use of the In-Car Videos supplied by the Texas Department of Public Safety Grant Division, as per Request on file. motion carried.

13. FUNDS APPROVED - CORPORAL LOCKEY MURRAY PROMOTION - SHERIFF'S DEPARTMENT

Motion by Commissioner Chance, seconded by Commissioner Meador, to fund positions due to the promotion of Corp. Lockey Murray, as outlined in memo dated November 19, 2003, on file. Motion carried.

14. REQUEST APPROVED - COLLECTOR'S POSITION - COLLECTIONS DEPARTMENT

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to approve the replacement of a collector's position, as per Request on file. Motion carried.

15. REQUEST APPROVED - PART-TIME SECRETARIAL POSITION - EXTENSION OFFICE

Motion by Commissioner Meador, seconded by Commissioner Doyal, to fill the part-time secretarial position in the 4-H office, as per Request on file. Motion carried.

16. REFUND DENIED - TAX REFUND/ESTATE OF ANITA WHITEHEAD ROPER - TAX ASSESSOR/COLLECTOR

Motion by Commissioner Chance, seconded by Commissioner Meador, to deny the request to refund James E. Brill, Administrator with Will Annexed of Anita Whitehead Roper, deceased, in the amount of \$1,947.26, as per Request on file. Motion carried.

PURCHASING DEPARTMENT - AGENDA ITEMS 18A1, & 2 - RECOMMENDATIONS AND CONTRACTS - DEFERRED

17. CHANGE ORDERS APPROVED - TRAFFIC SIGNAL INSTALLATION - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to approve Change Orders #2 & #3, PO#2003225, to Statewide Traffic Signal Co. for changes to the traffic signal installation on Research Forest Dr. at Green Bridge Dr., as per Change Orders on file. Motion carried.

18. REQUEST FOR PROPOSAL ACKNOWLEDGED - WORKERS COMPENSATION PROGRAM - RISK MANAGEMENT

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve the Recommendations submitted, (as outlined in Memo dated November 24, 2003), for the RFP for Workers Compensation Program and options for additional lines of coverage, as per Recommendations on file. Motion carried.

19. OCCUPANCY AGREEMENT APPROVED - EAST MONTGOMERY COUNTY COMMUNITY DEVELOPMENT CENTER - CDBG

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve the Occupancy Agreement between Montgomery County and the Salvation Army Boys & Girls Clubs, for use of the Community Development Center in East Montgomery County, as per Agreement on file. Motion carried.

20. AGREEMENT APPROVED - WORKSOURCE-GULF COAST - COUNTY ATTORNEY

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve the Non-Financial Cooperative Agreement between Montgomery County and The WorkSource Operated by Interfaith. Also, to authorize the County Judge to execute same, as per Agreement on file. Motion carried.

AGENDA ITEM 19C - AGREEMENT BETWEEN MONTGOMERY COUNTY AND THE TEXAS DEPARTMENT OF PUBLIC SAFETY FOR PARTICIPATION IN THE FAILURE TO APPEAR (FTA) PROGRAM - NO ACTION

21. AGREEMENT APPROVED - COMMUNITY SERVICE RESTITUTION PROGRAM - COUNTY ATTORNEY

Motion by Commissioner Doyal, seconded by Commissioner Chance, to approve the Community Service Restitution Program County Agreement between Montgomery County Department of Community Supervision, and Corrections, (CSR), and Montgomery County, for work assignments for CSR participants for Juvenile Probation, as per Agreement on file. Motion carried.

- 22. AGREEMENT APPROVED - COMMUNITY SERVICE RESTITUTION PROGRAM - COUNTY ATTORNEY

Motion by Commissioner Doyal, seconded by Commissioner Chance, to approve the Community Service Restitution Program County Agreement between Montgomery County Department of Community Supervision and Corrections, (CSR), and Montgomery County, for work assignments for CSR participants for Constable, Pct. #5, as per Agreement on file. Motion carried.

- 23. PARTICIPATION AGREEMENT APPROVED - AIRPORT PROJECT - COUNTY ATTORNEY

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve the Participation Agreement between Montgomery County and the Texas Department of Transportation, for designing and engineering work on Runway I-19 at the Lone Star Executive Airport. Also, to authorize the County Judge to sign said Agreement, as per Agreement on file. Motion carried.

- 24. GRANT AGREEMENT APPROVED - AIRPORT MAINTENANCE PROJECT - COUNTY ATTORNEY

Motion by Commissioner Meador, seconded Judge Sadler, to approve the Grant Agreement between Montgomery County and the Texas Department of Transportation for routine airport maintenance project to remove hangar and install utilities for future hangar Development at the Lone Star Executive Airport. Also, to authorize the County Judge to sign said Grant Agreement, as per Agreement on file. Motion carried.

- 25. TAX ABATEMENT AGREEMENT APPROVED - KROGER TEXAS L.P. - COUNTY ATTORNEY

Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve the Tax Abatement Agreement between Montgomery County and Kroger Texas L.P., located 19245 David Memorial Drive, City of Shenandoah, Texas, as per Agreement on file. Motion carried.

- 26. SUBMISSION OF GRANT APPLICATION APPROVED - H-GAC/PERMANENT HOUSEHOLD HAZARDOUS WASTE FACILITY - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Doyal, to approve the submission of Grant Application to H-GAC for a permanent household hazardous waste facility, as per Application on file. Motion carried.

- 27. REAPPOINTMENT APPROVED - EMERGENCY SERVICES DISTRICT #8 - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Doyal, to approve the reappointment of the following to serve a two year term for ESD #8, beginning January, 2004:

James Kelly

Dennis Jones

Mary Hamm

as per Request on file. Motion carried.

## 28. REQUEST APPROVED - FUND FOR NEW PAYROLL ACCOUNTANT - COUNTY TREASURER

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve \$10,000.00, (fund from Contingency), to be placed in the County Treasurer's salary line item, to fund hiring and training a new payroll accountant, effective December 1, 2003, and to pay the present payroll accountant, Jo Ann Matthews, her earned vacation time upon her retirement December 31, 2003, as per Request on file. Motion carried. (monies not used for the payroll accountant's training from December thru March, will be returned to contingency)

## EXECUTIVE SESSION

The Court recessed into Executive Session in the County Judge's Chambers to discuss matters Pursuant to one or more of the following Provisions of the Texas Government Code, to-wit: Chapter 551, Sub-Chapter D; Articles 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.084 and 551.087

1. Consider and Discuss Claim of Allan Ray Meeks (Section 551.071)
2. Consider and Discuss Claims of John Mary O'Dowd, Vicki Schneider, Kenneth Jones, Linda Jones, Cael Jones, Leslie Carroll Parker and Elizabeth Parker (a minor child) - Section 551.071
3. Consider and Discuss Bankruptcy Court issues for Texas Perfection Ranch, Pct. #1 - Section 551.071

COURT RECONVENED WITH ALL MEMBERS OF THE COURT PRESENT.

## 29. ORDER APPROVED - BANKRUPTCY COURT ISSUES - PRECINCT #1

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve an Order authorizing Resolution, Disposition and Settlement of Bankruptcy Court Claim against Money Mortgage for the Texas Perfection Ranch subdivision road bond. Also, to authorize Preston Goodwin of Goodwin & Harrison to execute documents on behalf of Montgomery County, as per Order on file. Motion carried.

## 30. PAYROLL CHANGE REQUESTS APPROVED - HUMAN RESOURCES

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve the following Payroll Change Requests:

request of 248th District Judge to place Jesse F. Rodriguez, Jury Shepherd, (replacement for Bessie Jones), on payroll, effective December 1, 2003

request of Animal Control to place Matthew Dobvns, Animal Control Officer, (replacement for Linda Young), on payroll, effective November 19, 2003

request of Animal Control to transfer Christopher Bess from Animal Control Officer to Animal Care Spec. Full-time, (replacement for Callie Shepherd), effective December 1, 2003

request of Animal Control to place Daniel DeLeon, Animal Control Spec. (replacement for Roer Luedke), on payroll, effective November 8, 2003

request of Animal Control to place Misty Lingle, Animal Care Tech. (replacement for Christopher Campbell), on payroll, effective November 8, 2003

request of Constable, Pct. #1 to promote Leslee Cade from Sergeant to Lieutenant, effective October 17, 2003 (fund by W.I.S.D.)

request of Constable, Pct. #1 to promote Timothy Cade from Deputy to Corporal, effective October 17, 2003 (fund by W.I.S.D.)

request of Constable, Pct. #1 to promote Chris Schkade from Deputy to Corporal, effective October 17, 2003, (fund by W.I.S.D.)

request of Constable, Pct. #1 to place Dianna Stovall, Clerk, (replacement for Sherri Brown), on payroll, effective November 12, 2003

request of District Attorney to promote Gregory Gaines from Intake Attorney to Misdemeanor Attorney, (replacement for Sheri Birkelbach), effective November 24, 2003

request of District Attorney to promote Nancy Hebert from JP/Intake to District Attorney/Misdemeanor Attorney, (replacement for Gregory Gaines), effective November 24, 2003

request of District Attorney to place Jeffrey Helms, JP/Intake Attorney, (replacement for Nancy Hebert), on payroll, effective November 24, 2003

request of District Attorney to place Wanda Henry, Legal Assistant, on payroll, effective November 24, 2003

request of District Attorney to promote Susan Hudson from JP/Intake to Intake, (replacement for Carolyn Atkinson), effective November 24, 2003

request of District Attorney to place E. Barry Rienstra, Assistant District Attorney/Civil, on payroll, effective November 24, 2003

request of District Attorney to accept the resignation of Andrea Thompson, A.D.A., effective November 21, 2003, with 30.36 vacation hours due and 8 holiday hours due

request of District Attorney to place Michael Corey Young, Appellate Attorney, (replacement for Nelda Williams), on payroll, effective November 24, 2003

request of Election Administrator to place Michael Montie, Temporary Voters Clerk, on payroll, effective November 21, 2003

request of Environmental Health to transfer Stacy Morgan from Collections to Building Permit Clerk, effective November 14, 2003

request of Court Administration to place Berenice Juan, Assistant to Appt. Designee, on payroll, (replacement for Perez Genoveva), effective November 17, 2003

request of Library Director to place Jan Brodhead, Catalog Technician, (replacement for Erin Neal), on payroll, effective November 17, 2003

request of Library Director to place Sarah Crone, Catalog Technician, (replacement for Katherine Schneider), on payroll, effective November 17, 2003

request of Sheriff's Department to accept the retirement of Charles L. Burks, Jr., Captain, effective December 31, 2003, with 237.53 vacation hours due, 416 sick leave hours due and 304.25 comp hours due

request of Sheriff's Department to place Jeffrey Chadney, District III, Patrol Deputy, on payroll, (replacement for Tracy Wade), effective December 8, 2003

request of Sheriff's Department to transfer Kenneth Culbreath from Detective II to DIU Detective, (replacement for Robert Creel), effective November, 8, 2003

request of Sheriff's Department to accept the retirement of Clarence Drake, Chief Deputy, effective December 31, 2003, with 326.17 vacation hours due

request of Sheriff's Department to promote Keith Echols from Woodlands Patrol Deputy to Detective I, (replacement for Kenneth Culbreath), effective November 8, 2003

request of Sheriff's Department to accept the resignation of Judy Gonzales, Detention Officer II, effective November 19, 2003, with 13.3500 vacation hours due, 0.5000 comp hours due and 24.0000 holiday hours due

request of Sheriff's Department to accept the resignation of Marnie A. Hardin, Disp. Shift Coordinator/Trnr., effective November 29, 2003, with 39.86 vacation hours due, 240 comp hours due and 24 holiday hours due

request of Sheriff's Department to transfer Willie Kendrick from Detention Deputy to District II/Magnolia Patrol Deputy, (replacement for Michael Wright), effective November 8, 2003

request of Sheriff's Department to place Rosa M. Lopez, Dispatcher I, (replacement for Melissa Hammer), effective November 18, 2003

request of Sheriff's Department to promote Jason Moore from Dist. II Patrol Deputy to Dist. III, Patrol Corp., effective October 11, 2003

request of Sheriff's Department to promote Lockey J. Murray, Detention Sgt., effective November 8, 2003

request of Sheriff's Department to demote Michael T. Newton from Detention Corporal to Bailiff, effective November 8, 2003

request of Sheriff's Department to demote Kathryn Villalobos from Shift coordinator/Trainer to Dispatcher II, effective November 8, 2003

request of Sheriff's Department to transfer Michael Wright from Dist. II/Magnolia Patrol Deputy to Detention Deputy, (replacement for Willie Kendrick), effective November 8, 2003

request of County Judge to place James Barber, Terrorism Planner, effective November 22, 2003

as per Payroll Requests on file. Motion carried.

AGENDA ITEM 24B - HUMAN RESOURCES - SALARY ADMINISTRATION RULES - DEFERRED FOR 2 WEEKS.

31. COURT ADJOURNS

Motion by Commissioner Meador, seconded by Commissioner Chance, 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