THE STATE OF TEXAS \* COMMISSIONERS COURT

COUNTY OF KENEDY \* OF KENEDY COUNTY, TEXAS

On the 14th day of August, 2023, at 9:00 o'clock a.m., a regular meeting of the Commissioners Court of Kenedy County, Texas, was held in the Kenedy County Courthouse.

**Commissioners present:**

Charles E. Burns, County Judge

Joe Recio, Commissioner, Precinct No. 1

Israel Vela, Jr., Commissioner, Precinct No. 2

Sarita Armstrong-Hixon, Commissioner, Precinct No. 3

Jose Salazar, Commissioner, Precinct No. 4

**Also present:**

Veronica Vela, County & District Clerk

Grace Salinas, Administrative Secretary

Cynthia Salinas, County Treasurer

Irma Longoria, County Tax Assessor/Collector

Allison Strauss, County Attorney

Leo Villarreal, Administrative Assistant

Sheriff Ramon Salinas

Sandra Maltby, Maltby Builders, Inc.

Caleb Maltby, Maltby Builders, Inc.

JP Jana Norrell

JP Cecilia Schulz

Daniel Almeida, Sarita Sewer and Water

Jose E. Mendietta, Fire Chief

Stephanie Garza, Elections Administrator

Andy Garza, Kenedy County Groundwater Conservation District

Seferino Gutierrez, Maintenance Supervisor

Capt. Edward Cruz

Deputy Fidel Gonzalez

Sandra Guzman, Sheriff’s Office

Javier Zambrano, Grantworks

David Morales, CPA

James Carr

Debbie Baecht, Vested Networks

Melynda Chavez

Kelly Elliott, EMC National Life Company

**Absent**:

JP Patricia Fain

JP Jerry Miller

1. **Call Meeting to Order at 9:00 a.m**.

Judge Charles E. Burns called the meeting to order at 9:00 a.m.

1. **Pledge of Allegiance**.

Judge Charles E. Burns led the Commissioners Court and audience in the Pledge of Allegiance.

1. **Receive Public Comments**.

No public comments were made.

1. **Receive Report from Abdul Kamar with the Texas Department of State Health Services to Address Emergency Preparedness and Program Specific Regional Updates**.

Abdul Kamar was not present, therefore, Commissioner Joe Recio moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that this item be tabled.

1. **Receive Debbie Baecht with Vested Networks and Act on Lower Phone Bills**.

Debbie Baecht with Vested Networks addressed the Commissioners Court regarding Vested Networks programs designed to lower the County’s phone cost.

This being a report only, no vote was needed and none was taken.

1. **Receive Kelly Elliott with EMC Insurance and Act on Life Insurance for County Employees**.

Kelly Elliott with EMC National Insurance presented the Commissioners Court with an offer of life insurance to County employees based on a payroll deduction basis and a minimum of five employees needing to enroll in order to set up the program.

This being a report only, no vote was needed and none was taken.

1. **Discuss & Act on the Regular Minutes of July 10th, 2023 and the Special Meeting Minutes of July 7th, 2023, July 10th, 2023, and July 14th, 2023**.

Judge Charles E. Burns presented the Commissioners Court Minutes of the regular June 10, 2023, and special July 7, 2023, July 10, 2023 and July 14, 2023 meetings.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the minutes of the Minutes of the regular June 7, 2023, and special July 7, 2023, July 10, 2023 and July 14, 2023 meetings be accepted as presented.

1. **Discuss & Act on Treasurer’s Monthly Report and Transfers**.

Cynthia Salinas, County Treasurer, presented the Treasurer's Monthly Report and Transfers for the month ending July 31, 2023.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed the Treasurer's Monthly Report and Transfers ending July 31, 2023, be accepted as presented.

1. **Discuss & Act on the Sheriff’s Monthly Report**.

Deputy Edward Cruz presented the Sheriff’s monthly report to the Commissioners Court for the month ending July 31, 2023. Capt. Cruz stated that illegal immigrant activity has increased; that the Border Patrol is creating a team to patrol the intercoastal waterways; and that the Sheriff’s Department will be supplying their equipment to the Intercoastal Task Force.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Sheriff’s monthly report be accepted as presented.

1. **Discuss & Act on Fire Chief’s Monthly Report**.

Jose E. Mendietta, Fire Chief, presented the Commissioners Court with the Fire District report. He reported that he had met with Driscoll Children’s Hospital regarding car seats being supplied to families in need of car seats; that the equipment voted on has already been ordered; the Fire District will be purchasing a new ice maker; that the brush trucks have been serviced; and that he had met with Red Cross.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Fire Chief’s report be accepted as presented.

1. **Discuss & Act on the Maintenance Department Monthly Report**.

Seferino Gutierrez, Maintenance Supervisor, presented the Maintenance Department’s monthly report to the Commissioners Court for the month ending July 31, 2023. He reported that he has reported all problems with the air conditionings units to the Commissioners Court; a mini split will be installed at the Sheriff’s office; the substation remodeling restroom will be a 36” door; a gas tank proposal of $32,000 had been received; the Armstrong tower is ready to be moved; he will contact TJ Electric; he had a bid from Sanford in the amount of $21,562.50 for pavement at the substation and that the treasurer will look into this to see if Road & Bridge funds can be used to pay for the pavement at the substation.

Commissioner Sarita Armstrong-Hixon moved and Commissioner seconded Joe Recio the motion; the motion was unanimously passed that the bid for the pump and accessories for the new tank be approved and that Seferino Gutierrez’s monthly report be accepted as presented.

1. **Receive Daniel Almeida and Act on the Sewer & Water System Monthly Report**.

Daniel Almeida presented the Commissioners Court with the Sewer & Water System monthly report and that he had rehabbed manholes and had looped two dead ends.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that Daniel Almeida’s report be accepted as presented.

1. **Discuss & Act on a New Contract with Daniel Almeida for Sewer and Water System Services or Go Out for Bids**.

Judge Charles E. Burns informed the Commissioners Court that the present Agreement with Daniel Almeida could not be found and that many issues needed to be addressed to prepare a new updated Agreement.

Commissioner Joe Recio moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that Judge Burns and Seferino Gutierrez continue to work on Daniel Almeida’s new proposed contract and report to the Commissioners Court and that this item be tabled.

1. **Receive Javier Zambrano with GrantWorks Monthly Reports Regarding Compliance with Colonia Grant #7219075 and Community Development Grant #7219220 and Act if Necessary**.

Javier Zambrano presented the GrantWorks monthly report to the Commissioners Court regarding the Kenedy County 7219220 and 7219075 as follows:

Kenedy County Colonia 7219075 (Colonia)

Contract Start Date: February 1, 2020

Original Contract End Date: January 31, 2022

Extended Contract End Date: September 30, 2023

Phase I (Prime: Donald Hubert Construction)

Status – Closeout

Retainage Pay Application submitted this month.

Phase II – Donald Hubert Construction

Contract Amount: $21,958.00

Engineer has confirmed that construction is completed.

Payment requests will also be submitted this month.

Final public hearing scheduled for Wednesday, August 23, at 5:00 p.m. at Courthouse.

September should be final monthly update as both grants have also already been monitored by TDA and any alerts or questions TDA sends to the County about Contracts 7219220 and 7219075 will be sent to Robert Davila.

This being a report only, no vote was needed and none was taken.

1. **Receive Report on the Construction Progress of the Justice of the Peace Building/Hurricane Shelter & Court House Repairs**.

Caleb Maltby with Maltby Builders, Inc. presented the Commissioners Court wit a report on the construction progress of the Justice of the Peace Building/Hurricane Shelter and Courthouse repairs.

He reported that the Justice of Peace building should be finished next month; that the doors, woodwork and tiles we almost finished; that the drawings for the sidewalk have been sent to ADA for compliance; porches will be completed; and they are waiting for quotes form concrete finishers for the sidewalks.

He further reported that the work to tear down the old JP building will take approximately two or three weeks and that he needs to find out specifics regarding the switch out of systems between the two buildings.

Regarding the Courthouse repairs, Caleb Maltby reported that the Treasurer’s Office floors needed to be leveled and the tile will be installed.

This being a report only, no vote was needed and none was taken.

1. **Consent Agenda:**

**(A) Approve Registration for Leo Villarreal to Attend the 2023 Labor and Employment Law E-Conference after August 1, 2023. ($695.00 within budget)**

**(B) Approve Registration for Cecilia Schulz to Attend the Virtual 2023 Legislative Update on September 6, 2023. ($50.00 within budget)**

**(C) Approve Travel and Lodging Expenses for Ernesto Lerma to Attend Pesticide Applicator License Classes on July 26-28, 2023 in San Antonio, Tx. ($609.41 within budget)**

**(D) Approve Travel and Meal Expenses for Cynthia Salinas to Attend the 75th Annual County Treasurers’ Association of Texas Conference on September 18-21st, 2023 in McAllen, Tx. ($974.47 within budget)**

**(E) Approve Travel Expenses for Grace Salinas to Attend the 2023 TAC Risk Management Regional Workshop on August 16-17th, 2023 in Hempstead, Tx. ($413.50 within budget)**

**(F) Approve Travel Expenses for Allison Strauss to Attend the 2023 Annual Criminal and Law Conference on September 19-22, 2023 in Round Rock, Tx. ($2,015.63 within budget)**

**(G) Approve Registration, Lodging, and Meal Expenses for Ashley Gonzalez to Attend the TAPEIT Conference on November 7-10th, 2023 in San Marcos, Tx. ($1,250 from grant funds)**

**(H) Approve Meal Expenses for Alex Valenzuela to Attend TLETS Training on September 12-14, 2023 in Alice, Tx. ($148 within budget)**

**(I) Approve Meal Expenses for Gilbert San Miguel, Jr, Sandra Guzman, Diana Serna, and Lionel Longoria, Jr to Attend the Department of Public Safety CJIS Conference on August 21-25th, 2023 in Corpus Christi, Tx. ($450 within budget)**

Judge Charles E. Burns informed the Commissioners Court that the following employees and public officials needed to attend the below seminars/conferences and be advance/reimbursed their expenses provided that proper receipts are given:

Name: Leo Villarreal

Seminar: E-Conference on 2023 Labor and Employment Law

Date: August 1, 2023

Amount: $695.00

Name: Ceclia Schulz

Seminar: Virtual 2023 Legislative Update

Date: September 6, 2023

Amount: $50.00

Name: Ernesto Lerma

Seminar: Pesticide Applicator License Classes

Date: July 26-28, 2023

Place: San Antonio, Texas

Amount: $609.41

Name: Cynthia Salinas

Seminar: 75th Annual County Treasurers’ Association of Texas Conference

Date: September 18-21, 2023

Place: McAllen, Texas

Amount: $974.47

Name: Grace Salinas

Seminar: 2023 TAC Risk Management Regional Workshop

Date: August 16-17, 2023

Place: Hempstead, Texas

Amount: $413.50

Name: Allison Strauss

Seminar: 2023 Annual Criminal and Law Conference

Date: September 19-22, 2023

Place: Round Rock, Texas

Amount: $2,015.63

Name: Ashley Gonzalez

Seminar: TAPEIT Conference

Date: November 7-10, 2023

Place: San Marcos, Texas

Amount: $1,250.00

Name: Alex Valenzuela

Seminar: TLETS Training

Date: September 12-14, 2023

Place: Alice, Texas

Amount: $148.00

Name: Gilbert San Miguel, Jr., Sandra Guzman, Diana Serna and Lionel Longoria

Seminar: DPS CIIS Conference

Date: August 21-25, 2023

Place: Corpus Christi, Texas

Amount: $450.00

Commissioner Joe Recio moved and Commissioner Sarita Armstrong-Hixon seconded the motion; the motion was unanimously passed that the following employees/public officials attend the below seminars/conferences and be advance/reimbursed the costs thereof provided proper receipts are given:

Name: Leo Villarreal

Seminar: E-Conference on 2023 Labor and Employment Law

Date: August 1, 2023

Amount: $695.00

Name: Ceclia Schulz

Seminar: Virtual 2023 Legislative Update

Date: September 6, 2023

Amount: $50.00

Name: Ernesto Lerma

Seminar: Pesticide Applicator License Classes

Date: July 26-28, 2023

Place: San Antonio, Texas

Amount: $609.41

Name: Cynthia Salinas

Seminar: 75th Annual County Treasurers’ Association of Texas Conference

Date: September 18-21, 2023

Place: McAllen, Texas

Amount: $974.47

Name: Grace Salinas

Seminar: 2023 TAC Risk Management Regional Workshop

Date: August 16-17, 2023

Place: Hempstead, Texas

Amount: $413.50

Name: Allison Strauss

Seminar: 2023 Annual Criminal and Law Conference

Date: September 19-22, 2023

Place: Round Rock, Texas

Amount: $2,015.63

Name: Ashley Gonzalez

Seminar: TAPEIT Conference

Date: November 7-10, 2023

Place: San Marcos, Texas

Amount: $1,250.00

Name: Alex Valenzuela

Seminar: TLETS Training

Date: September 12-14, 2023

Place: Alice, Texas

Amount: $148.00

Name: Gilbert San Miguel, Jr., Sandra Guzman, Diana Serna and Lionel Longoria

Seminar: DPS CIIS Conference

Date: August 21-25, 2023

Place: Corpus Christi, Texas

Amount: $450.00

1. **Discuss & Act on Opening Bank Bids and Awarding a Bank with the Most Beneficial Bank Service**.

Judge Charles E. Burns informed the Commissioners Court that Kleberg Bank had submitted the only bid to provide the County with banking services. The Commissioners Court discussed the Kleberg Bank proposed terms.

Commissioner Joe Recio moved and Commissioner Sarita Armstrong-Hixon seconded the motion; the motion was unanimously passed that Kleberg Bank’s services bid be accepted as presented.

1. **Discuss & Act on the 2021 Audit from Gowland, Morales, and Smith, PLLC**.

David Morales with Gowland, Morales and Smith, LLC presented the Commissioners Court with the 2021 Audit of County funds and expenses and stated that the Kenedy County 2021 audit was in excellent order and that there were no negative conditions.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the 2021 Audit be accepted as presented.

1. **Report & Act on TAC Legal’s Recommendation Regarding Revising the Kenedy County Sheriff’s Department Polic**y.

Allison Strauss, County Attorney, informed the Commissioners Court of the need for the Sheriff’s Department to update its Personnel Policy. Sheriff Ramon Salinas informed the Commissioners Court that it would take five to six months to update the policy. Allison Strauss stated that TAC needed to review the updated policy before the Sheriff’s new policy would become effective.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that this item be tabled until the Sheriff’s Department completes the updated Personnel Policy.

1. **Discuss & Act on Amending the Policy Handbook for Dept Heads to Allow their Employees to Use More Time Regarding the Vacation Hours Given Back to them**.

Judge Charles E. Burns informed the Commissioners Court of the need to consider amending the County’s Personnel Policy to allow employees more time to use their vacation hours which were given back to them.

Cynthia Salinas recommended that the policy not be amended; instead to give the employees until December 31, 2023 for the employees to use their vacation hours.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that all Department Heads allow their employees until December 31, 2023 to use their accrued vacation hours.

1. **Discuss & Act on Kenedy County’s Policy Regarding the Use of Private Cell Phones During Working Hours**.

Judge Charles E. Burns presented the Commissioners Court with the proposed policy regarding use of private cell phones during working hours.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that this item be tabled with a policy created to apply to all Departments.

**22.** **Discuss & Act on Resolution Regarding Operation Lone Star Program (OLS) #4372802**.

Judge Charles E. Burns informed the Commissioners Court of the need to consider adopting the Resolution Regarding Operation Lone Star Program (OLS) #4372802 which reads as follows:

APPROVING APPLICATION FOR OPERATION

LONE STAR PROGRAM (OLS) FY 24

WHEREAS, the County of Kenedy finds it in the best interest of the citizens of Kenedy County that Operation Lone Star be operated for the FY 2024; and

WHEREAS, the County of Kenedy agrees to provide applicable matching funds for the said project as required as required by the Office of the Governor grant application; and

WHEREAS, County of Kenedy agrees that in the event of loss or misuse of the Office of the Governor funds, County of Kenedy assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, County of Kenedy designates the County Judge as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant of behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that County of Kenedy approves submission of the grant application for the Operation Lone Star FY2023 to the Office of the Governor.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Resolution Regarding Operation Lone Star Program (OLS) #4372802 be adopted as follows:

APPROVING APPLICATION FOR OPERATION

LONE STAR PROGRAM (OLS) FY 24

WHEREAS, the County of Kenedy finds it in the best interest of the citizens of Kenedy County that Operation Lone Star be operated for the FY 2024; and

WHEREAS, the County of Kenedy agrees to provide applicable matching funds for the said project as required as required by the Office of the Governor grant application; and

WHEREAS, County of Kenedy agrees that in the event of loss or misuse of the Office of the Governor funds, County of Kenedy assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, County of Kenedy designates the County Judge as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant of behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED that County of Kenedy approves submission of the grant application for the Operation Lone Star FY2023 to the Office of the Governor.

**23.** **Discuss & Act on Contactless Disbursements for Jury Payments Via Tyler One Technologies**.

Judge Charles E. Burns informed the Commissioners Court of the need to consider commencing contactless disbursements for jury payments via Tyler One Technologies.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the County Treasurer acquire more information for the contactless disbursements for jury payments and report at the next Commissioners Court meeting.

**24.** **Discuss & Act on Creating a Budget Salary Supplement Line Item for the Sheriff’s Office**.

Judge Charles E. Burns informed the Commissioners Court of the need to consider creating a budget salary supplement line item for the Sheriff’s Office pursuant to Senate Bill 22 which is considered to be grant for the School Resource Officer.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that a budget salary supplement line item be created for the Sheriff’s Department regarding a School Resource Officer and be effective September 1, 2023.

**25.** **Discuss & Act on a Bid Regarding Placing Black Top on the Sheriff’s Substation Parking Lot**.

Judge Charles E. Burns informed the Commissioners Court of the need to consider placing blacktop on the Sheriff’s substation parking lot to qualify voting polling requests, but additional bids should be considered.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that this item be tabled until further information and additional bids be obtained from Sanford & Sons

**26.** **Discuss & Act on a Resolution Regarding the 2024 Agriculture Grant Texans Feeding Texans: Home Delivered Meals**.

Judge Charles E. Burns informed the Commissioners Court of the need to adopt the Resolution Regarding the 2024 Agriculture Grant Texans Feeding Texans: Home Delivered Meals and read the Resolution:

TEXAS DEPARTMENT OF AGRICULTURE

TEXANS FEEDING TEXANS: HOME-DELIVERED MEAL

GRANT PROGRAM

RESOLUTION AUTHORIZING COUNTY GRANT

PROGRAM YEAR 2024

A resolution of the County of Kenedy, Texas (County) certifying that the County has made a grant to Kleberg County Health Services (Organization), an organization that provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability, and certifying that the County has approved the Organization’s accounting system or fiscal agent.

WHEREAS, the Organization seeks to apply for grant funds from the Texas Department of Agriculture to supplement and ext3end existing services for homebound persons in the County who are elderly and/or have a disability pursuant to the Home-Delivered Meal Grant Program (\*Program);

WHEREAS, the Program rules require the County in which an Organization is providing home-delivered meal services to make a grant to the Organization in order for the Organization to be eligible to receive Program grant funds; and

WHEREAS, the Program rules further required the County approve the Organization’s accounting system or fiscal agent in order for the Organization to be eligible to receive Program grant funds;

BE IT RESOLVED BY THE COUNTY:

SECTION 1. The County hereby certifies that it has made a grant to the Organization in the amount of $30,000 to be used between the 1st of February, 2024 and the 31st of January, 2025.

SECTION 2: The County hereby certifies that the Organization provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability.

SECTION 3: The County hereby certifies that it has approved the Organizations’ accounting system or fiscal agent which meets financial management system requirements as set forth in the Texas Grant Management Standards promulgated by the Texas Comptroller of Public Accounts.

Introduced, read and passed by the affirmative vote of the County on this 14th day of August, 2023.

Commissioner Joe Recio moved and Commissioner Sarita Armstrong-Hixon seconded the motion; the motion was unanimously passed that the Resolution Regarding the 2024 Agriculture Grant Texans Feeding Texans: Home Delivered Meals be approved.

TEXAS DEPARTMENT OF AGRICULTURE

TEXANS FEEDING TEXANS: HOME-DELIVERED MEAL

GRANT PROGRAM

RESOLUTION AUTHORIZING COUNTY GRANT

PROGRAM YEAR 2024

A resolution of the County of Kenedy, Texas (County) certifying that the County has made a grant to Kleberg County Health Services (Organization), an organization that provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability, and certifying that the County has approved the Organization’s accounting system or fiscal agent.

WHEREAS, the Organization seeks to apply for grant funds from the Texas Department of Agriculture to supplement and ext3end existing services for homebound persons in the County who are elderly and/or have a disability pursuant to the Home-Delivered Meal Grant Program (\*Program);

WHEREAS, the Program rules require the County in which an Organization is providing home-delivered meal services to make a grant to the Organization in order for the Organization to be eligible to receive Program grant funds; and

WHEREAS, the Program rules further required the County approve the Organization’s accounting system or fiscal agent in order for the Organization to be eligible to receive Program grant funds;

BE IT RESOLVED BY THE COUNTY:

SECTION 1. The County hereby certifies that it has made a grant to the Organization in the amount of $30,000 to be used between the 1st of February, 2024 and the 31st of January, 2025.

SECTION 2: The County hereby certifies that the Organization provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability.

SECTION 3: The County hereby certifies that it has approved the Organizations’ accounting system or fiscal agent which meets financial management system requirements as set forth in the Texas Grant Management Standards promulgated by the Texas Comptroller of Public Accounts.

Introduced, read and passed by the affirmative vote of the County on this 14th day of August, 2023.

**27.** **Discuss & Act on Providing Red Cross Smoke Detectors in All of Sarita Townsite Homes and Buildings**.

Judge Charles E. Burns informed the Commissioners Court of the need to consider providing Red Cross smoke detectors to all Sarita homes and buildings; that four smoke detectors were available for each home. Fire Chief Jose E. Mendietta informed the Commissioners Court that the Red Cross would send personnel to do the installation, but they would need someone who is familiar with the homes and residents to assist the Red Cross personnel.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that Fire Chief Jose E. Mendietta is authorized to work with the Red Cross in setting up a date to install the smoke detectors in the Sarita townsite homes and buildings.

**28. Discuss & Act on Kenedy County Certification of 2023 No New Revenue Tax Rate and 2023 Voter Approval Tax Rate**.

Judge Charles E. Burns informed the Commissioners Court of the need to certify the 2023 No New Revenue Tax Rate and 2023 Voter Approval Tax Rate.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Kenedy County 2023 No New Revenue Tax Rate of $0.506498 and the 2023 Voter Approval Tax Rate of $.581266 be certified as presented.

**29.Discuss & Act on Kenedy County Certification of 2023 Total Appraised Value, Total Assessed Value, Total Taxable Value and Total New Property Taxable Value**.

Judge Charles E. Burns informed the Commissioners Court of the need to certify the 2023 Total Appraised Value, Total Assessed Value, Total Taxable Value and Total New Property Taxable Value.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Kenedy County 2023 Total Appraised Value, Total Assessed Value, Total Taxable Value and Total New Property Taxable Value be certified as presented.

**30.** **Discuss & Act on the Imposition of Optional Fees for CY2024 from the TxDMV**.

Irma Longoria, County Tax Assessor-Collector, informed the Commissioners Court of the need to consider imposing optional fees for CY2024 from the TxDMV.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the tax office not impose optional fees for CY2024 from the TxDMV.

**31.** **Discuss & Act on Appointing the Election Workers for a Two-Year Term Per Sec. 32.002 of the Election Code**.

Stephanie Garza, Elections Administrator, informed the Commissioners Court of the need to appoint election workers for a two-year term pursuant to Election Code, Section 32.002.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that election workers be appointed for a two-year term pursuant to Election Code, Section. 32.002.

**32.** **Discuss & Act on Declaring Constable Precinct 3 Dormant According to Texas Constitution Article 5 Sec.18 (h)**.

Stephanie Garza, Elections Administrator, informed the Commissioners Court of the need to declare Constable Precinct 3 dormant according to Texas Constitution Article 5, Sec. 18(h) for Constable Precinct 3 office had been dormant in excess of seven years.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Constable Precinct 3 position be declared dormant according to Texas Constitution Article 5, Sec. 18(h) effective August 14, 2023.

**33.** **Discuss & Act on the Kenedy County Heritage Quilt**.

Judge Charles E. Burns informed the Commissioners Court that the Kenedy County Heritage quilt had been found and cleaned and recommended that it be framed in glass to prevent it from deterioration.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Kenedy County Heritage quilt be taken to Macareno for framing it in a wooden frame with plexi-glass

**34.** **Discuss & Act on Payment of Bills**.

Judge Charles E. Burns informed the Commissioners’ Court of the need to pay the bills for the month ending July 31, 2023.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the bills be paid as presented.

**35.** **EXECUTIVE SESSION: TEXAS GOVERNMENT CODE, § 551.071-CONSULTING WITH ATTORNEY REFERENCE PENDING LITIGATION, § 551.074-PERSONNEL**

Judge Charles E. Burns called the Executive Session to order at 11:38 a.m.

**36.** **Open Session: Discuss & Act on Items Addressed in Executive Session.**

Judge Charles E. Burns called the Open Session to order at 12:11 p.m.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that Seferino Gutierrez, Maintenance Supervisor, having completed his probationary period, be paid the full budgeted salary and that Judge Burns is authorized to approve and sign the three EEOC Settlement Agreement.

**37.** **Budget Workshop and Prepare the Proposed 2024 Budget**.

Judge Charles E. Burns informed the Commissioners Court of the need to enter into the 2024 Budget Workshop and prepare the proposed 2024 Budget.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that a notice of Public Hearing for the Proposed 2024 Budget and Proposed 2023 Tax Rate be published in the Kingsville Record according to law.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the following line items be created for the 2024 Budget:

County/District Clerk - Court Management Software - $100,000

County/District Clerk – Digitizing - $50,000

County Buildings – Capital Purchase Over $5000 - $75,000

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that a 3% COLA be added to the Proposed 2024 Budget.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Proposed 2023 Tax Rate of $.005563760 be approved.

**38.** **Discuss & Act on Kenedy County Certification of 2023 Anticipated Collection Rate**.

Irma Longoria, County Tax Assessor-Collector informed the Commissioners Court that this item was not necessary as it had been handled in Agenda Items 28 and 29.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Kenedy County Certification of the 2023 Anticipated Collection Rate be accepted and to post a Public Hearing regarding the 2024 Proposed Budget and the 2023 Proposed Tax Rate.

**39. Adjournment**.

There being no further business at this time to come before the Commissioners Court, Commissioner Sarita Armstrong-Hixon moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Commissioners Court be adjourned at 12:42 p.m.

/s/ Charles E. Burns\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Charles E. Burns, County Judge

ATTESTED BY:

/s/ Veronica Vela\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Veronica Vela, Clerk of Commissioners Court