

**ATASCOSA COUNTY
COMMISSIONERS COURT
SPECIAL CALLED MEETING
SPECIALTY COURTROOM, SUITE 202
December 28, 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:
4. Sheyanne McGhee: Discuss and/or take appropriate action concerning personnel:
New Employee: Victor James Tenorio
Position: Kennel Tech/ Maintenance
Pay Rate: Tier 1 at \$42,000.00 annually
Salary Budget Area: 012-478-404
Physical/Drug: complete
Start Date: 01/02/2024
5. Courtney Grier: Discuss and/or take appropriate action concerning personnel
New Employee: John Rodriguez
Position: Temp. Intermediate
Pay Rate: \$12.60 hourly
Salary Budget Area: 041-400-518
Physical/Drug: complete
Start Date: 01/01/2024

New Employee: Jasmine Mayorga
Position: Full Time EMT
Pay Rate: \$14.50 hourly
Salary Budget Area: 041-400-430
Uniform Allowance: \$120.00/month
Salary Budget Area: 041-400-489
Physical/Drug: pending
Start Date: 01/02/2024

6. Justin Vasquez: Discuss and/or take appropriate action concerning adding Amendment
Courtney Grier No. 1 to master services agreement with Digitech to add a Toughbook
with included service, maintenance, software and cellular access to the
lease in the amount of \$400.00/month and authorizing County Judge to
sign and execute pending review by County Attorney's Office.

7. Tim Gutierrez: Discuss and/or take appropriate action concerning personnel:
New Employee: Adam Troy Shearrer
Position: Juvenile Supervision Officer (Tier 1)
Pay Rate: \$47,250.00 annually/ \$3,937.50 monthly
Salary Budget Area: 039-400-562
Physical/Drug: pending
Start Date: 01/02/2024

8. Sheriff Soward: Discuss and/or take appropriate action concerning personnel
New Employee: Crystal Zoeller
Position: Deputy Sheriff - Transport
Pay Rate: Tier 1; \$57,600.00 annual; 40 hours; \$120.00-month uniform;
90-day County Probation; 1 year Agency Probation
Salary Budget Area: 012-440-410
Physical/Drug: pending
Start Date: 01/01/2024

New Employee: Danny Vincent
Position: Deputy Sheriff
Pay Rate: Tier 2; \$55,600.00 annual; 171 flux; \$120.00-month uniform;
\$ 175.00 holiday; 90-day County Probation; 1 year Agency Probation
Salary Budget Area: 012-440-410
Physical/Drug: pending
Start Date: 01/08/2024

Existing Employee: Carlos Reyna Jr.
Position: Corrections Officer
Pay Rate: Tier 1; \$51,000.00 annual; 171 Fluctuating; \$120.00-month uniform; \$150.00 month holiday; Continue 1 year Agency Probation
Salary Budget Area: 012-442-562
Physical/Drug: n/a
Start Date: 01/01/2024

Existing Employee: DeAndre Campbell
Position: Corrections Officer
Pay Rate: Tier 1; \$51,000.00 annual; 171 Fluctuating; \$120.00-month uniform; \$150.00 month holiday; Continue 1 year Agency Probation
Salary Budget Area: 012-442-562
Physical/Drug: n/a
Start Date: 01/01/2024

Existing Employee: Terry Cooper
Position: Corrections Officer
Pay Rate: Tier 1; \$51,000.00 annual; 171 Fluctuating; \$120.00-month uniform; \$150.00 month holiday
Salary Budget Area: 012-442-562
Physical/Drug: n/a
Start Date: 01/01/2024

9. Sheriff Soward: A. Discuss and/or take appropriate action to approve payment of \$350.00 to Bob Mutz for property damage during a law enforcement pursuit, under Section 683.015(f) of the Texas Transportation Code. Case number 23-13837

B. Discuss and/or take appropriate action to approve payment of \$1,339.00 to Robert Williams for property damage during a law enforcement pursuit, under Section 683.015(f) of the Texas Transportation Code. Case number 23-13683

10. Theresa Carrasco: Discuss and/or take appropriate action concerning approval of the Commissioners' Court Minutes for October 2023.

11. Theresa Carrasco: Discuss and/or take appropriate action concerning personnel
New Employee: Danielle M. Santos
Position: Deputy
Pay Rate: \$3,165.98 monthly
Salary Budget Area: 012-408-402
Physical/Drug: pending
Start Date: 01/01/2024

12. Comm. Gillespie: Discuss and/or take appropriate action concerning the approval of the Utility Line on County Right-of-Way permits for Rise Broadband for Big Leaf Rd, Bruce Rd, Camelot Ln, Coble Rd, Friar Tuck Circle, Hickory Ln, King Arthur Circle, Nottingham Ln, Oak Krest Blvd, Old Pleasanton Rd, Peaceful Lane, Shadow Smith Lane, Sherwood Forest Dr, Spence Rd, Trumbo Rd, and Waycross Rd. A check in the amount of \$13,500.00 was handed in to the County Treasurer's Office.
13. Comm. Bowen: Discuss and/or take appropriate action concerning personnel
Existing Employee: Benjamin Martinez
Position: Road & Bridge PCT. 2 Worker
Pay Rate: \$46,031.99 annually
Salary Budget Area: 022-400-402
Physical/Drug: n/a
Start Date: 01/02/2024
14. Comm. Riley: Discuss and/or take appropriate action concerning personnel
Existing Employee: Ignacio Garcia
Position: County Worker, Transfer from PCT. 2 to PCT. 4
Pay Rate: \$46,082.40 annually
Salary Budget Area: 024-400-402
Physical/Drug: n/a
Start Date: 01/02/2024
- New Employee: John McDaniel
Position: County Worker
Pay Rate: \$46,082.40 annually
Salary Budget Area: 024-400-402
Physical/Drug: complete
Start Date: 01/01/2024
15. Comm. Riley: Discuss and/or take appropriate action to approve McCoy Water Supply request of a road bore permit on 934 Mills Ranch Road in Pleasanton, Tx for Lynn Irvin.
16. Comm. Riley Discuss and/or take appropriate action to approve a permit for Select Water Solutions, LLC to lay (1) 10" lay flat line that will enter CR 401 on the West side of CR 401, traveling North for 14,783 feet total. The line will temporarily enter onto CR 407 traveling East side of CR 407 through a 35-foot culvert and exiting on the West side of CR 407. The line will travel North for 809 feet. The line will then exit onto CR 401 traveling North. A check in the amount of \$1,500.00 was turned into the Atascosa County Treasurer's Office.

17. Tracy Barrera: Discuss and/or take appropriate action concerning the review, acceptance and selection of the following bids that were submitted by the deadline or direct the County Auditor to re-advertise:

Fuel, gas and diesel, Bids (89 octane unleaded gasoline; # 2 low sulfur diesel fuel)

Hauling of Road Materials Bids

Road Material Bids (Pit run base, grade 3 & 4 coated, recycled asphalt, crushed limestone 1½ to dust, 1¾ crushed limestone, topping rock#3, topping rock#4, topping rock#5, cold mix asphalt type D, trap rock#3, trap rock#4, trap rock#5, reclaimed millings)

18. Tracy Barrera: Discuss and/or take appropriate action concerning approval of disbursement of pre-trial diversion funds as authorized by Art. 102.0121 of the Texas Code of Criminal Procedure and approval of a check to be written from the Pre-Trial Miscellaneous Fund line item 053-400-625, in the amount of \$10,500.00 for FY 2024 2nd quarter payment for services provided to Atascosa by the CSCD, as specified in the Interlocal Agreement. Payment will be released after Trent Rowell in the County Attorney's office has reviewed and approved it.

19. 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: County Attorney

Moving funds from: 012-404-493, Social Security, \$0.04

To: 012-404-433, State Supplement – County Attorney, \$0.04

DEPT: County Auditor

Moving funds from: 012-406-492, Insurance – Hospital, \$6,000.00

To:

012-406-501, Office Supplies, \$2,200.00

012-406-635, Annual Maintenance, \$3,800.00

DEPT: Constable PCT 3

Moving funds from: 012-416-403, Salary, School Resource Officer, \$300.00

To: 012-416-404, Salary, Overtime, \$300.00

DEPT: County Judge

Moving funds from: 012-424-601, Vehicle Maintenance, \$548.00

To:

012-424-492, Insurance-Hospital, \$448.00

012-424-635, Annual Maintenance, \$100.00

DEPT: Judicial Expense

Moving funds from: 012-434-833, Salary, Visiting Court Reporters,
\$125.00

To: 012-434-832, Salary, Visiting Judges, \$125.00

DEPT: Court Expense

Moving funds from: 012-436-851, RPDO – Management Services,
\$20,000.00

To:

012-436-727, FEL 2nd Degree (In Court), \$4,000.00

012-436-732, State Jail Felony, \$3,000.00

012-436-832, Autopsy & Toxicology, 13,000.00

DEPT: Sheriff - Jail

Moving funds from:

012-442-562, Salary, Correction Officers, \$311,000.00

012-442-630, Prisoner Care, \$35,000.00

To:

012-442-404, Salary, Overtime Pay, \$311,000.00

012-442-531, Jail Groceries, \$35,000.00

DEPT: Sheriff – 911 Expenses

Moving funds from:

012-448-402, Salary, 911 Dispatchers, \$66,000.00

012-448-492, Hospital Insurance, \$11,125.00

To:

012-448-404, Salary, Overtime, \$76,800.00

012-448-491, Retirement, \$325.00

DEPT: County Treasurer Expenses

Moving funds from: 012-450-690, HR Screening / Testing, \$3,770.00

To:

012-450-635, Machine Maintenance, \$3,750.00

012-450-655, Vacation Longevity, \$20.00

DEPT: Building and Yards

Moving funds from:

012-460-616, Generator Maintenance, \$12,000.00

012-460-635, Repairs & Replacement, \$11,087.00

To:
012-460-601, Maintenance – Truck, \$2,000.00
012-460-655, Vacation Longevity, \$1,087.00
012-460-698, Sanitary Landfill, \$20,000.00

DEPT: Utility Expenses
Moving funds from: 012-462-757, County Communications Tower,
\$4,600.00

To:
012-462-742, Courthouse, \$2,000.00
012-462-746, JP#1 Office, \$1,200.00
012-462-748, JP#4 Office, \$700.00
012-462-749, JP#2 Office, \$700.00

DEPT: Miscellaneous
Moving funds from: 012-468-707, Capital Outlay, \$34,000.00

To:
012-468-625, Miscellaneous, \$34,000.00

DEPT: Road & Bridge – PCT1
Moving funds from: 021-400-625, Miscellaneous, \$1,000.00
To: 021-400-509, General Supplies, \$1,000.00

DEPT: Road & Bridge – PCT2
Moving funds from: 022-400-402, Salary, Labor, \$50,000.00

To:
022-400-506, Materials, \$46,000.00
022-400-509, General Supplies, \$2,000.00
022-400-636, Uniforms / Supplies, \$2,000.00

DEPT: Road & Bridge – PCT3
Moving funds from: 023-400-402, Salary, Labor, \$25,000.00

To:
023-400-506, Materials, \$20,000.00
023-400-509, General Supplies, \$3,000.00
023-400-641, Utilities, \$2,000.00

DEPT: EMS
Moving funds from: 041-400-492, Insurance – Hospital, \$1,500.00
To: 041-400-430, Salary-EMT, \$1,500.00

20. Judge Cude: Discuss and/or take appropriate action to approve the amended 2024 Commissioners Court Meeting Calendar and reschedule the meeting on Monday, May 27, 2024, to Tuesday, May 28, 2024.

21. Judge Cude: Discuss and/or take appropriate action to approve employee Jessica Godinez to receive a pay stipend of \$1,000.00 per month effective January 1, 2024, to March 31, 2024, acknowledging the increased responsibilities in the Office of Emergency Management pending the hiring of the Fire Marshal/Emergency Management Coordinator positions.

22. Judge Cude: Discuss and/or take appropriate action to:

A. approve the appointment of the following individuals as members of the Juvenile Post-Detention Board: Commissioner Mark Gillespie, Commissioner Mark Bowen, Commissioner Eliseo Perez, Commissioner Kennard Riley, and Judge Weldon P. Cude. Additionally, appoint County Auditor Tracy Berrera as an ex officio member of the board.

B. to approve the schedule for the Juvenile Post-Detention Board meetings for the year 2024. These meetings are proposed to be held on the second Monday of each month, following the regular Commissioner's Court Meetings.

23. Judge Cude: Discuss and/or take appropriate action to approve the Order Setting The Terms of Atascosa County Commissioners Court 2024.

24. Judge Cude: **Update and/or take appropriate action concerning Judge, Commissioners, and Other County Elected Officials' training course certifications, record any hours and certificates into Commissioners Court minutes and other documents not related to education needing to be filed in the court records.**

District Clerk Margaret Littleton has 4:30 Carryover Hours from 2022 into 2023. District Clerk Margaret Littleton has completed 15:00 hours at the 2023 Texas District Court Alliance. District Clerk Margaret Littleton has completed 22:45 hours at the 2023 CDCAT Winter Conference in Round Rock, Tx. District Clerk Margaret Littleton's total hours for the 2023 period is 42:15 hours. See Attached.

25.

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.

26.

OPEN SESSION

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

28. Judge Cude: Discuss, review and take action to accept and/or approve any invoices
Tracy Barrera: and payroll.

29. Judge Cude: Discuss, review and take action on reports submitted.
Tracy Barrera:

30. **COMMENTS FROM COMMISSIONERS COURT (No Action Can Be Taken).**
The next Regular Commissioners Court Meeting is set for Monday, January 8, 2024.

31. Judge Cude: Adjourn.



Weldon P. Cude, Atascosa County Judge

I, the undersigned, do hereby certify that this notice was posted by 4:45 p.m., on Friday, December 22, 2023.



Jessica Kidd, Court Coordinator

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