ATASCOSA COUNTY **COMMISSIONERS COURT REGULAR MEETING** COUNTY COURTROOM, SUITE 203 February 27, 2023

9 a.m.

If after the commencement of the meeting covered by this Notice, the Commissioners Court should determine that a closed or executive meeting or session of the Court is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Court. Purposes for a closed or executive meeting or session permitted by the Act include the following:

551.071	Consultation with Attorney.
551.072	Deliberation regarding real property.
551.073	Deliberation regarding prospective gifts.
551.074	Personnel Matters.
551.076	Deliberation regarding security devices or security audits.
551.0785	Deliberation involving medical or psychiatric records of individuals.
551.084	Investigation; exclusion of witness from hearing.
551.087	Deliberation regarding economic development negotiation.
551.088	Deliberation regarding test item.

AGENDA

1. Judge Cude:

Call to order.

2. Judge Cude:

Prayer; Pledge of Allegiance.

3. Public Comments:

Safer Path

4. Andrea Rathmell: Discuss and/or take appropriate action concerning reading and approving

proclamation declaring February as Teen Dating Violence Awareness

Month in Atascosa County.

5. Travis Pruski:

Discuss and/or take appropriate action concerning a presentation by

Travis Pruski with the Nueces River Authority.

6. David Emery:

Discuss and/or take appropriate action concerning the Atascosa Veterans

Advisory Committee Report.

7. Martin Gonzales:

Discuss and/or take appropriate action concerning:

A. Revision of the 2023-2024 Atascosa County Historical Commissioner

Roster, to add new member Britni Van Curan.

B. Approving the 2022 Historical Commission Annual Activity Report.

8. Henry Dominguez: Discuss and/or take appropriate action concerning accepting the

Atascosa County Animal Control yearly report for 2022.

9. Britni Van Curan: A. Discuss and/or take appropriate action concerning making changes to Section 2 of the Atascosa County Subdivision Ordinance.

B. Discuss and/or take appropriate action concerning making changes to Section 7 of the Atascosa County Subdivision Ordinance.

C. Discuss and/or take appropriate action concerning making changes to Section 13.4 of the Atascosa County Subdivision Ordinance.

D. Discuss and/or take appropriate action concerning adoption of the Atascosa County Pavement Design Guide.

E. Discuss and/or take appropriate action concerning updating the Atascosa County Road Tables.

10. Britni Van Curan: Discuss and/or take appropriate action concerning approval of the Goose Creek Subdivision located off W State Highway 97 in Precinct 3.

11. Britni Van Curan: Discuss and/or take appropriate action concerning the approval of the Skyline Vistas Subdivision on County Road 327 in Precinct 3.

12. Britni Van Curan: Discuss and/or take appropriate action concerning approving and Directing the County Judge to sign the Release of the Letter of Credit Dated February 16, 2021, from Rio Bank covering road and drainage improvements for Maravillas West Subdivision Phase III in Precinct 2.

13. Britni Van Curan: Discuss and/or take appropriate action concerning personnel:

Existing Employee: Denise Jones

Position: Sanitarian

Pay Rate: Tier I: \$4,392.26 monthly, \$52,707.06 annually, add uniform

allowance of \$120/month

Salary Budget Area: 012-472-406

Physical Drug: N/A Start Date: 3/1/2023

14. Tracy Barrera: Discuss and/or take appropriate action concerning the Atascosa County Juvenile Probation 2022 Audit Report with Robert Carter from Leal and Carter P.C.

A. Present the Atascosa County Juvenile Probation 2022 Audit Report.

B. Take action to accept Atascosa County Juvenile Probation 2022 Audit Report and enter into the county minutes.

15. Tracy Barrera:

Discuss and/or take appropriate action to approve moving the following accounts and approve the budget adjustment to move the funds associated with the Commissioners Court approval to transfer the Sanitarian position from Fire Marshal Department to Rural Development Department for the 2023 Budget:

Moving from Fire Marshal:

Salary, Sanitarian, 012-445-406, \$52,707.06
Salary, Uniform Allowance, 012-445-489, \$1,440.00
Retirement, 012-445-491, \$4,539.41
Insurance Hospital, 012-445-492, \$12,624.00
Social Security, 012-445-493, \$4,219.80
Office Supplies-SNTRN, 012-445-502, \$500.00
Supplies-SNTRN, 012-445-511, \$1,000.00
Training-SNTRN, 012-445-611, \$500.00
Vehicle Maintenance/Fuel-SNTRN, 012-445-625, \$5,000.00
Fees-SNTRN, 012-445-649, \$500.00
Vacation Longevity, 012-445-655, \$1,013.73
Annual Longevity, 012-445-710, \$1,360.00

Moving to Rural Development Budget/Miscellaneous:

Salary, Sanitarian, 012-472-406, \$52,707.06
Salary, Uniform Allowance, 012-472-489, \$1,440.00
Retirement, 012-472-491, \$4,539.41
Insurance Hospital, 012-472-492, \$12,624.00
Social Security, 012-472-493, \$4,219.80
Office Supplies-SNTRN, 012-472-502, \$500.00
Supplies-SNTRN, 012-472-511, \$1,000.00
Training-SNTRN, 012-472-611, \$500.00
Vehicle Maintenance/Fuel-SNTRN, 012-472-625, \$5,000.00
Fees-SNTRN, 012-472-649, \$500.00
Contingency Fund, 012-468-636, \$2,373.73

16. Devin Wilborn: Discuss and/or take appropriate action concerning approving ARP funds

To cover purchase cost of 2 Dell Latitude computers, docking stations and

External keyboards to be used as MDT's in the FM/EMC vehicles.

Approximate cost \$5,290.00. See attached.

17. Devin Wilborn:

Discuss and/or take appropriate action concerning personnel:

New Employee: Matthew Ernest

Position: EMT-B Part-Time Pay Rate: \$12.00 per hour

Salary Budget Area: 041-400-518

Physical/Drug: Completed Start Date: 02-27-2023

New Employee: Ernest James Seiffert

Position: EMT-B Part-Time Pay Rate: \$12.00 per hour

Salary Budget Area: 041-400-518

Physical/Drug: Completed Start Date: 02-27-2023

New Employee: Roy Casey Sauceda

Position: EMT-B Part-Time Pay Rate: \$12.00 per hour

Salary Budget Area: 041-400-518

Physical/Drug: Completed Start Date: 02-27-2023

18. Sheriff Soward:

Discuss and/or take appropriate action concerning approving requested funds for purchase of a new floor scrubber and buffer for the jail, with warranties, from Global Industrial for the amount of \$5,252.13 to be paid for out of Unanticipated Capital Expense.

19. Sheriff Soward:

Discuss and/or take appropriate action concerning personnel:

New Employee: Andres DeLaGarza Position: Telecommunications Officer

Pay Rate: Tier 3: \$44,216.99 annually; 40 flex; \$150 Holiday pay; \$120 month uniform; 90 day County Probation; 1 year Agency Probation

Salary Budget Area: 012-448-402

Physical/Drug: Completed Start Date: 03-01-2023

New Employee: Donald Hess Position: Corrections Officer

Pay Rate: Tier 3: \$44,216.99 annually; 171 fluctuating; \$120 month uniform; \$150 month Holiday pay; 90 day County Probation; 1 year

Agency Probation

Salary Budget Area: 012-442-562

Physical/Drug: Pending Start Date: 03-06-2023

New Employee: Dominique Owen Position: Telecommunications Officer

Pay Rate: Tier 3: \$44,216.99 annually; 171 fluctuating; \$120 month uniform; \$150 month Holiday pay; 90 day County Probation; 1 year

Agency Probation

Salary Budget Area: 012-448-402

Physical/Drug: Pending Start Date: 03-20-2023

20. Becky James:

Discuss and/or take appropriate action concerning personnel:

New Employee: Anthony Wilson

Position: Attorney-Assistant Public Defender

Pay Rate: \$87,500 annually Salary Budget Area: 012-488-403

Physical/Drug: Pending Start Date: 02-27-2023

21. Audrey Louis:

Discuss and/or take appropriate action concerning personnel:

Existing Employee: Mary Catherine Hayes

Position: Assistant District Attorney

Pay Rate: Longevity pay of \$5,000.00 annually

Salary Budget Area: 047-400-405

Physical/Drug: N/A Start Date: 02-27-2023

Existing Employee: Erika Price

Position: Assistant District Attorney

Pay Rate: Longevity pay of \$180.00 per month

Salary Budget Area: 047-400-405

Physical/Drug: N/A Start Date: 02-27-2023

Existing Employee: John William Richmond

Position: Assistant District Attorney

Pay Rate: Longevity pay increase from \$140.00 to \$160.00 per month

Salary Budget Area: 047-400-405

Physical/Drug: N/A Start Date: 02-27-2023 Existing Employee: Ryan Wright Position: Assistant District Attorney

Pay Rate: Longevity pay increase from \$220.00 to \$240.00 per month

Salary Budget Area: 047-400-405

Physical/Drug: N/A Start Date: 02-27-2023

22. Bill Gamez:

Discuss and/or take appropriate action concerning personnel:

Transfer of Existing Employee: Juan Delgadillo

Position: Drill Instructor; transfer from detention JSO

Pay Rate: \$49,350.00 annually

Salary Budget Area:

\$34,632.00 - 067-400-402 \$14,718 - 057-400-402 Physical/Drug: N/A Start Date: 03-01-2023

23. Comm. Riley:

Discuss and/or take appropriate action concerning personnel:

New Employee: Larry J. Quinonez Position: County Worker/CDL Driver

Pay Rate: \$47,205.31 annually Salary Budget Area: 024-400-402

Physical/Drug: Complete Start Date: 02-27-2023

New Employee: Manuel Olivarez Position: County Worker/CDL Driver Pay Rate: \$47,205.31 annually Salary Budget Area: 024-400-402

Physical/Drug: Complete Start Date: 02-27-2023

24. Daniella Martinez: Discuss and/or take appropriate action concerning personnel:

New Employee: Patrick Joe Guzman Position: Juvenile Supervision Officer 1 Pay Rate: Tier 1: \$41,000 annually Salary Budget Area: 039-400-562

Physical/Drug: Pending Start Date: 03-06-2023

New Employee: Gerold Douglas Ellis Position: Juvenile Supervision Officer 1 Pay Rate: Tier 1: \$41,000 annually Salary Budget Area: 139-400-403 Physical/Drug: Pending Start Date: 03-06-2023

Existing Employee: Taylor Maddox Position: Juvenile Supervision Officer 1 Pay Rate: Tier 1: \$53,550.00 annually Salary Budget Area: 039-400-562

Physical/Drug: N/A Start Date: 03-01-2023

Existing Employee: Brittanie McCracken Position: Juvenile Supervision Officer 1 Pay Rate: Tier 1: \$47,250.00 annually Salary Budget Area: 039-400-562

Physical/Drug: N/A Start Date: 03-01-2023

25. Judge Cude:

Discuss and/or take appropriate action concerning adopting a resolution appointing Brad Boyd as the representative for Atascosa County on the Atascosa Central Appraisal District Board of Directors effective March 1, 2023 to December 31, 2023.

26. Judge Cude:

Discuss and/or take appropriate action concerning approval to advertise for the EMS Director position.

27. Judge Cude:

Discuss and/or take appropriate action concerning:

A. Award of the engineering services contract for the preparation of the

County's 2023-2024 Texas Community Development Block Grant (TxCDBG) application and subsequent engineering contract if funded.

B. Discussion and possible action on approving a resolution to select a grant administration service provider to complete an application(s) and with funding, project implementation for the CDBG-MIT Method of Distribution projects and authorize the County Judge to sign contract(s) with selected firm.

C. Discussion and possible action on approving a resolution to select an engineering firm to assist in the completion of application(s) and with funding, project implementation including design and construction oversight for the CDBG-MIT Method of Distribution and authorize the

Judge to complete negotiations with selected firm and sign a contract(s).

28. Judge Cude:

Appoint Sheriff David Soward, Judge Jennifer Dillingham, Judge Weldon

Cude, Lt. Norma Jordan and IT Director Justin Vasquez to the Courthouse

Security Board.

29. Judge Cude:

Discuss and/or take appropriate action concerning personnel:

Current Employee: Devin Wilborn

Position: Emergency Management Coordinator/Fire Marshal

Pay Rate: Tier 2: \$60,799.44 annually Salary Budget Area: 012-445-401

Physical/Drug: N/A Start Date: 03-01-2023

Current Employee: Blake M Stayton Position: Assistant Emergency Manager Pay Rate: Tier 2: \$50,279.96 annually Salary Budget Area: 012-447-402

Physical/Drug: N/A Start Date: 03-01-2023

Current Employee: Jessica J Godinez Position: Administrative Assistant Pay Rate: Tier 2: \$37,991.69 annually Salary Budget Area: 012-445-404

Physical/Drug: N/A Start Date: 03-01-2023

Existing Employee: Tabitha Garza

Position: Chief of Staff
Pay Rate: \$52,000 annually
Salary Budget Area: 012-424-402

Physical/Drug: N/A Start Date: 03-01-2023

New Employee: Jessica Kidd

Position: County Court Coordinator/Administrator

Pay Rate: \$40,000 annually Salary Budget Area: 012-424-403

Physical/Drug: pending Start Date: 03-01-2023

30.

EXECUTIVE SESSION

The Regular Session of Atascosa County Commissioners Court will now recess in order to convene in Executive Session according to Texas

Government Code 551.071 and 551.074 and 551.0785 to discuss personnel and other matters with the County Attorney's office.

31.

OPEN SESSION

32. Trent Rowell:

Discuss and/or take appropriate action concerning item(s) discussed in executive session.

33. Judge Cude: Tracy Barrera

Discuss and/or take appropriate action concerning the following 2022 budget line-item adjustments and / or budget amendments for the following: See attached.

DEPT: County Extension Agent:

Moving funds from: 012-402-628, Postage, \$144.00 *To:* 012-402-501, Office Supplies, \$144.00

DEPT: County Attorney:

Moving funds from: 012-404-601, Vehicle Maintenance, \$499.04

012-404-433, State Supplement - County Atty, \$0.04

012-404-501, Office Supplies, \$374.00 012-404-655, Vacation Longevity, \$125.00

DEPT: Auditor:

Moving funds from: 012-406-635, Machine Maintenance, \$328.00 **To:** 012-406-501, Office Supplies, \$328.00

DEPT: Constable PCT1:

Moving funds from: 012-412-616, Radio Repairs, \$890.00 **To:** 012-412-684, Computer Expense, \$890.00

DEPT: Constable PCT2:

Moving funds from:

012-414-503, Deputy Fuel, \$500.00

012-414-610, Conference Expense, \$750.00

012-414-623, Bond Premium, \$109.00

To: 012-414-684, Computer Expense, \$1,359.00

DEPT: Constable PCT4:

Moving funds from: 012-418-635, Machine Maintenance, \$775.00 To: 012-418-616, Radio Repairs, \$775.00

DEPT: County Judge:

Moving funds from: 012-424-601, Vehicle Maintenance, \$541.00 **To:** 012-424-610, Conference Expense, \$541.00

DEPT: County Library:

Moving funds from: 012-425-671, Charlotte Library, \$0.03 **To:** 012-425-674, Pleasanton Library, \$0.03

DEPT: Justice of the Peace PCT1:

Moving funds from: 012-426-684, Computer Expense, \$1,431.00

To:

012-426-501, Office Supplies, \$385.00

012-426-610, Conference, \$1,046.00

DEPT: Justice of the Peace PCT2:

Moving funds from:

012-432-404, Salary, Clerk 3, \$2,191.00

012-432-628, Postage, \$1,895.00

To:

012-432-402, Salary, Deputy Clerk, \$2,191.00

012-432-501, Office Supplies, \$1,895.00

DEPT: Judicial Expense:

Moving funds from: 012-434-832, Salary, Visiting Judges, \$259.00

To: 012-434-638, Travel, \$259.00

DEPT: Election Administration:

Moving funds from: 012-435-404, Salary, Part Time, \$174.00

To: 012-435-403, Salary, Clerk, \$174.00

DEPT: Court Expense:

Moving funds from: 012-436-836, CT Appt Atty County, \$11,620.00

To:

012-436-738, Add'l Felony Case, \$400.00

012-436-832, Autopsy & Toxicology, \$1,672.00

012-436-833, CT Appt Atty 81st CVA, \$5,941.00

012-436-842, CT Cost Other Litigation Expense, \$2,127.00

012-436-845, Court Appt Atty 81st Dist, \$1,480.00

DEPT: Sheriff:

Moving funds from:

012-440-410, Salary, Deputies, \$15,846.00

012-440-635, Machine Maintenance, \$5,979.00

012-440-684, Computer Expense, \$25,000.00

To:

012-440-404, Salary, Overtime, \$15,846.00

012-440-503, Gas, Oil, & Service Station Exp, \$22,109.00

012-440-504, Batt., Tires & Tubes, \$1,671.00

012-440-601, Car Repairs-Sheriff, \$6,954.00

012-440-628, Postage, \$245.00

DEPT: Sheriff-Jail:

Moving funds from:

012-442-492, Insurance-Hospital, \$49,827.00

012-442-562, Salary, Corrections Officers, \$104,022.00

012-442-630, Prison Care, \$60,000.00

To:

012-442-404, Salary, Overtime Pay, \$104,022.00

012-442-531, Jail Groceries, \$106,738.00

012-442-635, Machine Maintenance, \$3,089.00

DEPT: Tax Assessor-Collector:

Moving funds from: 012-444-635, Machine Maintenance, \$179.00

To: 012-444-628, Postage, \$179.00

DEPT: Fire Marshal:

Moving funds from:

012-445-509, Emergency Supplies, \$428.00

012-445-510, Supplies-Investigation/Ammo, \$2,400.00

To:

012-445-501, Office Supplies, \$494.00

012-445-624. Vehicle Maintenance & Fuel, \$2,245.00

012-445-636, Uniform & Supplies Expense, \$89.00

DEPT: Emergency Management:

Moving funds from: 012-447-601, Fuel, \$196.00

To: 012-447-624, Vehicle Maintenance, \$196.00

DEPT: 911 Dispatch:

Moving funds from: 012-448-402, Salary, 911 Dispatch, \$26,599.00

To: 012-448-404, Salary, Overtime, \$26,599.00

DEPT: County Treasurer:

Moving funds from:

012-450-623, Bond Premiums, \$557.00

012-450-635, Machine Maintenance, \$2,000.00

To: 012-450-690, HR Screening / Testing, \$2,557.00

DEPT: District Clerk:

Moving funds from: 012-456-628, Postage, \$0.01

To: 012-456-655, Vacation Longevity, \$0.01

DEPT: Building and Yards:

Moving funds from:

012-460-635, Repairs & Replacement, \$12,229.00

To:

012-460-636, Uniforms / Supplies, \$4,020.00

012-460-642, Insect Control, \$277.00

012-460-698, Sanitary Landfill, \$7,932.00

DEPT: Utility Expense:

Moving funds from:

012-462-757, County Communication Tower, \$32,016.00

To:

012-462-743, Jail & Radio Tower, \$20,175.00

012-462-746, JP#1 Office, \$256.00

012-462-754, County Cell Phones/Air Cards, \$11,585.00

DEPT: Miscellaneous:

Moving funds from: 012-468-613, Redistricting, \$24,521.00

To:

012-468-625, Miscellaneous, \$16,713.00

012-468-626, Law Library Books, \$512.00

012-468-647, Legal Notices, \$403.00

012-468-694, Copier Expense, \$6,893.00

DEPT: Rural Address Expense:

Moving funds from:

012-472-498, Rural Addressing 911, \$1,529.47

012-472-501, Office Supplies, \$214.05

012-472-639, License Fee, \$300.00

012-468-659, Wellness, \$1,654.45

To:

012-472-402, Salary, Part-Time Clerk, \$3,190.88

012-472-491, Retirement, \$265.29

012-472-493, Social Security, \$241.80

DEPT: IT Department:

Moving funds from:

012-476-685, Computers, \$940.00

012-476-686, Computer Peripherals, \$1,465.00

To:

012-476-684, Software, \$2,405.00

DEPT: Animal Control:

Moving funds from:

012-478-404, Salary, Kennel Tech, \$9,000.00

012-478-490, Overtime, \$4,282.00

012-478-492, Insurance-Hospital, 1,901.00

To:

012-478-501, Office Supplies, \$105.00

012-478-507, Laboratory Services, \$1,410.00

012-478-508, Veterinary Services / Clinics, \$108.00

012-478-601, Vehicle Maintenance/Fuel, \$5,491.00

012-478-625, Cleaning Supplies, \$3,633.00

012-478-638, Travel, \$572.00

012-478-668, Voucher Pymts/Refunds, \$3,864.00

DEPT: CSLFRF:

Moving funds from: 012-487-505, CSLFRF, \$514,176.00

To:

012-487-401, Salary, Investigator, \$13,750.00

012-487-489, Uniform Allowance, \$360.00

012-487-491, Retirement, \$83,199.00

012-487-492, Insurance-Hospital, \$3,096.00

012-487-493, Social Security, \$78,260.00

012-487-644, Equipment, \$335,511.00

DEPT: AARPDO:

Moving funds from:

012-436-851, RPDS - Management Services, \$137,893.00

To:

012-488-401, Salary, Chief Public Defender, \$26,591.00

012-488-402, Salary-Admin, \$15,565.00

012-488-403, Salary-Attorneys, \$48,423.00

012-488-491, Retirement, \$7,645.00

012-488-492, Insurance-Hospital, \$15,480.00

012-488-493, Social Security, 6,739.00

012-488-501, Office Supplies, 2,405.00

012-488-541, Rent, \$4,500.00

012-488-610, Conference / Training, \$2,229.00

012-488-620, Dues / Membership, \$50.00

012-488-638, Travel, \$338.00

012-488-647, Legal Notices /Ads, \$323.00

012-488-683, Annual Maintenance, \$5,098.00

012-488-685, Computers / Printers / Scanners, \$2,507.00

DEPT: Jury Fund:

Moving funds from: 014-400-621, Petit Jurors-Dist. Court, \$3,657.00

To: 014-400-501, Office Supplies, \$3,657.00

DEPT: Courthouse Security:

Moving funds from: 059-400-509, Other Supplies, \$980.62

To: 059-400-655, Vacation Longevity, \$980.62

34. Judge Cude: Tracy Barrera

Discuss and/or take appropriate action concerning the following 2023 budget line-item adjustments and / or budget amendments for the following: See attached.

DEPT: Fire Marshal/Rural Development:

Moving funds from:

012-445-406, Salary, Sanitarian, \$6,896.95

012-445-491, Retirement, \$582.10

012-445-492, Insurance-Hospital, \$2,104.00

012-445-493, Social Security, \$479.86

012-445-611, Training-SNTRN, \$153.75

012-445-625, Vehicle Maintenance / Fuel-SNTRN, \$756.14

To:

012-472-406, Salary, Sanitarian, \$6,896.95

012-472-491, Retirement, \$582.10

012-472-492, Insurance-Hospital, \$2,104.00

012-472-493, Social Security, \$479.86

012-472-611, Training-SNTRN, \$153.75

012-472-625, Vehicle Maintenance / Fuel-SNTRN, \$756.14

35. Judge Cude: Tracy Barrera

Discuss, review and take action to accept and/or approve any invoices and payroll.

Discuss and or take appropriate action to approve the County Auditor to pay invoices associated with items detailed for Capital Outlay that were approved in the 2023 Budget. This will eliminate the lag in purchasing and paying invoices for items approved for Capital Outlay. Any item that exceeds the budgeted amount will not be paid and will be brought before Commissioners Court.

36. Judge Cude:

Discuss, review and take action on reports submitted.

Tracy Barrera:

37.

COMMENTS FROM COMMISSIONERS COURT (No Action Can Be Taken).

The next Regular Commissioners Court Meeting is set Monday, March 13.

38. Judge Cude:

Adjourn.

Weldon P. Cude, Atascosa County Judge

I, the undersigned, do hereby certify that this notice was posted by 8:45 a.m., on Friday, February 24, 2023.

Tabitha Garza, Court Coordinator

This meeting site is accessible to individuals with disabilities and to the general public.