

# DRAFT

## Official Minutes for Webb County Commissioners Court Meeting

**Monday, September 25, 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 22nd 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**
- 2. Pledge of Allegiance/Invocation**
- 3. Approval of Bills, Payroll, and Monthly Report**

County Treasurer, Ms. Delia Perales presented the Recap of Checks and monthly report for August 2017 pending approval.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to pre-approve all the rents due on October 1 not to exceed the exact amount

**Vote:** 5 - 0 Motion Carried - Unanimously

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

**Vote:** 5 - 0 Motion Carried - Unanimously

Business Office, Ms. Rebecca Garcia presented the Accounts Payable Invoice Activity report.

- 4. Public Comment - This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member, individually or in a group, will be allowed a total of Three (3) minutes within which to make any/all public comments.**

- 1) Ms. Julia Rubio spoke in regards to item #39.
- 2) Ms. Linda Garza spoke in regards to item #39.
- 3) Ms. Anali Vargas spoke in regards to item #39.
- 4) Mr. Joaquin Rodriguez spoke in regards to item #39.
- 5) Ms. Elizabeth Alonso Villarreal spoke in regards to item #39.
- 6) Mr. Rafael Perez spoke in regards to item #39.
- 7) Ms. Minnie Villarreal spoke in regards to item #39.
- 8) Judge Joe Lopez, 49th District Court spoke in regards to item #39.
- 9) Ms. Martha Prew spoke in regards to item #39.

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

**CONSENT AGENDA:** At most meetings, the Commissioners Court establishes a Consent Agenda. It consists of those Agenda Items which are routine or non-controversial, and which neither a member of the Commissioners court has asked to be pulled for discussion. Once the Commissioners Court has established the Consent Agenda, Agenda Items included on it will be voted upon in one vote, and will not be discussed separately unless requested by the County Judge or Commissioners.

The consent agenda has been created in order to give constituents the opportunity to view any and all pertinent backup information with reference to any item in the agenda. The objective of the consent agenda is for all Webb County constituents to be familiar with everyday county business and to demonstrate the transparency and fairness of this Commissioners Court.

The following Agenda Items are of a routine nature, and the Commissioners Court has received supporting materials for consideration. All of these Agenda Items will be passed with one vote without being discussed

separately, unless a member of the Commissioners Court or the public requests that a particular Agenda Item be discussed. If so, that Agenda Item will be pulled from the Consent Agenda and discussed as part of the regular Agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

**CONSENT ITEMS**

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2353-2040-001-410000	Payroll costs	\$8,600	\$28,132.22	\$19,532.22
To:	2353-2040-001-459020	Other Expenses	\$8,600	\$1,537.60	\$10,137.60

**Issue:** Additional funds are needed to cover the purchase of Vivitrol shots for qualifying Drug Court Participants through the Substance Abuse and Mental Health Administration (SAMHSA) Grant.

**Solution:** Approve line item request.

**Result:** The Substance Abuse and Mental Health Administration (SAMHSA) Grant provides Medicated Assisted Treatment (MET) to opioid and alcohol dependence participants of the Drug Court Program.

**6. Building Maintenance**

- 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 September 25, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0035	Building Maint. Worker	\$13.73 - 10/A
2280	Building Maint. Worker	\$13.73 - 10/A

**Issue:** Slot 0035 became vacant on August 21, 2017. Slot 2280 became vacant on August 31, 2017.

**Solution:** Request is being made to fill vacant slots.

**Result:** This action will allow Building Maintenance department to continue to function efficiently and effectively.

- 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:	1001-6050-001-462605	Fuel & Lubricants	\$2,000	\$4,472.87	\$2,472.87
To:	1001-1100-001-462605	Fuel & Lubricants	\$2,000	\$516.75	\$2,516.75

**Issue:** The following account #1001-1100-001-462605 (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.

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-1060-001-425000	Unemployment Tax	\$101.70	\$792.43	\$690.73
To:	1001-1060-001-412000	Part-Time	\$101.70	-\$101.70	\$0

**Issue:** Part-time monies have been depleted and require a line item transfer to resolve current deficit.

**Solution:** Process line item transfer to close out fiscal year with zero balance.

**Result:** Balanced line item for part-time.

8. **Community Action Agency**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2021-6360-521-441205	Utilities	\$3,000	\$9,698.02	\$6,698.02
To:	2021-6360-521-441001	Telephone	\$3,000	\$2,273.94	\$5,273.94

**Issue:** Additional funds are needed to cover telephone lines through the end of the fiscal year.

**Solution:** Transfer funds from utilities account to cover costs.

**Result: Telephone account is adequately funded through the end of the fiscal year.**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2661-7110-521-462605	Fuel & Lubricants	\$50	\$5,928.08	\$5,878.08
	2661-7100-521-443000-020	Repairs & Maint. Buildings	\$758	\$2,443.00	\$1,685.00
			\$808		
To:	2661-7110-521-461000	Materials & Supplies	\$50	\$0.54	\$50.54
	2661-7100-521-444500	Equipment Rental	\$758	\$-757.38	\$0.62
			\$808		

**Issue: Funds available in the account cannot cover cost needed to payout invoices and close out year.**

**Solution: Monies transferred will also the department to cover invoice expenses and close out the year.**

**Result: All pending invoices for FY 2016-2017 will be expedited and paid out to close out grant year.**

**c. Discussion and possible action to accept a grant award for the Community Services Block Grant Program (CSBG) from the Texas Department of Housing & Community Affairs (TDHCA) for the Program Year 2018, in the amount of FIVE HUNDRED FORTY FOUR THOUSAND SEVEN HUNDRED THIRTY THREE DOLLARS (\$544,733.00), and 2018 CSBG Community Action Plan (CAP), and authorizing the County Judge to sign all relevant documents. Grant account #2368-5150-330300. This action will not have impact to the General Fund.**

**Issue: Approve funding for the Community Services Block Grant (CSBG) from the Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2018 in the amount of \$544,733.00.**

**Solution: The Community Services Block Grant Program (CSBG) provides support services to eligible elderly, disabled and low income residents of Webb County.**

**Result: The support services are intended to assist eligible Webb County residents to transition out of poverty.**

- d. **Discussion and possible action to approve the following budget amendment (line item transfers):**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2368-5170-521-463801	Emergency Services	\$1,600	\$34,582.51	\$32,982.51
To:	2368-5170-462605	Fuel & Lubricants	\$600	\$557.28	\$1,157.28
	2368-5170-521-456224	Meeting & Conference	\$400	\$128.29	\$528.29
	2368-5170-521-444100	Space Rental	\$400	\$758.00	\$1,158.00
	2368-5170-521-456105	License & Permits	\$200	\$51.00	\$251.00
			\$1,600		

**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.**

- e. **Discussion and possible action to approve the following budget amendment (line item transfers) within Grant funds:**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2025-5320-521-464010	Dues & Memberships	\$236.75	\$500.00	\$263.25
	2025-5320-521-441205	Utilities	\$487.10	\$2,828.23	\$2,341.13
			\$723.85		
To:	2025-5320-521-443020	Repairs & Maint. Building	\$236.75	\$0.00	\$263.25
	2025-5320-521-456205	Repairs & Maint. Vehicles	\$487.10	\$14.46	\$501.56
			\$723.85		

**Issue: The Repairs & Building Maintenance accounts require a transfer of funds to cover expenditures.**

**Solution: Utilize savings from Dues & Memberships and Utilities accounts to cover costs as quoted by vendor.**

**Result: The requested line item transfers will allow for the vendor to inspect and repair the fire suppression system as well as the fire extinguishers in our facility and the purchase of two (2) tires for each unit to replace worn out tires.**

- f. **Discussion and possible action to accept the recommendation from the Webb County Housing Rehabilitation Scoring Committee to approve the following Four (4) applicants to receive housing rehabilitation / reconstruction assistance under the Texas Department of Housing and Community Affairs - Office of Colonia**

**Initiatives (TDHCA-OCI), Self-Help Center program and authorize the Webb County Purchasing Agent to solicit bids. Housing rehabilitation/reconstruction costs to be covered by Self-Help Center grant funds TCDP Contract #7216013.**

- 1) 118 E. Mendoza - Pueblo Nuevo**
- 2) 364 Pinzon Rd. - Ranchitos 359 East**
- 3) 207 Welch Rd. - San Carlos II**
- 4) 122 W. Maria Elena - Pueblo Nuevo**

**Issue: Commissioners Court approval is required in order to authorize the Purchasing Agent to solicit bids for these homes.**

**Solution: Obtain Commissioners Court authorization for the solicitation of bids by the Purchasing Agent.**

**Result: Homes will be rehabilitated/reconstructed utilizing grant funds.**

- g. Discussion and possible action to approve the following budget amendment to carry over \$946,927.47 in grant balances for the Self-Help Center Program into September 2017 for fund 2530.**

<b>Acct. Number</b>	<b>Acct. Name</b>	<b>Bal.</b>	<b>End Bal.</b>
2530-6360-521-422000	Payroll	\$76,725.47	\$76,725.47
2530-6360-521-422000	Fica	\$6,840.43	\$6,840.43
2530-6360-521-423000	Retire	\$9,157.99	\$9,157.99
2530-6360-521-421000	Insurance	\$19,866.28	\$19,866.28
2530-6360-521-426000	Workers Comp	\$5,133.28	\$5,133.28
2530-6360-521-425000	Unemployment	\$1,791.02	\$1,791.02
2530-6360-521-443000-065	Repairs & Maint Sites	\$15,000.00	\$15,000.00
2530-6360-521-443057-010	Rehab Private Properties Home Recon	\$450,000.00	\$450,000.00
2530-6360-521-443058	Tool Library	\$5,498.08	\$5,498.08
2530-6360-521-443058-025	Technology Access	\$4,090.90	\$4,090.90
2530-6360-521-443058-030	Construction Classes	\$18,461.00	\$18,461.00
2530-6360-521-443058-045	Colonia Meetings	\$4,090.90	\$4,090.90
2530-6360-521-443069	New Construction	\$200,000.00	\$200,000.00
2530-6360-521-457008-035	Contractual Housing Rehab	\$120,000.00	\$120,000.00
2530-6360-521-458000	Administrative Travel	\$272.44	\$272.44
2530-6360-521-460105	Minor Tools Apparatus	\$10,000.00	\$10,000.00

**Issue: The Self-Help Center Program Fund is a four (4) year grant that runs September 1, 2016 - September 1, 2020. Newly implemented procedures require year end balances to be carried over and entered in the system in order to continue the**

availability of these grant funds.

**Solution: Commissioners Court Authorization for a Budget Amendment in order to carry over year end balances for Self-help Center Grant.**

**Result: Continued availability of Self-Help Center grant funds.**

- h. Discussion and possible action to approve funding increase Amendment No. 2 contract #58170002607 award for the Comprehensive Energy Assistance Program (CEAP) from Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2017 Contract start date January 1, 2017 through December 31, 2017 in the amount of ONE HUNDRED FORTY FOUR THOUSAND ONE HUNDRED NINETY NINE DOLLARS (\$144,199.00). This amendment will increase the PY-2017 CEAP Contract funding from \$1,136,022.00 to \$1,280,221.00, and authorizing the County Judge to sign all relevant documents. This action will not have an impact on the General Fund. [Account #2362-5150-330300]**

**Issue: Approve amendment No. 2 for the CEAP Program from TDHCA for PY-2017 in the amount of \$144,199.00.**

**Solution: The Comprehensive Energy Assistance Program (CEAP) provides direct client services to eligible elderly, disabled and low income residents of Webb County.**

**Result: The services are intended to assist eligible Webb County residents up to 8 highest remaining calendar months of energy consumption. The CEAP allocation for this contract is for twelve months.**

- i. Discussion and possible action to approve and modify Slot #1149 currently Part-Time Food Transporter at 20 hours per week @ \$10.36 per hour with no benefits and convert to Full-Time Food Transporter/Food Service Worker at 80 hours per week @ \$10.36 wage per hour to include health benefits. CAA – Meals on Wheels program is not part of the County’s Wage Plan, money has been allocated for this fiscal year.**

**9. Honorable Rudy Rodriguez, Constable Pct. 1**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
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From:	1001-3150-001-461000	Materials & Supplies	\$150	\$890	\$740
To:	1001-3150-001-412000	Part Time	\$150	-\$145	\$5

**Issue: Part-time line item has a shortfall and negative balance.**

**Solution: Transfer of funds**

**Result: Balanced line items**

- b. Discussion and possible action to approve and transfer \$2,000 for the Constable Pct. 1 Department from Account #1001-3150-001-425000 (Unemployment Tax) to Account #1001-3150-001-462605 (Fuel and Lubricants); and any other matters incident thereto. [Account #1001-3150-001-425000]**

**Issue: Due to the 2016-2017 budget cuts, Fuel and Lubricants for Constable Pct. 1 were not properly budgeted. Due to the department workload, fuel is needed to address the shortfall and close out the fiscal year.**

**Solution: Transfer and allocation of funds.**

**Result: Balanced line item; and first responders and law enforcement will be able to continue executing their duties.**

**10. Honorable Mike Villarreal, Constable Pct. 2**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-3180-001-422000	Fica County Share	\$2,500	\$6,945.38	\$4,445.38
To:	1001-3180-001-462605	Fuel & Lubricants	\$2,500	\$0.00	\$2,500

**Issue: Fuel & Lubricants funds have been depleted and require a line item transfer to continue daily operations.**

**Solution: Process line item transfer to pay vendors and have enough funds until the end of the fiscal year.**

**Result: Process line item transfer to pay vendors and have enough funds until the end of the fiscal year.**

**11. Honorable Adrian Cortez, Constable Pct. 3**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2730-3160-001-462605	LBSG Fuel & Lubricants	\$1,433	\$4,143.00	\$2,710.00
	2730-3160-001-42500	LBSG Unemployment	\$60	\$66.21	\$6.21
			\$1,493		
To:	2730-3160-001-413000	Overtime	\$1,207	\$0	\$1,207.00
	2730-3160-001-422000	FICA	\$94	\$0	\$94.00
	2730-3160-001-423000	Retirement	\$127	\$0	\$127.00
	2730-3160-001-426000	W/Comp	\$65	\$0	\$65.00
			\$1,493		

**Issue:** Funding is needed to in overtime account to pay overtime hours worked.

**Solution:** By approving the transfer within the Local Border Security Grant the overtime account will have sufficient funds to pay overtime hours worked.

**Result:** Local Border Security Grant will have necessary funding needed to pay overtime hours worked.

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

- a. **Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2017 through September 30, 2018) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30414) located in the Webb County Auditor's Office at an annual cost of One Thousand Three Hundred Seventeen Dollars and Thirty One Cents (\$1,317.31), and authorizing the County Judge to execute all relevant documents. [Requested by Leo Flores, Webb County Auditor; Account #1001-1260-001-443000]**
- b. **Discussion and possible action to enter into a Non-Financial Memorandum of Understanding (MOU) between Women, Infant, Children (WIC) Program and Webb County for the Webb County Head Start/Early Head Start Program. This MOU provides a common understanding of the collaboration and relationship between the local Head Start/Early Head Start Program and the WIC Program. It establishes clear expectations and a reliable way of relating to one another for mutual cooperation. The term of the MOU shall be for two (2) years, commencing on September 1, 2017 and ending on August 30, 2019 and authorizing the County Judge to sign and execute all relevant documents. [Requested by**

**Aliza Oliveros, Webb County Head Start Director]**

- c. Discussion and possible action to renew a contract agreement with Justice Benefits, Inc. to provide professional services as per Texas Local Government Code 262.024 (A)(4) Discretionary Exemptions in order to obtain reimbursements through federal financial participation projects for an additional period of One (1) year effective October 1, 2017 through September 30, 2018, and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Webb County Sheriff Martin Cuellar]**

**Issue: There are many costs to the housing of federal inmates at the Webb County jail for which Webb County can seek federal reimbursement but there are also challenges in generating the very specific, abstruse, and complex customized data required by the federal government for successful reimbursement requests for each individual criminal alien housed at the jail.**

**Solution: Contract professional services with Justice Benefits, Inc. in order to increase federal reimbursement for costs associated with housing inmates facing federal charges, including aliens with felonious criminal violations, at the Webb County jail.**

**Result: Federal revenue maximization for Webb County as it seeks to increase its State Alien Assistance Program (SCAAP) reimbursements.**

- d. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2017 through September 30, 2018) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30416) located in the Webb County Purchasing Department at an annual cost of One Thousand Three Hundred Seventeen Dollars and Thirty One Cents (\$1,317.31) and authorizing the County Judge to execute all relevant documents. [Requested by Joe Lopez, Webb County Purchasing Agent; Account #1001-1310-001-443000-035]**
- e. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2017 through September 30, 2018) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30775) located in the Webb County Attorney's Office at an**

annual cost of One Thousand Three Hundred Seventeen Dollars and Thirty One Cents (\$1,317.31), and authorizing the County Judge to execute all relevant documents. [Account #1001-2270-001-444500]

- f. Discussion and possible action to approve a Non-Financial Memorandum of Understanding (MOU) between Texas A&M International University (TAMIU) and Webb County to provide Criminal Justice students credit by completing 160 hours of internship work with the Webb County Sheriff’s Office and the Webb County Juvenile Probation Department. The term of the MOU will be for the scholastic year 2017-2018, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.
- g. Discussion and possible action to correct the total cost of the purchase of commercial advertisement with KGNS-TV by the Webb County District Attorney’s Office that was approved on September 11, 2017, 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 corrected total cost of Twenty One Thousand Seven Hundred Dollars (\$21,700.00). 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]

13. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for September 1, 6, 11, and 13, 2017

14. Honorable Hugo Martinez, County Court at Law 1 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:	1001-2250-001-458010	Local Mileage	\$1,000	\$1,000.00	\$0.00
To:	1001-2250-001-451003-025	Court Interpreter/Reporter	\$1,000	\$1,125.42	\$2,125.42

**Issue:** There are not enough funds to cover expenses that have already been rendered.

**Solution:** Transfer funds so bills can be paid.

**Result:** Invoices will be paid in a timely manner.

**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:	1001-2060-001-432001	Professional Services	\$300	\$300	\$0
	1001-2060-001-433001	Court Appointed Attorney	\$800	\$1,012	\$212
	1001-2060-001-433011	Visiting Judge	\$750	\$1,377	\$627
	1001-2060-001-451160	Detention Hearings	\$850	\$850	\$0
	1001-2060-001-451159	Juvenile Felony	\$1,300	\$1,885	\$585
			\$4,000		
To:	1001-2060-001-451157	Adult Misdemeanor	\$4,000	\$5,000	\$9,000

**Issue:** There are pending vouchers that need to be paid and not enough funds.

**Solution:** Transfer money to be able to pay vouchers in a timely manner.

**Result:** Invoices will be paid for services already rendered.

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

**a. Discussion and possible action to approve a reimbursement agreement between The District Attorney's Office and the Organized Crime Drug Enforcement Task Forces program (OCDETF). The performance period is October 1, 2017 through September 30, 2018 for an amount not to exceed \$18,042 in overtime for each District Attorney Task Force investigator. The total amount for this overtime is \$126,294. Forfeiture funds will be utilized to cover the fringe benefits allocated to the overtime therefore no impact to the General Fund. [Account #2587-2260-001-413000]**

**Issue:** Collaboration between Federal, State and local law enforcement agencies is necessary to pursue and dismantle organized crime organizations along Webb County and the Texas Border.

**Solution:** Accept Federal assistance to continue local

participation in Joint Operations under the Organized Crime Drug Enforcement Task Forces Program.

**Result: Disruption of organized crime activity along the Texas border and in Webb County.**

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

- a. **Discussion and possible action to enter into a Webb County Historical Civil and Criminal Case Files Preservation Project Agreement by and between Webb County and Kofile Technologies, Inc., in the amount of \$149,933.13, pursuant to Sections 271.101 and 271.102, Subchapter F, Cooperative Purchasing Program, Texas Local Government Code (Kofile-TXMAS Contract No. to be determined) (Webb County TXMAS CO-OP#C2400) for the preservation, cleaning, archival imaging, indexing, microfilm digitation, encapsulation and custom fitted, stamped binder storage of these historical civil and criminal case files at the Webb County District Clerk's Office, and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Account #2011-2290-341127 (Records Management and Preservation)]**

**Issue: Due to the historical nature and continued physical deterioration of these 8 boxes (out of the remaining 75) of Webb County Historical Civil and Criminal Case Files, and the required permanent retention period requirements as per the Texas State Library & Archives Commission, 2011, these historical civil and criminal case file records stored and located at the Webb County District Clerk's Office need to be properly preserved, remediated, protected, archived, microfilmed and stored in order to prevent any further deterioration by providing for surface cleaning, tear repairs, removal of deposits, including dust, soot, airborne particulates, sedimentation, insect detritus, and/or biological/mineral contaminants, archival imaging, indexing, microfilming, and binder storage of these files.**

**Solution: Approval of this Webb County Historical Civil and Criminal Case Files Preservation Project Agreement with Kofile Technologies, Inc., will provide for the proper preservation, archival imaging, indexing, and storage of these historical civil and criminal case files and records at the Webb County District Clerk's Office.**

**Result: Historical Civil and Criminal Case Files preservation and physical deterioration preventive measures will ensure that these**

files and records are properly preserved, cared for and maintained by the Webb County District Clerk's Office.

**17. Economic Development**

- 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 25, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1382	Project Coordinator	\$18.46 - 16/A-E

**Issue:** The employee that is in slot #1382 will retire on 9/28/17.

**Solution:** Request to fill this vacant slot will allow the department to continue to operate effectively.

**Result:** The filling of slot #1382 will allow the department to run on a full staff if the court grants approval.

**18. Elections Administration**

- 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:	1001-1110-001-451201	Election Expense	\$300	\$46,455	\$46,155
To:	1001-1110-001-426000	Worker Compensation	\$300	\$(216.77)	\$83.23

**Issue:** The workers compensation account is overdrawn.

**Solution:** Transfer funds from Election Expense to cover the deficiency.

**Result:** Workers compensation account will have enough funds to last through the end of the year.

**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.
From:	1001-3140-001-443000-035	Repairs & Maint. Equip.	\$1,000	\$1,050.00	\$50.00
From:	1001-3140-001-464010	Dues & Memberships	\$700	\$ 795.00	\$95.00
			\$1,700		

To:	1001-3140-001-441205	Utilities	\$1,700	\$ -292.33	\$1,407.67
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**Issue:** Transfer of funds is required to cover unposted transactions and forecasted expenses in utilities line item.

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

**Result:** Line item will have sufficient funds to cover unposted transactions and additional expense if one should arise.

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 Slot:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
1033	AA Teacher Assistant	\$11.98	20

- b. Discussion and possible action to enter into a Five (5) year (August 1, 2017 through July 31, 2022) Interlocal Government Land Lease Agreement between Webb County for the Head Start/Early Head Start Program and United Independent School District (UISD) at a yearly cost of One Dollar (\$1.00). The real property is located in the UISD Los Obispos Subdivision, Lot 1, Block 1, 45.965 Acre Tract, To the SOUTH Sierra Vista Blvd., TO the WEST Ejido Street, TO the EAST a Vacant Lot, and TO the NORTH Moon Lane, Laredo, Webb County, Texas, and authorizing the County Judge to sign and execute all relevant documents.
- c. Discussion and possible action to convert Slot #1433. Full time Classroom aide, with an hourly rate of \$8.73, to Part time Classroom Aide, with an hourly rate of \$8.73, for 20 pay periods and to post and fill this Slot subject to the availability of payroll funds.
- d. Discussion and possible action to enter into a Thirty-Six (36) month (September 25, 2017 through September 30, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Head Start Program for Twenty (20) Lexmark XM1145 Digital MFP and one (1) Lexmark XM3150 copiers at a combined cost of \$978.58 per month for a total amount of \$35,228.88 over the term of the agreement, subject to annual budget appropriations pursuant to Texas Local Government Code DIR-TSO-3042, Subchapter F., Cooperative Purchasing Program; Sections 271.101 and 271.102,



and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Accounts #2357-5200-531-444500 & #2361-5200-531-44500]

**21. Information Technology**

- a. Discussion and possible action to authorize a contract between Insight Public Sector and Webb County and to approve the 2017-2018 Annual Support Software Maintenance Contract. The contract begins on October 1, 2017 through September 31, 2017. The total cost of the program is FOUR THOUSAND FIFTY FOUR DOLLARS and 80/100 Cents (\$4,054.80), DIR-TSO-2534 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 & Maint. Software)]
- b. Discussion and possible action to authorize the annual support software contract with Insight Public Sector, Barracuda Support and Webb County. It is a One (1) year contract beginning on October 1, 2017 through September 30, 2018 at a total cost of SEVENTEEN THOUSAND NINE HUNDRED THIRTY-THREE DOLLARS AND 76/100 cents (\$17,933.76) USC Contract 4400006644, 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 & Maint. Software)]
- c. Discussion and possible action to authorize a contract between Microsoft Corp. Professional Support and Webb County to purchase Two (2) Five Pack Annual Support Contracts. The contract begins on October 1, 2017 and ends on September 30, 2018, at a total cost of FOUR THOUSAND DOLLARS AND 00/100 CENTS (\$4,000.00) Sole Source funding will be used from 2017-2018 budget, and authorizing the county judge to execute all relevant documents; and any other matters incident thereto. [Account #1001-1280-001-443000-110 (Repairs & Maint. Software)]
- d. Discussion and possible action to authorize a One (1) year contract between Ricoh and Webb County beginning October 1, 2017 - September 30, 2018. This is the annual hardware maintenance contract renewal with total cost of FIVE THOUSAND TWENTY SEVEN DOLLARS AND 36/100 Cents (\$5,027.36), Sole Source funding will be used from 2017-2018 budget and authorizing the Webb County Judge to execute all relevant

documents; and any other matters incident thereto. [Account #1001-1280-001-443000-035 (Repairs & Maint. Equipment)]

**22. Juvenile Probation Department**

- a. Discussion and possible action to approve the following budget amendment (line item transfer) within Grant funds: [Grant Fund #2825] [Use August 31, 2017 as Amendment Date when entering in budget]

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2825-2450-001-41000	Payroll	\$21,473.93	\$95,354.64	\$73,880.71
To:	2825-2470-001-457009	Residential Services-Inter County	\$6,193.93	\$426.04	\$6,619.97
	2825-2490-001-457009	Residential Services-Inter County	\$14,180.00	\$626.46	\$14,806.46
	2825-2470-001-457001	Electronic Monitoring	\$1,100.00	\$610.00	\$1,710.00
			\$21,473.93		

**Issue: Additional funds are needed to cover residential placement and electronic monitoring accounts to close out FY 2016-2017 expenses - Please use Amendment Date of 8/31/2017 when entering in budget.**

**Solution: Approval of grant funded line item transfer.**

**Result: Transfer will cover expenses.**

- 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 September 25, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
327	Receptionist	\$11.84 7/A-E
2397	Administrative Clerk	\$13.07 9/A-E

**Issue: Slot #327 is vacant now and slot #2397 will be vacant on 9/28/17.**

**Solution: Request is being made to fill the vacant slots.**

**Result: The filling of slot #327 and slot #2397 will allow department to continue to function efficiently and effectively.**

**23. Medical Examiner**

- a. **Discussion and possible action to approve a fee in the amount of \$50.00 for producing an official and notarized decedent identification document at the request of various foreign country Consuls.**

**Issue: The Consulate Office has been demanding classified documents produced by other agencies that have assisted us in identification of decedent foreign nationals.**

**Solution: By creating this document the Medical Examiner will be able to release an official document detailing the means by which a decedent has been identified.**

**Result: If the document & fee is approved the Medical Examiner will be able to expeditiously release decedents from the office.**

#### **24. Planning & Physical Development**

- a. **Discussion and possible action to authorize Webb County to enter into a One (1) year software Maintenance Agreement (October 1, 2017 through September 30, 2018) with Environmental Systems Research Institute, Inc. (ESRI) to provide software maintenance support for the Geographic Information System (GIS) Mapping and 911 software utilized by the Webb County Planning Department at a cost of EIGHT THOUSAND FOUR HUNDRED SIXTY THREE DOLLARS (\$8,463.00), subject to annual budget appropriation, and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Account #2007-7020-001-457004]**
- b. **Discussion and possible action to issue a “Certificate of Compliance with Plat Requirements” to authorize an electrical service connection pursuant to Section 232.028(b)(2), & (b)(3), L.G.C., to an unplatted 0.25 acre tract of land, more or less, out of Tract B-1, Porcion 32, Abstract 296, Antonio Treviño Original Grantee; being out of Part E-1 of the AM Bruni Estate (a.k.a. Old Milwaukee East) located in Porcion 32, Abstract 296, Antonio Trevino Grantee being a further division of a 1.0 acre tract known as Tract B-1A as described in Vol. 1832, Pg. 573 of the Webb County Deed Records (ID 8198).**

**Issue: Regulatory compliance with development provisions of state and local regulations with particular emphasis on the Model Subdivision Rules. Commissioners Court must certify to certain property conditions before any electrical connection may be authorized.**

**Solution: As reflected in agenda backup, staff has verified compliance and recommends approval. Please note that water and sewer services are in place to authorize electrical connection.**

**Result: If approved, applicant may connect property to electrical services. If not approved, electrical connection to property is prohibited.**

**25. Pre-Trial Services**

- 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:	1001-2390-001-456005	Postage	\$100	\$241.81	\$141.81
To:	1001-2390-001-458010	Local Mileage	\$100	\$121.24	\$221.24

**Issue: Local Mileage account is \$10.00 short pending a request for mileage in the amount of \$131.09.**

**Solution: Transferring the funds will allow us to pay the pending request.**

**Result: Transferring the amount will satisfy the pending request for payment.**

**26. Public Defender**

- 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, as well as any and all Wage Plan Policies.**

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
1885	Assistant Public Defender II	\$73,955.87 - 23/N-V

**Issue: Slot #1885 will become vacant on September 22, 2017.**

**Solution: Request is being made to fill the vacant attorney slot.**

**Result: The filling of slot #1885 will allow our department to continue to function efficiently and effectively.**

**27. Purchasing**

- 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:	1001-1310-001-443000-075	Repairs & Maint. Vehicles	\$40	\$50	\$10
	1001-1310-001-456005	Postage & Courier Service	\$60	\$92	\$32
	1001-1310-001-460105	Minor Apparatus & Tools	\$100	\$178	\$78
	1001-1310-001-462605	Fuel & Lubricants	\$100	\$124	\$24
			\$300		
To:	1001-1310-001-443000-075	Repairs & Maint. Equipment	\$100	\$53	\$153
	1001-1310-001-456205	Training & Education	\$200	\$37	\$237
			\$300		

**Issue:** Funds needed to cover costs of equipment maintenance and added costs of training for certification of a State program.

**Solution:** Transfer of funds into department Maintenance of Equipment and Training and Education line items in order to secure funding for needed costs of the department.

**Result:** Proposed budgeted funds will ensure there is budget availability for the equipment maintenance needed as well as added costs for professional development in regards to State Certification program.

**28. Risk Management**

- a. **Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2017 through September 30, 2018) Preventative Maintenance and Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30415) located in the Webb County Risk Management Department at an annual cost of One Thousand Three Hundred Seventeen Dollars and Thirty One cents (\$1,317.31), and authorizing the County Judge to execute all relevant documents. [Account #1001-1180-001-443000-035 (Repairs & Maint. Equipment).]**

**Issue:** Yearly renewal for maintenance of Lektriever.

**Solution:** To approve yearly contract.

**Result:** By approving contract we avoid any maintenance issues dealing with the office Lektriever.

**29. Road & Bridge**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2007-7140-001-410000	Payroll Cost	\$4,628.89	\$29,111.93	\$24,483.04
To:	2007-7140-001-426000	Worker Compensation	\$4,628.89	-\$1,301.71	\$3,327.18

**Issue:** Worker's compensation line item has been exhausted and requires line item transfer to end the fiscal year.

**Solution:** Process line item transfer to cover current deficit and have sufficient monies for the remaining payroll cycles of FY16-17.

**Result:** Sufficient funds for pending payroll.

30. Honorable Martin Cuellar, Sheriff

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2152-3010-001-463701	Support Assistance	\$1,000	\$13,250	\$12,250
To:	2152-3010-001-443000-075	Repair Maint.-Vehicle	\$1,000	(\$308)	\$692

**Issue:** The federal forfeiture account listed above requires a transfer of funds to over estimated forecasted expenditures and accounts currently in deficit.

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

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

- b. 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:	1001-3010-001-443000-110	Repair Maint.-Software	\$4,910	\$14,825	\$9,915
	1001-4090-001-460028	Janitorial Supplies	\$3,500	\$5,400	\$1,900
			\$8,410		
To:	1001-3010-001-432089	Forensic Examinations	\$2,710	\$3,617	\$6,327
	1001-3090-001-461000	Materials & Supplies	\$200	(\$102)	\$98

	1001-3010-001-460105	Minor Tools	\$2,000	\$6,358.54	\$8,358.54
	1001-4090-001-432001	Professional Services	\$3,500	\$181	\$3,681
			\$8,410		

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

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

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

**31. Honorable Patricia A. Barrera, Tax-Assessor- Collector**

**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:	1001-1320-001-458000	Admin Travel	\$650	\$1,146.89	\$496.89
To:	1001-1320-001-441035	Cell Phones OPF	\$650	\$-132.61	\$517.39

**Issue:** Account Number 1001-1320-001-441035, Cell Phones OPF, currently has insufficient funds.

**Solution:** Approve the line item transfer to satisfy the negative balance.

**Result:** The aforementioned account will be replenished and have funds for any future expenditures.

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to approve all the Consent Agenda items

**Vote:** 5 - 0 Motion Carried - Unanimously

**REGULAR AGENDA**

**Honorable Martin Cuellar, Sheriff**

**32. Discussion and possible action to authorize the continued payment of salary and fringe benefits of the Office of Violence Against Women (OVW) grant funding investigator (Slot #2830) for a period not to exceed Ninety (90) days, until possible grant award notification. A grant application for the continuation of this grant funding was approved for submission by the Webb County**

**Commissioners Court on January 9, 2017. However, since this is a discretionary grant, there is no guarantee of continuation of grant funding. [Grant Fund #2604 (OVW)]**

**Issue: In its grant application solicitation, the funding agency anticipated notifying all applicants of funding decisions by October 1, 2017, and the Fiscal Year 2017 awards are starting to go out on a rolling basis. However, the investigator's current grant performance end date is scheduled for September 30, 2017, and the Webb County Sheriff's Office has not received official notification of the funding decision regarding its 2017 Office on Violence Against Women (OVW) grant renewal application for the continued grant funding.**

**Solution: The Webb County Commissioners' Court approve the continued payment of salary and fringe benefits until the Webb County Sheriff's Office receives official notice about the agency's funding decision.**

**Result: The investigator will be able to continue to provide necessary services to the domestic violence victims of the Laredo/Webb County community until the Webb County Sheriff's Office is notified of the agency's funding decision.**

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

**Vote: 5 - 0 Motion Carried - Unanimously**

### **Human Resources**

- 33. Status report from HR department regarding personnel salary changes to employee slots with additional action to approve all as budget amendments for all departments included; and any other matters incident thereto.**

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

**Vote: 5 - 0 Motion Carried - Unanimously**

### **Planning**

- 34. Discussion and possible action to grant Preliminary Plat Approval to High Caliber Estates Plat and grant a waiver from Section IX.2. of the Subdivision Regulations which call for cross streets at 1,500 feet and a maximum length of 1,000 feet for dead end streets. The Planning Advisory Board recommended**



**approval of this item contingent upon compliance with staff comments at their meeting of September 14, 2017.**

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

**Vote:** 5 - 0 Motion Carried - Unanimously

### **Budget Officers**

- 35. Discussion and possible action to approve the county Voluntary Separation Plan and approve the Eighteen (18) contracts signed by county employees with an effective date of September 28, 2017 for a total payout amount of \$269,693.61, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Funds to be paid by the respective departments]**

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

**Vote:** 5 - 0 Motion Carried - Unanimously

- 36. Discussion and possible action to approve and adopt the Webb County Budget & Fiscal Policies with possible action to amend if necessary; and any other matters incident thereto.**

**Issue:** The budget office needed to have a set budget and fiscal policy in place to conduct county business.

**Solution:** The approval of the policy will give elected officials and department heads direction on how funds can be used and allocated.

**Result:** Any concerns with budget and financial information can be addressed with this policy.

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 4 Jaime Alberto Canales (ABSTAIN)

### **Commissioners Court Administrator**

**37. Discussion and possible action to adopt Commissioners Court Order setting the salaries and allowances of elected county officers in compliance with Texas Local Government Code Section 152.013 as follows (No proposed increase on Elected Officials salaries):**

Judge Tano E. Tijerina	\$101,709.00 **
Commissioner Jesse Gonzalez	\$78,126.00
Commissioner Rosaura “Wawi” Tijerina	\$78,126.00
Commissioner John C. Galo	\$78,126.00
Commissioner Jaime A. Canales	\$78,126.00
Tax Assessor Collector Patricia A. Barrera	\$116,027.00
Judge Jose A. Lopez	\$15,600.00 **
Judge Monica Z. Notzon	\$18,000.00 **
Judge Rebecca Ramirez Palomo	\$18,000.00 **
Judge Oscar J. Hale, Jr.	\$18,000.00 **
Judge Victor Villarreal	\$158,000.00 **
Judge Hugo Martinez	\$158,000.00 **
Judge Hector J. Liendo	\$85,075.00
Judge Oscar R. Liendo	\$85,075.00
Judge Ramiro Veliz, Jr.	\$85,075.00
Judge Danny Dominguez	\$85,075.00
Judge Alfredo Garcia, Jr.	\$85,075.00
Judge Jose “Pepe” Salinas	\$85,075.00
District Attorney Isidro R. Alaniz	\$51,244.00****
County Attorney Marco A. Montemayor	\$144,684.00
District Clerk Esther Degollado	\$108,839.00
County Clerk Margie Ramirez Ibarra	\$108,839.00
Sheriff Martin Cuellar	\$134,313.00***
Treasurer Delia Perales	\$108,839.00
Constable Rodolfo Rodriguez	\$91,741.00 ***
Constable Mike Villarreal	\$79,391.00
Constable Adrian Cortez	\$79,391.00
Constable Harold DeVally	\$79,391.00

**\*\* Includes a supplement in the amount of \$4,800 for Juvenile Board**

**\*\*\*Includes a supplement in the amount of \$12,350 for Operational Allowance**

**\*\*\*\*Includes a supplement in the amount of \$3,640 HB9 Texas**

## **Legislature**

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

**Vote:** 5 - 0 Motion Carried - Unanimously

**(Recess 10:16 - 10:29 a.m.)**

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to open the Public Hearing

**Vote:** 5 - 0 Motion Carried - Unanimously

### **PUBLIC HEARING**

- 38. Public Hearing to consider the proposed budget pursuant to Texas Local Government code Section 111.067. At the Conclusion of the Public Hearing, the commissioners court shall take action on the proposed budget pursuant to Texas Local Government Code Section 111.068.**

**This budget will raise more total property taxes than last year's budget by \$7,885,566 (11.21%) and of that amount, \$1,337,403 is tax revenue to be raised from new property added to the tax roll this year.**

The following Elected Officials, Department Heads, and Webb County personnel expressed concerns regarding their proposed budget.

1. Marco Montemayor, County Attorney
2. Isidro Alaniz, District Attorney

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to recess the Public Hearing

**Vote:** 5 - 0 Motion Carried - Unanimously

## **Presentations**

- 49. 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]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up items #45 and #46

Judge Tijerina withdrew his motion.

Cmr. Tijerina withdrew her second.

## Commissioners Court Administrator

### PUBLIC HEARING

38. **Public Hearing to consider the proposed budget pursuant to Texas Local Government code Section 111.067. At the Conclusion of the Public Hearing, the commissioners court shall take action on the proposed budget pursuant to Texas Local Government Code Section 111.068.**

**This budget will raise more total property taxes than last year's budget by \$7,885,566 (11.21%) and of that amount, \$1,337,403 is tax revenue to be raised from new property added to the tax roll this year.**

The following Elected Officials, Department Heads, and Webb County personnel expressed concerns regarding their proposed budget.

3. Judge Oscar J. Hale, Jr., 406th District Court
4. Cecilia Long, Court Clerk for the 406th District Court
5. Margie Ramirez Ibarra, Webb County Clerk
6. Patricia Barrera, Tax Assessor Collector
7. Dr. Corinne Stern, Medical Examiner
8. Judge Rebecca Palomo, 341st District Court

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to close the Public Hearing

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to bring up items #45 and #46

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

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

- 45. Discussion and possible action to accept the proposed personnel budget as filed and submitted by the presiding judge of the 406th Judicial District Court for FY 2018, to include the number of positions for court staff and support personnel as have been determined necessary for the county needs by the presiding judge; and any other matters incident thereto. [Requested by 406th District Judge, Oscar J. Hale, Jr.]**

No action taken.

- 46. Discussion and possible action to include a pay increase for the court staff and support personnel of the 406th Judicial District Court for FY 2018, in the same manner as was applied to all Webb County employees, and any other matters incident thereto. [Requested by 406th District Judge, Oscar J. Hale, Jr.]**

No action taken.

**(Recess 1:06 - 1:24 p.m.)**

**CLOSE PUBLIC HEARING**

- 39. Discussion and possible action to adopt the county budget for fiscal year 2017-2018 pursuant to Chapter 111 of the Texas Local Government Code. The Court may make any modifications to the proposed budget that it considers warranted by law and required by the interest of the taxpayers by majority vote.**

**39. (A) Discussion and possible action to itemize and set fees by Order as part of the Fiscal Year 2017-2018 budget preparation process for the county's floodplain management program including but not limited to determinations, development permits, certifications and inspections as prescribed by the provisions of Section 16.324, Texas Water Code. Staff recommends keeping the same fee schedule approved with the Fiscal Year 2016-2017 budget.**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to adopt the Employee Self Funded Medical Plan Proposed Rates for Plan Year 2018 presented by Mr. Roger Garza and to look at any and all other plan designs that we can do and have them come back and amend this before January if necessary

**Vote: 3 - 2 Motion Carried**

NAY: Commissioner, Pct. 1 Jesse Gonzalez  
Commissioner, Pct. 4 Jaime Alberto Canales

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve the corrections to the proposed budget in the amount of \$232,861.82 as presented by the Budget Officer and make sure there's a peace officer going to the Sheriff's Office

**Vote:** 4 - 1 Motion Carried

NAY: Commissioner, Pct. 4 Jaime Alberto Canales

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve the corrections to the proposed budget as presented by the Budget Officer and to include the correction to Judge Hale's bailiff

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to keep the 406th District Court Interpreter position at the salary it was before

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to reject the District Attorney's budget, the 406th District Court's budget, 341st District Court's budget, and the Juvenile Probation Department's budget as presented

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to adopt the Auditor's certified proposed budget less the one vacant slot not in compliance with statute in the Auditor's budget

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to delay the implementation of the policy that allows eight (8) steps for grades 16 - 20 until April 1

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve the 3-2-1 step increase

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to fund both magistrate positions at \$50,000 each for part-time and to eliminate as a magistrate only not associate judges if we have that authority by law

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to allow the Juvenile Probation board to adjust the Budget Officer's proposed number of \$4,094,212.00 and supplement that at a later date for a 15 passenger van to be leased but until we get the actual cost for this fiscal year

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to reclassify slot #2816 to Civil Division Director and place at 25J, transfer slot #2604 from the Planning to the Civil Division, transfer slots #0249, #0250, and #2770 to the Civil Division with the caveat that no private practice be allowed for Civil Division to prevent any future conflicts effective October 1

**Vote:** 4 - 1 Motion Carried

NAY: Commissioner, Pct. 4 Jaime Alberto Canales

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to have all incentive pay or stipends listed under each individual who receives it

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to prioritize the \$300,000 in the budget for vehicle leasing, the 15 passenger van, lease pursuit vehicles, \$125,000 for the parking lot repair, and \$120,000 for the pistol exchange

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve a Toshiba copier lease for Justice of the Peace Pct. 2, Pl. 2 Judge Danny Dominguez in the amount of \$327.08 per month for an annual total of \$3,924.96 and to add \$2,500 to his Training and Education account

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to eliminate the \$100 subsidy for the silver choice which totals the \$84,000 a year

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to ask all the courts to designate only the one (1) court coordinator which they are requesting under 74.101

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina to fund three (3) Officer I positions for the Sheriff's Department effective October 1

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to reclassify Slot #2815 from Captain to Chief 21J, to approve \$25,000 in part-time for Constable Pct. 2, and fund the \$100 slot for Constable Pct. 1

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina to increase part-time funds for Judge Oscar Liendo from \$7,500 to \$15,000 and for Judge Jose Salinas from \$10,000 to \$20,000

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales to keep the Jail Intake Program for District Attorney Isidro Alaniz and fund at \$300,000

Motion dies for lack of second.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to fund the Jail Intake Program at \$100,000 effective January 1

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to include the District Attorney, 406th District Court, 341st District Court, and anyone else who's opted out of the Condrey Plan in the 3-2-1 step increase

**Vote:** 4 - 1 Motion Carried

NAY: Commissioner, Pct. 3 John C. Galo

Motion by Commissioner, Pct. 4 Jaime Alberto Canales to keep the staff that the 406th District Court and 341st District Court have

Motion dies for lack of second.



Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo to switch Slot #2469 from the Ladrillito Activity Center to the Fred and Anita Community Center and Slot #2286 from the Fred and Anita Community Center to the Ladrillito Activity Center

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to fund \$20,000 under part-time for Constable Pct. 1

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to fund two (2) of the four positions currently at \$100 for the Tax Assessor Collector

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to give a stipend to anybody who has at least a four year degree from an accredited university, to look at it now and possibly adopt April 1, excluding CBA, and to create a line item at \$100 in the contingency fund

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to instruct the budget officers to make adjustments and any technical corrections if there's no financial impact including the inclusion of certain part-time line items that may not have been incorporated in the budget

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve item #39.(A) as adopted

**Vote:** 4 - 0 Motion Carried

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

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve \$70,000 total in part-time funds for the Medical Examiner and look at it again in April

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 4 Jaime Alberto Canales to equalize all the coordinators within the county courts and the district courts to make the same amount of money including the interpreters

Motion dies for lack of second.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to consider a \$5,800 adjustment for the visiting judge in County Court at Law #2

**Vote:** 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to adopt the proposed budget with all the amendments

**Vote:** 5 - 0 Motion Carried - Unanimously

- 40. 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

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

- 41. Discussion and possible action to designate the following meeting dates and times on which the Commissioners Court shall convene in regular term each month during Fiscal Year 2017-2018 pursuant to Section 81.005, Texas Local Government Code. All meetings shall start at 9:00 a.m. The Court may convene on any other day as deemed necessary and as authorized by law. Commissioners Court may at its discretion, re-schedule meeting dates and times if necessary.**

**October 10, 2017 (Tuesday)**

**October 23, 2017**

**November 13, 2017**

**November 27, 2017**

**December 11, 2017**

**January 8, 2018**

**January 22, 2018**

**February 12, 2018**

**February 26, 2018**  
**March 12, 2018**  
**March 26, 2018**  
**April 9, 2018**  
**April 23, 2018**  
**May 14, 2018**  
**May 29, 2018 (Tuesday)**  
**June 11, 2018**  
**June 25, 2018**  
**July 9, 2018**  
**July 23, 2018**  
**August 13, 2018**  
**August 27, 2018**  
**September 10, 2018**  
**September 24, 2018**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE  
COURTROOM)

**42. Discussion and possible action to approve the proposed holiday  
schedule for Fiscal Year 2017-2018; and any other matters  
incident thereto.**

<b>Columbus Day</b>	<b>October 9, 2017 (Monday)</b>
<b>Veteran's Day</b>	<b>November 10, 2017 (Friday)</b>
<b>Thanksgiving</b>	<b>November 23 &amp; 24, 2017 (Thursday &amp; Friday)</b>
<b>Christmas</b>	<b>December 25, 2017 (Monday)</b>
<b>New Year's Day</b>	<b>January 1, 2018 (Monday)</b>
<b>Martin Luther King</b>	<b>January 15, 2018 (Monday)</b>
<b>President's Day</b>	<b>February 19, 2018 (Monday)</b>
<b>Easter</b>	<b>April 2, 2018 (Monday)</b>
<b>Memorial Day</b>	<b>May 28, 2018 (Monday)</b>
<b>Independence Day</b>	<b>July 4, 2018 (Wednesday)</b>
<b>Labor Day</b>	<b>September 3, 2018 (Monday)</b>

**\*Four (4) Personal Holidays will be approved for this fiscal year**

**County Offices MAY BE OPERATED ON A SKELETON CREW ON  
DECEMBER 22nd and DECEMBER 29, 2017, MARCH 30, 2018  
(Good Friday). COMPENSATORY TIME/ANNUAL LEAVE OR**

**PERSONAL HOLIDAY (NO SICK LEAVE) MAY BE USED BY EMPLOYEES DESIRING TO TAKE LEAVE ON THESE DAYS SUBJECT TO PUBLIC OFFICIAL/DEPARTMENT HEAD DISCRETION.**

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

**Vote:** 5 - 0 Motion Carried - Unanimously

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

- 43. Discussion and possible action to approve the purchase of furniture for El Cenizo Library in the amount of \$3,993.35 from Executive Office Supply; and any other matter incident thereto. [Requested by Commissioner Jesse Gonzalez, Pct 1; Account #3060-6270-001-474501 (Library Construction - El Cenizo Library)]**

**Issue:** Furniture for El Cenizo Library needed for library operations.

**Solution:** Approve request to properly equip the Library with new furniture.

**Result:** New furniture for the El Cenizo Library will enhance operations of the building.

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

**Vote:** 5 - 0 Motion Carried - Unanimously

- 44. Discussion and possible action to perform an annual performance review of a Webb County Department Head who is subject to the authority of the Webb County Commissioners Court, to wit:**

**• Rio Bravo Community Center Director, Slot #2289**

**Action to be taken by Commissioners Court may include continuation of employment, reassignment, and modification of duties, disciplinary action, dismissal or other actions. The Commissioners Court may take such other action as may be necessary to implement its decisions including, but not limited to, appointment of interim department heads and/or permanent appointment of department heads; and any other matters incident thereto. [Closed Meeting/Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D,**

**Sections 551.071 ((A)(B) Consultation with Attorney) and 551.074 (Personnel Matters)]**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to go to Executive Session on item #44

**Vote:** 5 - 0 Motion Carried - Unanimously

**(Executive Session 4:08 - 4:15 p.m.)**

No action taken.

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

- 44. Discussion and possible action to perform an annual performance review of a Webb County Department Head who is subject to the authority of the Webb County Commissioners Court, to wit:**

- **Rio Bravo Community Center Director, Slot #2289**

**Action to be taken by Commissioners Court may include continuation of employment, reassignment, and modification of duties, disciplinary action, dismissal or other actions. The Commissioners Court may take such other action as may be necessary to implement its decisions including, but not limited to, appointment of interim department heads and/or permanent appointment of department heads; and any other matters incident thereto. [Closed Meeting/Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Sections 551.071 ((A)(B) Consultation with Attorney) and 551.074 (Personnel Matters)]**

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina for termination to take effect at the end of the pay period

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

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

- 47. Discussion and possible action to retain outside counsel to represent the Planning Advisory Board in any legal matters that conflict with county attorney's office; and any other matters incident thereto.**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (OUT OF THE COURTROOM)

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

- 48. Discussion and possible action to approve the personal injury settlement to Rosalinda Perez, as a result of a motor vehicle accident involving a Webb County employee, that occurred on September 12, 2016 at the intersection of South Ejido Avenue and Santa Barbara Street, in Laredo, Texas; and any other matter incident thereto. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071(1)(B)(consultation with attorney about a settlement offer)]**

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

**Vote:** 5 - 0 Motion Carried - Unanimously

- 50. Communications**

Judge Tijerina read communications on behalf of the Commissioners Court.

- 51. Adjourn**

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

**Vote:** 5 - 0 Motion Carried - Unanimously