

DRAFT

Official Minutes for Webb County Commissioners Special Court Meeting

**Tuesday, April 24, 2018 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 special meeting place with the following members present to wit:

Tano E. Tijerina,	County Judge
Jesse Gonzalez,	Commissioner, Pct. 1
Rosaura "Wawi" Tijerina,	Commissioner, Pct. 2
John C. Galo,	Commissioner, Pct. 3
Jaime Alberto Canales,	Commissioner, Pct. 4

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 20th day of 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**
- 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); and any other matters incident thereto.**

County Auditor, Mr. Rafael Perez presented the monthly report for March 2018.

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

Vote: 5 - 0 Motion Carried - Unanimously

County Treasurer, Mr. Delia Perales presented the Recap of Checks, Ratification of Checks, Ratification of Payroll, and the monthly report for March 2018.

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

Vote: 5 - 0 Motion Carried - Unanimously

HR Director, Mr. Ernesto Guajardo presented the Wage and Plan Scale Budget Amendments Report from 04/09/18 to 04/19/18.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to accept the following budget amendments

Vote: 5 - 0 Motion Carried - Unanimously

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

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

- 1) Ms. Rosie Cuellar spoke in regards to item #24.
- 2) Mr. Gabriel Lopez spoke in regards to item #5.a.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to bring up item #31

Vote: 5 - 0 Motion Carried - Unanimously

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

Presentations

- 31. Presentation by L.I.S.D. Superintendent of Schools Dr. Sylvia G. Rios regarding the L.I.S.D Bond Election.**
- 32. Recognition and presentation of certificates to the PAL's boxers, trainers and promoters for their hard work, dedication and achievements in the sport of boxing as well as their respective victories at the Battle of the Borderland Championship Boxing Competition held recently in Laredo, Texas. [Requested by Martin Cuellar, Webb County Sheriff] [Co-Sponsored by Jesse Gonzalez, Webb County Commissioner Pct. 1]**

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

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

of this Commissioners Court.

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

CONSENT ITEMS

5. Honorable Oscar Hale, 406th District Court Judge

- a. Discussion and possible action to approve the following budget amendment (line item transfer) by increasing the expense account in the amount of \$5,000.00 from the Veterans Treatment Other expenses account. These expenditures are allowable as costs for client services and the development and maintenance of drug court and Veterans court programs operated within the county:

	Acct. Number	Acct. Name	Amount	Current	End Bal.
From:	2352-2040-001-459020	Other Expenses	\$5,000	\$8,500	\$3,500
To:	2352-2040-001-432001	Professional Services	\$5,000	\$368	\$5,368

Issue: Frequent Drug and Alcohol testing is part of the 10-key components of a Veterans Treatment Program, as indicated by the National Association for Drug Court Professionals Organization. Drug testing services are rendered to all participants.

Solution: The Veterans Treatment program fees allow funds to be utilized for services provided to the VTP 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 Veterans Treatment Program.

6. Civil Legal Division

- a. Discussion and possible action to approve a Professional Services Contractual Agreement between Insight Public Sector, Inc., and Webb County for the Webb County Information Technology (I.T.) Department in order to secure computer router installation and consulting support services at an hourly rate of \$144.00 per hour x 8 hours for a total sum of \$1,152.00, and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Webb County Information Technology Department Director; Account #1001-1280-001-470000 (Information Technology Capital Outlay)]

- b. **Discussion and possible action to authorize Webb County to enter into a Six (6) month service contract agreement with Alenco Communications, Inc., for the provision of Internet/DSL and two (2) telephone landline services to the newly constructed Webb County Fire Station N.W. No. 3 building located in Los Botines at a monthly rate of \$249.95 per month for internet/DSL services, and \$96.30 per month for telephone services for a combined monthly total payment of \$346.25 plus taxes and fees, plus a one-time installation fee of \$48.00; and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Webb County Information Technology Director; Account #1001-1130-001-441001 (Telephone Account and Account) and #1001-1130-001-441805 (Internet Services)]**

Issue: Webb County is finalizing the construction of the new Webb County/Gene S. Walker Fire Station No. 3 building located in the Los Botines area of N.W. Webb County Texas and telephone and internet services are need to be installed at this new fire station building to be open and fully operational.

Solution: The approval of this agreement will provide this new Webb County Fire Station building with telephone and internet services as needed for daily operations.

Result: Telephone and internet services will now be available to operate this new fire station location.

- c. **Discussion and possible action to approve a Drug and Alcohol Policy Addendum to the El Aguila Rural Transportation Drug and Alcohol Free Workplace Policy due to new requirements from the United States Department of Transportation to become effective January 1, 2018, and any other matters incident thereto. [Requested by Robert Martinez, Webb County El Aguila Rural Transportation Department Director]**
- d. **Discussion and possible action to approve a professional services contract with Sigifredo Gonzalez, Jr. to provide specialized training for law enforcement personnel and other law enforcement services that will create new methods for addressing recent active shooter scenarios, pursuant to Local Government Code 262.024 (a) (4) Discretionary exemption, for a performance period of Six (6) months at a cost of ONE THOUSAND FIVE HUNDRED DOLLARS (\$1,500.00) per month, effective June 1, 2018 through November 30, 2018, for an amount not to exceed \$9,000.00. No Impact on the General Fund. [Requested by Martin Cuellar, Webb County Sheriff; Account #2152-3010-001-432001 (Professional Services- Forfeiture Funds)]**

Issue: Webb County Sheriff requests specialized law enforcement training and other law enforcement services regarding recent active shooter scenarios. Said policies will be added as a policy to the Standard Operations Procedure (SOP) policy.

Solution: Contract services to assist with specialized training for members of the Sheriff's Office so that responding Sheriff deputies will understand and implement the most effective tactics for such scenarios that will become part

of the SOP.

Result: Secure recommendations on standard operating procedures, specialized training, and any other matters that pertain to the mission and goals of the Webb County Sheriff's Office as directed and approved by the Webb County Sheriff.

7. 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 at Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

List of Retail Energy Providers

CHAMPION ENERGY SERVICE

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

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

8. Honorable Mike Villarreal, Constable Pct. 2

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3180-001-461000	Materials & Supples	\$7,500	\$635	\$6,053.00	\$5,418.00
To:	1001-3180-001-443000-035	Repairs & Maint. Equip.	\$15,000	\$635	\$0.00	\$635.00

Issue: A hand held Motorola Radio APX7000 is in need of repairs. The radio has gone dead and will not turn on at all.

Solution: RZ Communications has recommended that we send the radio to Motorola Depot Repairs for a flat rate of \$535.00.

Result: By repairing the radio with Motorola using their repair flat rate of \$535.00 the county will save over \$6,000.00 by not having to purchase a replacement radio.

- b. Discussion and possible action to approve the following carry over and increase FY 2018 Budget Fund 2724 Law Enforcement Officer Standards and Education (LEOSE) in the amount of \$\$3,365.00; and any other matters incident thereto. Amount available to appropriate has been verified by County Auditor.

Account Number	Account Name	Amount
2724-3180-456205	Training & Education	\$3,365

Issue: The LEOSE funds where unused from the prior physical year, and funds were not carried over to the new budget.

Solution: Solution will be to approve this agenda item to increase the account fund by \$3,204.46.

Results: The department will have funds available for Training & Education expenses.

9. Honorable Harold Devally, Constable Pct. 4

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3170-001-456305	Uniforms	\$16,000	\$3,000	\$14,720.75	\$11,720.75
To:	1001-3170-001-456205	Training and Education	\$8,000	\$3,000	\$1,116.05	\$4,116.05

Issue: The following account# 1001-3170-001-456205 (Training and Education) requires additional funds to cover estimated future expenditures that are forecasted to occur for the remainder of the fiscal year.

Solution: A line item transfer will assist in account not reaching a deficit.

Result: The transfer of funds will cover any estimated future expenditures for the remainder fiscal year.

- b. Discussion and possible action to approve the following carry over and increase FY 2018 Budget Fund 2724 Law Enforcement Officer Standards and Education (LEOSE) in the amount of \$7,000.00; and any other matters incident thereto. Available funds are in the amount of \$7,067.98 Account #2724-259700. Amount available to appropriate has been verified by County Auditor.

Acct. Number	Acct. Name	Amount
2724-3170-001-456205	Training & Education	\$7,000

Issue: The LEOSE funds where unused from the prior physical years, and funds were not carried to the new budget.

Solution: Solution will be to approve this agenda item to increase the account fund by \$7,000.00.

Result: The department will have funds available for Training & Education expenses.

10. Honorable Margie Ibarra, County Clerk

- a. **Approval of Minutes for April 9, 2018**

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

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-2070-001-460105	Minor Tools & Apparatus	\$500	\$500	\$500	\$0.00
To:	1001-2070-001-456005	Postage & Courier Service	\$425	\$500	\$0.00	\$500.00

Issue: Department is in need of additional funds in the Postage & Courier Service line item to mail out notices to Guardians of Wards regarding compliance in their Guardianship case.

Solution: Approval of the line item transfer will allocate the fund to cover the postage fees necessary to complete the Guardianship Compliance Project.

Result: County Court at Law II will be in compliance with OCA standards for Probate Docket.

12. Honorable Esther Degollado, District Clerk

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-2290-001-461000	Materials & Supplies	\$34,000	\$150	\$15,230.57	\$15,080.57
To:	1001-2290-001-464005	Books & Subscriptions	\$250	\$150	\$115.00	\$265.00

Issue: Account # 1001-2290-001-464005 does not have sufficient funds to cover an invoice in the amount of \$139.00.

Solution: The approval of transfer of funds will help the account not reach a deficit.

Result: The transfer of funds will allow the invoice to be paid.

13. Economic Development

- a. **Discussion and possible action to add the following no-cost budget items to the Community Outdoor Outreach Program (CO-OP) grant budget; and any other matters incident thereto. Budget items to be added: Large shade canopy (with weights), small shade canopy (with weights), outdoor mesh chairs, mental supply wagons, fabric supply wagons, outdoor slim-fold outdoor cook station, carry bags, flashlights, duck tape, flare gun with flares, roadside assistance kit, 2 ton floor jack, snake bite kit, hitches, nylon rope, BBQ pit, security locks, pellet rifles, targets, pellets, air rifles, insect repellent, hammocks, multi-tool knives, and knife sharpener for use on outdoor recreational trips to state parks by the children/youth of Laredo/Webb County. The Webb County Sheriff's Office received verification by the grant funding agency that these items are allowable expenses once the budget amendment is approved; and, this neither increases nor decreases the grant budget in any manner. Furthermore, this grant does not require a cash 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; Grant #2851]**

Issue: The new CO-OP Program Director seeks to purchase additional needed supplies/equipment for planned summer field trips.

Solution: Submit a no-cost budget adjustment to add these items to the grant budget.

Result: These proposed items will be eligible expenses under the CO-OP grant program.

- b. **Discussion and possible action to authorize the Economic Development Department to develop and submit a Fiscal Year 2017 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Recruitment and Retention application to the U.S. Department of Homeland Security for up to \$347,340.00 , and authorizing the County Judge to act as the Authorized Representative in all matters pertaining to the County's request for funding. The purpose of the application is to increase the number of trained and certified volunteer firefighters that assist Webb County Volunteer Fire Department daily. This application has no impact on the County General Fund for the duration the grant. 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 Ricardo Rangel, Fire Suppression & EMS Services Chief]**

Issue: As the Webb County Volunteer Fire Department expands to ensure the safety of Webb County residents, so does the demand for volunteer firefighting personnel.

Solution: The acquisition of grant funds to provide training and incentives to volunteer personnel.

Result: Increase in available trained firefighting personnel ready to assist the community.

- c. **Discussion and possible action to accept a grant from the Texas Department of Transportation in the amount of \$10,000.00 for the 2018 Click It Or Ticket Campaign, designating the Webb County Judge as the authorized official in all matters related to this grant, and any other matters incident thereto. 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 Mike Villarreal, Constable Pct. 2; Fund #2660-3180-330300]**

Issue: Texas Law requires drivers and passengers regardless of where they are seated in a vehicle to be secured by a safety belt or a safety seat for children under the age of 8, unless they are 4 feet 9 inches tall. However many drivers and passengers off all ages continue to ride in a motor vehicle without a safety belt or safety seat.

Solution: Constable Pct. 2 has been awarded a state grant so it can join forces with other State and Local Law Enforcement Agencies to aggressively enforce the seat belt laws in Webb County.

Result: To increase occupant restraint use in all passenger vehicles and trucks by conducting an intense occupant protection enforcement and public information and education effort during the enforcement period.

- d. **Discussion and possible action to accept grant award Contract #61180002919 for the Program Year - 2018-Community Services Block Grant (CSBG) State Discretionary Funds from the Texas Department of Housing and Community Affairs (TDHCA) in the amount of (\$7,704.00) SEVEN THOUSAND SEVEN HUNDRED FOUR DOLLARS, and authorizing the County Judge to sign all relevant documents. Contract commences on February 01, 2018 and unless earlier terminated, shall end on January 31, 2019. This action will not have impact to the General Fund. All required documents were sent for review through the Economic Development Department and the solicitation is complaint with the Webb County Single Point of Contact (SPOC) procedures. [Requested by Javier Ramirez, CAA Director]**

Grant Revenue	2368-5170-330300-030	\$ 7,704.00
Training & Education	2368-5170-521-456205	\$ 7,704.00

Issue: Approve grant award Discretionary funds from TDHCA for PY-2018 in the amount of \$7,704.00. Federal funding source has implemented Organizational Standards for all CSBG recipients which incurred additional cost expenses.

Solution: The Community Services Block Discretionary funds provides Case Management services and Skills Training to eligible and low income residents of Webb County. TDHCA provided Agency with Discretionary funds.

Result: Truck Driver Training to be available to Transition Out of Poverty (TOP) clients. The agency would cover full tuition, text books, and required tests. RN Certification to be available to TOP clients. The agency would cover text book and require tests fee. Grant will assist the agency with additional

expenses for Organizational Standards.

- e. Discussion and possible action to accept grant award Contract #61180002939 for the Program Year - 2018 Community Services Block Grant (CSBG) State Discretionary Funds from the Texas Department of Housing and Community Affairs (TDHCA) in the amount of (\$13,854.00) THIRTEEN THOUSAND EIGHT HUNDRED FIFTY FOUR DOLLARS, and authorizing the County Judge to sign all relevant documents. Contract commences on February 01, 2018 and unless earlier terminated, shall end on January 31, 2019. This action will not have impact to the General Fund. All required documents were sent for review through the Economic Development Department and the solicitation is complaint with the Webb County Single Point of Contact (SPOC) procedures. [Requested by Javier Ramirez, CAA Director]

Grant Revenue	2368-5150-330300-030	\$13,854.00
Skills Training-Clients	2368-5170-521-457008-010	\$13,854.00

Issue: Approve grant award Discretionary funds from TDHCA for PY-2018 in the amount of \$13,854.00.

Solution: The Community Services Block State Discretionary funds provides Case Management services and Skills Training to eligible and low income residents of Webb County.

Result: Truck Driver Training to be available to Transition Out of Poverty (TOP) clients. The Agency would cover full tuition, text books, and required tests. RN Certification to be available to TOP clients. The agency would cover text book and require tests fee.

- f. Discussion and possible action to accept Amendment Number 1 to Contract #61180002873 to the Program Year 2018 Community Services Block Grant (CSBG) from the Texas Department of Housing and Community Affairs (TDHCA). This Amendment will increase the Program Year 2018- Contract start date January 01, 2018 through December 31, 2018 in the amount of ONE HUNDRED FIFTY-NINE THOUSAND SEVEN HUNDRED FIFTY SIX DOLLARS (\$159,756.00). This amendment will increase funding from \$105,147.00 to \$264,903 and authorizing the County Judge to sign all relevant documents. This action will not have impact to the General Fund. [Grant Account #2368-5170-330300] All required documents were sent for review through the Economic Development Department and the solicitation is complaint with the Webb County Single Point of Contact (SPOC) procedures. [Requested by Javier Ramirez, CAA Director]

Issue: Approve Amendment # 1 for the CSBG Block Grant from Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2018.

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

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

14. Fire Suppression & EMS Services

- a. **Discussion and possible action to accept state tobacco funds provided through the Seven Flags Regional Advisory Council (RAC) Trauma Service Area "T" in the amount of \$4,032.25, to be utilized in the purchase of EMS supplies, training, travel, personnel cost, membership to professional/technical organizations, public education, vehicle maintenance, cell phone plan, and equipment for both station of the Webb County Volunteer Fire Department; and authorizing the County Judge to sign all relevant documents, and any other matters incident thereto. [Accounts #2929-3140-001-441010, #2929-3140-001-461000 and #2929-3140-357420-010]**

Issue: State funding provided through Seven Flags RAC for EMS needs/operations.

Solution: Accept funds, and utilize monies for purchase of supplies, equipment, and cell phone payment.

Result: Properly stocked emergency units ready for response, and well prepared personnel.

15. 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.

- b. Discussion and possible action to approve payment for memberships of non-profit state associations as required by Local Government Code Section 89.002 for the Meals on Wheels Program in the amount of \$50 for the Meals on Wheels Texas Membership. This annual membership fee will be added to the Master List. [Requested by Javier Ramirez, CAA Executive Director, Account #2371-5260-521-464010 (Dues and Memberships) and Account #2025-5320-521-464010 (Dues and Memberships)]

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: Purchase Orders for associations approved by the Court will be processed for payment.

16. Risk Management

- a. Discussion and possible action to accept insurance proceeds from OneBeacon in the amount of FIFTY-THREE THOUSAND, NINE HUNDRED SEVENTY-FOUR DOLLARS AND FOURTEEN CENTS (\$53,974.14) to cover repair costs for storm related damages to the Webb County owned buildings as a result of the May 26, 2017 incident claim and authorizing the County Judge to sign any relevant documents and any other matters incident thereto.

17. Honorable Martin Cuellar, Sheriff

- a. Discussion and possible action to approve the following carry over budget for Grant Fund 2851. This agenda item was specifically requested by and financial information below was provided by the assigned grant accountant at the Webb County Auditor's Office. This agenda item is required by court policy but does not impact the grant:

Account Number	Account Name	Amount
2851-3010-330300	Grant Revenue	\$27,541.71

2851-3010-337600	Revenue from In Kind	\$15,380.10
2851-310-001-458070	Children's Field Trip	\$27,541.71
2851-3010-001-463950	Expenditures In Kind	\$15,380.10

- b. **Discussion and possible action to approve a professional services contract with Antonio Reyes to provide law enforcement services that will include updated tactics and other law enforcement related activities, pursuant to Local Government Code 262.024 (a) (4) Discretionary exemption, for a performance period of Six (6) months at a cost of One Thousand Five Hundred Dollars (\$1,500.00) per month, effective May 1, 2018 through October 31, 2018, for an amount not to exceed \$9,000.00. No Impact on the General Fund. [Account #2152-3010-001-432001 (Professional Services- Forfeiture Funds)]**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve all Consent Agenda items

Vote: 5 - 0 Motion Carried - Unanimously

REGULAR AGENDA

Honorable Martin Cuellar, Sheriff

18. **Discussion and possible action to approve the following budget amendment (line item transfer) within Federal Forfeiture funds:**

	Acct. Number	Acct. Name	Amount	Current	End Bal.
From:	2152-3010-001-444500	Equipment Rental	\$2,000	\$2,350	\$350
	2152-3010-001-456205	Training & Education	\$5,500	\$7,000	\$1,500
	2152-3010-001-458000	Administrative Travel	\$7,000	\$10,000	\$3,000
	2152-3010-001-461000	Materials & Supplies	\$3,500	\$5,584	\$2,084
		TOTAL	\$18,000		
To:	2152-3010-001-432001	Professional Services	\$18,000	\$398	\$18,398

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

Solution: Transfer of money from within same fund account.

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

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

Vote: 5 - 0 Motion Carried - Unanimously

Economic Development

19. Discussion and possible action to authorize the Economic Development Department to develop and submit a Fiscal Year 2017 Staffing for Adequate Fire and Emergency Response (SAFER) Grant application to the U.S. Department of Homeland Security for up to \$2,080,000.00, and authorizing the County Judge to act as the Authorized Representative in all matters pertaining to the County's request for funding. The purpose of the application is to supplement the Webb County Volunteer Fire Department with a minimum of Nine (9) frontline firefighters. This application requires a cash match of EIGHT HUNDRED THOUSAND DOLLARS (\$800,000.00) over a three year grant period. Funding shall be identified by budget officers if grant is awarded. 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 Ricardo Rangel, Fire Suppression & EMS Services Chief]

Issue: As the Webb County Volunteer Fire Department expands to insure the safety of Webb County residents, so does the demand for paid, certified, frontline firefighting personnel.

Solution: The acquisition of grant funds will offset Webb County personnel expenses for a three year period.

Result: A healthy budgetary outlook for Webb County and the volunteer fire department.

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

Vote: 5 - 0 Motion Carried - Unanimously

Auditor

20. Discussion and possible action to approve the following budget increase from funds available by increasing the expenditure budget to the Sheriff's forfeiture fund; said amount is available from seized funds pursuant to Chapter 59 of the Texas Code of Criminal Procedure; and any other matters incident thereto. There is no financial impact to the general fund. Fund balance account 2151-259700 available funds of \$172,609.32. The County Auditor certifies the receipts to the commissioners court according to the Local Government Code, Section 111.07075. [Requested by Martin Cuellar, Sheriff; Fund 2151]

	Acct. Number	Acct. Name	Amount	Current	End Bal.
To:	2151-3010-001-455501	Drug Free Campaign	\$2,500	\$2,277	\$4,777
	2151-3010-001-457006	Law Enforcement Other	\$5,000	\$90	\$5,090
	2151-3010-460105	Minor Tools	\$3,000	\$100	\$3,100
	2151-3010-001-461000	Material & Supplies	\$3,000	\$2,229	\$5,229
	2151-3010-001-463701	Support Assistance	\$5,000	\$270	\$5,270
		TOTAL	\$18,500		

Issue: Budget increase to cover future expenditures and to avoid deficit on accounts.

Solution: Increase funding within certain budget categories.

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

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

Vote: 5 - 0 Motion Carried - Unanimously

21. **Discussion and possible action to appoint one Commissioner to represent the Commissioners Court in the County’s Audit Committee. This committee is responsible for reviewing the County’s Comprehensive Annual Financial Report and addressing the External Auditor’s Letter to Management. Committee is comprised of the Auditor’s Board of District Judges Chairman, County Judge, County Auditor, County Treasurer, County Attorney, Budget Officer, Executive Administrator to the Court, Human Resource Director, Purchasing Director and Risk Manager, Civil Legal Division.**

Motion by Commissioner, Pct. 2 Rosaura “Wawi” Tijerina, seconded by County Judge Tano E. Tijerina to appoint Cmr. John Galo and Judge Tano Tijerina

Vote: 5 - 0 Motion Carried - Unanimously

Building Maintenance

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1100-001443000-020	Repairs & Maint. of Buildings	\$50,000	\$20,000	\$32,921.49	\$12,921.49
	1001-1100-001443000-280	Building Maintenance	\$12,158	\$11,000	\$11,502.73	\$502.73
		Total		\$31,000		
To:	1001-1100-001-443000-185	E.J. Salinas Com. Center	\$2,425	\$1,500	-708.89	\$791.11
	1001-1100-001-443000-190	El Cenizo Com. Center	\$3,600	\$1,000	-22.02	\$977.98
	1001-1100-001-443000-200	Fred & Anita Bruni Com. Center	\$2,300	\$1,000	-365.58	\$634.42
	1001-1100-001-443000-210	Bruni Com. Center	\$2,056	\$3,000	-2,430.58	\$569.42
	1001-1100-001-443000-260	Administration	\$19,379	\$15,000	-8,498.73	\$6,501.27
	1001-1100-001-443000-305	Records Management	\$2,133	\$2,000	\$1,032.33	\$3,032.33
	1001-1100-001-443000-	Old Youth Village	\$2,394	\$6,500	\$789.98	\$7,289.98

	1001-1100-001-443000-335	CSCD Adult Probation	\$919	\$500	\$62.60	\$562.60
	1001-1100-001-443000-345	Repairs & Maint. Temporary Rentals	\$0	\$500	-180.00	\$320.00
		Total		\$31,000		

Issue: Repairs and maintenance of building accounts require transfer of funds to cover expenditures.

Solution: Approve line item transfer request.

Result: There will be sufficient funds in all budget line items.

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

Vote: 5 - 0 Motion Carried - Unanimously

Community Action Agency

23. **Discussion and possible action to authorize the Purchasing Agent to solicit bids for Webb County Community Action Agency-Program year 2018 Comprehensive Energy Assistance Program Heating and Cooling Service Provider for the repair or replacement including labor of Central Air Conditioning Units, Evaporative Coolers, Window A/C Units and Heating/Cooling portable units for program eligible Webb County residents within extreme weather conditions.**

Issue: Low income families are unable to service heating/ cooling units or repair.

Solution: Contractors will replace, repair air conditioning and heating units for program eligible Webb County residents.

Result: Improve quality of life to program eligible Webb County residents.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried - Unanimously

Purchasing

24. **Discussion and possible action to authorize the Civil/Legal division to negotiate the terms, conditions and associated fees for a professional service agreement between Linebarger, Goggan, Blair and Sampson, LLP and Webb County for Collection Services for Delinquent Fines and fees in accordance with the Texas Local Government Code, Section 262.024 (Discretionary Exemptions)(4) personal or professional services. [Requested by Commissioners Court]**

Issue: Currently Webb County does not have an active contract with a professional service provider to collect delinquent fines and fees assessed by the Justice of the Peace Courts and the District Courts.

Solution: Approve an discretionary exemption for a professional service agreement with a qualified firm to collect delinquent fees and fines.

Result: Collect delinquent fines and fees utilizing services from a professional service provider. Provider will be paid a percentage of total delinquent fees and fines collected for Webb County in accordance rules and regulations permitted by State and Local laws.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to approve item #24, to collect after ninety (90) days, to include anything that is statutory collectable by this court, and in case of partial payment or payment plan they get they're partial also

Vote: 5 - 0 Motion Carried - Unanimously

25. **Discussion and possible action to approve a finance proposal agreement between Caterpillar Financial Services Corporation and Webb County in accordance with the Local Government Code, Section 271.005 (Authority to Contract for Personal Property) for two (2) 120M2 Motor Graders at a term of thirty-Six (36) monthly payments in the amount of \$7,140.28 with a fixed interest rate of 4.55%. The Finance proposal includes a dealer buyback option with a balloon payment of \$175,000.00 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: Approve the recommended finance 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 for the use of continued maintenance and upkeep of County roads.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve item #25 and to make it a little broader "or any other financial institutions that they may assign it to"

Vote: 5 - 0 Motion Carried - Unanimously

Risk Management

26. Discussion and possible action to approve the following bond for the newly appointed department head for the position of County Auditor, commencing on March 30, 2018 for a term of One (1) year, according to Texas Local Government Code 262.011 (a) (c) for the total amount of Five Thousand Dollars (\$5,000.00). [Account #1001-1180-001-452001-010 (Bonds & Insurance)]

<u>Name</u>	<u>Department</u>
Rafael Perez, CPA	Auditor

Issue: New Bond must be issued in order for new department head to comply with the State Statute.

Solution: Approve New Bond

Result: Webb County will be in compliance.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Jesse Gonzalez

Vote: 5 - 0 Motion Carried - Unanimously

Honorable Margie Ibarra, County Clerk

27. Discussion and possible action to authorize the purchase of Two (2) (FI-7180 Color Duplex Sheetfed Fujitsu Scanners) from GovConnection, Inc. to continue operating the new judicial court system software by Tyler Technologies (Odyssey). Pursuant to Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing program NCPA #01-44 for \$3,109.90 and any other matters incident thereto. [Account #2009-2310-001-460105 (Minor Tools & Apparatus)]

Issue: The Deputy County Clerks within the Courts Division of the Webb County Clerk's Office require the equipment necessary to achieve maximum productivity with minimum wasted effort or expense.

Solution: Authorization to purchase scanners.

Result: The clerks of the court will continue to carry out their duties in a more organized manner.

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

Vote: 5 - 0 Motion Carried - Unanimously

Commissioners Court Administrator

28. Discussion and possible action to process general request for payments to Polo's Bakery and H-E-B, and purchase orders to Sam's Direct Club and Casa Juarez Restaurant Supply in order to hold the 2018 Annual Employee Appreciation Luncheon, Thursday, May 3, 2018, not to exceed \$4,500; and any other matters incident thereto. [Account #1001-209250-075 (Flexible Spending)]

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

Vote: 5 - 0 Motion Carried - Unanimously

29. **Discussion and possible action to enter into a non-binding resolution in support of City of Laredo Tax Incremental Reinvestment Zone 2, also known as, The Coves at Winfield (hereinafter TIRZ 2), to consider what level, if any, of participation in the TIRZ 2, and to appoint a Webb County representative to the TIRZ 2 board to negotiate the terms of an interlocal agreement between Webb County and the participating entities, as well level of participation, and authorizing the County Judge to sign any relevant documents. Any action taken today does not bind the County to actually participate in the TIRZ 2 but merely allows for the negotiation of the County's participation, if any, in the TIRZ 2. No agreement shall be final and binding upon Webb County unless and until placed back on the agenda and approved during regular session by Webb County Commissioners Court.**

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Jesse Gonzalez to appoint Mr. Lalo Uribe as budget officer and chief financial and approve the resolution as well

Vote: 5 - 0 Motion Carried - Unanimously

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

Vote: 5 - 0 Motion Carried - Unanimously

29. **Discussion and possible action to enter into a non-binding resolution in support of City of Laredo Tax Incremental Reinvestment Zone 2, also known as, The Coves at Winfield (hereinafter TIRZ 2), to consider what level, if any, of participation in the TIRZ 2, and to appoint a Webb County representative to the TIRZ 2 board to negotiate the terms of an interlocal agreement between Webb County and the participating entities, as well level of participation, and authorizing the County Judge to sign any relevant documents. Any action taken today does not bind the County to actually participate in the TIRZ 2 but merely allows for the negotiation of the County's participation, if any, in the TIRZ 2. No agreement shall be final and binding upon Webb County unless and until placed back on the agenda and approved during regular session by Webb County Commissioners Court.**

Honorable Tano E. Tijerina, Webb County Judge

30. **Status report on the proposed Webb County Fair Grounds, with discussion and possible action; and any other matters incident thereto.**
33. **Communications**
34. **Adjourn**

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

Vote: 5 - 0 Motion Carried - Unanimously