

# DRAFT

## Official Minutes for Webb County Commissioners Court Special Meeting

Thursday, December 21, 2017 at 9:00 AM  
(Approved DATE)

Let it be remembered that a special 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 15th day of December 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

Roll Call by Ms. Lupita De Los Reyes, Senior Accountant on behalf of the Honorable Margie Ramirez Ibarra, Webb County Clerk.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to excuse Cmr. Canales

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

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

#### 2. Pledge of Allegiance

9:07 a.m. - Cmr. Canales present.

- 3. 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 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:**

### **Honorable Delia Perales, Treasurer**

- 4. Approval of payroll and accounts payable; 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, and Payroll for December 15.

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

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

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo to defer item #5

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

### **Commissioners Court Administrator**

- 6. Discussion and possible action to re-appoint or designate new members to the Webb County Grievance Committee for Non-Civil Service employees; and any other matters incident thereto.**

No action taken.

### **Budget Office**

- 7. Discussion and possible action to accept the fiscal year 2017-2018 budget for the Webb County Juvenile Department as it was approved by the Juvenile Board, authorizing the budget officers to process budget adjustments not to exceed the adopted budget of \$4,094,212.00; and any other matters incident thereto.**

Comr. Galo clarified that this doesn't include the van which we are leasing outside of this budget.

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

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

- 8. Discussion and possible action to authorize revision to the description of the general funds part time line items appropriated for the Judicial General County Courts (Department 2250) and to classify those funds as "part time associate judge" monies; and any other matters incident thereto.**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to allow the position to pay an amount not to exceed \$50 an hour and to allow our policy to be able to do that for this position

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

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo as per section 54 of the government code recreate a part-time association judge position for county court at laws not to exceed the budget cycle and to title that money as part-time/associate judge only

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

### Civil Legal Division

- 9. Discussion and possible action to authorize, approve and issue Two (2) reimbursement payments to A.F.W. Investments II, LTD. and GAG of Laredo Investments, LLC., for the following completed Phoenix Village Subdivision drainage improvements, in the amount of \$6,476.52 for Phases III & IV and \$37,449.77 for Phase V, for a combined total sum of \$43,726.29. These payments are being paid to the developers pursuant to the subdivision drainage cost reimbursement agreement previously approved on January 11, 2016, Item No. 15, between Webb County and A.F.W. Investments II, LTD., and GAG of Laredo Investments, LLC. These reimbursement payments for the completion of Phases III, IV, & V of the Phoenix Village Subdivision are below the amounts set forth in the reimbursement agreement due to reduced construction costs realized by the developers. [Requested by Luis Perez-Garcia, Webb County Engineer; Funding Source Account**

**#3015-7050-001-470000-075]**

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

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

**Honorable Hugo Martinez, County Court at Law 1 Judge**

- 10. Discussion and possible action to transfer the interpreter stipend from the Webb County Sheriffs Department (security Budget) Slot number 1371 to County Court at Law No. 1. In addition we are requesting retro pay effective as of November 10, 2017.**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to transfer an amount not to exceed \$6,448

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

**Economic Development**

- 11. Discussion and possible action to approve the following carry over budget balances as of September 2017 into October 2017 for the Whitetail Wind Energy and Javelina Wind Energy Tax Abatement Agreements; this action will not have impact on the County General Fund.**

Whitetail Wind Energy		
Capital Outlay	3861-7250-001-470000-030	\$130,066.59
Javelina Wind Energy		
Capital Outlay	3862-3140-001-470000	\$2,957.00

**Issue:** Newly implemented procedures require year-end balances to be carried over and entered into the system in order to continue the availability of these funds during the new fiscal year.

**Solution:** The approval of this agenda item will enable the approved funds to carry over into the 2017-2018 fiscal year.

**Result: The approval of this agenda item will allow the continuation of these tax abatement funds.**

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

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

### **Head Start**

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

12. **Discussion and possible action to adopt a special budget in the amount of \$4,185.00 (Head Start only) for auction sale revenue received on September 30, 2017 and not included in the adopted budget for FY 2017-2018 in accordance with the Texas State Local Government Code, Sub-Chapter C; Section 111.07075 (Special Budget for Revenue Received After Start of Fiscal Year) for the purpose of using proceeds towards the Head Start program. [Revenue Account #2357-1150-357420 – Expenditure Account #2357-1150-531-431002]**

**Issue: Auction proceeds were incurred on 9/30/2017, these revenues were not anticipated before the adoption of the FY2018 Budget.**

**Solution: Appropriate a portion of the proceeds to be used for the purpose of funding Head Start program expenditures.**

**Result: Finalize special budget using auction proceeds incurred on 9/30/2017 for the intended purpose stated on this agenda item.**

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

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

### **Purchasing**

13. **Discussion and possible action to approve the leasing of thirty-three (33) vehicles listed below from Enterprise Fleet Management in an amount not to exceed \$25,998.32 per month to include GPS services in accordance with the Texas Local Government Code; Section 271.102 (Cooperative Purchasing Program Participation)(C.)(TIPS Contract No. 2072816); and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Requested by Commissioners**

**Court; Account #1001-1130-001-469001-005 (General Fund-General Operating Exp-Administration-Operating Lease-Principal)]**

Dept Name	Type of Vehicle	Term	Qty	Mo. Cost	Other	GPS	Total Monthly Cost	Total Annual Cost
Sheriff	Chevy Tahoe Police 4x4 w/out aftermarket equipment	36	10	1,143.84	7.50	24.00	11,753.40	141,040.80
Constables	Chevy Tahoe Police 4x4 w/out aftermarket equipment	60	8	747.54	7.50	24.00	6,232.32	74,787.84
TBD	Ford Transit 350 XL - 1 Ton PAX Van	48	3	667.23	4.05	24.00	2,085.84	25,030.08
TBD	Ford F150 4x2 Supercrew Cab-1/2 Ton	48	8	377.35	36.25	24.00	3,500.80	42,009.60
TBD	Ford F150 XL 4x4 Supercrew Cab - 3/4 Ton	48	4	544.36	38.13	24.00	2,425.96	29,111.52
	<b>Totals:</b>		<b>33</b>				<b>\$25,998.32</b>	<b>\$311,979.84</b>

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

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

- 14. 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 pwrlite 2040	1	1,175.00	1,175.00

Exercise Equipment (Nordi-Trac, Proform-460, NT T6, Crosswalk	1	1,949.96	1,949.96
<b>Total:</b>			<b>\$7,098.32</b>

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve item #14 contingent upon there being anything leftover from the Fernando Salinas monies we should be able to use that and the bond series as well

**Vote:** 4 - 0 Motion Carried

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

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to bring back item #5

**Vote:** 4 - 0 Motion Carried

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

**Commissioners Court Administrator**

- 5. **Discussion and possible action to conduct interviews for the Webb County Human Resources Director position, and to select from a list of qualified applicants; select a candidate, set the salary; and any other matters incident thereto. (Contingent on successful pre-employment process) [Executive Session may be requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.017 (A) (B) (Consultation with Attorney) and Section 551.075 (Personnel Matters)]**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate/Salary</u>
2426	Human Resources Director	24 A/E

The Commissioners Court conducted interviews for the Webb County Human Resources Director position in the order below.

- 1. Ana Laura Botello
- 2. Ernesto Guajardo
- 3. Sara Soto Hinojosa

**(Recess 11:11 - 11:22 a.m.)**

## Commissioners Court Administrator

5. Discussion and possible action to conduct interviews for the Webb County Human Resources Director position, and to select from a list of qualified applicants; select a candidate, set the salary; and any other matters incident thereto. (Contingent on successful pre-employment process) [Executive Session may be requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.017 (A) (B) (Consultation with Attorney) and Section 551.075 (Personnel Matters)]

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate/Salary</u>
2426	Human Resources Director	24 A/E

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to hire Mr. Ernesto Guajardo

**Vote:** 3 - 2 Motion Carried

NAY: County Judge Tano E. Tijerina  
Commissioner, Pct. 3 John C. Galo

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez to have Mr. Ernesto Guajardo start on January 2

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

**(Recess 11:29 - 11:36 a.m.)**

## Addendum

### Civil Legal Division

1. Discussion and possible action to clarify the Court's intent from December 11, 2017 regarding the submission of a grant application to Office on Violence Against Women (OVW) for Fiscal Year 2018 Justice for Families grant and direct that the grant application be submitted in only accordance with the Court's action taken on December 11, 2017, wherein grant application was to seek funding solely for the Safe Haven Program for the safe exchange of those children whose parents are dealing with issues of domestic violence, dating violence, sexual assault, sexual abuse, physical abuse, and stalking, and any other matters



**incident thereto.**

No action taken.

## **Purchasing**

- 2. Discussion and possible action to award Invitation to Bid No. 2017-004 "Webb County Sheriff's Office Law Enforcement Uniform Contract" to lowest and responsible bidder Kirkpatrick Guns & Ammo in the amount of \$231,721.20 to provide high quality uniforms for Deputies and Correctional Officers of the Webb County Sheriff's Office and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. Fixed unit pricing with approved contract will run through September 30, 2020. [Requested by Sheriff Martin Cuellar, Jr.; Accounts #1001-3010-001-456305 (Uniforms) and #1001-3050-001-456305 (Uniforms); Account 1001-3190-001-456305 (Uniforms); Account 1001-4070-001-456305(Uniforms)]**

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina to accept the bid

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 4 Jaime Alberto Canales (OUT OF THE COURTROOM)

## **15. Adjourn**

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

**Vote:** 4 - 0 Motion Carried

Other: Commissioner, Pct. 4 Jaime Alberto Canales (OUT OF THE COURTROOM)