

WEBB COUNTY §

STATE OF TEXAS §

ORDER TO ADOPT ARCHIVAL PLAN

WHEREAS, Vernon Texas Code Annotated, Local Government Code, §118.011 (e), enabled the Commissioners Court to adopt a Records Archive Fee, for the preservation and restoration services performed by the County Clerk in connection with maintaining a County Clerk's records archive;

WHEREAS, Commissioners Court approved to raise the Records Archive Fee to \$5.00 on September 22, 2003, which the County Clerk's Office collects at the time of filing or recording of any public record;

WHEREAS, Commissioners Court approved to raise the Records Archive Fee from \$5.00 to \$10.00 on September 9, 2013, which the County Clerk's Office collects at the time of filing or recording of any public record;

WHEREAS, the fee is deposited in a separate Records Archive Account in the General Fund of the County;

WHEREAS, after holding a Public Hearing on September 28, 2015 to present the Archival Plan, and the Plan being accepted as presented;

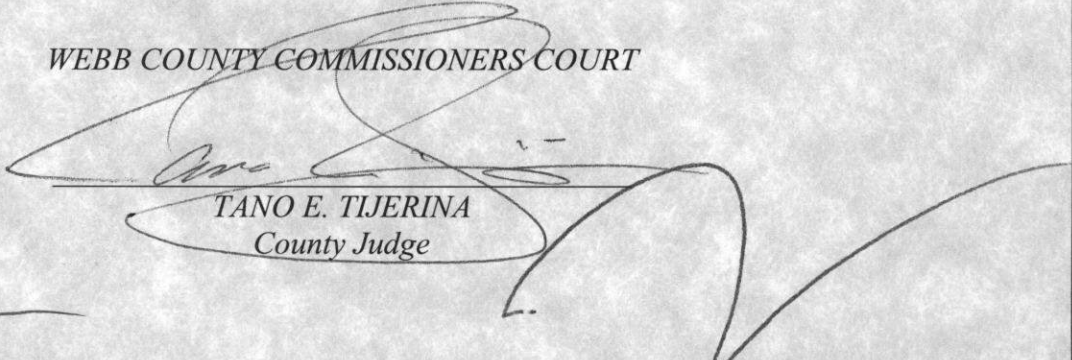
NOW THEREFORE, BE IT ORDERED by the Commissioners Court of Webb County, pursuant to Vernon Texas Code Annotated, Local Government Code, §118.011 (e), hereby adopts the Archival Plan for 2015-2016 Fiscal Year to be implemented by the County Clerk with all the changes as presented:

- *continue to modernize and upgrade the systems in the Office*
- *continue to scan, add records and information to the existing computer system; Birth certificates, Death certificates, Marriage Licenses, Probate cases, Official Public Records from 1848, Criminal cases, and Civil cases*
- *scan all historical records and make them available electronically to the public*
- *reclaim much needed space in the public records area, Tex-Mex Building, and Records Management on Hwy 59*
- *change Slot# 2359 from Records Archival Specialist to Administrative Coordinator – Classification 14/A-E, Annual \$34,790.80 - \$36,563.23 with fringe benefits in compliance with the wage plan (increase to step E after six months)*
- *change Slot# 2243 from Classification 10/A/A/ to 10/A-E, with an Annual ranging from \$28,554.00 - \$30,009.15 with fringe benefits (increase to step E after six months)*
- *personnel cost of \$130,126 including fringe benefits and any corrections needed for the Archival Plan*

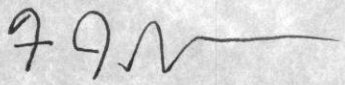
The \$10.00 fee collected at the time of filing or recording of any Public document may be expended only for the preservation and restoration of the County Clerk's records archive. The funds may not be used to purchase, lease or develop computer software to geographically index public records, excluding indexing public records by lot and block description as provided by Vernon Texas Code Annotated, Local Government Code, §193.009 (b)(4); effective September 28, 2015.

ADOPTED, this 28th day of September 2015.

WEBB COUNTY COMMISSIONERS COURT

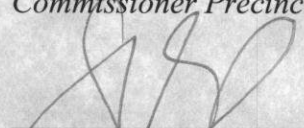


TANO E. TIJERINA
County Judge

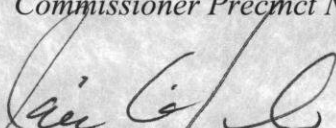


FRANK J. SCIARAFFA
Commissioner Precinct No. 1

ROSAURA "WAWI" TIJERINA
Commissioner Precinct No. 2

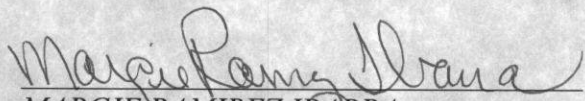


JOHN C. GALO
Commissioner Precinct No. 3



JAIME ALBERTO CANALES
Commissioner Precinct No. 4

Attest:



MARGIE RAMIREZ IBARRA
Webb County Clerk

