

**ATASCOSA COUNTY
COMMISSIONERS COURT
REGULAR MEETING
COUNTY COURTROOM, SUITE 202
March 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:
4. Trent Rowell: Discuss update concerning actions taken to remediate tire dump on Verdi Road.
5. Randy Schulez: Discuss and/ or take appropriate action concerning the Tire Dump at 3315 Verdi Rd. and county's response.
6. Justin Vasquez: Discuss and/or take appropriate action regarding renewing Zoom Annual License Agreement for 10 users in the amount of \$1,999.99 and Authorize the County Judge to sign the order. See attached.

7. Laura Pawelek: Discuss and/or take appropriate action concerning approving publication of the February 2023 Treasurer's Report Order in the Pleasanton Express Newspaper and County website.
8. Audrey Louis: Discuss and/or take appropriate action concerning approving the Resolution of Governing Body for the Victim Coordinator and Liaison Grant (VCLG) grant application with the Office of the Attorney General and direct the County Judge to sign the same.
9. Audrey Louis: Discuss and/or take appropriate action concerning personnel:
Existing Employee: Maria Veronica Magana
Position: Administrative Assistant
Pay Rate: Increase from \$34,650.00 to \$35,087.34- Budgeted Amount
Salary Budget Area: 047-400-404
Physical/Drug: N/A
Start Date: March 27,2023
10. Becky James: Discuss and/or take appropriate action concerning personnel:
New Employee: Stephanie Brown
Position: Attorney-Senior Felony Assistant Public Defender
Pay Rate: \$92,000 Per Year
Salary Budget Area: 012-488-403
Physical/Drug: Pending
Start Date: April 3,2023
- New Employee: Jade Ortego
Position: Attorney- Assistant Public Defender
Pay Rate: \$84,500 Per Year; request waving the Health Insurance waiting period
Salary Budget Area: 012-488-403
Physical/Drug: Pending
Start Date: March 27,2023
11. Britni Van Curan: Discuss and/or take appropriate action concerning personnel:
New Employee: Joe G. Gomez
Position: Administrative Assistant
Pay Rate: \$19.23/hour
Salary Budget Area: TBD
Physical/Drug: Pending
Start Date: April 1,2023
12. Comm. Gillespie: Discuss and/ or take appropriate action concerning Utility line permit for SAWS contractor Facilities Rehabilitation, project # 20-7010.
Approximately 100' long and 12" diameter water line to be installed at a

minimum of 5' deep crossing the road at 2408 Pleasanton Rd. and Spur Ridge. All permits and fees have been cleared for approval and check # 37523 for \$500.00 has been turned into the Treasurer's Office. See attached map and drawings for further detail.

13. Comm. Gillespie: Discuss and/or take appropriate action on the sole provider of the building for Precinct 2 facility.
14. Comm. Riley: Discuss and/ or take appropriate action concerning laying a 10" temporary flat line along CR 407 and CR 401 for a total of 5.29 miles for Select Energy Services Inc. See attached maps of route in this Fashing area, a cashiers check has been turned into the Treasures Office for \$3,000.00.
15. Judge Cude: Discuss and/ or take appropriate action to approve the changes to the Employee Medical Examinations Policy in the Atascosa County Personnel Manual effective April 1,2023 see attached.
16. Judge Cude: Discuss and/ or take appropriate action to approve the changes to the Time and Attendance Policy in the Atascosa County Personnel Manual effective April 1,2023 see attached.
17. Judge Cude: Discuss and/ or take appropriate action to approve the proposed Children in the Workplace Policy and add to the Atascosa County Personnel Manual, effective April 1,2023 see attached.
18. Judge Cude: Discuss and/ or take appropriate action to approve the changes to the Department Head Policy in the Atascosa County Personnel Manual effective April 1,2023 see attached.
19. Judge Cude: Discuss and/ or take appropriate action to approve the changes to the Work from Home Policy in the Atascosa County Personnel Manual effective April 1,2023 see attached.
20. Judge Cude: Discuss and/or take appropriate action to select Leal & Carter as the audit firm to conduct the outside audit for 2022. The previous audit firm, Beyer & Company, is no longer in business. Leal & Carter from San Antonio Texas conducted the 2021-2022 Juvenile Probation Audit.
20. Tracy Barrera: Discuss and/or take appropriate action concerning the following 2022 budget line-item adjustments and / or budget amendments for the following:

DEPT: Constable PCT 4:

Moving funds from: 012-418-635, Machine Maintenance, \$775.00

To: 012-418-616, Radio Repairs, \$775.00

DEPT: Road & Bridge - PCT 1:

Moving funds from: 021-400-503, Gas, Oil & Service Station Expense, \$3,981.00

To:

021-400-611, Contract Work / Machine Hire, \$2,613.00

021-400-636, Uniforms / Supplies Expense, \$919.00

021-400-641, Utilities, \$449.00

DEPT: Road & Bridge - PCT 2:

Moving funds from: 022-400-655, Vacation Longevity, \$798.00

To:

022-400-610, Conference, \$188.00

022-400-641, Utilities, \$610.00

DEPT: Road & Bridge - PCT 3:

Moving funds from:

023-400-601, Machine & Other Repairs, \$15,074.00

023-400-612, Construction Contract, \$180,000.00

To:

023-400-504, Batteries/Tires/Tubes/Repairs, \$3,143.00

023-400-506, Materials, \$132,947.00

023-400-611, Contract Work/Machine Hire, \$58,984.00

DEPT: Road & Bridge - PCT 4:

Moving funds from: 024-400-402, Salary, Labor, \$63,210.00

To:

024-400-503, Gas, Oil, & Service Station Expense, \$10,864.00

024-400-506, Materials, \$32,847.00

024-400-611, Contract Work/Machine Hire, \$19,421.00

024-400-625, Miscellaneous, \$78.00

DEPT: Youth Service Center:

Moving funds from: 039-400-403, Detention Officer/Supervisor, \$3,521.00

To:

039-400-404, Salary, Overtime, \$775.00

039-400-569, Salary, Nurse, \$2,522.00
039-400-625, Miscellaneous/Sundry, \$224.00

DEPT: Historical Commission:

Moving funds from:

040-400-517, Travel Expense, \$200.00
040-400-518, Educational & Workshops, \$200.00
040-400-610, Conference, \$114.00
To: 040-400-625, Miscellaneous, \$514.00

DEPT: EMS:

Moving funds from: 041-400-404, Salary-OT, \$155,079.00

To:

041-400-430, Salary-EMT, \$134,370.00
041-400-479, Intermedix Billing, \$6,317.00
041-400-503, Service Station Expense, \$13,720.00
041-400-637, Telephone / Cable TV, \$672.00

DEPT: Court Coordinator:

Moving funds from:

043-400-405, Salary-Asst Coordinator, \$1,702.00
043-400-501, Office Supplies, \$2,391.00

To:

043-400-401, Salary - Criminal Coordinator, \$562.00
043-400-404, Salary - Part-Time, \$1,140.00
043-400-636, Data/Software, \$718.00
043-400-655, Vacation Longevity, \$173.00
043-400-687, Prof. Liability Insurance, \$1,500.00

DEPT: District Attorney:

Moving funds from: 047-400-505, Vehicle Fuel, \$5,371.00

To:

047-400-491, Retirement, \$713.00
047-400-501, Office Supplies, \$1,972.00
047-400-504, Vehicle Maintenance, \$662.00
047-400-637, Telephone, \$141.00
047-400-638, Travel Expense & Car Insurance, \$1,883.00

DEPT: Border Prosecution:

Moving funds from: 154-400-638, Mileage, \$3,000.00

To: 154-400-635, Vehicle Maintenance, \$3,000.00

21. 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: Miscellaneous / Tax Assessor-Collector:

Moving funds from: 012-468-636, Contingency Fund, \$8,100.00

To: 012-444-501, Office Supplies, \$8,100.00

DEPT: Veteran Services / Rural Development:

Moving funds from:

012-458-402, Salary, Admin Assistant, \$34,616.00

012-458-491, Retirement, \$2,926.00

012-458-492, Insurance-Hospital, \$9,468.00

012-458-493, Social Security, \$2,649.00

To:

012-472-407, Salary, Admin Assistant, \$34,616.00

012-472-491, Retirement, \$2,926.00

012-472-492, Insurance-Hospital, \$9,468.00

012-472-493, Social Security, \$2,629.00

DEPT: Juvenile Probation:

Moving funds from: 067-400-655, Vacation Longevity, \$1,250.00

To: 067-400-690, Auditing, \$1,250.00

22. Jude 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.

Commissioner Kennard Riley has successfully completed 16.00 hours of Educational At 65th Annual V.G Young School for Commissioners Courts in Bryan, TX.

Commissioner Mark Bowen has successfully completed 16.00 hours of Educational Training at the 65th Annual V.G Young School for Commissioners Courts in Bryan, TX.

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 to discuss personnel and other matters with the County Attorney's office.

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

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

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.

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

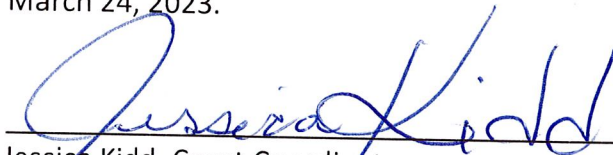
26. **COMMENTS FROM COMMISSIONERS COURT (No Action Can Be Taken).**
The next Regular Commissioners Court Meeting is set Monday, April 10, 2023.

27. Judge Cude: Adjourn.



Weldon P. Cude, Atascosa County Judge

I, the undersigned, do hereby certify that this notice was posted by 9:00 a.m., on Friday, March 24, 2023.



Jessica Kidd, Court Coordinator

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