

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, August 22, 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 18th day of August 2016. Present also were Ms. Virginia M. Rodriguez, 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. Approval of Bills, Payroll, and Monthly Report**

County Treasurer, Ms. Delia Perales presented the Recap of Checks, Recap of Released Immediate Payments, Ratification of Check issued in the amount of \$650.00 to the City of Laredo Fire Department, Ratification of Payroll Disbursements for 08-12-2016, Side Bills, and Auditor's Errors pending approval.

Ms. Perales presented the monthly report for July 2016.

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

Vote: 5 - 0 Motion Carried - Unanimously

- 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.**

No one signed up for Public Comment.

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 Marco Montemayor, County Attorney**
 - a. Discussion and possible action to enter into a Twelve (12) month (September 1, 2016 to August 31, 2017) Child Care Partnership Agreement between Anna Guerra D/B/A Regina's School House and Webb County for the Webb County Head Start/Early Head Start Program wherein Regina's School House will set up, implement, and operate Two (2) classrooms at a cost determined by student population, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Program Director; Account #918-4208-7037-1]
 - b. Discussion and possible action to enter into a Twelve (12) month (September 1, 2016 to August 31, 2017) Child Care Partnership Agreement between Dr. Miroslava Vargas D/B/A Education Center Aura, Inc. and Webb County for the Webb County Head Start/Early Head Start Program wherein Education Center Aura, Inc. will set up, implement, and operate Seven (7) classrooms at a cost determined by student population, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Program Director; Account #918-4208-7037-2]

- c. **Discussion and possible action to correct the account number used for payment for the Substance Abuse Treatment Services Operation Agreement as per Request for Proposal 2016-54 awarded on May 23, 2016 between People with Ideas of Love, Liberty, Acceptance, and Respect (P.I.L.L.A.R.) and Webb County for the 406th Judicial District Court – Adult Drug Court Program for professional counseling services. The correct account should be #351-1004-6022 (Professional Services) instead of #351-1004-5601. This item was passed by the Webb County Commissioners Court on July 11, 2016, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Judge Oscar Hale; 406th District Court]**
- d. **Discussion and possible action to enter into a Forty-Eight (48) month (August 22, 2016 through August 21, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Constable, Precinct 2 for a Toshiba E-Studio 4508A Copier and a Lexmark XC4150 at a cost of One Hundred Twenty Nine Dollars and Sixty-Three Cents (\$129.63) per month for a total amount of Six Thousand Two Hundred Twenty-Two Dollars and Twenty-Four Cents (\$6,222.24) over the term of the agreement, subject to annual budget appropriating, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Miguel Villarreal, Webb County Constable, Pct. 2; Account #001-2503-6014]**
- e. **Discussion and possible action to enter into a Sixty (60) month (August 22, 2016 through August 21, 2021) Lease Agreement between Ecolab, Inc. and Webb County for the Webb County Sheriff's Office for a Phase II Dishmachine at a cost of Three Hundred Seventy-Four Dollars and Ninety-Six Cents (\$374.96) per month for a total amount of Twenty Two Thousand Four Hundred Ninety-Seven Dollars and Sixty Cents (\$22,497.60) over the term of the agreement, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Martin Cuellar, Webb County Sheriff; Account #001-2060-6014]**
- f. **Discussion and possible action to enter into an Twenty-Four (24) month (September 1, 2016 through August 31, 2018) Professional Services Contract between Webb County for its Head Start/Early Head Start Program and The University of Texas Health Science Center at San Antonio (UTHSCSA) Pediatric Dentistry and Advance General Dentists for dental health services at a rate according to the UTHSCSA Head Start Fee Schedule and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4207-6218]**

6. Honorable Margie Ibarra, County Clerk

- a. **Approval of Minutes for August 8, 2016**

7. Head Start

- a. Discussion and possible action to approve the Early Head Start Expansion and Early Head Start-Child Care Partnership grant application in the amount of \$999,375 (Federal Share) and \$249,844 (Non Federal In-Kind Match), for a total of \$1,249,220.
- b. Discussion and possible action to accept the 2016 - 2017 Refunding grant (Year 3 of a 5 year funding cycle) for the Head Start and Early Head Start program in the amount of \$9,954,542 (Federal), with an in-kind match of \$2,488,636 to serve 1,218 Head Start and 72 Early Head Start eligible children and their families from September 1, 2016 through August 31, 2017 in Webb County. Acceptance of the grant award includes salary adjustments and new/revised/deleted positions.
- c. Discussion and possible action to accept the 2016 - 2017 Refunding grant for the Early Head Start Child Care Partnership program (Year 2 of a 3 year funding cycle) in the amount of \$749,531 (Federal), with an in-kind match of \$187,383 to serve 72 Early Head Start eligible children and their families from September 1, 2016 through August 31, 2017 in Webb County.
- d. Discussion and possible action to approve the posting and filling of the following Slots:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
1106	Part Time Substitute Teacher	\$8.49	20
1111	Part Time Substitute Teacher	\$8.49	20
1694	Part Time Substitute Teacher	\$8.49	20
1702	Part Time Substitute Teacher	\$8.49	20
1093	Maintenance Worker	\$11.51	26
- e. Discussion and possible action to accept the 2016 - 2017 Child and Adult Care Food Program continuation for the Head Start and Early Head Start program from October 1, 2016 through September 30, 2017. This program provides reimbursement of meals (Breakfast, Lunch, Snack) to all enrolled children and employs all kitchen staff. Acceptance of this grant includes salary adjustment and the posting of any vacant positions included in the grant application.

8. Purchasing

- a. Discussion and possible action to solicit qualifications and/or bids for the following contracts:

RFQ 2017-54 - Annual Contract for Drug Court Out Patient Treatment Provider
 Bid 2017-83 - Annual Contract for Alarms (Maintenance, Inspection, Repairs, & Installation)
 Bid 2017-85 - Annual Contract for Motor Rewinds
 Bid 2017-100 - Annual Contract for Uniforms

Issue: Contracted listed above is set to expire 9/30/2016
 Solution: Solicit a new contract
 Result: Purchasing efficiency; compliance of the law

- b. Discussion and possible action to authorize the Purchasing Agent to transfer the vehicle listed below from the Webb County Tax Assessor Office to the Webb County Information Technology Department in accordance with the Texas Local Government Code (LGC): Section 262.011 (j).

Unit 36-02 - 2005 Honda Odyssey - VIN #5FNRL38245B070759

Issue: The Webb County Information Technology (I.T.) Dept. presently has 1 Cargo Van and 1 Pick-up Truck and are limited as to their response time to various departments (in particular to those departments outside the downtown area).

Solution: By adding this unit it would allow for better response time to the needs of Webb County Departments. This vehicle is mechanically sound and will have minimum impact to the general fund for expenses such as fuel and preventative maintenance.

Result: Secure authorization to transfer unit as per Section 262.011 (j).

9. Honorable Patricia A. Barrera, Tax-Assessor- Collector

- a. Discussion and possible action to approve a refund in the amount of \$6,634.59 to WRI Trautmann LP, Accounts #90230001011 through #94730001050, as per Supplement 15 Certified 2015, Adjust values per judgment from District Court 406th Judicial Cause #2014CV8001656D4 for the years 2014 and 2015.

Issue: Various accounts had values adjusted per Cause #2014CV8001656D4 for years 2014 and 2015. These adjustments generated refunds since the accounts had been paid prior to receiving said adjustment from the Webb County Appraisal District.

Solution: Refund said amount to WRI Trautmann LP for their over-payments.

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

- b. Discussion and possible action to approve the following refunds;
 - a) The amount of \$10,188.48 to the Webb County Tax Office, Account #72000001042, as per Supplement 12 Certified 2015, Improvements combined with #72000001039 per mapping review and protest 2011-13738 resolved on 7/20/16 per settlement and waiver for years 2011 through 2015.
 - b) The amount of \$9,010.31 to Lowe's Home Center Inc c/o Tax Department, Account #97620002300, Supplement 12 Certified 2015, Adjust value per District Court 341st Judicial District Cause #2014CV8001431D3 for years 2014 and 2015.

Issue: a) Account #72000001042 was deleted and combined for years 2011 through 2015 with Account #72000001039 which generated a refund since the account had been paid prior to receiving the adjustment from the Webb County Appraisal District. b) Account #97620002300 had the value adjusted per Cause #2014CV8001431D3 for years 2014 and 2015. This adjustment

generated a refund since the account had been paid prior to receiving the adjustment from the Webb County Appraisal District.

Solution: Refund said amounts to both entities for their over-payments.

Result: The monies will be reimbursed to the appropriate taxpayer and the pending balance on Account #72000001039 will be paid.

Judge Tijerina stated corrections under Consent Agenda item #7.b., the amount should read as \$9,970,410 instead of \$9,954,542 and under item #7.c., the amount should read as \$762,694 instead of \$749,531.

Assistant County Attorney, Mr. Ramon Villafranca stated a correction under item #5.d., Toshiba E-Studio 4508A Copier needs to be omitted and only reflect Lexmark XC4150 for the item.

Purchasing Agent, Mr. Joe Lopez stated corrections under item #5.d., the end date should read as September 30, 2020 instead of August 21, 2020 and under #5.e. the end date should read as September 30, 2021 instead of August 21, 2021.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 3 John C. Galo to approve all the Consent Agenda items with the corrections

Vote: 5 - 0 Motion Carried - Unanimously

REGULAR AGENDA

Honorable Isidro Alaniz, District Attorney

- 10. Discussion and possible action to ratify and authorize the acceptance of an Other Victims Assistance Grant (OVAG) from the Office of the Texas Attorney General in the amount of \$42,000 for a victims assistance coordinator position; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require a match. This is a time sensitive item that required the signature of the authorized official no later than August 19, 2016. [Grant Fund 323]**

Issue: Over the last two years, Webb County has seen a rise in domestic violence cases. These cases involve victims of crime that suffer emotional trauma and physical injuries. The State of Texas has set up a Victim of Crime Compensation Fund that provides benefits to victims of these types of crimes; however, the system is complex and normally victims have to document their benefit eligibility while still under emotional trauma and physical distress. The District Attorney's Office submitted an agenda item to apply for two year grant application for a victims assistance coordinator. The agenda item was approved by the governing body on May 11, 2015. This would be the second year for this grant award.

Solution: The District Attorney's Office has been awarded a grant that funds the position of a victims assistance coordinator. The victims assistance coordinator will act as a first point of contact for the victims of crime and will also work closely with prosecutors, investigators and counselors to meet the needs of crime victims. The victims assistance coordinator main objective will

be to provide critical support and to facilitate filling out the necessary paperwork so that victims of crime can have access to eligible benefits.

Result: Victims of violent crime will have a point of contact that will provide them with direct victim services.

11. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds and any applicable Webb County employment guidelines, effective August 22, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1882	Assistant District Attorney	\$35.56 23/N
1969	Assistant District Attorney	\$35.56 23/N

Issue: There is a need to fill the following critical positions: (Slot #1882 & #1969) of Assistant District Attorney. These positions will provide for the prosecution of criminal cases. The District Attorney's Office is currently operating at capacity with minimum personnel. Leaving these positions open will adversely affect the prosecution of criminal cases.

Solution: fill the vacant positions of Assistant District Attorney (Slot #1882 and #1969).

Result: The filling of the Assistant District Attorney positions will alleviate the work overload and allow for efficiency and productivity in providing Justice for victims.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #10 and #11

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Hugo Martinez, County Court at Law 1 Judge

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-1010-6010	Books & Subscriptions	\$987	\$987	\$0.00
	001-1010-6022	Professional Services	\$3,000	\$3,000	\$0.00
	001-1010-6018	Transcripts	\$540	\$540	\$0.00
			\$4,527		
To:	001-1010-6713	Evaluation Services	\$1,500	\$1,500	\$3,000
	001-1010-6900	Expert Witness	\$1,000	\$300	\$1,300
	001-1010-6029	Court Interpreter	\$1,727	\$125	\$1,852
	001-1010-6205	Materials & Supplies	\$300	\$143	\$443
			\$4,527		

Issue: The following accounts Expert Witness and Evaluations do not have enough funds to cover all expenses for services that have already been rendered that are pending with the court. Account for Court Interpreter is for services that will be rendered before the end of this month and for a pending bill with the court.

Solution: The line item transfer will help the accounts not reach a deficit and pay services that have and will be rendered.

Result: The transfer will cover expenses for the remainder of the fiscal year.

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

Vote: 5 - 0 Motion Carried - Unanimously

Casa Blanca Golf Course

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	800-6011-6014	Equip Rental	\$2,500	\$2,500	\$0.00
	800-6016-6230-LABOR	Reimb Labor	\$9,000	\$35,216.29	\$26,216.29
			\$11,500		
To:	800-6011-6412-IRRIG	Irrigation	\$1,200	\$1,253.12	\$ 2,453.12
	800-6011-6780-SAND	Sand/Gravel	\$1,300	\$295.69	\$1,595.69
	800-6011-6230-LABOR	Reimb Labor	\$9,000	\$14,143.10	\$23,143.10
			\$11,500		

Issue: There isn't enough funds for maintenance payroll to finish the fiscal year. We focused on the maintenance of the course so overtime was approved for the workers at the beginning of the year.

Solution: Transferring the funds will let us finish the fiscal year. There is no need for Equipment rental for the remainder of the year but we could use the funds for irrigation supplies and sand/gravel.

Result: Transferring the funds from departments to able to finish the fiscal year.

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

Vote: 5 - 0 Motion Carried - Unanimously

Economic Development

14. Discussion and possible action to accept a contract agreement from the Office of the Governor's Business Assistance Division for a grant awarded in the amount of \$10,000 for the purpose of offering and promoting activities that will benefit small businesses and Historically Underutilized Businesses (HUBs) by raising awareness and providing opportunities for obtaining financial assistance to residents in the rural areas of Webb County; contract end date of November 30, 2016; and designating the County Judge as the County's Chief Executive Officer and authorized representative to act in all matters in connection to this project. A Twenty percent (20%) In-Kind match will be provided. This action will not impact the County General Fund and will not create any new positions.

Issue: Many local programs geared towards small business development are not adequately promoted or offered in rural areas of Webb County.

Solution: Webb County has been awarded \$10,000 in grants funds to offer and promote small business development activities, with a focus on rural residents.

Result: The acceptance of this Small Business Service Provider Grant will assist rural residents through workshops directed at providing information on how to start a small business and identify various lending institutions that provide small business loans.

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

Vote: 5 - 0 Motion Carried - Unanimously

Fire Suppression & EMS Services

15. Discussion and possible action to approve the purchase of furniture for new fire station located on Henry Cuellar Rd. off of HWY 59. Furniture will be purchased from KI, BuyBoard Contract Number NJPA #31715, at a cost of \$18,938.88, pursuant to Sections 271.101 and 271.102 Subchapter F of the Cooperative Purchasing Program, Texas Local Government Code. [Account #740-0200-8801 (2013 Bond Series)]

Issue: Furniture for fire station was not included in fire station construction contract. Furniture must be purchased outright by Webb County. There is a 6 week lead time for item delivery; station should be complete prior to furniture delivery.

Solution: Purchase furniture through architect suggested vendor. Revised quote was requested and obtained by the Purchasing Department with a reduction in the installation cost of \$4,425.00.

Result: A turn-key fire station/administration building upon completion of the project.

16. Discussion and possible action to accept state tobacco funds provided through the Seven Flags RAC Trauma Service Area "T" in the amount of \$1,212.90, to be utilized in the purchase of EMS supplies, training, travel, and equipment for both stations of the Webb County Volunteer Fire Department, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #001-2203-6205]

Issue: State funding provided through Seven Flags RAC for EMS needs.

Solution: Accept funds, and utilize monies for purchase of EMS supplies, training, travel, and equipment.

Result: Properly stocked emergency units ready for response, and well prepared personnel.

17. Discussion and possible action to reimburse PEUA Consulting LLC, \$199.00 for tax certificates and recording fee of Simeon Park Re-plat, of land donation in Los Botines for fire station and authorize release of payment for all pending invoices immediately. As stated in the professional service agreement, approved by Commissioners Court on April 25, 2016, "application fees, review fees and tax certificates are not part of this proposal and these would be the responsibility of the owner." PEUA Consulting paid for these items, and seeks reimbursement from the owner. [Account #740-0204-8801]

Issue: PEUA Consulting paid for tax certificates and recording fee of replat, and seeks reimbursement from Webb County.

Solution: Reimburse PEUA Consulting for owner responsible fees.

Result: Resolved pending invoices with PEUA Consulting.

18. Discussion and possible action to approve the purchase of window shades and shower items for new fire station located on Henry Cuellar Rd. off of HWY 59. Total amount for items to be purchased is \$2,742.60. Additional action to transfer funds from Account #605-3001-8801-7 into new 605 sub-account and authorizing Auditors office to create said account; and any other matters incident thereto. [Account #605-2203-8801 (Capital Outlay)]

Items will be purchased from the following vendors:

Cantu Interiors: \$1,595.00 (Window Shades)

MDI Resources: \$986.20 (ADA Compliant Benches-2)

Charm-Tex: \$161.40 (Shower curtains & rings for three showers)

Issue: Purchase required/needed home fixtures for completion and use of the new fire station.

Solution: Purchase fixtures from vendors stated above.

Result: ADA compliant facility, ready for inspection and use by firefighters.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve items #15, #16, #17, and #18 with the corrections

Vote: 5 - 0 Motion Carried - Unanimously

Fire & EMS, Chief Ricardo Rangel stated a correction under item #17, the amount will not come from Account #740 but from an account titled "Subdivision Enforcement Fees" under Planning.

Planning Director, Ms. Rhonda Tiffin stated that the account is a clearing account that is used specifically for Subdivision Enforcement Activities. Ms. Tiffin mentioned she would be providing the account number to the County Clerk by the end of the meeting.

Juvenile Probation Department

20. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds effective August 22, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
339	Juvenile Supervision Officer (Female Guard)	\$15.73 12/D
2439	Juvenile Supervision Officer (Male Guard)	\$15.73 12/D
342	Juvenile Supervision Officer (Male Guard)	\$15.73 12/D

Issue: Due to resignations and terminations, we are not meeting the staffing ratios for the continuous (24 hours-a-day/7 days-a-week) operations of the Juvenile Detention Center.

Solution: Approve posting and filling of vacated positions.

Results: Compliance with required supervision ratios.

21. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds effective August 22, 2016. [Account #147-1301 (State Funds)]

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
795	Juvenile Probation Officer	\$17.67 16/A
2262	Juvenile Probation Officer	\$17.67 16/A
2381	Juvenile Probation Officer	\$17.67 16/A

Issues: Due to resignations and terminations, employees are doubling up on caseloads.

Solution: Approve posting and filling of vacated positions.

Results: These positions will help maintain individualize caseloads to provide adequate supervision of Juveniles in the community.

Chief Juvenile Probation Officer, Ms. Melissa Mojica stated that on item #21 the actual hourly rate is \$18.46 and corresponds to 16/A.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve items #20 and #21 with corrections

Vote: 5 - 0 Motion Carried - Unanimously

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 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 #001-1301-6500 (Operating Lease)]**

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

Vote: 5 - 0 Motion Carried - Unanimously

Medical Examiner

23. **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 22, 2016:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2870	Autopsy Technician/Transporter	\$16.73 14/A

Issue: Position became vacant on July 27, 2016.

Solution: Approve the filling position of vacant slot.

Result: The filling of slot #2870 will alleviate overload and allow for efficiency and productivity of work within the Medical Examiner's Office.

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

Vote: 5 - 0 Motion Carried - Unanimously

Road & Bridge

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	010-7002-6405	Repairs & Maint. of Roads	\$3,000	\$61,323.97	\$58,323.97
	010-7002-6204	Fuel & Lubricants	\$10,000	\$202,996.86	\$192,996.86
			\$13,000		
To:	010-7002-6014	Equipment Rental	\$3,000	\$864.96	\$3,864.96
	010-7002-6402	Repairs & Maint. of Equip,	\$10,000	\$1,602.96	\$11,602.96
			\$13,000		

Issue: Exhausting funds on Professional Services and Repairs & Maintenance of Equipment accounts. After carefully reviewing our monthly expenditures, we have concluded we won't have enough funds to cover estimated expenses in the upcoming month.

Solution: Request a line item transfer for both accounts.

Result: The transfer of funds will cover any estimated expenditures for the remainder of the Fiscal Year.

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

Vote: 5 - 0 Motion Carried - Unanimously

Administrative Services

- 25. Discussion and possible action to approve the 2017 proposed employee benefit plan rate adjustment for all eligible full-time employees and dependents, retirees and dependents, as recommended by the insurance committee, effective January 1, 2017. Rates will be calculated on an annual basis and adjusted to the 26 week pay period only, as presented in supporting attachment; and any other matters incident thereto. [Requested by Insurance Committee]**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to adopt these rates

Vote: 5 - 0 Motion Carried - Unanimously

Building Maintenance

- 26. 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 22, 2016:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate/Salary</u>
2362	Custodian	\$11.84 hr/\$24,622.40 Grade 7A
2425	Building Maintenance Worker	\$13.73 hr/\$28,554.43 Grade 10A

Issue: Building Maintenance Department is in need of filling slots 2362 (Custodian) and 2425 (Building Maintenance Worker) to continue providing custodial and building maintenance services.

Solution: Approve the posting of positions to fill vacancies.

Result: Provide custodial and building maintenance services.

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

Vote: 5 - 0 Motion Carried - Unanimously

Auditor

27. **Discussion and possible action to approve payment in the amount of \$375.00 for membership/dues to Texas Association for Court Administration (TACA) for County Court at Law #1 as required by Local Government Code §89.002**

Issue: Local Government Code §89.002 requires that..The Commissioners Court may spend, in the name of the county, money from the county's membership fees and dues of nonprofit State Association of Counties if:

(1) a majority of the court votes to approve membership in the association;

Solution: Obtain court approval as required.

Result: Purchase Orders for associations approved by the court will be processed for payment.

Funding Source: 001-1010-6011

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

Vote: 5 - 0 Motion Carried - Unanimously

Community Action Agency

28. **Discussion and possible action to accept a check in the amount of SIX THOUSAND TWO-HUNDRED AND FIFTY DOLLARS (\$6,250.00) from Reliant Energy Retail Services, LLC. The Webb County Community Action Agency will utilize these funds to assist qualified Reliant Energy clients. Reliant Assistance Account #902-4202-7004.**

Issue: Webb County Community Action Agency will receive a check in the amount of \$6,250.00 from Reliant Energy Retail Services, LLC.

Solution: The contribution will provide funding for energy assistance payment to Reliant Energy customers under the CARE Program.

Result: Webb County Community Action Agency will accept enrollment applications from potential clients and qualify Reliant Energy customers as eligible recipients in accordance with Reliant Energy Care program requirements.

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

Vote: 5 - 0 Motion Carried - Unanimously

29. **Discussion and possible action to authorize Webb County Community Action Agency to modify Job Description; full-time regular position for a Community Social Services (CSS) Data System Manager and fill Slot #2884. Civil Service will revise and approve upon meeting date Thursday, August 25, 2016. Position to be funded from Account #920-4202-5001 Community Social Services Block Grant Program (CSBG) Account #911-4226-5001 Comprehensive Energy Assistance Program (CEAP). Position will be 100% grant funded and there will be no impact on the general fund.**

Issue: A manager is needed to fill vacant slot, however slot called for advanced education.

Solution: Create and fill a new position/job description to fit the needs of position with similar standards to prior slot and adhere to department/county policies overall.

Result: Department will be operating under a new qualified, proactive manager that will help alleviate workloads and create productivity within C.A.A. in general.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to allow Mr. Martinez to take this to Civil Service

Vote: 5 - 0 Motion Carried - Unanimously

Elections

- 30. Discussion and possible action to order a General Election to be held on the 8th day of November, 2016 as required by Article XVI, Section 65 of the Texas Constitution, for the purpose of electing county and precinct officers in the County of Webb, Texas.**

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

Vote: 5 - 0 Motion Carried - Unanimously

- 31. Discussion and possible action to approve a Resolution authorizing the conduct of Joint Elections between the County of Webb, the City of Laredo, the City of Rio Bravo, the City of El Cenizo, the Laredo Community College District, the Laredo Independent School District, the United Independent School District, and the Webb Consolidated Independent School District to be conducted on November 8, 2016 pursuant to Chapter 271, Texas Election Code.**

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

Vote: 5 - 0 Motion Carried - Unanimously

- 32. Discussion and possible action to approve a Resolution authorizing and establishing the main, temporary branch, and mobile temporary branch early voting sites for the November 8, 2016 Joint General/Special Elections within Webb County, pursuant to Chapter 85, Texas Election Code.**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to table item #32

Vote: 5 - 0 Motion Carried - Unanimously

33. Discussion and possible action to approve a Resolution authorizing and establishing the Election Day polling sites for the November 8, 2016 Joint General/Special Elections within Webb County, Texas, in accordance with Chapter 43, Texas Election Code.
34. Discussion and possible action to approve a Resolution authorizing and establishing the salaries for presiding Judges and clerks and establishing the maximum number of election day clerks to serve at each election polling site for the November 8, 2016 Joint General/Special Elections, pursuant to Sections 32.091(a) and 32.033, Texas Election Code.
35. Discussion and possible action to approve a Resolution authorizing and establishing a Central Counting Station, appointing the central counting station manager, tabulation supervisor, assistant tabulation supervisors, presiding judge, and establishing their respective salaries for the November 8, 2016 Joint General/Special Elections, pursuant to Section 127, Texas Election Code.
36. Discussion and possible action to approve the appointment of Presiding and Alternate Judges from lists provided by the local political party chairmen, in each election precinct for a Two-Year term to begin September 1, 2016 and terminate August 31, 2018, pursuant to Chapter 32, Texas Election Code.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve items #33, #34, #35, and #36

Vote: 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to bring up item #64

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Tano E. Tijerina, Webb County Judge

64. Presentation and update by Sylvia Praesel from Consortium for Apprenticeship Partners in Economic Development (CAPED) regarding the apprenticeship program.

Engineer

37. Discussion and possible action to approve Dannenbaum Engineering Corporation's Supplemental Work Authorization No. 1 to Work Authorization No. 2 for the Loop 20 Main Lanes and Frontage Roads from Sta. 554+00 to Just North of Loop 20/US 59 Overpass (TxDOT CSJ 086-14-058) Loop 20 Extension Project, to amend scope of services: A. Revision to Function Code 110 Route and Design; B. Revision to Function Code 161 Detention Pond Analysis; and C. Revision to Function Code 130 Right of Way. These additions in scope of work increased by \$54,356.86, for a maximum amount payable of \$622,268.84 and; approve Supplemental Agreement No. 5 to the Main Contract for the additional services to be performed under Supplemental Work Authorization No. 1 to Work Authorization No. 2 The maximum amount payable under this contract will be amended from \$2,532,147.16 to

\$2,586,504.02 an increase of \$54,356.86 as detailed in Attachment E-2 for Summary of Detailed Fee Schedule for Phase I and II, revised (06/22/2016) and Attachment E-4 for Summary of Detailed Fee Schedule for Phase I, revised (06/22/2016). All other provisions of the Main Contract are unchanged and remain in full force and effect. Additional scope of services of which 100% will be reimbursed by the Texas Department of Transportation (TxDOT) contingent on their approval and; authorize the County Judge to sign all relevant documents. [Account #644-8001-6022 (Professional Services)]

Issue: Amend scope of services: A. Revision to Function Code 110 Route and Design; B. Revision to Function Code 161 Detention Pond Analysis; and C. Revision to Function Code 130 Right of Way.

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

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

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

Vote: 4 - 0 Motion Carried

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

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to open up Public Hearing

Vote: 4 - 0 Motion Carried

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

Planning

OPEN PUBLIC HEARING

- 38. Public hearing in compliance with the provisions of Chapter 2007 of the Texas Government Code to consider the adoption of a proposed mandatory solid waste management order pursuant to the authority in Chapter 364 of the Texas Health and Safety Code.**

CLOSE PUBLIC HEARING

Judge Tijerina asked if anyone was for or against.

No one responded.

39. Discussion and possible action to adopt a Webb County Solid Waste Management Regulations Order pursuant to Chapter 364 of the Texas Health and Safety Code and any other matters incident thereto.

Issue: Pursuant to Commissioners Court action of April 25, 2016 and as modified on August 8, 2016 to include the extra-territorial jurisdiction (ETJ) of Laredo (subsequent to Laredo's Council action to enter into a cooperative agreement), Webb County is currently implementing a mandatory solid waste management plan for the unincorporated area of the county which includes converting existing free garbage pick-up and disposal services to a paid, contracted service by the users of those services.

As part of the overall management plan, the Court must adopt an order as set out by Chapter 364, Health and Safety Code (H&S). The adoption of such an order is further subject to the provisions of the Texas Private Real Property Preservation Act under Chapter 2007, Texas Government Code (TxGC) which requires public notice (at least 30-days), public hearing and analysis (takings impact assessment or TIA) to determine if the proposed action is further regulated by said Act.

In compliance with the adoption provisions of both Chapter 364, H&S and Chapter 2007, TxGC, public notice of the proposed action was published in the *Laredo Morning Times* and *El Manana* on July 17, 2016 and July 31, 2016. Such publications included notice of the completed takings impact assessment (TIA) for public review and comment. A copy of the completed TIA is included in the agenda back-up which has identified the proposed action as being "exempt" pursuant to Sections 2007.003(b)(4), (6), and (13), TxGC.

Solution:

- 1. Hold public hearing to offer any interested citizen of the county the opportunity to testify for or against the proposed order.**
- 2. Consider the adoption and/or modification of the proposed order and rules. If to be adopted, set the effective date of the order (please note that staff recommends an effective date no earlier than October 1, 2016 or no later than January 1, 2017).**

Result: Upon the Commissioners Court's adoption and implementation of the recommended order, the county will have the proper authorities in place to:

- a) manage solid waste in the unincorporated area;**
- b) impose fees for garbage collection and disposal so that costs associated with those services are borne by the users of such services;**
- c) reduce existing county expenditures; and**
- d) provide the mechanism under which the county can outsource or contract services to a private third-party service provider for all or part of the unincorporated area.**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to close the Public Hearing and adopt the proposed mandatory order

Vote: 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to adopt January 1 as the effective date

Vote: 5 - 0 Motion Carried - Unanimously

Purchasing

40. **Discussion and possible action to authorize the Purchasing Agent to implement a Voluntary Price Reduction Program and to further authorize the Purchasing Agent to negotiate a 10% price reduction on current and future unexecuted contracts that will impact the upcoming fiscal year 2016-2017; those vendors who participate in the program will be offered a One (1) year extension at the original bid prices subject to the terms and conditions of the program in accordance with the Local Government Code; Section 262.0305 (Modification of Award) and authorizing the County Judge to execute all relevant documents and any other matters incident thereto.**

Issue: County is projecting a shortfall in oil and gas revenues and is actively implementing cost cutting measures county wide.

Solution: Introduce an additional cost cutting measure by approving a Voluntary Price Reduction program for Vendors to consider; in turn, assisting the County to help bring down expenses during FY 2016-2017. In return a one (1) year extension will be offered to participating vendors with unexecuted contracts and subject to the terms and conditions of the price reduction program.

Result: Potential savings to the County on annual purchases made through participating vendors.

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

Vote: 5 - 0 Motion Carried - Unanimously

Santa Teresita Community Center

41. **Discussion and possible action to accept donation in the amount of One Hundred Fifty Dollars (\$150.00) from Kool Smiles Dentistry to the Santa Teresita Community Center for goods for public events use.**

Issue: As required by the court, a request is being submitted so that the funds can be accepted as a donation to the community center.

Solution: Approving donation to add funds available to community center.

Result: Donation will help with costs and expenses incurred for goods for public events.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Marco Montemayor, County Attorney

- 42. Discussion and possible action to approve a license agreement between Webb County Sheriff's Office and SMG, a Pennsylvania general partnership, that is the managing agent for the City of Laredo for the facility known as "Laredo Energy Arena" located at 6700 Arena Blvd., Laredo, Texas 78041. The facility will be used for the sole purpose of a Drug Awareness Concert to be held on October 27, 2016 for a total cost of \$11,918.00 and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #170-2001-6707 (Drug Free Campaign)]**

Issue: Owner (City of Laredo) and managing company "SMG" require a Use License Agreement to be formalized before usage of facility.

Solution: Approval of Licensing agreement for Drug Free Event Concert.

Result: Compliance with City of Laredo and managing company agreement requirements for use of facility (Laredo Energy Arena).

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

Vote: 4 - 0 Motion Carried

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

- 43. Discussion and possible action to rescind and revoke the court's approval of agenda item #25, approved on June 27, 2016. The agenda item dealt with caterpillar equipment including Two (2) caterpillar motor graders and Three (3) backhoe loaders and authorizing the County Judge to execute any and all relevant documents; and any other matters incident thereto. [Requested by Jose Luis Rodriguez, Road and Bridge Department Superintendent]**

Issue: The equipment requested was not appropriate.

Solution: Approval of new lease for motor graders and backhoe loaders.

Result: Acquire the proper equipment for Road and Bridge Department.

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

Vote: 4 - 0 Motion Carried

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

- 44. Discussion and possible action to authorize Webb County to enter into a 36 month heavy equipment lease-purchase agreement with Caterpillar Financial Services Corporation for One (1) Caterpillar backhoe loader and Two (2) Caterpillar motor graders, at a monthly rental rate of \$6,719.93, in a total sum not to exceed \$241,917.48, with an initial rental payment of \$6,719.93, as a security deposit due upon approval and execution of the lease agreement, subject to annual budget appropriating, and authorizing the County Judge to execute any and all relevant documents; and all other matters incident**

thereto, and applicable to record the required budget adjustments for the debt service and road bridge fund. [Requested by Jose Luis Rodriguez, Road and Bridge Department Superintendent, Account #010 (Road and Bridge) and (Fund 600 Debt Service Fund)]

Issue: The previous 36 month lease signed on 04/24/13 has expired.

Solution: Approval of new lease is required.

Result: Webb County Road and Bridge Department will be able to accomplish its objectives.

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

Vote: 5 - 0 Motion Carried - Unanimously

45. **Discussion and possible action to enter into a Twelve (12) month agreement between Stericycle and Webb County for Medical Examiner’s Office for bi-monthly collection of biohazardous waster for disposal to meet state-specific regulations in the monthly amount of ONE THOUSAND TWO HUNDRED SEVENTY-FOUR DOLLARS (\$1,274.00) with a yearly total amount of FIFTEEN THOUSAND TWO HUNDRED EIGHTY-EIGHT DOLLARS (\$15,288.00), subject to annual budget appropriation and authorizing the County Judge to sign and execute all relevant documents.[Requested by Dr. Corinne Stern, Webb County Medical Examiner; Account #001-2070-6022 (Professional Services - Medical Examiner)]**

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

Vote: 5 - 0 Motion Carried - Unanimously

46. **Discussion and possible action to approve an R-13 Maintenance renewal between Appriss and Webb County. The agreement will provide appropriate maintenance to the software used with VINE (Victim Information and Notification Everyday Program). The renewal will provide services through August 31, 2017. The total cost of \$27, 715.32 will be paid by the Office of The Attorney General. There is no cash match and authorizing the County Judge to execute any and all relevant documents; and any other matters incident thereto. [Requested by Martin Cuellar, Webb County Sheriff, Account #321-2001-6402-03]**

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Margie Ibarra, County Clerk

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	005-2985	Fund Balance	\$110,000	\$1,010,372	\$900,372
	009-2985	Fund Balance	\$190,000	\$848,255	\$658,255

			\$300,000		
To:	005-1120-6022	Professional Services	\$110,000	\$290,000	\$400,000
	009-1120-6022	Professional Services	\$190,000	\$18,947	\$208,947
			\$300,000		

Issue: Funds 005 and 009 require a transfer to pay Kofile Technologies, Inc. for the Preservation of the Records Archive Contract (Commissioners Court Minutes dated 1891 through 1941) approved May 23, 2016, item #7.b.

Solution: Transfer of funds listed above.

Result: Preservation of all historical Webb County Commissioners Court Minutes.

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

Vote: 5 - 0 Motion Carried - Unanimously

48. Discussion and possible action to clarify item #33, approved July 25, 2016.

Issue: The Auditor's Office rejected the personnel worksheet submitted to occupy Slot #0311(Senior Deputy County Clerk) at \$15.93 12/E for employee Slot #0642 (Deputy County Clerk) \$15.16 10/I. Although the Departmental Promotional posting and filling was approved at \$15.15 12/A, the employee is entitled to a 5% increase according to the Webb County Government Classification/Step Increase Policy under Promotions.

Solution: Approval of the current personnel worksheet.

Result: Slot #0311 will earn \$15.93 12/E.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Esther Degollado, District Clerk

49. 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 October 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 - \$27.77 21/A-J

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.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Rudy Rodriguez, Constable Pct. 1

- 50. Discussion and possible action to approve a budget amendment to the Constable Pct. 1 Federal Forfeiture from (Account #166-2500-3351) for Canine Expenditures to (Account #166-2500-6706) in the amount of \$5,000.**

Issue: Additional funds are needed to cover the expenses of the department's canine.

Solution: This budget amendment/transfer of funds from the Federal Forfeiture Fund will cover the expense.

Result: Canine expenses will be covered with forfeiture funds. This transfer of funds has no impact to the budget.

- 51. Discussion and possible action to approve a budget amendment to the Constable Pct. 1 Federal Forfeiture from (Account #166-2500-3351) for Repairs & Maintenance-Vehicles to (Account #166-2500-6403) in the amount of \$8,000.**

Issue: Additional funds are needed to cover the installation of K-9 equipment to a patrol unit.

Solution: This budget amendment/transfer of funds from the Federal Forfeiture Fund will cover the expense.

Result: Deputy Constables will be use unit for K-9 purposes. This transfer of funds has no impact to the budget.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 3 John C. Galo to approve items #50 and #51

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Martin Cuellar, Sheriff

52. Discussion and possible action to enter accept a grant award in the amount of \$27,715.32 (OAG Contract No. 1772193) for the Fiscal Year (FY) 2017 Statewide Automated Victim Notification Service (SAVNS) from the Office of the Texas Attorney General (OAG) for the automated notification of crime victims for a period of Twelve (12) months beginning on September 1, 2016, through August 31, 2017, for a total amount of Twenty-Seven Thousand Seven Hundred Fifteen Dollars and Thirty-Two Cents (\$27,715.32) and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Fund 321 (Texas Vine Contract)]

Issue: In the past decades, many crime victims, such as victims of sexual assault and domestic violence, were unaware if their respective crime perpetrators were able to post bail and released from the corrections system. In late 1993, one particular victim who had been raped, assaulted, and stalked in Jefferson County was unaware that her former boyfriend had been released and was subsequently ambushed by him after she left work. She was shot Seven (7) times at point blank range and killed on that day, her 21st birthday.

Solution: As a result of community outrage, an automated telephone notification system for crime victims and other concerned citizens was instituted: Victim Information and Notification Everyday (VINE) Service. This nationwide system is funded for Texas counties through the Texas Office of the Attorney General (OAG) and is currently utilized by Webb County.

Result: The crime victims of Laredo/Webb County can enroll in this program and will be provided with automated notification upon an offender's custody status change, such as release, transfer, and/or relevant district court dates.

53. Discussion and possible action to approve the continued payment of eligible salary and fringe benefits of the grant funded Crime Victim Advocate under the Office of the Attorney General (OAG) Grant No. 1661651, Victim Coordinator and Liaison Grant (VCLG) Program until receipt of the FY 2017 grant agreement and for as long grants funds are available; and any other matters incident thereto. The pending grant award has already been approved for both FY 2016 and FY 2017 fiscal years, but the actual grant agreement is issued out each fiscal year and is currently pending arrival from the Office of the Attorney General (OAG). According to the grant manager at the OAG in an e-mail dated August 9, 2016, the Webb County Sheriff's Office "should hopefully be receiving the FY 2017 contracts sometime within the next month." [Fund Source 322]

Issue: The purpose of the VCLG program is to fund through Office of the Attorney General (OAG) grants the mandated positions described in the Texas Code of Criminal Procedure, Article 56.04, specifically Victim Assistance Coordinators (VAC) in prosecutor offices and Crime Victim Liaisons (CVL) in law enforcement agencies. Victims of violent crime suffer significant financial duress, emotional trauma, and physical injuries. While the State of Texas has set up a system to compensate these victims for their expenses and financial losses due to death, disabling injuries, and emotional trauma utilizing collected court costs from convicted offenders, the victims often must navigate the complex state compensation system and extensively document their benefit eligibility while still under emotional and physical distress.

Solution: The Office of the Attorney General (OAG) provides grant funds for the fulfillment of this position of crime victim advocate mandated by the Texas law. Furthermore, the Webb County Sheriff's Office grant funded Crime Victim Advocate offers critical support, facilitates/expedites filling out detailed paperwork, provides needed guidance through the bureaucratic process, and delivers outreach/education to the local community.

Result: Victims of violent crime in Webb County, including victims from special populations, such as children, youth, rural, colonia, monolingual, and elderly populations, will be provided with direct victim services, training, and outreach/education.

54. 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 22, 2016; and any other matters incident thereto:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0484	Jailer/Officer I-V	\$20.43 Collective Bargaining Agreement (CBA)

Issue: Need to fill slot #0484. 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 #0484 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).

55. 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 22, 2016; and any other matters incident thereto:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
Slot 1728	Jailer/Officer I-V	\$20.43 Collective Bargaining Agreement (CBA)

Issue: Need to fill slot #1728. 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 #1728 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).

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve items #52, #53, #54, and #55

Vote: 5 - 0 Motion Carried - Unanimously

56. **Discussion and possible action to approve the purchase of 93 bulletproof vests and 160 stab proof vests in the amount of \$175,905 from Nardis Public Safety for the Webb County Sheriff's Office; pursuant to Sections 271.101 and 271.102, Subchapter F, Cooperative Purchasing Program (Buy Board Contract #507-16); and any other matters incident thereto. [Account #605-3001-8801-7 (Capital Outlay Contingency Fund)]**

Issue: It is a fact that in the United States the number of law enforcement officers shot dead on the job is up 78% this year as compared to the same period last year. Moreover, Article XVI on page 29 of the most recent Collective Bargaining Agreement (CBA) between the Webb County Deputies' Association and Webb County stipulates that the County shall provide bulletproof vests to all peace officers. This request for the purchase of bulletproof and stab proof vests that was submitted originally to the Webb County Capital Outlay Committee for their review/approval since September 30, 2015, is now considered an exigent request due to too many recent tragic events involving the deaths of officers in the United States, including the deadly Dallas shooting of five (5) officers on July 7, 2016.

Solution: The purchase of bulletproof and stab proof vests by the Webb County Commissioners' Court will provide Webb County Sheriff's Office deputies and correctional officers needed and essential protective equipment for their safety, fulfill their contractual obligations contained in the Collective Bargaining Agreement (CBA), and help mitigate any possible future legal and/or liability issues.

Result: Through the purchase of bulletproof and stab proof vests, correctional officers and deputies will be provided essential safety equipment for their protection from knives and guns. Furthermore, Webb County will be in compliance with their contractual obligations and prevent possible, grievous liability issues should Webb County Sheriff's Office correctional officers be attacked by inmates at the Webb County jail and/or deputies be engaged in deadly and/or dangerous shooting incidents while patrolling, serving warrants, providing court security, and/or conducting investigations.

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

Vote: 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to bring back item #56

Vote: 5 - 0 Motion Carried - Unanimously

- 56. Discussion and possible action to approve the purchase of 93 bulletproof vests and 160 stab proof vests in the amount of \$175,905 from Nardis Public Safety for the Webb County Sheriff's Office; pursuant to Sections 271.101 and 271.102, Subchapter F, Cooperative Purchasing Program (Buy Board Contract #507-16); and any other matters incident thereto. [Account #605-3001-8801-7 (Capital Outlay Contingency Fund)]**

Issue: It is a fact that in the United States the number of law enforcement officers shot dead on the job is up 78% this year as compared to the same period last year. Moreover, Article XVI on page 29 of the most recent Collective Bargaining Agreement (CBA) between the Webb County Deputies' Association and Webb County stipulates that the County shall provide bulletproof vests to all peace officers. This request for the purchase of bulletproof and stab proof vests that was submitted originally to the Webb County Capital Outlay Committee for their review/approval since September 30, 2015, is now considered an exigent request due to too many recent tragic events involving the deaths of officers in the United States, including the deadly Dallas shooting of five (5) officers on July 7, 2016.

Solution: The purchase of bulletproof and stab proof vests by the Webb County Commissioners' Court will provide Webb County Sheriff's Office deputies and correctional officers needed and essential protective equipment for their safety, fulfill their contractual obligations contained in the Collective Bargaining Agreement (CBA), and help mitigate any possible future legal and/or liability issues.

Result: Through the purchase of bulletproof and stab proof vests, correctional officers and deputies will be provided essential safety equipment for their protection from knives and guns. Furthermore, Webb County will be in compliance with their contractual obligations and prevent possible, grievous liability issues should Webb County Sheriff's Office correctional officers be attacked by inmates at the Webb County jail and/or deputies be engaged in deadly and/or dangerous shooting incidents while patrolling, serving warrants, providing court security, and/or conducting investigations.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve item #56 with the line item correction to read as account 605-2001-8801-7

Vote: 5 - 0 Motion Carried - Unanimously

- 57. Discussion and possible action to approve the purchase of maintenance agreements from Smiths Detection for the maintenance of Two (2) X-ray machines Model Number HI-SCAN 6040ds (Serial Numbers 83400 and 83399) located at the Webb County Justice Building in the amount of \$8,514 for the Webb County Sheriff's Office; and any other matters incident thereto. [Account #605-3001-8801-7 (Capital Outlay Contingency Fund)]**

Issue: One of the X-rays is out of order and another requires needed on-going maintenance. The Webb County Sheriff’s Office feels that the maintenance of the X-rays at the Justice Center is a significant safety and security issue not only for the District Courts/County Court at Law Offices, District Attorney’s Office, District/County Clerk’s Offices, Adult Probation, and other Webb County Departments/Offices located in the Justice Center, but for the citizens and taxpayers who utilize this building frequently.

Solution: Payment of require maintenance agreements for the X-ray machines through the capital outlay funds.

Result: X-ray machines will be maintained and remain in proper working order so that the elected officials and the employees of the District Courts/County Court at Law Offices, District Attorney’s Office, District/County Clerk’s Offices, Adult Probation, other Webb County Departments/Offices located in the Justice Center, and Webb County citizens/taxpayers who utilize this building frequently may remain safe through the needed screening completed with the use of aforementioned security equipment.

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by Commissioner, Pct. 3 John C. Galo with the correction to the account to read as #605-2001-8801-7

Vote: 5 - 0 Motion Carried - Unanimously

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-2600-5601	Administrative Travel	\$950	\$950	\$0
	001-2600-6014	Equipment Rental	\$1,000	\$1,000	\$0
	001-2600-6205	Materials & Supplies	\$232	\$232.83	\$0.83
	001-2600-6224	Minor Tools & Apparatus	\$160	\$160.74	\$0.74
	001-2005-6011	Training & Education	\$2,000	\$2,000	\$0
	001-2060-5605	Special Travel	\$11,000	\$18,618	\$7,618
	001-2060-6006	Advertising	\$100	\$100	\$0
	001-2060-6007	Dues & Memberships	\$300	\$300	\$0
	001-2060-6010	Books & Subscriptions	\$200	\$200	\$0
	001-2060-6011	Training & Education	\$500	\$500	\$0
	001-2001-6007	Due & Memberships	\$326	\$326	\$0
	001-2001-6205	Materials & Supplies	\$5,000	\$9,517	\$4,517
			\$21,768		
To:	001-2001-6224	Minor Tools & Apparatus	\$5,768	\$218	\$5,986
	001-2062-6205	Materials & Supplies	\$3,000	\$0	\$3,000
	001-2001-6014	Equipment Rental	\$3,500	\$1,222	\$4,722
	001-2060-6001	Office Supplies	\$2,500	\$63.00	\$2,563
	001-2001-6401	Building Maintenance	\$2,000	\$1,020	\$3,020

	001-2001-6001	Office Supplies	\$5,000	\$5,292	\$10,292
			\$21,768		

Issue: The following accounts: Minor Tools & Apparatus, Materials & Supplies, Equipment Rental, Office Supplies, and Building Maintenance need funds to cover committed expenses that are forecasted for the remainder of the year.

Solution: The Line Item Transfer will prevent the accounts not reach a deficit.

Result: Transfer will cover expenses to carry the department for the remainder of the year.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Patricia A. Barrera, Tax-Assessor- Collector

59. Discussion and possible action to approve additional funding in the amount of \$25,000 to Account #001-0700-6005 Postage. [Account #001-0700-5001 (Payroll Savings)]

Issue: The funds originally budgeted for the Tax Assessor-Collector for postage was not sufficient for the mailing of the 2016 Tax Statements.

Solution: Since there are no funds available in the Tax Assessor-Collector's operational budget, the only option available would be to request additional funding.

Result: Sufficient funds would be available for the mailing of the 2016 Tax Statements to the taxpayers of Webb County.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0700-6205	Materials & Supplies OPF	\$500	\$4,350	\$3,850
To:	001-0700-6004	Cell Phones OPF	\$500	\$27.26	\$527.26

Issue: There is not enough funds on Account #001-0700-6004 to cover July, August, and September payments.

Solution: Line Item transfer from Account #001-0700-6205 (Materials & Supplies OPF) to Account #001-0700-6004 (Cell Phones OPF).

Result: Be able to pay July, August, and September monthly bills and continue usage of wireless service.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 3 John C. Galo to approve items #59 and #60

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Delia Perales, Treasurer

- 61. Discussion and possible action to approve and file the Annual Webb County Investment Policy.**

Issue: It is mandatory for the County to file an annual Investment Policy.

Solution: To be in accordance with the Public Investment Act and presented to Commissioners' Court for approval.

Result: Once approved by Commissioners' Court it will be filed on a timely manner. This policy has been reviewed by our County Attorney.

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

Vote: 5 - 0 Motion Carried - Unanimously

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

- 62. Discussion and possible action regarding a proposal to authorize the creation and a call for an election for November 8, 2016 for a Justice of the Peace Precinct 4, Place 2 due to an increase in case workload and to increase the potential for generating additional revenues; and any other matters incident thereto.**

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

Cmr. Sciaraffa withdrew his second.

Cmr. Canales withdrew his motion.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa to create and fund a court for the 2018 cycle for this particular area

Vote: 2 - 3 Motion Failed

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

- 63. Discussion and possible action to approve the following line item transfer for Fernando A. Salinas Community Center:**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-6113-6402	Repairs & Maint. - Equip.	\$400	\$500.00	\$100.00
To:	001-6113-6403	Repairs & Maint.- Vehicle	\$400	\$361.50	\$761.50

Issue: The tires on the van being used for the Veterans Transportation Program are worn out and need to be replaced by new ones. The funds in the Repairs & Maintenance-Vehicle are not enough to cover the expense for the installation of new tires.

Solution: The line item transfer will make funds available to cover the projected expense for the installation of new tires for the van.

Result: The van will be in good condition to continue providing the transportation services to Webb County veterans.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Tano E. Tijerina, Webb County Judge

- 65. Discussion and possible action to approve the re-appointment of Mr. Roberto Vela and Mrs. Julie Bazan to the Border Region MHMR Community Center d/b/a Border Region Behavioral Health Center Board of Trustees for a Two (2) year term, effective September 1, 2016. [Requested by Border Region Behavioral Health Center]**

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

Vote: 5 - 0 Motion Carried - Unanimously

- 66. Discussion and possible action to authorize the Economic Development Department to assist the Webb County Emergency Management Coordinator in the development and submission of a Local Emergency Planning Committee (LEPC) Grant application to the Texas Commission on Environmental Quality (TCEQ) for an amount not to exceed \$150,000 that will include equipment necessary for response to hazardous materials incidents and authorizing the County Judge to act as the County's Executive Officer and Authorized Representative in all matters pertaining to the County's participation in the Local Emergency Planning Committee Grant Program including the appointment of members to the Webb County Local Emergency Planning Committee to represent both public and private sector agencies that are involved in Hazardous Materials incident response in Webb County. There is no required cash or in-kind match. This grant will not impact the general fund. [Requested by Laura Govea, ADA/Emergency Management Coordinator]**

Issue: Hazardous Materials related incidents pose a risk to Webb County given the large amounts of chemicals that are transported through the county via railroad and freight, in addition to the oil and natural gas industry.

Solution: Purchase personal protective equipment and other specialized resources that can be staged at the Webb County Fire Department for the use by trained personnel from the county volunteer department or all other trained first responder agency personnel from the private sector and municipalities within Webb County and adjacent counties that may provide mutual aid

during a major hazardous materials related incident.

Result: Provide adequate equipment for the response of hazardous materials-related incidents in Webb County and the collaboration between local first responder agencies and private entities.

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

Vote: 5 - 0 Motion Carried - Unanimously

67. Communications

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

68. Adjourn

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

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 1 Frank Sciaraffa (OUT OF THE COURTROOM)