




WEBB COUNTY, TEXAS

COMMISSIONERS COURT

PUBLIC NOTICE
COMMISSIONERS COURT MEETING
WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
TUESDAY, NOVEMBER 13, 2018
9:00 a.m.

BY  DEPUTY
WEBB COUNTY, TEXAS
2018 NOV -9 PM 3:38
MARGIE R. IBARRA
COUNTY CLERK
FILED

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

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

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

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

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

CONSENT ITEMS

5. Auditor

- a. Discussion and possible action to approve the following line item transfer within special funds (State Forfeiture); and any other matters incident thereto: **[Requested by Martin Cuellar, Webb County Sheriff's Office]**

| | Acct. Number | Acct. Name | Adopted | Request | Current | End Bal. |
|-------|--------------------------|---------------------------|----------------|----------------|----------------|-----------------|
| From: | 2151-3010-001-457006 | Law Enforcement Other | \$8,247 | \$1,522.27 | \$1,747.03 | \$224.76 |
| | 2151-3010-001-443000-020 | Repair Maint. Building | \$100 | \$3,254 | \$3,254 | \$0 |
| | 2151-3010-001-444400 | Rent Exp. | \$100 | \$570 | \$570 | \$0 |
| | | | | \$5,346.27 | | |
| To: | 2151-3010-001-413000 | Overtime | \$0 | \$4,609.58 | \$0 | \$4,6093.58 |
| | 2151-3010-001-422000 | FICA | \$0 | \$347.51 | \$261.72 | \$609.23 |
| | 2151-3010-001-423000 | Retirement County Sharing | \$0 | \$245.61 | \$349.58 | \$595.19 |

| | | | | | | |
|--|----------------------|------------------|-----|------------|---------|---------|
| | 2151-3010-001-425000 | Unemployment | \$0 | \$67.90 | \$21.24 | \$89.14 |
| | 2151-3010-001-421000 | Health Insurance | \$0 | \$34.98 | \$0 | \$34.98 |
| | 2151-3010-001-426000 | Workers Comp | \$0 | \$41.39 | \$29.10 | \$70.49 |
| | | | | \$5,293.27 | | |

Issue: Line item transfer is needed to cover reclassification for FLSA and fringe benefits not covered from overtime work with FY 18 Local Border Security Program (LBSP).

Solution: Transfer of funds on line item is needed to make necessary reclassifications to close out end of year reports.

Result: With court approval, reclassification can take place and any deficits will be cleared for FY 18 grant period.

- b. Discussion and possible action to approve a budget amendment to the District Attorney State forfeiture fund by increasing the expenditure budget by \$30,000; said amount is available from seized funds pursuant to Chapter 18 of the Texas Code of Criminal Procedure. **[Fund #2161-2260]**

| | Account Name | Account Number | Amount |
|-------|----------------------------------|----------------------|----------|
| From: | State Forfeitures - Fund Balance | 2161-259700 | \$30,000 |
| To: | Law Enforcement Other | 2161-2260-001-457006 | \$27,500 |
| To: | Minor Tools & Apparatus | 2161-2260-001-460105 | \$1,500 |
| To: | Drug Free Campaign | 2161-2260-001-455501 | \$1,000 |

Issue: New proceeds under Chapter 18.18 of the Texas Code of Criminal Procedure have been awarded and may be spent by the attorney representing the State after a budget for the expenditure of the proceeds has been submitted to the Governing Body.

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

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

- c. Discussion and possible action to approve the following budget amendment (line item transfer) within Forfeiture funds. **[Requested by Isidro "Chilo" Alaniz, District Attorney; Fund #2163]**

| | Acct. Number | Acct. Name | Adopted | Request | Current | End Bal. |
|-------|----------------------|----------------|----------|---------|----------|----------|
| From: | 2163-2260-001-470000 | Capital Outlay | \$84,000 | \$9,000 | \$10,264 | \$1,264 |

| | | | | | | |
|-----|----------------------|-----------------------|----------|---------|---------|----------|
| To: | 2163-2260-001-457006 | Law Enforcement Other | \$15,000 | \$9,000 | \$7,880 | \$16,880 |
|-----|----------------------|-----------------------|----------|---------|---------|----------|

Issue: The law enforcement other account requires additional funds to cover projected expenditures.

Solution: Request a line item transfer.

Result: The law enforcement other account will have sufficient funds to cover the projected expenditures.

- d. Discussion and possible action to approve a budget amendment of \$10,000 to the District Attorney Federal Forfeiture Fund from new proceeds received from the U.S. Department of Justice Equitable Share Program. **[Requested by Isidro "Chilo" Alaniz, District Attorney; Fund #2162 (DOJ - Federal Forfeiture)]**

| | Account Name | Account Number | Amount |
|-------|--|----------------------|----------|
| From: | Federal Forfeitures DOJ - Fund Balance | 2162-259700 | \$10,000 |
| To: | Law Enforcement Other | 2162-2260-001-457006 | \$10,000 |

Issue: New equitable shared funds have been awarded to the District Attorney's Office and may be spent after a budget for the expenditure of the proceeds has been submitted to the Governing Body. The budget must be detailed and clearly define the categories of expenditures.

Solution: Submit a budget to the Governing Body that clearly defines the categories of expenditures to be incurred with the new proceeds.

Result: The District Attorney's Office will add the new proceeds to its current budget to be utilized for law enforcement purposes in accordance with the Department of Justice Equitable Sharing Guidelines.

- e. Discussion and possible action to approve a budget amendment to the District Attorney State forfeiture fund by increasing the expenditure budget by \$10,000; said amount is available from seized funds pursuant to Chapter 59 of the Texas Code of Criminal Procedure. **[Requested by Isidro "Chilo" Alaniz, District Attorney; Fund #2160-2260]**

| | Account Name | Account Number | Amount |
|-------|----------------------------------|----------------------|----------|
| From: | State Forfeitures - Fund Balance | 2160-259700 | \$10,000 |
| To: | Law Enforcement Other | 2160-2260-001-457006 | \$10,000 |

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

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

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

- f. Discussion and possible action to approve the following budget amendment (line item transfer) within Grant Funds: **[Requested by Jose R. Salinas, Justice of Peace, Pct. 4; Account #2742]**

| | Acct. Number | Acct. Name | Adopted | Request | Current | End Bal. |
|-------|----------------------|-------------------|----------------|----------------|----------------|-----------------|
| From: | 2742-2180-001-460000 | Office Supplies | -0- | \$2.11 | \$1,485.92 | \$1,483.81 |
| To: | 2742-2180-001-458090 | Travel | \$3,182 | \$2.11 | \$3,845.04 | \$3,847.15 |

Issue: A ministerial budget adjustment is required for this grant in order to close out the general ledger accounts to match the grant budget.

Solution: Request a ministerial budget adjustment.

Result: The general ledger accounts can be closed out.

- g. Discussion and possible action to approve the following budget amendment (line item transfer) within Grant funds. **[Requested by Community Action Agency]**

| | Acct. Number | Acct. Name | Request | Current | End Bal. |
|-------|----------------------|-----------------------|----------------|----------------|-----------------|
| From: | 2025-5320-521-426000 | Worker's Compensation | \$500 | \$2,005.21 | \$1,505.21 |
| To: | 2025-5320-521-464010 | Dues & Memberships | \$500 | \$0 | \$500.00 |

Issue: To pay for the 2018 TACAA Dues & Memberships.

Solution: Line item transfer from the Worker's Compensation account to the Dues & Membership account to cover expenditures.

Result: The Dues & Membership account will be funded accordingly per fiscal year.

- h. Discussion and possible action to approve the following budget amendment/ratification (line item transfers) within Election Chapter 19 Fund and Election Service Contract; and any other matters thereto.

| | Acct. Number | Acct. Name | Adopted | Request | Current | End Bal. |
|-------|----------------------|--|--------------|-------------|--------------|-------------|
| From: | 2026-1110-001-450001 | Contract Servides | \$24,442.00 | \$5,508.59 | \$24,442.00 | \$18,933.41 |
| | 2026-1110-001-461000 | Materials & Supplies | \$10,000.00 | \$3,795.07 | \$10,000.00 | \$6,204.93 |
| | 2026-1110-001-456205 | Training & Education | \$1,500.00 | \$1,500.00 | \$1,500.00 | \$ 0 |
| | 2026-259700 | Chapter 19 Fund Balance | \$ 0 | \$15,366.34 | \$15,366.34 | \$ 0 |
| | 2010-259700 | Election Service Contracts Fund Blance | \$90,122.72 | \$29,763.00 | \$49,409.00 | \$19,646.00 |
| | | Total | | \$55,933.00 | | |
| To: | 2026-1110-001-460105 | MInor Tools & Apparatus | \$ 0 | \$26,170.00 | \$ 0 | \$26,170.00 |
| | 2010-1110-001-451201 | Election Expense | \$191,250.00 | \$29,763.00 | \$(1,478.48) | \$28,284.52 |
| | | Total | | \$55,933.00 | | |

Issue: Budget amendment needed for year-end Election funds' bank reconciliations and recording of deposits and disbursemtns.

Solution: Transfer budget from elections fund balance to appropriate expenditure accounts to be used for the purpose of reconciling bank election expenditures.

Result: There will be sufficient funds in all budget line items to recored year-end transactions.

6. Civil Legal Division

- a. 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 (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]**

- b. Discussion and possible action to approve a 2018-2019 Technical Support and Software Maintenance Agreement between Judicial Systems, Inc. and Webb County for software maintenance and technical support. The effective date will be January 1, 2019, and will terminate on December 31, 2019. The total cost of the maintenance will be Six Thousand Eight Hundred Fifty Five Dollars and Ninety-Three Cents (\$6,855.93) 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)]**

- c. Discussion and possible action to approve a 2018-2019 Maintenance Renewal Agreement between DLT Solutions, LLC and Webb County for software maintenance. The effective date will be November 30, 2018, and will terminate on November 30, 2019. The total cost of the maintenance will be Two Thousand Seven Hundred Fifty Nine Dollars and Ninety-Five Cents (\$2,759.95) 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)]**

- d. Discussion and possible action to approve a 2018-2019 Software Support and License Renewal Agreement between SHI Government Solutions and Webb County for software maintenance. The effective date will be December 1, 2018, and will terminate on November 30, 2019. The total cost of the maintenance will be Five Thousand Fifty Six Dollars and Ninety-Four Cents (\$5,056.94) 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)]**

- e. Discussion and possible action to approve a 2018-2019 Maintenance Renewal Agreement between Insight Public Sector and Webb County for software maintenance. The effective date will be December 1, 2018, and will terminate on November 30, 2019. The total cost of the maintenance will be One Thousand Nine Hundred Sixty Three Dollars and Ninety-Six Cents (\$1,963.96) 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)]**

- f. Discussion and possible action to approve a minor boundary modification application for expansion of City of Laredo's Foreign Trade Zone (F.T.Z.) No. 94, with the Foreign Trade Zone Board/U.S. Dept. of Commerce as requested by Specialized Custom Services, Inc., and the City of Laredo by adding Lot 3, Block 1, Western Division, City of Laredo, Texas and commonly known as 1015 Santo Tomas St., to F.T.Z. No. 94, for approval by Webb County, and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. **[Requested by City of Laredo]**
- g. Discussion and possible action to authorize Webb County to execute an Order of Acceptance for the dedication of Ten (10) Roadway Right-of-Way Easements out of Ranchitos Los Arcos Subdivision, and One (1) Roadway Right-of-Way Easements out of Ranchitos Los Mesquites 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, P.E., Webb County Engineer]**

| Ranchitos Los Arcos Subdivision | |
|--|-------------------------------------|
| Property | Grantor(s) |
| Lot 46 | Gina Dovalina |
| Lot 47 | Armando Garcia & Benito Garcia |
| Lot 48 | Elena Compean & Maria C. Mejia |
| Lot 49 & 50 | Juanita Lopez |
| Lot 71 | Ninfa Carrizalez & Fortunato Valdez |
| Lots 84, 85, 86, & 87 | Daniel Lopez |

| Ranchitos Los Mesquites Subdivision | |
|--|-------------------------------------|
| Property | Grantor(s) |
| Lot 48 | Humberto Solano & wife Maria Solano |

- h. Discussion and possible action to enter into a twelve (12) month (October 26, 2018 through October 25, 2019) Pest Elimination Services Agreement between Webb County for the Meals on Wheels program and EcoLab for pest elimination services at a monthly cost of Seventy Dollars (\$70.00) and a total amount of Eight Hundred Forty Dollars (\$840.00), authorizing the County Judge to execute any and all documents, and any other matters incident thereto. This agreement will not have an impact to the General Fund. **[Account #2371-5260-521-443000-020]**

- i. Discussion and possible action to authorize an addendum to the Transaction Service Agreement previously entered into between Webb County and Orion Healthcare Technology, Inc. in order to comply with the Health Insurance Portability and Accountability Act of 1996 (“HIPPA”) also known as the (“HIPPA Privacy Rule”) in order to protect the use, disclosure and privacy of individually identifiable health information maintained by Webb County, and authorizing the Webb County Judge to sign and execute all relevant documents, and any other matters incident thereto. There is no funding required and/or impact to the general fund.
- j. Discussion and possible action to approve an Order correcting the Official Minutes of the Webb County Commissioner’s Court meeting on Monday, September 10, 2018, authorizing the County Judge to execute any and all documents, and any other matters incident thereto.

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 for the implementation of the Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP). This vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

Retail Energy Provider

Volt Electricity Provider, LP

Issue: Webb County C.A.A. 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: This vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

Result: 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 Tano E. Tijerina, Webb County Judge

- a. Discussion and possible action to remove Jaime A. Canales from serving on the Border Region MHMR Community Center d/b/a Border Region Behavioral Health Center Board of Trustees and any other committees or boards to which he has been appointed to serve on by the Commissioners Court and appointing the Honorable Cindy Liendo Commissioner, Precinct 4, to replace Mr. Canales, for the remainder of the terms on the Border Region MHMR Community Center d/b/a Border Region Behavioral Health Center Board of Trustees and any other committees or boards to which he had been appointed by the Commissioners Court; and any other matters incident thereto.

9. Economic Development

- a. Discussion and possible action to approve the 2019 Formula Grant Program Indigent Defense Resolution. The Texas Commission on Indigent Defense has funding available for fiscal year 2018-2019, to help off-set the cost to maintain a quality, cost effective criminal defense system that meets the needs of local jurisdictions. This is a yearly grant resolution. There is no negative impact to the budget. All necessary steps have been taken in accordance with the Webb County Single Point of Contact (SPOC) Policy and Procedures. **[Requested by Cornell Mickley, Pre-Trial Services]**
- b. Discussion and possible action to accept a Law Enforcement Terrorism Preparedness Activity (LETPA) grant award from the Office of the Governor Homeland Security Grant Program (HSGP) in the amount of \$59,659.66 as developed, written, presented, and submitted by the Webb County Sheriff's Office for SWAT equipment and supplies; and designating the Webb County Judge as the authorized official in any grant-related matters; and any other matters incident thereto. This grant has no match; and, therefore, has 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 Martin Cuellar, Webb County Sheriff] [Sponsored by the Hon. Jesse Gonzalez, Pct. 1]**

Issue: Since the tragedy of 9/11, the urgent need for expanded and enhanced law enforcement efforts to prevent terrorism in the United States was understood to help save the lives of both first responders and the people they serve.

Solution: Grant award to fund enhanced SWAT capabilities for the Webb County Sheriff's Office.

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

- c. Discussion and possible action to ratify the acceptance of a Region 2 Border Prosecution Unit grant from the Office of the Governor Homeland Security Grants Division (HSGD) in the amount of \$500,000; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require matching funds. **[Requested by Isidro "Chilo" Alaniz, District Attorney - Fund 2739]**

Issue: There is a need for resources to prosecute felony cases, provide technical assistance and training to law enforcement agencies and to prosecute border crime cases along the "Texas-Mexican Border". The Office of the Governor of Texas Homeland Security Grants Division has provided available resources through a grant opportunity to enhance prosecution in the area of organized crime / criminal enterprise cases.

Solution: Authorize the acceptance of the grant award as set forth above to ensure that the District Attorney's Office Border Prosecution Unit can continue to successfully prosecute border crime cases along the "Texas-Mexican Border".

Result: The District Attorney's Office will have the opportunity to receive additional resources to continue prosecuting cases, specifically in the area of organized crime / criminal enterprises along the "Texas-Mexican Border".

- d. Discussion and possible action to authorize the 406th Judicial District Court Veterans Treatment Program to submit a continuation grant application for the 2019-2020 Regional Veterans Court Program offered by the Texas Veterans Commission in the amount not to exceed \$300,000 and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match. All grant documents follow the Single Point of Contact procedures developed by Webb County. **[Requested by 406th District Court]**

Issue: The Texas Veterans Commission has been authorized to issue grants in support of Veterans Treatment Courts to address the needs of veteran participants and their families. This grant will provide necessary resources to assist the veteran population in Webb and surrounding counties.

Solution: The 406th Veterans Treatment Program's fiscal responsibility and obligation to submit a Request for Application to the Texas Veterans Commission Fund for Veterans' Assistance 2019-2020 Veterans Treatment Court Grant.

Result: The 406th Veterans Treatment Program will be able to provide additional services and/or enhance the services currently being provided.

- e. Discussion and possible action to approve the acceptance of a Fiscal Year 2019 Local Border Security Program (FY 19 LGSP) Grant award in the amount of \$17,000.00 from the office of Homeland Security Grants Division (HSGD) as developed, written and submitted by and for the Webb County Constable Pct. 3 Department for deputy Constables overtime and applicable fringe benefits to provide enhanced border security in Pct. 3 and Webb County, and authorizing the Webb County Judge to execute all relevant documents and any other matters incident thereto. This grant does not require any match and thus shall have no impact on general fund. All 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 Constable Adrian Cortez; Grant Account #2730]**

Issue: The State of Texas recognizes that border communities face urgent security challenges caused by increased activity from transnational organized criminal syndicates and their allies that are intensified by the fluidity of border crossings, heavy commercial activity and interdependence of the international border communities economies. These socio-economic pressures place increased demands of law enforcement services and intensify the need for augmented public safety resources.

Solution: Grant award to provide enhanced border security in Pct 3. and Webb County in order to fulfill State of Texas Local Border Security program objectives, including overtime (OT) resources to suppress, deter, and reduce border-related criminal activity in Texas.

Result: Enhanced/increased patrol capacity for certified peace officers working at Webb County Constable Pct. 3 Department.

- f. Discussion and possible action to approve a reimbursement agreement between the Webb County Constable Pct. 1 and the Organized Crime Drug Enforcement Task Forces program (OCDEF) for an amount not to exceed \$18,343.75. The total reimbursable amount covers overtime for deputy assigned to the Task Force. The period of performance for this award is October 1, 2018 through September 30, 2019. Forfeiture funds will be utilized to cover the fringe benefits allocated to the overtime therefore no impact to the General Fund. **[Requested by Rodolfo "Rudy" Rodriguez, Constable Pct. 1]**

Issue: Collaboration between Federal, State and local law enforcement agencies is necessary to pursue and dismantle organized crime organizations along Webb County and the Texas Border.

Solution: Accept Federal assistance to continue local participation in Joint Operations under the Organized Crime Drug Enforcement Task Forces Program.

Result: Disruption of organized crime activity along the Texas border and in Webb County.

10. Head Start

Disclaimer: All Head Start monies are 100% Federal funds

- a. Discussion and possible action to approve the transfer of employee within the following Slots with salary changes, subject upon the availability of payroll funds and any applicable grant guidelines:

| | <u>Slot #</u> | <u>Title</u> | <u>Hourly Rate</u> |
|-------|---------------|---|--------------------|
| From: | 2164 | Child Development Credential Disability Aide | \$10.42 |
| To: | 1387 | Child Development Credential Teacher Assistant | \$10.81 |

- 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> |
|---------------|--|--------------------|--------------------|
| 1643 | Part Time Classroom Aide Child Care Partnership Program | \$8.99 | 26 |

11. Indigent Healthcare Services

- a. Discussion and possible action to approve the transfer of employees within the following Slots with salary changes, approve the rate of \$25 per hour for the part time nurse and waive the \$15 per hour maximum for part time employees, and approve the filling of the vacant Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines effective November 13, 2018:

| | <u>Slot#</u> | <u>Title</u> | <u>Hourly Rate</u> |
|----------|--------------|-----------------|------------------------------|
| From: | 2861 | Nurse | \$25.82 - 16/FR |
| To: | 888813 | Part Time Nurse | \$25.00 per hour (Fund 2002) |
| To Fill: | 2861 | Nurse | \$25.82 - 16/FR |

Issue: Employee currently in Slot #2861 will be transferred to part-time slot funded under Account #2002-5100-001-412000 Part Time at a rate of \$25 per hour. We are requesting authorization from the court to post and fill the resulting vacant full time slot #2861

Solution: Request is being submitted for Commissioners Court approval to transfer employee and fill subsequent vacant slot.

Result: The transfer and filling of slots will allow Webb County to continue providing public health services under the Immunization and Tuberculosis (TB) programs.

12. Medical Examiner

- 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 November 13, 2018:

| <u>Slot #</u> | <u>Title</u> | <u>Hourly Rate</u> |
|---------------|----------------------------|--------------------|
| 2394 | Medical Death Investigator | \$20.38 -18/A |
| 2460 | Autopsy Technician | \$16.73- 14/A |

Issue: Slot #2394 and #2460 has been vacant

Solution: Approve posting and filling of vacant position.

Result: The filling of slot #2394 and #2460 will alleviate overload and allow for efficiency and productivity of work within the Medical Examiner's Office.

13. Purchasing

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

Bid 2019-01 Annual Contract for Refuse Collection – Trashco Inc., Southern Sanitation

Issue: The Annual Contracts listed above expired 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.

- b. Discussion and possible action to award RFP 2018-008 "Advanced Metering Analytics Software for Water Utilities" to sole bidder National Meter & Automation and authorizing the civil legal division to review, and negotiate price schedule and any other matters incident thereto. This solicitation complies with the Texas Local Government Code, Section 262, Sub-Chapter C (Competitive Bidding in General). **[Requested by Adrian Montemayor; Water Utilities Director; 2016 Bond Series Account #7220-7280-001-474501 (Construction in Progress)]**

Issue: Currently the Utilities Department utilizes existing maintenance workers and operators to provide the manual reading of all 1900 meters within the communities of Rio Bravo and El Cenizo. This operation requires up to 432 man hours to complete the process of reading meters, keypunching results, and re-reading meters with errors. In addition, hazardous conditions exist out in the field with our personnel that leads to an injury involving dog bites, insect bites, and physical injury due to holes in the ground. We also have a significant level of water loss and therefore revenue loss associated with meter tampering and illegal connections to our system.

Solution: The newest technology in remote meter reading involves cellular service meters that can provide immediate results of consumption, water leaks, illegal water consumption, and provide feedback to the customer of exactly when and how much water is used by the hour for moderating their water use.

Result: Automated water consumption directly inputs into the accounting system limited to read and keypunch errors, providing for a safer process for employees and accurate confidence of metered consumption with our customers.

- c. Discussion and possible action to authorize the Purchasing Agent to solicit request for proposals on a three year agreement for a revenue contract to provide vending machine services to all County locations, to include all equipment, repairs, and necessary labor.

Issue: There is not a current contract for vending machine services for the County.

Solution: Authorize the Purchasing Agent to solicit for a new revenue and service contract.

Result: A revenue and service contracts for vending machines will provide optimal service for the County and provide revenue accountability.

- d. 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.

- e. Discussion and possible action to award RFP 2019-001 "Building Lease for Webb County Economic Development" to the highest ranking proposer F.D. Laurel Properties, LLC. for approximately 2,729 square feet located at 1308 San Agustin Avenue for \$1.00 per square foot monthly for year one (1) with an additional three (3) one (1) year options to extend and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. **[Requested by James Flores, Economic Development Director; Account #1001-1130-001-444100 (Space Rental General Operating Fund)]**

Issue: Current building lease term has expired. Effective 10/31/2018.

Solution: Proposals were secured by the Purchasing Agent at the direction of the Commissioners Court. 2 Formal proposals were submitted in response to a public RFP request.

Results: Approve the highest ranking proposal as recommended by County Staff assigned to the evaluation committee.

- f. Discussion and possible action to approve an award to Davila Construction, Inc., for Invitation to Bid (ITB) 2018-005 "La Presa Community Park Project" for an amount not to exceed \$111,100.00 and authorizing the County Judge to sign all relevant documents and any other matters incident thereto.
[Requested by Commissioner Jesse Gonzalez, Pct. 1, Account #3045-6310-001-474501 2010 (Bond Series Account)]

Issue: Multiple Construction companies were invited to participate in this project, only one company submitted a bid. The sole bid was for \$172,000.00. County Staff and project architects valued engineered the project by reducing the cost of site clearing, reduced allowances and changed the walking trail materials to reduce the overall base bid by \$60,900.00 in order to not exceed the allowable budget for this project.

Solution: Award the bid to the sole bidder at the reduced base bid amount of \$111,100.00.

Result: Finalize contract documents for the base bid amount, schedule pre-construction meetings and secure all required bonds and insurances.

14. Risk Management

- a. Discussion and possible action to authorize the County Judge to sign the 2019 Renewal Notice and Benefit Confirmation with the Texas Association of Counties for the County Silver Choice Program for County Retirees 65 and over and their dependants; and any other matters incident thereto.

REGULAR AGENDA

Civil Legal Division

15. Discussion and possible action to continue the payment of court interpreter stipend for Slot #1371, in the amount not to exceed \$6,448.00, with additional action to determine funding source as it was not requested in budget; and any other matters incident thereto.

Issue: The stipend for court interpreter was inadvertently overlooked and was not added to the general order for fiscal year 2018-2019.

Solution: Determine a funding source to be able to continue providing services.

Result: By funding this stipend, services will continue as it has in previous years.

16. Discussion and possible action to approve clarifications to the Purchasing Code of Ethics Policy regarding Vendor communication with Procurement Professionals and Elected Officials during an active solicitation period and Re-Adopting the policy effective as of the date approved and any other matters incident thereto.

Purchasing

17. Discussion and possible action to approve an order joining the Texas Conference of Urban Counties Aggregation Project, Inc. (d/b/a Public Power Pool, or P³), which is a non-profit political subdivision corporation pursuant to Chapter 304 of the Texas Local Government Code; and authorizing P³ to solicit competitive pricing from suppliers that have previously agreed to P³'s contracting terms and conditions and, upon approval by the designated representative of Commissioners Court, execute a power supply agreement as the agent of Webb County for the period January 1, 2019 through the first meter read after January 1, 2023 for all accounts designated by this order and to further approve P³'s Articles of Incorporation and By-Laws and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. **[Requested by Commissioners Court]**

Issue: The current Retail Energy Provider contract with Reliant Energy is going to expire December 31, 2018.

Solution: Join Public Power Pool (P3s), a non-profit political subdivision corporation of the State of Texas and authorize them to solicit competitive pricing for Webb County from suppliers (retail energy providers) that have agreed to P3s terms and conditions.

Result: Secure the best pricing per kwh by using P3s Statewide resources in order to recognize a substantial savings in electricity expenditures impacting the general fund.

18. Discussion and possible action to authorize the Purchasing Agent to purchase the following capital outlay items listed below approved on September 10, 2018 by Commissioners Court for the Medical Examiner's Office and to further authorize the Budget Officer to transfer \$47,000.00 from the operational reserve account to the capital outlay account. **[Requested by Commissioners Court; Account #1001-1130-001-470000 Capital Outlay]**

| Description | Not to Exceed (\$) |
|--|--------------------|
| 1-Ford Expedition 4x4 w/loading ramp & Light Bar | \$45,000 |
| 1-Computer and software for staff | \$2,000 |

19. Discussion and possible action to authorize the Purchasing Agent to purchase one (1) Mini Van equipped with wheelchair accessibility for the Veterans Department in an amount not to exceed \$40,000.00 in accordance with the Webb County Purchasing Rules and Regulations and to further authorize the Budget Officer to transfer funds from the operational reserve account to the capital outlay account within the general operating fund. **[Requested by Commissioners Court, Account #1001-1130-001-470000]**

Issue: During the Budget hearings held on September 10, 2018, Commissioners Court authorized the purchase of a new mini van equipped with handicap ramps for the purpose of providing our local veterans with transportation for scheduled appointments related to program. The Court further authorized a budget to not exceed \$40,000.00.

Solution: Authorize the Purchasing Agent to secure competitive bids in order to secure best pricing and finalize the purchase.

Result: Replace high mileage unit with a new transportation van and continue providing services to our local Veterans.

20. Discussion and possible action to authorize the Purchasing Agent to solicit Requests for Qualifications (RFQ) for Architectural services from a licensed Architect for the preparation of a site plan, plans and specifications and project management for the expansion and modernization of the Medical Examiner's Office, morgue and autopsy area; and any other matters incident thereto. Chapter 2254 - Professional Services Procurement Act. **[Requested by Commissioners Court] [Sponsored by Tano E. Tijerina, County Judge]**

Issue: During the Budget hearing held on September 10, 2018, Commissioners Court authorized to fund improvements to the Medical Examiner's Office in order to address spacing needs and other expansion issues discussed.

Solution: Authorize the Purchasing Agent to solicit a RFQ for professional architectural services to prepare design plans and other documents necessary to prepare for future expansion improvements to the Medical Examiner's Office.

Result: Secure qualified RFQ proposals from licensed Architects and present to Commissioners Court for award based on qualifications.

Honorable Norma Farabough, Tax-Assessor- Collector

21. Discussion and possible action to approve the utilization of Operational Reserve Funds in the amount not to exceed Nine Thousand Dollars (\$9,000) of which \$8,285.00 (EIGHT THOUSAND TWO HUNDRED EIGHTY-FIVE) will go to Lan-Tech, and \$509.39 (FIVE HUNDRED NINE AND THIRTY-NINE CENTS) will go to Webb County Purchasing Department for the purchase and installation of surveillance cameras and television monitor for the Tax Office. **[Account #1001-1130-001-431007-010 (Operational Reserve)]**

Issue: The Tax Office currently has five (5) surveillance cameras with limited views and no clear view of neither the front or back of the teller line. There have been situations where management has had to look back at camera feeds and results have been inconclusive because of limitations of camera angles. It also poses as a safety issue as the amount of monetary transactions that occur in the office are large and frequent.

Solution: Approve the utilization of Operational Reserve Funds for the purchase of cameras and monitor as well as the installation.

Result: All areas of the Tax Office will be under clear surveillance should any future issues arise.

22. Discussion and possible action to approve the utilization of Operational Reserve Fund in the amount of \$30,000.00 (THIRTY THOUSAND) of which \$27,776.00 will go to ASAP Systems, and \$1,799.95 (ONE THOUSAND SEVEN HUNDRED NINETY-NINE AND NINETY-FIVE CENTS) will go to AT&T for the purchase of a 5-year software license and five (5) 6th Generation I pads, along with extra monies should an additional I pad be needed, for the Planning Department to begin the taxing of coin-operated machines. **[Requested by Planning Department; Account #1001-1130-001-431007-010 (Operational Reserve)]**

Issue: The Planning Department is in need of the software and I pads to keep up with the inventory for gaming and vending machines to assist in issuing licenses and permits.

Solution: Approve the utilization of Operational Reserve funds for the purchase of the software license and I pads.

Result: The Planning Department will have an accurate account of all gaming and vending machines that will increase revenue for the county.

Commissioners Court Administrator

23. Discussion and possible action to adopt by Resolution and Order the Webb County, Texas State Legislative Agenda 2019 as recommended by the Legislative Affairs Committee; and any matter incident thereto. **[Requested by Legislative Committee]**

Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

24. Discussion and possible action to approve the lighting up of the Webb County Courthouse in Green for the month of November 2018 in recognition of all veterans; and any other matters incident thereto.

Honorable Cindy Liendo, Webb County Commissioner Pct. 4

25. Discussion and possible action to approve the appointment of a director at the Ladrillito Activity Center (Slot #2350), subject to the availability of payroll funds and adhering to any and all Wage Plan Policies, effective November 13, 2018:

| <u>Slot #</u> | <u>Title</u> | <u>Hourly Rate</u> |
|---------------|---------------------------|--------------------|
| 2350 | Community Center Director | \$38,402.54 - 16/A |

Issue: Slot #2350 is vacant.

Solution: Request is being to appoint a director at the activity center.

Result: The filling of slot #2350 will allow the center to continue to function efficiently and effectively.

Closed Session/Executive Session

26. Status report with discussion and possible action regarding Cause No. 2018-CVK-001643-D2, 111th District Court, Webb County, Texas styled Laredo Veteran's Coalition, et al; vs. Webb County, Texas & City of Laredo; and hiring of outside legal counsel and authorizing the Webb County Judge to execute and relevant documents and any other matters incident thereto. **[Closed/Executive Session is requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.071 (1) (A) (Consultation With Attorney/Pending Litigation)] [Requested by Webb County Civil Legal Division]**

27. Status report from Webb County Civil Legal Division and Webb County staff regarding the results of the Environmental report/study and the Mechanical, Electrical and Plumbing (M.E.P.) report/study conducted on the former HEB downtown property (being all of Block 58 WD of the City of Laredo) with discussion and possible action to authorize the funding of the purchase of the property in the amount of four million one hundred twenty-five thousand dollars and applicable closing costs; designating all funds expended (including all studies) for the purchase of the property reimbursable pursuant to the Court's Resolution of September 24, 2018, wherein the Court designated its intention to reimburse the expenditure of funds for the acquisition of land and buildings for future County facilities and payment of contractual obligations for professional services in connection therewith (to wit: consultants, engineering, financial advisory, and legal) with proceeds of the issuance of obligations and further authorizing the purchase of the property and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. **[Executive Session may be requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.072 (Deliberations regarding purchase of Real Property) [Requested by Commissioners Court Administrator] [Funding Source #1001-9080-001-485005-115 (General Fund)]**
28. Discussion and possible action to conduct a performance review of a Webb County Department Head who is subject to the authority of the Webb County Commissioners Court, to wit:

- Community Center Director, Slot #2285

Action to be taken by Commissioners Court may include continuation of employment, reassignment and/or modification of duties, disciplinary action, dismissal or other actions. The Commissioners Court may take such other action as may be necessary to implement its decisions including, but not limited to, appointment of interim department heads and/or permanent appointment of department heads; and any other matters incident thereto. **[Closed Meeting/Executive Session may be requested pursuant to Texas Government Code, Title 5, Subchapter D, Sections 551.071 ((A)(B) Consultation with Attorney) and 551.074 (Personnel Matters)] [Requested by Leroy Medford, Commissioners Court Administrator]**

Presentations

29. Status report to Webb County Commissioners Court by Judge Victor Villarreal who presides over County Court at Law II regarding the OCA Guardianship Compliance Project and statistics of the court. **[Requested by Judge Victor Villarreal, County Court at Law II]**

30. Recognition to Kawas Elementary School for being selected as a U.S. Department of Education Blue Ribbon Campus and presentation of the Key to the County. **[Requested by Tano E. Tijerina, County Judge]**

31. **Communications**

32. **Adjourn**

The Webb County Commissioners Court hereby reserves the right to go into closed session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

DISABILITY ACCESS STATEMENT



Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS 9th DAY OF NOVEMBER, 2018

By: Melinda Mata
Melinda Mata
Court Administrator

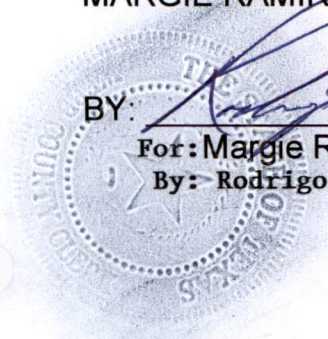
CERTIFICATION OF NOTICE AND POSTING

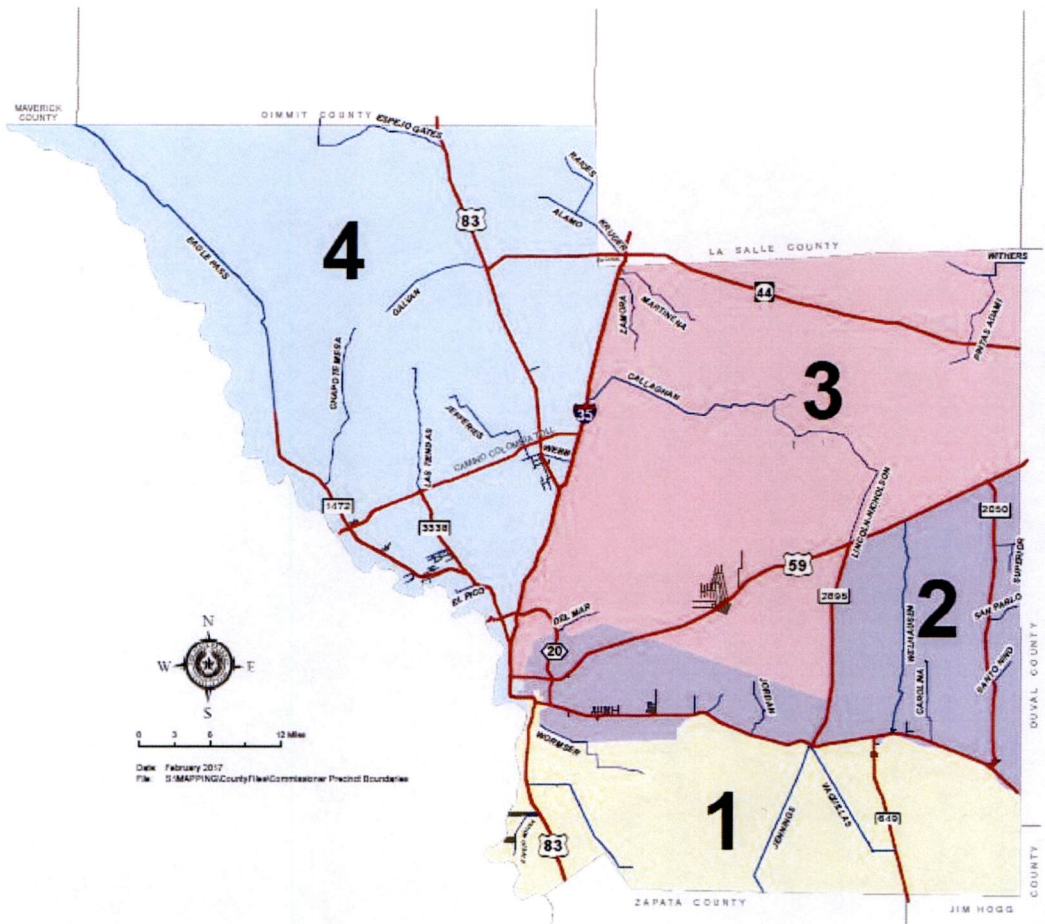
I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 9th day of November, 2018 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 9th DAY OF NOVEMBER, 2018






MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS

BY: Rodrigo Ornelas Jr.
For: Margie Ramirez-Ibarra, County Clerk
By: Rodrigo Ornelas Jr. - Deputy Clerk





Date: February 2017
 File: S:\MAPPING\CountyFiles\Commissioner Precinct Boundaries

| COUNTY COMMISSIONERS | | |
|---|--------------------------------------|--------------|
|  | Honorable Tano E. Tijerina | County Judge |
|  | Commissioner Jesse Gonzalez | Precinct 1 |
|  | Commissioner Rosaura "Wawi" Tijerina | Precinct 2 |
|  | Commissioner John C. Galo | Precinct 3 |
|  | Commissioner Jaime A. Canales | Precinct 4 |

Webb County, Texas Commissioner Precinct Boundaries