

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, April 24, 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
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 21st day of April, 2017. Present also were Ms. Cassandra L. Cavazos, 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 Ratification of Checks, Recap of Released Immediate Payments, Ratification of Payroll Disbursements, Ratification of Payroll Disbursements for one (1) check, Side Bills, and Monthly Report for March 2017 pending approval.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, 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.**

1) Mrs. Margie Ramirez Ibarra spoke in regards to item #30.

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 Jesse Gonzalez, Webb County Commissioner Pct. 1

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-1050-001-412000	Part-Time	\$3,500	\$ 18,727.50	\$ 15,227.50
To:	1001-6320-001-412000	Part-Time	\$3,500	\$ -.29	\$ 3,499.71

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.

b. Discussion and possible action to accept a donation from Medina Electric Cooperative, Inc. in the amount of \$150.00. This donation is to be used for community events at the E.J. Salinas Community Center. Funds should be deposited into the E.J. Salinas Community Center Goods for Public Events Account #1001-6160-001-461003. [Requested by Vicenta Johnson, E. J. Salinas Community Center Director]

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-1050-001-412000	Part Time	\$2,500	\$15,227.50	\$12,727.50
To:	1001-1020-001-412000	Part Time	\$2,500	\$600.50	\$3100.50

Issue: The part time line item was only funded for half the year.

Solution: Transferring this money will keep part timers employed for another few months.

Result: There will be sufficient funds for part time employees.

7. Honorable Rudy Rodriguez, Constable Pct. 1

- a. Discussion and possible action to accept a grant from the Texas Department of Transportation in the amount of \$24,431.32 for the purpose of "Click It Or Ticket", authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. These funds will be utilized for Overtime Pay and Fringe Benefits for the period of May 22 - June 4, 2017. This grant does not require any match.

8. Honorable Marco Montemayor, County Attorney

- a. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between the United Independent School District (UISD) and Webb County Head Start at Newman Elementary. This MOU establishes the terms and conditions under which UISD and Webb County Head Start will share in the operation and monitoring of Three (3) full day pre-kindergarten classrooms. The term of the MOU shall be for a period of 5 scholastic calendar years beginning with the 2017-2018 school year through the 2021-2022 school years, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Head Start Director]
- b. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between United Independent School District (UISD) and Webb County Head Start at Zaffirini Elementary. This MOU establishes the terms and conditions under which UISD and Webb County Head Start will share in the operation and monitoring of Two (2) full day pre-kindergarten classrooms. The term of the MOU shall be for a period of Five (5) scholastic calendar years beginning with the 2017 - 2018 school year through the 2021-2022 school years, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #2357-5190-531-463701-020 (Contractual)]
- c. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between United Independent School District (UISD) an Webb County Head Start at Freedom Elementary. This MOU establishes the terms and conditions under which UISD and Webb County Head Start will share in the operation and monitoring of Two (2) full day pre-kindergarten classrooms. The term of the MOU shall be for a period of 5 scholastic calendar years beginning with the 2017-2018 school year through the 2021-2022 school years, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb Count Head Start Director; Account #2357-5190-531-463701-020 (Contractual)]
- d. Discussion and possible action to approve the following line item transfer:

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2270-001-461000	Materials & Supplies	\$1,000	\$10,760.89	\$9,760.89
To:	1001-2270-001-462605	Fuel & Lubricants	\$1,000	\$24.30	\$1,024.30

Issue: Transfer is needed for fuel for all County Attorney Investigators to carry out their duties and responsibilities for the remainder of the current fiscal year.

Solution: Approve Line Item Transfer request

Result: To ensure funding for the remainder of the current fiscal year.

9. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for March 29, 2017 and April 10, 2017

10. Building Maintenance

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-1100-001-443000-035	Repairs & Maint. of Equip.	\$10,000	\$14,623.57	\$4,623.57
	1001-1100-001-444500	Equipment Rental	\$3,000	\$4,142.82	\$1,142.82
	1001-1100-001-456205	Training & Education	\$1,600	\$1,688.87	\$88.87
	1001-1100-001-458000	Administrative Travel	\$1,000	\$1,000.00	\$0.00
	1001-1100-001-460028	Janitorial Supplies	\$12,000	\$30,731.88	\$18,731.88
	1001-1100-001-461000	Materials & Supplies	\$10,000	\$35,993.70	\$20,993.70
	1001-6050-001-441010	Cell Phone	\$1,000	\$1,000.00	\$0.00
	1001-6050-001-444500	Equip.Rental	\$1,000	\$1,000.00	\$0.00
			\$39,600		
To:	1001-1100-001-443000-020	Repairs & Maint. of Bldg.	\$37,600	\$0.00	\$37,600.00
	1001-1100-001-443000-075	Repairs & Maint. Vehicles	\$2,000	\$0.00	\$2,000.00
			\$39,600		

Issue: Line item transfer to meet future expenses for repairs and maintenance of county buildings and vehicle repairs.

Solution: Provide necessary funds to continue performing repairs of buildings and preventive maintenance to vehicles.

Result: Continue repairs of buildings and provide preventive maintenance to department vehicles.

11. Casa Blanca Golf Course

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	7100-6080-001-444001-005	Chemicals	\$3,000	\$10,640.08	\$7,640.08
	7100-6080-001-444001-010	Fertilizer	\$3,000	\$9,667.04	\$6,667.04
	7100-6100-001-444001-025	Sod/Seed	\$600	\$600.00	\$ 0.00
	7100-6100-001-444001-020	Sand/Gravel	\$1,200	\$1,200.00	\$ 0.00
			\$7,800		
To:	7100-6080.001-444001-025	Sod/Seed	\$6,600	\$2,000.00	\$8,600.00
	7100-6080-001-444001-020	Sand/Gravel	\$1,200	\$921.55	\$2,121.55
			\$7,800		

Issue: Holes 3 & 10 have been closed for the past 16 months due to the greens being unplayable.

Solution: Line item transfer to meet the quote from King Ranch Turf to deliver, Install 15,000 sq ft. TIFDWARF (45BU/1000SF).

Result: Between 4-6 weeks the greens reconstruction should be complete and ready for play. This will now give Casa Blanca the opportunity to host High School golf tournaments as well as serve as the prime location for the fun raising efforts to non-profit organizations that are looking for an event center with a great location. We have hosted many of the local golf events for high school and the local golf community and will now be available for them again.

12. Community Action Agency

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2371-5260-521-422000	FICA County Share	\$1,200	\$6,946.97	\$5,746.97
To:	2371-5260-521-426000	Worker Compensation	\$1,200	\$-383.38	\$816.62

Issue: The Meals on Wheels - Workers Compensation account is in deficit. New rates were implemented on 10/01/2016.

Solution: Approve Line Item Transfer request.

Result: To ensure funding for the remainder of the current fiscal year.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2661-7110-521-44300-075	Preventive Maintenance Vehicles	\$5,000	\$25,393.87	\$20,393.87
To:	2661-7110-521-460105	Minor Tools & Apparatus	\$5,000	\$166.20	\$5,166.20

Issue: Funds available in account MinorTools & Apparatus cannot cover cost needed to update and/or replace fire extinguishers on fleet and building.

Solution: Monies transferred will allow the department to request purchase order.

Result: Fire extinguishers will be replaced and/or updated and department will be in compliance.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2368-5170-521-463801	Emergency Services	\$5,150	29,373.51	\$24,223.51
To:	2368-5170-521-444100	Space Rental	\$950	\$317.00	\$1,267.00

	2368-5170-521-443000-020	Repairs & Maintenance Bldg.	\$1,850	\$207.29	\$2057.29
	2368-5170-521-456224	Meeting & Conferences	\$350	\$.06	\$350.06
	2368-5170-521-464010	Dues & Membership	\$2,000	\$1,705.00	\$3,705.00
			\$5,150		

Issue: Additional funds are needed in accounts to cover schedule and unexpected expenses.

Solution: Approve Line Item Transfer request.

Result: To ensure funding for the remainder of the current fiscal year.

13. Fire Suppression & EMS Services

- a. Discussion and possible action to accept state tobacco funds provided through the Seven Flags Regional Advisory Council (RAC) Trauma Service Area "T" in the amount of \$4,269.00, to be utilized in the purchase of EMS supplies, training, travel, personnel cost, membership to professional/technical organizations, public education, vehicle maintenance 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. [Accounts #1001-3140-001-458000; #1001-3140-001-441010 and #1001-3140-001-443000-075]

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

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

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

14. Head Start

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2303-5150-531-410000	Payroll Cost	\$260	\$24,914.04	\$24,654.04
To:	2303-5150-531-426000	Worker Comp	\$260	\$-79.20	\$180.80

Issue: The United States Department of Agriculture (USDA) Child Nutrition budget application is due prior to knowledge of an increase in the Worker Compensation rate; Therefore, the budget does not reflect the increased rate.

Solution: Approve line item transfer request.

Result: There will not be a deficit in the United States Department of Agriculture (USDA) Child Nutrition line item for Worker Compensation.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2357-5230-531-456201	College Tuition	\$3,550	\$10,320	\$6,770
To:	2357-5230-531-456110	CDA Renewals	\$550	\$224	\$774
	2357-5230-531-456224	Meetings & Conferences	\$3,000	\$5,979	\$8,979

Issue: Additional funds are needed to cover Child Development Associate (CDA) credentialing fees, as staff have preferred credentialing courses versus college courses. Additional funds are needed to cover registration fees, as there has been an unforeseen increase in the rate of registration fees for Head Start institutes and trainings.

Solution: Approve line item transfer request.

Result: More funds will be allocated to the CDA Renewal line item and the Meetings & Conferences line item.

15. Juvenile Probation Department

- 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 April 24, 2017. [State Fund #2825]

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2261	Juvenile Probation Officer	\$18.46 16/A
795	Juvenile Probation Officer (will become vacant on 4/21/17)	\$18.46 16/A

Issue: Due to a resignation and a promotion, employees are doubling up on caseloads.

Solution: Approve posting and filling of vacated positions.

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

- b. 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 April 24, 2017. [General Funds]

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
339	Juvenile Supervision Officer (Female)	\$15.73 12/D
2450	Control Room Technician	\$14.42 11/A

Issue: Due to resignations, we are having difficulty managing 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.

Result: Compliance with required supervision ratios.

16. Medical Examiner

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-3100-001-464010	Dues & Membership	\$35	\$35.00	\$0
	1001-3100-001-461000	Materials & Supplies	\$100	\$8082.47	\$7982.47
To:	1001-3100-001-464005	Books & Subscriptions	\$135	\$255.00	\$390.00

Issue: We do not have enough money to paid for a book that needs to be replaced.

Solution: If the money can be transfer to Books & subscriptions account we will have enough money to replace the book.

Result: We will be able to buy the book that is outdated.

17. Risk Management

- a. Discussion and possible action to approve the following New bond for the newly appointed county official for the position of Judge for County Court at Law #2. Commencing on the 14th day of April, 2017 for a term of 2 years, according to Texas Local Government Code 262.011 (a) (c) for a total amount of \$10,000.00. [Account #1001-1180-001-452001-010 (Bonds & Insurance)]

Issue: New Bond must be issued in order for elected official to execute his duties for the position being held.

Solution: Approval of New Bond.

Result: Webb County will be in compliance with the State statue.

18. Water Utilities

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	7200-7050-001-456305	Uniforms	\$5,000	\$10,967.00	\$5,967.00
	7200-7050-001-443000-105	Repair & Maint. Waterlines	\$3,955	\$37,409.00	\$33,454.00
	7200-7060-001-456305	Uniforms	\$2,805	\$2,805.00	\$0
	7200-7060-001-460000	Office Supplies	\$340	\$340.00	\$0
	7200-7080-001-456305	Uniforms	\$213	\$213.00	\$0
	7200-7080-001-44300-035	Repair & Maint. of Equip.	\$5,287	\$58,805.00	\$53,518.00
			\$17,600		
To:	7200-7050-44300-075	Repair & Maint. Vehicles	\$3,000	\$5.00	\$3,005.00

	7200-7050-001-456005	Postage & Courier Service	\$6,000	\$976.00	\$6,976.00
	7200-7050-001-460105	Minor Tools & Apparatus	\$3,000	\$2,594.00	\$5,594.00
	7200-7060-001-456105	Licenses and Permits	\$100	\$25.00	\$125.00
	7200-7080-001-462605	Fuel & Lubricants	\$2,500	\$1,373.00	\$3,873.00
	7200-7080-001-443000-075	Repair & Maint. Vehicles	\$3,000	\$1,224.00	\$4,224.00
			\$17,600		

Issue: Accounts need money to cover expenses and avoid shortfalls.

Solution: Approve line item transfer.

Result: Department prevents shortfalls.

19. Honorable Martin Cuellar, Sheriff

- a. Discussion and possible action to approve the addition of the following seizure vehicles at the Sheriff's Office fleet inventory, including but not limited to revising Webb County's vehicle inventory to reflect said additions, provide the necessary insurance coverage; and any other matters incident thereto:

**Seized Vehicle/s Description: Make: 2012 Ford Focus
Vehicle Identification Number(VIN): 1FAHP3M21CL380602**

**Seized Vehicle/s Description: 2013 Ford Focus
Vehicle Identification Number(VIN): 1FADP3F23DL358193**

- b. Discussion and possible action to approve a modification in the form of an additional \$1,000 in overtime (OT) to the reimbursement agreement between Webb County Sheriff's Office and the United States Marshals Services for US Marshals overtime expenses to conduct joint agency operations for the performance period of October 19, 2016 through September 30, 2017 in support of Joint Law Enforcement Operations - Project JLEOTFS4. The applicable fringe benefits associated with this overtime equals to an estimated \$247 and are not covered through this federal funding. These applicable fringe benefits will be covered utilizing state forfeiture funds; and, thus, this continuous cooperative agreement will continue to have no impact on the general fund. [Fund #2599-9080-001-485005 (Forfeiture Funds)]

Issue: Various criminals with felonious charges, such as but not limited to murder, robberies, sexual assault of minors, all gang-related felonies, and aggravated assaults with deadly weapons, abscond from the local jurisdiction in order to avoid justice for their crimes. Due to the limited manpower and other resources of local law enforcement agencies, these criminal can sometimes continue to successfully evade arrest with impunity.

Solution: Through joint law enforcement overtime (OT) operations, members of the U.S. Marshal's Service Multi-Agency Task Force can continue to assist other local law enforcement agencies, such as the Laredo Police Department and the Zapata County

Sheriff's Office, to conduct necessary investigations, covert surveillance and undertaken arrests of absconders who have outstanding warrants for their felonious crimes.

Result: Webb County/Laredo citizens will be safer once these criminals are captured and taken out of the local community in order to face justice for their felonious crimes.

- c. Discussion and possible action to authorize the budget office to make minor but needed budget line item changes to the following grant budget; and any other matters incident thereto. As requested by the Webb County Auditor's Office in reference to Grant Fund 2604 (Office on Violence Against Women), a recent increase in worker's compensation rate requires a line item transfer to cover a deficit of \$196.60 in the worker's compensation line item. Moreover, in order to avoid leaving funds in grant unused, the Webb County Sheriff's Office proposes transferring \$1000 to the category of Professional Services in order for the professional services provider, the nonprofit Casa de Misericordia Domestic Violence Shelter, to utilize this remaining funding before the grant performance end date. According to the Webb County Auditor's Office, there is no need for an actual budget amendment request to the federal agency since it does not meet any of the minimum thresholds for requiring a grant amendment criteria: (1) A cumulative change of 10% or more within already approved categories; (2) Moving funds into a category that wasn't previously approved in the budget; (3) Moving funds from Direct to Indirect and vice versa; and (4) Change in Scope. Please see attachment more information.

	Account	Amount	Balance	Ending Balance
From:				
Health Insurance	2604-2520-001-421000	\$67.72	\$3,070.89	\$3,003.17
FICA	2604-2520-001-422000	\$302.23	\$1804.80	\$1,502.57
Retirement	2604-2520-001-423000	\$51.44	\$2,434.20	\$2,382.76
Unemployment	2604-2520-001-425000	\$3.78	\$183.64	\$179.86
Admin. Travel	2604-2520-001-458000	\$2,270.81	\$2,861.81	\$591.00
		\$2,695.98		
To:				
Worker's Compensation	2604-2520-001-426000	\$1,333.94	-\$196.60	\$1,137.34
Professional Services	2604-2520-001-432001	\$1,000.00	\$146.43	\$1,146.43
Payroll	2604-2520-001-410000	\$362.04	\$21,300.12	\$21,662.16
		\$2,695.98		

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

- a. Discussion and possible action to approve a refund in the amount of \$10,153.04 to Nationstar/Corelogic, Attn: Refunds. Account #54901255030 was erroneously paid. [Account #1001-209415]

Issue: Nationstar Mortgage sent our office a letter requesting a refund of \$10,153.04 for Account #54901255030 as the payment had been erroneously paid.

Solution: Refund said amount to Nationstar/Corelogic.

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

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve all Consent Agenda items

Vote: 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to bring up items #36 and #38

Vote: 5 - 0 Motion Carried - Unanimously

REGULAR AGENDA

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

- 36. Status report from county staff regarding substantial completion of Fernando Salinas Community Center.

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

- 38. Discussion and possible action to authorize payment and release of check, immediately, to Zertuche Construction for Pay Application No. 28 in the amount of \$23,092.52 leaving a balance of \$188,293.51 which includes unused allowances, items which contractor has asked to be removed from his contract, as well as retainage. [Accounts #3040-6290-001-474501 (Construction in Progress) and #3040-206000 (Retainage Payable)]

Issue: Zertuche Construction has progressed with items of work towards the completion of the Fernando Salinas Community Center which are noted in the schedule of values in Pay Application #28.

Solution: Authorize payment so work may move forward.

Result: Approve and ratify payment and release in Commissioner Court Meeting scheduled for April 24, 2017.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 3 John C. Galo

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Isidro Alaniz, District Attorney

- 21. Discussion and possible action to approve the filling of the following slots and further action requesting salary adjustments be considered for these slots, and any other matters incident thereto. Said salary adjustments are within the District Attorney's allotted 2016-2017 budget thereby having no additional impact to the General Fund.

Slot #	Title	Salary	Grade/Step
887	Criminal Investigator	\$58,147	19-W
233	Criminal Investigator	\$58,147	19-W

Issue: The District Attorney would like to hire (2) highly experience (over 20 years law enforcement experience) investigators and to fairly compensate them therefore maintaining parity among the investigators.

Solution: The District Attorney's Office will offset the salaries of the two open slots.

Result: The District Attorney's Office will hire and benefit from experienced investigators.

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

Vote: 2 - 3 Motion Failed

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

Indigent Healthcare Services

22. **Discussion and possible action to approve a request for disinterment received by the Indigent Health Care Services Department for a Jane Doe decedent who was buried in March 2010 under the Indigent Burial Assistance Program (Indigent Case #2549-10/Medical Examiner Case #09-557); authorizing the County Judge to sign any and all relevant documents; and any matters incident thereto.**

Issue: Under Section 711.004 of the Texas Health and Safety Code, signatures from the cemetery, plot owner, and next-of-kin are required for disinterment.

Solution: Webb County is the registered owner for plots purchased under the Indigent Burial Assistance Program and authorization is needed to move forward with disinterment.

Result: Commissioners Court approval will permit the disinterment of Jane Doe #2549-10 who was identified via DNA testing and allow Guatemalan Consulate, who is working on behalf of the next-of-kin, to have the body exhumed and repatriated back to their home county.

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

Vote: 5 - 0 Motion Carried - Unanimously

Elections

23. **Discussion and possible action to order the realignment of voting precinct 133, pursuant to Chapter 42, Texas Election Code, in order to bring this voting precinct into compliance with state law; action will include the approval of the boundary change, the publishing of the notice pursuant to Sec. 42.035 (a), and authorize the county judge to execute the order; and any other matters incident thereto.**

Issue: Currently, voting precinct 133 contains 5,271 registered voters and is growing. Section 42.006 (a), Texas Election Code, states that a county election precinct must not contain more than 5,000 registered voters.

Solution: Divide voting precinct 133 into two separate precincts in order for both precincts to be in compliance with state law.

Result: Voting precinct 133 and new voting precinct 169 will contain a sufficient number of registered voters bringing both precincts into compliance. The realignment will not take effect until January 1, 2018 pursuant to Sec. 42.033, Texas Election Code.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 3 John C. Galo

Vote: 5 - 0 Motion Carried - Unanimously

Public Defender

24. **Discussion and possible action to change the titles and modify job descriptions of all Public Defender I (Grade 22) to Public Defender II (Grade 23), with appropriate grade and step modifications; and any other matters incident thereto. If the changes in title, grade, step, and job descriptions are approved by the court, said changes will then be taken to the Civil Service Commission for certification.**

Issue: Slot numbers 270, 2085, 271, 1725, and 2754 are currently at grade 22 and designated as Assistant Public Defender I. The item to be taken before the Civil Service Commission, if approved by this court, would be to designate these slots as grade 23, Assistant Public Defender II in accordance with the Condrey Position Grade Analysis footnote which allows for this modification.

Solution: Currently, these are the only attorney slots in the County at grade 22.

Result: The Public Defender's Office will be in line with the other attorney offices in the County that have designated all of their attorney slots at Grade 23. Further, this will allow the Public Defender's Office to provide competitive salaries, and be able to retain current employees.

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

Vote: 4 - 0 Motion Carried

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

Purchasing

25. **Discussion and possible action to authorize the emergency repairs to Chiller #2 located at the Webb County Justice Center to include labor and materials to replace the Cooling Tower Piping & Fittings, replacement of Shaft Seal kit and freon replacement and further authorize the release of payment to Johnson Control in the amount of \$36,676.00 and R&M Refrigeration Supply in the amount of \$9,368.30 for a total cost not to exceed \$46,044.30 in accordance with the Local Government Code; Section 262.024 (Discretionary Exemptions)(A.)(1), and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Bond Series 2016]**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 3 - 0 Motion Carried

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

Honorable Rudy Rodriguez, Constable Pct. 1

26. **Discussion and possible action to approve the transfer of funds in the amount of \$7,500 to cover pending and future repairs and maintenance of law enforcement units/vehicles of the Webb County Constable Pct. 1, in order to continue providing service and executing statutory duties; and any other matters incident thereto. [Account #3015-7050-001-470000-075]**

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

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 1 Jesse Gonzalez (OUT OF THE COURTROOM)

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up items #39, #40, #41, and #42

Vote: 5 - 0 Motion Carried - Unanimously

Presentations

39. **Discussion and possible action to proclaim the month of April, 2017 as “Child Abuse and Neglect Month” in Webb County, Texas. [Requested by Tano Tijerina, County Judge]**
40. **Discussion and possible action to proclaim April 26, 2017 as “Administrative Professionals Day” in Webb County, Texas. [Requested by Tano Tijerina, County Judge]**
41. **Discussion and possible action to proclaim the month of May 2017 as the 7th Annual "Hero Salute Month" in Webb County, Texas recognizing all Webb County Veterans, members of the United States Armed Forces and their families. [Requested by Jaime A. Canales, Commissioner Pct. 4]**
42. **Recognition and presentation of Alejandro Siso, a 9 year old gymnast for being the first to proudly represent Webb County at the Region 3 Men's Gymnastics Championship 2017 held in Kansas City. [Requested by Jaime A. Canales, Commissioner Pct. 4]**

(Recess 11:42 - 11:59 a.m.)

Budget Officers

27. **Discussion and possible action to request the Auditor's office identify all sub-accounts and the required amounts for funding necessary to allocate, with further action to authorize all line item transfers necessary to supplement all sub-accounts that currently have no funds; and any other matters incident thereto.**

Issue: Upon upgrading to the new operating software, the auditors' office implemented a new set of G/L account numbers. With the expectation of the old system automatically making deductions for transactions from the main account, all sub-accounts were not given a budget. This has caused a major issue with several departments that rely on sub-accounts for daily operations and has put a stop to paying these outstanding invoices.

Solution: Identify ALL sub-accounts with the required funds needed to continue to operate until the end of FY 2016-2017.

Result: Have funds available for departments that have sub-accounts used on a daily basis.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up item #31

Vote: 5 - 0 Motion Carried - Unanimously

**31. Discussion and possible action to approve the following line item transfers:
[Requested by Auditor's Office]**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-7130-001-410000	Payroll Cost	\$10,000	\$ 84,387.00	\$ 74,387.00
	1001-1130-001-441001	Telephone	\$91,045	\$ 350,000.00	\$ 258,955.00
To:	1001-1130-001-441050	Video Conferencing	\$11,045	\$ - 11,045.00	\$ 0.00
	1001-1130-001-432055	Auditing and Accounting	\$10,000	\$ 50,000.00	\$ 60,000.00
	1001-1130-001-441805	Internet Services	\$80,000	\$ - 73,877.26	\$ 6,122.74
From:	1001-2450-001-410000	Payroll Cost	\$46,000	\$ 1,310,544.44	\$ 1,264,544.44
	1001-3050-001-417000	Payroll Cost	\$11,700	\$ 173,972.70	\$ 162,272.70
	1001-4070-001-413000	Payroll Cost	\$55,800	\$ 4,281,209.26	\$ 4,225,409.26
	1001-4080-001-413000	Payroll Cost	\$2,500	\$ 534,442.37	\$ 531,942.37
To:	1001-3010-001-413000	Payroll Cost	\$116,000	\$ 2,021,883.05	\$ 1,905,883.05
From:	1001-1050-001-410000	Payroll Cost	\$15,494	\$ 113,580.90	\$ 98,086.90
	1001-1100-001-410000	Payroll Cost	\$8,685	\$ 685,468.06	\$ 676,783.06
	1001-1120-001-410000	Payroll Cost	\$7,666	\$ 317,653.55	\$ 309,987.55
	1001-1180-001-410000	Payroll Cost	\$11,413	\$ 198,696.33	\$ 187,283.33
	1001-1260-001-410000	Payroll Cost	\$68,051	\$ 798,876.29	\$ 730,825.29
	1001-1310-001-410000	Payroll Cost	\$9,868	\$ 269,315.29	\$ 259,447.29
	1001-1320-001-410000	Payroll Cost	\$5,878	\$ 1,064,525.99	\$ 1,058,647.99
	1001-1380-001-410000	Payroll Cost	\$10,266	\$ 249,200.01	\$ 238,934.01
	1001-2010-001-410000	Payroll Cost	\$45,006	\$ 285,636.46	\$ 240,630.46
	1001-2020-001-410000	Payroll Cost	\$13,457	\$ 284,409.71	\$ 270,952.71
	1001-2030-001-410000	Payroll Cost	\$3,985	\$ 284,634.78	\$ 280,649.78
	1001-2160-001-410000	Payroll Cost	\$6,706	\$ 282,274.94	\$ 275,568.94
	1001-2170-001-410000	Payroll Cost	\$1,686	\$ 118,537.80	\$ 116,851.80
	1001-2180-001-410000	Payroll Cost	\$12,006	\$ 311,370.14	\$ 299,364.14
	1001-2190-001-410000	Payroll Cost	\$ 3,348	\$ 230,205.96	\$ 226,857.96
	1001-2260-001-410000	Payroll Cost	\$16,483	\$ 2,226,068.76	\$ 2,209,585.76
To:	1001-2260-001-413000-020	DA Intake Overtime	\$240,000	\$ 24,132.10	\$ 264,132.00
From:	1001-2260-001-410000	Payroll Cost	\$40,067	\$ 2,209,585.76	\$ 2,169,518.76
	1001-2280-001-410000	Payroll Cost	\$12,841	\$ 1,073,438.45	\$ 1,060,597.45
	1001-2290-001-410000	Payroll Cost	\$6,682	\$ 816,442.38	\$ 809,760.38
	1001-2310-001-410000	Payroll Cost	\$8,584	\$ 400,560.88	\$ 391,976.88
	1001-2450-001-410000	Payroll Cost	\$4,377	\$ 1,264,544.44	\$ 1,260,167.44
	1001-3010-001-410000	Payroll Cost	\$56	\$ 2,137,883.05	\$ 2,137,827.05
	1001-3050-001-410000	Payroll Cost	\$24	\$ 162,272.70	\$ 162,248.70
	1001-3100-001-410000	Payroll Cost	\$2,618	\$ 218,847.41	\$ 216,229.41
	1001-3150-001-410000	Payroll Cost	\$1,305	\$ 481,559.07	\$ 480,254.07
	1001-3160-001-410000	Payroll Cost	\$1,556	\$ 144,719.23	\$ 143,163.23
	1001-3180-001-410000	Payroll Cost	\$4,585	\$ 302,766.03	\$ 298,181.03
	1001-4070-001-410000	Payroll Cost	\$12	\$ 4,225,409.26	\$ 4,225,397.26
	1001-4080-001-410000	Payroll Cost	\$30	\$ 531,942.37	\$ 531,912.37

	1001-6200-001-410000	Payroll Cost	\$7,851	\$ 62,544.61	\$ 54,693.61
	1001-6310-001-410000	Payroll Cost	\$1,931	\$ 48,711.26	\$ 46,780.26
To:	1001-7130-001-410000	Payroll Cost	\$2,181	\$ 74, 387.00	\$ 72,206.00
	3015-7050-001-470000-075	Contingency Reserve Fund	\$94,700	\$ 117,605.00	\$ 212,305.00

Issue: Pending line item transfers recently mentioned in Commissioners Court on April 10, 2017. Listed are all the line item transfers mentioned, but never formally listed and approved.

Solution: Approve and process all pending line item transfers.

Result: Monies available in all accounts that were previously mentioned through prior approved Commissioners court items.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to designate Mr. Uribe to make the entries and transfer any monies needed from the master accounts into the sub accounts, to approve all of item #31 and any accounts they may find in item #27 and bring back for ratification

Vote: 5 - 0 Motion Carried - Unanimously

28. **Status report from the Business Office's Accounts Payable division regarding all outstanding invoices and any further information detailing the reason for non-pay; and any other matters incident thereto.**

Issue: The business office received over 1000 outstanding invoices from the Auditors and Purchasing departments that were returned for non-payment.

Solution: Any direction from the court on how to resolve this issue will help with processing these outstanding payments.

Result: The amount of outstanding payments will decrease.

29. **Discussion and possible action to approve and implement Fiscal Year 2017-2018 Budget Year Calendar and request compliance from all departments, and the auditor's office; and any other matters incident thereto.**

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

Vote: 5 - 0 Motion Carried - Unanimously

30. **Discussion and possible action to formally transfer the duties and responsibilities associated with the collection of all assessed court costs, fines and fees from County Courts at Law I and II to the Webb County Clerk's office as authorized by statute in an effort to address deficiencies within the County's court collections improvement program and regain compliance with the Office of Court Administration (OCA); and any other matters incident thereto.**

No action taken.

Judge Tijerina asked Tax Assessor Collector, Ms. Barrera and Webb County Clerk, Ms. Ibarra if they would be willing to have a meeting with IT, County Attorney, and the two Judges to find a remedy.

Both Ms. Barrera and Ms. Ibarra agreed.

32. **Discussion and possible action to authorize the payment/reimbursement of attorney fees associated with the legal representation of Dr. Corinne Stern, county medical examiner, by outside counsel in the amount of Five Thousand Nine Hundred Twenty-five (\$5,925.00) Dollars, from professional services Account #1001-1130-001-432001. Legal representation was required in the following case: Maria Escamilla, Individually and as Representative of the Estate of Rafael Solis, et al v. Juan Roque et al, Defendants, Civil Action number 5:11-cv-00013, in the United States District Court for the Southern District of Texas, Laredo Division; and any other matters incident thereto. [Requested by Dr. Corinne Stern, Medical Examiner]**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo

Cmr. Canales withdrew his motion.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to go to Executive Session on item #32

Vote: 5 - 0 Motion Carried - Unanimously

(Executive Session 1:44 - 1:51 p.m.)

No action taken.

Commissioners Court Administrator

32. **Discussion and possible action to authorize the payment/reimbursement of attorney fees associated with the legal representation of Dr. Corinne Stern, county medical examiner, by outside counsel in the amount of Five Thousand Nine Hundred Twenty-five (\$5,925.00) Dollars, from professional services Account #1001-1130-001-432001. Legal representation was required in the following case: Maria Escamilla, Individually and as Representative of the Estate of Rafael Solis, et al v. Juan Roque et al, Defendants, Civil Action number 5:11-cv-00013, in the United States District Court for the Southern District of Texas, Laredo Division; and any other matters incident thereto. [Requested by Dr. Corinne Stern, Medical Examiner]**

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

Vote: 5 - 0 Motion Carried - Unanimously

33. **Discussion and possible action to designate a budget officer as authorized by Texas Local Government Code §111.062 (a); and any other matters incident thereto. [Requested by Business Office]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to table item #33

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

34. **Discussion and possible action to approve the appointment of a director at the Carlos Aguilar Activity Center (Slot #2806), subject to the availability of payroll funds and adhering to any and all Wage Plan Policies, effective April 24, 2017.**

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
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2806 Community Center Director

\$38,402.54 - 16/A

Issue: Slot #2806 became vacant on April 7, 2017.

Solution: Request is being made to appoint a director at the community center.

Result: The filling of slot #2806 will allow the community center to effectively continue working and providing services to the community of El Cenizo.

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

Vote: 5 - 0 Motion Carried - Unanimously

35. **Discussion and possible action to authorize the Building Maintenance department to work with Community Action Agency and El Aguila staff to repair the county owned El Aguila bus stops located in the City of El Cenizo and Rio Bravo; and any other matters incident thereto.**

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

Vote: 5 - 0 Motion Carried - Unanimously

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

37. **Discussion and possible action to authorize the Purchasing Agent to solicit Request for Proposals for a Agricultural Grazing and Hunting lease for the Panjamo and Llano Pastures; Texas School Lands, Survey Nos. 1383 & 1384, containing approximately 8,829.57 acres in accordance with the Texas Local Government Code; Section 263.003 (School Lands) and Section 263.007 (Sale or Lease of Real Property Through Sealed Bid Procedure) and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto.**

Property descriptions:

El Panjamo Pasture containing approximately 4,364.53 acres of land granted to Webb County, Texas as School lands by the State of Texas being Survey No. 1383 in said County, and located on Texas HWY 44 approximately 36 miles Northeast of Laredo, Texas.

El Llano Pasture containing approximately 4,465.04 acres of land granted to Webb County, Texas as School lands by the State of Texas being Survey No. 1384 in said County, and located on Texas HWY 44 approximately 38 miles Northeast of Laredo, Texas.

Issue: Current Agricultural Grazing and Hunting lease will expire June 22, 2017.

Solution: Authorize the Purchasing Agent to solicit formal request for proposals as per State law.

Result: Continue leasing out Texas school land property.

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

Vote: 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to bring back item #34

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

- 34. Discussion and possible action to approve the appointment of a director at the Carlos Aguilar Activity Center (Slot #2806), subject to the availability of payroll funds and adhering to any and all Wage Plan Policies, effective April 24, 2017.**

Slot # Title

Salary

2806 Community Center Director \$38,402.54 - 16/A

Issue: Slot #2806 became vacant on April 7, 2017.

Solution: Request is being made to appoint a director at the community center.

Result: The filling of slot #2806 will allow the community center to effectively continue working and providing services to the community of El Cenizo.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to appoint Marco Antonio Escamilla based on him qualifying and completing the hiring process

Vote: 5 - 0 Motion Carried - Unanimously

- 43. Communications**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to waive Communications

Vote: 5 - 0 Motion Carried - Unanimously

- 44. Adjourn**

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

Vote: 5 - 0 Motion Carried - Unanimously