

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, September 24, 2018 at 9:00 AM
(Approved DATE)**

Let it be remembered that a regular meeting of the Webb County Commissioners Court was held at 9:00 a.m. at the regular meeting place with the following members present to wit:

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

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 20th day of September 2018. Present also were Ms. Kassandra L. Cavazos, 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. 2 Rosaura "Wawi" Tijerina, seconded by Judge Tano E. Tijerina to excuse Cmr. Canales

Cmr. Tijerina rescinded her motion.

Judge Tijerina rescinded his second.

2. Pledge of Allegiance/Invocation

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

County Treasurer, Ms. Delia Perales presented the Recap of Checks, Ratification of Checks, Disbursements of Payroll for September 21, 2018, Monthly Report and Permanent School Fund Report.

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

Vote: 5 - 0 Motion Carried - Unanimously

Mr. Rafael Perez presented the monthly report for August 2018.

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

Vote: 5 - 0 Motion Carried - Unanimously

HR Director, Mr. Ernesto Guajardo presented the Wage and Pay Scale Budget Amendments Report from 09/10/18 to 09/21/18.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve the budget amendments

Vote: 5 - 0 Motion Carried - Unanimously

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) Judge Joe Lopez, 49th District Court spoke in regards to item #9.b.

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

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

5. Auditor

- a. Discussion and possible action to approve the following budget amendment (line item transfer) within State Forfeiture Funds: [Requested by Martin Cuellar, Webb County Sheriff; Account #2151]

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2151-3010-001-443000-020	Repair Maint. Building	\$100	\$1,846	\$5,100	\$3,254
To:	2151-3010-001-41000	Payroll Cost	-0-	\$900	\$3,451	\$4,351
	2151-3010-001-42200	FICA	-0-	\$330	\$0.18	\$330.18
	2151-3010-001-42300	Retirement	-0-	\$507	\$0.26	\$507.26
	2151-3010-001-42500	Unemployment	-0-	\$33	\$0.19	\$33.19
	2151-3010-001-42600	Worker's Compensation	-0-	\$76	\$0.15	\$76.15
				\$1,846		

Issue: A grant funded patrol officer will transition into a county slot at the beginning of the new fiscal year; and, as per Webb County policies, his accumulated compensatory and annual leave time must be eliminated. However, there are no available grant funds to compensate him monetarily for his accrued time.

Solution: As well as requiring him to take time off prior to his transfer, request a line item transfer within state forfeiture funds to provide the funds needed to pay him the monetary value of his accrued leave-time balances and thus eliminate these compensatory/annual leave balances.

Result: The patrol officer will be duly compensated for his leave accruals and will be able to transition smoothly into his county funded slot.

- b. Discussion and possible action to ratify and approve the following budget amendment (line item transfer) within Grant funds. [Requested by Aliza Oliveros, Head Start Director]

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2357-5200-531-458060	In-town Mileage	\$15,000	\$318.61	\$6,991.04	\$6,672.43
To:	2357-5200-531-444100	Space Rental	\$94,897	\$318.61	\$(318.61)	\$0.00

Issue: There are funds available in the In-town Mileage line item and funds are needed in the Space Rental line item.

Solution: Approve Line Item Transfer request.

Result: There will be sufficient funds available in the Space Rental line item.

- c. Discussion and possible action to ratify and approve the following budget amendment (line item transfer) within the Child Welfare fund. [Requested by Melissa Mojica, Juvenile Probation Director]

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	2909-259700	Fund Balance	\$1,500	\$142,043.66	\$14,543.66
To:	2909-5050-001-456224	Meetings and Conferences	\$1,500	\$0	\$1,500.00

Issue: Additional funds are needed to cover expenses.

Solution: Approval of requested transfer.

Result: Transfer will cover expenses.

- d. Discussion and possible action to approve the following budget amendment (line item transfer) by increasing Fund #2353 Professional Services account in the amount of \$24,760.00 from the Other (MAT-Medical Assisted Treatment) account. [Requested by 406th District Court]

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2353-2040-003-459020	Other Expenses	\$236,780	\$24,760	\$236,780	\$212,020
To:	2353-2040-003-432001	Professional Services	\$332,656	\$24,760	\$332,656	\$357,416

Issue: Additional funds for mental health/substance abuse counseling services are needed to service all DCP participants.

Solution: As per SAMHSA guidelines, grantees are allowed a relocation of funds within a budget period that does not exceed 25% of the approved budget (\$400,000).

Result: All of the DCP participants will receive mental health/substance abuse counseling services, as required by the 10-Key components of the Drug Court Program as indicated by the National Association of Drug Court Professionals organization.

- e. Discussion and possible action to approve the following budget amendment (line item transfers) within Grant funds. [Requested by Adrian Cortez, Constable Pct. 3]

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2730-3160-001-426000	Worker's compensation	\$671	\$74	\$83.75	\$9.75
To:	2730-3160-001-41300	Overtime	\$12,775	\$69	\$164.64	\$233.64
	2730-3160-001-422000	FICA County Share	\$977	\$5	\$13.56	\$18.56

Issue: Funds needed to pay overtime, funds will be transferred within the Local Border Security Grant fund.

Solution: If approved overtime account will have sufficient funds to cover deficit paid.

Result: Overtime account will have sufficient funds to cover deficit.

- f. **Discussion and possible action to approve the following budget amendment (line item transfer) within Grant Funds: [Requested by Martin Cuellar, Webb County Sheriff; Account #2851]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2851-3010-001-458070	Children's Field Trips	\$50,000	\$6,833	\$14,047.74	\$7,214.74
To:	2851-3010-001-470000	Capital Outlay	-0-	\$6,833	-0-	\$6,833.00

Issue: The Webb County Sheriff's Office requires an additional storage to store its CO-OP equipment, including its paddle boats.

Solution: Request a ministerial budget adjustment from the court.

Result: The pending purchase order can be processed and the storage can be obtained.

- g. **Discussion and possible action to approve a budget amendment to increase the budget of the Juvenile Case Manager funds. [Requested by Jose Salinas, JP Pct. 4 and Ramiro Veliz, JP Pct. 2, Place 1]**

	Account No.	Description	Amount
From:	2014-259700	Fund Balance	\$72,071
To:	2014-2180-001-432001	Professional Services/ JP Pct. 4	\$46,320
	2014-2160-001-432001	Professional Services/ JP Pct. 2 Place 1	\$25,751

Issue: This increase will allow funding to reimburse USD half of the salaries of the Juvenile Court Coordinators assigned to the Justice of the Peace as per inter-local agreement between USD and Webb County for school years 2015-2016 / 2016-2017 and 2017-2018.

Solution: Seek authorization from the Court to increase the budget to reimburse USD.

Result: The accounts will have the available funding.

6. Business Office

- a. **Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective October 1, 2018:**

Slot # Title

Salary

Issue: Slot will become vacant on September 28, 2018.

Solution: Post and fill vacant slot effective October 1, 2018.

Result: Filling of the slot will allow the department to continue accounts payable functions.

7. Casa Blanca Golf Course

- a. Discussion and possible action to ratify the following budget amendment (line item transfers) processed on September 17, 2018 within the budget officers discretion of administrative transfers:

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	7100-6140-001-441001-015	Telephone- Golf Course	\$2,000	\$2,000	\$0
To:	7100-6130-001-441705	Utililities-Cable	\$300	\$0.27	\$300.27
	7100-6140-001-441205-010	Utilities- Electricity	\$1,700	382.28	2082.28

Issue: There is a shortfall in utilities for the golf course.

Solution: Transferring these funds will allow the Business Office to process pending invoices.

Result: All outstanding invoices will be paid in full.

8. Civil Legal Division

- a. Discussion and possible action to enter into a One (1)Year (August 27, 2018 – August 26, 2019) Non- financial Memorandum of Understanding (MOU) between the Laredo Independent School District (LISD) and Webb County Head Start. This MOU establishes the terms and conditions under which LISD And Webb County Head Start will relocate Head Start campus facilities in case of an emergency. The term of the MOU shall be for a period of one (1) year beginning when the MOU is fully executed and authorizing the County Judge to sign and execute all relevant documents.[Requested by Aliza Oliveros, Director, Webb County Head Start]
- b. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2018 through September 30, 2019) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30762) located in the Webb County Public Defender's Office at an annual cost of One Thousand Three Hundred Fifty Six Dollars and Eighty-Three Cents (\$1,356.83) and authorizing the County Judge to execute all relevant documents. [Requested by Virginia Aranda, Webb County Public Defender; Account #1001-2280-001-443000-035 (Repairs and Maintenance Equipment)]

- c. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2018 through September 30, 2019) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30414) located in the Webb County Auditor's Office at an annual cost of One Thousand Three Hundred Fifty Six Dollars and Eighty-Three Cents (\$1,356.83) and authorizing the County Judge to execute all relevant documents. [Requested by Rafael Perez, Webb County Auditor; Account #1001-1260-001-443000]**
- d. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2018 through September 30, 2019) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30415) located in the Webb County Risk Management Department at an annual cost of One Thousand Three Hundred Fifty Six Dollars and Eighty Three Cents (\$1,356.83) and authorizing the County Judge to execute all relevant documents.[Requested by Webb County Risk Management Department; Account #10001-1180-001-443000-035 (Repairs and Maintenance)]**
- e. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2017 through September 30, 2018) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30775) located in the Webb County Attorney's Office at an annual cost of One Thousand Three Hundred Fifty Six Dollars and Eighty-Three Cents (\$1,356.83) and authorizing the County Judge to execute all relevant documents. [Requested by Marco A. Montemayor, Webb County Attorney; Account #1001-2270-001-444500]**
- f. Discussion and possible action to authorize an Independent Contractor-Professional Services Agreement between DLT Solutions, LLC and Webb County for one (1) year maintenance and support for SolarWinds NetFlow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL2000. The contract begins on October 31, 2018 and ends on October 30, 2019 at a total cost of Eight Thousand Two Hundred Eighty Two Dollars and Fifteen Cents (\$8,282.15) and authorizing the County Judge to sign and execute all relevant documents, subject to annual budget appropriations and any other matters incident thereto [Requested by Rafael Pena, Information Technology Director; Account #1001-1280-001-443000-110 (Repairs & Maintenance Software)]**
- g. Discussion and possible action to enter into a Twelve (12) Month (October 1, 2018 through September 30, 2019) Software License, Maintenance and Support Agreement between Advanced Computer Technologies, LLC and Webb County for the County Court at Law #2 D.W.I. Court Program for case management software at a total cost of Twelve Thousand Five Hundred Dollars (\$12,500.00), and authorizing the County Judge to sign and execute all relevant documents. [Requested by Judge Victor Villarreal, County Court at Law #2 Court; Account #2356-2070-003-432001]**

- h. Discussion and possible action to enter into a one (1) year (September 1, 2018 - August 31, 2019) Software Hosting Agreement between Noble Software Group, L.L.C. and the Webb County Juvenile Department for software that will provide assessment tools, case planning tools, and interactive reporting at a cost of Ten Thousand Five Hundred Seventy Three Dollars and Eighteen Cents (\$10,573.18). Training for all users will also be a part of the agreement that will be provided by Nobel Software Group, L.L.C. at a cost of One Thousand Nine Hundred Eighty Three Dollars and Ten Cents (\$1,983.10). All costs will be paid through State Grant Funds, and any other matters incident thereto.[Requested by Melissa Mojica, Director, Webb County Juvenile Department; Fund #2825]**
- i. Discussion and possible action to approve the fourth (4th) option to extend sublease agreement between the City of Laredo (Lessor), Jett Racing and Sales, Inc. (Sublessor) and Webb County Sheriff's Office (Sublessee) for approximately 1,600 square feet of hangar space and 800 square feet of office space located at the Laredo International Airport, Laredo, Texas, effective October 1, 2018 through September 30, 2019, the rent will be NINE HUNDRED DOLLARS (\$900.00) per month for an annual total of TEN THOUSAND EIGHT HUNDRED DOLLARS (\$10,800.00) and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Requested by Webb County Sheriff, Martin Cuellar; Account #2153-3020-001-444400 (Federal Forfeiture Fund)]**

Issue: The City of Laredo by city ordinance 2014 -0- 043 has leased to Jett Sales a hangar inside the City of Laredo Airport and authorized a sublease to Webb County. The ordinance issued by the City of Laredo authorized a sublease to Webb County for the storing of the helicopter utilized for law enforcement purposes by the Webb County Sheriff's Office. The current hangar lease will expire on September 30, 2018. Additional and modified terms are necessary to meet County contracting polices. During the pendency of renewing, the contract is subject to a holdover provision agreed to in the original contract, Art. III §3.03. Art III §3.03 permits a month-to-month tenancy with payments to remain at 900.00/month until a new sublease is executed.

Solution: Exercise the fourth (4th) option to extend provision under Section 1.02 Term.

Result: Continue renting hangar space in a secure area at the Laredo International Airport for the Sheriff's Aviation Operation.

- j. Discussion and possible action to authorize Webb County to execute an Order of Acceptance for the dedication of Three (3) Roadway Right-of-Way Easements out of Ranchitos Los Mesquites Subdivision, and Six (6) Roadway Right-of-Way Easements out of Ranchitos Los Arcos Subdivision for the purpose of acquiring these necessary easements by Webb County to perform road maintenance and improvements to facilitate transportation needs for residents including emergency medical services and school bus pickups for students, and to authorize the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Luis Perez**

Garcia, Webb County Engineer]

Ranchitos Los Mesquites Subdivision	
Property	Grantor(s)
Lot 27	Laura E. Rodriguez
Lot 34	Michael Anderson
Lot 46	Lilia J. Andrade

Ranchitos Los Arcos Subdivision	
Property	Grantor(s)
Lot 60	Javier Sandoval
Lot 62	Eva M. Arce
Lot 64	Silvano Gutierrez etal;
Lot 67	Emilia Alvarado
Lot 88	Alejandro T. Escamilla
Lot 115	Javier Mata

- k. **Discussion and possible action to approve a 2018-2019 systems support agreement between SHI Government Solutions and Webb County. The effective date will be October 30, 2018, and will terminate on October 29, 2019. The total cost of the program will be Twelve Thousand Nine Hundred Sixty Dollars (\$12,960.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director; Account #1001-1280-001-443000-110 (Repairs and Maintenance)]**

- i. **Discussion and possible action to approve a Substance Abuse Treatment Services Operation Agreement between People with Ideas of Love, Liberty, Acceptance, and Respect (P.I.L.L.A.R.) and Webb County for the 406th Judicial District Adult Drug Court Program, Substance Abuse Mental Health Services Administration (SAMHSA) Grant Fund Number 1H79TI081059-01 for a term of One (1) year commencing September 30, 2018 thru September 29, 2019, for professional counseling services for eligible court participants with a total cost not to exceed One Hundred Nine Thousand Two Hundred Dollars and No/100ths (\$109,200.00) over the term of the agreement, at a cost not to exceed Eight Thousand Dollars and No/100ths (\$8,000.00) for each of the first 6 months. The monthly compensation for services by PILLAR shall be adjusted to \$10,200.00 after the initial 6-month term and upon confirmation of the modification by Webb County, and authorizing the County Judge to execute all relevant documents, and any other matters incident thereto. [Requested by Judge Oscar J. Hale, Jr., 406th District Court; Account #2353-2040-003-432001 (Professional Services)]**

- m. **Discussion and possible action to approve a 2018-2019 Independent Contractor-Professional Services Agreement between Solid Border and Webb County for network security software. The effective date will be October 31, 2018, and will terminate on October 30, 2019. The total cost of the program will be Ten Thousand Nine Hundred Six Dollars (\$10,906.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology**

Director; Account #1001-1280-001-443000-110 (Repairs and Maintenance Software)]

- n. Discussion and possible action to approve a 2018-2019 Independent Contractor-Professional Services Agreement between SHI Government Solutions and Webb County for Sentinel One anti-virus software and maintenance. The effective date will be October 30, 2018, and will terminate on October 29, 2019. The total cost of the program will be Thirty Four Thousand Five Hundred Sixty Dollars (\$34,560.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto [Requested by Rafael Pena, Information Technology Director; Account #1001-1280-001-443000-110 Repairs and Maintenance Software]**
- o. Discussion and possible action to authorize an Independent Contractor-Professional Services Agreement between United Power Battery and Webb County. The agreement will provide Hardware Support for Pro-active Critical Support Equipment (UPS). The total amount of Seven Thousand Four Hundred Seventy Dollars (\$7,470.00) is due within thirty (30) days and authorizing the County the County Judge to sign and execute all relevant documents; and any other matters incident thereto [Requested by Rafael Pena, Management Information Systems Director, Account #1001-1280-001-443000-035 (Repairs and Maintenance Equipment)]**
- p. Discussion and possible action to approve a 2018-2019 Varied Network and Monitoring Hardware Warranty and Support agreement between Insight Public Sector (SmartNet) and Webb County. The effective date will be November 30, 2018, and will terminate on November 29, 2019. The total cost of the program will be Nineteen Thousand Eight Hundred Sixty Nine Dollars and Twenty-Five cents (\$19,869.25) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director; Account #1001-1280-001-443000-035 Repairs and Maintenance Equipment]**
- q. Discussion and possible action to enter into a Cooperative State and Local Task Force Agreement between the Drug Enforcement Administration (“DEA”) and the Webb County Sheriff’s Office (“WCSO”) for the fiscal year of October 1, 2018 – September 30, 2019, at no cost to the county and authorizing the Webb County Judge to sign any relevant documents and any other matters incident thereto. [Requested by Webb County Sheriff, Martin Cuellar]**

Issue: Local law enforcement continues to have an interest in protecting the community from illegal activities by and through cooperative agreements.

Solution: DEA has offered to enter into a cooperative state and local task force agreement under 21 USC Sec 873 and the County may enter into such agreement pursuant to Texas Government Code Section 771.

Result: The combined efforts of the DEA and WCSO will increase the presence of law enforcement in this community and impact criminal activities.

- r. Discussion and possible action to authorize the Webb County Civil Legal Division to enter into negotiations and a license renewal for 3 years, beginning on September 26, 2018 through September 25, 2021 for the quoted amount of \$1,267.92 and any other matters incident thereto; and authorizing the Webb County Judge to sign any relevant documents. [Requested by Webb County Sheriff, Martin Cuellar; (Account No. 1001-3010-001-443000-110)]

Issue: The forensic software is needed to perform law enforcement activities and was already purchased by the Webb County Sheriff's Office, however, as with all software it needs to be renewed in order to maintain its functionality. Under the authority of the Texas Local Government Code Section 262, the Webb County Purchasing Agent has adopted policies and procedures for the Webb County Purchasing Office. The amount quoted is less than the \$3,001.00 dollars and therefore, the buyer may select the vendor.

Solution: Renew the Agreement

Result: Acquire the necessary support and maintenance of the forensic software

10. Community Action Agency

- a. Discussion and possible action to increase pay rates by 5% for Webb County C.A.A. El Aguila Rural Transit employees from grant funds, in order to provide a more competitive wage and retain long term employment as allowed by the granting agency. No Impact to the General Fund.

Slot #	Dept #	Title	Previous Wage	Proposed Wage
1115	7100	Transit Program Director	\$ 59,550.40	\$ 62,527.92
1116	7100	Senior Transit Program Assistant	\$ 17.20	\$ 18.06
1134	7110	Transit Program Assistant	\$ 11.18	\$ 11.74
1133	7110	Lead Driver I	\$ 14.00	\$ 14.70
1125	7110	Lead Driver II	\$ 13.68	\$ 14.36
1123	7110	Bus Operator IIIA	\$ 12.00	\$ 12.60
1127	7110	Bus Operator I	\$ 11.25	\$ 11.81
1129	7110	Bus Operator II	\$ 11.25	\$ 11.81
1132	7110	Bus Operator I	\$ 11.25	\$ 11.81
1911	7110	Bus Operator II	\$ 11.25	\$ 11.81

Issue: Previous pay rate increase for department was done back on 09/26/2016 by the Court's approval item 10c and current pay rate is not competitive and may discourage long term employment.

Solution: Establish a more competitive pay to improve and sustain employment.

Result: Both drivers and administrative staff will benefit from the adjustment which is needed due to increased cost of living.

- b. Discussion and possible action to approve the following salary adjustments for the Webb County Community Action Agency - Meals on Wheels and Elderly Nutrition Programs. No impact to the General Fund.

Slot #	Title	Current Pay Rate	+Benefits	New Pay Rate	Classified
1215	Food Transporter	\$14.77	\$0	\$15.00	Part-Time
1219	Food Transporter	\$14.77	\$0	\$15.00	Part-Time
1855	Assistant Program Manager	\$17.60	\$13,220.53	\$18.30	Full-Time
1149	Food Service Worker	\$10.36	\$11,159.86	\$10.77	Full-Time
1220	Head Cook	\$11.73	\$11,121.50	\$12.20	Full-Time
1213	Program Manager	\$23.42	\$15,538.75	\$24.59	Full-Time
1216	Food Transporter	\$9.36	\$0	\$10.00	Full-Time
2209	Food Service Worker	\$12.04	\$11,251.30	\$12.52	Full-Time

Issue: The Webb County Community Action Agency WCCAA- Meals on Wheels and Elderly Nutrition Programs are not part of the wage's plan. The previous court approval for salary adjustments were October 1, 2016.

Solution: The WCCAA Meals on Wheels and Elderly Nutrition programs are proposing staff hourly wage increase based on job duties and job performance as per each employee's evaluation.

Result: The proposed salary increase will benefit the Meals on Wheels and Elderly Nutrition programs staff to maintain a high level of performance and efficiency.

11. Honorable Mike Villarreal, Constable Pct. 2

- a. Discussion and possible action to approve a creation of a special revenue fund for future revenues and expenditures for new revenues received from the Department of Homeland Security from seized funds in accordance with Texas Local Government Code, Section 111.07075 (Special Budget for Revenue Received after Start of Fiscal Year).

Issue: New revenue receipts are as a result of previous seizures conducted between the Constable Precinct 2 and Federal Law enforcement agency(s). These amounts have now been forfeited and awarded to the collaborating agencies for official use.

Solution: Appropriate new revenues and expenditures not currently budgeted.

Result: Utilize new revenues for law enforcement purposes and in accordance with Federal forfeiture guidelines. All forfeiture budgets should be used only as a supplement source and not to supplant current budgets approved through the General fund or other non-forfeiture sources.

12. Honorable Adrian Cortez, Constable Pct. 3

- a. Discussion and possible action to accept a donation from Blattner Energy Inc. in the amount of One Thousand Dollars (\$1,000) as per Local Government Code 81.032 (Acceptance of Donations) to be deposited in Webb County Constable Pct. 3 Fire Arms & Ammunition, Account #1001-3160-001-460140. Donation will be used to purchase ammunition for additional fire arms training.

13. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for September 4, 2018 and September 10, 2018

14. Honorable Hugo Martinez, County Court at Law 1 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:	1001-2060-001-45800	Administrative Travel	\$10,000	\$2,000	\$3,151.00	\$1,151.00
To:	1001-2060-001-461000	Materials & Supplies	\$5,500	\$2,000	\$504.00	\$2,504.00

Issue: The money requested is to purchase new chairs for the jurors. The current chairs are old and non repairable (chairs will slide down as you are sitting on them and many wobble).

Solution: Transfer money in order to purchase chairs for the jurors and avoid any injuries.

Result: By purchasing the new chairs we avoid any potential accidents.

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

- a. 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:	1001-2070-001-451159	Juvenile Felony	\$15,000	\$9,000	\$14,000	\$5,000
	1001-2070-001-433001	Court Appointed Attorney	\$10,000	\$3,000	\$4,470	\$1,470
				\$12,000		
To:	1001-2070-001-451157	Adult Misdemeanor	\$100,000	\$12,000	\$1,575	\$13,575

Issue: Account 1001-2070-001-451157 requires additional funds to cover pending request for payment of Attorney fees.

Solution: A line item transfer will assist in account no reaching a deficit.

Result: The transfer of funds will cover expenditures for the remainder of the FY 17-18.

16. Economic Development

- a. **Discussion and possible action to approve the acceptance of the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant Award #1H79TI081059-01 (Program Announcement Number 93.243, Funding Opportunity Number TI-18-008), in the amount of Two Million Dollars (\$2,000,000), with a multi-year funding for three 12-month incremental periods within the budget period from 09/30/18 – 09/29/21 and annual continuation for the following two budget periods at an award amount of \$400,000 per year for a total of five (5) years starting on September 30, 2018 and ending on September 29, 2023, for the 406th District Adult Drug Court Program, authorizing the County Judge to sign all relevant documents, and all other matters incident thereto. There is no match required. All required documents were sent to the Economic Development Department for review and were found to be in compliance with the Single Point of Contact (SPOC) policy. [Requested by 406th District Court; Fund #2353]**

Issue: There are individuals in Webb County and the adjacent counties of Jim Hogg, Starr and Zapata who are in dire need of the services offered by the 406th District Adult Drug Court Program. The SAMHSA grant is a federal grant that supports the 406th District Adult Drug Court Program in order to address the needs of those individuals who suffer from addiction. The Notice of Award for Grant Opportunity Number TI-18-008 was received from SAMHSA on August 8, 2018. The 406th District Adult Drug Court Program is respectfully requesting that the Commissioners Court approve and finalize the award.

Solution: The Commissioners Court approving the acceptance of SAMHSA Grant Award #TI081059-01 for the 406th District Adult Drug Court Program to continue to offer services to the Webb County population and expanding those services to the adjacent counties of Jim Hogg, Starr and Zapata.

Result: The approval of the SAMHSA grant award will allow the 406th District Adult Drug Court Program to enhance and expand its services to help address substance abuse issues in Webb County and the adjacent counties of Jim Hogg, Starr and Zapata, pursuant to Texas Government Code §123.003.

- b. **Discussion and possible action to accept the Substance Abuse and Mental Health Services Administration (SAMHSA) year 3 of a 3-year Grant Award for Veterans Treatment Courts for the budget period of September 30, 2018 thru September 29, 2019 in the amount of \$325,000 for the 406th Judicial District Court's Veterans Treatment Program which will continue to enhance the services currently being provided, and authorizing the Webb County Judge to execute all relevant documents, and any other matters incident thereto. All required documents were sent to the Economic Development Department for review and the award documentation is compliant with the Single Point of Contact (SPOC) policy. [Grant Fund #2352]**

Issue: The SAMHSA Grant is a federal grant that supports Veterans Treatment Courts in order to address the needs of veteran participants and their families. This grant will provide continuing resources to assist with the current provisions and other regional services necessary.

Solution: Securing the year 3 funding through grant awards to enable

continuance of services to veterans in the 406th District Court's Veterans Treatment Program and regional services.

Result: Justice System involved veterans in the 406th Judicial District Court's Veterans Treatment Program as the South Texas Regional Program will continue to be provided with services that address their mental health and substance use disorders.

- c. Discussion and possible action to approve the budget for the 406th District Court Veterans Treatment Program associated with the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant Award Number 5H79TI026702-03, authorizing the County Judge to sign all relevant documents, and all other matters incident thereto. The total grant award of \$325,000 will be budgeted into fund account number 2354 with sub-accounts that include Payroll, Health Insurance, FICA, Retirement, Unemployment, Workers Compensation, Professional Services, Contractual (Cordant Forensic Solutions (Norchem), La Familia), Administrative Travel, and Materials & Supplies(See attached Notice of Award). Amounts are subject to change according to changes in Webb County rates. In the event of any changes, line item transfers will be requested and executed, and a new detailed budget will be submitted for the review and approval of the Commissioners Court. [Requested by 406th District Court; Fund #2352]**

Issue: The approval of the budget is required in order to have the Auditor's Office key in amounts under the corresponding fund account and sub-accounts.

Solution: The Commissioners Court approval of the SAMHSA Grant Award Budget as submitted.

Result: The 406th District Court Veterans Treatment Program will be able to continue to operate by September 30, 2018.

- d. Discussion and possible action to approve the budget for the 406th District Adult Drug Court Program associated with Substance Abuse and Mental Health Services Administration (SAMHSA) Grant Award Number 1H79TI081059-01, Funding Opportunity Number TI-18-008, authorizing the County Judge to sign all relevant documents, and all other matters incident thereto. There is no impact to the County budget. The total grant award of \$2,000,000 will be budgeted into fund account number 2353 with sub-accounts for Payroll, Health Insurance, FICA, Retirement, Unemployment, Workers Compensation, Professional Services, Contractual (PILLAR and La Familia), Administrative Travel, Materials & Supplies, and Other (MAT-Medical Assisted Therapy) (See attached budget and Notice of Award). Amounts are subject to change according to changes in Webb County rates. In the event of such changes, line item transfers will be requested and executed, and a new detailed budget will be submitted for the Commissioners' Court review and approval. [Requested by 406th District Court]**

Issue: The approval of the budget by the Commissioners' Court is required in order to have the Auditor's Office key in amounts under the corresponding fund account and sub-accounts.

Solution: The Commissioners' Court approving the budget as submitted to, and approved by, SAMHSA and which is reflected in the attached Notice of Award.

Result: The 406th District Adult Drug Court Program will be able to continue to operate fully by September 30, 2018.

- e. Discussion and possible action to adjust pay rates for County Court-at-Law II DWI Court Program associated the new SAMHSA Grant Award Number 1H79TI081049-01 (TI-18-008), that will go into effect starting September 30, 2018, and request County Judge to execute all other matters incident thereto. The Fiscal Year 2018-2019 budget includes an increase in the salary for the Project Director Position, and sets a starting salary for the Case Manager Position (which is currently vacant). Both these positions do not fall under the County's Wage Plan, and are funded 100% by grant funds. Both positions are also subject to annual evaluations by the Department Head, and are entitled to additional increases under the grant. There will be no impact to the General Fund. [Requested by Arnolodo Lozano, County Court-at-Law 2 DWI Court; Fund 2356]

Slot #	Position	Previous Salary	Proposed Salary
2901	Project Director	\$50,980	\$55,000
2902	Case Manager (Vacant Position)	\$46,000	\$34,000

Issue: These proposed salaries are reflected under the new SAMHSA grant in County Court-at-Law 2 (TI-18-008), which will be in operation over the next five (5) years. The previous salaries reflect the expiring SAMHA grant (TI-026095). Starting salaries must be set for both positions under the new grant (TI-18-008). Slot# 2901 is increasing under the new grant due to experience and job performance. Slot#2902 salary is decreasing because under the new grant, it would be filled at an Entry Level since the position is currently vacant. The previous salary for Slot# 2902 was the ending salary for that position after three (3) years. That same slot is eligible for increases based on experience and job performance as well.

Solution: The project respectfully requests approval on salary adjustments.

Result: Both positions will be fully operational under the grant start date of September 30, 2018.

- f. Discussion and possible action to accept a truancy grant in the amount of \$60,125 from the Office of the Governor as developed, prepared, written, and submitted by the Justice of the Peace, Pct. 4 in conjunction with the Webb County Sheriff's Office to continue to pay the grant-funded salary, fringe benefits, and supplies for a Juvenile Case Manager in order to continue to divert at-risk truant juveniles from entering into the criminal justice system, and designating the Webb County Judge as the authorized official; and any other matters incident thereto. This grant requires no matching and/or in-kind requirements; and, thus, there is no impact to the general fund. All required

documents were sent to the Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy.
[Requested by Judge Jose R. Salinas, Justice of the Peace, Pct. 4; Grant Account #2733]

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

Solution: Grant award to continue to fund a currently grant-funded truancy case manager in order to continue to provide prevention, diversion, and intervention strategies through the court of the Justice of the Peace, Precinct 4 in Laredo/Webb County area.

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

- g. Discussion and possible action to accept a FY 2018 Justice for Families grant award as coordinated, written, and submitted by the Webb County Sheriff's Office to the Office on Violence Against Women in the amount of \$550,000 for salaries, associated fringe benefits, training/travel, leasing, utilities, contractual services, equipment/supplies, and other needs to support the Webb County Sheriff's Office Safe Haven and Casa Misericordia Domestic Violence Shelter, and designating the Webb County Judge as the authorized official in all matters pertaining to this grant; and any other matters incident thereto. This grant requires no cash and/or in-kind match. All required documents were sent to the Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy.
[Requested by Martin Cuellar, Webb County Sheriff]

Issue: During the last two (2) months of 2017, Sheriff Martin Cuellar, the Webb County Sheriff's Office and the rest of Webb County scrambled to find the necessary resources to support the Safe Haven Program and the families who have come to rely on its services. This continues to be a crucial need in the local community for families who have experienced contentious custody disputes, allegations of child abuse/neglect, a documented history of family/domestic violence, and other allegations of physical confrontations and/or severe familial discord.

Solution: Grant award to help secure additional funding for the Webb County Sheriff's Office Safe Haven to help meet the needs of the program and its participants from the community.

Result: The Webb County Sheriff's Office will be better able to enhance services for the families and children of the Webb County/Laredo community. Serious familial violence can be deterred, mitigated, diminished and/or prevented through this program.

17. Ernesto J. Salinas Community Center

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective Monday, September 24, 2018:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0892	Community Center Assistant	\$13.07 - 9/A

Issue: Slot 0892 became vacant.

Solution: Filling slot will allow department to continue to operate effectively.

Result: Department will run on full staff.

18. Fire Suppression & EMS Services

- a. 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:	1001-3140-001-456305	Uniforms	\$8,500	\$930	\$930.75	\$00.75
	1001-3140-001-443000-035	Repairs & Maint. Equipment	\$5,000	\$800	\$960.06	\$160.06
	1001-3140-001-431009	Stipends	\$50,000	\$1,500	\$11,730.00	\$10,230.00
				\$3,230		
To:	1001-3140-001-462605	Fuel & Lube	\$30,000	\$3,230	\$848.83	\$4,078.83

Issue: Transfer of funds is required to cover estimated forecasted expenditures in the fuel & lube line item.

Solution: Approval of line item transfer to cover forecasted expenses.

Result: Line item will have sufficient funds and fire department operations will continue.

19. Elections Administration

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective September 24, 2018:

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
45	Elections Technician	\$28,554.43 - 10/A

Issue: Employee retired on August 28, 2018 leaving slot vacant.

Solution: Approval to fill slot will help office run smoothly

Result: By filling slot, it will alleviate workload and help department run efficiently.

20. Head Start

Disclaimer: All Head Start monies are 100% Federal funds

- a. **Discussion and possible action to convert Slot #1084 (Bus Driver), Slot #1092 (Maintenance Worker), and Slot #1093 (Maintenance Worker) from full-time to part-time positions and approve the posting and filling of the following Slots:**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
1084	Part-time Bus Driver	\$12.35	20
1092	Part-time Maintenance Worker	\$12.56	26
1093	Part-time Maintenance Worker	\$12.56	26

- b. **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>
1104	Part-time Classroom Aide	\$8.99	20

- c. **Disussion and possible acton to accept the 2018 - 2019 Child and Adult Care Food Program continuation grant for the Head Start and Early Head Start program from October 1, 2018 through September 30, 2019. This program provides reimbursement of meals (Breakfast, Lunch, and Snack) to enrolled children and employs kitchen staff. Acceptance of this grant includes salary adjustments and the posting of any vacant positions included in the grant application.**

21. Juvenile Probation Department

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

	<u>Acct. Number</u>	<u>Acct. Name</u>	<u>Request</u>	<u>Current</u>	<u>End Bal.</u>
From:	1001-2450-001-432001	Professional Services	\$6,023.50	\$6,271.73	\$248.23
	1001-2450-001-469001-005	Operating Lease	\$9,514.91	\$13,055.18	\$3,340.27
			\$15,538.41		
To:	1001-2450-001-443000-020	Repair & Maint - Bldg.	\$12,438.41	\$3,893.93	\$16,332.34
	1001-2450-001-443000-035	Repair & Maint - Equip.	\$3,000.00	\$3,179.53	\$6,179.53
	1001-2450-001-458030	Transportation Juvenile	\$100.00	\$31.04	\$131.04
			\$15,538.41		

Issue: Additional funds are needed to cover accounts in deficit.

Solution: Approval of line item transfers.

Result: Transfers will cover expenses.

22. Planning & Physical Development

- a. Discussion and possible action to issue a “Certificate of Compliance with Plat Requirements” to authorize an electrical connection pursuant to Section 232.029 (c)(2), Local Government Code., to an unplatted .1595 acre tract of land, more or less, known as Lot 12, Pablo Rodriguez Subdivision, as further described in Vol. 1033, Pgs. 833-836, Webb County Deed Records. (ID 9048).

Issue: Item is a regulatory compliance issue regarding real property development provisions of state law and local regulations with particular emphasis on the Model Subdivision Rules enacted for residential subdivisions. Commissioners Court must certify to certain property conditions before utility service connections may be authorized.

Solution: As reflected in agenda backup, staff has verified compliance matters and recommends the Court’s approval of this certificate.

Result: If approved, applicant may connect property to municipal water and electrical utility services. If not approved, utility connection to property is prohibited.

23. Public Defender

- a. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds and any applicable Civil Service guidelines, as well as any and all Wage Plan Policies.

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
2693	Legal Assistant	\$31,518.78 - 12/A
0258	Legal Assistant	\$31,518.78 - 12/A

Issue: Slot #2693 will become vacant on September 17, 2018 and Slot #0258 will be available to fill on October 1, 2018.

Solution: Request is being made to fill the vacant legal assistant slots.

Result: The filling of slot #2693 and slot# 0258 will allow our department to continue to function efficiently and effectively.

- b. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, as well as any and all Wage Plan Policies, effective October 17, 2018.

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
2086	Assistant Public Defender II	\$73,955.87 (23/N-V)

Issue: Slot #2086 will become vacant on September 19, 2018.

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

Result: The filling of slot #2086 will allow our department to continue to function efficiently and effectively.

- c. 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, as well as any and all Wage Plan Policies, effective September 25, 2018.

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
2299	Administrative Clerk	\$27,178.52 9/A

Issue: Slot #2299 will become vacant on September 25, 2018.

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

Result: The filling of slot #2299 will allow our department to continue to function efficiently and effectively.

24. 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 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 award RFQ 2018-005 "GPS Utility Survey Services" to Porras Nance Engineering; and authorizing the civil legal division to review, negotiate price schedule, and finalize the agreements, and further authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. This RFQ is in accordance with Texas Government Code; Chapter 2254 (Professional and Consulting Services). [Account #7220-7270-001-432001 (2016 Bond Series, Wastewater Professional Services)]**

Issue: Currently staff only has operation identified hand written flow maps of the wastewater collection system that does not provide the necessary information regarding collection main flow patterns and capacities to identify the improvement needs.

Solution: Conduct manhole and clean out investigations of approximately 300 manhole/clean outs and measure all elements of the infrastructure for further evaluation and GIS coordinate based mapping.

Result: Accurate mapping for future utilization in operation, maintenance, and infrastructure improvements.

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

Bid 2019-02 Annual Contract for Auto, Truck & Heavy Equipment Repair – Andy's Auto & Bus Air Inc., Rotex Truck Center, South Texas Auto Rebuilders Inc., Toro Auto Sales

Bid 2019-08 Annual Contract for Milk, Bread & Meat – Ben E. Keith Foods, Flowers Baking Co. of San Antonio LLC, Oak Farms / Hygeia Dairy, R.C. Food Service & Produce

Bid 2019-13 Annual Contract for Processed Foods – Ben E. Keith Foods, Labatt Food Service

Bid 2019-14 Annual Contract for Produce – R. C. Food Service & Produce Inc., Westside Produce LLC

Bid 2019-16 Annual Contract for Water Plant Chemicals –Brenntag Southwest Inc., Chemrite Inc., Chemtrade Chemicals US LLC, EGSW Evergreen Southwest

Bid 2019-17 Annual Contract for Electrical Repairs for Webb County Vehicles – South Texas Auto Rebuilders Inc., Toro Auto Sales

Bid 2019-18 Annual Contract for Paint & Body Work – Pete Lozano Garage & Bodyshop, Quarter Mile Inc., South Texas Auto Rebuilders

Issue: The Annual Contracts listed above are set to expire 09/30/2018.

Solution: The Purchasing Agent solicited for new contracts.

Result: Annual Contracts will provide stable, lowest available and cost efficient prices from responsible bidders for Webb County.

- d. Discussion and possible action to authorize the Purchasing Agent to solicit Request For Proposals for Merchant Card Services for the collection of Government taxes, fines, court costs, and other service transactions.**

Issue: The current Merchant Card Services contract is set to expire September 30, 2018.

Solution: Solicit for Merchant Card Services proposals.

Result: Award of a contract will allow departments that provide merchant card services to continue the exceptional customer service and convenience to Webb County residents.

- e. Discussion and possible action to approve a professional service contract between Webb County and GovSpend for a three year agreement for a GovSpend SmartSearch License effective October 1, 2018 through September 30, 2021 for a total amount not to exceed \$3,000 (Three Thousand) annually, subject to annual appropriations; and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #1001-1310-001-432001 (Professional Services)]**

Issue: There is a need to have access of other governments' information of vendors and contracts in order to secure better prices for informal and formal bids as well as being able to validate sole source companies for Webb County.

Solution: Approve recommended GovSpend Smartsearch License that represents a suite of proprietary software applications developed and offered exclusively by GovSpend and patented by the United States Patent & Trademark Office (U.S. Patent No US 2014/0188948 A1)

Result: Increase results of vendor participation for formal and informal bids in order to secure financial savings and procurement efficiency as well as exclusive software to validate companies claiming sole source status.

25. Honorable Martin Cuellar, Sheriff

- a. 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:	1001-4090-001-460028	Janitorial	\$45,000	\$4,861	\$4,861	-0-

	1001-4070-001-460105	Minor Tools	\$15,000	\$19,139	\$36,118	\$16,979
	1001-3010-001-460105	Minor Tools	\$25,000	\$12,500	\$12,670	\$170
				\$36,500		
To:	1001-3010-001-462605	Fuel & Lubricant	\$250,000	\$34,000	-0-	\$34,000
	1001-4090-001-461000	Materials & Supplies	\$115,000	\$2,500	\$182	\$2,682
				\$36,500		

Issue: Certain budget line items require additional funds to pay specific services on different line items.

Solution: Request a line item transfer.

Result: With court approval, a change order will be made to current purchase orders to pay services for last month of fiscal year.

- b. Discussion and possible action to authorize the continued compensation of incentive pay line items in the Webb County budget for the upcoming fiscal year (October 1, 2018 to September 30, 2019) for the following Webb County Sheriff's Office employees: Slots #419, 547, 567, 533, 417, 1727, 552, 1731, 2719, 443, 551, 1980, and 1857; with further action to authorize a transfer of funds, if necessary, from payroll line items already budgeted for the Sheriff's department; and any other matters incident thereto. [Accounts #1001-4070-001-410000, #1001-4080-001-410000, #1001-3030-001-410000 and #1001-3010-001-410000]

Issue: The Webb County Sheriff's Office seeks authorization to carry over the compensation of incentive pay line items for 13 employees into the new fiscal year.

Solution: Seek court authorization to carry over compensation and fund from within their proposed budget.

Result: This compensation will carry over into the new fiscal year.

26. 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	Adopted	Request	Current	End Bal.
From:	1001-1250-001-456205	Training & Education	\$1,300	\$840	\$840	\$0
To:	1001-1250-001-456005	Postage & Courier Service	\$6,500	\$840	\$0	\$840

Issue: Transfer is needed to cover postage expenses for the remainder of the fiscal year.

Solution: Approve line item transfer request.

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

Civil Legal Division, Mr. Ramon Villafranca stated that he had several corrections. The corrections are as follows:

- 1) Item #8.a., should state Non-financial Memorandum of Understanding
- 2) Item #8.d., Acct # should start at 1001-1180
- 3) Item #8.h., Fund # should be 2823-2450
- 4) Item #8.j., the Grantor under Lot 46 should read Lilia L. Andrade

Civil Legal Division, Mr. Ramon Villafranca requested for item #8.r. to be tabled.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to table item #8.r.

Vote: 5 - 0 Motion Carried - Unanimously

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to approve all Consent Agenda items with the corrections, except items #9.a. and #9.b.

Vote: 5 - 0 Motion Carried - Unanimously

9. Honorable John C. Galo, Webb County Commissioner Pct. 3

- a. Discussion and possible action to rescind the action of the commissioners court in adopting certain employee slot reclassifications for the fiscal year 2018-2019 budget and to re-allocate those proposed increases in salaries, up to \$35k, into incentive line items for those departments in an effort to await the final results of the wage and pay scale update; and any other matters incident thereto.**

Cmr. Galo stated for the record that some of the departments that were affected are as follows:

- 1) Constable Pct. 2, slot #1985
- 2) Human Resources, slot #574
- 3) Commissioners Court, slot #2829
- 4) Civil Legal Division, slot #2770
- 5) Medical Examiner, slot #2330

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to supplement with the stipend the way we did with everybody else, instead of having the classification or new title

Vote: 5 - 0 Motion Carried - Unanimously

- b. Discussion and possible action to clarify the Commissioners Court action taken September 10, 2018 (during the FY 2018-2019 budget adoption), wherein additional funding added to a part time slot within the County Courts at Law, created a full time Associate Judge for the County Courts at Law (Government Code §54A); and any other matter incident thereto.**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Jesse Gonzalez to have legal look into the statue

Vote: 3 - 1 Motion Carried

NAY: Commissioner, Pct. 4 Jaime Alberto Canales

Other: County Judge Tano E. Tijerina (ABSTAIN)

REGULAR AGENDA

Economic Development

27. **Discussion and possible action to authorize the Webb County Economic Development Department to develop and submit a 2018 Local Parks Non-Urban Outdoor Recreation application to the Texas Parks and Wildlife Department in an amount not to exceed \$250,000.00 each in grant funds for the construction of an aquatic recreation activity (splash pads) in Bruni near the Bruni Community Center and in Rio Bravo, near the Rio Bravo Community Center; and authorizing the County Judge to act as the County's Executive Officer and Authorized Representative in all matters pertaining to the County's participation in the 2018 TPWD Local Parks Non-Urban outdoor Recreation Grant Program. This application will require a 50% cash match of \$250,000.00. Total project cost is up to \$500,000.00.**

Issue: Colonia Bruni, Rio Bravo, and surrounding rural areas do not have sufficient recreational facilities. Residents of Colonia Bruni, quad cities, Rio Bravo and El Cenizo must travel a significant distance to enjoy aquatic outdoor recreational activities.

Solution: Webb County proposes to construct a first time aquatic recreational activity (splash pad) in colonia Bruni, Rio Bravo and rural surrounding areas.

Result: Webb County proposed to apply for a 2018 Local Parks Non-Urban Outdoor Recreation Grant through the Texas Parks and Wildlife Department application to construct two splash pads near the Bruni Community Center and Rio Bravo Community Center.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve item #27 and to allow Mr. Flores to go out and apply for this grant

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (ABSTAIN)

Auditor

28. **Discussion and possible action to approve a reimbursement resolution to allow Webb County to reimburse the General Fund for expenditures related to projects with the proceeds of new certificates of obligations.**

Issue: The County intends to reimburse the expenditures hereunder after the date the original expenditure is paid or the date the project is placed in service.

Solution: This resolution shall evidence the intent of the County to comply with state law and federal income tax law in the issuance of tax-exempt obligations for the project.

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

Vote: 5 - 0 Motion Carried - Unanimously

29. **Discussion and possible action to approve the following budget amendment (line item transfer) within 2010 Bond Series (Capital outlay fund to Buenos Aires Comm. Center fund); and any other matters incident thereto. [Requested by Auditors Office]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	3050-7380-001-470000	Capital Outlay	\$35,000	\$10,077.45	\$67,131.00	\$57,053.55
To:	3040-6290-001-474501	Construction in Progress	\$98,515	\$10,077.45	\$67,009.25	\$77,086.70

Issue: Funding needed to cover architectural expenses for the Fernando A. Salinas Community Center Increase Buenos Aires Comm. Ctr. 2010 Series fund budget.

Solution: Transfer out from fund 3050 to transfer in fund 3040 to appropriate expenditures to be used for the purpose of the Fernando A. Salinas Comm. Ctr. expenditures.

Result: There will be sufficient funds in the account to pay architectural expenses.

County Auditor, Mr. Rafael Perez stated that he has a correction as to the service amount and that it should reflect \$13,168.00 instead of \$10,077.45.

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

Vote: 5 - 0 Motion Carried - Unanimously

Engineer

30. **Discussion and possible action to award proposal from LED Electric & Lighting Contractors in the amount of \$97,875.00 for emergency repairs at the Tax Assessor Collector's Office; pursuant to the Texas Local Government Code 262.024 (a) (2) an item necessary to preserve or protect the public health or safety of the residents of the county; and authorizing the civil legal division to review, negotiate price schedule, and finalize the agreements, and further authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Account #1001-1130-001-431007-010 (Operational Reserve)]**

Issue: On Monday September 10, 2018 LED Electric was contacted at 7:00 am regarding an electrical outage affecting the Webb County Justice Center at 1110 Victoria St. Service technicians discovered an outage affecting the tax assessor collector's office. Further examination discovered that two of the three 800A – 480V fuses on the main switch serving the panelboard for the tax office were blown. It was discovered that the underground conduit feed from the tax office panel to the Main Switchboard had previously been under water due to recent excessive rains.

Solution: Immediate efforts were coordinated to locate replacement fuses which arrived in Laredo at 12:00 pm and technicians replaced the fuses. The electrical feed is composed of parallel 4" PVC conduits with 4-#600kcmil with 1-#3/0 ground wire. Upon further testing it was discovered that one of the two feeds has a short in between phase B and phase C.

Result: All work will be performed in a professional and craft-manlike manner and in accordance with local and national code. Crews are available immediately to begin work.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to not to exceed these numbers

Vote: 5 - 0 Motion Carried - Unanimously

Purchasing

31. **Discussion and possible action to authorize the Purchasing Agent to solicit formal bids for the following contracts for fiscal year 2018-2019.**

Annual Contract for Refuse Collection

Issue: The Contract listed above is set to expire 09/30/2018.

Solution: Authorize the Purchasing Agent to solicit for new contracts.

Result: Annual Contracts will provide stable, lowest available and cost efficient prices from responsible bidders for Webb County.

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

Vote: 5 - 0 Motion Carried - Unanimously

32. Discussion and possible action to approve an order and resolution for the purpose of authorizing a public property finance contract issued under Local Government Code Section 271.005 (Authority to Contract for Personal Property) between Government Capital Corporation and Webb County for the purpose of financing law enforcement equipment by selecting one of the two options listed below and further rescinding the action taken on September 10, 2018 under Item 24 approving a financing option in the amount of \$1,365,129.46 and authorizing the Civil/Legal division to prepare and finalize all related documents with final authorization from the County Judge and any other matters incident thereto. [Requested by Commissioners Court]

Option includes 44 APX 8500 Mobile Radios	Option Excludes 44 APX 8500 Mobile Radios
Equipment Cost: \$1,647,065.55	Equipment Cost: \$1,353,690.63
Term: 5 annual payments - 3.876%	Term: 5 annual payments - 3.876%
Payment Amount: \$368,687.65	Payment Amount: \$303,017.09
Payment Begins one year from signing	Payment begins one year from signing

Issue: On September 10, 2018, Commissioners Court authorized the Purchasing Agent to lease 44 Chevrolet Tahoe Police interceptors from Enterprise Fleet Management for a 5-year term. The Court further authorized the financing of all equipment necessary for police units to function as public safety vehicles.

Solution: Approve the financing of all law enforcement equipment required for the 44 leased units from Government Capital Corporation for a 5 year term with first payment due 12 months after signing.

Results: Secure the financing to purchase the required law enforcement equipment for the 44-leased units that will be assigned to the Sheriff’s Office and for the four (4) Constable Precincts.

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

Vote: 5 - 0 Motion Carried - Unanimously

33. Discussion and possible action to authorize the purchase of law enforcement equipment for forty-four (44) leased vehicles for the Webb County Sheriff and Constables from Fleet Safety, pursuant to Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing program Texas Buy-Board # 524-17 in the amount of \$1,353,690.63. [Requested by Commissioners Court; Accounts #1001-3010-001-470000, #1001-3150-001-470000, #1001-3160-001-470000, #1001-3170-001-470000 and #1001-3180-001-470000]

Issue: Forty-four (44) leased units designated for law enforcement use require police package equipment and mobile radios.

Solution: Consider approval of equipment required for law enforcement use.

Result: Obtain the needed equipment to run law enforcement operations.

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

Vote: 5 - 0 Motion Carried - Unanimously

Commissioners Court Administrator

- 34. Discussion and possible action to authorize the purchase of an advertisement in the Welcome to Laredo Guide publication to promote tourism in Webb County during the 6A UIL Area G Marching contest hosted by United Independent School District on October 27, 2018. The Webb County Commissioners Court would be featured on said advertisement. Advertising prices are as follows: Full page - \$500.00; Half page - \$250.00; Quarter page - \$125.00. [Account #2004-1010-001-463526 (Community Promotions)]**

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve the full page

Vote: 5 - 0 Motion Carried - Unanimously

- 35. Discussion and possible action to authorize the purchase of a congratulatory advertisement for Texas Governor Greg Abbott, selected as the 2018-2019 Mr. South Texas during the Washington's Birthday Celebration festivities in the amount of \$500.00. The Webb County Commissioners Court would be featured on said advertisement. [Account #2004-1010-001-463526 (Community Promotions)]**

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

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 3 John C. Galo (ABSTAIN)

Closed Session/Executive Session

- 36. Discussion and possible action to approve the transfer of Slots #2231 and #2809 from Department #1250 (Treasury) to Department #1230 (Human Resources) subject upon the availability of payroll funds and any applicable Civil Service Regulation, effective September 24, 2018 and to facilitate the accessibility of the Treasury to process payroll by Human Resources; and any other matters thereto. [Executive session is requested pursuant to Sec. 551.074 (Personnel Matters) Texas Government Code]**

Civil Legal Division, Mr. Ramon Villafranca stated that Executive Session is not needed.

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

Vote: 5 - 0 Motion Carried - Unanimously

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to go into Executive Session on item #37

Vote: 5 - 0 Motion Carried - Unanimously

(Executive Session 10:07 - 10:20 a.m.)

No action taken.

- 37. Status report from Webb County Civil Legal Division and Webb County staff regarding current negotiations on the potential purchase of the former HEB downtown property, with discussion and possible action regarding purchase of real property; authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. [Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.072 (Deliberations regarding purchase of Real Property) [Requested by Commissioners Court Administrator]**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to allow them to negotiate to buy time, and if they can't buy time to go ahead and terminate the contract

Vote: 5 - 0 Motion Carried - Unanimously

Presentations

- 39. Presentation by four (4) qualified firms submitting proposals for the Employee Classification and Wage Study for Webb County with discussion and possible action to award RFP # 2018-006 "Employee Classification and Wage Study" and to further authorize the Civil and Legal Department to negotiate the terms and conditions of the contract with the successful firm selected. [Requested by Commissioners Court]**

Issue: Commissioners Court authorized the Purchasing Agent to solicit formal proposals from qualified firms to conduct an Employee Classification and Wage Study.

Solution: Interview four (4) firms that submitted proposals and select the most qualified firm to conduct the independent study.

Results: Study will provide Commissioners Court with an independent review of current job classification and wages paid to County employees and if the current wage plan needs to be adjusted to be more competitive with the current job force market.

The Commissioners Court heard presentations from two (2) firms that responded to the RFP #2018-006 "Employee Classification Wage Study" in the order as follows:

- 1) Nancy Berkley, Evergreen Solutions
- 2) Ruth Ann Eledge, Segal Waters Consulting

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to accept Segal Waters and to have Civil Legal go ahead and start negotiations, and if they're not able to come to terms to begin negotiations with Evergreen

Vote: 5 - 0 Motion Carried - Unanimously

38. Presentation of Certificates of Recognition to the following United States veterans who participated in the 2018 Laredo Veterans Hero Flight --

**David Rankin - World War II;
Manuel Ramirez - Korean War (Prisoner of War)
Heriberto Saldivar - Vietnam War.**

40. Communications

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

41. Adjourn

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

Vote: 5 - 0 Motion Carried - Unanimously