

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, January 8, 2018 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 5th day of January 2018. Present also were Mrs. Virginia M. Rodriguez, Deputy County Clerk representing Mrs. Margie Ramirez Ibarra, Ex-officio Clerk of the Commissioners Court, various officers and others interested in the business of the Court.

CALL TO ORDER BY THE HONORABLE TANO E. TIJERINA, WEBB COUNTY JUDGE

1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk

Roll Call by Mrs. Lucina D. Perez, Chief Deputy County Clerk on behalf of the Honorable Margie Ramirez Ibarra, Webb County Clerk.

2. Pledge of Allegiance/Invocation

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

Treasurer's Office Accounting Manager, Mr. Sergio Ramirez presented the Recap of Checks, Ratification of Checks to be approved, Ratification of Payroll, Side Bills, and a registration from the Planning Department pending approval.

County Treasurer, Ms. Delia Perales presented the November 2017 monthly report.

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

Vote: 5 - 0 Motion Carried - Unanimously

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

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

Vote: 5 - 0 Motion Carried - Unanimously

Business Office, Ms. Rebecca Garcia presented the Accounts Payable Invoice Status Report as of January 4, 2018.

Interim HR Director, Mr. Leroy Medford presented a Wage and Pay Scale Policy Budget Amendments Report dating from 12/11/17 to 01/04/18.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve as budget amendments

Vote: 5 - 0 Motion Carried - Unanimously

Tax Assessor-Collector, Ms. Norma Farabough presented a Certified Collection Reports.

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

No one signed up for Public Comment.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

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

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

The following Agenda Items are of a routine nature, and the Commissioners Court has received supporting materials for consideration. All of these Agenda Items will be passed with one vote without being discussed separately, unless a member of the Commissioners Court or the public requests that a particular Agenda Item be discussed. If so, that Agenda Item will be pulled from the Consent Agenda and discussed as part of the regular Agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

CONSENT ITEMS

5. **Civil Legal Division**
 - a. **Discussion and possible action to enter into a contract for Six (6) months from October 1, 2017 to April 30, 2018, between Mundo Publicitario and the Webb County Sheriff's Office in the amount of \$3,500 Dollars for public service announcements with drug-free and law enforcement messages; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This will be paid through forfeiture funds; and therefore, no impact to the general fund. [Account**

#2151-3010-001-455501 (Forfeiture funds)]

- b. Discussion and possible action to authorize the ratification and approval for the acceptance of the grant by the Webb County Sheriff's Office from the 2018 National Crime Victims' Right Week (NCVRW) Community Awareness Project (CAP) grant award in the amount of \$5,000 from the Office for Victims of Crime (OVC); and designating the Webb County Judge as the authorized official to sign all relevant documents; and any other matters incident thereto. This grant requires no financial match; and, therefore, will have no impact to the general fund.**

Issue: The rights of crime victims are enshrined in the federal code (Section 3771 of Title 18 of the U.S. Code, Crimes and Criminal Procedure), the Texas Constitution (Article I Section 30), and the Texas Code of Criminal Procedure (Chapter 56). However, many victims of crime are unaware of their mandated rights as well as the services that are specifically available to them to facilitate needed restitution, recovery, privacy, dignity, and justice.

Solution: Grant application to highlight the rights of and services for crime victims in the Laredo/Webb County area during the 2018 National Crime Victims' Right Week.

Result: The general public and any victims of crime will become more aware of the services available to them in the Laredo/Webb County area.

- c. Discussion and possible action to approve a reimbursement agreement between the Webb County Sheriff's Office and the U.S. Marshals Service for the overtime expenses to conduct joint agency operations for the performance period of October 19, 2017 through September 30, 2018 for an amount not to exceed \$16,000. [Fund 2599] Applicable fringe benefits in the amount estimated at \$3,483.00 and associated with this overtime are not covered through this federal funding; and, therefore, will be covered by forfeiture funds. This cooperative agreement will continue to have no impact on the general fund; and, designating the Webb County Judge as the authorized official to sign all relevant documents; and any other matters incident thereto.[Account #2153-9080-001-485005 (Forfeiture Funds)]**

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

Solution: Through joint law enforcement overtime (OT) operations, members of the U.S. Marshal's Service Multi-Agency Task Force can continue to assist other local law enforcement agencies, such as the Laredo Police Department and the Zapata County Sheriff's Office, to conduct necessary investigations, covert surveillance and undertake in the arrests of absconders who have outstanding warrants for their felonious crimes.

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

- d. **Discussion and possible action to approve the acceptance of a Fiscal Year 2015 Operation Stonegarden (OPSG) Supplemental Grant Award and budget from the Federal Emergency Management Agency (FEMA) in the amount of \$119,520 for the purchase of border security equipment in the form of a license plate reader (\$49,520) for the Webb County Sheriff's Office and overtime/associated eligible fringe benefits for the Offices of the Constable, Pct. 1 (\$20,000), Pct. 2 (\$20,000), Pct. 3 (\$10,000), and Pct. 4 (\$20,000); and authorizing the Webb County Judge to execute all relevant documents in all matters related to this grant; and any other matters incident thereto. This grant does not require any type of match; and, therefore, no impact to the general fund.**

Issue: Local law enforcement working in international border communities must work within limited budgetary constraints to provide both proactive and responsive law enforcement services while transborder criminal organizations possess unlimited funding to access the latest technology and equipment to avoid detection/disruption of their activities utilizing their proceeds obtained through illegal but highly lucrative drug trafficking and other unlawful enterprises.

Solution: Supplemental grant award to provide supplemental equipment to assist in combating illegal drug trafficking and provide enhanced border security for the residents/citizens of Laredo/Webb County.

Result: The Webb County Sheriff's Office and its sworn officer force will be equipped with needed new, updated technology/equipment.

- e. **Discussion and possible action to authorize the purchase of additional equipment and the installation of license plate readers (LPRs) from L3 Technologies through state contract Texas Department of Information Resources (DIR) Contract No. SDD-1348 utilizing FY 2015 Operation Stonegarden (OPSG) Supplemental Grant funding from the Federal Emergency Management Agency (FEMA) in the amount of \$49,520; and designating the Webb County Judge as the authorized official to sign all relevant documents; and any other matters incident thereto. This funding must be utilized by March 2018. This is a grant funded purchase; and, thus, there is no impact to the general fund. [FY 2015 Operation Stonegarden (OPSG) Supplemental Funding Grant]**

Issue: Funding is available through Operation Stonegarden funds for the purchase of this equipment.

Solution: Purchase equipment for License Plate Readers (LPRs) utilizing grant funds approved through Homeland Security/Federal Emergency Management Administration (FEMA).

Result: The Webb County Sheriff's Office and its sworn officer force will be equipped with needed new, updated technology, equipment, and supplies for use during Operation Stonegarden (OPSG) operations.

- f. **Discussion and possible action to approve a one (1) year advertising contract between Lamar Advertising of Laredo and Webb County for the Webb County District Attorney for the service dates of January 20, 2018 through January 18, 2019 in the amount of Twenty Seven Thousand Two Hundred Sixty-One Dollars (\$27,261.00) for various public service announcements in accordance with the Texas Government Code; Section 262.024 (Discretionary Exemptions) (7) (A). There is no financial impact on the general fund. [Requested by District Attorney Isidro Alaniz, Account #2163-2260-001-457006 (Forfeiture Funds)]**

- g. Discussion and possible action to enter into a Thirty Three (33) month (January 8, 2018 through September 30, 2020) Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County Indigent Services Office for a Toshiba E-Studio 2830C Copier at a total amount of Two Thousand Five Hundred Sixty Nine Dollars (\$2,569.22) 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 Nancy Cadena, Director, Webb County Indigent Health Services; Account #1001-5040-001-443000-035 (Repairs and Maintenance)]**
- h. Discussion and possible action to correct the account number used for payment in the Professional Services Agreement between Jesse Gerardo Hernandez, that provides needs assessment, evaluation and consulting services for the Webb County 406th District Court Veteran's Treatment Program for a term of twelve (12) months, that shall commence on September 30, 2017 and expire on September 30, 2018 at a monthly cost not to exceed Three Thousand Dollars (\$3,000.00), for a total cost not to exceed Thirty Six Thousand Dollars (\$36,000.00). The correct account should be #2352-2040-001-432001. This item was passed by the Webb County Commissioner's Court on December 11, 2017, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Judge Oscar Hale; Account #2352-2040-001-432001 (Professional Services)]**
- i. Discussion and possible action to correct the account number used for payment in the Software License, Maintenance and Support Agreement between Advanced Computer Technologies, LLC, that provides case management software for the Webb County 406th District Court Veteran's Treatment Program for a term of twelve (12) months, that shall commence on September 1, 2017 and expire on August 31, 2018 for a total cost of Twelve Thousand Five Hundred Dollars (\$12,500.00). The correct account should be #2872-2040-001-470000-155. This item was passed by the Webb County Commissioners Court on December 11, 2017, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Judge Oscar Hale; Account #2872-2040-001-470000-155 (Capital Outlay Computer and Software)]**
- j. Discussion and possible action to authorize the submission of no-cost budget adjustment for the Law Enforcement Terrorism Preparedness Activity (LETPA) grant from the Office of the Governor Homeland Security Grant Program (HSGP) to the state agency in order to increase the equipment quantities from 11 to 16 helmets and vests for the more effective use of grant funds by Webb County Sheriff's Office; and designating the Webb County Judge as the authorized official in any grant-related matters to sign any relevant documents; and any other matters incident thereto. This grant has no match; and, therefore, has no impact to the general fund. [Requested by Sheriff Martin Cuellar; Grant Fund #2475]**

Issue: There were significant savings in the actual costs of the SWAT equipment than what was estimated in the grant budget. Therefore, more equipment can be purchased with the same amount of grant funds.

Solution: Submit a no-cost grant adjustment to the state in order to effectively utilize all grant funding.

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

6. Community Action Agency

- a. Discussion and possible action to approve the filling of the following slot and if necessary, the remaining slot, subject to available grant funds for El Aguila Rural Transportation.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1125	Lead Driver II	\$13.68

Issue: Slot #1125 is currently vacant.

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

Result: The filling of slot 1125 will allow our department to continue to function efficiently and effectively providing transportation services to the rural areas of Webb County.

7. Honorable Rudy Rodriguez, Constable Pct. 1

- a. Discussion and possible action to approve the following budget amendment and allocation from the Constable Pct. 1 Federal Forfeiture Fund: Repairs & Maintenance Bldg. (Account #2180-3150-001-44300-20) in the amount of \$8,400; and any other matters incident thereto.

Issue: Additional funds are needed in accounts to cover schedule and future expenses. Account currently has a balance of -\$2,311.68.

Solution: Approve Line Item Transfer request.

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

- b. Discussion and possible action to approve and create a line item/account for the Constable Pct. 1 Federal Forfeiture Fund as follows: Rent Expense (Account #2180-3150-001-444400) in the amount of \$4,000; and any other matters incident thereto.

Issue: Line item is needed for the rent of a Storage Unit.

Solution: Approve Line Item creation.

Result: Rental of storage unit.

8. Honorable Harold Devally, Constable Pct. 4

- a. Discussion and possible action to approve a budget amendment from funds available by increasing the expenditure budget in the amount of \$1,400.00 from the U.S. Department of Justice; and any other matters incident thereto. No financial impact to the general fund. [Fund 2202]

Acct. Number	Acct. Name	Amount
2200-3170-001-456205	Training and Education	\$1,400.00

Issue: Proceeds from equitable shared funds from the U.S. Department of Justice may be spent after a budget for the expenditure of the proceeds has been submitted to the governing body.

Solution: Submit a breakdown of monies distributed to the governing body that clearly list and defines the categories of expenditures.

Result: These funds will be available for official use to meet the needs of the office.

- b. Discussion and possible action to authorize the Purchasing Agent to purchase Three (3) APX8000 Digital Portable Radios from Motorola Solutions in an amount not to exceed \$21,996.00; pursuant to Texas Local Government Code; Sections 271.101 and 271.102, Sub-chapter F. Cooperative Purchasing Programs, HGAC Contract #RA05-15. [Account #2468-3170-001-470000 (2016 Operation Stone Garden Grant)]

Issue: 2016 OPSG allocated funding for the purchase of three portable radios for officer use to be utilized for border security operations.

Solution: Proceed with approved budget and allocation of monies for the purchase of Three (3) portable radios from Motorola Solutions.

Result: Proper communication for the safety of Deputies and the general public.

9. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for December 4, 2017 and December 11, 2017
- b. Discussion and possible action to create an expense account under the Cost Recovery Fee Fund Account #2015-2310-341122-005 and to transfer the \$10,000 previously approved on December 11, 2017 under item #25. Once the creation of the expense account and line item transfer is completed the County Clerk's Office will purchase computer equipment necessary to continue the e-filing process for all criminal, probate, and civil cases.

Issue: New computers and software is required to continue implementing the e-filing process in our Courts Division.

Solution: Approval of the expense account creation and line item transfer from Cost Recovery Fee Fund Revenue Account to Expense Account. Also, the purchase of six (6) OptiPlex 7450 AIO computers from Dell and six (60 Software Licenses from SHI Government Solutions not to exceed \$10,000.00.

Result: The Webb County Clerk's Office will be able to continue accepting electronic filing for civil, probate, and criminal cases.

10. Honorable Hugo Martinez, County Court at Law 1 Judge

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2060-001-443000-075	Repairs & Maint. Vehicles	\$928	\$928	\$0
	1001-2060-001-462605	Fuel & Lubricants	\$700	\$700	\$0
	1001-2060-001-451160	Detention Hearings	\$2,200	\$3,000	\$800
			\$3,828		

To:	1001-2060-001-433011	Visiting Judge	\$3,828	\$4,096	\$7,924
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Issue: Currently there is insufficient funds to cover the expenses for a visiting Judge.

Solution: Transfer money to be able to pay balance owed.

Result: Invoice will be paid in a timely manner.

11. Honorable Victor Villarreal, County Court at Law 2 Judge

- a. Discussion and possible action to approve the following budget amendment (line item transfer) from the materials and supplies account to cover the FY 17-18 Toshiba contract:

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2070-001-461000	Materials & Supplies	\$1,980.00	\$5,500.00	\$3,520.00
To:	1001-2070-001-443000-035	Repairs & Maint. Equipment	\$1,980.00	\$185.00	\$2,165.00

Issue: Full monies were not allotted at the beginning of the fiscal year to cover the payments of the Toshiba contract.

Solution: Approval of line item transfer will allocate the funds to cover the 17-18 FY Toshiba contract.

Result: Compliance with the financial terms of the Toshiba contract.

12. Honorable Isidro Alaniz, District Attorney

- a. Discussion and possible action to approve a budget amendment to the District Attorney State forfeiture fund by increasing the expenditure budget by \$60,000; said amount is available from seized funds pursuant to Chapter 59 of the Texas Code of Criminal Procedure. [Fund #2160-2260]

Line Item Description	Line Item Account #	Amount	Justification
State Forfeitures	2160-2260-352100	\$60,000	Chapter 59 forfeiture proceeds
Other Law Enforcement Expense	2160-2260-001-457006	\$26,000	Investigation expenses, Public service announcements
Minor Tools & Apparatus	2160-2260-001-460105	\$34,000	computers, software, & furniture

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

Solution: Submit a budget to the Governing Body that clearly list and defines the categories of expenditures.

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2163-2260-001-470000	Capital Outlay	\$20,970	\$30,714	\$9,744.00
To:	2163-2260-001-457006	Law Enforcement - Other	\$20,970	\$7,000.000	\$27,970.00

Issue: The "Law enforcement - Other" account does not have sufficient funds to pay for the leasing of the billboard currently being utilized by the District Attorney's Office to promote awareness on the dangers of drinking and driving and reporting domestic violence.

Solution: Create a line item transfer by moving funds from capital outlay to the Law Enforcement - Other account.

Result: The transfer of funds will cover the leasing of the billboard expenditure for the remainder of the fiscal year.

- c. Discussion and possible action to continue paying grant funded personnel under the High Intensity Drug Trafficking Area (HIDTA) Task Force Agreement, DEA Narcotics Task Force, for Sixty (60) days, until notification about grant continuation award from the U.S. Department of Justice Drug Enforcement Administration. [Fund #2592]. Available matching funds for this grant is \$100,125.00. [Account #1001-1160-001-463903-025]

Issue: Current grant funding expires after December 31, 2017. The District Attorney's Office has not received notice of award for new grant. Unless this item is approved, employees working under said grant will not be paid after December 31, 2017.

Solution: Grant a 60 day payroll extension for employees working under this grant.

Result: The DEA HIDTA Task Force will be able to continue to disrupt the illicit drug traffic in Laredo and surrounding areas.

13. Fire Suppression & EMS Services

- a. Discussion and possible action to accept a donation from Enterprise Texas Pipeline LLC in the amount of \$1,000.00 as per local government code 81.032, to be utilized in the acquisition of materials and supplies by department personnel; and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #1001-3140-001-461000 (Materials & Supplies)]

Issue: Donation check issued by Enterprise Texas Pipeline LLC to support the mission of the Webb County Volunteer Fire Department.

Solution: Deposit check into materials & supplies line item, Account #1001-3140-001-461000.

Result: Continue working relationship with Enterprise Texas Pipeline LLC and purchases needed department items.

14. Head Start

Disclaimer: All Head Start monies are 100% Federal funds

- a. Discussion and possible action to approve the posting and filling of the following Slots:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
1697, 1944	Part Time Substitute Teacher	\$8.73	20
2559	Part Time Early Head Start Teacher Floater	\$10.15	20

15. Juvenile Probation Department

- 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 January 8, 2018. [State Funds]

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
794	Juvenile Probation Officer	\$18.46 16/A-E

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

Solution: Approve posting and filling of vacated positions.

Result: This position will help maintain individualize caseloads to provide adequate supervision of Juveniles in the Community.

- b. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 8, 2018. [General Fund]

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
349	Juvenile Supervision Officer	\$15.73 -12/D

Issue: Due to resignations, we are having difficulty managing the staffing ratios for the continuous (24 hours-a-day/7 days-a-week) operations of the Juvenile Detention Center.

Solution: Approve posting and filling of vacated position..

Result: Compliance with required supervision ratios.

16. Planning & Physical Development

- a. Discussion and possible action to grant Final Plat Approval to High Caliber Estates Plat (ID 7684). The Planning Advisory Board recommended approval of this item contingent upon compliance with staff comments at their meeting of September 14, 2017.

17. Purchasing

- a. Discussion and possible action to approve payment for memberships of non-profit state associations as required by Local Government Code Section 89.002 dependent on funding availability and pending of any association fee increases, list attached.

Issue: Local Government Code §89.002 requires that:

The Commissioners court may spend, in the name of the county, money from the county's general fund for membership fees and dues of a nonprofit state association of counties if:

- (1) a majority of the court votes to approve membership in the association;
- (2) the association exists for the betterment of county government and the benefit of all county officials;
- (3) the association is not affiliated with a labor organization;

(4) neither the association nor an employee of the association directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature, except that this subdivision does not prevent a person from providing information for a member of the legislature or appearing before a legislative committee at the request of the committee or the member of the legislature; and
(5) neither the association nor an employee of the association directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

Solution: Obtain court approval as required.

Result: Memberships for associations approved by the Court will be processed for payment.

- b. **Discussion and possible action to authorize the Purchasing Agent to process approximately 9,136 surplus and/or salvage property in accordance with the Texas Local Government Code; Section 263.152 (Disposition) and authorizing the Purchasing Agent to publish notice to public as per Local Government Code Section 263.153 (Notice) for surplus and/or salvage property being auctioned.**

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 that is no longer needed by Department and 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 cannot be sold through auction and/or competitive bids because it has 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 County expenditures by transferring surplus property to other departments and make room for future assets turned in by County departments.

- c. **Discussion and possible action to authorize the Purchasing Agent to transfer county supplies, materials, and equipment from a subdivision, department, officer, or employee of the County that is no longer needed or used to another subdivision, department, officer or employee requiring the supplies, materials or the use of equipment. The authorization being requested is in accordance with the Local Government Code; Section 262.011 (Purchasing Agents)(j.) and is limited to property having a value under \$5,000.00. All property transferred under this order will be furnished to the County Auditor in written form from the Purchasing Agent.**

Issue: State law requires the Purchasing Agent to secure approval from the Commissioners Court when transferring County supplies, materials and equipment from one County department/Office to another to prevent unnecessary purchases.

Solution: Authorize the Purchasing Agent to transfer property, supplies, materials and equipment throughout the fiscal year for those items that have a value under \$5,000.00. All other transfers valued \$5,000.00 and over will require approval by the Court for each request.

Result: Improve the efficiency of transferring property, supplies, materials and equipment throughout the fiscal year for those items that have a value under \$5,000.00. Comply with State law.

- d. **Discussion and possible action to approve and fund the purchase of the following equipment listed below for the Fernando Salinas Community Center in an amount not to exceed \$7,100.00, subject to the Webb County Purchasing Rules and Regulations and issuance of an official purchase order. [Requested by Jaime Canales, Commissioner Pct. 4; Bond Series Account #3040-6290-001-474501]**

Item Description	Quantity	Unit Cost	Ext. Cost
55" Flat screen TV	4	498.00	1,992.00
Mounting Brackets for TV	4	49.31	197.24
Refrigerator 18 cu.ft.	1	499.00	499.00
Electric Range Stove	1	699.00	699.00
Range Hood & Electric cord	1	124.97	124.97
Dry Eraser Board 48" x 72"	2	155.90	311.80
Qrt Screen hanging wall	1	149.35	149.35
Overhead Projector pwr lite 2040	1	1,175.00	1,175.00
Exercise Equipment (Nordi-Trac, Proform-460, NT T6, Crosswalk	1	1,949.96	1,949.96
Total:			\$7,098.32

18. Honorable Norma Farabough, Tax-Assessor- Collector

- a. **Discussion and possible action to allow a change in job description for Slot #124, Chief Deputy Tax Assessor-Collector subject to the Webb County Civil Service Commission approval and any applicable guidelines; and any other matters incident thereto.**

Issue: The current job description for the aforementioned slot does not meet the requirements as state in Sec. 31.10 of the Texas Property Tax Code.

Solution: Update the job description to reflect what is required by law.

Result: The department will be compliant with state law.

Comr. Galo and Comr. Canales both stated that they opposed to those items that did not follow procedure.

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

Vote: 3 - 2 Motion Carried

NAY: Commissioner, Pct. 3 John C. Galo
 Commissioner, Pct. 4 Jaime Alberto Canales

REGULAR AGENDA

Business Office

19. Discussion and possible action to approve the ratification of 2016-2017 budget amendments entered and posted before November 30, 2017 for fiscal-year-end expenditures; necessary to process payment of all invoices dated or services rendered on or before September 30, 2017.

Issue: Various departments and offices depleted funds within departmental budget line items yet there were invoices still pending to be processed for purchases completed during the FY 2016-2017.

Solution: In order to process and pay invoices, funds were identified from within departmental budget as per the approval of Commissioners Court on October 10, 2017. Additional line item transfers were entered and posted for interdepartmental budget amendments as per the November 27, 2017 Commissioners Court meeting for departments that depleted all funds.

Result: Funds were transferred from within and between departments to cover pending invoices and properly classify expenses for FY 2016-2017. Actual expenses for each department will be reported via the amended FY 2016-2017 budget.

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

Vote: 5 - 0 Motion Carried - Unanimously

Ernesto J. Salinas Community Center

20. Discussion and possible action to approve the posting and temporary filling of the following Slot (without benefits), subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 8, 2018 and terminates upon the return of the regular full time employee:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate/Salary</u>
892	Community Center Assistant	\$13.07 9/A

Issue: The E. J. Salinas Community Center's assistant is currently out on "leave without pay" causing a critical disruption on the Center's productivity and every day function.

Solution: A temporary employee is needed to fulfill the duties of the community center assistant until such time as the permanent community center assistant returns to work.

Result: If approved, a temporary employee will allow for the continuation fo workflow of the community center assistant duties; thereby, reducing the interruption in center operations.

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

Vote: 5 - 0 Motion Carried - Unanimously

Elections

21. **Discussion and possible action to authorize a Joint Primary Election Services Contract by and among the County Democratic Chair, the County Republican Chair, and the County Elections Administrator for the conduct and supervision of the Webb County Joint Primary Elections of March 6, 2018 and the Joint Primary Runoff Elections, if necessary, of May 22, 2018.**

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

Vote: 5 - 0 Motion Carried - Unanimously

22. **Discussion and possible action authorizing and establishing the main, temporary branch, and temporary mobile branch early voting polling sites for the March 6, 2018 Joint Primary Elections within Webb County, Texas, pursuant to Chapter 85, Texas Election Code.**

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

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Delia Perales, Treasurer

24. **Discussion and possible action to fill slot 0072 (Chief Deputy County Treasurer), Grade 23J, \$33.83 hrly, (\$79,371 yr.) with a temporary employee at an hourly rate of \$24.83 (\$51,647.14 yr.) and a temporary grade at 21A effective immediately subject to pre-employment procedures.**

Issue: Slot 0072 has become vacant and will be filled permanently during the Fiscal Year.

Solution: Hire a temporary employee.

Result: This temporary employee will help my office run more efficiently.

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

Vote: 5 - 0 Motion Carried - Unanimously

Budget Officers

25. **Discussion and possible action to establish the 2018 Budget for Fund 2015 Cost Recovery Fee Fund for District Clerk and County Clerks from the 2017 fund balance.**

Acct. Number	Acct. Name	Amount
2015-2310-001-470000	County Clerk- Capital Outlay	\$10,800
2015-2290-001-470000	District Clerk- Capital Outlay	\$226,000

Issue: Carry over budget from 2017 cost recovery fees.

Solution: Establishing fund will allow District and County Clerks to make purchases.

Result: Offices will be able to incur expense without using general fund money.

Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

26. **Discussion and possible action to designate all Precinct 1 Community Centers as live Christmas tree disposal sites for the month of January 2018, with further action to assign proper disposal to the Building Maintenance Department; and any other matters incident thereto.**

Honorable Rosaura "Wawi" Tijerina, Webb County Commissioner Pct. 2

27. **Discussion and possible action to accept the Texas Community Development Program (TCDP) contract #7217491 from the Texas Department of Agriculture (TDA) in the amount of Two Hundred Seventy-Five Thousand Dollars (\$275,000) for roadway improvements in Colonia Pueblo Nuevo and authorize Webb County Judge to sign all relevant documentation. This contract and agreement commences on December 1, 2017 and terminates November 30, 2019.**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve items #25, #26, and #27

Vote: 5 - 0 Motion Carried - Unanimously

Presentations

30. **Presentation by Andale Construction regarding a super slurry road hardening and pavement process to possibly be considered as a solution to roads in the colonias and other county roads damaged by erosion and years of heavy usage; with discussion and possible action to solicit proposals from interested companies on the same or similar road improvement projects in Webb County; and any other matters incident thereto. [Requested by Tano E. Tijerina, County Judge]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve the delivery method under government code chapter 2269 subchapter C competitive bidding method

Vote: 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to open up item #30

Vote: 5 - 0 Motion Carried - Unanimously

30. **Presentation by Andale Construction regarding a super slurry road hardening and pavement process to possibly be considered as a solution to roads in the colonias and other county roads damaged by erosion and years of heavy usage; with discussion and possible action to solicit proposals from interested companies on the same or similar road improvement projects in Webb County; and any other matters incident thereto. [Requested by Tano E. Tijerina, County Judge]**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to go out for competitive sealed proposals

Vote: 5 - 0 Motion Carried - Unanimously

31. **Presentation by Gabriel Lopez, deputy director of Texas Veterans Leadership Program, recognizing representatives of county Human Resources Department. [Requested by Leroy Medford, Interim Human Resources Director]**
29. **Recognition and presentation of plaques to Alfredo Rodriguez and Carlos Pena on their completion in the 100 mile ultra marathon at the Brazo Bend 100. [Requested by Honorable Tano E. Tijerina, Webb County Judge]**

(Recess 10:43 - 10:53 a.m.)

28. **Presentation by Jeffrey G. Puig, President of the Washington's Birthday Celebration Association (WBCA), regarding the upcoming WBCA events with presentation of the 121st Celebration's Commemorative Poster to the Webb County Judge and Commissioners Court. [Requested by Tano E. Tijerina, County Judge]**

32. **Communications**

Ms. Julie Bazan was in attendance to make a presentation of the awareness of Cervical Cancer Month and the HPV vaccine.

Purchasing

23. **Discussion and possible action to interview the top three (3) highest ranking law firms and to award RFQ#2017-005 "Special Counsel for Webb County - Opioid Litigation" to provide legal services to investigate and if appropriate, initiate litigation against manufacturers and distributors of prescription opioids that have wrongfully caused opioid addiction in Webb County and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. [Requested by Commissioners Court]**

The Commissioners Court interviewed the top three (3) highest ranking law firms in the order below.

1. Baron and Budd PC
2. The Cicala Law Firm PLLC
3. Talcott Franklin PC

No action taken.

32. **Communications**

Judge Tijerina read communications on behalf of the Commissioners Court. Additional communications were made by Cmr. Tijerina, Cmr. Gonzalez, Cmr. Galo, and Cmr. Canales.

33. **Adjourn**

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

Vote: 5 - 0 Motion Carried - Unanimously