

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, March 14, 2016 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
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 11th day of March 2016. 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 Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to excuse Cmr. Galo

Vote: 4 - 0 Motion Carried

2. Pledge of Allegiance

3. Approval of Minutes for February 22, 2016

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

Vote: 4 - 0 Motion Carried

4. Approval of Bills, Payroll, and Monthly Report

County Treasurer, Ms. Delia Perales presented the Recap of Checks, Ratification of Payroll for March 11 including election workers, Corrections sent to Auditor's, Ratification of five (5) Checks released, and Side List pending approval.

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

Vote: 4 - 0 Motion Carried

Chief Deputy Auditor, Mr. Rafael Perez presented the monthly report for February 2016.

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

Vote: 4 - 0 Motion Carried

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, individually or in a group, will be allowed a total of Three (3) minutes within which to make any/all public comments.**

- 1) Mr. Barry Bernier spoke in regards to item #48.
- 2) Mr. Gabriel Lopez spoke in regards to item #48.
- 3) Mr. Douglas Alford spoke in regards to item #48.
- 4) Mr. Jesus Segovia spoke in regards to item #48.
- 5) Mr. Marcel Notzon spoke in regards to item #6.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

Honorable Oscar Hale, 406th District Court Judge

6. **Discussion and possible action to ratify the submission of a grant application for the 406th Adult Drug Court Program, specifically the Sobriety Treatment Program to the Texas Office of the Governor Grant, via the Criminal Justice Division in an estimated amount of \$365,063; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. If awarded, the grant period is September 1, 2016 - August 31, 2017, Grant #3016701.**

Issue: To ensure continued funding for 406th/341st Adult Drug Court/Sobriety Treatment program by providing treatment services to 75 new clients. Drug testing, monitoring services, and case management are essential and contribute to the rehabilitation of each client.

Solution: If awarded, the grant will allow to implement an evidence-based adult DWI Court by applying the Ten Key Components of the Drugs Court and the Guiding Principles of the DWI courts for Felony defendants in Webb County.

Result: To provide alcohol/substance abuse and co-occurring psychiatric disorder treatment services to qualifying participants of Webb County.

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

Vote: 4 - 0 Motion Carried

Honorable Jesus Garza, County Court at Law 2 Judge

7. **Discussion and possible action to enter into an Independent Contractor Agreement with Todd Russell, Ph.D., to provide assessment, evaluation and consulting services for the Webb County Court at Law #2 DWI Drug Court Program for a term of One (1) year, that shall commence on September 30, 2015 and expire on September 29, 2016 at a monthly cost of Seven Hundred Eighty-One Dollars and Twenty-Five Cents (\$781.25), for a total cost of NINE THOUSAND THREE HUNDRED SEVENTY-FIVE DOLLARS (\$9,375.00); and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Account #359-1011-6022 (Webb County DWI Drug Court Treatment Program)]**

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

Vote: 4 - 0 Motion Carried

Casa Blanca Golf Course

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	800-6011-6412	Repairs & Maint.-Equip.	\$23,030	\$11,631.78	\$11,398.22
To:	800-9005-6104	Lease Purchase Principal	\$19,189	\$ 0.00	\$19,189.00
	800-9005-6105	Lease Purchase Interest	\$3,841	\$ 0.00	\$3,841.00

Issue: Resources need to be allocated properly for Capital lease payment obligations with Austin Turf & Tractor Co.

Solution: Approve line item transfer to continue with payment process.

Result: Capital lease payments will be recorded properly.

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

Vote: 4 - 0 Motion Carried

Fire Suppression & EMS Services

9. Discussion and possible action to authorize the Economic Development Department to develop a Fiscal Year 2016 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Application to the U.S. Department of Homeland Security and authorizing the County Judge to act as the County's Executive Officer and Authorized Representative in all matters pertaining to the County's request for funding. The purpose of the application is to supplement the Webb County Volunteer Fire Department with Nine (9) frontline firefighters. This proposed action will have no impact on the County General Fund for the duration of the grant.

Issue: As the Webb County Volunteer Fire Department expands to ensure the safety of Webb County residents, so does the demand for paid frontline firefighters too.

Solution: The acquisition of funds for personnel expenses for the Webb County Volunteer Fire Department.

Result: The request for funding from the Department of Homeland Security's SAFER program for personnel expenses for the Webb County Volunteer Fire Department.

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

Vote: 4 - 0 Motion Carried

10. Discussion and possible action to authorize the Economic Development Department to develop a Fiscal Year 2016 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Application to the U.S. Department of Homeland Security and authorizing the County Judge to act as the Authorized Representative in all matters pertaining to the County's request for funding. The purpose of the application is to expand the net increase in the number of trained and certified volunteer firefighters through the implementation of a Recruitment/Retention Plan that shall provide for incentives such as accident and/or injury insurance, compensation for lost wages and reimbursement for firefighter certification training expenses. This proposed action will have no impact on the County General Fund for the duration of the grant.

Issue: As the Webb County Volunteer Fire Department expands to ensure the safety of

Webb County residents, so does the demand for frontline volunteer firefighters.

Solution: The acquisition of funds for the recruitment and retention of volunteer firefighters for the Webb County Volunteer Fire Department.

Result: The request for funding from the Department of Homeland Security's SAFER program for the recruitment and retention activities associated with the proposed program.

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

Vote: 4 - 0 Motion Carried

Head Start

11. Discussion and possible action to approve the posting and filling of the following Slots:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
1085	Bus Driver	\$11.32	20
2558	Early Head Start Home Visitor	\$10.24	26

Head Start Director, Ms. Aliza Oliveros stated that under item #11 Slot #1085 Bus Driver should read as Handyman.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve item #11 with correction on Slot #1085 to read as Handyman instead of Bus Driver

Vote: 4 - 0 Motion Carried

12. Discussion and possible action to ratify the acceptance of the 2015 - 2016 Early Head Start - Child Care Partnership Balance of Funds Supplemental grant award in the amount of \$457,032 (Operations: \$365,625/Training & Technical Assistance: \$91,407) with a Non-Federal share of \$114,258, effective March 1, 2016 through August 30, 2016. Non-Federal share does not require a cash match from Webb County.

Head Start Director, Ms. Aliza Oliveros stated that the grant in item #12 was effective March 1.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve item #12 with the salary adjustments

Vote: 4 - 0 Motion Carried

Road & Bridge

13. Discussion and possible action relating to the county's provision of solid waste management services as promulgated by Chapters 361, 363 and 364, Texas Health and Safety Code relating to legal, jurisdictional, and logistical issues; with further action to develop a Memorandum of Understanding with the City of Laredo to address these matters; any other matters incident thereto.

14. 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 March 14, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
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658 Motor Grader Operator

\$15.15-\$15.93 12/A-E

Issue: Slot #658 became vacant when employee holding position retired.

Solution: Fill vacant position.

Result: The filling of this position will alleviate work load in the repair and maintenance of Webb County roads.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #13 and #14

Vote: 3 - 0 Motion Carried

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

Administrative Services

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0114-6032	Property Casualty Premium	\$25,000	\$46,356	\$21,356
	001-0109-6009	Appraisal District Cost	\$25,000	\$25,455	\$455
To:	001-0114-9201	Claims Paid Account	\$50,000	\$18,338	\$68,338

Issue: Recent transactions and additional situations have depleted the Claims Paid Account.

Solution: Our current line item for claims has a balance of \$18,000.00, this is not enough funds to carry us through the year.

Result: With the Transfer of \$50,000.00, we should have enough funds to finish out the year.

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

Vote: 3 - 0 Motion Carried

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

16. Discussion and possible action to approve the auto property damage payment of SIX THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS AND FIFTY CENTS (\$6,687.50) as result of a motor vehicle collision which occurred on December 4, 2015 involving a Webb County Sheriff's Department vehicle. [Account #001-0114-9201 (Claims Paid)]

Issue: A two vehicle collision involving a Sheriff's' county vehicle #2781 and a 2002 Chevrolet Avalanche on the corner of Hwy 59/Casa Del Sol, damages were sustained on both vehicles.

Solution: To approve the settlement for damages done to the 2002 Chevrolet Avalanche.

Result: Once settlement is paid, the claimant will release the County of any Property damage claim.

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

Vote: 3 - 0 Motion Carried

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

17. **Discussion and possible action to approve the auto property damage payment of FIVE THOUSAND ONE HUNDRED ELEVEN DOLLARS AND SIXTEEN CENTS (\$5,111.16) as a result of motor vehicle collision which occurred on January 27, 2016 involving a Road and Bridge Department vehicle. [Account #001-0114-9201 (Claims Paid)]**

Issue: There was an accident involving a Road & Bridge Trash Truck and a Ford F150XLT Pick up truck near Las Lomas subdivision, there was no damage to County vehicle, but the pick up truck sustained front end damage of up to \$5,111.16.

Solution: Vehicle was taken to County approved vendor for estimate cost.

Result: If approved vehicle will be repaired with no further issue.

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

Vote: 3 - 0 Motion Carried

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

18. **Discussion and possible action to acknowledge and accept receipt of Plan Year End Forfeitures from National Plan Administrators, as per Internal Revenue Code Section 125 (Flexible Spending Plan) for years 2012-2014, in the amount of \$22,930.79. [Account #001-2100-30]**

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)

Auditor

19. **Discussion and possible action to approve payment for memberships/dues of non-profit state associations as required by Local Government Code §89.002, list attached.**

Issue: Local Government Code §89.002 requires that:

The commissioners court may spend, in the name of the county, money from the county's general fund for membership fees and dues of a nonprofit state association of counties if:

- (1) a majority of the court votes to approve membership in the association;**
- (2) the association exists for the betterment of county government and the benefit of all county officials;**
- (3) the association is not affiliated with a labor organization;**
- (4) neither the association nor an employee of the association directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature, except that this subdivision does not prevent a person from providing information for a member of the legislature or appearing before a legislative committee at the request of the committee or the member of the legislature; and**
- (5) neither the association nor an employee of the association directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.**

Solution: Obtain court approval as required.

Result: Purchase Orders and Request for Payments for associations approved by the Court will be processed for payment.

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

Vote: 3 - 0 Motion Carried

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

Building Maintenance

20. 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 March 14, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2362	Custodian	\$11.84 - \$12.44 7/A-E
2279	Building Maintenance Worker	\$13.73 - \$14.43 10/A-E

Issue: Slot #2362 Custodian and Slot #2279 Building Maintenance Worker are currently vacant.

Solution: Commissioners Court approval to fill slots is being requested.

Result: The filling of slots will allow department to effectively continue the flow of work for the custodial and maintenance services provided by the Building Maintenance Department.

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)

Community Action Agency

21. Discussion and possible action to authorize the release of 10% retainage payments to Bronze Builders for the following Self-Help Center Rehabilitation Projects. [Account #508-6500-7037-3 (Grant funds)]

Project Address	PO Number	Retainer Amount
7252 Enlace Rd.	16-0002458	\$ 3,448.80
253 Los Altos Rd.	16-0002459	\$ 2,348.20
131 W. Mendoza	16-0002502	\$ 2,787.70

Issue: Ten percent (10%) of the total housing rehabilitation contract amount is held in retainage from the contractor for 30 days from the completion date of each project to insure that any deficiencies which may arise are addressed by the contractor.

Solution: Place the Agenda Item in order to release payment to the contractor for the retainage funds.

Result: The contractor will be paid for services rendered.

22. Discussion and possible action to accept a grant award for the Community Services Block Grant Program (CSBG) from the Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2016, in the amount of FOUR HUNDRED EIGHTY-EIGHT THOUSAND TWO HUNDRED FIFTY-THREE DOLLARS (\$488,253.00), and authorizing the County Judge to sign all relevant documents. Contract start date January 1, 2016 to contract end date December 31, 2016. [Fund #920]

Issue: Approve the grant contract award for the CSBG Program from TDHCA for the PY-2016 in the amount of \$488,253.00.

Solution: These funds support a variety of direct services in addition to helping maintain the core administrative elements.

Result: CSBG funds are provided to CSBG eligible entities (Subrecipients) for the delivery of services to very low income residents.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #21 and #22

Vote: 3 - 0 Motion Carried

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

Engineer

23. Discussion and possible action to approve the following line item transfer for the Water Utilities Department:

	Acct. Number	Acct. Name	Amount	Balance	End Balance
From:	745-3001-8801-7	Capital Outlay Water Utility	\$12,267	\$44,659	\$32,392
To:	745-3001-8801-8	Capital Outlay Wastewater Utility	\$12,267	\$0	\$2,267

Issue: Expenses approved on the January 25, 2016 meeting for LNV Engineering included services under Wastewater.

Solution: As instructed by Auditor's office, changes must be made to provide funding under the Wastewater Capital Outlay Fund #745-3001-8801-8.

Result: Payment to vendor for services rendered.

24. Discussion and possible action to approve the following line item transfer for the Water Utilities Department:

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	744-0115-6000-07	Infrastructure Environment	\$30,909	\$626,626	\$595,717
	717-0115-8601	Construction in progress-County Engineering Department	\$34,151	\$34,151	\$ -0-
			\$65,060		
To:	745-3001-8801-08	Capital Outlay Wastewater Utility	\$30,909	\$ -0-	\$30,909
	722-3001-8801	Capital Outlay - Water Utility	\$34,151	\$ -0-	\$34,151
			\$65,060		

Issue: Emergency Purchase Order for acquisition of new blower and the projection of purchase of an additional blower at a cost of \$32,530 each.

Solution: Purchase of (2) blowers.

Result: Operational flexibility and State regulatory compliance.

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

Vote: 3 - 0 Motion Carried

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

- 25. Discussion and possible action to authorize the disposal of Forty-Two (42) non-working water meters to be sold as salvage to Wilkinson Iron & Metal for the market amount estimated to be \$115.00, 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]**

Issue: Non-working meters to be disposed.

Solution: Dispose of old meters for salvage value.

Result: Eliminate storage of non-working meters and return salvage value to utilities revenue.

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

Vote: 4 - 0 Motion Carried

- 26. Discussion and possible action to release payment to LNV Engineering for Two (2) invoices totaling \$34,312.60; \$22,046.37 Water and \$12,266.23 Wastewater services; under their Contract to provide engineering support services for the Rio Bravo Water and Wastewater Treatment Plants. [Accounts #745-3001-8801-7 (Capital Outlay Water Utilities) and #745-3001-8801-8 (Capital Outlay Wastewater)]**

Issue: LNV Engineering was hired in 2014 to provide repair and rehab services for the Rio Bravo Water and Wastewater Systems, these two final payments remain and have been completed.

Solution: Authorize payment.

Result: Approve payment and release check at next available meeting.

No action taken.

- 27. Discussion and possible action to ratify the service and approve payment of charges in the amount of \$14,100.00 to HOLT for Preventive Maintenance PM-2 that was performed to Three (3) Main Generators at a cost of \$4,700.00 each. [Accounts #801-3001-6402 and #801-3004-6402]**

Issue: HOLT provided repair and maintenance services and preventive maintenance PM-2 as required every 500 hours of use for generators at the Water Treatment Plant and the Wastewater Treatment Plant, these final payments remain and work has been completed.

Solution: Authorize Payment.

Result: Payment approval and release of check at the next available meeting.

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

Vote: 4 - 0 Motion Carried

- 28. Discussion and possible action to ratify the Emergency Purchase Order of One (1) Wastewater Treatment Blower with all accessories in the amount of \$32,530.00 for Laredo Machine Shop, Rio Bravo, Texas. [Account #745-3001-8801-8 (Capital Outlay Wastewater)]**

Issue: Wastewater Blowers are used to supply the needed oxygen to the Wastewater Treatment Process, when this supply of air is stopped, adequate treatment cannot be reached.

Solution: Replacement blowers are required to prevent these events from occurring.

Result: Purchase and replacement of equipment.

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

Vote: 4 - 0 Motion Carried

- 29. Discussion and possible action to approve Dannenbaum Engineering Corporation's Supplemental Work Authorization No. 10 to Work Authorization No. 1 for the Loop 20 Stimulus Project - Loop 20/International Blvd. Project, IH 35 Plan Set Modifications (CSJ 0086-14-051) to reflect additional hours for field survey, survey for drainage modification, modification of IH-35 Package 1-PS&E drawings under CSJ 0086-14-065, and modification of earthwork and cross sections. These additions in scope of work will have a net increase effect not to exceed of \$115,665.62 for a maximum amount payable not to exceed \$115,665.62 of which 100% will be reimbursed by the Texas Department of Transportation (TxDOT); and authorize the County Judge to sign all relevant documents. [Account #737-8001-6022]**

Issue: Additional hours are required to complete field survey, survey for drainage modification, modification of IH-35 Package 1- PS&E drawings under CSJ 0086-14-065, and modification of earthwork and cross sections.

Solution: Approve an amendment to the Work Authorization No. 1 to include additional services required and approved by the Texas Department of Transportation (TxDOT).

Result: Include all additional necessary services as required and approved by the Texas Department of Transportation (TxDOT).

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

Vote: 4 - 0 Motion Carried

- 30. Discussion and possible action to approve the purchase of One (1) additional blower at a cost of \$32,530.00 from Laredo Machine Shop, Rio Bravo, Texas. [Account #745-3001-8801-8 (Capital Outlay Wastewater)]**

Issue: Wastewater blowers are used to supply the needed oxygen to the Wastewater Treatment Process, when this supply of air is stopped, adequate treatment cannot be reached.

Solution: Purchase and replacement of equipment.

Result: Operational flexibility and State Regulatory compliance.

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

Vote: 4 - 0 Motion Carried

Purchasing

31. 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 March 14, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0116	Buyer	\$15.15 - \$15.93 12/A-E

Issue: Slot #0116 (Buyer) submitted a letter of resignation, effective February 19, 2016.

Solution: Approve and fill Slot #0116

Result: Filling of this slot will help alleviate the work load of the Purchasing Dept..

32. Discussion and possible action to award the following Request for Proposal (RFP):

RFP 2016-62 - Training Classes for Commercial Driver's Licenses to LHCT Training Center (Primary), Laredo Community College (Secondary).

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #31 and #32

Vote: 4 - 0 Motion Carried

Veteran's Office

33. Discussion and possible action to approve the lease agreement between Wheelchair Accessible Vans and Webb County for the transportation van which will be used for the new Veterans Transportation Assistance Program at a total of \$1,700 a month and \$500 delivery charge; and any other matters incident thereto. This will allow to provide transportation to veterans that have appointments outside of Webb County lines. [Account #427-5050-6012-01 (Vehicle Rental)]

Issue: The lease of the van for the Veterans Transportation Assistance Program needs to be approved by the Commissioner's Court in order to pay the leasing company, Wheel Accessible Vans.

Solution: Approval of the lease will allow for the payments of the van being leased

Result: Approval of the lease will allow the rental of the van to continue, thus allowing for the transportation of veterans to out of town appointments.

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

Vote: 4 - 0 Motion Carried

Honorable Marco Montemayor, County Attorney

34. Discussion and possible action to enter into an Eleven (11) month (May 1, 2016 through March 30, 2017) Self-Service Storage Rental Agreement between Store It All Storage and Webb County for the Webb County Tax Assessor's Office for Storage Unit CC83 at a cost of ONE HUNDRED SIXTY SEVEN DOLLARS (\$167.00) per month for a total amount of ONE THOUSAND EIGHT HUNDRED THIRTY-SEVEN DOLLARS (\$1,837.00) over the term of the agreement, and authorizing the County Judge to sign

and execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor Collector; Account #001-0700-6014]

35. Discussion and possible action to enter into an Eleven (11) month (May 1, 2016 through March 30, 2017) Self-Service Storage Rental Agreement between Store It All Storage and Webb County for the Webb County Tax Assessor's Office for Storage Unit CC89 and a rental protection plan at a cost of ONE HUNDRED SEVENTY FOUR DOLLARS (\$174.00) per month for a total amount of ONE THOUSAND NINE HUNDRED FOURTEEN DOLLARS (\$1,914.00) over the term of the agreement, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor Collector; Account #001-0700-6014]

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #34 and #35

Vote: 4 - 0 Motion Carried

36. Discussion and possible action to enter into a Non-Financial Memorandum of Agreement between Webb County for the Head Start/Early Head Start Program and Laredo Independent School District (L.I.S.D.). It is mandated by Head Start to have a written agreement with the local school system to coordinate and collaborate to best meet the needs of children and families. The agreement will become effective immediately after being executed by all parties, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start/Early Head Start Director]

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

Vote: 4 - 0 Motion Carried

37. Discussion and possible action to approve a One (1) year contract between Webb County for Tax Assessor's Office and Rochester Armored Car Co., Inc. for armored car services in an amount of Three Hundred Eight Dollars (\$308.00) per month with a total amount of THREE THOUSAND SIX HUNDRED NINETY-EIGHT DOLLARS (\$3,698.00) per year, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor; Account #001-0700-6005]

38. Discussion and possible action to approve a Five (5) year maintenance and service agreement for iSeries IBM server hardware and software between Webb County for the Tax Assessor's Office and IBM Global Financing (IGF) to begin on March 23, 2016 and terminate on March 22, 2021 for a total amount of TWENTY-THREE THOUSAND, FIVE HUNDRED NINETY-SEVEN DOLLARS AND FORTY-FIVE CENTS (\$23,597.45); and authorizing the County Judge to execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor; Account #001-0700-6402]

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #37 and #38

Vote: 4 - 0 Motion Carried

Honorable Esther Degollado, District Clerk

39. 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 March 14, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
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2329 Deputy District Clerk

\$13.73-\$14.43 10/A-E

Issue: Newly vacant position as of February 22, 2016.

Solution: Fill job opening of vacant position.

Result: The filling of this position will alleviate overload and allow for efficiency and productivity of work within the department.

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

Vote: 4 - 0 Motion Carried

Honorable Martin Cuellar, Sheriff

40. Discussion and possible action to approve a service agreement between Webb County and Stericycle for the collection, transport, treatment, and disposal of all regulated medical waste generated by the Webb County Jail effective February 1, 2016 at a monthly rate of \$1,329.92 and authorizing the County Judge to sign and execute all relevant documents. [Account #001-2062-6209-04]

Issue: The Webb County Jail on a daily basis generates regulated medical waste which requires proper removal and disposal in accordance with State regulations.

Solution: Approve new Stericycle agreement to continue proper removal and disposal of medical waste generated by County Jail operations.

Results: Compliance with State regulatory laws and State Jail Commission Standards.

41. Discussion and possible action to approve the acceptance of a Fiscal Year 2014 Operation Stonegarden (OPSG) Supplemental Grant Award from the Federal Emergency Management Agency (FEMA) in the amount of \$103,296 for overtime and applicable fringe benefits for the Webb County Sheriff's Office; and authorizing the Webb County Judge to execute all relevant documents in all matters related to this grant; and any other matters incident thereto. This grant does not require any type of match. This funding must be utilized by May 31, 2016.

Issue: Local law enforcement working in international border communities must work within limited budgetary constraints to provide both proactive and responsive law enforcement services while transborder criminal organizations possess unlimited funding to access the latest technology and equipment to avoid detection/disruption of their activities utilizing their proceeds obtained through illegal but highly lucrative drug trafficking and other unlawful enterprises.

Solution: Supplemental grant award to provide additional overtime hours to increase manpower capacity to assist in combating illegal drug trafficking and provide enhanced border security for the residents/citizens of Laredo/Webb County.

Result: The Webb County Sheriff's Office and its sworn officer force will be better able to provide enhanced border security for the residents/citizens of Laredo/Webb County.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #40 and #41

Vote: 4 - 0 Motion Carried

Commissioners Court Administrator

42. **Discussion and possible action to formally designate the county budget officers as the authorized agents under Section 111.070 Texas Local Govt. Code- Expenditure of Funds Under Budget, Emergency Expenditure; Budget Transfer, who may as appropriate and subject to conditions and directions provided by the court, amend the budget by transferring amounts budgeted for certain items to other budgeted items; with further action to rescind any other previous authority given to the Auditor's office regarding these matters that is not authorized by statute; and any other matters incident thereto.**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve item #42 and to rescind any and all authorization or authority granted to the Auditor by this and any previous Commissioners Court to amend/alter budgets and or individual transactions other than those that are authorized by statute

Vote: 4 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to bring back item #42

Vote: 4 - 0 Motion Carried

42. **Discussion and possible action to formally designate the county budget officers as the authorized agents under Section 111.070 Texas Local Govt. Code- Expenditure of Funds Under Budget, Emergency Expenditure; Budget Transfer, who may as appropriate and subject to conditions and directions provided by the court, amend the budget by transferring amounts budgeted for certain items to other budgeted items; with further action to rescind any other previous authority given to the Auditor's office regarding these matters that is not authorized by statute; and any other matters incident thereto.**

No action taken.

43. **Discussion and possible action to appoint representatives to the county legislative agenda committee in anticipation of the upcoming 85th legislative session in Austin; and any other matters incident thereto.**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to appoint Mr. Leroy Medford, Mr. Lalo Uribe, Ms. Rhonda Tiffin, County Attorney Representative, Cmr. John Galo, Judge Tijerina, Ms. Nancy Cadena, Mr. Juan Vargas, and Mr. Ricardo Martinez to the county legislative agenda committee

Vote: 4 - 0 Motion Carried

44. **Discussion and possible action to approve the transfer of Slot #2809 (Public Relations Specialist-Grade 16 A/E) from Department #0550 (Public Information) to Department #0300 (Treasury), subject upon the availability of payroll funds and any applicable Civil Service guidelines, effective March 14, 2016. If approved, transfer of slot will also include the change of title from Public Relations Specialist to Payroll Technician/Time Clock Plus Compliance Officer.**

Issue: On February 22, 2016, Commissioners Court approved the transfer of Slot #0080 from Department #0300 (Treasury) to Department #1120 (County Clerk's). In an effort to replace the slot transferred, Slot #2809 from Department #0550 (Public Information) is available for use and will be transferred into Treasurer's Department.

Solution: Transfer Slot #2809 (Public Relations Specialist) from Dept. 0550 (Public Information) to Dept. 0300 (Treasury).

Result: Replacement of previously transferred slot with current slot available for use.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve item #44 effective March 18, 2016

Vote: 4 - 0 Motion Carried

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

- 45. Discussion and possible action to reject Request for Proposals (RFP) 2016-02 La Presa Soccer Field previously due March 4, 2016 due to budget constraints, and authorize the Interim Purchasing Agent to resolicit this RFP; and any other matters incident thereto.**

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

Vote: 4 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring back item #44

Vote: 4 - 0 Motion Carried

Commissioners Court Administrator

- 44. Discussion and possible action to approve the transfer of Slot #2809 (Public Relations Specialist-Grade 16 A/E) from Department #0550 (Public Information) to Department #0300 (Treasury), subject upon the availability of payroll funds and any applicable Civil Service guidelines, effective March 14, 2016. If approved, transfer of slot will also include the change of title from Public Relations Specialist to Payroll Technician/Time Clock Plus Compliance Officer.**

Issue: On February 22, 2016, Commissioners Court approved the transfer of Slot #0080 from Department #0300 (Treasury) to Department #1120 (County Clerk's). In an effort to replace the slot transferred, Slot #2809 from Department #0550 (Public Information) is available for use and will be transferred into Treasurer's Department.

Solution: Transfer Slot #2809 (Public Relations Specialist) from Dept. 0550 (Public Information) to Dept. 0300 (Treasury).

Result: Replacement of previously transferred slot with current slot available for use.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve item #44

Vote: 4 - 0 Motion Carried

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

- 46. Discussion and possible action to authorize the Interim Purchasing Agent to solicit Requests for Qualifications for a Purchasing Agent.**

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

Vote: 4 - 0 Motion Carried

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

47. 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 March 14, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2676	Community Outreach Coordinator	\$16.73 - \$17.58 14/A-E

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

Vote: 4 - 0 Motion Carried

(Recess 10:10 - 10:43 a.m.)

Presentations

50. Presentation by KAS Holdings, LLC regarding a truck stop facilities project to be located in the City of Laredo, Webb County, Texas; with discussion and possible action to authorize Webb County acting by and through the Webb County Attorney's Office to commence and enter into formal contractual negotiations only, with KAS Holdings, LLC, for the terms, conditions, criteria and/or other necessary requirements as needed for entering into a possible ad-valorem tax abatement agreement with said company; and all other matters incident thereto. [Requested by Leroy Medford, Commissioners Court Administrator]

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

Vote: 4 - 0 Motion Carried

51. Presentation by members of the Laredo Rotary Club, District 5930, regarding their annual Assembly and District Conference to be hosted at La Posada on April 22-24, 2016; with discussion and possible action to assist with a promotional sponsorship through hotel/motel funds in the amount of \$5,000; with further action to approve a line item transfer from Account #007-0101-7474-01 (Life Downs Repairs) in the amount of \$5,000.00; and any other matters incident thereto. [Account #007-0101-7426 (Community Promotions)] [Requested by Tano E. Tijerina, County Judge]

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

Vote: 4 - 0 Motion Carried

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

48. Presentation by county staff and representatives of Texas A & M University Colonias Program regarding a Veteran's Village Project proposed to be located on county property adjacent to the Fred & Anita Bruni Community Center; with discussion and possible action to authorize the county attorney's office to develop Memorandums of Understanding with Texas A & M University, the U.S. Army Corp. of Engineers, Laredo Housing Authority, and any other interested participants in this project; and any other matters incident thereto.

Issue: This is a potential opportunity for Webb County to partner with the Texas A&M University Colonias program, the 5th Army Corp. of Engineers and other interested participants for the development of a Veterans Village concept that would provide affordable housing for Webb County Veterans to ensure a successful transition into society after combat.

Solution: The Texas A&M University Colonias program has acquired several mobile home units from the Oil Industry and are willing to donate them for use in the project. Webb County would propose to provide available land located in the Penitas area for the development of the veterans village with the technical assistance of the 5th Army Corp. of Engineers who will help survey, design and build the village.

Result: Provide affordable housing opportunities to eligible veterans in need.

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

Vote: 4 - 0 Motion Carried

Presentations

- 52. Presentation by members of Hillyard -The Cleaning Resource, regarding maintenance products, cleaning services and training programs as well. Their focus is helping their customers lower total cost and improve cleaning results. In addition to their products and training programs, they also offer training support aids to their customers. Hillyard's Cleaning Cost Analysis Program (CCAP) identifies, defines, and measures labor/staffing costs, cleaning frequencies, standardization of tasks and proper utilization of supplies and equipment; and any other matters incident thereto. [Requested by Tano E. Tijerina, County Judge]**

Hillyard-The Cleaning Resource, General Manager of South Texas Division, Mr. Jason Walton and Local Rep., Ms. Rosa Reyes were both in attendance to make a presentation regarding item #52.

- 53. Presentation by Tony Gamboa, Honor Flight Laredo Coordinator, regarding a trip to Washington, D.C. on May 20-21, 2016 to honor World War II veterans and visit the memorials established in their honor for their service and sacrifices; with discussion and possible action to sponsor our local World War II veterans in the amount of \$5,000; and any other matters incident thereto. [Account #007-0101-7426 (Community Promotions)] [Requested by Tano E. Tijerina, County Judge]**

Honor Flight Laredo Coordinator, Ms. Tony Gamboa was in attendance to make a presentation regarding item #53.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve item #53 and fund \$5,000 from Account #001-0110-7426 General Fund, Community Promotions

Vote: 4 - 0 Motion Carried

- 49. Presentation from the Insurance Consultant for Request for Proposal (RFP) 2015-14 Telehealth Program, with discussion and possible action to accept the recommendations brought forth by the insurance committee. [Requested by Cynthia Mares, Administrative Services Director]**

Insurance Consultant, Mr. Roger Garza was in attendance to give a presentation regarding item #49.

No action taken.

54. Communications

Communications were led by Commissioner Jaime A. Canales, Commissioner Rosaura "Wawi" Tijerina, Commissioner Frank Sciaraffa had no comments, and Judge Tano E. Tijerina.

55. Adjourn

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

Vote: 4 - 0 Motion Carried