

COMMISSIONERS COURT DOCKET  
November 10, 2015  
REGULAR SESSION

THE STATE OF TEXAS

COUNTY OF MONTGOMERY

BE IT REMEMBERED that on this the 10<sup>th</sup> day of November, 2015, the Honorable Commissioners Court of Montgomery County, Texas, was duly convened in a Regular Session in the Commissioners Courtroom of the Alan B. Sadler Commissioners Court Building, 501 North Thompson, Conroe, Texas, with the following members of the Court present:

County Judge	Craig Doyal
Commissioner, Precinct 2	Charlie Riley
Commissioner, Precinct 3	James Noack
Commissioner, Precinct 4	Jim Clark
Also County Clerk's Office	Amber Twiddy

ABSENT –

Commissioner, Precinct 1	Mike Meador
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INVOCATION GIVEN BY a Citizen from the audience.

THE PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA RECITED.

THE PLEDGE OF ALLEGIANCE TO THE TEXAS STATE FLAG RECITED.

1. COMMISSIONERS COURT AGENDA APPROVED.

Motion by Commissioner Noack, seconded by Commissioner Clark, to approve Commissioners Court Agenda for discussion and necessary action. Motion carried.

2. RESOLUTION APPROVED– HONORING VETERANS

Motion by Commissioner Clark, seconded by Commissioner Noack, to recognize and express gratitude, appreciation and respect for the service of all Veterans and members of the United States Armed Forces from all wars. Motion carried.

3. RESOLUTION APPROVED – STUDENT LEADERSHIP MAGNOLIA ISD

Motion by Commissioner Noack, seconded by Commissioner Riley, to recognize, honor, and support Student Leadership Magnolia ISD for endeavors to develop community leaders and congratulate all involved with the successful program. Motion carried.

4. EMPLOYEE OF THE MONTH – OCTOBER 2015

Motion by Commissioner Noack, seconded by Commissioner Riley to recognize Amy Dunham, with the County Attorney's Office as Employee of the Month for October, 2015. Motion carried.

5. EMPLOYEE OF THE MONTH – NOVEMBER 2015

Motion by Commissioner Clark, seconded by Commissioner Noack, to recognize Amy Boone with the Library as Employee of the Month for November, 2015. Motion carried.

6. PROCLAMATION APPROVED – HOSPICE AND PALLIATIVE CARE MONTH

Motion by Commissioner Clark, seconded by Commissioner Noack, to proclaim the month of November, 2015 as Hospice and Palliative Care Month in Montgomery County and encourage all Montgomery Countians to increase their understanding and Awareness of care at the end of life and to observe this month with appropriate activities and programs. Motion carried.

AGENDA ITEM 7F – JULIE MARTINEAU GAVE A BRIEF PRESENTATION FOR THE UNITED WAY KICK-OFF. SHE STATED THAT COMMISSIONER CLARK IS THE CHAIR AND THE GOAL IS \$63,000.00.

7. MINUTES APPROVED – COUNTY CLERK

Motion by Commissioner Riley, seconded by Commissioner Noack, to approve the Minutes from Regular Session of Commissioners Court dated October 27, 2015 and Special Session dated November 2, 2015. Motion carried.

AGENDA ITEM 9D1a WAS REMOVED FROM THE CONSENT AGENDA AND MOVED TO THE OPEN AGENDA. SEE MOTION 9 FOR COURT ACTION.

8. RESOLUTION AND ORDER APPROVED – CONSENT AGENDA – AGENDA ITEMS 9A-J

Motion by Commissioner Noack, seconded by Commissioner Riley, to unanimously approve all actions, items, resolutions and authorizations shown on the Consent Agenda and County Judge is appointed and authorized to sign any contracts, approvals and other documents in connection with any items shown on the Consent Agenda with the exception of Agenda Item 9D1a, as follows:

COUNTY AUDITOR – AGENDA ITEMS 9A1-7

- A1. PAYMENT OF ACCOUNTS APPROVED, as submitted by the County Auditor.
- A2. BUDGET AMENDMENTS FY15 APPROVED:
  - a. 9<sup>th</sup> District Court: To adjust line items.
  - b. Airport Maintenance: To recognize and allocate airport contribution (M7/10.13.15).
  - c. Constable Precinct 3: To adjust line items.
  - d. Constable Precinct 4: To adjust line items.
  - e. Court Collections: To adjust line items.
  - f. Court Operations: To adjust line items.
  - g. District Attorney: To recognize and allocate revenue and adjust budget lines.
  - h. Information Technology: To adjust line items and restricted line items.
  - i. Justice Court Technology Fund: To fund purchase of label printers for Justice of the Peace Precinct 1 as approved M3/09.15.15.
  - j. Justice of the Peace Precinct 4: To adjust line items.
  - k. Law Library: To adjust line items.
  - l. Major Projects 2012: To adjust line items.

- m. Mental Health Facility: To recognize and allocate revenue.
- n. Non-Departmental: To adjust restricted line items.
- o. Sheriff: To recognize and allocate revenue and adjust line items.

A3. BUDGET AMENDMENTS FY16 APPROVED:

- a. Various: To allocate funds that were approved during the FY 2016 Budget Workshops.
- b. Airport Maintenance: To carryover funds for PO 2013175.
- c. Building Maintenance: To adjust line items & allocate revenue.
- d. Commissioner Precinct 1: To allocate revenue.
- e. Commissioner Precinct 2: To fund work done by Commissioner Precinct 3 for Commissioner Precinct 2, adjust line items, and transfer funds for signal work.
- f. Commissioner Precinct 3: To adjust line items.
- g. Commissioner Precinct 4: To transfer additional funds needed for FY 2016 truck payment.
- h. Constable Precinct 2: To recognize and allocate revenue.
- i. Constable Precinct 4: To recognize and allocate revenue.
- j. Constable Precinct 5: To adjust line items.
- k. County Attorney: To transfer funds for VPN token.
- l. County Judge-LIRAP: To allocate FY16 grant agreement with TCEQ for LIRAP Local Initiative Project M9/10.13.15.
- m. Court Guardianship: To recognize and allocate revenue.
- n. DA/Domestic Violence Grant FY16: To adjust budget to include Matching Funds that were budgeted in FY16.
- o. District Attorney Pre-Trial Diversion: To adjust line items.
- p. Fire Marshal: To transfer funds for door entry system.
- q. Information Technology: To adjust line items.
- r. Justice Court Technology Fund: To fund purchase of scanners for Justice of the Peace Precinct 1 as approved M3/09.15.15.
- s. Sheriff: To adjust line items and recognize and allocate revenue.
- t. Sheriff-OCDETF: To set up S.O. OCDETF-Delta Link Contract M11/10.13.15., S.O. OCDETF-Blood 103 Jump St M11/10.13.15, S.O. OCDETF Speed Limit M11/10.13.15.

A4. REPORT OF OFFICIALS' FEES ACCEPTED as audited for September, 2015.

- A5. LIST OF APPROVED POSITIONS WITH ASSIGNED K-9s ACCEPTED per department for fiscal year 2016.
- A6. MONTHLY UNAUDITED FINANCIAL REPORT ACCEPTED for the month of September, 2015.
- A7. INTERIM ARBITRAGE REBATE ANALYSIS ACCEPTED for the following issues:
  - a. Montgomery County, Texas  
Certificates of Obligation, Series 2010A
  - b. Montgomery County, Texas  
Certificates of Obligation, Taxable, Series 2010B
  - c. Montgomery County, Texas  
Certificates of Obligation, Series 2008
  - d. Montgomery County, Texas  
Certificates of Obligation, Series 2006
  - e. Montgomery County, Texas  
Certificates of Obligation, Limited Tax Refunding Bonds, Series 2012
  - f. Montgomery County, Texas  
Certificates of Obligation, Series 2012A
  - g. Montgomery County, Texas  
Limited Tax Refunding Bonds, Series 2007
  - h. Montgomery County, Texas  
Limited Tax Refunding Bonds, Series 2014 (Reissued)
  - i. Montgomery County, Texas  
Limited Tax Refunding Bonds, Series 2014A
  - j. Montgomery County, Texas  
Pass-Through Toll Revenue and Limited Tax Refunding Bonds, Series 2012
  - k. Montgomery County, Texas  
Pass-Through Toll Revenue and Limited Tax Refunding Bonds, Series 2010
  - l. Montgomery County, Texas  
Pass-Through Toll Revenue and Limited Tax Refunding Bonds, Series 2009
  - m. Montgomery County, Texas  
Unlimited Tax Refunding Bonds, Series 2010
  - n. Montgomery County, Texas  
Unlimited Tax Adjustable Rate Road Bonds, Series 2006B
  - o. Montgomery County, Texas  
Unlimited Tax Road Bonds, Series 2006A
  - p. Montgomery County, Texas  
Unlimited Tax Road Bonds, Series 2008A
  - q. Montgomery County, Texas  
Unlimited Tax Adjustable Rate Road Bonds, Series 2008B

PURCHASING – AGENDA ITEMS 9B1-30

- B1. REQUEST APPROVED to utilize the contract for the purchase of Vehicles/Heavy Duty Trucks, Options/Repairs, Service, and Labor and the Purchase of one (1) 2016 F-150 XLT 4x2 Supercrew cab styleside from Chastang Ford through the Interlocal Agreement with BuyBoard Contract #430-13 in the amount of \$27,639.00 as authorized by Local Government Code §271.102 for Precinct 3.
- B2. REQUEST APPROVED for products and related services with Texas Department of Information Resources (DIR) from Knight Security Systems LLC through DIR Contract # DIR-SDD-2224 as authorized by Local Government Code § 271.083 (b) for Various Departments.
- B3. AGREEMENTS APPROVED for Autopsy Assistant Services on an as needed basis from the following Independent contractors: Jiro Kawai, Francisco Ramiro, Alex Escobar, and Valente Castro for Forensic Services Department.
- B4. REQUEST APPROVED to change the name of HD Supply Power Solutions, LTD to Anixter, Inc. effective October 5, 2015 for Various Departments.
- B5. EXEMPTION GRANTED from Only One Source for UMI Newspapers in Microfilm and Print Indexes, Heritagequest Platform/Heritagequest Online, Proquest Platform/Proquest Research Library and E-Resouces and Access Management Services From Proquest, LLC as authorized by Local Government Code §262.024 (a)(7)(B) for Library.
- B6. REQUEST APPROVED to accept check # 21056 from Rene Bates Auctioneers in the amount of \$109,934.66 (total sales \$118,848.28 less auctioneers fee of \$8,913.62) for the list of items sold through the Montgomery County On-Line Auction held 10/08/15 and check # 21059 in the amount of \$92.50 (\$100.00 total sales less auctioneers fee of \$7.50) for Various Departments. Checks have been forwarded to Auditor for further processing.
- B7. REQUEST APPROVED to rename the request to reject and advertise Project #2016-0006
- From: Project #2016-0006, Lease and Development of approximately +/- 1.764 acre parcel of airport property for Conroe North Houston Regional Airport.
  - To: RFP Project #2016-0006, Lease and Development of approximately +/- 1.764 acre parcel of airport property for Conroe North Houston Regional Airport.
- This was previously approved in Commissioners Court on 10/27/15.
- B8. CHANGE ORDER NO. 1 APPROVED to Stripes and Stops Company, Inc. and Texas Lonestar Pavement Services dba Lonestar Pavement Services for Pavement Striping to add additional items to current contract for Various Departments.
- B9. CHANGE ORDER NO. 1 APPROVED to 4M Youth Services dba Rockdale Regional Juvenile Justice Center for Residential Services for a price increase on services effective 10/01/15 for Juvenile Department.
- B10. EXEMPTION GRANTED for Professional Service for Physician Services from Conroe Family Medicine as authorized by Local Government Code §262.024 (a)(4) for Juvenile Department.

- B11. RENEWAL APPROVED with Dell Marketing, LP for Dell products and related services through the DIR State Contract # DIR-SDD-1951 and add amendments No 4, 5, 6 and appendix C pricing index for Various Departments.
- B12. RENEWAL APPROVED with Lenovo (United States), Inc. for products and related services through the DIR State Contract # DIR-SDD-2030 and add amendment No. 4 for Various Departments.
- B13. RENEWAL APPROVED with Panasonic Systems Communications Company of North America for Products and Related Services through the DIR State Contract #DIR-SDD-2520 and add amendments No. 2 and 3 for Various Departments.
- B14. RENEWAL APPROVED with EAN Holdings, LLC for Leased Vehicles and Related Items through the Interlocal Agreement with Harris County Contract # 13/0307 for Sheriff's Office Administration.
- B15. RENEWAL APPROVED with Jefferson County, Texas and Southwest Correctional, LLC for Jail Services through the Interlocal Cooperation Agreement for Jail.
- B16. RENEWAL APPROVED with Tyler Technologies for Licensed Software Implementation and Professional Services for IT.
- B17. RENEWAL APPROVED with Justice Works, LLC for Software Subscription and License Initiation Fee for Defenderdata Client Application for Case Docket Management for Managed Assigned Counsel.
- B18. RENEWAL APPROVED with the following vendors: Coburn's Supply Company, Inc. and Morrison Supply Company for Plumbing Items and Miscellaneous Supplies for Various Departments.
- B19. RENEWAL APPROVED with Worxtime, LLC for Software Subscription for Risk Management.
- B20. POLICIES AND PROCEDURES APPROVED for the Montgomery County Procurement Card, effective 11/02/15 for Various Departments.
- B21. RENEWAL APPROVED with East End Transfer and Storage, Inc. for moving of voting equipment for Elections.
- B22. REQUEST APPROVED to declare miscellaneous items as salvage as authorized by Local Government Code § 263.152 for Various Departments.
- B23. EXEMPTION GRANTED from only one source for the purchase of eSlate Voting Equipment, Parts and Supplies from Hart Intercivic as authorized by Local Government Code §262.024 (a) (7)(A) for Elections.
- B24. RENEWAL APPROVED for utilization of the contract for implementation of the provision of Texas Transportation Code Chapter 706/FTA Program from Omnibase Services, Inc. through the Interlocal Agreement with Texas Department of Public Safety as authorized by Local Government Code §271.102 for Various Departments.
- B25. ADVERTISING APPROVED for RFP-Processing, Printing and Mailing of Jury Summons for District Clerk.
- B26. LIST APPROVED of items for the next online auction for Various Departments.
- B27. REQUEST APPROVED for the use of Independent Contractor, Dr. Tracy Dyer, Forensic Pathologist on an as needed basis for Autopsy Services for Forensic Services Department.

- B28. ADVERTISING APPROVED for Veterinary Supplies for Animal Shelter.
- B29. ADVERTISING APPROVED for Animal Tests and Vaccines for Animal Shelter.
- B30. SERVICE PROVIDER AGREEMENT APPROVED for POS Credit Card Services from Accelerated Card Company, LLC dba Certified Payments for Animal Shelter.

RISK MANAGEMENT – AGENDA ITEM 9C1

- C1. CHANGES, ADDITIONS AND RELEASES APPROVED for the following:

<u>BOND</u>	<u>NAME/DEPT</u>	<u>AMOUNT</u>	<u>ACTION</u>
61499182	Jaimes, Michael/Const PCT 4	\$5,000.00	Renew/Cont Cert
62189923	Cunningham Jr., Tilton Ray/Const PCT 2	\$5,000.00	Renew/ Cont Cert
15486568	Smith Jr., Don G./Const PCT 4	\$5,000.00	Renew/Cont Cert
16041478	Clendennen, Buck/Const PCT 4	\$5,000.00	Renew/Cont Cert
62222046	Slack, James/Const PCT 4	\$5,000.00	Renew/Cont Cert
14454538	Warwick, Ricky/Const PCT 4	\$5,000.00	Renew/Cont Cert
16041473	Welch, Barry/Const PCT 4	\$5,000.00	Renew/Cont Cert

COMMISSIONERS – AGENDA ITEMS 9D1-2

AGENDA ITEM 9D1a WAS REMOVED FROM THE CONSENT AGENDA AND MOVED TO THE OPEN AGENDA. SEE MOTION 9 FOR COURT ACTION.

- D2. PRECINCT 4

- a. USE AGREEMENT APPROVED with Brett Deeringer-Sons of Thunder to use the baseball fields at Sallas Park through December 31, 2015 as scheduled by EMSCA.

COMMISSIONERS – COUNTY ENGINEER – AGENDA ITEMS 9E1-4

- E1. PRECINCT 1

- a. PUBLIC HEARING DATE SET for December 8, 2015 to change the street name from Osborne Road to Osburn Road from FM 149 to FM 1375.

- E2. PRECINCT 2

- a. REQUEST APPROVED from Comcast of Houston, LLC to install a 1 ½ inch conduit line within the right of way of Greenbridge Drive.
- b. REQUEST APPROVED from Universal Natural Gas, Inc. to install a gas line within the right of way of Kuykendahl Road
- c. REQUEST APPROVED for a six month extension for the completion of road and drainage improvements in the Wood Creek Estates Subdivision.
- d. PUBLIC HEARING DATE SET for December 8, 2015 to post a “No Parking Zone” at 25711 Pipe Stem and 25720 Pipe Stem.

- e. STREETS ACCEPTED INTO THE ONE YEAR MAINTENANCE PERIOD in Woodtrace, Section 5A; total length of roads 2,399.18 linear feet, to be effective November 10, 2015.
- f. STREETS ACCEPTED INTO THE ONE YEAR MAINTENANCE PERIOD in Woodtrace, Section 5B; total length of roads 3,433.52 linear feet, to be effective November 10, 2015.

E3. PRECINCT 3

- a. REQUEST APPROVED from Spring Creek Utility District to install a sanitary force main within the right of way of Aldine Westfield Road.
- b. PUBLIC HEARING DATE SET for December 8, 2015 to establish a 45 MPH Speed limit on Gosling Road from Flintridge Drive South to Gatewood Reserve Lane.
- c. REQUEST APPROVED from Comcast of Houston, LLC to install a 1 ½ inch conduit line within the right of way of Flintridge Road.
- d. STREETS ACCEPTED INTO THE ONE YEAR MAINTENANCE PERIOD in Allegro at Harmony, Section 2; total length of roads 7,511.94 linear feet, effective November 10, 2015.

E4. PRECINCT 4

- a. REQUEST APPROVED from Porter MUD to install a sanitary sewer line within the right of way of Church Street.
- b. STREETS ACCEPTED INTO THE COUNTY ROAD MAINTENANCE SYSTEM as follows:
  - Carmen Boulevard, North Emerson Circle, Orion Lane, Brittany Way, East Emerson Circle, South Emerson Circle, Aquarius Drive, Gemini Court, Tamra Court, Trendera Court, Taurus Court, Pegasus Court, Capricorn Court, Pisces.

These streets are in Emerson Estates, Sections 1 and 2, and are accepted upon finding of prescriptive rights based on public use. The petitions were not received by the County Clerk.

- c. STREETS ACCEPTED INTO THE COUNTY ROAD MAINTENANCE SYSTEM in Montgomery Creek Ranch, Section 15; total length of roads 1,579.21 linear feet and bond is released.
- d. STREETS ACCEPTED IN THE ONE YEAR MAINTENANCE PERIOD in Montgomery Creek Ranch, Section 16; total length of roads 1,474.96 linear feet, effective November 10, 2015.
- e. STREETS ACCEPTED IN THE ONE YEAR MAINTENANCE PERIOD in Montgomery Creek Ranch, Section 17; total length of roads 2,627.61 linear feet, effective November 10, 2015.
- f. FINAL PLAT APPROVED for Palmetto Apex Real Estate Fund Development; 43.260 acres; Henry A. Peters Survey, A-434, William S. Taylor Survey, A-552, and Pryor Bryan Survey, A-76.



F1. PAYROLL CHANGE REQUEST FORMS APPROVED:

Request of Animal Shelter to place Jesse Baldwin, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Jacqueline Beaton, Clerk IV, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Carlos Benitez, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Sara Cabeza, Clerk III, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Erica Crowson, Clerk III, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Andrew Dorson, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Cory Durand, Manager-Kennel, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Cheyenne Figge, Clerk III, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Ronald Friedrich, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Gerald Friedsam, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Danielle Gallo, Surgery Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Cody Harmon, Admin Manager I, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Minda Harris, Coordinator Vol/Rescue, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Annette Hernandez, Lead Vet Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Emma Isaacks, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Emilie Love, Supervisor-Kennel, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Jacob Luce, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Dusteen Lusk, Vet Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Nathalie Noe, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Denzelle Owens, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Connie Poland, Supervisor-Kennel, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Jason Roquemore, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Walter Seay III, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Dustin Siders, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Jessica Slabic, Surgery Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Tonya Todd, Clerk III, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Preston White, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Jessica Winkle, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Animal Shelter to place Reatha Wright, Kennel Technician, on payroll as a temporary employee effective November 7, 2015.

Request of Custodial to place Maria L. Duck, Custodian, on payroll as replacement for Robert Chapa, effective November 2, 2015.

Request of Custodial to accept the resignation of Anabel Mendoza Ramirez, Custodian, effective November 6, 2015. [No benefits due.]

Request of Commissioner Precinct 2 to place Kent Fowler, Operator I, on payroll as replacement for James Scott Jackson, effective October 26, 2015.

Request of Commissioner Precinct 2 to discharge Eric Paul Hoffman, Park Maintenance, effective October 29, 2015. [No benefits due.]

Request of Commissioner Precinct 4 to discharge Belinda S. Hackleman, Clerk II, effective November 2, 2015. [13.89 hours or balance vacation; 5.50 hours or balance compensatory.]

Request of Commissioner Precinct 4 to accept the resignation of Nita L. Hines, Part-time Clerk, effective October 22, 2015. [No benefits due.]

Request of Commissioner Precinct 4 to correct PCRF for Cade Edward Lowery, Operator II, to have an effective date of October 20, 2015.

Request of Constable Precinct 2 to increase salary of Janie Lee McCown, Deputy Constable, due to Advanced certificate being awarded before deadline, effective September 26, 2015.

Request of Constable 5 Mag ISD Sub Unit to place Tamara Hanks, Deputy-Constable, on payroll due to Return from Unpaid/ FMLA disability leave, effective November 2, 2015.

Request of County Attorney to place Tanya P. Craig, Attorney II, on payroll as replacement for Ryan Morris, effective November 9, 2015.

Request of County Clerk to place Sandy A. Faight, Court Clerk II, on payroll as replacement for Jennifer Giddings Garrett, effective November 9, 2015.

Request of County Clerk to accept the resignation of Jennifer Garrett, Court Clerk II, effective November 6, 2015. [3.08 hours or balance vacation.]

Request of District Attorney to place Rochelle L. Guiton, Attorney III, on payroll due to Return from Unpaid FMLA disability leave, effective October 19, 2015.

Request of District Attorney to accept the retirement of Patricia K. Insel, Legal Asst III, effective December 31, 2015. [288.545 hours or balance vacation; 5.265 hours or balance compensatory.]

Request of District Clerk to increase salary of Stephanie Norris, Court Clerk II, due to completion of probationary period, effective November 9, 2015.

Request of District Clerk to increase salary of Kayla Pinson, Court Clerk II, due to completion of probationary period, effective November 9, 2015.

Request of District Clerk to increase salary of Kristan Tiller, Court Clerk II, due to completion of probationary period, effective November 9, 2015.

Request of Elections to increase salary of John W. Schaeffer, Voter Clerk, due to pay equity, effective October 24, 2015.

Request of Human Resources to place Cynthia Carevic, HR Coordinator, on payroll as replacement for Emily Fain, effective October 26, 2015.

Request of Justice of the Peace Precinct 2 to discharge Kelsey M. Fuller, Court Clerk II, effective October 30, 2015. [19.72 hours or balance vacation.]

Request of Justice of the Peace Precinct 3 to place Yullie C. Bello Quintero, Court Clerk II, on payroll as replacement for Jamie M. Smith, effective November 2, 2015.

Request of Juvenile to correct the salary of Micah Cathey, Juvenile Supervision Officer, effective October 13, 2015.

Request of Juvenile to discharge Tyler Dodson, Juvenile Supervision Officer-Substitute, effective October 26, 2015. Not eligible for re-hire. [No benefits due.]

Request of Juvenile to correct salary of Joseph Pryor Ingram, Counselor, effective November 2, 2015.

Request of Juvenile to correct salary of Elias LaFrance, Juvenile Supervision Officer, effective October 13, 2015.

Request of Juvenile to correct salary of Erick Ivan Marquez, Juvenile Probation Officer Assistant, effective November 2, 2015.

Request of Juvenile to accept the resignation of Miressia Steele, Juvenile Supervision Officer, effective October 19, 2015. Not eligible for re-hire. [24.64 hours or balance vacation; 2.875 hours or balance compensatory; 16.00 hours or balance holiday.]

Request of Library to place Andrea Huffman, Library Assistant II, on payroll as replacement for Carol Frantz, effective November 3, 2015.

Request of Library to place Carter Jamison, Shelving Clerk I, on payroll as replacement for Ruby Castro, effective November 16, 2015.

Request of District Attorney (Pre-Trial Diversion) to accept the resignation of Jason E. Pedraza, Intern, effective October 30, 2015. [No benefits due.]

Request of Recycle Station- Precinct 3 to accept the resignation of Cody L. White, Driver (Mosquito), effective October 26, 2015. [No benefits due.]

Request of Sheriff to place Dimitri Carpenter, Officer Civilian Detention, on payroll, as replacement for Milton Moseley, effective November 7, 2015.

Request of Sheriff to Correct Certificate Pay of Michael Cross, Deputy Patrol, effective October 24, 2015.

Request of Sheriff to transfer Todd M. Dishman, Deputy-Bailiff, from Town Center to Jail, effective October 24, 2015.

Request of Sheriff to transfer Kenneth Dunlap, from Deputy Detention to Deputy Bailiff, effective October 24, 2015.

Request of Sheriff to accept the resignation of Kevin Haley, Officer Civilian Detention, effective October 22, 2015. [55.44 hours or balance vacation; 12.00 hours or balance compensatory; 30.75 hours or balance holiday.]

Request of Sheriff to accept the resignation of Aljoscha Hirsch, Officer Civilian Detention, effective November 14, 2015. [120.58 hours or balance vacation; 238.52 hours or balance compensatory; 0.25 hours or balance holiday.]

Request of Sheriff to transfer Konrad Janke, Deputy Patrol District VI, from Sheriff to Town Center Sub Unit, as replacement for Timothy Holified, effective October 24, 2015.

Request of Sheriff to place Charles F. McDonald Jr., Civilian Detention Officer, on payroll as replacement for Kelsey Greer, effective November 7, 2015.

Request of Sheriff to transfer Christopher E. Roberts, from Deputy SWAT to Deputy SIU MOCONET, as replacement for Dustin Pugh, effective October 31, 2015.

Request of Tax Assessor to place Tisa Williams, Deputy Specialist I, on payroll effective November 16, 2015.

#### ENVIRONMENTAL HEALTH – AGENDA ITEMS 9G1-4

- G1. REQUEST APPROVED to install an Aerobic On-site system in the 100 flood plain located at 667 Camwood Drive, Magnolia, Texas 77355.
- G2. CORRECTION APPROVED for Agenda item 9H2 approved September 29, 2015 as follows:
- Address read: 13173 Massey Road
  - Should read 13273 Massey Road.
- G3. REQUEST APPROVED to install an Aerobic On-site system in the 100 flood plain located at 19802 Indigo Lake Drive, Magnolia, Texas 77355.
- G4. REQUEST APPROVED to install an Aerobic On-site system in the 100 flood plain located at 11959 Scarlet Oak Trail, Conroe, Texas 77385.

#### COUNTY ATTORNEY – REAL PROPERTY - AGENDA ITEMS 9H1-2

- H1. PRECINCT 2
- a. ORDER APPROVED to acknowledge receipt of check no. 2128 in the amount of \$1.00 from Tommy Hoffart for the lease of Real Property described as Lots 4, 13, 14 and 15, Block 12 and Lots 9 and 10, Block 15 Spring Creek Forest, Section 4. Check has been forwarded to Auditor for further processing.
  - b. ORDER APPROVED authorizing Notice of Public Hearing under Local Government Code 232.009(C-1) for the Partial Revision to Lot 1, Block 1 and

restricted reserve "C" of Bear Branch Estates Replat to be known as Bear Branch Commercial and set a Public Hearing date of December 22, 2015.

- c. RESOLUTION AND ORDER APPROVED of the Local Transportation Project Advance Funding Agreement Amendment #1 for SH 249 Extension Project and FM 2978 Widening Project to provide for Compensatory Stream and Wetland Mitigation. Judge Doyal is authorized to execute the Agreement on behalf of Montgomery County.
- d. RESOLUTION AND ORDER APPROVED accepting the Appraisal Report for donated property of 0.965 acres described in Donation Deed recorded under clerk's file no. 2013071141 in the Official Public Records. Judge Doyal and/or Phyllis Martin are authorized to execute IRS form 8283 and/or any documents reporting of the donation and the value of the donation as may be required.
- e. RESOLUTION AND ORDER APPROVED accepting the Appraisal Report for donated property of 1.738 acres described in Donation Deed recorded under clerk's file no. 2013071140 in the Official Public Records. Judge Doyal and/or Phyllis Martin are authorized to execute IRS form 8283 and/or any documents reporting of the donation and the value of the donation as may be required.

## H2. PRECINCT 4

- a. ORDER APPROVED to allow a portion of Lot 144, Crystal Creek Estates, be conveyed by metes and bounds description without revising the original plat.

## COUNTY ATTORNEY – MENTAL HEALTH TREATMENT FACILITY – AGENDA ITEMS 911-5

11. MINUTES ACCEPTED of the September 15, 2015 Mental Health Treatment Facility Advisory Board Meeting.
12. EIGHT REVISED POLICIES AND PROCEDURES ACCEPTED as a part of the management plan recommended for approval by the MCMHTF Advisory Board as follows:
  - Abuse and Neglect Reporting – Revised Policy (Version 3)
  - Contraband – Revised Policy (Version 3)
  - Gas Leak – New Policy (Version 1)
  - Grievances (Patient) – Revised Policy (Version 5)
  - Hold back Policy – New Policy (Version 1)
  - Patient Accountability Checks – Revised Policy (Version 5)
  - Safety Checks – Revised Policy (Version 3)
  - Stay Back ad Right of Assignment – New Policy (Version 1)
13. MONTHLY PERFORMANCE INDICATOR REPORT ACCEPTED for September, 2015 as recommended by the MCMHTF Advisory Board.
14. REVISED TABLE OF ORGANIZATION APPROVED as recommended to the MCMHTF Advisory Board on October 20, 2015.
15. APPOINTMENT AND PRIVILEGING APPROVED of Psychologist Dr. Sarahi Torres for a 2 year appointment to the Medical Staff of Correct Care Recovery Solutions, LLC/ MCMHTF.

## CONSTABLE PRECINCT 3– AGENDA ITEM 9J1

- J1. INTERLOCAL AGREEMENT APPROVED between Montgomery County Texas and Spring Creek Utility District for Law Enforcement Services.

Motion carried.

**END OF CONSENT AGENDA**

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9. USE AGREEMENT APPROVED – MONTGOMERY COUNTY FOOD BANK – PRECINCT 1

Motion by Commissioner Clark, seconded by Commissioner Riley, to approve a Use Agreement with Montgomery County Food Bank to use the Courthouse Steps for the ABC 13 Annual Share Your Holiday Food Drive on Friday, December 4, 2015. Motion carried.

CITIZENS – AGENDA ITEM 10

NO CITIZENS ADDRESSED THE COURT AT THIS TIME.

10. REQUEST APPROVED – SECOND ADMINISTRATIVE JUDICIAL REGION OF TEXAS PAYMENT – COUNTY JUDGE

Motion by Commissioner Noack, seconded by Commissioner Clark, to approve Montgomery County's proportionate share of expense payable to Second Administrative Judicial Region of Texas for 2016/17 term in the amount of \$22,106.89. Motion carried.

11. PURCHASE APPROVED – DELL LATITUDE E5450/5450 BTX – COUNTY JUDGE

Motion by Commissioner Noack, seconded by Commissioner Riley, to approve the purchase of Dell Latitude E5450/5450 BTX for use in Commissioners Courtroom per quote in the amount of \$844.67 to be funded by Non-Departmental. Motion carried.

12. INCREASE APPROVED – LAW LIBRARY FUND FEE – COUNTY CLERK

Motion by Commissioner Riley, seconded by Commissioner Clark, to increase the Law Library Fund Fee collected on cases in accordance with Texas Local Government Code §101.0814 and 323.023 to \$35.00, effective January 1, 2016. Motion carried.

13. MEMORANDUM OF UNDERSTANDING ACCEPTED – SWAT DIVISION – SHERIFF

Motion by Commissioner Clark, seconded by Commissioner Noack, to accept the FY2016 Memorandum of Understanding between the Montgomery County Sheriff's Office SWAT Division and the US Marshall's Service in the amount of \$71,998.17. Funds should be allocated to department 5601513 with benefits funding from Department 5601. Motion carried.

14. REVISED AGREEMENT ACCEPTED – STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP) – SHERIFF

Motion by Commissioner Clark, seconded by Commissioner Riley, to accept the Revised Agreement between Montgomery County and Justice Benefits, Incorporated (JBI) regarding the State Criminal Alien Assistance Program (SCAAP). The new agreement reduces JBI's commission rate from 22% to 18%. Motion carried.

15. REQUEST APPROVED – CARRY FORWARD FUNDS – SHERIFF