

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, March 13, 2017 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
Jesse Gonzalez,	Commissioner, Pct. 1
Rosaura "Wawi" Tijerina,	Commissioner, Pct. 2
Jaime Alberto Canales,	Commissioner, Pct. 4

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 10th day of March 2017. Present also were Mrs. 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

Roll Cal by Ms. Brigette Garay, Co-Chief Deputy County Clerk on behalf of the Honorable Margie Ramirez Ibarra, Webb County Clerk.

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

Vote: 4 - 0 Motion Carried - Unanimously

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 two (2) Checks, Ratification of Payroll, Auditor's Errors, Report of Aetna Claims, and Side Bills.

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

Vote: 4 - 0 Motion Carried - Unanimously

Chief Deputy Auditor, Mr. Rafael Perez presented the monthly report for February 2017.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve the report with him coming back and answering that particular question

Vote: 4 - 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 Oscar Hale, 406th District Court Judge**
 - a. **Discussion and possible action to approve the transfer of a 2002 Chevy ELDO bus, VIN #1GBJG31F421155334, Texas Certificate of Title: #53750451, from the 406th District Court to the JJAEP department.**

Issue: The JJAEP department has expressed a need for a vehicle to transport students to and from activities.

Solution: The 406th District Court transferring the ELDO bus to JJAEP to be utilized for transportation services.

Result: The JJAEP department will have a vehicle to transport students to and

from activities at no additional cost to the County.

6. Community Action Agency

- a. Discussion and possible action to authorize Webb County Community Action Agency to solicit bids for CDL-A Truck Driver Training classes. This project is funded through the Community Services Block Grant (CSBG) Fiscal Year 2017. There will be no impact on the General Fund. [Account #920-4202-7037-10]

Issue: To solicit bids for CDL-A Truck Driver Training classes.

Solution: Allow CAA to continue and assist individuals who qualify for CDL-A truck driver training classes funded through the CSBG.

Result: Improve the quality of life of program eligible Webb County residents and transition families out of poverty.

- b. Discussion and possible action to accept a check in the amount of Eleven Thousand Dollars (\$11,000.00) from Reliant Retail Services, LLC. The Webb County Community Action Agency will utilize these funds to assist qualified Reliant Energy clients. There will be no impact to the General Fund. [Account #902-4202-7004]

Issue: Webb County Community Action Agency has received a check in the amount of \$11,000.00 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 Care program requirements.

- c. Discussion and possible action to accept grant award Contract Number #61170002691 for the PY-2017 Community Services Block Grant Program (CSBG) State Discretionary Funds from the Texas Department of Housing and Community Affairs (TDHCA) in the amount of (\$16,250.00) SIXTEEN THOUSAND TWO HUNDRED FIFTY DOLLARS, and authorizing the County Judge to sign all relevant documents. Contract commences February 01, 2017 ending on December 31, 2017. This action will not have impact to the General Fund.

Issue: Approve funding for the Community Services Block Grant (CSBG) from the Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2017 in the amount of \$16,250.00.

Solution: The Community Services Block Discretionary Grant Program (CSBG) provides Case Management services and Skills Training to eligible and low income residents of Webb County.

Result: Truck Driver Training to be available to Transition Out of Poverty (TOP) clients. The agency would cover full tuition, text books, and required tests. RN Certification to be available to TOP clients. The agency would cover

text book and require tests fees.

7. **Honorable Marco Montemayor, County Attorney**

- a. Discussion and possible action to enter into a Forty-Three (43) month (March 13, 2017 through September 30, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Water Utilities Department for a Toshiba E-Studio 8508A Copier at cost of Three Hundred Forty-Two Dollars and Thirty-One Cents (\$342.31) per month for the total amount of Fourteen Thousand Seven Hundred Nineteen Dollars and Thirty-Three Cents (\$14,719.33) 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 Adrian Montemayor, Webb County Water Utilities Director; Account #801-3001-6014 and #801-3001-6402]

Issue: Failing existing copier at Utilities Department, it is recommended to replace with new. Printer used for producing water bills is a older model without replacement.

Solution: Integrate new copier to provide copy, print, scan capabilities for entire Utilities Department and use to produce water bills by leasing new copier from Toshiba.

Result: Reliable copying and bill production.

- b. Discussion and possible action to enter into a renewal of Twelve (12) Month (March 14, 2017 through March 13, 2018) Service Agreement between Webb County Human Resources Department and GovernmentJobs.com, Inc. for online hiring software at a monthly cost of One Thousand Two Hundred Twenty-Eight Dollars and Fifty Cents (\$1,228.50) for a total cost of Fourteen Thousand Seven Hundred Forty-Two Dollars (\$14,742.00) over the term of the agreement, and authorizing the County Judge to sign and execute all relevant documents. [Requested Cynthia Mares, Account #001-0120-6411]

8. **Honorable Margie Ibarra, County Clerk**

- a. Approval of Minutes for February 27, 2017

9. **Honorable Isidro Alaniz, District Attorney**

- a. Discussion and possible action to approve a budget amendment to the District Attorney State forfeiture fund by increasing the expenditure budget by \$9,980; said amount is available from seized funds pursuant to Chapter 59 of the Texas Code of Criminal Procedure. [Fund #167-1100-5001 and related Fringe Benefits]

Issue: New proceeds under Chapter 59.06 of the Texas Code of Criminal Procedure have been awarded and may be spent by the attorney representing the State after a budget for the expenditure of the proceeds has been submitted to the Governing Body.

Solution: Submit a budget to the Governing Body that clearly list and defines

the categories of expenditures.

Result: The attorney representing the State can utilize the new proceeds for the official use of his office.

10. Head Start

- a. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective March 13, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2193	Part time Substitute	\$8.64
2557	Early Head Start Home Visitor	\$10.58

11. Planning & Physical Development

- a. Discussion and possible action to issue a "Certificate of No-Plat Required" pursuant to Section 232.0015(f), Texas Local Government Code and the provision of the Webb County Subdivision Regulations Section XVI.1B(2) to the Plat of Highway 359 Vinateria Subdivision, Block 1, Lots 1 through 5, containing approximately 252.35 acres, more or less, out of Porcion 32, Abst. 296 as described in Vol. 1418, Pgs. 528-533 of the Webb County Deed Records (7183).

12. Purchasing

- a. Discussion and possible action to approve a modification of award to Naismith Engineering, Inc., RFQ 2016-002 "Master Plan for Webb County Property (Known as) Laredo International Fair and Exposition Property" to include alternative site locations to the scope of services 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: The current scope only specified location known as "LIFE Grounds" located on HWY 59. Although this site is being considered, it is in the best interest for Webb County to explore alternative sites to see what locations would best serve Webb County citizens today and for future generations.

Solution: Naismith Engineering, Inc. was the successful firm selected by Commissioners Court. Staff is recommending a modification to award to include alternative sites for future Fair Grounds Facility(s) prior to contract being finalized.

Result: Modification of Scope for master plan will allow review of existing site and alternative sites for future FAIR Grounds facility.

13. Veteran's Service Office

- a. **Discussion and possible action to accept a donation from local veteran, Dr. Patrick L. Valls in the amount of \$100 to the Webb County Veteran Transportation Assistance Program, as per Texas Local Government Code 81.032 - Acceptance of Donations and Bequests for the donation for maintenance and any other expenses the program may require. [Accounts #001-5050-6302 (\$50.00) and Account #001-5050-6205 (\$50.00)]**

Issue: The amount of \$100, has been received as a donation from Dr. Patrick L. Valls, in memory of deceased veteran Fred Hopson, for the continuation of the Veteran Transportation Program.

Solution: Accept donations offered from set donor in order to successfully continue providing transportation services to veterans located within the county of Webb.

Result: Donation funds will provide safety equipment for the Veteran Transportation Van and further maintenance required for proper functionality.

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by County Judge Tano E. Tijerina to approve all Consent Agenda items

Vote: 4 - 0 Motion Carried - Unanimously

REGULAR AGENDA

Honorable Isidro Alaniz, District Attorney

14. **Discussion and possible action to approve the posting and filling of the following slots, subject to the availability of payroll funds and any applicable civil service guidelines, effective March 13, 2017; with further action requesting that a salary increase be considered for these slots by the wage plan policy committee for court consideration at next agenda meeting; and any other matters incident thereto:**

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
887	Criminal Investigator	\$44,535 - \$46,804 (19 A-E)
233	Criminal Investigator	\$44,535 - \$46,804 (19 A-E)

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina to only approve the filling of the slots

Vote: 4 - 0 Motion Carried - Unanimously

County Court at Law 2

15. **Discussion and possible action to approve the following line item transfer to cover the anticipated shortfall in the visiting judge line item for County Court at Law #2:**

	<u>Acct. Number</u>	<u>Acct. Name</u>	<u>Amount</u>	<u>Bal.</u>	<u>End Bal.</u>
From:	001-1011-5001	Payroll Savings	\$20,000	\$450,290.45	\$430,290.45
To:	001-1011-6026	Visiting Judge	\$20,000	\$8,889.40	\$28,889.40

Issue: Due to the recent change in the administration of County Court at Law #2, the visiting judge expense line item has been exhausted and requires additional funding.

Solution: Process line item transfer to make monies available for current & future invoices for services rendered by visiting judge.

Result: Ensure payment for all pending and future invoices.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

Casa Blanca Golf Course

16. **Discussion and possible action to approve and adopt the proposed fees for the High School Golf Program 2016-2017 Season for the Casa Blanca Golf Course. The fees are scheduled from October 1, 2016 to September 30, 2017 for year round golf at the price of \$2,500 per school; including two varsity teams per school with a maximum of 16 players; and any other matters incident thereto.**

Issue: Casa Blanca Golf Course has had no signed contract with any schools or school districts for several years.

Solution: Enter into an annual agreement with local schools and school districts from Oct 1, 2016 to Sept. 30, 2017.

Result: Have a formal signed agreement with local schools and school districts.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve \$5,000 per school

Vote: 4 - 0 Motion Carried - Unanimously

Road & Bridge

17. **Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective March 13, 2017:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2356	Truck Driver	\$14.42 - \$15.16 11/A-E
687	Equipment Transporter	\$15.92 - \$16.73 13/A-E
684	Maintenance Worker	\$13.07 - \$13.73 9/A-E
2355	Maintenance Worker	\$13.07 - \$13.73 9/A-E

Issue: Vacant positions resulting from employees retiring/transferred.

Solution: Fill vacant positions.

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

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to approve item #17 subject to availability of funds

Vote: 4 - 0 Motion Carried - Unanimously

- 18. Discussion and possible action to approve the transfer of employee within the following slots, with additional action to fill the resultant vacant slot; subject to the availability of payroll funds and any applicable Civil Service guidelines; and any other matters incident thereto, effective March 13, 2017.**

	<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
From:	62	Tire Repair Worker	\$13.73 - \$14.43 10/A-E
To:	56	Senior Tire Repair Worker	\$14.42 - \$15.16 11/A-E
To Fill:	62	Tire Repair Worker	\$13.73 - \$14.43 10/A-E

Issue: Vacant position (Slot 56) became available after employee holding position decided to retire.

Solution: Promote employee to vacant position (Slot 56) held by former employee and fill resulting vacant position (Slot 62).

Result: The filling of these positions will alleviate work overload at the tire repair shop.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve item #18 subject to availability of funds

Vote: 4 - 0 Motion Carried - Unanimously

Community Action Agency

- 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 March 13, 2017:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1217	Food Transporter	\$10.00 per hour 20 hours per week

Issue: Slot #1217 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.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

Engineer

20. **Discussion and possible action to approve a Budget Amendment to carry over the amount of \$1,041,716.30 for Fund 644 (Loop 20 Extension Project) for year 2017 beginning March 1, 2017. [Account #644-8001-3501 (Grant Revenue) and Account #644-8001-6022 (Professional Services)] [Requested by Budget Officers]**

Issue: Fund 644, Loop 20 Extension Project, has a year-end closure of February 2017. That means that the ending balance as of February 2017 needs to be carried over to the following year beginning March 2017.

Solution: Approval through Commissioners Court as per approved Agenda Item No. 47 approved February 27, 2017, that any and all budget amendments shall be conducted only by the budget officers.

Result: Court approval and continuation of fund usage.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

Purchasing

21. **Discussion and possible action to approve the purchase of an electronic switcher (Cross-point Ultra 88 HVA) for the 49th District Courtroom in an amount not to exceed \$3,126.20 (GSA# GS-35F-183DA) which will allow for connectivity to the monitors in the courtroom by linking video and overhead devices pursuant to Subchapter G. Purchases from Federal Schedule Sources of Supply, Section 271.103 of the Local Government Code; with additional action to transfer said amount from Contingency Fund Account #605-3001-8801-7 to Account #605-1001-6224 (Minor Tools and Apparatus); and any other matters incident thereto. [Requested by Honorable Joe Lopez, 49th District Court Judge; Account #605-1001-6224]**

Issue: Current equipment is no longer operational. Equipment is required to link video and other electronic devices for courtroom use.

Solution: Purchase new equipment to replace inoperable equipment.

Result: Utilize video and overhead devices for courtroom use.

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

Vote: 4 - 0 Motion Carried - Unanimously

22. **Discussion and possible action to approve the proposed amendments to the Webb County Purchasing manual effective March 13, 2017; in accordance with the Local Government Code, Sec. 262.011(o) Purchasing Agents. Amendments were previously approved by the Webb County Purchasing Board on March 1, 2017.**

Issue: Proposed amendments are required to help purchasing functions operate more efficiently and effectively.

Solution: Proposed amendments recently approved by the Purchasing Board on 3/1/17. Recommending approval by Commissioners Court to finalize amendments effective 3/13/17.

Result: Implement new changes to policy and improve the efficiency of purchasing operation.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

23. **Discussion and possible action to award a professional service agreement with Texas Energy Engineering Services, Inc. (TEESI) for a Energy Savings Performance Contract Utility Assessment Report - Third Party Review Engineering consulting services in accordance with the Texas Local Government Code; Section 302.005 (Bidding Procedures; Award of Contract) and authorizing a Discretionary Exemption under Section 262.024 (4) a personal or professional service for an amount not to exceed \$24,920.00, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Bond Series 2016]**

Issue: Before entering into an energy savings performance contract, the government body must require that the energy savings, increase in billable revenues, or increase in meter accuracy estimated or projected by a provider be reviewed by a licensed professional engineer.

Solution: Secure professional services from a licensed engineer who has at minimum three years of experience in energy calculation and review, is not an officer or employee of a provider for the contract under review; and is not otherwise associated iwt the contract.

Result: TEESI meets the requirements. Comply with Texas Local Government Code prior to entering into an energy savings contract with selected provider.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

24. **Discussion and possible action to purchase Five (5) OptiPlex 7040 MT Desktops with monitors from Dell for the Economic Development Department, pursuant to Sections 271.101 and 271.102, Subchapter F, Cooperative Purchasing Program, Texas Local Government Code (TX DIR-SDD-1951) in the amount of \$5,375.00; with additional action to transfer exact amount required upon verification from vendor from Contingency Fund Account #605-3001-8801-7 to Account #605-0104-8801 (Capital Outlay); and any other matters incident thereto. [Requested by Mr. Juan Vargas, Economic Development Director; Account #605-0104-8801 (Capital Outlay)]**

Issue: The Economic Development Dept. currently utilizes 5 computers purchased in 2007 and utilize Windows VISTA software that will cease to be supported by Microsoft on April 11, 2017.

Solution: Purchase 5 computers and required Microsoft Office Professional Plus 2016 licenses as recommended by MIS.

Result: Enable the Economic Development Dept. to function efficiently after April 11, 2017.

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

Vote: 4 - 0 Motion Carried - Unanimously

25. **Discussion and possible action to purchase Five (5) Microsoft Office Professional Plus 2016 Licenses from Shi Government Solutions for the Economic Development Department, pursuant to Sections 271.101 and 271.102, Subchapter F, Cooperative Purchasing Program, Texas Local Government Code (TX DIR-SDD-2503) in the amount of \$2,063.90; with additional action to transfer exact amount required upon verification from vendor from Contingency Fund Account #605-3001-8801-7 to Account #605-0104-8801 (Capital Outlay); and any other matters incident thereto. [Requested by Juan Vargas, Economic Development Director; Account #605-0104-8801 (Capital Outlay)]**

Issue: The Economic Development Dept. Is obtaining 5 new computers to replace their 2007 computers that still utilize Windows VISTA software which Microsoft will stop supporting in April 11, 2017.

Solution: Purchase new computers and the required Microsoft Office Professional Plus 2016 Licenses from Shi Government Solutions as recommended by MIS.

Result: Enable the Economic Development Dept. to function efficiently after April 11, 2017.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina

Vote: 4 - 0 Motion Carried - Unanimously

Rio Bravo Activity Center

26. Discussion and possible action to approve the following line item transfer to cover budgetary shortfalls in part-time line item, effective April 1, 2017. [Sponsored by Jesse Gonzalez, Commissioner Pct. 1]

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0114-5001	Payroll Savings	\$5,000	\$234,001.06	\$229,001.06
To:	001-6305-5005	Part-time	\$5,000	\$1,063.50	\$6,363.50

Issue: The part time payroll line item in this department has been exhausted due to hours expensed at the beginning of the current fiscal year. Additional funds are needed to cover the balance of the fiscal year.

Solution: Process line item transfer from monies available in current payroll line items.

Result: Ensure part time funding for the remainder of the fiscal year.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina to table item #26

Vote: 4 - 0 Motion Carried - Unanimously

Risk Management

27. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective March 13, 2017.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0574	Employee Benefits Assistant	\$13.73 - \$14.43 10/A-E

Issue: Employee that occupied slot # 0574 applied for another position within department as of Feb. 03, 2017, requesting approval to post and fill vacant slot, in order for our department to keep up with the growing demands of the Employee Benefits Division.

Solution: To obtain approval from the Commissioners Court to fill slot.

Result: By filling the slot, it will allow our department to continue to function effectively.

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

Vote: 4 - 0 Motion Carried - Unanimously

28. Discussion and possible action to approve change in job description and pay scale as approved by Webb County Civil Service Commission on March 7, 2017 for Slot #0874. [Requested by Alexandra Colessides Solis, Risk Management Interim Director]

Issue: Previously slot # 0874 had been designated as a Wellness and Special Events Coordinator. A need was identified to have more personnel assigned to Employee Benefits. On January 23, 2017, the Court granted permission to

the Risk Manager to change the slot from Wellness and Special Events Coordinator to Employee Benefits Coordinator subject to approval of the Webb County Civil Service Commission. Said approval was granted on March 7, 2017.

Solution: Accept the change in job description and pay scale as approved by the Webb County Civil Service Commission.

Result: The employee benefits division will be better staffed and the employee who performs the job duties will be properly compensated for the new and additional job duties imposed.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 4 - 0 Motion Carried - Unanimously

- 29. Discussion and possible action to authorize the Purchasing Agent to solicit formal qualifications for the position of Risk Management Director subject to the availability of payroll funds and any applicable Civil Service guidelines, and authorizing the County Judge to sign any relevant documents; and any other matters incident thereto. [Requested by Alexandra Colessides Solis, Interim Director of Risk Management]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to set the salary of the Risk Management Director at \$75,000, if and when the position is filled, we can approach the court during the budget time if that time is more appropriate to allocate the funding for that director

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Marco Montemayor, County Attorney

- 30. Discussion and possible action, to authorize the Webb County Attorney's office to negotiate and finalize the purchase of One block of real property, Block 213 WD, 1200 Flores Street, Laredo, Texas. The authorization includes the payment of earnest money, survey fees, environmental studies, fencing and any associated costs included in the purchase and authorizing the Webb County Judge to execute all relevant documents at closing; and any other matters incident thereto. [Closed/Executive Session to deliberate the purchase and value of Real Property pursuant to Section 551.072 and 551.0725 of the Government Code]**

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

Vote: 4 - 0 Motion Carried - Unanimously

- 31. Discussion and possible action to ratify and approve an Eleven (11) month (August 1, 2016 through September 1, 2017) Self-Service Storage Rental Agreement between Stor-More Limited and Webb County for the Webb County Headstart Department for Storage Units 325 & Unit 363 at a total cost of THREE THOUSAND EIGHT HUNDRED FIFTY DOLLARS (\$3,850.00) over the term of the agreement, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head**

Start Director; Account #903-4207-6012 (Space Rental)]

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Rudy Rodriguez, Constable Pct. 1

- 32. Discussion and possible action to approve a budget amendment by increasing revenues and expenditures in the amount of \$6,250 from revenues received from the Department of Justice from seized funds in accordance with Texas Local Government Code, Section 111.07075 (Special Budget for Revenue Received after Start of Fiscal Year); and any other matters incident thereto. [Fund #166]**

Issue: New revenue receipts received as a result of previous seizures conducted between the Constable Pct. 1 and Federal Law Enforcement agency(s). These amounts have now been forfeited and awarded to the collaborating agencies for official use.

Solution: Appropriate new revenues and expenditures not currently budgeted for FY 2017.

Result: Utilize new revenues for law enforcement purposes and in accordance with Equitable sharing guidelines. All forfeiture budgets should be used only as a supplement source and not to supplant current budgets approved through the General fund or other non-forfeiture sources.

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

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Martin Cuellar, Sheriff

- 33. Discussion and possible action to approve a budget amendment by increasing expenditures in the amount of \$2,685.00 from revenues received from the Chapter 59 State Forfeiture from seized funds (Special Budget for Revenue Received after Start of Fiscal Year), and to distribute the monies as follows; and any other matters incident thereto. [Fund #168]**

	Acct. #	Acct. Name	Current Budget	Budget Appropriation	Amended Budget
To:	168-2001-5001	Payroll Cost	- 0 -	\$1,960	\$1,960
	168-2001-5301	FICA	\$50.00	\$140	\$190
	168-2001-5303	Retirement	\$55.00	\$220	\$275
	168-2001-5304	Health/Life Ins.	-0-	\$240	\$240
	168-2001-5305	Workers Comp	\$30.00	\$105	\$135
	168-2001-5306	Unemployment Tax	\$10.00	\$20	\$30

	Total		\$2,685	
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Issue: Need to cover unanticipated payroll expenses.

Solution: Appropriate new expenditures not currently budgeted for FY 2017.

Result: Utilize new revenues for law enforcement purposes. All forfeiture budgets should be used only as a supplemental source and not to supplant current budgets approved through the general fund or other non-forfeiture sources.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 4 - 0 Motion Carried - Unanimously

Commissioners Court Administrator

- 34. Discussion and possible action to determine the interview and selection process for the qualified candidates applying for appointment to the County Court at Law #2 Judge position; and any other matters incident thereto. [Requested by Merit Selection Committee]**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to schedule the interviews for Monday, March 20, 2017 at 1 p.m.

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

- 35. Discussion and possible action to accept the dedication of Ten (10) Road Right-of-Way easements out of La Presa Subdivision, and to authorize the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Luis Perez-Garcia, Webb County Engineer Department Director]**

LA PRESA SUBDIVISION	
Property	Grantor(s)
-1,540.18 sq. ft. out of Tract 46, 0.6748 Acres out of Tract 45 and Any interest in 1.3499 acres out of Tracts 45 and 46	Palmito Estates, Inc.
-199.99 sq. ft. out of 1.68 acre tract, same 1.68 acre tract being out of Tract 45, and -Any interest in 1.3499 acres out of Tracts 45 and 46	Patsy Salinas
-Any interest in 1.3499 acres out of Tracts 45 and 46	Guillermo Garcia, Jr.
-Any interest in 1.3499 acres out of Tracts 45 and 46	Juan Quiroga
-Any interest in 1.3499 acres out of Tracts 45 and 46	Guillermo Garcia
-Any interest in 1.3499 acres out of Tracts 45 and 46	Valentin Veliz & WF. Maria S. Veliz

-Any interest in 1.3499 acres out of Tracts 45 and 46	Erasmio Sanchez Gonzalez & WF. Brenda Elizabeth Rodriguez Zapata
-199.99 sq. ft. out of 0.50 acre tract, same 0.50 acre tract being out of Tract 45 and -Any interest in 1.3499 acres out of Tracts 45 and 46	Rosa Diaz
-1,410.03 sq. ft. out of 0.50 acre tract, same 0.50 acre tract being out of Tract 46 and -Any interest in 1.3499 acres out of Tracts 45 and 46	Ignacio Cuevas & WF. Maria De Jesus Cuevas
-17,956.41 sq. ft. out of 3.27 acre tract, same 3.27 acre tract being out of Tract 46 and -Any interest in 1.3499 acres out of Tracts 45 and 46	Benito Castillo

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

Vote: 4 - 0 Motion Carried - Unanimously

36. **Discussion and possible action to approve the following line item transfer to cover budgetary shortfalls in part time line item, effective April 1, 2017:**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	001-0120-5001	Payroll Savings	\$5,000	\$137,810.28	\$132,810.28
To:	001-0201-5005	Part-time	\$5,000	\$10,369.50	\$15,369.50

Issue: The part time payroll line item in this department has been exhausted due to hours expensed at the beginning of the current fiscal year. Additional funds are needed to cover the balance of the fiscal year.

Solution: Process line item transfer from monies available in current payroll line items.

Result: Ensure part time funding for the remainder of the fiscal year.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 4 Jaime Alberto Canales

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Tano E. Tijerina, Webb County Judge

37. **Discussion and possible to approve a resolution in support of the passage of North American Free Trade Agreement (NAFTA); and any other matters incident thereto.**

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

Vote: 4 - 0 Motion Carried - Unanimously

40. **Communications**

Communications were led by Commissioner Jesse Gonzalez, Commissioner Rosaura "Wawi" Tijerina, Commissioner Jaime Alberto Canales, and Judge Tano E. Tijerina.

(Recess 10:15 - 10:45 a.m.)

Presentations

- 38. Recognition and presentation of certificates to the PAL's boxers, trainers and promoters for their achievements as local talents and role models in South Laredo. [Requested by Jesse Gonzalez, Webb County Commissioner Pct. 1]**
- 39. Recognition and presentation of certificates to the Cigarroa High School Lady Toros Basketball team and their coaches for being District champions for 3 consecutive years and Area champions for 2 consecutive years. [Requested by Jesse Gonzalez, Commissioner Pct. 1]**

41. Adjourn

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

Vote: 4 - 0 Motion Carried - Unanimously