



**WEBB COUNTY, TEXAS**  
**COMMISSIONERS COURT**

MARGIE R. IBARRA  
COUNTY CLERK  
FILED

2015 FEB 20 AM 8:34

WEBB COUNTY, TEXAS

BY *Metz* DEPUTY

**PUBLIC NOTICE**  
**COMMISSIONERS COURT MEETING**

WEBB COUNTY COURTHOUSE  
1000 HOUSTON STREET, 2ND FLOOR  
LAREDO, TEXAS 78040  
FEBRUARY 23, 2015  
9:00 a.m.

**CALL TO ORDER BY THE HONORABLE TANO E. TIJERINA, WEBB COUNTY JUDGE**

1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk
2. Pledge of Allegiance
3. Approval of Minutes for February 9, 2015
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 Frank J. Sciaraffa, Webb County Commissioner Pct. 1**

7. Discussion and possible action to nominate and approve a qualified Precinct 1 candidate to fill the recent vacancy on the Webb County-City of Laredo Regional Mobility Authority (RMA); and any other matters incident thereto.

**Issue:** Carlos Flores, appointee of Interim Commissioner Linda Ramirez, recently resigned creating a vacancy to be filled by Commissioners Court to represent Precinct 1.

**Solution:** The Commissioners Court needs to appoint a representative for Precinct 1 for the RMA.

8. Discussion and possible action to approve Commissioner Precinct 1 appointee to the County Grievance Committee.

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

9. Discussion and possible action to accept a grant award for the Community Services Block Grant (CSBG) Program from the Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2015 in the amount of \$488,439.00, and authorize the County Judge to sign all relevant documents. **[Co-Sponsored by Juan Vargas, Executive Director for Webb County CAA and Economic Development Departments]**

**Honorable John C. Galo, Webb County Commissioner Pct. 3**

10. Report from Administrative Services regarding an explanation of current civil service procedures with regards to employee job descriptions; with further discussion and explanation of criteria used to determine whether a county employee is considered "hourly" versus "salaried".

**Issue:** There are many questions regarding the job description procedures for civil service employees and the criteria used to differentiate between an hourly versus salaried employee.

**Solution:** Would like Administrative Services to explain the current county processes and criteria in place for these items.



**Result:** This will help clarify for county employees, department heads and elected officials the job description process and criteria used to determine hourly or salaried status.

11. Discussion and possible action to appoint a metropolitan government committee comprised of county, city and school district officials in an effort to discuss and resolve matters of mutual interest; and any other matters incident thereto.

**Issue:** Webb County and the City of Laredo have similar projects and issues that are of mutual concern and interest.

**Solution:** Committee will combine representatives from both entities, including the school districts to discuss and resolve these matters.

**Result:** The combination of county and city efforts will help streamline projects, avoid duplicity and save taxpayer dollars.

12. Discussion and possible action to authorize the purchasing agent to solicit Request for Proposals (RFP's) to outsource custodial services for county buildings and departments; and any other matters incident thereto.

**Issue:** Webb County building maintenance department is not adequately equipped to provide custodial services due to shortage of staff and no permanent director.

**Solution:** Temporarily seek out proposals to outsource custodial services for county buildings

**Result:** To be able to keep up with needs of county departments until director issue is resolved

### **Commissioners Court Administrator**

13. Presentation by Tricia Cortez, Executive Director of the Rio Grande International Study Center, regarding raising awareness and support for the "Plastic Checkout Bag Reduction" Ordinance approved by the City of Laredo on June 2, 2014, which will take effect on April 30, 2015.

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MEDIA BREAK

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**Honorable Marco Montemayor, County Attorney**

14. Discussion and possible action to enter into a One (1) year (February 9, 2015 thru February 9, 2016) Customer Support Agreement with Holt Power Systems for maintaining the service generator located at the Webb County Juvenile Justice Alternative Education Program (JJAEP) in the amount of EIGHT THOUSAND FOUR HUNDRED FORTY-FIVE DOLLARS (\$8,445.00), and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. **[Requested by Melissa Mojica, Webb County Juvenile Probation Department Director; Account #001-1301-6401]**
  
15. Discussion and possible action to enter into a Service Agreement with Time Warner Cable for Four (4) years (February 23, 2015 thru February 22, 2019) for Internet Services for enrollment for children in the Webb County Head Start/Early Head Start Center (Tatangelo Head Start Center) for a monthly rate of TWO HUNDRED TWENTY-NINE DOLLARS AND TWENTY-FIVE CENTS (\$229.25) and a One-time installation charge of ONE HUNDRED FIFTY DOLLARS (\$150.00) for a total amount of ELEVEN THOUSAND ONE HUNDRED EIGHTY-SEVEN DOLLARS AND SIXTY CENTS (\$11,187.60), subject to annual budget appropriation and authorizing the County Judge to sign and execute all relevant documents. **[Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4207-6004]**
  
16. Discussion and possible action to enter into a Three (3) year Hospital Services Agreement with Laredo Texas Hospital Company, L.P. d/b/a Laredo Medical Center. The term of the Hospital Services Agreement shall begin December 1, 2014 and will end November 30, 2017. The purpose of the agreement is to provide the medical examiner basic diagnostic imaging and laboratory services. Services will be charged based on the current Medicare Reimbursement rates plus 5% per Current Procedural Terminology, subject to annual budget appropriation; and any other matters incident thereto. **[Requested by Dr. Corinne Stern, Webb County Medical Examiner]**



17. Discussion and possible action to enter into a Twenty-Four (24) month (February 23, 2015 thru February 22, 2017) Maintenance Agreement between Toshiba Business Solutions and the District Attorney's Office for a Toshiba EStudio723 at a cost of FORTY-NINE DOLLARS AND FIFTY CENTS (\$49.50) per quarter for a total amount of THREE HUNDRED NINETY-SIX DOLLARS (\$396.00) over the term of the agreement with an excess charge of 0.0085 per copy, subject to annual budget appropriating and authorizing County Judge to sign and execute all relevant documents. **[Requested by Isidro Alaniz, Webb County District Attorney; Account #169-1100-6402]**
  
18. Discussion and possible action to authorize the Economic Development Department to assist the Webb County Attorney's office to submit a grant application for Fiscal Year 2015 to The Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Substance Abuse Treatment. The purpose of this grant is to expand and/or enhance the already existing Family Drug Treatment Court (FDTC) under the Webb County Attorney's Office. To include recovery support services for substance abuse treatment, screening, assessment, case management, and program coordination as well as family-focused services in FDTC. There is no cash match and this application will not impact the County's General Fund.
  
19. Discussion and possible action to enter into a non-financial Memorandum of Understanding (MOU) between Webb County Head Start/Early Head Start and Texas Department of Protective Services for a period of Two (2) years beginning on August, 2014 thru August, 2016; The purpose of the MOU is to establish an agreed upon standardized referral process to Head Start/Early Head Start programs by the Texas Department of Protective Services office to be used when making referrals of CPS children and other eligible children, and authorizing the County Judge to execute all relevant documents. **[Requested by Aliza Oliveros, Webb County Head Start Program Director]**



20. Discussion and possible action to authorize a contract amendment #1 to the Chavarria's Plumbing Inc. contract with Webb County, Texas Department of Agriculture - TCDP Contract # 713015 - "Colonia Pueblo Nuevo House-to-Line Water & Sewer Connection Project", wherein Webb County agrees to an adjustment in the contract amount and number of homes completed as follows: A contract amount adjustment of Ten Thousand Six Hundred Ninety-Nine Dollars and Eighty-Three Cents (\$10,699.83) to the original contract amount of Forty-Four Thousand Three Hundred Twenty-Four Dollars and Twenty Cents (\$44,324.20) for a total contract amount of Fifty-Five Thousand Twenty-Four Dollars and Three Cents (\$55,024.03) and the number of homes completed from Fourteen (14) homes to Eleven (11) homes and authorizing the County Judge to sign all relevant documents. The adjustment in contract amount shall be paid with grant funds at no cost to the Webb County General Fund. **[Requested by Juan Vargas, Webb County Economic Development Executive Director]**

**Issue:** The Texas Department of Agriculture requires that a construction contract between Webb County and the plumbing contractor be executed prior to the identification of project beneficiaries or project houses with a contract amount based on the projected amounts of linear footage of water lines, sewer lines, and number of septic systems removed. Therefore, the current contract with a total contract amount based on projections does not match with the actual amounts of water/sewer lines installed or septic tanks removed.

**Solution:** This contract amendment will adjust the total construction contract amount and number of homes completed to reflect actual water/sewer lines installed and septic tanks removed. The The adjustment in contract amount shall be paid with grant funds at no cost to the Webb County General Fund.

21. Discussion and possible action to authorize the County Attorney's office to enter into negotiations with the City of Laredo for possible purchase of property described as "A 5.75 Acre (250,300 Sq. Ft.) Tract of land, legally described as all of Block Number Nineteen (19), Subdivision Plat of Laredo Airport, Laredo, Webb County, Texas 78041"; and any other matters incident thereto.



### Honorable Oscar Hale, 406th District Court Judge

22. Discussion and possible action to approve the grant application to be submitted by the 406th District Court Drug Court Program, specifically the Specialty Drug Court Program on February 27, 2015 for Grant period: September 1, 2015 thru August 31, 2016. Grant Number: 2056408

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

23. Discussion and possible action to approve the submission of a grant application by County Court at Law #2, more specifically, the County Court at Law #2 Driving While Intoxicated (D.W.I.) Court Program to the Substance Abuse and Mental Health Services Administration for the grant term of October 1, 2015 thru September 30, 2018. This grant does not require any cash match by Webb County; and any other matters incident thereto.

### Honorable Jose "Pepe" Salinas, Justice of the Peace Pct. 4

24. Discussion and possible action to approve the submission of a grant application in the amount estimated at \$59,858 for the salary, fringe benefits, equipment, training/travel, and supplies costs for a juvenile delinquency diversion case manager in order to divert at-risk juveniles from entering the juvenile justice system in Laredo/Webb County; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match.

**Issue:** Juvenile delinquency is a nationwide problem that negatively affects not only the delinquent youth and their families but also adversely impacts schools, neighborhoods, and the local community at large. In addition, youth at-risk for juvenile delinquency who enter into the juvenile justice system tend to face limited future career, educational, and other socio-economic prospects, especially in the South Texas area.

**Solution:** Grant application to staff a juvenile delinquency diversion case manager in order to provide prevention, diversion, and intervention strategies through the court of the Justice of the Peace, Precinct 4 in Laredo/Webb County area.

**Result:** Increased focus on diversion strategies to steer at-risk juveniles from the juvenile and criminal justice system.

### Honorable Rudy Rodriguez, Constable Pct. 1

25. Discussion and possible action to approve an agreement by and between the State of Texas and Webb County for Webb County Constable Pct. 1, for the receipt and use of excess property for law enforcement purposes, from the U.S. Department of Defense pursuant to Section 1033 of the National Defense Authorization Act. This has no impact to the budget and authorizing the County Judge to sign and execute all relevant documents.

**Issue:** There is a pending agreement between the Constable Pct. 1 and the State of Texas which would aid the department in the acquisition of additional equipment for law enforcement purposes.

**Solution:** The approval of the agreement will allow for the Constable Pct. 1 to acquire surplus and excess property from the State of Texas, at no cost to the County.

**Result:** Enhanced law enforcement services for the precinct and Webb County, as a whole.

### Honorable Martin Cuellar, Sheriff

26. Discussion and possible action to approve the acceptance of Fiscal Year 2015 Local Border Security Program (LBSP-15) grant award in the amount of \$91,063.91 for overtime and all applicable fringe benefits costs associated with LBSP-related border security operations in Webb County; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match.

**Issue:** The State of Texas recognizes that border communities face urgent security challenges caused by increased activity from transnational organized criminal syndicates and their allies that are intensified by the fluidity of border crossings, heavy commercial activity, and interdependence of the international border communities' economies. These socio-economic pressures place increased demands on law enforcement services and intensify the need for augmented public safety resources.



**Solution:** Grant award to provide enhanced border security in Laredo/Webb County in order to fulfill State of Texas local border security program objectives, including overtime (OT) resources to suppress, deter, and reduce border-related criminal activity in Texas.

**Result:** Enhanced/increased patrol and investigative capacity for certified peace officers working at the Webb County Sheriff's Office.

27. Discussion and possible action to approve a Memorandum of Agreement between the Laredo Community College-Adult Education and Literacy and Webb County for the Webb County Sheriff's Office; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This Memorandum of Agreement does not have any financial impact to the Webb County budget.

**Issue:** Similar to incarcerated individuals at other correctional facilities, a certain percentage of inmates at the Webb County jail tend to cycle repeatedly through the facility due to a number of barriers to their positive re-integration back into the Laredo/Webb County community. Among other barriers, limited educational attainment is an important factor. According to a meta-analysis by the Rand Corporation, "on average, inmates who participated in correctional education programs had 43 percent lower odds of recidivating than inmates who did not" ("Evaluating the Effectiveness of Correctional Education" p. XVI 2013).

**Solution:** Memorandum of Agreement between the Laredo Community College-Adult Education and Literacy and the Webb County Sheriff's Office to provide needed General Education Development (GED) Test preparation instruction to inmates held at the Webb County jail.

**Result:** Anticipated reduced recidivism by jail inmates educated at the Webb County jail through this program; increased saving to local taxpayers from this reduced recidivism; and increased safety for the families and neighborhoods to which these inmates return.

28. Discussion and possible action to approve a State Plan of Operation (SPO) between the State of Texas 1033 Program and Webb County for the Webb County Sheriff's Office to provide for the participation of the Sheriff's Office in the Texas 1033 Program for the transfer of certain excess Department of Defense (DoD) personal property; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This State Plan of Operation does not have any financial impact on the Webb County budget.



**Issue:** In this era of fiscal retrenchment in the United States, even the most essential governmental service of public safety faces significant budgetary constraints. Within these fiscal limitations, local law enforcement agencies must explore alternative options to better equip their sworn officer force. Simultaneously, the scaling down of recent U.S. military overseas operations has resulted in a significant glut of Department of Defense (DoD) excess property still in usable conditions but no longer needed and/or appropriate for military use.

**Solution:** Agreement between State of Texas 1033 Program and the Webb County Sheriff's Office to provide access to select demilitarized Department of Defense (DOD) personnel property.

**Result:** Transfer/extended utilization of usable DoD equipment; increased availability of public safety tools for the sworn officer force at the Webb County Sheriff's Office.

29. Discussion and possible action to approve a Five (5) year Service agreement between Webb County and OD Security North America, LLC for a 2014 SOTER RS Full Body Security Scanning System currently installed at the Webb County Jail (Lease purchase agreement No. 6870) to include Five (5) year full warranty on parts and labor, 24/7 help desk with on-line diagnostic support, software upgrades, quarterly and bi-annual preventive maintenance and system calibrations, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.

**Issue:** The body scanner is being used daily as part of the booking process to prevent illegal contraband from entering our County Jail and not securing a service agreement could be more costly to County in the future if equipment needs repairs or preventive maintenance, calibration adjustments or vendor technical support.

**Solution:** Secure service agreement as presented to ensure that parts and labor are covered for the next five (5) years and quarterly and bi-annual inspections are conducted by vendor to maintain scanner to proper code (radiation certification) and other mechanical issues that may arise due to wear and tear from daily use.

**Result:** Proper operation of equipment, state compliance and reduction of potential expenses with no warranty coverage.



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

30. Discussion and possible action to approve a refund in the amount of \$9,178.74 to Wells Fargo Real Estate Tax Services LLC, Accounts #10200091060 through #98830001180, over-payments on mortgage accounts for tax year 2014.

**Issue:** Several property tax accounts had been previously been paid and/or adjusted prior to receiving the payment from Wells Fargo Real Estate Tax Services LLC resulting in an over-payment in the amount of \$9,178.74.

**Solution:** Refund over-payment to Wells Fargo Real Estate Tax Services LLC.

**Result:** The monies will ultimately be reimbursed to the taxpayer.

31. Discussion and possible action to approve a refund in the amount of \$2,806.34 to be distributed as follows: \$1,437.50 to Neel Title Corporation and \$1,368.84 to the Webb County Tax Office. Accounts #90090341025, #90032641002, and #90090351030, as per Supplement 6 Certified 2014 Split 7.4581 acres to account #90090341087 and 0.8203 acres to #90090341088 per deeds; adjust 16.648 acres double assessed with account #90090341084, #90090341081, #90090341083, #90090341082 and #95024001010 for 2014.

**Issue:** The aforementioned accounts were adjusted by the Webb County Appraisal District and were processed by our office. Since we received Neel Title Corporation's payment prior to these adjustments being processed, it resulted in an over-payment of \$2,806.34. In addition, the adjustment created two new accounts, #90090341087 and #90090341088, to which part of the refund will be applied for pending taxes.

**Solution:** Refund said amount to both Neel Title Corporation for the over-payment and Webb County Tax Office to pay pending taxes.

**Result:** The monies will ultimately be reimbursed to the taxpayer and all pending taxes will be paid in full.

## Administrative Services

32. Discussion and possible action to approve the following New Bond for Justice of the Peace, Pct. 2, Place 2 position, appointed official taking office on February 27, 2015, and for the County Judge to sign any pertinent documents.

Name: Daniel "Danny" Dominguez - Justice of the Peace Pct. 2, Pl.2  
\$500.00 Public Official

33. Discussion and possible action to approve payment to Enterprise Rent-A-Car (EAN) Holdings in the amount of Eleven Thousand Two Hundred Fifty-Six Dollars and Forty-Four Cents (\$11,256.44) as a result of an auto accident involving Deputy Constable Pct. 3, on June 26, 2014. Claims Paid (001-0114-9201).
34. Discussion and possible action to amend the Safety Policy Manual, with regards to membership in Executive Committee; to stipulate the Building Maintenance Director as a permanent member; and the addition of a Sergeant at Arms.

## Community Action Agency

35. Discussion and possible action to approve the posting and filling of the following Slot, part-time no benefits at 29 hours per week to be funded from the Comprehensive Energy Assistance Program (CEAP) and the Community Services Block Grant Program (CSBG). There will be no impact on the General Fund, effective February 23, 2015:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1853	Caseworker-Temporary	\$10.00

36. Discussion and possible action to authorize the release of the 10% retainage payment to AA Builders for the reconstruction projects located at 101 W. Maria Elena in colonia Pueblo Nuevo (\$5,528.65) and 262 Los Altos in colonia Los Altos (\$4,619.79) HWY 359, under the Self-Help Center Reconstruction Program. To be paid from grant funds, Account #508-2311.



**Issue:** Two old dilapidated units were demolished and disposed at the local landfill at no cost to the County. The two mobile homes were replaced with new mobile units under the Self-Help Center Reconstruction Program Grant #712003.

**Solution:** The release of the 10% retainage payment to AA Builders for the reconstruction projects located at 101 W. Maria Elena and in Colonia Pueblo Nuevo in the amount (\$5,528.65) and 262 Los Altos in Colonia Los Altos (\$4,619.79) Hwy 359 under the Self-Help Center Reconstruction Program.

**Result:** The Commissioners Court approved Bid Award to AA Builders on December 08, 2014 in the amount of \$46,247.90 (101 Maria Elena) and \$55,336.42 (262 Los Altos).

## Engineer

37. Discussion and possible action to assign an account and allocate funds from the general fund balance for payment of project costs related to the County Transportation Infrastructure Fund Grant Program (CTIF) in the amount of \$6,214,159 of which 90% (\$5,592,743) is to be reimbursed to the County by the Texas Department of Transportation (TxDOT) and 10% percent is to be a cash match provided by the County.

**Problem:** The County Transportation Infrastructure Fund Grant Program (CTIF) was awarded to Webb County on April 4, 2014 and an agreement with the Texas Department of Transportation (TxDOT) was executed with the approval from Commissioners Court on April 28, 2014. Project management and engineering services have been contracted and payment of services along with project expenses will need to be paid in the near future to implement the project and meet grant deadlines. When the initial grant award agreement was approved by Commissioners Court, an account was not assigned to pay for the project expenses. The total CTIF Grant Program budget is \$6,214,159, composed of \$5,592,743 in grant funds awarded by the TxDOT and \$621,416 in Webb County matching funds. The grant program is reimbursement grant, with TxDOT reimbursing 90% of the allowable project expenses and Webb County covering 10% of expenses as a match.

**Solution:** Commissioners Court to assign an account and allocate sufficient amount of funds to complete CTIF projects. Reimbursement requests will be submitted to TxDOT for reimbursement of 90% of the total award amount.



**Result:** Complete project on a timely basis and meet Texas Department of Transportation (TxDOT) requirements. The project will improve county roads that are used by oil and gas companies and general public, ensuring the safety of drivers and supporting the sustainment of our energy industry.

38. Discussion and possible action to ensure that all personnel and elected officials involved in Emergency Management and members of the Emergency Management Committee attend the Public Officials Workshop and the Command Level Training that will be offered by the Texas Division of Emergency Management (TDEM) and make their attendance mandatory. This is in compliance with the Texas Government Code Chapter 418 Section 418.005 and the Webb County National Incident Management System (NIMS) training policies that were approved by Commissioners Court in 2012.

**Issue:** Elected law enforcement officers, county judges, and appointed state or local public officials with management or supervisory responsibilities who are responsible for or play a role in emergency management, preparedness, response, or recovery should participate in the TDEM Public Officials Workshop according to Section 418.005 of the Texas Government Code, Title 4, Subtitle B, Chapter 418.

**Solution:** Coordinate Public Officials Workshop to take place in Laredo in March 2015 and request mandatory participation of local department heads and elected officials involved in emergency management to Command Level incident response training opportunities.

**Result:** Comply with federal and state emergency management requirements and ensure proper training of local public and elected officials. Proper training will strengthen ability to adequately prepare, respond, mitigate, and recover from large-scale emergency events that require the involvement of multiple response agencies and resources from various local departments.

39. Discussion and possible action to enter a Memorandum of Understanding with the City of Laredo Health Department for participation in the Healthcare Preparedness Program (HPP) Trauma Service Area T (TSA-T) and assign a representative from Fire Department and Emergency Management to be voting members of the coalition.



**Issue:** The City of Laredo Health Department – as the Department of State Health Services subcontractor and as a contractual requirement for the HPP Work Plan—must create a healthcare coalition consisting of healthcare facilities, emergency management/public safety, long-term care providers, EMS, mental/behavioral health providers, and other organizations involved in healthcare. Members must serve the TSA-T composed of Jim Hogg, Zapata, and Webb County. As per HPP Coalition By Laws, Webb County Fire Department and Webb County Emergency Management have been designated as voting entities.

**Solution:** Enter Memorandum of Understanding with the City of Laredo and designate two representatives (1 from Webb County Fire Department and 1 one from Emergency Management) that will collaborate with other coalition members to fulfill the HPP regional capabilities which include: Healthcare System Preparedness, Healthcare System Recovery, Emergency Operations Coordination, Fatality Management, Information Sharing, Medical Surge, Responder Safety and Health, and Volunteer Management.

**Result:** Strengthen public health preparedness in the Trauma Service Area T (Jim Hogg, Zapata, and Webb) to address bioterrorism, outbreaks of infectious diseases and public health emergency.

40. Discussion and possible action to approve the addition of “Active Shooter Response Guidelines” to the Webb County Emergency Operations Plan under Annex G Law Enforcement.

**Issue:** Active shooter situations are often over within 10 to 15 minutes before law enforcement arrives on scene therefore individuals must be prepared both mentally and physically to deal with an active shooter situation. The Webb County Sheriff’s Office and Webb County Emergency Management would like to train all county employees regarding adequate response to Active Shooter incidents. Currently there are no guidelines that are part of the Webb County Emergency Operations Plan specific to this type of incidents. Before employees can be trained, the Webb County Emergency Operations Plan must be updated to include an Active Shooter Response Guideline so that standards can be agreed upon and implemented county-wide.

**Solution:** Develop and adopt Active Shooter Response Guidelines as part of the Webb County Emergency Operations Plan Annex G- Law Enforcement according to the U.S. Department of Homeland Security Active Shooter guidance.



**Result:** All county employees will receive training on Active Shooter Response Guidelines and will be better prepared to respond to this type of incident. Mock Active Shooter training exercises will also be scheduled with the leadership of the Sheriff's Office.

41. Discussion and possible action to approve Webb County to perform, or cause to be performed, the following local match fund participation requirement on the approved Federal Off-system Bridge Program, project not yet awarded, in the amount of Twenty Thousand Eight Hundred Seventy-Five Dollars (\$20,875.00) which includes One Thousand Two Hundred Seventy-Six Dollars (\$1,276.00) for preliminary engineering and Nineteen Thousand Five Hundred Ninety-Nine Dollars (\$19,599.00) for construction oversight for the Bridge located at *Mines Road at Espada Creek* BRNHS NBI Structure #222400AA0179005 Federal Highway Administration (CSJ 0922-33-155) and authorizing the County Judge to execute all relevant documents. Total due to the Texas Department of Transportation (TxDOT) at this time is One Thousand Two Hundred Seventy-Six Dollars (\$1,276.00). The additional Nineteen Thousand Five Hundred Ninety-Nine Dollars (\$19,599.00) is due 30 days prior to letting. **[Account #010-7002-6404 (Repairs & Maintenance)]**

**Issue:** Replacement or rehabilitation of the bridge located at *Mines Road at Espada Creek*.

**Solution:** Title 23 United States Code Section 14 authorizes federal funds to assist the states in the replacement or rehabilitation of deficient bridges located on public highways and public roads, and streets, including those under the jurisdiction of local governments.

**Result:** Replacement or rehabilitation of the bridge identified in the recitals of the Agreement shall be accomplished in the manner described in the plans, specifications, and estimates developed in accordance with this Agreement and which are incorporated in this agreement by reference. After the project has been completed, Webb County shall accept full ownership, and operate and maintain the facilities authorized by this agreement.

42. Discussion and possible action to authorize the Purchasing Agent to solicit Requests for Proposal for "Water Treatment Plant Chloramine Disinfection Improvements".



**Issue:** Currently the Rio Bravo Water Treatment Plant utilizes Anhydrous Ammonia in combination with Chlorine to provide the effective distribution system disinfectant residual required to comply with state requirements. Enforcement action requires under Provision 3.b.viii that we maintain effective disinfection through monitoring of disinfection zone. Our system currently in place, due to it being a gas substance, makes the environment very hazardous for employees and potentially the public.

**Solution:** It has been estimated to cost approximately Thirty Eight Thousand Five Hundred Dollars (\$38,500.00) to repair the Anhydrous Ammonia storage tank, ammoniators, and ammonia feed lines; however, if we convert to liquid ammonia estimated at a cost of Forty Seven Thousand Four Hundred Eighty-Four Dollars (\$47,484.00), we will be utilizing a much more stable chemical in liquid form and also much safer for disinfection purposes.

**Result:** Upon completion of this project employee environment will be much safer, consistency in the chemical used to treat the water will be improved and we will comply with the Texas Commission on Environmental Quality (T.C.E.Q.) Enforcement Action.

43. Discussion and possible action to approve the allocation of additional funds to Account #010-7002-6404 in the amount of Twenty Thousand Seven Hundred Fifty-One Dollars (\$20,751.00) for the Federal Off-system Bridge Program local match fund participation requirement on the Off-system Bridge CSJ 0922-33-113 located at *Lincoln Road* and *Becerra Creek* that was approved by Commissioners Court on October 14, 2014 and an additional Twenty Thousand Eight Hundred Seventy-Five Dollars (\$20,875.00) for the Bridge CSJ 922-33-155 project (not yet awarded) located at *Mines Road* at *Espada Creek*. For a total amount of Forty One Thousand Six Hundred Twenty-Six Dollars (\$41,626.00); and authorizing the County Judge to execute all relevant documents. **[Account #010-7002-6404 (Repairs & Maintenance)]**

**Issue:** Replacement or rehabilitation of the bridges located in Webb County.

**Solution:** Title 23 United States Code Section 14 authorizes federal funds to assist the states in the replacement or rehabilitation of deficient bridges located on public highways and public roads, and streets, including those under the jurisdiction of local governments.



**Result:** Replacement or rehabilitation of the bridge identified in the recitals of the Agreement shall be accomplished in the manner described in the plans, specifications, and estimates developed in accordance with this Agreement and which are incorporated in this agreement by reference. After the project has been completed, Webb County shall accept full ownership, and operate and maintain the facilities authorized by this agreement.

44. Discussion and possible action to authorize the Purchasing Agent to solicit Requests for Proposal for Water and Wastewater System Warehouse and Shop.

**Issue:** Currently the Utilities Department does not have a location to store emergency inventory items such as pipes, valves, meters, tools, safety equipment and repair or replacement supplies. In addition, there is no facility where employees maintain and repair equipment with the use of tools such as compressors and welding equipment.

**Solution:** By installing a pre-engineered metal building tools and equipment can be used and stored safely. In addition, this will provide us with a secured area to inventory equipment and supplies drastically needed for our repair and emergency response.

**Result:** Installation of Metal building on the grounds of the Water Treatment Plant in Rio Bravo. Secured facilities for supplies such as safety equipment.

### Head Start

45. Discussion and possible action to accept the Early Head Start - Child Care Partnership Grant Award in the amount of \$749,531, to include salary adjustments, effective March 1, 2015.

### Indigent Healthcare Services

46. Discussion and possible action to approve the purchase of a Cisco VG204XM Analog Phone Gateway Adapter from Insight Public Sector, pursuant to Sections 271.101 and 271.102 Texas Local Government Code, Cooperative Purchasing program DIR-TSO-2542, for the Indigent Health Care Services Department at a cost of One Thousand Twenty-Two Dollars and Five Cents (\$1,022.05). **[Requested by Nancy Cadena, Webb County Indigent Health Care Services Director; Account #003-4101-8801 (Capital Outlay)]**



**Issue:** The Indigent Health Care Services Department receives/sends all fax communications via an analog connection which is not supported by the new Cisco IP network that has been recently implemented for the county's telephone system. If this device is not purchased, our department would have to change the current fax number.

**Solution:** An analog gateway adaptor will allow the fax device to connect to the new IP network.

**Result:** The purchase of the Gateway Adaptor will allow our department to keep the same number ensuring that communication via fax with health care providers and clients is not interrupted.

### Information Technology

47. Discussion and possible action to purchase an electrical transformer, Uninterruptable Power Supply (UPS) and installation services for the Information Technology Department from Eaton Corporation, pursuant to Sections 271.101 and 271.102 Texas Local Government Code, Cooperative Purchasing program GSA Contract - GS-07F-9460G in the amount of \$92,587.89. **[Account #749-0500-8801 (Bond Series 2013)]**

**Issue:** The step down power transformer and uninterruptible power supply for our data and network center is close to its maximum capacity preventing the installation of additional equipment when needed.

**Solution:** Extending the electrical installation from the first to the third floor, installing an additional step down power transformer, and installing additional UPS.

**Result:** By adding the proposed step down power transformer and UPS to our building, we will be able to double the current power capacity for that room.

### La Presa Community Center

48. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective February 23, 2015:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2399	Center Aide	\$11.83 - \$12.44 - 7/A-E

**Purchasing**

49. Discussion and possible action to authorize the Purchasing Agent to award the following contracts:

Bid 2015-30 6 month contract for Hot Mix Asphalt to Anderson Columbia  
Bid 2015-88 3 month contract for Meats to LaBatt as primary and Sysco Central Texas as secondary  
Bid 2015-89 6 month contract for Produce to RC Produce

**Issue:** We need a contract for the above stated commodities because of the dollar amount we spend each year on these items.

**Solution:** Solicit competitively sealed bids, and award a contract to the vendor that has submitted the most advantageous bid to Webb County.

**Result:** Compliance of the Law.

50. Discussion and possible action to authorize the Purchasing Agent to offer a One (1) year extension to the following bid, contingent upon pricing remaining constant through extension period:

Bid 2014-93 Annual contract for plumbing repairs- Chavarria Plumbing

**Issue:** The current contract will expire in March 2015

**Solution:** Offer the vendor an extension

**Result:** Purchasing efficiency, compliance of the law, and savings to Webb County

51. Discussion and possible action to purchase the following office furniture for the office of Executive Administrator for Commissioners Court; for a total amount of \$2,586.08. **[Requested by Leroy Medford, Executive Administrator; Account #605-8108-8801 (Capital Outlay)]**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Lowe's	Floor cover	\$247.98
Office Depot	Printer, chairs, table, desk, floor mats, filing cabinet	<u>\$2,338.10</u> \$2,586.08

**Issue:** The office is a new department and required some additional furniture and office supply items.



**Solution:** Approval will complete the needs of department to have complete office.

**Result:** The office is a new department

52. Discussion and possible action to dispose of surplus office furniture, office equipment, salvage computer/computer parts/electronics as allowed in Texas Local Government Code 263.152(a); sell the identified items by competitive bid or auction and/or dispose of property by donating to a charitable organization or dispose of any property determined to become obsolete for future use.

Office Equipment and Furniture:

Computers	146	Bill Counter	2
Monitors	103	Desks	3
Printers/Fax	24	Plotters	2
Scanners	2	Typewriters	12
Copy Machines	4		

Mitel Phone System consisting of:

SX2000	1
Micro-lite	1
SX3000	2
Peripheral nodes	10
Voicemail Extension Boxes	4
Mitel Superset/head	Approx. 800

Floor Maintenance equipment:

Shampooer	3
Buffer	1
Stipper	3
Wet Vacuum	1
Vacuum	1

**Issue:** Equipment identified no longer meets its intended purpose efficiently (obsolete or not cost effective to repair).

**Solution:** When feasible, sell equipment (as allowed by state law) to recover some of the cost or in other instances donate to charitable organizations.

53. Discussion and possible action to purchase network cable draws for Justice of the Peace Jose "Pepe" Salinas from Global Technologies in the amount of \$3,969.56. **[Requested by Judge Jose "Pepe" Salinas, Justice of the Peace Pct. 4; Account #016-1044-6224 (Technology Fund)]**

**Issue:** The Justice of the peace has an old phone system.

**Solution:** To be able to use the new IP phone system requires new cable.

**Result:** The phones will be the same as all County offices.

54. Discussion and possible action enter into a Twelve (12) month agreement with EcoLab for pest elimination services. Cost will be Seventy Dollars (\$70) per month. **[Requested by Juan Vargas, Economic and Community Action Agency Director; Accounts #952-4216-6201, #953-4201-6201 and #955-4222-6201 (Meals on Wheels)]**

**Issue:** Current pest control services have not been able to eliminate the pest problems within the elderly nutrition program. Because this is an area where there is more food available than our typical offices, the current Webb County service provider has not provided satisfactory service to the department.

**Solution:** Elderly Nutrition will contract for pest elimination services as oppose to pest control services.

**Result:** The pest elimination service will provide the necessary elimination of pests.

### Veteran's Office

55. Discussion and possible action to allocate \$42,700 to be used for payment of the personnel costs and operational expenses for the Veterans Assistance Transportation Program for the remainder of this fiscal year. **[Account #605-8108-8801-16]**

56. 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 20th DAY OF FEBRUARY, 2015

By: Melinda Mata  
Melinda Mata  
Court Administrator

CERTIFICATION OF NOTICE AND POSTING

I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb 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 20th day of February, 2015 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 20th DAY OF FEBRUARY, 2015

MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS

BY: Virginia Martinez **Virginia Martinez,**  
for **Margie Ramirez-Ibarra, County Clerk** **Recording Secretary**

