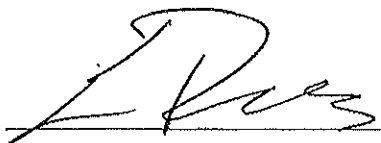


2021 Holiday Schedule

Line Item 3

Friday, January 1, 2021	New Year's Day
Monday, January 18, 2021	Martin Luther King, Jr. Day
Monday, February 15, 2021	President's Day
Thursday April 1, 2021	Easter Holiday
Friday, April 2, 2021	Good Friday
Monday, April 5, 2021	Easter Monday
Monday, May 31, 2021	Memorial Day
*Sunday, July 4, 2021	Independence Day
Monday, July 5, 2021	Independence Day (observed)
Monday, September 6, 2021	Labor Day
Monday, October 11, 2021	Columbus Day
Thursday, November 11, 2021	Veterans Day
Wednesday, November 24, 2021	Pre-Thanksgiving Day (1/2 Day)
Thursday, November 25, 2021	Thanksgiving Day
Friday, November 26, 2021	Thanksgiving Day
Thursday, December 23, 2021	Pre-Christmas Day
Friday, December 24, 2021	Christmas Eve
*Saturday, December 25, 2021	Christmas Day
Friday, December 31, 2021	New Year's Day (observed)

*These days are **ONLY** for scheduled employees



Brooks County Judge, Eric Ramos

Oct. 27, 2020

Approved on this date

Revisions, Additions and Deletions to Brooks County Employee Policy and Procedures Manual

1. Discuss, consider, and act on amending Brooks County Policy Section 2 Employee Compensation and Benefits.
 - a. Effective immediately, the revised portion of the Brooks County Employee Policy and Procedures Manual Section 2A-11 Overtime Calculations and Rules shall be amended to insert and add the following verbiage. See attachment 2A-11A Compensatory Time calculations and Rules

2A-11A COMPENSATORY TIME RULES

Compensatory time is considered actual worked hours earned in excess 40 hours in any work week. Compensatory time is earned when an employee has exceeded 40 hours of worked time during the week (See 2A-11 Overtime Calculations and Rules). If an employee is short on their 40 hours for the work week, he or she may use their compensatory time to fulfill their 40 hours for the week to work any overtime grant (i.e. Stone Garden or Border Star). Should an employee NOT have any accrued compensatory time he or she WILL NOT be allowed to use any other time they have accrued such as vacation or personal days to fulfill their time in order to complete their 40 hours for the week to work any grant overtime.

Holiday Compensatory time is calculated as time worked. If a Deputy works during a determined county holiday. The Deputy will earn hour for hour. Example: A deputy works 12 hours on a determined holiday. The Deputy will accrue 12 hours of holiday compensatory time for the time he worked to be utilized later.

Holiday Compensatory Time CAN be used in substitution to complete the 40 hours for the work week due to it being worked time; should the Deputy have Holiday Compensatory Time to utilize.

2A-8 WORK SCHEDULES

The normal hours of work for most positions in the County shall be from 8:00 a.m. until 5:00 p.m., Monday through Friday. In order to meet the needs of the County, certain departments or employees may be required to work a schedule that varies from the normal work schedule, or they may be subject to call back in case of emergency or special need.

2A-9 HOURS WORKED

Part time employees are allowed to work 24 hours per week. They will be permitted to work the 48 hours within the two (2) week period, if needed.

2A-10 LAW ENFORCEMENT PAY AND OVERTIME

Brooks County Commissioners Court has adopted the 207(k) exemption under the Fair Labor Standards Act for law enforcement employees, which includes deputies and jailers. These employees have a work period of 14 days and overtime will be due after 80 hours actually worked. Law enforcement employees' salary covers all hours up to 80 hours. Paid leave shall not be counted in determining if overtime has been worked in any workweek. Except in emergency situations, an employee shall be required to have authorization from their supervisor before working overtime.

2A-11 OVERTIME CALCULATIONS AND RULES

Overtime shall include all time actually worked for the county in excess of 40 hours in any workweek, with the exception of law enforcement (See policy on "Law Enforcement Pay and Overtime").

Paid leave shall not be counted in determining if overtime has been worked in any workweek. Except in emergency situations, an employee shall be required to have authorization from his/her supervisor before working overtime.

Overtime compensation shall be paid in the form of compensatory time off in accordance with the provisions of the FLSA. Covered employees shall receive paid compensatory time off at a rate of one and one-half ($1\frac{1}{2}$) times the amount of overtime worked.

The maximum amount of unused compensatory time an employee shall be allowed to have at any time for regular employees can be 240 and 480 for law enforcement. When an employee has reached the maximum accrual of compensatory time, any additional overtime worked shall be compensated at a rate of one and one-half ($1\frac{1}{2}$) the employee's regular rate of pay until compensatory time has been used to bring the balance below the maximum.

Employees shall be allowed to use earned compensatory time within a reasonable period after it is requested provided that the employee's absence will not place an undue hardship on the operations of the department in which the employee works. Compensatory time may be used for any purpose desired by the employee with supervisor approval. Brooks County shall have the right to require employees to use earned compensatory time at the convenience of the county.

If an employee terminates employment, for any reason, prior to using all earned FLSA compensatory time, they shall be paid for all unused compensatory time in accordance with the requirements of the FLSA.

Brooks County shall retain the right to "buy back" all or part of an employee's unused compensatory time by paying the employee for that time at the employee's current regular rate. Brooks County shall retain the right to pay all or part of the overtime worked in any workweek by paying for that overtime at one and one half (1 ½) the employee's regular rate of pay.

Each employee shall be responsible for recording any compensatory time used within a pay period on the attendance sheet for that pay period.

2A-12 PAY AND SALARY INCREASES

Entry level for Brooks County is set by Commissioners court during the budget process.

Salary increases will not be allowed within the budget year.

2A-13 LONGEVITY PAY

County Commissioners will adopt longevity policy on an annual basis as part of the budget process, when finances allow. All full time employees shall be eligible for the longevity pay benefits.

An employee shall be required to work a minimum of one (1) year in his/her position before receiving longevity pay. (October 1st is the date by which each year of service will be calculated. Prior service years will be determined from date of employment.

Attorneys At Law
500 NORTH SHORELINE BLVD., SUITE 1111
CORPUS CHRISTI, TEXAS 78401

(361) 888-6898
FAX (361) 888-4405

October 8, 2020

The Honorable Eric Ramos
Brooks County Judge
PO Box 515
Falfurrias, TX 78355

**RE: Offer to purchase tax sale property
Suit No. 03-03-01377-TX; Brooks County, City of Falfurrias and Brooks
County Independent School District vs. Vicenta Cantu, Estate, et al
Acct. No. 02100-0002-001-00, The North 50 feet of Lots 1 and 2, Maupin
Second Addition, an addition to the City of Falfurrias, Brooks County,
Texas, as described in Volume 207, Page 545, Official Records of Brooks
County, Texas**

Dear Judge Ramos:


An offer has been made by Monica Salinas, 119 W. Rice, Falfurrias, TX 78355, in the amount of \$3,050.00 for the purchase of a tax sale property owned in trust by the Brooks County Independent School District taxing authorities as a result of the property's failure to sell at tax sale on the courthouse steps for the entire amount of delinquent taxes and costs owed.

An analysis showing the amount of money each taxing entity would receive if the offer is accepted is attached, as is a copy of Monica Salinas' written offer. In order for the property to be sold for less than the entire amount of taxes and costs owed, the formal approval of the county is required under Property Tax Code Section §34.05.

On July 23, 2020, Brooks County Independent School District considered and approved this bid from Monica Salinas in the amount of \$3,050.00. On September 8, 2020, the city of Falfurrias considered and approved this bid from Monica Salinas as well.

Please place this as an action item on the agenda of the County Commissioners meeting to be held on Tuesday, October 13, 2020. A suggested wording of this item is as follows: "Consideration and approval of offer to purchase tax sale property."

Should you have any questions, please do not hesitate to call me.

Sincerely,

Nancy Vasquez
Attorney at Law

NV/ldk

Enclosure (offer, bid analysis and resolution authorizing resale)

cc: Urbino "Benny" Martinez
Tax Assessor-Collector, Brooks County
PO Box 558
Falfurrias, TX 78355

03-03-01317-TX

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

Attorneys At Law
500 N SHORELINE BLVD STE 1111
CORPUS CHRISTI, TEXAS 78471-1028

(361) 888-6898
FAX (361) 888-4405

Resale Bid Form

The property is being sold for taxes, and all sales are made subject to a right to redeem within the time and manner provided by law. Purchasers do have a legal right to possession of the property during the redemption period. Successful Purchasers will receive a Tax Resale Deed, which is without warranty. It is the bidder's responsibility to do their own title examination and satisfy themselves as to the condition of the title before submitting a bid. It is also the bidder's responsibility to satisfy themselves concerning the location of the property on the ground before submitting an offer.

All bids must be submitted on this form, to the law office of Linebarger Goggan Blair & Sampson, LLP at 500 N. Shoreline Blvd., Suite 1111, Corpus Christi, Texas 78401. All offers will be subject to approval by the taxing entities that have an interest in the subject property. The bidders should be prepared to wait at least 90 days for approval. Upon approval, the successful bidder is required to pay the entire amount of the offer within 10 days to the Linebarger firm at the address shown above. If more than one offer is received for a particular property, the law firm may schedule a second auction among those parties who have submitted written offers.

The Law Firm or the Taxing Entities will not supply or pay for any closing costs, including, but not limited to: Owner Financing, Title Policy, Abstract of Title, Survey, Appraisal, Termite Certificate

I understand that the property is being sold in "as is" condition without Warranty. I further understand that I may be subject to penalty provisions of applicable Texas Law for failure to submit payment in accordance with the amount of bid.

Subject to the terms and conditions stated herein, I submit the following bid on the property described below:

Amount of Offer: \$ 3050.00

Suit Number: 502 S Center


Tax Account No.: 02100-0002-001-00

Legal Description: N'50' of Lots 1 and 2, Map in Second Addition

Submitted by: Monica Sulina

Address: 502 S. Center →
Fal Ferris, TX 78355

Telephone Number(s): 956 874 8942

Signature: 

Date Submitted: 6/29/2000

Salina
119 W. Rice St
Fal Ferris Tx
78355

(Please print all information clearly)

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

Attorneys At Law
500 NORTH SHORELINE BLVD., SUITE 1111
CORPUS CHRISTI, TEXAS 78401

(361) 888-6898
FAX (361) 888-4405

ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY

Suit No. 03-03-01377-TX; Brooks County, City of Falfurrias and Brooks County ISD vs. Vicenta Cantu, Estate, et al

Legal Description: The North 50 feet of Lots 1 and 2, Maupin Second Addition, an addition to the City of Falfurrias, Brooks County, Texas, as described in Volume 207, Page 545, Official Records of Brooks County, Texas

Bidder: Monica Salinas, 119 W. Rice, Falfurrias, TX 78355

Date of Sale:	July 5, 2005
Amount Due All Entities:	\$10,992.84
Amount of Bid:	\$3,050.00
Cost of Sale:	\$1,252.12
Current Value:	\$3,050.00
% of Total Due:	24.91%
% of Current Value:	100%

Entity	Amount Due	Amount You
Name	Each Entity	Will Receive
Brooks County	\$4,290.04	\$701.64
City of Falfurrias	\$1,642.37	\$268.61
Brooks County ISD	\$5,060.43	\$827.63

Empty lot located at 502 S. Center, Falfurrias, Brooks County, Texas

RESOLUTION AUTHORIZING TAX RESALE

WHEREAS, by Sheriff's Sale conducted on July 5, 2005, the property described below was struck-off to the Brooks County Independent School District, Trustee, pursuant to a delinquent tax foreclosure decree of the 79th Judicial District Court, Brooks County, Texas, and

WHEREAS, the sum of \$3,050.00 has been tendered Monica Salinas, 119 W. Rice, Falfurrias, TX 78355, for the purchase of said property pursuant to Section §34.05, Texas Tax Code Ann. (Vernon, 1982), and

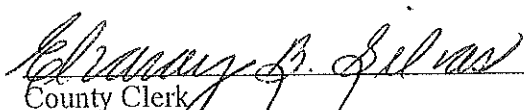
NOW, THEREFORE, BE IT RESOLVED by the Commissioners Court of Brooks County that its County Judge, Eric Ramos, be and he is hereby authorized to execute a tax resale deed on behalf of the county conveying to Monica Salinas all of the right, title, and interest of the county, and all other taxing units interested in the tax foreclosure judgment in the following described real property located in Brooks County, Texas

The North 50 feet of Lots 1 and 2, Maupin Second Addition, an addition to the City of Falfurrias, Brooks County, Texas, as described in Volume 207, Page 545, Official Records of Brooks County, Texas

PASSED AND APPROVED this 27th day of Oct., 2020


Eric Ramos, County Judge

ATTEST:


County Clerk

Suit No. 03-03-01377-TX; Brooks Co., City of Falfurrias & Brooks Co. ISD vs. Vicenta Cantu, Estate, et al

Suit # 03-03-01377-TX

Brooks Co. Trustee

Acct. # 02100-0002-001-00

502 S. Center St.
Vacant Land Only



Attorneys At Law
500 N SHORELINE BLVD STE 1111
CORPUS CHRISTI, TEXAS 78471-1028

(361) 888-6898
FAX (361) 888-4405

October 8, 2020

The Honorable Eric Ramos
Brooks County Judge
PO Box 515
Falfurrias, TX 78355

**RE: Offer to purchase tax sale property
Suit No. 14-10-02084-TX; Brooks County Independent School District,
Brooks County, and City of Falfurrias vs. Teresa Charles, et al
Lot 6, Block 'A', Rachel Addition, an addition to the City of Falfurrias,
Brooks County, Texas, as described in Volume 334, Page 74, Official
Records of Brooks County, Texas.**

Dear Judge Ramos:

An offer has been made by Audrey Nicole Guerra, 501 Roland Ln. #43, Kyle, TX 78640, in the amount of \$7,100.00 purchase of a tax sale property owned in trust by the Brooks County taxing authorities as a result of the property's failure to sell at tax sale on the courthouse steps for the entire amount of delinquent taxes and costs owed.

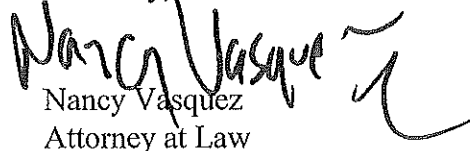
An analysis showing the amount of money each taxing entity would receive if the offer is accepted is attached, as is a copy of Audrey Nicole Guerra's written offer. In order for the property to be sold for less than the entire amount of taxes and costs owed, the formal approval of the county is required under Property Tax Code Section §34.05.

On July 23, 2020, Brooks County Independent School District considered and approved this bid from Audrey Nicole Guerra in the amount of \$7,100.00. On September 8, 2020, the city of Falfurrias considered and approved this bid from Audrey Nicole Guerra as well.

Please place this as an action item on the agenda of the City Council meeting to be held on Tuesday, October 13, 2020. A suggested wording of this item is as follows: "Consideration and approval of offer to purchase tax sale property."

Should you have any questions, please do not hesitate to call me.

Sincerely,


Nancy Vasquez
Attorney at Law

NV/ldk

Enclosure (offer, bid analysis and resolution authorizing resale)

cc: Urbino "Benny" Martinez
Tax Assessor-Collector, Brooks County
PO Box 558
Falfurrias, TX 78355

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

Attorneys At Law
500 N SHORELINE BLVD STE 1111
CORPUS CHRISTI, TEXAS 78471-1028

JUN 17 2020

(361) 888-6898
FAX (361) 888-4405

Resale Bid Form

The property is being sold for taxes, and all sales are made subject to a right to redeem within the time and manner provided by law. Purchasers do have a legal right to possession of the property during the redemption period. Successful Purchasers will receive a Tax Resale Deed, which is without warranty. It is the bidder's responsibility to do their own title examination and satisfy themselves as to the condition of the title before submitting a bid. It is also the bidder's responsibility to satisfy themselves concerning the location of the property on the ground before submitting an offer.

All bids must be submitted on this form, to the law office of Linebarger Goggan Blair & Sampson, LLP at 500 N. Shoreline Blvd., Suite 1111, Corpus Christi, Texas 78401. All offers will be subject to approval by the taxing entities that have an interest in the subject property. The bidders should be prepared to wait at least 90 days for approval. Upon approval, the successful bidder is required to pay the entire amount of the offer within 10 days to the Linebarger firm at the address shown above. If more than one offer is received for a particular property, the law firm may schedule a second auction among those parties who have submitted written offers.

The Law Firm or the Taxing Entities will not supply or pay for any closing costs, including, but not limited to: Owner Financing, Title Policy, Abstract of Title, Survey, Appraisal, Termite Certificate

I understand that the property is being sold in "as is" condition without Warranty. I further understand that I may be subject to penalty provisions of applicable Texas Law for failure to submit payment in accordance with the amount of bid.

Subject to the terms and conditions stated herein, I submit the following bid on the property described below:

Amount of Offer: \$7,100.00

Suit Number: 14-10-02084-TX

Tax Account No.: 01300-000A-006-00

Legal Description: Lot 6, block A, Rachel Addition
Falfurrias, Brooks County, Texas Volume 334

Submitted by: Audrey Nicole Guerra Page 74

Address: 501 Roland Ln #43
Kyle, Texas 78640

Telephone Number(s): 512-568-0567

Signature: Chy Guerra

Date Submitted: 6-1-2020

(Please print all information clearly)

RESOLUTION AUTHORIZING TAX RESALE

WHEREAS, by Sheriff's Sale conducted on September 4, 2018, the property described below was struck-off to the Brooks County, Trustee, pursuant to a delinquent tax foreclosure decree of the 79th Judicial District Court, Brooks County, Texas, and

WHEREAS, the sum of \$7,100.00 has been tendered by Audrey Nicole Guerra, 501 Roland Ln. #43, Kyle, TX 78640, for the purchase of said property pursuant to Section §34.05, Texas Tax Code Ann. (Vernon, 1982), and

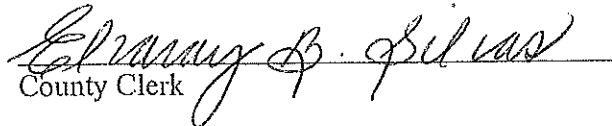
NOW, THEREFORE, BE IT RESOLVED by the Commissioner Court of Brooks County that its County Judge, Eric Ramos, be and he is hereby authorized to execute a tax resale deed on behalf of the county conveying to Audrey Nicole Guerra all of the right, title, and interest of the county, and all other taxing units interested in the tax foreclosure judgment in the following described real property located in Brooks County, Texas

Lot 6, Block 'A', Rachel Addition, an addition to the City of Falfurrias, Brooks County, Texas, as described in Volume 334, Page 74, Official Records of Brooks County, Texas.

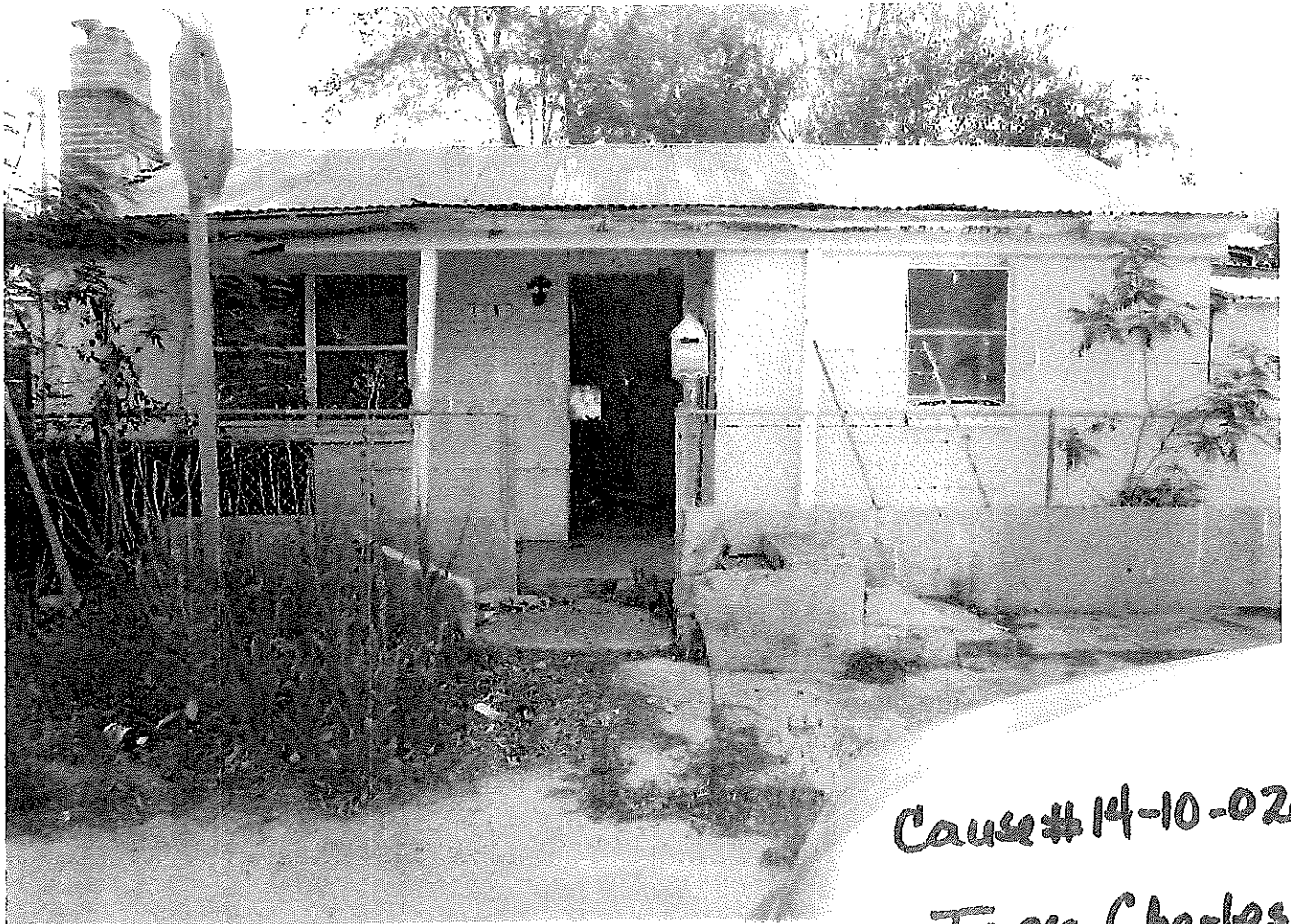
PASSED AND APPROVED this 27th day of Oct, 2020.


Eric Ramos, County Judge

ATTEST:


County Clerk

SUIT NO. 14-10-02084-TX, BROOKS COUNTY INDEPENDENT SCHOOL DISTRICT, BROOKS COUNTY AND CITY OF FALFURRIAS VS. TERESA CHARLES, ET AL



Cause # 14-10-02084
71

Teresa Charles