

# **DRAFT**

## **Official Minutes for Webb County Commissioners Court Special Meeting**

**Tuesday, September 8, 2015 at 9:00 AM  
(Approved DATE)**

Let it be remembered that a special meeting of the Webb County Commissioners Court was held at 9:00 a.m. at the regular meeting place with the following members present to wit:

Tano E. Tijerina,	County Judge
Frank Sciaraffa,	Commissioner, Pct. 1
Rosaura "Wawi" Tijerina,	Commissioner, Pct. 2
John C. Galo,	Commissioner, Pct. 3
Jaime Alberto Canales,	Commissioner, Pct. 4

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 2nd day of September 2015. Present also were Ms. Virginia Martinez, Deputy County Clerk representing Mrs. Margie Ramirez Ibarra, Ex-officio Clerk of the Commissioners Court, various officers and others interested in the business of the Court.

### **CALL TO ORDER BY THE HONORABLE TANO E. TIJERINA, WEBB COUNTY JUDGE**

- 1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk**
- 2. Pledge of Allegiance**
- 3. Communications**

Comr. Sciaraffa welcomed everyone present. He congratulated and thanked Budget Officers, Mr. Leroy Medford and Mr. Lalo Uribe for the good job done on the budget preparations. Comr. Sciaraffa also thanked Judge Tijerina on the great job his office is doing.

Comr. Tijerina welcomed and thanked everyone for being present. She thanked Budget Officers, Mr. Lalo Uribe and Mr. Leroy Medford for the fantastic job done on the budget preparations.

Cmr. Galo congratulated Budget Officers, Mr. Lalo Uribe and Mr. Leroy Medford on the outstanding job done on the budget preparations.

Cmr. Canales welcomed everyone present. He thanked Budget Officers, Mr. Lalo Uribe and Mr. Leroy Medford for all their efforts on the budget preparations.

Judge Tijerina thanked Budget Officers, Mr. Lalo Uribe and Mr. Leroy Medford and his office staff members for all their efforts on the budget preparations.

- 4. Public Comment - This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of Three (3) minutes within which to make any/all public comments.**

No one signed up for Public Comment.

#### **COURT TO DISCUSS AND ACT ON THE FOLLOWING:**

##### **Honorable Tano E. Tijerina, Webb County Judge**

- 5. Discussion and possible action to review and evaluate the County proposed fiscal year 2015-2016 budget with discussion and possible action to recommend any changes, if necessary, before the final adoption of the budget on September 28, 2015; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office September 8, 2015  
Commissioners Court Special Meeting DVD.

Commissioners Court Administrator, Mr. Leroy Medford and Executive Administrator, Mr. Lalo Uribe thanked all department heads and all elected officials for their participation and cooperation during the budget workshops. Mr. Medford and Mr. Uribe both presented a summary regarding current expenses over revenues.

Judge Tijerina stated that he would be reading the names in the order given. He asked that those in attendance be courteous of the court and those presenting. Judge Tijerina stated that there would not be any motions made to give, grant, or make changes to the Condrey Plan.

### **Information Technology**

IT Director, Mr. Rafael Pena requested that four (4) slots be reclassified:

- Two (2) Assistant Administrators both at 20/G reclassify both as Systems Analysis at 21/J
- Two (2) Assistant Support Technicians; one at 14/C and the other at 14/A reclassify both as 20/A

### **Constable Pct. 3 Office**

Deputy Rene Perez and Constable Adrian Cortez, Pct. 3 requested three (3) positions to help patrol procedures.

### **Webb County Clerk**

Webb County Clerk, Mrs. Ibarra requested two (2) positions for the courts division in the County Clerk's Office. Mrs. Ibarra stated that she welcomed employee transfers from other offices and that she would be willing to train them.

### **Community Action Agency**

CAA Director, Mr. Ricardo D. Martinez stated that he did not have any requests.

### **Administrative Services Department**

Administrative Services Director, Ms. Cynthia Mares requested one (1) position - Workers Compensation/ Loss Control Assistant at 10/A - E.

### **County Court at Law #1**

Judge Hugo Martinez requested salary increases for his Court Administrator position from \$44,549 to \$60,023 and his Bailiff position from \$48,025 to \$50,472.

### **County Court at Law #2**

Judge Jesus Garza requested a salary increase for his Court Administrator position.

### **Adult Probation Department**

Adult Probation Director, Ms. Melinda Vidaurri requested that the slots currently funded by the County continue to be funded by the County:

- Two (2) Case Officers assigned to the 341st District Court Sobriety Treatment Program
- Two (2) Officers assigned to the 406th District Court Drug Program

Judge Tijerina stated that there would be a Lunch Break from 12:00 to 1:30 p.m.

**Engineering Department,  
Utilities Department, and  
Building Maintenance Department**

County Engineer, Mr. Luis Perez Garcia requested:

- Salary increase for the Assistant County Engineer set at \$69,000 open since April 2014
- One (1) Administrative Secretary position set at 12/A, \$15.15 an hour
- Transfer of Slot# 2245 Administrative Secretary from the Engineering Department to Building Maintenance
- Two (2) Irrigation Technician positions
- One (1) Custodian Supervisor position
- and to unfreeze two (2) positions out of the four (4) that were frozen last year

**Public Defender's Office**

Public Defender Director, Ms. Virginia Aranda requested five (5) positions:

- Two (2) Misdemeanor Attorney
- One (1) Felony Attorney
- One (1) Juvenile Attorney
- One (1) Receptionist for the Juvenile Unit and
- Three (3) salary adjustments

**Pre-Trial Services Department**

Pre-Trial Services Director, Mr. Cornell Mickley requested two (2) positions due to the influx of cases filed.

**Justice of the Peace Pct. 4**

Judge Jose "Pepe" Salinas requested two (2) positions; one for Traffic and one for Civil. He asked that his part-time funds be increased to \$10,000. Judge Salinas also requested that an incentive be given to those employees that are certified as State clerks in his office.

**(Recess 11:55 a.m. - 1:31 p.m.)**

- 5. Discussion and possible action to review and evaluate the County proposed fiscal year 2015-2016 budget with discussion and possible action to recommend any changes, if necessary, before the final adoption of the budget on September 28, 2015; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office September 8, 2015  
Commissioners Court Special Meeting DVD.

**Justice of the Peace Pct. 2, Pl. 2**

Judge Danny Dominguez requested one (1) Court Coordinator position for

the truancy docket.

**Sheriff's Office**

Mr. Joe Lopez, Chief Federico Garza, Sheriff Martin Cuellar, Commander Gonzalez, Captain Jesse Gonzalez, and Commander Wayo Ruiz were all present to request thirty-six (36) positions and twenty (20) patrol units for the Sheriff's Office.

**County Treasurer**

County Treasurer, Ms. Delia Perales requested that the Accounts Payable position in her office be transferred to the County Auditor's Office.

**District Clerk**

District Clerk, Mrs. Esther Degollado requested two (2) positions.

**District Attorney**

DA, Mr. Isidro "Chilo" Alaniz and Financial Officer, Mr. David Sanchez were both present to request two (2) Senior ADA positions; a Criminal Investigator and an Intake Officer, reclassification of \$56,413 from Part-Time to create an Intake position and to supplement four (4) positions with a pay increase for additional responsibilities and duties.

**Justice of the Peace Pct. 1, Pl. 1 and  
Justice of the Peace Pct. 1, Pl. 2**

Judge Hector Liendo and Judge Oscar Liendo were both present to request a position for their respective court.

**Veteran Service Office**

Veteran Service Officer, Mr. David Garza requested a Coordinator position at 15/A and Driver position at 10/A.

**Constable Pct. 1**

On behalf of Mr. Rudy Rodriguez, Constable Pct. 1 Mr. Albert Torres requested one (1) Administrative Clerk position, three (3) Peace Officer positions for the Youth Village, and four (4) vehicles.

**Constable Pct. 2**

Constable Pct. 2, Mr. Mike Villarreal requested two (2) Deputy Constable positions, reclassification of a salary adjustment for his Chief Deputy position, and two (2) vehicle units.

### **406th District Court**

On behalf of Judge Oscar Hale, Ms. Arminda Pina requested:

-Salary adjustment to Slot# 1868 Parenting Coordinator position from \$42,402 to \$52,986.54

--Salary for the Court Administrator to begin at a minimum entry level of grade 21 with the discretion to hire ten (10) steps into the grade

-Salary for the Bailiff to begin at a minimum entry level of grade 20 with the discretion to hire five (5) steps into the grade and

-Court Interpreter Reporter position to be left at \$50,000.

### **County Attorney**

County Attorney, Mr. Marco Montemayor requested one (1) Attorney Prosecutor 2 at 23/A and one (1) Legal Assistant at 12/A.

### **111th District Court**

On behalf of Judge Monica Notzon, Ms. Gracie Garcia requested salary adjustments for Slot# 2605 Court Interpreter and a salary increase to Slot# 1561 Administrative Assistant/ Court Coordinator.

### **Medical Examiner**

Dr. Corinne Stern stated that the Deputy Medical Examiner resigned from his position and asked that the salary of \$120,000 be transferred to the 6022 Professional Services Account so that she may hire intermittently through a contract.

### **Tax Assessor Collector**

Ms. Patricia Barrera requested an increase to Acct.# 6014 Equipment Rental from \$24,000 to \$31,000 and an increase to Acct.# 6402 Repairs and Maintenance \$14,000. Ms. Barrera also requested funds for a future Tax Office.

### **Planning Department**

Planning Director, Ms. Rhonda Tiffin requested that the Flood Plain Fees be approved, increase and adjustment in fees, and consideration of issuance and licensing of game rooms. Ms. Tiffin also requested a salary adjustment to Slot# 2055 Senior Planner and four (4) other salary adjustments to individuals that are significantly underpaid.

### **Constable Pct. 4**

On behalf of Mr. Harold DeVally, Constable Pct. 4 Deputy Victor Barberena requested two (2) Deputy Constable positions to work on warrants full-time, one (1) Warrants Clerk and one (1) Civil Clerk at \$13.07 hourly, a salary adjustment for a Captain slot to be up to \$62,000, a salary adjustment for the Executive Assistant, and an increase in Part-Time from \$36,691 to

\$46,691.

**6. Adjourn**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to adjourn

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)