

NOTICE OF MEETING  
COMMISSIONERS COURT OF GARZA COUNTY, TEXAS  
**MONDAY, SEPTEMBER 27, 2010 AT 9:00 A.M.**  
GARZA COUNTY EXTENSION OFFICE, 215 WEST MAIN  
POST, TEXAS 79356

---

COMPLETE AGENDA:

Call to Order- Monday, September 27, 2010 at 9:00 a.m.

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

1. Minutes from Prior Meetings
2. Receive Reports from County Offices
3. Accounts Payable
4. Annual Review Report of New Jail Construction by Corplan
5. Discuss to Approve Retiree Supplemental Health/RX
6. JP 1 & JP 2 - Discuss to Approve Renewing Software
7. Discuss to Approve Credit Card Policy for Garza County
8. Cliff Laws - Employee Sick Leave
9. Annual Jail Standards Report
10. Discuss to Approve 2010 - 2011 Indigent Defense Grant Resolution
11. Janitorial Services Contract
12. Vote to Approve the Early Voting Poll Worker Team
13. Vote to Approve the Presiding Judges and Alternate Judges for the Six Election Day Voting Boxes
14. Vote to Approve the Proposed Members of the Central Count Station
15. Vote to Consider the Plans for use of the County and District Clerk's Dedicated Funds, as follows:
  1. County Clerk's Records Management & Preservation Fund (RMF)
  2. County Clerk's Records Archives Fund
  3. District Court Records Archive Fund
  4. County and District Court Technology Fund (Criminal)
  5. County and District Court Technology Fund (Civil)
16. Budget Amendments and Line Item Transfers
17. 2010-2011 Budget
18. Public Comment

10:00 A.M.

1. Adopt 2010 - 2011 Budget
2. Adopt 2010 - 2011 Tax Rate



Lee Norman - Garza County Judge

Filed 9-22 2010 2:03 P.M.  
JIM PLUMMER  
CLERK OF COUNTY COURT  
GARZA COUNTY, TEXAS  
By Lisa [Signature] Deputy

A regular meeting of the Commissioners' Court of Garza County, Texas was held on Monday, September 27, 2010 at 9:00 A.M. at the AgriLife Extension office, 215 W. Main St., Post, TX with the following members present: Lee Norman, Judge; Commissioners: Pct. 1-Gary McDaniel, Pct. 2-Charles Morris, and Pct. 4-Mike Sanchez. Not present was Pct. 3-Commissioner Ted Brannon.

County officials present: Jim Plummer, Clerk; Ruth Ann Young, Treasurer; Judy Bush, Tax Collector/Assessor; Mike Munk, Attorney; Gordon Terry, JP-1; and Dee Justice, JP-2.

Also present: Meg Nelson, Administrative Assistant; Harry Record, candidate; Jerry Benham, candidate; James Parkey, Corplan Corrections; and Rosa Latimer, Post Dispatch.

Judge Norman called the meeting to order at 9:04 A.M.

- Order 1: Minutes from the September 10, 2010 regular meeting was approved as amended with a motion by Commissioner Morris and seconded by Commissioner Sanchez. With a majority of the court members voting aye, the motion carried and so ordered.  
Minutes from the September 10, 2010, 5:30 P.M. Public Budget Meeting were approved as presented with a motion by Commissioner Morris seconded by Commissioner McDaniel. With a majority of the court members voting aye, the motion carried and so ordered.
- Order 2: The following items of information were brought before the Court as a written report or for discussion:
- a. Treasurer
  - b. Budget Usage Analysis
  - c. District/County Clerk
  - d. Tax Collector/Assessor
  - e. AgriLife/Jones
  - f. AgriLife/McDonald
- Motion was made by Commissioner Sanchez and seconded by Commissioner Morris to accept the reports as presented. With a majority of the court members voting aye, the motion carried and so ordered. (Reports are attached.)
- Order 3: Came on for consideration was the precinct and countywide accounts payable for September 11, 2010 through September 27, 2010. Motion was made by Commissioner Morris and seconded by Commissioner Sanchez that all such accounts presented in the fund

requirement print-out are allowed, ordered paid and presented to the Treasurer for payment.

With a majority of the court members voting aye, the motion carried and so ordered. (Printout is attached.)

Order 4: Came on for presentation was a review report of the new jail construction by Corplan.

Judge Norman informed the court of the written report submitted by Corplan is a good report overall. The letter mentioned items to be resolved by Hale-Mills Construction at the law enforcement center. "VERY MINOR"

A motion was made by Commissioner McDaniel and seconded by Commissioner Sanchez to accept the written report from Corplan as presented.

With a majority of the court members voting aye, the motion carried and so ordered. (Report is attached.)

Order 5: Came on for consideration was the retiree supplemental health/RX renewal. The programs, by Monumental and Silverscript, are administered through the Texas Association of Counties (TAC).

Treasurer Young explained that it is the annual renewal with new rates with a slight increase in the Silverscript drug program.

Motion was made by Commissioner McDaniel and seconded by Commissioner Morris to approve the contract. With a majority of the court members voting aye, the motion carried and so ordered. (The contract is attached.)

Order 6: Came on for consideration was the renewal of software for both Justice of the Peace offices.

Dee Justice, JP 2 suggested staying with K-Corp and would prefer to pay annually. The first year will cost \$2500.

A motion was made by Commissioner Morris and seconded by Commissioner Sanchez to approve a one year contract renewal (option B) with K-Corp for software for the offices of JP 1 & JP 2.

With a majority of the court members voting aye, the motion carried and so ordered. (The contract is attached.)

Order 7: Came on for consideration was a credit card policy for Garza County. Judge Norman pointed out that all who have a county issued credit card have signed an agreement and we suggested that those stipulations be added to the personnel policy manual.

A motion was made by Commissioner McDaniel and seconded by Commissioner Morris to approve the credit card policy as presented. With a majority of the court members voting aye, the motion carried and so ordered. (The policy is attached.)

- Order 9: Came on before the court was the annual jail standards report. Judge Norman referred to a letter and certificate showing that the Garza County Jail has passed re-inspection of the facility by the Texas Commission on Jail Standards. A motion was made by Commissioner Morris and seconded by Commissioner Sanchez to accept the report and the certification of the Garza County Jail. With a majority of the court members voting aye, the motion carried and so ordered. (Letter and Certificate are attached.)
- Order 10: Came on for consideration was the 2011 Garza County Resolution for the Indigent Defense Grant Program. The grant is offered to the county from the Task Force on Indigent Defense. It helps fund the payment of court appointed attorneys and witness fees. A motion was made by Judge Norman and seconded by Commissioner Morris to approve the resolution. With a majority of the court members voting aye, the motion carried and so ordered. (The resolution is attached.)
- Order 11: Came on for consideration was the janitorial services contract. Three bids were submitted.
1. Elite Janitorial Services, \$2130/month
  2. Marcus Garcia, \$1300/month
  3. Yolanda Navarro, \$1900/month
- A motion was made by Commissioner McDaniel and seconded by Commissioner Morris to award the contract to Yolanda Navarro. With a majority of the court members voting aye, the motion carried and so ordered. (The submitted contracts are attached.)

The regular meeting recessed at 9:58 A.M.

(Went to budget and tax rate adoption portion of the meeting. See page 7.)

The regular meeting resumed at 10:07 A.M.

- Order 12: Came on for consideration was the appointment of the Early Voting Poll Workers for the November 2, 2010 General Election. Motion was made by Commissioner McDaniel and seconded by Commissioner Sanchez to appoint the Early Voting Poll workers as presented: Terri Laurence, clerk; and Marilynn Mason, Billie Jean Cross, Rebecca Quintana, and Lina Rodriguez as Deputy Clerks. With a majority of the court members voting aye,

the motion carried and so ordered. (List of Early Voting poll workers is attached.)

- Order 13: Came on for consideration was the UPDATED appointment of poll workers for the November 2, 2010 General Election. A motion was made by Commissioner Morris and seconded by Commissioner Sanchez to appoint the poll workers as recommended by the county party chairmen or by the county clerk. With a majority of the court members voting aye, the motion carried and so ordered. (List of Poll Workers is attached.)
- Order 14: Came on for consideration was the UPDATED appointment of the Central Count Station (CCS) for the November 2, 2010 General Election. A motion was made by Commissioner McDaniel and seconded by Commissioner Morris to appoint the CCS as recommended by the county party chairmen. With a majority of the court members voting aye, the motion carried and so ordered. (List of CCS is attached.)
- Order 15: Came on for consideration was the plans for use of the County and District Clerk's Dedicated Funds. The funds must be dedicated to support specific purposes. The funds are derived from user fees and are not tax dollars. Motion was made by Commissioner McDaniel and seconded by Commissioner Sanchez to approve the Plans for use of the County Clerk's Records Management and Preservation Fund, the County Clerk's Archive Fund, the District Court Record Archive Fund, the County and District Court Technology Fund (Criminal) and the County and District Court Technology Fund (Civil). With a majority of the court members voting aye, the motion carried and so ordered. (The Plans are attached.)
- Order 16: Came on for consideration were line item transfers and budget amendment requests. Fourteen (14) line item transfers were submitted.
- a. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Judge's office for \$300.12. With a majority of the court members voting aye, the motion carried and so ordered.

b. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Clerk's office for \$1448.46.

With a majority of the court members voting aye, the motion carried and so ordered.

c. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Commissioners Court office for \$176.51.

With a majority of the court members voting aye, the motion carried and so ordered.

d. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the attorney's office for \$275.

With a majority of the court members voting aye, the motion carried and so ordered.

e. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Constable 1 office for \$10.49.

With a majority of the court members voting aye, the motion carried and so ordered.

f. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Constable 2 office for \$63.94.

With a majority of the court members voting aye, the motion carried and so ordered.

g. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Sheriff's office for \$40.24.

With a majority of the court members voting aye, the motion carried and so ordered.

h. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the Sheriff's office for \$2098.73.

With a majority of the court members voting aye, the motion carried and so ordered.

i. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the extension service office for \$100.

With a majority of the court members voting aye, the motion carried and so ordered.

j. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the AgriLife Extension office for \$16.19.

With a majority of the court members voting aye, the motion carried and so ordered.

k. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the county jail for \$4177.82.

With a majority of the court members voting aye, the motion carried and so ordered.

l. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to approve the line item transfer presented for the county jail for \$3072.39.

With a majority of the court members voting aye, the motion carried and so ordered.

(Line item transfers are attached.)

Order 16: 2010-2011 Budget  
No action taken.

Order 17: Public Comment  
James Parkey of Corplan Corrections, confirmed that the review letter previously submitted concerning the Garza County Law Enforcement Center. He made it known that the issues in the letter will be addressed and corrected by Hale-Mills Construction. He offered suggestions and assistance with recruiting more business for the county jail.

The meeting recessed at 10:41 P.M.

The meeting resumed at 10:50 P.M.

Order 8: Sheriff Cliff Laws, not present, requested additional sick (administrative) leave for sheriff department employee Joyce Taylor. A motion was made by Commissioner McDaniel and seconded by Commissioner Morris to extend sick (administrative) leave through the current pay period (9/24/2010).  
With a majority of the court members voting aye, the motion carried and so ordered.

**10:00 A.M.**

Judge Norman called the meeting to order at 10:03 A.M.

Order 1: Adopt 2010-2011 Budget  
Came on for adoption was the Garza County 2010-2011 fiscal year budget.

A motion to adopt a balanced budget of \$7,915,763 for the 2010-2011 fiscal year was made by Commissioner Morris and seconded by Commissioner Sanchez. With the vote being called for and all commissioners present and the judge voting aye, the motion carried and was so ordered.

Order 2: Adopt 2010-2011 Tax Rate

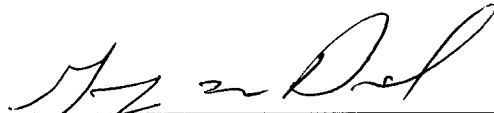
Came on for adoption was the Garza County 2010-2011 fiscal year Tax Rate. A motion to set the overall tax rate at \$.36 cents per \$100 valuation (a 5.84% increase) therefore generating \$2,992,081 in ad valorem tax revenue was made by Commissioner McDaniel and seconded by Commissioner Morris. With the vote being called for and all commissioners present and the judge voting aye, the motion carried and was so ordered.

*The overall tax rate is the sum of the Maintenance and Operations (M&O) tax rate of \$.35544 per \$100.00 valuation and the Interest and Sinking (I&S) tax rate of \$.00456 per \$100.00.*

The next regular meeting of the court is set for Friday, October 8, 2010 due to Monday, October 11, 2010 being a holiday.



LEE NORMAN, COUNTY JUDGE



GARY MCDANIEL, COMMISSIONER PCT. 1



CHARLES MORRIS, COMMISSIONER PCT. 2

TED BRANNON, COMMISSIONER PCT. 3



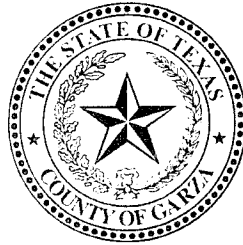
MIKE SANCHEZ, COMMISSIONER PCT. 4

ATTEST:



JIM PLUMMER, COUNTY CLERK

P.O. Box 366  
300 West Main Street  
Post. Texas 79356



Phone: 806-495-4430  
Fax: 806-495-4431

**JIM PLUMMER**  
District and County Clerk

**Welcome to the  
Commissioners Court  
of Garza County**

*Please leave any printed  
material you presented  
with the Clerk.  
Thank You!*

Date: SEPT. 27, 2010

	Name (please print)	Organization's Name	Addressing the Court "Yes" or "No"	Leaving Printed Material "Yes" or "No"
1	Harry Record	PACC	No	No
2	Rosa Latimer	Post Dispatch	no	no
3	Dee C. Justice	J.P. Pt 2	Yes	NO
4	Gordon Terry	J.P. 1		No
5	James Atkey	Asplan	Yes	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				