COMMISSIONER'S COURT MINUTES
MARCH 18TH REGULAR TERM, A.D. 2020

1. **CALL TO ORDER.**
2. **DETERMINATION THAT A QUORUM IS PRESENT:**

BE IT REMEMBERED that on this the 18TH day of MARCH A.D. 2020 at 9:00 o'clock A.M., after due notice was given by posting of the attached Agenda; the Honorable Val Verde County Commissioners' Court convened in **REGULAR SESSION.** The meeting was called to order, the following members being present and constituted a quorum: Lewis G. Owens Jr., County Judge, Presiding; Martin Wardlaw, Commissioner of Precinct No. 1; Juan Carlos Vazquez, Commissioner of Precinct No. 2; Robert "LeBeau" Nettleton; Commissioner of Precinct No. 3; Gustavo Flores, Commissioner of Precinct No. 4; and Generosa Gracia-Ramon, County Clerk; when the following proceeding was had to wit:

3. Reciting the Pledge of Allegiance.

4. Approving and/or amending minutes from previous meetings.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-142	N	F		Motion to approve the		O,W,V,N, F		
				3/4/20 Minutes.				

5. Citizen's Comments.

1) NONE
2) _____
3) _____
4) _____

NOTICE IS HEREBY GIVEN TO THE PUBLIC THAT THE FOLLOWING ITEMS WILL BE DISCUSSED AND POSSIBLE ACTION MAY BE TAKEN BY THE VAL VERDE COUNTY COMMISSIONERS COURT:

MOTION KEY:
JUDGE OWENS= O
COMM WARDLAW=W
COMM VAZQUEZ=V
COMM NETTLETON=N
COMM FLORES= F

QUORUM

___V___ COUNTY JUDGE
_____ *Judge's Staff*
_____ *Judge's Staff*
___V___ COMM. PRCT# 1
___V___ COMM. PRCT# 2
___V___ COMM. PRCT# 3
___V___ COMM. PRCT# 4

ATTENDING

COUNTY STAFF/DEPTS:

_AMS__ COUNTY ATTY 9:10AM
_____ *COUNTY ATTY STAFF*
_____ *COUNTY ATTY STAFF*
_____ *DISTRICT CLERK*
__V____ *IT*
__V____ *SHERIFF*
_____ *SHERIFF'S STAFF*
___V___ *AUDITOR*
___V___ *TREASURER*
_____ *PURCHASING*
___V___ *HR*
___V___ *TAX COLLECTOR*
_____ *RISK MGMT*
_____ *FIRE DEPT*
___V___ *EMERGENCY MGMT*
_____ *JP #1 Constable #1*
___V___ *JP #2 Constable #2*
_____ *JP #3 Constable #3*
___V___ *JP #4 Constable #4*
_____ *OTHER*_____

6. Subdivision plats.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-143	N	F		Stampede Plat.		O,W,V,N,F		

7. Certificates of compliance.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
N/A				NONE		O,W,V,N,F		

8. Monthly reports from elected officials.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-144	N	F		Motion to Approve.		O,W,V,N,F		

9. Approval of bills.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-145	N	F		Motion to pay election workers as		W,V,N, F	O	
				soon as documents are available.				

Lewis G. Owens, Jr., Val Verde County Judge.

10. Consider and Act upon Amendment no. 1 TxCDBG Contract No. 7218075 (New End Date October 21, 2020) and seek authorization for County Judge to sign.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-146	N	F		Motion to Approve.		O,W,V,N,F		

Lewis G. Owens, Jr., Val Verde County Judge.

11. Consider and Act upon Self-Monitoring Review and Certification for TxCDBG Contract No. 7218075 and seek authorization for County Judge to sign.

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-147	N	F		Motion to Approve.		O,W,V,N,F		

12. Approval of Payment No. 14 under SHC Contract No. 7217013 in the amount of $69,533.32 and authorization for County Judge and County Auditor to sign Request for Payment, Administrative Draw Checklist, Public Services Draw Checklist, Residential Rehabilitation Draw Checklist and Reconstruction and New Construction Draw Check List.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-148	N	F		Motion to Approve.		O,W,V,N,F		

13. Discussion and possible action regarding Food Distribution between Pct. 2 & Pct. 4.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-149	N	V		Motion to Table.				
			W	Motion to leave as is (split ½ & ½) for				
				time being and in 30 days review.	V	O,W,V, N	F	

14. Discuss matters relating to Coronavirus COVID-19. -Changes to the Court. Report only!

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes		Abst
20-150	W	V		Visitor tested negative, report on		O,W,V,N,F			
				status , no executive session to					
				discuss this item. Extend to April					
				10th and then once confirmation is					
				received, case to be re-evaluated.					

Robert "Beau" Nettleton, County Commissioner Pct. 3

15. Discussion and possible action on granting easement for Big Bend Telephone Company along the southwest side of Hackberry Drive.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-151	N	F		Motion to Approve,		O,W,V,N,F		
				Big Bend easement.				

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

Generosa Gracia-Ramon, Val Verde County Clerk

16. Discussion and possible action on the request by San Felipe Del Rio CISD for the use of the County Courthouse for the processing of election night results; the use of election equipment and supplies (i.e., ballot boxes and booths) in order to conduct the Saturday, May 2, 2020 San Felipe Del Rio CISD School Board of Trustees Regular Election and Run-off Election (if necessary).

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-152	N	F		Motion to approve subject to any		O,W,V,N, F		
				Secretary of State changes.				

17. Discussion and possible action on the request by CITY OF DEL RIO for the use of the County Courthouse for the processing of election night results; the use of election equipment and supplies (i.e., ballot boxes and booths) in order to conduct the Saturday, May 2, 2020 Mayor and City Councilmen Regular Election and Run-off (if necessary).

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-153	N	F		Motion to Approve subject to any		O,W,V,N,F		
				Secretary of State changes.				

18. Discussion and possible action on the request by VAL VERDE COUNTY HOSPITAL DISTRICT for the use of the County Courthouse for the processing of election night results; the use of election equipment and supplies (i.e., ballot boxes and booths) in order to conduct the Saturday, May 2, 2020 Val Verde County Hospital District Trustee Election and Run-off Election (if necessary).

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-154	N	F		Motion to Approve subject to any		O,W,V,N,F		
				Secretary of State changes.				

19. Presentation by ES&S on a proposal to update Election Equipment for Val Verde County and possible action thereafter.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-155	N	F		Motion to Table.		O,W,V,N,F		

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

Guillermo Sanchez, Purchasing Agent

20. Authorization to purchase 3 metal detectors to replace the current metal detectors for a price of $18,886.50 to be paid out of Courthouse Security Fund.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-156	N	F		Motion to approve.		O,W,V,N,F		

21. Authorization to purchase bullet resistant panels for the Justice of the Peace Courthouse. The estimated cost will be $1,730.00 to be paid out of JP Courthouse Security fund.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-157	N	F		Motion to Approve. Panels to be installed		O,W,V,N,F		
				installed behind Judge's bench. ($4,000).				

22. Approval to renew the copier maintenance agreement for the Treasurer's office. The agreement will cost $300.00 for 12 months to be paid out of Treasurer Copier Maintenance account.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-158	F	N		Motion to Approve.				
			F	Motion to Amend and add phone	N	O,W,V,N,F		
				purchase for Commissioner's Court.				

Matthew S. Weingardt, County Auditor

23. Discussion and possible action on the following Signature of Contract for (ARTS) Affordable Care Act Form 1095.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-159	N	F		Motion to Approve as presented.		O,W,V,N,F		

24. Signature of contract for National Park Service Contract 140P131800062 Dispatch Services.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-160	N	F		Motion to Approve and authorize		O,W,V,N,F		
				the Judge to signed.				

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

25. Three outstanding invoices for LPA, Inc. pertaining to the Fairgrounds Master-Plan totaling $32,000.00.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-161	N	F		Motion to Approve and pay out of		W,V,N,F	O	
				Contingency budget.				

26. Budget Adjustment- Tyler Support Positive Pay - $4,000.00 from available appropriations.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-162	N	F		Motion to approve as presented.		O,W,V,N,F		

27. Certification of revenue and assign appropriations.
Bickerstaff Heath Delgado Acosta LLP – SE Ranch reimbursement _ $199,408.00.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-163	N	F		Motion to approve $38,000 to IT		O,W,V,N,F		
				and balance to Contingency.				

Surplus Auction - $1,372.80.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-164	N	F		Motion to approve; amount included as		O,W,V,N,F		
				part of the balance in item 27.				

Joanna Montemayor – Risk Manager

28. Judge to sign Property Renewal Questionnaire.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-165	N	F		Motion to Approve as presented		O,W,V,N,F		
				and authorize Judge to sign.				

Joe Frank Martinez, Val Verde County Sheriff

29. Discussion and Possible action to create a temporary position of intern for up to three months to be paid from the salaries budget line item.

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-166	N	F		Motion to Approve as presented.		O,W,V,N,F		

Gerardo Hernandez, Constable Pct. 4

30. Larry Pope a certified Peace Officer with 31 years of experience holding a Master Peace Officer's Certification to be deputized as Deputy Constable for Pct. #4.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-167	F	W		Motion to Approve.		O,W,V,N,F		

Jerry Rust, Val Verde County Fire Chief

31. Requesting authorization to accept a check donation in the amount of five hundred ($500.00) from Amistad Heating & Air Conditioning.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-168	N	F		Motion to Approve and accept as		O,W,V,N,F		
				presented.				

David R. Bond, Librarian

32. Requesting authorization to accept a check from the Friends of the Val Verde County Library in the amount of $2,436.00.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-169	N	F		Motion to Approve as presented.		O,W,V,N,F		

33. Requesting authorization to apply for and accept a grant from the National Network of Libraries of Medicine – Human Genetics Film Kit.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-170	N	F		Motion to Approve as presented.		O,W,V,N,F		

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

Juanita Barrera, HR Director

34. Human Resources Monthly Report from March 4, 2020 through March 18, 2020.

A. Generosa Ramon, County Clerk, requesting to stop the distribution of checks to Alicia Jimenez, Deputy Clerk III, effective February 28, 2020. Ms. Jimenez was terminated.

B. Generosa Ramon, County Clerk, requesting the distribution of checks to Maria Fuentes, Deputy Clerk III, with a salary of $29,138.00 effective March 16, 2020. Ms. Fuentes has been promoted to fill vacancy left by Alicia Jimenez who was terminated.

C. Generosa Ramon, County Clerk, requesting the distribution of checks to Monica Marines, Deputy Clerk I, with a salary of $24,550.00 effective March 16, 2020. Ms. Marines is replacing Maria Fuentes who was promoted.

D. Martin Wardlaw, Commissioner Pct. 1, requesting the distribution of checks to Jesus Reyna, Light Equip. Operator, with a salary of $27,451.00 effective March 9, 2020. Mr. Reyna is replacing Pedro Sauceda who has retired.

E. Joe Frank Martinez, requesting the distribution of checks to Zoe Rodriguez, Telecommunicator, with a salary of $28,400.00, effective March 3, 2020. Ms. Rodriguez is replacing Mario Moreno who has resigned.

F. Joe Frank Martinez, requesting to stop the distribution of checks to Ryan Lowe, Patrol Sergeant, effective March 13, 2020. Mr. Lowe has resigned.

G. Edgar Perez, Fairgrounds/Facilities Manager, requesting to stop the distribution of checks to Raymundo Rodriguez Sr., Maintenance/Truck Driver effective March 13, 2020. Mr. Rodriguez has retired.

H. Michael Bagley, District Attorney, requesting to stop the distribution of checks to Gerald Garver, 2nd Assistant DA effective March 13, 2020. Mr. Garver has resigned.

I. David Bond, Librarian, requesting to stop the distribution of checks to Jose Rivera, Part-Time Librarian, effective March 16, 2020. Mr. Rivera has resigned.

J. Rogelio Musquiz, Tax Collector-Assessor, requesting to stop the distribution of checks to Maria Briones, Deputy Clerk, effective March 23, 2020. Ms. Briones has resigned.

ORDER	Motion	2nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
20-171	N	F		Motion to Approve as presented.		O,W,V,N.F		

Ana Markowski Smith, County Attorney

Executive Session items that may result in action in open session thereafter:

35. Closed session consultation pursuant to Texas Government Code:

A. §551.071(2), attorney/client privilege

EXECUTIVE SESSION: _____v_____ §551.071(2) (A) _____v_____ §551.071(1) (A) _____ §551.071(2) _____ §551.071(1) (B) _____551.072 _____

OTHER _____ BEGAN @ 9:36 AM ENDED @ 10:20 AM BREAK @ _____

RESUMED @ _____ ACTION AFTER NONE

Commissioners Court reserves the right to hear any of the above agenda items that qualify for an executive session in an executive session by publicly announcing the applicable section number of the Open Meetings Act (Chapter 551 of the Texas Government Code) that justifies executive session treatment.

36. Commissioners' comments. None

37. County Judge's comments. None

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

38. Adjourn. 10:26 AM.

The foregoing, recorded in Volume 57, pages 1-95, inclusive, was on this the 15 day of April A.D. 2020, read and is hereby **APPROVED**.

Respectfully submitted,

LEWIS G. OWENS JR, COUNTY JUDGE
VAL VERDE COUNTY, TEXAS

ATTEST:

GENEROSA GRACIA-RAMON, COUNTY CLERK
VAL VERDE COUNTY, TEXAS

COMMISSIONER'S COURT VAL VERDE COUNTY, TEXAS

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VAZQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

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County of Val Verde

Lewis G. Owens Jr.
County Judge

400 Pecan Street
Del Rio, TX 78840
Email: lowens@valverdecounty.texas.gov

Phone (830) 774-7501
Fax (830) 775-9406

AGENDA/NOTICE
VAL VERDE COUNTY COMMISSIONERS COURT
REGULAR TERM MEETING

Old County Court-at-Law
207B East Losoya Street
Del Rio, TX 78840

March 18, 2020 at 9:00 a.m.

1. Call to order.
2. Determining that a quorum is present.
3. Reciting the pledge of allegiance.
4. Approving and/or amending minutes from previous meetings.
5. Citizens' Comments.

NOTICE IS HEREBY GIVEN TO THE PUBLIC THAT THE FOLLOWING ITEMS WILL BE DISCUSSED AND POSSIBLE ACTION MAY BE TAKEN BY THE VAL VERDE COUNTY COMMISSIONERS COURT:

6. Subdivision plats.
7. Certificates of compliance.
8. Monthly reports from elected officials.
9. Approval of bills.

Lewis G Owens, Jr., Val Verde County Judge.

10. Consider and Act upon Amendment no. 1 TxCDBG Contract No. 7218075 (New End Date October 21, 2020) and seek authorization for County Judge to sign.

11. Consider and Act upon Self-Monitoring Review and Certification for TxCDBG Contract No. 7218075 and seek authorization for County Judge to sign.

12. Approval of Payment No. 14 under SHC Contract No. 7217013 in the amount of $69,533.32 and authorization for County Judge and County Auditor to sign Request for Payment, Administrative Draw Checklist, Public Services Draw Checklist, Residential Rehabilitation Draw Checklist and Reconstruction and New Construction Draw Check List.

13. Discussion and possible action regarding Food Distribution between Pct. 2 & Pct. 4.

14. Discuss matters relating to Coronavirus COVID-19.

Robert "Beau" Nettleton, County Commissioner Pct. 3

15. Discussion and possible action on granting easement for Big Bend Telephone Company along the southwest side of Hackberry Drive.

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27. Certification of revenue and assign appropriations

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Surplus Auction - $1,372.80.

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Ana Markowski Smith, County Attorney

Executive Session items that may result in action in open session thereafter:

35. Closed session consultation pursuant to Texas Government Code:

A. §551.071(2), attorney/client privilege

Commissioners Court reserves the right to hear any of the above agenda items that qualify for an executive session in an executive session by publicly announcing the applicable section number of the Open Meetings Act (Chapter 551 of the Texas Government Code) that justifies executive session treatment.

36. Commissioners' comments.

37. County Judge's comments.

38. Adjourn.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids of services such as interpreters for persons who are deaf or hearing impaired, readers, or hearing impaired, readers, or large print, are requested to contact the County Judge's Office at 830-774-7571 at least two (2) business days prior to the meeting so that appropriate arrangements can be made.

Our next Regular Commissioners Court Meeting will be **April 1, 2020** @ 9:00 a.m.;
Agenda Items are due Thursday, March 26, 2020 @ 12:00 noon.

Lewis G. Owens Jr., County Judge
Val Verde County, Texas

THIS NOTICE OF THE AGENDA WAS POSTED ON THE BULLETIN BOARD ON MARCH 13, 2020: AT 4:52 AM/PM

FILED
2020 MAR 13 P 4:52
GERRI ACOSTA
VAL VERDE COUNTY CLERK
BY: DEPUTY

CERTIFICATE

I, the undersigned County Clerk, do hereby certify that the above ***AGENDA/NOTICE/ADDENDUM*** of the Val Verde County Commissioner's Court is a true and correct copy of the ***AGENDA/NOTICE/ADDENDUM*** as posted on the courthouse door of Val Verde County, at a place readily accessible to the general public at all times on the 13th day of March, 2020, at 4:52 o'clock p. m. and said ***AGENDA/NOTICE/ADDENDUM*** remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

COMMISSIONER'S COURT VAL VERDE COUNTY, TEXAS

Generosa Gracia-Ramon

Generosa Gracia-Ramon
Val Verde County Clerk

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DocuSign Envelope ID: F3A9425D-BAAC-4F49-98DF-E88581CD44AC

#10

TEXAS DEPARTMENT OF AGRICULTURE

TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

AMENDMENT NO. 1

CONTRACT NO. 7218075

COUNTY OF VAL VERDE

STATE OF TEXAS

COUNTY OF TRAVIS

Section 1.

The Texas Department of Agriculture, an agency of the State of Texas, hereinafter referred to as the ("Department"), and the County of Val Verde, ("Contractor"), collectively referred to as the ("Parties"), agree to amend the Texas Community Development Block Grant Program ("TxCDBG") Contract 7218075, for the performance of community development activities.

Section 2.

The parties agree to amend the contract by replacing Section 2, Contract Period, with the following language:

Section 2. **CONTRACT PERIOD**

This contract and agreement shall commence on April 23, 2018, and shall terminate on October 21, 2020, unless otherwise specifically provided by the terms of this contract.

Section 3.

All oral and written agreements between the parties relating to the subject manner of this amendment that were made prior to the execution of this document have been reduced to writing and are contained herein. Except as amended herein, the contract remains in full force and effect.

This amendment is not effective unless and until it is signed by authorized representatives of both parties.

Agreed to and signed by:

_____ _____

Lewis G. Owens, Jr., County Judge — Date
Val Verde County

Approved and accepted on behalf of the Texas Department of Agriculture.

_____ _____

Jason Fearneyhough, Deputy Commissioner — Date
Texas Department of Agriculture
or
Tim Kleinschmidt, General Counsel
Texas Department of Agriculture

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DocuSign Envelope ID: F3A9425D-BAAC-4F49-98DF-E88581CD44AC

AMENDMENT NO. 1

EXHIBIT C

PROJECT IMPLEMENTATION SCHEDULE

CONTRACT NUMBER 7218075

COUNTY OF VAL VERDE

CONTRACT START DATE	CONTRACT END DATE
April 23, 2018	October 21, 2020

If Contractor fails to meet milestones in accordance with this schedule, the Department will withhold payments to Contractor until such milestone has been completed.

Activity To Be Completed by Date Specified:		**Milestone Date**
Procurement of Professional Services Completed	Month 2	6/23/2018
4-Month Conference Call / Meeting Completed [1]	Month 4	8/23/2018
Plans and Specifications Completed	Month 9	1/9/2019
Plans and Specifications Submitted for Approval (as required [1])	Month 9	1/9/2019
Environmental Review Completed	Month 4	8/8/2018
Clearance of Pre-Construction Special Conditions	Month 11	3/8/2019
Wage Rate 10-Day Confirmation	N/A	N/A
Construction Contract Awarded & Executed	Month 11	3/6/2019
Construction - 50% TxCDBG project complete	Month 25	5/21/2020
Construction - 75% TxCDBG project complete	Month 27	7/21/2020
Construction - 90% TxCDBG project complete	Month 29	9/21/2020
Construction & Final Inspections Completed	Month 30	10/15/2020
End Date of Contract	Month 30	10/21/2020
Close-out documents submitted to Department (60 days after End Date)	Month 31	12/20/2020

[1] See TxCDBG Project Implementation Manual

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#11

A1302

COMMISSIONER SID MILLER

Office of Rural Affairs
Texas Community Development Block Grant Program

SELF-MONITORING REVIEW CERTIFICATION

Grant Recipient: Val Verde County	TxCDBG No. 7218075
By signing this Self-Monitoring Review Certification, I certify to the best of my knowledge and belief that the attached monitoring review checklists are true, complete, and accurate and that they were completed by a person possessing a current certificate for successful completion of TxCDBG Program Project Implementation training. I also certify that any findings of non-compliance have been accurately self-reported. A copy of this Self-Monitoring Review will be retained in local files with all project records in accordance with TxCDBG program project implementation policy.	
Chief Elected Official Signature: Lewis G Owens Jr	Title: Val Verde County Judge
Printed Name: Lewis G. Owens Jr.	
Date: March 18, 2020	

Based on my examination of pertinent project records for the referenced TxCDBG contract, I hereby certify that I have truthfully and accurately completed the attached Self-Monitoring Review checklist.	
Signature of Reviewer: Carl Esser	Reviewer Title or Name of Firm: Esser & Company Consulting LLC
Printed Name: Carl Esser	
Date: March 18, 2020	

TDA Use Only **Acceptance of Self-Monitoring Review**	
TxCDBG Program Monitor Signature:	Date:
Printed Name:	

09/01/2019

TxCDBG SELF-MONITORING CHECKLIST

Grant Recipient: Val Verde County Contract No. 7218075

Chief Elected official: Lewis G. Owens Jr.

Grant Administrator: Esser & Company Consulting LLC

Engineer: TRC Engineers

Contract Start Date: 4/23/2018 Ending Date: 10/21/2020 Extension: Yes. Six (6) Months

Contract Amount: $500,000.00 Amount Drawn: $ 408,543.47 % Match: 5%

Project Description/Comments:

Water Improvements: Contractor shall provide first-time water access to households in the colonia of Rancho Del Rio. Contractor shall install six thousand one hundred five linear feet (6,105 l.f.) of eight inch (8") and six-inch (6") PVC water main, fire hydrants, gate valves, boring, asphalt repair and all associated appurtenances. Residents will be served by the City of Del Rio Public Water System.

Water Improvements Contractor shall provide first-time water access to households in the colonia of San Felipe Pastures. Contractor shall install four thousand six hundred seventy linear feet (4,670 l.f.) of eight-inch (8") and six-inch (6") PVC water main, fire hydrants, gate valves, and all associated appurtenances. Residents will be served by the City of Del Rio Public Water System.

SELF-MONITORING REVIEW DATE: March 18, 2020

Standard Checklist Sections:

X	Procurement of Professional Services Review/Administration Services
X	Financial Management Review
X	Environmental Review
X	Construction Contract Review
X	Special Conditions Review
X	Labor Standards Review
X	Civil Rights Review

Special Sections:

X	Acquisition
X	Force Account
N/A	Housing Rehabilitation
N/A	Demolition/Clearance
N/A	Relocation
N/A	Other: _____

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PROCUREMENT OF PROFESSIONAL SERVICES/ADMINISTRATION SERVICES

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

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Administrative or Professional Services Paid with TxCDBG Funds

NOTE: If the Grant Recipient is exempt from competitive procurement provisions, an acceptable method of incorporating the proper elements of the contract would be via work order for the firm, fixed-price compensation and an amendment to an existing contract for the "terms and conditions" if a new contract was not executed.

PROCUREMENT OF PROFESSIONAL SERVICES/ADMINSTRATION SERVICES (Administrative or Professional Services Paid with TxCDBG Funds)					
	(Desk Review Questions (A-C)	**Y**	**N**	**N/A**	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
A.	Did the Grant Recipient receive approval for Noncompetitive negotiation before contracting for professional services/administration services? (Applies to Disaster Relief/Urgent Need)		X		Date of Waiver: _____
B.	Did the Grant Recipient designate a nonprofit public agency to administer TxCDBG contract activities?		X		□ Council of Government (COG) □ Regional Planning Commission □ Public Housing Authority □ Other: _____
C.	Did the Grant Recipient award the contracts for administrative and engineer to the same firm?		X		
Self-Monitoring Review Questions: ***If you answered YES to either question A or B, then skip to question NO. 6 - 10.***					
1.	Did the Grant Recipient establish and use written selection criteria that included, *at a minimum*, a clear and accurate description of the technical requirements of the services to be procured?	X			Written Selection Criteria Included the following: Project Management, Financial Management, Environmental Review, Acquisition, Construction Management, Fair Housing/Equal Opportunity, Audit/Close Out Activities
2.	Does the RFP provided offer detailed instructions and identify the criteria to be used in evaluating proposals?	X			Score Sheet was provided with RFP; Experience 30 Pts Work Performance 30 Pts. Capacity to Perform 20 Pts. Proposed Costs 20 Pts.

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PROCUREMENT OF PROFESSIONAL SERVICES/ADMINSTRATION SERVICES (Administrative or Professional Services Paid with TxCDBG Funds)					
	(Desk Review Questions (A-C)	**Y**	**N**	**N/A**	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
3.	Did the Grant Recipient advertise the RFP in a locally distributed newspaper, and submit the RFP to at least 5 individuals/firms?	X			Adv.: Was not published due to the fact that Val Verde County used the streamlined method provide by TDA. The Administrative Contract was $50K or less. Letters:____ Email: 5 Firms Contacted ___ Fax:____ 1.Esser & Company Consulting LLC 2. Carlos Colonia Vargas 3.Middle Rio Grande Development Council 4.Grant Works 5. Municipal Consulting Agency NO. of respondents: (1) Name of successful respondent: Esser & Company Consulting LLC
4.	Were any firms certified with the Texas Comptroller as a SBE/MBE/WBE included in the solicitation for proposals?	X			List SBE/MBE/WBE firms: Three (3) Firms Qualified as SBE/MBE/WBE 1. Carlos Colonia Vargas 2. Grant Works 3. Municipal Consulting Agency
5.	Is the deadline for receipt of proposals no earlier than 10 days after the date of public advertisement and/or mailing dates of the RFPs?	X			Date(s) of solicitation: June 6, 2017 Deadline: June 13, 2017 (8 Days) *TDA considers five to ten days to be reasonable*
6.	Did the Grant Recipient successfully negotiate a contract with the most highly qualified service provider/firm?	X			**Esser & Company Consulting LLC**
	If No, did the Grant Recipient formally end negotiations with that person/firm?			X	
7.	For contracts with an anticipated cost > $50,000, were firms required to disclose their estimated percentage of profit?			X	Contract for Administration was not greater than $50K

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PROCUREMENT OF PROFESSIONAL SERVICES/ADMINSTRATION SERVICES (Administrative or Professional Services Paid with TxCDBG Funds)					
	(Desk Review Questions (A-C)	**Y**	**N**	**N/A**	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
8.	DEBARMENT: Was SAM eligibility verified before contract award?	X			Date of verification: July 7, 2017
9.	Is there evidence that the governing body (Commissioner's Court/Council) authorized the approval to proceed with contract execution?	X			Date of meeting: July 10, 2017
10.	Was there a pre-agreement request?		X		Pre-Agreement Start Date:
11.	Does the contract document include all of the following provisions?	X			
	Names of both parties	X			*Val Verde County and Esser & Company Consulting LLC*
	Begin date after starting date of TxCDBG contract or pre-agreement letter on file	X			Contract start date: May 2, 2018 HUD Exemption Certification Date: January 10, 2018
	Scope of services	X			Project Management, Financial Management, Environmental Review, Acquisition, Construction Management, Fair Housing / Equal Opportunity, Audit Close-Outs
	Firm fixed-price compensation	X			$50,000.00
	Procedure for amending contract	X			
	Termination for convenience and for cause clause(s) (For contracts >$10,000)	X			
	Procedures for determining the party responsible for any disallowed costs as a result of non-compliance	X			
	Local Program Liaison	X			County Judge
	Equal Opportunity Clause (For contracts >$10,000)	X			
	Section 3 of the HUD Act of 1968 (For contracts >$100,000)	X			
	Access to Records (2 CFR 200.336)	X			
	Retention of records for three years from closeout of the grant to the State	X			

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Engineering/Architectural Services Paid With TxCDBG Funds

(NOTE: If the Grant Recipient is exempt from competitive procurement provisions, an acceptable method of incorporating the proper elements of the contract would be via work order for the firm, fixed-price compensation and an amendment to an existing contract for the "terms and conditions" if a new contract was not executed.)

PROCUREMENT OF PROFESSIONAL SERVICES/ADMINISTRATION SERVICES (Engineering/Architectural Services Paid with TxCDBG Funds)					
	(Desk Review Questions (A-B)	**Y**	**N**	**N/A**	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
A.	Did the Grant Recipient receive approval for noncompetitive negotiation before contracting for professional services/administration services? (Applies to Disaster Relief/Urgent Need)		X		Date of Waiver: _____
B.	Did the Grant Recipient designate a Nonprofit public agency to administer TxCDBG contract activities?		X		□ Council of Government (COG) □ Regional Planning Commission □ Public Housing Authority □ Other: _____
Desk Review Questions: ***If you answered YES to either question A or B, then skip to questions 8 - 12.***					
1.	Did the Grant Recipient establish and use written selection criteria that included, *at a minimum*, a clear and accurate description of the technical requirements of the services to be procured?	X			Preliminary & Final Design Services Plans and Specs, Preparation of Bid packet, Conduct all interim and final inspections, and other special services as needed.
2.	Does the written selection procedure contain only Non-price criteria?	X			Experience, Work Performance, Capacity to Perform
3.	Did the Grant Recipient advertise the RFP in a locally distributed newspaper and submit the RFP to at least 5 individuals or firms?	X			Adv.: Del Rio News Herald May 28, 2017 Letters:____ Email: x (7 Engineering Firms)____ Fax:____ 1. Garcia & Wright Consulting Engineers 2.Neptune- Wilkinson & Associates 3. KSA Engineers 4. Amistad Consulting & Associates 5. TRC Engineers 6. Southwest Engineers 7. Sunbelt Engineers NO. of respondents: 2_____ Name of successful respondent: TRC Engineers 271 Points KSA Engineers 266 Points High Scoring Firm TRC

PROCUREMENT OF PROFESSIONAL SERVICES/ADMINISTRATION SERVICES (Engineering/Architectural Services Paid with TxCDBG Funds)					
	(Desk Review Questions (A-B)	**Y**	**N**	**N/A**	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
4.	Were any firms certified with the Texas Comptroller as a SBE/MBE/WBE included in the solicitation for proposals?				List SBE/MBE/WBE firms: Garcia & Wright Amistad Consulting Engineer Southwest Engineers
5.	Is the deadline for receipt of proposals no earlier than 10 days after the date of public advertisement and/or mailing dates of the RFPs?	X			Date(s) of solicitation: Adv. May 28, 2917 Deadline: June 8, 2017 (11 Days) E-Mail Transmission May 31, 2017 Deadline June 12, 2017 (12 Days)
6.	Does the RFP provide offers detailed instructions and identify the criteria to be used in evaluating proposals?	X			Experience 60 points, Work Performance 25 points, Capacity to Perform 15 points
7.	Did the Grant Recipient successfully negotiate a contract with the most highly qualified service provider/firm?	X			***If NO,*** question 7 is applicable. TRC Engineers
8.	Did the Grant Recipient formally end negotiations with that person/firm?			X	
9.	For contracts with an anticipated cost > $50,000, did the firm selected for contract negotiation disclose estimated % of profit.		X		Contract Amount $87,000.00
10.	DEBARMENT: Was SAM eligibility verified before contract award?	X			Date of verification: July 7, 2017
11.	Is there evidence that the governing body (commissioner's court/city council) authorized the approval to proceed with contract execution?	X			Date of meeting: July 10, 2017
12.	Was there a pre-agreement request?		X		Pre-Agreement Start Date:
13.	Is the selected engineer/architect registered to practice in the state of Texas?	X			Craig Bell #66078
14.	Does the contract document include all of the following provisions?	X			
	Names of both parties	X			Val Verde County and TRC Engineers
	Begin date after starting date of TxCDBG contract or pre-agreement letter on file	X			Contract start date: May 2, 2018 HUD Exemption Certification Date: January 10, 2018

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PROCUREMENT OF PROFESSIONAL SERVICES/ADMINISTRATION SERVICES (Engineering/Architectural Services Paid with TxCDBG Funds)					
	(Desk Review Questions (A-B)	Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
	Scope of services	X			
	Firm fixed-price compensation	X			$87,000.00
	Procedure for amending contract	X			
	Termination for convenience and for cause clause(s) (For contracts >$10,000)	X			
	Procedures for determining the party responsible for any disallowed costs as a result of non-compliance	X			
	Conflict of Interest	X			
	Local Program Liaison	X			County Judge
	Equal Opportunity Clause (contracts >$10,000)	X			
	Section 3 of the HUD Act of 1968 (For contracts > $100,000	X			
	Access to Records (2 CFR 200.336)	X			
	Retention of records for three years from closeout of the grant to the State	X			

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ENVIRONMENTAL REVIEW

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

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ENVIRONMENTAL REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
1.	What was the level of environmental review conducted for the TxCDBG Contract?				☒Full Environmental Assessment
2.	Were all costs incurred after clearance of the environmental review and all construction-related special conditions?	X			Contract Start date: 4/23/2018 TDA Clearance date: 8/27/2018 Construction Contract date: 5/1/2019
3.	Is the Environmental Review Record available for public review?	X			Name of certifying Officer: Efrain Valdez, County Judge
4.	Did the Grant Recipient submit a Compliance Documentation Checklist (24 CFR 58.6) with pertinent support documents? Note: This checklist is required for all levels of review.	X			Airport Map, APZ and CZ Maps for Laughlin AFB, HUD Wiser Airport Hazards Guide, Coastal Barrier Maps, TCEQ Map Non Attainment Map, EPA Environmapper, Project area maps, Edwards Aquifer Viewer Map, Firm Map #48465C1665D, 48465C1775D, 48465C1700D, National Wetlands Inventory Map, Texas Wild and Scenic Rivers Map, Texas Historical Site Atlas Map
5.	Does the project description include the following:	X			
	Project name, funding source and location;	X			
	Use of project	X			
	Size of project (sq. ft., No. of units, etc.)	X			
	Type of Construction	X			
6.	Is the project description similar in quantities and locations to the Performance Statement Listed as Exhibit A in the contract?	X			
7.	Is the project description in the Environmental Review the same project that was constructed?	X			
Exempt					
1.	Does the ERR contain the Grant Recipient's Exemption Determination for Activities Listed at 24 CFR §58.34 certification for Engineering and Administrative/Management activities?	X			Date of Certification 1/10/2018 Eng. Contract Date 5/2/2018 Grant Mgmt. Contract Date5/2/2018

ENVIRONMENTAL REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
2.	Does the ERR contain the Exemption Determination for Activities Listed at 24 CFR §58.34 Checklist, including written documentation of its determination that each activity or project is Exempt and meets the conditions specified for such exemption?	X			58.34(a)(1),Environmental & Other Studies, 58.34(a)(3) Administrative and Management Studies 58.34(a) (8) Engineering or design costs
3.	Did the project convert to Exempt from Categorically Excluded Subject to 58.5 under 24 CFR 58.34(a)(12)?		X		
4.	Is the original Environmental Clearance Letter from the Department for Exempt on file?			X	Date of Clearance: _____

	Full Environmental Assessment				
1.	Did the Grant Recipient complete an Environmental Assessment Checklist?	X			
2.	Does the environmental review record include a complete Statutory Checklist with maps and verifiable source documentation?	X			Airport Map, APZ and CZ Maps for Laughlin AFB, HUD Wiser Airport Hazards Guide, Coastal Barrier Maps, TCEQ Map Non Attainment Map, EPA Environmapper, Project area maps, Edwards Aquifer Viewer Map, Firm Map #48465C1665D, 48465C1775D, 48465C1700D, National Wetlands Inventory Map, Texas Wild and Scenic Rivers Map, Texas Historical Site Atlas Map

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ENVIRONMENTAL REVIEW					
3.	Did the Grant Recipient contact the Texas Historical Commission (THC) or cleared through the Programmatic Agreement with TDA?	X			Date of Notification letter: June 6, 2018 Date of response letter: July 3, 2018
4.	Were Native American Interests Reviewed? (If cleared through the PA then this is N/A) to satisfy Section 106 of the National Historic Preservation Act?	X			Date of consult letter(s): Date: June 4, 2018 Tribe: Apache Tribe of Oklahoma, Comanche nation, Oklahoma, Mescalero Apache Tribe of the Mescalero Reservation, New Mexico, Tonkawa Tribe Indians of Oklahoma, Wichita and Affiliated Tribes (Wichita, Keechi, Waco & Tawakonie Oklahoma
5.	Did the Grant Recipient have a flood plain map with the location of the project indicated on the map (if available)?	X			Firm Map #48465C1665D, 48465C1775D, 48465C1700D,
6.	**If NO map**, were flow studies completed, or did the reviewer rely on other sources to determine if project area is prone to flooding?			X	
7.	Did the Grant Recipient have a Wetlands Inventory Map with the location of the project indicated on the map?	X			National Wetlands Inventory Map
8.	Did the Grant Recipient comply with Executive Order 11988 (Floodplains), Executive Order 11990 (Wetlands), and 24CFR55.20 and complete the 8 Step Process?	X			Early Public Notice: July 1, 2018 (Published in English and Spanish) Public Comment Deadline: July 18, 2018 Notice of Explanation: July 22, 2018
9.	Does the ERR contain a copy of the published Notice of Intent to Request a Release of Funds and publishers affidavit?	X			Published Sunday July 22, 2018 in the Del Rio News Herald
10.	Was the FONSI Notice sent to local news media, interest groups, local, State agencies, regional office of the EPA, and TDA? Note: The FONSI must at minimum be sent to the regional office of the EPA.	X			Sent To EDA July 25, 2018 Eli Martinez @ EPA
11.	Were any public comments received?		X		
12.	***If YES,*** *did the Grant Recipient address and resolve these comments before proceeding with completing the RROF and Certification form?*			X	
13.	Did the magnitude or extent of the project remain substantially unchanged (i.e., changes in target area, project activities)?	X			***If NO,*** *questions A, B, C are applicable.*
A.	Did the Grant Recipient re-evaluate the original environmental findings and determine they are still valid?			X	

B.	Did the Grant Recipient submit a **TxCDBG Contract Amendment/Modification Request (Form A1101)** affirming that the original FONSI was still valid?		X		
C.	If the original findings were no longer valid did the Grant Recipient prepare an environmental assessment addressing changes to the project?			X	

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CONSTRUCTION CONTRACT REVIEW – MATERIALS ONLY CONTRACT

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

This checklist is completed for Cities/Counties that carried out construction through the bid/contract process.

CONSTRUCTION CONTRACT REVIEW					
		Y	N	N/A	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
1.	Were the advertisements for construction bids published in a newspaper in the municipality (city), or of general circulation if (county) for two consecutive weeks (at least seven days apart)?	X			☒ County – Del Rio News Herald Advertising Dates: January 27, 2019, and February 3, 2019
2.	Was the advertising date at least 14 days before the bid opening date?	X			Bid Opening Date February 19, 2019 (24 Days)
3.	Is there evidence that proper competitive bidding procedures were used? (e.g., bid opening minutes, bid tabulation, etc.)				Number of bids received: (1) Core and Main $313,814.62
4.	Are all bids received maintained in the Grant Recipient's files?	X			Original Bid
5.	Were there any bid addendums?		X		
	If YES, *is there evidence that all bidders received the addendums?*			X	
6.	Is the contract award date (not execution date) within 90 days of the bid opening?	X			Bid opening: February 19, 2019 Award date: March 6, 2019 Execution date: May 1, 2019
7.	Was the contract amount the same as the base + alternates bid?	X			$313,814.62
8.	Was the contract awarded to the lowest responsible bidder?	X			Core and Main LP
9.	SECTION 23. DEBARMENT: Was verification of the prime construction contractor received before contract award?	X			Date of verification: February 22, 2019
10.	SECTION 23. DEBARMENT: Did the Grant Recipient request/receive verification for all sub-contractors?			X	Number of subs: 0
11.	Does the project described in the bid/contract substantially agree with the TxCDBG Performance Statement/PCR?	X			Differences:
	If NO*, was a performance statement modification requested?*			X	Date:
12.	Were the plans/specifications prepared by a registered engineer/architect and carry the affixed seal?	X			Name of Engineer/Architect: Craig Bell P. E. Seal #: 66078

CONSTRUCTION CONTRACT REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
13.	Did the sample bid/contract packet contain the following certifications and documents as required in the TxCDBG PIM?	X			
	Bid Bonds	X			
	Payment Bonds			X	Materials Only Contract
	Performance Bonds			X	Materials Only Contract
	Grant Recipient's adopted Section 3 Plan	X			
	Equal Opportunity Guidelines for Construction Contractors (Form A1001)	X			
	Construction Contractor Section 3 Plan	X			
	Statement of Bidder's Qualifications	X			
	Certificate of Owner's Attorney	X			Ana Markowski Smith State Bar #12991700
	Certificate of Insurance	X			
	Termination Clause(s) for Cause and for Convenience	X			
	Access to Records by grantee, sub-grantee, Federal grantor agency, the Comptroller General of the U.S.	X			
	Retention of Records (For three years from closeout of the grant to the State)	X			
	Compliance with Air and Water Acts (>$150,000)	X			
	Equal Opportunity (>$10,000)	X			
	Section 3 Clause (contracts >$100,000)	X			
	Remedies for Breach of Contract (>$50,000)	X			
	Procurement of Recovered Materials (>$10,000)			X	
	Contractors Certification – Recovered Materials			X	
	Byrd Anti-Lobbying Certification (≥$100,000)	X			
	Technical Specification/Drawings	X			
	Contract Period	X			150 Days
	HUD 4010 Form			X	
	A provision for at least 5% retainage	X			

CONSTRUCTION CONTRACT REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
	Wage Decision(s)			X	GWD No.: _____ Mod: _____ GWD No.: _____ Mod: _____
14.	Is construction complete?		X		In process: Yes_____
15.	Does the Grant Recipient have "as-built" plans on the premises?	X			Was evidence available for the desk review? Yes ____ No ____ Construction is being performed by Val Verde County , As Builts will be available at end of construction
16.	Have all payment requests from prime and/or sub contract(s) been resolved? (Affidavit of All Bills Paid or COCC certifying no unpaid claims)	X			COCC
17.	Has a Certificate of Construction Completion been completed?	X			
18.	CERTIFICATION (4): Were any special assessments levied on property owners and occupants of low to moderate income (including service connections, tap-on fees/charges, monitoring fees, deposits, capital recovery fees), as a result of this project?		X		
	If YES, *questions 20 and 21 are applicable.*			X	
19.	Did the Grant Recipient pay for all assessments and deposits for low-income households?			X	
20.	Did the Grant Recipient certify that it does/did not have sufficient TxCDBG funds to pay the assessment on behalf of the moderate-income occupants?			X	
21.	Were all cumulative change orders that **increased** the contract price within 25% of the original contract price?			X	% Cumulative Increase _____
22.	***(County Only exception) If NO****, were the change orders required to comply with federal or state law or regulation?*			X	
23.	Did the contractor consent to all cumulative change orders that **decreased** the contract price within 25% of the original contract price if a municipality or by 18% if a county? Texas Local Government Code Section 252.048 (d) and 262.031(b)			X	% Cumulative Decrease _____
	(County Only exception) If No*, were the change orders required to meet federal or state regulations?*			X	

CONSTRUCTION CONTRACT REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
24.	Did TxCDBG approve all change orders (except final quantity changes)?			X	No. of change orders: _____ No. approved: _____
25.	Is an executed contract amendment or Performance Statement modification on file for significant changes in the scope of work resulting from change orders or alternates?			X	
EQUIPMENT PURCHASES					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
	EQUIPMENT PURCHASES		X		
1.	Did the Grant Recipient purchase any equipment with TxCDBG funds?		X		
2.	***If YES,*** *is a Property Management Record maintained?*		X		
SMALL PURCHASE PROCUREMENT					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
	SERVICES/EQUIPMENT/MATERIALS PURCHASES				
1.	Did the Grant Recipient utilize the small purchase procurement?	X			Project Signage $192.00
	If YES*, Did the Grant Recipient obtain price quotations from an adequate number (3 minimum) of qualified sources?*	X			
2.	Did total purchases remain below the $50,000 aggregate limit?	X			Estimated Small Purchases: $ 192.00
3.	Is there any appearance of separate, sequential, or component purchases to avoid competitive bidding requirements?		x		

Materials	Project Activity	Estimated Cost	Number of Quotes
Two (2) Project Sign Banners	TxCDBG 7218075	$192.00	3
Contractors	**Project Activity**	**Estimated Costs**	**Number of Quotes**

SPECIAL CONDITIONS

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

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SPECIAL CONDITIONS					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
1.	Did the Grant Recipient submit the permits and approval certification Form A401? Types of Permits/Approvals: • TCEQ • TDLR • THC • TxDOT • Other approvals required	X			March 8, 2019 TCEQ Plan Approval Water System Work
2.	If the project is exempt from the Texas Engineering Practice Act requirement that public works projects must be designed, supervised, inspected, and accepted by a registered professional engineer, did the Grant Recipient document the exception through a letter certified by the chief local official?		X		
3.	Did the Grant Recipient submit a letter from TCEQ that the constructed water well is approved for interim use and may be temporarily placed into service pursuant to Title 30, TAC, Chapter 290-Rules and Regulations for Public Water Systems prior to the submission of the PCR?			X	
4.	Did the Grant Recipient provide documentation that final plans, specifications and installation of its sewer systems improvements have been reviewed and approved by the City or County Health Department through authority granted by TCEQ.			X	
5.	Did the Grant Recipient provide documentation of decommissioned abandoned septic tank, cesspool, seepage pit, etc.			X	
6.	Did the Grant Recipient provide documentation from TDLR concerning compliance with the Elimination of Architectural Barriers Act? (Applies to construction of a building or public facility with an estimated cost ≥ $50,000).			X	

7.	Did the Grant Recipient erect/place legible temporary project signage in a prominent visible public area at the construction project site or along a major thoroughfare within the community?	X			☒Temporary Signage Installed for both San Felipe Pastures and Rancho Del Rio Waterline System

LABOR STANDARDS REVIEW

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

List Contractors Prime/Subs	NO. Payrolls Available	Interviews Conducted YES / NO
□ Prime □ Sub No Payrolls, Materials Only Contract		
□ Prime □ Sub		
□ Prime □ Sub		
□ Prime □ Sub		
□ Prime □ Sub		

This checklist is completed for cities/counties with TxCDBG funded construction contracts over $2,000 that include labor (except for rehabilitation of residential property where fewer than 8 units were rehabilitated under one construction contract or fewer than 8 are in one complex, or demolition/clearance that is not preparatory to construction). If the prime construction contract is over $2,000, all labor standards, including Davis-Bacon, applies and payrolls must be obtained for the subcontracted workers regardless of the amount of the subcontract.

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LABOR STANDARDS REVIEW					
		YES	NO	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
1.	Was the Appointment of a Labor Standards Officer (LSO) (Form A701) submitted via email to the Department's Labor Standards Specialist (LSS) Labors@TexasAgriculture.gov prior to the first construction drawdown request?	X			Name of appointed LSO: Carl Esser – Esser & Company Consulting LLC
2.	Did the LSO obtain a General Wage Decision (GWD) from the DOL website www.wdol.gov prior to the advertising or soliciting of bids?			X	(Note: Need for building wage rate decision) Materials Only Contract
3.	Did the LSO complete the Wage Rate Issuance Notice (form A702) and retain a copy in the GR contract file?			X	
4.	Did the LSO submit a Ten Day Confirmation Form (Form A703) to TDA's Labor Standards Specialist for approval at least ten days, but not less than five days, prior to the bid opening?			X	10-day Call _____ (Date TDA Confirmed) Bid Opening _____ GWD_____ Mod _____
	10-day Call _____ (Date TDA Confirmed) Bid Opening _____ GWD_____ Mod _____			X	10-day Call _____ (Date TDA Confirmed) Bid Opening _____ GWD_____ Mod _____
5.	Is a copy of the current GWD retained in the GR contract files with other labor standards documentation?			X	
6.	Were wage rates modified between the Ten Day Confirmation date and bid opening date?			X	
A.	***If YES to 6**, did the LSO provide support for not having time to contact all bidders prior to bid opening?*			X	
B.	***If NO to A,** does the contract file show evidence the TxCDBG Labor Standards Specialist was contacted for resolution?*			X	
7.	Did the Grant Recipient award the construction contract(s) within 90 days of the bid opening?	X			Award date: February 19, 2019 Award date: March 6, 2019
	***If NO,** did the Grant Recipient obtain an extension or an update of the GWD?*			X	
8.	Was the current GWD included in the bid package(s)?			X	
9.	Is the current GWD included in the awarded/executed construction contract documents and specifications package?			X	
10.	Did the Grant Recipient hold a pre-construction conference(s) for each prime construction contract in excess of $2,000?	X			Date: May 1, 2019 Date: _____

LABOR STANDARDS REVIEW					
		YES	NO	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
11.	Did the LSO submit a Labor Standards Record (Form A706-rev) on each construction project > $2,000 to Labors@TexasAgriculture.gov?	X			Core and Main LP $313,814.62
12.	Was the Labor Standards Record (Form A706-rev) submitted A. After the preconstruction conference date and	X			
	B. Before construction dollars are reimbursed from the TxCDBG contract for the construction contract?	X			
13.	Were all classifications reported on the certified weekly payrolls listed on the GWD?			X	
14.	Were classifications not listed on GWD issuance letter requested as additional classifications used on the project?			X	
15.	Did the Grant Recipient appoint a designated inspector to conduct on-site project employee interviews in the case the LSO is not available?			X	Name of Designated Inspector: _____
16.	Did the LSO or designated inspector conduct on-site project employee interviews?			X	
17.	Was the employee interview information recorded on the Record of Employee Interview (Form A707) or HUD-Form 11 or facsimile?			X	
18.	If employees were not available for interview by the LSO or designated inspector, did the LSO document A. The date of the on-site visit?			X	
	B. The reason employees were not available?			X	
	C. The attempt to obtain the required information through other means, e.g., mailed questionnaires?			X	
19.	Are certified weekly payroll reports for prime and subcontractors signed (including the payroll Statement of Compliance) and maintained in the Grant Recipient contract files, beginning with the first week in which project construction begins and for every week until the work is completed?			X	
20.	Are "NO WORK" weekly payroll report(s) or a note that states "NO WORK" that indicates a break in project work included in the certified weekly payroll report(s)?			X	
21.	Do the "NO WORK" weekly payroll report(s) state an approximate date when the construction contractor will return to the project site?			X	

LABOR STANDARDS REVIEW					
		YES	NO	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
22.	Is there evidence that certified weekly payroll report(s) were compared against employee interviews and the GWD to verify that correct wages were paid?			X	
23.	Were all project workers paid, at least, the specified Davis-Bacon wage rates (including fringe benefits) that applied to this project?			X	
	*If **NO**, the following questions apply:*			X	
	Did the Grant Recipient notify the prime contractor(s) of the violation(s) of the underpayments in writing?			X	
	Did the prime contractor correct the underpayments in 30 days?			X	
	Has wage restitution been paid by the prime contractor to the affected employee(s)?			X	
	Has the Grant Recipient obtained corrected certified weekly payrolls, including signed Statement(s) of Compliance, and copies of both sides of the canceled check(s) as proof of payments from the prime contractor(s)?			X	
	As of October 10, 1995, construction contracts of $100,000 or less are exempt from CWHSSA overtime, health, and safety provisions. However, even where CWHSSA overtime pay is not required, Fair Labor Standards Act (FLSA) overtime pay is probably still applicable.				
24.	Were all non-exempt workers paid at a rate of one and one-half times the hourly rate for all hours in excess of 40 hours in a work week?			X	
25.	Did the Grant Recipient notify the prime contractor(s) in writing on its official letterhead and signed by an authorized elected official of the amount of liability for liquidated damages? ($10 per day per violation)			X	Notice of the Determination to Assess Liquidated Damages: Date: _____
26.	Did the construction contractor submit a request for a waiver with support documentation to the Department within 60 days of notification?			X	Date: _____
27.	Have the liquidated damages been paid or waived by HUD/DOL?			X	Date: _____
28.	Were any workers complaints received by the Department, HUD, or DOL?		X		
29.	Were cases referred to the appropriate agency?			X	

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CIVIL RIGHTS REVIEW

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

CIVIL RIGHTS REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
1.	Has the Grant Recipient appointed a Civil Rights Officer? (CRO serves as Section 504 Coordinator and Fair Housing Officer)	X			Name and/or Title of CRO: Juanita Barrera, Human Resource Director
2.	Has the Grant Recipient's local governing body passed a resolution adopting/affirming required civil rights, equal opportunity, and citizen participation policies and procedures?	X			Date Resolution Passed: June 27, 2018
3.	Was the resolution adopted or reaffirmed no more than two years prior to the contract start date?	X			Contract Start Date: April 23, 2018
SECTION 3 POLICY COMPLIANCE					
4.	Did the Grant Recipient prepare and make available the written Section 3 Policy to the public?	X			
5.	Did the Grant Recipient implement the Section 3 Policy?	X			
MBE COMPLIANCE					
6.	Is there evidence that the Grant Recipient affirmatively publicized to small, minority and women-owned businesses whenever possible? ***Check affirmative action(s) taken below:***	X			Small, minority and women owned businesses were affirmatively publicized and contacted regarding solicitations for Grant Administration Services, Project Engineering Services
	Emailed a copy of the request for proposal/qualifications or invitation for bid advertisement to MWBE@texasagriculture.gov	X			
	Placed qualified small, minority, and women-owned firms in solicitation lists whenever they were potential sources	X			
	Divided project activities into smaller tasks or services to allow participation by these type of businesses	X			
	Established delivery schedules to encourage participation	X			
	Utilized either: Minority Business Development Centers; the Small Business Administration, Department of Minority Business Enterprise; the Texas Department of Economic Development, Business Development Division	X			

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CIVIL RIGHTS REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
	Provided direct bonding assistance or SBA Surety Bond Guarantee Program		X		

SECTION 504 COMPLIANCE					
7.	Did the Grant Recipient implement procedures that allow individuals with handicaps to obtain information concerning the existence and location of accessible services, activities, and facilities?	X			All public notices regarding TxCDBG activities include language concerning the existence and location of accessible services
8.	Do the Grant Recipient's personnel policies demonstrate that the Recipient is reasonably accommodating to known needs of handicapped employees and applicants?	X			
9.	Has the Section 504 Self-Evaluation Review Form (A1006) been completed?	X			Senior Citizens in Val Verde County some that are handicap assisted with the self-evaluation process
10.	Does the Grant Recipient employ fifteen or more persons?	X			***If YES,*** *questions 11, 12, and 13 are applicable.*
11.	Did the Grant Recipient designate Section 504 coordinator? (Same as Civil Rights Officer)	X			Name: Juanita Barrera, Human Resource Director
12.	Did the Grant Recipient publish a notice in a general circulated newspaper in the affected community that identifies its Section 504 compliance coordinator, and states, where appropriate, that it does not discriminate in admission or access to, or treatment or employment in, its federally assisted programs?	X			Newspaper Publication: _____ Posted in Public Building: Posted June 27 – July 25, 2018 and continuing throughout TxCDBG Contract period Val Verde County Courthouse Public Notice Bulletin Board
13.	Did the Grant Recipient adopt grievance procedures that incorporate due process standards and allow for prompt resolution of complaints alleging any action prohibited by 24 CFR Part 8?	X			June 27, 2018
CITIZEN PARTICIPATION REQUIREMENTS					
14.	Has the Grant Recipient adopted a Citizen Participation Plan?	X			June 27, 2018 both English and Spanish Version
15.	Does the Grant Recipient maintain written citizen complaint procedures?	X			both English and Spanish Version
16.	Do the procedures provide a timely written response to complaints and grievances?	X			10 Working Days

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17.	Has the Grant Recipient notified its citizens of the location and hours at which they may obtain a copy of the written procedures and the address and telephone number for submitting complaints?	X			Newspaper Publication: _____ Posted in Public Building: Posted June 27 – July 25, 2018 and continuing throughout TxCDBG Contract period Val Verde County Courthouse Public Notice Bulletin Board
18.	Were there any written complaints about the current TxCDBG projects?		X		
19.	Did the Grant Recipient address the complaint(s)?			X	

	EXCESSIVE FORCE POLICY				
20.	TxCDBG CONTRACT: CERTIFICATION: Has the Grant Recipient adopted and enforced a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in nonviolent civil rights demonstrations; and a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction?	X			Date adopted: June 27, 2018
	FAIR HOUSING REVIEW				
TxCDBG CONTRACT CERTIFICATION (2): This TxCDBG Program will be conducted and administered in conformity with the Civil Rights Act of 1964 (42 U.S.C. SEC. 2000a et seq.) and the Fair Housing Act (42 U.S.C. Sec. 3901 et. seq.), and that it will affirmatively further fair housing.					
		Y	**N**	**N/A**	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
21.	Did the Grant Recipient conduct acceptable activities to affirmatively further fair housing during the contract period?	X			1. Adopted Fair Housing Policy 2. Adopted Proclamation July Fair Housing Month 3. Posted Fair Housing Notices
22.	Proclamation/Declaration/Resolution	X			Date Performed: June 27, 2018
23.	Has the Grant Recipient adopted a Fair Housing Ordinance (municipalities only)			X	Date adopted/amended: _____
	Does the ordinance/policy include all 7 federally protected classes? (race, color, religion, sex, handicap, familial status, and national origin)			X	
	Does the ordinance contain a penalty clause?			X	
24.	Fair Housing Statement			X	Date:

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25.	Policies	X			Date: June 27, 2018
26.	Other: _____			X	Date:
27.	Message included on/with utility bill			X	Date:

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LIMITED ENGLISH PROFICIENCY (LEP)					
28.	Does the Grant Recipient have any Limited English Proficiency (LEP) speaking populations within its community? (LEP group is >5% or >1,000 individuals according to American Fact Finder Data)	X			***LEP Group 10,704 or 21.9% of population*** ***Spanish***
29.	If the Grant Recipient identified an LEP group(s) did they prepare an LEP plan?	X			***June 27, 2018***
30.	Does the LEP Plan call for acceptable procedures for meeting LEP group needs (e.g. translated vital documents, translated public notices, translation services, or adequate number of bilingual staff)? (See also safe harbor written language assistance recommendations.)	X			Yes, Val Verde County has translated vital documents, translated public notices, translation services, and have adequate number of bilingual staff

ACQUISITION OF REAL PROPERTY

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

ACQUISITION REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
1.	Has the Grant Recipient submitted its TxCDBG *Initial Acquisition Report* (Form A600)?	X			
2.	Did the Grant Recipient report on the *Initial Acquisition Report* that acquisition of real property is required for the project?		X		☐ Voluntary Acquisition ☐ Involuntary Acquisition
3.	If Involuntary Acquisition, did the Grant Recipient receive TDA approval to proceed?			X	Date TDA Approved: _____
	***If YES**, is acquisition included in the TxCDBG contract Performance Statement scope of activities?*			X	
4.	If Involuntary Acquisition, did the Grant Recipient report that the estimated value of the property to be acquired is $10,000 or less and request for TDA to approve waiver valuation of the property?			X	Date TDA Approved: _____
4.	Did the Grant Recipient request TDA approval to waive appraisal requirements if the property was estimated to be greater than $10,000 but less than $25,000 in value.			X	Date TDA Approved: _____ Date TDA Denied: _____
5.	Is there evidence that any relocation or displacement resulted from the acquisition activities?			X	***If YES,** complete the relocation checklist.*
6.	Did the Grant Recipient submit the *TxCDBG Acquisition Report* (Form A601) that included all parcels acquired for the project?			X	Number of Parcels Acquired: Voluntary _____ Voluntary Donation _____ Involuntary _____ Involuntary Donation _____
7.	Is an updated TxCDBG *Acquisition Report* required?			X	
8.	If acquiring entity has eminent domain authority, was the acquisition properly established to be voluntary?			X	☐ Not site specific ☐ Not part of planned area ☐ Owner informed of market value ☐ Owner informed eminent domain will not be used to acquire property.

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ACQUISITION REVIEW					
Voluntary Acquisition					
		Y	N	N/A	**DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN**
9.	If the acquiring entity lacks eminent domain authority, was the acquisition properly established to be voluntary?			X	☐ Sub-recipient (other than a municipality or county) lacks eminent domain authority. ☐ Property acquired is owned by federal, state, local government, or a political subdivision such as a school district. ☐ Acquisition of property is for economic development purposes (unless project is for elimination of slum or blighted areas).
10.	Was each owner notified in writing that eminent domain authority will not be used to acquire his/her property if an amicable agreement is not reached?			X	
11.	Was each owner informed in writing of the estimated market value of his/her property?			X	
12.	Did the owner accept the offer for market value of the property?			X	
13.	Did the parties agree to a negotiated settlement for purchase of the property?			X	
14.	Did the owner agree in writing to donate the property?			X	
15.	Is there evidence that deeds for utility easements or tracts acquired were recorded with the County?			X	
Involuntary Acquisition					
16.	Did the Grant Recipient notify the landowner, in writing, of interest acquiring his/her property?			X	
17.	Was the estimated value of the property to be acquired less than $10,000 and was waiver valuation used to determine the market value of the land?			X	
18.	Did the landowner agree in writing to donate his/her property and waive the right to receive just compensation?			X	
19.	Is there evidence that the landowner received required landowner rights brochures (e.g. certified mail delivery, signature receipt acknowledgement)?			X	☐ 1) HUD's *When a Public Agency Acquires Your Property* booklet and ☐ 2) The *Landowners Bill of Rights*?

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20.	If an appraisal was required, was the landowner invited in writing to accompany the appraiser?			X	
21.	Was a review appraisal conducted?			X	
22.	Did the Grant Recipient provide the owner with a written offer for the amount determined to be just compensation? Did the offer include a summary statement?			X	
23.	Did the owner accept the offer of just compensation for the property?			X	
24.	Did the parties agree to a negotiated settlement for purchase of the property?			X	
	If a negotiated settlement was reached (for more or less than the just compensation amount) and federal funds were used for purchase of the property, did the Grant Recipient prepare an Administrative Settlement document?			X	**Note:** For negotiated sales using federal funds, the Administrative Settlement document must be filed with the *Acquisition Report* (Form A601).
25.	Was the owner reimbursed for any expenses incidental to transfer of title to the Grant Recipient, including recording fees, transfer taxes, documentary stamps, evidence of title, boundary surveys, legal descriptions of the real property, and similar expenses incidental to conveying the real property?			X	
26.	Did the owner agree in writing to donate the property and to waive his/her right to just compensation?			X	
27.	Is there evidence that deeds for utility easements or tracts acquired were recorded with the County?			X	
Environmental Review					
28.	Was a deed, agreement for donation of property or a long-term lease executed prior to TDA environmental clearance and authorizatcn to use grant funds?			X	TDA Environmental Clearance Date: _____ Date of Executed Deed/Agreement: _____
Condemnation					
29.	If negotiations for involuntary acquisition of property failed, did the Grant Recipient seek TDA approval to proceed with condemnation of private property through use of eminent domain authority?			X	TDA Determination for Use of Condemnation: Denied: _____ Approved: _____

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FORCE ACCOUNT REVIEW

No. Findings: 0

Summary of Findings:

(List any findings and corrective action taken here. Attach to this checklist supporting evidence of a finding, evidence of a remediated finding, or a Corrective Action Plan (CAP), if applicable.)

Summary of Concerns:

FORCE ACCOUNT REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
1.	Did the Grant Recipient notify the Department in writing that force account labor would be used?	X			At time of Application process five percent match contributed using Force Account In Kind Services
2.	Are all employees whose time is being charged to the TxCDBG contract treated as employees in accordance with the Grant Recipient's personnel policies?	X			
3.	Were any employees classified as temporary employees?		X		
	If YES, do the personnel policies include provisions for temporary employees?			X	
4.	Is the time charged to the project supported by time and attendance or equivalent records for all employees?	X			
5.	Are salaries and wages of employees that were chargeable to more than one cost objective supported by appropriate time distribution records?			X	
6.	Do the amounts charged to the contract reconcile with the hours on time and attendance sheets X hourly rates?	X			
7.	Were fringe benefits charged in accordance with the personnel policies?	X			
8.	Were the non-exempt employees charged to the TxCDBG project paid 1.5 times straight time for all hours worked in excess of 40 hours/week?			X	No overtime worked
	EQUIPMENT AND MATERIALS				
	Method Used for Charging Equipment Costs **____FEMA ____ Depreciation ____ Lease/Rental ____ Lease/Purchase ____ Use Allowance**				
9.	Did TDA require additional justification if rental costs were significantly higher than the FEMA rate?			X	
10.	Were time records maintained for equipment used on this project?	X			
11.	Were fuel, repairs and lubricant costs also charged to this project?		X		
	Lease/Rental				
12.	Did the Grant Recipient follow proper procedures in procuring the lease/rental of the equipment?	X			
13.	Was equipment used solely for the TxCDBG project?	X			

FORCE ACCOUNT REVIEW					
		Y	N	N/A	DOCUMENT SOURCE, COMMENTS, AND CORRECTIVE ACTION TAKEN
14.	***If NO,*** *was an hourly rate calculated and only hours used on the project reimbursed?*			X	
15.	Does the lease/rental agreement include interest payments?			X	***If YES,*** *question 16 is applicable.*
16.	Was the amount of interest deducted from the amount reimbursed by the TxCDBG fund?			X	Amount of Interest: _____
	Materials				
17.	Do these materials contracts call for delivery of materials only?	X			
18.	***If NO,*** *is contract price in excess of $2,000?*			X	***If YES,*** Labor Standards checklist applies.
19.	Were all public works materials contracts in **excess** of **$50,000** procured using the competitive bidding process?	X			Materials: Core & Main LP materials Only Contract Date of Adv: Advertising Dates: January 27, 2019, and February 3, 2019 Deadline: February 19, 2019 NO. of Bids: 1 Low Bidder: Core & Main LP Amount: $313,814.62
	Materials: _____ Date of Adv: _____ Deadline: _____ NO. of Bids: _____ Low Bidder: _____ Amount: _____				Materials: _____ Date of Adv: _____ Deadline: _____ No. of Bids: _____ Low Bidder: _____ Amount: _____
	Small Purchases				
20.	Did the Grant Recipient follow the proper procurement requirements for purchases **less** than **$50,000?**	X			
21.	Did the Grant Recipient obtain price quotations from an adequate number (minimum of 3) of qualified sources?	X			

Materials	Project Activity	Estimated Cost	Number of Quotes
Project Signs Banners	Signage	$192.00	3

Contractors	Project Activity	Estimated Costs	Number of Quotes

TxCDBG REQUEST FOR PAYMENT

Grant Recipient: Val Verde County

Contract No.: 7217013 Request No: *14* Region: MRGDC

Note: All shaded field headers are interactive buttons that contain helpful information to complete this form.

Contract Period: From: 2/1/2018 To: 2/1/2022 Period Covered by this Report: From: 2/1/2018 To: 03/08/2020

Activity Number A	Budget B	This Request C	Total Drawn D	Balance (B-C-D)	% of Activity Budget Drawn
05 - Public Services	$ 150,000.00	$ 4,112.64	$ 72,868.13	$ 73,019.23	51%
14A - Rehab Single Unit Res	$ 720,000.00	$ 7,947.08	$ 402,541.86	$ 309,511.06	57%
21A - General Administration	$ 225,000.00	$ 56,250.00	$ 112,500.00	$ 56,250.00	75%
12 - Construction of Housing	$ 405,000.00	$ 1,223.60	$ 242,839.04	$ 160,937.36	60%
Total Grant Funds:	**$1,500,000.00**	**$ 69,533.32**	**$ 830,749.03**	**$ 599,717.65**	
Matching Funds:				$ 0.00	

Note: Submit supporting documentation for all costs in Column C, including costs paid through matching funds.

Total Grant Funds Requested To Date:	Total Match Funds Expended To Date:	
$ 900,282.35		0 percent match funds to grant funds expended

REMARKS: (if construction funds are drawn and $0 match is reported, provide explanation)

ALL EXPENDITURES RELATED TO THIS CONTRACT MUST BE CONSISTENT WITH THE UNIFORM GRANT AND CONTRACT MANAGEMENT ACT, CHAPTER 783 OF THE TEXAS GOVERNMENT CODE AND 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS, FINAL GUIDANCE.

CERTIFICATION: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Lewis G. Owens, Jr	County Judge	Lewis G Owens	3/18/2020
Name of 1st Authorized Certifying Official	*Title*	*Signature of Authorized Certifying Official*	*Date*
MATTHEW S. DENCHFIELD	COUNTY AUDITOR	Matthew S. Denchfield	3/18/2020
Name of 2nd Authorized Certifying Official	*Title*	*Signature of Authorized Certifying Official*	*Date*

TDHCA CERTIFICATION ONLY:
By my signature below, I certify that the attached Grant Payment Request has been reviewed by TDHCA staff for compliance with all federal and state requirements for CDBG funding, as well as programmatic requirements for Colonia Self-Help Centers as determined by the Texas Department of Housing and Community Affairs - Office of Colonia Initiatives.

Form must be signed and dated by authorized signatories.

This form required as of September 1, 2016.
All previous versions no longer valid.

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Name of TDHCA Staff	Title	Signature of TDHCA Staff	Date

Form must be signed and dated by authorized signatories.

This form required as of September 1, 2016.
All previous versions no longer valid.

Texas Department of Housing and Community Affairs
Colonia Self Help Center Program

EQUAL HOUSING OPPORTUNITY

Administrative Draw Checklist

County: Val Verde Contract Number: 7217013

☐ **Salaries**

Only actual hours worked directly on the Colonia Self Help Center Program are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, and hourly rate of pay.
Attach Forms A203/204 and 20 (21 as applicable) and all required documentation

☐ **Travel and Training**

Only actual travel and training directly related to the Colonia Self Help Center Program are eligible for reimbursement and must be documented. Support documentation must include all travel indicating mileage, purpose of travel, location, itinerary, and travel vouchers. For mileage reimbursement, submit point to point odometer mileage log, activity/purpose, person conducting the activity and mileage certification in accordance to State Comptroller Travel Allowance Guide (http://www.cpa.state.tx.us/comptrol/texastra.html). Use guide for per diem, hotel and car rental guidelines)
Attach Forms a203/204 and 29 and all required documentation

☐ **Supplies and Other Administrative Costs**

Only actual costs directly related to the Colonia Self Help Center Program are eligible for reimbursement and must be documented. Support documentation must include copies of invoices from vendors/suppliers, purchase orders, phone bills, inspections, procurement records, and/or receipts. If multiple programs operate out of the center, only a portion of the billing for utilities, copiers etc. are eligible for reimbursement. A cost allocation plan must be included in these instances.
Attach Forms a203/204 and 30 and all required documentation

☒ **Consultants and Professional Fees**

Only actual costs directly related to the Colonia Self Help Center Program are eligible for reimbursement and must be documented. Support documentation must include detailed invoices, description of service performed, dates of service, and rate of pay.
Attach Forms a203/204 and all required documentation

☐ **Affirmative Marketing, Outreach, Colonia Meetings, etc.**

Only actual costs directly related to the Colonia Self Help Center Program are eligible for reimbursement and must be documented. Support documentation must include detailed invoices for printing costs, copies of brochures and publications, sign in sheets, logs, etc.
Attach Forms a203/204 and all required documentation

The Texas Department of Housing and Community Affairs reserves the right to request additional documentation as deemed necessary.
Refer to the Activity File Documentation Checklist (Form 2) for documentation that is to be maintained by the county.

☒ All required documentation has been reviewed, approved and submitted.

County Representative Signature: Lewis G Owens Jr Date: 3/18/2020

County Representative Printed Name: Lewis G. Owens, Jr

☐ All required documentation has been reviewed, approved and submitted, and ORACLE has been updated.

OCI Representative Signature: _____ Date: _____

WARNING: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

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Texas Department of Housing and Community Affairs
Colonia Self Help Center Program

EQUAL HOUSING OPPORTUNITY

Public Services Draw Checklist

County: Val Verde Contract Number: 7217013

Required Documentation per Activity - Form A203/A204 is required for every draw request.

Tool Lending Library

☐ Work performed by the county

Salaries - Only actual hours worked directly on this address are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay. Itemized receipt(s) for purchases materials, tools, and procurement costs/fees.
Attach Forms 20 and 30 (21 and 29 as applicable).

☒ Work performed by CSHC Provider

Include Itemized invoice(s).

Solid Waste Removal

☐ Work performed by the county

Salaries - Only actual hours worked directly on this address are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay. Itemized receipt(s) detailing date(s), weight(s), disposal cost(s), colonias served, number of beneficiaries, and procurement costs/fees.
Attach Forms 20 and 30 (21 and 29 as applicable).

☐ Work performed by CSHC Provider

Include Itemized invoice(s) describing the date(s) of service, colonias served, number of beneficiaries, and tonnage receipts.

Computer Access

☐ Work performed by the county

Salaries - Only actual hours worked directly on this address are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay. Itemized receipt(s) detailing date(s) detailing purchased materials and procurement costs/fees.
Attach Forms 20 and 30 (21 and 29 as applicable).

☐ Work performed by CSHC Provider

Include Itemized invoice(s) describing purchased materials.

Classes - Submit an additional Form 23 for different classes being sought for reimbursement

Type of Class(es): _____

☐ Work performed by the county

Salaries - Only actual hours worked directly on this address are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay. Itemized invoice(s) detailing date(s) of service, number of participants, cost per class, sign in sheet(s), and procurement costs/fees.
Attach Forms 20 and 30 (21 and 29 as applicable).

☐ Work performed by CSHC Provider

Itemized invoice(s) detailing date(s) of service, number of participants, cost per class, sign in sheet(s), and procurement costs/fees.

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The Texas Department of Housing and Community Affairs reserves the right to request additional documentation as deemed necessary.

Refer to the Activity File Documentation Checklist (Form 2) for documentation that is to be maintained by the county.

☒ All required documentation has been reviewed, approved and submitted.

County Representative Signature: Lewis G Owens Date: 3/18/2020

County Representative Printed Name: Lewis G. Owens, Jr.

☐ All required documentation has been reviewed, approved and submitted, and ORACLE has been updated.

OCI Representative Signature: _____ Date: _____

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Texas Department of Housing and Community Affairs
Colonia Self Help Center Program

EQUAL HOUSING OPPORTUNITY

Residential Rehabilitation Draw Checklist
(Rehabs, Utilities Connections, Small Home Repair)

County: Val Verde Contract Number: 7217013

Homeowner: Gertrudis Robles

Address: 219 Fir St., Cienegas Terrace Colonia, Val Verde County

Guidelines maximum amount for activity on this home? $45,000.00 CSHC funds going into this home: $44,650.02

The following forms must be submitted prior to approval of construction draw requests:

Date the Contractor was cleared (Form 13): Nov 5, 2019 Date Notice to Proceed (Form 14) signed: Nov 5, 2019

Required Documentation per Activity - Form A203/A204 is required for every draw request.

Utilities Connections

Type of Connection: _____

☐ Work performed by the county

Salaries - Only actual hours worked directly on this address are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay, receipts for materials, procurement costs/fees, and FEMA equipment rates.
Attach Forms 3, 13, 20, 28 and 30 (15 and 29 as applicable).

☐ Work performed by CSHC Provider

Itemized invoice(s) detailing address, type of work completed, fees, date of service, and change order(s) if applicable.
Provide documentation and Forms 3, 13 and 28 to the county.

Small Home Repair

☐ Work performed by the county

Salaries - Only actual hours worked directly on this address are eligible for reimbursement and must be documented. Support documentation must include timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay, receipts for materials, procurement costs/fees, FEMA equipment rates, and photos of completed work.
Attach Forms 3, 12, 20, 28 and 30 (29 as applicable).

☐ Work performed by CSHC Provider

Itemized invoice(s) and/or receipts detailing address, type of work completed, date of service, fees, initial inspection report, work write-up with actual materials costs, and photos of completed work.
Provide documentation and Forms 3, 12 and 28 to the county.

Residential Rehab

☐ Initial Draw Request - Work performed by CSHC Provider

Copy of the awarded bid work write-up with costs per spec item, initial inspection report, itemized invoice(s) detailing address, type of work completed, date(s) of service, and fees.
Provide documentation and Forms 3, 13, 14, and 28 (15 as applicable) to the county.

☐ Subsequent Draw Request(s) - Work performed by CSHC Provider

Copy of the awarded bid work write-up, itemized invoice(s) detailing address, type of work completed, date of service, and fees.
Provide documentation and Form 28 (15 as applicable) to the county.

☒ Final Draw Request - Work performed by CSHC Provider

Copy of the awarded bid work write-up, itemized invoice(s) detailing address, type of work completed, date of service, fees, final inspection report, evidence of property insurance (flood insurance if applicable), copy of Promissory Note and recorded Deed of Trust detailing affordability period if applicable.
Provide documentation and Form 28 (15 as applicable) to the county.

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Direct Delivery Administration (for county employees only)

☐ Salaries - Only actual hours worked directly on the CSHC for this address are eligible for reimbursement and must be documented. Support documentation must include the timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay, and all other invoices and documents directly relating to this home. *Attach Form 20 (21, 29 and 30 as applicable).*

The Texas Department of Housing and Community Affairs reserves the right to request additional documentation as deemed necessary.

Refer to the Activity File Documentation Checklist (Form 2) for documentation that is to be maintained by the county.

☒ All required documentation has been reviewed, approved and submitted.

County Representative Signature: Lewis G Owens Jr Date: 3/18/2020

County Representative Printed Name: Lewis G. Owens, Jr

☐ All required documentation has been reviewed, approved and submitted, and ORACLE has been updated.

OCI Representative Signature: _____ Date: _____

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Texas Department of Housing and Community Affairs
Colonia Self Help Center Program

EQUAL HOUSING OPPORTUNITY

Reconstruction (not feasible for rehabilitation) and New Construction Draw Checklist

County: Val Verde Contract Number: 7217013

Homeowner: Lorena and Genero Lozano

Address: 305 Birch St., Cienegas Terrace Colonia, Val Verde County, TX 78840

Guidelines maximum amount for activity on this home? $75,000.00 CSHC funds going into this home: $71,768.60

The following forms must be submitted prior to approval of construction draw requests:

Date the Contractor was cleared (Form 13): February 24, 2020 Date Notice to Proceed (Form 14) signed: Feb 24, 2020

Activity performed on this home: Reconstruction - MHU

Required Documentation per Activity - Form A203/A204 is required for every draw request.

☒ Initial Draw Request - Work performed by CSHC Provider

Initial inspection report (for reconstruction only), itemized invoice(s) detailing address, type of work completed, date(s) of service, and fees.
Provide documentation and Form 3, 13, 14, 28 (15 as applicable) to the county.

☐ Subsequent Draw Request(s) - Work performed by CSHC Provider

Itemized invoice(s) detailing address, type of work completed, date(s) of service, and fees.
Provide documentation and Form 28 (15 as applicable) to the county.

☐ Final Draw Request - Work performed by CSHC Provider

Itemized invoice(s) detailing address, type of work completed, date(s) of service, fees, final inspection report, evidence of property insurance (flood insurance if applicable), copy of Promissory Note and recorded Deed of Trust detailing affordability period if applicable.
Provide documentation and Form 28 (15 as applicable) to the county.

Direct Delivery Administration (for county employees only)

☐ Salaries - Only actual hours worked directly on the CSHC for this address are eligible for reimbursement and must be documented. Support documentation must include the timesheet(s) signed by the supervisor and employee, breakdown of hours worked for the work week, hourly rate of pay, and all other invoices and documents directly relating to this home.
Attach Form 20 (21, 29 and 30 as applicable).

The Texas Department of Housing and Community Affairs reserves the right to request additional documentation as deemed necessary. Refer to the Activity File Documentation Checklist (Form 2) for documentation that is to be maintained by the county.

☒ All required documentation has been reviewed, approved and submitted.

County Representative Signature: Lewis G Owens Date: 3/18/2020

County Representative Printed Name: Lewis G. Owens, Jr.

☐ All required documentation has been reviewed, approved and submitted, and ORACLE has been updated.

OCI Representative Signature: Date:

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#14

OPERATIONAL CHANGES DUE TO COVID-19

We care about the safety of our customers and our team, so our office is closed to in-person transactions. The state of Texas has provided deadline extensions for **motor vehicle transactions**.

AVAILABLE NOW

1

DRIVE-UP DROP SLOT SERVICE

Renew vehicle registration, apply for a disabled placard, purchase a temporary permit, drop off voter registration applications or pay property taxes.

ONLINE SERVICES AT TEXAS.GOV

Renew vehicle registration and receive your sticker by mail. Your receipt is proof of registration for 31 days.

3

ONLINE SERVICES AT egarcia@valverdecounty.texas.gov

Pay property taxes, order a tax certificate, OR Make payments.

PHONE SERVICES AT 830-774-7530

Call us and a member of our team will answer your questions and provide information on how to complete your transaction.

VAL VERDE COUNTY THE STATE OF TEXAS TAX OFFICE

FOR MORE INFORMATION VISIT

Valverdecounty.texas.gov

#15

EPI COMMUNICATIONS CONSULTANTS
Excellence · Professionalism · Integrity

Febuary 27, 2020

Big Bend Telephone Company,
808 N 5th Street Alpine Texas
79830

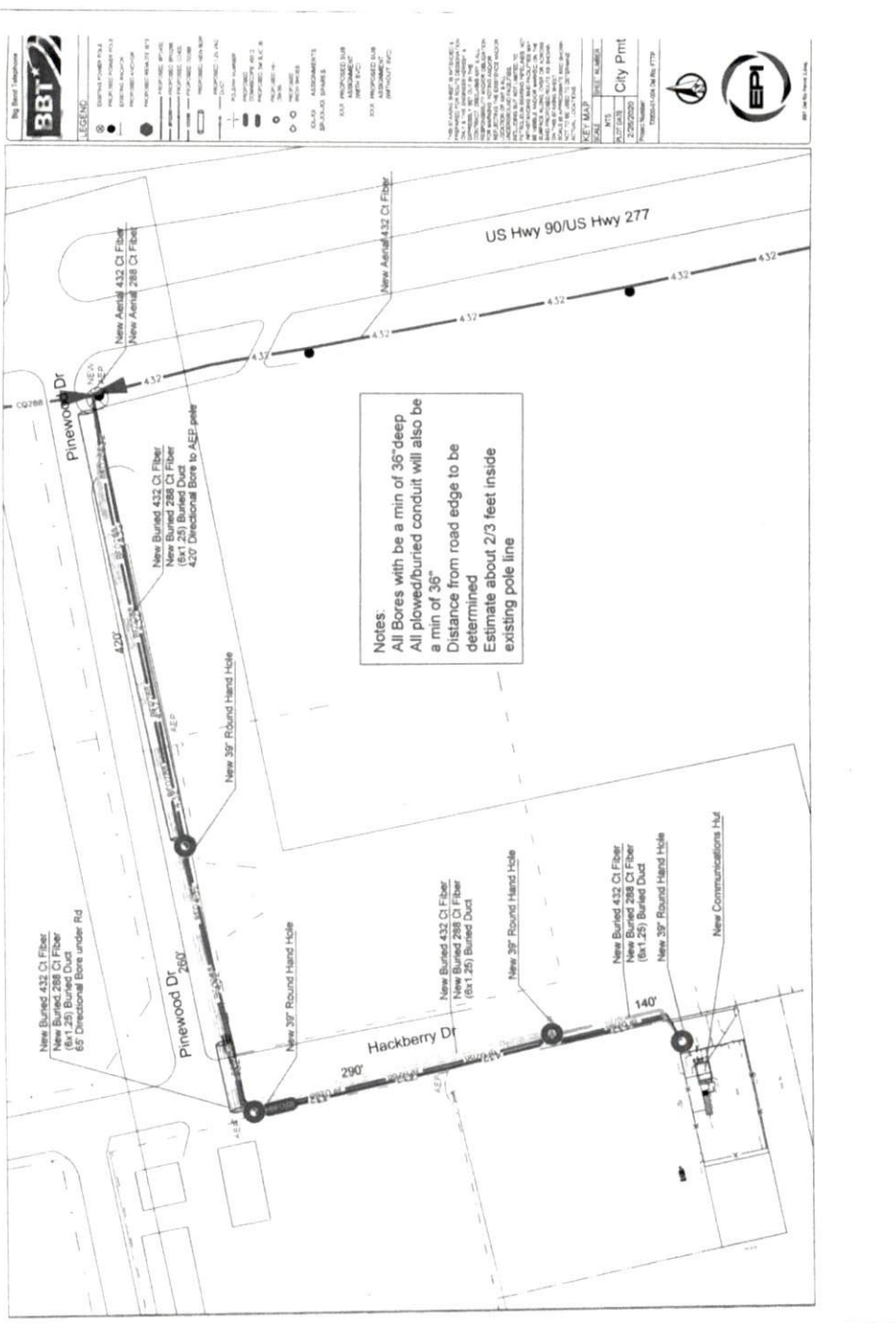
TO:
Val Verde County Commisoners Court

My name is Russ Hamilton and I am a consulting engineer for Big Bend Telephone company. Big Bend is currently in the process of building a new fiber optic network north of and in the city of Del Rio. The project is an almost completely aerial build, however in order to get to the new communications hut we will need a portion to be placed underground. The new hut is located approximately 390 feet south of the intersection of Pinewood Dr (also identified as Oleander Dr on some mapping services) and Hackberry Ln and just west of Hackberry Ln. The proposed design has this cables placed in 1.25" HDPE conduits with 36" of cover by method of rock trenching or it has the 1.25" HDPE conduits placed at least 36" underground by method of directional boring. The proposed cables will begin at the existing AEP Pole located at Pinewood Dr and HWY 90 and extend east along Pinewood Dr under Hackberry Ln and then south along Hackberry Ln until it reaches the hut. The county ROW starts at the intersection of Pinewood Dr and Hackberry and extends south along Hackberry Ln. Please see the attached drawing for additional details.

Thanks for consideration and assistance on this matter, if you need anything else at all or have additional questions, please do not hesitate to call me at 806-239-4147 or at Russ.Hamilton@epi-cc.com.

Sincerely,

Russ Hamilton – Engineer
Mobile 806.239.4147
Fax 806.701.5398
Russ.Hamilton@epi-cc.com


Big Band Telephone
BBT
LEGEND
Notes:
All Bores with be a min of 36"deep
All plowed/buried conduit will also be a min of 36"
Distance from road edge to be determined
Estimate about 2/3 feet inside existing poke line
US Hwy 90/US Hwy 277
Pinewood Dr
Hackberry Dr
New Aerial 432 Ct Fiber
New Aerial 288 Ct Fiber
New Buried 432 Ct Fiber
New Buried 288 Ct Fiber
(6x1.25) Buried Duct
420' Directional Bore to AEP pole
New 39' Round Hand Hole
New Buried 432 Ct Fiber
New Buried 288 Ct Fiber
(6x1.25) Buried Duct
65' Directional Bore under Rd
New Communications Hut
420'
260'
290'
140'
City Prnt

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#19



PRODUCTS

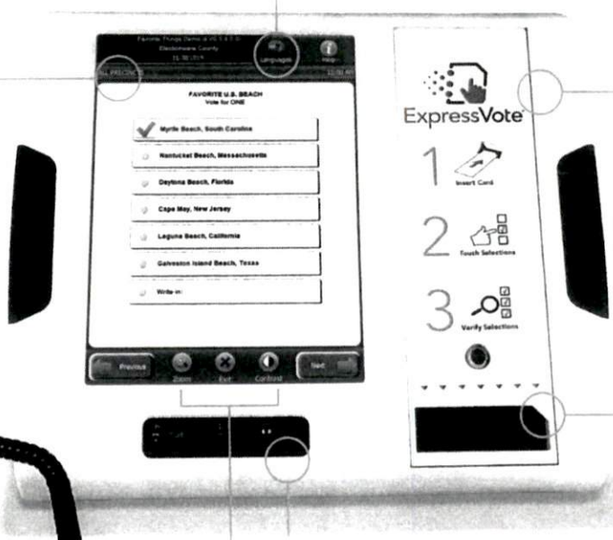
ES&S is committed to ensuring the long-term sustainability of our products. Our decade of election experience and work in the field with election officials has positioned us with the knowledge necessary to design and deliver innovative products that meet the needs of your voters. Every time we sell a new tabulation system we are making a commitment to sustain and maintain the product for a decade and beyond. As such, a large part of our company is devoted to sourcing and maintaining replacement parts for our fielded systems – regardless of age.

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ExpressVote®

Universal Voting System as a Marker

Allows voters to easily make vote selections and review their selection.



A visual guide that shows voters how to use the ExpressVote.

Where the voter inserts their card to activate selections.



Headphone jack, a port for sip and puff or two-position rocker switch, and Audio-Tactile Keypad make the unit ADA friendly.

Enables ADA voters to control audio and navigate the ballot.

High contrast and zoom functionality.



ACTIVATING THE VOTE SESSION:

Election officials can configure the ExpressVote to best fit their needs. The voter receives an activation card to begin the process.

- *If only one ballot style is programmed for the election, a blank card activates the vote session.*
- *Multiple ballot styles with a blank card prompt poll workers to select the correct ballot style for the voter.*
- *A card with an activation barcode automatically displays the correct options for the voter if the election has multiple ballot styles.*



DS200®

Precinct Scanner & Tabulator



Protective cover doubles as carrying case lid with heavy-duty rubber seal to shelter DS200 from elements during transport.

Lid-up, power-on approach allows poll workers to easily open polls in one simple step.

Voters with instructions and immediate feedback. Tension bearings hold screen in place for custom positioning.

Where voter inserts ballot and ExpressVote activation card; accepts sizes up to 19".

Easy, hassel-free storage of up to 2,500 ballots that are 8.5-inches wide and up to 19-inches in length.

11 bpm

The number of 14-inch flat ballots processed per minute

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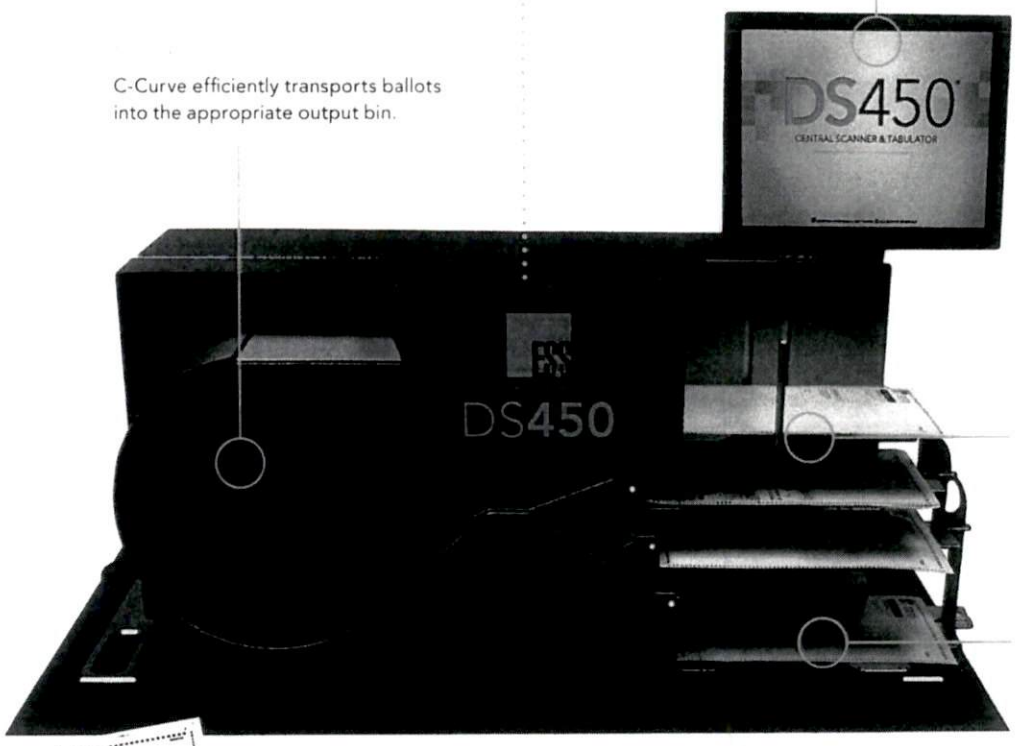
DS450®

High-Throughput Scanner & Tabulator

IMR™ and PTRAC™ technology provide unparalleled accuracy that reduces time-consuming manual ballot adjudication.

Walks the operator through every step of the tabulation process.

C-Curve efficiently transports ballots into the appropriate output bin.





72 bpm

The number of 14-inch flat ballots processed per minute

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PRODUCT CONFIGURATIONS

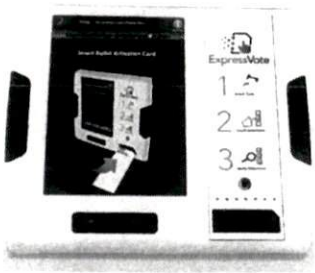
ES&S products are built for integration. We believe in offering customers flexibility with options in configurations. The following pages outline ways you can combine products to best fit your needs today and into the future.

There are lots of options so give us a call to talk about which configuration is the best fit for you!

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Polling Place

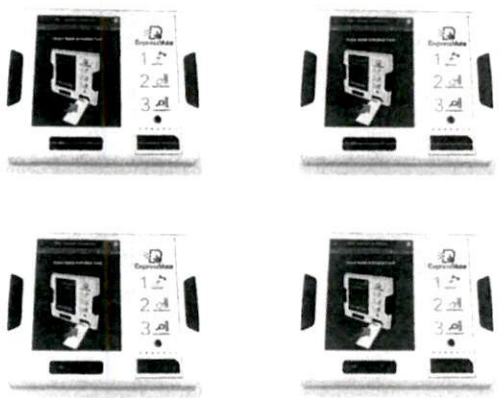
ExpressVote® as a Marker + DS200® Scanner & Tabulator

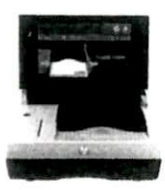




Polling Place Option 1

Multiple ExpressVote® as a Marker units + DS200® Scanner & Tabulator





Polling Place Option 2

Absentee Scanning

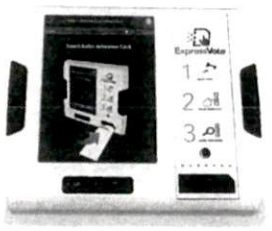
DS450® Scanner & Tabulator



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Polling Place

ExpressVote® as an ADA Marker + Paper Ballots





Polling Place Option 1

Multiple ExpressVote® as a Marker units for Central Scanning





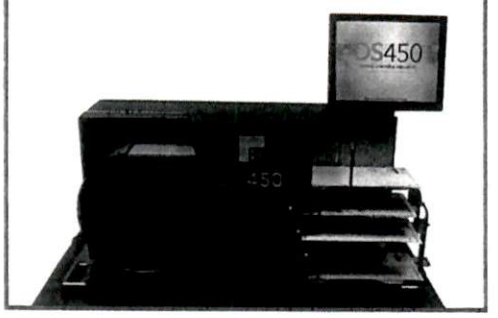




Polling Place Option 2

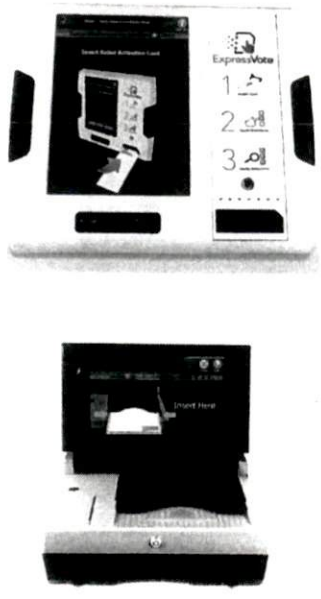
Absentee Scanning

DS450® Scanner & Tabulator



VOL. 57 PG. 78

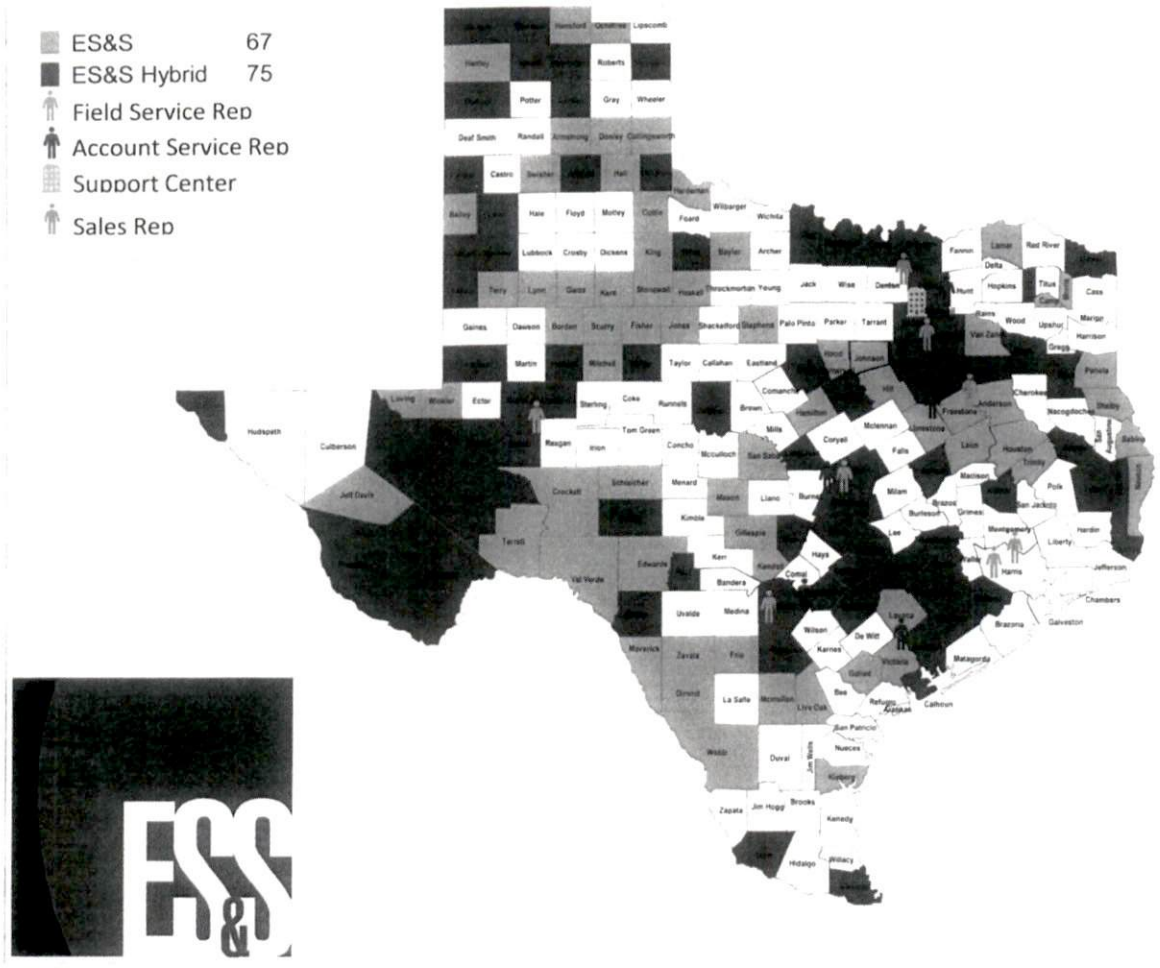
Polling Place

ExpressVote® as a Marker + DS200® Scanner & Tabulator	Multiple ExpressVote® as a Marker units + DS200® Scanner & Tabulator
	
Polling Place Option 1	Polling Place Option 2

Absentee Scanning

DS200® Scanner & Tabulator




ES&S 67
ES&S Hybrid 75
Field Service Rep
Account Service Rep
Support Center
Sales Rep
ES&S

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#20

ADANI
from ideas to solutions

Quote

QT ValVerde Co. CEIA PMD2(3) 03112020

13614 Poplar Circle, Unit 203, Conroe, TX 77304

(936)588.2063 Office / (281)281.250.3102 Mobile

NCPA - 12-07

Company:	Val Verde Co Sheriff's Office	Quote #	QT ValVerde Co. CEIA PMD2(3) 03112020
POC/Phone:	Dora Guzman - 830.774.7636/Guillermo Sanchez	Date:	3/11/2020
Address:	295 FM 2523	RE:	**PMD2PLUS/EZ-0033**
City, State, Zip:	Del Rio, TX 7884	Email:	dguzman@valverdecounty.texas.gov

Part No.	Description	Qty	Sale Price	Amount
CEIAPMD2	**CEIA PMD2PLUS/EZ-0033 Walk Through Metal Detector**	**3**	**$5,530.50**	**$16,591.50**
	Elliptic version, incl. four multizone display bars programmable as pacing lights and/or 60 localization zones with left and right indication. One-Touch automatic self-installation, Bluetooth and RS-232 communication. Programming Options: Gun Assembled, Gun Disassembled, NIJ 0601.20 Large Object, NILECJ 1-5. 28 Inch Internal Width Standard; 32 Inch ADA			
Warranty	12 - Month Warranty - Parts, Labor & Travel	1	Included	Included
Install	Installation and Calibration	3	$765.00	$2,295.00
Training	Up to 2 hours of Operator Training for up to 10 people	1	Included	Included
Shipping	Shipping -Del Rio, TX	1	Included	Included
	Quote Total	**3**		**$18,886.50**

1. Val Verde County must supply a dedicated 110VAC / 20AMP circuit at the installation locations.

2. These prices do not include sales tax if applicable.

3. Purchase Orders to be written to: ADANI Systems, Inc., 13631 Poplar Circle, Conroe, TX 77304

4. Late fees may be applied to past due invoices.

*** This quotation supercedes all previous quotations and is valid for 90 days from date of issue, unless otherwise stated. ***

Payment Terms Net 30 Days

SHIP DATE: **30 - 45 Days** / ARO

TERMS OF DELIVERY: FOB Origin PrePay and ADD

1f21

Covenant Security Equipment
9323 N Government Way #12
Hayden, ID 83835
+1 8662864400
mail@covenantsecurityequipment.com
www.covenantsecurityequipment.com

Proposal

ADDRESS
J.F. Martinez
Val Verde County TX Sheriff
295 FM 2523
Del Rio, TX 78840

SHIP TO
J.F. Martinez
Val Verde County TX Sheriff
295 FM 2523
Del Rio, TX 78840

PROPOSAL # 24204
DATE 03/06/2020

SHIP VIA
Ground Freight

SALES REP
Kurt x702

SKU	ACTIVITY	QTY	RATE	AMOUNT
Project/Job	**Project Name** For warranty and service purposes will you please provide install address of the purchased products. Sheriff J.F. Martinez c: (830) 719-1227	1	0.00	0.00
	Comments (1) 4x8 panel cut to 70" x 27" (1) 4x8 panel cut to 26" x 27" BR level to TBD	1	0.00	0.00
CSE-WC-BRC-4x8-L3	**CSE WC Bullet Resistant Composite 4x8 Level 3** WC Bullet Resistant Fiberglass Panel UL752 Standard for Bullet Resisting Equipment One Hour Fire Rating per ASTM E119-98 7/16" thick 4.8 lbs. per square foot Size: 4' x 8' Level 3	2	765.00	1,530.00
WC-Cutting	**WC-Cutting (WaterJet)** Water-Jet Cutting Charge $1.50 LINEAR FOOT/$200 MINIMUM	1	200.00	200.00
	Lead Time Your Estimated Lead Time: 2-3 weeks	1	0.00	0.00
	Shipping and Handling Free Business Shipping in the Continental US! Do you have a shipping dock? Lift gate is available at the customer request.	1	0.00	0.00

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PLACE THIS ORDER ONLINE
When you are ready to place an order just reply to your sales representatives email and we will invoice you with the option to pay with a Credit Card or E-Check.

HELPFUL DOCUMENTS
CSE W-9
https://bit.ly/2mJOQ88
CSE Order Form
https://bit.ly/2nu2uMU

TOTAL **$1,730.00**

Accepted By

Accepted Date

#22

MAINTENANCE AGREEMENT

Lone Star Copiers, Inc.

Customer Legal Name (Bill)	Val Verde County Treasure
Overflow (if needed)	
Street Address	901 Bedell Avenue, Suite F
Box#/Routing	
City, State	Del Rio Tx
Zip Code	78840
Tax ID#	
Customer Name (Install)	Same as above
Name Overflow (if needed)	
Installed at Street Address	
Floor/Room/Routing	
City, State	
Zip Code	
County Installed In	
Customer Requested Install Date	

Check all that apply

☐ Tax Exempt (Certificate Attached)

☐ Assoc./Coop. Name: _____

☐ Attached Customer P.O. #s: _____ Supplies: _____

Maintenance Information

Term: 12 months

☐ Supplies included in Base/Print Charges

Parts & Labor Only- Toner required a P.O #

Equipment Information

Product (with serial number, if in place equipment) meter reads		Prev Install	New Install
Kyocera TA 255 s/n SNN681Y04886	$	☒	☐
	$	☐	☐
	$	☐	☐
	$	☐	☐
	$	☐	☐

Price Information ☐ Adjustment Period

		Period A - Mos. Affected: -		Period B - Mos. Affected: -	
Yearly Base Charge	$ 300.00	Monthly Base Charge	$	Monthly Base Charge	$
Print Charge Meter 1:		Print Charge Meter 1:		Print Charge Meter 1:	
Prints 0-2,500	$ 0	Prints 1 -	$	Prints 1 -	$
Prints 2,501 +	$ 0	Prints -	$	Prints -	$
Prints Color- Per print	$	Prints -	$	Prints -	$
Print Charge Meter 2:		Print Charge Meter 2:		Print Charge Meter 2:	
Prints 1 -	$	Prints 1 -	$	Prints 1 -	$
Prints -	$	Prints -	$	Prints -	$
Mo. Min.# of Prints (based on Meter 1 Print Charges):		Mo. Min.# of Prints (based on Meter 1 Print Charges):		Mo. Min.# of Prints (based on Meter 1 Print Charges):	

☐ **Supplies Delivered**

Reorder #	Qty	Description	Price
			$
			$
			$
			$
		Total Price =	$

☐ **Application Software**

Software Title	Initial License Fee ☐ Cash ☐ Finance	Annual Renewal Fee ☐ Support Only
	$	$
	$	$
	$	$
Total Initial License Fees =	$	

Court Approved

3/18/2020

Agreement Presented By: LONE STAR COPIERS

Name: Elizabeth Stavley Phone 830-774-10

Title :President Date:03/11/2020

Signature: Elizabeth Stavley

Customer:

Name: Lewis Owens Jr. Phone: 830-774-7505

Title: County Judge Date: 3/18/2020

Signature: Lewis Owens Jr

LSC,INC Form# 20001 2-1-2000

GENERAL TERMS: The following terms apply to all transactions:

1. PRODUCTS. The term "Products" shall refer collectively to all equipment (the "Equipment"), software, and supplies ordered under this Agreement. You represent that the Products will not be used primarily for personal, household or family purposes.

2. PAYMENT. Payment is due when you receive our invoice. All applicable taxes shall be added to your payment amount (unless you provide proof of your tax-exempt status). These taxes include, but are not limited to, sales and use, rental, excise, gross receipts and occupational or privilege taxes.

3. BASIC SERVICES. LSC, INC. will provide the following Basic Services under this Agreement (unless you are acquiring Equipment for which LSC, INC. does not offer Basic Services; such equipment to be designated as "No Svc."):

A. REPAIRS AND PARTS. LSC, INC. will make adjustments and repairs necessary to keep Equipment in good working order. Parts required for repair may be new, reprocessed, or recovered. All replaced parts/materials will become LSC, INC.' property at its option.

B. HOURS AND EXCLUSIONS. Unless otherwise stated, Basic Services will be provided during standard working hours in areas within the United States, its territories, and possessions open for repair service for the Equipment at issue. Basic Services shall cover repairs and adjustments required as a result of normal wear and tear or defects in materials or workmanship (and shall specifically exclude repairs or adjustments LSC, INC. determines to relate to or be affected by the use of non-LSC, INC alterations, relocation, service, supplies, or consumables).

C. INSTALLATION SITE AND METER READINGS. The equipment installation site must conform to LSC, INC. Requirements. If applicable, you must provide meter readings in a manner prescribed by LSC, INC... If you fail to provide timely readings, LSC, INC. may estimate them and bill you accordingly. See t & c #23.

D. OPTIONS AND ACCESSORIES. If you operate options or accessories (including network servers required for Equipment functionality) in association with the Equipment, you agree to contract with LSC, INC. for equivalent, coterminous service on them (if available).

E. CARTRIDGE PRODUCTS. If LSC.INC. is providing Basic Services for a cartridge product (and unless you have entered into a Standard Service Agreement as described below), you agree to use only unmodified cartridges purchased in the United States.

4. WARRANTY DISCLAIMER. LSC, INC. DISCLAIMS THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

5. LIMITATION OF LIABILITY AND ASSIGNMENT. Neither party shall be liable to the other for any direct damages in excess of one million dollars nor for any special, indirect, incidental, consequential or punitive damages arising out of or relating to this Agreement, whether the claim alleges tortuous conduct (including negligence) or any other legal theory. You may not assign any of your rights or obligations under this Agreement without LSC, INC.' prior written consent.

6. ENTIRE AGREEMENT, GOVERNING LAW, AND ENFORCEMENT. This Agreement constitutes the entire agreement as to its subject matter, supersedes all prior and contemporaneous oral and written agreements, and shall be construed under the laws of Texas (without regard to conflict-of-law principles). All changes to this Agreement must be made in a writing signed by both parties; accordingly, any terms on your ordering documents shall be of no force or effect. In any action to enforce this Agreement, the parties agree to waive their right to a jury trial and to pay the prevailing party's costs and expenses, including reasonable attorneys' fees.

7. ASSIGNMENT BY LSC, INC... In the event LSC. INC. assigns any of its obligations under this Agreement, LSC, INC. shall remain primarily responsible for their performance; any claim or defense you may have relating to these obligations must be asserted only against LSC, INC. and not its assignee.

8. SERVICE COMPONENT PRICE INCREASES. LSC. INC may annually increase that amount of your Minimum Monthly Lease Payment and Print Charges you are charged for the service of the Equipment (the "Service Component"), each such increase not to exceed 12%.

9. RENEWAL Unless either party provides notice at least 30 days before the end of the service term of its intention not to renew the contract, it will be renewed automatically on an annual basis at the current prevailing rates.

10. BREACH. If you breach this Agreement, LSC.INC. may, in addition to its other remedies, require immediate payment of (a) all amounts then due; (b) the remaining Minimum Monthly Payments in the Agreement's then-current term 1.

11. SUPPLIES. If your service agreement includes your supplies they will be included at no extra expense. However there will be a nominal charge for the shipping and handling of those supplies and that charge will be added to your monthly invoice.

12. RECYCLED PAPER. It is highly discouraged using recycled paper (i.e. paper hat has already been run through a copier, printer, or a fax machine and has an image on the other side) this can contaminate the fuser rollers and imaging system. If this causes damage to these systems you will be billed Time and Materials rate to remedy the problem

13. This agreement is not assignable (and may be canceled at LSC, Inc.'s sole option should the equipment be sold, leased, or transferred to a third party)

14. In the event that a LSC, INC. representative determines that the cost of repairs would exceed more that 50% of the value of the machine, LSC, Inc. will exercise one of the following options at the sole discretion of LSC, Inc: (a) Cancellation of contract (B) Customer will be required to pay for all repairs in advance (C) LSC may transfer remainder of contract to the purchase of another machine.

15. LSC, Inc. will not be responsible for delays or inabilities to service caused directly or indirectly by accidents, climatic conditions and part availability to LSC, Inc. from manufacture, improper backup procedures, or other reasons beyond our control.

16. Customer specifically agrees that no other representations, constitutions or warranties other that those set specifically in writing herein have been made or have been relied upon in the making of this agreement.

17. LSC, Inc. shall not be responsible for direct, incidental or consequential damages including, but not limited to, lost profits or damages arising out of the use or performance of the equipment or the loss of use of the equipment.

18. This agreement shall not cover any additional installation or reinstallation of drivers on servers or workstations after initial installation. A service request that results in loss of drivers or reconfiguration of network devices after initial installation shall not be covered.

20. This agreement shall not cover any additional training of drivers/scanner after initial installation. These are considered billable services from LSC, IT department.

21. Customer understands that surge suppression devices are strongly recommended for all equipment for electrical, telephone and network connections and if customer elects not to use such devices that in the event that the equipment is damaged due to unforeseen surges, repairs shall not be covered under this service agreement.

22. The following are not included in the service fee:

a) Refinishing of equipment
b) Preparation for relocation of equipment, actual relocation of equipment, or installation of relocated equipment
c) Installation or removal of accessories or attachments
d) Installation of customer installable supplies.
e) Service performed by someone other than an authorized LSC, Inc. representative.
f) Changes to and alterations of equipment not performed by an authorized LSC, Inc. Representative.
g) Failure of customer to maintain the equipment in accordance with LSC, Inc. operator's instructions.
h) Failure to alert LSC, Inc. of any potential problem within a reasonable amount of time.
i) Failure of customer to operate the equipment in accordance with the instructions contained in the operator's manual, accidents, neglect, misuse, failure of electrical power or air conditioning, electric power surges, strikes, fire, flood, any causes other than ordinary use of defective supplies (including, but not limited to, supplies causing abnormal frequent service calls or service problems) or supplies that do not meet LSC, Inc. specifications, or other cause beyond the control of LSC, Inc.
j) Operator inefficiency or misuse as determined solely by LSC, Inc., including but not limited to, improper changing or loading of paper, toner, staples or any other supplies or peripheral attachments.

23. A $35.00 fee assessed to customer if a tech. must be sent to obtain a meter read.

24. A $8.00 fuel surcharge in lieu of mileage for each service call.

#23

TEXAS ASSOCIATION *of* COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

March 10, 2020

Affordable Care Act Reporting and Tracking Service (ARTS) Renewal Information

The Texas Association of Counties Health and Employee Benefits Pool (TAC HEBP) has begun the renewal process for those counties and districts participating in the Affordable Care Act Reporting and Tracking Service (ARTS). Renewal will enable your entity to produce the forms required by IRS Sections 6055/6056 for calendar year 2020, assuming this reporting continues to be a requirement. Reporting will consist of Form 1095C, which must be provided both to employees and the IRS (plus transmittal Form 1094C, filed with IRS). Current law requires all employers with 50 or more full-time equivalent employees to file these forms. ARTS will provide measurement period tracking for 2020 and beyond (to determine whether an employee must be offered health coverage), as well as affordability testing for groups that require employee contributions toward the cost of their own health coverage.

As your county or district provides health benefits through TAC HEBP, ARTS will continue to be available at NO COST in 2020, assuming program deadlines are met.

Your entity will need to continue sending employee, payroll, and unpaid leave of absence files to TAC HEBP in order to utilize this service for the 2020 reports. The information provided will be used to determine:

1) whether individuals are eligible for a federal premium subsidy or tax credit; and
2) whether your entity is subject to penalties under the ACA employer mandate.

Some payroll vendors have worked with TAC to produce these files for you. You will be responsible for the completion of required information in your payroll system and submission to TAC, but this eliminates the need for manually producing additional spreadsheets.

If you use a payroll system that will produce the required IRS forms, and you determine that your entity does not need measurement period tracking or affordability monitoring, you may not need ARTS. It is a service offered by TAC and is completely optional.

Enclosed is the ARTS Renewal Confirmation Program Agreement. Please return a signed copy (initials on pages 1 and 2, signature on page 3) to your Employee Benefits Consultant or email to ARTS@county.org no later than 4/15/2020 if your entity wishes to continue its participation in the program. If you have any questions, please contact your Employee Benefits Consultant at (800) 456-5974.

TEXAS ASSOCIATION *of* COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

ACA Reporting and Tracking Service (ARTS)
2020 Renewal Confirmation Program Agreement
HEBP Member: (Pooled Group or ASO)

Program Services

The ARTS program includes the following services:

- *Measurement, Administrative, and Stability Period tracking for 2020 and notification of eligibility for part-time / variable / seasonal employees (can provide tracking back to beginning of Measurement Period if 2019 data was provided by county/district);*
- *Reporting for your county/district regarding the status of potential benefits-eligible employees;*
- *Production of your county/district's 1095C forms, shipped to you for distribution to employees (optional direct mail service for additional fee);*
- *Transmission of your county/district's 1094C and 1095C forms to the IRS.*

Program Requirements

1) Participants must provide employer, payroll, employee and unpaid leave of absence (LOA) files related to the group's Health Benefits Plan in the file format designated by TAC HEBP. Payroll data must be provided for each payroll cycle. Employee files must be provided, at a minimum, once per quarter. LOA files may be provided if and when applicable.

2) Group agrees to pay program fees as described in the 2020 ARTS Fee Schedule.

Enrollment and Data Submission Deadlines

- Please refer to the attached "2020 Deadlines for ARTS Files" document for details.

- Groups who wish to participate in the ARTS program must return the signed documents to TAC HEBP no later than April 15, 2020 in order to participate.

- Data file transmission to TAC HEBP must begin no later than August 3, 2020 to avoid late fees, however, **we recommend that you continue sending your files after each payroll or at least monthly** to avoid getting backlogged.

_____ Initials

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TEXAS ASSOCIATION *of* COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

ACA Reporting and Tracking Service (ARTS)
HEBP Member (Fully Insured or ASO)
2020 Fee Schedule for Renewing Participant

1	☑	ARTS Annual Subscription Fee	*$4.75 / form	**Waived**
2	☐	**Optional** Forms Distribution *(group chooses to have TAC mail employee forms)*	$ 1.50 / form	If applicable, will be billed in 2021 after forms are produced
3	☐	Late fee for service election form *(after 4/15/2020)*	$1,500	
4	☐	Late fee for data submission *(after 8/3/2020 and/or 1/8/2021)*	$3,000	If applicable, will be billed in 2021 after forms are produced
		Total Amount Due: (if zero, enter 0.00)		$ _____

**Per 1095C form*

Fees subject to change annually

_____ Initials

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TEXAS ASSOCIATION *of* COUNTIES
HEALTH AND EMPLOYEE BENEFITS POOL

ACA Reporting and Tracking Service (ARTS)
Contact Designation Form

Contracting Authority:_____(Group Name) hereby designates and appoints, as indicated in the space provided below, a Contracting Authority of department head rank or above and agrees that any notice to, or agreement by, a Group's Contracting Authority, with respect to service or claims hereunder, shall be binding on the Group. Each Group reserves the right to change its Contracting Authority from time to time by giving written notice to HEBP.

Name: _____ Title: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Primary Contact: Main contact for data file and reporting matters pertaining to the ARTS program.

Name: _____ Title: _____

Mailing Address: _____

Delivery Address (no PO Boxes): _____

Phone: _____ HIPAA Secured Fax#: _____

Email: _____

Other Contact Emails for ARTS correspondence regarding data files, if any:

_____

Lewis G Owens Jr. 4-16-20

Signature of County Judge or Contracting Authority — Date

Lewis G. Owens, Jr., County Judge

Print Name and Title

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TEXAS ASSOCIATION of COUNTIES
RISK MANAGEMENT POOL

Property Renewal Schedule
Member: Val Verde County
Coverage Period: 07/01/2020 - 07/01/2021

Property Renewal Schedule

Member Name: Val Verde County

Pool Coordinator: Ms. Joanna Montemayor
Email: jmontemayor@valverdecounty.texas.gov

Instructions for Completion

1) Review each tab and update as needed.
2) Include Declarations page for any National Flood Insurance Program coverage in force.
3) Email completed questionnaire by March 31, 2020 to: TACRMP@county.org or yolandam@county.org

All entries are subject to approval, further information may be requested upon review.

If this schedule is not received by March 31, 2020, coverage will be renewed as it currently stands with any requested changes handled by endorsement.

*Your Member Services Representative is available to assist you with any questions or concerns and can be reached at **1-800-456-5974.***

Property Renewal Questions	Yes or No
1. Do you have any property in the course of construction or plan to undergo any major construction for buildings reported? If yes, please provide us with the building item #, cost of project and estimated project completion date.	NO
2. Are any owned buildings currently vacant? If yes, please identify the building item # and is the building being maintained and secured?	NO
3. Are any loss payees applicable to any properties? If yes, please identify the building item # or mobile equipment item # and provide the loss payee contact information	NO

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Unreported Claims	Yes or No
1. Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future? If yes, please describe:	No
2. Has the situation been reported to TAC Claims Department?	

Acknowledgement and Acceptance

Member Name: Val Verde County

Member acknowledges that the information submitted in this questionnaire is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.

Lewis J Owens — 3-19-20

Signature of County Judge or presiding official of the Political Subdivision — Date

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#3

2020 Summer Reading Program
Imagine Your Story
Performers Agenda

Performers - $2,436.00

I. Wildlife on the Move - $876.00

II. Slick Jugglers - David Slick - $860.00

III. Will Parker - $700.00

I. Wildlife on the Move – 6/12/2020

A. Shows (45 minutes)

1 10:30 am

2. 2:00 pm

II. Slick Jugglers – 7/20/2020

A. Shows (60 minutes)

1 10:30 am

2. 2:00 pm

III. Will Parker – 8/3/2020

A. Shows (45 minutes)

1. 10:30 am – 11:15 am

2. 2:00 pm – 2:45 pm

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FRIENDS OF THE VAL VERDE LIBRARY
305 SPRING ST
DEL RIO TX 7884

1137

Feb 6, 2020

Pay to the order of Val Verde County Library $ 2,436.00

Two Thousand four hundred thirty-six and 00/100

BORDER FEDERAL CREDIT UNION

For Summer Reading Attn: Terry Weatherwax

⑆314985662⑆ 0059337020⑈01137

About the NNLM Human Genetics Film Kits

The National Network of Libraries of Medicine (NNLM) Human Genetics Film Kits contain a curated selection of materials designed to support public libraries in raising scientific literacy and awareness of precision medicine. Through attending screenings of the films and participating in wraparound discussions, library patrons will learn about human genetics and the advance of precision medicine. Applications are currently being accepted for this federally funded initiative. Selected public libraries will receive their kits by April 30, 2020.

What is precision medicine?

Precision medicine is an emerging approach for disease treatment that takes into account an individual's genes, environment, and lifestyle to create a plan of care tailored to the unique needs of the individual. Learn more about precision medicine on Genetics Home Reference, a resource developed by the National Library of Medicine.

How to apply:

Apply by March 16, 2020 for first consideration! To apply for a kit complete the online application form. Any public library in the United States is eligible to apply. Due to the limited number of film kits, priority will be given to members of the Association for Rural and Small Libraries (ARSL). To participate, selected public libraries must host at least one film screening and post-screening discussion or activity within twelve months of receipt of the kit. Please direct any questions regarding the film kits to LIB-nnlmallofus@uiowa.edu

What is included in a film kit?

Each kit includes a set of four DVD films on topics surrounding human genetics:

***Cracking Your Genetic Code* (PBS)**



"What will it mean when many of us can afford to have the information in our DNA—all 3.1 billion chemical letters of it—read and available for analysis? Cracking Your Genetic Code reveals that we stand on the verge of such a revolution. Meet doctors, patients, and ethicists who are grappling with the promises and the pitfalls of this new era in medicine. Advanced technologies and designer drugs may save countless lives, but they also raise moral dilemmas: Will it help or hurt us to know the diseases that may lie in our future? What if such information falls into the hands of insurance companies, employers, or prospective mates? One thing is certain: gene-based medicine will profoundly impact individual lives and our society as a whole. "We're on the brink of a new era of personalized, gene-based medicine. Are we ready for it? The Hastings Center, the nation's foremost bioethics research institution, has partnered with PBS's NOVA to produce an hour-long documentary and related resources that address this critical issue."

***The Gene Doctors* (PBS)**



"Through intimate stories of families whose lives are being transformed, The Gene Doctors takes viewers to the front lines of a medical revolution. With early successes and new treatments appearing on the horizon, families battling genetic diseases have never had such good reasons for hope."

***On Beauty* (Kartemquin Films)**



"The film looks at beauty through the lens of fashion photographer Rick Guidotti, who highlights vibrant individuals with genetic conditions. At the center of On Beauty are two of Rick's photo subjects: Sarah, who left public school for homeschool after being bullied so harshly for the Sturge-Weber birthmark on her face and brain; and Jayne, who lives in Eastern Africa where witch doctors hunt people with albinism to sell their body parts and the society is blind to their unique health and safety needs."

***Pink & Blue* (Pink & Blue Inc.)**



"The documentary takes a profound look into the BRCA world examining what it is and how this gene mutation puts both women and men at risk for developing numerous cancers. The film highlights the message that men are equally as likely to carry a BRCA gene mutation and this lack of information is deadly."

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VAL VERDE COUNTY
HUMAN RESOURCES DEPT

MEMORANDUM

To: Lewis G. Owens Jr., County Judge

From: Juanita Barrera, HR Director

Date: March 12, 2020

Subject: **AGENDA ITEMS FOR MARCH 2020**

Listed below are several personnel matters which need to be part of the upcoming March agenda for HR reporting period from March 4, 2020 through March 18, 2020.

A. Generosa Ramon, County Clerk, requesting to stop the distribution of checks to Alicia Jimenez, Deputy Clerk III, effective February 28, 2020. Ms. Jimenez was terminated.

B. Generosa Ramon, County Clerk, requesting the distribution of checks to Maria Fuentes, Deputy Clerk III, with a salary of $29,138.00 effective March 16, 2020. Ms. Fuentes has been promoted to fill vacancy left by Alicia Jimenez who was terminated.

C. Generosa Ramon, County Clerk, requesting the distribution of checks to Monica Maines, Deputy Clerk I, with a salary of $24,550.00 effective March 16, 2020. Ms. Marines is replacing Maria Fuentes who was promoted.

D. Martin Wardlaw, Commissioner Pct. 1, requesting the distribution of checks to Jesus Reyna, Light Equip. Operator, with a salary of $27,451.00 effective March 9, 2020. Mr. Reyna is replacing Pedro Sauceda who has retired.

E. Joe Frank Martinez, requesting the distribution of checks to Zoe Rodriguez, Telecommunicator, with a salary of $28,400.00, effective March 3, 2020. Ms. Rodriguez is replacing Mario Moreno who has resigned.

F. Joe Frank Martinez, requesting to stop the distribution of checks to Ryan Lowe, Patrol Sergeant, effective March 13, 2020. Mr. Lowe has resigned.

G. Edgar Perez, Fairgrounds/Facilities Manager, requesting to stop the distribution of checks to Raymundo Rodriguez Sr., Maintenance/Truck Driver effective March 13, 2020. Mr. Rodriguez has retired.

H. Michael Bagley, District Attorney, requesting to stop the distribution of checks to Gerald Garver, 2nd Assistant DA effective March 13, 2020. Mr. Garver has resigned.

I. David Bond, Librarian, requesting to stop the distribution of checks to Jose Rivera, Part-Time Librarian, effective March 16, 2020. Mr. Rivera has resigned.

J. Rogelio Musquiz, Tax Collector-Assessor, requesting to stop the distribution of checks to Maria Briones, Deputy Clerk, effective March 23, 2020. Ms. Briones has resigned.