

WEBB COUNTY, TEXAS

COMMISSIONERS COURT

PUBLIC NOTICE
COMMISSIONERS COURT MEETING
WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
JANUARY 27, 2020
9:00 a.m.

MARGIE R. IBARRA
COUNTY CLERK
FILED
2020 JAN 23 PM 3:52
WEBB COUNTY, TEXAS
BY MAC DEPUTY

CALL TO ORDER BY THE HONORABLE TANO E. TIJERINA, WEBB COUNTY JUDGE

1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk
2. Pledge of Allegiance/Invocation
3. Discussion and possible action for Approval of Bills, Payroll, and Monthly Reports (Auditor, Treasurer, Human Resources, Risk Management, Tax Assessor-Collector); and any other matters incident thereto.
4. Public Comment - This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member, individually or in a group, will be allowed a total of Three (3) minutes within which to make any/all public comments.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

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

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

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

CONSENT ITEMS

5. Auditor

- a. Discussion and possible action to approve the ratification of Fiscal Year 2019 budget amendments; necessary to process year end invoices or services rendered on or before September 30, 2019; and any other matters incident thereto.

Issue: Various departments and offices depleted funds within departmental budget line items; nonetheless, multiple invoices were received for goods or services after the fiscal year end which required an apply date of FY 2019.

Solution: In order to process year end transactions and pay invoices, funding was identified as approved by Commissioners Court on September 23, 2019 to allow Auditors Office, Business Office, and Budget Officers to enter and post budget amendments.

Result: Funds were transferred to cover pending invoices and properly classify the expenses in FY 2019.

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2530-6360-521-443058-030	Public Service Construction Class	\$20,000	\$762.50	\$762.50	\$ 0
	2530-6360-521-460105	Public Service Minor Tools and Apparatus	\$10,000	\$1,713.81	\$1,713.81	\$ 0
				\$2,476.31		
To:	2530-6360-521-443000-065	Public Service Repair and Maint. Sites (Clean-Up)	\$20,000	\$2,476.31	\$6,636.7	\$9,113.05

Issue: The Self-Help Center grant program has remaining balances in accounts that can be utilized for clean-up campaigns.

Solution: Transfer remaining balances to clean up account in order to utilize these remaining grant funds.

Result: Self-Help Center Public Service funds will be utilized for Clean-Up Campaigns.

- c. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within grant funds. **[Requested by Community Action Agency]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2530-6360-521-410000	Payroll	\$96,000	\$6,000	\$25,360.56	\$19,360.56
	2530-6360-521-426000	Work Comp	\$6,188	\$2,000	\$3,247.72	\$1,247.72
				\$8,000		
To:	2530-6360-521-421000	Health Life Insurance	\$25,844	8,000	\$-1,065.27	\$6,934.73

Issue: The Self-Help Center Health Life Insurance Account requires a line item transfer within grant funds in order to properly fund this account through the end of the current grant cycle.

Solution: Approve the requested line item transfer for the Health Life insurance Account to be sufficiently funded through the end of the current grant cycle.

Result: Health Life Insurance Account will be funded through the end of the current grant cycle (September 1, 2020).

- d. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) by increasing Fund #2736-4050-001-458000 - Administrative Travel account in the amount of \$2,720.00 from revenues received from the Drug Court Program Fees and Court Costs (Code of Crim. Proc. Art. 102.0178) that have been collected. **[Requested by 406th District Court]**

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	2736-259700	Fund Balance	\$2,720	\$2,720	\$0.00
To:	2736-4050-001-458000	Administrative Travel	\$2,720	\$0.00	\$2,720

Issue: Additional funds are needed to cover travel expenses for three (3) employees to attend the Texas Association of Specialty Courts training. The employees received stipends from the Correctional Management Institute of Texas and the requested funds will be reimbursed after the conference concludes.

Solution: Obtaining the Commissioners' Court approval of the line item transfer to cover the travel expenses.

Result: The three (3) employees will be able to attend the required training.

- e. Discussion and possible action to approve the following carry over budget balances from 2019 fiscal year into 2020 fiscal year for the White Tail Energy and Javelina Wind Energy Tax Abatement Agreements. This action will have no impact on the County General Fund. **[Requested by Economic Development]**

Whitetail Wind Energy		
Capital Outlay	3861-7250-001-470000-030	\$38,071.79
Javelina Wind Energy		
Capital Outlay	3862-3140-001-470000	\$2,957.00

Issue: End of the Year Balances are required to be carried over in order to continue the availability of these funds during the new fiscal year.

Solution: The approval of this agenda item will enable the approved funds to be carried over in the new 2019-2020 Fiscal Year.

Result: The approval of this agenda item will allow the continuation of these tax abatement funds.

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2368-5170-521-456205	Training & Education	\$7,614.02	\$5,070	\$7,239.02	\$2,169.02

To:	2368-5170-521-444100	Space Rental	\$1,376.00	\$1,200	\$346.00	\$854.00
	2368-5170-521-441001	Telephone	\$4623.97	\$1,500	\$28.54	\$1,471.46
	2368-5170-521-456105	Licenses and Permits	\$50.00	\$20	\$0.00	\$20.00
	2368-5170-521-464010	Dues and Membership	\$2,025.00	\$2,350	\$0.00	\$2,350.00
				\$5,070		

Issue: Funds available in accounts will not cover cost needed to continue operation of service.

Solution: By Commissioners Court approval, account line item transfers will have funds to cover. CAA requested a contract extension till March 31, 2020.

Result: There will be sufficient funds in line items transfers which allow for continuation of services.

- g. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within State Forfeiture Funds. **[Requested by Rudy Rodriguez, Constable Pct. 1]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2181-3150-001	Fund Balance	\$48,634	\$6,700	\$48,634	\$41,934
To:	2181-3150-001-422000	FICA County Share	\$0	\$2,500	\$0	\$2,500
	2181-3150-001-423000	Retirement County Share	\$0	\$3,500	\$0	\$3,500
	2181-3150-001-425000	Unemployment Tax	\$0	\$200	\$0	\$200
	2181-3150-001-426000	Worker Comp	\$0	\$500	\$0	\$500
				\$6,700		

Issue: State Forfeiture line item accounts have minimal funds, transfers needed to cover future expenses.

Solution: Transfer of funds.

Result: Balanced accounts.

- h. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within Federal Forfeiture funds. **[Requested by Rudy Rodriguez, Constable Pct. 1]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2180-259700	Fund Balance	\$54,928	\$10,000	\$54,928	\$34,928
To:	2180-3150-001-444400	Rental Expense	\$0	\$9,500	\$0	\$9,500
	2180-3150-001-423000	Retirement	\$0	\$500	\$0	\$500

Issue: Federal Forfeiture line item account has minimal funds, transfers needed to cover future expenses.

Solution: Transfer of funds.

Result: Balanced accounts.

- i. Discussion and possible action to approve, by Order, the following budget increase within Forfeiture funds in the amount of \$15,000. **[Requested by Martin Cuellar, Sheriff]**

Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
2152-3010-001-432001	Professional Service	\$18,000	\$15,000	\$0.00	\$15,000

Issue: Short on funds to complete payment under Professional account due in February.

Solution: Budget increase from Forfeiture fund balance to cover payment.

Result: Purchase order can be issued with funds available.

6. **Building Maintenance**

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 27, 2020:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
0031	Custodian	\$11.84 7 A/E

Issue: Slot #0031 became vacant on December 20, 2019.

Solution: Request is being made to fill vacant slot.

Result: This action will allow Building Maintenance Department to continue to function efficiently and effectively.

7. **Civil Legal Division**

- a. Discussion and possible action to approve the posting and filling of the following Slots, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 27, 2020:

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
1254	Attorney	\$90,108.00 - 25/N
0249	Attorney	\$90,108.00 - 25/N

Issue: One Slot is currently vacant and other will become vacant on January 31, 2020.

Solution: Post and fill both slots to operate department efficiently and productively.

Result: Office is short-staffed and by filling both slots, workload will be alleviated.

- b. Discussion and possible action to approve a contract amendment between Webb County on behalf of the Webb County Community Action Agency Self-Help Center and Habitat for Humanity of Laredo, Inc., in order to authorize a 120 day extension to complete the new residential home construction contract SHC-7216013, located at 620 Riverhill Loop, Laredo, Texas as per Court's prior award of Request for Proposal (RFP-2016-06) "New Home Construction Build, to "Habitat" due to unforeseen numerous topography, survey, and drainage related issues and repairs on the donated lot which had to be addressed and completed prior to construction of said home, and authorizing the County Judge to sign all relevant documents, and any other matters incident thereto. **[Requested by Community Action Agency]**
- c. Discussion and possible action to approve and accept the funding provided by the federal government and the allocation of applicable fringe benefits for the overtime expenses paid through a continuous reimbursement agreement between the Webb County Sheriff's Office and the Immigration and Customs Enforcement (ICE) Task Force for the performance period of October 1, 2019 through September 30, 2020 for an amount not exceed \$15,000.00 [Fund 2601]. Applicable estimated fringe benefits in the amount of \$4,000.00 associated with this overtime are not covered through this federal funding agreement: and, therefore, will be covered by State Forfeiture Funds. [Fund 2151] Thus, this continuous cooperative agreement will continue to have no impact on the general fund; and authorizing the Webb County Judge to sign all relevant documents and any other matters incident thereto. **[Requested by the Webb County Sheriff's Office; Account #2601(Federal Agreement); and #2151(State Forfeiture Funds)]**

Issue: International criminal organizations deftly exploit traditional jurisdictional boundaries across geographic areas and among different types/levels of law enforcement agencies, such as federal, state and local agencies, in order to carry on their illicit, highly lucrative and dangerous smuggling enterprises.

Solution: The Webb County Sheriff's Office and federal agencies, such as the U.S. Department of Immigration and Customs Enforcement (ICE), seek to work collaboratively to conduct joint operational/task force objectives in order to disrupt the illegal activities regarding the illegal importations, distribution, manufacture and possession of illegal narcotics.

Result: Investigators from the Webb County Sheriff's Office will be able to work cooperatively with ICE federal agents in conducting undercover operations, utilizing confidential informants, participating in special enforcement operations and conducting contraband smuggling investigations in order to detect, disrupt, deter, and help dismantle the illicit activities of these international criminal organizations.

- d. Discussion and possible action to approve a (6) month (February 1, 2020 to July 31, 2020) professional services agreement between Ruben Garza, Jr. and the Webb County Sheriff's Office at a rate of One Thousand Five Hundred Dollars (\$1,500.00) per month, to provide specialized personal services for law enforcement of the Texas Administrative Code Title 4 Part 2 of Chapter 49 along with Texas Agricultural Code Sec. 161.136 and other law enforcement services, pursuant to 262.024(a)(4) of the Texas Local Government Code in an amount not exceed \$9,000 dollars; and authorizing the Webb County Judge to sign all relevant documents and any matters incident thereto. **[Account #2152-3010-001-432001 forfeiture funds (Professional Services)]**
- e. Discussion and possible action to enter into a thirty-six (36) month lease agreement with Pitney Bowes, for Justice of the Peace Precinct 4, Hon. Jose R. Salinas, for a metered stamp machine at a monthly cost of One Hundred Seventy Dollars and Fourteen Cents (\$170.14), excluding the cost of metered mail and any matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Requested by Jose "Pepe" Salinas, Justice of the Peace, Pct. 4; Account #1001-2180-001-456005 (Postage & Courier)]**

8. **Community Action Agency**

- a. Discussion and possible action to approve the posting and filling of the following Slots. Webb County Community Action Agency (CAA) Community Social Services Program is not part of the County's Wage Plan, grant funded.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2159	Administrative Technician	\$12.75
1853	Part-Time Case Worker	\$10.50

Issue: Vacant Slot #2159 - Administrative Technician is currently vacant and Part-Time Case Worker is vacant.

Solution: Post and fill vacant slots.

Result: Filling of slots will alleviate work overload.

- b. Discussion and possible action to authorize the Webb County Community Action Agency to enter into an annual vendor agreement with Retail Energy providers (listed below) for the implementation of Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP). This vendor agreement are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

List of Retail Energy Provider

TRI EAGLE ENERGY

Issue: The Webb County CAA will enter into an annual vendor agreement with Retail Energy Provider for the implementation of Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP).

Solution: These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

Result: Texas Department of Housing and Community Affairs (TDHCA) will provide funding to be used for payment of qualifying low income clients home energy expenses.

- c. Discussion and possible action to approve and adopt the revised Self-Help Center (SHC) Housing Rehabilitation / Reconstruction Guidelines for SHC Contract Number 7216013.

Issue: Texas Department of Housing and Community Affairs (TDHCA) has adopted rule changes for the Self-Help Center Program. Webb County needs to revise the Self-Help Center Program's Guidelines to coincide with the adopted rule changes. The current grant contract number is 7216013.

Solution: Webb County Commissioners Court approves the Self-Help Center's revised guidelines.

Result: Webb County's Housing Assistance Guidelines for the Self-Help Center Program Contract Number 7216013 will be up to date with recent TDHCA rule changes.

- d. Discussion and possible action to approve the Texas Association of Community Action Agencies, Inc. (TACAA) 2020 Corporate Membership in the amount of \$2,350.00. TACAA's membership year is January 01, 2020 through December 31, 2020. The membership supports the Organization in Texas representing the network of Community Services Block Grant (CSBG) entities. Grant funds will be used to pay for membership.

Issue: Approve the TACAA 2020 Corporate Membership in the amount of \$2,350.00.

Solution: TACCA advocates for the best interest of Community Action Agencies (CAA's) at the State, regional and national levels.

Result: TACAA works diligently on a number of issues and tasks benefiting all CAA's/ CSBG entities and well as the CEAP and WAP providers.

9. **Honorable Tano E. Tijerina, Webb County Judge**

- a. Discussion and possible action to approve, by Order, the following budget amendments (line item transfers) within the General fund:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1020-001-461000	Materials & Supplies	\$12,000	\$4,000	\$11,883.72	\$7,883.72
	1001-1020-001-458000	Administrative Travel	\$10,000	\$2,000	\$8,345.34	\$6,345.34
				\$6,000		
To:	1001-1020-001-461003	Goods for Public Events	\$5,000	\$4,000	\$1,059.27	\$5,059.27
	1001-1020-001-443000-075	Repairs & Main't- Vehicles	\$2,000	\$2,000	\$1,748.84	\$3,748.84
				\$6,000		

Issue: Promotional items were used from Goods for Public Events account; funding was allocated under Materials and Supplies. Also, the office is taking over a new vehicle and will need funding for pending invoices and future invoices.

Solution: The budget adjustment will allocate appropriate funding for the year.

Result: Current and future invoices will be paid in timely manner.

10. **Honorable Hugo Martinez, County Court at Law 1 Judge**

- a. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-2060-001-451158	Juvenile Misdemeanor	\$20,000	\$3,000	\$17,900	\$14,900
To:	1001-2250-001-451003-025	Court Interpreter/Reporter CCL #1	\$4,250	\$3,000	\$1,000	\$4,000

Issue: There is currently not enough funds to cover the remainder of the fiscal year.

Solution: Transfer funds in order to cover future expenses.

Result: Money will be available to pay anticipated vendors.

11. **Economic Development**

- a. Discussion and possible action to accept a grant award for a FY 2019 State Criminal Alien Assistance Program (SCAAP) in the amount of \$155,882 in response to a grant completed and submitted by the Webb County Sheriff's Office to the Bureau of Justice Assistance (BJA) for reimbursement of costs already incurred for the incarceration of undocumented criminal aliens at the Webb County jail; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match; and, in fact, is a reimbursement of costs already incurred. All required documents were sent for review through the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. **[Requested by Martin Cuellar, Webb County Sheriff]**

Issue: Although immigration matters, including illegal immigration, are constitutionally established as existing under the legal jurisdiction and regulation of the federal government, state prisons and local detention facilities, such as the Webb County jail, incurs significant costs incarcerating undocumented foreign aliens who commit crimes in the United States. This includes but is not limited to supervision, housing, feeding, clothing, any medical and transportation expenses, and other associated detention costs.

Solution: Grant application to obtain reimbursement of a small percentage of the incurred correctional officer salary costs associated with detaining undocumented criminal aliens who had at least one felony or two misdemeanor convictions for violations of state or local law and who were incarcerated at the Webb County jail for at least four (4) consecutive days during the reporting period.

Result: Webb County will be reimbursed by the federal government a limited percentage of the amount of its already incurred costs of detained foreign criminals incarcerated at the Webb County jail.

- b. Discussion and possible action to approve the submission of a Violent Crimes Against Women Criminal Justice and Training (VAWA) grant application as developed, written, presented, and submitted by the Webb County Sheriff's Office to the Criminal Justice Division (CJD) Office of Governor (OOG) in the amount estimated at \$7,000 for training and supplies for investigators and patrol officers working at the Webb County Sheriff's Office serving victims of violent crimes against women and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. This grant requires a Thirty (30%) percent cash match, or a \$3,000 cash match, which will be met by the Webb County Sheriff's Office state forfeiture funds. Thus, this grant will have no impact to the general fund. All required documents were sent to the Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy. **[Requested by Martin Cuellar, Sheriff; Account #2151-9080-001-485005 (Transfer out from State Forfeiture Funds)]**

Issue: Violence against women is among the most intractable and deadliest criminal justice problems in the United States, especially domestic violence and in the South Texas area. According to published statistics, the number of American women between 2001-2012 who were murdered by current or ex male partners in the United States was 11,766. That's almost double the amount of casualties lost during wars in Afghanistan and Iraq. Women who will be victims of severe violence by an intimate partner in their lifetimes number 1 in 4. ("30 Shocking Domestic Violence Statistics That Remind Us It's An Epidemic" Vagianos 10/23/2014).

Solution: Grant application to enhance the tools, techniques, and training to those investigators who follow-up to calls for assistance, conduct interviews with these victims, file incident reports, provide these victims information/referrals to service providers, initiate arrests of perpetrators, refer cases for prosecution, and prepare testimony/evidence for trial in cases of domestic violence, sexual assault, dating violence, and stalking.

Result: Enhanced law enforcement services, including investigative techniques, to deal with emergent criminal trends, such as cyber stalking, and improved efficacy of the law enforcement response to the needs of victims of violent crime.

- c. Discussion and possible action to approve the submission of an application developed, written, presented, and submitted by the Webb County Sheriff's Office to the South Texas Development Council (STDC) for a Law Enforcement Terrorism Prevention Activities (LETPA) grant in the amount estimated at \$40,000 for law enforcement terrorism prevention equipment; and designating the Webb County Judge in all matters related to this grant; and any other matters incident thereto. This grant requires no match; and, thus, will have no impact to the general fund. All required documents were sent to the Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy.
[Requested by Martin Cuellar, Sheriff]

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

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

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

- d. Discussion and possible action to approve the submission of an application developed, written, presented, and submitted by the Webb County Sheriff's Office to the South Texas Development Council (STDC) for a State Homeland Security Program (SHSP) grant in the amount estimated at \$62,400 for equipment and supplies; and designating the Webb County Judge to sign all relevant documents; and any other matters incident thereto. This grant requires no match; and, thus, will have no impact to the general fund. All required documents were sent to the

Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy. **[Requested by Martin Cuellar, Sheriff]**

Issue: Complex and dynamic law enforcement challenges exist in the Southwest border area of the United States, including Laredo/Webb County. Furthermore, the County of Webb/City of Laredo continues to be one of the busiest in-land ports as well as a strategically significant international commerce corridor for the United States.

Solution: Grant application to further enhance the Webb County Sheriff's Office preparedness to prevent threats, protect citizens, mitigate loss of life and property, and respond quickly to save lives.

Result: Through the grant-funded efforts, the Webb County Sheriff's Office will be able to address high-priority preparedness goals to strengthen core capabilities to prevent, protect, mitigate, respond, and support community recovery.

- e. Discussion and possible action to continue paying grant funded personnel under the High Intensity Drug Trafficking Area (HIDTA) Task Force Agreement, DEA Narcotics Task Force, for Ninety (90) days, until notification about grant continuation award from the U.S. Department of Justice Drug Enforcement Administration [Fund #2592]. Available matching funds for this grant is \$100,125.00. **[Requested by Isidro "Chilo" Alaniz, District Attorney; Account #1001-1160-001-463903-025]**

Issue: Current grant funding expired on December 31, 2019. The District Attorney's Office has not received notice of award for new grant. Unless this item is approved, employees working under said grant will not be paid after December 31, 2019.

Solution: Grant a 90 day payroll extension for employees working under this grant.

Result: The DEA HIDTA Task Force will be able to continue to disrupt the illicit drug traffic in Laredo and surrounding areas.

- f. Discussion and possible action to approve grant award first allocation to Contract number #61200003237 for the Community Services Block Grant Program (CSBG) from Texas Department of Housing and Community Affairs (TDHCA) for the Program year 2020, in the amount of EIGHTY-TWO THOUSAND SEVEN HUNDRED THIRTY SIX DOLLARS (\$82,736,00) and authorizing the County Judge to sign all relevant documents. Grant account #2368-5170-3303000. All required documents were sent for review through the Economic Development Department and the solicitation with the Webb County Single Point of Contact (SPOC) procedures. This action will have no impact to the General Fund. **[Requested by Community Action Agency]**

Issue: Approve funding for the Community Services Block Grant (CSBG) from Texas Department of Housing and Community Affairs (TDHCA) for the program year 2020 in the amount of \$557,470.00. The contract shall commence on January

01, 2020 and shall end on December 31, 2020. First allocation or first installment is \$82,736.00.

Solution: The Community Services Block Grant Program (CSBG) provides support services to eligible elderly, disabled and low income residents of Webb County.

Result: The support services are intended to assist eligible Webb County residents to transition out of poverty.

- g. Discussion and possible action to approve an award for the Comprehensive Energy Assistance Program (CEAP) from the Texas Department of Housing and Community Affairs (TDHCA) for the program year 2020, in the amount of \$1,541,275.00 ONE MILLION FIVE HUNDRED FORTY ONE THOUSAND TWO HUNDRED SEVENTY FIVE DOLLARS and authorizing the County Judge to sign all relevant documents. Grant #2362-5150-330300. All required documents were sent for review through the Economic Development Department and the solicitation is complaint with the Webb County Single Point of Contact (SPOC) procedures. This action will not have an impact to the General Fund. **[Requested by Community Action Agency]**

Issue: Texas Department of Housing and Community Affairs (TDHCA) has awarded Webb County Community Action Agency the amount of \$1,541,275.00 under the Comprehensive Energy Assistance Program year 2020.

Solution: The court approval will allow Webb County Community Action Agency provide direct services to eligible low-income residents of Webb County under the CEAP program.

Result: These funds are intended to assist eligible Webb County residents with up to 8 highest remaining calendar months of energy consumption.

- h. Discussion and possible action to enter into an Architectural Services Contract (AIA B101) with Redline Architecture, LLC for the design of the Bruni Public Health Facility in the amount of Forty-Seven Thousand Eighty Dollars (\$47,080) plus reimbursement for survey costs and other services at the rate of cost plus ten percent and any other matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Account #3522-7230-001-432001]**

- i. Discussion and possible action to approve an Architectural Services contract (AIA B101) with Redline Architecture for the design of the remodeling/ renovation of the former Juvenile Detention Center Area (1300 Chicago St., Laredo Texas and more particularly described as Block 1028 Western Division, City of Laredo) in the amount of Eighty-Nine Thousand Five Hundred Dollars (\$89,500) plus reimbursable at cost plus ten percent and any matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Account #1001-259700 subject to reimbursement from forthcoming C.O.s]**

12. **Emergency Management**

- a. Discussion and possible action to transfer the following vehicle from Constable, Pct. 4 to Emergency Management Department; and any other matters incident thereto.

Year: 2013
Model: Tahoe
Make: Chevrolet
Vin: 1GNLC2E00DR264188

Issue: Constable's office is not currently using this vehicle and would like to transfer for another department for their use.

Solution: Transfer vehicle from Constable's office that is no longer in use to Emergency Management department.

Result: Assist Emergency Management department by providing vehicle for transportation needs.

13. **Fire Suppression & EMS Services**

- a. Discussion and possible action to accept a donation from Medina Electric Cooperative, Inc. as per Local Government Code 81.032, in the amount of \$400.00, to be utilized in the following line item: Administrative Travel, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [**Account #1001-3140-001-458000 (Administrative Travel)**]

Issue: Donation check issued by Medina Electric, to support the mission of the Webb County Volunteer Fire Department.

Solution: Deposit money into appropriate line item.

Result: Continue working relationship with Medina Electric, and meet department needs.

14. **Head Start**

Disclaimer: All Head Start monies are 100% Federal funds

- a. Discussion and possible action to approve the posting and filling of the following Slots:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>	<u>Pay Periods</u>
2032	Substitute Teacher	\$9.15	20
2569	Early Head Start Teacher Floater	\$10.64	26

15. Human Resources

- a. Discussion and possible action to approve the job description modifications for Slot #2119 Deputy Medical Examiner; subject to any applicable Civil Service guidelines; and any other matters incident thereto.

Issue: The job description at hand is outdated and modifications are needed.

Solution: Seeking approval from Commissioners Court to make modifications.

Result: Have a certified job description for future postings.

16. Planning & Physical Development

- a. Discussion and possible action to approve the transfer of employees within the following Slots with salary changes and approve the filling of the vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service guidelines:

	<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
From:	2927	Senior Planner	\$22.50 19/E
To:	2055	Senior Planner	\$22.50 19/E
To Fill:	2927	Senior Planner	\$21.41 19/A-E

Issue: Need Commissioners Court authority to fulfill the personnel changes relating to the reorganization approved by the Court on January 13, 2020 (agenda item 35) to implement safeguards to address deficiencies and secure adequate staffing to ensure that the county meets the minimum TCEQ requirements for the On-Site Sewage Facilities (OSSF) program.

Solution: Implement Court approved personnel changes for the Environmental Health & Sanitation Department and Planning Department.

Result: Acquisition of adequate staffing.

- b. Discussion and possible action to approve the transfer of employees within the following Slots with salary changes and approve the filling of the vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service guidelines:

	<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
From:	1507	GIS Technician II	\$18.02 14/G
To:	2819	Senior Planner	\$21.41 19/A-E

Issue: Need Commissioners Court authority to fulfill the personnel changes relating to the reorganization approved by the Court on January 13, 2020 (agenda item 35) to implement safeguards to address deficiencies and secure adequate staffing to ensure that the county meets the minimum TCEQ requirements for the On-Site Sewage Facilities (OSSF) program.

Solution: Implement Court approved personnel changes for the Environmental Health & Sanitation Department and Planning Department.

Result: Acquisition of adequate staffing.

- c. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 27, 2020:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1746	Administrative Assistant	\$15.15 12/A-E

Issue: Need Commissioners Court authority to fulfill the personnel changes relating to the reorganization approved by the Court on January 13, 2020 (agenda item 35) to implement safeguards to address deficiencies and secure adequate staffing to ensure that the county meets the minimum TCEQ requirements for the On-Site Sewage Facilities (OSSF) program.

Solution: Implement Court approved personnel changes for the Environmental Health & Sanitation Department and Planning Department.

Result: Acquisition of adequate staffing.

17. **Purchasing**

- a. Discussion and possible action to authorize the Purchasing Agent to solicit formal bids for the renovation and expansion of the existing Medical Examiner's facility located at 7210 B. Saunders, Laredo, Texas in accordance with the Texas Government Code; Section 2269.101 (Contracts for Facilities: Competitive Bidding) [Bond Series 2019A; Account #3871-3100-001-474501 (Construction in Progress)]

Issue: Commissioners Court has executed an architectural contract and the process to finalize a design and estimated budgets has started. Securing approval to solicit for competitive bids will provide the Purchasing Agent the authority to publish the solicitation and encourage participation to secure competitive bids for possible award to lowest and responsible bidder.

Solution: Approve the authority to seek competitive bids after design and

construction documents are completed.

Result: Process to seek for competitive bids will be initiated after construction documents are provided for publication by contracted Architect.

- b. Discussion and possible action to authorize the Purchasing Agent to process surplus and/or salvage property in accordance with the Texas Local Government Code, Section 263.152 (Disposition) and to publish notice to public as per Local Government Code Section 263.153 (Notice) for surplus and/or salvage property being auctioned.

Issue: Excess County property that either is salvage property because of time, accident, or any other cause is so worn, damaged, or obsolete that it has no value for the purpose it was originally intended for and/or surplus property that that is no longer needed by the department and may have some usefulness for the purpose it was intended and would be transferred for use by another County department or auctioned online to the general public and/or donated as permitted by law.

Solution: Attempt to sell the County surplus or salvage property by competitive bids or auction, dispose or destroy property that cannot be sold through auction and/or competitive bids because it has deemed worthless or dispose through and/or competitive bids because it has deemed worthless or dispose through a recycling program under which property is collected, separated, or processed and returned to use in the form of raw materials of new products.

Result: Generate revenue from sale of property, reduce County expenditures by transferring surplus property to other departments and make room for future assets turned in by County departments.

- c. Discussion and possible action to authorize the Webb County Purchasing Agent to solicit for competitive bids for the Webb County Public Health Facility to be located in Bruni, Texas and in accordance with the Texas Government Code; Section 2269.101 (Contracts for Facilities: Competitive Bidding) and any other matters incident thereto. **[TDA 7218028 Health Facilities- Fund #3522-7230-001-470000 Capital Outlay]**

Issue: Commissioners Court approved an architectural contract for design and preparation of construction documents.

Solution: Approve the formal solicitation of competitive bids as per Texas State procurement law.

Result: Proceed with advertisement once the architects finalize the specifications and construction documents for bid process.

- d. Discussion and possible action to ratify and approve the posting of a Competitive Bid solicitation for La Presa Water Dispenser Project in accordance with the Texas Government Code; Section 2269.101 Contracts for Facilities: Competitive Bidding and any other matters incident thereto. **[Bond Series - 3869-7230-001-474501-025 Construction in Progress]**

Issue: Construction plans and specifications have been completed by contracted engineer.

Solution: Proceed with solicitation to secure competitive bids as per State procurement law.

Result: Secure the lowest and responsible bid and seek Court approval to move project forward.

18. Risk Management

- a. Discussion and possible action to approve payment of a membership for a non-profit state association as required by Local Government Code Section §89.002 for Risk Management in the amount of Seventy Five (\$75) Dollars to Texas Public Risk Management Association (PRIMA) regarding the annual membership dues. **[Requested by Risk Department; Account #1001-1180-001-464010 (Dues and Memberships)]**

Issue: Local Government Code Section §89.002 requires that the Commissioners Court may spend, in the name of the county, money from the county's general fund for membership fees and dues of a nonprofit state association of counties if:

- (1) a majority of the court votes to approve membership in the association;
- (2) the association exists for the betterment of county government and the benefit of all county officials;
- (3) the association is not affiliated with a labor organization;
- (4) neither the association nor an employee of the association directly or indirectly influences or attempts to influence the outcome of any legislation pending before the legislature, except that this subdivision does not prevent a person from providing information for a member of the legislature or appearing before a legislative committee at the request of the committee or the member of the legislature; and
- (5) neither the association nor an employee of the association directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

Solution: Obtain court approval as required.

Result: Invoices for associations approved by the Court will be processed for payment.

19. **Santa Teresita Community Center**

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 27, 2020:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2470	Community Center Assistant	\$13.07 - 9/A

Issue: Slot #2470 is currently vacant.

Solution: Post and fill position.

Result: By filling slot, workload will be alleviated.

20. **Honorable Martin Cuellar, Sheriff**

- a. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3010-001-443000-020	Repair Maint Build	\$35,000	\$1,900	\$31,048.98	\$29,148.98
To:	1001-3010-001-464010	Dues & Memberships	\$425	\$1,900	\$300	\$2,200

Issue: Not enough funds in Dues and Memberships account to cover invoices for a training software.

Solution: Transfer money to correct account and continue using software for Training Dept.

Result: Money will be available to pay invoice.

21. **Water Utilities**

- a. Discussion and possible action to authorize the Purchasing agent to solicit a Request for Qualifications (RFQ's) for water utility management consulting services for the Water Utilities department, to assist on an as need basis in accordance with the Texas Government Code, Sub-Chapter B. Consulting Services; Section 2254.021; and any other matters incident thereto.

REGULAR AGENDA

Honorable Isidro Alaniz, District Attorney

22. Discussion and possible action to allocate funding for contractual services needed to digitized criminal case files for the District Attorney's Office at an amount not to exceed Ninety-Two Thousand Dollars (\$92,000); and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. **[Account #1001-1130-001-431007-010 (Operational Reserve)]**

Issue: The District Attorney's Office currently has an estimated 45,000 criminal case files in physical format that are kept in a rolling filing cabinet occupying 264 square feet of space. Maintaining these files in its current format fails to utilize the District Attorney's case management software and it restricts the use of this area for much-needed office space.

Solution: Digitized the criminal case files

Result: Better utilization of the case management software by having the files in a more suitable control environment. It also provides for an opportunity to convert the area into office space.

Purchasing

23. Discussion and possible action to accept the rankings listed below and award RFP 2020-004 "Audio/Video Equipment for Webb County Commissioners Court to the highest ranking company, Audio Dynamics Inc., for the removal, installation and programming of audio/visual equipment at the Webb County Commissioners Court in an amount not to exceed \$39,316.00; and further authorize the Webb County Judge to sign all relevant documents; and any other matters incident thereto. **[Account #3873-1010-001-470000-181 Capital Outlay; 3873-2230-001-470000-180 Capital Outlay]**

Company Name	Total Score	Ranking
Audio Dynamics	357	1
BIS Digital Inc.	337	2
Texas AVL LLC	328	4
Visionality	335	3
Visual Systems Group Inc.	165	5

Issue: The current equipment in said court is outdated and/or faulty.

Solution: Award RFP to the highest ranking vendor so that installation of new equipment can be scheduled and get courtroom up to date.

Result: Upgrade to audio/visual equipment will provide improved sound and video recordings for the benefit of the Webb County residents, commissioners court and

county staff.

24. Discussion and possible action to accept the rankings listed below and award RFP 2020-003 "Casa Blanca Golf Course Irrigation Project" to the highest ranking company, VM Golf Services Inc., for the removal and installation on new irrigation equipment such as piping, electrical wiring and other related components, in an amount not to exceed \$533,158.26 and to further authorize the Civil / Legal Department to negotiate the terms and conditions of the contract, associated fees and any other matters incident thereto. **[2019A Bond Series; Account #7130-6040-001-474501 (Construction in Progress)]**

Company Name	Total Score	Ranking
ABBA Construction LLC	162	3
Mid America Golf and Landscape	242	2
VM Golf Services Inc.	247	1

Issue: Commissioners Court secured bond series money to fund golf course improvements. The Purchasing Agent was authorized to solicit competitive sealed proposals for this project as per State law procurement rules.

Solution: Award highest ranking company as recommended by County staff.

Result: Awarded company can start the needed improvements to the County golf course. Irrigation improvements will help maintain greens and provide the Citizens of Webb County and their families a more presentable golf course.

Water Utilities

25. Discussion and possible action to award Southern Trenchless Solutions LCC a contract in the sum of \$850,774.00 under the BuyBoard 555-18 contract for the rehabilitation and pump replacement of Lift-Stations #1, #3, and Manhole Rehabilitation Phase II, and in accordance with the Texas Local Government Code (Cooperative Purchasing Program Participation). **[Funding is available and identified in the approved Capital Improvements Program under the 2016 Bond, 7220-7270-001-474501 (Construction in Progress)]**

Issue: Lift Stations are assets within the wastewater collection system that routes all waste to the Plant for final treatment. Along the way pumping stations are used to collect and re-pump the wastewater. The stations within the Rio Bravo and El Cenizo require some rehabilitation both structural and replacement of the pumps.

Solution: We have identified a contractor with a contract with the BuyBoard that has the experience and capability to rehab these stations effectively without the preliminary report and engineering design normally completed thus saving funds allocated for direct rehab.

Result: Approve contract and commerce with last third rehabilitation projects.

26. Discussion with possible action to approve the execution of a construction contract between Webb County and Back Up Solutions, Inc., pursuant to prior award for RFP 2019-011 "Colorado Acres Water Treatment Facility Rehabilitation" Project to Back Up Solutions in the amount of \$489,800.00; with additional discussion and action regarding proposed pricing and equipment; and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto.
[Account #2019A Bond Series 3869-7230-001-474501-030]

Issue: Under current conditions and due to inoperable equipment, the Colorado Acres RO facility has been out of service requiring the delivery via truck and tanker and an average of 40,000 gallons of water daily for the use of residents of the Las Lomas colonias.

Solution: Award RFP to proposer who will rehabilitate and improve the inoperative equipment to current standards in order to provide services to the residents of Las Lomas colonias.

Result: With the rehabilitation of the existing facilities, sufficient water could be provided for the Las Lomas residences without significant expenditure of labor, equipment, and fuel.

Honorable Jesse Gonzalez, Webb County Commissioner Pct. 1

27. Discussion and possible action to dedicate the park located behind the El Cenizo Community Center and be recognized and named The Gael Juarez Community Park; and any other matters incident thereto.

Honorable Tano E. Tijerina, Webb County Judge

28. Discussion and possible action to authorize the use of County golf carts from the Casa Blanca Golf Course to be used by WBCA during the February festivities; and any other matters incident thereto.
29. Status report with discussion and possible action regarding current Bond Series projects; and any other matters incident thereto.

Closed Session/Executive Session

30. Discussion and possible action to approve a Right-of-Entry For Survey and Site Assessment with U. S. Customs and Border Protection (C.B.P.), upon an approximately 15.006 acre tract (being out of Porcion 46, Abstract 478, located adjacent to Rio Bravo, Texas) owned by Webb County and allowing C.B.P. to assess the property for the purpose of conducting environmental assessments, property surveys, appraisals and any other such work which may be necessary and incidental to the Government's assessment of the property for possible acquisition, for a term of eighteen (18) months, commencing January 21, 2020 and any matters incident thereto; authorizing the Webb County Judge to execute any and all relevant

documents. **[Executive Session/Closed Session may be requested pursuant to Texas Government Code §551.07, Consultation with Attorney, pending or contemplated litigation.]**

31. **Communications**

32. **Adjourn**

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



DISABILITY ACCESS STATEMENT



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

DATED THIS 23rd DAY OF JANUARY, 2020

By: Melinda Mata
Melinda Mata
Court Administrator

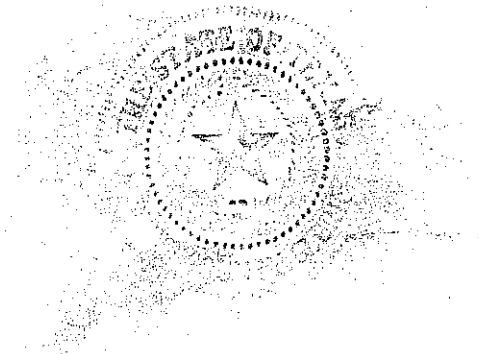
CERTIFICATION OF NOTICE AND POSTING

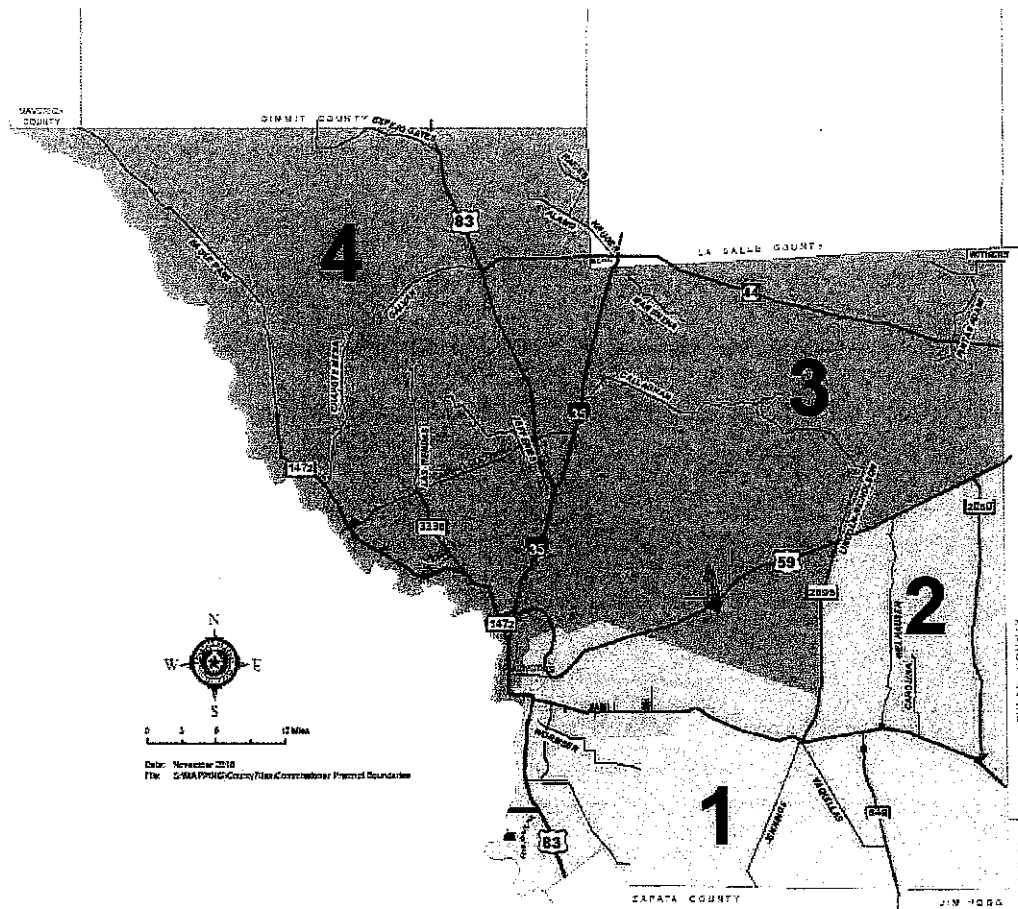
I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 23rd day of January, 2020 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 23rd DAY OF JANUARY, 2020






MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS

BY: [Signature]
For: Margie Ramirez Ibarra, County Clerk By: Rebekah A. Gonzalez
Deputy Clerk





COUNTY COMMISSIONERS

	Honorable Tano E. Tijerina	County Judge
	Commissioner Jesse Gonzalez	Precinct 1
	Commissioner Rosaura "Wawi" Tijerina	Precinct 2
	Commissioner John C. Galo	Precinct 3
	Commissioner Cindy Liendo	Precinct 4

Webb County, Texas Commissioner Precinct Boundaries