



**Commissioners' Court Agenda
Monday, April 14, 2025 – 9:00 AM
Potter County Commissioners' Courtroom
350 S.E. 6th Avenue, Suite 2141
Amarillo, Texas 79101**

POSTED this Final Revised AGENDA this 10th day of April, 2025 at 10:58 a.m.

1. CALL TO ORDER

2. PLEDGES TO U.S. FLAG, TEXAS FLAG AND INVOCATION

3. RECOGNITION OF MINUTES

- 3.A To recognize the minutes from the March 24, 2025 Potter County Commissioners' Court.
[Smith]
[Minutes 3.24.2025.pdf](#)

4. BUDGET AMENDMENTS

- 4.A To consider and act upon budget amendments for the fiscal year 2024-2025. [Boston]
[Encumbrance Carryforward 4.14.25.pdf](#)
[04.14.25 Proj 5505 ARPA.pdf](#)

5. VOUCHERS

- 5.A To consider and act upon the approval of the vouchers as processed by the auditor's office.
[Boston]
[13 Summary CCt Check Register for April 14, 2025.pdf](#)
[13 CCT Check Register for April 14, 2025.pdf](#)

6. INSURANCE - HUMAN RESOURCES

- 6.A To recognize the insurance fund report. [Woodard]
[4-14-2025 Comm Court report Final.xlsx](#)

7. AGENDA ITEMS

Discussion and possible action relative to:

7.A FISCAL YEAR 2024 AUDIT:

- To recognize the FY 24 audit reports issued by Hankins and Eastup, PLLC. [Boston]
[Potter County FY24 Single Audit Report Draft \(rev2\).pdf](#)
[ISSUED - Community Supervision and Corrections Department Combined Audit Report - 2024 FINAL.pdf](#)
[ISSUED - Audited Financial Statement - TJJG Grant Funds Financial Report 2024.pdf](#)
[Issued Audited Financial Statements - Potter County 2024.pdf](#)

[2024 Agreed Upon Procedures - Potter County.pdf](#)

7.B VENUE DISTRICT BUDGET AMENDMENT:

To receive a report and to consider and act upon a budget amendment being considered by the Venue District. [Storrs]

[Venue District.PDF](#)

7.C CHILD ABUSE AWARENESS PROCLAMATION:

To consider and act upon a proclamation to raise awareness for the prevention of child abuse. [Tanner, Mendoza]

[Proclamation.docx](#)

7.D SENIOR HUNGER AWARENESS MONTH:

To consider and act upon a proclamation to raise awareness for prevention of senior hunger. [Tanner]

[Hunger Proclamation.pdf](#)

7.E TEXAS PANHANDLE CENTERS:

To consider and act upon the re-appointment of Larry Adams to the TPC Board of Trustees for a two year term. [Talley, Tanner]

[TPC.pdf](#)

7.F PANHANDLE AREA PUBLIC DEFENDER OFFICE and POTTER-ARMSTRONG COUNTY MANAGED ASSIGNED COUNSEL PROGRAM:

To recognize:

(a) The resignation of the Honorable John Board as Chairperson and Director of the oversight boards of the Panhandle Area Public Defender Office and the Potter-Armstrong County Managed Assigned Counsel Program, effective April 21, 2025; and

(b) The appointment of the Honorable John Board as Director of the Potter -Armstrong County Managed Assigned Counsel Program, effective April 21, 2025; and

(c) The appointment of Bonnie Gunden as Chairperson of the oversight boards of the Panhandle Area Public Defender Office and the Potter-Armstrong County Managed Assigned Counsel Program, effective April 21, 2025. [John Board, Bonnie Gunden]

7.G ARPA COMMITTEE:

To consider and act upon a recommendation from the County's ARPA Committee regarding an amendment to a SLFRF (State and Local Fiscal Recovery)-funded Potter County project agreement. [Kiehl]

[04.14.25_Crossroads.Extension.pdf](#)

7.H RESOLUTION SUPPORTING COUNTYWIDE VOTING:

To consider and act upon entering a resolution supporting county wide polling places, and take any action necessary pursuant to discussion. [Benge, Tanner]

[Resolution Opposing Elimination of CWPP - POTTER.docx](#)

7.I SALARY INCREASE FOR SPECIALITY COURT:

To consider and act upon approving a salary increase for the Peer Support Specialist position, funds budgeted. [Mays]

7.J AWARD RFP-1256-25:

To receive comment from the two most responsive vendors and to consider and act upon selecting the best proposal for Phase 2 of the District Courthouse Project. [Head, Villalon]

7.K FIRE TRUCK FOR FIRE RESCUE:

To consider and act upon authorizing the purchase of a Mack water tender fire apparatus from Rosenbauer fire apparatus. Funds are budgeted in CAD. [Villalon, Lake]

[02072025_HGACBur.pdf](#)

7.L DISTRICT COURT PHASE 2A:

To consider and act upon Dyess-Peterson Testing Laboratory, Inc. to perform the

construction material testing at the cost of \$30,926.00. [Head]

[Dyess-Peterson.pdf](#)

- 7.M **MENTAL HEALTH OFFICER AND MENTAL HEALTH SUPERVISOR:**
To consider and act upon a request from the Sheriff's Office to eliminate the Mental Health Officer and Mental Health Supervisor positions from the Detention Center payroll. These positions were absorbed by the contract with Turn Key Health effective January 1, 2025. [Giles]
- 7.N **COURTHOUSE SECURITY DEPUTY:**
To consider and act upon a request from the Sheriff's Office to re-assign one Courthouse Security Deputy position to a Patrol Deputy position to be utilized on First Shift Patrol. [Giles]
- 7.O **LOCAL RABIES CONTROL AUTHORITY (LCRA):**
To consider and act upon appointing Deputy Elijah Tapia as the Local Rabies Control Authority as required by chapter 826 of the Texas Health and Safety Code. [Giles]
[LRCA Designation.pdf](#)
- 7.P **REACT BUILDING:**
To consider and act upon authorizing the demolition of the "React" building located at the fairgrounds and to further delegate to Texas 4-H the authority to undertake the demolition procurement and payment. [Kiehl, Powell]
[ORDER AUTHORIZING DEMOLITION OF.pdf](#)
- 7.Q **LAW ENFORCEMENT TRAINING:**
To consider and act upon authorizing the Potter County Sheriff's Department and other law enforcement agencies to conduct SWAT exercises in the decommissioned District Courts building located a 501 S. Fillmore. [Giles, Almanza]
[ORDER AUTHORIZING SWAT EXERCISES.pdf](#)
- 7.R **MUTUAL FIREFIGHTING ASSISTANCE AGREEMENT:**
To consider and act upon approving the memorandum of understanding between the U.S. Department of Interior (USDOJ), National Park Service (NPS), Lake Meredith NRA/Alibates Flint Quarries NM (Park) and the County of Potter, Texas (County). [Lake]
[2025-2030 MOU_Potter County-NPS Agreement_LAMR-ALFL.pdf](#)
- 7.S **NATIONAL COUNTY GOVERNMENT MONTH - APRIL, 2025:**
To recognize the month of April as County Government Month. [Tanner]
[National Government Month, April 2025.docx](#)
- 7.T **UTILITY COMPANY ROAD LICENSE AGREEMENT:**
To consider and act upon a road license agreement with Plains Internet to authorize boring under county maintained roads, Raef Rd and Masterson Rd. [Chris Coleman, Plains Internet]
[Plains Internet Road Use Agreement.pdf](#)
- 7.U **INMATE HOUSING AGREEMENT:**
To consider and act upon entering an agreement with Randall County for the housing of Potter County inmates. [Thomas, Frazier]
[Inmate Housing Agreement Potter Randall.docx](#)
- 7.V **INMATE PAYMENTS:**
To consider and act upon approving payments for inmates in Randall County Detention Facility until either interlocal agreement is approved or inmates are moved to another facility that has an interlocal agreement already in place. [Boston]
- 7.W **BUDGET CALENDAR FISCAL YEAR 25-26:**
To consider and act upon the budget calendar for FY25-26.
[FY26 Budget Calendar.pdf](#)
- 7.X **TAX REFUNDS:**
To consider and act upon two (2) tax refunds for over-payment of taxes. [Boston]

8. **EMPLOYMENT ITEMS**

To consider and act upon the following employment items:

8.A **FACILITIES MAINTENANCE:**

- The termination of Jason Garcia as groundskeeper I effective March 25, 2025. [Serna] [Garcia.pdf](#)

9. **POTTER COUNTY PROJECTS**

To hear a report on various Potter County Projects and to take any action necessary.

10. **JAIL REPORT**

To hear a report on the Potter County Detention Center and to take any action necessary.

11. **PROPERTY INSURANCE**

To consider and act upon any insurance claims, accidents, etc. against the County.

12. **EXECUTIVE SESSION**

To hold an executive session, if necessary, on the below agenda items as allowed by Chapter 551, Texas Government Code.

12.A **EXECUTIVE SESSION RELATED TO NETWORK SECURITY:**

To enter a closed session pursuant to Texas Government Code section 551.089 to receive a report from Potter County Information Technology vendor and, in open meeting, take any action necessary pursuant to discussion. [Blankenship]

13. **UPCOMING AGENDA ITEMS**

To receive agenda items for the next Commissioners' Court.

14. **ADJOURNMENT**

THIS AGENDA NOTICE IS MADE IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, PROHIBITION OF GOVERNMENTAL BODIES FROM HOLDING MEETINGS, WHICH ARE CLOSED TO THE PUBLIC, AS AMENDED. THE UNDERLYING DOCUMENTATION FOR THIS AGENDA NOTICE IS AVAILABLE FOR THE PUBLIC'S INSPECTION IN THE FOLLOWING OFFICES: THE COUNTY JUDGE, THE COUNTY CLERK, THE COUNTY AUDITOR OR THE COUNTY PURCHASING AGENT.

Notice: Any documentation linked to this Agenda are subject to change both after posting and/or after discussion and vote during the Commissioners' Court meeting.