



# HARRIS COUNTY, TEXAS

## COMMISSIONERS COURT

1001 Preston, Suite 938 · Houston, Texas 77002-1817 · (713) 755-5113

Robert Eckels  
County Judge

El Franco Lee  
Commissioner, Precinct 1

Sylvia R. Garcia  
Commissioner, Precinct 2

Steve Radack  
Commissioner, Precinct 3

Jerry Eversole  
Commissioner, Precinct 4

No. 03.26

### AGENDA

December 16, 2003

10:00 a.m.

Opening prayer by Father Rivers Patout of St. Alphonsus Catholic Church in Houston.

1. Public Infrastructure Department
    - a. Public Infrastructure
    - b. Right of Way
    - c. Toll Road Authority
    - d. Flood Control District
    - e. Engineering
  2. Management Services
  3. Information Technology
  4. Facilities & Property Management
  5. Public Health Services
  6. Community & Economic Development
  7. Library Services
  8. Youth & Family Services
  9. Constables
  10. Sheriff
  11. Fire & Emergency Services
  12. Medical Examiner
  13. County Clerk
  14. District Clerk
  15. County Attorney
  16. District Attorney
  17. Justices of the Peace
  18. County Courts
  19. District Courts
  20. Travel & Training
  21. Grants
  22. Fiscal Services & Purchasing
    - a. Auditor
    - b. Treasurer
    - c. Tax Assessor-Collector
    - d. Purchasing
  23. Commissioners Court
    - a. County Judge
    - b. Commissioner, Precinct 1
    - c. Commissioner, Precinct 2
    - d. Commissioner, Precinct 3
    - e. Commissioner, Precinct 4
  24. Miscellaneous
  25. Emergency items
  26. Executive Session
  27. Appearances before court
- Adjournment*

*The Commissioners Court may go into executive session, if necessary, pursuant to chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with the County Attorney to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security personnel or devices; or (6) discussion of certain economic development matters. The Commissioners Court may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

1. **Public Infrastructure Department**

a. **Public Infrastructure**

1. Recommendation that the County Judge be authorized to execute an interagency agreement between the county, the City of Bunker Hill Village, and Metro for funding improvements on Knipp Road from Taylorcrest Road to Memorial Drive under the multi-cities program.
2. Transmittal of a commuter rail analysis for potential operations on existing freight railroad corridors along US 290 and SH 249.
3. Recommendation for authorization to negotiate with PBS&J for consulting services for storm water quality monitoring to study the effects of an existing dry basin.
4. Recommendation for authorization for the County Judge to execute interagency agreements between the county and Metro for funding intersection improvements on Walters Road at Briarchase Drive and Jones Road at Trail Ridge Drive, and on Boudreaux Road at Hufsmith Kohrville Road and Spring Cypress Road at Grant Road in Precinct 4.
5. Recommendation for authorization for the County Judge to execute amendments to agreements with Camp Dresser & McKee, Inc., and Dannenbaum Engineering Corporation, for environmental engineering services in amounts of \$750,000 each for continued support of the county's storm water quality management program to comply with the county's federal NPDES permit.
6. Recommendation for approval of a substitute agreement in the amount of \$7,219,536 between the Toll Road Authority and AECOM Enterprises, Inc., for completion of three projects already underway and previously approved by the court.
7. Recommendation that the County Judge be authorized to execute a multiple-use agreement between the county and TxDOT for construction of a parking lot at Terry Hershey Park within the right of way for Beltway 8 at Buffalo Bayou in Precinct 3.

b. **Right of Way**

1. Recommendation that the court approve resolutions and orders authorizing Right of Way on behalf of the Flood Control District to sell and for appropriate officials to take necessary actions to complete transactions for:
  - a. Tract 38-601.0 of the Greens Bayou project located at the intersection of Greens Bayou and Bammel North Houston in Precinct 4.
  - b. Tract 01-604.0 of the Greens Bayou project located at the intersection of P152-02-00 and Bammel North Houston in Precinct 4.

2. Recommendation that the court approve a resolution and order authorizing the TSA district buyout project for a specific tract located in the Sequoia Estates addition in Precinct 4, decreeing the project to be a public necessity and convenience, and directing Right of Way to acquire certain property on behalf of the Flood Control District, and to provide payment of relocation benefits up to \$35,000 to income eligible households, and for appropriate officials to take necessary actions to complete the transactions.
3. Recommendation that the court approve a resolution and order authorizing Right of Way on behalf of the Flood Control District to purchase Tract 40-001.0 located between Katy Hockley Road and Cypress Creek in Precinct 3 for the negotiated purchase price of \$887,451, plus pre- and post-judgment interest and court costs pursuant to a settlement agreement approved by the County Attorney in the matter of Harris County Flood Control District v. Gary Hornberger, et al., in County Criminal Court at Law No. 2.
4. Recommendation that the court approve a resolution and order authorizing Right of Way on behalf of the county to purchase two tracts located on the north side of Old Katy Road between Jordan Road and SH 6 in Precinct 3 for the negotiated purchase price of \$2,285,860, and for appropriate officials to take necessary actions to complete the transaction.
5. Recommendation that the court approve a resolution and order authorizing Right of Way on behalf of the county to sell a tract located at 9210 Talton in Precinct 1 by sealed bid for a minimum of \$6,500, the appraised value, and for appropriate officials to take necessary actions to complete the transaction.
6. Recommendation that the court approve a resolution and order authorizing the county to accept donation of four tracts located from Telephone Road to west of Telephone Road for the Orem Drive TCE project in Precinct 1.
7. Recommendation that the court approve a resolution and order authorizing the county to convey to CenterPoint Energy Houston Electric, LLC, an easement for installation, operation, and maintenance of electrical lines and facilities for electrical service to the Sylvan Beach Park project in Precinct 2.
8. Recommendation that the court approve a resolution and order authorizing the county to dedicate to the public two drainage easements located from Strang Road northward to San Jacinto Bay for the channel repair project in Precinct 2.
9. Recommendation that the court approve a resolution and order authorizing the county to make payment in the amount of \$3,000 for attorney fee expenses for the FM 529 Spencer Road project in Precinct 4, and for appropriate officials to take necessary actions relating to the payment.

10. Recommendation that the court approve a resolution and order authorizing the Flood Control District to make payment in the amount of \$41,400 for housing supplement expenses to Southland Title Co., fbo Jose F. and Olga Alonso for landowner relocation assistance for the Halls Bayou flood damage reduction project, Tract 08-028.0 at 10506 Dodson in Precinct 1.

c. **Toll Road Authority**

1. Request for approval of toll rates recommended by Wilbur Smith Associates for the Westpark Tollway effective March 15, 2004.
2. Request for appropriate officials to take necessary actions and approval of engineering agreements with:
  - a. QC Laboratories, Inc., for construction materials testing services in the amount of \$449,565 for the Fort Bend Parkway extension project south of Carey Chase Drive to north of Hillcroft Avenue.
  - b. Paradigm Consultants, Inc., for construction materials testing services in the amount of \$415,000 for the Fort Bend Parkway extension project north of Sam Houston Toll Road to south of US 90A.
  - c. HVJ Associates, Inc., for quality assurance testing services in the amount of \$75,000 for the Westpark Tollway extension project west of SH 6 to east of Bridge Crest in Precinct 3.
3. Request for approval of amendments to agreements with:
  - a. MCI Worldcom Network Services, Inc., in the amount of \$1,535,947 for relocation of utility improvements for construction of the Westpark Tollway.
  - b. Sparks-Barlow-Barnett, Inc., in the additional amount of \$15,000 for minor redesigns and submittal reviews to complete Section 8 of the Westpark Tollway project.
  - c. Geotest Engineering, Inc., in the additional amount of \$65,000 for laboratory testing services for completion of Phase I of the Westpark Tollway project.
  - d. Carter & Burgess, Inc., in the additional amount of \$123,000 for a change in scope in connection with review of current construction documents for the Hardy Toll Road extension.
4. Request for approval of changes in contracts with:
  - a. Florida Traffic Control Devices, Inc., contractor for toll collection and transfer facilities west of Eldridge Parkway to east of Fondren for the Westpark Tollway, resulting in an addition of \$80,650 to the contract amount and \$3,186 to AECOM for construction management services (00493).
  - b. W. W. Webber, Inc., contractor for the Westpark Tollway, resulting in an addition of \$299,637 to the contract amount and \$11,836 to AECOM for construction management services (00490).
  - c. Balfour Beatty Construction, Inc., contractor for the Westpark Tollway, resulting in an addition of \$609,612 to the contract amount and \$24,080 to AECOM for construction management services (00489).

5. Request for authorization to seek bids for installation of roadway illumination, toll collection facilities, and location of small signs, guide signs, pavement markings, guardrail, and traffic signals for the Westpark Tollway from west of FM 1464 to west of Dairy Ashford Road at an estimated cost of \$2,955,796.
6. Recommendation that the award for Fort Bend Parkway extension north of West Orem Drive to Main Street be made to Williams Brothers Const., Co., Inc., in the amount of \$15,048,139, and for appropriate officials to take necessary actions relating to the award.
7. Request for approval of cellular phone allowance changes.

d. **Flood Control District**

1. Recommendation that the County Judge be authorized to execute agreements with:
  - a. Biohabitats, Inc., in the amount of \$330,000 for restoration of Cypress Creek including stabilizing the channel, reducing bank erosions and downstream sedimentation, and enhancing in-stream habitat using a natural channel design approach, Unit K100-00-00 in Precinct 4.
  - b. City of Houston for use of rights of way for enclosure of Unit E116-05-00 within a storm sewer as part of proposed improvements to Ella Boulevard between Paul Quinn Road and Lehman Road in Precincts 1 and 4.
  - c. Healthy Resources Enterprise, Inc., for environmental engineering services in the amount of \$20,000 in support of the district's engineering and maintenance programs.
  - d. HRG Development Corporation and Harris County Fresh Water Supply District No. 61 to acknowledge a contribution for the development of Hastings Green Park, Section 1 to the Flood Control District and establish system capacity in the White Oak Bayou watershed in Precinct 3.
  - e. Infrastructure Associates, Inc., for additional mechanical and electrical engineering services in the amount of \$95,000 in support of the district's engineering and maintenance programs (amendment).
  - f. Texas Environmental Center in the amount of \$20,000 for production of a video for the district and other sponsors/participants with the goal of saving lives and reducing damage to property through public education about flood dangers.
  - g. The SWA Group for landscape architectural services in the amount of \$30,000 in support of projects located throughout the district.
2. Recommendation for approval of construction documents and authorization to seek bids for a three-week period for:
  - a. Brays Bayou federal flood damage reduction project, Compartment 2, Phase 2, Discrete Segment 11 in Precinct 3 at an estimated cost of \$3.8 million, subject to fund availability.

- b. Brays Bayou federal flood damage reduction project, detention element, Compartment 4, Phase 3, Discrete Segment 8, Brays Bayou at Beltway 8 in Precinct 3 at an estimated cost of \$3 million, subject to fund availability.
  - c. Channel erosion repairs in Precinct 2 at an estimated cost of \$121,000.
3. Recommendation for approval of contract and bonds with NBG Constructors, Inc., in the amount of \$3,343,182 for Martin Luther King Blvd., replacement bridge at Sims Bayou in Precinct 1.
  4. Recommendation that the Tropical Storm Allison hazard mitigation grants be closed to receiving additional applications.
  5. Recommendation for authorization to investigate and acquire right of way for a regional detention facility, Hunting Bayou watershed, Unit H100-00-00 in support of the Hunting Bayou flood damage reduction project in Precinct 1.
  6. Recommendation that the court authorize funding of the Sims Bayou federal project escrow account in the amount of \$900,000.
  7. Recommendation to purchase a cellular phone with airtime service.
- e. **Engineering**
1. Recommendation for approval to seek bids for:
    - a. Paving and drainage improvements for Orem Drive from east of Mykawa Road to Foxton Road in Precinct 1 for a five-week period at an estimated cost of \$6,458,000.
    - b. Asphalt overlay of North 4th and North 5th Streets in the City of La Porte in Precinct 2 for a five-week period at an estimated cost of \$97,000.
    - c. Drainage improvements at Allen Genoa Road and Fairmont Parkway in Precinct 2 for a five-week period at an estimated cost of \$165,000.
    - d. Lakeside Drive guardrail in Precinct 2 for a five-week period at an estimated cost of \$25,700.
    - e. Repair of bridges on Red Bluff Road at Taylor's Bayou and on Shaver Street at Vince Bayou in Precinct 2 for a five-week period at an estimated cost of \$124,000.
    - f. Traffic signal improvements for the intersection of Underwood Road at Rustic Gate Road in Precinct 2 for a three-week period at an estimated cost of \$112,500.
    - g. Storm sewer repairs for Greenwind Chase from Baker Road to east of Stone Meadows in Precinct 3 for a five-week period at an estimated cost of \$120,000.
    - h. On-site wastewater treatment and disposal system for A.D. Dyess Park in Precinct 4 for a five-week period at an estimated cost of \$465,000.
    - i. Installation of school zone flashers and related improvements at various locations in Precinct 4 for a three-week period at an estimated cost of \$200,000.

2. Recommendation for approval of the following plats:
  - a. Timber Forest Drive street dedication in Precinct 4; Turner Collie & Braden, Incorporated.
  - b. Eagle Springs, Section 20 in Precinct 4; Turner Collie & Braden, Incorporated.
  - c. Eagle Springs Parkway to Timber Forest Drive in Precinct 4; Turner Collie & Braden, Incorporated.
  - d. Westfield Parkway street dedication plat in Precinct 3; Esor Consulting Engineers, Incorporated.
  - e. Westfield, Sections 16, 17, and 20 in Precinct 3; Esor Consulting Engineers, Incorporated.
  - f. HB Center in Precinct 4; K. Chen Engineering.
  - g. Villages of Cypress Lakes, Section Six in Precinct 3; R.G. Miller Engineers.
  - h. Lakes on Eldridge North, Section 12 in Precinct 4; Benchmark Engineering Corporation.
  - i. Country Club Greens, Section Two replat in Precinct 4; Century Engineering, Incorporated.
  - j. Cypress Springs Retail One in Precinct 4; Jones & Carter, Incorporated.
  - k. USA Super Car Wash in Precinct 3; South Texas Surveying Associates, Incorporated.
  - l. Spring Village Business Park in Precinct 4; John G. Thomas & Associates, Incorporated.
  - m. Foxhollow South, Section One in Precinct 4; Pate Engineers.
  - n. Stoneleigh at Spring Cypress Apartments, Section One in Precinct 4; Thomas Land Surveying, Incorporated.
  - o. Bammel Middle School in Precinct 4; Cobourn Linseisen & Ratcliff, Incorporated.
  - p. Villages of Cypress Lakes, Section Seven in Precinct 3; R.G. Miller Engineering.
  - q. Northpointe East, Section Four in Precinct 4; Pate Engineers.
  - r. Woodworth Park in Precinct 3; The Ephemeral Surveying Company.
  - s. Klein ISD Ehrhardt Elementary School in Precinct 4; American Engineering Surveys.
  - t. Woodedge Village Plaza in Precinct 4; Final Design.
  - u. Park at North Vista Townhouses in Precinct 4; Bury+Partners-Houston, Inc., Petty & Associates.
  - v. Sunset Ridge, Section One in Precinct 4; Benchmark Engineering Corporation.
3. Recommendation for cancellation of bonds for:
  - a. Lennar Homes of Texas Land and Construction, Ltd., executed by Federal Insurance Company for Fairfield Village West, Sections Six, Nine, and 10 in Precinct 3 in amounts of \$79,650, \$34,800, and \$18,000, respectively.
  - b. Friendswood Development Company executed by Universal Surety of America for Windrose Eagle Bend, Section Three in Precinct 4 in the amount of \$41,138.
  - c. Friendswood Development Company executed by Universal Surety of America for Windrose West, Section Three in Precinct 4 in the amount of \$21,480.

4. Recommendation for approval of changes in contracts for:
  - a. Mountbatten Surety Company, contractor for Channelview Sports Complex expansion, resulting in a reduction of \$8,985 from the contract amount (32219).
  - b. Southwest Signal Supply, Inc., contractor for maintenance of traffic signals and related equipment in all precincts for the period of April 1, 2003-March 31, 2004, resulting in an addition of \$75,000 to the contract amount (27505).
  - c. AAA Asphalt Paving, Inc., contractor for repair of existing storm sewer outfall for East Cedar Bayou-Lynchburg Road at Cary Bayou in Precinct 2, adding six calendar days and resulting in a reduction of \$3,747 from the contract amount (28071).
  - d. Angel Brothers Enterprises, Inc., contractor for overlay of East Meyer Avenue and various roads in the Genoa Red Bluff Camp area in Precinct 2, resulting in an addition of \$756 to the contract amount (28049).
  - e. Angel Brothers Enterprises, Inc., contractor for construction of Jana Lane from Fairmont Parkway to north of Spencer Highway in Precinct 2, adding 34 calendar days and resulting in an addition of \$30,489 to the contract amount (28015).
  - f. Angel Brothers Enterprises, Ltd., contractor for South Battlebell Road reconstruction from Crosby-Lynchburg to Thompson Road in Precinct 2, resulting in an addition of \$11,162 to the contract amount (28069).
  - g. Dow Construction, Inc., contractor for concrete repairs/replacement and related items for various roads in the Genoa Camp area in Precinct 2, resulting in no change to the contract amount (28068).
  - h. Hard Rock Construction, Inc., contractor for traffic signal system and left turn lane construction for Red Bluff Road at Underwood Road in Precinct 2, adding 74 calendar days and resulting in an addition of \$12,602 to the contract amount (26364).
  - i. Statewide Traffic Signal Co., contractor for roadway improvements and traffic signal installation for Woodforest Boulevard at Deerpass Drive in Precinct 2, resulting in an addition of \$3,432 to the contract amount (26367).
  - j. Stripes & Stops Company, contractor for paint striping various roads in Precinct 2, resulting in no change to the contract amount (28036).
  - k. T&C Construction, Inc., contractor for Washburn Tunnel secondary pump station wash water pump replacements in Precinct 2, adding 30 calendar days and resulting in an addition of \$3,036 to the contract amount (28063).
  - l. ACM Contractors, Inc., contractor for Bayland Park left turn at Bissonnet in Precinct 3, resulting in an addition of \$12,423 to the contract amount (28047).
  - m. Hubco Construction, Ltd., contractor for traffic signal and roadway improvements for the intersection of Barker-Cypress Road at Spring-Cypress Road in Precinct 3, adding 42 calendar days and resulting in a reduction of \$5,513 from the contract amount (26368).
  - n. South Coast Construction, Inc., contractor for Westheimer Parkway from Buffalo Bayou-Willow fork of bayou to Barker Reservoir levee in Precinct 3, resulting in an addition of \$55,951 to the contract amount (28018).





17. Transmittal of notices of road and bridge log changes.

2. **Management Services**

- a. Request for approval of orders authorizing acceptance of payments in connection with settlement of damages to county equipment and property in the total amount of \$27,705; settlement of four tort claims in the total amount of \$5,037; denial of five claims for damages; and transmittal of claims for damages received during the period ending December 9.
- b. Request for authorization for the County Judge to execute releases in exchange for payments to the county in amounts of \$1,403 and \$1,223 in connection with settlement of accident claims.
- c. Recommendation that the court approve the revised handbook of the Harris County Personnel Regulations effective January 1, 2004.
- d. Recommendation that the standard mileage reimbursement rate for use of a personal vehicle for county business be increased from 36¢ per mile to 37.5¢, subject to a maximum of \$630 per month, effective January 1, 2004.
- e. Request for authorization to increase the salary maximums for two vacant physician positions for Public Health & Environmental Services.
- f. Request for approval of maximum salary adjustments and title changes for certain positions for the Information Technology Center.
- g. Request for approval of maximum salary changes for certain management positions in the Public Infrastructure Department, and for approval of position title changes and two new positions.
- h. Request for approval of maximum salary changes for certain positions in the Office of Emergency Management and added positions for the County Judge for homeland security planning and related activities.
- i. Request for authorization to correct the payroll record of an employee.
- j. Transmittal of investment transactions for the period of November 22-December 9 and maturities for December 3-16, and request for approval of changes in securities pledged for county funds.
- k. Request for approval of interest payments for commercial paper projects, and for authorization to increase the amount to fund the project at 1301 Franklin for records management for the District Clerk, and to provide funding for purchase of additional voting equipment.

- l. Request for approval of an order authorizing proceedings to issue and sell Toll Road Senior Lien Revenue Refunding Bonds, Series 2004A, including preparation of financing and offering documents, engagement of professionals, and making other provisions regarding the bonds.
  - m. Request for approval of annual renewal of the county's investment policy.
  - n. Request for approval of authorized budget appropriation transfers for flood control and county departments.
3. **Information Technology**
- a. Request for approval of an agreement with Little York Volunteer Fire Department for use of the county's 800 MHz public radio system.
  - b. Request for approval of two cellular phone allowances and a replacement cellular phone in accordance with the Cellular Allowance Program.
  - c. Request for approval of 11 new positions in connection with customer information services and security and quality assurance for the IFAS System, and technical support requirements for the Regional Radio System.
4. **Facilities & Property Management**
- a. Request for authorization to destroy certain records of Facilities & Property Management in accordance with the records control schedule.
  - b. Request for authorization to renew an annual agreement for lease of space at 8080 El Rio for the County Public Library administrative office.
  - c. Request for authorization to renew an annual agreement for lease of space for Annex K at 1882 Barker Cypress.
  - d. Request for authorization to renew an annual agreement with Green Coast Enterprises, Inc., for lease of space at 16000 Stuebner Airline in Spring for Constable, Precinct 4 Victims Assistance and Domestic Violence Service Unit.
  - e. Request for approval of an annual purchase order in the amount of \$4,200 to H.T. Associates, Inc., for renewal of the existing lease of a parking lot across the street from Annex 35 at 1721 Pech Road.
  - f. Request for approval of a list of persons designated by an oversight committee for assignment of badges as part of the Frequent Courthouse Visitors Badge Program.

- g. Request for approval of an annual agreement with C.A.C.F. Holdings, Inc., for lease of space at 5925 Kirby Drive for the Inter-Personal Violence Division, Child Abuse Unit, of the Sheriff's Department.
- h. Request for approval of an annual agreement with GAR Associates IX, LLC, for lease of space at 480 N. Sam Houston Parkway for the Fire Marshal.
- i. Request for approval of the trustee substitution for lease/purchase of properties at 1000 Robert E. Lee Drive, 3330 Old Spanish Trail, 2525 Murworth, 8410 Lantern Point, 10585 West Office Drive, and 7901 El Rio for Annexes B, J, M, Q, and Precinct 1 central maintenance.
- j. Request for approval of payment address change for lease of space at 3000 Wilson Road in Humble for the Sheriff's Department effective February 1.
- k. Request for authorization to renew an annual agreement with Harris County Department of Education for lease of storage space at 600 Crosstimbers.

5. **Public Health & Environmental Services**

- a. Request for authorization to accept GIS software and hardware from the Environmental Systems Research Institute and Trimble Mobile Government Grant.
- b. Request for authorization to conduct a rabies vaccination clinic at \$5 per animal January 31 at 612 Canino Road.
- c. Request for approval of an agreement with the Aldine Independent School District to provide dental services to students enrolled in the Aldine Migrant Program.
- d. Request for authorization to submit a proposal to Community & Economic Development for expansion and renovation of the department's Humble Health Center.

6. **Community & Economic Development**

- a. Request for approval of designation of the Cardinal Health 200 Reinvestment Zone and approval of a tax abatement agreement with Cardinal Health 200, Inc., for construction of a facility at 151 Northpark Central Drive in Precinct 4.
- b. Request for approval of a resolution approving a limited obligation note of the Milford Higher Education Facilities Corporation for the University of St. Thomas, with no county liability.
- c. Request for approval of amendments to annual action plans for approval of HUD.

- d. Request for authorization to designate JHW Services, Inc., as a substitutive contractor for required warranty work for a Housing Construction Services Program project in Precinct 1, and for approval of actions related to the project.
- e. Consideration of a presentation by the City of Houston on the proposed creation of Tax Increment Reinvestment Zone No. 22 in Precinct 2 and recommendation that the court grant the city a waiver of the required 60-day notice prior to the city's holding a public hearing to consider creation of the proposed TIRZ.
- f. Request for authorization for the County Auditor to transfer \$50,000 of TIRZ affordable housing set-aside funds to fund the cost of minor housing repairs for 13 single-family housing units occupied by low-to moderate-income homeowners.
- g. Request for authorization to increase the salary maximum of a contract compliance position and for approval to transfer a car allowance from one position to another.
- h. Request for approval of additional construction funds in the amount of \$4,285 for a housing rehabilitation project at 629 Indiana in South Houston, Precinct 2.
- i. Request for approval of two deferred mortgage down payment assistance loans for homebuyers in the total amount of \$34,900.
- j. Request for approval of orders authorizing execution of subordination agreements with People's Choice Home Loan, Inc., Chase Manhattan Mortgage Corporation, and New Century Mortgage Corporation to allow low- to moderate-income homeowners in Precincts 2 and 3 to take advantage of refinancing at a lower interest rate.
- k. Request for approval of an agreement with Harris County Public Infrastructure Department for improvements at Fallbrook Drive Road and the Tasfield and North Houston Heights water and sewer systems to benefit individuals from low-to moderate-income households in Precincts 1, 2, and 4, using Community Development Block Grant funds in the amount of \$1,530,000.
- l. Request for approval of an agreement with Harris County MUD No. 50 for a water and sewer system rehabilitation project in Precinct 2 using Community Development Block Grant funds in the amount of \$475,000.
- m. Request for authorization to modify the source of funding for the AIDS Foundation Houston-Tenant Based Rental Assistance Project from \$359,980 in HOME Investment Partnerships Program entitlement funds to \$324,980 in HOME entitlement and \$35,000 in HOME administrative funds, and for approval of project-related costs not to exceed \$35,000, and for authorization to terminate an agreement with AIDS Foundation Houston, Inc., for the Tenant Based Rental Assistance Project effective January 31.

- n. Request for approval of an agreement with Great Northwest Community Housing Development Organization for funding a project in Precinct 4 using HOME funds in the amount of \$50,000 for operational costs and to conditionally reserve \$100,000 in HOME CHDO set-aside funds.
- o. Request for approval of agreements with the U.S. Department of Housing and Urban Development and Service of Emergency Aid Resource Center for the Homeless, Inc., for the Women's Discover Program using Supportive Housing Grant funds, and rent payments to SEARCH.
- p. Request for authorization to use TIRZ housing funds in the approximate amount of \$100,000 for repairs to a facility of the Association for the Advancement of Mexican Americans.

## 7. **Library Services**

Request for authorization for the County Judge to execute Lone Star Libraries Grant contracts from the Texas State Library and Archives Commission for software and public access workstations.

## 8. **Youth & Family Services**

### a. **Protective Services for Children & Adults**

- 1. Request for authorization to renew an annual agreement with Houston Independent School Districts for assignment of youth service specialists.
- 2. Request for approval of payment in the amount of \$215,493 to Houston Independent School District for teachers who provide required course work instruction to Chimney Rock Center shelter residents.
- 3. Request for approval of additional cellular phone allowances for two employees and for authorization to purchase a replacement cellular phone.
- 4. Request for approval of a part-time position and for authorization to reclassify certain positions for the guardianship program.
- 5. Request for authorization for the County Judge to execute an annual agreement with Gulfton Area Action Council for lease of space at 5982 Renwick.

### b. **Children's Assessment Center**

- 1. Request for approval of receipt of additional funding in the amount of \$1,423 from Children's Advocacy Centers of Texas.

2. Request for approval of a memorandum of understanding between the county and the Children's Assessment Center Foundation recognizing the foundation's FY 2005 budget and the FY 2005 usage fee amount.

3. Request for approval of an additional cellular phone.

9. **Constables**

a. Requests by Constables Abercia, Freeman, Jones, Hickman, Cheek, and Butler, Precincts 1, 2, 3, 4, 5, and 7, for approval of law enforcement agreements with various civic and homeowner associations.

b. Transmittal of notice by Constables Freeman, Jones, Cheek, and Butler, Precincts 2, 3, 5, and 7, of changes to the departments' authorized lists of regular deputies and reserve officers.

c. Request by Constable Jones, Precinct 3, for authorization to retain five of seven vehicles that are scheduled to be turned in to Fleet Services.

d. Request by Constable Hickman, Precinct 4, for authorization to extend a law enforcement position through January 9 in connection with an agreement with Lakewood Forest.

e. Request by Constable Hickman for authorization to appoint six deputies to fill vacant positions.

f. Request by Constable Cheek, Precinct 5, for approval of a monthly car allowance for a deputy position.

g. Request by Constable Butler for authorization to extend grant positions of the Gang Related Education and Training program.

h. Request by Constable Butler for authorization for the County Judge to execute an agreement with Houston Independent School District for the Absent Student Assistance Program, and for authorization to transfer an ASAP position to the traffic safety division.

10. **Sheriff**

a. Transmittal of notice of name changes for personnel and changes in the department's authorized list of law enforcement officers.

b. Request for authorization to renew annual agreements with various associations for law enforcement services.

c. Request for authorization to reclassify an assistant head nurse position.

- d. Request for authorization to work with the Auditor's Office to modify payroll records to facilitate a Houston HIDTA directive in connection with accrued compensatory hours and overtime pay.

11. **Fire & Emergency Services**

- a. Request for authorization to renew a notary commission for an employee at a cost of \$79 and for authorization to order notary stamps for two employees at a cost of \$158.
- b. Request for authorization to pay salary expenses from the general fund for the Citizens Emergency Response Training program pending receipt of grant funds.
- c. Request for approval of amendments to agreements for fire fighting and protective services with the City of Friendswood, Sheldon Community Fire & Rescue, Eastex Volunteer Fire Department, and City of Baytown.
- d. Request for authorization to accept a storage container donated to the department for the Harris County Citizens Corps program.

12. **Medical Examiner**

- a. Request for authorization to assist the Houston Police Department Crime Lab with technical review of DNA data and input into the Convicted Offender Database Identification System until the City lab becomes operational to evaluate and provide DNA entry.
- b. Request for authorization to pay renewal dues for memberships with various professional organizations for assistant medical examiners.
- c. Transmittal of notice that the department has been requested to participate in a collaborative research program of the National Institute of Justice with a grant from the Texas Elder Abuse and Mistreatment Institute regarding determination of elder mistreatment as a cause of death.

13. **County Clerk**

- a. Transmittal of the minutes for the court's meeting of November 18.
- b. Request for approval of payments in the total amount of \$160,000 for unanticipated overtime expenses incurred for personnel and/or facility usage provided by Houston Independent School District for the conduct of the September 13 and December 6 elections.
- c. Request for authorization to purchase additional electronic voting equipment in the amount of \$2.8 million.

14. **District Clerk**

Request for approval of applications and agreements for use of the county's Subscriber Access and e-Clerk Programs.

15. **County Attorney**

- a. Request for approval of orders authorizing litigation expenses in connection with cases in County Civil Courts Nos. 1, 3, and 4, and the 164th, 215th, 234th, and 281st District Courts, and U.S. District Court.
- b. Request for approval of orders authorizing suits and litigation expense to compel compliance with the Texas Health & Safety Code at 12222 Port Road, 8855 Gulf Freeway, and 3000 N. South Street in Pasadena in Precinct 2, and with flood plain management regulations at 14111 Rockshire in Precinct 1, 7201 FM 1942 in Baytown in Precinct 2, and 3810 Pablo Trail in Humble in Precinct 4.
- c. Request for approval of orders authorizing settlement and execution of releases in connection with cases in the 61st and 127th District Courts.
- d. Request for approval of an order authorizing execution on behalf of the county, Flood Control District, Hospital District, Port of Houston Authority, and Harris County Department of Education of a contract with Linebarger, Goggan, Blair & Sampson, L.L.P., for collection of delinquent ad valorem taxes and certain other debts.
- e. Request for approval of an order authorizing settlement of a claim in a case in U.S. District Court.

16. **District Attorney**

Request for approval of payment from discretionary funds in the amount of \$116,600 to the City of Houston to provide computer hardware, software, and related equipment for the Houston Police Department Forensic Laboratory.

17. **Justices of the Peace**

Request by Judge Ridgway, JP 5.1, for approval of payment in the amount of \$700 to renew court interpreter licenses for seven employees.

18. **County Courts**

Request for approval to reduce the maximum salary of an information resource coordinator position, increase the salary maximums for two administrative assistant positions, and create a new administrative assistant position.

19. **District Courts**

Request for approval of payment to the Houston Bar Association for alternative dispute resolution services.

20. **Travel & Training**

- a. Request for authorization for two employees of **Public Infrastructure** to attend a course of the Buffalo Bayou Chapter of the Academy of Certified Hazardous Materials Managers February 9-12 in Houston at an approximate cost of \$1,150.
- b. Request by the **Flood Control District** for authorization for:
  1. An employee to participate in the American Society of Civil Engineers' Congressional Fellowship Program for a one-year period in Washington, D.C., at no cost to the county.
  2. An employee to attend a lease negotiating course January 22-23 in Austin at an approximate cost of \$1,000.
  3. Two employees to attend a training seminar of Ecological Safety Services, Inc., January 7 in Houston at a cost of \$190.
  4. The purchase of a GIS in Water Resources seminar CD from Dodson & Associates, Inc., at a cost of \$351.
- c. Request for authorization for various **Engineering** employees to attend computer software training of New Horizons in Houston on various dates on an as needed basis through 2004 at an approximate cost of \$17,500.
- d. Request by **Human Resources & Risk Management** for authorization for:
  1. An employee to attend an annual conference of the Society for Human Resource Management June 27-30 in New Orleans at an approximate cost of \$1,975.
  2. The annual Harris County Employee Training Conference October 25-28, 2004 to be held at the Harris County Exposition Center at Reliant Park.
- e. Request by **Information Technology** for authorization for:
  1. An employee to attend a meeting of the Texas Conference of Urban Counties December 18 in Austin at an approximate cost of \$150.
  2. An employee to attend the Motorola Trunked Users Group workshop January 12-13 in Schaumburg, Ill., at an approximate cost of \$132.
- f. Request for authorization for an employee of **Public Health & Environmental Services** to attend an occupational hearing conservationist training course January 21-23 in Houston at a cost of \$510.
- g. Request for authorization for an employee of **Public Health & Environmental Services** to use a county vehicle for multiple trips to and from Jefferson and Orange Counties for review of mosquito control operations during the months of January-March, 2004.

- h. Request for authorization for three employees of **Public Health & Environmental Services** to attend a meeting of the Ryan White Quality Management Program January 28-30 in Washington, D.C., at a cost of \$350.
- i. Request for authorization for an employee of the **County Library** to attend a meeting of the Texas Library Association Committee January 5 in Austin at an approximate cost of \$250.
- j. Request for authorization for an employee of **Cooperative Extension** to attend a distance education conference January 20-23 in Houston at a cost of \$350.
- k. Request for authorization for an employee of **Protective Services for Children and Adults** to attend a meeting of the Family Preservation Institute January 5 in Dallas at a cost of \$180.
- l. Request by **Constable Abercia, Precinct 1**, for authorization for an employee to attend D.A.R.E. recertification class December 15-18 in San Antonio at a cost of \$250.
- m. Request by the **Sheriff** for authorization for:
  - 1. Three employees to attend a meeting of the Texas Division of the International Association for Identification January 10 in Wichita Falls at no cost to the county, with travel by county vehicle.
  - 2. Four employees to attend a training workshop of the Texas Jail Association and Texas Commission on Jail Standards January 14-15 in Bryan at an approximate cost of \$620, with travel by county vehicle.
  - 3. Certain employees to travel to Deerfield Beach, Fla., in January for training and to pick up a mobile surveillance vehicle at an approximate cost of \$5,000.
- n. Request for authorization for an employee of **Fire & Emergency Services** to attend police photography classes February 2-6 in Austin at a cost not to exceed \$210, with travel by county vehicle.
- o. Request by the **County Clerk** for authorization for:
  - 1. The County Clerk and an employee to attend the annual legislative conference of the National Association of County Recorders, Election Officials & Clerks February 25-29 in Washington, D.C., at an approximate total cost of \$2,760.
  - 2. The County Clerk to attend a meeting of the Joint Election Officials Liaison Committee January 5-10 in Washington, D.C., at an approximate cost of \$1,560.
  - 3. Four employees to attend an annual continuing education seminar of the County & District Clerks Assn., January 12-15 in College Station at an approximate total of \$2,260.
- p. Request by the **District Clerk** for authorization for:
  - 1. 33 employees to attend a supervisor leadership retreat January 20 in Houston at an approximate total cost of \$2,100.

2. The District Clerk and an employee to attend a legislative conference of the National Association of Counties February 27-March 2 in Washington, D.C., at an approximate total cost of \$3,800.
- q. Request by **Judge Ditta, JP 8.2**, for authorization for four employees to attend a seminar for clerks February 25-27 in San Antonio at a total cost of \$1,250.
- r. Request by **Judge Austin, Probate Court No. 1**, for authorization for an employee to attend a clinical exam course of the University of Houston January 23 in Houston at a cost of \$150.
- s. Request for authorization for two judges of the **District Court Juvenile Division**, and four associate judges and two administrative employees to attend the Juvenile Law Institute February 18-20 in San Antonio at an estimated total cost of \$2,205.
- t. Request by the **Fourteenth Court of Appeals** for authorization to reimburse two justices for expenses incurred to attend conferences in October in Washington, D.C., in the total amount of \$1,500.
- u. Request for authorization for two employees of the **County Auditor** to travel to San Antonio January 14-16 to examine documents as part of a review of Harris County Hospital District workers' compensation charges at no cost to the county.
- v. Request by the **Tax Assessor-Collector** for authorization for:
  1. An employee to attend a meeting of the Statewide Voter Registration Database Committee January 5-8 in Austin at an approximate cost of \$300, with travel by county vehicle.
  2. An employee to attend a conference of the International Association of Clerks, Recorders, Election Officials & Treasurers January 14-18 in San Antonio at an approximate cost of \$920.
- w. Request for authorization for the **Purchasing Agent** to attend an annual conference of the California Association of Public Purchasing Officers January 26-30 in Long Beach, Cal., at an estimated cost of \$1,500.
- x. Request by the **County Judge** for authorization for an employee of the Office of Support for the Ryan White Planning Council to attend monthly meetings of the Texas Statewide Coordinated Statement of Need for the period of January 1, 2004-March 1, 2005 at different locations throughout Texas at no cost to the county.
- y. Request by the **Office of Emergency Management** for authorization for four employees to attend the State Hurricane Conference April 26-28 in South Padre Island at an approximate cost of \$2,400, with travel by county vehicle.

- z. Request by **Commissioner of Precinct 1** to reimburse an employee in the amount of \$115 for expenses incurred to attend a course of the Texas Engineering Extension Service December 16 in Baytown.
- aa. Request by **Social Services of Precinct 1** for authorization for an employee to attend the County Veterans Service Officers training January 6-9 in Houston at no cost to the county.
- bb. Request by **Commissioner of Precinct 4** for authorization for:
  - 1. Precinct 4 vehicles to be used for travel outside of the county January 1-December 31, 2004 for bus trips in connection with the Senior Adult Program.
  - 2. The Commissioner to attend a legislative conference of the National Association of Counties February 27-March 1 in Washington, D.C., at an approximate cost of \$2,200.

21. **Grants**

- a. Request by **Public Infrastructure** for authorization to submit an application to the Texas Commission on Environmental Quality for grant funds in the amount of \$19,378 for the Storm Water Inlet Marking Program.
- b. Request by the **Flood Control District** for authorization to accept grant funds in the amount of \$5,371,404 from FEMA's Hazard Mitigation Grant Program for buyout of residential properties that have experienced repetitive flood losses in Precincts 1 and 4.
- c. Request by **Public Health & Environmental Services** for authorization to accept grant funds in the amount of \$263,281 from the Texas Department of Health for the Immunization Services Grant program.
- d. Request by the **County Library** for authorization to submit an application for Community Development Block Grant funds in the amount of \$175,000 to purchase property for a library branch in McNair, Precinct 2.
- e. Request by the **County Library** for authorization to submit an application for CDBG funds in the amount of \$419,257 to renovate the High Meadows Branch Library.
- f. Request by **Constable Cheek, Precinct 5**, for authorization to submit an application to the Office of the Governor, Criminal Justice Division, for grant funds in the amount of \$125,779 for the Crime Victims Assistance Program.
- g. Request by the **Sheriff's Department** for authorization to submit applications to the Office of National Drug Control Policy for High Intensity Drug Trafficking Area grant programs in the total amount of \$911,260 to reduce drug trafficking.
- h. Request by the **District Clerk** for authorization to submit applications to the Cockrell Foundation, Meadows Foundation, Houston Endowment, Inc., Cullen Foundation, Albert and Ethel Herzstein Foundation, and Brown Foundation for grant funds totaling \$180,000 to preserve and restore historic court records.

- i. Request by the **Office of Emergency Management** for authorization to submit an application to the Office of the Governor, Division of Emergency Management, for grant funds in the amount of \$100,000 for emergency operation center facilities and equipment.
- j. Request by the **District Attorney** for authorization to apply for grant funds in the amount of \$22,844 from H-GAC for the Specialized Family Violence Caseworker Project.
- k. Request by the **District Attorney** for authorization to apply for grant funds in the amount of \$80,000 from H-GAC for the Protective Order Prosecutor Project.
- l. Request by the **District Attorney** for authorization to submit an application to the Office of the Governor, Criminal Justice Division, for grant funds in the amount of \$80,000 for the Caseworker Intervention Expansion Project.

22. **Fiscal Services & Purchasing**

a. **Auditor**

1. Request for approval of final payments to:
  - a. Arrow Service, Inc., for domestic water piping replacement at the Family Law Center.
  - b. Excalibur Construction, Ltd., for FCD channel restoration in Precinct 2.
  - c. Kenmore Electric Company, Inc., for Washburn Tunnel emergency lighting system power supply in Precinct 2.
  - d. Windsor Contracting, LLC, for ADA major thoroughfare improvements, Phase 2 in Precinct 3.
2. Transmittal of certification of supplemental estimates of revenue received for various funds and grants.
3. Request for authorization to increase a change fund for the Animal Control division of Public Health & Environmental Services.
4. Request for approval of payrolls for the periods ending December 12, 26, and 31.
5. Transmittal of audited claims.

b. **Treasurer**

Transmittal of a report of monies received and disbursed for the month of October.

c. **Tax Assessor-Collector**

Request for approval of tax refund payments.

d. **Purchasing**

1. Transmittal of projects scheduled for advertisement:
  - a. Insulated food trays for the Sheriff's Department.
  - b. Raincoats for the Sheriff's Department.
  - c. Desktop printer maintenance for the county.
  - d. Fertilizer, grass seed, insecticide, and related items for the county.
  - e. Uniforms and related items for Constable, Precinct 1.
  - f. Provide quality management client record chart extraction for Ryan White CARE Act-funded clinical services for the county.
  - g. Provide a Ryan White Title 1 comprehensive needs assessment for the county.
  - h. Furnish and install new library furniture for the Freeman Branch Library in Precinct 2.
  - i. Sale of surplus reinforced concrete pipe and concrete car stops for Precinct 3.
  - j. Colposcope with video documentation system for the Medical Examiner.
  - k. Liquid chromatography with double stage mass spectrometer for the Medical Examiner.
  - l. Glass reflective spheres for traffic paint, reflective and non-reflective pavement markers, and epoxy adhesive for the county.
  - m. Inmate sheets for the Sheriff's Department.
  - n. Maintenance and installation of System Galaxy access control system and burglar alarm systems for the Toll Road Authority.
  - o. Labor and/or parts for PBX, electronic Key/Hybrid telephone systems, voice mail, elevator telephones, ACD and miscellaneous items, and related equipment for the county.
  - p. Uniforms and related items for Precinct 1.
2. Transmittal of a list of computer-related items obtained through the State of Texas vendor program for the Sheriff's Department, District Clerk, County Clerk, Flood Control District, and Public Health & Environmental Services.
3. Request for approval of a change in contract with Ampco System Parking, contractor for parking services management resulting in no change to the contract amount (00722).
4. Request for approval of a correction to a change in contract with Unisys for hardware support for the County Clerk, resulting in a monthly addition of \$185 to the contract amount (00718).
5. Recommendation that awards be made to:
  - a. Americare Products, Inc., low bid in the amount of \$107,148 for hygiene kits for the Juvenile Probation Department for the period of January 1-December 31, 2004.
  - b. Lone Star Uniforms, Inc., in the amount of \$55,662 for uniforms and related items for Constable, Precinct 4 for the period beginning January 1.

- c. C + R Awards Incentive, Inc., low bid in the amount of \$48,882 for various service awards for the county for the period beginning February 1.
  - d. Lone Star Uniforms in the amount of \$30,521 for uniforms and related items for Constable, Precinct 3 for the period beginning January 1.
  - e. Blackburn Media Packing in the amount of \$24,258 for vinyl cases for audiovisual materials for the county for the period beginning January 1, with no award for item 4.b.
  - f. Trooper Supply, Inc., in the amount of \$52,426 for uniforms and related items for Precinct 2 for the period beginning January 1, with no award for items D.13.a-b, E.7, G.5, I.10, J.11, J.12.a-b, and K.1.
  - g. All About Recovery, Inc., in the amount of \$5,000; Blues Management, Inc., dba DAPA Family Recovery Programs, \$5,000; Bonita Street House of Hope, \$10,000; Career and Recovery Resources, Inc., \$5,000; Directions of Recovery, Inc., \$5,000; Make Ready, Inc., \$5,000; Omega-Alpha House, Inc., \$20,000; Pathway to Recovery, Inc., \$15,000; S & S Counseling Services and Associates, Inc., \$10,000; Frank Pietrowski Ent., Inc., dba Sunrise Recovery Programs, \$5,000; Earl M. Swindle, Jr., dba Swinn's Counseling Service, \$5,000; The Turning Point, Inc., \$5,000; and Unlimited Visions Aftercare, Inc., \$7,816 for substance abuse treatment services for the county's STAR Drug Court Program for the period ending October 31, 2004, and for the County Judge to take necessary action relating to the agreements.
  - h. BKW Environmental Services, LLC in the amount of \$13,231; Hagemeyer NA-Vallen Safety, \$48,579; Dooley Tackaberry, Inc., \$15,189; Ferno-Washington, Inc., \$2,364; Security Safety, \$21,828; Municipal Emergency Services, Inc., \$28,345; Abatix Corp., \$23,900; Global Protection, LLC, \$8,514; Tascosa Tool Service, Inc., \$390; and Moore Medical Corp., \$4,235 for furnishing and delivering emergency response equipment and supplies for the county, with no award for items B-10, D-5, D-31, and E-2.
6. Request for approval of renewal options with:
- a. American Red Cross Greater Houston Area Chapter, Greater Houston Transportation Company dba The Yellow Cab Company, Harris County Social Services, Liberty Cab Company, Inc., and Mustard Seed Ministries, Inc., for a non-emergency transportation program for the county for the period of January 1-December 31, 2004.
  - b. Texas Center for Adolescent Rehabilitation and Education, Inc., for exceptional care residential services for Protective Services for Children and Adults in the approximate amount of \$220,825 for the period of March 1, 2004-February 28, 2005.
  - c. Government Records Services, Inc., for a document fee management system for the County Clerk's Office in the approximate amount of \$31,500 for the periods of December 5-December 4, 2004 for hardware maintenance and February 25, 2004-February 24, 2005 for software maintenance.
  - d. Lone Star Uniforms, Inc., for uniforms and related items for the Sheriff's Department for the period of March 1, 2004-February 28, 2005.

- e. Bailey's House of Guns, Inc., for leather goods and related items for the county for the period of April 1, 2004-March 31, 2005.
  - f. Houston Educational Consultants for psychological testing services for Protective Services for Children and Adults in the approximate amount of \$22,500 for the period of March 1, 2004-February 28, 2005.
  - g. GalleryWatch.com and Texas Legislative Services for legislative information services for the county in approximate amounts of \$7,402 and \$33,010, respectively for the period of January 1-December 31, 2004.
7. Transmittal of a professional services agreement between the Harris County Juvenile Board and Melton & Melton, LLP, for independent audit services for the year ending August 31, 2003 in the approximate amount of \$67,000.
  8. Request for approval of orders authorizing the County Judge to execute amendments to agreements with:
    - a. Houston Area Community Services in the amount of \$35,018; Bering Omega Community Services, \$37,400; and Montrose Counseling Center, \$29,323 for Ryan White Title I Services for Public Health & Environmental Services/HIV Services Division for the period ending February 29, 2004.
    - b. Liberty Cab Company, Inc., and Greater Houston Transportation Company dba The Yellow Cab Company to waive the first aid training requirement for non-emergency transportation services for the period ending December 31, 2003.
    - c. Atser LP and IT-Nexus, Inc., for consulting services for databases and applications for the Flood Control District in amounts of \$134,555 and \$286,585, respectively for the period of January 7, 2004-January 6, 2005.
  9. Request that Jim Lewis be granted a personal services exemption from the competitive bid process for research and communications analysis for the Office of Court Management in the amount of \$82,000 for the period of January 1, 2004-December 31, 2005, and for the County Judge to execute the agreement.
  10. Request that Hillcroft Physicians, P.A., be granted a professional services exemption from the competitive bid process for medical services to officially arriving refugees for Public Health & Environmental Services in the amount of \$85,000 for the period ending September 30, 2004, and for the County Judge to execute the agreement.
  11. Request for approval of sole source exemptions from the competitive bid process for:
    - a. Exigen USA, Inc., for purchase of software support for VisiFlow products for the District Clerk's Office in the approximate amount of \$48,017 for the period of January 1-December 31, 2004, and approval for renewal of the agreement.
    - b. Pitney Bowes for Documatch toner cartridges for the Toll Road Authority.

12. Recommendation for authorization for the Purchasing Agent to implement a revised job advertisement procedure, with periodic updates given to the court on the status/success of the procedure.
  13. Request that certain items be removed from the inventory of the Community & Economic Development Department.
  14. Request for authorization for a list of county surplus and/or confiscated property to be sold at internet auction and for disposal of unsold surplus items.
  15. Transmittal of notice of receipt of funds in the total net amount of \$22,928 for county equipment sold at Houston Auto Auction November 5 and 19.
  16. Transmittal of advertised bids and proposals received by the Purchasing Agent and opened December 8 and 15, and request for approval of recommendations for disposition.
23. **Commissioners Court**
- a. **County Judge**
    1. Request for authorization for Management Services to conduct a study concerning possible security issues involving the storage of Harris County's patrol vehicle fleet.
    2. Request for approval of a resolution designating December 31 as Elmer Bailey, Jr., Day in the county on the occasion of his retirement from Juvenile Probation.
    3. Consideration of and possible action on a letter requesting permission to place an official Texas historical marker in front of the Anderson-Clayton County Annex Building.
    4. Request for approval to create two regular positions for the Harris County Coordinated Transportation Program.
    5. Transmittal of minutes from the November 19 Juvenile Board meeting in which Harvey Hetzel was appointed Executive Director/Chief Juvenile Probation Officer of the Juvenile Probation Department effective January 1, 2004.
    6. Consideration for discussion and possible action regarding the reappointment of Laura Morales and appointments of Mary Schneider and Jan Koenig to the Harris County Protective Services for Children and Adults Board of Directors for terms ending December 31, 2006.
    7. Request for approval of a resolution supporting retention of Ellington Field's existing military units at their current level of readiness and the identification and use of appropriate resources to facilitate the relocation of potential joint users.

8. Transmittal of the distribution of a scholarship in the total amount of \$5,000 that was awarded in conjunction with the National Association of Counties for the 2003 Caucus Courthouse Award for efforts of the County Judge in homeland security.
9. Request for discussion and possible action on a resolution regarding unfounded mandates from the state.

b. **Commissioner, Precinct 1**

1. Request for approval of a resolution recognizing January 2004 as School Board Recognition Month.
2. Request for approval of reimbursement in the total amount of \$1,700 for 34 employee service awards.
3. Request for approval to create a part-time deputy position for Constable, Precinct 2 with a maximum hourly salary of \$22, not to exceed \$20,000 and 899 hours effective December 27.
4. Request for approval to increase the maximum hourly salary of an administrative aide position effective December 20.
5. Request for approval to reimburse the Brio Site Task Force for fencing on both sides of right of way along Dixie Farm Road in a total amount of \$50,000.
6. Request for approval of various board reappointments to Harris County Emergency Services Districts Nos. 1, 2, 6, 17, 19, and 25 with terms ending December 31, 2005.

c. **Commissioner, Precinct 2**

1. Consideration for discussion and possible action for approval of a resolution urging railroads that operate unmanned and remote-controlled locomotives in the county to provide effective and reliable protection for motorists, residents, and railroad employees.
2. Consideration for discussion and possible action for reappointment of Stephen DonCarlos to the Harris County Hospital District Board of Managers for a term ending November 1, 2005.
3. Discussion and possible action for board reappointments for terms ending December 31, 2005 for:
  - a. Robert W. Royall, Jr. and Kristy Aiken, Highlands Emergency Services District No. 14;
  - b. Alan C. Burke and William Darling, Harris County Emergency Services District No. 12; and
  - c. Dr. Edwin E. Lehr, Sr., and Ruben Carrizal, Harris County Emergency Services District No. 6.

4. Request for approval to reimburse an employee \$482 for expenses incurred for purchasing Christmas decorations for the Lynchburg ferries and landings.

d. **Commissioner, Precinct 3**

1. Request for authorization to accept reimbursement from Mr. And Mrs. Jerry Campbell in the amount of \$265 for the cost of materials to replace a driveway with concrete at 12002 Red Bud Lane in Cypress as part of a drainage improvement project.
2. Request for approval of a check in the amount of \$87,908 for annual rent from American Shooting Center.
3. Request for approval of a check in the amount of \$1,598 form the Houston Dog Park Association for purchase of two benches for the Millie Bush Bark Park in George Bush Park.
4. Request for authorization for the County Judge to execute an agreement with Central Baptist Youth Group for cleanup along the roadsides of Greenhouse Road from Saums Road to Morton Road in connection with the Adopt a County Road program for the period of November 3-November 2, 2004.
5. Request for authorization for the County Judge to execute an agreement with Cub Scout Pack No. 1465/Holmsley Elementary School for cleanup along the roadsides of Hudson Oaks Road from Hwy 529 to Chamberlain in connection with the Adopt a County Road program for the period of January 1-December 31, 2004.
6. Transmittal of notice of traffic sign installations.

e. **Commissioner, Precinct 4**

1. Request for approval of various board appointments for Harris County Emergency Services Districts Nos. 4, 5, 7, 8, 10, 13, 16, 20, 24, 28, 29, 46, and 80.
2. Request for authorization for the County Judge to execute an agreement with Dueitt M.S. National Junior Honor Society for cleanup along the roadsides of Cypresswood Drive along Treaschwig Road in connection with the Adopt a County Road program.
3. Transmittal of notice of traffic sign installations.

24. **Miscellaneous**

- a. Transmittal of a petition filed with U.S. District Court.

- b. Transmittal of a petition for creation of Harris County Municipal Utility District No. 399.
- c. Request for approval of a lease agreement between the Harris County Hospital District and Dr. Haram S. Azad and Manohar S. Mann for the South Loop Eligibility Center at 5959 Long Drive.
- d. Request by the Harris County Sports & Convention Corporation for authorization for the County Judge to execute a parking revenues letter in connection with a stadium project funding agreement.
- e. Request by the Harris County Sports & Convention Corporation for authorization for the County Judge to execute a resolution granting an easement to CenterPoint Energy for installation, operation, and maintenance of the Carruth Plaza electrical ductbank.
- f. Request for approval of an order authorizing resale of property by Cypress-Fairbanks Independent School District in connection with judgment in a delinquent tax suit.

25. **Emergency items.**

26. **Executive Session**

- a. Consideration for discussion and possible action regarding the reappointments of:
  - 1. Lynne A. Cleveland to the Mental Health/Mental Retardation Authority Board of Trustees for the term ending December 31, 2005.
  - 2. Mae F. McMilliam to the Mental Health/Mental Retardation Authority Board of Trustees for the term ending January 18, 2006.
  - 3. Billy Burge, Robert Dawson, and Steve Kruegar to the Harris County Housing Finance Corporation for the term ending December 31, 2005.
- b. Request by the County Attorney for an executive session for a briefing on the status of litigation in the matter of Kimii Valentine and Robert Casey v. Harris County in the 61st District Court, and to take appropriate action, including possible approval of settlement terms, upon return to open session.
- c. Request by Public Infrastructure for an executive session to review trust information in connection with purchase of Tract 003, Parts 1 and 2 located along the south line of Dixie Farm Road between Woodway Lane and Mud Gully in Precinct 1.

27. **Appearances before court**

a. **3 minutes**

*A speaker whose subject matter as submitted relates to an identifiable item of business on this agenda will be requested by the County Judge or other presiding court member to come to the podium where they will be limited to three minutes (3). A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda will be limited to three minutes (3) if they have not appeared at any of the four preceding court meetings.*

b. **1 minute**

*A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda and who has appeared at any of the four preceding court meetings will be limited to one minute (1).*

**Adjournment.**



**Commissioners Court**

*County Judge*

*Commissioners (4)*

**Services**

- Public Infrastructure
- Management Services
- Information Technology
- Facilities & Property Management
- Public Health & Environmental Services
- Community & Economic Development
- Library Services
- Youth & Family Services

**Fiscal Services & Purchasing**

- Auditor
- Treasurer
- Tax Assessor-Collector
- Purchasing

**Administration of Justice**

- Constables (8)*
- Sheriff*
- Sheriff's Civil Service
- Fire & Emergency Services
- Medical Examiner
- County Clerk*
- District Clerk*
- County Attorney*
- District Attorney*
- Community Supervision & Corrections
- Court Services
- Justices of the Peace (16)*
- County Courts (19)*
- Probate Courts (4)*
- District Courts (59)*
- Courts of Appeals (2)*

*Elected*

Appointed

**Calendar 2003**

<b>January</b> S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>February</b> S M T W T F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	<b>March</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>April</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>May</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>June</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
<b>July</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>August</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>September</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>October</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>November</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>December</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Commissioners Court will meet on Tuesday at 10:00 a.m. in regular session during the periods of Calendar 2003 and Calendar 2004 on the dates noted by ☐. Court-approved county holidays are noted by ■.

**Calendar 2004**

<b>January</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>February</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	<b>March</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>April</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>May</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>June</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
<b>July</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>August</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>September</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>October</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>November</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>December</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

The agenda is available on the Internet at <<http://www.co.harris.tx.us/>> Copies of the agenda are available at 1001 Preston in Suite 938. For accommodations such as assistive listening devices, captioning, sign language or other auxillary aids, call 713-755-4396, TTY 713-755-6870, fax 713-755-6690, or e-mail Debbie\_Chapman@itc.co.harris.tx.us

# HARRIS COUNTY PRECINCT BOUNDARIES

