

J. EDGAR RUIZ
HIDALGO COUNTY JUDGE

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held on TUESDAY, MARCH 07, 1995 at 9:30 A.M. in the Commissioners' Courtroom of the Administration Building, Edinburg, Hidalgo County, Texas, discussion and possible action relating to the following business will be transacted:

NOTICE TO THE PUBLIC

CONSENT AGENDA

The following items are of a routine or administrative nature. The Commissioners' Court has been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commissioner, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

1. Approval of bills - County Auditor
2. Approval of Attorney's Fees - \$ 44,685.00
3. Approval of Monthly Fee Reports:
 - A. Justice of the Peace:
 1. Ismael Ochoa - \$ 14,682.25 - January
 - B. Anzaldua's Park - \$ 6,520.00 - February
4. Planning Department:
 - A. Subdivisions:
 1. Jo-Lene #3 Subdivision - Pct. #1
 2. Mission Secondary School - Pct. #3
5. Permits:
 - A. North Alamo Water Supply - Pct. 1 & 2
 - B. Southwestern Bell Telephone - Pct. 3
 - C. Live Oak Reserves Inc. - Pct. 3
6. Internal line item transfers:
 - A. Human Services - 1995
 - B. Health Department (Adm.) - 1995
 - C. Sanitation Department - 1995
 - D. Adult Probation - Restitution Center (state funds) - 1995
 - E. Adult Detention Center



J. EDGAR RUIZ
HIDALGO COUNTY JUDGE

Consent Agenda
March 07, 1995
Page 02

- 7. Urban County:
 - A. City of La Villa - Budget Amendment
 - B. Pct. #3 - Subrecipient Agreement - Mission Boys & Girls Club Yr. 7
 - C. Pct. #3 - Abraham and Perezville Community Development Club Subrecipient Agreement - Yr. 7
 - D. HOME - "First-Time Homebuyer Contract Agreements & Letter of Commitment to Mortgage Company

Dated this the 01st day of March, 1995

J. EDGAR RUIZ
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1. Proclamation Proclaiming March as National Red Cross Month
2. Declare Equipment Surplus:
 - A. County Treasurer
 - B. Library System
3. Health Department:
 - A. Approval of Bureau of Women & Children Budget Amendment in the amount of \$ 25,868.00
 - B. Set salary & fringe benefits for 1 LVN position
4. WIC:
 - A. Authorization to advertise for bids - Medical supplies
 - B. Approval of Lease for new McAllen Clinic
5. Authorization and approval to appropriate estimated fund balances from the H.B. 65 Investigation Fund and the Hot Checks Fund
6. County Clerk:
 - A. Authorization & approval to cancel Consulting Contract with Titlewave
7. Budget Amendment:
 - A. Public Defense Attorney Fees (1994) - \$ 19,543.38
8. Authorization to advertise for proposals - Local Emergency Planning Committee
9. Computer Department:
 - A. Authorization and approval to advertise for proposals for computer maintenance
 - B. Authorization and approval to pay pending bills on computer maintenance contract and waive bidding process
 - B. Approval of month to month contract
10. Discussion & possible action on Contract with Technical Supervisor for Governmental Agencies Alcohol Breath Test Program



J. EDGAR RUIZ
HIDALGO COUNTY JUDGE

Agenda
March 07, 1995
Page 02

11. Urban County:
 - A. City of Donna - Water Improvements (Engineering) Services Contract
 - B. City of Elsa - Water Treatment Plant - Change Order #4
 - C. City of La Joya - Professional Services Contract (Engineering)
 - D. City of San Juan - Change Order #1 - South Texas Utility Contractor
 - E. City of San Juan - Construction Contract Award
 - F. City of Elsa - HOME - Construction Contract Award
 - G. Approval of bills

12. Purchasing Department:
 - A. Award bids:
 1. Accounting System - Sheriff Department
 2. Rental of Uniforms - Hidalgo County
 3. Paving of Elizabeth Moya Lane - Pct. #4

13. Resolution declaring property surplus & appoint Special Commissioner

14. Office of Employment & Training:
 - A. Consider & approve Final PY '95 Title IIB Plan
 - B. Consider & approve Final PY '95 Title IIA, IIC & III Plans
 - C. Consider & approve Hidalgo/Willacy OET Mission Statement
 - D. Consider & approve Americorp/JTPA School Wide Project
 - E. Consider & approve Job Corps Project
 - F. Consider & approve Hidalgo/Willacy, Cameron & Laredo SDA Co-op Learning Center
 - G. Creation of three (3) new positions (Budget Analyst, Property Control Specialist and Grant Writer) and approval of qualifications and job descriptions for same
 - H. Set salaries for newly created Budget Analyst, Property Control Specialist and Grant Writer positions
 - I. Allow the Executive Director to hire the following additional Staff:
 1. Property Control Clerk (1)
 2. Accounting Clerk (1)
 3. Systems Programmer (1)
 4. Intake Specialists (3)

(Continued)

J. EDGAR RUIZ
HIDALGO COUNTY JUDGE

Agenda
Page 03
March 07, 1995

(Continuation - Office of Employment and Training)

- J. Realignment of all Property Control Clerks and Building and Grounds Technicians positions under the general supervision of the newly created Property Control Specialist position
- K. Realignment of Eligibility/Counselor Review positions under the general supervision of the Division Support Manager
- L. Allow the Executive Director to eliminate ten (10) staff positions as part of streamlining and increasing the efficiency of the agency
- M. Allow the Executive Director to modify the educational requirement of Deputy Director position
- N. Eliminate the requirement for specific numbers of Case Manager I's, II's, and III's allowing the Executive Director to hire Case Managers in any combination not to exceed twenty-five (25)

15. Executive Session:

Commissioners' Court may go into Executive Session pursuant to Chapter 551, Texas Government Code, Section 551.074 to discuss the following matter:

- A. Set salary of Executive Director for the Office of Employment and Training

16. Open Session:

- A. Discussion and possible action on:

- 1. Set salary of Executive Director for the Office of Employment and Training

Dated this the 01st day of March, 1995



J. EDGAR RUIZ
HIDALGO COUNTY JUDGE

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held on TUESDAY, MARCH 07, 1995 at 9:30 A.M. in the Commissioners' Courtroom of the Administration Building, Edinburg, Hidalgo County, Texas, discussion and possible action relating to the following business will be transacted:

DRAINAGE DISTRICT

1. Authorization to enter into Contract with Sigler, Winston, Greenwood & Associates and exemption from bidding process

Dated this the 0th day of March, 1995

THE STATE OF TEXAS :

VOL 0194 PAGE 259

COUNTY OF HIDALGO :

BE IT REMEMBERED that on the 7TH day of MARCH, 1995, after due notice having been given, there was begun and holden, a SPECIAL MEETING of the Commissioners' Court and the Drainage District, in the Commissioners' Courtroom of the Administration Building in the City of Edinburg, Hidalgo County, Texas with the following members of said Court present and participating:

Hon. J. Edgar Ruiz
County Judge

Hon. Samuel Sanchez
County Commissioner, Precinct #1

Hon. Lalo Arcaute
County Commissioner, Precinct #2

Hon. Juan Rosel
County Commissioner, Precinct #3

Hon. Guadalupe "Lupe" Garces
County Commissioner, Precinct #4

WHEREUPON, the following proceedings

were had, to-wit:

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The Honorable J. Edgar Ruiz, County Judge, called the Commissioners' Court meeting to order, whereupon the following proceedings were had, to-wit:

CONSENT AGENDA
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ITEM 1. APPROVAL OF BILLS - County Auditor

General Fund - #107326 - #107594 - \$228,137.24
Special Revenue Fund - #107464 - #107745 - \$270,162.94
Debt Service Fund - # 968 - # 969 - \$ 1,004.14
Trust and Agency Fund - # 4693 - # 4616 - \$697,768.00
(SEE "EXHIBIT A")

ITEM 2. APPROVAL OF ATTORNEYS' FEES - \$44,685.00
(SEE "EXHIBIT B")

ITEM 3. APPROVAL OF MONTHLY FEE REPORTS:

A. Justice of the Peace:

1. Ismael Ochoa - \$14,682.25 - January

B. Anzaldua's Park - \$ 6,520.00 - February

(SEE "EXHIBIT C")

ITEM 4. PLANNING DEPARTMENT:

A. Subdivisions:

1. Jo-Lene #3 Subdivision - Pct. #1

2. Mission Secondary School - Pct. #3

4/A/1

Jo-Lene #3 Subdivision is located on Airport Drive and 11th Street, City of Weslaco, Precinct One.

(SEE "EXHIBIT D")

4/A/2

Mission Secondary School is located on the southwest corner of 2 Mile Line Road and Mayberry Road, City of Mission, Precinct Three.

(SEE "EXHIBIT D")

(03/07/95)

2

ITEM 5. PERMITS:

- A. North Alamo Water Supply - Pcts. 1 & 2
- B. Southwestern Bell Telephone - Pct. #3
- C. Live Oak Reserves Inc. - Pct. #3
- D. Hidalgo County Irrigation Dist. #16 - Pct. #3

5/A

In Precinct One, North Alamo Water Supply Corporation is requesting a permit for a two inch line on the south side of Mile 15 North, going west from F.M. 491, approximately 1400 feet and a road crossing in Triple "C" Subdivision. They are also wanting a two inch line to cross Nolana 1/4 mile east of its intersection with Morningside Road, in Precinct Two.

(SEE "EXHIBIT E")

5/B

In Precinct Three, Southwestern Bell Telephone is requesting a permit to bury a cable along Moorefield Road, south of Mile 7.

(SEE "EXHIBIT E")

5/C

In Precinct Three, Live Oak Reserves Inc. is requesting a permit to lay a 3 1/2 inch steel gas line along a westerly extension of F.M. 2221, beginning at a point 3.8 miles west of Jara Chinas Road and going east for approximately 9/10 of a mile.

(SEE "EXHIBIT E")

5/D

In Precinct Three, the Hidalgo County Irrigation District #16 is requesting a permit for a 12 inch PVC line to cross Brushline Road at Mile 13 1/2.

(SEE "EXHIBIT E")

ITEM 6. INTERNAL LINE ITEM TRANSFERS:

- A. Human Services - 1995 - \$71.00
- B. Health Department (Adm.) - 1995 - \$3,000.00
- C. Sanitation Department - 1995 - \$800.00
- D. Adult Probation - Restitution Center (state funds) - 1995 - \$5,469.00
- E. Adult Detention Center - \$1,500.00

(SEE "EXHIBIT F")

ITEM 7. URBAN COUNTY:

- A. City of La Villa - Budget Amendment
- B. Pct. #3 - Subrecipient Agreement - Mission Boys & Girls

Club Yr. 7

- C. Pct. #3 - Abraham and Perezville Community Development Club Subrecipient Agreement - Yr. 7
- D. HOME - First-Time Homebuyer Contract Agreements & Letter of Commitment to Mortgage Company

(SEE "EXHIBIT G")

The County Judge asked the Commissioners if they had any questions and/or comments on any of the items on the Consent Agenda, there being none, a motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to approve the Consent Agenda, as presented.

MOTION CARRIED.
SEE "EXHIBITS A-G"

REGULAR AGENDA

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ITEM 1. PROCLAMATION PROCLAIMING MARCH AS NATIONAL RED CROSS MONTH

Judge Ruiz began by giving a briefing on the services that are provided by the American Red Cross. A motion was made by Commissioner Sanchez and seconded by Commissioner Arcaute, to approve a resolution declaring and proclaiming March as "American Red Cross Month".

MOTION CARRIED.
SEE "EXHIBIT H"

ITEM 2. DECLARE EQUIPMENT SURPLUS:

- A. County Treasurer
- B. Library System

A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to authorize the declaration of equipment surplus, on lists submitted by the County Treasurer and the Library System, and authorize our Purchasing Agent to dispose of said equipment.

MOTION CARRIED.
SEE "EXHIBIT I"

(03/07/95)

ITEM 3. HEALTH DEPARTMENT:

- A. Approval of Bureau of Women & Children Budget Amendment in the amount of \$25,868.00
- B. Set salary & fringe benefits for 1 LVN position

3/A

Ofelia Espinoza came before the Court requesting approval of a budget amendment, in the amount of \$25,868.00. These monies are to be used to fund health services to low income women and children with emphasis on prenatal care, family planning and preventive child health services, in the form of one LVN position. A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to amend the budget by \$25,868.00, which is an increase to the Bureau of Women & Children budget.

MOTION CARRIED.
SEE "EXHIBIT J"

3/B

Judge Ruiz then mentioned that with the monies that have just been approved, they will be employing one LVN. Ms. Espinoza stated that the salary would be at \$20,449.00. Judge Ruiz asked her if this salary was consistent with the salaries of the other LVNs and Ms. Espinoza indicated that it was not, but that this salary would be supplementary could be set at the rate set by the Department and then brought back and supplemented later and Ms. Espinoza said that she would come back at a later date with her Co-Pay budget. She then asked Steve Austin how soon he could have the Co-Pay figures complete and he responded that they should be ready by the end of the week. A motion was made by Commissioner Garces and seconded by Commissioner Sanchez, to create a new position for LVN and setting salary at \$20,449.00, and the budget would include salary and fringe benefits.

MOTION CARRIED.
SEE "EXHIBIT J"

Judge Ruiz then addressed Ms. Espinoza by stating that this Commissioners' Court has taken action in employing an architect for the Health Department Administration Office and they have also given direction to, not only them, but to Raul Hernandez, to bring quotes to this Court for the repair. He added that action has been taken since November and that roof has gone unrepaired, as they have not brought any quotes to the Court and he wanted them to know that this Court has done their part.

ITEM 4. WIC:

- A. Authorization to advertise for bids - Medical supplies
- B. Approval of lease for new McAllen clinic

4/A

Norma Longoria, WIC Director, came before the Court requesting permission to advertise for bids for medical supplies, in particular the Microtainer-Safety Flow lancet. A motion was made by Commissioner Rosel and seconded by Commissioner Arcaute, to authorize the advertising for bids for the purchase of medical supplies for the WIC Program; bid opening March 29, bid award April 4.

MOTION CARRIED.
SEE "EXHIBIT K"

4/B

Ms. Longoria then stated that the next item was for the lease for the McAllen clinic. She mentioned that this was for a two year lease, commencing today and ending March 7, 1997, with Carlos Franco, for the new site, at 1201 Houston, in McAllen, at \$3,053.00 per month. A motion was made by Commissioner Garces and seconded by Commissioner Rosel, to approve the lease agreement between Carlos Franco and the County of Hidalgo, a two-year lease for building, at a cost of \$3,053.00 per month.

MOTION CARRIED.
SEE "EXHIBIT K"

ITEM 6. COUNTY CLERK:

A. Authorization and approval to cancel Consulting Contract with TitleWave

Jose Eloy Pulido, the County Clerk, came before the Court requesting authorization to cancel a consulting contract with TitleWave. He mentioned that back in July 28, 1992, this County had entered into a contract for a scanning/indexing system, with TitleWave Inc. He added that part of this contract stipulated that there be a maintenance agreement in case of the system breaking down and this service was to be provided by Mr. Tom Hickey, through Hickey Computer Consulting. The contract also called for the training of the County Clerk personnel to be doing the archiving and indexing of the records, but this instruction was cut short, as per discussion with personnel and research of records, to only about an hour and a half. He continued by saying that with the assistance of Valley Land Title and Mr. Jesse Hedrick, some of the training has been provided at no cost to the County. He said that the former County Clerk had entered into a contract, for computer consulting services, with Hidalgo County Data Inc. and this company was basically meeting the needs of Titlewave Inc., who had failed to provide the training to the personnel. Mr. Pulido indicated that he has met with Mr. Hedrick and Mr. Hickey, on the consulting contract, which is costing the County about \$3,500.00 a month and they have agreed that there is no further need for this contract and therefore he is requesting that it be cancelled, as these services should be provided by Titlewave. Commis-

sioner Sanchez asked if they were terminating the contract for the training and Mr. Pulido responded that it was for the training and consulting services. Mr. Pulido continued by saying that they had taken into consideration what would happen if the system were to crash and TitleWave Inc. was contacted and they responded that should anything happen, Mr. Tim Hickey should be providing on-site service within the hour. Judge Ruiz said that the contract that the County now has is for the software and the hardware and the County does not own any part of the system and he felt that Mr. Pulido's interpretation was that the company would maintain both the hardware and the software, but he had a concern with the time limitation for maintenance. He felt that even though they had the responsibility, they may not respond as promptly as they should and the subcontract, was, as he understood, for the scanning of prior records and to continue the ongoing scanning for indexing and he asked the County Clerk if they were caught up. The County Clerk replied that they were not caught up, but it was an ongoing process in trying to catch up. He added that as per his talks with Mr. Hedrick and Mr. Jerry Canales, their people would remain in place in order to assist the County staff. Commissioner Sanchez asked him if the full-time and Pulido stated that the specialist was in place and his response time was one hour, should the system crash. The County Clerk also said that both Valley Land Title and Mr. Hedrick provide personnel on a full-time basis, at no charge to the County and these people will continue in the office in that capacity. Judge Ruiz addressed Mr. Hedrick by asking him if they will continue to provide some kind of professional service to the County, through whatever transition phase that they may go through, but he had a concern about both these contracts being terminated, by July. He mentioned that if it was the intention of the County Clerk to readvertise for computerization scanning that he begin drawing up some specification, so as to advertise before the termination of both these contracts. Mr. Pulido responded to this by saying that he was presently looking at acquiring some proposals for a more cost effective system. Judge Ruiz again addressed Mr. Hedrick, and Mr. Hedrick stated that Mr. Pulido has done a "pretty good job, of summarizing what has happened in the past", back in 1992, when the County computerized, he had had three of his employees in the County Clerk's Office, from June through November 1992 and they had tried to help twelve different employees with the training and at that time he had approached the County Clerk and informed him that he could not continue to afford having his people at the Clerk's Office for nothing and at that time the County had imposed a freeze in new employees. He added that he was aware that the TitleWave Inc. had agreed to furnish two employees to help with the index and do the archiving and the back-up, at which time TitleWave had contacted him and asked him if he could furnish the two employees and he had agreed and that's where the consulting contract came into being. He felt that the agreed that it is in the best interest of the County, but they will continue to support the system as they want the satisfaction that the job is getting done, as this is how they make their livelihood. The County Judge then stated that he would like to propose a medium, whereby the County Clerk could still utilize these services, as needed and they could maybe amend the contract and pay on an hourly rate versus a monthly rate to be used as needed. He did inform the County Clerk that if he

(03/07/95)

7

was wanting to go out for proposals then he would have to turn it over to the Purchasing Agent and supply her with some specifications, in order to advertise for bids and then come back later and make a decision from there. Mr. Pulido indicated that he has met with Ms. Maldonado, on procedures that need to be followed, with regards to the advertising, but as to the contract, the support will remain, whether the contract is in place or not and Mr. Hickey will respond to any problems with the system, because of his contract with TitleWave Inc. The County Judge then told him that he had a choice and Mr. Pulido replied that termination of the contract would be in order, with all verbal agreements and they would be going on on bids in the meantime. Judge Ruiz then informed the Commissioners that the contract in questions, was on entered into on June 15th, 1994, between the County of Hidalgo and Hidalgo County Data Incorporated d/b/a Titlewave, Tim Hickey, Vice President. He added that this contract called for a month-to-month service, for computer specialist consulting work at \$700.00; on-site full-time forty-hour consultant at \$1,900.00 and a part-time consultant twenty-hour at \$900.00. The request at this time is to give a thirty day notice, and to cancel the contract with Hidalgo County Data Inc. d/b/a Titlewave. Commissioner Rosel then asked the County Judge if he was going to support the request from the County Clerk and Judge Ruiz responded that he was not familiar with the staff or the operation, but he was aware of the sensitivity of the work, especially when it came to legal descriptions. He indicated that he had made an offer, but the County Clerk was still wanting to cancel. Commissioner Sanchez also voiced a concern, in cancelling the that he would like to add was that sometime in the future, he would like to add an additional slot to this area, so that they can catch up with the indexing and archiving and this ensued in an additional discussion. Mr. Hedrick then addressed the Court and spoke in regards to the request for the additional slot, and his argument was that three people were needed in order to keep the general index up to date. Judge Ruiz made some closing comments, in which he added that the request for additional staff would be very well scrutinized by this Court. A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to authorize a thirty day notice for cancellation of contract, on the contract entered between the County of Hidalgo and Hidalgo County Data Inc., d/b/a/ Titlewave, of McAllen.

MOTION CARRIED.
SEE "EXHIBIT L"

Mr. Hedrick then stated that he would like to pay Mr. Pulido a compliment, as he has done a good job, in the two and a half months that he has been in office and he feels that this feeling is mutual among the title companies and they look forward to working with him.

Jerry Canales also mentioned that he would like to repeat that comment and added that in the short time that Mr. Pulido has been in office, he has done an excellent job and they have a lot of confidence in the fact that his employees will be able to take over the indexing and the imaging of the documents that are filed on a daily basis. He added that his employees will remain there for as long as Mr. Pulido

wants them to there.

ITEM 5. AUTHORIZATION AND APPROVAL TO APPROPRIATE ESTIMATED FUND BALANCES FROM THE H.B. 65 INVESTIGATION FUND AND THE HOT CHECKS FUND

Dick Wade came before the Court requesting approval of the appropriation of the estimated fund balances from the H.B. 65 Investigation fund and the hot check fund. A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to authorize the appropriation of the unappropriated fund balance, in the H.B. 65 Investigation Fund, of 19,000.00.

MOTION CARRIED.
SEE "EXHIBIT M"

A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to appropriate the unappropriated amount of \$18,350.00 for the hot check fund.

MOTION CARRIED.
SEE "EXHIBIT M"

ITEM 7. BUDGET AMENDMENT:

A. Public Defense Attorney Fees (1994) - \$19,543.38

A motion was made by Commissioner Rosel and seconded by Commissioner Garces, to approve a budget amendment of \$19,543.38, as presented.

MOTION CARRIED.
SEE "EXHIBIT N"

ITEM 8. AUTHORIZATION TO ADVERTISE FOR PROPOSALS - Local Emergency Planning Committee

The County Judge informed the Commissioners that they were mandated by law to establish and continue the operation of LAPC and he felt that they needed professional services and consultation to assist the County in preparing this LAPC, and they are recommending authorization to advertise for bids. Commissioner Arcaute asked him what this was for and Commissioner Sanchez responded that it was for Public Defense, with Judge Ruiz adding that they are to set up a emergency response team and actions. Commissioner Arcaute asked how much this was going to cost the

County and Judge Ruiz replied that they were estimating about \$40,000.00, but he felt that this service would not only set up a plan, but provide training and a sense of communication from law enforcement, fire departments and the private sector. Commissioner Sanchez then made a motion to advertise, as he felt that it would allow the County to set something in place that they can maintain on their own, later on. Commissioner Arcaute again asked if this was mandated and the reply was that his was. Commissioner Garces told the County Judge that he had handled this before and he wanted to know if they had anyone within the Sheriff's Department who could handle this and Judge Ruiz responded that it fell under the Emergency Management Director, Raul Hernandez and Commissioner added that they haven't been able to manage it and Judge Ruiz said that nothing has been done about it. Commissioner Sanchez felt that this service was needed in order to come up with a plan, that the County could follow later. Commissioner Arcaute thought that it was an unnecessary expense and Commissioners Garces and Rosel concurred. Judge Ruiz stated that this should be handled by Raul Hernandez and that he could give it back to him and see what he does with it.

MOTION DIED FOR LACK OF A SECOND.
SEE "EXHIBIT O"

ITEM 9. COMPUTER DEPARTMENT:

- A. Authorization and approval to advertise for proposals for computer maintenance
- B. Authorization and approval to pay pending bills on computer maintenance contract and waive bidding process
- C. Approval of month to month contract

9/A

Judge Ruiz stated that this was for computer maintenance and Commissioner Sanchez asked if the department was supposed to maintain the system and the response was that this was beyond the level of expertise of the department. Commissioner Rosel asked if this contract has been renewed and Judge Ruiz informed him that the County has advertised once, about ten years ago and this contract has continued since then and the Auditor raised the concern. Commissioner Arcaute asked the County Judge what computers this covered and the response was that it was for the computers at the Sheriff's Department, the County Clerk's Office and the District Clerk's Office. The Commissioner then asked who would be paying for this contract and Judge Ruiz indicated that it would be paid from the Computer Department's budget. A motion was made by Commissioner Rosel and seconded by Commissioner Garces, to authorize the advertising for proposals for computer maintenance, of the Criminal Justice System; bid opening March 29, 1995, bid award April 4, 1995.

MOTION CARRIED.

9/B&C

(03/07/95)

The County Judge mentioned that the County presently has an ongoing contract with Centaurri and it is his understanding that several months have not been paid, because the Auditor's Office has indicated that this service needs to be advertised. He was at this time asking for authorization to pay bills, waive the bidding procedure, on the computer maintenance contract with Centaurri. Commissioner Arcaute asked what the total of the bills was and Judge Ruiz indicated that the services have been rendered and the bills were pending. Gilbert Garza informed the Court that they presently have pending bills, for January and February and they are for approximately \$4,100.00 per month. Commissioner Sanchez asked that if the contract was so old, why were they now wanting to waive the bidding process and Judge Ruiz stated that the Auditor has now decided that the County needs to go out for bids, even though they have been paying Centaurri consistently for the past ten years. The County Judge was also requesting that they continue the contract on a month-to-month basis, until they have a bid in place. A motion was made by Commissioner Rosel and seconded by Commissioners Garces and Sanchez, to authorize the paying of pending bills to Centaurri Company and authorize a month-to-month contract through April, while we advertise for bids, declaring emergency and waiving the bidding procedure.

MOTION CARRIED.

ITEM 10. DISCUSSION & POSSIBLE ACTION ON CONTRACT WITH TECHNICAL SUPERVISOR FOR GOVERNMENTAL AGENCIES ALCOHOL BREATH TEST PROGRAM

Judge Ruiz stated that this was an ongoing contract that we have with Kathy Kokernot, who does all of the breathalyzer test in the Sheriff's Office. He added that there is a letter where the Department of Public Safety is declaring Ms. Kokernot sole source. A motion was made by Commissioner Garces and seconded by Commissioner Rosel, to renew the contract, under sole source, for a period of one year, with Kathy Kokernot, for \$15,840.00 per year.

MOTION CARRIED.
SEE "EXHIBIT P"

ITEM 11. URBAN COUNTY:

- A. City of Donna - Water Improvements (Engineering) Services Contract
- B. City of Elsa - Water Treatment Plant - Change Order #4
- C. City of La Joya - Professional Services Contract (Engineering)
- D. City of San Juan - Change Order #1 - South Texas Utility Contractor

- E. City of San Juan - Construction Contract Award
- F. City of Elsa - HOME - Construction Contract Award
- G. Approval of bills

11/A

Anthony Covacevich, Urban County Director, came before the Court informing them that the City of Donna was asking for permission to enter into an engineering contract with Melden & Hunt. The contract amount is for \$15,000.00. A motion was made by Commissioner Sanchez and seconded by Commissioner Arcaute, to authorize a contract between the County of Hidalgo, Melden & Hunt and the City of Donna, for engineering services; contract amount is \$15,000.00.

MOTION CARRIED.
SEE "EXHIBIT Q"

11/B

The City of Elsa was asking for approval of change order number four, which is an increase of \$10,909.00. The change order is on a contract with Fitzgerald Contract and the amount will be pro-rated between the EDA Grant and the Urban County Program, with the Urban County Program being responsible for \$2,181.80. A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to approve a change order increasing the contract by \$10,909.00 with Fitzgerald Contracting Inc.

MOTION CARRIED.
SEE "EXHIBIT Q"

11/C

The City of La Joya was requesting permission to enter into contract with R.E. Garcia & Associates, to produce plans for a water plant, with \$200,000.00 coming from Year 1993 and \$300,000.00 coming from Year 1994. The project will entail the construction of an 88,000 gallon per day water plant and the contract amount, at this time is for \$99,000.00. The Commissioners questioned the 25% engineering fee and Mr. Covacevich stated that this was 10% of the amount and staff had questioned it, but that's what the City of La Joya was wanting to do. A discussion then ensued with the negotiating of contracts by the County and the Commissioners concurred that they were willing to leave it up to the cities, as is presently done. Commissioner Arcaute indicated that he is opposed to the administration of Urban County funds, by the cities and he feels that they should be administered by the County. A motion was made by Commissioner Rosel and seconded by Commissioner Sanchez, to authorize a professional service contract, between the County of Hidalgo, the City of La Joya and R.E. Garcia & Associates, for engineering services; proposed cost of contract \$99,000.00.

MOTION CARRIED.
SEE "EXHIBIT Q"

11/E

(03/07/95)

12

The City of San Juan was asking permission to enter into a construction contract award, with South Texas Utility Contractor for a parks and recreation project, with the Urban County portion being \$343,562.50 and the Texas Parks and Wildlife portion being \$376,860.00 and they have received assurances from the City that they will cover the difference and the next item will be for a change order to reduce this amount to less than this. A motion was made by Commissioner Arcaute and seconded by Commissioner Garces, to authorize a construction contract agreement between the County of Hidalgo, South Texas Utility Contractor and the City of San Juan.

MOTION CARRIED.
SEE "EXHIBIT Q"

11/D

The City of San Juan was also requesting approval of a change order, on the contract with South Texas Utility Contractors, for a decrease of \$98,618.50. A motion was made by Commissioner Arcaute and seconded by Commissioner Sanchez, to authorize a change order deduction of \$98,618.50, to a contract approved with South Texas Utility Contractors.

MOTION CARRIED.
SEE "EXHIBIT Q"

11/F

Mr. Covacevich indicated that no action was needed as no bids were received.

NO ACTION.
SEE "EXHIBIT Q"

11/G

A motion was made by Commissioner Arcaute and seconded by Commissioner Rosel, to approve the 1993 Urban County bills #8522 thru #8525 totaling \$51,151.17; the 1994 Urban County bills #8526 thru #8532 totaling \$9,283.64; the Colonia II Program bill #8533 in the amount of \$14,091.80; the 1992 HOME Program bills #8534 thru #8542 in the total amount of \$12,985.00; the 1993 HOME Program bills #8543 thru #8545 totaling \$5,878.04 and the 1994 Emergency Shelter Grant bill #8546 in the amount of \$6,485.00. The total Urban County memorandum to be approved is \$99,874.65.

MOTION CARRIED.
SEE "EXHIBIT Q"

ITEM 12. PURCHASING DEPARTMENT:

A. Award bids:

1. Accounting System - Sheriff Department

2. Rental of Uniforms - Hidalgo County
3. Paving of Elizabeth Moya Lane - Pct. #4

12/A/1

Mary Maldonado, the County Purchasing Agent, came before the Court and stated that she had received bids from Cole's, a cash register company out of Harlingen, and McKnights Office City, out of Pharr. At this time they would like to take the bids under advisement. Chief Dickinson, from the Sheriff's Department informed the Court that this was for the time clock accounting system, for payroll purposes. He said that they have met with the County Auditor and they have agreed that it is in the best interest, to the County to make some arrangements with the bidders, in order to see the systems bidden on at work and make their decision based on this. A motion was made by Commissioner Arcaute and seconded by Commissioner Sanchez, to take all bids UNDER ADVISEMENT.

MOTION CARRIED.
SEE "EXHIBIT R"

12/A/2

Ms. Maldonado then reported that she had received two bids for the rental of uniforms; these being from Queen City Apparel Master and Unifirst. The bid was advertised for a three-year period and this resulted in a discussion on contract terms and how this bid varied from the present bid. The County Judge then instructed Ms. Maldonado that she furnish the various departments with copies of the bid and allow them to review it and then come back with a recommendation. A motion was made by Commissioner Arcaute and seconded by Commissioner Sanchez, to take this item UNDER ADVISEMENT.

MOTION CARRIED.
SEE "EXHIBIT R"

12/A/3

Ms. Maldonado indicated that she had received two bids for the paving of Elizabeth Moya Lane, these being from Lozano Paving Company at a bid price of \$2.37 a square yard and from Mission Paving Company at a bid price of \$2.39 per square yard. Her recommendation at this time was for Lozano Paving, being the low bid. A motion was made by Commissioner Garces and seconded by Commissioner Rosel, to approve Lozano Paving Company as low bidder for the paving of Elizabeth Moya Lane, in Precinct Four.

MOTION CARRIED.
SEE "EXHIBIT R"

ITEM 13. RESOLUTION DECLARING PROPERTY SURPLUS & APPOINT SPECIAL COMMISSIONER

(03/07/95)

Vona Walker informed the Court that they have a very serious inquiry on one of the lots that is part of the landfill property, but is not part of the landfill operation. She mentioned that this is a lot that is under a farm lease and the successful bidder will have to pay for the cost of advertising and appraisal and it is in reference to Lot 9 Block 42, Santa Cruz Gardens Unit No. 2. Commissioner Rosel asked how much of an area was in question and Ms. Walker replied that it was approximately an eight acre tract. Judge Ruiz asked the County Auditor and the County Legal Counsel, if this sale would have an impact on the financing bonds, because he felt that if this was sold, then 100% of the proceeds could go towards retiring this debt. A motion was made by Commissioner Arcaute and seconded by Commissioner Garces, to approve the resolution declaring property surplus and appointing special Commissioner, be-it Vona Walker; the intent is to sell the property on April 3rd.

MOTION CARRIED.
SEE "EXHIBIT S"

ITEM 14. OFFICE OF EMPLOYMENT & TRAINING:

- A. Consider & approve Final PY '95 Title IIB Plan
- B. Consider & approve Final PY '95 Title IIA, IIC & III Plans
- C. Consider & approve Hidalgo/Willacy OET Mission Statement
- D. Consider & approve Americorp/JTPA School Wide Project
- E. Consider & approve Job Corps Project
- F. Consider & approve Hidalgo/Willacy, Cameron & Laredo SDA Co-Op Learning Center
- G. Creation of three (3) new positions (Budget Analyst, Property Control Specialist and Grant Writer) and approval of qualifications and job descriptions for same
- H. Set salaries for newly created Budget Analyst, Property Control Specialist and Grant Writer positions
- I. Allow the Executive Director to hire the following additional Staff:
 1. Property Control Clerk (1)
 2. Accounting Clerk (1)
 3. Systems Programmer (1)
 4. Intake Specialist (3)
- J. Realignment of all Property Control Clerks and Building and Grounds Technicians positions under the general supervision of the newly created Property Control Specialist position
- K. Realignment of Eligibility/Counselor Review positions under the general supervision of the Division Support Manager
- L. Allow the Executive Director to eliminate ten (10) staff positions as part of streamlining and increasing the efficiency of the agency
- M. Allow the Executive Director to modify the educational requirement of Deputy Director position
- N. Eliminate the requirement for specific numbers of Case Manager I's, II's and III's allowing the Executive Director

to hire Case Managers in any combination not to exceed twenty-five (25)

14/A

J.D. Salinas, OET Executive Director, came before the Court and stated that items A-F have been approved by the Private Industry Council, at their meeting of February 22nd, 1995. He then introduced Ms. Blanca Chapa, who would inform the Commissioners on the Title IIB Plan. She mentioned that the budget for 1995 was \$4,533,453.00 of which \$680,018.00 will be used for administration and \$3,853,435.00 for direct training. Judge Ruiz asked them if they or the PIC Board ever discuss the Valley Interfaith Program that is anticipated and Ms. Chapa replied that this issue falls under the Title IIC program. A motion was made by Commissioner Sanchez and seconded by Commissioner Arcaute, to approve the 1995 Title IIB plan, totaling \$4,533,453.00.

MOTION CARRIED.

14/B

Under the Title IIC, Ms. Chapa reported that the estimated allocation was \$2,610,686.00, with which they are proposing to serve 863 participants. Of this, \$509,870.00 will be used for administration and \$628,436.00 will be used for support services and \$1,472,380.00 would be used for direct services. She then went on to elaborate the different programs, under the Title IIC plan. After this the County Judge stated that he had read in a newspaper that the unemployment rate along the border was rising, due to the peso devaluation and he wanted to know if they had taken this issue into consideration and J.D. Salinas responded that they have, under the EDWAA program, where they have submitted a proposal for approximately a quarter of a million dollars to do a learning center, in order to try to place workers.

Under the Title III Program, the estimated allocation was \$1,353,703.00 to serve 291 participants. Of this, \$203,055.00 is to be used for administration and \$270,741.00 is for needs related and support services and \$677,852.00 is for retraining, whereby they hope to serve 127 participants, under the Individual Referral Program, for \$271,189.00, there will be an RFP for 80 participants for a total of \$225,663.00, under OJT, 84 slots for \$180,000.00 and under Basic Readjustment Services \$203,055.00. Judge Ruiz asked Ms. Chapa where they get the listing of the demand occupations and she replied that this was acquired through the Valley Workforce Alliance. The County Judge then asked if the Texas Employment Commission (TEC) was part of the Workforce Alliance and the response was that it was not. After further questions from the County Judge, Raul Garcia came up to the podium to respond to his questions on the Workforce Alliance.

Under Title IIA, Ms. Chapa stated that the estimated allocation was \$3,919,108.00 to serve 913 participants. Of this, \$783,833.00 is to be used for administration, \$835,423.00 is for training related support services, in which they will try to help 260 participants under the Individual Referral Program, for \$383,457.00; 55 participants for

(03/07/95)

building trades for \$132,000.00; 72 participants in a pilot program which will be RFP'd, for \$174,186.00 and the staffing percentage which is \$145,780.00. Under direct training the amount is \$2,299,852.00 of which 404 participants will be in Individual Referral Programs totaling \$862,204.00; 100 participants will be under OJT/Work Experience for \$103,300.00; 265 will be served under pilot programs for \$602,139.00; the GED program will serve 119 participants for \$270,130.00; the staffing will consist of \$462,079.00 and the building trades will serve 25 in which they are just providing support services so no tuition is included in this.

A motion was made by Commissioner Sanchez and seconded by Commissioner Rosel, to approve the final plans for Title IIa, Title IIC and Title III, as presented.

MOTION CARRIED.

14/C

Liz Rodriguez then came up and indicated that last August they had held their annual retreat, which was attended by senior managers, coordinators, front-line staff and board members. She added that they had come up with their mission statement which reads as follows:

"We are committed through community partnerships to provide quality employment, educational training services, to the Hidalgo and Willacy communities; to promote self-sufficiency and develop a quality workforce"

She continued by saying that they have also developed their goals which they will use to accomplish their mission statement and these goals are marketing, comprehensive human resource development, operations and administration, coordination and oversight and evaluation. J.D. Salinas informed the Commissioners that the mission statement would be displayed on the lobbies of each center, as a reminder of why the department was in place. A motion was made by Commissioner Arcaute and seconded by Commissioner Garces, to approve the mission statement, as presented.

MOTION CARRIED.

14/D

Sylvia Salazar, a representative of CAST, came before the Court and stated that they were requesting approval of Americorp which was a schoolwide project. She said that this was a joint venture in shared objectives to support community service and workforce development between Community Advocacy of South Texas and the Hidalgo County Office of Employment & Training. Ms. Salazar continued by saying that this program was designed to raise the level of community service while incorporating instruction and training to elevate academic co-efficiencies and employability skills, of JTPA eligible persons, with the intent to enter the job market through job placement. She added that some of the objectives of the program would include to share and maximize existing resources, to impact SDA/JTPA eligible youth through basic education

and employ these skills systems; to meet Americorp and JTPA performance standards and to improve the community at large, through the employment and training and community service opportunities. Judge Ruiz mentioned that he has had some on-hand experience with this program, through his wife, who participates and he can safely say that this is a very effective program. A motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to approve the Americorp/JTPA school wide project, as presented.

MOTION CARRIED.

14/E

Raul Garcia, from the Cameron County PIC, came before the Court and gave a presentation on the Job Corp project. He stated a year ago they had prepared an application, for the whole valley and they had received many letters of support and endorsement and he indicated that what the application called for was really letters of financial commitment. He added that presently they have about \$2 million of financial commitment, from linkage agencies, such as the Texas Department of Human Services, the Texas Department of Employment Commission and the Texas Motivational Educational Center. He added that the Cameron PIC Board, will also be committing about \$350,000.00 and they were requesting that the Hidalgo County Commissioners' Court, at this time approve a commitment of \$348,525.00 over a three-year period. Last year 89 entities had applied for these monies and this area had qualified in the top 25 and this year there are only \$10 million available through the Department of Labor Job Corps Center. Mr. Garcia felt that this year this area would be very competitive as we do have a good list of letters of financial commitment and he went on to explain the Job Corps Program. A motion was then made by Commissioner Rosel and seconded by Commissioner Sanchez, to do a financial commitment of \$348,525.00, over a three year period, for this Job Corp Program, and authorize the County Judge and Executive Director to submit letters of support over the financial commitment for this worthwhile program.

MOTION CARRIED.

14/F

Mr. Garcia then went on to explain the concept of the co-op learning center. He added that the Cameron PIC Board has a contract with TSTC, in which they have a one-stop center for dislocated workers and they have identified available Title III monies, in Austin. They have also found a 10,000 ft. facility and they are wanting to try to draw these available monies, in order to repair and renovate this facility in order to house a one-steo career center and it will service the three SDA's, be-it Cameron, Hidalgo/Willacy and Webb Counties, all the while keeping the Cameron SDA as the fiscal agent. They are also asking for a commitment of \$90,116.00 from the Hidalgo/Willacy SDA for this proposed center. A motion was made by Commissioner Sanchez and seconded by Commissioner Arcaute, to authorize a financial commitment of \$90,116.00, to concur with the Private Industry Council, from Title III.

(03/07/95)

MOTION CARRIED.

14/G-N

J.D. Salinas requested that no action be taken on these items at this time.

NO ACTION.

SEE "EXHIBIT T"

ITEM 15. EXECUTIVE SESSION:

A. Commissioners' Court may go into Executive Session pursuant to Chapter 551, Texas Government Code, Section 551.074, to discuss the following matter:

1. Set salary of Executive Director for the Office of Employment and Training

The County Judge and Commissioners went into Executive Session accompanied by Mr. Steve Crain, the County Legal Counsel. The Executive Session lasted approximately 5 minutes.

NO ACTION.

ITEM 16. OPEN SESSION:

A. Set salary of Executive Director for the Office of Employment and Training

Judge Ruiz called the meeting back into Open Session and indicated that after "much discussion and serious research", the recommendation was for a salary of \$60,000.00 annually, for Mr. J.D. Salinas, the new OET Executive Director. A motion was made by Commissioner Sanchez and seconded by Commissioner Rosel, to this effect.

MOTION CARRIED.

Mr. Salinas then noted for the minutes that he began as Executive Director on March 4th.

There being no further business to come before the Court, a motion was made by Commissioner Sanchez and seconded by Commissioner Rosel that said meeting of Commissioners' Court be hereby adjourned.

MOTION CARRIED.

DRAINAGE DISTRICT
=====

The Honorable J. Edgar Ruiz, County Judge, called the Drainage District meeting to order, whereupon the following proceedings were had, to-wit:

ITEM 1. AUTHORIZATION TO ENTER INTO CONTRACT WITH SIGLER, WINSTON,
GREENWOOD & ASSOCIATES AND EXEMPTION FORM BIDDING PROCESS

Vona Walker informed the Court that this was for the Weslaco Drainage Project that was north of the Expressway. She indicated that the project was estimated to cost between \$135,000.00 and \$140,000.00 and the engineering contract was calling for a 7% fee. Commissioner Sanchez then asked where exactly the project was going to take place and the County Judge added that the Texas Department of Transportation was also going to be doing some improvements along Mile 6, and he felt that this contract should call for the evaluation of not only this particular issue and what they want to do with this system, but also to assure the City of Weslaco, as well as the County of Hidalgo, that this is going to appropriately drain. Commissioner Sanchez also voiced a concern, on the canal that this would drain into and Ms. Walker replied that the engineers have indicated that this would adequate to take what is coming and what is being proposed. Judge Ruiz still felt that there needed to be an assessment of the region, as more development would be taking place in that area. After further discussion, a motion was made by Commissioner Sanchez and seconded by Commissioner Garces, to approve the contract, as presented.

MOTION CARRIED.
SEE "EXHIBIT U"

There being no further business to come before the Drainage District, a motion was made by Commissioner Sanchez and seconded by Commissioner Garces, that said meeting be hereby adjourned.

MOTION CARRIED.

THERE BEING NO FURTHER BUSINESS TO COME

BEFORE SAID COURT, the meetings of the Commissioners' Court and the Drainage District were hereby adjourned.

J. Edgar Ruiz _____
County Judge

Samuel Sanchez _____
County Commissioner, Precinct #1

Lalo Arcaute _____
County Commissioner, Precinct #2

Juan Rosel _____
County Commissioner, Precinct #3

Guadalupe "Lupe" Garces _____
County Commissioner, Precinct #4

Dated this 7TH day of MARCH, 1995.

ATTEST:

JOSE ELOY PULIDO, County Clerk
Hidalgo County, Texas

By: Jennifer Castillo, Deputy

