

WEBB COUNTY, TEXAS COMMISSIONERS COURT

PUBLIC NOTICE COMMISSIONERS COURT MEETING

WEBB COUNTY COURTHOUSE 1000 HOUSTON STREET, 2ND FLOOR LAREDO, TEXAS 78040 Tuesday - May 29, 2012 9:00 a.m.

CALL TO ORDER BY THE HONORABLE DANNY VALDEZ, WEBB COUNTY JUDGE

- 1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk
- 2. Pledge of Allegiance
- 3. Approval of Minutes for May 14, 2012
- 4. Approval of Bills, Payroll, and Monthly Report
- 5. Communications
- **6.** Public Comment This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of Three (3) minutes within which to make any/all public comments.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

Honorable Danny Valdez, Webb County Judge

7. Recognition and presentation of Certificates of Achievement to United South High School Seniors, who completed a six-week Business Management practicum and internship in various County departments. [Co-Sponsored by Cynthia Mares, Webb County Administrative Services Director]

Honorable Rosaura "Wawi" Tijerina, Webb County Commissioner Pct. 2

8. Discussion and possible action to authorize the Purchasing Agent to hire a contractor with the lowest responsible quote to clean an identified illegal dump site located on Estrella Road in Colonia Tanquectios I and authorize all payment documentation. This will not impact the general fund. **[Account #507-6500-6410-01]**

Honorable Jerry Garza, Webb County Commissioner Pct. 3

9. Status report by Risk Manager on any claims or potential claims made in connection with Webb County property located adjacent to the American Legion Post on Zaragoza St., with discussion and possible action; and any other matters incident thereto.

MEDIA BREAK

Honorable Anna L. Cavazos Ramirez, County Attorney

- **10.** Discussion and possible action to accept the dedication of One (1) right of way easement out of Tanquecitos South Acres (3,600 square foot tract) from AFW Investments II, Ltd. and to authorize the County Judge to execute all relevant documents; and any other matters incident thereto.
- 11. Discussion and possible action to enter into a Thirty-Nine (39) months (May 29, 2012 through August 28, 2015) maintenance agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-6550C copier (Texas DIR Contract #DIR-SD-1686) located in the Webb County Auditor's office at a cost of EIGHTY-TWO DOLLARS AND FIFTY CENTS (\$82.50) per month and a total cost of THREE THOUSAND TWO HUNDRED SEVENTEEN DOLLARS AND FIFTY CENTS (\$3,217.50) over the term of the agreement and with copy overages being billed at \$0.005800 per black copy and \$0.0425 for color copies and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Leo Flores, Webb County Auditor; Account #001-0400-6402)
- 12. Discussion and possible action to enter into a Thirty-Nine (39) month (May 29, 2012 through August 28, 2015) FMV Lease Agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-6550C copier (Texas DIR Contract # DIR-SDD-1686) located in the Webb County Auditor's office at a cost of THREE HUNDRED SIXTY-FOUR DOLLARS AND NINETEEN CENTS (\$364.19) and a total cost of FOURTEEN THOUSAND TWO HUNDRED THREE DOLLARS AND FORTY ONE CENT (\$14,203.41) over the term of the agreement and authorizing the County Judge to execute all relevant documents; and any matters incident thereto. [Requested by Leo Flores, Webb County Auditor; Account #001-0400-6402]
- 13. Discussion and possible action to enter into a Thirty-Nine (39) months (May 29, 2012 through August 28, 2016) Maintenance Agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-456 copier (Texas DIR Contract #DIR-SDD-1686) located at the Justice of the Peace Pct. 1, Place 2 at a cost of EIGHTY-ONE DOLLARS (\$81.00) per Quarter for a total cost of ONE THOUSAND TWO HUNDRED NINETY-SIX DOLLARS (\$1,296.00) over the term of the agreement with copy overages being billed at \$0.009300 per black copy and authorizing the County Judge to execute all relevant documents; and any matters incident thereto. [Requested by Judge Oscar Liendo, Justice of the Peace, Pct. 1, Place 2; Account # 001-1041-6014]

- 14. Discussion and possible action to enter into a Thirty-Nine (39) months (May 29, 2012 through August 28, 2016) FMV Lease Agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-456 copier (Texas DIR Contract No, DIR SDD-1686) located at the Justice of the Peace Pct. 1, Place 2, at a cost of ONE HUNDRED NINETY DOLLARS AND NINETEEN CENTS (\$190.19) per month and a total cost of SEVEN THOUSAND FOUR HUNDRED SEVENTEEN DOLLARS AND FORTY-ONE CENTS (\$7,417.41) over the term of the agreement and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Judge Oscar Liendo, Justice of the Peace Pct. 1, Place 2; Account #001-1041-6014]
- 15. Discussion and possible action to enter into a Thirty-Nine (39) months (May 29, 2012 through August 28 2016) Maintenance Agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-456 copier (Texas DIR Contract #DIR-SDD-1686) located at the Treasurer Department at a cost of NINETY DOLLARS (\$90.00) per month and a total cost of THREE THOUSAND FIVE HUNDRED TEN DOLLARS (\$3,510.00) over the term of the agreement and with copy overages of \$0.006200 for each excess black copy and authorizing the County Judge to execute all relevant documents and any matters incident thereto. [Requested by Delia Perales, Webb County Treasurer; Account #001-0300-6402 (Repairs and Maintenance)]
- 16. Discussion and possible action to enter into a Thirty-Nine (39) month (May 29, 2012 through August 28, 2015) FMV Lease Agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-456 copier (Texas DIR Contract #DIR-SDD-1686) located at the Webb County Treasurer Department at a cost of ONE HUNDRED NINETY-SEVEN DOLLARS AND TWELVE CENTS (\$197.12) per month and a total cost of SEVEN THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS AND SIXTY-EIGHT CENTS (\$7,687.68) over the term of the agreement and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Delia Perales, Webb County Treasurer; Account #001-0300-6402 (Equipment and Rental)]

- 17. Discussion and possible action to enter into a Thirty-Six (36) month (May 29, 2012 through May 28, 2015) Maintenance Agreement with Toshiba Business Solutions of Texas concerning a Toshiba ES-603 copier (Texas DIR Contract #DIR-SDD-1686) located at the Administrative Services Department at a cost of SEVENTY-FIVE (\$75.00) per Quarter and a total cost of NINE HUNDRED DOLLARS (\$900.00) over the term of the agreement and with copy overages of \$0.008500 for each excess black copy and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Cynthia Mares, Webb County Administrative Services Director; Account #001-0114-6402]
- 18. Discussion and possible action to enter into a Twelve (12) month (May 29, 2012 through May 28, 2013) Maintenance Agreement renewal with Toshiba Business Solutions of Texas concerning a Toshiba ES-600 copier (Texas DIR Contract #DIR-SDD-1686) located at the 341st District Court Department at a cost of SEVENTY-FIVE DOLLARS (\$75.00) per Quarter and total cost of THREE HUNDRED DOLLARS over the term of the agreement with copy overages being billed at \$0.008500 per black copy and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Elma Salinas Ender, 341st District Court Judge; Account #001-1003-6420 (Repairs and Maintenance of Equipment)]
- 19. Discussion and possible action to enter into an Interlocal Government Agreement with Laredo Community College for the Head Start Facility located on the Northwest corner of Davis and River Road (as per Attachment A) for a period of Five (5) years effective May 31, 2012 through May 30, 2017 for an annual fee of ONE DOLLAR (\$1.00) and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Aliza Oliveros, Webb County Head Start Director]
- **20.** Discussion and possible action to approve the Webb County Volunteer Fire Department Administrative Policies and Procedures, and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto.

Honorable Margie Ibarra, County Clerk

21. Discussion and possible action to approve the following line item transfer:

From: 009-1120-5001 Payroll Cost \$7,000 To: 009-1120-5005 Part Time \$7,000

Honorable Monica Notzon, 111th District Court Judge

22. Discussion and possible action to approve an increase to the General Judicial Operations Department (1050) FY 2011/2012 budget for anticipated shortage as follows:

001-1050-6031	Capital Murder	\$20,000.00
001-1050-6029	Court Interpreter/Reporter	\$30,000.00
001-1050-7001-5	Indigent Defense	\$ 6,000.00
001-1050-6900	Expert Witnesses	\$ 4,000.00
	·	\$60,000,00

[Funding source to be determined by the County Auditor]

23. Discussion and possible action to approve the following line item transfer:

From:	001-1002-6205	Materials & Supplies	\$6,000
To:	001-1002-5601	Administrative Travel	\$6,000

Honorable Oscar Hale, 406th District Court Judge

24. Discussion and possible action to approve the following line item transfer:

From:	001-1004-6402	Repairs & Maintenance	\$2,000
To:	001-1004-6011	Training & Education	\$2,000

Honorable Oscar Liendo, Justice of the Peace Pct. 1 Pl. 2

25. Discussion and possible action to approve the following line item transfers:

From:	001-1041-6224 001-1041-6402	Minor Tools & App. Repairs & Maint. Equip.	\$ 600 <u>\$1,500</u> \$2,100
То:	001-1041-6014 001-1041-6004-2	Equipment Rental Cell Phone Cost	\$1,050 <u>\$1,050</u> \$2,100

Honorable Martin Cuellar, Sheriff

- **26.** Discussion and possible action to approve the submission of a FY 2012 Bulletproof Vest Partnership to the Bureau of Justice Assistance (BJA) for law enforcement equipment in the form of bulletproof vests for an amount estimated to be \$10,000.00; and designating the County Judge as the authorized official in all matters relating to this grant. This grant requires a 50% cash match. **[Forfeiture Funds]**
- **27.** Discussion and possible action to approve the payment to Joe's Electric for emergency electrical and lighting repairs at the Webb County jail in the amount of \$2,865. [Account #001-2060-6402]

Honorable Delia Perales, Treasurer

28. Discussion and possible action to approve the following line item transfer:

From: 001-0300-6205 Materials & Supplies \$395 To: 001-0300-6010 Books & Subscriptions \$395

29. Discussion and possible action to approve title changes the following Slots within the FY 2012 General Order, subject to civil service procedures:

Slot # Title

From: 0087 Accountant II/Office Manager

To: Accountant II

From: 0078 Accountant I
To: Office Manager

Administrative Services

- **30.** Discussion and p possible action to approve the Job Descriptions for Director of Facilities and Maintenance and Webb County Engineer, and to direct Administrative Services to commence RFQ process for said vacancies.
- **31.** Discussion and possible action to designate person in charge for the Facilities Department until time that a Director is selected by the Court; and any other matters incident thereto.

32. Discussion and possible action for the approval of the following line item transfers:

From:	863-0105-9204	Other Post Employment Benefit Costs	\$80,000
To:	863-0105-9203 863-0105-6038	Claims Paid Prescription Administration Fees	\$70,000 \$10,000 \$80,000

Community Action Agency

33. Discussion and possible action pursuant to Texas Local Government Code §262.024 to grant an exemption to competitive bidding requirements and to enter into a Three (3) year (July 1, 2012 through June 30, 2015) Lease Agreement with Laredo Real Foods, Inc. for the El Competidor Building (Rear) located at 1302 Convent Ave. - 1,768 sq. ft. of Lots 1 & 3 - Block 230 WD, Laredo, Texas, with an option to renew for an additional Two (2) years at a monthly rate of Three Thousand Dollars (\$3,000.00) per month to relocate the Webb County Community Action Agency - Meals on Wheels and Elderly Nutrition Programs and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Account #952-4216-6012]

Economic Development

34. Discussion and possible action to authorize the submission of an application for the Colonia Economically Distressed Area Program (CEDAP) to the Texas Department of Agriculture in the amount of up to \$500,000.00 for "first-time water and first-time sewer" house-to-line connections in Colonia Pueblo Nuevo and authorize the County Judge to sign all relevant documents. This action will have no financial impact to County's General Funds Account.

Engineer

- **35.** Discussion and possible action to approve the filling of vacant Slot #2245, Secretary at a salary of \$14.00 per hour, subject to any applicable Civil Service timelines, effective May 29, 2012.
- **36.** Discussion and possible action to approve Change Order #1 to extend the Rio Bravo Water Utilities Lift Station & Lines contract time by Sixty (60) working days. FEMA has agreed to the additional time needed to complete the contract and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.

37. Discussion and possible action to approve the following line item transfers for the Utilities Department:

From:	801-3001-6201 801-3001-8801 801-3002-6201	Utilities Capital Outlay Utilities	\$31,800 \$ 5,520 <u>\$ 8,000</u> \$45,320
То:	801-3001-6005 801-3001-6014 801-3001-6214 801-3001-6401 801-3001-6402 801-3002-6214 801-3002-6402 801-3002-6403 801-3004-6402 801-3001-6407	Postage and Courier Services Equipment Rental Chemicals Repairs and Maintenance Buildings Repairs and Maintenance Equipment Chemicals Repairs and Maintenance Equipment Repairs and Maintenance Vehicles Repairs and Maintenance Equipment Repairs and Maintenance Equipment Repairs and Maintenance —Waterline	\$ 520 \$ 1,000 \$ 2,000 \$ 7,500 \$ 15,000 \$ 2,000 \$ 3,000 \$ 5,000 \$ 5,000 \$ 4,300 \$ 45,320

Head Start

38. Discussion and possible action to approve the filling of the following Slots:

Slots #	<u>Title</u>	Hourly Rate	Pay Periods
968, 2183	Area Service Manager	\$14.38	21
1931	AA Education Assistant	\$14.45	24
2560	EHS Teacher	\$ 8.85	26

[Accounts #903-4208-5001 and #908-4208-5001]

39. Discussion and possible action to approve the "Head Start/Early Head Start Refunding Application" for the 2012 – 2013 fiscal year in the amount of \$9,671,988 (Federal) and \$2,417,997 (Non-Federal) for a total amount of \$12,089,985, with Texas Migrant Council as a delegate agency for 16 Early Head Start Slots. **[Accounts #903 and #908]**

- **40.** Discussion and possible action to extend the length of employment for Slot #976 (Training/Transition Manager) and Slot #1083 (Disability Aide) to 23 Pay Periods for FY 2011 2012. **[Account #903-4208-5001]**
- **41.** Discussion and possible action to extend the length of employment for Slots #1947 (LVN), #957, #2035, #2185 (Assistants), #1084, #1086, #1087, #1088, #1090, #1113, #1431 (Bus Driver), #2047 (Food Transporter), #965, #967, #969, #970, #972, #1345, #1610, #1637, #1648, #1923, #1929, (Area Service Manager), #1083 (Disability Aide), and #1941 (Maintenance Worker) to 26 Pay Periods for FY 2011 2012. **[Account #903-4208-5001]**

Law Library

42. Discussion and possible action to authorize the Webb County Law Library to provide Notary Services to the general public and to approve the assessment of fees as set out in Tex. Gov't. Code Ann. §406.024, Texas Notary Fee Schedule; and any other matters incident thereto.

Medical Examiner

43. Discussion and possible action to approve the following line item transfers:

From:	001-2070-6014 001-2070-6010	Equipment Rental Books & Subscriptions	\$200 <u>\$ 90</u> \$290
То:	001-2070-6402 001-2070-6011	Repairs & Maint. Equip. Training & Education	\$200 <u>\$ 90</u> \$290

Public Defender

44. Discussion and possible action to approve the transfer of employees within the following Slots with salary changes and approve the filling of the resultant vacant Slot:

	Slot #	<u>Title</u>	<u>Salary</u>
From:	270	Assistant Defender	\$69,385
To:	2086	Assistant Defender	\$73,294
From:	1725	Assistant Defender	\$66,461
To:	270	Assistant Defender	\$69,385
From:	2200	Assistant Defender	\$64,150
To:	1725	Assistant Defender	\$66,461
To Fill:	2200	Assistant Defender	\$64,150

Purchasing

45. Discussion and possible action to offer a One (1) year contract renewal to the following:

Bid 2012-01 "Annual Contract for Fuel" - Arguindegui Oil

Bid 2012-02 "Annual Contract for Lubricants" - Arguindegui Oil

Bid 2012-03 "Annual Contract for Flexible Base Geo Locations" - Bertha Alderete, Raymond Botello, Circle T Services, Manuel Villarreal, & Zeus Const.

Bid 2012-04 "Annual Contract for Emulsion" - Anderson Columbia

Bid 2012-06 "Annual Contract for Motor Vehicle Batteries" - Gonzalez Auto Parts

Bid 2012-15 "Annual Contract for Oxygen Acetylene & Welding Supplies" – Matheson Tri Gas

Bid 2012-14 "Annual Contract for Janitorial Supplies" – Patria Office Supplies, Gulf Coast, & International Sales

Bid 2012-21 "Annual Contract for Tires & Tubes – A to Z & Southern Tire Mart Bid 2012-27 "Annual Contract for Liquid Soil Stabilizer" – J & B Industries Bid 2012-43 "Annual Contract for Refuse Collection" - Southern Sanitation" Bid 2012-69 "Annual Contract for Brakes & Rotors for Law Enforcement Vehicles" – Gonzalez Auto Parts and Laredo Whole Sale

Bid 2012-75 "Annual Contract for Meter Calibration" – Sendero South Bid 2012-84 "Annual Contract for Brakes & Rotors for Non Law Enforcement Vehicles" – Laredo Wholesale Auto, & O'Reilly Auto Parts

Bid 2012-82 Annual Contract for Water Plant Chemicals Phase I & II – AOC, DPC, Fort Bend Services, Manley Brothers of Indiana, and Bob J. Johnson & Associates

Bid 2012-84 "Annual Contract for Prisoner Transportation" – TX Prisoner Transport

46. Discussion and possible action to offer a Three (3) month extension to the following contract:

RFP 2012-89 "3 month contract for Produce" to Ben E. Keith

47. Discussion and possible action to award the following contracts:

RFP 2012-88 "3 month Contract for Meats" to LaBatt Food Service Bid 2013-85 "Annual Contract for Motor Rewinds

48. Discussion and possible action to solicit bids for the following contracts:

Bid 2013-05 Annual Contract for Auto Parts

Bid 2013-07 Annual Contract for Heavy Equipment

Bid 2013-16 Annual Contract for Electrical Supplies

Bid 2013-18 Annual Contract for Pest Control

Bid 2013-19 Annual Contract for Pharmaceuticals Supplies

Bid 2013-22 Annual Contracts for Light Bulbs & Lamps

Bid 2013-41 Annual Contract for Engine Repair and Overhauls

Bid 2012-42 Annual Contract for Auto Electrical Repair Service

Bid 2012-30 Three (3) month Contract for Hot Mix Asphalt

- **49.** Discussion and possible action to award Bid 2012-200 Hunting/Grazing Lease of Penjamo & Llano Pastures (Webb County School Lands) for (3) years with a One or Two year option for a total of Five (5) years to Seymon Deutsch, the sole bidder; and any other matters incident thereto.
- **50.** Discussion and possible action to amend the current Webb County Procurement Policies and Procedures Purchasing Manual by adding a section on Purchasing with Federal Funds.
- 51. Discussion and possible action to purchase One (1) Datacove Archival Appliance for the MIS Department pursuant to Sections 271.101, and 271.103 Subchapter F., Cooperative Purchasing Program TCPN#R4872 from Tangent Inc. in the amount of \$17,570.77. [Requested by Rafael Pena, Webb County Interim MIS Director; Account #001-0500-6224]
- 52. Discussion and possible action to purchase Twenty-Two (22) monitors, Three (3) Scanners and Two (2) printer and licenses for computer equipment for District Clerk's Office, pursuant to Sections 271.101 and 271.103 Subchapter F., Cooperative Purchasing Program Contract #TCPN R5106, DIR-SDD-1364, DIR-SDD 1014 Texas Local Government Code in the amount of \$39,074.77. [Requested by Esther Degollado, Webb County District Clerk; Account #603-0101-8801]
- Two (2) Black/White and Two (2) Color printers for office use, pursuant to Sections 271.101 and 271.103 Subchapter F., Cooperative Purchasing Program Contract DIR-SDD-890-TX from Dell in the amount of \$1,746.94. [Requested by Oscar O. Martinez, Justice of the Peace Pct. 4; Account #016-1044-6224 (Technology Fund)]
- 54. Discussion and possible action to approve the purchase of the Five (5) computers and software for the Treasury Department pursuant to Sections 271.101 and 271.103 Subchapter F., Cooperative Purchasing Program Contract DIR-SDD-890-TX from Dell in the amount of \$7,000.00. [Requested by Delia Perales, Webb County Treasurer; Funding Source Capital Outlay Fund #603-0101-8801]

Road and Bridge

55. Discussion and possible action to authorize Department 7002 - Road & Bridge Department to set work summer hours for construction crews from 7:00 am to 3:30 pm with ½ hour lunch; starting June 1, 2012 through September 28, 2012.

56. Discussion and possible action to approve the transfer of employees within the following Slots with salary changes and approve the filling of the resultant vacant Slot, subject to any applicable Civil Service timelines:

	Slot #	<u>Title</u>	Hourly Rate
From: To:	1993 674	Welder/Water Disp. Tech Welder	\$13.50 \$13.94
To Fill:	1993	Welder/Water Disp. Tech	\$13.50

Tax Attorney

57. Discussion and possible action to settle and compromise on Defendant's Counterclaim for Attorney's fees on Tax Cause No. 2010TXA001223-D1. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney)]

Closed Session/Executive Session

- 58. Discussion, status report, and possible action including possible resolution of No. 12-40330; Luis Montes vs. Cynthia Mares; in the Fifth Circuit Court of Appeals; and any matters incident thereto. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney)]
- **59.** Adjourn

The Webb County Commissioners Court hereby reserves the right to go into closed session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

₺ DISABILITY ACCESS STATEMENT **₺**

Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS <u>23rd DAY OF MAY</u> , 2012
By: Melinda Mata Court Administrator
CERTIFICATION OF NOTICE AND POSTING
, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Nebb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 23rd day of May, 2012 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.
DATED THIS 23rd DAY OF MAY, 2012
MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS
BY: Margie Ramirez-Ibarra, County Clerk