

March 28, 2024  
Regular Meeting

BE IT REMEMBERED, that on the 28<sup>th</sup> day of March, A.D., 2024 there was held a Regular Meeting of the Honorable Commissioners' Court of Willacy County, Texas at the County Judge's Office, 576 West Main, in the City of Raymondville, Texas for the purpose of transacting the following agenda:

1. Call to Order.
2. Roll Call / Establishment of Quorum.
3. Invocation / Pledge.
4. Public Comment (s).
5. Approval of Claims. ACTION REQUIRED.
6. Quarterly Reports and Presentation by the Willacy C4-H members.
7. Discussion and Action to proclaim the week of March 25-29, 2024 as Area Health Education Center Week in Willacy County, Texas. Proclamation included. ACTION REQUIRED.
8. Discussion to live stream or provide video presentation of the Willacy County Commissioners Court Meetings to the public. POSSIBLE ACTION REQUIRED.
9. Discussion on the purchase of a small lot in Sebastian, Texas, the lot is approximately 4,000 square feet and abutts county property/Right of Way. Dancar Subdivision Amended Plat Lot 12. POSSIBLE ACTION REQUIRED.
10. Discussion and Approval of Proclamation to recognize April 21-27, 2024 as National Crime Victim's Rights Week. ACTION REQUIRED.
11. Approval to allow County Clerk's Office and District Clerks Office to close for installation of new LGS Software. ACTION REQUIRED.
12. Discuss Consider and Select CDW-G as a vendor to complete project implementation for the American Rescue Plan Act (ARPA) Project. Funding administered by the U.S. Department of the Treasury, other federal or state agencies. ACTION REQUIRED.
13. Approval and Action to purchase machinery and equipment <500 for the Judges Administration ARPA Program for the total amount of \$2119.92 to be paid from Fund 114 American Rescue Plan Act (ARPA). ACTION REQUIRED.
14. Approval and Action to obligate \$1982.49 for ARPA Project #2306-A for Computers/Equipment for the Willacy County Tax Office and Precinct 4 and Precinct 5 Justice of the Peace Offices to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). ACTION REQUIRED

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15. Discuss Consider and Select CDW-G as a vendor to complete project implementation for Local Assistance and Tribal Consistency Fund 114 (LATCF) Project Funding administered by the U.S. Department of the Treasury, other federal or state agencies. ACTION REQUIRED.
16. Approval and Action to purchase Computers/Technology for the Willacy County Tax Office and Precinct 4 and Precinct 5 Justice of the Peace Offices for the total amount of \$13,982.49 to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). ACTION REQUIRED.
17. Approval and Action to obligate \$20,909.20 for ARPA Projects #2304-A Willacy County Elections Department under the judge's administration to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). ACTION REQUIRED.
18. Approval and Action to obligate \$3000 for Willacy County Elections Department for Machinery/Equipment >500 under the judge's administration to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). ACTION REQUIRED.
19. Approval and action to obligate \$18,025.00 to the Willacy County Emergency Medical Services, Inc. American Rescue Plan Act (ARPA) Project #2264. To be paid from ARPA Fund 114. ACTION REQUIRED.
20. Discuss Consider and select FRAZER, LTD. As a vendor to complete project implementation for the American Rescue Plan Act (ARPA) Project(s). Funding administered by the U.S. Department of the Treasury, other federal or state agencies. ACTION REQUIRED.
21. Discussion and Action to approve the purchase of an Ambulance Chassis under the American Rescue Plan Act (ARPA) Agreement between Willacy County and the Willacy County Emergency Medical Services, Inc. for the total amount \$268,025.00 to be paid from ARPA Fund 114. ACTION REQUIRED.
22. Request permission for final plat approval of New Port Subdivision Phase 1. A forty Seven Lot Phase 1 Subdivision located in Port Mansfield Texas, The tract is more specifically located South of Port Mansfield fronting Gulf Drive, Baffin Drive and Bayview Drive. Precinct 2. ACTION REQUIRED.
23. Approval of Travel. ACTION REQUIRED.
24. Approval of Budget Amendments. ACTION REQUIRED
25. EXECUTIVE SESSION:
  - (a) Confer with Commissioners Court legal counsel regarding pending or contemplated litigation and/or negotiations involving the county, its employees, or its interest, pursuant to VTCA Government Code, Section 551.071 (a) and (2).
  - (b) Deliberation regarding pending or contemplated litigation and/or negotiations involving the county, its employees, or its interests, pursuant to V.T.C.A Government Code, Section 551.071 (a) and (2).

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26. ACTION RELATIVE TO EXECUTIVE SESSION:

- (a) Possible Action.
- (b) Possible Action.

27. Adjourn.

THE COURT MET:  
PRESENT:

Aurelio Guerra, Jr.,	County Judge,
Eliberto Guerra,	Commissioner, Precinct 1,
Mario Tijerina,	Commissioner, Precinct 2,
Henry De La Paz,	Commissioner, Precinct 3,
Ernesto Garcia,	Commissioner, Precinct 4,
Annette Hinojosa,	County Attorney,
Maria Del Carmen Maldonado,	County Auditor,
Elizabeth Rios,	County Chief Deputy Clerk,

WHEREUPON, the Court was opened to the following proceedings were had to wit:

PERSONS VISITING THE COURT:

Dr. Julie Bazan	Paul Anders
Vicky Morales	Georgina Macias
Cenel Torres (sic)	Rolando Zamora
Hazel Medellin	Marisol Reyna, District Clerk's Office
Priscilla Lee	Frank Torres, WCEMS
Cher Montalvo	Susana R. Garza, County Clerk

1. Call to Order – Chairman Aurelio Guerra, Jr.
2. Roll Call/Establishment of Quorum – **ALL PRESENT**
3. Pledge / Invocation – Commissioner Henry De La Paz
4. Public Comments – None

**Move to item number 6.**

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Agenda # 5  
IN REGARDS TO APPROVAL  
OF CLAIMS

Motion was made by Commissioner Garcia, seconded by Commissioner De La Paz for approval of Claims, as presented. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

**Continue with item number 7.**

Agenda # 6  
IN REGARDS TO QUARTERLY  
REPORTS AND PRESENTATION  
BY THE WILLACY C4-H MEMBERS

Presentation by Georgina Macias and Rolando Zamora on Quarterly Reports and presentation by the Willacy C4-H Members.

**Return back to item number 5.**

Agenda # 7  
DISCUSSION AND ACTION TO  
PROCLAIM THE WEEK OF MARCH  
25-29, 2024 AS AREA HEALTH  
EDUCATION CENTER WEEK IN  
WILLACY COUNTY, TEXAS.  
PROCLAMATION INCLUDED

Motion was made by Commissioner Tijerina, seconded by Commissioner Garcia for approval to Proclaim the week of March 25-29, 2024 as Area Health Education Center Week in Willacy County, Texas. Proclamation included. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 8  
DISCUSSION TO LIVE STREAM OR  
PROVIDE VIDEO PRESENTATION  
OF THE WILLACY COUNTY  
COMMISSIONERS COURT MEETINGS  
TO THE PUBLIC

Motion was made by Commissioner Garcia, seconded by Commissioner Tijerina to table this item. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 9  
DISCUSSION ON THE PURCHASE  
OF A SMALL LOT IN SEBASTIAN,  
TEXAS THE LOT IS APPROXIMATELY  
4,000 SQUARE FEET AND ABUTS  
COUNTY PROPERTY/RIGHT OF WAY.  
DANCAR SUBDIVISION AMENDED  
PLAT LOT 12

Motion was made by Commissioner Garcia, seconded by Commissioner Tijerina for approval for County Attorney to proceed with a title search on this property and a pre-engagement letter. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 10  
DISCUSSION AND APPROVAL  
OF PROCLAMATION TO  
RECOGNIZE APRIL 21-27, 2024  
AS NATIONAL CRIME VICTIM'S  
RIGHTS WEEK

Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval of Proclamation to recognize April 21-27, 2024 as National Crime Victim's Rights Week. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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**Commissioner Henry De La Paz steps out of the meeting at 10:46 a.m. and returns back at 10:47 a.m.**

Agenda # 11

IN REGARDS TO APPROVAL  
TO ALLOW COUNTY CLERK'S  
OFFICE AND DISTRICT CLERK'S  
OFFICE TO CLOSE FOR  
INSTALLATION OF NEW LGS  
SOFTWARE

Motion was made by Commissioner Guerra, seconded by Commissioner De La Paz for approval to allow County Clerk's Office and District Clerk's Office to close for installation of new LGS Software. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

**Motion Amended:** Motion was made by Commissioner Guerra, seconded by Commissioner De La Paz for approval for County Clerk's Office to close April 2-3, 2024 and District Clerk's Office on April 9-10, 2024. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 12

DISCUSS, CONSIDER AND SELECT  
CDW-G AS A VENDOR TO COMPLETE  
PROJECT IMPLEMENTATION FOR  
THE AMERICAN RESCUE PLAN ACT  
(ARPA) PROJECT. FUNDING  
ADMINISTERED BY THE U.S.  
DEPARTMENT OF THE TREASURY,  
OTHER FEDERAL OR STATE AGENCIES

Motion was made by Commissioner De La Paz, seconded by Commissioner Guerra for approval to select CDW-G as a vendor to complete project implementation for the American Rescue Plan Act (ARPA) Project. Funding administered by the U.S. Department of the Treasury, other federal or state agencies. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 13  
IN REGARDS TO APPROVAL  
AND ACTION TO PURCHASE  
MACHINERY AND EQUIPMENT  
>500 FOR THE JUDGE'S  
ADMINISTRATION ARPA PROGRAM  
FOR THE TOTAL AMOUNT OF  
\$2,119.92 TO BE PAID FROM FUND  
114 AMERICAN RESCUE PLAN ACT  
(ARPA)

Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval to purchase Machinery and Equipment >500 for the Judge's Administration ARPA Program for the total amount of \$2,119.92 to be paid from Fund 114 American Rescue Plan Act (ARPA). Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 14  
IN REGARDS TO APPROVAL  
AND ACTION TO OBLIGATE  
\$1,982.49 FOR ARPA PROJECT  
NUMBER 2306-A FOR COMPUTERS/  
EQUIPMENT FOR THE WILLACY  
COUNTY TAX OFFICE AND PRECINCT  
4 AND PRECINCT 5 JUSTICE OF THE  
PEACE OFFICES TO BE PAID FROM  
FUND 114 LOCAL ASSISTANCE AND  
TRIBAL CONSISTENCY FUND (LATCF)

Motion was made by Commissioner Guerra, seconded by Commissioner De La Paz for approval to obligate \$1,982.49 for ARPA Project Number 2306-A for Computers/Equipment for the Willacy County Tax Office and Precinct 4 and Precinct 5 Justice of the Peace Offices to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 15  
DISCUSS, CONSIDER AND SELECT  
CDW-G AS A VENDOR TO COMPLETE  
PROJECT IMPLEMENTATION FOR  
LOCAL ASSISTANCE AND TRIBAL  
CONSISTENCY FUND 114 (LATCF)  
PROJECT FUNDING ADMINISTERED  
BY THE U.S. DEPARTMENT OF THE  
TREASURY, OTHER FEDERAL OR STATE  
AGENCIES

Motion was made by Commissioner Guerra, seconded by Commissioner De La Paz for approval to select CDW-G as a vendor to complete project implementation for Local Assistance and Tribal Consistency Fund 114 (LATCF) Project Funding administered by the U.S. Department of the Treasury, other federal or state agencies. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 16  
IN REGARDS TO APPROVAL AND  
ACTION TO PURCHASE COMPUTERS/  
TECHNOLOGY FOR THE WILLACY  
COUNTY TAX OFFICE AND PRECINCT  
4 AND PRECINCT 5 JUSTICE OF THE  
PEACE OFFICES FOR THE TOTAL  
AMOUNT OF \$13,982.49 TO BE PAID  
FROM FUND 114 LOCAL ASSISTANCE  
AND TRIBAL CONSISTENCY FUND (LATCF)

Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval to purchase Computers/Technology for the Willacy County Tax Office and Precinct 4 and Precinct 5 Justice of the Peace Offices for the total amount of \$13,982.49 to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 17  
IN REGARDS TO APPROVAL AND  
ACTION TO OBLIGATE \$20,909.20  
FOR ARPA PROJECTS NUMBER  
2304-A WILLACY COUNTY ELECTIONS  
DEPARTMENT UNDER THE JUDGE'S  
ADMINISTRATION TO BE PAID FROM  
FUND 114 LOCAL ASSISTANCE AND  
TRIBAL CONSISTENCY FUND (LATCF)

Motion was made by Commissioner De La Paz, seconded by Commissioner Tijerina for approval to obligate \$20,909.20 for ARPA Projects Number 2304-A Willacy County Elections Department under the Judge's Administration to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 18  
IN REGARDS TO APPROVAL AND  
ACTION TO OBLIGATE \$3,000.00  
FOR WILLACY COUNTY ELECTIONS  
DEPARTMENT FOR MACHINERY/  
EQUIPMENT >500 UNDER THE  
JUDGE'S ADMINISTRATION TO BE  
PAID FROM FUND 114 LOCAL  
ASSISTANCE AND TRIBAL CONSISTENCY  
FUND (LATCF)

Motion was made by Commissioner Tijerina, seconded by Commissioner Garcia for approval to obligate \$3,000.00 for Willacy County Elections Department for Machinery and Equipment >500 under the Judge's Administration to be paid from Fund 114 Local Assistance and Tribal Consistency Fund (LATCF). Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 19  
IN REGARDS TO APPROVAL AND  
ACTION TO OBLIGATE \$18,025.00  
TO THE WILLACY COUNTY EMERGENCY  
MEDICAL SERVICES, INC. AMERICAN  
RESCUE PLAN ACT (ARPA) PROJECT  
NUMBER 2264. TO BE PAID FROM  
ARPA FUND 114

Motion was made by Commissioner Tijerina, seconded by Commissioner Garcia for approval to obligate \$18,025.00 to the Willacy County Emergency Medical Services, Inc. American Rescue Plan Act (ARPA) Project Number 2264. To be paid from ARPA Fund 114. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

**Commissioner Henry De La Paz steps out of the meeting at 11:07 a.m.**

Agenda # 20  
DISCUSS, CONSIDER AND SELECT  
FRAZER, LTD. AS A VENDOR TO  
COMPLETE PROJECT IMPLEMENTATION  
FOR THE AMERICAN RESCUE PLAN ACT  
(ARPA) PROJECT(S). FUNDING  
ADMINISTERED BY THE U.S. DEPARTMENT  
OF THE TREASURY, OTHER FEDERAL OR  
STATE AGENCIES

Motion was made by Commissioner Tijerina, seconded by Commissioner Garcia for approval to select FRAZER, LTD. as a vendor to complete project implementation for the American Rescue Plan Act (ARPA) Project(s). Funding administered by the U.S. Department of the Treasury, other federal or state agencies. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 21  
DISCUSSION AND ACTION TO  
APPROVE THE PURCHASE OF  
AN AMBULANCE CHASSIS UNDER  
THE AMERICAN RESCUE PLAN ACT  
(ARPA) AGREEMENT BETWEEN  
WILLACY COUNTY AND THE WILLACY  
COUNTY EMERGENCY MEDICAL  
SERVICES, INC. FOR THE TOTAL  
AMOUNT \$268,025.00 TO BE PAID  
FROM ARPA FUND 114

Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval of the purchase of an Ambulance Chassis under the American Rescue Plan Act (ARPA) Agreement between Willacy County and the Willacy County Emergency Medical Services, Inc. for the total amount \$268,025.00 to be paid from ARPA Fund 114. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, and Garcia voting AYE. NAYS NONE. Motion was declared carried.

**Motion Amended:** Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval to add the word Module to read Ambulance Chassis and Module. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

**Continue with item number 24.**

**Commissioner Henry De La Paz returns back to the meeting at 11:08 a.m.**

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Agenda # 22  
IN REGARDS TO REQUEST  
PERMISSION FOR FINAL PLAT  
APPROVAL OF NEW PORT  
SUBDIVISION PHASE 1. A FORTY  
SEVEN LOT PHASE 1 SUBDIVISION  
LOCATED IN PORT MANSFIELD,  
TEXAS, THE TRACT IS MORE  
SPECIFICALLY LOCATED SOUTH OF  
PORT MANSFIELD FRONTING GULF  
DRIVE, BAFFIN DRIVE AND BAYVIEW  
DRIVE. PRECINCT 2

Motion was made by Commissioner De La Paz, seconded by Commissioner Tijerina for approval of permission for Final Plat approval of New Port Subdivision Phase 1. A Forty Seven Lot Phase 1 Subdivision located in Port Mansfield, Texas. The Tract is more specifically located South of Port Mansfield fronting Gulf Drive, Baffin Drive and Bayview Drive. Precinct 2. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 23  
IN REGARDS TO APPROVAL  
OF TRAVEL REQUEST

Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina that the following travel requests be approved:

1. District Clerk's Office, Isabel Adame and Marisol Reyna to Rockwall, Texas on July 7-11, 2024.
2. Commissioner Precinct 4, Ernie Garcia to Kingsville, Texas on April 4-5, 2024.
3. Extension Agent, Georgina Macias for travel reimbursement on meals only for attending the Willacy County Livestock Show in Mercedes, Texas on March 7-15, 2024.
4. Extension Agent, Georgina Macias to Alice, Texas on April 10-11, 2024.
5. Extension Agent, Georgina Macias to Kingsville, Texas on April 24-25, 2024.
6. Extension Agent, Georgina Macias to Benavidez, Texas on April 27, 2024.

Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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**Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval to re-open item number 21 for discussion. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.**

**Return back to item number 21.**

Agenda # 24  
IN REGARDS TO APPROVAL  
OF BUDGET AMENDMENTS

Motion was made by Commissioner Guerra, seconded by Commissioner Tijerina for approval of Budget Amendments, as received and presented. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Agenda # 25

EXECUTIVE SESSION:

- (A) CONFER WITH COMMISSIONERS  
COURT LEGAL COUNSEL REGARDING  
PENDING OR CONTEMPLATED  
LITIGATION AND/OR NEGOTIATIONS  
INVOLVING THE COUNTY, ITS EMPLOYEES,  
OR ITS INTEREST, PURSUANT TO VTCA  
GOVERNMENT CODE, SECTION 551.071 (A)  
AND (2)
  
- (B) DELIBERATION REGARDING PENDING OR  
CONTEMPLATED LITIGATION AND/OR  
NEGOTIATIONS INVOLVING THE COUNTY,  
ITS EMPLOYEES, OR ITS INTERESTS,  
PURSUANT TO V.T.C.A. GOVERNMENT  
CODE, SECTION 551.071 (A) AND (2)

Agenda # 26

ACTION RELATIVE TO EXECUTIVE  
SESSION:

- (A) POSSIBLE ACTION
- (B) POSSIBLE ACTION

Motion was made by Commissioner Garcia, seconded by Commissioner Tijerina to pass on item numbers 25 and 26. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

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Motion was made by Commissioner De La Paz, seconded by Commissioner Tijerina that Court Adjourned. Motion was put before the Court by the Chairman. Chairman Guerra, Commissioners Guerra, Tijerina, De La Paz and Garcia voting AYE. NAYS NONE. Motion was declared carried.

There being no further action,

Court Adjourned.