

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, April 25, 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
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 22nd day of April 2016. Present also were Ms. Brigette Garay, Deputy County Clerk representing Mrs. Margie Ramirez Ibarra, Ex-officio Clerk of the Commissioners Court, various officers and others interested in the business of the Court.

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

- 1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk**
- 2. Pledge of Allegiance/Invocation**
- 3. 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) Juan Avila spoke in regards to item #36.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

CONSENT AGENDA: At most meetings, the Commissioners Court establishes a Consent Agenda. it consists of those Agenda Items which are routine or non-controversial, and which neither a member of the Commissioners court has asked to be pulled for discussion. Once the Commissioners Court has established the Consent Agenda, Agenda Items included on it will be voted upon in one vote, and will not be discussed separately unless requested by the County Judge or Commissioners.

The consent agenda has been created in order to give constituents the opportunity to view any and all pertinent backup information with reference to any item in the agenda. The objective of the consent agenda is for all Webb County constituents to be familiar with everyday county business and to demonstrate the transparency and fairness of this Commissioners Court.

The following Agenda Items are of a routine nature, and the Commissioners Court has received supporting materials for consideration. All of these Agenda Items will be passed with one vote without being discussed separately, unless a member of the Commissioners Court or the public requests that a particular Agenda Item be discussed. If so, that Agenda Item will be pulled from the Consent Agenda and discussed as part of the regular Agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

CONSENT ITEMS:

4. Approval of Minutes for April 11, 2016

6. **Administrative Services**

a. Discussion and possible action to approve modification to Job Descriptions for several departments that have CDL Drivers who must undergo physical exams annually as per Texas Department of Transportation (TxDOT) rules/laws. The following departments are affected:

- Building Maintenance
- El Aguila
- Road & Bridge
- Water Utilities

Issue: Annual physical exams are requested by the Texas Department of Transportation for all CDL Drivers. Invoices for these exams are paid out of the specific department budget. Auditor's office has questioned and held payment of these invoices because they indicated that job descriptions do not specify the requirement of physical exams.

Solution: Amendments of these job descriptions will insure that Auditor's department can pay the invoices.

Result: Efficiency and prompt payment of the invoices is our goal.

7. **Auditor**

a. Discussion and possible action to establish the appropriation budget for the Child Welfare according to the requirements of Texas Department of Family and Protective Services and The Texas Family Code 264.005. [Account #375-4102-3532]

Acct. Number	Acct. Name	Amount
375-4102-6011	Training & Education	\$150
375-4102-6022	Professional Services	\$125
375-4102-6037	Foster Care	\$2,500
375-4102-6041	Clothing Allowance	\$150
375-4102-6218	Medical/Dental	\$175
375-4102-6790	Miscellaneous	\$150
375-4102-7013	Awareness & Activities	\$750
	Total	\$4,000

Issue: The budget for 2015 – 2016 included estimated revenues for \$4,000 and require an appropriations budget.

Solution: Authorize expenditures of the Child Welfare for appropriate purposes and to ensure that the fiscal records are maintained for State and Federal Audits.

Texas Local Government Code § 111.07075. Special Budget for Revenue Received After Start of Fiscal Year

(a) The county auditor shall certify to the commissioners court the receipt of revenue from a new source not anticipated before the adoption of the budget and not included in the budget for that fiscal year. On certification, the court may adopt a special budget for the limited purpose of spending the revenue for general purposes or for any of its intended purposes.

Result: The Texas Family Code 264.005 provide for the appointment of County residents to a Child Welfare by the County Commissioners Court for the purpose to carry out the duties between the Texas Department of Family and Protective Services (DFPS), Child Welfare and the County.

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

a. Discussion and possible action to approve the following line item transfer for the Rio Bravo Activity Center:

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-6305-6402	Repairs & Maint. Equip.	\$400	\$428.25	\$28.25
To:	001-6305-6401	Repairs & Maint. Bldg	\$400	\$41.06	\$441.06

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

Solution: The line item transfer will make the funds available to cover costs for alarm monitoring.

Result: Assure payment to all outstanding invoices.

b. 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 Monday, April 25, 2016.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2805	Administrative Clerk	\$13.07-\$13.73 9/A-E

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0202-6219-2	Goods for Public Events	\$500	\$3,750	\$3,250
To:	001-0202-6011	Training & Education	\$500	\$50	\$550

Issue: Funds allocated to this account have been exhausted.

Solution: The line item transfer will make funds available to cover registration fees for mandatory continuing education.

Result: Will have necessary funds for registration fees for future continuing education

events.

10. Commissioners Court Administrator

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0101-6205	Materials & Supplies	\$100	\$3,156.58	\$3,056.58
To:	001-0101-6402	Repairs & Maint. Equip.	\$100	\$9.24	\$109.24

Issue: The funds allocated to this account have been exhausted and is short for invoices that have been presented.

Solution: The line item transfer will make the funds available to cover outstanding invoices to Toshiba Business Solutions.

Result: Assure payment to all outstanding invoices.

11. Community Action Agency

a. Discussion and possible action to approve Area Health Education Center as Representative Organization for Category "C" for the Webb County Community Action Agency Advisory Board; and any other matters incident thereto.

Issue: State mandates of filling vacancies when applicable terms end as per Texas Administrative Code, Chapter 5 Rule 5.215.

Solution: Vacancies will be filled.

Result: We will comply with the TDHCA-Texas Administrative Code, Chapter 5 Rule 5.215.

b. Discussion and possible action to authorize the Community Action Agency to enter into an annual vendor agreement with the list of electricity vendors listed below for the implementation of Community Services Block Grant Program and the Comprehensive Energy Assistance Program. These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs. This action will have no impact to the General Fund.

List of Retail Energy Providers:

Reliant Energy	CPL Retail Energy
TXU Energy	Direct Energy
Tara Energy	Entrust Energy
Star Tex Power	Everything Energy
Pennywise Power	Tri Eagle Energy
Our Energy LLC	Stream SPE, LTD
New Leaf Energy	First Choice Power
Ambit Energy	Frontier Utilities
American L&P Power	GEXA Energy

Amigo Energy
AP Gas & Electric
Bounce Energy
Champion Energy Services
Cirro Energy

Green Mountain Energy
IGS Energy
Just Energy Inc.
Medina Electric Cooperative, Inc.

Issue: The Webb County Community Action Agency will enter into an annual vendor agreements with the list of electricity vendors above for the implementation of the 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 that will provide funding to be used for payments of qualifying low income clients for home energy expenses.

Result: Webb County Community Action Agency would comply with Texas Department of Housing and Community Affairs (TDHCA) vendor agreement requirements. Also Webb County families would benefit from these vendor donations.

- c. Discussion and possible action to approve funding increase Amendment #4 in the amount of FIFTY-FIVE THOUSAND THREE HUNDRED FIFTY- EIGHT (\$55,358.00) to the Program Year 2015 Comprehensive Energy Assistance Program (CEAP) grant - Contract #58150002130 from the Texas Department of Housing and Community Affairs (TDHCA). This amendmnet will increase the Program Year - 2015 CEAP Contract funding from ONE MILLION TWO HUNDRED SIXTY-TWO THOUSAND NINETY-SIX DOLLARS (\$1,262,096.00) to ONE MILLION THREE HUNDRED SEVENTEEN FOUR HUNDRED FIFTY- FOUR DOLLARS (\$1,317,454.00), and authorizing the County Judge to sign all relevant documents. [Account #911-4227-5001 (Payroll)]

Issue: Approve funding increase Amendment #4 the CEAP Program from TDHCA for PY-2015 in the amount of \$55,358.00.

Solution: The Comprehensive Energy Assistance Program (CEAP) provides direct client services to eligible, disabled and low income residents of Webb County.

Result: The services are intended to assist eligible Webb County residents with up to 8 highest remaining calendar months of energy consumption.

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

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2796	Case Worker (Temporary) (29 HR/WK)	\$10.50

Issue: Slot #2796 is currently vacant.

Solution: Funds are currently available to fill slot #2796, Case Worker (Temporary) (29HR/WK).

Result: The filling of Slot #2796 will allow department to effectively continue the flow of work for the Community Service Block Grant and the Comprehensive Energy Assistance Programs.

- e. Discussion and possible action to accept a donation in the amount of Twenty-Two Dollars and Two Cents (\$22.02) from the Nueces Electric Cooperative. The Webb County Community Action Agency will utilize these funds to assist qualified Nueces Electric Cooperative Retail clients. [Account #902-4202-7004-01]

Issue: Webb County Community Action Agency received a check in the amount of \$22.02 from NEC Retail Cooperative.

Solution: The contribution will provide funding for energy assistance payment to Nueces Electric Cooperative customers.

Result: Webb County Community Action Agency will accept enrollment application from potential clients and qualify Nueces Electric Cooperative customers as eligible recipients in accordance with Nueces Electric Division program requirements.

12. Honorable Rudy Rodriguez, Constable Pct. 1

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-2500-6010	Books & Subscriptions	\$820	\$820	\$0
	001-2500-6007	Dues & Memberships	\$65	\$65	\$0
			\$895		
To:	001-2500-6402	Repairs & Maint. - Equip.	\$895	\$185	\$1,080

Issue: The Repairs & Maintenance-Equipment account does not have sufficient funds to cover payment for two maintenance invoices from Toshiba Business Solutions.

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

Result: Transfer will result in Repairs & Maintenance-Equipment account to have enough funds to cover pending invoices.

- b. Discussion and possible action to accept a grant from the Texas Department of Transportation (TxDot) in the amount of \$24,698.82 for the "Click It or Ticket" Campaign, designating the Webb County Judge as the authorized official in all matters related to this grant; and any other matters incident thereto.

Issue: Texas law requires drivers and passengers in a vehicle to be secured by a safety belt; yet, many drivers and passengers do not abide by the law.

Solution: The Webb County Constable Pct. 1 was awarded a state grant to aggressively enforce seatbelt laws in Webb County.

Result: The grant will cover overtime pay for the enforcement of seatbelt laws through the "Click It or Ticket" Campaign. Subsequently, for each citation issued by the deputies, the County will generate \$5.00 for the General Fund.

13. Honorable Adrian Cortez, Constable Pct. 3

- a. Discussion and possible action to approve a deposit into Account #012-2502-6011 (Training and Education) from Texas Comptroller of Public Accounts in the amount of \$972.06. This is our annual allocation payment from the Law Enforcement Officer Standards and Education (LEOSE) account and may only be used as necessary for continuing education by a licensed person under Chapter 1701 of the Occupations code.

Issue: Need approval for deposit of check so additional funds are available for training.

Solution: Authorization of deposit will make funds available for continuing education courses needed by Deputies within Pct. 3 Constable Department.

Result: Additional funding will help ensure enough monies for continuing education courses in account 012-2501-6011 (Training and Education).

- b. Discussion and possible action to approve the exchange of a K9 German Shepard female Dog which was previously donated by Constable Pct. 3 (Adrian Cortez) to Constable Pct. 2 (Miguel Villarreal), but due to health issues, if approved she will be exchanged for another female German Shepard.

Issue: Constable Pct. 2 received a K9 Dog donated by Constable Pct. 3 Adrian Cortez. Due to health issues, it was determined that the dog needed to be replaced.

Solution: Authorization to exchange K9 Dogs will allow Constable Adrian Cortez to replace the dog with a healthy female German Shepard named Hanna.

Result: Constable Pct. 2 Department will have a healthy K9 Dog on duty who will perform without limitations to help deter crime.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-2501-5601	Administrative Travel	\$500	\$500	\$0
	001-2501-6402	Repair & Maint. Equip.	\$500	\$683	\$183
To:	001-2501-6403	Repair & Maint. Vehicle	\$1,000	\$73.99	\$1,073.99

Issue: Account has been exhausted.

Solution: Approval will cover vehicle maintenance expenses.

Result: Vehicles will be repaired as needed without funding being exhausted.

14. Honorable Marco Montemayor, County Attorney

- a. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between Webb County for the Webb County Sheriff's Office and Workforce Solutions for South Texas in reference to working cooperatively to provide and support a teacher externship at the Webb County Sheriff's Office for approximately Four (4) hours per day for One (1) week during June, 2016 and authorizing the County Judge to execute all relevant documents related to this grant; and any other matters thereto. This MOU does not require any type of financial commitment.

- b. Discussion and possible action to correct the monthly and yearly costs associated with the Memorandum of Understanding between Indigent Healthcare Solutions and Webb County for the Webb County Indigent Health Care Services Department that was approved by the Commissioners Court on March 29, 2016 (Agenda Item #46) to document that both parties intend to extend their Data Processing Agreement. The Agreement and related documentation shall be extended for a term of Five (5) years commencing on April 1, 2016 and continuing till April 1, 2021 at a corrected monthly cost of Two Thousand Six Hundred Two Dollars (\$2,602.00) and a total yearly amount of Thirty-One Thousand Two Hundred Twenty Four Dollars (\$31,224.00), subject to annual budget appropriation, and authorizing the County Judge to sign and execute

all relevant documents. [Requested by Nancy Cadena, Webb County Indigent Health Care Services Director; Accounts #011-4101-6411 and #001-4101-6022]

- c. Discussion and possible action to enter into a Forty-Eight (48) month (April 25, 2016 through April 24, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Road and Bridge Department for a Toshiba E-Studio 6560 CT Copier at a cost of Two Hundred Thirty-Two Dollars and Two Cents (\$232.02) per month for a total amount of Eleven Thousand One Hundred Thirty-Six Dollars and Ninety-Six Cents (\$11,136.96) over the term of the agreement, subject to annual budget appropriation, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Jose Luis Rodriguez, Webb County Road and Bridge Director; Accounts #010-7002-6014 and #010-7001-6402]
- d. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between Webb County Consolidated Independent School District and Webb County for Disasters and Community-Wide Emergencies. The District wishes to cooperate and assist the County with meal service, facilities use, and transportation service during Disasters and Community-Wide Emergencies and authorizing the County Judge to sign and execute all relevant documents. [Requested by Luis Perez Garcia, Webb County Engineer]
- e. Discussion and possible action to enter into a Contract Agreement For Services with Chestnut Health Systems to provide software services for the Webb County Court at Law #2 D.W.I. Court Program for a term of One (1) year that shall commence on February 11, 2016 and expire on February 10, 2017 at a total cost of One Thousand Three Hundred Sixty Dollars (\$1,360.00) and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Jesus Garza, County Court at Law #2 Judge; Account #362-1011-6022]
- f. Discussion and possible action to approve and execute a Professional Services Agreement by and between F. Leal Realtors, Inc., a/k/a Frank Leal Real Estate Appraisals, and Webb County, in the total sum of \$9,925.00, pursuant to Request for Proposal (RFP) 2016-64, entitled "Real Estate Appraisal Services", awarded and approved by the Commissioners Court on April 11, 2016 to appraise Three (3) unoccupied county owned buildings located at 409 San Bernardo Ave., 801 Grant St. and 805 Grant St., located in downtown Laredo, Texas, and authorizing the County Judge to execute any and all relevant documents; and any other matters incident thereto. [Requested by Leticia Gutierrez, Interim Purchasing Agent (Professional Services Account #001-0109-6022)]

Issue: A new appraisal is required to determine the current fair market property values for three (3) unoccupied buildings located in the downtown area of Laredo, Webb County, Texas before they can place them for possible sale to the public.

Solution: Approval of this professional services agreement for real estate appraisal services will provide Webb County with current and updated fair market values for these (3) properties.

Result: The current and updated fair market values for these properties as determined by the appraiser will enable the County to properly evaluate and consider any offers to purchase these properties by the public.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	009-1120-6022	Professional Services	\$200,000	\$236,932	\$36,932
To:	009-1120-8801	Capital Outlay	\$100,000	\$0	\$100,000
	009-1120-6224	Minor Tools & Apparatus	\$100,000	\$0	\$100,000

Issue: Both County Clerk - Account #009-1120-8801 (Capital Outlay) and Account #009-1120-6224 Minor Tools & Apparatus are currently unfunded.

Solution: Line item transfer from County Clerk - Acct. #009-1120-6022 Professional Services to Acct. #009-1120-8801 Capital Outlay and Acct. #009-1120-6224 Minor Tools & Apparatus.

Result: The County Clerk's Office will be able to make down payment for the existing Master Software License and Services Agreement with PropertyInfo approved January 11, 2016.

b. Discussion and possible action to amend the funding source approved on January 11, 2016, item #41 from County Clerk Account #005-1120-6022 (Professional Services) to Accounts #009-1120-6022 (Professional Services) and Account #009-1120-8801 (Capital Outlay) due to language in Loc.Gov't Code Sec. 118.025 not permitting usage of funds for purchase of software.

Issue: The County Clerk's Office is not able to utilize Fund 005 to purchase the software approved in January, as per Local Government Code Sec. 118.025. County Clerk's Records Archive (f).

Solution: To approve the funding source amendment from Fund 005 to Fund 009.

Result: The Auditor's Office will approve the down payment for the existing Master Software License and Services Agreement.

16. Economic Development

a. Discussion and possible action to authorize the Interim Purchasing Agent to solicit bids for the Texas Community Development Program (TCDP) #7215510 Colorado Acres – HWY 59 Water Improvement Project as specified in the project design by LNV, Inc. Project design will be reviewed by the Webb County Engineering department and authorizing the Webb County Judge to sign all relevant documentation. This action will have no impact on the County's General Fund. [Account #645-8001-8801-1 (Texas Department of Agriculture)]

Issue: The US HWY 59 water system is in dire need of improvements.

Solution: The proposed water improvements will provide residents with better and faster access to the potable water facilities.

Result: This grant will assist to improve the US HWY 59 Water facilities, water storage and access system.

17. Engineering

- a. 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 April 25, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1535	Operator I, II, III	\$15.15 12/A

Issue: Position currently vacant.

Solution: Fill vacant position.

Result: The filling of this position will alleviate work overload created by vacancy and allow for efficiency, effectiveness and production of work within the department and to better serve the needs of the County.

- b. Discussion and possible action to approve the following line item transfers for the Utilities Department.

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	801-3001-6204	Fuel & Lubricants	\$37,000	\$63,412	\$26,412
	801-3001-6401	Repair & Maint. Bldg.	\$5,877	\$8,877	\$3,000
	801-3002-6202	Uniforms	\$251	\$251	\$0
	801-3002-6401	Repairs & Maint. Bldg.	\$1,599	\$1,599	\$0
	801-3004-6202	Uniforms	\$369	\$369	\$0
	801-3004-6401	Repair & Maint. Bldg.	\$5,000	\$7,677	\$2,677
			\$50,096		
To:	801-3001-6402	Repairs & Maint. Equip.	\$25,000	\$10,051	\$ 35,051
	801-3001-6403	Repairs & Maint. Vehicle	\$2,000	\$2,698	\$4,698
	801-3004-6402	Repairs & Maint. Equip.	\$20,096	\$7,677	27,773
	801-3004-6408	Repairs & Maint. Sewer	\$3,000	\$2,257	\$5,257
			\$50,096		

Issue: Transfer is requested to fund future projects and expenses.

Solution: Approve transfer to make funds available for issuing of Purchasing Orders.

Result: Will have enough funds to pay items and projects as needed.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	744-0115-6000-07	Infrastructure Environment	\$43,590	\$526,381	\$482,791
To:	745-3001-8801-07	Capital Outlay Water Utility	\$22,490	\$	\$
	745-3004-8801-08	Capital Outlay Wastewater Utility	\$21,100	\$	\$
			\$43,590		

Issue: Transfer is requested to fund two Texas Commission on Environmental Quality (T.C.E.Q.) violation complying projects consisting of auto dialers that will provide realtime call outs for malfunctions at the six Wastewater Lift Stations currently held in enforcement under T.C.E.Q. orders. In addition, this will provide for communications elevated storage tank levels in the water system.

Solution: Approve this Transfer to make funds available for issuing of Purchase Order.

Result: Projects commence as needed.

- d. Discussion and possible action to approve the purchase of Mission Control auto dialers from Square E Engineering of Laredo, Texas in the amount of \$21,100 for regulatory compliance with the Texas Commission on Environmental Quality (T.C.E.Q.) requirements in remote notification of inoperative conditions at the systems six Lift Stations. [Account #745-3004-8801-08 (Capital Outlay Wastewater)]

Issue: A current violation under T.C.E.Q. rules exist that require audible an visual alarms when equipment is failing or power is interrupted.

Solution: Installation of automatic cell phone technology dialers will not only audibly and visually identify a problem, but will also notify via cell, text, and email of the conditions and will continue until there is a response for its repair.

Result: Installation of the units, with training, will comply with this requirement as well as improve our response time to prevent overflow conditions.

- e. Discussion and possible action to approve the purchase of automatic dialers in the amount of \$22,490 from Square E Engineering of Laredo, Texas for remote monitoring of the elevated storage tanks at the Rio Bravo Water Treatment Plant, the Rio Bravo Distribution System, and the El Cenizo Distribution System, providing for real time data regarding water levels and water loss conditions. [Account #745-3001-8801-07 (Capital Outlay Water Utility)]

Issue: Since approximately 2009 equipment failure without repair has limited the operation's ability to view the levels of water at the storage facilities within our system. This requires physical monitoring limiting the operator's ability to make adjustment of water quantities.

Solution: Staff recommends to install cell phone web service monitoring of these tank levels to allow for real time review without the reinvestment of original equipment prone to lightening and electrical damage.

Result: Visual viewing of levels at the tanks on the Supervisory Control & Data Acquisition (SCADA) monitor for operators changing requirements.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	010-7002-6204	Fuel & Lubricants	\$75,000	\$369,995	\$294,995
To:	010-7002-8801	Capital Outlay	\$75,000	\$0	\$75,000

Issue: Transfer is requested to fund upcoming projects and expenses.

Solution: Approve transfer to make funds available.

Result: Will have enough funds to pay projects as needed.

- g. Discussion and possible action to authorize the Interim Purchasing Agent to solicit qualifications for Preliminary Engineering Services including schematic and environmental deliverables for the Reuthinger-Hachar Road Extension (between FM 1464 and I-35, Section: Northern N.D. Hachar Tract Boundary to I-35) under the Federal Highway Administration Category 10-Coordinated Border Infrastructure (CBI) Off-System Control -Section-Job (CSJ) Number 0922-33-166; and appointment of scoring committee members by Commissioners Court.

Issue: The Hachar Road Extension project requires preliminary environmental and schematic services to be completed before plans, specifications and estimates for construction can be developed.

Solution: Webb County to solicit Statements of Qualifications for the performance of preliminary environmental and schematic services for Hachar Road Extension Project.

Result: Initiate process to select an engineering services firm for the completion of the preliminary environmental and schematic services for Hachar Road Extension Project.

- h. Discussion and possible action to authorize the Interim Purchasing Agent to solicit bids for La Presa Mangana-Hein Potable Water Dispenser Improvement Project as specified in the project design by the Webb County Engineering Department. Project design will be reviewed by the Webb County Engineering Department, and authorizing the Webb County Judge to sign all relevant documentation. [Account #635-6115-8601 (La Presa Bond Series 2010)]

Issue: The Mangana-Hein area needs a potable water dispenser.

Solution: The proposed water improvements will provide residents with better and faster access to the potable water facilities.

Result: Improve the Mangana-Hein dispenser.

- i. Discussion and possible action to award Request for Proposal (RFP) 2016-02-1 La Presa Soccer Field to the lowest bidder, Prestiege Innovators of Laredo, Texas, in the amount of \$142,000. [Account #635-6115-8601 (Bond Series 2010)]
- j. Discussion and possible action to approve funding and payment to the Texas Department of State Health Services for the Asbestos Abatement/Demolition Notification Fee #2015009245, in the amount of \$3,307.00 for the Webb County Tex-Mex Office Property located at 1200 Washington Street. [Account #001-0109-6022]

18. Indigent Healthcare Services

- a. Discussion and possible action to approve the hiring of a part-time Licensed Nurse at the Webb County Indigent Health Care Services Department, who will serve under the Standing Delegation Orders of the Regional Medical Director for the Texas Department of State Health Services (DSH) Region 11 at a rate between \$18.00 to \$25.00 per hour (depending on experience), and approval to publish job posting in the Laredo Morning Times; and any other matters incident thereto. The operational general order states that pay for part-time employees cannot exceed \$15/hr. unless specific approval to pay more is authorized by Commissioners Court. This item has no impact to the General Fund. [Account #004-4108-5505 (Part Time)]

Issue: The Public Health Services Department recently expanded to include Tuberculosis Screening services. This new program has been very successful since

services are offered at the main office and during immunization clinics in the rural areas. Services are limited at the main office while the Nurse is out at a clinic.

Solution: To approve the hiring of a part-time nurse at the salary scale listed above.

Result: The hiring of a part-time nurse will assist in providing continuous services at the main office.

19. La Presa Community Center

- a. Discussion and possible action to approve the transfer of the vehicle listed below to La Presa Community Center for the purpose of proper categorizing of inventory and fuel expenditures; and any other matters incident thereto.

Unit #04-14

Lic Plate # 826-022

Description: 2002 Ford Club Wagon

VIN: 1FBSS31L02AA62388

Issue: Unit# 04-14 has been in use at La Presa Community Center; however, unit number lists vehicle under an auxiliary department and not under the community center.

Solution: Transfer unit into proper department via vehicle transfer protocol forms to ensure that vehicle and the corresponding expenses are allocated to the correct department.

Result: Accurate reporting of community center vehicle inventory and fuel & lube expenses.

20. Purchasing

- a. Discussion and possible action to award Bid 2016-11 Comprehensive Energy Assistance Program (CEAP) Crisis Heating and Cooling Service Provider to Triumph Mechanical Inc.

Issue: Contract for Air Conditioning and Heating Services.

Solution: Contractors will replace, repair air conditioning and heating units for program eligible Webb County residents.

Result: Improve the quality of life to program eligible Webb County residents.

- b. Discussion and possible action to solicit Request for Qualifications (RFQs), and Bids for the following contracts:

Bid 2017-67 - Contract for Trap Rock 624 Grade 4 & 5

RFQ 2016-54 - Contract for Drug Court Out-Patient Treatment Provider

Issue: The current contract for trap rock will expire on September 30, 2016. A formal solicitation for qualifications is required for the Drug Court Out-Patient Treatment Provider.

Solution: Solicit RFQs and Bids for these service

Result: Purchasing efficiency, compliance of the law

- c. **Discussion and possible action to purchase One (1) Vizio 60 inch E60-C2 Full HD Smart LED-LCD TV with Four (4) year coverage, One (1) full motion wall mount, and shipping charges in an amount not to exceed \$1,000.00 from GovConnection, pursuant to Sections 271.101 and 271.102, subchapter F, Cooperative Purchasing Programs, Texas Local Government Code (NCPA-01-44). [Requested by Judge Joe Lopez, 49th District Court, Account #605-1001-8801]**

Issue: Judge needs the capability to magistrate inmates via teleconference.

Solution: purchase equipment needed to make this task more efficient.

Result: Judge will be able to magistrate inmates efficiently and effectively.

- d. **Discussion and possible action to purchase equipment to be used to magistrate inmates via teleconference in an amount not to exceed \$22,120.00 from Insight Public Sector; pursuant to Sections 271.101 and 271.102, subchapter F, Cooperative Purchasing Programs, Texas Local Government Code (DIR-TSO-2542). [Requested by Judge Joe Lopez, 49th District Court, Account #605-1001-8801 (Capital Outlay)]**

Issue: Judge needs the capability to magistrate inmates via teleconference.

Solution: purchase equipment needed to make this task more efficient.

Result: Judge will be able to magistrate inmates efficiently and effectively.

- e. **Discussion and possible action to approve Safe Networking to run Cat6 cable drops, and to install conduit and fittings in the amount of \$915.00 in order to be able to magistrate inmates via teleconference. [Requested by Judge Joe Lopez, 49th District Court; Account #605-1001-8801(Capital Outlay)]**

Issue: Judge needs the capability to magistrate inmates via teleconference.

Solution: Purchase equipment needed to make this task more efficient.

Result: Judge will be able to magistrate inmates efficiently and effectively.

21. Honorable Martin Cuellar, Sheriff

- a. **Discussion and possible action to approve a work-place/health fair immunization agreement between Wal-Mart Stores, Inc. and the Webb County Sheriff's Office to offer Hepatitis "B" immunizations to all part time jailers in an amount not to exceed \$4,263.75. [Account #170-2001-6205].**

Issue: OSHA standard rules requires employers to offer the vaccination series to all workers who have occupational exposure. Examples of workers who may have occupational exposure include, but are not limited to, health-care workers, emergency responders, morticians, first-aid personnel, correctional officers and laundry workers in hospitals and commercial laundries that service health-care or public safety institutions. The vaccine and vaccination must be offered at no cost to the worker and at a reasonable time and place.

Solution: Offer immunization to all part time Jailers who do not have health care coverage. Total cost includes immunizations for 25 part time jailers at 3 vaccines per employee. Any employee who refuses to be immunized will sign waiver form to release County of any liability if exposed to Hepatitis B.

Result: Compliance with OSHA standards and protection of County Jail employees from infection of Hepatitis B due to occupational exposure as correctional officers.

- b. Discussion and possible action to approve the use of Bond Series 2013 capital outlay Account #750-8000-8801 in the amount not to exceed \$23,500.00 for the control tower monitoring system for towers located at HWY 83 North & 1983 Mangana Hein Rd., funding is provided through Bond Series 2013 Interest earned through fund number 752; with additional action to authorize a line item transfer of \$23,500 from Bond Series Interest Income Series 2013, Acct. 752-9501-9301 to Capital Outlay Bond Series 2013, Acct. 750-8000-8801. [Account #750-8000-8801 (Bond Series Fund 2013)]

Issue: Original PO (13-0001600) was initiated by former engineer Mr. Arturo Barrera on 12/12/12. The tower monitoring project was under the direction of the former public safety coordinator but was never finalized. During the transfer of former public safety coordinator to the Sheriff's Office it was later communicated that this work was pending completion which was originally funded by Bond Series Account #696-8007-8801. As of today the project is complete but could not be paid due to closure of original bond account (696).

Solution: Transfer interest earned within the same Bond series 2013 from Fund 752 (Interest income) to Fund 750 Capital Outlay.

Result: Finalize payment to RZ communication and close out project. Monitoring system will alert dispatch employees of any irregularities with communication towers such as power failures, beacon light not functioning and other mechanical issues.

- c. Discussion and possible action to approve the addition of the following seized vehicles/items to the Webb County Sheriff's Office fleet inventory; and any other matters incident thereto.

Seized Vehicles/Items Description:

2014 Tarter 5x10 feet Utility Trailer

Vehicle Identification Number (VIN): 51GBU101XEL014074 SERIES UTUWF5102

2005 Volkswagen Bora

Vehicle Identification Number (VIN): 3VWHF11K16M606403

2009 Mercedes C300

Vehicle Identification Number (VIN): WDDGF54XX9F223888

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-2060-6023	Contract Services	\$75,861	\$900,000	\$824,139
To:	001-2001-5003	Overtime	\$1,000	-\$721	\$279
	001-2001-5003-B	O/T CBA	\$4,000	-\$3,043	\$957
	001-2001-5011	SLBB	\$3,893	-\$3,893	\$0.00
	001-2001-6010	Books & Subs.	\$5,500	\$94	\$5,594
	001-2001-6014	Equipment Rental	\$2,000	\$87	\$2,087
	001-2001-6202	Uniforms	\$4,500	\$211	\$4,711
	001-2001-6224	MInor Tools & Appts	\$5,000	\$25	\$5,025
	001-2001-6228	Fire and Ammo	\$2,500	\$728	\$3,228
	001-2001-6401	Bldg Maint.	\$5,000	\$117	\$5,117
	001-2001-6706	K9 Expense	\$1,300	\$489	\$1,789

	001-2003-5011	SLBB	\$549	-\$549	\$0.00
	001-2005-5011	SLBB	\$7	-\$7	\$0.00
	001-2020-5011	SLBB	\$322	-\$322	\$0.00
	001-2060-5003	Overtime	\$100	-\$10	\$9
	001-2060-5003-B	O/T CBA	\$25,000	-\$22,667	\$2,333
	001-2060-6014	Equip. Rental	\$3,000	-\$827	\$2,173
	001-2060-6401	Building Maint.	\$10,000	\$24	\$10,024
	001-2061-5003	Overtime	\$1,500	-\$1,426	\$74
	001-2600-5011	SLBB	\$690	-\$690	\$0.00
			\$75,861		

Issue: Transfer required to cover CT payouts, shortfalls in operational budget and SLBB payouts.

Solution: Transfer funds from corresponding payroll accounts and operational accounts with savings.

Result: Cover deficits and operational expenditures.

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

Accounts Payable Supervisor, Ms. Deyanira Saenz presented the Checks, Ratification of Payroll for April 22, 2016, Auditor's Errors, and Side Bills List pending approval.

County Treasurer, Ms. Delia Perales stated that there was four or five Election workers that have not been paid.

Ms. Perales presented the monthly report for March 2016.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve all the consent agenda items except item #21.a. with a correction on item #12.a. to reflect \$885 instead of \$895 on the total transfer

Vote: 5 - 0 Motion Carried

REGULAR AGENDA

Economic Development

22. **Discussion and possible action to approve the 2016-2017 Third Party Application, set submission dates and deadlines for application for Third Party Funding; and any other matters incident thereto.**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to send them a letter advising that June 15, 2016 is the deadline and the anticipation of reduction in funding for this year

Vote: 5 - 0 Motion Carried

Road & Bridge

23. **Discussion and possible action to adopt a plan of action to address solid waste management services in compliance with Chapters 361, 363 and 364, Texas Health and Safety Code (as discussed at the Commissioners Court meeting of March 14, 2016, item #13) which recognizes jurisdictional limitations imposed by state law, provides an option for a possible joint-management plan with the City of Laredo for their responsibilities in the extra-territorial jurisdiction (ETJ) of Laredo, authorizes staff to solicit Requests for Proposals (RFPs) for a third-party service provider, directs staff to initiate the preparation of any required county order to regulate solid waste and impose fees for services, and any matter incident thereto. [Requested by the Solid Waste Review Committee]**

Issue: State law limits county authority to regulate solid waste management and disposal to only those unincorporated areas of a county located outside the ETJ limits of a municipality and thus, solid waste management and disposal within Laredo’s ETJ is the responsibility of the City of Laredo. As such, garbage disposal services currently provided by the county in such areas must cease. Additionally, Webb County currently performs garbage pick-up and disposal services without charge to the users of those services. In review of the significant costs associated with these services coupled with the county’s anticipated budget shortfalls from substantial decreases in oil and gas revenues, Webb County’s solid waste committee is recommending levying service fees on users and contracting with a third-party service provider to perform garbage disposal services located in the unincorporated areas outside the ETJ of Laredo.

Solution: Authorize the County Attorney, Purchasing Agent and the appropriate county officials/staff to:

- **Solicit RFPs for a third-party provider to perform garbage pick-up and disposal services;**
- **Prepare required county orders to regulate solid waste management in the county’s jurisdiction and impose fees to pay for those services;**
- **Coordinate with the City of Laredo in an effort to assist them in finding resolutions to provide garbage service for those areas under their jurisdiction (Laredo’s ETJ) including, but not limited to, a joint-contract with a third-party provider; and**
- **Provide appropriate notice to affected residents and property owners.**

Result: For those areas located within Webb County’s jurisdiction, upon the Commissioners Court’s adoption and implementation of the recommended plan and orders the county will be compliant with jurisdictional limitations imposed by state law, the cost of garbage disposal services will be borne by the users of such services, and the resultant reduction in existing expenditures will help off-set anticipated revenue short-falls without reducing these or other vital county services. For those areas located within Laredo’s ETJ, results are dependent upon actions to be undertaken by the City of Laredo which have yet to be determined.

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

Vote: 5 - 0 Motion Carried

24. **Discussion and possible action to authorize the purchasing agent to acquire the following equipment for the Road & Bridge department through lease purchase options, and authorizing the county attorney’s office and staff to execute all relevant documents; and any other matters incident thereto. [Co-Sponsored by John Galo, Commissioner Pct. 3] [Account #600]**

Quantity	Equipment Description	Price	Total
1	TOYOTA MODEL 8FGU25 FORKLIFT	\$35,709.00	\$35,709.00

2	PETERBILT MODEL 348, DUMP TRUCK 2016	\$115,029.53	\$230,059.06
1	30'LOW PRO FLATDECK 25K GVWR	\$10,489.00	\$10,489.00
1	20'BEAM DECKOVER TRAILER (IN-STOCK)	\$4,895.00	\$4,895.00
1	20'BEAM DECKOVER TRAILER	\$5,149.00	\$5,149.00
2	BELLY DUMP 2016	\$34,950.00	\$69,900.00
	Estimated Total		\$356,201.06

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

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to push item #25 to the end

Vote: 5 - 0 Motion Carried

Auditor

26. **Discussion and possible action to establish an appropriation budget for the Commissary Sales Commission Fund according to the requirements of TEX LG. CODE ANN. § 351.0415: Texas Statutes - Section 351.0415: COMMISSARY OPERATION BY SHERIFF OR PRIVATE VENDOR; and any other matters incident thereto. [Account #528-2063-3412 (Commissary Sales Commission)]**

Acct Number	Acct Name	Amount
528-2063-6205	Materials & Activities	\$40,000

Issue: The budget for 2015 – 2016 included estimated revenues for \$45,000 and require an appropriations budget.

Solution: Authorize expenditures of the Commissary Sales Commission Fund for appropriate purposes and to ensure that the fiscal records are maintained for State Audits.

TX LOCAL GOVT § 111.0707. Special Budget for Revenue From Intergovernmental Contracts -

(a) The county auditor shall certify to the commissioners court the receipt of all revenue from intergovernmental contracts that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the revenue from intergovernmental contracts for its intended purpose.

Result: Compliance with TEX LG. CODE ANN. § 351.0415: Texas Statutes - Section 351.0415: COMMISSARY OPERATION BY SHERIFF OR PRIVATE VENDOR

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

Vote: 5 - 0 Motion Carried

Engineer

27. **Review and approval of critical infrastructure upgrades and implement an Utility Efficiency Program; and any other matters incident thereto.**

Issue: The central chiller and cooling towers are approaching it's end of service life. Critical upgrades needed at the Wastewater Plant to meet the Texas Commission on Environmental Quality (T.C.E.Q.) requirements. Improvements are needed at the Water and Wastewater Plants for efficiency and cost reductions. County-wide retrofits of equipment that is at it's end of useful life.

Solution: Comprehensive project that includes 40% energy savings and significant reduction to operations and maintenance expense and provides a funding stream to implement critical needed improvements.

Result: Critical needed improvements implemented to modernize the County and to position the County for the future. Address T.C.E.Q. violations and any future violations. Utility efficiency program will allow improvements utilizing no increased taxes.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to table item #27 until we sit down with Mr. Medford and Mr. Uribe to figure the best way to do it and whatever is in the best interest of Webb County

Vote: 5 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up item #36

Vote: 5 - 0 Motion Carried

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

36. **Discussion and possible action to proclaim the month of May 2016 as the "6th Annual Hero Salute Month" in Webb County, Texas, recognizing all Webb County Veterans, members of the armed forces and their families.**

County Judge and all the Commissioners read the proclamation naming the month of May 2016 as the "6th Annual Hero Salute Month" in Webb County, Texas.

Honorable Tano E. Tijerina, Webb County Judge

37. **Discussion and possible action to proclaim April 24 to May 1, 2016 as Soil & Water Stewardship Week.**

Judge Tijerina read the proclamation naming April 24 to May 1, 2016 as Soil & Water Stewardship Week.

38. **Discussion and possible action to proclaim the first week of May as Jury Appreciation Week. In accordance with Senate Bill No. 565, Section 662.155. The first seven days in May are Jury Appreciation Week in recognition of the outstanding and important contributions made by Texas citizens who serve as jurors.**

Judge Tijerina read the proclamation naming the first week of May as Jury Appreciation Week.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up item #39

Vote: 5 - 0 Motion Carried

Closed Session/Executive Session

39. **Discussion and possible action on the consideration, consent and acceptance on pro rata share amounts due from City of Laredo (account listed below) on foreclosure sale and purchase by the City of Laredo pursuant to §34.05 of the Texas Tax Code; and any other matters incident thereto. [Executive/Closed Session Requested pursuant to 551.072, Deliberation Regarding Real Property] [Requested by Javier Montemayor, Tax Attorney]**

<u>Account Number</u>	<u>Address</u>	<u>Amount</u>
223-00009-020	1905 San Leonardo Ave.	\$870.00

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to accept the \$870.00 on item #39

Vote: 3 - 0 Motion Carried

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

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring back item #28

Vote: 3 - 0 Motion Carried

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

Engineer

28. **Discussion and possible action to allow the Interim Purchasing Agent to solicit Request for Proposals (RFPs) for the Construction and Rehabilitation of the existing Espejo-Gates Road (Highway 83 Frontage Rd. to 5.4 Miles East) under the County Transportation Infrastructure Fund (CTIF) consisting of roadway reconstruction, grading, lime treatment, subgrade, base, Asphalt concrete pavement drainage structures and pavement markings; as per specifications adopted by the Texas Department of Transportation (TxDOT).**

Issue: Roadway and bridge need to be reconstructed due to deterioration from the high use of oil traffic.

Solution: Approve bid process so that we can get a bidder to reconstruct the road and maintain the safety of the traveling public.

Result: Roadway will be improved.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to solicit two (2) different proposals and an alternate bid

Vote: 4 - 0 Motion Carried

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

29. **Discussion and possible action to approve the critical Fire Protection System (ANSUL R-102) upgrades to the Golf Course Restaurant, in the amount of \$4,319.46 to PROFIRE Protection, Inc. [Accounts #631-6001-8601 (2010 Bond Series) and Account #746-6001-8601 (2013 Bond Series)]**

Issue: Upgrades are needed to open the restaurant.

Solution: Upgrade fire protection systems.

Result: Building will meet with Safety requirements.

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

Vote: 5 - 0 Motion Carried

30. **Discussion and possible action to release payment to Zertuche Construction for Request #26 in the amount of \$5,956.99. This project still has a balance, including retainage on this contract. [Account #634-6113-8601]**

Issue: Zertuche Construction has progressed with items of work towards the completion of the Fernando Salinas Community Center, which are noted in the schedule of values in Pay Request #26.

Solution: Authorize payment so work may move forward.

Result: Approve payment and release check.

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

Vote: 5 - 0 Motion Carried

Fire Suppression & EMS Services

31. **Discussion and possible action to enter into a professional service agreement in an amount not to exceed \$10,665.00 with PEUA Consulting LLC for platting, surveying and civil engineering services required to replat Tracts 38 and 23 of the Simeon Park Subdivision resulting from the division of existing platted property to acquire a 4.0 acre donation to Webb County for a fire station; authorizing a professional services exemption from Section 262.024(a)(4), Texas Local Government Code (Discretionary Exemption); authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Account #740-0204-8801]**

Issue: The County's decision to not purchase the remaining portion of Tract 38, Simeon Park Subdivision subsequent to the property owner's donation of a 4-acre tract for a fire station has triggered a replatting requirement of the subdivided tract. To ensure compliance with state law and the model subdivision rules governing residential property in border counties, the remaining tract must be combined with adjacent property so that the resultant tract is ten (10) or more acres and therefore not subject to minimum water and sewer requirements or a deed restriction against residential use.

Solution: Secure required professional services to replat property in compliance with state law as necessary to finalize property donation.

Result: Commence construction of a county fire station to provide much needed emergency service for northern regions of Webb County.

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

Vote: 5 - 0 Motion Carried

Honorable Marco Montemayor, County Attorney

32. **Discussion and possible action to enter into a Twelve (12) Month (October 1, 2015 through September 31, 2016) Consulting Services Agreement between Webb County for the Administrative Services Department and Valley Risk Consulting, Inc. for Property, Casualty, and Employee Benefits Consulting Services at a monthly cost of Three Thousand Six Hundred Sixty-Five Dollars (\$3,665.00) for a total cost of Forty-Four Thousand Dollars (\$44,000.00) over the term of the agreement, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Cynthia Mares, Webb County Administrative Services Director; Professional Services Accounts #001-0114-6022, #816-0105-6022, and #817-0105-6022]**

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

Vote: 5 - 0 Motion Carried

Budget Officers

33. **Discussion and possible action to authorize the auditor's office to create a capital outlay sub account under fund 605 for the 49th District Court, department 1001; and to further authorize a transfer of funds in an amount not to exceed \$24,035, from account 605-3001-8801-7 Comprehensive Contingency Fund to new account fund 605-1001-8801 Capital Outlay; and any other matters incident thereto.**

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

Vote: 5 - 0 Motion Carried

Commissioners Court Administrator

34. **Discussion and possible action to approve the purchase of an estimated 2,000 US flags for Memorial Day Veteran's events at an estimated cost of up to \$1,500.00 from the best qualified vendor; and any other matters incident thereto. [Funding Source: Goods for Public Events]**

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

Vote: 5 - 0 Motion Carried

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

35. **Discussion and possible action to amend the single point of contact grant guidelines to reflect that all departments requesting grant application authorization from the court be required to participate in the county biometric Timeclock Plus system; and any other matters incident thereto.**

Issue: There are several county departments that are not participating in the court authorized biometric timeclock plus system policy.

Solution: Amending the grant single point of contact guidelines to require that departments comply with timeclock policy in order to be eligible to apply for grants.

Result: Ensure compliance with county policy.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve item #35 effective immediately

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to go to Executive Session on item #40

Vote: 5 - 0 Motion Carried

(Executive Session 10:56 - 11:47 a.m.)

No action taken.

Closed Session/Executive Session

- 40. Discussion and possible action to request and approve the transfer of public defender employee Slot #9718, to another Webb County Department. This action was recommended by The Civil Service Commission. [Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Sections 551.071 (Consultation With Attorney) and 551.074 (Personnel Matters)]**

Issue: Personality conflict with the department head.

Solution: Transfer employee

Result: Improve department effectiveness.

No action taken.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up Addendum item #1

Vote: 5 - 0 Motion Carried

Addendum

Commissioners Court Administrator

- 1. Discussion and possible action to ratify and approve a deposit or credit of funds in the amount of \$2,071.06 to Payroll Overtime line item within the Elections Department Account #001-0107-5003 - Overtime from Account #001-0107-6705 - Elections Expense to pay for overtime expenses for election workers; and any other matters incident thereto.**

Issue: There are overtime expenses related to election workers that are due payment for services rendered during City of Laredo elections.

Solution: Funds are available and have been deposited into the Overtime line item from the elections expense account that received funds for these costs.

Result: Ratifying this deposit/credit into the overtime line item will ensure that all election workers receive full payment for their services rendered during the elections process.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales if you can't find the funds within the Elections Budget, then take it out of Fund 605

Vote: 5 - 0 Motion Carried

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

Vote: 3 - 0 Motion Carried

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

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up item #25

Vote: 3 - 0 Motion Carried

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

Administrative Services

25. **Discussion and possible action to conduct an annual performance review of Webb County Department Heads who are subject to the authority of the Webb County Commissioners Court, to wit:**

1. **Administrative Services**
2. **Bruni Community Center**
3. **Building Maintenance / Engineering**
4. **Carlos Aguilar Activity Center**
5. **Community Action Agency / Self Help**
6. **Economic Development**
7. **El Cenizo Community Center**
8. **Ernesto J. Salinas Community Center**
9. **Fernando A. Salinas Community Center**
10. **Fred M. & Anita Bruni Community Center**
11. **Head Start Program**
12. **Indigent Health Care Services**
13. **La Presa Community Center**
14. **Ladrillito Activity Center**
15. **Larga Vista Community Center**
16. **Law Library**
17. **Information Technology**
18. **Medical Examiner**
19. **Mirando Activity Center**
20. **Planning & Physical Development**
21. **Pre-Trail Services**
22. **Public Defender**
23. **Public Information Officer**
24. **Rio Bravo Activity Center**
25. **Rio Bravo Community Center**
26. **Road & Bridge Department**
27. **Santa Teresita Community Center**
28. **Veterans Service Office**
29. **Webb County Fire/EMS**

Action to be taken by Commissioners Court may include continuation of employment, reassignment, and modification of duties, disciplinary action, dismissal or other actions. The Commissioners Court may take such other action as may be necessary to implement its decisions including, but not limited to, appointment of interim

department heads and/or permanent appointment of department heads; and any other matters incident thereto. [Closed Meeting/Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Sections 551.071 ((A)(B) Consultation with Attorney) and 551.074 (Personnel Matters)]

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to conduct the evaluations for the Pct. 1 staff at a later time

Vote: 3 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (ABSENT)

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

The Commissioners Court conducted the annual performance reviews for the Webb County Department Heads in the order as follows:

1. Administrative Services

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up the Pct. 2 Community Center Directors

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (ABSENT)

2. Bruni Community Center

15. Large Vista Community Center

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring up the Pct. 4 Community Center Directors

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (ABSENT)

9. Fernando A. Salinas Community Center

10. Fred M. & Anita Bruni Community Center

14. Ladrillito Activity Center

27. Santa Teresita Community Center

Judge Tijerina stated that the Medical Examiner's evaluation would be conducted next.

Commissioners Court Administrator, Mr. Leroy Medford stated that the Medical Examiner requested Executive Session for her evaluation.

18. Medical Examiner

(Executive Session 12:52 - 1:02 p.m.)

No action taken.

3. Building Maintenance / Engineering

5. Community Action Agency / Self Help

6. Economic Development

Judge Tijerina stated that the evaluation for the Head Start Program Director would not be conducted due to the recent passing of her father.

12. Indigent Health Care Services

- 16. Law Library
- 17. Information Technology
- 20. Planning & Physical Development
- 21. Pre-Trail Services
- 22. Public Defender
- 23. Public Information Officer
- 26. Road & Bridge Department
- 28. Veterans Service Office
- 29. Webb County Fire/EMS

41. Communications

There was no Communications.

42. Adjourn

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

Vote: 5 - 0 Motion Carried