

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, April 9, 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

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 6th day of April 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

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

Vote: 4 - 0 Motion Carried - Unanimously

2. Pledge of Allegiance/Invocation

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

County Treasurer, Ms. Delia Perales presented the Recap of Checks, Ratification of Checks, and two (2) Payrolls.

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

Vote: 4 - 0 Motion Carried - Unanimously

HR Director, Mr. Ernesto Guajardo presented the Wage and Pay Scale Budget Amendments Report from 03/26/18 to 04/06/18.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve the budget amendments

Vote: 4 - 0 Motion Carried - Unanimously

Business Office, Ms. Rebecca Garcia presented the Accounts Payable Invoice Status Report as of March 31, 2018.

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

Vote: 4 - 0 Motion Carried - Unanimously

Civil Legal Division, Ms. Alexandra Colessides Solis presented a report regarding health insurance claims.

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.**

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

15. **Honorable Martin Cuellar, Sheriff**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-4070-001-412000	Part Time	\$30,037	\$327,959	\$297,922
	1001-4080-001-413000-015	Nurse Overtime	\$30,000	\$61,699	\$31,699
		Total	\$60,037		
To:	1001-4080-001-410000	Payroll cost	\$6,141.57	\$632,949	\$639,090.57
	1001-4080-001-422000	FICA	\$469.83	\$56,890	\$57,359.83
	1001-4080-001-423000	Retirement	\$722.86	\$84,439	\$85,161.86
	1001-4080-001-425000	Unemployment	\$46.68	\$5,127	\$5,173.68
	1001-4080-001-426000	Workers Comp	\$107.48	\$12,283	\$12,390.48
	1001-4070-001-410000	Payroll cost	\$29,300.75	\$4,862,999	\$4,892,299.75
	1001-4070-001-422000	FICA	\$1,518.47	\$447,141	\$448,659.47
	1001-4070-001-423000	Retirement	\$2,336.26	\$672,060	\$674,396.26
	1001-4070-001-425000	Unemployment	\$150.85	\$40,704	\$40,854.85
	1001-4070-001-426000	Workers Comp	\$347.36	\$98,546	\$98,893.36
	1001-3030-001-410000	Payroll cost	\$9,809	\$219,593	\$229,402
	1001-3030-001-422000	FICA	\$586.14	\$17,774	\$18,360.14
	1001-3030-001-423000	Retirement	\$901.82	\$28,130	\$29,031.82
	1001-3030-001-425000	Unemployment	\$58.23	\$1,158	\$1,216.23
	1001-3030-001-426000	Workers Comp	\$134.09	\$4,118	\$4,252.09
	1001-3010-001-410000	Payroll cost	\$6,073.65	\$2,340,982	\$2,347,055.65
	1001-3010-001-422000	FICA	\$464.63	\$207,719	\$208,183.63
	1001-3010-001-423000	Retirement	\$714.87	\$312,027	\$312,741.87
	1001-3010-001-425000	Unemployment	\$46.16	\$18,873	\$18,919.16
	1001-3010-001-426000	Workers Comp	\$106.30	\$45,679	\$45,785.30
		Total	\$60,037		

Issue: The Webb County Sheriff's Office seeks to increase the salaries of 13 employees.

Solution: Allocate funding to increase these salaries.

Result: Funding will be available for these proposed salary increases.

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by Commissioner, Pct. 3 John C. Galo to approve Consent Agenda item #15.d. as amended

Vote: 4 - 0 Motion Carried - Unanimously

8. Civil Legal Division

- c. **Discussion and possible action to enter into a Purchase Agreement between Webb County and Ricoh, at a total cost of Twenty Three Thousand Seventy Five Dollars and Ninety Cents (\$23,075.90) for software for the financial operation of the Webb County Tax Assessor and Collector Office, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Norma Farabough, Webb County Tax Assessor and Collector; Account #1001-1320-001-443000-110 (Repairs & Maintenance Software)]**

- d. **Discussion and possible action to enter into an End-User License with Maintenance Agreement between Webb County and Jaguar Software Development, at a total cost of Eighteen Thousand Two Hundred Forty Three Dollars (\$18,243.00) for software for the financial operation of the Webb County Tax Assessor and Collector Office. The term of the Agreement shall be effective upon delivery of the product until either party terminates the agreement, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Norma Farabough, Webb County Tax Assessor and Collector; Account #1001-1320-001-443000-110 (Repair and Maintenance Software)]**

Budget Officer, Mr. Lalo Uribe stated that on Consent Agenda items #8.c. and #8.d. the correct Account # should be #1001-1320-001-460105 instead of #1001-1320-001-443000-110

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to approve Consent Agenda items #8.c. and #8.d. as amended

Vote: 4 - 0 Motion Carried - Unanimously

5. Honorable Monica Notzon, 111th District Court Judge

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-2020-001-433011	Visiting Judge	\$1,500	\$3,510.08	\$2,010.08
To:	1001-2020-001-458000	Administrative Travel	\$1,500	\$1,094.57	\$2,594.57

Issue: Our Administrative Travel, formerly Training and Education has been cut over the last three years, and our court requires either annual or bi-annual re-certification or continued legal education hours for the following employees: Judge, Court Reporter, Court Interpreter, Bailiff, Court Coordinators/Administrator.

Solution: Approval of the line item transfer to allocate the funds needed to cover the needed training and education.

Result: Employees will be in Compliance of all Government Codes and Statues.

6. Honorable Oscar Hale, 406th District Court Judge

- a. Discussion and possible action to approve the following budget amendment (line item transfer) by increasing the expense account in the amount of \$18,000.00 from revenues received from the Drug Court Program Fees and Court Costs that have been collected pursuant to Code Crim. Proc., Art. 102.0178 and Government Code Chapter 123. 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	\$18,000	\$19,161.92	\$1,161.92
To:	2736-4050-001-432001	Professional Services	\$18,000	\$0.00	\$18,000.00

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 Professionals Organization. There is currently an outstanding balance for Drug testing services rendered to all participants of the Drug Court Program.

Solution: Utilize funds from the Drug Court Program Fees to pay for services provided to the Drug Court Program participants, 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 Judicial District Adult Drug Court Program.

7. **Building Maintenance**

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-1100-001-461000	Materials & Supplies	\$4,000	\$58,945.59	\$54,945.59
To:	1001-1100-001-461000-010	Pest Control	\$4,000	\$155.00	\$4,155.00

Issue: Additional funds are needed in account to cover pest control service to county buildings.

Solution: Approve line item request.

Result: Available funding for the remainder of the current fiscal year.

8. **Civil Legal Division**

- a. Discussion and possible action to enter into a Twelve (12) month (April 9, 2018 through April 8, 2019) Maintenance Agreement between Toshiba Business Solutions and Webb County for the Webb County District Attorney for a Toshiba E-Studio 730 Copier for a total yearly payment of Two Hundred and Twenty Five Dollars (\$225.00) and authorizing the County Judge to sign and execute all relevant documents. [Requested by Isidro Alaniz, Webb County District Attorney; Account #2160-2260-001-444500]

- b. **Discussion and possible action to enter into a Non-Financial Inter-local Cooperative Agreement between Webb County Head Start/Early Head Start Program and The City of Laredo for the Laredo Public Libraries. The purpose of the agreement is for Laredo Public Libraries and the Webb County Head Start/Early Head Start Program to work together toward efficiently and effectively providing educational services to the Head Start Program student population, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Director, Webb County Head Start/Early Head Start]**

9. Community Action Agency

- a. **Discussion and possible action to authorize 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). These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.**

List of Retail Energy Providers

Stream SPE, LTD

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

Solution: These vendor agreements 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.

10. Honorable Margie Ibarra, County Clerk

- a. **Approval of Minutes for March 26, 2018**

11. Economic Development

- a. **Discussion and possible action to approve the submission of a grant application as prepared and submitted by the Webb County Sheriff's Office in conjunction with the Constable Pct. 1, Constable Pct. 2, Constable Pct. 3, and Constable Pct. 4 to Office of the Governor Homeland Security Grants Division (HSGD) for a Fiscal Year 2017 Operation Stonegarden (FY '17 OPSG) grant in the amount of \$2,096,186 for overtime, one (1) part-time/backfill deputy constable, applicable fringe benefits, equipment, mileage, data services, maintenance/repair of OPSG acquired assets, and other operational costs related to homeland security border operations; and authorizing the Webb County Judge to execute all relevant documents related to this grant; and any**

other matters incident thereto. Furthermore, this grant does not require any type of match; and, thus, will have no impact to the general fund. All required documents were sent for review through the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. [Requested by Martin Cuellar, Webb County Sheriff]

Issue: Complex and dynamic law enforcement challenges exist in the Southwest border area of the United States, including Laredo/Webb County. For example, transnational criminals seek to exploit existing law enforcement jurisdictional boundaries by conducting their illegal enterprises across traditional jurisdictional divisions. The 2014 Texas Gang Threat Assessment expounds, “Gang activity remains widespread throughout all regions of Texas...Gang activity is also prevalent in the Texas counties adjacent to Mexico and along the key smuggling corridors, since Texas-based gangs are used for cross-border smuggling and trafficking in the state. Many transnational gangs operating in Texas....engage in criminal activity in Mexico as well as in Texas and elsewhere” (Texas Department of Public Safety April 2014).

Solution: Grant application: (1) to ensure first responders are equipped with enhanced tools/equipment/resources needed to confront well-funded criminal organizations and (2) for the coordination of law enforcement efforts between various local and federal law enforcement agencies.

Result: Enhanced capabilities of local law enforcement responders; further coordination of response across local and federal jurisdictions.

12. Head Start

Disclaimer: All Head Start monies are 100% Federal funds

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

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
2560, 2565, 2566	Early Head Start Teacher	\$11.78	26

13. Purchasing

- a. Discussion and possible action to authorize the Purchasing Agent to process 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 the 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 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.

14. Water Utilities

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	7220-7280-001-474501	Construction in Progress	\$25,000	\$1,588,885	\$1,563,885
To:	7220-7280-001-432001	Professional Services	\$25,000	\$21,140	\$46,140

Issue: Insufficient funds in existing professional services account for funding of Engineering Contract for improving the El Cenizo Water Distribution System in conjunction with the Elevated Storage tank TCEQ requirements.

Solution: Approval of Transfer Request

Result: Allocation of Purchase Order to Engineer to commence project.

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	7200-7050-001-462605	Fuel & Lubricants	\$8,000	\$51,209.00	\$43,209.00
	7200-7080-001-443000-035	Repair & Maint. Equip.	\$6,400	\$31,709.00	\$25,309.00
	7200-7060-001-44300-075	Repair & Maint. Vehicles	\$4,000	\$26,059.00	22,059.00
			\$18,400		
To:	7200-7050-001-456005	Postage	\$4,000	\$1,795.00	\$5,795.00
	7200-7050-001-432001-085	Professional Services-Lab	\$4,000	\$-1859.00	\$2,141.00
	7200-7060-001-462605	Fuel & Lubricants	\$4,000	\$6,615.00	\$10,615.00
	7200-7080-001-444500	Equipment Rental	\$3,400	\$0	\$3,400.00
	7200-7080-001-443000-075	Repair & Maint. Vehicles	\$3,000	\$1,007.00	\$4,007.00
			\$18,400		

Issue: Additional funds are required for laboratory testing service under the wastewater since funds were expensed out of the water operations accidentally. Emergency bypass pumping was required for additional time due to lift station pump failures, and these budgeted funds are not normally used. Additional maintenance of vehicles is required due to age and condition of existing service trucks. The Department is scheduling vehicle replacement for this Wastewater Division for 2019.

Solution: Approve line item request.

Result: To provide funding for the remainder of the fiscal year.

15. Honorable Martin Cuellar, Sheriff

- a. Discussion and possible action to approve the following forfeiture budget amendment (line item transfer) within the following forfeiture funds. No impact to the general fund.

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2152-3010-001-444500	Equipment Rental	\$2,650	\$5,000	\$2,350
To:	2152-3010-001-001-460105	Minor Tools & Apparatus	\$2,650	-0-	\$2,650

Issue: Federal forfeiture line item transfer to cover future expenditures and to avoid deficit on account.

Solution: Transfer of money from within same forfeiture fund account.

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

- b. Discussion and possible action to approve the following forfeiture budget amendment (line item transfer) within the following forfeiture funds. No impact to the general fund.

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	2151-3010-001-456320	Bulletproof Vests	\$100	\$100	-0-
	2151-3010-001-460000	Office Supplies	\$100	\$100	-0-
	2151-3010-001-463701	Support Assistance	\$2,000	\$2,270	\$270
	2151-3010-001-461000	Material & Supplies	\$1,601	\$6,666	\$5,065
	2151-3010-001-456305	Uniforms	\$5,100	\$5,100	-0-
			\$8,401		
To:	2151-3010-001-454000-030	Advertising Awareness	\$2,254	\$1,931	\$4,185
	2151-3010-001-460105	Minor Tools	\$1,400	\$100	\$1,500
	2151-3010-001-443000-075	Repair Maint.-Vehicle	\$200	\$137	\$337
	2151-3010-001-464010	Dues & Memberships	\$1,400	\$50	\$1,450
	2151-3010-001-457006	Law Enforcement-Other	\$3,147	\$90	\$3,237
			\$8,401		

Issue: Federal forfeiture line item transfer to cover future expenditures and to avoid deficit on account.

Solution: Transfer of money from within same forfeiture fund account.

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

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-3190-001-444500	Equipment Rental	\$850	\$850	-0-
	1001-3190-001-458100	Administrative Travel	\$1,500	\$1,500	-0-
	1001-3010-001-460000	Office Supplies	\$7,000	\$20,271	\$13,271
	1001-3010-001-443000-110	Repair Maint.-Software	\$8,150	\$14,182	\$6,032
	1001-3190-001-461000	Materials & Supplies	\$2,500	\$2,500	-0-
	1001-3050-001-46000	Office Supplies	\$1,000	\$1,000	-0-
	1001-4090-001-460028	Janitorial	\$8,000	\$38,109	\$30,109
	1001-4070-001-450001	Contract Services	\$12,000	\$364,532	\$352,532
	1001-4070-001-460000	Office Supplies	\$4,000	\$20,909	\$16,909
			\$45,000		
To:	1001-4070-001-444500	Equipment Rental	\$6,000	\$1,928	\$7,928
	1001-3010-001-443000-035	Repair Maint.-Equipment	\$14,000	-845	\$13,155
	1001-4070-001-443000-020	Repair Maint.- Building	\$9,000	\$3,557.46	\$12,557.46
	1001-3010-001-460105	Minor Tools	\$3,000	\$123	\$3,123
	1001-3010-001-456205	Training & Education	\$3,000	\$4,696	\$7,696
	1001-3010-001-456005	Postage & Courier Service	\$10,000	-0-	\$10,000
			\$45,000		

Issue: Line item transfer needed to cover future expenditures and to avoid deficit on account.

Solution: Transfer of needed funds from another account.

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

- e. **Discussion and possible action to approve the transfer of the following vehicles in accordance with the Texas Local Government Code, Sub-Chapter D (Disposition of Salvage or Surplus Property); Section 263.152 (4)(B)(C); and any other matters incident thereto:**

Unit	Year	Make/Model	Vehicle Identification	Recipient
27-61	2005	FORD CROWN VICTORIA	2FAFP71W25X148618	WCISD
27-132	2007	FORD F-150 PICK UP	1FTPW12VG7KD41901	City of Rio Bravo
27-156	2009	FORD CV POLICE INTERCEPTOR	2FAHP71V19X135526	Zapata Fire
27-186	2010	FORD F150 CREW CAB 4X4 PICK UP	1FTFWEV0AFC72081	Zapata Fire
27-226	2012	CHEVROLET TAHOE	1GNLC2E09CR185987	L.I.S.D.

Issue: The Webb County Sheriff's Office seeks to transfer vehicles.

Solution: Seek court authorization to transfer vehicles.

Result: Vehicles will be transferred.

16. Honorable Delia Perales, Treasurer

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

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	1001-1250-001-461000	Materials & Supplies	\$500	\$4,699.16	\$4,199.16
To:	1001-1250-001-458000	Administrative Travel	\$500	\$1,394.33	\$1,894.33

Issue: Money is needed to be able to attend the September 2018 Conference.

Solution: All the accounts will be in a positive status.

Result: Valuable information will be gathered.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to approve the rest of the Consent Agenda items as amended

Vote: 4 - 0 Motion Carried - Unanimously

REGULAR AGENDA

Honorable Martin Cuellar, Sheriff

17. **Discussion and possible action to authorize the payout of compensatory time to employee ID#10045 who transferred to another county office; and any other matters incident thereto.**

Acct. Number	Acct. Name	Amount
1001-3010-001-413000-010	Overtime	\$4,585.22
1001-3010-001-422000	FICA	\$350.77
1001-3010-001-423000	Retirement	\$539.68
1001-3010-001-425000	Unemployment	\$34.85
1001-3010-001-426000	Workers Comp.	\$80.24
	Total	\$5,590.76

Issue: Employee ID #10045 transferred from a CBA position to a regular county slot in a different county department. Therefore, compensatory time needs to be paid out.

Solution: When approved by Commissioners Court, employee will be paid necessary the necessary compensatory time.

Result: Employee will be paid hours that are owed to him.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve item #17 not to exceed \$6,474.15

Vote: 4 - 0 Motion Carried - Unanimously

Civil Legal Division

18. **Discussion and possible action to authorize a Memorandum of Understanding (MOU) between Webb County and U.S. Customs and Border Protection (CBP) which has reached out to Webb County with the intent to develop and construct a Live Simunitions Shoot House for the public purpose of improving preparedness, efficiency and expertise in response to an "ACTIVE SHOOTER" situation; said shoot house will be located on Webb County owned property which will necessitate an interlocal agreement (Texas Local Government Code §272.005) with a federal agency; as per Texas Local Government Code §81.032 – Acceptance of Donations and Bequests Webb County may accept the construction of the Shoot House on its property as a donation; and authorizing the Webb County Civil Legal Division to reach out to other law enforcement agencies in order to invite them into a collaborate effort to donate and establish a training facility for all law enforcement agencies at the Webb County Law Enforcement Shooting Range; and authorizing the County Judge to execute all relevant documents; and any other matters thereto. [Co-Sponsored by Tano E. Tijerina, County Judge and Rosaura "Wawi" Tijerina, Commissioner Pct. 2]**

Issue: There is an alarming trend of that has affected schools, workplaces, places of worship, and public events which have resulted in the unfortunate loss of life due to individuals executing a plan to commit mass homicide. Due to this trend there is grave necessity for the training of all law enforcement entities as a method to improve response time, create protocols, maximize communications, train officers strategically for the purpose of mitigating the loss of life. A facility that provides this type of training is greatly needed to protect our communities and as such would best be served by combining the resources of Federal, State and Local Law Enforcement agencies.

Solution: Webb County will have a training facility to train all law enforcement agencies to respond and communicate with each other for the common goal of protecting our community. Moreover, this training center will aid in the development of proactively defending from not only active shooters but will open the opportunity to develop new law enforcement techniques regarding emergency response.

Result: Webb County citizens and taxpayers will benefit from the construction of a Shoot House paid for and designed by U.S. Customs and Border Protection.

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

Vote: 4 - 0 Motion Carried - Unanimously

19. **Discussion and possible action to authorize the civil legal division to seek a Memorandum of Understanding (MOU) between Webb County and any other state or local law enforcement agency with the intent to develop and construct a training facility that will operate in conjunction with the Live Simunitions Shoot House for the public purpose of improving preparedness, efficiency and expertise in response to an "ACTIVE SHOOTER" situation; said shoot house will be located on Webb County owned property which will necessitate an interlocal agreement with any Texas State or local law enforcement agency (Texas Government Code §791 et seq.); as per Texas Local Government Code §81.032 – Acceptance of Donations and Bequests Webb County may accept donations for the construction and/or implementation of the Shoot House on its property; and authorizing the County Judge to execute all relevant documents related to this endeavor and any other matters thereto. [Co-Sponsored by Tano E. Tijerina, County Judge and Rosaura "Wawi" Tijerina, Commissioner Pct. 2]**

Issue: There is an alarming trend of that has affected schools, workplaces, places of worship, and public events which have resulted in the unfortunate loss of life due to individuals executing a plan to commit mass homicide. Due to this trend there is grave necessity for a training facility for all law enforcement entities as a method to improve response time, create protocols, maximize communications, train officers strategically for the purpose of mitigating the loss of life. A facility that provides this type of training is greatly needed to enhance the protection of our communities and as such would best be served by combining the resources of Federal, State and Local Law Enforcement agencies.

Solution: Webb County will have a training facility to train all law enforcement agencies to respond and communicate with each other for the common goal of protecting our community. Moreover, this training center will not only aid in the development of proactively defending from active shooters but will open the opportunity to develop new law enforcement techniques and responses to emergency situations.

Result: Webb County citizens and taxpayers will benefit from the construction of a Shoot House paid for by any donations.

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

Vote: 4 - 0 Motion Carried - Unanimously

20. **Discussion and possible action to authorize the purchasing agent to post and accept a donation from any qualified service provider that agrees to modify and repair the Webb County Law Enforcement Shooting Range with the condition that any and all lead found in the berm(s) are remediated in conformance with Environmental Protection Agency (EPA) standards as per Texas Local Government Code §81.032 - Acceptance of Donations and Bequests for the donation; and authorizing the County Judge to execute all relevant documents related and any other matters thereto. [Co-Sponsored by Tano E. Tijerina, County Judge and Rosaura "Wawi" Tijerina, Commissioner**

Pct. 2]

Issue: The Webb County Sheriff's Office shooting range needs repair and for the safety of law enforcement officers the berms need to be repaired from erosion and the lead that has accumulated over the years needs to be removed.

Solution: Accept donations offered from qualified donors in order to successfully continue using the Webb County Law Enforcement Shooting Range.

Result: Donation services will provide a safer shooting range.

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

Vote: 4 - 0 Motion Carried - Unanimously

Community Action Agency

21. **Discussion and possible action to approve a revision to the Webb County Community Action Agency By-Laws- Article X- Section 2 and Article XIII-Section 1.**

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

Solution: CAA will revise By-Laws to comply with Texas Department of Housing and Community Affairs (TDHCA) Organizational Standards.

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

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

Vote: 4 - 0 Motion Carried - Unanimously

22. **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 April 9, 2018:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2796	Case Worker (Temporary) (29 HR/WK)	\$13.00

Issue: Slot # 2796 is currently vacant.

Solution: Funds are currently available to fill slot #2796, Case Worker (Temporary) (29 HR/WK).

Result: The filling of Slot will allow department to effectively continue the flow of work for the Community Services Block Grant and the Comprehensive Energy Assistance Programs.

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

Vote: 4 - 0 Motion Carried - Unanimously

Elections

- 23. Discussion and possible action authorizing and establishing the main, temporary branch, and temporary mobile branch early voting polling sites for the May 22, 2018 Runoff Elections with Webb County, Texas, pursuant to Chapter 85, Texas Election Code.**

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

Vote: 4 - 0 Motion Carried - Unanimously

Engineer

- 24. Discussion and possible action to place RFP #2016-04 Espejo Gates Roadway Improvement Project on hold indefinitely, pending approval from the Texas Department of Transportation to shift balance of CTIF funds for alternative project(s). All required documents will be sent to the Texas Department of Transportation for review and compliance; and authorize the County Judge to sign and execute all relevant documents, if needed. [Sponsored by Commissioner Pct. 3, John C. Galo; Account #3720-7230-001-432001 (Professional Services)]**

Issue: Request approval from the Texas Department of Transportation to shift balance of CTIF funds for County owned Mines Road Project. Webb County would also like to acquire additional funds and/or dedication of Espejo Gates Road.

Solution: Coordination in the shifting of funds to ensure several alternative road project(s).

Result: Following Texas Department of Transportation's (TxDOT) approval, alternative project(s) will commence.

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

Vote: 4 - 0 Motion Carried - Unanimously

Medical Examiner

25. 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 effective April 6, 2018.

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 County Judge Tano E. Tijerina

Vote: 4 - 0 Motion Carried - Unanimously

Purchasing

26. Discussion and possible action to approve the purchase of 296 Safariland item #7360-4502-481 Model number 7360 7TS ALS/SLS Mid Riding Holsters with engraving from Kirkpatrick Guns and Ammo, Inc. for the Webb County Sheriff's Office for a total of \$43,156.80. [Requested by Sheriff Martin Cuellar Jr., Account #3015-1010-001-470000 (Capital Outlay)]

Issue: Recently purchased Sig Sauer 9mm guns require specialized holsters for use of Webb County Law Enforcement.

Solution: Authorize the purchase of 296 Safariland Holsters with engraving. Funding is budgeted under Contingency Fund.

Result: Authorize the Purchasing Agent to proceed with the purchase the specialized holsters for all Webb County law enforcement to utilize with the new guns purchased.

27. Discussion and possible action to approve the purchase of 296 Streamlight TLR-1 HL 800 Lumen Weapon Lights with engraving from Kirkpatrick Guns and Ammo, Inc. for the Webb County Sheriff's Office for a total of \$42,180.00. [Requested by Sheriff Martin Cuellar Jr., Account #3015-1010-001-470000 (Capital Outlay)]

Issue: Recently purchased Sig Sauer 9mm guns will include streamlights as an accessory for use of Webb County Law Enforcement.

Solution: Authorize the purchase of 296 StreamlightS TLR-1 HL 800 Lumen Weapon Light with engraving. Funding is budgeted under Contingency Fund.

Result: Authorize the Purchasing Agent to proceed with the purchase of 296

streamlights for all Webb County law enforcement to utilize with the new guns purchased.

- 28. Discussion and possible action to authorize the Purchasing Agent to solicit Request for Proposals (RFP) for a building lease for Constable Pct. 4 with approximately 2,000 square feet and a minimum of 25 parking spaces in accordance with the Texas Local Government Code; Section 262, Sub-Chapter C. (Competitive Bidding in General). [Requested by Constable Harold DeVally, Pct. 4; Account #1001-1130-001-444100 (Space Rental)]**

Issue: The building lease agreement where Constable Pct. 4 staff is housed has expired and currently is on a month to month lease (holding over clause). Webb County has already exercised renewals and must go out for formal solicitations.

Solution: Authorize the Purchasing Agent to solicit for formal request for proposals to determine the best and most advantageous proposal for Webb County.

Result: Secure formal proposals and make a recommendation to Commissioners Court based on advertised criteria and proposal that is in the best interest for Webb County.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve items #26, #27, and #28

Vote: 4 - 0 Motion Carried - Unanimously

- 29. Discussion and possible action to select a Governmental Equipment Lease agreement option between Webb County and CAT Financial for two (2) motor graders based on the information being presented by the Purchasing Agent and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. [Requested by Road and Bridge Department; Account #4100-9060-001-483003-220, 155 & 165 Capital Leases Principal (R&B), #4100-9070-001-483037-135, 220, & 145 Capital Leases Interest (R&B)]**

Issue: The current lease for the two (2) motor graders has expired and the Road and Bridge Department is requesting that we continue to utilize motor graders for daily operations.

Solution: Select a leasing option as presented by the Purchasing Agent to secure a new 36 month lease term for the two (2) motor graders.

Result: Secure a new lease agreement with CAT Financial for two (2) motor graders for the Road and Bridge Department.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to table item #29

Vote: 4 - 0 Motion Carried - Unanimously

30. **Discussion and possible action to authorize the Purchasing Agent to solicit for formal bid proposals for La Presa Park Project in accordance with the Local Government Code, Sub-Chapter C. (Competitive Bidding in General). [Requested by Commissioner Jesse Gonzalez, Pct. 1]**

Issue: Previous award was rescinded in order to try and secure additional funding for project through a State grant. The grant funding was not secured due to the competitive process with other government agencies.

Solution: Authorize the Purchasing Agent to go out for competitive bids. All plans / specs are completed.

Result: Secure bids and present the lowest and responsible bidder for future award.

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

Vote: 4 - 0 Motion Carried - Unanimously

31. **Status report on Request for Proposal (RFP) #2018-001 “Webb County Building Purchase” and Discussion and possible action to authorize the Purchasing Agent to secure a Fair Market Appraisal of the property located on 1002 Farragut Street (Former HEB Grocery Store) and further authorize the Purchasing Agent to secure a Feasibility Study proposal on usage of property submitted by Northwind Development, LTD (sole proposer). [Account #1001-1130-001-432001 (General Operating Account – Professional Services)]**

Issue: Only one (1) proposal was submitted for RFP #2018-001.

Solution: Prior to award and authorization to negotiate with sole proposer, Staff is recommending a FMV appraisal of property and a feasibility study to secure recommendations on possible usage of facility.

Result: Complete a FMV appraisal to determine value of property through an independent appraiser and secure recommendations on usage through a feasibility study. Report back to Commissioner Court with a final recommendation.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to have Frank Architects do the feasibility study for us

Vote: 4 - 0 Motion Carried - Unanimously

Road & Bridge

34. **Status report by Road and Bridge department regarding the Solid Waste Collection Program with discussion and possible action to centralize the billing and accounting for these services within the Utilities department; with additional action to review current fee schedule and enforcement of county ordinances; and any other matters incident thereto.**

Motion by Commissioner, Pct. 1 Jesse Gonzalez, seconded by County Judge Tano E. Tijerina to get that fixed rate at \$22.50 and start mandating and enforcing the services that need to be rendered by the county

Vote: 1 - 3 Motion Failed

NAY: County Judge Tano E. Tijerina
Commissioner, Pct. 2 Rosaura "Wawi" Tijerina
Commissioner, Pct. 3 John C. Galo

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to make it mandatory, implement the ordinance, give everybody notice so they may have service by August 1, have Utilities do the billing, secure software if needed, keep the rates the same, and work on code enforcement

Vote: 4 - 0 Motion Carried - Unanimously

Risk Management

32. **Status report from Laurel Insurance Group to discuss and explain Plan Year 2017 year-end review from Aetna, discuss current trends for Webb County, and possible recommendations for future programs to benefit both the employees and the County.**
33. **Discussion and possible action to add the Aetna Healthy Action program to the services presently being provided to Webb County by Aetna at a cost of TWENTY-FIVE CENTS (\$0.25) per employee per month. This program allows for those employees dealing with specific health issues to voluntarily engage in disease management in exchange for assistance with certain medical supply costs.**

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

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Esther Degollado, District Clerk

35. **Discussion and possible action to approve the purchase of twenty six (26) Dell Computers, twenty six (26) Microsoft licenses and eighteen (18) Fujitsu Scanners from Dell, SHI and CDW-G to continue the e-filing process for all civil, family and criminal cases pursuant to Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing program DIR-TSO-3763, DIR-SDD-2503 and GS-35F-0195J respectively in the amount of Seventy One Thousand One Hundred Forty One and Forty Five Cents (\$71,141.45). [Account #2015-2290-001-470000 (Cost Recovery Fee Fund, District Clerk Administration, Capital Outlay)]**

Issue: The District Clerk's computers and scanners don't have warranty, enough memory and processing power for future growth.

Solution: By using the Cost Recovery Fee Fund, the District Clerk's office can

purchase new computers, software and scanners to continue with our daily court operations.

Result: The Webb County District Clerk's office will be able to continue with the E-Filing process for all civil, family and criminal cases.

Chief Deputy District Clerk, Ms. Alexandra Garcia stated that the total amount on item #35 is \$71,108.16 instead of \$71,141.45.

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

Vote: 4 - 0 Motion Carried - Unanimously

Budget Officers

- 36. Discussion and possible action to clarify and set a deadline date for the submission of 16-20 grade adjustments approved on September 25, 2017; and any other matters incident thereto. All adjustments subject to probationary period set by policy. [Account #1001-1130-001-4310007-015 (Wage Classification Study)]**

Issue: Original action taken for said item motioned for adjustments to be made effective April 1, 2018, however, most departments were unaware of administrative policy change.

Solution: Change effective date to April 9, 2018 and allow elected officials and department heads to submit personnel worksheets until April 16, 2018.

Result: Acknowledgement of new policy change throughout the county, thus allowing for all departments to submit all necessary paperwork.

Budget Office, Mr. Lalo Uribe stated that the Account # on item #36 should read as #1001-1130-001-431007-015.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to set the deadline as April 16 with the start date as May 4 and whoever submitted on time would be retroactive as of April 1

Vote: 4 - 0 Motion Carried - Unanimously

Commissioners Court Administrator

- 37. Discussion and possible action to record into the Commissioners' Court minutes the District Clerk's certification of the appointment of Mr. Rafael Perez, CPA 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 County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo

Vote: 4 - 0 Motion Carried - Unanimously

- 38. Discussion and possible action to cancel the regular schedule Commissioners Court meeting on April 23, 2018 and host a special meeting on April 24, 2018 at Vidal M. Trevino School of Communications and Fine Arts.**

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

Vote: 4 - 0 Motion Carried - Unanimously

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

- 39. Discussion and possible action to accept a donation in the amount of \$1,000.00 from United HealthCare Svs., Inc. for the Larga Vista Community Center to benefit programs and activities sponsored by the center. Funds to be deposited into Larga Vista Community Center's Goods for Public Events account #1001-6190-001-461003. Funds to remain in said account until completely exhausted.**

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

Vote: 4 - 0 Motion Carried - Unanimously

- 40. Discussion and possible action to approve a Clean Up Campaign for the following areas in Webb County's Precinct 2, to approve the utilization of Road & Bridge manpower, equipment and landfill fees and to authorize that the first Five Thousand (\$5,000.00) Dollars of costs incurred be billed to a Self Help Center grant earmarked for Precinct Two Colonia clean-ups, and any other matters incident thereto: [Account #2530-6360-521-443000-065]**

Monday, April 23, 2018 - Pueblo Nuevo

Tuesday, April 24, 2018 - Laredo Ranchettes, San Carlos I & II, Ranchitos 359

Wednesday, April 25, 2018 - Tanquecitos I & II, Old Milwaukee, D-5 Acres & Los Altos

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

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Tano E. Tijerina, Webb County Judge

- 41. Discussion and possible action to proclaim the month of April, 2018 as National County Government Month in Webb County, Texas.**

(Recess 10:49 - 11:05 a.m.)

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to bring up item #36

Vote: 4 - 0 Motion Carried - Unanimously

Budget Officers

36. **Discussion and possible action to clarify and set a deadline date for the submission of 16-20 grade adjustments approved on September 25, 2017; and any other matters incident thereto. All adjustments subject to probationary period set by policy. [Account #1001-1130-001-4310007-015 (Wage Classification Study)]**

Issue: Original action taken for said item motioned for adjustments to be made effective April 1, 2018, however, most departments were unaware of administrative policy change.

Solution: Change effective date to April 9, 2018 and allow elected officials and department heads to submit personnel worksheets until April 16, 2018.

Result: Acknowledgement of new policy change throughout the county, thus allowing for all departments to submit all necessary paperwork.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez the probation must be over by May 3

Vote: 4 - 0 Motion Carried - Unanimously

Presentations

42. **Presentation by Laredo Chamber of Commerce regarding "You'd be Surprised" campaign to promote tourism in Laredo, Webb County, Texas. [Requested by Tano E. Tijerina, County Judge]**
43. **Presentation by Noe Hinojosa, financial consultant with Estrada Hinojosa, regarding Webb County's current debt structure, performance, credit rating refunding and new money considerations for upcoming county projects; with discussion and possible action to approve an Order authorizing publication of Notice of Intention to issue Certificates of Obligation; and any other matters incident thereto. [Requested by Budget Officers]**
44. **Presentation by Jacqueline Hernandez, Public Health Technician and Amelia Solis, Epidemiologist representing the City of Laredo Health Department regarding Operation Lone Star, an emergency preparedness exercise that prepares the community to respond to man-made or natural disasters. [Requested by Commissioner Jesse Gonzalez, Precinct 1]**

45. **Communications**

406th District Court Judge Oscar J. Hale, Jr. recognized Mr. Manuel Ramirez in honor of National Former POW Recognition Day.

46. **Adjourn**

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

Vote: 3 - 0 Motion Carried

Other: County Judge Tano E. Tijerina (OUT OF THE COURTROOM)