

HAYS COUNTY COMMISSIONERS COURT MINUTES



MAY 27, 2025

STATE OF TEXAS *
COUNTY OF HAYS *

ON THIS THE 27th DAY OF MAY A.D., 2025, THE COMMISSIONERS COURT OF HAYS COUNTY, TEXAS, MET IN SPECIAL MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:

RUBEN BECERRA	COUNTY JUDGE
DEBBIE GONZALES INGALSBE	COMMISSIONER, PCT. 1
MICHELLE COHEN	COMMISSIONER, PCT. 2
MORGAN HAMMER	COMMISSIONER, PCT. 3
WALT SMITH	COMMISSIONER, PCT. 4
BRIANA RAMIREZ-VARGAS	DEPUTY COUNTY CLERK

Clerk's Note: For complete transcript go to Hays County Website
<https://www.hayscountytexas.gov/commissioners-court-live-stream>
Transcript can be translated into any language through Google.com.

THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:

Judge Becerra called the meeting to order at 10:00 a.m.

PUBLIC COMMENTS

Briana Ramirez-Vargas, Deputy County Clerk, read an emailed public comment from Jerry Polk against the outsourcing of payroll.

41835 Discussion and possible action to amend the Hays County Fiscal Year 2026 budget Calendar.

Judge Becerra stated this item would extend the deadline to submit the requested budgets from May 23, 2025 to June 6, 2025. Marisol Villarreal-Alonzo, Hays County Auditor, stated that several calculations and reconciliations were not done and that her office needed more time to accurately enter this information into the New World budget software. Commissioner Ingalsbe asked if this affects the budget workshops that are scheduled, and Villarreal-Alonzo stated that it does not.

A motion was made by Commissioner Ingalsbe, seconded by Commissioner Smith to amend the Hays County Fiscal Year 2026 budget Calendar.

AYE: Commissioner Ingalsbe, Commissioner Cohen, Commissioner Hammer,
Commissioner Smith, Judge Becerra

5 - 0 Passed - Unanimously

Discussion and possible action authorizing Purchasing to develop specifications, in conjunction with the County Auditor and the County Treasurer, for an RFP related to contracting with a third party to perform County payroll functions.

Daphne Tenorio, Hays County Treasurer, spoke about exploring the possibility of outsourcing payroll functions and noted the payroll department has been moved twice in the last two years. Tenorio stated this could have several benefits, including minimizing payroll issues, compliance, security, cost-effectiveness (other counties have experienced a 30% savings), integration of data, and reducing liability for the county. She reiterated that she is not asking to make this change now, but rather considering looking at a change. Commissioner Hammer asked for clarity on the 941 tax forms. Tenorio stated that with the county's current system, corrections to payroll can be backdated, resulting in incorrect information being entered and penalties arising because of these issues. Tenorio explained that if the county moved forward with a third-party processing service, the county would no longer process timesheets and everything that is processed would be done by the outside party. If there is an issue that arises, or a penalty or fine, that falls on the vendor. The Treasurer's Office will still verify. Judge Becerra stated that this problem predates the County Treasurer and this is an opportunity to address it while in the middle of this update.



Marisol Villarreal-Alonzo, County Auditor, stated that any company that processes payroll will pay it based on the data it is given, and over-payments happen because of the way the county's payroll process is structured. The county will still have to ensure that what is reported to any outside agency is accurate and reconciled. The Treasurer stated that a lot of these issues are caused by the county's payroll policy of prepayment and those issues will continue unless the policy is changed. Judge Becerra mentioned that asking for an RFP will shed light on what is available to the County in terms of new technology. Stephanie Hunt, Purchasing Agent, explained that in this case, a Request For Proposal (RFP) is not good business practice since preparing an RFP is laborious. The county is on an exploratory mission, and there are several companies on purchasing cooperatives that could answer questions and provide demos on integration. Commissioner Ingalsbe expressed concerns that payroll has been moved twice in the last two years, and the department should be given time to implement changes. Commissioner Ingalsbe stated the County Auditor should have input into process changes. Commissioner Cohen stated all options should be considered and expressed concerns about the morale of the payroll department. Judge Becerra stated this is purely an exploratory effort. Commissioner Smith stated that this agenda item calls for an RFP, but a process review is needed first. If the court wishes to look at the removal of duties or personnel, that language should have been in the agenda item today. He noted if an outside source is provided incorrect data, the county still maintains liability, and the Auditor's Office should be the department to lead any effort at outsourcing after a thorough internal evaluation of the current process. Villarreal-Alonzo explained the set-up issues between the timekeeping system UKG and New World and spoke about the testing that needs to be done before the two systems are fully integrated. Tenorio mentioned that the item language was written by the General Counsel staff. Judge Becerra reiterated that the item was purposely worded as possible action to develop specifications, not to move personnel. No action taken.

41836 Approve a one-time waiver of: (1) Section 2A118 of the County's Personnel Policy related to the six-calendar month waiting period requirement for retiree rehires; and (2) the County's two-week job posting requirements related to salary exceptions in relation to the hiring or appointment of a new Budget Officer.

Clerk's Note: Item G-3 was voted on after Executive Session.

A motion was made by Commissioner Smith, seconded by Commissioner Ingalsbe to approve a one-time waiver of: (1) Section 2A118 of the County's Personnel Policy related to the six-calendar month waiting period requirement for retiree rehires; and (2) the County's two-week job posting requirements related to salary exceptions in relation to the hiring or appointment of a new Budget Officer until this position is filled.

AYE: Commissioner Ingalsbe, Commissioner Cohen, Commissioner Hammer,
Commissioner Smith, Judge Becerra

5 - 0 Passed - Unanimously

Clerk's Note: Executive Session began at 10:48 a.m. and resumed back into open court at 11:19 a.m.

Executive Session pursuant to Sections 551.071 and 551.074 of the Texas Government Code: consultation with counsel and deliberation regarding the employment and duties of the County Administrator.

Those present in Executive Session from 10:50 a.m. to 11:04 a.m. were the Commissioners Court; Jordan Powell, First Assistant Criminal District Attorney - Civil Division; Marisol Villarreal-Alonzo, Hays County Auditor; Erik Granjeno, Director of Human Resources; and Tucker Furlow, Assistant Criminal District Attorney - Civil Division. No action taken.

Executive Session pursuant to Sections 551.071 and 551.074 of the Texas Government Code: consultation with counsel and deliberation regarding the appointment, employment, reassignment, and duties of the Budget Officer.

Those present in Executive Session from 11:04 a.m. to 11:18 a.m. were the Commissioners Court; Jordan Powell, First Assistant Criminal District Attorney - Civil Division; Marisol Villarreal-Alonzo, Hays County Auditor; Erik Granjeno, Director of Human Resources; and Tucker Furlow, Assistant Criminal District Attorney - Civil Division. No action taken.

ADJOURNMENT

A motion was made by Commissioner Hammer, seconded by Judge Becerra to adjourn court at 11:21 a.m.



I, ELAINE H. CÁRDENAS, COUNTY CLERK and EXOFFICIO CLERK OF THE COMMISSIONERS COURT, do hereby certify that the foregoing contains a true and accurate record of the proceedings had by the Hays County Commissioners Court on MAY 27, 2025.



Elaine H. Cardenas

ELAINE H. CÁRDENAS, COUNTY CLERK AND EXOFFICIO
CLERK OF THE COMMISSIONERS COURT OF
HAYS COUNTY, TEXAS



Date	Res Number	Motion	Ingalsbe	Cohen	Hammer	Smith	Becerra
5/27/2025	41835	Amend the Hays County Fiscal Year 2026 budget Calendar.	Y	Y	Y	Y	Y
5/27/2025	41836	Approve a one-time waiver of: (1) Section 2A118 of the County's Personnel Policy related to the six-calendar month waiting period requirement for retiree rehires; and (2) the County's two-week job posting requirements related to salary exceptions in relation to the hiring or appointment of a new Budget Officer until this position is filled.	Y	Y	Y	Y	Y