

September 1, 2017
Budget Workshop

BE IT REMEMBERED, that on the 1st day of September, A.D., 2017 there was held a Budget Workshop 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. Budget Workshop.
4. Adjourn.

THE COURT MET:
PRESENT:

Aurelio Guerra, Jr.,	County Judge,	
Eliberto Guerra,	Commissioner, Precinct 1,	
Oscar De Luna,	Commissioner, Precinct 2,	ABSENT
Henry De La Paz,	Commissioner, Precinct 3,	ABSENT
Eduardo Gonzales,	Commissioner, Precinct 4,	
Annette Hinojosa,	County Attorney,	
Ida Martinez,	County Auditor,	
Elizabeth Rios,	County Clerk Deputy,	

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

PERSONS VISITING THE COURT:
No one signed in the sign in sheet.

1. Call to Order – Chairman Aurelio Guerra, Jr.
2. Roll Call/Establishment of Quorum – Commissioners De Luna and De La Paz - **ABSENT**

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Agenda # 3
IN REGARDS TO
BUDGET WORKSHOP

Chairman Guerra, continues with discussion on reference to the 2017-2018 Budget Workshop. Discussion continues on reference to the Budget for the following departments:

Constable Precinct 2:

Commissioner Gonzales, asks Constable Joe Salazar if he knew that Constable Vera had requested Vests, Radars and some Body Cameras. Constable Salazar, states he wasn't aware of it, if possible he would like if he may be given at least two (2). Discussion starts with Constable Precinct 2, Joe Salazar on reference for Advertising to hire two (2) part-time positions from a Grant. Ida Martinez, County Auditor states the Advertising needs to be posted and advertise on the local newspaper. Constable Salazar, states he will start advertising now, so it may be advertise on September 6th and the deadline for applications will be September 22nd. Account Number- 401-140 Advertising will be coming out from Administration. Account Number- 115 Gas added another \$500.00. Account Number- 192 Community Involvement asking \$400.00 more.

Chairman Guerra, states the Elections Office will be moving where Justice of the Peace Precinct 2 Office was, due to the fact this office is being moved with the other Justice of the Peace Offices. Also, the County will be providing office spaces for the Constables, which previously was occupied by the Elections Office. Although, can't promise/commit to do any remodeling, nor providing computers. Chairman Guerra, says he admires Constable Salazar for looking out for Grants.

Commissioner Guerra, asks Constable Salazar if he may do extra patrolling at the Fred Stone Park-Prier due to graffiti going on, when he gets his extra help. Constable Salazar, says this will be one of his goals.

Commissioner Oscar De Luna arrives at the meeting at 9:25 a.m.

Chairman Guerra, says for Community Involvement to keep it under Administration maybe will be able to use more than \$1,200.00, but Constable Salazar will need to get on the Agenda for approval through Commissioners Court. Constable Salazar, asks for his request for Community Involvement be removed from his wish list and no other further changes on his Budget.

Hotel and Motel Tax:

Discussion continues on the new position for the Community Development Specialist paid from Hotel/Motel Tax. Chairman Guerra, asks Mrs. Martinez to put the difference in Account Number- 200 Repairs and Maintenance. The salary for this position will be \$40,000.00. The Chairman, tells Mrs. Martinez to balance out by removing half from Account Number- 192 Community Involvement and half from Account Number- 385 Machinery and Equipment > \$500.00. Account Number- 32 Longevity \$60.00. A draft copy is attach.

Elections Department:

Discussion starts with Mary Hope, Elections Administrator on reference to Account Number- 130 Communication Expense asking for an allowance for the phone service. Chairman Guerra, states that the phone service has to be done, which will not be coming out from Mrs. Hope's Budget, but from a different source. Although, for the mean time to take her old phones with her to her new office. Also, would like a salary raise for herself on her wish list. Mrs. Hope will like to request a salary increase to balance out more less what the other Appointed Positions are making. Although, if that not possible Mrs. Hope, states she is not claiming Insurance from the County; maybe if that can be put into her salary the amount is more less \$4,800.00. Chairman Guerra, states they were considering on the Veteran's Salary, but he is still checking into it. Mrs. Martinez, states it will be an estimated amount of \$7,548.62 for Mrs. Hope's Salary Increase. Commissioner Guerra, states if she is not using that money from her Health Insurance, maybe it should put on her salary. Chairman Guerra, states this is just a wish list, they need to come back and revisit them.

Mrs. Hope, asks the Court if they can provide her with extra help, maybe from one of the other departments helping her out with one of their staff to help out with the Elections. Due to the fact, with the new redistricting they will be needing more help. Since, at one time Mrs. Hope mentions she was willing to lend her Assistant (Laurie) to the County Treasurer's Office.

Chairman Guerra, states maybe they can provide Mrs. Hope with a Temporary Personnel at a salary of \$22,000.00 for four (4) months, which will be up to \$6,400.00 quarterly. Chairman Guerra, suggest Mrs. Hope on reference to the Advertising.

Motion was made by Commissioner Guerra, seconded by Commissioner De Luna for approval to add on Account Number- 30 Temporary Personnel item for the amount of \$6,400.00 for the Elections Administration. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Commissioner Gonzales, states the only thing pending on Mrs. Hope's wish list is her salary increase.

Constable Precinct 3:

Discussion starts with Constable Ben Vera on reference to the Vests, Radars and Body Cameras an estimated total amount of \$27,500.00. If it's divided by the six (6) Constables it will be more less about \$4,500.00 per Constable. Constable Vera, states the priority will be the

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Cameras, Radars and then the Body Cameras. Also, Constable Vera states if there will be consideration for the County buying some cameras for inside/outside at the Courtroom, South Side, Lobby Area, Hallway, Prisoner's Entrance and Parking Area. Constable Vera, mentions three (3) different quotes to the Commissioners, which are \$6,500.00, \$8,500.00 and \$10,000.00 they include labor and maintenance. The lowest bid is the company that had done work before to the DA's Office, which is Security National.

Lee Gonzales, Internet Technician states there is a company call Harlingen Alarm, which they provide these services too for the cameras. Constable Vera, says only asking if it may get approve in the budget, so he can start asking for some quotes. Chairman Guerra, says this might get paid from Drug Seizures, but don't know how Mrs. Hinojosa will end up on this Fund. The Chairman, advises it might need to be pulled out from other source of monies, either from Health and Welfare or Machinery and Equipment > \$500.00. Chairman Guerra, states maybe consider two (2) out of the seven (7) cameras based on cost and see how they would work.

Constable Vera, asks about the Constables' Equipment where the monies will be coming out from? Commissioner Gonzales, states maybe will be coming out from Capital Fund, since it's a one-time purchase. Chairman Guerra, states they would need to come back on it and revisit this request.

Administration Office:

Discussion continues with Chairman Guerra on reference to Awards Program to leave it at \$3,065.00. Account Number- 160 Insurance was \$107,095.00 raise it by 10% increases to \$118,707.00. Mrs. Martinez, states she will need to revisit the Sheriff's Department on reference to the Insurance. Account Number- 180 Contracts and Legal was original budgeted at \$59,760.00/new budget \$38,145.00. Account Number- 192 Community Involvement kept it at \$9,000.00. Account Number- 220 Public Utility Services left it at \$75,000.00. A draft copy is attach.

Health and Welfare:

Discussion continues with Chairman Guerra on reference to Account Number- 430 Autopsy to keep it at \$16,000.00. Discussion continues with Ida Martinez, County Auditor on reference to \$2,000.00 was for the County Visiting Judges and \$21,200.00 for the County Court Reporters. Chairman Guerra, states the Fire Calls were dropped to \$25/call and was budgeted at \$6,500.00. Although, \$7,000.00 was put for Fire Calls. Also, to follow up with the Fire Chief on reference to the fuel expenses. Discussion continues on Account Number- 200 Repairs and Maintenance increases to \$19,075.00. Account Number- 115 Gas increases to \$15,000.00. Also, for the Community Development Specialist \$32,000.00 was funded from Fund- 40 (80%) and \$8,000.00 was funded from General Fund (20%) totaling a salary of \$40,000.00. A draft copy is attach

Discussion continues with the Commissioners on reference to the problems their having at their dumpsites due to Construction Companies dumping outrageous left over material from construction. The Commissioners would like for the Companies to purchase a Demolition Permit and maybe set a fee or fine for the weight of the material.

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Ida Martinez, County Auditor states that she removed the extras from Hotel/Motel Tax to Health and Welfare under Repairs and Maintenance. Hotel/Motel Tax Account Number- 385 Machinery and Equipment > \$500.00 changes to \$15,354.00. Account Number- 200 Repairs and Maintenance changes to \$5,240.00.

Discussion continues with Commissioner Precinct 2, Oscar De Luna, states the Park Employee's Fuel gets paid from his budget.

Discussion continues with Health and Welfare Fund for Account Number- 115 Gas increases to \$15,000.00. Account Number- 105 Operating Supplies stays at \$1,600.00. Account Number- 140 Advertising stays at \$4,000.00. Account Number- 192 Community Involvement increases to \$9,000.00 taken from Administration. Account Number- 192 Community Involvement lowered to \$1,000.00 from the Administration Budget. Account Number- 281 Sanitation Expenses stays at \$300,000.00.

County Court:

Discussion continues with Chairman Guerra on Account Number- 301 Indigent Defense- Adults changes to \$30,000.00. Also, \$2,000.00 was for the County Visiting Judges and \$21,200.00 for the County Court Reporters. A draft copy is attach.

Maintenance:

Discussion continues with Chairman Guerra on Account Number- 115 Gas increases to \$2,000.00. Account Number- 130 Communications Expense stays at \$515.00. Account Number- 180 Contracts and Legal Expense increases to \$2,170.00. Account Number- 200 Repairs and Maintenance increases to \$45,000.00. A draft copy is attach.

Discussion continues on Veteran Officer's and Election Administrator's salary increases. Chairman Guerra, states they need to come back and see where they stand with the Budget.

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna that Court Recess at 1:30 p.m. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

There being no further action,

Court Recessed.

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Court Reconvened at 1:40 p.m. at the County Judge's Office, 576 West Main, in the City of Raymondville, Texas.

THE COURT MET:

PRESENT:

Aurelio Guerra, Jr.,	County Judge,	
Eliberto Guerra,	Commissioner, Precinct 1,	
Oscar De Luna,	Commissioner, Precinct 2,	
Henry De La Paz,	Commissioner, Precinct 3,	ABSENT
Eduardo Gonzales,	Commissioner, Precinct 4,	
Annette Hinojosa,	County Attorney,	
Ida Martinez,	County Auditor,	
Elizabeth Rios,	County Clerk Deputy,	

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

PERSONS VISITING THE COURT:

No one signed the sign in sheet.

Chairman Guerra, continues with discussion on reference to the 2017-2018 Budget Workshop. Discussion continues on reference to the Budget for the following departments:

Discussion continues with Chairman Guerra mentioning that the District Judge, Migdalia Lopez had made a telephonic request for her part-time position being a full-time position due to future maternity leave from her full-time employee. Also, the County Auditor had requested from the District Judge for an additional assistant and on travel and training. Chairman Guerra, states that he needs to get with the District Judge to discuss these requests, which might be until Thursday. The main concern now is on the deadlines. Ida Martinez, County Auditor says the County needs to advertise and then approve the Budget by Commissioners Court. Discussion is to advertise by the 13th, filing by the 15th and approve the Budget by the 28th. Chairman Guerra, states he might be able to meet on September 7th.

Commissioner Gonzales, states on reference to salary increases everyone should just wait until next year. Commissioner Guerra, states maybe the requests started because of issuing an extra \$500.00 for gas allowance for the three (3) Justice of the Peace Judges and also asks County Auditor the reason for asking for the additional help. County Auditor, states due to the work load in her office.

Discussion continues with \$38,880.00 for the General Fund plus Longevity Program, \$5,100.00 to the Precincts a total of \$43,980.00. Although, it depends from what department the

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individuals are working from. Roseanne Ramirez, was the one that had worked on the Longevity List. The Commissioners advises to double check the list on the years the Employees are getting paid because there are some Employees that had stopped working for the County and then they were re-hired. A draft copy is attach.

District Attorney's Office:

Discussion starts with Annette Hinojosa, District/County Attorney on reference to Fund- 23 Attorney Processing Fund a stipend by September 30th, which is on her wish list for the amount of \$1,409.00.

Motion was made by Commissioner Gonzales, seconded by Commissioner Guerra for approval of Fund- 23 Attorney Processing Fund for the amount of \$1,200.00 with related fringes. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Discussion continues with Mrs. Hinojosa on reference to Fund- 53 Pre-Trial Diversion Fund asking for a stipend for the amount of \$2,400.00 to increase Dora Coy's Salary from this Fund.

Motion was made by Commissioner De Luna, seconded by Commissioner Gonzales for approval of stipend for the amount of \$2,400.00 for Fund- 53 Pre-Trial Diversion Fund with related fringes. Motion was put before the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Discussion continues on reference to Fund- 51 District Attorney's Domestic Violence Grant Fund. Account Number- 110 Office Supplies left at \$204.00. Account Number- 150 Travel and Training \$1,000.00.

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of Fund- 51 District Attorney's Domestic Violence Grant Fund, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Discussion continues on reference to Fund- 52 District Attorney's Victims Assistance Grant. This will depend if she gets the funds on this Fund, then this Fund will be pay an increase to one (1) of her Prosecutors. Account Number- 150 Travel changes to \$800.00. Account Number- 110 Office Supplies changes to \$40.00.

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of Fund- 52 District Attorney's Victims Assistance Grant, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Discussion continues on reference to Fund- 55 District Attorney Child Protective Services (CPS) Grant Fund. As per Mrs. Hinojosa, there is no Budget on this Fund.

Discussion continues on reference to Fund- 56 District Attorney's Border Prosecutor Grant Fund. Account Number- 385 Machinery and Equipment > \$500.00 changes to \$7,160.00.

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Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of Fund- 56 District Attorney's Border Prosecutor Grant Fund, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Discussion continues on reference to Fund- 58 District Attorney's State Grant Fund this one is for \$27,500.00, waiting on reimbursement for this one, it is part of an Investigator's Salary.

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of the amount of \$27,500.00 for Fund- 58 District Attorney's State Grant Fund, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Discussion continues on reference to Fund- 59 High Intensity Drug Trafficking Area (HIDTA) State Grant Fund they should get reimburse for over \$27,000.00, but still waiting on reimbursement. This Fund has a shortage of \$53,699.00, waiting on assurance from Cameron County to how much Mrs. Hinojosa will be getting from this Fund.

Discussion continues on reference to Fund- 60 High Intensity Drug Trafficking Area (HIDTA) Federal Seizure this is the one with the Surplus, might be tapping into expenditures. Account Number- 115 Gas reducing to \$3,000.00. Mrs. Hinojosa, states this Fund is still up in the air, doesn't want to touch this one.

Commissioner Guerra, asks Mrs. Hinojosa if she may check on security cameras if they may be purchase from one of her funds? Mrs. Hinojosa, states she will need to check into it and see if they can be paid out from the Library Fund.

As per Mrs. Hinojosa, states that she will need to check and finalized Funds 15, 50, 59 and 60.

Discussion continues on reference to Fund- 60 High Intensity Drug Trafficking Area (HIDTA) Federal Seizure. Account Number- 115 Gas reduces to \$3,000.00. Account Number- 20 Repairs and Maintenance reduces to \$2,000.00. Account Number- 380 Machinery and Equipment < \$500.00 reduces to \$2,000.00.

Discussion continues on Fund 15- District Attorney's Forfeiture Article 18. Account Number- 110 Office Supplies left at \$2,000.00. Account Number- 115 Gas \$8,000.00. Account Number- 130 Communications Expense \$2,500.00. Account Number- 155 Association Dues and Subscriptions \$2,000.00. Account Number- 165 Bonds \$245.00. Account Number- 180 Contracts and Legal \$2,000.00. Account Number- 181 Seizure Expenditure \$500.00. Account Number- 200 Repairs and Maintenance \$3,000.00. Account Number- 210 Rentals \$2,195.00. All for the following Accounts: Account Number- 310 Interpreters, Account Number- 380 Machinery and Equipment < \$500.00, Account Number- 390 Legal and Library Books and Account Number- 409 Taxes were all Zero Out.

Discussion continues that the Fund Balance for Account Number- 3999 Unencumbered Fund Balance was \$31,300.00.

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Discussion continues on Fund 50- District Attorney's Drug Seizure (Chapter 59) will continue after the 15 minute break.

Motion was made Commissioner Gonzales, seconded by Commissioner De Luna that Court Recess for 15 minutes at 3:41 p.m. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

There being no further action.

Court Recessed.

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Court Reconvened at 4:05 p.m. at the County Judge's Office, 576 West Main, in the City of Raymondville, Texas.

THE COURT MET:

PRESENT:

Aurelio Guerra, Jr.,	County Judge,	
Eliberto Guerra,	Commissioner, Precinct 1,	
Oscar De Luna,	Commissioner, Precinct 2,	
Henry De La Paz,	Commissioner, Precinct 3,	ABSENT
Eduardo Gonzales,	Commissioner, Precinct 4,	
Annette Hinojosa,	County Attorney,	
Ida Martinez,	County Auditor,	
Elizabeth Rios,	County Clerk Deputy,	

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

PERSONS VISITING THE COURT:

No one signed the sign in sheet.

Chairman Guerra, continues with discussion on reference to the 2017-2018 Budget Workshop. Discussion continues on reference to the Budget for the following departments:

District Attorney's Office:

Discussion starts with Annette Hinojosa, District/County Attorney states that she has reduced it more less \$30,000.00 non-essential trying to balance out with HIDTA Grants.

Discussion continues on Fund 50- District Attorney's Drug Seizure (Chapter 59). Account Number- 110 Office Supplies left at \$500.00. Account Number- 145 Awards Program \$1,500.00. Account Number- 150 Travel and Training \$6,000.00. Account Number- 180 Contracts and Legal Expense Zero Out. Account Number- 160 Insurance \$5,535.00. Account Number- 181 Seizure Expenditure \$4,500.00. Account Number- 192 Community Involvement \$3,500.00. All for the following Accounts: Account Number- 200 Repairs and Maintenance, Account Number- 380 Machinery and Equipment < \$500.00, Account Number- 385 Machinery and Equipment > \$500.00 and Account Number- 490 Miscellaneous Expense were all Zero Out.

Commissioner Oscar De Luna steps out from the meeting at 4:13 p.m.

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Ida Martinez, County Auditor, states that Mrs. Hinojosa is short \$96,518.00 on this one. So, there is no Fund Balance on Fund- 50.

Discussion continues on Fund- 15 District Attorney's Forfeiture Article 18. Account Number- 3999 Unencumbered Fund Balance is \$31,300.00. Mrs. Hinojosa, will be getting together with Mrs. Martinez on reference to her Funds, so she may come back with more accurate numbers.

Discussion continues on reference to the Sheriff's Department. Account Number- 160 Insurance changes to \$40,155.00 on Department Number 460- Sheriff's Budget. Account Number- 160 Insurance changes to \$38,030.00 on Department Number 461- Jail Administration. See attach draft copies.

Commissioner Oscar De Luna returns to the meeting at 4:28 p.m.

As per Ida Martinez, County Auditor as of now from the General Fund, the Budget is on \$7,245,835.00. See attach draft copy. Although, still need some other Departments to finish with their Budget.

Chairman Guerra, states that he still need to revisit with District Judge, Migdalia Lopez. The Chairman proposes to have another Budget Workshop on Thursday and Recess for Friday, to finalize the 2017-2018 Budget.

Discussion continues on Constable Vera requests on Vests \$5,340.00, Outside Carriers \$1,525.00, Body Cameras \$2,695.00 and Radars \$18,000.00 a total of \$27,560.00.

Discussion continues on the Administration Department, Mrs. Hinojosa states that under Unemployment Compensation and Other Compensation went down on Administration. Account Number- 035 Other Compensation the Chairman requests to Zero Out. Continue with Health and Welfare. See attach draft copies.

Motion was made by Commissioner De Luna, seconded by Commissioner Gonzales that Court Adjourn. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

There being no further action.

Court Adjourned.