

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, April 27, 2015 at 9:00 AM
(Approved DATE)**

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:

Tano E. Tijerina,	County Judge
Frank Sciaraffa,	Commissioner, Pct. 1
Rosaura "Wawi" Tijerina,	Commissioner, Pct. 2
John C. Galo,	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 24th day of April 2015. 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.

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 April 13, 2015**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

- 4. Approval of Bills, Payroll, and Monthly Report**

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

County Treasurer, Ms. Delia Perales presented the recap of checks, side list, and ratification of payroll for April 24 pending approval.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

Ms. Perales presented the monthly report for March 2015.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

5. Communications

Cmr. Canales welcomed all the veterans present. He sent out his heartfelt condolences to the family of Vanessa Martinez Urrutia, Sergio Rivas, Licenciado Leal, Roberto Laurel Valdez, Sr., and Roberto Villarreal. Cmr. Canales congratulated Laredoan and Texas Rangers prospect Luis Pollorena for becoming the first local to sign with the Laredo Lemurs. He congratulated Joann Rodriguez for being awarded the 911 South Texas Regional Telecommunicator of the Year Award on Thursday, April 16 at the La Posada Hotel. Cmr. Canales congratulated Texas State Senator Judith Zaffirini and Cliffe Killam for being named recipients of the 5th Annual Imagine Awards. He congratulated Laredo City Council, District 5 Councilman Roque Vela for being selected to participate in the 3rd Annual America's Competitiveness Exchange on Innovation and Entrepreneurship. Cmr. Canales congratulated new Councilman Elect George Altgelt for winning his election on Saturday. He congratulated Nixon High School Head Coach Pete Solis for being named by the Texas Association of Basketball Coaches as the Don Coleman Coach of the Year in Class 5A. Cmr. Canales congratulated Andrea Pollock, Laura Villalobos, Jose Macias Kennedy, Aida Duran, Celide Lopez, Griselda Landa, and Enriqueta Lopez for being recognized by United Independent School District. He thanked all veterans for their service.

Cmr. Galo welcomed everyone present and thanked all veterans for their service. He thanked all those individuals that worked so hard on making the Webb County Employee Appreciation Luncheon a success. Cmr. Galo congratulated new Councilman George Altgelt. He congratulated Chilo Alaniz, Jr. for being accepted and signing his letter of intent to West Point United States Military Academy. He congratulated the Veterans Office, especially Major Winn together with the City County Attorney's Office for their endless pro bono work. Cmr. Galo congratulated Johnny Rendon and his wife Luz for celebrating 51 years of marital bliss. He congratulated UISD on their efforts to raise awareness on gangs with their annual anti gang poster winners; 1st place David Garcia from LBJ High School and 2nd place Erica Escamilla from United High School. Cmr. Galo reminded everyone that UISD is now accepting online registration for the 2015-2016 year and the Santa Teresita Community Center would be offering their services for anybody who has questions or needs help. He congratulated United Day School for their Celebration Birthday Junk to Funk Fashion Show. Cmr. Galo congratulated Border Region Behavioral Health Center on their 26th Annual Administrative Professionals Day Luncheon and Fashion Show. He congratulated all those who competed in the District UIL Meet. Cmr. Galo congratulated District Attorney, Isidro "Chilo" Alaniz for receiving the Paul Harris Fellow Award. He congratulated the 2015 Junior Achievement recipients. Cmr. Galo congratulated the Imaginarium of South Texas Award recipients; Senator Judith Zaffirini and Cliffe Killam. He congratulated Ancira Volkswagen on the opening of their new headquarters. Cmr. Galo sent out his heartfelt condolences to the family of Emilio Benavides, Vanessa Martinez Urrutia, Roberto Laurel Valdez, Sr., Eulalia "Lala" Rodriguez, and Frank Miller.

Cmr. Tijerina welcomed all veterans present and thanked them for their service. She congratulated George Altgelt on his recent win at City Council. Cmr. Tijerina sent her heartfelt condolences to the family of Eliza Mendoza, Frank Miller, Jerry Mitchell, Eliza Castaneda, Amelia Benavides, Lala Rodriguez, Vanessa Martinez Urrutia, Roberto Laurel Valdez, Sr., and Sergio Rivas. She thanked everyone who was able to attend the 9th Annual Webb County Employee Appreciation Luncheon. Cmr. Tijerina congratulated Border Region Behavioral Health Center on their Annual Administrative Professionals Day Fashion Show. She congratulated Junior Achievement on the new 2015 recipients. Cmr. Tijerina congratulated the Imaginarium of South Texas and the recipients of the 5th Annual Imagine Award. She congratulated Dennis Nixon for being honored by the South Texas Bankers Foundation. Cmr. Tijerina congratulated the Laredo Chamber of Commerce for celebrating 100 years of service.

She congratulated the new UISD Police Captain Aaron Salazar. Cmr. Tijerina congratulated Bertha Gonzalez for being named the UISD Employee of the Year and the Teacher of the Year. She congratulated District Attorney, Mr. Chilo Alaniz for being honored with the Paul Harris Award by the Laredo Rotary Club and to his son for recently signing with West Point. Cmr. Tijerina congratulated the Veterans Office and the City Attorney's Office for doing pro bono work. She congratulated PILLAR on their 3rd Annual 5K Run/Walk. Cmr. Tijerina thanked all the volunteers for Relay for Life. She congratulated Sheriff Martin Cuellar and the Webb County Sheriff's Office for all the events that took place during National Crime Victim's Week. Cmr. Tijerina congratulated Administrative Services Director, Ms. Cynthia Mares and her staff on the G.I.F.T.S. presentation. She congratulated County Engineering Department, Ms. Laura Govea and County Engineer, Mr. Luis Perez Garcia for the informative meeting held with the emergency management. Cmr. Tijerina invited all Webb County women to join the National Women Built Day. Cmr. Tijerina invited Ms. Sherwood from Habitat for Humanity to approach the podium.

Ms. Sherwood stated that during Annual Women Built Week, Habitat for Humanity will finish their 100th house in Webb County. She also thanked the Commissioners Court for all their support individually and as Webb County.

Cmr. Sciaraffa welcomed all veterans present. He recognized Dr. Cecilia Moreno for having the LISD Civic Center Pool named in her name. Cmr. Sciaraffa congratulated Judy Sepulveda and Benny Rodriguez for participating in the Boston Marathon. He invited the public to attend the Laredo Cycling Club's 5K Run for Autism and a Zumbathon to be held at the LEA on Saturday. Cmr. Sciaraffa congratulated Ms. Sherwood for everything she's done for the community and the 100th house that was completed by Habitat for Humanity.

Judge Tijerina thanked all veterans present. He mentioned that the 4th Court of Appeals would be hearing an Oral Argument on Thursday, April 30 at the Webb County Courthouse. Judge Tijerina stated that the Commissioners Court was honored to be hosting the 6th Annual Sexual Assault Awareness and Child Abuse Prevention Proclamation reading. He congratulated George Altgelt on his recent win. Judge Tijerina congratulated Judge Beckie Palomo for the great work that she's doing with the Sobriety Treatment Program. He congratulated Senator Judith Zaffirini and Cliffe Killam for receiving the 5th Annual Imaginarium Award. Judge Tijerina congratulated Ancira Volkswagen of Laredo for expanding its operations to north Laredo. He congratulated to 4H Cactus Country for competing at the District 12 Shooting Competition and receiving 2nd place. Judge Tijerina congratulated 2016 Chief and Princess Pocahontas Alec and Ciena Benavides, He congratulated Pete Solis, Nixon High School Coach, for being selected by the Texas Association of Basketball as Coach of the Year. Judge Tijerina congratulated the newly elected officers for LULAC Council No.12. He congratulated Cmr. Frank Sciaraffa for being named a Cigarroa High School Legend Toro. Judge Tijerina congratulated Mr. Dennis Nixon for being honored by the South Texas Bankers Foundation. He sent his thoughts and prayers to the family of the victims of the earthquake in Nepal. Judge Tierina sent out his heartfelt condolences to the family of all those who lost loved ones this passed couple of weeks. He congratulated Dr. Cecilia for having the Civic Center Pool named on her behalf.

Cmr. Canales congratulated Sandra Cavazos from the Imaginarium for all their donations to the Ladrillito Activity Center.

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.**

Jesus M. Sanchez

Mr. Sanchez thanked the Commissioners Court for everything they've done for the colonias but expressed his concerns in regards to some existing issues.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

Honorable Tano E. Tijerina, Webb County Judge

7. **Discussion and possible action to authorize the purchasing agent to solicit Request for Proposals (RFP's) to provide customer service courses to Webb County Departments; and any other matters incident thereto.**

Issue: It will be extremely expensive for each Webb County department to send their employees to out of town conferences to take customer service courses. These courses will enhance Webb County departments' ability to serve the public and assist them with any issue or concern.

Solution: By hiring a firm to come to Webb County to provide these courses to Webb County employees locally, Webb County will be saving an enormous amount of money.

Result: Webb County departments will provide excellent customer service to the public.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Administrative Services, Ms. Cynthia Mares was present to address the Commissioners Court on item #7.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

8. **Status report regarding Plan of Action that was proposed for Elections Administrator.**

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Judge Tijerina gave a status report regarding the plan of action that was proposed for the Elections Administrator, Mr. Oscar Villarreal. He stated that they would give Mr. Villarreal the plan of action by Friday.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up item #18 with item #8

Vote: 5 - 0 Motion Carried

Commissioners Court Administrator

18. **Discussion and possible action to declare an emergency for purposes of authorizing an emergency expenditure and budget transfer under §111.070 of the Texas Local Government Code. The authorization of this emergency action is justified due to an unforeseen condition and circumstance that exists within the Election Administration Department (#001-0107), whose budgeted line items for fiscal year 2014-2015 does not reflect an Overtime line item for elections expenses related to payroll. Action is requested to amend the current fiscal year budget by authorizing that an overtime line**

item be created within the elections department budgeted line items, with further action to transfer funds in an amount not to exceed \$3,500.00 from Election Expense Account #001-0107-6705 to be able to fund payroll costs associated with overtime within that department. There will be no financial impact to the overall budget as funds are available.

Issue: There are overtime expenses related to election workers that are due payment for services rendered during City of Laredo elections. The auditor's office has stated that one of the reasons payment has been denied is due to the fact that no overtime payroll line item exists within the elections department to fund this cost.

Solution: The Commissioners Court can declare and authorize that an emergency expenditure and budget transfer be made within the fiscal year to address an unusual and unforeseen condition that could not have been included in the original budget.

Result: Authorizing this emergency expenditure and budget transfer will ensure that all election workers receive full payment for their services rendered during the elections process.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Commissioners Court Executive Administrator, Mr. Leroy Medford and Elections Administrator, Mr. Oscar Villarreal were both present to address the Commissioners Court on item #18.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales

Vote: 5 - 0 Motion Carried

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

9. **Discussion and possible action to reinstate the Scoring Committee procedure for selection of bidders for professional, construction and other contract work solicited by Webb County and matters incident thereto which may include the selection and designation of committee composition.**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to table item #9

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 4 Jaime Alberto Canales (OUT OF THE COURTROOM)

10. **Discussion and possible action to request the County Attorney's Office review and revise the contract for rental of the Mirando City Community Center to include reconsideration of rental amount, deposit amount, security officer requirements, and any other terms the Commissioners Court or legal counsel may suggest.**

Issue: The rental contract for the Mirando City Community Center has not been revised or reviewed in probably over 20 years.

Solution: The contract for rental of this center should be reviewed and revised with a consideration of new terms including, but not limited to, rental amount, deposit amount and provisions for providing of security services in those situations where those services may be required.

Result: A new and revised rental contract for this center should be instituted to meet

the current needs of the county, the center and the community of users.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ray Rodriguez was present to address the Commissioners Court on item #10.

No action taken.

- 11. Discussion and possible action to create and appoint a committee to develop a Three-year plan to do away with the deficit created by the Webb County Water utility department; and any other matters incident thereto.**

Issue: The operation of the Webb County Water Utility Dept. yearly results in a deficit which must be covered by the general fund.

Solution: A committee should be created to tackle and implement a solution with a suggested three-year plan to eliminate this deficit and its resultant drain on the general fund.

Result: A committee of individuals from Webb County staff or otherwise should create, suggest and implement a plan for the Commissioners Court to follow to make this department and the utility it operates self-sustaining.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

County Auditor, Mr. Leo Flores and County Engineer, Mr. Luis Perez Garcia were both present to address the Commissioners Court on item #11.

Judge Tijerina stated that he would get the names for the committee.

- 12. Status update and possible action on requested audit of Precinct 1 facilities and offices to have been conducted by Purchasing Department as requested on November 24, 2014.**

Issue: It has been Five (5) months since an audit was requested of all Precinct 1 facilities and offices and to date no report or response has been received.

Solution: A report and results of this audit request should be submitted to the Commissioners Court and the Precinct 1 Commissioner who requested this audit. A response to a further request for all capital outlay expenditures and documentation of such was also requested by Commissioner of Precinct 1 and a response to this request should also be given.

Result: Significant taxpayer funds used for capital outlay in Precinct 1 should be accounted for.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno gave a status update regarding the requested audit of Precinct 1 facilities.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up item #33

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to bring up item #15 with item #33

Vote: 5 - 0 Motion Carried

Honorable Oscar Hale, 406th District Court Judge

- 33. Discussion and possible action to adjust the compensation for the Court Coordinator of the 406th District Court, Slot #0801, in accordance with Government Code §74.104(a); or in the alternative, to authorize the county attorney's office to request an Attorney General Opinion specifically related to the issue of county policy and salaries for court coordinator personnel; and any other matters incident thereto. [Agenda item amended by Pre- Agenda Committee]**

Issue: The Webb County Human Resources department has refused to honor the appropriate compensation for Slot #0801 and has reduced the amount of compensation for new employee by almost \$20,000.00.

Solution: Adjust the compensation for the new employee at Slot #0801 to be in conformity with the compensation determined by the district judges and previously approved by the Commissioners Court on September 22, 2014.

Result: Webb County will be in compliance with Government Code §74.104(a).

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

406th District Court Judge Oscar J. Hale, Jr., County Attorney, Mr. Marco Montemayor, and County Attorney's Office, Mr. Jorge Trevino were all present to address the Commissioners Court on item #33.

Motion by Commissioner, Pct. 1 Frank Sciaraffa to leave the salary at \$57,860

Motion dies for lack of second.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to pay as according to the Condrey Plan and ask them to solicit an A.G. opinion

Vote: 4 - 1 Motion Carried

NAY: Commissioner, Pct. 1 Frank Sciaraffa

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

- 15. Discussion and possible action to form a county appeals review committee to assess certain compensation scenarios relevant to the current wage and pay classification scale and make recommendations to the court; and any other matters incident thereto.**

Issue: The commissioners court adopted a county wage and classification scale which took effect on October 1, 2014. Since then, several compensation scenarios have been presented to administrative services for resolution through policy or otherwise.

Solution: Discussion about whether an appeals committee can help resolve these matters on a case by case basis.

Result: To have a wage and pay scale that effectively addresses all county compensation issues.

No action taken.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up item #14

Vote: 5 - 0 Motion Carried

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

- 14. Presentation by Jesus Segovia of the Laredo Veterans Coalition and Abraham Rodriguez with the American Legion Post 59, regarding a request for the county to assist with funds in an amount not to exceed \$8,500 for the purchase and installation of a columbarium at the catholic cemetery for the respectful and public storage of veterans remains when crematory services are requested; with discussion and possible action to approve funds for this purpose; and any other matters incident thereto. [Funding source to be determined]**

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Laredo Veterans Coalition representative, Mr. Jesus Segovia and American Legion Post 59 representative, Mr. Abraham Rodriguez were both present to address the Commissioners Court on item #14.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to provide the monies that they are requesting from fund 7003 Indigent Burial while we get more information on the cemetery block

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to move up item #16

Vote: 5 - 0 Motion Carried

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

- 16. Discussion and possible action to proclaim the month of May 2015 as "Hero Salute Month" in Webb County, Texas, recognizing all Webb County veterans, members of the United States armed forces and their families.**

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Judge Tijerina read the proclamation declaring the month of May 2015 as "Hero Salute Month" in Webb County, Texas.

Comr. Canales announced that the Hero Salute Luncheon would be held on May 27 and the Legal Assistance Program would be held on May 16, 2015. He invited Mr. Barry Bernier to approach the podium and say some words.

Mr. Bernier thanked the Commissioners Court for all their support in all veteran related events.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up items #41 and #42

Vote: 5 - 0 Motion Carried

Administrative Services

41. **Discussion and possible action to accept a Prescription Drug Rebate check from Texas Association of Counties in the amount of Fifty-Two Thousand Five Hundred Four Dollars and Thirteen Cents (\$52,504.13) and an additional One Thousand Four Hundred Ninety-Eight Dollars and Fifty-Four cents (\$1,498.54) for 2014 Subrogation Recoveries. The Total amount of Check Number 0901 is Fifty-Four Thousand Two Dollars and Sixty-Seven Cents (\$54,002.67) to be deposited in Account Number #54471 (Employee Health Insurance Prescription Rebate).**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

Vote: 3 - 0 Motion Carried

Other: Commissioner, Pct. 2 Rosaura "Wawi" Tijerina (OUT OF THE COURTROOM)
Commissioner, Pct. 4 Jaime Alberto Canales (OUT OF THE COURTROOM)

42. **Discussion and possible action to enter into a program agreement with the Texas Association of Counties and Employee Benefit Pool to compile a reporting requirements to the Internal Revenue, beginning January, 2015 for calendar year 2015 not to exceed Two Thousand Three Hundred Eighty Dollars (\$2,380.00). [Account #001-816-0105-6022 (Professional Services)]**

Issue: The Affordable Care Act (ACA) requires reporting pursuant to Internal Revenue Code Sections 6055 and 6056 beginning January 2015 for calendar year 2015. This reporting will consist of forms which must be provided both to employees and the IRS. The information provided will be used to determine: 1) whether individuals are subject to fines under the ACA individual mandate; 2) whether individuals are eligible for a federal premium subsidy or tax credit; and 3) whether employers are subject to penalties under the Affordable Care Act (ACA) employer mandate.

Solution: The Texas Association of Counties Health and Employee Benefits Pool (TAC HEBP) is offering the Affordable Care Act Reporting and Tracking Service (ARTS) which will enable you to produce your section 6055/6056 forms. ARTS will also provide measurement period tracking for 2016 and beyond, as well as affordability testing for groups who require employee contributions toward the cost of their own health coverage.

Result: Effective and Efficient compliance with IRS Rules and Regulations of Full Time and Part Time employees.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Employee Benefit Consultant, Mr. Roger Garza and Administrative Services Director, Ms. Cynthia Mares were both present to address the Commissioners Court on item #42.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up items #31 and #32

Vote: 5 - 0 Motion Carried

Honorable Isidro Alaniz, District Attorney

31. Discussion and possible action to accept and approve the transfer of a 2007 Jeep Commander VIN #1J8HG48P77C654602 from the U.S. Department of Homeland Security to the District Attorney's Office and to further approve the transfer of that vehicle to the 406th District Court; and any other matters incident thereto, including but not limited to adding the vehicle to Webb County's vehicle inventory and obtaining insurance coverage for same.

Issue: The United States Homeland Security has made this forfeited vehicle available to the District Attorney's Office and the 406th Adult Drug Court Veterans Assistance Program has demonstrated a need for such a vehicle.

Solution: Commissioners Court should accept the vehicle from DHS and add it to Webb County's Vehicle Inventory.

Result: The 406th District Court will obtain a vehicle for the Adult Drug Court Veterans Assistance Program.

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

From:	001-1100-5601	Administrative Travel	\$29
	001-1100-6004-2	Cell Phone Cost	\$2,000
	001-1100-6007	Dues & Memberships	\$500
	001-1100-6022	Professional Services	<u>\$4,000</u>
			\$6,529
To:	001-1100-6205	Materials & Supplies	\$2,729
	001-1100-6402	Repairs & Maint. - Equip.	\$2,000
	001-1100-6403	Repairs & Maint.- Vehicle	<u>\$1,800</u>
			\$6,529

Issue: The following accounts: Materials & Supplies, Repairs & Maintenance Equipment, Repairs & Maintenance Vehicle need funds to cover future expenditures that are forecasted for the remainder of the fiscal year.

Solution: The line item transfer will help the accounts not reach a deficit.

Result: The transfer of funds will cover future expenditures for the remainder of the fiscal year.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

District Attorney, Mr. Isidro Alaniz and Veteran Service Office, Mr. Sergio Hernandez were both present to address the Commissioners Court on items #31 and #32.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve items #31 and #32

Vote: 5 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to bring up item #51

Vote: 5 - 0 Motion Carried

Public Defender

51. Discussion and possible action to approve the filling of Slots #269 and #2086 and the remaining vacant slots subject to the availability of payroll funds. These slots will be filled from within the department; adhering to any and all Civil Service Rules and Regulations (internal postings), as well as any and all Wage Plan Policies. These promotions will result in a vacant Slot for an Assistant Public Defender and a Legal Assistant which will be posted within the County or general public (following Civil Service Rules and any Wage Plan Policies).

<u>Slot</u>	<u>Title</u>	<u>Salary</u>
269	Operations Officer	\$44,535.17 19/A
2086	Assistant Public Defender II	\$81,683.23 23 T/V

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to bring up item #15

Vote: 5 - 0 Motion Carried

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

15. Discussion and possible action to form a county appeals review committee to assess certain compensation scenarios relevant to the current wage and pay classification scale and make recommendations to the court; and any other matters incident thereto.

Issue: The commissioners court adopted a county wage and classification scale which took effect on October 1, 2014. Since then, several compensation scenarios have been presented to administrative services for resolution through policy or otherwise.

Solution: Discussion about whether an appeals committee can help resolve these matters on a case by case basis.

Result: To have a wage and pay scale that effectively addresses all county compensation issues.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Administrative Services Director, Ms. Cynthia Mares, Tax Assessor Collector, Ms. Patricia Barrera, and County Engineer, Mr. Luis Perez Garcia were all present to address the Commissioners Court on item #15.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to form a committee, lasting six months, composed of each Commissioner's and County Judge's appointees and have them listen to issues having to do with compensation and bring it to the court based on a recommendation by the committee, have the committee decide whether they want to appoint within seven days and refer the names to Ms. Mares, have her create the rules and have the rules brought back to the court for acceptance

Vote: 2 - 3 Motion Failed

NAY: County Judge Tano E. Tijerina
Commissioner, Pct. 2 Rosaura "Wawi" Tijerina
Commissioner, Pct. 3 John C. Galo

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to require any appeals process to be co-sponsored by two members of the Commissioners Court before it is placed on the agenda

Vote: 5 - 0 Motion Carried

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

13. **Discussion and possible action to approve the donation of a 2002 Ford Econoline 15 Passenger Van from the Larga Vista Community Center, Department #6103, to Texas A&M Colonias Program, effective April 28, 2015.**

- Unit #04-15 – 2002 Ford E-150 15 Passenger Van
- VIN #1FBSS31L92HA62390
- Mileage - 147,238 (Last recorded 04/22/15)

Issue: Due to the leasing agreement with Enterprise Fleet Management, Larga Vista Community Center was one of the departments that received a new leased 15 Passenger Van. Larga Vista also received Unit #3900, a 2006 Ford E-150, from Sheriff Martin Cuellar. This new leasing agreement allows us to discard an older vehicle once we receive the newer replacement.

Solution: Texas A&M Colonias Program has requested we donate the discarded 2002 Ford E-150 Van (Unit #04-15) for use in their program. Originally, this vehicle was donated to Webb County by the Colonias program and now that we are no longer in need of it; they would like to have it donated back to their program. They would take full responsibility of Van (Maintenance, gas, insurance).

Result: By donating Unit #04-15, the Texas A&M Colonias Program will be able to provide transportation throughout Webb County.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Judge Tijerina stated that the Commissioners Court would be taking a recess for lunch until 2:00 p.m.

(Recess 12:59 - 2:01 p.m.)

Commissioners Court Administrator

17. **Discussion and possible action to authorize the purchasing agent to solicit Request for Qualifications (RFQ's) for architectural or consulting services for the re-design of the Casa Blanca golf course property taking into account the forthcoming Texas Department of Transportation (Tx-Dot) Loop 20 extension project which will cause the relocation of several greens and tee boxes; and any other matters incident thereto. [Requested by Pre Agenda Committee]**

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Commissioners Court Executive Administrator, Mr. Leroy Medford, County Engineer, Mr. Luis Perez Garcia, and Casa Blanca Gulf Course Director, Mr. Rudy Gonzalez were all present to address the Commissioners Court on item #17.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales

Vote: 5 - 0 Motion Carried

Honorable Marco Montemayor, County Attorney

19. **Discussion and possible action to amend an existing Service Agreement contract with West Publishing Corporation D/B/A West Government Services to increase the amount of users from One (1) to Four (4) licenses for Thirty-Six (36) months for the Consolidated Lead Evaluation and Reporting Services (CLEAR) for investigative purposes at a monthly charge not to exceed TWO HUNDRED SEVENTY-ONE DOLLARS AND TWENTY CENTS (\$271.20), to be adjusted after each succeeding 12 month term at a rate not to exceed Five (5%) Percent over the charges for the preceding 12 month term, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Nancy Cadena, Webb County Indigent Health Care Director; Account #001- 4101-6022 (Professional Services)]**

Issue: The Indigent Health Care Services Department utilizes this online software program to obtain investigative reports on program applicants to verify possible assets/resources and residency. This software program is also used to find relatives of unclaimed pauper decedents. The IHC Department is currently limited with only one licensed user which may delay the approval process for the indigent clients.

Solution: By increasing the number of licensed users, additional staff members will have access to conduct searches in a more efficient and effective manner that will expedite the investigative process.

Result: With the adequate access to this online resource, IHC caseworkers will be able to make a more prompt eligibility determination for the program applicants. Please note that the IHC department was able to negotiate at a 40% discount rate of \$271.20/mo. for Four (4) users at a cost of \$67.80 per user versus \$133.88 for One (1) user which is the current payment rate.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

20. **Discussion and possible action to approve an agreement between Juvenile Justice Center a department of Webb County, and Southwest Key Programs, Inc. Southwest Key Program will provide services for "Prevention and Early Intervention Services" for status offenders. The Juvenile Justice Department will determine who receives services. The program will target incorrigible, truant and runaway behavior for ages 11-15. The agreement will be effective for One (1) year beginning on April 1, 2015, the Department will pay a flat monthly rate of \$7,469.16 and will renew each year if budget allows 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 #157-1301-6723-1]**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

21. **Discussion and possible action to approve a Resolution that Webb County agrees to implement a policy that will provide job training, employment and contracting opportunities in accordance with 12 U.S.C. 1701u, for Section 3 residents and Section 3 businesses. This is a prerequisite to receiving Texas Department of Agriculture grants and authorizing the County Judge to execute all relevant documents.**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

22. **Discussion and possible action to approve a policy dealing with the use of excessive force, the policy prohibits the use of excessive force by law enforcement agencies within its jurisdiction against individuals engaged in nonviolent civil rights demonstration. This is a prerequisite to receiving Texas Department Agriculture grants and authorizing the County Judge to execute all relevant documents.**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

23. **Discussion and possible action to approve an agreement between Webb County Early Head Start Child Care Partnership and Dr. Miroslava Vargas DBA, Education Center for One (1) year (June 1, 2015 thru May 31, 2016). Education Center will set up Five (5) classrooms and provide service to Forty (40) Early Head Start children. Webb County Early Head Start Child Care Partnership agrees to compensate Education Center \$139,456.00 for reimbursement for teacher salaries and a monthly amount not to exceed \$400.00 for utility bills and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director, Account #918-4207-7037-2]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

24. **Discussion and possible action to authorize the County Attorney's office to approve an Inter Local Agreement between Webb County and Webb Consolidated Independent School District (WCISD) for the construction of a community and educational training building located in or around Bruni, Texas, to be paid from funds contributed by Whitetail Wind Energy to the County in the amount of \$300,000 for this purpose. Webb County will assist WCISD by administering the funding for this project and will provide oversight necessary to ensure that the available funds are used for this specific project.**

Discussion on file at the Webb County Clerks' Office April 27, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ramon Villafranca was present to address the Commissioners Court on item #24.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

25. **Discussion and possible action to approve a nonfinancial cooperative agreement between Webb County Head Start and South Texas Workforce Solutions, Child Care Services. The goal is to provide services to guide, aid and strengthen families. The agreement will be for Five (5) years beginning April 1, 2015 and ending August 31, 2020 and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Aliza Oliveros, Webb County Head Start Director]**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

26. **Discussion and possible action to approve an agreement between Webb County Early Head Start Child Care Partnership and Kristina Renee Gonzalez DBA, Crayon Company for One (1) year (June 1, 2015 thru May 31, 2016). Crayon Company will set up Four (4) classrooms and provide service to Thirty-Two (32) Early Head Start children. Webb County Early Head Start Child Care Partnership agrees to compensate Crayon Company \$106,808.00 for reimbursement for teacher salaries and a monthly amount not to exceed \$400.00 for utility bills and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Head Start Program Director; Account #918-4207-7037]**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

27. **Discussion and possible action to enter into a rural transportation federal fund agreement (No. 512XXF7144) with the State of Texas, acting through the Texas Department of Transportation, wherein Webb County accepts a grant amount not to exceed TWO HUNDRED FIFTY-NINE THOUSAND TWO HUNDRED NINE DOLLARS (\$259,209.00) for the El Aguila Rural Transportation Program and authorizing the Webb County Judge to execute all relevant documents. [Requested by Juan Vargas, Community Action Agency/Economic Development Director]**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

28. **Discussion and possible action to enter into a Thirty-Six (36) month (April 27, 2015 thru April 26, 2018) Fair Market Value Lease Agreement between Toshiba Business Solutions and Webb County for Head Start for a Toshiba Digital Copier E-Studio 857 and E-Studio 6570CT at a cost of Seven Hundred Nine Dollars and Five Cents (\$709.05) per month for a total amount of Twenty-Five Thousand Five Hundred Twenty-Five Dollars and Eighty Cents (\$25,525.80) over the term of the agreement, pursuant to Texas Local Government Code, Subchapter F., Cooperative Purchasing Program; Sections 721.101 and 271.102, DIR-SDD Contract No. 1686, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Head Start Director; Account #903-4207-6014]**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

29. Discussion and possible action to enter into a Thirty-Six (36) month (April 27, 2015 thru April 26, 2018) Maintenance Agreement between Toshiba Business Solutions and Webb County for Head Start for a Toshiba E-Studio 857 at a quarterly cost of \$0.0046, excess per unit charge for black copies, and a Toshiba E-Studio 6570CT at a quarterly cost of \$ 0.006, excess per unit charge for black copies and \$0.0325, excess per unit charge for color copies, 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 #903-4207-6402]

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina
Vote: 5 - 0 Motion Carried

30. Discussion and possible action to authorize Webb County, as Trustee for Webb County School Lands to grant a permit to MicroSeismic, Inc., (M.S.I.), to conduct geophysical survey operations (2-D Type) together with right of ingress and egress across the mineral (oil & gas) interests owned by Webb County School Lands, located on Texas State Hwy. 83 North in N.W. Webb County, also known as Prospect Lewis Energy-Owen, Permit No. 101.

Issue: The purposes of the survey are the acquire 2D seismic data for research purposes in development of a new imagining technique and are non-commercial in nature.

Solution: Increase oil and gas production from the Webb County School Lands

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

Honorable Oscar Hale, 406th District Court Judge

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

From:	001-1050-6031	Capital Murder	\$1,500
To:	001-1050-6950	Investigation Expenditure	\$1,500

Issue: The funds allocated to this account have been exhausted.

Solution: Transfer the amount of \$1,500.00 to cover expenditures incurred during the remainder of the fiscal year.

Result: Any invoices received during the remainder of the fiscal year will be paid.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

Honorable Rudy Rodriguez, Constable Pct. 1

35. Discussion and possible action to approve the submission of a grant application to the Texas Department of Transportation (TxDot) for the 2015 "Click it or Ticket Campaign"; and designating the Webb County Judge as the authorized official in all matters related to this grant; and any other matters incident thereto. This grant does not require any type of match; there is no impact to the budget.

Issue: Texas law requires drivers and passengers in a vehicle to be secured by a safety belt. Yet any drivers and passengers do not abide by the law.

Solution: The Webb County Constable Pct. 1 seeks funds to aggressively enforce seatbelt law in Webb County.

Result: Funds received will help with the enforcement of seatbelt laws in Webb County.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Constable Pct. 1 Deputy Chief, Mr. Gerardo Rendon was present to address the Commissioners Court on item #35.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

Honorable Martin Cuellar, Sheriff

36. Discussion and possible action to approve a lease amendment to Article 29 (Holding Over) clause between Mouse Properties Holdings, LTD and Webb County for lease premises known as 919 Washington Street by removing the 1 1/2 times holding over rate and adding a fixed rate of \$4,000.00 per month to terminate May 31, 2016 and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Accounts #343-2001-6012 and #178-2001-6012]

Issue: Currently the Webb County Sheriff's Office Financial Special Investigation Group (FSIG) is housed at the above mentioned location. The lease agreement with Mouse properties is terminating May 30, 2015 with no additional options to extend. The Landlord has agreed to amend the holding over rate so it can meet the FSIG task force remaining rental budget.

Solution: In order to not interrupt ongoing financial investigations and the mission and goals of the SW Border Anti-Money Laundering Alliance; the Sheriff's Office is recommending that a amendment be approved so the holding over rate is affordable to Task force and avoid having to relocate task force staff, equipment, communication and other services currently in place.

Result: The approval of this lease amendment will satisfy grant budget limitations and minimize the interruption of ongoing FSIG operations.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

37. Discussion and possible action to approve the submission of a grant application in conjunction with the City of Laredo Police Department, Constable Pct. 1, Constable Pct. 2, Constable Pct. 3, and Constable Pct. 4 to the Texas Homeland Security State Administrative Agency (THSSAA) for a Fiscal Year 2015 Operation Stonegarden (OPSG) for overtime, applicable fringe benefits, equipment, mileage, and operational costs related to homeland security border operations; and authorizing the Webb County Judge to execute all relevant documents related to this grant; and any other matters incident thereto. This grant does not require any type of match.

Issue: Complex and dynamic law enforcement challenges exist in the Southwest border area of the United States, including Laredo/Webb County. For example, transnational criminals seek to exploit existing law enforcement jurisdictional boundaries by conducting their illegal enterprises across traditional jurisdictional divisions. The 2014 Texas Gang Threat Assessment expounds, “Gang activity remains widespread throughout all regions of Texas...Gang activity is also prevalent in the Texas counties adjacent to Mexico and along the key smuggling corridors, since Texas-based gangs are used for cross-border smuggling and trafficking in the state. Many transnational gangs operating in Texas....engage in criminal activity in Mexico as well as in Texas and elsewhere” (Texas Department of Public Safety April 2014).

Solution: Grant application: (1) to ensure first responders are equipped with enhanced tools/equipment/resources needed to confront well-funded criminal organizations and (2) for the coordination of law enforcement efforts between various local and federal law enforcement agencies.

Result: Enhanced capabilities of local law enforcement responders; further coordination of response across local and federal jurisdictions.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Sheriff's Office, Mr. Joe Lopez and Mr. Wayo Ruiz were both present to address the Commissioners Court on item #37.

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

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

From:	001-2001-6402	Repairs & Maint. - Equip.	\$5,000
	001-2061-5003-C	Overtime Nurses	<u>\$16,000</u>
			\$21,000
To:	001-2001-6401	Repairs & Maint. - Building	\$5,000
	001-2060-6022	Professional Services	\$3,000
	001-2060-6022-1	Pre/Post Employee Tests	\$3,000
	001-2060-6401	Repairs & Maint.- Building	<u>\$10,000</u>
			\$21,000

Issue: Effective fiscal year 2014 all building maintenance accounts were cut approximately 50% or more. Sheriff's building repairs and maintenance historical expenditures exceed current adopted budget in this expense category. During the Fiscal Year 2014-2015 Public budget hearing on September 22, 2014, the Court motioned to cut 2% on all operating accounts to exclude contractual accounts. Contractual Services budget for Dentist and Mental Health Physician was cut by \$3,000. Lastly, pre/post employment tests require additional funds to support the Sheriff's

Office random drug testing, new employment testing for peace officers/jailers and additional fingerprinting fees to update training files.

Solution: Transfer funding from other accounts to cover shortfalls due to cuts and unanticipated expenditures.

Result: Approval of transfer will avoid future deficits within these operational accounts.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

- 39. Discussion and possible action to approve the submission of a proposed budget summary for payroll and related fringe benefits for Two (2) High Intensity Drug Trafficking Area (HIDTA) Investigator positions assigned to the Laredo Police Department Task Force in the amount of \$136,744.19 for the performance period effective January 1, 2016 through December 31, 2016; no cash match is required. [Account #295-2001-3501 (Grant Revenue)]**

Issue: HIDTA is a multi-agency task force that continues to gather intelligence and disrupts the illicit flow of narcotics and money laundering activities along the South Texas Border region. South Texas HITDA is an alliance of over 57 federal, state and local law enforcement agencies working together to combat drug trafficking and related crimes.

Solution: For the Webb County Sheriff's Office to continue supporting HIDTA by employing grant funded investigators and continue corroborating with other law enforcement agencies to push forward the mission and goals of the South Texas HIDTA task force.

Result: The Webb County Sheriff's Office will continue to employ two (2) HIDTA funded investigators who will actively participate and help the task force fight against the continued flow of illicit drugs and related crime within the South Texas region.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Honorable Patricia A. Barrera, Tax-Assessor- Collector

- 40. Discussion and possible action to approve a refund in the amount of \$34,993.97 to Laredo Texas Hospital Co. LP, Account #92610021011, as per Supplement 8 Certified 2014, Adjust value per Judgment Cause #2013CV8001579-D1 for tax year 2013.**

Issue: The aforementioned account was adjusted by the Webb County Appraisal District due to a correction in the value of the property pursuant to the court's final determination in Judgment Cause #2013CV801579-D1. This adjustment resulted in an over-payment with Check #322532 issued by Laredo Texas Hospital Co LP.

Solution: Refund said amount to Laredo Texas Hospital Co LP for the over-payment.

Result: The monies will be reimbursed to the appropriate taxpayer.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

Administrative Services

43. **Discussion and possible action to approve the recommended modifications to the Wage Plan Policies, as they relate to Promotions, Demotions, and Transfers; and any other matters incident thereto.**

Issue: The Policies of Wage Plan Promotions, Demotions, Transfers, were presented to the Court at the April 13th meeting. Discussion was held as to the current language, and what the intent of the court would be, in the implementation and application of said policies.

Solution: Modify/clarify the language, to properly reflect how the procedures will work, and to accurately reflect the intent of the court insofar as the execution of these policies.

Result: Efficiency and elimination of errors when departments and elected officials finalize their employee Personnel Worksheets. Allows for transparency and accuracy.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Administrative Services Director, Ms. Cynthia Mares was present to address the Commissioners Court on item #43.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo to approve the plan as is, they shall all begin at Step A if they are under Civil Service Rules

Vote: 5 - 0 Motion Carried

El Cenizo Community Center

44. **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:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2340	Center Aide	\$11.84-\$12.44 7/A-E

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Engineer

45. **Discussion and possible action to approve the closeout and acceptance of the final payment for the Roof Replacement Project at the Community Supervision & Corrections Department/Police Athletic League (C.S.C.D./PAL), on Hwy 83 S, to A-LERT Roof Systems, in the amount of \$72,943.00 (Purchase Order #15-0003182). [Account #742-8001-8801-12]**

Issue: Roof had to be replaced due to age and past problems with leaks.

Solution: Company was contracted to replace 14,000 sq. ft. of roof.

Result: Replacement of roof will protect building from water leaks.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia and County Auditor, Mr. Leo Flores were both present to address the Commissioners Court on item #45.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

- 46. Discussion and possible action to approve the posting and filling of the following Slot #1532 for the Utilities Department, subject to the availability of payroll funds and any applicable Civil Service guidelines.**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1532	Operator I	\$15.15 - \$15.93 12/A-E

Issue: Employee resigned effective April 22, 2015.

Solution: Fill job opening of newly vacated position.

Result: The filling of this position will alleviate overload created by vacancy and allow for efficiency, effectiveness and production of work within the department to better serve the needs of our customers the residents of Rio Bravo and El Cenizo.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to table item #46

Vote: 5 - 0 Motion Carried

Fire Suppression & EMS Services

- 47. Discussion and possible action to approve additional funding in an amount not to exceed Two Million (\$2,000,000.00) Dollars for the completion of the Webb County Fire station; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Fire & EMS Chief, Mr. Rick Rangel, County Auditor, Mr. Leo Flores, and Hickey Pena Architects, Mr. Mario Pena were all present to address the Commissioners Court on item #47.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to table item #47

Vote: 5 - 0 Motion Carried

Fred & Anita Bruni Community Center

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

From:	001-6104-6204	Fuel & Lube	\$400
To:	001-6104-6402	Repairs & Maint. Equip.	\$400

Issue: Our department gets \$2000 for Repair & Maint. Equipment. The yearly contract for the copy machine is \$2195.

Solution: To be able to cover the copy machine contract

Result: Pay full amount to RICOH for copy machine contract.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Larga Vista Community Center

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

From:	001-6103-6219-2	Goods For Public Events	\$600
To:	001-6103-6502	Janitorial Supplies	\$300
	001-6103-6401	Repair & Maint. Building	<u>\$300</u>
			\$600

Issue: We have exhausted the majority of funds in the listed accounts. Janitorial Supplies budgeted: \$500.00 we currently have \$63.76 in the account and the amount after the transfer would be \$363.76 & Repairs & Maintenance of Building budgeted: \$2,000.00 and the accounts that are paid are as follows: Trashco, Orkin, and fire and building alarms. We currently have \$110.50 in the account. The Larga Vista Park is in need of painting the basketball courts and the supplies needed amount to \$208.72. The total amount after the transfer would be: \$319.22

Solution: The line item transfer would help purchase janitorial supplies for the remainder of the year and also help purchase the materials needed to paint the basketball courts at the Larga Vista Park.

Result: To continue to set the standard for high quality assistance.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Planning

50. Discussion and possible action to issue a "Certificate of Compliance with Plat Requirements" to authorize an electrical service connection pursuant to Section 232.028(c)(2), Local Government Code., to an unplatted 1.0 acre tract, more or less, out of and part of Tract 15, Ranchitos Las Lomas, Phase I Subdivision, as further described in Vol. 1135, Pgs. 754-755 of the Webb County Deed Records. (ID 3909)

Issue: Item is a regulatory compliance issue regarding real property development provisions of state law and local regulations with particular emphasis on the Model Subdivision Rules enacted for residential subdivisions. Commissioners Court must certify to certain property conditions before utility service connections may be authorized.

Solution: As reflected in agenda backup, staff has verified compliance matters and recommends the Court's approval of this certificate.

Result: If approved, applicant may connect property to electrical services. If not approved, electrical connection to property is prohibited.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo

Vote: 5 - 0 Motion Carried

Purchasing

52. Discussion and possible action to award the following annual contracts:

- Bid 2016-01 Annual contract for fuel to Arguindegui Oil Co.**
- Bid 2016-02 Annual contract for lubricants to Arguindegui Oil Co.**
- Bid 2016-04 Annual contract for emulsion to Anderson Columbia**
- Bid 2016-06 Annual contract for motor vehicle batteries to Fleet Pride (Primary), Gonzalez Auto Parts & Arnold Oil Co.(Secondary)**
- Bid 2016-07 Annual contract for heavy equipment parts to RDO Equipment (Primary), Holt Texas Ltd. (Secondary)**
- Bid 2016-08 Annual contract for wheel alignment and balancing services to Triple Tread Tire (Primary), HHR Tire Center (Secondary)**
- Bid 2016-09 Annual contract for muffler replacements to Laredo Muffler Shop**

Issue: Contracts listed above are on an extension period and will expire on September 30, 2015

Solution: Re-solicit bids for these contracts

Result: Purchasing efficiency and compliance of the law.

53. Discussion and possible action to authorize the Purchasing Agent to solicit bids of the following annual contracts:

- Bid 2016-10 Annual contract for Bread**
- Bid 2016-12 Annual contract for Milk**
- Bid 2016-14 Annual contract for Janitorial Supplies**
- Bid 2016-18 Annual contract for Pest Control**

Issue: The contracts listed above will expire September 30, 2015. We need to have a new contract in place by October 1, 2015 to make purchasing process a little more efficient for Webb County Departments.

Solution: Re-solicit bids for these contracts

Result: Compliance of the Law

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo to approve items #52 and #53

Vote: 5 - 0 Motion Carried

54. Discussion and possible action to purchase Two (2) 2015 Dodge Chargers for Constable Pct. 2 from Defender Supply, pursuant to Sections 271.101 and 271.102 Subchapter F. Cooperative Purchasing Program, State of Texas Contract #071-A1 in the amount of \$78,675.50. [Requested by Mike Villarreal, Constable Pct. 2; Account #344-2503-8801 (Stonegarden funds)]

Issue: Constable Pct. 2 was approved to purchase Two (2) vehicles from Stonegarden grant awarded on Commissioners Court on February 9, 2015.

Solution: Stonegarden equipment to help the law enforcement between various local and federal law enforcement agencies.

Result: Vehicles are to be used to enhance local law enforcement.

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

From:	001-0600-6224	Minor Tools & Apparatus	\$1,000
To:	001-0600-6402	Repairs & Maintenance	\$1,000

Issue: The transfer is to cover for the fiscal year on maintenance of equipment it varies per month due to usage charges.

Solution: Purchase orders are issue per fiscal year.

Result: The preventive maintenance helps to maintain equipment to last longer.

56. Discussion and possible action to authorize the Purchasing Agent to solicit bids for the following contract:

Bid 2015-80 - 6 month contract for Paper, Toner, & Ink Cartridges

Issue: Current contract expired April 14, 2015

Solution: Solicit a new contract

Result: Purchasing Efficiency, and compliance of the law.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Ms. Cecilia Moreno, Constable Pct. 2, Chief Deputy Martinez, Sheriff's Office, Mr. Joe Lopez and Mr. Wayo Ruiz were all present to address the Commissioners Court on item #54.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #54, #55, and #56

Vote: 5 - 0 Motion Carried

57. Discussion and possible action to purchase Two (2) 2014 Dodge Chargers, Two (2) Radios and Decals for Constable Pct. 4 from Laredo Chrysler Jeep, Motorola Solutions, and Quarter Mile, Inc., pursuant to Sections 271.101 and 271.102 Subchapter F. Cooperative Purchasing Program, HGAC contract #RA05-1270 in the amount of \$104,721.14. [Requested by Harold Devally, Constable Pct 4; Account #334-2502-8801 (Stonegarden fund)]

Issue: Constable Pct. 4 was approved to purchase Two (2) vehicles and radios from Stonegarden grant awarded on Commissioners court on February 9, 2015.

Solution: Stonegarden equipment is to help the law enforcement between various local and federal law enforcement agencies.

Result: Vehicles are to be used to enhance local law enforcement.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

58. **Discussion and possible action to purchase One (1) 2015 Tahoe for Fire Department from Caldwell Country Chevrolet, pursuant to Sections 271.101 and 271.102, Subchapter F. Texas Local Government Code, Cooperative Purchasing Program GGAC Contract VE11-13 in the amount of \$44,761.00. [Requested by Rick Rangel, Fire Chief; Account #311-2203-8801 (Grant fund)]**

Issue: To purchase a vehicle to be used as a Command Unit for the Webb County Volunteer Fire Department using Texas Forest Service appropriation funds for Fiscal Year 2014-2015.

Solution: Purchase a 2015 Tahoe from Caldwell Country Chevrolet in the amount of \$44,761.00. Purchase will be from a cooperative.

Result: Vehicle will be used to enhance County wide fire safety/response.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno and Fire and EMS Chief Rick Rangel were both present to address the Commissioners Court on item #58.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

59. **Status report with discussion and possible action regarding the previously awarded Request For Proposal (RFP) 2013-12 "Lease of Casa Blanca Golf Course restaurant and Bar" (awarded to Blue Chip Catering Inc.) and rebid the lease of the facility. [Requested by Leroy Medford, Commissioners Court Administrator]**

Issue: RFP 2013-12 "Lease of the Casa Blanca Golf Course restaurant and bar" was awarded on November 12, 2013. The interested party has failed to sign an agreed upon contract. Webb County has no written contract for the lease of the Casa Blanca Golf Course restaurant.

Solution: Webb County has recently renovated the Webb County Casa Blanca Golf Course Clubhouse kitchen and seeks to lease the facility to an interested vendor.

Result: The lease of the Casa Blanca Clubhouse kitchen facility will bring revenues to Webb County.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno, County Attorney's Office, Mr. Ray Rodriguez, and County Auditor, Mr. Leo Flores were all present to address the Commissioners Court on item #59.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to rescind the original award

Vote: 5 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to go out for RFPs

Vote: 5 - 0 Motion Carried

60. **Discussion and possible action to order and approve the payment of utility billings associated with the installation of Sixteen (16) Street Lights on Hwy 359, (8 in Oilton and 8 in Bruni, Texas). [Requested by Rosaura "Wawi" Tijerina, Commissioner Pct. 2; Account #001-0109-6201 (General Utility fund)]**

Issue: The installation of Sixteen (16) 250 Watt High Pressure Sodium street lights on Hwy 359 at no cost to Webb County for installation or material. The billing to these street lights to be retroactive to the date of service to have Webb County approval.

Solution: The installation of these lights will help the City of Bruni and Oilton Texas.

Result: The lights will benefit the community of City of Bruni and Oilton.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno was present to address the Commissioners Court on item #60.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

61. **Discussion and possible action to accept the disposal of 132 non-working water meters sold as salvage to Wilkinson Iron & Metal for the amount of \$352.00.**

Issue: Old non-working equipment continues to fill our grounds and remains unattended over times.

Solution: Selling non-working equipment that can be used as recycled material is necessary to keep our yards clean.

Result: Revenues for the sale go to other county needs, the grounds are better maintained, and recycling materials helps to safe guard of our natural resources.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

62. **Discussion and possible action to award Bid 2015-1 "Jail Surveillance Cameras Equipment" to Audio Dynamics, Inc. the lowest bidder in the amount of \$77,040.95. [Requested by Sheriff Martin Cuellar, Webb County Sheriff; Account #604-0101-8103 (Building Improvement fund)]**

Issue: Additional Security cameras, microphones and integration of access control system is required to supplement the existing Security system at the Webb County Jail. Due to layout of Jail facility, blind spots exist around the secured areas where inmates are incarcerated.

Solution: Adding additional surveillance cameras, microphones and compatibility with existing access control equipment will enhance overall security measures already in place by awarding to lowest qualified bidder.

Result: Awarding the scope of work to the lowest qualified bidder will provide supplemental security at the Webb County Jail by increasing the number of cameras and adding microphones for Intel gathering. Further, these additional security cameras

will help cover blind spots inside the Jail allowing for increased safety for both inmates and Correctional Officers, therefore; reducing any potential liability to Webb County.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno and County Auditor, Mr. Leo Flores were both present to address the Commissioners Court on item #62.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

63. Status report on the non-travel meals refreshments and related expenses policy and procedures with possible action.

Issue: Webb County does not have a policy for the purchase of non-travel meals, refreshments, and related expenses. Without a policy there is question about what can be purchased with certain county funds. The policy has come before the court a number of times. Initially it was sent back because it was too wordy and not simple to follow. The next time it was not approved but instead sent to the policy committee.

Solution: A policy approved by the Commissioner's Court will provide direction to the departments and to the purchasing agent when addressing requests for non-travel meals, refreshments, and related expenses.

Result: Once a policy is approved, the departments and the purchasing agent would have clear direction on what can be purchased.

Discussion on file at the Webb County Clerk's Office April 27, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno, County Auditor, Mr. Leo Flores, County Attorney's Office, Ms. Alexandra Colessides Solis, and County Attorney, Mr. Marco Montemayor were all present to address the Commissioners Court on item #63.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 3 John C. Galo to adopt the policy dated April 13, 2015 and to strike item #4; water and coffee only, not limited

Vote: 5 - 0 Motion Carried

Road & Bridge

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

From:	010-7002-6405-01	Traffic Signs	\$4,500
	010-7002-6205	Materials & Supplies	<u>\$5,000</u>
			\$9,500
To:	010-7002-6224	Minor Tools & Apparatus	\$9,500

Issue: There are insufficient funds in our Minor Tools & Apparatus account. We won't be able to pay for projected expenses. We purchased a pressure washer to replace an existing one that broke. We had originally used account #010-7002-6205 (Materials & Supplies). We received an e-mail from Auditors asking us to make a line item transfer. The remainder of the money is to make sure we have available funds in case we are

required by Auditors Department to charge Minor Tools & Apparatus account, again. Monies will also be used to purchase tools to replace old/broken tools, as needed.

Solution: Transfer funds to Minor Tools & Apparatus account.

Result: We will be able pay for future expenses and finish the Fiscal Year without any financial issues.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo

Vote: 5 - 0 Motion Carried

Veteran's Office

- 65. 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:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2836	Veterans Transp. Assist. Program Driver	\$10.00 (Full-time temp.)

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

- 66. Adjourn**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to adjourn

Vote: 5 - 0 Motion Carried