

# **Official Minutes for Webb County Commissioners Court Meeting**

**Monday, June 11, 2012 at 9:00 AM  
(Approved June 25, 2012)**

Call to order by Judge Danny Valdez

Let it be remembered that a regular meeting of the Webb County Commissioners Court was held at 9:00 a.m. at the regular meeting place with the following members present to wit:

Danny Valdez	County Judge
Frank Sciaraffa	Commissioner, Pct. 1
Rosaura "Wawi" Tijerina	Commissioner, Pct. 2
Jerry Garza	Commissioner, Pct. 3
Jaime Alberto Canales	Commissioner, Pct. 4

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 8<sup>th</sup> day of June 2012. Present also were Ms. Virginia Martinez, Deputy County Clerk representing Mrs. Margie Ramirez Ibarra, Ex-officio Clerk of the Commissioners Court, various officers and others interested in the business of the Court.

## **Item No.1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk**

Cmr. Sciaraffa motioned to excuse Cmr. Garza. Cmr. Tijerina seconded the motion.

Motion carried 3-0 by unanimous consent.

Cmr. Tijerina motioned to excuse Cmr. Canales. Cmr. Sciaraffa seconded the motion.

Motion carried 3-0 by unanimous consent.

## **Item No.2. Pledge of Allegiance**

## **Item No.3. Approval of Minutes for May 29, 2012**

Cmr. Sciaraffa motioned to approve item as submitted. Cmr. Tijerina seconded the motion.

Motion carried 3-0 by unanimous consent.

9:02 a.m. – Cmr. Canales present.

## **Item No.4. Approval of Bills, Payroll, and Monthly Report**

9:06 a.m. – Cmr. Garza present.

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Chief Deputy Auditor, Rafael Perez presented his status report for the month of May 2012.

Comr. Tijerina motioned to approve item as submitted. Comr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

#### **Item No.5.      Communications**

The Commissioners Court recognized the Sheriff's Department for their passing evaluation of 100% certification of compliance on the review conducted by the Texas Commission of Jails Standards.

Judge Valdez acknowledged Councilman Alex Perez.

Comr. Canales welcomed everyone present. He congratulated Mr. John Galo for his win in the election for Commissioner Precinct 3, Constable Rudy Rodriguez for his win in the election for Constable Precinct 1, Comr. Garza for a great run for the State Representative position, and Comr. Sciaraffa for a great run in his campaign for Commissioner Precinct 1. Comr. Canales also wished Comr. Sciaraffa luck on his upcoming runoff for Commissioner Precinct 1. He invited all the public to the educational camps being held at the Precinct 4 Community Centers. Comr. Canales sent out his heartfelt condolences to the family and friends of Carlos Aguilar, a young veteran who was deployed multiple times to defend our country. He commended the Road and Bridge Department, Engineering Department, and the Building Maintenance Department for successfully completing the sewer and line connections at the Fred and Anita Community Center.

Comr. Garza congratulated all the individuals who won during this pass election cycle and expressed his good wished to those who remain in a runoff. He wished Comr. Sciaraffa continued success on his runoff. Comr. Garza publically thanked all of Laredo and Webb County for their resounding support. He congratulated Commissioner Elect John Galo.

Comr. Garza motioned to bring up item #17. Comr. Tijerina seconded the motion.

Motion carried 5-0 by unanimous consent.

#### **Honorable Jerry Garza, Webb County Commissioner Pct. 3**

#### **Item No.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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

The president of the St. Mary's University Alumni Association Laredo Chapter, Xochitl Nora Garcia was in attendance to deliver a presentation regarding the upcoming Kids Aid with Lemonade Project scheduled for June 16, 2012 at the Uni-Trade Stadium.

## **Item No.5.      Communications**

Cmr. Tijerina wished Cmr. Garza an early Happy Birthday. She congratulated all the candidates who are in a runoff. Cmr. Tijerina wished Cmr. Sciaraffa luck on his runoff. Cmr. Tijerina congratulated Commissioner Elect John Galo for a job well done on his current win. She mentioned that the Habitat for Humanity's organization had recently given the keys to their new home to both the Ruiz and Cardenas Families. Cmr. Tijerina thanked Ms. Blanca Almaraz, teacher from U.I.S.D., for her internship assignment with U.I.S.D. She sent out her heartfelt condolences to the families of Ms. Yolanda Lucio Hernandez, Mr. Manuel Villarreal, and Mr. Jose Nicanor "La Canana" Gamboa.

Cmr. Sciaraffa congratulated Cmr. Garza for a great run on his campaign for State Representative.

Judge Valdez congratulated Commissioner Elect John Galo for a successful win on his campaign. He congratulated Constable Rudy Rodriguez and Beckie Palomo on their campaigns. Judge Valdez also congratulated Cmr. Garza for his great run for State Representative.

**Item No.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.**

Sylvia Palumbo, Interim Democratic Chair  
Ms. Palumbo spoke in reference to item #59.

Cmr. Sciaraffa motioned to bring up item #59. Cmr. Canales seconded the motion.

Motion carried 5-0 by unanimous consent.

## **Elections**

**Item No.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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Judge Valdez motioned to establish Mobile Branch #3 to include Doctor's Hospital and Laredo Medical Center as a site for Mobile Branch #3. Cmr. Tijerina seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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.**

Margie Ramirez Ibarra, Webb County Clerk  
Mrs. Ramirez Ibarra spoke in reference to item #42.

Judge Valdez motioned to bring up item #23. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

### **Commissioners Court**

**Item No.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]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

The Commissioners Court recognized Maribel Gonzalez, employee at the Pre-Trial Services Department, as the Webb County Employee of the Month for April 2012.

Cmr. Tijerina motioned to go into Executive Session. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

### **Honorable Danny Valdez, Webb County Judge**

**Item No.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]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Judge Valdez motioned to approve item as submitted. Cmr. Tijerina seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

Judge Valdez stated that item #8 would be left pending for Executive Session after the Commissioners' items.

Cmr. Sciaraffa congratulated Constable Rudy Rodriguez on his recent campaign election win.

**Honorable Frank Sciaraffa, Webb County Commissioner Pct. 1**

**Item No.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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Representatives from MetaForm Studio, Ed Quiroga, Project Administrator, Rick Solis, and Rene Aguilar were in attendance to give a presentation regarding the design of the El Cenizo Library.

Cmr Sciaraffa motioned to approve item as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Judge Valdez motioned to bring up item #18. Cmr. Tijerina seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

**Honorable Jerry Garza, Webb County Commissioner Pct. 3**

**Item No.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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Tijerina motioned to approve items #10 and #18 as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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:**

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

Judge Valdez motioned to approve item as submitted. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Canales motioned to approve item as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

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

**Item No.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]**

Cmr. Sciaraffa motioned to approve item as submitted. Cmr. Canales seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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]**

Judge Valdez motioned to approve item as submitted. Cmr. Canales seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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:**

<u>Slot #</u>	<u>Title</u>	<u>Salary/ Hourly Rate</u>
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]**

Cmr. Canales motioned to approve item as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.16. Discussion and possible action to approve the following line item transfer:**

<b>From:</b> 001-0202-6011	<b>Training &amp; Education</b>	<b>\$500</b>
<b>To:</b> 001-0202-6402	<b>Repairs &amp; Maint. Equipment</b>	<b>\$500</b>

Cmr. Canales motioned to approve item as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

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

**Item No.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.**

Discussion on file at the Webb County Clerk’s Office June 11, 2012 Commissioners Court Meeting DVD.

Interim County Engineer, Mike Cabello presented his status report regarding the Las Penitas street paving and water and sewer projects.

**Item No.20. Status report by MIS on the online employment application program.**

Discussion on file at the Webb County Clerk’s Office June 11, 2012 Commissioners Court Meeting DVD.

Interim MIS Director, Rafael Pena and Administrative Services Director, Cynthia Mares presented their status report regarding the online employment application program.

**Commissioners Court**

**Item No.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 4<sup>th</sup> 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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Tijerina motioned to go into Executive Session. Judge Valdez seconded the motion.

Motion carried 3-0 with Cmr. Sciaraffa and Cmr. Garza out of the courtroom.

**Item No.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.**

Cmr. Tijerina motioned to approve item as submitted. Cmr. Canales seconded the motion.

Motion carried 3-0 with Cmr. Sciaraffa and Cmr. Garza out of the courtroom.

Judge Valdez motioned to go into Executive Session on item #8. Cmr. Tijerina seconded the motion.

Motion carried 4-0 with Cmr. Sciaraffa out of the courtroom.

### **(Executive Session 11:08 – 11:29 a.m.)**

No action taken.

#### **Honorable Danny Valdez, Webb County Judge**

**Item No.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)]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

CEO for Fairway Suites, Brian Burton and outside counsel representative, Daniel Walter were in attendance to deliver a status report regarding a proposed lease agreement with Fairway Suites.

Cmr. Tijerina motioned to approve the lease as discussed. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

#### **Honorable Anna L. Cavazos Ramirez, County Attorney**

**Item No.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]

**Item No.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]

**Item No.26.** Discussion and possible action to approve the following line item transfers:

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

**Honorable Jesus Garza, County Court at Law 2 Judge**

**Item No.27.** Discussion and possible action to approve the following line item transfers:

<b>From:</b>	<b>001-1011-7051</b>	<b>Juvenile Misdemeanors</b>	<b>\$ 2,500</b>
	<b>001-1011-7052</b>	<b>Juvenile Felonies</b>	<b>\$ 2,500</b>
	<b>001-1011-7053</b>	<b>Detention Hearings</b>	<b><u>\$ 5,000</u></b>
			<b>\$10,000</b>
<b>To:</b>	<b>001-1011-7050</b>	<b>Adult Misdemeanors</b>	<b>\$ 5,000</b>
	<b>001-1011-6011</b>	<b>Training and Education</b>	<b><u>\$ 5,000</u></b>
			<b>\$10,000</b>

Comr. Tijerina motioned to approve items #24, #25, #26, and #27 as submitted. Comr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.28.** Discussion and possible action to approve the purchase of the following items. [Funding Source – Capital Outlay Fund #603-0101-8801]

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

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

**Item No.29. Discussion and possible action to approve the following line item transfers:**

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

**Honorable Rudy Rodriguez, Constable Pct. 1**

**Item No.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.**

<b>001-2005-6204</b>	<b>Fuel &amp; Lubricants</b>	<b>\$15,000.00</b>
<b>001-2005-6403</b>	<b>Repairs &amp; Maintenance</b>	<b>\$ 5,000.00</b>
<b>001-2005-5605</b>	<b>Special Travel</b>	<b><u>\$ 5,000.00</u></b>
		<b>\$25,000.00</b>

**Honorable Ricardo Rodriguez, Constable Pct. 2**

**Item No.31. Discussion and possible action to approve the following line item transfers:**

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

**Honorable Martin Cuellar, Sheriff**

**Item No.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**

**Item No.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**

Cmr. Sciaraffa motioned to approve items #28, #29, #30, #31, #32, and #33 as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

**Item No.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.**

**Item No.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]**

Cmr. Sciaraffa motioned to approve items #34, #35, and #36 as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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]**

Cmr. Canales motioned to approve item as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]

**Item No.39. Discussion and possible action to approve the following line item transfer:**

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

**Honorable Patricia A. Barrera, Tax Assessor- Collector**

**Item No.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:**

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

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

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Sciaraffa motioned to approve items #39, #40, and #38 with a correction to read as 2<sup>nd</sup> Position Console instead of template reprogramming. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Honorable Delia Perales, Treasurer**

**Item No.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.**

**Item No.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]**

<b>10 Chairs</b>	<b>\$2,648.80</b>
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Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Sciaraffa motioned to approve items #41 and #43 as submitted. Cmr. Canales seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Assistant County Attorney, Michael Coker and County Treasurer, Delia Perales presented a status report regarding the reconciliation of special funds accounts.

### **Administrative Services**

**Item No.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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Comr. Sciaraffa motioned to table item #44. Comr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Comr. Sciaraffa motioned to table item #45.

Comr. Sciaraffa withdrew his motion.

Judge Valdez motioned to include the MIS Director's interview as part as the Engineer and Facilities Director date. Comr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

Comr. Garza motioned to bring back item #44. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Administrative Services**

**Item No.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.**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Sciaraffa motioned to table item #44. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.46. Discussion and possible action for the approval of the following line item transfers:**

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

**Item No.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.**

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

Cmr. Sciaraffa motioned to approve items #46 and #47 as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Auditor**

**Item No.48. Discussion and possible action to approve the following line item transfer:**

<b>From:</b>	<b>001-0400-6022</b>	<b>Professional Services</b>	<b>\$4,000</b>
<b>To:</b>	<b>001-0400-6205</b>	<b>Materials &amp; Supplies</b>	<b>\$4,000</b>

**Building Maintenance**

**Item No.49. Discussion and possible action to approve the following line item transfer:**

<b>From: 001-0106-6402</b>	<b>Repairs &amp; Maint. Equipment</b>	<b>\$1,500</b>
<b>To: 001-6002-6204</b>	<b>Fuel &amp; Lubricants</b>	<b>\$1,500</b>

Judge Valdez motioned to approve items #48 and #49 as submitted. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

**Community Action Agency**

**Item No.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.**

**Item No.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]**

**Item No.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.**

Cmr. Sciaraffa motioned to approve items #50, #51, and #52 as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.53. Discussion and possible action to authorize the Webb County Community Action Agency /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.**

Cmr. Canales motioned to approve item as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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.**

- Item No.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.

Cmr. Tijerina motioned to approve items #54 and #55 as submitted. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

### **Economic Development**

- Item No.56.** 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]

- Item No.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.

- Item No.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.

Cmr. Sciaraffa motioned to approve items #56, #57, and #58 as submitted. Cmr. Tijerina seconded the motion.

Motion carried 5-0 by unanimous consent.

### **Engineer**

- Item No.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]

- Item No.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]

**Item No.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]

**Item No.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]

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Sciaraffa motioned to approve items #60, #61, #62, and #63 as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Ernesto J. Salinas Community Center**

**Item No.64.** Discussion and possible action to approve the following line item transfers:

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

**Indigent Healthcare Services**

**Item No.65.** Discussion and possible action to approve a salary change to the following Slot as per original budgeted rate, effective June 15, 2012:

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

**Larga Vista Community Center**

**Item No.66. Discussion and possible action to approve the following line item transfer:**

<b>From: 001-6103-6205</b>	<b>Materials &amp; Supplies</b>	<b>\$500</b>
<b>To: 001-6103-6219-2</b>	<b>Goods for Public Events</b>	<b>\$500</b>

Cmr. Sciaraffa motioned to approve items #64, #65, and #66 as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Purchasing**

**Item No.67. Discussion and possible action to solicit RFP for the following contract:**

**RFP 2013-95 “Annual Contract for Wrecker Service”**

**Item No.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.**

Discussion on file at the Webb County Clerk’s Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Sciaraffa motioned to approve items #67 and #68 as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

Cmr. Sciaraffa withdrew his motion made for item #68

Cmr. Sciaraffa motioned to table item #68. Cmr. Canales seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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.**

Discussion on file at the Webb County Clerk’s Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Sciaraffa motioned to approve item as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

Cmr. Canales motioned to approve item as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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]**

Discussion on file at the Webb County Clerk's Office June 11, 2012 Commissioners Court Meeting DVD.

Cmr. Canales motioned to approve item as submitted. Judge Valdez seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

Judge Valdez motioned to approve item as submitted. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.

**Item No.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)]**

**Item No.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)]**

**Item No.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**

**Item No.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:

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

Cmr. Sciaraffa motioned to approve items #73, #74, #75, and #76 as submitted. Cmr. Garza seconded the motion.

Motion carried 5-0 by unanimous consent.

Cmr. Canales sent out his heartfelt condolences to Cmr. Garza and his family for the passing of his grandmother, Carolina Davila.

**Item No.77. Adjourn**

Judge Valdez motioned to adjourn. Cmr. Sciaraffa seconded the motion.

Motion carried 5-0 by unanimous consent.