

# WEBB COUNTY, TEXAS

# **COMMISSIONERS COURT**

# PUBLIC NOTICE COMMISSIONERS COURT MEETING

WEBB COUNTY COURTHOUSE 1000 HOUSTON STREET, 2ND FLOOR LAREDO, TEXAS 78040 **DECEMBER 13, 2021** 9:00 a.m.



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

- Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk 1.
- 2. Pledge of Allegiance/Invocation
- 3. Discussion and possible action for Approval of Bills, Payroll, and Monthly Reports (Auditor, Treasurer, Business Office, Emergency Management, Human Resources, Risk Management, Tax Assessor-Collector; and any other Department reports); and any other matters incident thereto.
- Public Comment This section provides the public the opportunity to address 4. 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, by order, a budget amendment to the District Attorney State forfeiture fund by increasing the expenditure budget by \$18,428; said amount is available from seized funds pursuant to Chapter 18 of the Texas Code of Criminal Procedure. [Requested by Isidro "Chilo" Alaniz, District Attorney; Fund #2161-2260]

	Account Number	Account Name	Amount
From:	2161-259700	Fund Balance	\$18,428
То:	2161-2260-001-413000	Overtime	\$4,000
	2161-2260-001-422000	FICA	\$315
	2161-2260-001-423000	Retirement	\$525
-	2161-2260-001-425000	Unemployment Tax	\$35
	2161-2260-001-426000	Workers Compensation	\$125
<del></del>	2161-2260-001-460105	Minor Tools & Apparatus	\$13,428

		\$18,428
<u> </u>	<u></u>	

**Issue:** New proceeds under Chapter 18 of the Texas Code of Criminal Procedure have been awarded and may be spent by the attorney representing the State after a budget for the expenditure of the proceeds has been submitted to the Governing Body.

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

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

**b.** Discussion and possible action to amend, by Order, the 2022 Capital Project Fund budgets to the fiscal year-end 2021 available carry-over balances, and any other matters incident thereto.

**Issue:** The proposed Capital Project budgets were based on estimates as of August 2021. Capital Project budgets require the correct available balances for 2022.

**Solution:** Capital Project budget amendments to have the appropriate available funding.

**Result:** With these budget amendments, the Capital Project funds will have the correct available balances for October 1, 2021.

c. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within Grants Funds. [Requested by Martin Cuellar, Webb County Sheriff; Grant Fund #2738]

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2738-3010-001-456205	Training & Education	\$2,400.00	\$2,400.00	\$2,400.00	-0-
	2738-3010-001-458000	Administrative Travel	\$5,883.00	\$5,883.00	\$5,883.00	-0-
				\$8,283.00		
To:	2738-3010-001-413000	Overtime	\$16,806.74	\$6,448.95	\$16,806.74	\$23,255.69
	2738-3010-001-422000	FICA County Share	\$1,286.06	\$493.00	\$1,286.06	\$1,779.06
	2738-3010-001-423000	Retirement County Share	\$2,067.16	\$1,104.92	\$2,067.16	\$3,172.08
	2738-3010-001-425000	Unemployment Tax	\$111.01	\$42.48	\$111.01	\$153.49
	2738-3010-001-426000	Worker Compensation	\$504.02	\$193.65	\$504.02	\$697.67
				\$8,283.00		į

**Issue:** A no cost-budget adjustment was approved by the state grant agency.

**Solution:** Request a line item transfer.

**Result:** 100% of the grant funding will be available in the needed budget line item.

d. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within HIDTA grant funds. [Requested by Sheriff Martin Cuellar]

	Acct. Number	Acct. Name	Request
From:	2906-3010-330300	Grant Revenue	\$2,600
To:	2906-3010-001-413000	Overtime	\$2,000
	2906-3010-001-422000	Fica County Share	\$188
	2906-3010-001-423000	Retirement County Share	\$281
	2906-3010-001-425000	Unemployment Tax	\$37
	2906-3010-001-426000	Workers Comp	\$94
			\$2,600

**Issue:** Overtime accounts exceeded budget amounts. Budget increase was approved by HIDTA.

**Solution:** Seeking Authorization to move funds to mentioned accounts.

Result: Funds will be available.

e. Discussion and possible action to establish seven new funds as per Texas 87th Legislation Senate Bill 41 Consolidated State Civil Fees that are effective January 1, 2022.

**Issue:** SB41 requires to establish funds for Justice Court Support, Language Access, Clerk of the Court, Appellate Judicial System, Court Facility Fee, Judicial Education and Support, Public Probate Administrator.

**Solution:** Establish new funds to record revenue and expenditures as per SB41.

**Result:** Reporting compliance with State law SB41 for Consolidated State Civil Fees that are effective January 1, 2022.

f. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within bond series 2019A fund projects.

[Requested by Auditor]

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	3874-9080-001-485005	Interest income series 2019A	\$5,000	\$24,245	\$19,245
To:	3867-7230-001-474501-002	Construction in Progress: Former HEB bldg.	\$5,000	\$0	\$5,000

**Issue:** Budget line item transfer is needed to cover direct reimbursable expenses as per architectural services contract of former HEB building.

**Solution:** Transfer funds from interest income to proper budget for direct reimbursable expenses.

**Result:** There will be sufficient funds to pay invoices for direct reimbursable expenses.

g. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within grant funds (Community Services Block Grant Cares Act) to cover budget balances from 2021 Fiscal Year. This action will not have an impact to the County General Fund. [Requested by James Flores, Director-CAA and Economic Development Department]

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	2368-5270-521-412000	Part-Time	\$35,178.19	\$44,454.23	\$9,276.04
	2368–5270-521-422000	Fica	\$6,503.00	\$7,212.60	\$709.60
	2368-5270-521-425000	Unemployment Tax	\$2,814.37	2,840.97	\$26.60
	2368-5270-521-426000	Worker Compensation	\$585.84	\$590.48	\$4.64
	2368-5270-521-456005	Postage & Courier Service	\$6,100.00	\$6,100.00	\$0
	2368-5270-521-457008	Contractual	\$876.00	\$876.00	\$0
	2368-5270-521-458060	In Town Mileage	\$1,450.00	\$1,450.00	\$0
	2368-5270-521-460028	Janitorial Supplies	\$2,116.85	\$2,116.85	\$0
			\$55,624.25		
То:	2368-5270-521-457008-010	Contractual Skills Training	\$54,395.00	\$184,050.64	\$238,445.64
	2368-5270-521-460000	Office Supplies	\$1,229.25	\$11,638.91	\$12,868.16
			\$55,624.25		

**Issue:** Funds available in account will not cover cost needed to continue operation of service through the end of the budget year.

**Solution:** Approve the line item transfer.

**Result**: There will be sufficient funds in both mentioned line items, which will be allowed to continuation of service.

h. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers within grant funds (Comprehensive Energy Assistance Program) to cover budge balances from 2021-Fiscal Year. This action will not have an impact to the County General Fund. [Requested by James Flores, CAA and Economic Development Director]

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2362-5150-521-421000	Health Life Insurance (Admin)	\$12,857	\$72.00	\$2,919.39	\$2,847.39
	2362-5150-521-423000	Retirement County Share(Admin)	\$10,626	\$670.74	\$2,303.31	\$1,632.57
	2362-5150-521-425000	Unemployment Tax (Admin)	\$523	\$40.26	\$373.90	\$333.64
	2362-5150-521-426000	Worker Compensation (Admin)	\$274	\$23.45	\$58.77	\$35.32
	2362-5360-521-421000	Health Life Insurance (Direct Service)	\$25,586	\$506.11	\$2,142.08	\$1,635.97
	2362-5360-521-422000	Fica County Share (Direct Service)	\$9,717	\$160.76	\$863.43	\$702.67
	2362-5360-521-423000	Retirement County Share (Direct Service)	\$14,287	\$276.77	\$1,306.33	\$1,029.56
	2362-5360-521-425000	Unemployment Tax (Direct Service)	\$754	\$13.91	\$302.13	\$288.22
	2362-5360-521-426000	Worker Compensation (Direct Service)	\$172	\$19.63	\$51.03	\$31.40
	2362-5360-521-457900	Program Expenditures	\$30,000	\$2,735.22	\$9,539.91	\$6,804.69
	2362-5360-521-463802	Household Crisis	\$69,543	\$396.76	\$396.76	\$0
				\$4,915.61		
То:	2362-5150-521-410000	Payroll Cost (Admin)	\$92,903	\$540.32	\$13,238.12	\$13,778.44
	2362-5150-521-422000	Fica County Share ( Admin)	\$6,958	\$266.13	\$586.33	\$852.46
	2362-5360-521-410000	Payroll Cost (Direct Service)	\$131,162	\$872.20	\$9,228.58	\$10,100.78

2362-5360-521-463804	Utility Assistance	\$690,543	\$3,236.96	\$243,953.58	\$247,190.54
			\$4,915.61		

**Issue:** Funds available in account will not cover cost needed to continue operation of service through the end of the budget year.

**Solution:** Approve the line transfer.

**Result:** There will be sufficient funds in both mentioned line items, which will be allowed to continue service.

#### 6. <u>Civil Legal Division</u>

a. Discussion and possible action to approve an amendment to the reimbursement agreement between Webb County on behalf of the Webb County Sheriff's Office and the Organized Crime Drug Enforcement Task Force (OCDETF) during the performance period of October 1, 2021 through September 30, 2022 for an amount not to exceed Sixteen Thousand Five Hundred Dollars (\$16,500.00) in overtime for the Webb County Sheriff's Office deputies through the OCDETF Investigation/Strategic Initiative to clarify that the funds are to be used for overtime work and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. Estimated applicable fringe benefits in the amount of \$3,900 for this overtime will be covered by State forfeiture funds; and, thus, this agreement will have no impact to the general fund. [Requested by the Webb County Sheriff's Office, Fund #2463 for the Agreement and Fund #2151 - State Forfeiture Funds to Cover Fringe]

**Issue:** Collaboration between federal, state and local law enforcement agencies is necessary to pursue and dismantle organized crime organizations within Webb County and along the Texas international border.

**Solution:** Enter into contractual agreement for an operation with federal agencies and continue local participation in joint overtime operations under the Organized Crime Drug Enforcement Task Forces Program.

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

b. Discussion and possible action to enter into a Three (3) year agreement (January 1, 2022 through December 31, 2025) between Webb County and T.E.B. Benefits Group Inc. which requires a contemporaneous Third Party Payment Agreement with National Benefit Services and a Business Associate Agreement for compliance with HIPAA regarding the personal health information of Webb County's Employees which will be processed in conformance with the Webb County Cafeteria Plan. Said terms, services and

obligations are set out in Schedule A while the costs are itemized in Schedule B of the Service Agreement; and authorizing the Webb County Judge to sign all relevant documents and any other matters incident thereto. [Requested by Risk Management; Account #6100-1090-001-432057 (Cafeteria Plan Administration Fees)]

- c. Discussion and possible action correct and clarify agenda item 6b which was heard and approved on November 9, 2020, regarding the agreement between Webb County and Deer Oaks EAP Services. Said agenda item should have stated as follows: Discussion and possible action to enter into a two (2) year (October 1, 2020 through September 30, 2022) Employee Assistance Program Services Agreement between Webb County and Deer Oaks EAP Services, LLC to provide counseling services for the Webb County Employees at a total cost of One Dollar and Thirty-Nine Cents (\$1.39) per employee per month in an amount not to exceed \$25,000 per year throughout the two year term of the agreement, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Ernesto Guajardo, Human Resources Director; Account #1001-1130-001-432001 (Professional Services)]
- d. Discussion and possible action to enter into a one (1) year Professional Service Agreement between Webb County and Cynthia Santos, RD, LD for Dietitian services for the performance period of December 1, 2021, through November 30, 2022, in an amount not to exceed Twenty-Two Thousand Dollars (\$22,000.00); and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. [Requested by Risk Management, Account #6100-1090-001-462000 (Wellness Employee Clinic Expenditures)]

**Issue:** The Webb County Risk Management Department has identified the need for dietary management in order to reduce the cost of medical care for Webb County employees.

**Solution:** Approve the agreement in which a Dietitian will provide personalized dietary meal plans for Webb County Employees in order to better manage their health while reducing their morbidity.

**Result:** Webb County Employees will have a means to improve their health and Webb County will reduce is medical claims.

e. Discussion and possible action to enter into a six (6) month (November 1, 2021 through May 6, 2022) Non-Financial Memorandum of Understanding (MOU) between Laredo College (LC) and Webb County. This MOU provides an opportunity for LC Work-Study students to be employed at Webb County offices that will be fully paid by LC under the Texas Work-Study Program.

Students will be allowed to work a total of 15 hours per week through the term of the MOU and any other matters incident thereto. [Requested by Dr. Pedro Alfaro, Webb County Risk Management Director]

- f. Discussion and possible action to authorize Webb County to execute an Order of Acceptance for the dedication of One (1) Roadway Right-of-Way, Utility, and/or Drainage Easements out of Antonio Santos Subdivision for the purpose of acquiring these necessary easements by Webb County to be able to perform road maintenance and improvements to the public right of way, drainage and/or utility easements in order to facilitate transportation needs for residents including emergency medical services and school bus pickups for students, and to authorize the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Luis Perez Garcia, Webb County Engineer]
- g. Discussion and possible action to authorize execution of a one-year hardware/software maintenance and service contract renewal commencing October 1, 2021 thru September 30, 2022 between Webb County and International Business Machines Corporation (IBM), at a total cost of Nine Thousand Seven Hundred Ninety Five with Ninety-Six cents (\$9,795.96) and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Director, I.T. Department; Account #1001-1280-001-443000-035 \$4,296.00 (Hardware Maintenance) & Account #1001-1280-001-443000-110 \$5,499.96 (Software Maintenance)]
- h. Discussion and possible action to approve a five year (5 yr.) computer hardware, software support service & maintenance agreement between Webb County and Pitney Bowes, for the Webb County Tax Office annual ad-valorem tax statement notice and postal billing system, effective retroactively from October 1, 2021 thru September 30, 2026, at the monthly rate/fee of \$3,098.00; subject to annual budgetary appropriations and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. [Requested by Patricia Barrera-Webb County Tax Assessor-Collector; Account #1001-1320-001-4430-035 (Repairs & Maintenance of Equipment)]
- i. Discussion and possible Action to approve a ten year (10 yr.) renewal term for an Oil and Gas Pipeline Right-of-Way Easement for assignee Texas Pipeline Webb County Rich System, LLC., as per original O&G pipeline R.O.W. between Meritage Midstream Services, LLC., and Webb County, as Trustee for Webb County School Lands (W.C.S.L.), on September 27, 2011, as per memorandum of same recorded in Vol. 3152, Page 421 Real Property Records of Webb County, Texas. The rental rate for the new 10 yr. term is \$227,820.85 (\$15.00 per linear foot x 12,531.40 ft., + 2021 Consumer Price

Index (C.P.I.) adjusted rent rate), commencing September 26, 2021. [Requested by Civil Legal Department]

j. Discussion and possible action to amend a Master Agreement entered into between Webb County and AT&T on July 26, 2021, item 8.b. in order to incorporate a twenty-four/seven day a week (24X7), four (4) hour premium maintenance service to Webb County at no additional cost and authorize the Webb County Judge sign any relevant documents and any other matters incident thereto. [Requested by Gus Ornelas, Information Technology; Account #1001-1130-001-441805 (General Fund)]

**Issue:** Webb County is no longer under contract with AT&T for dedicated internet services.

**Solution:** Sign all relevant documents to enter into the amended service agreement with AT&T.

**Result:** Webb County will have continued dedicated internet services with the added 24/7 added support.

- k. Discussion and possible action to approve a five year (5 yr.) dish washing machine service & maintenance agreement between Webb County and Aquachlor, Inc., for the Headstart/Early-Headstart Department building located at 4704 Naranjo St., commencing November 21, 2021 thru November 20, 2026, at the monthly rate of \$234.90 as follows; (\$224.95 monthly rental fee + \$9.95 monthly environmental service charge); subject to annual budgetary appropriations; and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. [Requested by Aliza Oliveros-Director Webb County Headstart/Early-Headstart Program; Account #2303-5210 531-443000-035 (Repairs & Maintenance Equipment)]
- I. Discussion and possible action to approve and enter into a member agency application & member agency agreement between Webb County and the Webb County Food Bank, for their Headstart Early Headstart Program; and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. [Requested by Aliza Oliveros-Director Webb County Headstart/Early- Headstart Program; Application Only No Funding Source Needed]
- m. Discussion and possible action to approve a minor boundary modification application for expansion of City of Laredo's Foreign Trade Zone (F.T.Z.) No. 94, with the Foreign Trade Zone Board/U.S. Dept. of Commerce as requested by Detcen Holdings, LLC. (Owner/Landlord/Lessor), & Transplace Mexico, LLC., (Lessee/Tenant) and the City of Laredo by adding Lot Number

2, Block 1, Khaledi Industrial Park, Phase 2, Laredo, Webb County, Texas and commonly known as 107 Ross Khaledi Rd., Laredo, Webb County, Texas 78045, to F.T.Z. No. 94, for approval by Webb County, and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. [Requested by Detcen Holdings, LLC./Transplace Mexico, LLC./City of Laredo]

#### 7. Commissioners Court

a. Discussion and possible action to authorize the purchase of an advertisement in the ByGeorge Magazine to promote tourism in Webb County during the Washington's Birthday Celebration festivities in the amount of \$2,295. The Webb County Commissioners Court would be featured on said advertisement. [Account #1001-1310-001-454000 (Advertising)]

#### 8. Community Action Agency

a. Discussion and possible action to accept the recommendation from the Webb County Housing Rehabilitation/Reconstruction Scoring Committee to approve the following four (4) applicants to receive assistance under the Texas Department of Housing and Community Affairs - Office of Colonia Initiatives (TDHCA-OCI) Self-Help Center program and authorize the Webb County Purchasing Agent to solicit bids and any other matters incident thereto. Housing rehabilitation / reconstruction costs to be covered by the Self-Help Center grant TCDP 7220013.

1	104 E. Maria Elena	Pueblo Nuevo
2	286 Welch Rd.	San Carlos II
3	126 Milagro	Pueblo Nuevo
4	127 W. Eleventh St.	Bruni

**Issue:** Commissioners Court approval is required in order to solicit bids for these homes.

**Solution:** Obtain Commissioners Court authorization for the solicitation of bids by the Purchasing Agent.

**Result:** Successful completion of grant and the successful rehabilitation / reconstruction of these homes.

#### 9. **Economic Development**

Discussion and possible action to approve the 2021-2022 budget for the a. Webb County Court at Law 2 DWI Court Program, associated with Substance Abuse and Mental Health Services Administration (SAMHSA) Grant Award Number 5H79TI081049-04, Funding Opportunity Number TI-18-008, authorizing the County Judge to sign all relevant documents, and all other matters incident thereto. There is no impact to the County budget. All required documents were sent for review through the Economic Development Department and the budget and award are compliant with the Webb County Single Point of Contact (SPOC) procedures. The total grant award will be budgeted into fund Account #2356 with sub-accounts for Payroll, Health Insurance, FICA, Retirement, Unemployment, Workers Compensation, Professional Services, Contractual (SCAN), Administrative Travel, Materials & Supplies, and Other. Amounts are subject to change according to changes in Webb County rates. In the event of such changes, line item transfers will be requested and executed, and a new detailed budget will be submitted for the Commissioners Court review and approval. The Budget is to reflect as listed on the Notice of Award (NOA) as approved by SAMHSA. [Requested by County Court at La 2 DWI Court Program]

Award Calculation (U.S. Dollars)
Personnel(non-research) \$101,000
Fringe Benefits \$42,574
Travel \$3,466
Supplies \$1,200
Contractual \$251,760
Direct Cost \$400,000
Total Approved Budget \$400,000

**Issue:** The approval of the budget by the Commissioners Court is required in order to have the Auditor's Office key in amounts under the corresponding fund account and sub-accounts.

**Solution:** The Commissioners Court approving the budget as submitted to, and approved by, SAMHSA.

**Result:** The County Court at Law 2 DWI Court Program will be able to continue to provide services and operate fully.

Plan Grant 5311- 2021- WEBB CO- 00056, wherein Webb County Community Action Agency - El Aguila Rural Transportation will be accepting a total of FIFTY ONE THOUSAND SEVEN HUNDRED SIXTY FOUR DOLLARS (\$51,764.00) which reflects two combined draft amounts of FIFTY THOUSAND NINE HUNDRED EIGHTY SEVEN DOLLARS (\$50,987.00) and SEVEN HUNDRED SEVENTY SEVEN DOLLARS (\$777.00) from the Texas Department of Transportation (TxDOT). This grant does not require a County Match. All required documentation has been submitted to the Economic Development Department for review and the solicitation is compliant with Webb County (SPOC) Single Point of Contact procedures. No Impact to the General Fund. [Requested by James Flores, CAA Executive Director]

**Issue:** Texas Department of Transportation (TxDOT) presented two draft amounts for the American Rescue Plan grant.

**Solution:** The Community Action Agency- El Aguila will accept the combined amount of \$51,764.00 and these funds will be used in both administrative and operational expenses.

**Result:** Approval of amendment will ensure continuation of services throughout the rural areas of Webb County.

c. Discussion and possible action to approve the submission of Grant Amendment #3 to Contract #612100032468 for the Community Services Block Grant (CSBG) from Texas Department of Housing and Community Affairs (TDHCA) for the fiscal year 2021 and request a contract extension to March 31, 2022. Authorizing the County Judge to sign all relevant documents. This Contract will not have an impact to the General Fund. Documentation has been reviewed by Webb County Economic Development Department and is compliant with SPOC policies and procedures. [Requested by James Flores-Director of Community Action Agency & Economic Development Department; Grant Account #2368-5170-330300]]

**Issue:** Approve submission of grant amendment #3 to Contract # 612100032468 from Texas Department of Housing and Community Affairs (TDHCA) for the Program Year 2021 and approve contract extension until March 31, 2021.

**Solution:** The Community Services Block Grant (CSBG) provides support services to eligible elderly, and 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.

#### 10. Fire Suppression & EMS Services

a. Discussion and possible action to accept a donation from EOG Resources, Inc., as per Local Government Code 81.032, in the amount of \$1,500.00 to be utilized in the following line items: Administrative Travel, Training & Education, and Materials & Supplies; and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto.

[Account #1001-3140-001-458000 (Administrative Travel); #1001-3140-001-456205 (Training & Education); #1001-3140-001-461000 (Materials & Supplies)]

**Issue:** Donation check issued by EOG Resources, Inc. to support the mission of the Webb County Volunteer Fire Department.

**Solution:** Deposit money accordingly, \$500 into Administrative Travel, \$500 into Training & Education, and \$500 into Materials & Supplies.

**Result:** Continue working relationship with EOG Resources, Inc., and meet department needs.

#### 11. 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 Slot:

Slot#	<u>Title</u>	Hourly Rate	Pay Periods
2570	Part Time Classroom Aide	\$10.09	26

**b.** Discussion and possible action to approve the posting and filling of the following Slots:

<u>Slot #</u>	<u>Title</u>	Hourly Rate	<u>Pay Periods</u>
2965	Substitute	\$9.71	20
2983	Substitute	\$9.71	20

# 12. <u>Honorable Roberto "Bobby" Quintana, Justice of the Peace Pct. 2 Pl.</u> 1

a. Discussion and possible action to authorize, the purchase of two printers with toner in the amount of \$1,134.06 through the funding source from the Technology fund pursuant to Article 102.0173 of the Texas Code of Criminal Procedure. [Account #2009-2160-001-460105]

**Issue:** We are a high traffic office. Therefore, when the main copier is out of service we need to be able to stay in operation in all departments.

**Solution:** We need a printer in civil and one in the office manager's space as a backup for when the copier is out of service that will help us stay functional. Then other departments are covered already with small printers for backup.

**Result:** We can patiently wait for the copier to get fixed, as long it needs to take. Consequently, we will stay functional to serve our customers.

#### 13. Public Defender

a. Discussion and possible action to approve the posting and filling of Slot #2616, subject to the availability of payroll funds and any applicable Civil Service guidelines, as well as any and Wage Plan Policies, effective December 13, 2021:

Slot # Title Salary

2616 Supervising Attorney \$90,108.04 - \$100,767.12 (25/N-W)

Issue: Slot #2616 will become vacant on December 9, 2021.

**Solution:** Request is being made to post and fill the vacant Supervising Attorney slot.

**Result:** This action will allow our department to fill the remaining vacant slot, and allow our department to continue to function efficiently and effectively.

#### 14. <u>Purchasing</u>

a. 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 is either by definition salvage or surplus property because of time, accident, or any other cause such as, wear and deterioration, damaged, or obsolete that has no value and/or usefulness for the intended purpose and is no longer needed by the department.

**Solution:** Authorize the Purchasing Agent to attempt to sell the County surplus or salvage property through public auction, dispose or destroy property that cannot be sold through public auction 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 and/or donate as permitted by state law.

**Result:** Generate auction revenue from sale of county property, reduce county expenditures by transferring surplus property to other departments and make room for future assets replacing salvage or surplus items no longer needed.

b. Discussion and possible action to authorize the Purchasing Agent to solicit Request for Proposals (RFP) for Inmate Phone Services for the Webb County Jail in accordance with the Texas Local Government Code; Section 262.030 (Alternative Competitive Proposal Procedure for Certain Goods and Services) and any other matters incident thereto. [Account #1001-4070-357140 (Telephone Commission)]

**Issue:** The Webb County Sheriff provides means of communication for the incarcerated through contracted vendors to include equipment, installation, software maintenance, collection of fees, commission payments and support services.

**Solution:** Solicit RFP for these services. Current contract final extension will expire at end of July 2022 and/or may be terminated prior without penalty to Webb County or Contracted Vendor.

Result: Continue providing telephone services to Webb County inmates.

c. Discussion and possible action approve and consent to a contract assignment from Arguindegui Oil Co. II, Ltd. (who was awarded Bid No. 2022-05 on July 12, 2021, Item 17.b.) to Offen Petroleum, LLC. ("Offen") as authorized in the original agreement between Webb County and Arguindegui Oil; and authorizing the Webb County Judge to sign all relevant documents and any other matters incident thereto.

**Issue:** Arguindegui Oil Co has assigned its agreement to Offen Petroleum.

**Solution:** The Agreement between Webb County and Arguindegui permits assignment so long as it is in writing.

**Result:** Webb County will continue to receive its services for fuel and lubricants.

#### **REGULAR AGENDA**

#### Honorable Martin Cuellar, Sheriff

15. Discussion and possible action to authorize the following change in job title/job description for slot #445 for submission to the Civil Service Commission.

slot#		Title
445	From:	Officer I
445	To:	Pilot

**Issue:** The Webb County Sheriff's Office Seeks to change position from Officer I to Pilot. As per General orders there will be no change in salary rate.

**Solution:** Request authorization from the Webb County Commissioners Court and the Webb County Civil Service Commission to change the job title and description for slot 445.

**Result:** Change in Job title and description.

# **Building Maintenance**

Discussion and possible action to approve the execution of an Elevator Modernization contract for three elevators Unit 1, Unit 2, and Unit 3 located at the New Sheriff's Building (formerly the Downtown H.E.B. Building) between Webb County and Schindler Elevator Corporation (Sourcewell/NJPA Contract # 100516-SCH) for an amount not to exceed

\$539,014.00 in accordance with the Texas Local Government Code; Sub-Chapter F. Cooperative Purchasing; Section 271.101 and Section 271.102, to further authorize the transfer of funds within bond series funds and authorizing the Webb County Judge to execute any and all relevant documents; and any other matters incident thereto. [2019A Bond Series; Account #3868-7230-001-443000-260 (Repairs and Maintenance New Sheriff's Building Downtown formerly the Downtown H.E.B. Building)]

**Issue:** Webb County Commissioners Court authorized the selection of Schindler Elevator Corporation to modernize all County elevators.

**Solution:** Approve the execution of the contract to authorize Schindler Elevator to order parts and schedule the modernization of these elevators.

**Result:** Modernizing the elevator will improve the operation and reliability of the units. Reduce maintenance costs, downtime and improve customer satisfaction on ride quality.

17. Discussion and possible action to approve the execution of an Elevator Modernization contract for one elevator (Unit 1) located at the Webb County Building located at 1620 Santa Ursula (formerly the Webb County Title Building) between Webb County and Schindler Elevator Corporation (Sourcewell/NJPA Contract #100516-SCH) for an amount not to exceed \$116,761.00 in accordance with the Texas Local Government Code; Sub-Chapter F. Cooperative Purchasing Program; Section 271.101 and Section 271.102, to further authorize the transfer of funds within bond series funds and authorizing the Webb County Judge to execute any and all relevant documents; and any other matters incident thereto. [2019A Bond Series; Account #3868-7230-001-443000-260 Repairs and Maintenance Webb County Building (formerly Webb County Title Building)]

**Issue:** Webb County Commissioners Court authorized the selection of Schindler Elevator Corporation to modernize all County elevators.

**Solution:** Approve the execution of the contract to authorize Schindler Elevator to order parts and schedule the modernization of these elevators.

**Result:** Modernizing the elevator will improve the operation and reliability of the units. Reduce maintenance costs, downtown and improve customer satisfaction on ride quality.

18. Discussion and possible action to approve the execution of an Elevator Modernization contract for two elevators Unit D and Unit E for the Justice Center Building Inmate Elevators between Webb County and Schindler Elevator Corporation (Sourcewell/NJPA Contract #100516-SCH) for an amount not to exceed \$237,497.00 in accordance with the Texas Local

Government Code; Sub-Chapter F. Cooperative Purchasing Program; Section 271.101 and Section 271.102, to further authorize the transfer of funds within bond series funds and authorizing the Webb County Judge to execute any and all relevant documents; and any other matters incident thereto. [2019A Bond Series; Account #3868-7230-001-443000-260 (Repairs and Maintenance Webb County Justice Center)]

**Issue:** Webb County Commissioners Court authorized the selection of Schindler Elevator Corporation to modernize all County elevators.

**Solution:** Approve the execution of the contract to authorize Schindler Elevator to order parts and schedule the modernization of these elevators.

**Result:** Modernizing the elevator will improve the operation and reliability of the units. Reduce maintenance costs, downtime and improve customer satisfaction on ride quality.

#### **Civil Legal Division**

19. Discussion and possible action to enter into Third Party Agreements and any matters incident thereto; authorizing the County Judge to sign all relevant documents.

Third Party Contracts – General Fund	
Sacred Heart Children's Home	\$10,000.00
Boys & Girls Clubs of Laredo	\$12,250.00
Greater Laredo Development Foundation	\$30,000.00
Border Area Nutrition Council	\$16,250.00
Laredo Crime Stoppers	\$3,000.00
Laredo Regional Food Bank	\$5,000.00
Webb Soil & Water Conservation District #337	\$5,000.00
Bethany House of Laredo	\$10,000.00
South Texas Food Bank	\$24,750.00
Children's Advocacy Center of Laredo-Webb County	\$50,000.00
Literacy Volunteers of Laredo	\$5,000.00
Casa de Misericordia	\$15,000.00
Habitat for Humanity of Laredo Inc.	\$15,000.00
Border Region Behavioral Health Center (MHMR Community Center)	\$75,000.00

Area Health Education of the Mid Rio Grande Border Area of Texas	\$6,000.00
Rio Grande International Study Center	\$10,000.00
Communities in Schools of Laredo	\$5,000.00
Kidney Foundation of Laredo	\$10,000.00
Third Party Contracts – Health and Welfare – General Fund	
Laredo Animal Protective Society	\$10,000.00
Ruthe B. Cowl Rehabilitation Center	\$40,000.00
Gateway Community Health Center Inc.	\$67,500.00
Mercy Ministries of Laredo	\$75,000.00
Third Party Contracts – Hotel Motel	
Webb County Heritage Foundation, Inc.	\$20,000.00
Laredo Center for the Arts	\$8,000.00
Laredo Chamber of Commerce	\$150,000.00
Washington's Birthday Celebration Association (W.B.C.A.)	\$5,000.00
Border Olympics, Inc.	\$30,000.00
Laredo Children's Museum, DBA Imaginarium of South Texas	\$10,000.00
Society of Martha Washington	\$5,000.00
Princess Pocahontas Council of Laredo, TX	\$5,000.00
LULAC Council #7	\$5,000.00
Latin American International Sports Hall of Fame	\$10,000.00
Laredo Main Street, Inc. (El Centro de Laredo Farmers Market)	\$20,000.00
Laredo Main Street, Inc. (JAMBOOZIE)	\$20,000.00
Special Olympics Texas - Area 21 Laredo	\$10,000.00
USA SAVATE- World Pugilist Hall of Fame	\$5,000.00
USA SAVATE- Projecto Capoeira	\$5,000.00
Laredo Cultural District	\$25,000.00

- 20. Discussion and possible action to approve Change Order No. 11 to the Medical Examiner Remodel Project (Contractor: Quantcorp Construction LLC.) extending the completion date to January 14, 2022 due to supply chain delays and any other matters incident thereto; authorizing the County Judge to sign all relevant documents. [No change in cost. Requested by Engineering Department]
- 21. Discussion and possible action to enter into a construction contract with Quantcorp Construction LLC in the amount of One Million Eight Hundred Sixty-Eight Thousand One Hundred and Thirty-Five Dollars (\$1,868,135.00) for the Webb County Detoxification Facility Renovation Project, located at 1300 Chicago Street, and any matters incident thereto; authorizing the County Judge to sign all relevant documents. [Funding Account #3902-7230-001-474501 (Construction in Progress); Series 202 Interest Income (\$253,310.66)]
- 22. Discussion and possible action to enter into Participation Agreement for the City of Laredo Tax Increment Reinvestment Zone #2 (TIRZ Number 2) to contribute forty percent (40%) of the County ad valorem tax increment attributable to the property in the zone, said sum being approximately Twenty-Six Million Four Hundred Eighty-Six Thousand Four Hundred Ninety-Six Dollars (\$26,486,496.00), to be used within the zone to fund public improvements within the zone (Killam Coves), including One Million Dollars (\$1,000,000.00) to reimburse Webb County for a public work project for assembly, public health, public safety and emergency shelter outside the zone and any matters incident thereto; authorizing the County Judge to sign all relevant documents. [Requested by the Webb County Commissioners Court]
- 23. Discussion and possible action to enter into a Development Agreement with Killam Development, Ltd. for the conveyance to Webb County of an approximate four (4) acre tract of land, located in South Laredo fronting on Modular Blvd., for a public facility to be used for public assembly, public safety, public health, community meetings, and emergency shelter and any other matters incident thereto; authorizing the County Judge to sign all relevant documents. [Requested by Webb County Commissioners Court]
- 24. Discussion and possible action to enter into a one year parking lease, with three (3) one year options, for five (5) parking spaces (County parking lot, 1200 Washington St.) at One Hundred Dollars per space, payable in arrears and upon invoicing with the U.S. Attorneys Office Southern District of Texas effective February 1, 2022 through January 31, 2023 (initial term) and any matters incident thereto; authorizing the County Judge to sign all relevant documents. [Requested by Commissioners Court]

- 25. Discussion and possible action to enter into an engineering services agreement with Garver LLC., for design and construction administration of upgrades and rehab to the County's wastewater treatment plant in the amount of Nine Hundred Seventy-Seven Thousand One Hundred Twenty-Four Dollars (\$977,124.00) with an anticipated project term of three hundred sixty-five days (365) and any matters incident thereto; authorizing the County Judge to sign all relevant documents. [Requested by Webb County Utilities Director, Coronavirus State and Local Fiscal Recovery Funds (SLFRF) RFQ 2021-008 ]
- Discussion and possible action to adopt the WEBB COUNTY PUBLIC NUISANCE ABATEMENT RULES AND PROCEDURES by Order, as authorized by chapters 341 and 343 of the Texas Health and Safety Code, Chapter 683 of the Texas Transportation Code, and Chapter 7 of the Texas Water Code; effective upon adoption; and any other matters incident thereto; authorizing the Webb County Judge to sign the Order on behalf of the Commissioners Court. [Requested by Jesse Gonzalez, Commissioner Pct. 1 and Commissioner Rosaura "Wawi" Tijerina, Commissioner Pct. 2]
- 27. Discussion and possible action to, by Order, appoint the Webb County Sheriff as the "Administrator" of the Webb County Public Nuisance Abatement Rules and Procedures and authorizing the Justices of the Peace to hear public nuisance cases for nuisance violations within their precinct; authorizing the County Judge to sign the Order on behalf of the Webb County Commissioners Court. [Requested by Commissioner Rosaura "Wawi Tijerina and Commissioner Jesse Gonzalez]

#### **Elections**

28. 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:	1001-1110-001-451201	Election Expense	\$200,000	\$15,000	\$94,320.98	\$79,320.98
To:	1001-1110-001-456005	Postage & Courier Service	\$45,000	\$15,000	\$2,470.99	\$17,470.99

**Issue:** The election Postage & Courier Service Fund currently has insufficient appropriation funds to cover expenditures for this upcoming fiscal year of the mass mail out of voter registration cards and any other expenditures needed through the fiscal year.

**Solution:** Budget amendment line item transfer to increase revenues and expenditure will address the condition.

**Result:** Election department will be able to cover the pending expenditure plus any future expenditures throughout the end of the fiscal year.

#### Information Technology

29. 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:	1001-1130-001-431007-010	Operational Reserve		\$50,000		
To:	2005-1010-001-470000	Capital Outlay	\$0.00	\$50,000	0.00	\$50,000

Issue: Request funds to purchase new Shredder for Records Management.

Solution: Seeking Authorization to transfer funds.

**Result:** Transfer of funds will cover the purchase.

#### <u>Planning</u>

30. Discussion and possible action to adopt, by Order, the Reestablishment, Redefining and Renumeration of the County Election Precincts (aka, voting tabulation districts, "VTD"s) to conform with adopted redistricting changes (§42.005, Election Code), comply with population requirements (§42.006, Election Code) and to the extent legally permissible, separates unincorporated territory from incorporated territory of municipalities with a population of 10,000 or more (§42.007, Election Code); authorization for the County Judge to execute all required documents; directives to the County Clerk, Elections Administrator and staff to publish required notices in the newspaper and the county's official website; and ordering the submission of all required certified copies to the Texas Secretary of State in compliance with state law. [Co-sponsored by Jose Salvador Tellez, Elections Administrator]

### **Purchasing**

31. Discussion and possible action to accept the rankings and award Request for Qualifications (RFQ) 2022-001 "Re-Roofing Design and Construction Administration Services" to the highest ranking firm Raba Kistner, in accordance with the Professional Services Procurement Act; Section 2254.004 (Contract for Professional Services or Architect, Engineer, or Surveyor) and to further authorize the Civil Legal Division to negotiate the terms and conditions of the professional services agreement and any other

matters incident thereto.

Company Name	1	2	3	Total Score	Ranking
Armko Industries Inc.	88	91	82	261	4
Bluefin LLC	85	90	76	251	6
Centurion Industries Inc.	82	85	75	242	7
Gomez Mendez Saenz, Inc.	77	77	81	235	9
North American Roofing Services	76	70	77	223	10
pbGroup LLC	77	79	80	236	8
Pie Consulting & Engineering	86	94	79	259	5
Premier Building Envelope Consultants	77	60	76	213	11
Raba Kistner	96	97	87	280	1
Rimkus Consulting Group Inc.	91	94	80	265	3
Terracon Consultants Inc.	84	94	89	267	2

**Issue:** The Justice Center Building roof has leaked on multiple occasions due to heavy rains. Webb County does not have the expertise to perform a thorough inspection of the roof and/or prepare detailed specifications and plans for vendors to submit formal bids for the removal and installation of a new roof to prevent further damage.

**Solution:** Award Request for Qualifications (RFQ) 2022-001 to the highest ranking firm and accept the rankings as submitted by the scoring committee.

**Result:** Authorize civil legal division to negotiate with the highest ranking firm and return to court for approval of the professional services agreement.

32. Discussion and possible action authorizing the Purchasing Agent to add one (1) new cell phone device including data services for the Webb County Purchasing Department, Fixed Asset Coordinator pursuant to Sections 271.101 and Texas Local Government Code, Cooperative Purchasing program DIR Agreement TSO-3420 at a monthly rate of \$39.99 plus surcharges and other related fees per line with AT&T FirstNet Plan and subject to annual budgetary appropriation. [Account #1001-1310-001-441010 (Cell Phone Cost)]

### **Commissioners Court Administrator**

33. Discussion and possible action to enter into an architectural services contract with Frank Architects d/b/a Able Cities in the amount of Thirty-Six Thousand Nine Hundred Twenty-Five Dollars (\$36,925.00) to develop construction plans for the golf course palapa, patio, driving range pads and driving range shelter and any matters incident thereto; authorizing the County Judge to sign all relevant documents. [Funding from operational reserve, Account #1001-1130-001-431007-010 not to exceed \$250,000 for the project

#### (being design and construction)]

#### **Closed Session/Executive Session**

- 34. Discussion and possible action to enter into a twenty-two (22) year lease ("initial lease term" - Two years for Development Phase and Twenty years for Construction and Operation Phase) of the Webb County School Lands (Cuchillas and Lomas Pastures) located off Highway 59, Webb County. Texas, with GrandSolar Texas Two, LLC (Lessee), if Lessee exercises options to extend the lease for an additional four (4), six (6) month terms during the "Development Phase" of the Project and two-five (5) year terms during the "Construction and Operation Term Phase" of the Project the total possible Lease Term (if all Options are executed) is Thirty-Four (34) years, for the purpose of constructing and operating a three hundred (300MW) megawatt Solar Energy Project on said school lands in the amounts of Twenty Five Thousand Dollars (\$25,000.00) per year to lease the school lands during the "Development Term" escalating 1.5% annually during the Development Phase and payments during the "Construction and Operational Term" (remainder of the Lease Term) of Three Hundred Fifty Dollars (\$350.00) per acre for the Project Foot Print (with guarantee "rent" payments for 1,900 acres) with said "rents" escalating 2% per year during the "Construction and Operational Term", and any matters incident thereto. [Closed Session/Executive Session is requested pursuant to Government Code §551.0725 Deliberation Regarding Contract (Lease) Being Negotiated; Closed Meeting]
- 35. Discussion and possible action to discuss the lease and use of an approximate three acre site located on the Webb County School Lands (Lomas/Cuchillas pastures) and any other matters incident thereto. [Closed session/Executive Session may be requested pursuant to Texas Government Code §551.071, Consultation with Attorney, pending or contemplated litigation]
- 36. Status report with discussion and possible action to authorize general counsel, County Budget Officer, and CBA committee to finalize terms and conditions of the 2020 2027 Collective Bargaining Agreement with the Webb County Deputy Sheriffs' Association (WCDSA); with additional action to approve and finalize said agreement contingent upon approval by the Webb County Deputy Sheriff's Association; and to authorize the County Judge to execute said agreement on behalf of Webb County; and to take any other action related to said agreement. [Closed Session/Executive Session is requested pursuant to Government Code §551.0725 Deliberation Regarding Contract Being Negotiated; Closed Meeting]

### **Presentations**

- 37. Presentation by Natalie Hernandez, President of the Washington's Birthday Celebration Association (WBCA), regarding the upcoming WBCA events with presentation of the 124th Celebration's Commemorative Poster to the Webb County Judge and Commissioners Court. [Requested by Tano E. Tijerina, County Judge]
- Recognition and presentation of trophy to the United South High School Panthers Football team for representing Laredo, Webb County at the Class 6A Division I Regional Semifinal playoffs in Austin Texas. [Requested by Rosaura "Wawi" Tijerina, Commissioner Pct. 2]
- 39. Communications
- 40. 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.

# 6

#### 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 104h DAY OF DECEMBER, 2021

Molinda Mata

Court Administrator

#### CERTIFICATION OF NOTICE AND POSTING

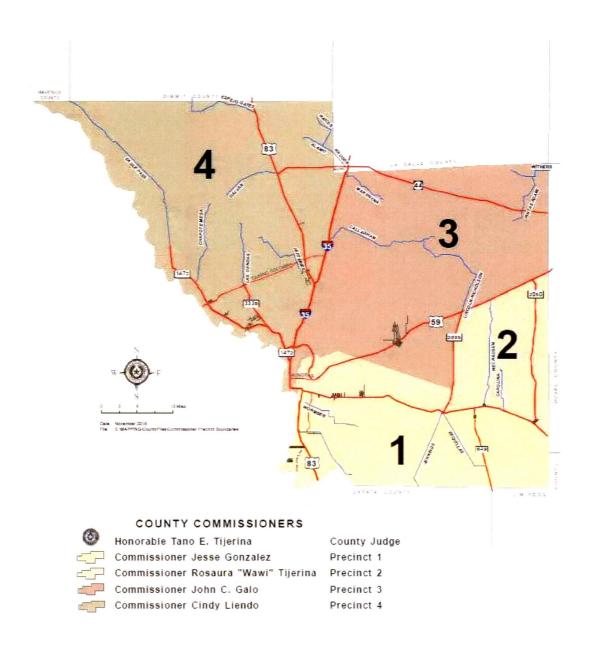
I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the day of December, 2021 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 10th DAY OF DECEMBER, 2021

MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS

For: Margie Ramirez-Ibarra, County Clerk

By: Herlinda Flores, Senior Deputy Clerk



Webb County, Texas Commissioner Precinct Boundaries