

THE STATE OF TEXAS

COMMISSIONERS COURT

COUNTY OF SAN PATRICIO

NOTICE OF OPEN MEETING

IN ACCORDANCE WITH GOVERNMENT CODE CHAPTER 551 NOTICE IS HEREBY GIVEN THAT REGULAR MEETING OF THE COMMISSIONERS COURT WILL BE HELD ON MONDAY, MARCH 4, 2024, AT 9:00 A.M. IN THE SAN PATRICIO COUNTY ADMINISTRATIVE ANNEX AT 1301 E. SINTON STREET SUITE C, COMMISSIONERS COURTROOM, AT WHICH TIME THE FOLLOWING SUBJECTS WILL BE DISCUSSED, CONSIDERED, PASSED OR ADOPTED .

1. **CALL TO ORDER, PLEDGES AND PUBLIC INVOLVEMENT**

- 1. 1. Call meeting to order
- 1. 2. Pledge of allegiance
- 1. 3. Citizens to be heard
- 1. 4. Report from Judge, Commissioner or Department concerning an item/report of community interest.

2. **DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

- 2. 1. Approval of minutes
- 2. 2. **Financial Agenda:**
 - 2. 2. a. Examination, consideration, and action on approval of all claims against San Patricio County Pursuant to section 113.064, Texas Local Government Code.
 - 2. 2. b. Consideration and action on Budget Line Items, Transfers, and Amendments.
 - 2. 2. c. Consideration and action on accepting bank reconciliation, investment reports, and related matters by County Treasurer.
- 2. 3. **Consent Agenda:** All Consent Agenda items listed are considered to be routine by the Commissioners Court. Members of the Commissioners Court have been furnished documentation on each item, and all such items may be acted upon by one vote without being discussed separately unless requested by County Judge or a Commissioner:
 - 2. 3. a. Consideration and action to authorize all County Employees and all Elected Officials in the Texas Association of Counties(TAC) cybersecurity course in order to comply with HB 3834. The new state law, Gov't Code §2054.5191, effective June 14, 2019, requires all local government employees and elected officials who have access to a local government computer system or database to annually complete **acybersecurity** training program certified by the Texas Department of Information Resources (DIR). The course is available to Counties for an annual fee of \$5 per user for the year of 2024. Training must be completed by July 15, 2024.

2. 4. **Individual Action Agenda:**

- 2. 4. a. Consideration and action on FY 2023 Pretrial Services Report. Presentation by Jason Woods, Director Community Supervision and Corrections Department.
- 2. 4. b. Consideration and action on County Treasurer April Garcia's recommendation to adopt the 2024 Investment Policy
- 2. 4. c. Discussion, Consideration, and Action on awarding the contract for RFP 2024-002, a request for Medical Reserve Corps Unity Coordination, to the sole proposal, which requires a \$10,000 payment at contract acceptance.
- 2. 4. d. Consideration and action on request from Charity Franco, Director of Juvenile Services to purchase a 2023 Ford Explorer from Three Rivers Ford, Three Rivers, Texas for \$37,695.77.
- 2. 4. e. Consideration and action on Judge Leslie Pullin, Justice of the Peace Precinct # 8's request to purchase a Zebra Desktop Printer for \$347.99 and a Document Scanner for \$955.00 to be paid out of the Courthouse Technology Fund. The quotes for the printer and scanner are attached.
- 2. 4. f. Consideration and action on request from, Gary Davis, Airport Manager, for purchase of a 2024 John Deere 6120 E Cab in the amount \$94,021.04, buyboard 706-23 contract that has been verified by the Auditor's office.
- 2. 4. g. Consideration and Action on request from Commissioner Lopez, R&B 1 to purchase a 2024 Kenworth W990, VIN# 1XK1DP9X7RJ363599, in the amount of \$175,165.00 to be paid for out of her budget. Verified by Sourcewell Kenworth Contract #060920-KTC
- 2. 4. h. Status update of RWE and County Roads.
- 3. **PERSONNEL**-Employment and current employee status changes in accordance with the current personnel policies, County Budget, and State law with notification of such changes to the payroll division of the Treasurer's office.
 - 3. 1. Deliberate and consider action employee salary:
 - 3. 1. a. Alexandria Aguilar - Other/Administrative Correction - Clerk/Health Disparities full time regular, non-exempt grade 103 step 1 at \$2,608.52 per month (\$15.05 hr.) with a \$50.00 per month phone allowance to Health Education Aide grade 104 step 1 at \$2,738.94 per month (\$15.80 hr.) with a \$50.00 per month phone allowance effective March 1 ,2024. Clarification of position.
 - 3. 1. b. Mona Orozco - Other/Title Change - Crime Victim Coordinator/District Attorney full time regular, non-exempt grade 107 at \$5,181.45 per month (\$29.89 hr.) to Legal Secretary, same grade and pay effective March 16, 2024.
 - 3. 1. c. Kristin Belasquez - Employment - Clerk/LPHS/RLSS part time regular, non-exempt grade 103 step 1 at \$15.05 per hour effective March 18, 2024.

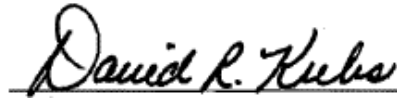
3. 1. d. Rosanna Guerrero - Employment - Office Coordinator/County Engineer full time regular, non-exempt grade 108 under step 1 at \$3,000.00 per month (\$17.31 hr.) effective March 18, 2024. Under step 1 due to special circumstances. Will review again February 1, 2025.
3. 1. e. Jon Heisel - Employment - Heavy Equipment Operator II/Road and Bridge #3 full time regular, non-exempt grade 106 step 4 at \$3,542.65 per month (\$20.44 hr.) effective March 18, 2024. Salary Committee recommends step 4 per Classification and Compensation Plan guidelines. Request by Elected Official is step 5+ at \$3,690.27 per month (\$21.29 hr.).
3. 1. f. Terry Lopez - Employment - Juvenile Supervision Officer/Juvenile Detention full time regular non-exempt grade 106 step 2 at \$3,265.95 per month (\$18.84 hr.) with a \$50.00 per month phone allowance effective March 16, 2024. Salary Committee recommends step 2 per Classification and Compensation Plan guidelines.
3. 1. g. Suzanne Nieto - Employment - Crime Victim Coordinator/District Attorney full time regular, non-exempt grade 107 step 2 at \$3,794.57 per month (\$20.16 hr.) effective March 18, 2024. Salary Committee recommends step 2 per Classification and Compensation Plan guidelines. Request by Elected Official is step 9+ at \$4,750.00 per month (\$27.40 hr.).
3. 1. h. Audrey Sierra - Employment - OSSF Designated Representative/Environmental Health full time regular, non-exempt grade 107 step 2 at \$3,494.57 per month (\$20.16 hr.) with a \$65.00 per month phone allowance effective April 2, 2024. Salary Committee recommends step 2 per Classification and Compensation Plan guidelines.
3. 2. Accept and record employee status changes:

4. **EXECUTIVE SESSION**

PUBLIC NOTICE is given that the San Patricio Commissioners Court may elect to go into Executive Session anytime during the meeting to discuss matters listed on the Agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. To the extent there has been a past practice of distinguishing items for public deliberation and those for executive session, the public is advised that the Court is departing from that practice, and reserves the right to discuss any listed agenda items in executive session when authorized by law to do so. In the event the Commissioners Court elects to go into Executive Session regarding an agenda item the section or sections of the Open Meetings Act authorizing the Executive Session will be publicly announced by the presiding officer. In accordance with the authority of the Government Code, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.0725 (Contract being Negotiated), 551.073 (Prospective Gift), 551.074 (Personnel Matters), 551.0745 (Personnel Matters Affecting County Advisory Body), 551.076 (Security Devices), 551.086 (Public Utilities Competitive Matters), 551.087 (Economic Development Negotiations) the Commissioners Court will hold an Executive Session to consult with attorney(s) including matters related to litigation; deliberate regarding real property; prospective gift(s); personnel matter(s), including termination; security devices, and/or economic development negotiations and other matters that may be discussed in an Executive Session. Upon completion of the Executive Session, the Commissioners' Court may in an open session take such action as appropriate on items discussed in Executive Session.

5. **RECONVENE:** Regular Commissioners Court Session
6. Consideration and action on all items discussed in the Executive Session.
7. **ADJOURN**

SIGNED THIS THE 29TH DAY OF FEBRUARY, 2024.
POSTED THIS THE 29TH DAY OF FEBRUARY, 2024.

A handwritten signature in cursive script, reading "David R. Krebs", written in black ink. The signature is positioned above a horizontal line.

Judge David R. Krebs

PERSONS WITH DISABILITIES PLANNING TO ATTEND THIS MEETING WHO MAY NEED AUXILIARY
AIDS OR SERVICES ARE ASKED TO CONTACT THE COUNTY JUDGE'S OFFICE AT (361) 364-9301.

Commissioners Court Agenda

2. 2. b.

Meeting Date: 03/04/2024

Brief Title:

From: Debbie Sanders, County Judge Court Administrator

SUBJECT:

Consideration and action on Budget Line Items, Transfers, and Amendments.

Attachments

Blitz 4 Mar 2024

Commissioners Court Agenda

2. 3. a.

Meeting Date: 03/04/2024

Brief Title: Cyber Security Training Enrollment

Submitted For: Steven Gonzalez, Info Systems Dept

From: Priscilla Maldonado, IS B&Y Admin

SUBJECT:

Consideration and action to authorize all County Employees and all Elected Officials in the Texas Association of Counties(TAC) cybersecurity course in order to comply with HB 3834. The new state law, Gov't Code §2054.5191, effective June 14, 2019, requires all local government employees and elected officials who have access to a local government computer system or database to annually complete **acybersecurity** training program certified by the Texas Department of Information Resources (DIR). The course is available to Counties for an annual fee of \$5 per user for the year of 2024. Training must be completed by July 15, 2024.

Attachments

Cyber Security Enrollment

TEXAS ASSOCIATION *of* COUNTIES



Cybersecurity Course Enrollment Form for Counties

Texas Government Code § 2054.5191 requires all county employees, elected officials, and appointed officials who have access to a local government computer system or database and use a computer to perform at least 25 percent of their duties to complete an annual cybersecurity training that has been certified by the Texas Department of Information Resources (DIR).

In response to the cybersecurity training mandate and in furtherance of our continued commitment to our county family, TAC is offering a cybersecurity course that has been certified by DIR and fulfills the requirements of the law. This course is available to counties for an annual fee of \$5 per user.

Should your county choose to participate in TAC's cybersecurity training program, **please have your Commissioners Court approve your county's participation and complete the enclosed form and return it via email to SecurityTraining@county.org** or fax to (512) 477-1324. For more information about the underlying legislation and TAC's cybersecurity training course, please visit county.org/cybersecurity.

Your course administrator will receive an email notification when your county is enrolled. Counties are required to report their compliance with the mandate by August 31, 2024. Enrollment is available on a rolling basis through July 31, 2024.

Printed Name

David Krebs-County Judge

County Name

San Patricio County

Authorized Signature

Date

Course Administrator (Required)

Please indicate the individual who will serve as the primary point of contact with TAC staff for purposes of enrolling participating county officials and employees in the cybersecurity training course. The designated individual will be asked to provide a list of all participating county employees and elected officials' names, email addresses and positions held. The designated individual will also be asked to regularly add or remove users from access to the training program upon separation from county employment.

The course administrator will have access to reports reflecting the course completion status of all participating county employees and elected officials. If your county would like multiple administrators, please include their contact information on the following page.

Name of Administrator: Priscilla Maldonado

Email of Administrator: helpdesk@sanpatriciocountytexas.gov

Phone Number of Administrator: 361-364-9306

Position/Office of Administrator: I.T. Coordinator/ Technician I

County IT Administrator (Required)

Please indicate the individual responsible for IT administration for your county. Upon request, TAC will coordinate with your IT administrator to facilitate smooth deployment of the cybersecurity training program for your personnel and elected officials.

Name of IT Administrator: Steven Gonzalez

Email of Registrant: sgonzalez@sanpatriciocountytexas.gov

Phone Number of Registrant: 361-364-9306

Billing Contact (Required)

TAC will send an invoice in the amount of \$5 per user to the contact below. The number of users will be based on the highest number of users added to the platform between the time that your county completed enrollment and October 2024. Users who are added and later deleted will still be accounted for when billing. The invoice is due upon receipt.

Name of Contact: Priscilla Maldonado

Email of Contact: helpdesk@sanpatriciocountytx.gov

Phone Number of Contact: 361-364-9306

Position/Office of Contact: IT Coordinator / Technician I

Mailing Address: 400 W Sinton Street Sinton Tx 78387

Preferred Delivery Method (Email/Mail): Mail

Additional Course Administrators (Optional)

Please indicate any additional county employees who will have access to regularly add/remove users from training according to employment changes within the county. Administrators will have access to reports reflecting the course completion status of all county employees.

Name of Administrator: Jennifer Sanderfer

Email of Administrator: jsanderfer@sanpatriciocountytx.gov

Phone Number of Administrator: 361-587-3545

Position/Office of Administrator: System Administrator

Additional Course Administrators (Optional)

Name of Administrator: _____

Email of Administrator: _____

Phone Number of Administrator: _____

Position/Office of Administrator: _____

Name of Administrator: _____

Email of Administrator: _____

Phone Number of Administrator: _____

Position/Office of Administrator: _____

Commissioners Court Agenda

2. 4. a.

Meeting Date: 03/04/2024

Brief Title: FY 2023 Annual Pretrial Services Report

From: Debbie Sanders, County Judge Court Administrator

SUBJECT:

Consideration and action on FY 2023 Pretrial Services Report. Presentation by Jason Woods, Director Community Supervision and Corrections Department.

Attachments

FY 2023 PTS Annual Report



**SAN PATRICIO COUNTY
PRETRIAL SERVICES DEPARTMENT**
404 WEST MARKET ST.
SINTON, TEXAS 78387
361-364-4243
Fax 361-364-5642
sanpatpretrial@gmail.com

*Serving the
jurisdictional
Courts of San
Patricio County,
Texas, since 2019
& operated by
San Patricio
County CSCD*

IRMA VILLARREAL
PTS Assistant

CALLIE ADKINS
Pretrial Services Director

TBD
PTS Assistant

JASON R. WOODS
CSCD Director/Chief Probation Officer

March 4, 2024

SAN PATRICIO COUNTY PRETRIAL SERVICES FY 2023 ANNUAL REPORT

Introduction

On January 7th, 2019, San Patricio County Commissioners Court approved the creation of a Pretrial Services Bond Department, pursuant to *Resolution No. 2019-1*.

During March 2019, the *SAN PATRICIO COUNTY PRETRIAL SERVICE DEPARTMENT (PTS)* launched after the jurisdictional judges determined it was in the best interest of justice to establish the pretrial services department primarily to:

- gather and review information about an accused that may have a bearing on whether the accused will comply with the conditions of a personal bond and report its findings to the Court before which is pending;
- develop more comprehensive and integrated pretrial services capable of supporting judicial integrity and due process;
- provide the capability to monitor and supervise defendants after incarceration and prior to trial/adjudication and to inherently reduce the jail population;
- effectively ensure speedy release of eligible defendants from custody with the use of personal bonds, supervision and/or electronic monitoring;
- provide a fair and equitable process for eligible defendants to be released from jail, and through supervision, reduce the number of failures to appear in Court; and
- a timely release of eligible pretrial defendants could reduce the cost of incarceration for the taxpayers of San Patricio County.

This is the fifth installment of the annual Pretrial Services Report presented to the San Patricio County Commissioners Court which outlines the fulfilled requirements relevant to *Article 17.42, Section 6, Texas Code of Criminal Procedure* for each of those fiscal years.

Today, the San Patricio County Pretrial Bond Services Department submits the following FY23 Annual Report:

Operating Budget

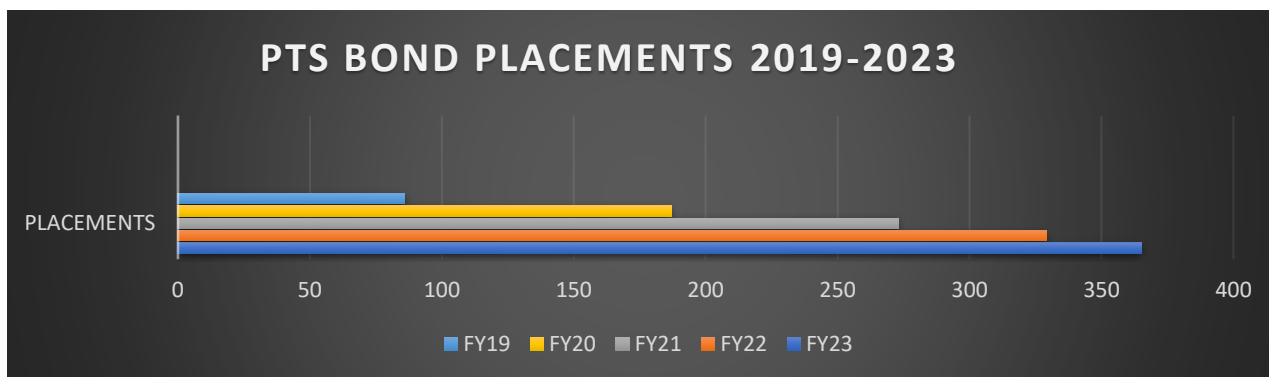
(pursuant to TX Code of Criminal Procedure, 17.42, Sec. 6, b.1 & 2)

Salaries/Fringe (two, full-time staff)	\$136,105
Supplies/Utilities/Equipment	\$4,610
Travel/Training	\$2,700
TOTAL	\$143,415

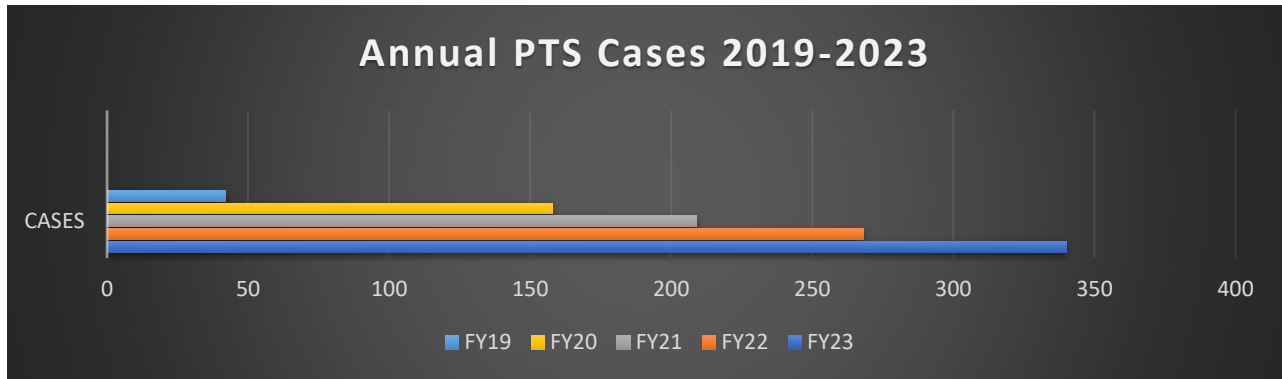
- PTS **receipted** **\$36,186** in bond (\$25,642) and monitoring (\$10,544) fees from defendants participating in the program back to San Patricio County.
- Applying a conservative formula for inmates released on a pretrial services bond, the PTS Department **saved** the county an estimated **\$303,884** (365 defendants X \$59.47 daily jail rate X 14 days jail).
- PTS **saved** the county approximately **\$40,000** by reducing the days in jail by 7 days for up to 100 defendants placed in jail for probation warrants by swiftly assisting them with affidavits of inability to pay and assigning court-appointed counsel which facilitated a quicker Court setting to dispose of the warrant.
- Overall, pretrial services saved San Patricio County an estimated **\$236,655** (*PTS Revenue + Jail Savings – Operating Budget*).

Pretrial Service Bond Cases

(pursuant to TX Code of Criminal Procedure, 17.42, Sec. 6, b.3)

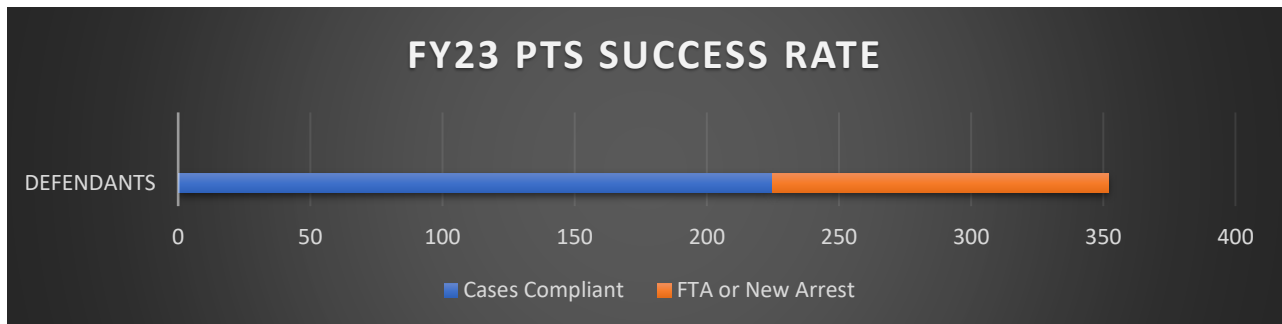


- During FY23, there were 365 defendants charged with 429 offenses placed on bond supervision with the San Patricio County Pretrial Services Office (compared to 329 defendants/236 offenses during FY22).



- There were approximately 340 misdemeanor/felony cases being monitored/supervised during December FY23 (compared to 268 cases during December FY22).

Success Rate Pretrial Service Bond Cases (pursuant to TX Code of Criminal Procedure, 17.42, Sec. 6, b.4)



- 340 defendants on pretrial supervision are or were compliant and/or attended Court as scheduled or had not appeared in Court prior to the close of FY23 compared to 209 defendants in FY21.
- 225 defendants were successfully discharged from their pretrial service bond.
- 127 defendants failed to appear in Court or had other violations.
- The FY23 **PTS success rate was 89.82%** (compared to 77.54% in FY21), which includes successful completions and cases still being supervised/monitored on the last business day of the year.

Art. 17.42. PERSONAL BOND OFFICE.

Sec. 6. (a) Not later than April 1 of each year, a personal bond office established under this article shall submit to the Commissioners court or district and county judges that established the office an annual report containing information about the operations of the office during the preceding year.

(b) In preparing an annual report under Subsection (a), the office shall include in the report a statement of:

- (1) the office's operating budget;
- (2) the number of positions maintained for office staff;
- (3) the number of accused persons who, after review by the office, were released by a court on personal bond before sentencing in a pending case; and
- (4) the number of persons described by Subdivision (3):

(A) who failed to attend a scheduled court appearance;

(B) for whom a warrant was issued for the arrest of those persons for failure to appear in accordance with the terms of their release; or

(C) who, while released on personal bond, were arrested for any other offense in the same county in which the persons were released on bond.

(c) This section does not apply to a personal bond pretrial release office that on January 1, 1995, was operated by a community corrections and supervision department.

Commissioners Court Agenda

2. 4. b.

Meeting Date: 03/04/2024

Brief Title: 2024 Investment Policy

Submitted For: April Garcia, County Treasurer

From: April Garcia, County Treasurer

SUBJECT:

Consideration and action on County Treasurer April Garcia's recommendation to adopt the 2024 Investment Policy

Attachments

2024 Investment Policy

San Patricio County,
Texas

Investment Policy

March 4, 2024

I. INVESTMENT SCOPE

This policy serves to satisfy the statutory requirements of Local Government Code 116.112 and Title 10, chapter 2256, Government Code, Public Funds Investment Act, as amended, to define and adopt a formal investment policy.

This investment policy applies to all financial assets of all funds of the County of San Patricio, Texas, at the present time, any funds to be created in the future, and any other funds held in custody by the County Treasurer, unless expressly prohibited by law or unless it is in contravention of any depository contract between San Patricio County and any depository bank.

This policy does not apply to funds held in trust by court order from the County and District Courts.

II. OBJECTIVES

The objectives of the San Patricio County Investment Policy shall be:

To set forth the methods and means of financial investment and debt management operation for San Patricio County.

To pursue an active portfolio management philosophy. Securities may be sold or exchanged before they mature if market conditions present an opportunity for the County to benefit from the trade. However, under this policy, all investments will be made with the intent of pursuing, at the time of purchase, the best rate of return on securities held until maturity, and not with the intent of speculative trading. Given this strategy, the basis used by the County Treasurer to determine market yields are being achieved shall be the U.S. Treasury rate with a comparable maturity.

San Patricio County is concerned about the return of its principal; therefore, safety of principal is a primary objective in any investment transaction. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds.

To have a diversified investment portfolio in order to eliminate the risk from over-concentration of assets in a specific maturity, a specific issuer or a specific class of investments. Investments shall always be selected that provide for stability of income and reasonable liquidity through methods allowed under federal and state law and in accordance with the current San Patricio County Depository contract.

To achieve the highest return of interest, while providing necessary protection of the principal, consistent with liquidity requirements of San Patricio County's cash needs. When the county has funds that will not be needed to meet current-year obligation, maturity restraints will be imposed based upon the investment strategy for each fund. The maximum allowable stated maturity of any individual investment owned by the county is (2) years.

To provide training in investments for the County Treasurer and any staff member/s who have completed the Texas Association of Counties Investment Officer training class, in accordance with the Public Funds Investment Act, Sec. 2256.008, through courses and seminars offered by professional organizations and associations in order to ensure the quality, capability and currency of the County Treasurer in making investment decisions.

III. EXEMPTION

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy in accordance with the Public Funds Investment Act, Sec. 2256.017. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

IV. STANDARD OF CARE

In accordance with Government Code 2256.006, investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order or priority: preservation and safety of principal; liquidity; and yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (1) the investment of all funds, or funds under the county's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy of the county.

V. DEPOSIT OF FUNDS

All funds received by Officials of San Patricio County shall be officially deposited with the County Treasurer upon receipt or the next day after receipt and in accordance with prescribed policy and procedure; however, without exception, all funds shall be deposited within seven (7) days from the date of the collection by said officer, in accordance with state law.

VI. INVESTMENT OFFICER

In accordance with Sec. 116.112 (a), Local Government Code and/or Chapter 2256, Government code, the County Treasurer is the Investment Officer, under the direction of the San Patricio County Commissioners' Court, and may invest County funds that are not immediately required to pay obligations of the County.

The County Treasurer shall develop and maintain administrative procedures for the operation of the investment program, consistent with this investment policy.

It is understood at all times that the control of San Patricio County funds is vested in the Commissioners' Court of San Patricio County and said right of investment or management is extended by the Commissioners' Court to the County Treasurer in its behalf.

In accordance with Section 113.005, Local Government code, the County Treasurer is not responsible for any loss of the county funds through the failure or negligence of a depository. This section does not release the Treasurer from responsibility for a loss resulting from the official misconduct or negligence of the Treasurer, including a misappropriation of the funds, or from responsibility for funds until a depository is selected and the funds are deposited.

By authority of Section 2256.003 (b) San Patricio County may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under authority of this subsection may not be for a term longer than two years. A renewal or extension of the contract must be made by San Patricio County by order, ordinance, or resolution.

In compliance with Section 2256.008, Government Code, the County Treasurer shall attend a minimum of 10 classroom hours annually of continuing education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act.

The San Patricio County Treasurer is subject to audit by the San Patricio County Auditor. In addition, it is the policy of the San Patricio County Commissioners' Court, at a minimum, to have an annual audit of all County funds by an independent auditing firm. The County Treasurer and the County's investment procedures shall be subject to the annual audit which shall include a compliance audit of management controls on investments and adherence to the investment policies in accordance with Section 2256.005 (m).

VII. ETHICS AND CONFLICTS OF INTEREST

If at any time the County Treasurer should develop a personal or business relationship with any business organization offering to engage in an investment transaction with San Patricio County, a Disclosing Statement must be filed with San Patricio County Commissioners' Court.

VIII. BETWEEN COURT INVESTMENT AUTHORIZATION

In order to allow the maximum flexibility for the investment of San Patricio County funds, the San Patricio County Commissioners' Court extends the County Treasurer full authority for the investment of San Patricio County funds between meetings of the Commissioners' Court, official approval of which shall be made by said Court in Court Order form at the next official meeting of the Commissioners' Court.

IX. METHODS OF INVESTMENT

In order to facilitate the investment of San Patricio County funds, the County Treasurer is authorized to utilize an electronic banking system for the investment of such funds by means of a Customer Direct Access (CDA) program, Customer Direct Link (CDL) program, or similar program, with the depository bank, investment firm, or investment pool.

The purpose of the electronic banking system shall be to allow the County Treasurer to enhance the time frame for investments and to return funds to primary San Patricio County accounts.

It will be the policy of San Patricio County that all securities shall be purchased using the "Delivery vs. Payment" (DVP) method through the Federal Reserve System. By so doing, County funds are not released until the County has received, through the Federal Reserve wire, the securities purchased.

A minimum of two bidders will be contacted in all investment transactions. Bids may be solicited in any manner provided by law and must be documented and filed for auditing purposes.

X. AUTHORIZED INVESTMENTS

In accordance with federal and state laws, San Patricio County's Depository Contract, and appropriate approved collateral provisions, San Patricio County shall utilize the following methods for the investment of San Patricio County Funds within the designated percentage limits:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks. (Section 2256.009) 100 %
2. Direct obligations of the State of Texas or its agencies and instrumentalities. 30 %
3. Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the fully faith and credit of, this State of Texas or the United States or their respective agencies and instrumentalities. 50 %
4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent. 25 %
5. Certificates of Deposit issued by State and National Banks, and Savings Banks domiciled in the State of Texas that payment of which is insured in full by the Federal Deposit Insurance Corporation, or its successor, and which are secured by obligations described in Section 2256.009(a), except for obligations described in Section 2256.009 (b). 50 %
6. Public funds Investment Pools, which are "constant dollar pools" as authorized by Section 2256.016 - 2256.019 and which underlying investments are in compliance with any authorized investments set out herein. 100 %

XI. INVESTMENT INSTITUTIONS

The County Treasurer is authorized to utilize the following institutions or groups to facilitate the investment of San Patricio County funds, consistent with federal and state law and San Patricio County's Bank Depository Contract:

1. Depository Bank
2. Other State or National Banks domiciled in Texas and insured by FDIC
3. Government Securities
4. Local, State, and Governmental units
5. Public Funds Investment pools, which are rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service, marks its portfolio to market daily and maintains a \$1.00 net asset value ; and further which complies with Chapter 2256, Government code and which underlying investments are in compliance with the authorized investments set out herein.

A copy of this investment policy shall be presented to any person offering to engage in an investment transaction with San Patricio County. The County Treasurer may not purchase securities from any person who has not filed a written instrument (Broker/Dealer Certification) signed by the qualified representative of the organization offering to engage in an investment transaction with San Patricio County, stating (1) that the policy has been received and reviewed, and (2) acknowledging that San Patricio County has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the organization and San Patricio County, in accordance with Government Code 2256.005(k).

A list of financial institutions authorized to provide investment services to San Patricio County will be maintained by the approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Texas. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions with San Patricio County must supply the County Treasurer with a current audited financial statement.

XII. AUTHORIZED COLLATERAL AND COLLATERAL PROCEDURES

The San Patricio County Commissioners' Court shall select the form of securities pledge contract or surety bond used to secure San Patricio County funds.

The addition, withdrawal, or substitution of collateral for San Patricio County funds shall be subject to the approval of the San Patricio County Commissioners' Court.

The investment of any San Patricio County funds shall be fully collateralized, consistent with federal and state law and San Patricio County's Bank Depository Contract, without exception, in one or more of the following manners:

1. FDIC Insurance Coverage
2. United States Treasury bills, bonds, and notes
3. Securities of federally-sponsored U. S. Agencies and instrumentalities of the United States Government, excluding Collateralized Mortgage Obligations and Strip Securities.

The amount of securities pledged shall be determined by their market value, and at all times shall be in an amount at least equal to 110% of the amount of public funds on deposit.

XII. SAFEKEEPING AND CUSTODY

All purchased securities, certificates of deposit, insured by FDIC, and all pledged securities shall be held in safekeeping by San Patricio County or a county account in a third party financial institution, primarily the Federal Reserve Bank under the direction of the San Patricio County Commissioners Court, through the County Treasurer of San Patricio County and subject to the review and audit of the San Patricio County Auditor.

XIV. REPORTING

Not less than quarterly, the County Treasurer shall prepare and submit to the Commissioners' Court a written report detailing the investment position of San Patricio County in compliance with Government Code Section 2256.023.

STATE OF TEXAS
COUNTY OF SAN PATRICIO

IN THE COMMISSIONERS COURT
OF SAN PATRICIO COUNTY, TEXAS

SAN PATRICIO COUNTY COMMISSIONERS COURT ORDER

COMMISSIONERS COURT ORDER
SAN PATRICIO COUNTY INVESTMENT POLICY

BE IT REMEMBERED AT A MEETING OF Commissioners' Court of

San Patricio County, Texas, held on the March 4, 2024, on motion
made by _____, and
seconded by _____.
the following Order was adopted:

WHEREAS, the Commissioners' Court of San Patricio County, Texas desires the
establishment of prudent investment policies: and

WHEREAS, the Commissioners' Court has reviewed the attached investment policy and
believes its enactment would be to the financial benefit of San Patricio County, Texas:

NOW, THEREFORE, it is hereby ADJUDGED and DECREED that the San Patricio County
Treasurer implement the attached investment policy dated March 4, 2024.

ORDERED this March 4, 2024.

David Krebs, County Judge

Sonia Lopez, Commissioner, Precinct #1

Tom Yardley, Commissioner, Precinct #2

Lilly Wilkinson, Commissioner, Precinct #3

Howard Gillespie, Commissioner, Precinct #4

ATTESTED BY: _____

Commissioners Court Agenda

2. 4. c.

Meeting Date: 03/04/2024

Brief Title: RFP 2024-002 MRC

From: Alonzo Arce, Assist Co Auditor 1

SUBJECT:

Discussion, Consideration, and Action on awarding the contract for RFP 2024-002, a request for Medical Reserve Corps Unity Coordination, to the sole proposal, which requires a \$10,000 payment at contract acceptance.

Attachments

MRC

San Patricio County RFP 2024-002 MRC

February 15, 2024 2PM CST

	Company
1	Name: Homeland Preparedness Project Address: 2833 Cythera Circle City,State,Zip Alvin, Texas 77511
2	Name: Address: City,State,Zip
3	Name: Address: City,State,Zip
4	Name: Address: City,State,Zip
5	Name: Address: City,State,Zip
6	Name: Address: City,State,Zip
7	Name: Address: City,State,Zip
8	Name: Address: City,State,Zip

Commissioners Court Agenda

2. 4. d.

Meeting Date: 03/04/2024

Brief Title: 2023 Ford Explorer for Juvenile Detention

From: Debbie Sanders, County Judge Court Administrator

SUBJECT:

Consideration and action on request from Charity Franco, Director of Juvenile Services to purchase a 2023 Ford Explorer from Three Rivers Ford, Three Rivers, Texas for \$37,695.77.

BACKGROUND:

See three quotes attached.

Attachments

Three Rivers Ford Purchase Order for 2023 Ford Explorer Juv Det

Other 2 quotes 2023 Explorer Juv Det

This order not valid unless accepted by management

COMMERCIAL MOTOR COMPANY*"Serving you and your family since 1939"*Date: 2/28/2024Salesperson: Dell FranksManager: Dell FranksCustomer ID #: 1253**FOR INTERNAL USE ONLY****BUSINESS
NAME
CONTACT**SAN PATRICIO COUNTYHome Phone : (361) 364-6100

Address :

400 W SINTON ST # 50
SINTON, TX 78387-2447
SAN PATRICIOWork Phone : (361) 364-6100

E-Mail :

Cell Phone :

VEHICLEStock # : 23SF280New / Used : NewVIN : 1FMSK7KH8PGB22049Mileage: 15Vehicle : 2023 Ford ExplorerColor : Star White MetaType : ST-Line 4dr 4x2K7K

Body Size :

Style :

Weight : 0

Unit Class :

Selling Price

49,765.00

Doc Fee

125.00

Tax

3,110.31

Non Tax Fees

278.40

Cash Deposit

.00

Balance

53,278.71

Customer Approval: _____

Management Approval: _____

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.



PRODUCT PRICING SUMMARY

GOODBUY 24-8F000 VEHICLES

VENDOR--Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656

End User: SAN PATRICIO COUNTY

Prepared by: MICHAEL WILEY

Contact: ALONZO ARCE

Phone: 254-541-9061

Email:

Email: mwiley.silsbeefleet@gmail.com

Product Description: FORD INTERCEPTOR UTILITY

Date: February 8, 2024

A. Bid Item: 7.57 ALT

A. Base Price: \$ 48,295.00

B. Factory Options

Code	Options	Bid Price	Code	Options	Bid Price
		\$ -	17A	REAR A/C	\$ 610.00
K8A	2024 POLICE EXPLORER AWD	\$ -	51R	DRIVER SIDE LED SPOTLIGHT	\$ 395.00
	3.3L V6; 10-SPD AUTOMATIC	INCL	55F	KEYLESS ENTRY	\$ 340.00
	HEADLAMP PREP HOUSING	INCL	60A	GRILL WIRING	\$ 50.00
	CLOTH BUCKETS FRONT	INCL	86T	TAILAMP HOUSING PREP	\$ 60.00
	VINYL BACK SEAT	INCL	61B	OBD2 SPLIT CONNECTOR	\$ 55.00
	POWER WINDOWS AND LOCKS	INCL			
	A/C; AM/FM STEREO W/BLEETOOTH	INCL			

Total of B. Published Options: \$ 1,510.00

Published Option Discount (5%) \$ (75.50)

C. Additional Options [not to exceed 25%]

\$= -6.3 %

Options	Bid Price	Options	Bid Price
WHITE	COLOR	INSTALL PARTITION AND CARGO BARRIER	\$ 1,850.00
STOCK UNITS ARRIVING IN LATE MARCH	DELIVERY		
MY24 K8A99B ADJUSTMENT	\$ (5,000.00)		

Total of C. Unpublished Options: \$ (3,150.00)

D. Floor Plan Interest (for in-stock and/or equipped vehicles):

\$ -

E. Lot Insurance (for in-stock and/or equipped vehicles):

\$ -

F. Subcontractor Equipment Price:

\$ -

G. Additional Delivery Charge: 295 miles

\$ 590.00

H. Subtotal:

\$ 47,169.50

I. Quantity Ordered 1 x K =

\$ 47,169.50

J. Trade in:

\$ -

K. GOODBUY Administrative Fee (\$200 per purchase order)

\$ 200.00

L. TOTAL PURCHASE PRICE INCLUDING GOODBUY FEE

\$ 47,369.50

Commissioners Court Agenda**2. 4. e.****Meeting Date:** 03/04/2024**Brief Title:** J. P. # 8 request for Zebra Printer and Document Scanner**From:** Tricia Astin, County Judge Court Coordinator

SUBJECT:

Consideration and action on Judge Leslie Pullin, Justice of the Peace Precinct # 8's request to purchase a Zebra Desktop Printer for \$347.99 and a Document Scanner for \$955.00 to be paid out of the Courthouse Technology Fund. The quotes for the printer and scanner are attached.

Attachments

Zebra Printer # 1

Zebra Printer # 2

Document Scanner # 1

Document Scanner # 2

Consider these alternative items



Zebra ZD421 Thermal Transfer Desktop Printer 203 dpi Print Width 4-inch USB Ethernet

\$347⁹⁹



ZEBRA ZD421 Direct Thermal Desktop Printer 203 dpi Print Width 4-inch USB Ethernet

\$361⁰²



Zebra ZD420d Direct Thermal Desktop Printer 203 dpi Print Width 4 in USB ZD42042-

\$300⁰⁰

Office Products ▾ Office Electronics ▾ Printers & Accessories ▾ Printers ▾ Label Printers



Zebra ZD421 Direct Thermal Desktop Printer 203 dpi Print Width 4-inch USB ZD4A042-D01M00EZ (Renewed)

Visit the Amazon Renewed Store
Search this page



This product is inspected, tested, and refurbished, as necessary to be fully functional according to Amazon Renewed standards.
Learn about Amazon Renewed

- Brand ZEBRA
- Connectivity USB
- Printing Thermal
- Technology Thermal
- Special Energy Star
- Feature Feature

▾ See more

About this item

- Easy to use: Connects via USB, and is compatible with media rolls that have a 1 in core, a max diameter of 5 in, and a max width of 4.25 in
- Direct thermal technology: Requires the use of direct thermal media, no thermal ribbon required to print
- Powerful: Fast print speeds, superior performance, and top print quality for address, shipping, mailing, file folder, barcode, and binder labels as well as name tags, wrist bands, and receipts
- Media handling: Compatible with field installable add ons (cutter, peeler, connectivity port adapters), max print speed of 8 in/sec, 203 dpi, and is Energy Star approved

Roll over image to zoom in

No featured offers available
Learn more

Deliver to Leslie - Taft 78390

See All Buying Options

Add to List

Zebra ZD421 Direct Thermal Desktop Printer 203
dpi Print Width 4-inch USB ZD4A042-D01M00...

Qty

Filter 

1 option sorted by price + delivery: low to high

Refurbished - Excellent

\$367⁸¹

FREE delivery March 4 - 6. [Details](#)
Or fastest delivery February 29 -
March 4. [Details](#)

Add to Cart

Ships from

New Cycle Electronics

Sold by

[New Cycle Electronics](#)

★★★★☆ (188 ratings)

71% positive over last 12 months

**Southern Computer Warehouse**

1395 S. Marietta Parkway
Building 300
Marietta, Georgia 30067
United States
<http://www.scw.com>
(P) 877-GOTOSCW
(F) 770.579.8937

Quote (Open)**Date**

Feb 27, 2024 05:36 PM EST

Modified Date

Feb 27, 2024 05:37 PM EST

Quote #

1815271 - rev 1 of 1

Description

Ricoh fi fi-8170

SalesRep

Reardon, Josh
(P) 770-579-8927 ext. 291

Customer Contact

Maldonado, Priscilla
(P) 361-364-9306
helpdesk@sanpatriciocountytx.gov

Customer

San Patricio County TX (ST4418)
Maldonado, Priscilla
400 W. Sinton St
Room B-8
Sinton, TX 78387
United States
(P) 000-000-0000
(F) 000-000-0000

Bill To

San Patricio County TX
ACCOUNTS, PAYABLE
400 W Sinton St
RM B7 Tech
Sinton, TX 78387
United States
(P) 361-364-9306
(F) 361-364-6119

Ship To

San Patricio County TX
REF, PO
400 W Sinton St RM B 8
Steven Gonzalez
Sinton, TX 78387
United States
(P) 361-364-9306
(F) 361-364-6119

Customer PO:	Terms: Undefined	Ship Via: GROUND
Special Instructions:		Carrier Account #:

#	Image	Description	Part #	List Price	% off	Qty	Unit Price	Total
1		Ricoh - Ricoh fi fi-8170 Document scanner - Dual CIS - Duplex - - 600 dpi x 600 dpi - up to 70 ppm (mono) / up to 70 ppm (color) B055 - ADF (100 sheets) - up to 10000 scans per day - Gigabit LAN, USB 3.2	PA03810-	\$1,348.00	29.15%	1	\$955.00	\$955.00

Contract

TIPS - 230105 - Tech Products, Software, Services - Technology Solutions Products, Software & Services

Quote valid for 30 days unless formal bid provides different term. Promotional pricing is valid only during term of promotion and while supplies last. All returns must be authorized and clearly marked with a valid RMA number. RMA's are subject to restock fees when applicable.

These prices may not include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. Please note that expedited shipping charges are estimated, and could decrease or increase when invoiced. All prices are subject to change without notice. Supply subject to availability.



Subtotal: **\$955.00**
Tax (.0000%): \$0.00
Shipping: \$0.00
Total: **\$955.00**
(List Price: \$1,348.00)



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

PRISCILLA MALDONADO,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NTKP280	2/28/2024	NTKP280	232749	\$1,093.42

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Fujitsu fi-8170 Document Scanner	1	6984894	\$1,093.42	\$1,093.42
Mfg. Part#: PA03810-B075				
Contract: Sourcwell 081419-CDW Tech Catalog (081419#CDW)				

SUBTOTAL	\$1,093.42
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$1,093.42

PURCHASER BILLING INFO	DELIVER TO
Billing Address: SAN PATRICIO COUNTY ACCTS PAYABLE 400 W SINTON ST RM B-8 SINTON, TX 78387-2447 Phone: (361) 364-9306 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: SAN PATRICIO COUNTY RAUL DELGADO 400 W SINTON ST STE B-8 SINTON, TX 78387-2447 Shipping Method: DROP SHIP-GROUND
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Parker Cole | 800.808.4239 | parker.cole@cdwg.com

Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.

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Commissioners Court Agenda

2. 4. f.

Meeting Date: 03/04/2024

Brief Title: 2024 John Deere 6120E Cab

Submitted For: Howard Gillespie, Commissioner PCT 4

From: Beth Rice, Administrative Assistant Rice

SUBJECT:

Consideration and action on request from, Gary Davis, Airport Manager, for purchase of a 2024 John Deere 6120 E Cab in the amount \$94,021.04, buyboard 706-23 contract that has been verified by the Auditor's office.

Attachments

John Deere



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Tellus Equipment Solutions
9880 Us Highway 181
Taft, TX 78390
361-528-2535
gmiller@tellusequip.com

Quote Summary

Prepared For:

Gary Davis
SAN PATRICIO COUNTY AIRPORT
Gary Davis
3149 FM 3512
ARANSAS PASS, TX 78336
Business: 361-758-2000
GDAVIS@SANPATRICIOCOUNTYTX.GOV

Delivering Dealer:

Tellus Equipment Solutions
Sandra Castillo
9880 Us Highway 181
Taft, TX 78390
Phone: 361-528-2535
scastillo@tellusequip.com

**USED EQUIPMENT SOLD AS IS WHERE IS.
NO WARRANTY IS WRITTEN OR IMPLIED
UNLESS REMAINING FACTORY WARRANTY
IS TRANSFERABLE.
CONSULT YOUR SALES TEAM FOR
DETAILS.**

Quote ID: 30417775
Created On: 22 February 2024
Last Modified On: 22 February 2024
Expiration Date: 29 March 2024

Equipment Summary	Suggested List	Selling Price	Qty	Extended
2024 JOHN DEERE 6120E Cab Tractor (101 PTO hp) - 1P06120ECP6260109 Contract: TX BuyBoard Grounds Mtnc Equip, Irrigation 706-23 (PG 67 CG 70) Price Effective Date:	\$ 121,697.40	\$ 94,021.04 X	1 =	\$ 94,021.04
Equipment Total				\$ 94,021.04

Quote Summary

Equipment Total	\$ 94,021.04
Trade In	
SubTotal	\$ 94,021.04
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 94,021.04
Balance Due	\$ 94,021.04

Salesperson : X _____

Accepted By : X _____

Confidential



Selling Equipment



Quote Id: 30417775 Customer Name: SAN PATRICIO COUNTY AIRPORT

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Tellus Equipment Solutions
9880 Us Highway 181
Taft, TX 78390
361-528-2535
gmiller@tellusequip.com

2024 JOHN DEERE 6120E Cab Tractor (101 PTO hp) - 1P06120ECP6260109

Equipment Notes: 9250LB

Suggested List *

Hours: 0

\$ 121,697.40

Stock Number: 62005551

Selling Price *

Contract: TX BuyBoard Grounds Mtn Equip, Irrigation
706-23 (PG 67 CG 70)

\$ 94,021.04

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
333FP	2024 JOHN DEERE 6120E CAB TRACTOR	1	\$ 110,408.00	23.00	\$ 25,393.84	\$ 85,014.16	\$ 85,014.16
Standard Options - Per Unit							
182F	AUTOTRAC UNI/ GREENSTAR READY	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
183E	JDLINK HARDWARE ONLY	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
185A	LESS SUBSCRIPTION	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
0202	USA MARKET	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	ENGLISH OPERATOR'S MANUAL	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
0500	NO PACKAGE	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1385	24F/12R PR TRANS EH PTO 40K	1	\$ 1,709.00	23.00	\$ 393.07	\$ 1,315.93	\$ 1,315.93
1950	LESS APPLICATION	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
2050	STANDARD CAB	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
2100	CAB SEAT MECH SUSPENSION	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
3340	TRIPLE SCV DELUXE	1	\$ 522.00	23.00	\$ 120.06	\$ 401.94	\$ 401.94
4015	STANDARD DUTY HITCH	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
4120	TELESCOPIC DRAFT LINKS	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
4315	STANDAR DRAWBAR	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
4420	SWAY CHAIN RETAINERS	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
5212	460/85R34 IN. 8PR R1W RADIA	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
6045	MFWD (4WD) FRONT AXLE EH	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00



Selling Equipment



Quote Id: 30417775 Customer Name: SAN PATRICIO COUNTY AIRPORT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Tellus Equipment Solutions
9880 Us Highway 181
Taft, TX 78390
361-528-2535
gmiller@tellusequip.com

6210	340/85R24 IN. 8PR R1W RADIA	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
7700	SHIPPING PREP FOR TRUCK	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
8254	INSTRUCTIONAL SEAT	1	\$ 770.00	23.00	\$ 177.10	\$ 592.90	\$ 592.90
8911	LOADER READY PACKAGE 3 SCV	1	\$ 6,923.00	23.00	\$ 1,592.29	\$ 5,330.71	\$ 5,330.71
Standard Options Total			\$ 9,924.00		\$ 2,282.52	\$ 7,641.48	\$ 7,641.48
Technology Options/Non-Contract/Open Market							
1880	LESS RECEIVER	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1900	LESS DISPLAY	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
Technology Options Total			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Dealer Attachments/Non-Contract/Open Market							
RE596823	OPEN MARKET-Radio - RADIO, AM, FM, WB, W/O BT, NO CD	1	\$ 368.09	0.00	\$ 0.00	\$ 368.09	\$ 368.09
SJ10170	OPEN MARKET-Antenna - ANTENNA, ANTENNA, AERIAL	1	\$ 44.11	0.00	\$ 0.00	\$ 44.11	\$ 44.11
SJ14958	OPEN MARKET-Beacon Light-REVOLVING LIGHT, KIT, FIELD INSTALL	2	\$ 226.60	0.00	\$ 0.00	\$ 453.20	\$ 453.20
Dealer Attachments Total			\$ 865.40		\$ 0.00	\$ 865.40	\$ 865.40
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Other Charges							
Freight		1	\$ 500.00			\$ 500.00	\$ 500.00
			\$ 500.00			\$ 500.00	\$ 500.00
Suggested Price						\$ 94,021.04	
Additional Discounts							
Additional Discount Total					\$ 0.00	\$ -0.00	\$ -0.00
Total Selling Price			\$	\$ 27,676.36	\$ 94,021.04	\$ 94,021.04	
			121,697.40				

Original Factory Build Codes

Code	Description
0202	USA MARKET



Selling Equipment



Quote Id: 30417775 Customer Name: SAN PATRICIO COUNTY AIRPORT

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Tellus Equipment Solutions
9880 Us Highway 181
Taft, TX 78390
361-528-2535
gmiller@tellusequip.com

0409	ENGLISH OPERATOR'S MANUAL
0500	NO PACKAGE
1385	24F/12R PR TRANS EH PTO 40K
182F	AUTOTRAC UNI/ GREENSTAR READY
183E	JDLINK HARDWARE ONLY
185A	LESS SUBSCRIPTION
1880	LESS RECEIVER
1900	LESS DISPLAY
1950	LESS APPLICATION
2050	STANDARD CAB
2100	CAB SEAT MECH SUSPENSION
3340	TRIPLE SCV DELUXE
4015	STANDARD DUTY HITCH
4120	TELESCOPIC DRAFT LINKS
4315	STANDAR DRAWBAR
4420	SWAY CHAIN RETAINERS
5212	460/85R34 IN. 8PR R1W RADIA
6045	MFWD (4WD) FRONT AXLE EH
6210	340/85R24 IN. 8PR R1W RADIA
7700	SHIPPING PREP FOR TRUCK
8254	INSTRUCTIONAL SEAT
8911	LOADER READY PACKAGE 3 SCV



Quote Id: 30417775

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Tellus Equipment Solutions
9880 Us Highway 181
Taft, TX 78390
361-528-2535
gmiller@tellusequip.com

Prepared For:
Gary Davis
SAN PATRICIO COUNTY AIRPORT

Proposal For:
Gary Davis

Delivering Dealer:

Sandra Castillo

Tellus Equipment Solutions
9880 Us Highway 181
Taft, TX 78390

gmiller@tellusequip.com

Quote Prepared By:

Sandra Castillo
scastillo@tellusequip.com

Date: 22 February 2024

Offer Expires: 29 March 2024

Confidential

Commissioners Court Agenda

2. 4. g.

Meeting Date: 03/04/2024

Brief Title: 2024 Kenworth W990 Pct 1 FY 2024 Budget

Submitted For: Sonia Lopez, Commissioner PCT 1

From:

Linda Gaitan, Comm PCT 1 Admin

SUBJECT:

Consideration and Action on request from Commissioner Lopez, R&B 1 to purchase a 2024 Kenworth W990, VIN# 1XK1DP9X7RJ363599, in the amount of \$175,165.00 to be paid for out of her budget. Verified by Sourcewell Kenworth Contract #060920-KTC

Attachments

Kenworth Pct 1 R&B



Customer Invoice
Corpus Christi Branch
1313 Corn Products Rd
Corpus Christi, TX 78409
1800-460-2181

Business Name / DBA	San Patrcio County PCT No. 1	Sales Date	2/16/2024
Customer Name	Bennie Murphy	PO #	
Address	520 Nina Trevino St	Salesman	Harold Martini
City, State, Zip	Sinton, TX 78387	Plate Type	APPORTIONED
Unit Description	2024 Kenworth W990		
Unit VIN #	1XK1DP9X7RJ363599		
Unit Description			
Unit VIN #			
(1) Trade Information			
(2) Trade Information			
(3) Trade Information			
Trade(s) Value	\$ -	Chassis Price	\$ 174,953.00
Trade(s) Payoff	\$ -	Federal Excise Tax (Chassis Only)	\$ -
Cash Back To Customer	\$ -	Additional Federal Excise Tax	\$ -
Extras (included in Chassis Price): Quote based on Vin total List Price =\$ 271,861 Sourcewell Truck sale price \$ 173,991 Fuel, Flooring , Transport, Cleaning \$ 980 Notes: Sourcewell Kenworth Contract # 060920-KTC Sourcewell San Patricio County NO. 1 # 21413 Thank you. Harold Martini		Subtotal	\$ 174,953.00
		Sales Tax	\$ -
		Deal Inventory Tax	\$ -
		Registration Fee	\$ -
		DOT Inspection	\$ 62.00
		Sales Tax Emission Fee	\$ -
		Title/Bridge Fee	\$ -
		Doc Fee	\$ 150.00
		Subtotal	\$ 175,165.00
		Less Down Payment	\$ -
		Less Trade(s) Equity	\$ -
		Price Per Unit	\$ 175,165.00
		# of Units	1
		Total Due	\$ 175,165.00

A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS AND PERFORMING SERVICES RELATING TO THE CLOSING OF A SALE. A DOCUMENTARY FEE MAY NOT EXCEED \$150 FOR A MOTOR VEHICLE CONTRACT OR A RESONABLE AMOUNT AGREED TO BY THE PARTIES FOR A HEAVY COMMERCIAL VEHICLE CONTRACT. THIS NOTICE IS REQUIRED BY LAW.

THE DEALER INVENTORY TAX CHARGE IS INTENDED TO REIMBURSE THE DEALER FOR AD VALOREM TAXES ON ITS MOTOR VEHICLE INVENTORY. THE CHARGE, WHICH IS PAID BY THE DEALER TO THE COUNTY TAX ASSESSOR-COLLECTOR, IS NOT A TAX IMPOSED ON A CONSUMER BY THE GOVERNMENT, AND IS NOT REQUIRED TO BE CHARGED BY THE DEALER TO THE CUSTOMER.

IN THE EVENT THE CUSTOMER FAILS TO ACCEPT DELIVERY AND PERFORM THIS AGREEMENT PURSUANT TO ITS TERMS, THE DEALER SHALL HAVE THE RIGHT TO RETAIN THE AMOUNT PAID TO THE DEALER IN CASH AND/OR USE EQUIPMENT ON ACCOUNT OF THE PURCHASE PRICE OF SAID VEHICLE(S) AS LIQUIDATED DAMAGES IN ADDITION TO ANY OTHER RIGHTS THE DEALER MAY HAVE UNDER LAW.

THE CUSTOMER WARRANTS THAT THE USED EQUIPMENT, IF ANY, IS FREE AND CLEAR OF ALL LIENS AND/OR ENCUMBRANCES OF ANY NATURE WHATSOEVER, AND THAT THE CUSTOMER HAS GOOD AND MARKETABLE TITLE TO THE USED EQUIPMENT AT THE TIME OF DELIVERY THEREOF TO THE DEALER. THE USED EQUIPMENT IS TO BE DELIVERED TO THE DEALER IN THE SAME CONDITION AND APPEARANCE IN WHICH IT WAS WHEN FIRST INSPECTED BY THE DEALER OR ITS AGENT. THE DEALER, UPON DELIVER OF THE USED EQUIPMENT, SHALL HAVE THE RIGHT ONCE AGAIN TO INSPECT THE USED EQUIPMENT, AND THE DEALER SHALL BE THE SOLE JUDGE AS TO ITS CONDITION, WITH THE RIGHT TO ACCEPT OR REJECT THE USED EQUIPMENT AT ITS OPTION. IF THE USED EQUIPMENT IS NOT IN A CONDITION AND APPEARANCE AS GOOD AS IT WAS WHEN FIRST INSPECTED BY THE DEALER, THE DEALER SHALL HAVE THE RIGHT TO REVALUE THE AMOUNT OF ALLOWANCE OFFERED FOR SUCH EQUIPMENT AND THE TOTAL CASH PURCHASE PRICE SHALL BE INCREASED ACCORDINGLY. THE CUSTOMER AGREES THAT THE AMOUNT OF THE ALLOWANCE MADE UPON THE USED EQUIPMENT, IF ANY, IS TO BE APPLIED BY THE DEALER AS PART PAYMENT ON THE PURCHASE PRICE OF SAID VEHICLE(S).

IF THE DEALER IS UNABLE TO MAKE DELIVERY OF SAID VEHICLE(S) FOR WHATEVER REASON, THE DEALER WILL RETURN AND THE CUSTOMER WILL ACCEPT THE CASH AND THE USED EQUIPMENT (OR IF THE USED EQUIPMENT SHALL HAVE BEEN SOLD, THE NET AMOUNT RECEIVED BY THE DEALER FROM THE SALE THEREOF) IN FULL DISCHARGE OF ANY OBLIGATIONS OF THE DEALER TO THE CUSTOMER HEREUNDER.

Salesman: _____ **Customer:** _____

Commissioners Court Agenda

2. 4. h.

Meeting Date: 03/04/2024

Brief Title: Status of RWE for County Roads

Submitted For: Lilly Wilkinson, Commissioners PCT 3

From: Rachel Covarrubias, Administrative Assistant

SUBJECT:

Status update of RWE and County Roads.

Commissioners Court Agenda

3. 1. a.

Meeting Date: 03/04/2024

Brief Title: Other - A. Aguilar

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Alexandria Aguilar - Other/Administrative Correction - Clerk/Health Disparities full time regular, non-exempt grade 103 step 1 at \$2,608.52 per month (\$15.05 hr.) with a \$50.00 per month phone allowance to Health Education Aide grade 104 step 1 at \$2,738.94 per month (\$15.80 hr.) with a \$50.00 per month phone allowance effective March 1 ,2024. Clarification of position.

Attachments

PA - Other - A. Aguilar

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Alexandria Aguilar**

Department: **Health Disparities**

Effective Date Requested: **3/1/2024**

Action Requested

- () Employment
() Resignation
() Termination
() Salary Change
() Transfer
(**X**) Other:

Administrative Correction

Type of Employment

- (**X**) Full Time
() Part Time

Total Hours per week

- (**X**) Regular
() Temporary

Not to exceed

- (**X**) Non-Exempt

CURRENT

Title: Clerk
Grade: 103 Step 1
Salary: \$2,608.52 per month (\$15.05 hr.)
Budget Code 551-740-110
\$50.00 per month phone allowance

REQUESTED

Title: Health Education Aide
Grade: 104 Step 1
Salary: \$2,738.94 per month (\$15.80 hr.)
Budget Code 551-740-110
\$50.00 per month phone allowance

Reason for action taken: **Clarification of position**

Remarks: _____


Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- () Application for Employment
() Driver Record Check

- () Pre-Employment Physical Passed
() Drug Test Passed



Signature of Human Resources Director

2/28/2024

Date

COMMISSIONER'S COURT ACTION

- () Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. b.

Meeting Date: 03/04/2024

Brief Title: Other - M. Orozco

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Mona Orozco - Other/Title Change - Crime Victim Coordinator/District Attorney full time regular, non-exempt grade 107 at \$5,181.45 per month (\$29.89 hr.) to Legal Secretary, same grade and pay effective March 16, 2024.

Attachments

PA - Other - M. Orozco

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Mona Orozco**

Department: **District Attorney**

Effective Date Requested: **3/16/2024**

Action Requested

- () Employment
() Resignation
() Termination
() Salary Change
() Transfer
(**X**) Other: Title Change

Type of Employment

- (**X**) Full Time
() Part Time

Total Hours per week _____

- (**X**) Regular
() Temporary

Not to exceed _____

- (**X**) Non-Exempt

RECOMMENDED

Title: Crime Victim Coordinator
Grade: 107
Salary: \$5,181.45 per month (\$29.89 hr.)
Budget Code 010-467-110

REQUESTED

Title: Legal Secretary
Grade: 107
Salary: \$5,181.45 per month (\$29.89 hr.)
Budget Code 010-467-110

Reason for action taken: _____

Remarks: _____

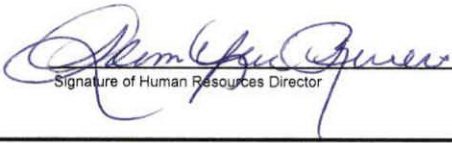
Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- () Application for Employment
() Driver Record Check

- () Pre-Employment Physical Passed
() Drug Test Passed



Signature of Human Resources Director

2/28/2024

Date

COMMISSIONER'S COURT ACTION

- () Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. c.

Meeting Date: 03/04/2024

Brief Title: Employment - K. Belasquez

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Kristin Belasquez - Employment - Clerk/LPHS/RLSS part time regular, non-exempt grade 103 step 1 at \$15.05 per hour effective March 18, 2024.

Attachments

PA - Empl - K. Beasquez

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Kristin Belasquez**

Department: **LPHS / RLSS**

Effective Date Requested: **3/18/2024**

Action Requested

- (☒) Employment
() Resignation
() Termination
() Salary Change
() Transfer
() Other:

Type of Employment

- () Full Time
(☒) Part Time

Total Hours per week

- (☒) Regular
() Temporary

Not to exceed

- (☒) Non-Exempt

CURRENT


Title: _____
Grade: _____
Salary: _____

REQUESTED

Title: Clerk _____
Grade: 103 Step 1 _____
Salary: \$15.05 per hour _____
Budget Code 551-750-110 _____

Reason for action taken: _____

Remarks: _____

 2/28/24

Signature of Elected Official/Dept. Head Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- () Application for Employment
() Driver Record Check

- () Pre-Employment Physical Passed
() Drug Test Passed



Signature of Human Resources Director

2/28/2024

Date

COMMISSIONER'S COURT ACTION

- () Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. d.

Meeting Date: 03/04/2024

Brief Title: Employment - R. Guerrero

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Rosanna Guerrero - Employment - Office Coordinator/County Engineer full time regular, non-exempt grade 108 under step 1 at \$3,000.00 per month (\$17.31 hr.) effective March 18, 2024. Under step 1 due to special circumstances. Will review again February 1, 2025.

Attachments

PA - Empl - R. Guerrero

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Rosanna Guerrero**

Department: **County Engineer**

Effective Date Requested: **3/18/2024**

Action Requested

- (☒) Employment
() Resignation
() Termination
() Salary Change
() Transfer
() Other:

Type of Employment

- (☒) Full Time
() Part Time
Total Hours per week _____
(☒) Regular
() Temporary
Not to exceed _____
(☒) Non Exempt

CURRENT

Title: _____
Grade: _____
Salary: _____

REQUESTED

Title: **Office Coordinator**
Grade: **108**
Salary: **\$3,000.00 per month (\$17.31 hr.)**
Budget Code **010-730-110**

Reason for action taken: _____

Remarks: ***Under step 1 due to special circumstances. Will review again February 1, 2025.***

Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- (☒) Application for Employment
(☒) Driver Record Check

- (☒) Pre-Employment Physical Passed
(☒) Drug Test Passed

Signature of Human Resources Director

2/28/2024

Date

COMMISSIONER'S COURT ACTION

() Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. e.

Meeting Date: 03/04/2024

Brief Title: Employment - J. Heisel

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Jon Heisel - Employment - Heavy Equipment Operator II/Road and Bridge #3 full time regular, non-exempt grade 106 step 4 at \$3,542.65 per month (\$20.44 hr.) effective March 18, 2024. Salary Committee recommends step 4 per Classification and Compensation Plan guidelines. Request by Elected Official is step 5+ at \$3,690.27 per month (\$21.29 hr.).

Attachments

PA - Empl - J. Heisel

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Jon Heisel**

Department: **Road and Bridge #3**

Effective Date Requested: **3/18/2024**

Action Requested

- (☒) Employment
() Resignation
() Termination
() Salary Change
() Transfer
() Other:

Type of Employment

- (☒) Full Time
() Part Time

Total Hours per week

- (☒) Regular
() Temporary

Not to exceed

- (☒) Non-Exempt

RECOMMENDED

Title: HEO II
Grade: 106 Step 4
Salary: \$3,542.65 per month (\$20.44 hr.)
Budget Code 023-723-110

REQUESTED

Title: HEO II
Grade: 106 Step 5+
Salary: \$3,690.27 per month (\$21.29 hr.)
Budget Code 023-723-110

Reason for action taken: _____

Remarks: **Salary Committee recommends step 4 per Classification and Compensation Plan guidelines**

Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- () Application for Employment
() Driver Record Check

- () Pre-Employment Physical Passed
() Drug Test Passed



Signature of Human Resources Director

2/28/2024

Date

COMMISSIONER'S COURT ACTION

() Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. f.

Meeting Date: 03/04/2024

Brief Title: Employment - T. Lopez

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Terry Lopez - Employment - Juvenile Supervision Officer/Juvenile Detention full time regular non-exempt grade 106 step 2 at \$3,265.95 per month (\$18.84 hr.) with a \$50.00 per month phone allowance effective March 16, 2024. Salary Committee recommends step 2 per Classification and Compensation Plan guidelines.

Attachments

PA - Empl - T. Lopez

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Terry Lopez**

Department: **Juvenile Detention**

Effective Date Requested: **3/16/2024**

Action Requested

- ☒ **Employment**
☐ Resignation
☐ Termination
☐ Salary Change
☐ Transfer
☐ Other:

Type of Employment

- ☒ **Full Time**
☐ Part Time

Total Hours per week

- ☒ **Regular**
☐ Temporary

Not to exceed

- ☐ Exempt
☒ **Non-Exempt**

CURRENT

Title: _____
Grade: _____
Salary: _____

REQUESTED

Title: _____
Full-Time JSO
106 Step 2
Salary: \$3,265.95 /per month 010-682-110

\$50.00 /per month 010-682-185
\$3,265.95 / per month

Reason for action taken: **New Hire**

Remarks: **As recommended by Salary Review Committee**
Replacing J. Munoz

Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY PERSONNEL DEPARTMENT

- | | |
|---|---|
| <input type="checkbox"/> Application for Employment | <input type="checkbox"/> Pre-employment physical passed |
| <input type="checkbox"/> Driver Record Check | <input type="checkbox"/> Drug Test Passed |

Signature of Personnel Director

Date

COMMISSIONER'S COURT ACTION

☐ Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. g.

Meeting Date: 03/04/2024

Brief Title: Employment - S. Nieto

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Suzanne Nieto - Employment - Crime Victim Coordinator/District Attorney full time regular, non-exempt grade 107 step 2 at \$3,794.57 per month (\$20.16 hr.) effective March 18, 2024. Salary Committee recommends step 2 per Classification and Compensation Plan guidelines. Request by Elected Official is step 9+ at \$4,750.00 per month (\$27.40 hr.).

Attachments

PA - Empl - S. Nieto

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: Suzanne Nieto

Department: **District Attorney**

Effective Date Requested: **3/18/2024**

Action Requested

- (☒) Employment
(☐) Resignation
(☐) Termination
(☐) Salary Change
(☐) Transfer
(☐) Other:

Type of Employment

- (☒) Full Time
(☐) Part Time

Total Hours per week _____

- (☒) Regular
(☐) Temporary

Not to exceed _____

- (☒) Non-Exempt

RECOMMENDED

Title: Crime Victim Coordinator
Grade: 107 Step 2
Salary: \$3,794.57 per month (\$20.16 hr.)
Budget Code 412-467-110

REQUESTED

Title: Crime Victim Coordinator
Grade: 107 Step 9+
Salary: \$4,750.00 per month (\$27.40 hr.)
Budget Code 412-467-110

Reason for action taken: _____

Remarks: ***Salary Committee recommends step 2 per Classification and Compensation Plan guidelines***

Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- (☐) Application for Employment
(☐) Driver Record Check

- (☐) Pre-Employment Physical Passed
(☐) Drug Test Passed



Signature of Human Resources Director

2/28/2024

Date

COMMISSIONER'S COURT ACTION

(☐) Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date

Commissioners Court Agenda

3. 1. h.

Meeting Date: 03/04/2024

Brief Title: Employment - A. Sierra

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Audrey Sierra - Employment - OSSF Designated Representative/Environmental Health full time regular, non-exempt grade 107 step 2 at \$3,494.57 per month (\$20.16 hr.) with a \$65.00 per month phone allowance effective April 2, 2024. Salary Committee recommends step 2 per Classification and Compensation Plan guidelines.

Attachments

PA - Empl - A. Sierra

**SAN PATRICIO COUNTY
REQUEST FOR PERSONNEL ACTION**

Employee Name: **Audrey Sierra**

Department: **Environmental Health**

Effective Date Requested: **4/2/2024**

Action Requested

- (☒) Employment
() Resignation
() Termination
() Salary Change
() Transfer
() Other:

Type of Employment

- (☒) Full Time
() Part Time

Total Hours per week

- (☒) Regular
() Temporary

Not to exceed

- (☒) Non Exempt

CURRENT

Title: _____
Grade: _____
Salary: _____

REQUESTED

Title: OSSF Designated Representative
Grade: 107 Step 2
Salary: \$3,494.57 per month (\$20.16 hr.)
Budget Code 010-737-110
\$65.00 per month phone allowance

Reason for action taken: _____

Remarks: ***As recommended by Salary Review Committee***

Signature of Elected Official/Dept. Head

Date

CERTIFICATION BY HUMAN RESOURCES DEPARTMENT

- (☒) Application for Employment
(☒) Driver Record Check

- (☒) Pre-Employment Physical Passed
(☒) Drug Test Passed

Signature of Human Resources Director

Date

COMMISSIONER'S COURT ACTION

() Recorded

Effective Date: _____

Other action: _____

Signature of Elected Official

Date