

JANUARY 14, 2016

Regular Meeting

BE IT REMEMBERED, that on the 14th day of January, A.D., 2016 there was held a Regular Meeting of the Honorable Commissioners' Court of Willacy County, Texas at the County Judge's Office, 576 West Main, in the City of Raymondville, Texas for the purpose of transacting the following agenda:

1. Call to Order.
2. Roll Call/ Establishment of Quorum.
3. Invocation/Pledge.
4. Public Comment (s).
5. Approval of previous minutes as follows: December 9, 2015 (Public Workshop), December 10, 2015 (Regular Meeting). ACTION REQUIRED
6. Discussion and Action to approve the Willacy County 2016 Holiday Schedule. ACTION REQUIRED
7. Discussion and Action to consider the acceptance of the Master Plan for the Willacy County Natural Resource and Heritage Center, prepared by Naismith Engineering, Inc. ACTION REQUIRED
8. Discussion and Action to approve the public solicitation of bids from prospective contractors for the Willacy County Coastal Resource Center located at the Laguna Point Recreation Area site project, prepared by Naismith Engineering, Inc. ACTION REQUIRED
9. Discussion and Action to reappoint Willacy County Precincts 2, 3, and 4 Housing Authority Board Members. ACTION REQUIRED
10. Discussion and Action to accept resignation letter for Willacy County Auditors first assistant. ACTION REQUIRED
11. Discussion and Possible Action to adopt Resolution to establish a Pace Program. POSSIBLE ACTION REQUIRED
12. Discussion and Action to approve Interlocal Agreement for building inspections between Willacy County and The City of Lyford. ACTION REQUIRED
13. Approval of \$1,000 donation to Behavioral Health Solutions of South Texas to be paid out of the Drug Fund, for drug services. ACTION REQUIRED
14. Discussion and Action to award contract for Grant Engineering Services Implementation. ACTION REQUIRED
15. Discussion and Action to award contract for Grant Application Writing and Admin Implementation. ACTION REQUIRED

JANUARY 14, 2016

Regular Meeting

16. Discussion and Action to award contract for Engineering for application budget development services. ACTION REQUIRED
17. Discussion and Possible Action to approve paying for up to 30 (deputies and jailers) from the Sheriff's Department to take CPR Classes. ACTION REQUIRED
18. Discussion and Action to authorize County Judge to begin process of preparing an application requesting disaster assistance funding to complete repairs of Willacy County infrastructure damaged by a flood event occurring during October 2015. ACTION REQUIRED
19. Spread in Minutes: Elizabeth Barnhart has completed 22.25 hours of Continuing Education for the Tax Assessor Collector required for the year 2015.
20. Discussion and Action to renew contract with Pitney Bowes for the Tax Office printer. ACTION REQUIRED
21. Approval of Interlocal Agreement for Environmental Services between the City of Lyford, Texas and Willacy County. ACTION REQUIRED
22. Update by Sally Velasquez, Governmental/ Public Affairs, on social media, marketing campaign strategies and community outreach goals to promote Willacy County.
23. Discussion and Action to Congratulatory Resolution to honor Nora de Hoyos Comstock former resident of Willacy County and recognition for her lifetime achievements and community service.
24. Approval of Monthly Reports. ACTION REQUIRED.
25. Approval of Treasurer's Report. ACTION REQUIRED.
26. Approval of Tax Collector's Report. ACTION REQUIRED.
27. Approval of Budget Amendments. ACTION REQUIRED.
28. Approval of Travel Request. ACTION REQUIRED.
29. Approval of Claims. ACTION REQUIRED.
30. Adjourn.



JANUARY 14, 2016

Regular Meeting

Agenda # 6

DISCUSSION AND ACTION TO  
APPROVE THE WILLACY COUNTY  
2016 HOLIDAY SCHEDULE

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of the Willacy County 2016 Holiday Schedule, as submitted. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 7

DISCUSSION AND ACTION TO  
CONSIDER THE ACCEPTANCE OF  
THE MASTER PLAN FOR THE  
WILLACY COUNTY NATURAL  
RESOURCE AND HERITAGE  
CENTER, PREPARED BY  
NAISMITH ENGINEERING, INC.

Motion was made by Commissioner Guerra, seconded by Commissioner Serrato for approval of the Master Plan for the Willacy County Natural Resource and Heritage Center, prepared by Naismith Engineering, Inc. and to get paid upon submitting the invoice. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Motion Rescind by Commissioner Guerra, seconded by Commissioner Serrato.

Motion was made by Commissioner Guerra, seconded by Commissioner Serrato for approval of the Master Plan for the Willacy County Natural Resource and Heritage Center, prepared by Naismith Engineering Inc. and for the invoice to be paid out from the Multi-Purpose Center Fund. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

JANUARY 14, 2016

Regular Meeting

Agenda # 8

DISCUSSION AND ACTION TO  
APPROVE THE PUBLIC  
SOLICITATION OF BIDS FROM  
PROSPECTIVE CONTRACTORS  
FOR THE WILLACY COUNTY COASTAL  
RESOURCE CENTER LOCATED AT  
THE LAGUNA POINT RECREATION  
AREA SITE PROJECT, PREPARED BY  
NAISMITH ENGINEERING, INC.

Motion was made by Commissioner Gonzales, seconded by Commissioner Serrato for approval of seeking the public solicitation of bids from prospective contractors for the Willacy County Coastal Resource Center located at the Laguna Point Recreation Area site project, prepared by Naismith Engineering, Inc. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

**Commissioner Guerra stepped out from the meeting, did not voted on item numbers 9 and 10.**

Agenda # 9

DISCUSSION AND ACTION TO  
REAPPOINT WILLACY COUNTY  
PRECINCTS 2, 3, AND 4 HOUSING  
AUTHORITY BOARD MEMBERS

Motion was made by Commissioner Gonzales, seconded by Commissioner Serrato for approval to reappoint Willacy County Precincts 2-Perla De Luna, 3-Cecilia Infante and 4-Benito Lozano for the Housing Authority Board Members. Motion was put before the Court by the Chairman. Commissioners De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 10

DISCUSSION AND ACTION TO  
ACCEPT RESIGNATION LETTER  
FOR WILLACY COUNTY AUDITORS  
FIRST ASSISTANT

Motion was made by Commissioner Serrato, seconded by Commissioner De Luna for approval of resignation letter from Maria De Jesus Garza, Willacy County Auditor's First Assistant. Motion was put before the Court by the Chairman. Commissioners De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

JANUARY 14, 2016

Regular Meeting

Agenda # 11

DISCUSSION AND POSSIBLE ACTION  
TO ADOPT RESOLUTION TO  
ESTABLISH A PACE PROGRAM

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of resolution to establish a Pace Program. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 12

DISCUSSION AND ACTION TO  
APPROVE INTERLOCAL AGREEMENT  
FOR BUILDING INSPECTIONS  
BETWEEN WILLACY COUNTY AND  
THE CITY OF LYFORD

Motion was made by Commissioner Gonzales, seconded by Commissioner Serrato for approval of Interlocal Agreement for building inspections between Willacy County and The City of Lyford. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 13

IN REGARDS TO APPROVAL OF  
\$1,000 DONATION TO BEHAVIORAL  
HEALTH SOLUTIONS OF SOUTH  
TEXAS TO BE PAID OUT OF THE  
DRUG FUND, FOR DRUG  
SERVICES

Motion was made by Commissioner Guerra, seconded by Commissioner Serrato for approval of \$1000.00 donation to Behavioral Health Solutions of South Texas to be paid out of the Drug Fund, for drug services. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

JANUARY 14, 2016

Regular Meeting

Agenda # 14

DISCUSSION AND ACTION TO  
AWARD CONTRACT FOR  
GRANT ENGINEERING SERVICES  
IMPLEMENTATION

Motion was made by Commissioner Guerra, seconded by Commissioner De Luna for approval to award contract for Grant Engineering Services Implementation to Naismith Engineering. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 15

DISCUSSION AND ACTION TO  
AWARD CONTRACT FOR GRANT  
APPLICATION WRITING AND  
ADMIN IMPLEMENTATION

Motion was made by Commissioner De Luna, seconded by Commissioner Gonzales for approval to award contract for Grant Application Writing and Admin Implementation to Grantworks. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 16

DISCUSSION AND ACTION TO  
AWARD CONTRACT FOR  
ENGINEERING FOR APPLICATION  
BUDGET DEVELOPMENT SERVICES

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval to award contract for Engineering for application budget development services for the precincts to Lefevre Engineering. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

JANUARY 14, 2016

Regular Meeting

Agenda # 17

DISCUSSION AND POSSIBLE ACTION  
TO APPROVE PAYING FOR UP TO  
30 (DEPUTIES AND JAILERS) FROM  
THE SHERIFF'S DEPARTMENT TO  
TAKE CPR CLASSES

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of paying for up to 30 (Deputies and Jailers) from the Sheriff's Department to take CPR Classes to be paid out from Fund 30. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 18

DISCUSSION AND ACTION TO  
AUTHORIZE COUNTY JUDGE TO  
BEGIN PROCESS OF PREPARING  
AN APPLICATION REQUESTING  
DISASTER ASSISTANCE FUNDING  
TO COMPLETE REPAIRS OF WILLACY  
COUNTY INFRASTRUCTURE DAMAGED  
BY A FLOOD EVENT OCCURRING  
DURING OCTOBER 2015

Motion was made by Commissioner Gonzales, seconded by Commissioner Serrato for approval authorizing the County Judge to begin process of preparing an application requesting disaster assistance funding to complete repairs of Willacy County infrastructure damaged by a flood event occurring during October, 2015. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 19

SPREAD IN MINUTES:  
ELIZABETH BARNHART HAS  
COMPLETED 22.25 HOURS OF  
CONTINUING EDUCATION FOR  
THE TAX ASSESSOR COLLECTOR  
REQUIRED FOR THE YEAR 2015

As per the Chairman, spread in the minutes Elizabeth Barnhart has completed 22.25 hours of continuing education for the Tax Assessor Collector as required for the year 2015.

JANUARY 14, 2016

Regular Meeting

Agenda # 20  
DISCUSSION AND ACTION TO  
RENEW CONTRACT WITH  
PITNEY BOWES FOR THE TAX  
OFFICE PRINTER

Motion was made by Commissioner Guerra, seconded by Commissioner De Luna for approval to renew contract with Pitney Bowes for the Tax Office postage machine. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 21  
IN REGARDS TO APPROVAL OF  
INTERLOCAL AGREEMENT FOR  
ENVIRONMENTAL SERVICES  
BETWEEN THE CITY OF LYFORD,  
TEXAS AND WILLACY COUNTY

Motion was made by Commissioner Guerra, seconded by Commissioner De Luna for approval of Interlocal Agreement for Environmental Services between The City of Lyford, Texas and Willacy County. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 22  
UPDATE BY SALLY VELASQUEZ,  
GOVERNMENTAL/PUBLIC AFFAIRS,  
ON SOCIAL MEDIA, MARKETING  
CAMPAIGN STRATEGIES AND  
COMMUNITY OUTREACH GOALS  
TO PROMOTE WILLACY COUNTY

Update by Sally Velasquez, Governmental/Public Affairs, on social media, marketing campaign strategies and community outreach goals to promote Willacy County.

JANUARY 14, 2016

Regular Meeting

**Commissioner Guerra stepped out from the meeting, did not voted on item number 23.**

Agenda # 23

DISCUSSION AND ACTION TO  
CONGRATULATORY RESOLUTION  
TO HONOR NORA DE HOYOS  
COMSTOCK FORMER RESIDENT  
OF WILLACY COUNTY AND  
RECOGNITION FOR HER LIFETIME  
ACHIEVEMENTS AND COMMUNITY  
SERVICE

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna for approval of Congratulatory Resolution to honor Nora de Hoyos Comstock former resident of Willacy County and recognition for her lifetime achievements and community service. Motion was put before the Court by the Chairman. Commissioners De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 24

IN REGARDS TO APPROVAL  
OF MONTHLY REPORTS

Motion was made by Commissioner Serrato, seconded by Commissioner Gonzales for approval of Monthly Reports, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 25

IN REGARDS TO APPROVAL  
OF TREASURER'S REPORT

Motion was made by Commissioner Guerra, seconded by Commissioner Serrato for approval of Treasurer's Report, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

JANUARY 14, 2016  
Regular Meeting

Agenda # 26  
IN REGARDS TO APPROVAL  
OF TAX COLLECTOR'S REPORT

Motion was made by Commissioner Guerra, seconded by Commissioner De Luna for approval of Tax Collector's Report, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 27  
IN REGARDS TO APPROVAL  
OF BUDGET AMENDMENTS

Motion was made by the Chairman, seconded by Commissioner Guerra for approval of Budget Amendments, as verbally read and presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Agenda # 28  
IN REGARDS TO APPROVAL  
OF TRAVEL REQUEST

Motion was made by the Chairman, seconded by Commissioner Gonzales that the following travel requests be approved:

1. D.A.'s Office, up to 2 persons to San Antonio, Texas on February 8-12, 2016.
2. Reber Library, Rosa Sanchez to Edinburg, Texas on February 22, 2016.

Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

JANUARY 14, 2016

Regular Meeting

Agenda # 29

IN REGARDS TO APPROVAL  
OF CLAIMS

Motion was made by Commissioner Guerra, seconded by Commissioner Gonzales for approval of Claims, as presented. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

Motion was made by Commissioner Gonzales, seconded by Commissioner De Luna that Court Adjourn. Motion was put before the Court by the Chairman. Commissioners Guerra, De Luna, Serrato and Gonzales voting AYE. NAYS NONE. Motion was declared carried.

There being no further action,

Court Adjourned.