



# POLK COUNTY COMMISSIONERS COURT

February 27, 2024

Polk County Regional Health Building, Suite A

10:00 A.M.

2024-044

Livingston, Texas

## NOTICE

Is hereby given that a regular meeting of the Polk County Commissioners Court will be held on the date stated above, at which time the following subjects will be discussed;

### Agenda Topics

**(Persons wishing to provide Public Comment must complete and submit a Public Participation Form to the County Clerk prior to the Call To Order).**

**\*\* Please turn off (or mute) all cell phones and devices \*\***

1. **CALL TO ORDER. \* INVOCATION \* PLEDGES OF ALLEGIANCE**

2. **PUBLIC COMMENTS**

This item is included to allow public comments on topics relating to the business of the county. In accordance with law, this Court cannot discuss, deliberate or take action on any item or topic not listed on this agenda. Public comments requesting or requiring action or deliberation may be scheduled on a future agenda. Each public comment will be limited to a maximum of three (3) minutes, unless a member of the Court requests additional time for the presenter. Any handout materials must be reproduced prior to the meeting and furnished by the presenter. **After the close of this portion of the Agenda, public comment for the remainder of the Court session is no longer appropriate or accepted unless specifically requested by a Member of the Court.**

3. **INFORMATIONAL REPORTS**

This item is included on the Agenda to receive announcements from the Court members and/or other Elected Officials and Department Heads of Polk County.

4. **PURCHASING WORKSHOP**

5. **OLD BUSINESS**

A. APPROVE MINUTES OF PREVIOUS MEETING: February 6, 2024 (Special Session).

B. DISCUSS AND CONSIDER ANY/ALL NECESSARY ACTION REGARDING UPDATE OF PURCHASING AND CREDIT CARD POLICY

### **NEW BUSINESS**

6. **CONSENT AGENDA** (The items listed within the Consent Agenda are deemed to be of a routine nature and are not scheduled for individual consideration by the Commissioners Court. However, any member of the Court retains the option to remove any one or more items from the Consent Agenda and to have the item/s individually considered).

A. APPROVE MINUTES OF PREVIOUS MEETING: February 13, 2024 (Regular Session).

B. APPROVE SCHEDULES OF BILLS.

C. APPROVE ORDER DESIGNATING SURPLUS PROPERTY.

D. RECEIVE COUNTY AUDITOR'S MONTHLY REPORT, PURSUANT TO LOCAL GOVERNMENT CODE SEC. 114.025.

E. RECEIVE AND RECORD PERSONNEL ACTION FORMS SUBMITTED BY ELECTED OFFICIALS SINCE LAST MEETING.


F. RECEIVE COUNTY TREASURER'S MONTHLY REPORT (JANUARY 2024).

7. **CONSIDER APPROVAL OF PERSONNEL MATTERS, AS FOLLOWS:**
  - A. REVIEW AND CONSIDERATION OF PERSONNEL ACTION FORM REQUESTS SUBMITTED BY DEPARTMENT HEADS SINCE LAST MEETING AND REVIEW OF ANY AUTHORIZED EMERGENCY HIRING.
  - B. REVIEW AND CONSIDERATION OF PERSONNEL MANAGEMENT SYSTEM UPDATE.
  - C. DISCUSS AND CONSIDER ANY/ALL NECESSARY ACTION REGARDING PAY FOR EMPLOYEES ELIGIBLE FOR THE RURAL LAW ENFORCEMENT GRANT, AS FOLLOWS:
    - i. ADDITION OF NEW PAY GROUPS TO PAY SCALE.
    - ii. ANY/ALL NECESSARY ACTION REGARDING THE PROPOSED PAYROLL CHANGES.
8. **CONSIDER REQUESTS FOR AMENDMENTS TO THE BUDGET, AS FOLLOWS:**
  - A. FY2024 BUDGET AMENDMENTS, AS PRESENTED BY THE COUNTY AUDITOR'S OFFICE;
9. **CONSIDER REQUESTS FOR CAPITAL PURCHASES TO BE PAID FROM GENERAL FUND BALANCE AND INCLUDED ON THE FY2024 REIMBURSEMENT RESOLUTION FOR YEAR-END ISSUANCE OF LEGALLY AUTHORIZED DEBT, AS FOLLOWS;**
  - A. AFTERMARKET EQUIPMENT FOR SHERIFF'S OFFICE VEHICLES, NOT TO EXCEED \$26,450.
10. **DISCUSS AND CONSIDER PROPOSALS RECEIVED FOR REMODEL OF JUDICIAL CENTER BREAKROOM TO PROVIDE ADDITIONAL OFFICE SPACE FOR THE COUNTY CLERK AND DISTRICT ATTORNEY AND CONSIDER METHOD OF PAYMENT.**
11. **CONSIDER APPROVAL TO ADVERTISE REQUEST FOR PROPOSALS FOR INDEPENDENT AUDITING FIRM TO COMPLETE THE FY2024 AND FY2025 AUDITS.**
12. **RECEIVE NUISANCE ABATEMENT HEARING DETERMINATION FOR CAUSE NUMBERS ET0024 AND CONSIDER ORDER TO ABATE NUISANCE.**
13. **DISCUSS AND CONSIDER APPROVAL OF ORDER AUTHORIZING THE APPORTIONMENT OF PUBLIC SPACES AND RESOURCES AT THE POLK COUNTY JUDICIAL CENTER.**
14. **DISCUSS AND CONSIDER REQUEST FROM DISTRICT CLERK FOR NEW DEPUTY CLERK POSITION, TO BE FUNDED THROUGH THE END OF FY2024 BY THE DISTRICT CLERK RECORDS MANAGEMENT FUND.**
15. **DISCUSS AND CONSIDER REQUEST FROM SHERIFFS LYONS FOR SPECIFIED PAYOUT OF FLSA AND HOLIDAY TIME, TO BE PAID FROM SHERIFF SALARIES LINE ITEM.**
16. **CONSIDER AND TAKE ANY/ALL NECESSARY ACTION REGARDING THE TEXAS GENERAL LAND OFFICE (GLO) COMMUNITY DEVELOPMENT BLOCK GRANT FOR LOCAL HAZARD MITIGATION PLANNING FUNDING:**
  - A. RESOLUTION DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL AND FINANCIAL DOCUMENTS.
  - B. ADVERTISE REQUEST FOR PROPOSALS TO PROCURE A CONTRACTOR TO UPDATE THE POLK COUNTY MULTI-JURISDICTIONAL HAZARD PLAN.
  - C. SELECT A SCORING COMMITTEE TO REVIEW AND SCORE PROPOSALS.

**ADJOURN**

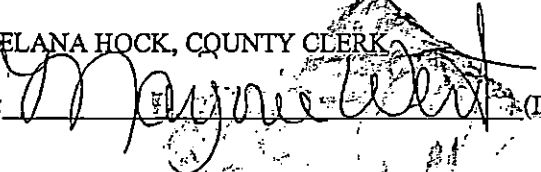
By: Sydney Murphy, County Judge

**Posted: Thursday – February 22, 2024**



hours on Thursday – February 22, 2024 and that said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting. This notice has also been posted on the official website of Polk County, Texas ([www.co.polk.tx.us](http://www.co.polk.tx.us)).

SCHELANA HOCK, COUNTY CLERK

BY:  (Deputy)

FILED FOR RECORD

2024 FEB 22 PM 1:51

  
SCHELANA HOCK  
POLK COUNTY CLERK



February 27, 2024  
Texas  
10:00 a.m.

COMMISSIONERS COURT  
of Polk County,

Polk County Regional Health Building, Suite A  
Livingston, Texas

**ADDENDUM to Posting # 2024-044**

The following will serve to amend the Agenda of the Commissioners Court Meeting scheduled for February 27, 2024, at 10:00 A.M.

**AMEND TO ADD;**

- 6. G. APPROVE COUNTY CLERK REQUEST FOR APPOINTMENT OF EARLY VOTING BALLOT BOARD JUDGE FOR THE MARCH 5, 2024 PRIMARY ELECTION.
  
- 17. CONSIDER AND APPROVE THE FOLLOWING ELECTION RELATED POSITIONS: CENTRAL COUNT STATION MANAGER, TABULATION SUPERVISOR, PRESIDING JUDGE & ALTERNATE JUDGE, AS RECOMMENDED BY THE COUNTY CLERK (ELECTION ADMINISTRATOR). (TEXAS ELECTION CODE 127.002-127.006)

Commissioners Court of Polk County, Texas

Dated: Friday, February 23, 2024

By: Sydney Murphy, County Judge

I, the undersigned County Clerk, do hereby certify that the above Addendum to the Notice of Meeting of the Polk County Commissioners Court is a true and correct copy of said Addendum and that I posted a true and correct copy of said Addendum at the door of the Polk County Courthouse at a place readily accessible to the general public at all times on Friday, February 23, 2024, and that said Addendum remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting. This notice has also been posted on the official website of Polk County, Texas ([www.co.polk.tx.us](http://www.co.polk.tx.us)).

SCHELANA HOCK, COUNTY CLERK

BY Cassie Freeman, Deputy

FILED FOR RECORD

2024 FEB 23 PM 1:58

SCHELANA HOCK  
POLK COUNTY CLERK