

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, October 23, 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 20th day of October 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

Judge Tijerina stated that the Commissioners Court would be taking a recess due to technical difficulties.

(Recess 9:19 - 10:10 a.m.)

2. Pledge of Allegiance/Invocation

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up item #30

Vote: 5 - 0 Motion Carried - Unanimously

Commissioners Court Administrator

30. **Discussion and possible action to record into the Commissioners' Court minutes the District Clerk's certification of the appointment of Mr. Conrado M. Hein, Jr. as County Auditor for Webb County, Texas pursuant to Texas Local Government Code §84.003(b) and 152.031(b), and direct payment of the County Auditor's salary. Auditor's Board of Judicial District Judges minutes Submitted by District Clerk Esther Degollado.**

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

Vote: 5 - 0 Motion Carried - Unanimously

3. **Discussion and possible action for Approval of Bills, Payroll, and Monthly Reports (Auditor, Treasurer, Human Resources, Business Office); and any other matters incident thereto.**

County Treasurer, Ms. Delia Perales presented the Recap of Checks and the Liability Disbursements of County Payroll.

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

Vote: 5 - 0 Motion Carried - Unanimously

Ms. Perales presented the monthly report for September 2017.

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

Vote: 5 - 0 Motion Carried - Unanimously

Interim Human Resources Director, Mr. Leroy Medford presented the General Order Changes dating from 10/09/17 to 10/20/17.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to accept the ratification of those slots but to make sure the Senior Grant Writer position is not filled until the accruals are used up

Vote: 5 - 0 Motion Carried - Unanimously

Business Office, Ms. Rebecca Garcia presented the Accounts Payable Invoice Activity Analysis as of October 19, 2017.

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 public comments were made.

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 by increasing the expense account in the amount of \$19,000.00 from revenues received from the Drug Court Program fees and Court Costs (Code of Crim. Proc., Art. 102.0178) that have been collected. These expenditures are allowable as costs for the “development and maintenance of drug court programs operated within the county” as required under this Code.

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From	2736-259700	Fund Balance	\$19,000	\$33,676.11	\$14,676.11
To:	2736-4050-001-432001	Program Fees	\$19,000	\$0.00	\$19,000

Issue: Frequent Drug and Alcohol Testing is part of the 10 Key Components of a Drug Court Program as indicated by the National Association for Drug Court Professional Organization. Drug Testing services are rendered to all participants of the Drug Court Program.

Solution: The Drug Court Program Fees allows expenditures to be utilized for services provided to the Drug Court Program, specifically Drug and Alcohol Testing services.

Result: Continue drug testing all participants for drug and alcohol to monitor abstinence and compliance while participating in the 406th Adult Drug Court Program.

- b. Discussion and possible action to approve a Budget Amendment in the amount of \$72,280.00 to the Veterans Treatment Courts grant awarded by the Texas Veterans Commission, Grant No. VTC-17-0487, for the period of July 1, 2017 to June 30, 2018. The funds were reallocated to secure enough funds for Professional Services. [Fund 2872]**

Issue: The Texas Veterans Commission and Webb County approved the application and budget. The approved final budget summary changed and the adjusted amounts need to be reflected in the financial management software.

Solution: Present for approval through Commissioners Court.

Result: Court approval and continuation of fund usage for the 2017-2018 grant for Veterans Treatment Courts from the Texas Veterans Commission Fund for Veterans Assistance.

**Grant Period: July 1, 2017 to June 30, 2018 Grant No.
VTC_17_0487**

Account Name	Account No.	Original Budget	Budget Amendment	Amended Budget
Payroll	2872-2040-001-410000	\$182,000.00	(\$55,000.00)	\$127,000.00
Health Life Insurance	2872-2040-001-421000	\$24,840.00	(\$6,210.00)	\$18,630.00
Fica County Share	2872-2040-001-422000	\$13,923.00	(\$4,207.00)	\$9,716.00
Retirement County Share	2872-2040-001-423000	\$19,110.00	(\$5,775.00)	\$13,335.00
Unemployment	2872-2040-001-425000	\$2,018.00	(\$616.00)	\$1,402.00
Worker Compensation	2872-2040-001-426000	\$237.00	(\$72.00)	\$165.00

Professional Services	2872-2040-001-432001	\$47,607.00	\$59,380.00	\$106,987.00
Travel	2872-2040-001-458090	\$6,775.00		\$6,775.00
Office Supplies	2872-2040-001-460000	\$1,890.00	\$400.00	\$2,290.00
Minor Tools & Apparatus	2872-2040-001-460105	\$1,600.00	(\$400.00)	\$1,200.00
Capital Outlay Comp & Software	2872-2040-001-470000-155	-	\$12,500.00	\$12,500.00
Total Debits & Credit		\$300,000.00	-	\$300,000.00
Additional Information				
<i>The Final Approved Budget from the Agency</i>				
<i>Approved Signed Date: 09/13/2017.</i>				
<i>The Budget Summary Changed. The amounts need to be adjusted in New World.</i>				

6. Commissioners Court Administrator

- 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 October 24, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2290	Administrative Assistant	\$15.15 - \$15.93 12/A-E

Issue: Slot #2290 has been become vacant and accruals will be paid out by October 30, 2017, however, would like to begin the process of accepting and reviewing applications.

Solution: Approve slot to be filled to post position vacancy.

Result: Filled slot with fully operational office staff.

7. Auditor

- a. Discussion and possible action to amend the Contingency Reserve Fund line item expenditure for FY 2018 based on the current available balance in FY 2017 subject to yearend payable and reallocated projects during the FY 2018 budget.

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	3015-259700	Fund Balance	\$156,918	\$853,078	\$696,160
To:	3015-7050-001-470000-075	Contingency Reserve	\$156,918	\$2,500	\$159,418

Issue: Capital project budgets require to have the correct available balances for expenditures and encumbrances to FY 2018.

Solution: Capital project budgets will have the appropriate funding to perform their intended purpose.

Result: The amendments to the capital project budget will allow to have the correct available balance.

8. Civil Legal Division

- a. Discussion and possible action to enter into a Thirty Five (35) month (October 23, 2017 through August 22, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and the Webb County District Clerk's Office for a Toshiba E-Studio 8508A Digital Copier and a Toshiba E-Studio 527S at a cost of Five Hundred Nine Dollars and Fifty-Three Cents (\$509.53) per month for a total amount of Seventeen Thousand Eight Hundred Thirty-Three Dollars and Fifty-Five Cents (\$17,833.55) over the term of the agreement, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Esther Degollado, Webb County District Clerk; Account #1001-2290-001-444-500]**
- b. Discussion and possible action to enter into a Thirty Five (35) month (October 23, 2017 through August 22, 2020) Maintenance Agreement between Toshiba Business Solutions and the Webb County District Clerk's Office for a Toshiba E-Studio 857 at a cost of Four Hundred Sixty Five Dollars (\$465.00) per year for a total amount of One Thousand Three Hundred Ninety Five Dollars (\$1,395.00) over the term of the agreement, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Esther Degollado, Webb County District Clerk; Account #1001-2290-001-444-500]**
- c. Discussion and possible action to enter into a Thirty Five (35) month (October 23, 2017 through October 22, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Justice of the Peace, Precinct 2, place 2, for a Toshiba E-Studio 4505AC Digital Copier at a cost of Three Hundred Twenty Seven Dollars and Eight Cents (\$327.08) per month for a total amount of Eleven Thousand Four Hundred Forty-Seven Dollars and Eighty Cents (\$11,447.80) over**

the term of the agreement, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Danny Dominguez, Webb County Justice of the Peace, Precinct 2, Place 2; Account #1001-2190-001-444-500]

- d. Discussion and possible action to enter into a Thirty-Five (35) month (October 23, 2017 through August 22, 2020) Lease with Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Court at Law #2 for a Toshiba E-Studio 6508A copier at a monthly cost of Two Hundred Eighty Two Dollars and Ninety Cents (\$282.90) for a total cost of Nine Thousand Nine Hundred One Dollars and Fifty Cents (\$9,901.50) over the term of the agreement, subject to annual budget appropriating and authorizing the County Judge to sign and execute all relevant documents. [Requested by Judge Victor Villarreal, Webb County Court at Law #2; Account #1001-2070-001-443000-035]**
- e. Discussion and possible action to enter into and approve an advertising contract between Webb County and Lamar Advertising of Laredo for service dates of September 18, 2017 through September 16, 2018 at a total cost of Six Thousand Five Hundred Dollars (\$6,500.00) for public service messages by Webb County Constable, Precinct 4. There is no financial impact on the general fund. [Requested by Harold Devally, Constable Precinct 4; Account #2202-3170-001-455501]**
- f. Discussion and possible action to approve a professional services agreement between Webb County and DLT Solutions for the 2017-2018 Annual Support Software Services contract renewal agreement effective October 31, 2017 through October 30, 2018 at a total cost of EIGHT THOUSAND SEVEN DOLLARS AND SIXTY-ONE CENTS (\$8,007.61), and authorizing the County Judge to sign any relevant documents; and any other matters thereto. [Requested by Rafael Pena, Director of Information Technology, Account #1001-1280-001-443000-110 (Repairs and Maintenance Software)]**
- g. Discussion and possible action to approve a professional services agreement between Webb County and Insight Public Sector for the 2017-2018 Annual Support Software Services contract renewal agreement effective November 16, 2017 through November 15, 2018 at a total cost of SIX HUNDRED FIFTEEN DOLLARS AND FIFTY-SIX CENTS (\$615.56), and authorizing the**

County Judge to sign any relevant documents; and any other matter thereto. [Requested by Rafael Pena, Director of Information Technology, Account #1001-1280-001-443000-110 (Repairs and Maintenance Software)]

- h. Discussion and possible action to approve a professional services agreement between Webb County and AVOTUS for the 2017-2018 Annual Support Software Services contract renewal agreement effective November 1, 2017 through October 31, 2018 at a total cost of THIRTEEN THOUSAND SEVEN HUNDRED FIFTY-NINE DOLLARS AND FORTY-FOUR CENTS (\$13,759.44), and authorizing the County Judge to sign any relevant documents; and any other matter thereto. [Requested by Rafael Pena, Director of Information Technology, Account #1001-1280-001-443000-110 (Repairs and Maintenance Software)]**
- i. Discussion and possible action to approve a professional services agreement between Webb County and Tangent for the 2017-2018 Hardware Maintenance agreement effective November 16, 2017 through November 15, 2018 at a total cost of SIX THOUSAND NINE HUNDRED EIGHTY-FIVE DOLLARS AND ZERO CENTS (\$6,985.00), and authorizing the County Judge to sign any relevant documents; and any other matter thereto. [Requested by Rafael Pena, Information Technology Director; Account #1001-128-001-44300-035 (Repairs and Maintenance)]**

9. Community Action Agency

- a. Discussion and possible action to accept a check from Direct Energy/CPL Retail Energy/WTU Retail Energy Neighbor to Neighbor Program in the amount of \$7,000.00. Webb County Community Action Agency will utilize these funds to assist qualified Direct Energy clients. [Account #2924-5170-521-441210]**

Issue: Webb County CAA received a check from Direct Energy/CPL Retail Energy/WTU Retail Energy Neighbor to Neighbor Program in the amount of \$7,000.00.

Solution: Webb County CAA will utilize these funds to assist qualified Direct Energy clients.

Result: The clients will be assisted to pay their utility bills from this donation Company.

- b. **Discussion and possible action to accept \$34.01 from Nueces Electric Cooperative. The Webb County Community Action Agency will utilize these funds to assist qualified Nueces Electric Cooperative Retail clients. [Account #2923-5170-521-441211]**

Issue: Webb County Community Action Agency received a check in the amount of \$34.01 from NEC Retail Cooperative.

Solution: The contribution will provide funding for energy assistance payment to Nueces Electric Cooperative customers.

Result: Webb County Community Action Agency will accept enrollment application from potential clients and qualify Nueces Electric Cooperative customers as eligible recipients in accordance with Nueces Electric Division program requirements.

- c. **Discussion and possible action to approve the following budget amendment (line item transfer), no impact on general fund:**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2661-7100-521-458000	Administrative Travel	\$150	\$1000	\$850
To:	2661-7100-521-456205	Training & Education	\$150	\$0.00	\$150

Issue: Funds available in the account cannot cover cost needed to certify PASS Trainers.

Solution: Monies transferred will allow trainers get re-certified and allow department submit request for payment.

Result: Continuation of operation and training drivers on PASS.

- d. **Discussion and possible action to enter into contract Amendment Number One to the Rural Transportation Federal Fund Grant Agreement No. RPT 1702 (22) 032-17 with the State of Texas acting through the Texas Department of Transportation; wherein Webb County accepts an increase of NINETY FIVE THOUSAND FIVE HUNDRED NINETY EIGHT DOLLARS (\$95,598.00) for El Aguila Rural Transportation Program, and authorizing the County Judge to sign all relevant documents. No Impact on the General Fund.**

Issue: El Aguila is a grant funded agency.

Solution: Federal funds' financial plan will benefit both Administrative and Operations, therefore able to continue services to assist the rural areas of Webb County.

Result: Continuation of services throughout the rural areas of Webb County.

- e. **Discussion and possible action to authorize the Webb County Community Action Agency to enter into an annual vendor agreement with Retail Energy Providers (listed below) for the implementation of Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP), and authorizing the County Judge to sign any relevant documents. This vendor agreement are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of programs.**

Retail Energy Provider

NEC Co-op Energy

Issue: The Webb County CAA will enter into an annual vendor agreement with Retail Energy Provider for the implementation of Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP).

Solution: This vendor agreement are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

Result: The Texas Department of Housing and Community Affairs (TDHCA) will provide funding to be used for payment of qualifying low income clients home energy expenses.

- f. **Discussion and possible action to approve an amendment to the Webb County Community Action Agency By-Laws , Article 5- Advisory Board Membership (Page 3) from Seventeen (17) Members to Eighteen (18) Members; the Community Services Block Grant (CSBG) Act requires the board membership total must be divisible by 3; 1/3 Members must be appointed by elected local officials (6), a minimum of 1/3 representatives that are low-income residents must be elected by residents from designated Webb County service areas (8) and then any remaining Members must be appointed by the Governing Board from private sector (4).**

Issue: These proposed changes are being recommended by the Texas Department of Housing and Community Affairs (TDHCA) for compliance with Organizational Standards 5.1 (Board Structure).

Solution: CAA will amend the By-Laws to comply with the Organizational Standards 5.1 (Board Structure).

Result: CAA will be compliant with the Organizational Standards 5.1 (Board Structure). Once approved by the Governing Board (Commissioner's Court) a signed copy of the By-Laws will be given to each board member.

- g. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective October 23, 2017. No Impact on the General Fund.**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1128	Bus Operator IIIB	\$12.00

Issue: Slot #1128 is currently vacant.

Solution: Request is being submitted to fill slot.

Result: The filling of Slot #1128 will allow department to effectively continue to day-to-day operations and better serve the rural areas of Webb County.

- h. Discussion and possible action to approve Amendment No. 3 Contract #58170002607 for the Comprehensive Energy Assistance Program (CEAP) from Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2017 which documents the deletion of Section 10 D. wording in it's entirety and replaced in it's entirety with -"By the 15th of each month, Subreceptient shall electronically upload data on Households served in the previous month into the LIHEAP Module located in the Community Affairs Contract System". All of the remaining terms of the Contract shall be and remain in full force and effect as therein set forth.**

Issue: The TDHCA has issued Contract Amendment No. 3 for the CEAP Program #58170002607 Program Year 2017 which modifies the wording for Section 10 D. and requires that the CAA approve amendment through its governing body (Commissioner's Court).

Solution: The placement of an Agenda Item and approval of the CEAP Contract Amendment No. 3 for the Commissioner's Court meeting for October 23, 2017.

Result: Compliance with TDHCA requirement of approval of CEAP

**Contract Amendment #3 for CEAP Contract # 58170002607
Program Year 2017.**

10. Honorable Rudy Rodriguez, Constable Pct. 1

- a. Discussion and possible action to accept and approve the terms of the Memorandum of Understanding (MOU) authorized and approved by the Juvenile Board of Judges which provides for the following transfer of funds for the Hon. Rodolfo Rodriguez, Jr., Constable Pct. 1, for security services to be provided at the Webb County Youth Village building and J.J.A.E.P.; and any other matters incident thereto.

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2450-001-457006-010	Law Enforcement - Other Juvenile	\$56,500	\$56,500	\$0
To:	1001-3150-001-412000	Part Time	\$36,000	\$20,000	\$56,000
	1001-3150-001-461000	Materials & Supplies	\$10,500	\$7,000	\$17,500
	1001-3150-001-456205	Training & Education	\$10,000	\$0	\$10,000
			\$56,500		

Issue: Constable Pct. 1 provides security services for the J.J.A.E.P. and Youth Village. Subsequently, \$56,500 are transferred to the Constable Pct. 1 Part Time, Materials & Supplies, and Training & Education accounts. The exception for this line item transfer is made annually due to the agreement (MOU) made between Constable Pct. 1 and Juvenile Board of Judges.

Solution: Transfer of funds in accordance to the MOU.

Result: Satisfaction and compliance with MOU terms.

11. Honorable Harold Devally, Constable Pct. 4

- a. Discussion and possible action to enter into a Memorandum of Understanding (MOU) for the year (2017-2018) with HSI/ICE Enforcement Task Force for payment of overtime fringe benefits associated with Constable Harold DeVally's, Pct. 4, Deputy assigned to the HSI/ICE Task Force. HSI/ICE will cover \$15,000.00 in overtime from Fund 2603. Also to increase fringe benefits accounts of \$3,264.00 by Constable Pct. 4 Federal Forfeiture Fund #2202 to cover fringe benefits.

Issue: Approval from Commissioners Court to provide fringe benefits covered by Constable Pct. 4.

Solution: Approval by Commissioners Court to pay fringe benefits .

Result: Constable Pct. 4 will provide fringe benefits to the designee.

12. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for October 2, 2017 and October 10, 2017**

13. Economic Development

- a. Discussion and possible action to authorize the acceptance of a Law Enforcement Terrorism Preparedness Activity (LETPA) grant award from the Office of the Governor Homeland Security Grant Program (HSGP) in the amount of \$29,282 as developed, written, presented, and submitted by the Webb County Sheriff's Office for SWAT equipment and supplies; and designating the Webb County Judge as the authorized official in any grant-related matters; and any other matters incident thereto. This grant has no match; and, therefore, has no impact to the general fund.
[Requested by Martin Cuellar, Sheirff]**

Issue: Since the tragedy of 9/11, the urgent need for expanded and enhanced law enforcement efforts to prevent terrorism in the United States was understood to help save the lives of both first responders and the people they serve.

Solution: Grant award to fund enhanced SWAT capabilities for the Webb County Sheriff's Office.

Result: The Webb County Sheriff's Office will have increased capacities and enhanced capabilities.

- b. Discussion and possible action to authorize the acceptance of a Juvenile Justice grant award in the amount of \$16,444 from the Office of the Governor for training/travel, supplies, and equipment to combat juvenile delinquency in Laredo/Webb County as developed, coordinated, presented, and submitted by the Office of the Justice of the Peace, Pct. 4 with collaboration from the Webb County Sheriff's Office; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match; and, thus, there is no impact to the general fund.
[Requested by Jose "Pepe" Salinas, Justice of the Peace Pct. 4]**

Issue: Juvenile delinquency is a nationwide problem that negatively affects not only the delinquent youth and their families but also adversely impacts schools, neighborhoods, and the local community at large. In addition, youth at-risk for juvenile delinquency who enter into the juvenile justice system tend to face limited future career, educational, and other socio-economic prospects, especially in the South Texas area.

Solution: Grant award in order to provide prevention, diversion, and intervention strategies through the court of the Justice of the Peace, Precinct 4 in Laredo/Webb County area.

Result: Increased focus on diversion strategies to steer at-risk juveniles from the juvenile and criminal justice system.

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

	Account Number	Account Name	Amount	Balance	Ending Balance
From:	3520-1150-001-422000	FICA	\$155.25	\$480.86	\$325.61
	3520-1150-001-426000	Worker Comp.	\$1,454.10	\$1,482.64	\$28.54
	3520-1150-001-425000	Unemployment	\$1,328.34	\$1,365.42	\$37.08
	3520-1150-001-454000	Advertisement	\$1,185.20	\$1,185.20	\$0
	3520-1150-001-458000	Travel	\$157.30	\$157.30	\$0
	3520-1150-001-461000	Materials & Supplies	\$35.77	\$35.77	\$0
To:	3520-1150-001-410000	Payroll	\$3,701.79	\$567.55	\$4,269.34
	3520-1150-001-423000	Retirement	\$355.36	\$107.76	\$463.12
	3520-1150-001-421000	Health Life Insurance	\$258.81	\$170.55	\$429.36

Issue: Funds need to be moved in order to zero out the Administration line items for TCDP Contract #7215510 - Hwy 59 Colorado Acres Water Dispenser Project.

Solution: Approve line item transfer request.

Result: The transfer of funds will allow the Administration line items for TCDP Contract #7215510 - Hwy 59 Colorado Acres Water Dispenser Project to zero out.

14. Indigent Healthcare Services

- a. Discussion and possible action to approve the immediate posting and filling of the following vacant Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective October 23, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1242	Licensed Vocational Nurse	\$18.46 - 16/A-E

Issue: Slot #1242 is currently vacant and was reclassified during the budget process from Caseworker to Licensed Vocational Nurse. An existing, Civil Service-approved nurse job description has been assigned to this slot.

Solution: Request is being submitted for Commissioners Court approval to post and fill slot since there is an approved job description for this position.

Result: The filling of this slot will allow more public health services to be provided to the community once all state-required trainings and certifications have been obtained.

15. Purchasing

- a. Discussion and possible action to award the following contracts:

Bid 2018-14 - Annual Contract for Processed Foods - Labatt Food Services, Ben E. Keith

Bid 2018-15 - Annual Contract for Milk - Oak Farms / Hygeia Dairy

Annual Contract for Bread - Flowers Baking Co. of San Antonio

Annual Contract for Meat - No Bid

- b. Discussion and possible action to reject the Bids for 2018-19 Annual Contract for Water Chemicals and 2018-16 Annual Contract for Brakes and Rotors for Law Enforcement Fleet from the following vendors. Webb County currently has contracts with extensions ending 9/30/2018 for same services.

2018-19 Water Chemicals - Polydine Inc., Chameleon Industries Inc., VINeera Chemicals LLC

2018-16 Brakes and Rotors for Law Enforcement Fleet - Laredo Wholesale Auto Distributor

- c. **Discussion and possible action to authorize the Purchasing Agent to solicit Requests for Qualifications for professional engineering services to complete an engineering evaluation of the Rio Bravo Wastewater Treatment Plant to determine the best and most efficient manner to implement final improvements to the plants infrastructure and operational process. This project is included in the departments approved Capital Improvement Plan. [Requested by Adrian G. Montemayor, Utilities Director; Account #7220-7270-001-432001, 2016 (Bond Series, Professional Services)]**

Issue: Although currently the Rio Bravo Wastewater Treatment Plant is operational and producing treated effluent that meets the compliance requirements of TCEQ, significant improvements are necessary to assure the plant can meet its regulatory requirements into the future and the prevention of emergency failures. This requires significant improvements of an already failing infrastructure. It will be critical to modify the operations to assure more efficient and therefore less costly operation. Project of expected need were provided onto the approved Capital Improvements Plan.

Solution: First we must determine the level of degradation and cost for rehabilitation with alternatives of Best Practices that could be implemented here that will provide us with more consistent and effective service for our customers. This engineering project will provide us with alternatives to this implementation.

Result: Information and alternatives to be considered for entering into an rehabilitation design for construction bidding.

- d. **Discussion and possible action to authorize the Purchasing Agent to process surplus and/or salvage County property in accordance with the Texas Local Government Code (LGC); Section 263.152 (Disposition), competitive bid or auction (A.)(3.)(4.), (6.)(c.) for approximately 180 surplus items including chairs, filing cabinets, televisions and other misc. items and authorizing the Purchasing Agent to publish notice to public as per Local Government Code Section 263.153 (Notice).**

Issue: Excess County property that either is salvage property because of time, accident, or any other cause is so worn, damaged, or obsolete that it has no value for the purpose it was originally intended for and/or surplus property that may have

some usefulness for the purpose it was intended and would be transferred for use by another County department or auctioned online to the general public.

Solution: Attempt to sell the County surplus or salvage property by competitive bids or auction, dispose or destroy property that can't be sold through auction and/or competitive bids because it's deemed worthless or dispose through a recycling program under which property is collected, separated, or processed and returned to use in the form of raw materials of new products.

Result: Generate revenue from sale of property, reduce expenditures by transferring surplus property and make room for future assets turned in by County departments.

- e. 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 October 23, 2017:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0111	Contract Administrator	\$18.46 - 16/A-E
0116	Buyer	\$15.15 - 12/A-E

Issue: Contract Administrator position is currently vacant. Employee retired. No pay off is pending. Buyer position is vacant due to in-house promotion. No pay off is pending.

Solution: Permission to fill both vacancies.

Result: Fill vacancies to assist with day to day operations of the Purchasing Department.

- f. Discussion and possible action to approve a Five (5) year office Space lease agreement between Webb County and United States Department of Agriculture (USDA) for office space located at 7209 E. Saunders, Suite 7 for approximately 2,050 square feet of office space for an annual rental amount of \$33,271.50 for years two (2) through five (5). Year one (1) annual rental will be \$43,456.29 which includes \$10,184.79 of improvements being reimbursed to Webb County equally throughout the first 12 months of year one (1) and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. [Account #1001-1250-362000]

Issue: office lease between Webb County and USDA has expired.

Solution: Approve 5 year lease agreement with USDA at recommended rental rates with improvements.

Result: Generate \$176,542.29 in rental revenue over a five (5) year term.

- g. Discussion and possible action to award Invitation to Bid No. 2017-002 "Mirando City Elevated Water Storage Tank Project" to lowest and responsible bidder Caldwell Tanks, Inc. in the amount of \$424,100.00 (Alternate Bid) to furnish and install a 60,000 gallon capacity multi-column welded steel elevated storage tank, complete with concrete foundation, painting and accessories and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. [Grant Account #3527-7230-001-47000 - \$415,000.00; Contingency Account #3015-7050-001-470000-075 - \$9,100.00]**

Issue: Mirando Rural Water Supply Corporation is under a TCEQ corrective order to improve their water system's storage capacity or face stiff fines.

Solution: Approve ITB 2017-002 to lowest and responsible bidder.

Result: Complete Elevated Water tank storage upgrade project for Mirando City to avoid further non-compliance issues with TCEQ.

- h. Discussion and possible action to authorize the Purchasing Agent to solicit Request for Proposals for a building lease for the Meals on Wheels Program / Community Action Agency for kitchen operations. [Accounts #2928-5160-521-444100, #2371-5260-521-444100, #2025-5320-521-444100]**

Issue: Current lease has expired.

Solution: Authorized Purchasing Agent to solicit for formal proposals for a building lease.

Result: Secure formal proposals and present to Court for consideration of award for new building lease agreement for Meals on Wheels program - Kitchen operations.

- i. **Discussion and possible action to authorize the Purchasing Agent to advertise for Invitation to bid for law enforcement uniforms for the Webb County Sheriff's Office to complete the required annual purchase of uniforms for all peace officers and jailers under the collective bargaining agreement (CBA). [Requested by Sheriff Martin Cuellar; Accounts #1001-3010-001-456305, 1001-3070-001-456305, 1001-3190-001-456305, 1001-4070-001-456305]**

Issue: CBA requires annual purchase of law enforcement uniforms for all CBA members.

Solution: Advertise for Bids to seek out competitive pricing on bulk purchase. Total cost will exceed \$100,000.00

Result: Secure bids for purchase of law enforcement uniforms for CBA members.

16. Honorable Martin Cuellar, Sheriff

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2151-3060-001-470000	Capital Outlay	\$10,000	\$10,000	-0-
To:	2151-3010-001-444400	Rent	\$850	\$100	\$950
	2151-3010-001-461000	Material & Supplies	\$2,000	\$100	\$2,100
	2151-3010-001-463701	Support Assistance	\$1,900	\$100	\$2,000
	2151-3010-001-455501	Drug Free Camp.	\$5,250	\$100	\$5,350
			\$10,000		

Issue: Forfeiture budget needs to be adjusted budget for upcoming forecasted expenditures.

Solution: Submit budget adjustment for approval.

Result: There will be sufficient funds for upcoming activities and other planned expenditures.

- b. **Discussion and possible action to approve the following carry over budget for grant fund 2593 in the amount of \$44,292.56; and any other matters incident thereto. This is required by court policy but does not impact the grant; and, therefore, does not require notification to/approval by the funding agency. Thus, there is no financial impact to either the general fund or the grant.**

See accounts below for accounts and carryover amounts:

	Acct. Number	Acct. Name	Amount
Grant Revenue	2593-3010-330300	Grant Revenue	\$44,292.56
	2593-3010-001-410000	Payroll	\$16,050
	2593-3010-001-421000	Health/Life Insurance	\$1,728
	2593-3010-001-422000	FICA	\$698
	2593-3010-001-423000	Retirement	\$1,056.06
	2593-3010-001-425000	Unemployment	\$71
	2593-3010-001-426000	Worker Comp.	\$159
	2593-3010-001--456205	Training & Education	\$7,523.60
	2593-3010-001-460105	Minor Tools & Apparatus	\$3,613.06
	2593-3010-001-460105-015	Minor Tools & Apparatus-Equip	\$1,734.52
	2593-3010-001-461000	Materials & Supplies	\$5,540.32
	2593-3010-001-470000	Capital Outlay	\$6,119

Issue: This grant funding is available until September 30, 2018. 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 during the new fiscal year.

Solution: In order to carry over grant funds, this carry over agenda item must be approved by the court.

Result: Approval of this agenda item for the continued availability of these grant funds.

- c. Discussion and possible action to approve the following carry over budget for grant fund 2701 in the amount of \$7,662.80; and any other matters incident thereto. This is required by court policy but does not impact the grant; and, therefore, does not require notification to/approval by the funding agency. Thus, there is no financial impact to either the general fund or the grant.

Acct. Number	Acct. Name	Amount
Payroll Cost	2701-3010-001-410000	\$5,293.01
Overtime	2701-3010-001-413000	0.38
Health/Life Insurance	2701-3010-001-421000	\$717.54
FICA	2701-3010-001-422000	\$405.39
Retirement	2701-3010-001-423000	\$582.74
Unemployment	2701-3010-001-425000	\$44.48
Worker Comp.	2701-3010-001-426000	\$277.92
Travel	2701-3010-001-456205	0.67
Office Supplies	2701-3010-001-460000	\$3.74
Capital Outlay	2701-3010-001-470000	\$3,36.93

Issue: This grant funding will be utilized by November 2017. 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 during the new fiscal year.

Solution: In order to carry over year end balances for this grant fund to the new fiscal year, this carry over agenda item must be approved by the court.

Result: Continued availability of these grant funds.

- d. **Discussion and possible action to approve the following carryover budget for Grant Fund 2467 (OPSG) in the amount of \$54,785.79; and any other matters incident thereto. Due to the sixty (60) days allowed to finalize the fiscal year end balance of the recently completed fiscal year and the continued posting/possible transfer of pending encumbrances from the previous fiscal year to the new fiscal year, this budget amendment may be in variance with the final total eventual amount of grant revenue to be carried over. Furthermore, this agenda item is required by court policy but does not impact the grant; and, therefore, does not require notification to/approval by the funding agency. Thus, there is no financial impact to either the general fund or the grant.**

See below for accounts and carryover amounts:

Agency	Acct. Number	Acct. Name	Amount
Sheriff's Office:	2467-3010-001-413000	Overtime	\$0.10
	2467-3010-001-441805	Internet Service	\$3,192
	2467-3010-001-443000	Repairs & Maint.	\$7,349.12
	2467-3010-001-443000-075	Repairs & Maint.-Veh.	\$16.82
	2467-3010-001-452012	Insurances	\$18,000
	2467-3010-001-462605	Fuel	\$12.40
	2467-3010-001-462605-015	Helicopter Fuel	\$764.96
Constable Pct. 1:	2467-3150-001-413000	Overtime	\$9,075
	2467-3150-001-422000	FICA-Co. Share	\$696.52
	2467-3150-001-423000	Retirement-Co. Share	\$998.35
	2467-3150-001-425000	Unemployment Tax	\$74.65
	2467-3150-001-426000	Worker Comp.	\$475.72
	2467-3150-001-460105	Minor Tools	\$2,610
	2467-3150-001-462605	Fuel	\$5,085.65
Constable Pct. 3:	2467-3160-001-413000	Overtime	\$4,968.94
	2467-3160-001-422000	FICA-Co. Share	\$383.10

	2467-3160-001-423000	Retirement-Co. Share	\$546.44
	2467-3160-001-425000	Unemployment Tax	\$41.18
	2467-3160-001-426000	Worker Comp.	\$260.63
	2467-3160-001-462605	Fuel	\$234.21
Total Expenditures			\$54,785.79
Total Revenue	2467-3010-330300	Grant Revenue	\$54,785.79

Issue: This grant funding is currently available until October 31, 2017. 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 during the new fiscal year.

Solution: In order to carry over grant funds to the new fiscal year, this carry over agenda item must be approved by the court.

Result: Continued availability of these grant funds.

- e. **Discussion and possible action to approve the following carry over budget for Grant Fund 2468 (OPSG) in the amount of \$1,415,772.74; and any other matters incident thereto. Due to the sixty (60) days allowed to finalize the fiscal year end balance of the recently completed fiscal year and the continued posting/possible transfer of pending encumbrances from the previous fiscal year to the new fiscal year, this budget amendment may be in variance with the final total eventual amount of grant revenue to be carried over. Furthermore, this agenda item is required by court policy but does not impact the grant; and, therefore, does not require notification to/approval by the funding agency. Thus, there is no financial impact to either the general fund or the grant.**

See below for accounts and carryover amounts:

Agency	Acct. Number	Acct. Name	Amount
Sheriff's Office:	2468-3010-001-413000	Overtime	\$682,647.89
	2468-3010-001-422000	FICA-Co. Share	\$52,221.86
	2468-3010-001-423000	Retirement-Co. Share	\$75,091.69
	2468-3010-001-425000	Unemployment Tax	\$5,665.98
	2468-3010-001-426000	Worker Comp.	\$35,838.91
	2468-3010-001-441805	Internet Service	\$5,000
	2468-3010-001-443000-075	Repairs & Maint.-Veh.	\$2,500
	2468-3010-001-443000-090	Repairs & Maint.-Heli.	\$9,650
	2468-3010-001-452012	Insurances	\$29,000
	2468-3010-001-462605	Fuel & Lube (Mileage)	\$60,000
	2468-3010-001-462605-015	Helicopter Fuel	\$28,000

	2468-3010-001-470000	Capital Outlay (Equip.)	\$9,835.74
Constable, Pct. 1:	2468-3150-001-413000	Overtime	\$102,173
	2468-3150-001-422000	FICA-Co. Share	\$7,815
	2468-3150-001-423000	Retirement-Co. Share	\$11,239
	2468-3150-001-425000	Unemployment Tax	\$848
	2468-3150-001-426000	Worker Comp.	\$5,365
	2468-3150-001-462605	Fuel & Lube (Mileage)	\$7,560
Constable, Pct. 2:	2468-3180-001-413000	Overtime	\$77,182.52
	2468-3180-001-422000	FICA-Co. Share	\$5,904.33
	2468-3180-001-423000	Retirement-Co. Share	\$8,490.09
	2468-3180-001-425000	Unemployment Tax	\$640.87
	2468-3180-001-426000	Worker Comp.	\$4,052.20
	2468-3180-001-462605	Fuel & Lube (Mileage)	\$1,508.20
Constable, Pct. 3:	2468-3160-001-413000	Overtime	\$48,915.77
	2468-3160-001-422000	FICA-Co. Share	\$3,740.92
	2468-3160-001-423000	Retirement-Co. Share	\$5,380.69
	2468-3160-001-425000	Unemployment Tax	\$406.33
	2468-3160-001-426000	Worker Comp.	\$2,568.49
	2468-3160-001-443000-075	Repairs & Maint.-Veh.	\$5,000
	2468-3160-001-462605	Fuel & Lube (Mileage)	\$11,200
Constable, Pct. 4:	2468-3170-001-413000	Overtime	\$39,278.03
	2468-3170-001-422000	FICA-Co. Share	\$3,004.93
	2468-3170-001-423000	Retirement-Co. Share	\$4,320.04
	2468-3170-001-425000	Unemployment Tax	\$325.84
	2468-3170-001-426000	Worker Comp.	\$2,062.21
	2468-3170-001-462605	Fuel & Lube (Mileage)	\$12,012.81
	2468-3170-001-470000	Capital Outlay (Equip.)	\$21,996
Radio Dispatchers:	2468-4070-001-413000	Overtime	\$21,911.82
	2468-4070-001-422000	FICA-Co. Share	\$1,678.25
	2468-4070-001-423000	Retirement-Co. Share	\$2,408.85
	2468-4070-001-425000	Unemployment Tax	\$167.25
	2468-4070-001-426000	Worker Comp.	\$1,164.23
Total Expenditures			\$1,415,772.74
Total Revenue		Grant Revenue	\$1,415,772.74

Issue: This grant funding is currently available until August 31, 2018. 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 during the new fiscal year.

Solution: In order to carry over grant funds to the new fiscal year, this carry over agenda item must be approved by the court.

Result: Approval of this agenda item for the continued availability of these grant funds.

17. Medical Examiner

- a. **Discussion and possible action to authorize payment of invoices to Dr. Siegfried Pueblitz for autopsy services, to include payments from last fiscal year budget in which funds are available. [Account #1001-3100-001-432001 (Professional Services)]**

Issue: Four outstanding invoice seen September 14, 2017 in the amount of \$8800.00 dollars for Professional Services by Dr. Siegfried Pueblitz.

Solution: To paid Dr. Siegfried Pueblitz outstanding invoices.

Result: By approving payment of invoice from Professional Services Account 1001-3100-001-132001, Dr. Siegfried Pueblitz will continue to provide Professional Service to Webb County Medical Examiner.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve all the Consent Agenda items with the amendment on items #8.a., #8.b., #8.c., and #8.d. to read as September 30 instead of August 22, 2020 and if Toshiba prorates it, to allow that to be added to the contract under the same price

Vote: 5 - 0 Motion Carried - Unanimously

REGULAR AGENDA

Honorable Monica Notzon, 111th District Court Judge

- 18. Discussion and possible action to approve and fund the purchase of Audio and Video equipment for the courtroom at the 111th District Court using Capital Outlay funds not to exceed \$40,200, subject to the Webb County Purchasing Rules and Regulations and approval of purchase order. [Account #3015-7050-001-470000-075]**

Issue: Our courtroom has not had operating Audio and Video equipment since a power outage occurred in February.

Commissioner's Court approved \$15,500 that had been quoted from a vendor, but MIS realized that initial quote did not cover what the court needed. Our court has been operating on two rolling TV monitors and battery operated microphone.

Solution: MIS has been working alongside the vendor for a detailed quote and has recommended we accept it so that installation can begin.

Result: Working Audio and Visual equipment in the courtroom.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve item #18 not to exceed \$40,200 including the prior motion

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Victor Villarreal, County Court at Law 2 Judge

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2356-2070-001-459020	Other - Medical Assisted Therapy	\$3,420.12	\$22,000	\$18,579.88
To:	2356-2070-001-421000	Insurance	\$3,420.12	\$0	\$3,420.12

Issue: In the current budget for Substance Abuse and Mental Health Services (SAMHSA) Grant # TI-026095, DWI court, there is a deficit in funds for Insurance to cover allowances in fringe benefits for staff under the grant.

Solution: Line item transfer necessary funds to cover expenses for insurances that are funded by the grant. There will be no impact to the budget for the grant that has already been previously approved, and all transferred funds stay totally within the approved budget.

Result: Staff employed under the grant will be able to be fully compensated for insurance and fringe benefits provided by the grant. There will be no impact to the General Fund. [Fund #2356]

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

Vote: 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up item #33

Vote: 5 - 0 Motion Carried - Unanimously

Closed Session/Executive Session

- 33. Discussion and possible action to approve full and final settlement of all claims in the case entitled Adriana Perez v. Webb County, cause number 2011CVT000305 D2, pending in the 111th Judicial District Court of Webb County, Texas, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.071(1)(B)(consultation with attorney regarding a settlement offer)]**

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

Vote: 5 - 0 Motion Carried - Unanimously

Economic Development

- 20. Discussion and possible action to approve the 2018 Formula Grant Indigent Defense Resolution. The Texas Commission on Indigent Defense has funding available for fiscal year 2017-2018, to maintain a quality, cost effective defense system that meets the needs of local communities and the requirements of the constitution and state law. This is a yearly grant resolution. There is no negative impact to the budget. [Requested by Cornell Mickley, Pre-Trial Services]**

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

Vote: 5 - 0 Motion Carried - Unanimously

Medical Examiner

- 21. Discussion and possible action to approve One (1) Part-time Medical Death Investigator at 20 hours per week at the rate of \$20.38 per hour. Therefore, waiving the \$15.00 dollars maximum for part-time position.**

Issue: New position has been created for part-time Medical Death Investigator.

Solution: Approve the new part-time Medical Death Investigator @ \$20.38 dollars per hour.

Result: By approving the new part-time Medical Death Investigator at this salary we will be able to fill the position with a qualified individual.

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

Vote: 5 - 0 Motion Carried - Unanimously

Auditor

- 22. Discussion and possible action to revise the auditor certified projected revenues from \$14,210,000 to \$18,410,000 as per the September 25, 2017 adopted rates for the Employees Health Benefit Fund for both the employer contribution and employee deductions as recommended by the insurance consultant and accepted by the Court.**

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

Vote: 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up item #34

Vote: 5 - 0 Motion Carried - Unanimously

Presentations

- 34. Presentation and Oath of Office for the 2017 - 2018 Head Start/Early Head Start/Child Care Partnership Policy Council Officers. [Requested by Aliza Oliveros, Head Start Director]**
- 35. Recognition and presentation of plaque to XHNOE FM Stereo 91 on their 40 year broadcasting anniversary. Stereo 91 launched in 1967 and was the first radio station to serve the sister cities of Laredo, TX and Nuevo Laredo, Tamaulipas. [Requested by Jesse Gonzalez, Commissioner Pct. 1]**

Engineer

- 23. Discussion and possible action for Webb County to grant, sell, convey and dedicate a Fifteen foot (15') wide utility easement and utility access easement to the City of Laredo, a Texas Municipal Corporation, in order to provide for utility service and easement access to a 0.022 acre tract of land, or 977 square feet, more or less, conveyed to Webb County in a Deed recorded in Volume 209, Page 487 of the Deed Records of Webb County, Texas. Said**

0.022 acre tract of land being more described by a metes and bounds description and survey sketch depicting the 15' wide utility easement and utility access easement attached hereto as Exhibit "A" pages 1-3, and authorizing the County Judge to execute any and all relevant documents and all other matters incident thereto.

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

Vote: 4 - 0 Motion Carried

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

Purchasing

- 24. Discussion and possible action to approve the job description for the new Administrative Clerk position under the Purchasing Department and to approve the submittal to Civil Service Commission as presented for final certification.**

Issue: New Administrative Clerk position was approved and budgeted for fiscal year 2018. Currently no job description exists specific to the Purchasing Department.

Solution: Approve the job description as presented by the Purchasing Agent and authorize the submittal to the Civil Service Commission to finalize certification of job description.

Result: Fill vacancy and provide customer service to external and internal customers related to front office staff responsibilities and other administrative duties assigned by the Purchasing Agent.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Margie Ibarra, County Clerk

- 25. Discussion and possible action to change the title and job description of Slot #2811 (Drug Court Clerk - 10/AB) to Senior Deputy County Clerk.**

Issue: Currently the title and job description of Slot #2811 - Drug Court Clerk is not appropriate or equivalent to that of the Webb County Clerk Office Deputies.

Solution: To approve the change of title and job description for Slot #2811.

Result: The County Clerk's Office will proceed with presenting the changes to the Webb County Civil Service Commission.

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

Vote: 5 - 0 Motion Carried - Unanimously

- 26. Discussion and possible action to reclassify Slot #2748 (Administrative Assistant - 12/A) to Senior Deputy County Clerk - 12/E subject to Civil Service Commission approval and any applicable Civil Service guidelines, effective October 23, 2017; and any other matters incident thereto.**

Issue: Currently the title and job description of Slot #2748 - Administrative Assistant is not appropriate or equivalent to that of the Webb County Clerk Office Deputies.

Solution: To approve the change of title and job description with the discretionary increase for Slot #2748.

Result: The County Clerk's Office will proceed with presenting the changes to the Webb County Civil Service Commission.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to approve only the title change

Vote: 4 - 0 Motion Carried

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2006-259700	County Clerk Records Mgmt - Fund Balance	\$80,000	\$900,833	\$820,833
To:	2006-2310-001-470000	Capital Outlay	\$80,000	\$0	\$80,000

Issue: A total of \$77,187 is needed to process the 50% payment due to Kofile Technologies at "Go Live" for the CountyFusion System approved 01-11-2016.

Solution: Approval of line item transfer.

Result: The County Clerk's Office will process the payment owed to Kofile Technologies.

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

Vote: 4 - 0 Motion Carried

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

- 28. Discussion and possible action to enter into a Historical Plat Collection Preservation Project Agreement 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 Record Archives, Phase III Project for the Webb County Clerk's Office in the amount of \$23,834.56, pursuant to Section 271.103, Subchapter G (Purchases from Federal Schedule Sources of Supply), GSA Contract No. GS-35F-275AA and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Margie Ibarra, County Clerk; 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.

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Harold Devally, Constable Pct. 4

29. **Discussion and possible action to approve the continued payment of overtime and fringe benefits of the grant funded State and Local Overtime an Authorized Expense/Strategic Initiative Program under the Organized Crime Drug Enforcement Task Forces for Thirty (30) days, until receipt of the agreement with the signature by the Organized Crime Drug Enforcement Task Forces (OCDETF) or his designee. Webb County has already been notified of said agreement and returned it to OCDETF with the required signature by the authorized official for Webb County, the Webb County Judge, in reference to this agreement. OCDETF will cover \$18,042.00 in overtime from Fund Source 2602. Also to increase fringe benefits accounts of \$3,926.00 by Constable Pct. 4 Federal Forfeiture Fund #2202 to cover fringe benefits.**

Issue: Approval from Commissioners Court to continue providing fringe benefits covered by the Constable Pct. 4

Solution: Approval by Commissioners Court

Result: Constable Pct. 4 continue providing fringe benefits to the designee.

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

Vote: 5 - 0 Motion Carried - Unanimously

Commissioners Court Administrator

31. **Discussion and possible action to authorize the purchasing agent to solicit Request for Qualifications for the Webb County Delinquent Court Fees and Fines Collection contract; and any other matters incident thereto.**

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

Vote: 5 - 0 Motion Carried - Unanimously

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

- 32. Report from county staff regarding proposed county healthcare premiums for all employees and retirees for next calendar year, with discussion and possible action to consider other cost saving measures or alternatives for more affordable healthcare; and other matters incident thereto. [Co-Sponsored by Jesse Gonzalez, Commissioner, Precinct 1]**

Issue: While a few employees may be able to sustain an increase in insurance premiums many employees simply cannot afford a 100% increase and maintain an 80-20 plan and/or sign up for a 60-40 plan because it will cause a more severe impact to their finances.

Solution: Consider other cost saving measures or alternatives for more affordable healthcare in an effort to find a more attainable solution; continue meeting with employees and implementing mandatory educational healthcare presentations covering the alternatives to saving money for themselves and the county.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to adopt the Employee Spouse Tier

Vote: 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 3 John C. Galo to create a health and wellness committee, assign one representative from each office together with Mrs. Collessides Solis, Indigent, HR, and Risk and request mandatory attendance for any insurance information related meetings

Vote: 5 - 0 Motion Carried - Unanimously

36. Communications

Judge Tijerina read communications on behalf of the Commissioners Court.

37. Adjourn

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

Vote: 5 - 0 Motion Carried - Unanimously