

# DRAFT

## Official Minutes for Webb County Commissioners Court Meeting

**Monday, September 11, 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 8th day of September 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**

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 Perlaes presented the Recap of Checks.

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

**Vote:** 4 - 0 Motion Carried - Unanimously

Commissioners Court Administrator, Mr. Leroy Medford presented a Wage and Pay Scale Policy Budget Amendments Report.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve the report presented by Mr. Medford

**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.

**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**

**COURT TO DISCUSS AND ACT ON THE FOLLOWING:**

**5. Honorable Monica Notzon, 111th District Court Judge**

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfer):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	3015-7050-001-470000-075	Contingency Reserve Fund	\$3,500		
To:	1001-2020-001-443000-035	Repairs & Maint. Equipment	\$3,500	\$-212.84	\$3,287.16

**Issue:** Invoices pending payment after monies that were allocated to this account two years ago, were not renewed during last years' budget.

**Solution:** Line item transfer from contingency fund to cover the pending invoices.

**Result:** All invoices will be paid.

**6. Honorable Oscar Hale, 406th District Court Judge**

- a. Discussion and possible action to enter into a One (1) year (September 30, 2017 - September 29, 2018) Substance Abuse Treatment Services Operation Agreement between Webb County and People with Ideas of Love, Liberty, Acceptance, and Respect (P.I.L.L.A.R.) for the 406th Adult Drug Court Program at a cost of \$6,179.00 per month, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Margarita H. Garza, 406th Adult Drug Court Program Administrator; Account #2353-2040-001-432001 (Grant Funds)]

**Issue:** According to the National Association for Drug Court Professionals, Drug Courts provide access to a continuum of alcohol, drug, and Co-Occurring Psychiatric Treatment and Rehabilitative Services.

**Solution:** The Treatment Provider will provide Co-Occurring and Substance Abuse treatment services to all qualifying participants.

**Result: Treatment services that address co-occurring psychiatric and substance abuse disorders are required to ensure the fidelity of the drug court models and remain in compliance with all grant requirements.**

- b. Discussion and possible action to enter into a One (1) year (September 30, 2017 - September 29, 2018) Program Evaluator Contract between Webb County and La Familia Consulting and Counseling Services for the 406th District Court Adult Drug Court Program at a cost not to exceed TWENTY FIVE THOUSAND DOLLARS (\$25,000.00); pursuant to Section 262.024 Discretionary Exemptions (A)(4) Professional Services, and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Grant Fund #2353]**

**Issue: According to the National Association for Drug Court Professionals, monitoring and evaluation measure the achievement of program goals and gauge effectiveness are part of the 10 Key Components that prove to be effective for the Drug Court Programs.**

**Solution: The Program Evaluator will monitor the performance and compliance of the project with model fidelity to keep court personnel and all program staff aware of the program standards and issues. This includes preparing and submitting monthly and annual performance reports as required by the Substance Abuse and Mental Health Administration (SAMHSA).**

**Result: The Program Evaluator will ensure the program is in full compliance with grant requirements to meet programmatic goals and objectives for the success of the program.**

- c. Discussion and possible action to accept the Substance and Mental Health Service Administration (SAMHSA) year 2 of a 3 year Grant Award for Veterans Treatment Courts for the budget period of September 30, 2017 - September 29, 2018 in the amount of \$325,000 for the 406<sup>th</sup> Judicial District Court's Veterans Treatment Program which will continue to enhance the services currently being provided, and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Grand Fund #2354]**

**Issue: The SAMHSA Grant is a federal grant that support Veterans Treatment Courts in order to address the needs of veteran participants and their families. This grant will provide continuing resources to assist with the current provisions and other regional services necessary. Left untreated, mental health and substance use disorders common among veterans can directly lead to involvement in the criminal justice system.**

**Solution: Securing the year 2 funding through grant awards to enable continuance of services to veterans in the 406<sup>th</sup> District Court's Veterans Treatment Program and regional services.**

**Result: Justice System involved veterans in the 406<sup>th</sup> Judicial District Court's Veterans Treatment Program as the South Texas Regional Program will continue to be provided with services that address their mental health and substance use disorders.**

**7. Bruni Community Center**

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfers):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	3015-7050-001-470000-075	Contingency Reserve Fund	\$1,003		
To:	1001-6240-001-441205	Utilities	\$1,003	\$446.38	\$1,449.38

**Issue:** The Bruni Community Center Utilities account does not have enough funds to pay utility costs through the end of the fiscal year.

**Solution:** Create line item transfer of monies from contingency fund to utilities account.

**Result:** The Bruni Community Center will have funds to try to cover utility expenses through the end of the fiscal year.

8. Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

- a. Discussion and possible action to approve the re-appointment of Cristobal Rodriguez to the Planing Advisory Board (PAB) for a Four (4) year term, effective immediately.

9. Community Action Agency

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective September 11, 2017. No impact on general fund, grant funded agency.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1556	Maintenance/Bus Operator II	\$11.25

**Issue:** Slot #1556 is vacant.

**Solution:** Request is being submitted to fill slot.

**Result:** The filling of Slot #1556 will allow department to effectively continue the day to day operations and better serve the rural areas of Webb County.

10. Honorable Mike Villarreal, Constable Pct. 2

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfers):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-3180-001-461000	Materials & Supplies	\$843	\$843.00	\$0.00
	1001-3180-001-456205	Training & Education	\$192	\$192.00	\$0.00
	1001-3180-001-458000	Administrative Travel	\$486	\$486.00	\$0.00
To:	1001-3180-001-443000-075	Repairs & Maint. Vehicles	\$1,521	118.00	\$1,639

**Issue:** Departments Repairs & Maintenance Vehicles account is depleted due to aging fleet.

**Solution:** To transfer funds from Materials & Supplies, Training & Education, and Administrative Travel, so the department may continue to perform Constitutional Duties.

**Result:** The Department will have funds available to make the necessary repairs to

units.

11. Honorable Harold Devally, Constable Pct. 4

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfers):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-3170-001-443000-035	Repairs & Maint. Equipment	\$800	\$1,184.31	\$384.31
	1001-3170-001-444500	Equipment Rental	\$1,000	\$1,190.00	\$190.00
	1001-3170-001-460105	Minor Tools & Apparatus	\$300	\$425.00	\$125.00
	1001-3170-001-46100	Materials & Supplies	\$400	\$2,021.65	\$1,621.65
			\$2,500		
To:	1001-3170-001-462605	Fuel & Lubricants	\$2,500	0.00	\$2,500.00

**Issue:** The following account #1001-3170-001-462605 (Fuel & Lubricants) requires additional funds to cover estimated future expenditures that are forecasted to occur for the remainder of the year.

**Solution:** A line item transfer will assist in account not reaching a deficit.

**Result:** The transfer of funds will cover any estimated future expenditures for the remainder fiscal year.

12. Honorable Marco Montemayor, County Attorney

- a. Discussion and possible action to enter into a Twelve (12) month (October 1, 2017 through September 30, 2018) Self-Service Storage Rental Agreement between South Meadow Self Storage and the Webb Tax Office for a 10 x 20 Storage Unit (Space number 073) at a cost of ONE HUNDRED EIGHTY DOLLARS (\$180.00) per month for a total amount of ONE THOUSAND EIGHT HUNDRED DOLLARS (\$1,800.00) over the term of the agreement paid in advance and receiving two (2) months free rent, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor Collector; Account #1001-1320-001-444500]
- b. Discussion and possible action to enter into a Twelve (12) month (October 1, 2017 through September 30, 2018) Self-Service Storage Rental Agreement between South Meadow Self Storage and the Webb Tax Office for a 10 x 20 Storage Unit (Space number 074) at a cost of ONE HUNDRED EIGHTY DOLLARS (\$180.00) per month for a total amount of ONE THOUSAND EIGHT HUNDRED DOLLARS (\$1,800.00) over the term of the agreement paid in advance and receiving two (2) months free rent, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor Collector; Account #1001-1320-001-444500]
- c. Discussion and possible action to enter into a Twelve (12) month (October 1, 2017 through September 30, 2018) Self-Service Storage Rental Agreement between South Meadow Self Storage and the Webb Tax Office for a 10 x 20 Storage Unit (Space number 075) at a cost of ONE HUNDRED EIGHTY DOLLARS (\$180.00) per month for a total amount of ONE THOUSAND EIGHT HUNDRED DOLLARS (\$1,800.00) over the term of the agreement paid in advance and receiving two (2) months free rent, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Patricia Barrera, Webb County Tax Assessor Collector; Account #1001-1320-001-444500]

- d. Discussion and possible action to enter into a Five (5) year (May 31, 2017 through May 30, 2022) Interlocal Government Land Lease Agreement between Webb County for the Head Start/Early Head Start Program and Laredo Community College (L.C.C.) at a yearly cost of One Dollar (\$1.00). The real property is located on the Northwest Corner of Davis and River Road in the 203.56 acres, Laredo Community College Campus-Old Fort McIntosh, Webb County, Texas, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Director, Webb County Head Start/Early Head Start]
- e. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between the Laredo Independent School District (L.I.S.D.) and Webb County Head Start-Early Head Start Program at Heights Elementary. This MOU establishes the terms and conditions under which L.I.S.D. 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, Webb County Head Start Director]
- f. Discussion and possible action to enter into a Non-Financial Memorandum of Agreement between Webb County for the Head Start/Early Head Start Program and Laredo Independent School District (L.I.S.D.) It is mandated by Head Start to have a written agreement with the local school system to coordinate and collaborate to best meet the needs of children and families. The agreement will become effective immediately after being executed by all parties, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start/Early Head Start Director]
- g. Discussion and possible action to authorize the purchase of commercial advertisement with KYLX CBS Laredo by the Webb County District Attorney's Office, for the "Make the Right Call" campaign. The campaign discourages drinking and driving in Webb County. There will be Eighteen (18) spots, starting September, 2017 through January, 2018, with a total cost of Nine Thousand Eight Hundred Fifty Dollars (\$9,850.00). The Webb County District Attorney's Office will be featured in the advertisement, and authorizing the Webb County Judge to execute all relevant documents; and any other matters thereto. [Requested by Isidro R. Alaniz, Webb County District Attorney; Federal Forfeiture Funds Account #2162-2260-001-457006 and State Forfeiture Funds Account #2160-2260-001-457006]
- h. Discussion and possible action to enter into a One year (November 1, 2017 through October 31, 2018) Software Services Agreement between ChildPlus Software and Webb County for the Webb County Head Start/Early Head Start Program to provide software for use of Head Start services for Webb County Head Start /Early Head Start Program population at a total cost of Seventeen Thousand One Hundred Seventy Eight Dollars and Ninety-One Cents (\$17,178.91), subject to annual budget appropriations, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #2357-5200-531-457008]
- i. Discussion and possible action to authorize the purchase of commercial advertisement with Entrevision (Fox) by the Webb County District Attorney's Office, for the "Make the Right Call" campaign. The campaign discourages drinking and driving in Webb County. There will be Two Hundred Seventy Two (272) spots, starting September, 2017 through January, 2018, with a total cost of Nineteen Thousand Three Hundred Eighty Dollars (\$19,380.00). The Webb County District Attorney's

Office will be featured in the advertisement, and authorizing the Webb County Judge to execute all relevant documents; and any other matters thereto. [Requested by Isidro R. Alaniz, Webb County District Attorney; Federal Forfeiture Funds Account #2162-2260-001-457006 and State Forfeiture Funds Account #2160-2260-001-457006]

- j. Discussion and possible action to authorize the purchase of commercial advertisement with KGNS-TV by the Webb County District Attorney's Office, for the "Make the Right Call" campaign. The campaign discourages drinking and driving in Webb County. There will be Seventy (70) spots, starting August, 2017 through February, 2018, with a total cost of Sixteen Thousand Three Hundred Dollars (\$16,300.00). The Webb County District Attorney's Office will be featured in the advertisement and authorizing the Webb County Judge to execute all relevant documents, and any other matters thereto. [Requested by Isidro R. Alaniz, Webb County District Attorney; Federal Forfeiture Funds Account #2162-2260-001-457006 and State Forfeiture Funds Account #2160-2260-001-457006 ]
- k. Discussion and possible action to enter into an advertising contract with Lamar Advertising of Laredo for service dates – September 9, 2017 through September 2, 2018 at a cost of Thirteen Thousand Dollars (\$13,000.00) for public service announcements (Drug Free Campaign), and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. There is no financial impact on the general fund. [Requested by County Attorney Marco A. Montemayor; Account #2171-2270-001-455 (Forfeiture funds)]
- l. Discussion and possible action to enter into a weapon exchange program with Sig Sauer through Kirkpatrick Guns and Ammo for new department weapons at a cost of One Thousand Two Hundred Fifty Dollars (\$1,250.00), and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by County Attorney Marco A. Montemayor; Account #2171-2270-001-455 (Forfeiture funds)]
- m. Discussion and possible action to approve and execute a Party Wall Easement and Boundary Line Agreement by and between Webb County and Frost National Bank, Trustee, in order to formalize the existence of a common party wall and the actual boundaries between the property commonly known as the "Casa Ortiz House-Property A" located at 915 Zaragoza St., being situated on Lots 2, 3, 8, & 9, Block 19, Western Division, of the City of Laredo, Webb County, Texas, which is owned by Webb County, and the property commonly known as the "De La Garza House-Property B", located at 907 Zaragoza, being situated on Lots 4, 5, 6, & 7, Block 19, Western Division, of the City of Laredo, Webb County, Texas which is owned by Frost National Bank, Trustee, and authorizing the County Judge to execute all relevant documents and any other matters incident thereto.

Issue: Casa Ortiz House-Property A and the de la Garza House- Property B were constructed over a century ago and share a common wall between the two houses. The improvements on Property A and Property B are constructed so that a common wall (the "Party Wall") forms a part of the buildings located upon and forming a physical dividing line on the ground between Property A and Property B. However the common wall between the two houses which physically divides these two properties is in conflict with the actual property lines of the recorded plat for both "Property A", and "Property B, thereby creating an encroachment on each side of the two subject properties. The Party Wall is constructed, as depicted on the survey of Property B attached as Exhibit A, along a line which is within the East 5 varas of Lots Three (3) and Eight (8), and which line is more particularly described on Survey as shown on Exhibit B attached hereto and, and which wall forms a part of the structure and

support of the two houses.

**Solution:** Webb County and Frost National Bank as the owners of Property A & B respectively desire to formalize the existence of the Party Wall, by agreeing to relocate, designate and re-establish the actual boundary lines between their respective properties, as it has existed for over 100 years by removing the encroachments on both properties and document the rights and respective obligations of Webb County and Frost National Bank, Trustee as they relate to the Party Wall by entering into and executing a Party Wall Easement and Boundary Line Agreement.

**Result:** The approval and execution of the Party Wall Easement and Boundary Line Agreement between the two adjoining property owners will serve to formalize the existence of the Party Wall, and the actual boundaries between their respective properties, as it has existed for over 100 years, and to document the rights and respective obligations of Webb County and Frost National Bank, Trustee as they relate to the Party Wall and Boundary Lines of the respective properties.

13. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for August 21, 23, and 28, 2017
- b. Discussion and possible action to enter into a Historical Plat Collection Preservation Project Agreement by and between Webb County and Kofile Technologies, Inc., for the preservation, archival imaging, indexing, microfilm digitation, encapsulation and file cabinet storage of 48 Historical Webb County Plat Records Archive, Phase III Project for the Webb County Clerk's Office in the amount of \$23,834.56, pursuant to Sections 271.101 and 271.102, Subchapter F, Cooperative Purchasing Program, Texas Local Government Code (Kofile TXMAS Contract No. TXMAS-13-36010) (Webb County TXMAS CO-0P#C2400), and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Account #3195-2310-001-470000-125 (Capital Outlay Building Improvements)]

**Issue:** Due to the historical nature and continued physical deterioration of these 48 Webb County Plat Records, and required permanent retention period requirements as per the Texas State Library & Archives Commission, 2011, these historical plat records presently stored and located at the Webb County Clerk's Office need these services from this to be properly preserved, remediated, protected, archived, microfilmed and stored in order to prevent any further deterioration by providing for surface cleaning, tear repairs, removing of deposits, including dust, soot, airborne particulates, sedimentation, insect detritus, and/or biological/mineral contaminants, archival imaging, indexing, storage and microfilming.

**Solution:** Approval of this historical plat preservation agreement will provide for proper plat preservation, archival imaging and indexing, and storage.

**Result:** Plat Records preservation and physical deterioration preventive measures will ensure that these historical plat records are properly cared for and maintained by the Webb County Clerk's Office.

- c. Discussion and possible to approve a Memorandum of Understanding and Electronic Recording Trusted Submitter Agreement form to allow and provide for electronic recording services between Webb County acting by and through the Webb County Clerk's Office and various title insurance companies, attorneys, mortgage bankers, full service banks and/or other trusted entities to allow for the submission of electronic documents for recording in the Official Public Records of Webb County,



Texas, and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. There is not a financial impact on the General fund.

**Issue:** As a result of emerging technology, Webb County desires to provide for the the electronic recording of real estate, business records and other legal documents in the Webb County Clerk's Office which will allow for their office to provide a faster and highly efficient method to allow and permit various title insurance companies, attorneys, mortgage bankers, full service banks and/or other trusted entities and organizations to prepare, sign, transmit and pay for the recording in electronic format legal documents, real property and/or business records which shall be considered an "original" record of the transaction in substitution for, and with the same intended effect as, paper documents as that such documents can also now bear a digital or electronic signature, while still allowing for paper documents bearing handwritten signatures to also be electronically recorded.

**Solution:** Webb County by approving and providing an agreed Memorandum of Understanding Agreement form allows the Webb County Clerk's Office to permit title insurance companies, attorneys, mortgage bankers, full service banks, other trusted entities and/or organizations to prepare, sign, and/or transmit in electronic format documents and business records which shall be considered "original" record of the transaction in substitution for, and with the same intended effect as paper documents and, which will now allow such documents to bear a digital or electronic signature, while still allowing for the recordation of paper documents bearing handwritten signatures.

**Result:** By approving this Electronic Recording Memorandum of Understanding agreement form, Webb County and the Webb County Clerk's Office will provide a faster and highly efficient method to allow and permit various title insurance companies, attorneys, mortgage bankers, full service banks and/or other trusted entities organizations to prepare, sign, transmit and pay for the recording in electronic format legal documents, real property and/or business records while still allowing for the recordation of paper documents bearing handwritten signatures by entering into such an agreement.

**14. Honorable Victor Villarreal, County Court at Law 2 Judge**

- a. Discussion and possible action to approve the following budget amendment (line item transfer) within SAMHSA funds:

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2356-2070-001-459020	Other- Medical Assisted Therapy	\$9,000	\$20,700	\$11,700
To:	2356-2070-001-461000	Materials & Supplies	\$9,000	\$0.00	\$9,000

**Issue:** There is currently no funds allocated in the County Court at Law II DWI Court Program for Materials & Supplies.

**Solution:** Line item transfer to allow the allocation of funds for Materials & Supplies.

**Result:** With funds being allocated for Materials & Funds, the DWI Court Program will be able to reach its program goals more effectively. The allocated funds will be used for ordering and purchasing U.A (Drug & Alcohol Testing) supplies, as well as general office supplies such as toners, papers and materials necessary for case management of cases, and for record keeping purposes. SAMHSA has already granted authorization to allocate funds where necessary, so long as it does not exceed 25% of the overall budget.

- c. Discussion and possible action to approve the County Court at Law II DWI Court as an established Drug Court under Government Code Chapter 123, or former law; and any other matters incident thereto.

**Issue:** County Court at Law II has not been approved by Webb County Commissioner's Court as an established Drug Court under Government Code Chapter 123.

**Solution:** Webb County Commissioner's Court approve County Court at Law II DWI Court Resolution.

**Result:** County Court at Law II will be able to collect program fees for it's participants of the DWI Court Program.

- d. Discussion and possible action to enter into an Independent Contractor Agreement with Todd Russell, Ph. D. to provide needs assessment, evaluation, and consulting services for the Webb County Court at Law #2 DWI Drug Court Program for a term of one (1) years that shall commence on September 30, 2017 and expire on September 29, 2018 at a monthly cost of Seven Hundred Fifty Dollars (\$750.00), with a total cost of Nine Thousand Dollars (\$9,000.00), and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Account #2056-2070-001-432001 (Webb County DWI Drug Court Program)]

15. 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 \$11,000; said amount is available from seized funds pursuant to Chapter 59 of the Texas Code of Criminal Procedure. [Fund #2160-2260]

Line Item Description	Line Item Account Number	Amount	Justification
Training & Education	2160-2260-001-456205	\$4,000	Training for ADA's, Investigators and Support Personnel.
Administrative Travel	2160-2260-001-458000	\$4,000	Training for ADA's, Investigators and Support Personnel.
Materials & Supplies	2160-2260-001-461000	\$3,000	To purchase paper, toners and other miscellaneous items

**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

- b. Discussion and possible action to approve a budget amendment to the District Attorney State forfeiture fund by increasing the expenditure budget by \$24,000; said amount is available from seized funds pursuant to Chapter 18 of the Texas Code of Criminal Procedure. [Fund #2161-2260-001-432001]

Line Item Description	Line Item Account Number	Amount	Justification
Professional Services	2161-2260-001-432001	\$24,000	Payments related to court transcripts, or other professional services.

**Issue:** New proceeds under Chapter 18.18 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.

- c. **Discussion and possible action to enter into a One (1) year (October 1, 2017 thru September 30, 2018) High Intensity Drug Trafficking Task Force Agreement between the United States Department of Justice, Drug Enforcement Agency, and the Webb and Zapata County District Attorney’s Office. The purpose of this agreement is to disrupt the illicit drug traffic in the Laredo, Texas area by immobilizing targeted violators and trafficking organizations, with no impact to the General Fund; and any other matters incident thereto.**

**Issue:** There is evidence that trafficking in narcotics and dangerous drugs exists in Laredo, Texas area and that such illegal activity has a substantial and detrimental effect on the health and welfare of the people of Texas.

**Solution:** Collaboration among Federal, State and Local Law Enforcement Agencies to gather and report intelligence data relating to trafficking in narcotics and dangerous drugs. Conduct undercover operations and engage in other traditional methods of investigations.

**Result:** The Disruption of the illicit drug traffic in Laredo by immobilizing targeted violators and trafficking organizations.

**16. Honorable Esther Degollado, District Clerk**

- a. **Discussion and possible action to approve the following General fund budget amendment (line item transfer):**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2300-001-461000	Materials & Supplies	\$75.00	\$2,510.46	\$2,435.46
To:	1001-2300-001-443000-35	Repairs & Maintenance	\$75.00	\$221.00	\$296.00

**Issue:** Funds are necessary to purchase parts for our PS100 Folder Sealer to operate properly.

**Solution:** Submission and approval of line item transfer.

**Result:** The transfer of funds will allow us to have enough funds to purchase the necessary parts.

- b. **Discussion and possible action to approve the following General fund budget amendment (line item transfer):**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	3015-7050-001-470000-075	Contingency Reserve Fund	\$3,500		
To:	1001-2300-001-451147	Jury Expense Account	\$3,500	\$0	\$3,500

**Issue:** We have no funds to cover other juror expenses for the remainder of the fiscal year.

**Solution:** Submission and approval of line item transfer.

**Result:** The transfer of funds will allow us to have enough funds to cover costs for the remainder of the fiscal year.

**17. Economic Development**

- a. Discussion and possible action to approve the acceptance of Year 3 of a 3 year grant award Grant No. 1H79TI026096-03 and authorize the 406th Adult Drug Court Program to continue to expand its program services pursuant to Sec. 124.002 of the Texas Government Code. The Substance Abuse and Mental Health Services Administration (SAMHSA) Grants to Expand Substance Abuse Treatment Capacity in Adult Drug Courts Grant period: September 30, 2017 - September 29, 2018, and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. There will be no impact to the General Fund. [Requested by Margarita H. Garza, 406th Adult Drug Court Program Administrator; Grant Fund #2353]

**Issue:** The Drug Court Program proposes to expand its capacity by adding additional participants who are primarily substance abuse, alcohol, and co-occurring psychiatric and substance abuse disorders.

**Solution:** The Drug Court Program will enhance its current services by providing additional therapy, group and behavioral services to current and new participants.

**Result:** To increase availability of treatment services by expanding the population during year 3 for a total of 125 new clients and enhancing the services provided.

**18. Engineering**

- a. Discussion and possible action to approve and accept closeout and final payment in the amount of \$19,573.65 (Change Order #2) and release of retainage in the amount of \$24,506.94 for a total amount of \$44,080.59 to Hydroworks Inc., for the completion of the New Fire Station and Administration Building. [Accounts #3150-1020-001-47000 (Capital Outlay) & #3020-206000, #3150-206000, #3195-206000 (Retainage Payable)]

**Issue:** Closeout project after completion. Change Order #2 (\$19,573.65) will be paid with Purchase Order No. 2017-00001822. Retainage (\$24,506.94) will be paid with Purchase Order No. 16-0004722.

**Solution:** Approve and pay retainage.

**Result:** Project Completed.

- b. Discussion and possible action to negotiate water drainage system issues with the Harrison family regarding the Espejo Gates project; with additional action to set October 1, 2017 as a deadline for a resolution to avoid suspending project; and any other matters incident thereto.

**19. Fire Suppression & EMS Services**

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfers):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
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From:	1001-3140-001-443000-035	Repairs & Maint. Equipment	\$1,000	\$2,050.00	\$1,050.00
	1001-3140-001-458000	Administrative Travel	\$1,000	\$1,000.10	\$000.10
	1001-3140-001-431009	Stipends	\$6,000	\$13,070.00	\$7,070.00
To:	1001-3140-001-443000-075	Repairs & Maint. Vehicles	\$8,000	\$5,206.23	\$13,206.23

**Issue:** Transfer of funds is required to cover estimated forecasted expenditures for repair and maintenance of firefighting units.

**Solution:** Approval of line item transfer to cover forecasted expenses.

**Result:** Line item will have sufficient funds and emergency vehicles will continue to provide necessary service.

**20. Head Start**

**Disclaimer:** All Head Start monies are 100% Federal funds

- a. 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>
1028, 1047	AA Teacher Assistant - School District	\$12.09	21
2569	Early Head Start Teacher Floater - Part Time	\$10.15	26
1613	Child Care Teacher Floater - Part Time	\$9.25	26
2520	Child Care Classroom Aide - Part Time	\$8.73	26
2048	Classroom Aide - Part Time	\$8.73	20
1698, 1701, 2193	Substitute - Part Time	\$8.73	20

- b. Discussion and possible action to ratify the acceptance of the 2017 - 2018 Refunding grant (Year 4 of a 5 year funding cycle) for the Head Start and Early Head Start program in the amount of \$10,068,938 (Federal), with an in-kind match of \$2,517,235 to serve 1,218 Head Start and 72 Early Head Start eligible children and their families from September 1, 2017 through August 31, 2018 in Webb County. Acceptance of the grant award includes salary adjustments and new/revised/deleted positions.
- c. Discussion and possible action to accept the 2017 - 2018 Refunding grant for the Early Head Start Child Care Partnership program (Year 3 of a 4 year funding cycle) in the amount of \$770,138 (Federal), with an in-kind match of \$192,535 to serve 72 Early Head Start eligible children and their families from September 1, 2017 through August 31, 2018 in Webb County.
- d. Discussion and possible action to accept the 2017 - 2018 Child and Adult Care Food Program continuation for the Head Start and Early Head Start program from October 1, 2017 through September 30, 2018. 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.

**21. Information Technology**

- a. Discussion and possible action to authorize a contract with Insight Public Sector and Webb County. The contract provides for varied network and monitoring Hardware Warranty/Support. The contract begins December 1, 2017 and ends on November 30, 2018. The cost is TWENTY FOUR THOUSAND SEVEN HUNDRED FIFTY ONE DOLLARS AND .41/100 CENTS (\$24,751.41) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-035 Repairs

**& Maintenance Equipment]**

- b. Discussion and possible action to authorize a contract between SHI Government Solutions and Webb County for the purchase of Veritas Technology. The contract begins on October 1, 2017 and ends on September 30, 2018. The total cost will be Twelve Thousand Nine Hundred Sixty Dollars and 00/100 Cents (\$12,960.00) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-110 Repairs & Maintenance Software]**
- c. Discussion and possible action to authorize the annual support software contract renewal with Insight Public Sector and Webb County. It is a One (1) year contract beginning on October 1, 2017 through September 30, 2018 at a total cost of Nine Hundred and Thirty Dollars and No/100 cents (\$930.00) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto.[Account #1001-1280-001-443000-110 Repairs & Maintenance Software]**
- d. Discussion and possible action to authorize a contract between IBM and Webb County for maintenance and service of software. The contract begins on October 1, 2017 and ends on September 30, 2018 at a total cost of TWENTY THREE THOUSAND TWO HUNDRED FORTY SEVEN DOLLARS and 60/100 Cents (\$23,247.60) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Accounts #1001-1280-001-443000-035 Repairs & Maintenance Equipment and #1001-1280-001-443000-110 Repairs & Maintenance Software]**
- e. Discussion and possible action to authorize a contract between Lenovo and Webb County for the annual renewal of the maintenance agreement. The contract begins on October 1, 2017 and ends on September 30, 2018 at a total cost of EIGHT THOUSAND SEVEN HUNDRED THIRTY FIVE DOLLARS and 89/100 Cents (\$8,735.89) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-035 Repairs & Maintenance Equipment]**
- f. Discussion and possible action to approve a One (1) year (October 1, 2017 through September 30, 2018) software support agreement with PAPCON, as a licensor and Webb County, as a client, for the District Clerk's Office for child support software at a cost of One Thousand Thirty-Five Dollars (\$1,035.00) funding will be used from 2017-2018 budget subject to annual budget appropriation. The amount is due when billed, and authorizing the County Judge to execute all relevant documents. [Account #1001-1280-001-443000-110 (Repairs & Maintenance Software)]**
- g. Discussion and possible action to authorize a contract between Real Vision Imaging (RVI) and Webb County for the annual software support renewal fee. The contract begins October 1, 2017 and ends on September 30, 2018. The total cost will be FOUR THOUSAND FIVE HUNDRED DOLLARS (\$4,500.00) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-110 (Repairs & Maintenance Software)]**

- h. Discussion and possible action to authorize a contract between Toshiba and Webb County for the Re-Write Version, One (1) year maintenance and support. The contract begins on October 1, 2017 and ends on September 30, 2018 at a total cost of FOUR HUNDRED SIXTY THREE DOLLARS and 50/100 Cents (\$463.50) funding will be used from 2017-2018 budget and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-110 Repairs & Maintenance Software]
- i. Discussion and possible action to authorize the purchase of Standard Unlimited Site License and Support from Tyler Technologies (NWS) in the amount of \$21,240.00, and authorize the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-110 (Repairs and Maint. Software)]

Issue: We have limited licenses

Solution: Purchase the unlimited license option

Result: We don't have to be concerned with license limitations.

**22. Juvenile Probation Department**

- a. Discussion and possible action to approve the following General Fund budget amendment (line item transfer):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2450-001-462605	Fuel & Lubricants	\$3,000	\$5,180.43	\$2,180.43
To:	1001-2450-001-443000-035	Repair & Maint. Equipment	\$3,000	\$37.82	\$3,037.82

Issue: Additional funds are needed to cover shortfall in the Repair & Maintenance of Equipment account.

Solution: Transfer funds in order to address shortfall.

Result: Transfer will cover account shortfall.

**23. Public Defender**

- 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, as well as any and all Wage Plan Policies:

Slot #	Title	Salary
2088	Legal Assistant	\$31,518.75 - (12/A-E)
2299	Administrative Clerk	\$27,178.52 - (9/A-E)

Issue: Slot #2088 will become vacant on September 8th, 2017.

Solution: Request is being made to fill the vacant Legal Assistant slot, and the remaining vacant slot #2299 that will be created upon filling slot #2088.

Result: This action will allow our department to continue to function efficiently and effectively.

**24. Purchasing**

- c. Discussion and possible action to authorize the Purchasing Agent to solicit Requests for Proposals (RFP's), for any available buildings with Thirty to Fifty Thousand Square Feet, for potential county office space; and any other matters incident thereto.

**25. Risk Management**

- a. Discussion and possible action to approve issuance of a new bond for the temporary appointee to the Road & Bridge Superintendent position, appointed by Commissioners Court on July 24, 2017. [Account #1001-1180-001-452001-010]

Name: Jose Luis Neira - Interim Road & Bridge Superintendent  
 Amount \$20,000.00 (Twenty Thousand) - Public Official

**26. Honorable Martin Cuellar, Sheriff**

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfers); and any other matters incident thereto:

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-4090-001-463005	Groceries	\$6,000	\$48,303	\$42,303
To:	1001-3010-001-443000-035	Repair Maint. of Building	\$2,000	\$1,320	\$3,320
	1001-3010-001-460105	Minor Tools	\$4,000	\$4,568	\$8,568

**Issue:** The accounts listed above require a transfer of funds to cover estimated forecasted expenditures and current account deficits.

**Solution:** Utilize the savings from selected accounts to cover overtime and purchase order expenditures.

**Result:** These requested line item transfers will cover the estimated future expenditures.

- b. Discussion and possible action to accept a grant award in the amount of \$42,211 for the Operation Border Star as developed, written, and submitted by the Webb County Sheriff's Office to the Office of the Governor Criminal Justice Division (CJD) for the continued partial payment of salary and fringe benefits of a deputy/peace officer to provide enhanced border security for the Laredo/Webb County area and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Grant Fund Source 2735]

**Issue:** The County of Webb/City of Laredo continues to constitute an important part of the federally designated South Texas High Intensity Drug Trafficking Area (HIDTA), which is one of the most strategically significant cross-border drug smuggling corridors in the entire United States.

**Solution:** Grant award to fund an existing peace officer/deputy to continue to be deployed to assist, supplement, and enhance border security in the South Texas High Intensity Drug Trafficking Area (HIDTA) as well as to continue to provide protective services to the residents of Webb County.

**Result:** Through the grant-funded efforts of the deputy, the patrol division of the Webb County Sheriff's Office will be provided enhanced manpower to detect, deter, and disrupt various illegal transborder activity in the Webb County area.



- c. Discussion and possible action to accept a grant award in the amount of \$6,984 for a Violent Crimes Against Women Criminal Justice and Training (VAWA) grant as developed, written, and submitted by the Webb County Sheriff's Office to the Office of Governor (OOG) Criminal Justice Division (CJD) for training, equipment, and supplies for investigators working at the Webb County Sheriff's Office serving victims of violent crimes against women and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. This grant requires a Thirty-Five (35%) percent cash match or \$3,177, which will be met through the utilization of the Webb County Sheriff's Office forfeiture funds. Thus, this grant will have no impact to the general fund. [Account #2151-9080-001-485005 (Transfer out from State Forfeiture Funds)]

**Problem:** Violence against women is among the most intractable and deadliest criminal justice problems in the United States, especially domestic violence and in the South Texas area. According to published statistics, the number of American women between 2001-2012 who were murdered by current or ex male partners in the United States was 11,766. That is almost double the amount of casualties lost during wars in Afghanistan and Iraq. Women who will be victims of severe violence by an intimate partner in their lifetimes are 1 in 4. ("30 Shocking Domestic Violence Statistics That Remind Us It's An Epidemic" Vagianos 10/23/2014)

**Solution:** Grant application to enhance the tools, techniques, and training to those investigators and patrol officers who initiate contact with these victims, respond to calls for assistance, file incident reports, provide these victims information/ referrals to service providers, investigate cases/incidents, initiate arrests of perpetrators, refer cases for prosecution/follow up cases of domestic violence, sexual assault, dating violence, and stalking.

**Result:** Enhanced law enforcement services, including patrol response and investigative techniques, to deal with emergent criminal trends, such as cyber stalking, and improved efficacy of the law enforcement response to the needs of victims of violent crime.

27. Veteran's Service Office

- a. Discussion and possible action to approve the following General fund budget amendment (line item transfer):

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-5410-001-456205	Training & Education	\$45	\$50.00	\$5.00
	1001-5410-001-464010	Dues & Memberships	\$75	\$80.00	\$5.00
To:	1001-5410-001-456005	Postage & Courier Service	\$120	\$0.00	\$120.00

**Issue:** Due to an increase of clientele, funds for Postage and Courier Services have been completely exhausted.

**Solution:** The line item transfer requested from Training & Education and Dues & Memberships accounts shall cover the cost of postage for the remainder of fiscal year.

**Result:** Veterans claims will now be able to be sent when sending via fax is not an option, allowing for the client to receive disability and/or pension benefits.

28. Water Utilities

- a. **Discussion and possible action to award a contract to Square E Engineering in the amount of \$59,960.00 for essential backup programming and SCADA historian computer server improvements for the Ultra Violet Disinfection System installed at the Rio Bravo Water Treatment Plant. [Account #7220-7280-474501 (2016 Bond Series)]**

**Issue: The UV Disinfection System has been successfully installed and approved by TCEQ; however, limitations on the storage process for the data required to comply monthly with TCEQ requirements required improvement.**

**Solution: Completion of programming of SCADA logic, and coordination with TCEQ along with replacement power supply and computer server will provide us with more consistency. Contract the improvement with annual contractor.**

**Result: Provide continued compliance.**

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by County Judge Tano E. Tijerina to approve all the Consent Agenda items except items #24.a. and #24.b. with the correction on item #6.a. to reflect the cost of \$6,179.67 per month for a total amount of \$74,156.04

**Vote: 4 - 0 Motion Carried - Unanimously**

**24. Purchasing**

- a. **Discussion and possible action to award RFP 2017-003 “Webb County Commercial and Excess Workers Compensation Insurance” which includes real and personal property coverage, general and professional liability coverage, errors and omissions liability coverage, auto mobile liability coverage, automobile physical damage liability coverage, aviation coverage, law enforcement liability coverage, fuel and water tank coverage and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

**Issue: Webb County secured proposals for the above mentioned insurance lines of coverage.**

**Solution: Evaluate and determine the proposal that best serves the interests and needs of Webb County.**

**Result: Selection of appropriate carrier(s) to provide Webb County with necessary lines of insurance coverage.**

- b. **Discussion and possible action to award RFP 2017-004 “Third Party Administration Services –Workers Compensation” to effectively administer Webb County’s self-funded workers compensation plan and authorizing the County Judge to sign any relevant documents; and any other matters incident thereto.**

**Issue: Webb County secured proposals for the third party administration of Webb County’s self-funded workers compensation fund.**

**Solution: Evaluate and determine the administrator that best serves the interests and needs of Webb County.**

**Result: Selection of a third party administrator for the workers compensation fund capable of effective claims management, strong customer service, solid reporting capabilities, effective technological capabilities, proactive and consistent management of employee occupational absences, and competitive rates and fees.**

Judge Tijerina stated that items #24.a. and #24.b. would be deferred until 1:30 p.m.

**14. Honorable Victor Villarreal, County Court at Law 2 Judge**

**b. Discussion and possible action to approve the following General fund budget amendment (line item transfers):**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2070-001-433001	Court Appointed Attorney	\$2,136	\$9,700	\$7,564
	1001-2070-001-461000	Materials & Supplies	\$453	\$1,247	\$794
			\$2,589		
To:	1001-2070-001-451003	Court Interpreter/Reporter	\$1,639	\$649	\$2,288
	1001-2070-001-451006-105	Expert Witness JUV	\$950	\$0.00	\$950
			\$2,589		

**Issue:** Monies that were allocated on account 1001-2070-001-433001 to pay an Order on Payment of costs on a Juvenile case need to be placed in the correct line item accounts.

**Solution:** Approve the line item transfer to pay the expert witness and court reporter invoices in full.

**Result:** Expert witnesses will be paid.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve item #14.b. with the Professional Service correction

**Vote:** 4 - 0 Motion Carried - Unanimously

**REGULAR AGENDA**

**Honorable Victor Villarreal, County Court at Law 2 Judge**

- 29. Discussion and possible action to Order the modification of Slot #2841 Probate Court Investigator from a \$44,535.17 (hourly grade 19/A) to a \$42,945.26 (salary grade 16/J), within department 2070 County Court at Law #2, subject to the applicable Civil Service guidelines; and any other matters incident thereto, effective October 1, 2017.**

**Issue:** Job description will need to be submitted to fit the need as per salary rates.

**Solution:** Job description will be submitted and presented to Civil Service for revision and approval as per the recommendation of Wage and Hour, Department of Labor.

**Result:** Compliance with the state and federal mandates.

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

**Vote:** 4 - 0 Motion Carried - Unanimously

- 30. Discussion and possible action to approve the step increase for Slot #2814, Court Coordinator from a grade 16/A (\$38,402.54) to 16/E (\$40,358.97) effective this pay period.**

**Issue:** Slot became available to the department in June 2017, employee previously occupying the position is now under the DWI court program grant. Policy changed during the transfer period and the department head discretion to place the slot at a 16/E at the time of hiring is now only possible after a probation period of six months.

**Solution:** Approve the step increase, forgoing the probationary period.

**Result: The approval will allow our department to continue to function efficiently and effectively.**

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

**Vote: 4 - 0 Motion Carried - Unanimously**

### **Economic Development**

31. **Discussion and possible action to authorize the development and submission of a 2017 Local Parks Non-Urban Outdoor Recreation application to the Texas Parks and Wildlife Department in an amount not to exceed \$250,000.00 in grant funds for the construction of a park in colonia La Presa on county owned non-parkland located adjacent to the Mangana-Hein Road; 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 2017 TPWD Local Parks Non-Urban Outdoor Recreation Grant Program. This grant application will require a cash match of \$135,000 and an in-kind match of \$115,000. Total project cost is up to \$500,000. [Funding Source - Bond Series 2010] [Co-Sponsored by Jesse Gonzalez, Commissioner Pct. 1]**

**Issue: Colonia La Presa and the surrounding rural areas do not have sufficient recreational facilities. Residents of Colonia La Presa must travel a significant distance to enjoy outdoor recreational activities.**

**Solution: Webb County proposes to construct a park and natural area in colonia La Presa on County owned non-parkland located adjacent to the Mangana-Hein Road.**

**Result: Webb County proposes to apply for a 2017 Texas Parks and Wildlife Department Local Parks Non-Urban Outdoor Recreation Grant application to construct a park and natural area in colonia La Presa on County owned non-parkland located adjacent to the Mangana-Hein Road.**

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

**Vote: 4 - 0 Motion Carried - Unanimously**

### **Human Resources**

32. **Discussion and possible action to change county policy requiring that certain personnel changes take effect at the beginning of a pay period, without waiving the penalties in place for non-compliance with current pre-employment qualifications and procedures; 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**

### **Purchasing**

33. **Discussion and possible action to review the current job description and qualifications criteria for the Human Resources Director position and make changes, if necessary; with additional action to authorize the Purchasing Agent to post notice of said position in order to secure qualified applicants; and any other matters incident thereto. [Requested by Commissioners Court]**

**Issue: The Human Resources Director position is vacant.**

**Solution: Seek approval from the Court on posting the position and make any modifications to job description/requirements if need be.**

**Result: Authorize the process to seek qualified applicants for the Human Resources Director position.**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve item #33 contingent upon the necessary changes being requested to make

**Vote: 4 - 0 Motion Carried - Unanimously**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to bring up item #42

**Vote: 4 - 0 Motion Carried - Unanimously**

#### **Closed Session/Executive Session**

42. **Discussion and possible action to designate the Webb County Attorney's Office as counsel to represent Jose R. Pena and Webb County in the defense of case entitled Alma Leticia Duarte and Jennifer I. Duarte vs. Jose R. Pena, Webb County and LMS Material Supply, Inc., cause number 2017CVA001651D2, pending in the 111<sup>th</sup> Judicial District Court of Webb County and authorizing the County Judge to execute all relevant documents, and any other matter incident thereto[Executive Session is requested pursuant to Texas Government code, Title 5, Subchapter D, Section 551.071(1)(A)(Consultation with Attorney regarding pending or contemplated litigation)].**

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

**Vote: 4 - 0 Motion Carried - Unanimously**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to open up Public Hearing

**Vote: 4 - 0 Motion Carried - Unanimously**

#### **Honorable Margie Ibarra, County Clerk**

#### **OPEN PUBLIC HEARING**

34. **Public hearing to consider and discuss the Archival Plan for Fiscal Year 2017-2018 for funding of the automation project and records management and preservation services performed by the Webb County Clerk. This plan includes a Records Archive Fee of \$10.00 effective September 1, 2013 through September 1, 2019 pursuant to Texas Local Government Code Section 118.025. [Account #2003-2310]**

Judge Tijerina asked if anyone was for or against.

No one responded.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to close the Public Hearing

**Vote:** 4 - 0 Motion Carried - Unanimously

**CLOSE PUBLIC HEARING**

- 35. Discussion and possible action to approve the Archival Plan for Fiscal Year 2017-2018 for funding of the automation project and records management and preservation services performed by the Webb County Clerk. This plan includes a Records Archive Fee of \$10.00 effective September 1, 2013 through September 1, 2019 pursuant to Texas Local Government Code Section 118.025. [Account #2003-2310]**

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

**Vote:** 4 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to open the Public Hearing

**Vote:** 4 - 0 Motion Carried - Unanimously

**Honorable Esther Degollado, District Clerk**

**OPEN PUBLIC HEARING**

- 36. Public hearing pursuant to Texas Government Code 51.305 to consider and discuss a plan for the preservation and restoration of the District Court records archive pursuant to Texas Government Code Chapter 51, Subchapter D. The plan includes a provision to impose a Records Archive Fee \$10.00 to preserve and restore district court records, effective January 1, 2018.**

Judge Tijerina asked if anyone was for or against.

No one responded.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to close the Public Hearing

**Vote:** 4 - 0 Motion Carried - Unanimously

**CLOSE PUBLIC HEARING**

- 37. Discussion and possible action to approve the Preservation and Restoration Records Archive Plan for the District Clerk of Webb County, including the imposition of a \$10.00 fee for documents filed with the District Clerk, effective January 1, 2018; and any other matters incident thereto.**

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

**Vote:** 4 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales to recess

Comr. Canales withdrew his motion.

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

**Vote:** 4 - 0 Motion Carried - Unanimously

**(Recess 9:34 a.m. - 1:36 p.m.)**

Commissioners Court Administrator, Mr. Leroy Medford asked the Commissioners Court if items #38 and #39 could be briefly deferred. Mr. Medford mentioned that Ms. Patricia Barrera, Tax Assessor Collector would be further discussing the items as soon as she arrived.

### **Commissioners Court Administrator**

- 40. Discussion and possible action to accept the displaying of the Mexican flag as requested by Mexican Consul, Carolina Zaragoza Flores to demonstrate hospitality during the 16 de Septiembre, Mexico's Independence Day, a celebration enjoyed by all members of the nation.**

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

**Vote:** 4 - 0 Motion Carried - Unanimously

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

- 41. Discussion and possible action to adopt a Resolution to appoint Two commissioners court representatives to the South Texas Development Council for the period covering October 1, 2017 through September 30, 2018 and approve payment to South Texas Development Council for membership dues in the amount of \$2,291.60 for the period covering October 1, 2017 through September 30, 2018; and any other matters incident thereto. [Account #1001-1020-001-46410 (Dues & Membership)]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to appoint Cmr. Tijerina and Cmr. Gonzalez

**Vote:** 4 - 0 Motion Carried - Unanimously

- 3. Approval of Bills, Payroll, and Monthly Report**

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

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

**Vote:** 4 - 0 Motion Carried - Unanimously

### **Commissioners Court Administrator**

- 38. Discussion and possible action to levy a property tax rate of \$.414700 per \$100 taxable value by Order, under the provisions of Article VIII, Sections 9(a) and 9(b) of the Texas Constitution and Section 26.05 of the Tax Code for tax year 2017. The maintenance and operation tax rate will be \$.376891 per \$100 valuation of which \$.0357043 will be for the general fund and \$.019848 will be for the road and bridge fund. The debt service rate will be \$.037809 per \$100 valuation of which \$.036000 will be for general fund debt and \$.001809 will be for road and bridge debt.**

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

**Vote:** 4 - 0 Motion Carried - Unanimously

- 39. Discussion and possible action to ratify, adopt and approve the property tax increase reflected in the proposed budget that required raising more revenue from property taxes than in the previous year as required by Texas Local Government Code 111.068.**

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

**Vote:** 4 - 0 Motion Carried - Unanimously

**24. Purchasing**

- a. Discussion and possible action to award RFP 2017-003 "Webb County Commercial and Excess Workers Compensation Insurance" which includes real and personal property coverage, general and professional liability coverage, errors and omissions liability coverage, auto mobile liability coverage, automobile physical damage liability coverage, aviation coverage, law enforcement liability coverage, fuel and water tank coverage and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

**Issue:** Webb County secured proposals for the above mentioned insurance lines of coverage.

**Solution:** Evaluate and determine the proposal that best serves the interests and needs of Webb County.

**Result:** Selection of appropriate carrier(s) to provide Webb County with necessary lines of insurance coverage.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to award the Property General Liability, Auto Liability, Physical Damage, Professional Liability, Excess Liability, Aviation Excess Insurance, Equipment Breakdown, and Crime and Terrorist to Wells Fargo and to award the Pollution Liability and School Leaders Liability to McGriff

**Vote:** 4 - 0 Motion Carried - Unanimously

- b. Discussion and possible action to award RFP 2017-004 "Third Party Administration Services –Workers Compensation" to effectively administer Webb County's self-funded workers compensation plan and authorizing the County Judge to sign any relevant documents; and any other matters incident thereto.**

**Issue:** Webb County secured proposals for the third party administration of Webb County's self-funded workers compensation fund.

**Solution:** Evaluate and determine the administrator that best serves the interests and needs of Webb County.

**Result:** Selection of a third party administrator for the workers compensation fund capable of effective claims management, strong customer service, solid reporting capabilities, effective technological capabilities, proactive and consistent management of employee occupational absences, and competitive rates and fees.



Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to award the Administration Services - Workers Compensation to TriStar

**Vote:** 4 - 0 Motion Carried - Unanimously

**Presentations**

- 43. **Discussion and possible action to proclaim the month of September 2017 as Suicide Prevention Awareness Month in Webb County, Texas. [Requested by Jesse Gonzalez, Commissioner Pct. 1]**
- 44. **Recognition and presentation of plaque to Coach Juan Salazar upon his retirement from coaching at United South High School after 27 years. [Requested by Jesse Gonzalez, Commissioner Pct. 1] [Co-Sponsored by Rosaura "Wawi" Tijerina, Commissioner Pct. 2]**
- 45. **Presentation by Diana Juarez to extend an invitation to the community to join the Real Men Wear Pink Campaign. [Requested by Tano E. Tijerina, County Judge] [Co-Sponsored by Jesse Gonzalez, Commissioner Pct. 1]**
- 46. **Discussion and possible action to proclaim the month of September as National Childhood Cancer Awareness Month in Webb County, Texas. [Requested by Tano E. Tijerina, County Judge]**

47. **Communications**

Cmr. Tijerina read communications on behalf of the Commissioners Court. Additional communications were made by Cmr. Gonzalez.

48. **Adjourn**

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

**Vote:** 4 - 0 Motion Carried - Unanimously