



WEBB COUNTY, TEXAS

COMMISSIONERS COURT

PUBLIC NOTICE
COMMISSIONERS COURT MEETING
WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
AUGUST 8, 2016
9:00 a.m.

BY *Ro* DEPUTY

WEBB COUNTY, TEXAS

2016 AUG -4 PM 4:33

MARGIE R. IBARRA
COUNTY CLERK
FILED

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

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

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

- a. Discussion and possible action to authorize the Community Action Agency Self-Help Center staff to assist Communities Unlimited, Inc., a multi-state 501 (c) (3) nonprofit Community Development Financial institution (CDFI), with a Home Improvement Loan Program by providing outreach and application intake for qualifying Webb County Hwy 359 colonia residents. **[Requested by Ricardo Martinez, Community Action Agency Director]**

Issue: Communities Unlimited, Inc. offers Home Improvement Loans that may be beneficial to qualifying Webb County Hwy 359 colonia residents.

Solution: Provide assistance by informing residents about the available loans and possibly assisting with the application process.

Result: Webb County Hwy 359 colonia residents will have additional resources available to them to improve their housing conditions.

- b. Discussion and possible action to accept an award in the amount of \$4,135.00 from FEMA 2016 Emergency Food & Shelter Program, Phase #33 and authorizing the County Judge to sign all relevant documents. Webb County Community Action Agency will utilize these funds for Emergency Food Services. There is no County Match and will not have impact on the County's General Fund. Dates of grant July 01, 2016 through December 31, 2016. **[Fund #901-4202-7004-1] [Requested by Ricardo Martinez, Community Action Agency Director]**

Issue: The Emergency Food & Shelter Program Phase #33 will award \$4,135.00 to the Webb County CAA for Emergency Food Services.

Solution: Place the Agenda item in order to obtain Commissioner's Court approval to accept award in the amount of \$4,135.00.

Result: Webb County constituents will receive food assistance if eligible.

- c. Discussion and possible action to enter into an agreement between Laredo Community College and Webb County Community Action Agency (CAA) to include Community Services Block Grant (CSBG) Contract Number #61160002398 for the provision of CDL Truck Driving Training classes. This project is funded through the Texas Department of Housing and Community Affairs - Community Services Block Grant (CSBG) Program, effective July 11, 2016 and terminates December 31, 2016. There will be no impact to the County's General fund. **[Account #61160002398 (Grant funds)] [Requested by Ricardo Martinez, Community Action Agency Director]**

Issue: The Webb County Community Action Agency will enter into an agreement with Laredo Community College for the provision of CDL Truck Driver Training classes.

Solution: This project is funded through the Texas Department of Housing and Community Affairs (TDHCA) for implementation of the program for qualifying Webb County residents.

Result: TDHCA will provide funding to be used to transition Webb County families out of poverty.

- d. Discussion and possible action to approve funding increase Amendment #1 in the amount of ONE HUNDRED TWENTY ONE THOUSAND THREE HUNDRED FORTY-THREE (\$121,343.00) to the Program Year 2016 Comprehensive Energy Assistance Program (CEAP) grant Contract #58160002358 from Texas Department of Housing and Community Affairs (TDHCA), and authorizing the County Judge to sign all relevant documents. **[Account #911-4227-5001 (Payroll)] [Requested by Ricardo Martinez, Community Action Agency Director]**

Issue: Approve funding increase Amendment #1 for the CEAP Program from TDHCA for Program Year 2016 in the amount of \$121,343.00.

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.

6. **Community Action Agency**

- 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 August 8, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1856	Food Transporter	\$10.00 per hour 20 hours per week

Issue: Slot # 856 is vacant. Payroll Account #952-4200-3500.

Solution: The request is being made to fill the vacant Food Transporter slot.

Result: The filling of slot will allow the Meals on Wheels program to effectively continue to provide home delivered meals to qualifying program consumers

7. Honorable Marco Montemayor, County Attorney

- a. Discussion and possible action to enter into a One (1) year (May 15, 2016 – May 14, 2017) service maintenance agreement by and between Webb County and Ricoh to maintain Five (5) Ricoh MP copy machines located at the Webb County Tax Office at an annual cost of THREE THOUSAND SIX HUNDRED SEVENTY-ONE DOLLARS AND NINETY-SIX CENTS) (3,671.96) for the lease term, subject to annual budget appropriation, and authorizing the County Judge to sign all relevant documents. **[Requested by Patricia Barrera, Tax Assessor-Collector; Account #001-0700-6402]**

- b. Discussion and possible action to approve Webb County Head Start's Application for Special Risk Accident Insurance with Security Life Insurance Company of America for 1,362 participants who are enrolled children in Webb County Head Start/Early Head Start/Child Care Partnership. The term of coverage will be for One (1) year, effective on October 1, 2016 and shall expire on September 30, 2017 at a total cost of SIX THOUSAND EIGHT HUNDRED TEN DOLLARS (\$6,810.00), and authorizing the county Judge to sign all relevant documents; and any other matters incident thereto. **[Requested by Aliza Oliveros, Webb County Head Start Director; Accounts #903-4207-6090 (\$6,090.00), #909-4207-6090 (\$360.00) and #918-4207-6090 (\$360.00)]**

- c. Discussion and possible action to approve a non financial agreement by and between The City of Laredo through their Health Department and Webb County for the loan, use and operation of a city owned mobile morgue unit, and authorizing the County Judge to execute any and all relevant documents; and any other matters incident thereto. No financial impact to Webb County. **[Requested by Dr. Corinne Stern, Webb County Medical Examiner]**

Issue: Due to numerous recent incidents, the Webb County Medical Examiner Dr. Corine Stern, has requested emergency support and assistance from the City of Laredo for the deployment, use and operation of a city owned mobile fatality morgue in order to handle the surge of accident related mass casualties and/or drowning deaths from persons attempting to cross the Rio Grande.

Solution: Approval of agreement between the City of Laredo and Webb County for the temporary use of a mobile morgue unit to handle the surge of fatalities of persons in Webb County

Result: The mobile morgue unit will provide the Webb County Medical Examiner much needed additional emergency support to handle the increase of fatalities of persons in Webb County.

8. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for July 25 and July 26, 2016

9. Purchasing

- a. Discussion and possible action to award the following contracts:

Bid 2017-03 - Annual Contract for Flexible Base - Torecillas Ranch

Bid 2017-05 - Annual Contract for Auto Parts-Gonzalez Auto Parts & O'Reilly Auto Parts (Approved Vendors), Fleet Pride (Primary-Batteries only)

Bid 2017-13 - Annual Contract for Plumbing Supplies for Water Distribution - HD Supply Water Works, LTD

Bid 2017-15 - Annual Contract for Oxygen, Acetylene, & Welding Supplies - Tim's South Texas, LLC

Bid 2017-19 - Annual Contract for Pharmaceutical Supplies - Diamond Pharmacy

Bid 2017-20 - Annual Contract for Car Washes - Top Gun Performance (Primary - Car/Hand Washes), Royal Car Wash (Primary-Self Service Drive Thru Car Washes), Power Car Wash (Primary-Detailing, Secondary-Car/Hand Washes)

Bid 2017-23 - Annual Contract for Auto & Heavy Equipment (parts included)-Top Gun Performance (Primary-Cars, Trucks, & Heavy Duty Trucks), Rotex (Primary-Tractor/Trailers)(Tertiary-Heavy Duty Trucks), J.R. Martinez (Secondary-Cars & Trucks), Andy's Auto & Bus (Secondary- Heavy Duty Trucks)

Bid 2017-40 - Annual Contract for Automatic Transmission Repair-Lopez Transmission

Bid 2017-63 - Annual Contract for Produce-Westside Produce (Primary), R.C. Food Service (Secondary)

Bid 2017-69 - Annual Contract for Brakes & Rotors for Law Enforcement Fleet- Gonzalez Auto Parts (Primary)

Bid 2017-70 - Annual Contract for Paint & Body Work for Vehicles-South Texas Auto Rebuilders (Primary-Paint & Body), Frank Lozano Body Shop (Secondary Paint & Body, Decals), Pete Lozano (Primary-Decals)

Bid 2017-75 - Annual Contract for Meter Calibration- Sendero South

Bid 2017-77 - Three (3) year Contract for Newspaper Advertisements- Laredo Morning Times

Bid 2017-82 - Annual Contract for Water Plant Chemicals- Brenntag Southwest, Inc. (Primary-Alum 1-3%, Chlorine HTH, Copper Sulfate, Polymer, Phosphoric Acid, Antiscalant), DPC Industries (Primary-Chlorine, Anhydrous Ammonia), Fort Bend Services (Primary-Polymer), ChemTrade (Secondary-Alum), Manley Bros. Of Indiana (Primary-Silica Sand)
Bid 2017-84 - Annual Contract for Prisoner Transportation-Guard Force International (Primary), US Corrections, LLC (Secondary)

Issue: The contracts listed above are set to expire September 30, 2016.

Solution: Solicit new contracts

Result: Purchasing Efficiency, Compliance of the Law

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

- a. Discussion and possible action to approve, consent and authorize a tax-exempt bond issue by Responsive Education Solutions and Premier High School located at 2201 Chihuahua St., Laredo, Texas and authorizing the Webb County Judge to sign all relevant documents regarding their participation in tax-exempt bond financing for the construction and equipment costs of the high school. The County will not be liable for any debt; the consent by Webb County is only for the purpose of complying with the federal tax law regarding tax-exempt financing and any and all matters incident thereto.

Issue: Responsive Education Solutions and Premier High School is a qualified 501(c)-3 organization and therefore is eligible to participate in tax-exempt financing. Responsive/Premier is financing the construction and equipment for the new Premier High School at tax-exempt interest rates through a bond issue facilitated by the Arlington Higher Education Finance Corporation. Section 147(f) of the Internal Revenue Service Code, requires that the "highest elected official" of the County approve the transaction after a public hearing is held.

Solution: By consenting to this transaction, Responsive Education Solutions and Premier High School will be able to finance and/or refinance the construction and equipment of Premier High School which is located at 2201 Chihuahua St., Laredo, Webb County, Texas.

Result: Responsive Education Solutions and Premier High School can issue the tax-exempt bonds and close on this transaction as soon as possible.

REGULAR AGENDA

Administrative Services

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	816-0105-6060	Basic Life Insurance	\$16,550	\$24,333	\$7,783
	001-9501-9301	Transfers Out	\$2,975,000		
	001-0114-6224	Minor Tools & Apparatus	\$350	\$2,543	\$2,193
			\$2,991,900		
To:	816-0105-6039	Cafeteria Administration	\$2,050	\$3,217	\$5,267
	816-0105-6038	Administrative Fees	\$14,500	\$108,913	\$123,413
	816-0105-9203	Claims Paid Prescription	\$550,000	\$126,014	\$676,014
	816-0105-9201	Medical Claims Paid	\$900,000	\$903,968	\$1,803,968
	863-0105-9201	Claims Paid Medical	\$600,000	\$2,153	\$602,153
	863-0105-6038	Administrative Fees	\$1,000	\$1,108	\$2,108
	863-0105-6035-01	Premium Retiree	\$24,000	\$3,377	\$27,377
	817-0105-9201	WC Claims Paid	\$900,000	\$59,212	\$959,212
	001-0114-6005	Postage & Courier Service	\$350	\$13	\$363
			\$2,991,900		

Issue: There will NOT be enough funds to pay claims and any other pending items for several division accounts for the next few months.

Solution: By transferring funds to the Employee Health, Retiree, and Workers

Compensation Accounts, we will be able to pay all pending items.

Result: The account will be in the black in order to pay for the claims and other pending items that will be coming in

12. Discussion and possible action to authorize a service agreement with the Lewis & Ellis, Inc., for the mandated Governmental Accounting Standard Board (GASB) 45 for the accounting and financial reporting for the Retiree Fund Program at a cost not to exceed Ten Thousand Dollars (\$10,000), and to grant an exemption from competitive proposals, pursuant to section 262.024 Discretionary Exemption, subsection (A)(4) Professional Service, Texas Local Government Code, and to authorize the County Judge to execute all relevant documents; and any other matters incident thereto. **[Account #863-0105-6022 (Professional Services)]**

Issue: This annual actuarial report needs to be done to comply with the Governmental Accounting Standard Board (GASB 45).

Solution: Approval of the agreement will initiate process.

Result: Early completion of this report will assist budget officers in the budget process.

13. Discussion and possible action to accept a proposal from L & E Actuaries & Consultants for the Actuarial Report of Webb County's Self-Funded Workers' Compensation Program as of September 30, 2016 at a cost not to exceed \$5,250.00 plus direct expenses. Requesting an exception from Section 262.023 of the Local Government Code (Competitive Proposal Requirements), and authorizing the County Judge to execute all relevant documents. **[Account #817-0105-6022 (Professional Services)]**

Issue: This annual actuarial report must be done to assist us in the budget process.

Solution: Approval of the agreement will initiate process.

Result: Early completion of this report will assist the Budgeted officers with the budget process.

14. Discussion and possible action to amend the Personnel Policies to include clarification provision for the Webb County Fire Department regulating overtime, in compliance with the Federal Labor Standards Act, 29 U.S.C § 207 (k); and any other matters incident thereto.

Issue: Clarification and specificity as to overtime for the Fire Department (First Responders).

Solution: The Policy will outline the provisions and criteria applicable to the First Responders of the Fire Department who are hourly employees.

Result: This amendment will place us under compliance, for federal rules and Federal Labor Standards Act rules.

15. Discussion and possible action to approve payment of Annual Flood insurance for the Head Start Annex building located on 2802 McDonell Ave, Laredo, Texas in the amount of One Thousand Two Hundred Sixty-Eight Dollars \$1,268.00. **[Account #903-4208-6032 (Property Casualty Premium)]**

Issue: Property located in a flood zone area requires the purchase of flood insurance.

Solution: Processing payment of invoice will avoid any lapse in coverage.

Result: Once approved the invoice will be paid.

onorable Isidro Alaniz, District Attorney

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	169-1100-6403	Repairs & Maint. Vehicle	\$5,300	\$5,439	\$139
To:	169-1100-7211-06	Bullet Proof Vest	\$5,300	\$0.00	\$5,300

Issue: The District Attorney Narcotic Task Force is in need of new equipment.

Solution: Create a line item transfer to cover the expenditure.

Result: New and necessary equipment will be provided to the District Attorney Task Force

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	167-1100-6205	Materials & Supplies	\$4,500	\$10,738	\$6,238
	167-1100-6403	Repairs & Maint.Vehicle	\$4,000	\$8,500	\$4,500
			\$8,500		
To:	167-1100-5601	Administrative Travel	\$2,500	\$1,813	\$4,313
	167-1100-6708	Law Enforcement Other	\$6,000	\$9,434	\$15,434
			\$8,500		

Issue: The following accounts: Administrative Travel and Law Enforcement Other, need funds to cover estimated expenditures that are forecasted for the remainder of the fiscal year.

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

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

Honorable Oscar Liendo, Justice of the Peace Pct. 1 Pl. 2

18. Discussion and possible action to approve the posting and filling of the following Slot, subject upon the availability of payroll funds and any applicable Civil Service guidelines, effective August 8, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2762	Full time Court Clerk	\$13.73 10/A

Issue: Full time slot will be resigning effective August 4, 2016.

Solution: Part time slot has enough training to fill full time slot.

Result: Department will be running efficiently and will continue to be productive.

onorable Ramiro Veliz, Justice of the Peace Pct. 2 Pl. 1

19. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective August 8, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1497	Administrative Secretary	\$13.73 - \$14.43 10/A-E

Issue: Need to fill slot of employee that was let go while still in the six months probation.

Solution: Request is being made to fill slot #1497 in order to continue our success and efficiency.

Result: By filling the slot it will allow our department to continue to function effectively. If this is not approved it will affect our quality of work. It may as affect our ability to produce t revenue and to comply with state (OCA) reports

ead Start

20. Discussion and possible action to approve the transfer of employees within the following Slots with salary changes and approve the filling of the vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service guidelines:

	<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
From:	966	Child Care Area Service Manager	\$15.20
To:	2553	Early Head Start Area Service Manager	\$15.65
To Fill:	966	Child Care Area Service Manager	\$15.20

Indigent Healthcare Services

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-4100-6714-10	Optional Services	\$70,000	\$82,922	\$12,922
To:	001-4100-6714-1	Physician Services	\$70,000	\$6,830	\$76,830

Issue: There has been an increase in the amount of eligible indigent clients being assisted with physician services (consultations, surgical services, treatments, etc.) to ensure compliance with their medical treatment plans and to prevent unnecessary hospital emergency room utilization.

Solution: Approval of requested funds will allow our office to continue assisting clients with their physician services.

Result: Clients will be able to consult with their physicians as medically necessary and prevent more expensive medical complications and unnecessary hospitalizations

Juvenile Probation Department

22. Discussion and possible action to authorize the Purchasing Agent and County Attorney's office to execute a Four (4) year vehicle lease agreement between Webb County and Enterprise Fleet Management, a qualified vendor as per TIPS Vendor Contract Number #02072513, for the procurement of Three (3) additional vehicles for county departments, in an amount not to exceed \$19,630/year; effective October 1, 2016; and authorizing the County Judge to sign off on all relevant documents; and any other matters incident thereto. **[Account #001-0109-6500-01 (Operating Lease Principle)]**

Road & Bridge

23. Discussion and possible action to revise the Court's action of July 11, 2016 as necessary, and to authorize the County Judge to execute any necessary documents as approved by the County Attorney; and any other matters incident thereto. **[Requested by the Solid Waste Review Committee]**

a) Extend/continue existing solid waste services in the extra-territorial jurisdiction (ETJ) of Laredo under the same terms, fees, and effective dates of the county's solid waste management plan for areas located beyond the ETJ pursuant to the Laredo City Council's action of August 1, 2016 to enter into an inter-local agreement authorizing Webb County to provide solid waste service and impose fees for said service;

b) Include the ETJ area in the county's proposed mandatory solid waste management plan and the solicitation for Requests for Proposals (RFPs) for a possible third-party service provider to serve the entirety of the unincorporated area of Webb County;

c) Authorize the County Attorney to coordinate with the City of Laredo in the preparation and finalization of a cooperative agreement which provides the necessary authorities for the county to provide and charge for solid waste service effective October 1, 2016 or the effective date established for said service in unincorporated areas located beyond the ETJ;

Issue: Without statutory authority or a cooperative agreement to regulate solid waste management within the ETJ of a municipality, Webb County had to discontinue solid waste services in the City of Laredo's ETJ. As necessary to provide adequate notice to affected residents, on July 11, 2016, the Court had imposed August 15, 2016 as the last date of county service in the ETJ. However, on August 1, 2016, the Laredo City Council approved a motion to enter into an inter-local agreement authorizing Webb County to provide solid waste service and impose fees for said service within its ETJ.

Solution/Result: Based on a good faith response to the Laredo City Council's action to enter into an inter-local agreement providing the necessary authorities for Webb County to provide solid waste service and impose fees for said service, modify the county's current solid waste management plan to include the ETJ area under the same rules, terms, fees, and effective dates as imposed or may be imposed on the areas located beyond the ETJ limits. Such action will eliminate the disruption of county solid waste services and will provide a uniform management plan for the entirety of the unincorporated area of Webb County.

Building Maintenance

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0106-6205	Materials & Supplies	\$27,000	\$33,242.05	\$6,242.05
To:	001-0106-6401	Repairs & Maint. - Bldg.	\$27,000	\$7,955.39	\$34,955.39

Issue: Line item transfer required to pay for the approved Johnson Control, Inc. planned service agreement in the amount of \$26,964.00.

Solution: Request a line item transfer of funds available from the materials and supplies account to the repairs and maintenance of buildings account.

Result: Provide proper maintenance and repairs services to the chiller system for the Courthouse, Justice Center and Administration buildings.

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25. Discussion and possible action to approve the remaining Freight charges of \$442.00 for the delivery of the Three (3) Peerless Pumps Model 5AE8N Horizontal Split Case Pumps that were purchased and delivered on April 6, 2016 by Dynamic Pump Systems. **[Account #745-3001-8801-7 (Capital Outlay Water)]**

Issue: Horizontal Split Case Pumps were approved by Commissioner Court on January 25, 2016 (Item #32), the original proposal had no Freight charge included.

Solution: Invoice was sent from Dynamic Pump Systems after pumps were delivered. Total charge of \$442.00 for the freight.

Result: Payment to vendor.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	801-3001-6407	Repair & Maint. W	\$2,000	\$16,096	\$14,096
To:	801-3001-6005	Postage & Courier Service	\$2,000	\$1,324	\$3,324

Issue: Funds in Account #801-3001-6005 (Postage & Courier Service) have almost been exhausted, requesting transfer of funds to mail out Public Notice for the months of August and September 2016 as per Texas Commission on Environmental Quality (T.C.E.Q.)

Solution: Approve transfer to make funds available to mail out Public Notices as required by T.C.E.Q.

Result: Funds available to proceed with compliance

27. Discussion and possible action authorizing the Engineering Department to use Fund 712 (Right of Way Acquisition Series 2006) in the amount not to exceed \$20,000.00, from Account #712-7101-6022 (Professional Services) for Title Reports, Surveys and other Professional Services as needed for Colonias of Webb County for Roadway Right of Way and Public Easement Acquisition.

Issue: Some existing Colonias of Webb County are platted since the mid 1980's with private access roads and are not in compliance with actual road standards and the County of Webb has been working with private adjacent property owners to acquire by donation, the necessary strip of land along their properties to widen the existing road, up to roadway right of way standards.

Solution: Approve the use of funds to perform, as needed, Title Report ownership and strip of land surveys.

Result: The Colonia residents and property owners will receive an acceptable ingress and egress road, properly improved and maintained by Webb County.

28. Discussion and possible action to approve labor for fire alarm and electrical tie in to the ANSUL System at the Webb County Casa Blanca Golf Course, in the amount of \$1,679.56 from SimplexGrinnell. **[Account #800-6011-6412 (Equipment)]**

Issue: ANSUL System installation requires fire alarm and electrical tie in for return air shut down before fire system can be tested by Fire Department.

Solution: Approval of required labor for fire protection system.

Result: Building will meet with Safety requirements.

29. Discussion and possible action to approve payment to the Texas Department of Transportation (TxDOT) as part of the Local Government match fund participation requirement on the approved Federal Off-system Bridge Program totaling \$20,876.00 of which \$1,277.00 has already been paid for preliminary engineering. Total owed at this time is \$19,599.00 for Bridge located at Mines Road at Espada Creek NBI Structure #222400AA0179006 Federal Highway Administration (CSJ 0922-33-157), and authorizing the County Judge to execute all relevant documents. **[Account #010-7002-6404 (Repairs & Maintenance-Bridge)]**

Issue: Funds needed for the replacement and/or rehabilitation of the bridge located at Espada Creek at Mines Road.

Solution: The Engineering Department is requesting that part of the amount requested be subsidized by funds refunded to Webb County by the Texas Department of Transportation (TxDOT) Austin Finance Division Office on September 2015 in the amount of \$9,928.30 (check #133525066) for the participation on a previously approved off system bridge (0922-33-091) located on Las Tiendas, Warrant No: 13352133525066, Project No: BR2006 (089).

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

Purchasing

30. Discussion and possible action to authorize the Purchasing Agent to solicit bids for the following contracts:

Bid 2017-01- Annual Contract for Fuel

Bid 2017-51- Annual Contract for HVAC Repair

Issue: Contract listed above will expire September 30, 2016

Solution: Solicit a new contract

Result: Compliance of the Law, Purchasing Efficiency

onorable Marco Montemayor, County Attorney

31. Discussion and possible action to enter into a One (1) year (September 1, 2016 through August 31, 2017) non-financial senior job skills training program agreement by and between Webb County ("Host Agency") and AARP, through the AARP Foundation Senior Community Service Employment Agency Program, to provide job training to senior citizen volunteers at NO COST to Webb County, and authorizing the Webb County Judge to execute all relevant documents. **[Requested by Cynthia Mares, Administrative Services Director]**

Issue: An agreement with AARP is needed in order to allow job skills training to senior citizens.

Solution: Approval of the agreement with AARP.

Result: Provide job training skills to senior citizen volunteers.

32. Discussion and possible action to authorize and approve entering into an Institution - Agency Off-Campus 2016-2017 Inter Local Agreement by and between Laredo Community College (LCC) and Webb County at a cost not to exceed ELEVEN THOUSAND DOLLARS (\$11,000) to establish a work study program by utilizing College students to work throughout Webb County Offices and Departments, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. **[Requested by Cynthia Mares, Administrative Services Director; Professional Services Account No.: 001-0109-6022]**

Issue: Laredo Community College desires to enter into a Inter Local Agreement with Webb County by utilizing a Federal Work Study Program to allow students to work throughout Webb County.

Solution: Approve the Inter Local Agreement.

Result: The Federal Work Study Program authorized by the Inter Local Agreement will provide college students with real world work experience by working in Webb County Offices and Departments.

Honorable Esther Degollado, District Clerk

33. 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 September 1, 2016. The progression of the promotion will result in a final slot being "vacant" which will be posted within County and general public as required by Civil Service Rules and Wage Plan Policies:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0275	Chief Deputy District Clerk	\$24.83 - \$26.10 21/A-E

Issue: A newly vacant position will become available August 12, 2016 and will result in a final slot being vacant.

Solution: Fill job opening of vacant positions in order to adhere to any and all Civil Service Rules and Regulations (internal postings), as well as any and all Wage Plan Policies.

Result: The filling of these positions will alleviate overload and allow for efficiency and productivity of work within the department

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0108-5001	Vehicle Maintenance	\$3,500	\$137,723	\$134,223
	001-1011-5001	District Clerk	\$4,000	\$317,042	\$313,042
			\$7,500		
To:	001-1111-6727	Jurors - Other Expenses	\$7,500	\$615	\$8,115

Issue: Account #001-1111-6727 needs funds to cover anticipated expenditures for the remainder of the fiscal year.

Solution: The transfer of funds will help the account not reach a deficit.

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

Honorable Mike Villarreal, Constable Pct. 2

35. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective August 8, 2016.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2701	Deputy Constable	\$18.46 - \$19.40 16/A-E

Issue: Employee that occupied slot #2701 transferred to another department as of July 22, 2016. Constable Pct. 2 is requesting approval to post and fill vacant slot, so we can continue to provide expedient service to Webb County residents.

Solution: Obtain approval from Commissioners Court to fill slot.

Result: Constable Pct. 2 will be able to fill slot #2701, resulting in continued service of the Departments Constitutional Duties

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-2503-6011	Training & Education	\$81	\$81.74	\$0.74
	001-2503-6007	Dues & Membership	\$170	\$170	\$0.00
			\$251		
To:	001-2503-6205	Materials & Supplies	\$251	\$5.55	\$256.55

Issue: Constable Pct. 2 Materials & Supplies account is almost completely depleted. Office supplies and copy paper are needed to finish the remainder of the Fiscal year.

Solution: Solution will be a line item transfer from Training & Education and Dues & Membership to the Materials & Supplies account.

Result: With the approval of the line item transfer our department will be able to have funds to purchase the necessary supplies.

. Inorable Martin Cuellar, Sheriff

37. Discussion and possible action to approve the re-posting and filling of the following Slot at the most recent pay rate of \$23.97 received by the employee who last held the position, subject to the availability of payroll funds and any applicable Webb County employment guidelines, effective August 8, 2016 and any other matters incident thereto. **[Note: This position was advertised for 5 days and there were 16 qualified applicants]**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0547	Public Information Officer	\$23.97 16/V

The Webb County Sheriff's Office seeks to keep the current salary being paid to that slot at the **\$23.97** hourly rate because of the difficulty in finding qualified, experienced candidates at the original starting pay. As per the counsel of the Webb County Commissioners' Court on **June 27, 2016** and having used the lower pay rate, the Webb County Sheriff's Office has already gone through the process of receiving/reviewing job applications and interviewing the limited number of potential candidates. However, the Webb County Sheriff's Office seeks to re-post the position at the hourly rate of \$23.97 in order to seek a sufficient pool of qualified candidates. This position is a critical position that should be paid at the last salary rate rather than what is recommended by the

Condrey Plan due to the complexity/challenges in managing communications, media responsiveness, open records act requests, public relations, and covering seizures, arrests, and other law enforcement efforts by the Webb County Sheriff's Office on a 24 hour/7 days-a-week basis. Furthermore, this slot is a highly sensitive and critical position which requires a high salary rate due to the complexity of the position's primary duties, high threshold of minimum job qualifications, the need to employ a job applicant who can start with significant expertise/experience, and the requirement that the PIO must respond to inquiries about law enforcement related incidents and provide media with correct and accurate but redacted information at any time of the day or week. Finally, this slot is classified as exempt by rule of the Civil Service Commission; and, thus, is excluded from Civil Service coverage and guidelines.

Issue: Need to fill critical position (Slot #0547) of Public Information Officer (PIO) at the existing rate of **\$23.97**. This is due to the law enforcement sensitive information this position provides to media and public, especially due the importance, breadth, scope, volume, legally required timeliness, and sensitive nature of processing Freedom of Information Act (FOIA) requests. Previous Public Information Officer resigned effective 6/03/2016.

Solution: Request is being made to fill slot #0547 at the current rate of **\$23.97** in order to continue to provide necessary and required public accountability, transparency, and public service information.

Result: The filling of this important position and slot at the current pay rate of **\$23.97** will allow the Webb County Sheriff's Office to continue to meet important transparency/accountability duties and otherwise be responsive to needed/requested information by Webb County taxpayers, media personnel, special advocacy groups, and other community members

38. Discussion and possible action to approve the re-posting and filling of the following Slot at the most recent pay rate of \$36.04 received by the employee who last held the position, subject to the availability of payroll funds and any applicable Webb County employment guidelines, effective August 8, 2016 and any other matters incident thereto. **[Note: This position was advertised for 5 days and there were 19 qualified applicants]**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0533	Finance Director	\$36.04 21/A-E

The Webb County Sheriff's Office seeks to keep the current salary being paid to that slot at the **\$36.04** hourly rate because of the difficulty in finding qualified, experienced candidates at the original starting pay. As per the counsel of the Webb County Commissioners' Court on **June 27, 2016** and having used the

lower pay rate, the Webb County Sheriff's Office has already gone through the process of receiving/reviewing job applications and interviewing the limited number of potential candidates. However, the Webb County Sheriff's Office seeks to re-post the position at the hourly rate of \$36.04 in order to seek a sufficient pool of qualified candidates. This position is a critical position that should be paid at a higher salary than what is recommended by the Condrey Plan due to the complexity of managing budgetary and financial matters for a law enforcement agency with a multi-million-dollar budget and which handles a complex number of difficult and varied law enforcement tasks, including jail management (bonds, booking, inmate services, compliance, mental/medical services, commissary, etc.), grants, investigations, court security, mental health transports, radio dispatch, patrol, civil/warrants processing, Information Technology, crime records/reporting, and community policing services. Furthermore, this slot is a highly sensitive and critical position which requires a high salary rate due to the complexity of the position's primary duties, high threshold of minimum job qualifications, need to employ a job applicant who can start employment with significant expertise/experience, and the requirement to provide a competitive salary comparable to those paid for this same type of position by both other public sector agencies and private businesses. Finally, this slot is classified as exempt by rule of the Civil Service Commission; and, thus, is excluded from Civil Service coverage and guidelines.

Issue: Need to fill critical position of Finance Director (Slot #0533) at the existing rate of **\$36.04**, especially due to existing budgetary challenges, current budget preparations for upcoming fiscal year, and to close out the end of this fiscal year. Previous Finance Director transferred to Purchasing Department effective 6/10/2016.

Solution: Request is being made to fill slot #0533 at the current pay rate of **\$36.04** in order to continue critical financial duties and responsibility.

Result: The filling of this important slot at the current pay rate of **\$36.04** will allow the Webb County Sheriff's Office to meet important financial and budgetary responsibilities.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-2001-6205	Materials & Supplies	\$3,200	\$13,972	\$10,772
To:	001-2001-6224	Minor Tools & Apparatus	\$3,200	\$207	\$3,407

Issue: The afore-listed accounts (Minor Tools & Apparatus) require a transfer of funds to cover estimated future expenditures that are forecasted to occur for the remainder of the fiscal year and to avoid deficits to the account.

Solution: Utilize the savings from Materials and Supply to cover future expenses avoid deficits in other account.

Result: The requested line item transfer of funds will cover the estimated future expenditures

40. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective August 8, 2016; and any other matters incident thereto:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
540	Jailer/Officer I-V	\$20.43 Collective Bargaining Agreement (CBA)

Issue: Need to fill slot #540 of employee who retired. This position is required due to the need for the Webb County jail to maintain needed security/safety measures and to sustain compliance with state/federal laws regulating the required inmate-to-staffing levels as well as other management measures mandated at penitentiaries. Furthermore, this position provides needed manpower to support the continuous (24 hours-a-day/7-days a week) operations of the jail division.

Solution: Request is being made to fill slot #540 in order for the Webb County jail to remain in compliance with mandatory officer-to-inmate ratios for the safety and security of jail inmates, visitors, correctional officers, civilian staff, jail service providers/vendors and the rest of the community.

Result: The Webb County Sheriff's Office will maintain needed safety and security standards at the Webb County jail and continue to stay in compliance with Texas Commission on Jail Standards (TCJS)

41. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective August 8, 2016; and any other matters incident thereto:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2717	Jailer/Officer I-V	\$20.43 Collective Bargaining Agreement (CBA)

Issue: Need to fill slot #2717 of employee who resigned effective 07/29/2016. This position is required due to the need for the Webb County jail to maintain needed security/safety measures and to sustain compliance with state/federal laws regulating the required inmate-to-staffing levels as well as other management measures mandated at penitentiaries. Furthermore, this position provides needed manpower to support the continuous (24 hours-a-day/7-days a week) operations of the jail division.

Solution: Request is being made to fill slot #2717 in order for the Webb County jail to remain in compliance with mandatory officer-to-inmate ratios for the safety and security of jail inmates, visitors, correctional officers, civilian staff, jail service providers/vendors and the rest of the community.

Result: The Webb County Sheriff's Office will maintain needed safety and security standards at the Webb County jail and continue to stay in compliance with Texas Commission on Jail Standards (TCJS)

Honorable Patricia A. Barrera, Tax-Assessor- Collector

- 42. Discussion and possible action to approve the 2016 Certification of the Tax Roll.
- 43. Discussion and possible action to approve the anticipated collection for 2016 of 100%.
- 44. Discussion and possible action on Tax Rate; if proposed tax rate will exceed the effective tax rate, take record vote (to consider the tax increase) and schedule public hearings (date, time, and place).
- 45. Discussion and possible action to approve the following line item transfers:

From:	001-0700-6022	Professional Services	\$1,000	\$1,000.00	\$0
	001-0700-6202	Uniforms	\$400	\$400.00	\$0
	001-0700-6202-OPF	Uniforms-OPF	\$400	\$400.00	\$0
			\$1,800		
To:	001-0700-6411	Repair & Maint. Software	\$1,800	\$7,305.46	\$9,105.46

Issue: Authorize the line item transfers listed above to be able to pay first payment toward the web based upgrade of Tax Billing and Collection System.

Solution: Transfer funds from Accounts 001-0700-6022, 001-0700-6202 Uniforms, and 001-0700-6202 Uniforms OPF to Account 001-0700-6411.

Result: This will enable us to upgrade to the web based Tax Billing and Collection System and provide training to our staff

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

- 46. Discussion and possible action to approve a letter agreement between Webb County and the Lamar Bruni Vergara Trust for the release of \$50,000.00 to the City of El Cenizo for the El Cenizo Library project; and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0201-5005	Part-time (Precinct 1)	\$4,200	\$14,614.38	\$10,414.38
To:	001-6305-5005	Part-time (Rio Bravo Activity Center)	\$4,200	\$ -1,711.75	\$2,488.25

Issue: There is currently a negative balance in the part-time payroll account for the Rio Bravo Activity Center.

Solution: Transfer part-time monies to make the funds available to cover payroll expenses for pay period ending August 4, 2016 and the remainder of the fiscal year.

Result: Assure payment to all employees for hours worked

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

48. Discussion and possible action to renew/extend the legal services retainer agreement between Webb County and Allison, Bass & Magee, L.L.P. to advise and represent the county in all legal matters as may be requested by the county budget officers assigned by the Commissioners Court; and to grant an exemption from competitive proposals, pursuant to section 262.024 Discretionary Exemption, subsection (A)(4) Professional Service, Texas Local Government Code; and any other matters incident thereto. **[Account #001-0109-6022 (Professional Services)]**
49. Discussion and possible action to approve a pilot fleet card program agreement with Enterprise Fleet Management/ExxonMobil for certain county departments in an effort to realize a cost savings when fueling county vehicles; and authorizing the county judge to execute all relevant documents once reviewed and approved by county attorney's office; and any other matters incident thereto.

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

50. Discussion and possible action to approve the transfer of employee from Slot #2342 in Department 6104 – Fred & Anita Bruni Community Center, to Slot #0680 in Department 0108 – Vehicle Maintenance/Road & Bridge (General Fund); subject to qualification and approvals from administrative services; and any other matters incident thereto.
51. **Communications**
52. **Adjourn**

The Webb County Commissioners Court hereby reserves the right to go into closed session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.



DISABILITY ACCESS STATEMENT



Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS 4th DAY OF AUGUST, 2016

By: Melinda Mata
Melinda Mata
Court Administrator

CERTIFICATION OF NOTICE AND POSTING

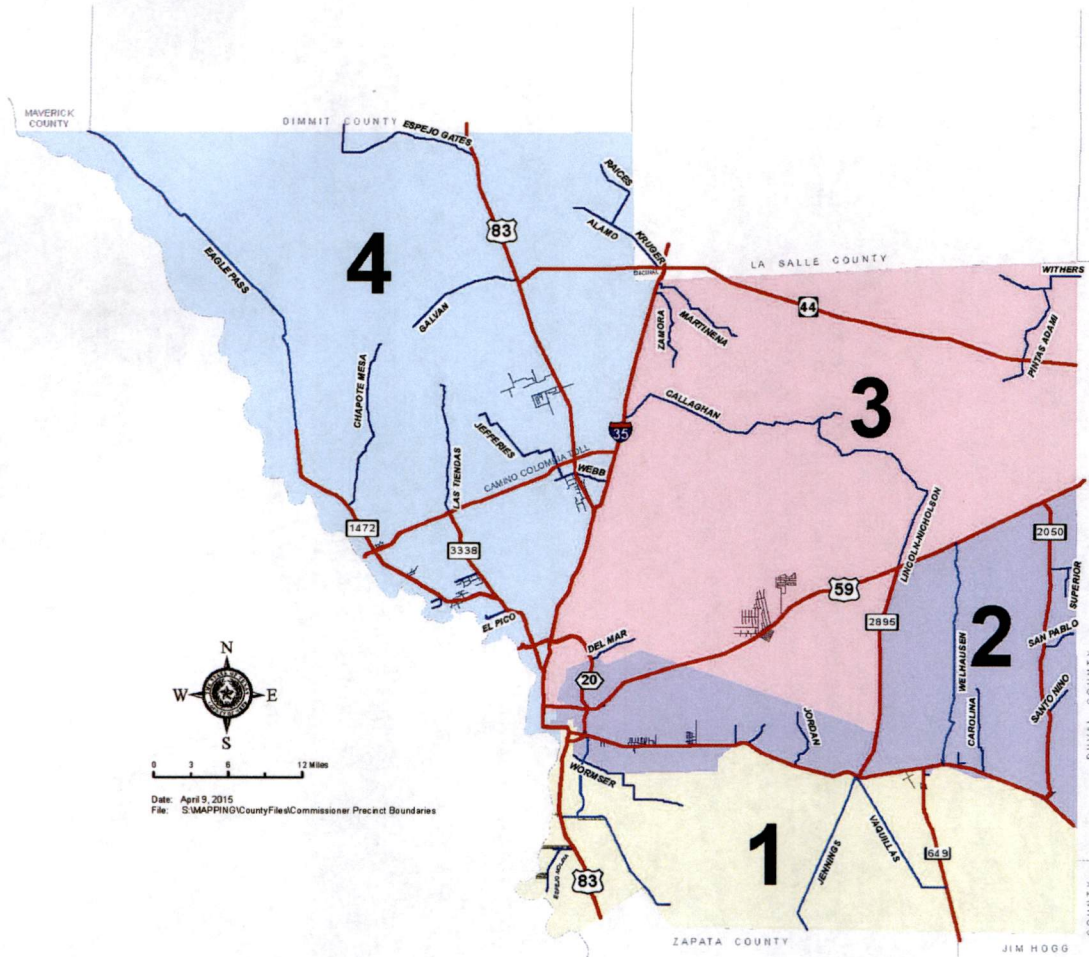
the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 4th day of August, 2016 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 4th DAY OF AUGUST, 2016





MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS

BY: Rodrigo Ornelas Jr.
Margie Ramirez-Ibarra, County Clerk
Rodrigo Ornelas Jr. - Deputy Clerk





Date: April 9, 2015
 File: S:\MAPPING\CountyFiles\Commissioner Precinct Boundaries

COUNTY COMMISSIONERS		County Judge
	Honorable Tano E. Tijerina Commissioner Frank J. Sciaraffa	Precinct 1
	Commissioner Rosaura "Wawi" Tijerina	Precinct 2
	Commissioner John C. Galo	Precinct 3
	Commissioner Jaime A. Canales	Precinct 4

Webb County, Texas Commissioner Precinct Boundaries