

WEBB COUNTY, TEXAS COMMISSIONERS COURT

PUBLIC NOTICE
COMMISSIONERS COURT MEETING
WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
June 11, 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 29, 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. Discussion and possible action to accept a grant award for the Comprehensive Energy Assistance Program (CEAP) from the Texas Department of Housing & Community Affairs (TDHCA) for FY-2012, in the amount of ONE MILLION TWO HUNDRED NINETY-SEVEN THOUSAND FOUR HUNDRED SIXTY-ONE DOLLARS (\$1,297,461.00) and authorizing the County Judge to sign all relevant documents. [Requested by Juan Vargas, Webb County Community Action Agency Director]
- 8. Status report by County staff and outside counsel regarding a proposed lease agreement with Fairway Suites for the construction of a hotel to be located at the Casa Blanca Golf course; with discussion and possible action to approve said agreement between Webb County and Fairway Suites; and any other matters incident thereto. [Executive Session may be requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney) and Section 551.072 (Deliberation Regarding Real Property)]

Honorable Frank Sciaraffa, Webb County Commissioner Pct. 1

- **9.** Presentation by MetaForm Studio on the design of the El Cenizo Library, with discussion and possible action to approve the project to be advertised for bid.
- **10.** Discussion and possible action to donate \$2,500.00 to the Ruth B. Cowl Rehabilitation Center, Speech Therapy Department; and any other matters incident thereto. [Account #605-0201-8801 (Capital Outlay)]
- **11.** Discussion and possible action to approve the filling of the following vacant Slot, subject to the availability of payroll funds and any applicable Civil Service timelines, effective immediately:

Slot #	<u>Title</u>	Hourly Rate
2399	Driver/Maintenance	\$10.92

12. Discussion and possible action to award bid 2012-300 for the construction of La Presa Park Phase II to DEH for the amount of \$150,000 and authorizing the County Judge to sign all relevant documents. [Account #635-6115-8601]

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

- 13. Discussion and possible action to approve the close out of the Ernesto J. Salinas Community Center renovation project in Mirando City with the remaining retainage in the amount of \$20,564.00 from bond series 2008A, account # 732-2311 to be transferred to Phase III, Quad City Improvement Project, bond series 2008A, account #732-1043-8103, and authorizing the County Judge to execute all relevant documents. [Requested by Mike Cabello, Interim County Engineer Bond Series 2008A]
- 14. Discussion and possible action to approve the Webb County Volunteer Fire Department Recruitment and Retention Plan developed by the SAFER (Staffing for Adequate Fire and Emergency Response) Grant Project in order to fully comply with grant policy. This action will have no impact on the county general fund. [Requested by Ricardo A. Rangel, Webb County Fire & EMS Chief]
- **15.** Discussion and possible action to approve the filling of the following vacant Slots in Department 2200, Emergency Medical Service at the same budgeted amount, subject to the availability of payroll funds and any applicable Civil Service timelines, effective immediately:

Slot #	<u>Title</u>	Salary/ Hourly Rate
1875	Certified Emergency Technician	\$10.36/hr x 19 hrs./wk.
1876	Certified Emergency Technician	\$10.36/hr x 19 hrs./wk

[Requested by Ricardo A. Rangel, Webb County Fire & EMS Chief]

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

From:	001-0202-6011	Training & Education	\$500
To:	001-0202-6402	Repairs & Maint, Equipment	\$500

Honorable Jerry Garza, Webb County Commissioner Pct. 3

17. Presentation by representatives of the St. Mary's University Alumni on their upcoming Kids Aid with Lemonade Project scheduled for June 16, 2012 at the Uni-Trade Stadium; and any other matters incident thereto.

18. Discussion and possible action to approve \$2,500.00 in funding from Account #605-0203-8801 to Ruth B. Cowl Rehabilitation and to further authorize the Webb County Attorney to prepare any and all documentation necessary; and any other matters incident thereto.

Honorable Jaime A. Canales, Webb County Commissioner Pct. 4

- **19.** Status report by engineering department on Las Penitas street paving and water and sewer projects, including grant deadlines, expenditures to date, and percentage completion of projects.
- **20.** Status report by MIS on the online employment application program.

Commissioners Court

- 21. Discussion and possible action to enter an Order prohibiting the sale and use of certain types of fireworks (referred to as "restricted fireworks" as defined to be "skyrockets with sticks" and "missiles with fins") within the unincorporated areas of Webb County during the 4th of July fireworks season and establishing a criminal penalty for violation of the Order, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto.
- **22.** Discussion and possible action to enter an Order to establish a Ninety (90) day burn ban for the unincorporated areas of Webb County, effective June 11, 2012.
- 23. Introduction and recognition of the Webb County Employee of the month for April 2012, with presentation of commemorative plaque from Commissioner's Court. [Requested by the Webb County Executive Council Committee]

MEDIA BREAK	

Honorable Anna L. Cavazos Ramirez, County Attorney

- 24. Discussion and possible action to approve an Agreement of Affiliation between Laredo Independent School District (LISD) and Webb County to provide a program of clinical education at the agency for its Laredo ISD students. Agreement shall be effective upon execution by Facility and School district and will automatically renew on the annual anniversary date, and authorize the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Cynthia Mares, Webb County Administrative Services Director]
- 25. Discussion and possible action to authorize the submission of a grant application to the Texas Department of Transportation for Fiscal Year 2013 Grant Application Part 1 for Transit Providers and Service Agencies and authorizing the County Judge to execute all relevant documents. [Requested by Juan Vargas, Webb County Community Action Agency Director]
- **26.** Discussion and possible action to approve the following line item transfers:

From:	001-1101-6022	Professional Services	\$5,800
To:	001-1101-6010 001-1101-6205	Books & Subscriptions Materials & Supplies	\$1,800 <u>\$4,000</u> \$5,800

Honorable Jesus Garza, County Court at Law 2 Judge

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

From:	001-1011-7051 001-1011-7052 001-1011-7053	Juvenile Misdemeanors Juvenile Felonies Detention Hearings	\$ 2,500 \$ 2,500 \$ 5,000 \$10,000
То:	001-1011-7050 001-1011-6011	Adult Misdemeanors Training and Education	\$ 5,000 \$ 5,000 \$10,000

28. Discussion and possible action to approve the purchase of the following items. [Funding Source – Capital Outlay Fund #603-0101-8801]

1- 37" TV w/full motion mount	\$ 520
1- Lap Top	\$1,680
1- Leather Chair	\$ 500
3- Dell Computers	<u>\$5,500</u>
·	\$8,200

Honorable Ramiro Veliz, Justice of the Peace Pct. 2 Pl. 1

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

From:	001-1042-6005	Postage & Courier Service	\$800
To:	001-1042-6004-2 001-1042-6205	Cell Phone Cost Materials & Supplies	\$275 <u>\$525</u> \$800

Honorable Rudy Rodriguez, Constable Pct. 1

30. Discussion and possible action to approve allocated funds to cover projected deficit for the following line items on the Mental Health Unit; and any other matters incident thereto.

001-2005-6204	Fuel & Lubricants	\$15,000.00
001-2005-6403	Repairs & Maintenance	\$ 5,000.00
001-2005-5605	Special Travel	\$ 5,000.00
	·	\$25,000.00

Honorable Ricardo Rodriguez, Constable Pct. 2

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

From:	001-2503-5601 001-2503-6011	Administrative Travel Training & Education	\$ 750 <u>\$ 750</u> \$1,500
To:	001-2503-6004-2	Cell Phone Cost	\$1,500

Honorable Martin Cuellar, Sheriff

32. Discussion and possible action to approve the addition of the following seized vehicle: One (1) 2007 Chevrolet Vectra to the Sheriff's Office fleet inventory and provide the necessary insurance coverage.

Seized Vehicle Description: 2007 Chevrolet Vectra

Vehicle ID Number: W0LZC52Y071034277

33. Discussion and possible action to approve the addition of the following seizure: One (1) 2010 CM Gooseneck Horse Trailer to the Sheriff's Office inventory and provide the necessary insurance coverage.

Seized Item Description:

2010 CM Gooseneck Horse Trailer VIN Number: 49THG1623A1094856

- **34.** Discussion and possible action to approve the purchase of Seventeen (17) portable radios and Four (4) multi-chargers for the Webb County Sheriff's Office, pursuant to Sections 271.101 and 271.102, Subchapter F., Cooperative Purchasing Program HGAC Contract No. RA01-08, Texas Local Government Code from Motorola in the amount of \$122,227.95. [Account #345-2001-8801 (2009 Operation Stonegarden Grant)]
- **35.** Discussion and possible action to approve the submission of a FY 2012 State Criminal Alien Assistance Program (SCAAP) grant application to the Department of Justice for the reimbursement of costs incurred incarcerating undocumented aliens at the Webb County Jail, who have at least one felony or two misdemeanor convictions for violation of state or local laws, and who are incarcerated at the jail for at least Four (4) consecutive days during the applicable period; and designating the Webb County Judge as authorized official in all matters pertaining to this grant.
- **36.** Discussion and possible action to enter into an instructional professional service contract with Diana Laurel-Pentecost for an afterschool educational program for ESL/GED/Life Skills/Financial Management instruction for a period of six (6) months effective March 1, 2012 through August 31, 2012, for a sum not to exceed \$6,720.00 and authorizing the County Judge to execute all relevant documents. [Requested by Martin Cuellar, Webb County Sheriff; Border Juvenile Gang Prevention/Intervention Program Grant fund]

- **37.** Discussion and possible action to enter into a professional service consultant contract with Estela Quintanilla for a period of seven (7) months, effective February 1, 2012 through August 31, 2012, for a sum not to exceed \$19,600.00, and authorizing the County Judge to execute all relevant documents. [Border Juvenile Gang Prevention/Intervention Program Grant fund]
- **38.** Discussion and possible action to approve the purchase of radio communications upgrades, including flash upgrades, template reprogramming, and a reconditioning multi-charger for Webb County, pursuant to Sections 271.101 and 271.102, Subchapter F., Cooperative Purchasing Program HGAC Contract No. RA01-08, Texas Local Government Code from Motorola in the amount of \$63,756.95. [Accounts #317-2001-6224, #317-2001-8801, #317-0103-6224 and #317-0103-8801 (2010 & 2011 State Homeland Security Program Grant)]
- **39.** Discussion and possible action to approve the following line item transfer:

From:	001-2060-5011	Sick Leave Buy Back	\$1,176
To:	001-2001-5011	Sick Leave Buy Back	\$1,176

Honorable Patricia A. Barrera, Tax Assessor- Collector

40. Discussion and possible action to approve the following title and salary changes for the following Slots, subject to the availability of payroll funds and any applicable Civil Service timelines:

Slot #		<u>Title</u>	Hourly Rate
132	From:	Records & Reports Clerk	\$17.11
	To:	Records & Reports Asst. Supervisor	\$20.60
1453	From:	Clerk	\$13.49
	To:	Clerk	\$10.00

[Co-Sponsored by Frank Sciaraffa, Commissioner Pct. 1]

Honorable Delia Perales, Treasurer

- **41.** Discussion and possible action to approve an amendment to the current Operational General Order with wording that complies with Local Government Code, Section 115.021 and Section 115.022, effective immediately; and any other matters incident thereto.
- **42.** Status report by County Treasurer regarding the reconciliation of special funds accounts with discussion and possible action to allocate funds for additional positions to perform reconciliations and payment of orders and an audit of the special fund accounts. [Executive Session requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney)]
- **43.** Discussion and possible action to approve the purchase of the following items for the Treasury Department. [Funding Source Capital Outlay Fund #603-0101-8801]

10 Chairs \$2.648.80

Administrative Services

- **44.** Discussion and possible action to approve the Job Descriptions for Director of Santa Teresita Community Center and for Law Library Director, and direct Administrative Services to commence RFQ process for said vacancies.
- 45. Discussion and possible action to select a date to conduct interviews for the MIS Director from the list of qualified applicants; and any other matters incident thereto. [Executive Session may be requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.071 (Consultation with Attorney) and Section 551.075 (Personnel Matters)]
- **46.** Discussion and possible action for the approval of the following line item transfers:

From:	863-0105-9204 816-0105-6022	Other Post Employment Benefit Costs Professional Services	\$10,000 \$ 2,500 \$12,500
То:	863-0105-6038 816-0105-6040	Administration Fees COBRA Administration	\$10,000 \$ 2,500 \$12,500

47. Discussion and possible action to approve the filling of the following vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service timelines, effective June 11, 2012.

Slot #	<u>Title</u>	Hourly Rate
2461	Safety/Loss Control Coordinator	\$10.00

Auditor

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

From:	001-0400-6022	Professional Services	\$4,000
To:	001-0400-6205	Materials & Supplies	\$4,000

Building Maintenance

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

From:	001-0106-6402	Repairs & Maint. Equipment	\$1,500
To:	001-6002-6204	Fuel & Lubricants	\$1,500

Community Action Agency

- **50.** Discussion and possible action to approve a resolution authorizing the submission of a grant to the Texas Department of Housing and Community Affairs Office of Colonia Initiatives, in the amount of \$1,200,000 for the Self-Help Center Program and designating the authorized signatories for this grant.
- **51.** Discussion and possible action to accept and approve the list of donated items from Doctor's Hospital of Laredo. [Requested by Juan Vargas; Webb County Community Action Agency Director; Account #952-4200-3500]
- **52.** Discussion and possible action to approve a reimbursement by the County of Webb totaling \$22,955.97 to the American Recovery and Reinvestment Act-Weatherization Assistance Program (ARRA-WAP) in disallowed costs for expenditures made by Community Action Agency Weatherization Program staff as requested by TDHCA in their Monitoring Reports of December 7, 2010 and December 22, 2010.

- /Self-Help Center to enter into an Agreement with the Azteca Economic Development & Preservation Corporation for skills training to benefit Webb County colonia residents. The skills training shall consist of Financial Literacy and Basic Computer Skills classes for colonia residents. This Agreement shall run concurrent with the Self-Help Center Grant Contract #728023 (December 18, 2008 December 18, 2012). To be paid from grant funds, Account #507-6500-7012-5.
- **54.** Discussion and possible action to authorize the release of the 10% retainage payment (\$3,300) to Habitat for Humanity of Laredo, Inc. for the New Home Construction of Heliodoro and Irazema Sanchez, 510 France Ct., under the Self-Help Center New Construction Program. To be paid from grant funds, Account # 507-2311.
- **55.** Discussion and possible action to approve the creation and filling of Three (3) Slots for Case Workers funded from Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP), at a wage rate of \$10.00 per hour, full-time temporary no benefits at 40 hours per week to end December 31, 2012, effective June 11, 2012.

Economic Development

- Discussion and possible action to authorize the Webb County Economic Development Department to submit Change Order #1 to the Texas Department of Agriculture for a change in Chavarria's Plumbing contract to include Six (6) homes that exceeded the septic tank capacity (in gallons) over contract septic tank maximum capacity of 1,000 gallons and to include the additional Eight (8) homes that were connected to water & sewer in the amount of Sixty-Four Thousand Three Hundred Sixty-Eight Dollars and Ninety cents (\$64,368.90), and authorize the County Judge to sign all relevant documents. [Grant Fund #636]
- **57.** Discussion and possible action to ratify the lowest quote contractor, Texas Janitorial Services, at a total cost of \$7,000 clean-up campaign expenditure to be funded by the Self-Help Center grant program for the clean-up of illegal dump sites on public right-of-way along Estrella Road in Colonia Tanquecitos I.
- **58.** Discussion and possible action to authorize the Purchasing Agent to obtain price quotes for the expansion of Six (6) Solar panels at the Self-Help Center Tool Library and award to the contractor with the lowest price quote to be funded by a grant from the State Energy Conservation Office. The total expenditure should not exceed \$7,843.00.

Elections

59. Discussion and possible action to authorize and establish the main, temporary branch, and temporary mobile branch early voting polling sites for the July 31, 2012 Joint Primary Runoff Elections within Webb County, Texas, pursuant to Chapter 85, Texas Election Code.

Engineer

- **60.** Discussion and possible action to accept the close out of the Tex-Mex Building for the re-roofing project for Zertuche Construction L.L.C. for the final payment in the amount of \$9,940.00. [Account #659-2311]
- **61.** Discussion and possible action to accept the close out of the Court House re-roofing project for Zertuche Construction L.L.C. Accepting a credit of \$10,000.00 decreasing the contract amount from \$129,204.00 to \$119,204.00 and releasing retainage of \$11,920.40, and to designate the County Judge to sign all relevant documents. [Accounts #605-8108-8801-16, #605-2311 and #001-2311]
- **62.** Discussion and possible action to approve the Supplemental No. 3 to the Main Contract with Dannenbaum Engineering Corporation for the Loop 20 Stimulus Project to amend the maximum amount payable under this contract from \$3,222,459.72 to \$3,301,741.51 an increase of \$79,281.79 to include the funds for the additional surveys and geotechnical services contingent upon TxDOT approval, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. **[Account #737-8001-6022]**
- **63.** Discussion and possible action to approve Supplemental No. 4 to Work Authorization No. 1 to Dannenbaum Engineering Corporation contract for the Loop 20 Stimulus Project to increase the current scope of services to include an additional surveys and geotechnical services at a total cost of \$79,281.79, contingent upon TxDOT approval and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #737-8001-6022]

Ernesto J. Salinas Community Center

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

From:	001-6100-5601 001-6100-6010	Administrative Travel Books & Subscriptions	\$ 950 <u>\$ 800</u> \$1,750
То:	001-6100-6401 001-6100-6205	Repairs & Maint. Bldg. Materials & Supplies	\$ 500 <u>\$1,250</u> \$1,750

Indigent Healthcare Services

65. Discussion and possible action to approve a salary change to the following Slot as per original budgeted rate, effective June 15, 2012:

	Slot #	<u>Title</u>	<u>Hourly Rate</u>
From:	0925	Outreach Caseworker	\$10.40
To:	0925	Outreach Caseworker	\$11.82

Larga Vista Community Center

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

From:	001-6103-6205	Materials & Supplies	\$500
To:	001-6103-6219-2	Goods for Public Events	\$500

Purchasing

67. Discussion and possible action to solicit RFP for the following contract:

RFP 2013-95 "Annual Contract for Wrecker Service"

68. Discussion and possible action to adopt the new Purchasing Policies and Procedures Manual subject to minor changes submitted by Commissioners' Court Members and/or Webb County Purchasing Board Members.

- **69.** Discussion and possible action to dispose of salvage and surplus property equipment and furniture that has become obsolete for future use as per Section 263.151 Subchapter D(1). Disposition of Salvage Surplus Property, Texas Local Government Code and all other miscellaneous items.
- **70.** Discussion and possible action to authorize the Purchasing Agent to award Bid #2012-202 to AA Builders, the contractor with the lowest responsible bid for house rehabilitation projects. This action is Grant funded and will not impact the County's General Fund. [Requested by Juan Vargas, Webb County Community Action Agency Director; Account #507-6500-7037-3, (Housing Rehabilitation costs to be covered by grants, TCDP Contract #728023 and/or EDI-SP Housing Assistance Grant)]
- **71.** Discussion and possible action to purchase sewer service connection for the Self Help Center from ROKA Builders in the amount of \$18,765.00. This is considered an emergency. [Requested by Juan Vargas, Webb County Community Action Agency Director; Accounts #500-6500-6201 and #500-6500-6201-NC]
- **72.** Discussion and possible action to purchase Twenty-Six (26) Portable Radios for Juvenile Department, pursuant to Sections 271,101 and 271.103 Subchapter F., Cooperative Purchasing Program Buy Board Contract #364-10 from RZ Communications in the amount of \$5,876.00. [Requested by Melissa Mojica, Webb County Juvenile Director; Account #147-1301-6224 (TJPC Juvenile Aid)]
- **73.** Discussion and possible action to purchase classroom supplies for Head Start Department, from National Educational Systems, Inc. in the amount of \$9,557.30. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4208-6069 (Head Start Program Fund)]
- **74.** Discussion and possible action to purchase Fifty-One (51) Impress XTS2500 portable batteries and (248) template programming from RZ Communications in the amount of \$11,170.43. [Requested by Martin Cuellar, Webb County Sheriff; Account #317-2001-6224 (Fund SHSP 2010-SS to 0008)]

75. Discussion and possible action to approve the purchase of Three (3) Dell computers at \$1,032.00 each, and Software for \$416.56 each, a Motorola radio for \$5,540.40, a Brother Intelli Fax 2920 Laser Fax Machine for \$277.78 and a Frigidaire 18.2 Cu. Ft. Top Freezer Refrigerator for \$539.10, for the Medical Examiner's Office, pursuant to Sections 271.101 and 271.102, Subchapter F., Cooperative Purchasing Program Contracts, 48ABO, DIR-SDD-1014, HGAC, R5110, Texas Local Government Code, in an amount of \$10,702.96. [Requested by Corinne E. Stern, Webb County Medical Examiner (Funding Source–Capital Outlay Fund #603-0101-8801)]

Road and Bridge

76. Discussion and possible action to approve the filling of the following vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service timelines:

Slot #	<u>Title</u>	Hourly Rate
646	Payroll/Insurance Clerk	\$14.74

77. 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 8th DAY OF JUNE, 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 8th day of June, 2012 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.
DATED THIS 8th DAY OF JUNE, 2012
MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS
BY: Margie Ramirez-Ibarra, County Clerk