

# DRAFT

## Official Minutes for Webb County Commissioners Court Meeting

**Monday, August 10, 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 7th day of August 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**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 4 Jaime Alberto Canales (ABSENT)

**2. Pledge of Allegiance**

**3. Approval of Minutes for July 27, 2015**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 3 John C. Galo

**Vote:** 5 - 0 Motion Carried

9:02 a.m. - Cmr. Canales present.

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

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Treasurer, Ms. Delia Perales presented the Recap of Checks, Listing of five (5) Corrections sent to Auditor's, Side Listings, payments for compounded interest owed to two (2) former employees; \$83.73 and \$70.93, Retirement Payments for employees, and the ratification of payroll for August 10.

Chief Deputy Auditor, Mr. Rafael Perez was in attendance to address the Commissioners Court on the items presented by Ms. Perales.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to approve the items presented by Ms. Perales pending lists 4 and 5 of her report

**Vote:** 5 - 0 Motion Carried

Chief Deputy Auditor, Mr. Rafael Perez presented the monthly report for July 2015.

County Engineer, Mr. Luis Perez Garcia, Executive Administrator, Mr. Lalo Uribe, Administrative Services Director, Ms. Cynthia Mares, and County Attorney, Mr. Marco Montemayor were all present to address the Commissioners Court on the Auditor's monthly report.

No action taken.

5. **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.**

Captain Jose Ruiz, on behalf of Constable Harold DeVally Precinct 4  
Captain Ruiz presented the Commissioners Court with a small token as a reminder of the beginning of the school year on August 24, 2015. He also asked the Commissioners Court for their support in reminding the community of the importance of school traffic safety.

Administrative Services Director, Ms. Cynthia Mares  
Ms. Mares invited all Webb County employees to participate in the 5-AI-Dia Challenge, an activity that promotes healthy living and encourages one to eat more fruits and vegetables.

#### **COURT TO DISCUSS AND ACT ON THE FOLLOWING:**

##### **Honorable Tano E. Tijerina, Webb County Judge**

6. **Adoption of Resolution to appoint two commissioners court representatives to the South Texas Development Council for the period covering October 1, 2014 through September 30, 2015; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Judge Tijerina stated that no action would be taken.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to open item #6

**Vote:** 5 - 0 Motion Carried

6. **Adoption of Resolution to appoint two commissioners court representatives to the South Texas Development Council for the period covering October 1, 2014 through September 30, 2015; and any other matters incident thereto.**

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

**Vote:** 5 - 0 Motion Carried

7. **Discussion and possible action to schedule a fiscal year 2015-2016 budget workshop to begin preparations to finalize department budget requests; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Commissioners Court Administrator, Mr. Leroy Medford, Executive Administrator, Mr. Lalo Uribe, and Chief Deputy Auditor, Mr. Rafael Perez were all present to address the Commissioners Court on item #7.

No action taken.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up items #8, #18, #19, #37, #38, #40, #41, #42, #49, #54, #59, #63, and #65

**Vote:** 5 - 0 Motion Carried

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

|              | Acct. Number         | Acct. Name                      | Amount         | Bal.            | End Bal.       |
|--------------|----------------------|---------------------------------|----------------|-----------------|----------------|
| <b>From:</b> | <b>001-0200-6007</b> | <b>Dues &amp; Memberships</b>   | <b>\$6,500</b> | <b>\$13,705</b> | <b>\$7,205</b> |
| <b>To:</b>   | <b>001-0200-6205</b> | <b>Materials &amp; Supplies</b> | <b>\$6,500</b> | <b>\$1,473</b>  | <b>\$7,973</b> |

**Issue:** The office is in need of several items (office chairs, workstation desk, laptop, and smart board) and there is a shortage in funds to complete the purchase of these items.

**Solution:** Transferring of these funds will complete the process of these pending purchases.

**Result:** Once these items have been purchased the office will run more effectively and no longer need to borrow items from other departments.

**Commissioners Court Administrator**

18. **Discussion and possible action to approve the following line item transfers to fund payroll deficits through the end of the fiscal year for the following county departments:**

|              | Acct. Number            | Acct. Name   | Amount          | Bal.                |
|--------------|-------------------------|--|-----------------|---------------------|
| <b>From:</b> | <b>603-9501-3851-05</b> | <b>Capital Outlay</b>                                | <b>\$16,450</b> | <b>\$255,778.00</b> |
| <b>To:</b>   | <b>001-1100-5004-01</b> | <b>Longevity Pay Prosecutors (District Attorney)</b> | <b>\$4,900</b>  | <b>\$-2,385.27</b>  |
|              | <b>001-1101-5001-01</b> | <b>Longevity Pay (County Attorney)</b>               | <b>\$ 5,200</b> | <b>\$-2,095.30</b>  |
|              | <b>001-2003-5004</b>    | <b>Longevity Pay CPO (Sheriff)</b>                   | <b>\$450</b>    | <b>\$-836.38</b>    |
|              | <b>001-2060-5012</b>    | <b>Retirement Buy Back (Sheriff)</b>                 | <b>\$5,900</b>  | <b>\$-6,025.50</b>  |
|              |                         |  | <b>\$16,450</b> |                     |

19. Discussion and possible action to approve the following line item transfer required for telephone under General Operation Department - 0109 to finish the year:

|       | Acct. Number  | Acct. Name | Amount                             | Bal.         |
|-------|---------------|------------|------------------------------------|--------------|
| From: | 001-0109-6201 | Utilities  | \$45,000 (General Operating Acct.) | \$607,441.26 |
| To:   | 001-0109-6004 | Telephone  | \$45,000 (General Operating Acct.) | \$11,894.95  |

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

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

|       | Acct. Number  | Acct. Name            | Amount  | Bal.     | End Bal. |
|-------|---------------|-----------------------|---------|----------|----------|
| From: | 001-1011-6010 | Books & Subscriptions | \$2,700 | \$3,145  | \$445.00 |
| To:   | 001-1011-5005 | Part Time             | \$2,700 | \$-1,738 | \$962    |

**Issue:** There is insufficient funds in the above mentioned account to pay part time employee.

**Solution:** By transferring these funds Part-time will be paid and account will not be in deficit.

**Result:** Transfer of funds to part time line item will allow department to pay what is owed to employee.

**Honorable Martin Cuellar, Sheriff**

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

|       | Acct. Number    | Acct. Name            | Amount   | Bal.      | End Bal. |
|-------|-----------------|-----------------------|----------|-----------|----------|
| From: | 001-2001-5306   | Unemployment Tax      | \$6,605  | \$50,970  | \$44,365 |
|       | 001-2060-5306   | Unemployment Tax      | \$85,957 | \$112,444 | \$26,487 |
|       |                 |                       | \$92,562 |           |          |
| To:   | 001-2001-5012   | Retirement Buy Back   | \$6,605  | \$ \$0    | \$6,605  |
|       | 001-2060-5003-B | Overtime CBA          | \$70,346 | -\$36,328 | \$34,018 |
|       | 001-2060-5006   | Educational Incentive | \$5,000  | \$170     | \$5,170  |
|       | 001-2060-5009   | Uniform Allowance     | \$900    | \$14,200  | \$15,100 |
|       | 001-2060-5011   | Sick Leave Buy Back   | \$1,085  | -\$1,085  | \$0      |
|       | 001-2060-5012   | Retirement Buy Back   | \$6,026  | -\$6,026  | \$0      |
|       | 001-2060-6014   | Equipment Rental      | \$2,600  | \$383     | \$2,983  |
|       |                 |                       | \$92,562 |           |          |

**Issue:** Deficits in various payroll line items and shortfall under equipment rental (2060).

**Solution:** Transfer savings from Unemployment tax from both 2001 & 2060 to cover other shortfalls.

**Result:** Cover deficits and future expenditures within payroll accounts / equipment rental ending 9/30/15.

**Administrative Services**

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

|       | Acct. Number  | Acct. Name           | Amount     | Bal.         | End Bal.     |
|-------|---------------|----------------------|------------|--------------|--------------|
| From: | 001-0114-9201 | Claims Paid          | \$4,212.34 | \$118,398.45 | \$114,186.11 |
| To:   | 001-0114-6403 | Loss Control Program | \$4,212.34 | \$1,811.73   | \$6,024.07   |

Issue: The current funds are insufficient to cover the cost of needed loss control equipment (speed bump's) due to near misses and motor vehicle accidents in parking garages; both at Justice Center and Billy Hall Building.

Solution: Avoid any future accidents/mishaps from occurring.

Result: Once funds are transferred, we will be able to process the order.

Bruni Community Center

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

|       | Acct. Number    | Acct. Name                | Amount | Bal.       | End Bal. |
|-------|-----------------|---------------------------|--------|------------|----------|
| From: | 001-6108-6204   | Fuel & Lubrication        | \$300  | \$1,238.27 | \$938.27 |
|       | 001-6108-6219-2 | Goods for Public Events   | \$250  | \$310.70   | \$60.70  |
|       |                 |                           | \$550  |            |          |
| To:   | 001-6108-6403   | Repairs & Maint.-Vehicles | \$550  | \$284.87   | \$834.87 |

Issue: The Bruni Community Center van is in need of new tires. Elderly residents and kids are regularly transported in this van and it is a safety issue.

Solution: Need to purchase new tires.

Result: Bruni Community Center will be able to provide safe transportation to the community.

Casa Blanca Golf Course

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

|       | Acct. Number        | Acct. Name         | Amount  | Bal.        | End Bal.   |
|-------|---------------------|--------------------|---------|-------------|------------|
| From: | 800-6011-6780-SODS  | Sods/Seeds         | \$600   | \$600.00    | \$-0-      |
|       | 800-6011-6780-FERTI | Fertilizer         | \$5,200 | \$11,826.70 | \$6,626.70 |
|       | 800-6016-6006       | Advertising        | \$100   | \$5,010.00  | \$4,910.00 |
|       |                     |                    | \$5,900 |             |            |
| To:   | 800-6011-6224       | Minor Tools & App. | \$600   | \$170.97    | \$770.97   |
|       | 800-6011-6412-EQUIP | Equipment          | \$4,000 | \$322.26    | \$4,322.26 |
|       | 800-6011-6204       | Fuel & Lube        | \$1,200 | \$1,948.50  | \$3,148.50 |
|       | 800-6016-6007       | Dues & Membership  | \$100   | \$250.00    | \$350.00   |
|       |                     |                    | \$5,900 |             |            |

**Issue:** The following accounts need money to cover current and future expenses that are forecasted for the remainder of this fiscal year.

**Solution:** Transfer funds to cover these expenses.

**Result:** With the approval of the line item transfers, we will be allowed to continue improving the conditions of the course.

**Engineer**

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

|              | Acct. Number    | Acct. Name                | Amount   | Bal.     | End Bal. |
|--------------|-----------------|---------------------------|----------|----------|----------|
| <b>From:</b> | 8001-3001-6204  | Fuel & Lubricants         | \$12,000 | \$22,408 | \$10,408 |
|              | 801-3002-6022-8 | Professional Services-Lab | \$300    | \$1,661  | \$1,361  |
|              |                 |                           | \$12,300 |          |          |
| <b>To:</b>   | 801-3001-6011   | Training & Education      | \$5,000  | \$963    | \$5,963  |
|              | 801-3001-6022-8 | Professional Services-Lab | \$1,500  | \$2,624  | \$4,124  |
|              | 801-3004-6022-8 | Professional Services-Lab | \$5,800  | \$1,314  | \$7,114  |
|              |                 |                           | \$12,300 |          |          |

**Issue:** Current funds are insufficient to cover needed training and professional services for the remainder of the fiscal year.

**Solution:** Transfer additional funds in the accounts.

**Result:** Transfer of funds will help cover expenses for the remainder of the fiscal year.

**Extension Office**

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

|              | Acct. Number  | Acct. Name              | Amount  | Bal.       | End Bal. |
|--------------|---------------|-------------------------|---------|------------|----------|
| <b>From:</b> | 001-5001-5602 | Local Mileage           | \$2,200 | \$2,857.45 | \$657.45 |
|              | 001-5001-6224 | Minor Tools & Apparatus | \$1,200 | \$1,259    | \$59     |
|              |               |                         | \$3,400 |            |          |
| <b>To:</b>   | 001-5001-6205 | Materials & Supplies    | \$3,400 | \$570      | \$3,970  |

**Issue:** The current funds are insufficient to cover for needed office equipment and office furniture.

**Solution:** The line item transfer will cover expenses for the remainder of the fiscal year.

**Result:** This will allow our office to continue to run efficient and productive.

**Medical Examiner**

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

|              | Acct. Number  | Acct. Name                | Amount | Bal.      | End Bal.  |
|--------------|---------------|---------------------------|--------|-----------|-----------|
| <b>From:</b> | 001-2070-6403 | Repairs & Maint. Vehicles | \$400  | \$2039.13 | \$1639.13 |

|     |               |                 |       |         |          |
|-----|---------------|-----------------|-------|---------|----------|
| To: | 001-2070-6001 | Office Supplies | \$400 | \$21.40 | \$421.40 |
|-----|---------------|-----------------|-------|---------|----------|

**Issue:** The Medical examiner's office is in need of funds for office supplies.

**Solution:** The line item transfer will cover the office supplies needed.

**Result:** This will allow our office to continue to run efficient and productive.

**Purchasing**

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

|       | Acct. Number  | Acct. Name | Amount | Bal.        | End Bal.    |
|-------|---------------|------------|--------|-------------|-------------|
| From: | 001-0600-5001 | Payroll    | \$5.00 | \$83,265.25 | \$83,260.25 |
| To:   | 001-0600-5005 | Part Time  | \$5.00 | \$-4.40     | \$.60       |

**Issue:** Deficit on part time account.

**Solution:** Transfer of funds to cover the deficit.

**Result:** The part time account will be zero.

**Veteran's Office**

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

|       | Acct. Number  | Acct. Name           | Amount  | Bal.       | End Bal.   |
|-------|---------------|----------------------|---------|------------|------------|
| From: | 001-5050-6205 | Materials & Supplies | \$190   | \$477.85   | \$287.85   |
|       | 503-5050-6204 | Fuel & Lube          | \$3,500 | \$9,502.47 | \$6,002.47 |
|       |               |                      | \$3,690 |            |            |
| To:   | 001-5050-6014 | Equipment Rental     | \$190   | \$116.40   | \$306.40   |
|       | 503-5050-6205 | Materials & Supplies | \$3,500 | \$894.02   | \$4,394.02 |
|       |               |                      | \$3,690 |            |            |

**Issue:** New office equipment is required for the Veteran's Service Office. Current fax machine is no longer working properly, two portable printers/scanners and cases for easy transport are needed during mobile use when participating in veteran health/benefit fairs, and supplies are required for the advertisement of the Veteran's Service Office during veteran health/benefit fairs (i.e. brochures, pens, etc.). More funds will be required in order to pay for the rental of the Toshiba copy machine for the month of September 2015.

**Solution:** A transfer of funds from those accounts should cover expenses for the items listed.

**Result:** The office will now be able to fax VA documents to the Department of Veteran Affairs, as well as be able to be mobile and ready to advertise the services provided by the Veteran's Service Office. Payment for the month of September will be made, allowing for the Toshiba copy machine to be used for the remainder of the fiscal year.

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Commissioners Court Administrator, Mr. Leroy Medford, County Treasurer, Ms. Delia Perales, Chief Deputy Auditor, Mr. Rafael Perez, Veterans Service Office, Mr. Sergio Hernandez, and Executive Administrator, Mr. Lalo Uribe were all present to address the Commissioners Court on the line item transfers.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to approve items #8, #18, #19, #37, #38, #40, #41, #42, #49, #54, #59, #63, and #65

**Vote:** 5 - 0 Motion Carried

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

9. **Discussion and possible action to approve the appointment of a director at the El Cenizo Activity Center (Slot #2806), subject to the availability of payroll funds and adhering to any and all Wage Plan Policies, effective August 10, 2015.**

| <b><u>Slot #</u></b> | <b><u>Title</u></b>       | <b><u>Hourly Rate/Salary</u></b> |
|----------------------|---------------------------|----------------------------------|
| 2806                 | Community Center Director | \$38,402.54 - \$40,358.97 16/A-E |

**Issue:** Slot #2806 became vacant on July 23, 2015.

**Solution:** Request is being made to appoint a director at the community center.

**Result:** The filling of slot #2806 will allow the community center to effectively continue working and providing services to the community of El Cenizo.

Cmr. Sciaraffa stated that he was promoting within and was appointing Mr. Jesus Rafael Ramirez.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 3 John C. Galo

**Vote:** 5 - 0 Motion Carried

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to bring up item #33

**Vote:** 5 - 0 Motion Carried

**Honorable Marco Montemayor, County Attorney**

33. **Discussion and possible action to approve the Interlocal Agreement between the Webb County/City of Laredo Regional Mobility Authority and Webb County relating to the optional vehicle registration fees to fund long term transportation projects pursuant to Section 502.402 of the Texas Transportation Code; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ramon Villafranca and RMA Attorney, Mr. Juan Cruz were both present to address the Commissioners Court on item #33.

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



**Vote:** 5 - 0 Motion Carried

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

- 10. Discussion and possible action to appoint Mr. Juan Avila as Precinct 2 representative to the Webb County Planning Advisory Board.**

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

**Vote:** 5 - 0 Motion Carried

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

- 11. Discussion and possible action to contract outside legal counsel that can research, investigate and advise Webb County staff on any potential legal cause of action for defective construction or warranty claims against all contractors, subcontractors, agents and other assigns who were responsible for the original construction of the Rio Bravo Water Treatment plant; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

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

**Vote:** 5 - 0 Motion Carried

- 12. Discussion and possible action to authorize repairs or replacement of the water well pump in Colorado Acres, and allocate funds in an amount not to exceed \$25,000.00, from permanent improvement fund #604-0101-8103, with additional request to rescind any prior court action regarding this matter; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia was present to address the Commissioners Court on item #12.

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

**Vote:** 5 - 0 Motion Carried

- 13. Report from Purchasing Agent regarding the current county inventory control policy; with discussion and possible action to implement new policy if one does not exit, or amend current policy to ensure effective compliance; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno and Mr. Greg Hernandez were both present to give a status report regarding the current county inventory control policy.

No action taken.

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

14. **Discussion and possible action to re-accept the donation of a 4.00 acre tract of land out of a 10.14 acre tract of land, situated in Webb County, Texas, to correct the name of the actual grantor as Simeon Development, LTD., for future use as a possible Webb County fire station site. Said tract of land being located out of Survey 1713, Abstract 525, E.B. Ragsdale, Original Grantee, Survey 737, Abstract 275, Rusk Transportation Co., Original Grantee.**

**Issue:** the name of the grantor/fee simple title holder who donated the 4.00 acre tract of land was incorrectly named as Gene S. Walker, individually. Simeon Development, LTD., which is owned by Gene S. Walker, is the actual name grantor/fee simple title holder of the 4.00 acre tract of land, instead of Gene S. Walker, Individually.

**Solution:** the actual name of the grantor needs to be corrected and amended to reflect that Simeon Development, LTD., as the correct name of the grantor/fee simple title holder for the donation and acceptance of the 4.00 acre tract of land previously approved by the Webb County Commissioner's Court on May 11, 2015.

**Result:** This will correct the name of the grantor/fee simple title holder for the donation of this tract of land to Webb County.

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

**Vote:** 4 - 0 Motion Carried

Other: County Judge Tano E. Tijerina (ABSTAIN)

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to bring up item #34

**Vote:** 5 - 0 Motion Carried

**Honorable Marco Montemayor, County Attorney**

34. **Discussion and possible action to authorize the Webb County Attorney's office to negotiate the purchase of a 6.14 acre tract of land out of a 10.14 acre tract of land, situated in Webb County, Texas, from Simeon Development, LTD., at fair market value; said tract of land being located out of Survey 1713, Abstract 525, E.B. Ragsdale, Original Grantee, out of Survey 737, Abstract 275, Rusk Transportation Co., Original Grantee and authorizing the hiring of an independent real property appraiser by Webb County to establish the fair market value of the land.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ray Rodriguez, Commissioners Court Administrator, Mr. Leroy Medford, Planning Director, Ms. Rhonda Tiffin, and Economic Development Director, Mr. Juan Vargas were all present to address the Commissioners Court on item #34.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales not to close on the 4.0 acre donation, to solicit bids for an appraiser for the 6.14 acre tract, and authorize the County Attorney's Office to negotiate the purchase of that tract

**Vote:** 4 - 0 Motion Carried

Other: County Judge Tano E. Tijerina (ABSTAIN)

**Commissioners Court Administrator**

**15. Discussion and possible action to authorize payment to the South Texas Development Council for Webb County Membership Fees in an amount not to exceed Two Thousand One Hundred Seventy-Five Dollars (\$2,175.00) for the period of October 1, 2014 through September 30, 2015. [Account #007-0101]**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Commissioners Court Administrator, Mr. Leroy Medford stated that the correct amount on item #15 should read as \$2,272.60.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve item #15 with the correction on the amount to read as \$2,272.60

**Vote:** 5 - 0 Motion Carried

**16. Presentation by Judge Oscar Liendo, President of the South Texas Justice of the Peace & Constable Association, regarding their 23rd Annual Educational Conference to be hosted by Webb County on October 13th thru 16th, 2015; with discussion and possible action to assist with a promotional sponsorship through hotel/motel funds; and any other matters incident thereto. [Account #007-0101-7426 (Community Promotions)]**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Commissioners Court Administrator, Mr. Leroy Medford stated that the promotional sponsorship amount on item #16 is \$2,175.00.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

**17. Discussion and possible action to remove the \$20,000.00 salary supplement allocated to Slot #0015-Director, under Department 0104-Economic Development, that was previously authorized for Mr. Juan Vargas, who served as interim Community Action Agency Director; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Commissioners Court Administrator, Mr. Leroy Medford was present to address the Commissioners Court on item #17.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to approve item #17 effective August 10, 2015

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

(Recess 11:34 - 11:43 a.m.)

**Honorable Marco Montemayor, County Attorney**

20. **Discussion and possible action to enter into a One (1) year (August 31, 2015 through August 30, 2016) non-financial job skills training program (“Host Agency”) agreement with AARP Foundation, through the AARP Foundation Senior Community Service Employment Program, to provide job training to senior volunteers at NO COST to Webb County and authorizing the Webb County Judge to execute all relevant documents. [Requested by Cynthia Mares, Webb County Administrative Services Director]**

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

**Vote:** 3 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)  
Commissioner, Pct. 4 Jaime Alberto Canales (OUT OF THE COURTROOM)

21. **Discussion and possible action to approve the Lease and Maintenance Agreement form for Toshiba Business Solution.**

**Issue:** Webb County is currently using a separate form for the Fair Market Value Lease Agreement and the Maintenance Agreement.

**Solution:** We will be consolidating the Lease and Maintenance Agreement into one form.

**Result:** Departments will have one contract for both the lease and maintenance agreement.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

22. **Discussion and possible action to approve the CPI (Consumer Price Index) adjustment with the lease agreement between Webb County Head Start and the City of Laredo International Airport for land located at 4704 Naranjo Street. The monthly cost for the lease including CPI increase will be TWO THOUSAND FOUR HUNDRED SEVENTY-EIGHT DOLLARS AND SEVENTY CENTS (\$2,478.70) per month for the term of One (1) year (August 1, 2015 through July 31, 2016) for a total cost of TWENTY-NINE THOUSAND SEVEN HUNDRED FORTY-FOUR DOLLARS AND FORTY CENTS (\$29,744.40) and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4208-6012]**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

23. **Discussion and possible action for Webb County, through the Webb County Constable Precinct 4, to enter into advertising contract with Hachar Bus Ads. The term is for Eight (8) months commencing on the date the contract is executed at a rate of TWO THOUSAND ONE HUNDRED EIGHTY-NINE DOLLARS AND NO CENTS (\$2,189.00) and authorizing the County Judge to sign all relevant documents. [Requested by Harold DeVally, Webb County Constable Precinct 4; Account #171-2502-6707 (Forfeiture Fund)]**
24. **Discussion and possible action for Webb County, through the Webb County Constable Precinct 4, to enter into an installation contract with Hachar Bus Ads to install vinyl drug free advertisements on Ten (10) school buses for a onetime fee of SEVEN HUNDRED AND FIFTY DOLLARS AND NO CENTS (\$750.00) and authorizing the County Judge to sign all relevant documents. [Requested by Harold DeVally, Webb County Constable Precinct 4; Account #171-2502-6707 (Forfeiture Funds)]**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #23 and #24

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

25. **Discussion and possible action to approve an interlocal agreement for E9-1-1 Public Safety Answering Point Services with the City of Laredo as administrator for South Texas Development Council (STDC) which is a regional planning commission. Webb County is a local government that operates Public Answering Points (PSAP) and assists in implementing the strategic plan as approved by the commission, there will not be an impact on the county budget and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

26. **Discussion and possible action to enter into a Forty-Eight (48) month (August 10, 2015 through August 9, 2019) Fair Market Value Lease Agreement between Toshiba Business Solutions and the Webb County Auditor's Office for a Toshiba Digital Copier E-Studio 6570C at a cost of Two Hundred Fifteen Dollars and Seven Cents (\$215.07) per month for a total amount of Ten Thousand Three Hundred Twenty-Three Dollars and Thirty-Six Cents (\$10,323.36) over the term of the agreement, pursuant to Texas Local Government Code, Subchapter F., Cooperative Purchasing Program; Sections 271.101 and 271.102, Contract No. DIR-TSO-3042, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Leo Flores, Webb County Auditor; Account #001-0400-6402 (Repairs and Maintenance Equipment)]**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

27. Discussion and possible action to enter into a Sixty (60) month agreement between Webb County and Time Warner Cable for 10Mb x 1Mb internet services pursuant to purchasing cooperative contract Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing Program DIR Contract #DIR-TEX-AN-NG-CTSA-008, services to be located at the Webb County Administration Building at a monthly payment of ONE HUNDRED FOUR DOLLARS AND NINETY-FIVE CENTS (\$104.95) plus any additional surcharges, subject to annual budget appropriation; and authorizing the County Judge to sign all relevant documents. [Requested by Rafael Pena, Webb County IT Director; Account #001-0109-6004-05]
28. Discussion and possible action to enter into a Sixty (60) month agreement between Webb County and Time Warner Cable for 10Mb x 1Mb internet services pursuant to purchasing cooperative contract Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing Program DIR Contract# DIR-TEX-AN-NG-CTSA-008, services to be located at the Webb County Justice Center Building at a monthly payment of ONE HUNDRED FOURTEEN DOLLARS AND NINETY-FIVE CENTS (\$114.95) plus any additional surcharges and a one-time installation fee of ONE HUNDRED FIFTY DOLLARS (\$150.00), subject to annual budget appropriation; and authorizing the County Judge to sign all relevant documents. [Requested by Rafael Pena, Webb County IT Director; Account #001-0109-6004-05]
29. Discussion and possible action to enter into a Sixty (60) month agreement between Webb County and Time Warner Cable for 50Mb x 50Mb internet services pursuant to purchasing cooperative contract Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing Program DIR Contract #DIR-TEX-AN-NG-CTSA-008, services to be located at the Webb County Administration Building at a monthly payment of ONE THOUSAND TWO HUNDRED EIGHTY DOLLARS (\$1,280.00) plus any additional surcharges and a one-time installation fee of ONE HUNDRED DOLLARS (\$100.00), subject to annual budget appropriation; and authorizing the County Judge to sign all relevant documents. [Requested by Rafael Pena, Webb County IT Director; Account #001-0109-6004-05]

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve items #27, #28, and #29

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

30. Discussion and possible action to approve an amendment to our existing ASE (Switched Ethernet) agreement between Webb County and AT&T to acquire additional bandwidth (50Mb) and authorizing the Webb County Judge to sign all relevant documents. The amount will increase by an additional ONE HUNDRED TWO DOLLARS AND NINETY-FIVE CENTS (\$102.95) per month from the contract that was originally approved by Commissioners Court. [Requested by Rafael Pena, Webb County IT Director; Account #001-0109-6004]

**Issue:** Due to current configuration and location of the telephone system at the juvenile village, the rates that apply when calling cell phones in the Laredo area are considered long distance resulting in high costs.

**Solution:** In order to reconfigure the phones to be managed by Webb County's main phone system and avoid unnecessary long distance charges, the bandwidth between Webb County Administration Building and Juvenile Village must be increased.

**Result:** There will be enough bandwidth to accommodate the additional traffic that will be created by adding all of the existing phones located at the Youth Village.

- 31. Discussion and possible action to approve an amendment to our existing ASE (Switched Ethernet) agreement between Webb County and AT&T to acquire additional bandwidth (20Mb) and authorizing the Webb County Judge to sign all relevant documents. The amount will increase by an additional SIXTY-SEVEN DOLLARS AND EIGHTY CENTS (\$67.80) per month from the contract that was originally approved by Commissioners Court. [Requested by Rafael Pena, Webb County IT Director; Account #001-0109-6004]**

**Issue:** In order to accommodate additional phones and the new Tyler software that will be located at Sheriffs Sub-Station/Facilities Building, additional bandwidth is recommended to assure performance.

**Solution:** Increase bandwidth from our core location at the Webb County Administration Building to the Sheriffs Sub-Station/Facilities Building.

**Result:** There will be enough bandwidth to accommodate the additional traffic that will be created by installing additional phones and Tyler software.

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ramon Villafranca was present to address the Commissioners Court on items #30 and #31.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #30 and #31

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 32. Discussion and possible action to enter into a Sixty (60) month agreement between Webb County and Time Warner Cable for 10Mb x1 Mb internet services pursuant to purchasing cooperative contract Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing Program DIR Contract# DIR-TEX-AN-NG-CTSA-008, services to be located at the Webb County Courthouse Building at a monthly payment of ONE HUNDRED FOURTEEN DOLLARS AND NINETY-FIVE CENTS (\$114.95) plus any additional surcharges, subject to annual budget appropriation; and authorizing the County Judge to sign all relevant documents. [Requested by Rafael Pena, Webb County IT Director; Account #001-0109-6004-05]**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 35. Discussion and possible action to approve a month to month lease renewal option by and between Webb County Head Start and West Drive Business Center, LLC for the property located at 5904 West Drive Units 6 & 7 at a monthly rate of THREE THOUSAND FOUR HUNDRED SIXTY DOLLARS (\$3,460.00) per month and authorizing the County Judge to execute all relevant document; and any other matters incident thereto. [Requested by Aliza Oliveros, Webb County Head Start Program Director, Account #903-4200-6012]**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

**Honorable Monica Notzon, 111th District Court Judge**

36. **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 August 10, 2015:**

| <u>Slot #</u> | <u>Title</u>                      | <u>Hourly Rate/Salary</u>       |
|---------------|-----------------------------------|---------------------------------|
| 2605          | Assistant Court Clerk/Interpreter | \$34,790.80-\$36,563.23 -14/A-E |

**Issue:** Post and fill vacant slot 2605 Assistant Court Clerk/Interpreter.

**Solution:** Request is being made for court approval to fill the vacant position.

**Result:** The position will be posted and applications will be accepted and screened by Human Resource Department.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

**Honorable Martin Cuellar, Sheriff**

39. **Discussion and possible action to approve a cooperative agreement between the United States Department of Justice, Drug Enforcement Administration (DEA) and the Webb County Sheriff's Office concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873 and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

**Issue:** There is evidence that trafficking in narcotics and dangerous drugs exists in Laredo, Texas area and that such illegal activity has a substantial and detrimental effect on the health and welfare our Community and surrounding Counties.

**Solution:** Gather and report intelligence data relating to trafficking in narcotics and dangerous drugs by collaborating between federal, State and local law enforcement agencies by conducting undercover operations lead by DEA Task force participants.

**Result:** Disrupt the illicit drug traffic in Laredo by immobilizing targeted violators and trafficking organizations; therefore minimizing the harmful effects of illegal drugs and organized crime.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

**Community Action Agency**



43. **Discussion and possible action to accept \$6,250.00 from Reliant Energy Retail Services, LCC. The Webb County Community Action Agency will utilize these funds to assist qualified Reliant Energy Retail Services, LCC clients.**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

44. **Discussion and possible action to authorize the Community Action Agency to enter into an annual vendor agreement with Retail Energy Providers for the implementation of Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP). These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.**

**List of Retail Energy Providers**

**Verde Energy USA Texas, LLC**

**Issue:** The Webb County Community Action Agency will enter into an annual vendor agreement Retail Energy Providers for the implementation of Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP).

**Solution:** These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

**Result:** The Texas Department of Housing and Community Affairs (TDHCA) will provide funding to be used for payment of qualifying low income clients home energy expenses.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

45. **Discussion and possible action to approve the 5% Hourly Wage increase to the Webb County Community Action Agency staff for the following programs: Community Social Services Program, Self-Help Center Program, Rural Transit Program, Meals On Wheels and Elderly Nutrition Program approved by the County Commissioner's Court on June 08, 2015. This will not include the CAA Executive Director, Deputy Director and the Community Social Services Manager. The State funding Agencies have noted that approval of staff salary increase are subject to approval at the local level only and contingent that it does not include an increase request in state funding. Though there are local funds allotted to CAA Programs, all staff salaries increases will be paid 100% from grant funds and from other sources. Therefore, the local match will not be impacted or additional funding required.**

**Issue:** Webb County Community Action Agency staff did not participate on the wage increase adjustment since October 1, 2013.

**Solution:** The Webb County Community Action Agency is proposing staff salaries 5% Wage Adjustment.

**Result:** The Webb County Community Action Agency staff salaries be adjusted by 5% for the following programs, subject to the approval of the program funding agencies: The Community Social Services Program, Self-Help Center Program, Rural Transit Program, Meals On Wheels and Elderly Nutrition Program.

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

CAA Director, Mr. Ricardo Martinez and Chief Deputy Auditor, Mr. Rafael Perez were both present to address the Commissioners Court on item #45.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

## Engineer

- 46. Discussion and possible action to approve the completion, closeout and payment of retainage in the amount of \$17,500.00 for Request For Proposal (RFP) #2014-08 Webb County Sheriff's Administration Building Paving/Fencing Project to AC-DC, Inc. [Account #751-2311]**

**Issue:** Closeout the project after completion.

**Solution:** Approve and pay.

**Result:** Project closure.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 47. Discussion and possible action to approve the design and development audit agreement from Schneider Electric for the chiller plant upgrades in an amount not to exceed \$300,000.00, and County wide energy conservation opportunities using the Inter-local Purchasing System Contract No. 2032714; pursuant to Sections 271.101 and 271.102 Subchapter F. Cooperative Purchasing Program, Texas Local Government Code Contract. [Account #001-0109-6022 Professional Services]**

**Issue:** The central chiller plant and cooling towers are approaching its end of service life as experienced on July 28, 2015 when the chillers went out and the A/C stopped working. Johnson Controls had a technician in town and that saved us two critical hours.

**Solution:** Design and install new high efficiency central plant along with a county wide comprehensive solution to help offset the cost of the chiller plant and other equipment that is at its end of service life.

**Result:** Daily operations with less down time, contingency plan, alternate chiller back up plan, multiple building and multiple chillers connected to system providing improved redundancy, and improved operational efficiency, cost of maintenance and operations is reduced, comfort enhanced, provide options for county wide utility savings to offset a portion of the cost.

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia and County Attorney, Mr. Marco Montemayor were both present to address the Commissioners Court on item #47.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 48. Discussion and possible action to approve the posting and filling of the following vacant Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines:**

| <u>Slot #</u> | <u>Title</u> | <u>Hourly Rate</u>     |
|---------------|--------------|------------------------|
| 1537          | Operator I   | \$15.15-\$15.93 12/A-E |

**Issue:** Employee was hired at another position.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 50. Status report by Davila Construction on the Community Supervision & Corrections Department/Police Athletic League (C.S.C.D./PAL), on Hwy 83 S, Building Renovation Project to include a timeline of completion; with discussion and possible action. [Account #742-8001-8801-12 (Rebuild Restitution Center-Series 2013)]**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Davila Construction owner, Mr. Tony Davila was in attendance to present a report on the Community Supervision & Corrections Department/Police Athletic League (C.S.C.D./PAL) Building renovation project. Mr. Davila stated that the completion of the project was scheduled for mid September.

Judge Tijerina stated that item #51 would be deferred until Mr. Zertuche arrived.

- 52. Discussion and possible action to approve an incentive for Slot #1901, at the Utilities Department, from Operator I - Pay Grade 12/A-E, Rate-\$15.15-\$15.93 to Operator II - Pay Grade 14/A-E, Rate-\$16.73-\$17.58 at the Utilities Department, subject to the availability of payroll funds and any applicable Civil Service guidelines.**

**Issue:** Employee obtained C License.

**Solution:** Approval of Title Change and Pay Grade/Rate.

**Result: Allows 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. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 53. Status report by the Engineering Department regarding the dilapidated condition of the old courthouse annex building located on the corner of Houston and San Agustin St.; with discussion and possible action to approve remediation measures as recommended by county staff; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia and Economic Development, Mr. Juan Vargas were both present to address the Commissioners Court on item #53.

### **Head Start**

- 55. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds:**

| <b><u>Slot #</u></b> | <b><u>Title</u></b>                               | <b><u>Hourly Rate</u></b> | <b><u>Pay Periods</u></b> |
|----------------------|---|---------------------------|---------------------------|
| <b>1351</b>          | <b>Teacher Assistant</b>                          | <b>\$11.11</b>            | <b>20</b>                 |
| <b>2556</b>          | <b>Early Head Start Teacher</b>                   | <b>\$9.93</b>             | <b>26</b>                 |
| <b>2570</b>          | <b>Part Time Early Head Start Teacher Floater</b> | <b>\$9.72</b>             | <b>26</b>                 |

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Head Start Director, Ms. Aliza Oliveros stated that slot# 2570 will not be vacated until August 21.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

### **Engineer**

- 51. Status report by Zertuche Construction on the Fernando Salinas Community Center Project to include a timeline for substantial completion; with discussion and possible action. [Account #634-6113-8601 (Construction in Progress)]**

**Issue:** Lack of progress on project over the last year.

**Solution:** A meeting was held at the Engineering Department on Friday, July 31, 2015 with the Contractor, Legal, Architect and Engineering Staff to negotiate a substantial completion date of August 31, 2015.

**Result:** Contractor has agreed to infuse additional funds needed into the project in order to get the pending work completed by the above mentioned date by trades that

**still have pending work.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Zertuche Construction, Mr. Ramon Zertuche presented a status report on the Fernando Salinas Community Center project.

County Engineer, Mr. Luis Perez Garcia, County Attorney's Office, Mr. Ray Rodriguez, and Chief Deputy Auditor, Mr. Rafael Perez were all present to address the Commissioners Court on item #51.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve formal payment in the form payable to Mr. Zertuche and the sub contractors for the remaining payments

**Vote:** 5 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up item #52 again

**Vote:** 5 - 0 Motion Carried

- 52. Discussion and possible action to approve an incentive for Slot #1901, at the Utilities Department, from Operator I - Pay Grade 12/A-E, Rate-\$15.15-\$15.93 to Operator II - Pay Grade 14/A-E, Rate-\$16.73-\$17.58 at the Utilities Department, subject to the availability of payroll funds and any applicable Civil Service guidelines.**

**Issue: Employee obtained C License.**

**Solution: Approval of Title Change and Pay Grade/Rate.**

**Result: Allows 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.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia, Chief Deputy Auditor, Mr. Rafael Perez, and Administrative Services Director, Ms. Cynthia Mares were all present to address the Commissioners Court on item #52.

No action taken.

### **Indigent Healthcare Services**

- 56. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds and any applicable Civil Service guidelines:**

| <b><u>Slot #</u></b> | <b><u>Title</u></b> | <b><u>Hourly Rate</u></b> |
|----------------------|---------------------|---------------------------|
| <b>598</b>           | <b>Caseworker</b>   | <b>\$15.15 12/A-E</b>     |
| <b>599</b>           | <b>Caseworker</b>   | <b>\$15.15 12/A-E</b>     |

**Issue:** The Indigent Health Care Services Department currently has vacant slots that need to filled.

**Solution:** The Commissioners Court approves the filling of the vacant slots as requested.

**Result:** The filling of these vacant positions will alleviate the increased caseload for current Caseworkers created as a result of these vacancies.

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

**Vote:** 5 - 0 Motion Carried

57. **Discussion and possible action to approve the title change of vacant Slot #1242 and approve the filling of the slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective August 10, 2015.**

| <u>Slot #</u> | <u>Title</u> | <u>Hourly Rate</u>                |
|---------------|--------------|-----------------------------------|
| From: 1242    | Case Manager | \$16.73 - \$17.58 Grade: 14/A - E |
| To: 1242      | Caseworker   | \$15.15 - \$15.93 Grade: 12/A - E |

**Issue:** The department has three Case Manager positions held by employees with an average of 20 years of experience in the County Indigent Health Care Program (CIHCP). One of these slots became vacant in July and in order to be able to hire someone with comparable experience needed for this position we would need to recruit applicants from other counties.

**Solution:** We are requesting authorization to amend the title and job description from Case Manager (Grade level 14) to Caseworker (Grade level 12) to be able to hire at an entry level position.

**Result:** By hiring at a Caseworker level, we will be able to recruit from a larger pool of local applicants.

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Indigent Healthcare Services Assistant Director, Ms. Reyna Carrillo and Administrative Services Director, Ms. Cynthia Mares were both present to address the Commissioners Court on item #57.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve item #57 subject to Civil Service approval

**Vote:** 5 - 0 Motion Carried

### La Presa Community Center

58. **Discussion and possible action to approve the posting and filling of the Slot #2399 (Center Aide) at the La Presa Community Center, subject to the availability of payroll funds and adhering to any and all Civil Service Rules and Regulations, as well as any and all Wage Plan Policies, effective August 10, 2015.**

| <u>Slot #</u> | <u>Title</u> | <u>Hourly Rate/Salary</u> |
|---------------|--------------|---------------------------|
| 2399          | Center Aide  | \$11.84-\$12.44 7/A-E     |

**Issue: Slot #2399 may become vacant on August 10, 2015 with the filling of the El Cenizo Activity Center position.**

**Solution: Request is being made to begin the process to fill the vacancy, if approved.**

**Result: The filling of slot #2399 will allow the community center to effectively continue working and providing services to the community of La Presa.**

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

**Vote: 5 - 0 Motion Carried**

## **Planning**

- 60. Discussion and possible action to issue a "Certificate of Compliance with Plat Requirements" to authorize a water service connection pursuant to Section 232.029(c)(2), Local Government Code, to an unplatted 5.00 acres, more or less, being the West half of Tract 11-C, Ranchitos IV Los Minerales, as further described in Vol.850, Pgs. 672-677, W.C.D.R.. (ID 4087)**

**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 water services. If not approved, water connection to property is prohibited.**

- 61. Discussion and possible action to issue a "Certificate of Compliance with Plat Requirements" to authorize an electrical service connection pursuant to Section 232.028(b)(2), & (b)(3), Local Government Code, to an unplatted 4.148 acre tract of land, more or less, out of and part of Porcion 31, Abstract 296, as further described in Vol. 3081, Pg. 429-432 of the Webb County Deed Records.**

**Issue: Regulatory compliance with development provisions of state and local regulations with particular emphasis on the Model Subdivision Rules. Commissioners Court must certify to certain property conditions before any electrical connection may be authorized.**

**Solution: As reflected in agenda backup, staff has verified compliance and recommends approval.**

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

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve items #60 and #61

**Vote: 5 - 0 Motion Carried**

## **Purchasing**

62. **Discussion and possible action to dispose of Thirty-One (31) non-working water meters as salvage to Wilkinson Iron & Metal pursuant to Subchapter D, Disposition of salvage or surplus property, Section 263.151 (1), under Texas Local Government Code. [Requested by Adrian Montemayor, Water Utilities Director]**

**Issues: Non functional water meter taking up space.**

**Solution: selling water meters will make room for additional change outs.**

**Result: bring in revenue back to utilities Department by selling non functional meters**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa

**Vote: 5 - 0 Motion Carried**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno was present to address the Commissioners Court on item #62.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to open up item #62 again

**Vote: 5 - 0 Motion Carried**

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

**Vote: 5 - 0 Motion Carried**

64. **Discussion and possible action to solicit bids for grazing and hunting lease for "Cuchillas and Lomas Pastures" (approximately 2,392.42 acres of school lands).**

**Issue: The contract expires on October 10, 2015.**

**Solution: Competitive bids, Texas Local Government Code.**

**Results: The lease will help Webb County on revenues.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

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

**Vote: 5 - 0 Motion Carried**

#### **Veteran's Office**

66. **Discussion and possible action to approve a request for temporary driver from Staff Force Incorporated; and any other matters incident thereto, at the rate of \$10.00 per hour, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective August 10, 2015.**

| <b><u>Slot #</u></b> | <b><u>Title</u></b>                        | <b><u>Hourly Rate</u></b> |
|----------------------|--|---------------------------|
| 2836                 | Veterans Transp. Assistance Program Driver | \$10.00 (full-time temp.) |



**Issue: Veteran Transportation Assistance Program Driver position will be vacant as of August 6, 2015**

**Solution: Posting the driver job position will open the position for applicants to apply.**

**Result: The Veteran Service Office will be able to employ a veteran for the driver position.**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Veterans Service Office, Mr. Sergio Hernandez was present to address the Commissioners Court on item #66.

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

**Vote: 5 - 0 Motion Carried**

### **Closed Session/Executive Session**

67. **Discussion and possible action to designate the Webb County Attorney's Office as counsel to represent Webb County, Texas in the defense of case entitled Karrie Ruiz, As Next Friend of Kassidy Ruiz v. County of Webb, Cause number 2015 CVT002469D1, pending in the 49th Judicial District Court of Webb County, Texas and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.[Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.071(1)(A) (Consultation with attorney regarding pending litigation)]**

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Ms. Molly Higgins Santos was present to address the Commissioners Court on item #67.

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

**Vote: 4 - 0 Motion Carried**

Other: Commissioner, Pct. 2 Rosaura "Wawi" Tijerina (ABSTAIN)

68. **Communications**

Cmr. Canales congratulated all his staff, teachers, and everyone involved in the summer camps. He congratulated Alfredo Dovalina, World War II veteran and oldest serving retired fire marshal in Laredo, Texas, for celebrating his 100th birthday. Cmr. Canales congratulated the Laredo Independent School District on their new Vidal M. Trevino School of Communications and Fine Arts. He congratulated Martin High School students; Luisa Fernandez, Amanda L. Aguirre, Arturo Arriaga, and Clarissa Trejo for receiving a scholarship during the LULAC Council No.12 Scholarship Night at Falcon International Bank. Cmr. Canales congratulated Constable Harold DeVally on co-sponsoring the Guerra Communications Campaign Tools for School Concert. He congratulated Dave Akers president of the CR England Mexico Division, for distributing backpacks to U.I.S.D. students. He congratulated former United High School graduate, Greg Sherman for signing on to play basketball for Texas A&M International University. Cmr. Canales sent his heartfelt condolences to the family of Maria Botello, Lilia Maricela Herrera, and Gloria Martha Hernandez.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to bring back item #4

**Vote:** 5 - 0 Motion Carried

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

Discussion on file at the Webb County Clerk's Office August 10, 2015 Commissioners Court Meeting DVD.

Chief Deputy Auditor, Mr. Rafael Perez and County Attorney's Office, Mr. Ray Rodriguez were both present to address the Commissioners Court on item #4.

Mr. Perez asked the Commissioners Court to approve the two (2) payments; one for the forfeited fund and one for the Head Start.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve the two (2) items mentioned by Mr. Perez

Comr. Canales withdrew his motion.

Comr. Sciaraffa withdrew his second.

#### **68. Communications**

Comr. Galo thanked all his staff at the Santa Teresita Community Center for the wonderful job they did with the summer camps and the backpack giveaway. He congratulated the Road and Bridge Department for the outstanding job they did at the Las Lomas. Comr. Galo thanked Congressman Henry Cuellar for assisting the Sheriff's Department acquire 2.89 million as part of the Homeland Security. He congratulated Honorable Judge Patricia Alvarez for being named this year's recipient of the Jim D. Bowmer Professionalism Award for outstanding contribution to the profession. Comr. Galo congratulated Mr. Parker Neel of Neel Title Corporation for being named the 2015 Business Person of the Year by the Laredo Chamber of Commerce. He congratulated LISD for the ribbon cutting ceremony held for the new Vidal M. Trevino School of Communications and Fine Arts. Comr. Galo congratulated the Alexander High School Baseball players; Pablo Ortiz, Sergio Macias, Chipper Garcia, and Alan Campero for being named to the class 6A All-State Team by the Texas Sport Writers Association. He sent his heartfelt condolences to the family of Stephen Allen Peregoy, Leticia Nora Black, Jose Valentin Hernandez, Cordelia Cantu, Zaragoza Solis, Omar Luis Perez, and Sarai Moore Salinas.

Comr. Tijerina thanked all her staff at the community centers for a terrific job on the back to school jamaicas. She congratulated Constable Harold DeVally, Constable Mike Villarreal, and Constable Adrian Cortez along with Guerra Communications on the excellent Tools for Schools event. Comr. Tijerina wished Mr. Dovalina a Happy Birthday. She congratulated Congressman Henry Cuellar for assisting the Sheriff's Office in obtaining 2.8 million dollars for Homeland Security Stonegarden Program. She congratulated Ms. Patricia Alvarez on being named this year's recipient of the Jim D. Bowmer Professionalism Award. Comr. Tijerina congratulated Mr. Parker Neel for being named the Business Person of the Year by the Laredo Chamber of Commerce. She congratulated the family of the late Vidal Trevino on the ribbon cutting of the new Vidal M. Trevino School of Communications and Fine Arts. Comr. Tijerina congratulated Stewart Title for being recognized by the Habitat for Humanity as Community Partners of the Decade. She sent out her heartfelt condolences to the family of Stephen Allen Peregoy, Leticia Nora Black, Jose Valentin Hernandez, Cordelia Cantu, Zaragoza Solis, Omar Luis Perez, Jesus Valdez, and Sarai Moore Salinas.

Cmr. Sciaraffa sent out his heartfelt condolences to the family of his employer Lora Lee Hernandez's mother-in-law and Leticia Nora Black.

**69. Adjourn**

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

**Vote:** 5 - 0 Motion Carried