

**Tom Green County Commissioners' Court
October 24th, 2006**

The Commissioners' Court of Tom Green County, Texas, met in Regular Session October 24th, 2006. Keyes Building, with the following members present:

Ralph E. Hoelscher, Commissioner of Precinct #1
Karl Bookter, Commissioner of Precinct #2-
Steve Floyd, Commissioner of Precinct #3
Richard Easingwood, Commissioner of Precinct #4
Michael D. Brown, County Judge

1. County Judge Michael Brown called the meeting to order at 8:34 AM.
2. Commissioner Richard Easingwood offered the invocation. Pledge of Allegiance to the United States and the Texas Flags were recited.
4. **Commissioner Easingwood moved to accept the Consent Agenda as presented: Commissioner Floyd seconded the motion. The following items were presented:**

A. Approved the Minutes of the Regular Meetings from October 3rd, 10th, & 17th, 2006.

B. Approved the Minutes of Accounts Allowable (Bills)
from October 16th & 18th – 24th, 2006 in the amount of \$ 729,562.61. (Recorded with these Minutes.)

Approved the Purchase Orders
From October 16th – 20th, 2006 in the amount of \$160,458.62.

C. Accepted the Personnel Actions as presented:

The following salary expenditures are being presented for your *Approval*:

NAME	DEPARTMENT	ACTION	EFF DATE	RANGE	SALARY	SUPPLEMENT
Speckels, Menda K.	District Attorney	New Hire	10-16-06	S11	\$887.81 S/M	
Simpson, Jill	County Attorney	Salary Increase	10-28-06	L10	\$1974.94 S/M	\$41.67 S/M
Flores, Isabel P.	County Clerk	New Hire	10-13-06	S06	\$695.45 S/M	
Williams, Shane E.	Jail	New Hire	10-16-06	L01	\$997.48 S/M	
Murphy, Chanceton R.	Juvenile Detention	New Hire	10-11-06	N/A	\$7.50/Hour	
Mata, Gloria P.	Treasurer	Promotion	10-30-06	S15	\$1132.39 S/M	
Boatright, Andrea K.	Sheriff's Office	Promotion	11-01-06	L06	\$1398.73 S/M	
Elliott, Sandra S.	Sheriff's Office	Other	10-01-06	S11	\$1104.22 S/M	
Guthrie, Rita I.	Sheriff's Office	Other	10-01-06	S15	\$725.01 S/M	\$691.32 S/M

The following personnel actions are presented for *Acknowledgement* and as a matter of record:

NAME	DEPARTMENT	ACTION	EFF DATE	RANGE	SALARY	SUPPLEMENT
Melendez, Charles	CSCD	Resignation	09-30-06	N/A	\$836.58 S/M	
Ellis, Kelly J.	County Attorney	Resignation	10-27-06	L10	\$1933.27 S/M	\$41.67 S/M
Bennett, Ann E.	Treasurer	Resignation	10-27-06	S15	\$1219.09 S/M	
Marrow, Jamie L.	Indigent Health	Dismissal	10-20-06	S03	\$7.07/Hour	
Flores, Isabel P.	County Clerk	Resignation	10-19-06	S06	\$695.45 S/M	

The following personnel actions are presented for *Grants* as a matter of record: **NONE**

- D. **Acknowledged the order setting the salary percentages of the 119th District Court Reporter between Tom Green, Runnels and Concho Counties.** (Recorded with these minutes.)
- E. **Accepted the Quarterly Solid Waste Report as a matter of record.** (Recorded with these minutes.)
- F. **Approved request by Concho Valley Electric Cooperative, Inc. to place a single pole power line along the south right-of-way of Walling Pecan Road for approximately 6160 feet from Highway 277 South to 33 tracts of the new Stonewall Reserve Subdivision located in Precinct #2.** (Recorded with these minutes.)
- G. **Approved the placement of Homeland Security Grant Purchased Radio's in the personal vehicles of Volunteer Fire Department Chief's as a possible command center, but the radios will remain with the department in the event of a resignation or removal.**
- H. **As per 51.002 (a) A sale of real property under a power of sale conferred by a deed of trust or other contract lien must be a public sale at auction held between 10 a.m. and 4 p.m. of the first Tuesday of a month. Except as provided by Subsection (h), the sale must take place at the county courthouse in the county in which the land is located, or if the property is located in more than one county, the sale may be made at the courthouse in any county in which the property is located. The commissioners court shall designate the area at the courthouse where the sales are to take place and shall record the designation in the real property records of the county. The sale must occur in the designated area. If no area is designated by the commissioners court, the notice of sale must designate the area where the sale covered by that notice is to take place, and the sale must occur in that area. The Court approved removal of the lobby area of the Tom Green County Courthouse to designate the Tom Green County Courthouse with the area of the sale to be designated within the notice.**
- I. **Approved the Treasurer's Monthly Report for September 2006.**
- J. **Accepted the Texas Agricultural Extension Service Reports for September 2006.**

The motion passed 5-0.

5. The following service awards for January through June of 2006 were presented:

<u>Name</u>	<u>Hire Date</u>	<u>Department</u>
<u>30 Years of Service</u>		
WOEHL, Harvey	2-17-76	R&B 2/4
<u>25 Years of Service</u>		
MARTINEZ, Johnny	5-07-81	Custodial Services
<u>20 Years of Service</u>		
BUTERA, Linda	01-06-86	JP#1
BRADEN, Karl	02-01-86	R&B 2/4
CRUDUP, Mary	03-10-86	Library
WILLIAMS, Mark	03-31-86	Juvenile
LANE, Margie	05-07-86	Library
<u>15 Years of Service</u>		
ROBERTS, Penny	03-11-91	CCL2
HAGLER, William	04-08-91	CSCD
RANGEL, Jose	04-16-01	CSCD
SANDERS, Richard	05-03-91	SHERIFF
HESTER, Alvie	05-10-91	Constable #4
MOORE, Barry	06-21-91	Sheriff
RACE, Phillip	04-16-91	District Court
<u>10 Years of Service</u>		
THURMAN, Molly	01-02-96	DA
JENNINGS, Tonia	02-15-96	Bailiff
PICON, Gary	04-08-96	CSCD
SMITH, Norman	02/01/96	Juvenile
<u>5 Years of Service</u>		
TAYLOR, Christopher	01-01-01	County Attorney
RICHEY, John	01-01-01	Sheriff
BYRNE, Mary	01-01-01	Jail
SWICK, Randy	01-01-01	Sheriff
HUNT, Joe	01-01-01	Sheriff
PIERCE, Teena	01-01-01	County Attorney
ADAMS, Joseph	01-02-01	Constable
MONICO, Gary	01-02-01	County Clerk
ENGLERT, Michael	01-02-01	County Attorney
JERNIGAN, Leigh	01-16-01	CSCD
MIEARS, Cori	03-12-01	Jail

VILLAREAL, John	03-19-01	CSCD
FISHER, Donna	03-26-01	County Clerk
RAMOS, John	03-27-01	Jail
MUNCEY, Keith	04-05-01	Sheriff
JUAREZ, Dolores	04-11-01	Sheriff
POYNOR, Carrie	04-18-01	Jail
PEREZ, Nelson	05-01-01	Parks
ALEXANDER, Janice	05-29-01	Extension
RISKUS, Theda	06-01-01	County Clerk

- 6. Commissioner Easingwood moved to approve the Agreement between Owner and Architect Regarding Tom Green County Library as presented by William Keith Davis with any additions, addendums or changes to be signed by the County Judge.**

Commissioner Bookter seconded the motion. The motion passed 5-0. (Recorded with these minutes.)

Judge Brown moved to issue a notice to proceed with Holzman Moss Architecture LLP as to the schematic design phase of the Tom Green County Library. Commissioner Hoelscher seconded the motion. The motion passed 5-0.

- 7. Judge Brown moved to approve the request from Big Brothers-Big Sisters of San Angelo to apply for funding from the Corporation for National and community Service AmeriCorps VISTA. Commissioner Hoelscher seconded the motion. The motion passed 5-0.**

- 8. Commissioner Easingwood moved to approve the contracting for Juvenile Detention services for Fiscal Year 2007 with the Counties of Brown, Concho, Coke, Irion, Runnels, Schleicher, and Sterling. Commissioner Floyd seconded the motion. The motion passed 5-0.** (Recorded with these minutes.)

- 9. Commissioner Easingwood moved to approve the trade in of tag numbers 13475 and # 13501 and purchase of 2 new vehicles and accessories, staying within the \$16,000.00 budgeted amount, for facilities maintenance (Department 136). Commissioner Hoelscher seconded the motion. The motion passed 5-0.**

- 10. Judge Brown moved to authorize the jail to fill the vacant full time LVN position with either a full time LVN or two part-time LVN's, as an alternative. Commissioner Floyd seconded the motion. The motion passed 5-0.**

- 11. Commissioner Floyd moved to approve the adoption of the following revisions of Chapters 5 & 6 of the Personnel Policy as recommended by the Personnel Committee with the changes to be effective immediately:**

5.00 POSITION CLASSIFICATION AND EMPLOYEE COMPENSATION

5.01 POSITION CLASSIFICATION

5.01.01 Position Classification Plan. The Human Resources Department will maintain the County's position classification plan in accordance with

recognized industry practices which include job analysis, internal position comparison, and use of external market data, as appropriate. The classification plan is a structured list of official position titles and corresponding pay ranges.

5.01.02 Job Descriptions. Department Heads and Elected Officials will ensure that current job descriptions are maintained for positions in their department and that copies of each job description are provided to the Human Resources Department.

A job description will be prepared and submitted to the Human Resources Department for new positions requested by a department. The Human Resources Department will conduct an appropriate job analysis and forward a written position classification recommendation to the Commissioner's Court for approval.

If a significant and permanent change in the duties and responsibilities of a position occurs, a Department Head or Elected Official may request a classification review of the position. Employees may request a review of their position classification through the Department Head or Elected Official. A written request with recommendation and justification and an updated position description will be provided to the Human Resources Department. Human Resources will conduct an appropriate job analysis and forward a written position classification recommendation to the Commissioner's Court for approval.

Departmental requests for review of a position's classification will not be submitted for the purpose of rewarding employee performance or promoting an employee. Approval of all position reclassification requests is subject to availability of appropriate funding.

5.01.03 Job Analysis. Classification of a County position is based on an analysis of its duties and responsibilities and a comparison of these with other Tom Green County positions. Criteria considered in a job analysis include, but are not limited to: scope, complexity, and diversity of work performed; knowledge, abilities, skills, education, and experience required to perform the job; autonomy/level of supervision received; decision making authority; impact of the position on the organization and/or citizenry; and other relevant factors.

5.01.04 Position Classification Appeal Process. A Department Head or Elected Official who disagrees with the findings and position classification recommendation, may submit a written appeal to the Human Resources Department. Position incumbents may appeal position classification recommendations through the Department Head or Elected Official. The appeal should contain justification and factors supporting the request for position reclassification. This information will be carefully considered by the Human Resources Department and a final written recommendation prepared. If agreement cannot be reached concerning the position classification, all written documentation will be submitted to the Commissioner's Court for its review and determination.

5.02 EMPLOYEE COMPENSATION

5.02.01 An official pay range is assigned to all Tom Green County positions, except elected officials. The pay rate for employees will not be less than the minimum or more than the maximum rate of the pay range. Employees reaching the maximum rate of the official pay range will not receive further pay increases.

5.02.02 Starting Pay Rate for New Employees. The pay rate for new employees will normally be set at the minimum rate assigned to the position.

On occasion, a candidate whose qualifications substantially exceed those required in the job posting, may be hired at a rate above the pay range minimum. To request approval of a hiring rate above the minimum for the pay range, a written request must be submitted to the Human Resources Department. When reviewing such a request, the Human Resources Department will consider the following factors: difficulty experienced in recruiting qualified applicants; the candidate's experience, education, and knowledge/abilities/skills, as they relate to the position being filled; earnings history of the candidate; current employment status; and other job-related factors. The Human Resources Department will make a written salary recommendation to the commissioners' Court.

If a starting rate above the minimum is approved, the rates of all departmental employees in the same job classification who possess similar qualifications must be adjusted up to this rate. The Human Resources Department is responsible for determining if salary adjustments for current employees are required in these cases.

5.02.03 Starting Pay Rate for Rehired Employees. Former employees who return to work with within one year to the same position classification or pay range may be rehired at the rate received at the time of termination.

The starting pay for former employees who return to employment after one year, or return to a different position classification or pay range, will be determined in accordance with paragraph 5.02.02.

5.02.04 Setting Pay Rates for Promotions. A promotion occurs when an employee moves from a position to another in a higher pay range.

The rate of pay for employees promoted to higher-level positions will be the minimum of the new range or the following, whichever is greater.

<u>Position Group (EEOC Code)</u>	<u>Pay Adjustment</u>
Service	4%
Clerical	4%
Para-Professional	4%
Technical	4%

Skilled Craft	4%
Professional	5%
Supervisory/Managerial	8%
Department Head	12%-15%

The pay rate resulting from a promotion must fall within the range for the higher level position.

5.02.05 Setting Pay Rates for Demotions. A demotion occurs when an employee moves from a position to another in a lower pay range.

The pay rate for an employee requesting a voluntary demotion will be set in accordance with paragraph 5.02.02. In no case will the salary rate for the lower position exceed the employee's current salary rate. (Note: Employees interested in lower level positions must submit a job application during the posting period and be selected for the position by the hiring authority.)

The pay rate for an employee who is involuntarily demoted as a result of disciplinary action or unsatisfactory performance will be reduced by a minimum of 10%.

The pay rate resulting from a demotion must fall within the range for the lower level position.

5.02.06 Setting Pay Rates Resulting from Position Re-classifications. The pay rate for an employee whose position is reclassified to a higher level will be determined in accordance with paragraph 5.02.04.

The pay rate for an employee whose position is reclassified to a lower pay range may remain the same, if it is determined to be in the best interest of Tom Green County.

The pay rate resulting from a position reclassification must fall within the range for the new classification.

5.02.07 Setting Pay Rates Resulting from Position Re-grades. The pay rate for an employee whose position classification is raised to a higher pay range will be determined in accordance with paragraph 5.02.04.

The pay rate for an employee whose position classification is re-graded to a lower pay range may remain the same, if it is determined to be in the best interest of Tom Green County.

The pay rate resulting from a position re-grade must fall within the new range.

5.02.08 Lateral Transfers. A lateral transfer is the movement of an employee between positions in the same pay grade. Lateral transfers may be made within the same department or between departments. Employees retain their current pay rate when making a lateral transfer.

5.02.09 Longevity Pay. Tom Green County awards lump-sum longevity pay to eligible employees as a means of encouraging continued commitment to the County. To be eligible, employees must have worked full-time for the County for five (5) uninterrupted years or more. Longevity pay will be calculated based on the number of complete months of continuous service. A break in service resets the longevity calculation to zero.

Longevity pay amounts will be calculated for each eligible employee on September 30th of each year. Checks will be processed prior to the end of the calendar year. Employees must be employed by TGC at the time longevity checks are actually issued.

Assistant District Attorneys, CSCD, and CRTC employees are not eligible for longevity pay. Elected officials will be included in the longevity pay program beginning FY 2006. Employees serving in grant positions will be provided longevity pay as outlined in this policy, provided there is no break in service. A break in service in a grant position resets the longevity calculation to zero.

Employees deployed on extended active military duty will not receive a longevity check for that year if check is issued during their deployment. Upon reinstatement with TGC, however, the months served on extended active duty will be credited to longevity calculations and they will be eligible for longevity pay.

5.02.10 Cost of Living Adjustment (COLA) or Other General Adjustments. During budget deliberations for the coming fiscal year, the Commissioners' Court may consider and authorize a cost of living or other general pay increase for employees. When this is done, employee pay rates are adjusted by the authorized percentage increase, not to exceed the maximum rate of employees' pay ranges.

6.00 WORK SCHEDULE, TIME REPORTING, AND PAYROLL

6.01 WORK HOURS. Normal working hours for most county employees are Monday through Friday, 8:00 a.m. to 5:00 p.m. with one hour for lunch, for a total of 40 hours per workweek. Department Heads may, within the limits of State and Federal law, make adjustments to these schedules.

One morning and one afternoon break of 15 minutes each may be authorized by the Department Head. If authorized, this time does not accumulate if not taken. Breaks cannot be used to alter an employee's work hours. Breaks are not required by law.

Law enforcement officers, jailers, and dispatchers work varying shifts in order to provide services 24 hours each day.

The Commissioners' Court encourages offices to remain open from 8:00 a.m. to 5:00 p.m. and during the noon hour to better serve the public. (*Legal reference: U.S. FLSA of 1938, as amended; Garcia v. S.A.M.T.A., U.S. Supreme Court, 1985; U.S. Equal Pay Act of 1963.*)

6.02 NUMBER OF HOURS WORKED. The Commissioners' Court determines the number of hours worked by an employee for the compensation to be received subject to laws governing pay and working hours and to the provisions of the county's budget.

6.03 OFFICIAL WORK PERIOD. The official work period for many county employees is a seven-day workweek beginning 12:01 a.m. on Saturday and ending 12:00 midnight on the following Friday. Library employees work a seven-day workweek beginning 12:01 a.m. on Sunday and ending 12:00 midnight the following Saturday. The Law Enforcement work period is based on a 28-day schedule.

6.04 EMERGENCY CLOSINGS. Short-term emergency closings of Tom Green County offices/departments may arise due to unexpected inclement weather, prolonged power failure, or other emergency situations. In the event that a situation occurs during non-working hours, which would necessitate emergency closings of Tom Green County buildings, local radio and television stations will be asked, by the county judge's order, to broadcast an official closing modification statement. If an official announcement is not made by 7:00 a.m., Tom Green County offices/departments will operate under normal working conditions.

When an emergency closing has been officially declared, employees will receive regular pay for the hours they would have normally worked that day. When an emergency closing is not officially declared, employees who do not report to work will not be paid, unless he or she elects to use vacation leave. Employees who are not entitled to vacation leave will be docked for the work hours missed.

Area school closings do not signify County offices will be closed.

If an early emergency closing is declared during a work day, all employees who are at work will be compensated for their normal work day, regardless of the number of hours actually worked. Employees who are not at work will not be compensated unless prior authorization for absence has been approved by the Department Head or Elected Official.

When a delayed opening of county offices/departments has been declared, employees who report for work at the established time will be compensated for the normal workday regardless of the number of hours worked. Employees who do not report to work will be charged with vacation leave or docked, as appropriate.

Employees who are on prior authorized vacation or sick leave will be charged with the appropriate leave.

6.05 OVERTIME/COMPENSATORY TIME. The policy of the County is to allow overtime in cases of emergency, with prior authorization by the Commissioners' Court pursuant to the following procedures:

6.05.01 Overtime/Compensatory Time For Non-Law Enforcement

- 1) Overtime/Compensatory Time is only at the Department Head's discretion.
- 2) Department Head shall authorize all overtime/compensatory time.
- 3) Any accrual earned and posted between September 1st and August 31st will be zeroed out by September 30th of each year.
- 4) Department Heads are encouraged to utilize flextime whenever possible during the workweek.
- 5) Effective October 28, 2003 the maximum allowed overtime/compensatory Time is 80 hours per employee.
- 6) Department Heads must absorb the payment of any overtime/compensatory time (employee resignation) within their budget, before starting a new employee, unless prior approval from Commissioners' Court is granted.

- 7) Department Heads will be required to appear before Commissioners' Court to justify the excess if the maximum cap is exceeded.

6.05.02 Overtime/Compensatory Time For Law Enforcement:

- 1) Overtime/compensatory Time is ONLY at the Department Heads discretion in compliance with state mandates.
- 2) Department Head shall authorize all overtime/compensatory time.
- 3) Department Heads are encouraged to utilize flextime whenever possible during the 28-day work period.
- 4) The maximum allowed overtime/compensatory time is 240 hours per employee. Department Heads must absorb the payment of any overtime/compensatory time (employee resignation) within their budget, before starting a new employee, unless prior approval from Commissioners' Court is granted.
- 5) Department Heads shall appear before Commissioners' Court to justify any excess if the maximum cap is exceeded and there are no funds available in the Overtime Line Item in their Department Budget.

The County Commissioners' Court discourages time and one-half payment for overtime.

Upon termination of county employment, the employee will be paid any compensatory time recorded by the County Treasurer.

6.06 EXEMPTIONS FROM FLSA (OVERTIME COMPENSATION). Department Heads and other executive, administrative, and professional employees are exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) and are expected to render necessary and reasonable overtime services with no additional compensation. The salaries of these positions are established with this condition in mind. Some additional county positions are exempt from FLSA because of the close relationship of the position and the elected official for whom the employee works. (*Legal reference: U.S. FLSA of 1938, as amended.*)

Extra hours worked by executive, administrative, and professional employees and elected officials' closest staff members may be used as a factor in granting or denying paid leave other than vacation or sick leave.

Each county job description designates whether persons hired in that classification are exempt from, covered by (nonexempt), or not covered by (political appointee) the overtime provisions of FLSA.

6.07 HOLIDAYS WORKED. The county's basic policy is that each regular employee receives a specified number of paid holidays per year, as set forth in these policies. In most instances, if a regular employee is required to work on a scheduled holiday, he or she will be given an alternate day off, preferably within the same workweek or work period

Actual time worked (hours) on a Holiday is given off with same hours worked on a different day. (See "Work During Holidays" section for a more detailed discussion of this policy.) Part-time employees who work at least 20 hours per week and have been employed for 6 months are given Holiday off and paid at normal worked hours on that day

Holiday hours do not count toward overtime hours.

6.08 LEAVE OR HOLIDAYS TAKEN AND OVERTIME/COMPENSATORY TIME. If a full-time employee who is subject to the overtime provisions of FLSA is required to work extra hours during a workweek in which

he or she has used sick leave, vacation leave, or any other type of released time (including holiday time off), the employee will be given credit hour-for-hour. Non-Law enforcement employees will not be charged leave or Holiday time if time worked during the week equals or exceeds 40 hours. Law Enforcement will not be charged leave or Holiday time if time worked during the 28-day schedule equals or exceeds 171 hours. (Legal reference: U.S. FLSA of 1938, as amended.)

6.09 TIME REPORTING. The County provides "Time Clock" software. Employees will sign the computer-generated time sheet after verifying all hours are recorded (i.e. leave, school, holidays, etc.) Time sheets will be submitted monthly for non-law enforcement employees and every 28 days for law enforcement employees to the County Treasurer. Employee time records must be signed by the employee and by the department head.

Department Heads are responsible for ensuring that all hours worked and leave time taken by each employee is reported on the time sheets sent to the County Treasurer for payroll purposes.

5.00 6.10 PAYROLL

5.01 6.10.01 PAY. Salaries are set each year by the Commissioners' Court and adopted in the County operating budget. The Commissioners' Court also establishes rules governing salary administration and pay increases. (Legal reference: V.T.C.A., Local Government Code, Chapter 152.)

5.02 6.10.02 PAYDAYS. Are scheduled by the County Treasurer and approved annually by the Commissioners' Court.

5.03 6.10.03 PAYROLL DEDUCTIONS. Any deductions must be approved and authorized by the Commissioners' Court. Deductions will be made from each employee's pay for the following:

- 1) Federal Social Security and Medicare;
- 2) Federal Income Taxes;
- 3) Court-ordered child support;
- 4) Texas County and District Retirement System contributions for eligible employees (see TCDRS Handbook); and
- 5) Any other deductions required by law.

In accordance with policies and general procedures approved by the Commissioners' Court, deductions from an employee's pay may be authorized by the employee for:

- 1) The portion not paid by the county of group health/medical or dental premiums for the employee or dependents.
- 2) Supplemental deferred compensation;
- 3) U.S. Savings Bonds; and
- 4) Such other deductions as may be authorized by the Commissioners' Court and in compliance with LGC 155.001

If there is a change in the employee's family status, address, or other factor affecting his or her payroll withholding or benefits status, the EMPLOYEE is responsible for obtaining, completing, and returning to the County Treasurer the appropriate forms for communicating these changes.

- 5.13 6.10.04 APPROVING AUTHORITY. The Commissioners' Court is the approving authority for all payrolls and payroll transfers granted under the terms of (1) these policies, (2) ~~the step and grade pay employee compensation plans~~, and (3) the annual budget.

Commissioner Hoelscher seconded the motion. The motion passed 5-0.

- 12. Commissioner Floyd moved to increase the RV hookup fee from \$13.00 to \$20.00 per night in all Tom Green County owned parks, with an effective date of November 1, 2006. Commissioner Easingwood seconded the motion. The motion passed 5-0.**

- 13. & 14. Judge Brown moved to approve the Notice of Sub-recipient Award for the 2006 Homeland Security Grant Program (HSGP) and authorize the Judge to sign the necessary paper work. The Court is approving the election of use for funding to be used for Statewide Local Projects as designated by the Governor are (1) Texas Data Exchange System (TDEx) and (2) LIVE SCAN integrated electronic identification program with the balance going for radio upgrades that are level 4 compatible. Commissioner Easingwood seconded the motion. The motion passed 5-0. (Recorded with these minutes.)**

- 15. Judge Brown moved to adopt the Proclamation, Proclaiming November 2006 as Home Care Month in Texas. Commissioner Floyd seconded the motion. The motion passed 5-0. (Recorded with these minutes.)**

16. There were no Committee Reports for the Library/former Hemphill Wells Building.

- 17. Judge Brown moved to change the wording in the Tom Green County Subdivision and Manufactured Home Rental Community Development Regulations Section 2.02 I. to read: "For recording purposes, a minimum of 2 (two) Mylar copies of the approved plat shall be furnished to the office of the County Clerk and one paper copy (Mylar copy optional). One Mylar copy shall be filed in the County Clerk's plat records and one Mylar will be retained by the Tom Green County Appraisal District. The paper copy (or optional mylar copy) will be scanned and retained in an electronic media format for archival purposes." Commissioner Easingwood seconded the motion. The motion passed 5-0.**

There were no other issues discussed relating to the Tom Green County Subdivision and Manufactured Home Rental Community Development Regulations. There were no line item transfers.

18. There were no line item transfers.

19. Future Agenda Items:

- 1. Tom Green County Housing Finance Corporation**
- 2. Grant works to replace leaking septic tanks.**
- 3. Adoption of Sheriff's security policy**

20. Announcements:

1. The Commissioners' Court will be meeting in the County Judge's Courtroom, in the Justice Center, until November 14, while the Courtroom in the Keyes Building is being remodeled.
2. Commissioner Bookter will be on KLST's "Top of the Morning" October 25th, 2006.

21. Judge Brown Adjourned the meeting at 10:05 A.M.

As per HB 2931, Section 4:

I, Elizabeth McGill, County Clerk of Tom Green County, Texas do hereby attest that this is an accurate accounting of the proceedings of the Commissioners' Court Meeting that met in Regular Session on October 24th, 2006.

I hereby set my hand and seal to this record October 24th, 2006.

Elizabeth McGill, County Clerk and
Ex-officio Clerk of the Commissioners' Court