



WEBB COUNTY, TEXAS

COMMISSIONERS COURT

MARGIE R IBARRA
COUNTY CLERK
FILED

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WEBB COUNTY, TEXAS

BY GM DEPUTY

PUBLIC NOTICE COMMISSIONERS COURT MEETING

WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
APRIL 11, 2022
9:00 a.m.

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, Emergency Management, Human Resources, Judicial Collections, Risk Management, Tax Assessor-Collector; and any other Department reports); 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, by Order, the following budget amendment (line item transfer) within Forfeiture funds. **[Requested by Miguel Villarreal, Constable Pct. 2]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2183-259700	Fund Balance	\$14,110	\$1,000	\$14,110	\$13,110.00
To:	2183-3180-001-461006	Canine Expenditures	\$1,000	\$1,000	\$5.47	\$1,005.47

Issue: Funds needed for canine Marko expenses.

Solution: With approval of fund transfer the Canine Expenditures account will have enough funds for food and vet visits.

Result: Constable Pct. 2 canine will be able to have monies for food, vet visits and/or any other expenses associated with canine.

- b. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within grant funds and authorizing the County Judge to sign any relevant documents and any other matters incident thereto. **[Requested by James Flores, CAA Director]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2529-6360-521-457008-035	Self-Help Residential Rehab	\$174,000	\$71,830	\$173,915	\$102,085
To:	2529-6360-521-457015	Self-Help Reconstruction	\$225,000	\$71,830	\$220,775	\$292,605

Issue: The Self-Help Center Program submitted a Contract Amendment request to Texas Department of Housing and Community Affairs (TDHCA) in December 2021 however, the Contract Amendment will not be finalized until June 2022. Bids for construction activities have been received and need to be awarded to avoid further cost increases.

Solution: Re-allocate funds within the existing budget to fund the necessary construction line items.

Result: Bids can be awarded at current prices for a successful contract completion.

- c. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within Grant funds. **[Requested by Victor Villarreal, County Court at Law #2 Judge]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2356-2070-003-459020	Other Expenses	\$0.00	\$46,100	\$56,627.96	\$10,527.96
To:	2356-2070-003-410000	Payroll Cost	\$94,957.12	\$30,000	\$53,096.80	\$83,096.80
	2356-2070-003-421000	Health Life Insurance	\$16,896.00	\$9,300	\$9,914.00	\$28,514.00
	2356-2070-003-422000	FICA County Share	\$8,221.23	\$2,350	\$5,074.73	\$7,424.73
	2356-2070-003-423000	Retirement County Share	\$12,688.72	\$4,200	\$7,181.40	\$11,381.40
	2356-2070-003-425000	Unemployment Tax	\$1,907.36	\$200	\$1,652.52	\$1,852.52
	2356-2070-003-426000	Worker Compensation	\$547.98	\$50	\$527.02	\$577.02
				\$46,100		

Issue: The line item transfer request if approved will help cover the salary plus fringe of the considered DWI Court Assistant Case Manager.

Solution: Approve agenda item in order to appropriate funds to fully fund position being considered, without any impact to the general fund.

Result: Grant funds will cover the salary and fringe benefits of the assistant case manager position.

6. Bruni 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 April 11, 2022:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2345	Center Aide	\$13.07-\$13.73 9 A/E

Issue: The employee in slot #2345 resigned on February 17, 2022 and the slot is vacant.

Solution: Approval of this request will allow the Bruni Community Center to operate effectively.

Result: The filling of vacant Slot #2345 will allow Bruni Community Center to fill a necessary position and will allow the community center to service Webb County effectively.

7. Commissioners Court Administrator

- a. Discussion and possible action to authorize the purchasing agent to issue a Request for Proposals (RFP) for a Water and Wastewater Master Plan for the area of Webb County that is within its Certificate of Convenience and Necessity (CCN NO. 12704 (water) and CCN NO. 20807 (sewer)). **[Requested by County Judge Tano E. Tijerina - ARPA funding]**

- b. Discussion and possible action to authorize the Purchasing Agent to issue Requests for Qualifications (RFQs) for engineering services to prepare plans, specifications and estimates to restore Webb County's north Rio Bravo drainage channel outfall and to stabilize and restore the effluent line and manhole at the end of Centeno Lane, Rio Bravo, Texas. **[ARPA funding]**

8. Community Action Agency

- a. Discussion and possible action to approve Communities In School as Representative Organization for Category "C" for Webb County Community Action Agency Advisory Board; and any matters incident thereto.

Issue: State mandates the filling of vacancies when applicable term ends as per Administrative Code Chapter 5 Rule 5.215.

Solution: Vacancies will be filled.

Result: The Agency will comply with Texas Department of Housing and Community Affairs -Texas Administrative Code, Chapter 5 Rule 5.215.

9. Honorable Victor Villarreal, County Court at Law 2 Judge

- a. Discussion and possible action to approve the posting and filling of the following (grant funded) slot, subject to any applicable Civil Service guidelines, effective April 11, 2022:

Slot #	Title	Hourly Rate
New Slot	Assistant Case Manager	\$15.00 (grant-funded)

Issue: A new full-time grant-position providing support to the DWI Court Program is needed to manage and assist with client caseload. According to the federal guidance, the program should serve 55 clients a year, we are currently serving over 75.

Solution: Request authorization by the court for the posting of this position subject to any applicable Civil Service Guidelines. Slot will be funded fully by the current DWI Court Grant without any impact to the general fund for the remainder of the grant.

Result: Filling of full-time slot will assist the DWICP.

10. Economic Development

- a. Discussion and possible action to accept grant award to Contract #34210003698 for the FY 2021. The Consolidated Appropriations Act Low-Income Household Water Assistance Program (LIHWAP) from Texas Department of Housing and Community Affairs (TDHCA), in the amount of SEVEN HUNDRED FIFTY-ONE THOUSAND AND FIFTY-SIX DOLLARS (\$751,056.00) and authorizing the County Judge to sign all relevant documents. This Contract shall commence on January 01, 2022 and, unless earlier terminated, shall end on March 31, 2023. 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. This action will not have an impact to the General Fund. **[Requested by James Flores, Director of Economic Development Department and Community Action Agency]**

Issue: Available data indicates that there is an abundant need in Texas for restoration of household water services. The need has increased with the expiration in June 2021 of statewide moratorium on disconnections of water and wastewater services.

Solution: Utilize the LIHWAP grants funds to assist eligible Webb County households with a disconnection or notice of disconnection of water services.

Result: The LIHWAP grant funds will provide relief assistance to eligible low-income households in restoring water services by covering pending water charges and arrearages.

- b. Discussion and possible action to authorize Community Action Agency to develop and submit an application for the Emergency Food Grant in the amount of \$5,000.00 from Emergency Food and Shelter Program (EFSP) 2022 Phase 39 and authorizing the County Judge to sign all relevant documents. 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. There is no County Match and will not have impact on the County's General Fund. **[Requested by James Flores, CAA and Economic Development Program Director]**

Issue: There is a greater demand for food assistance in the area of Webb County than there is funding.

Solution: By applying to the Emergency Food Grant provided by Emergency Food and Shelter Program, Webb County Community Action agency seeks to address the hunger needs of the community using partnership method with the local food banks.

Result: If awarded the grant, Webb County Community Action Agency will be able to assist 500 eligible household with emergency food items.

- c. Discussion and possible action to authorize Community Action Agency to develop and submit an application for the Emergency Food Grant in the amount of \$15,000.00 from Emergency Food and Shelter Program (EFSP) 2022 Phase American Rescue Plan Act -Regular (ARPA-R) and authorizing the County Judge to sign all relevant documents. 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. There is no County Match and will not have impact on the County's General Fund. **[Requested by James Flores, CAA and Economic Development Program Director]**

Issue: There is a greater demand for food assistance in the area of Webb County than there is funding.

Solution: By applying to the Emergency Food Grant provided by Emergency Food and Shelter Program (Phase ARPA-R), Webb County Community Action Agency seeks to address the hunger needs of the community using partnership method with the local food banks.

Result: If awarded the grant, Webb County Community Action Agency will be able to assist eligible households with emergency food items.

- d. Discussion and possible action to accept a grant award from the Office of the Governor Homeland Security Grants Division in the amount of \$774,890.04 for fiscal year 2022 Operation Lone Star (OLS) Grant Program. This grant will cover salaries, overtime, equipment, and supply expenditures for the District Attorney's Office, Budget Office, County Clerk, District Clerk, the Courts and the Public Defender; and authorizing the Webb County Judge to execute 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 for review through the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. **[Requested by Isidro R. Alaniz, Webb County District Attorney]**

Issue: There is an unprecedented crisis at our border, dealing with a sharp increase in drug trafficking, human smuggling and weapons. This situation gives way for the need to request

additional resources to deter this criminal activity.

Solution: Accept the grant award to provide supplemental resources to assist in combating this illicit criminal activity.

Result: Webb County will have additional resources to deter and interdict criminal activity and to assist in the execution of border security.

- e. Discussion and possible action to authorize the Webb County Volunteer Fire Department to submit a Texas Forest Service HB 2604 training grant application for up to \$12,500.00 for firefighting personnel to attend training, and authorizing the County Judge to act as the County's Executive Officer and Authorized Representative in all matters pertaining to the County's request for Texas Forest Service Fire Department Assistance funding. This application does not require County matching funds. 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 Chief Rick Rangel, Fire Suppression & EMS]**

Issue: To provide firefighting personnel with reputable and cost-effective fire training.

Solution: Apply for Texas Forest Service (HB 2604) funding for training of firefighting personnel.

Result: Firefighting personnel will be provided with online and hands-on skills training. This will also assist Webb County Fire to motivate and retain firefighting personnel.

- f. Discussion and possible action to authorize the submission of a COVID-19 Detection and Mitigation in Confinement Facilities grant application to the Texas Department of State Health Services in the amount estimated at \$260,632 and as developed and submitted by the Webb County Sheriff's Office for supplies to assist the Webb County Sheriff's Office in its ongoing efforts to help continue prevention efforts, preparation for, and response to the coronavirus pandemic at the Webb County Jail, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any match; and, thus shall have no impact to the general fund. 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: The covid-19 pandemic has negatively impacted the lives of billions of people throughout the world and continues to cause immense physical, psychological, and economic devastation to the local community.

Solution: Through this proposed grant application, the Webb County Sheriff's Office will be able to obtain supplemental resources of supplies to help continue preventing the spread of the coronavirus at the Webb County Jail.

Result: The Webb County Sheriff's Office will have additional resources to help detection and mitigation of COVID-19 at the Webb County Jail.

- g. Discussion and possible action to authorize the acceptance of a grant award as developed, written, and submitted by and for the Webb County Sheriff's Office from the Office of the Governor Criminal Justice Division in the amount of \$63,690 for Body Worn Camera (BWCs) equipment, software, and supplies; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant requires cash match of 25% of \$21,230, which will be met utilizing the Sheriff's Office forfeiture funds **[Fund #2152]** for a total project cost of \$84,920; and, thus will have no impact to the general fund. 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: The use of Body Worn Cameras have been shown in studies to be an effective strategy for law enforcement agencies, and their use has grown to be a standard and beneficial practice for sworn officers.

Solution: Grant award to expand and leverage grant resources so that the Webb County Sheriff's Office will be able increase transparency and accountability through the continued utilization of body-worn cameras for its sworn officer force.

Result: The Webb County Sheriff's Office will be able to achieve greater transparency and accountability in its service and protection of the Laredo/Webb County public and taxpayers.

11. Head Start

Disclaimer: All Head Start monies are 100% Federal funds

- a. Discussion and possible action to approve a Carryover Request of unobligated funds from the 2019 - 2020 Head Start and Early Head Start federal grant in the amount of \$119,420 (federal) with a request for a waiver of the Non-Federal Share requirement. If approved, this carryover request will allow the grantee to utilize unobligated funds in the current fiscal year to purchase two maintenance vans with lifts and classroom supplies.
- b. Discussion and possible action to approve a Carryover Request of unobligated funds from the 2019 - 2020 Early Head Start Child Care Partnership federal grant in the amount of \$5,592 (federal) with a request for a waiver of the Non-Federal share requirement. If approved, this carryover request will allow the grantee to utilize unobligated funds in the current fiscal year to purchase classroom supplies.
- c. Discussion and possible action to approve a title and salary change for slot #2989 and approve the filling of the vacant Slot, subject upon the availability of payroll funds and any applicable Head Start Program Performance Standard guidelines:

	<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
From:	2989	Teacher Floater	\$17.59
To:	2989	Area Service Manager	\$18.43 to \$18.70
To Fill:	2989	Area Service Manager	\$18.43 to \$18.70

12. Purchasing

- 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 formal Request for Proposals for Employee Benefit Ancillary Products listed below 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.

- Employer paid Group Term Life
- Ancillary Products (Employee paid)
- Voluntary Term Life
- Accidental Death & Dismemberment
- Heart/Stroke
- Short Term Disability
- Long Term Disability
- Cancer
- Accident Insurance
- Pre-Paid Legal
- Air Evac
- Critical Illness
- Pet Insurance (New Product)

Issue: Risk Management is recommending that Webb County seek out competitive proposals for ancillary products to benefit the Employees of Webb County in order to secure more competitive rates and improved services.

Solution: Authorize the Purchasing Agent to solicit formal requests for proposals with the assistance from Risk Management and Webb County's Insurance Consultant, HUB International Services to development scope of work.

Result: Authorization will allow the process of formal solicitation of these services as recommended by our Risk Management Department and Insurance Consultant.

- c. Discussion and possible action to authorize the Purchasing Agent to seek formal request for proposals to seek competitive pricing for three (3) Thermal Infrared Cameras to be strategically located throughout Webb County for law enforcement purposes 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 #2475-3010-001-470000 (Operation Lone Star – Sheriff Bargaining Unit - Capital Outlay)]**

Issue: The Webb County Sheriff's Office was awarded the Lone Star Grant which includes funding for Thermal Infrared Cameras for law enforcement purposes. Cameras would be placed strategically throughout Webb County to provide surveillance of illegal activity and to protect the safety of Webb County Citizens.

Solution: Authorize the Purchasing Agent to solicit formal proposals to seek competitive pricing with the option to request best and final offer prior to award as permitted by State law under LGC 262.030.

Results: Proceed with advertisement to seek out competitive proposals and return to Commissioners Court with a recommendation for award.

13. **Honorable Martin Cuellar, Sheriff**

- a. Discussion and possible action to accept a donation from Chevron Products Company in the amount of Five Thousand Dollars (\$5,000) as per Texas Local Government Code 81.032 (Acceptance of Donation) for use of Emergency response equipment of the Webb County Sheriff's Office; and any other matters incident thereto. The Webb County Sheriff's Office currently intends to use these unrestricted funds for the acquisition of needed materials and supplies.

Issue: The Webb County Sheriffs Office received a check in the amount \$5,000 from Chevron Products Company.

Solution: This donation will provide supplemental but needed funding for the Webb County Sheriff's Office operations.

Result: The Webb County Sheriff's Office will be able to utilize these funds for operations in order to continue to serve the needs of the local community and its citizens.

14. **Honorable Patricia Barrera, Tax-Assessor- Collector**

- a. Discussion and possible action to enter into an annual RTS Workstation Lease Agreement with Texas Department of Motor Vehicles and Webb County for the Webb County Tax Office for an annual cost of One Thousand Seventy-Seven Dollars (\$1,077.00) subject to annual budget appropriation, and authorizing the County Judge to sign and execute all relevant documents. **[Account #1001-1320-001-444500 (General Fund-Tax Assessor/Collector-Administration-Equipment Rental)]**

Issue: Tax Office needs additional RTS Workstations.

Solution: Approval and execution of RTS Workstation Lease Agreement by Commissioners Court.

Result: Provide better customer service to the Public.

15. **Fire Suppression & EMS Services**

- a. Discussion and possible action to accept a donation from Chevron, as per Local Government Code 81.032, in the amount of \$5,000.00 to be utilized in the following line items: Materials & Supplies and Minor Tools and Apparatus. Funding of line item 2929-3140-003-461000 Materials and Supplies, creation of line item 2929-3140-003-460105 Minor Tools and Apparatus, and increase of revenue account 2929-3140-003-357420; authorizing the County Judge to sign all relevant documents; and any other matter incident thereto. **[Accounts #2929-3140-003-461000 and #2929-3140-003-460105]**

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

Solution: Deposit money accordingly, \$2,500.00 into Materials and Supplies, and \$2,500.00 into Minor Tools and Apparatus.

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

REGULAR AGENDA

Honorable Martin Cuellar, Sheriff

16. Discussion and possible action to approve the submission of wage determination and fringe benefits paid to CoreCivic employees who work at the Webb County Detention Center (the facility owned and operated by CoreCivic) to the US Department of Labor under federal contract IGSA 70DCR18DIG000004; and authorizing the Webb County Judge to sign all relevant documents and any other matters incident thereto. This will have no impact on the County's General Fund. **[Webb County Detention Center Account #1001-209250-180]**

Issue: The current IGSA contract with the federal government require that CoreCivic's Webb County Detention Center have a wage and classification for the duties that the employees performs. The position that is not customary requires a request for authorization for additional classification and rates for the Department of Labor. Webb County is the Service Provider and by and through Sheriff's Office facilitates the relationship and administers the contracts between the federal government and CoreCivic.

Solution: Approve CoreCivic to submit the request for wage determination and fringe benefits to the U.S. Department of Labor.

Result: The employee that is performing the functions at the Webb County Detention Center will be in compliance with the IGSA contract and federal department of labor requirements.

Honorable Roberto "Bobby" Quintana, Justice of the Peace Pct. 2 Pl. 1

17. Discussion and possible action to authorize the Purchasing Agent to secure competitive pricing for the purchase of three (3) computers, two (2) Hand Scanners, and related Adobe software for the JP Pct. 2, Pl.1 for a total not to exceed \$6,525.58 pursuant to Article 102.0173, Texas Criminal Traffic Judicial Code of Criminal Procedure and to further authorize the transfer of funds from Account #2009-259700 to Account #2009-2160-001-460105 and any other matters incident thereto. **[Account #2009-2160-001-460105, Minor Tools & Apparatus]**

Issue: We need to replace 3 of the 6 last oldest computers in our possession. A hand scanner is needed in the civil department to be more efficient. The Adobe annual license has to be renewed on a yearly basis and is used for the electronic signature feature.

Solution: Submit a budget amendment to the Governing Body that clearly lists and defines the category of expenditure.

Result: Authorize the purchase to help us continue to run an efficient day-to-day operation.

Economic Development

18. Discussion and possible action to approve and adopt the American Rescue Plan Act (ARPA) Webb County Premium Pay Policies, Procedures, Forms and Payment Plan in an amount not to exceed One Million Dollars (\$1,000,000), as recommended by the ARPA Review Committee (Committee); and authorizing the County Judge to sign all relevant documents and any other matters incident thereto. **[Requested by the Webb County Economic Development Department (ARPA Review Committee)]**

Issue: In order to move forward with the Premium Payment Plan for Essential Workers performing Essential Work, policies, procedures, forms and a plan must be adopted by Commissioner's Court.

Solution: To approve and adopt policy, procedures, forms and the plan recommended by the Committee in conformance with the United States Treasury Final Rule regarding the use of ARPA funds to for Premium Pay.

Result: The ARPA Review Committee will provide the policy, plan and forms to all Webb County Departments to help understand the process and solicitation for applications for premium pay.

Elections

19. Discussion and possible action for the Order to approve the early voting sites for the Joint Primary Runoff Election on May 24, 2022 within Webb County, Texas pursuant to Chapter 85, Texas Election Code.

Emergency Management

20. Discussion and possible action for Commissioners Court to approve a Burn Ban Order for a maximum of Ninety (90) days of all outdoor burning in all the unincorporated areas of Webb County commencing April 11, 2022 pursuant to Local Government Code §352.081 and other applicable statutes, a violation of this Order is a Class C misdemeanor, punishable by a fine not to exceed \$500.00; and any other matters incident thereto.

Issue: The current Keetch-Byram Drought Index (KBDI) average for Webb County is 677 and may reach a maximum of 765 within the next fourteen days. (KBDI scale ranges from 0-800 with 800 representing extremely dry conditions) These conditions create a high risk of wildfires with danger to damage life and property.

Solution: Order an immediate burn ban for a maximum of 90 days (or until conditions are considered safe) to be enforced by the Sheriff's Office to discourage outdoor burning in order to prevent spread of wildfires and loss of life and property.

Result: Discourage citizens from outdoor burning in the unincorporated areas of Webb County in order to prevent wildfires and enforce a fine of up to \$500 by the Sheriff's Office for those citizens that do not abide by burn ban.

Engineer

21. Discussion and possible action to approve the closeout and release of retainage in the amount of \$18,230.58 to Anderson Columbia LTD (Purchase Order 2022-00002630) for ITB 2022-005 Pueblo Nuevo, Milagro Maria Elena and Main Street Road Overlay and Striping Project; and have the County Judge sign any relevant documents and any other matters incident thereto. **[Account #3716-206000 (Retainage Payable)]**

Issue: On January 18, 2022, Commissioner Court approved ITB 2022-005 Pueblo Nuevo, Milagro, Maria Elena and Main Street Road Overlay and Striping Project to Anderson Columbia LTD, the lowest and responsible bidder.

Solution: County proceeded with the Notice of Award and execution of construction contract. Project was completed as per approved plans by the County Engineering Department.

Result: Project was completed within County and Texas Department of Transportation (TxDOT)-County Transportation Infrastructure Fund (2020 C.T.I.F.) project funds. All required paper work will be submitted to TxDOT for reimbursement.

22. Discussion and possible action to approve the closeout and release of retainage in the amount of \$23,655.12 to Anderson Columbia LTD (Purchase Order 2022-00002626) for ITB 2022-004 Penitas Road Overlay and Striping Project; and have the County Judge sign any relevant documents and any other matters incident thereto. **[Account #3716-206000 (Retainage Payable)]**
- Issue:** On January 18, 2022, Commissioner Court approved ITB 2022-004 Penitas Road Overlay and Striping Project to Anderson Columbia LTD, the lowest and responsible bidder.
- Solution:** County proceeded with Notice of Award and execution of construction contract. Project was completed as per approved prepared plans by the County Engineering Department.
- Result:** Project was completed within County and Texas Department of Transportation (TxDOT)-County Transportation Infrastructure Fund (2020 C.T.I.F.) project funds. All required paperwork will be submitted to TxDOT for reimbursement.
23. Discussion and possible action to approve the closeout and release of retainage in the amount of \$13,853.64 to Anderson Columbia LTD (Purchase Order 2022-00002629) for ITB No. 2022-003 Las Lomas and 7150G Road Overlay and Striping Project; and have the County Judge sign any relevant documents and any other matters incident thereto. **[Account #3716-206000 (Retainage Payable)]**
- Issue:** On January 18, 2022, Commissioner Court approved ITB No. 2022-003 Las Lomas and 7150G Road Overlay and Striping Project to Anderson Columbia LTD, the lowest and responsible bidder.
- Solution:** County proceeded with Notice of Award and execution of construction contract. Project was completed as per approved prepared plans by the County Engineering Department.
- Result:** Project was completed within County and Texas Department of Transportation (TxDOT)-County Transportation Infrastructure Fund (2020 C.T.I.F.) project funds. All required paperwork will be submitted to TxDOT for reimbursement.
24. Discussion and possible action to approve the closeout and release of retainage in the amount of \$9,503.90 to Anderson Columbia LTD (Purchase Order 2022-00002623) for ITB 2022-002 Espejo Molina Road Overlay and Striping Project; and authorize the County Judge sign any relevant documents and any other matters incident thereto. **[Account #3716-206000 (Retainage Payable)]**
- Issue:** On January 18, 2022, Commissioner Court approved ITB 2022-002 Espejo Molina Road Overlay and Striping Project to Anderson Columbia LTD, the lowest and responsible bidder.
- Solution:** County proceeded with the Notice of Award and execution of construction contract. Project was completed as per approved prepared plans by the County Engineering Department.
- Result:** Project was completed within County and Texas Department of Transportation (TxDOT)-County Transportation Infrastructure Fund (2020 C.T.I.F.) project funds. All required paperwork will be submitted for reimbursement.
25. Discussion and possible action to approve Change Orders #12 through #15 in the amount of approximately \$12,133.65 for the Webb County Medical Examiner's Renovation Project; with further approval to transfer funds required from account #3874 Interest Income Series 2019A; and authorizing the County Judge to execute any relevant documents; and any other matters incident thereto. **[Account #3871-3100-001-474501 (Construction in Progress)]**
- Issue:** Dr. Stern, Medical Examiner, has requested additional changes for the Webb County Medical Examiner Building with additional cost implications.
- Solution:** Approve the new proposed changes.

Result: Approval of change order with further Commissioner Court approval of transfer.

Pre-Trial Services

26. Discussion and possible action to authorize Pre-Trial Services to submit a fiscal 2022-2023, multi-year grant application to the Texas Commission on Indigent Defense. This is the 2nd year of the multi-year grant to be requested to fund the existing weekend indigent defense coordinator. The necessary documents have been submitted for review to the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. Webb County must provide a cash match of 40%, (\$5,046.00) of the total project costs of \$12,613.12. **[Funding source for cash match: General Fund Account #1001-1160-001-463910-005]**

Issue: Webb County has implemented a weekend magistrate process at the jail. The Pre-Trial Services Department has been delegated to take charge of the manpower needed to support the appointment of attorneys to indigent offenders that qualify at the front-end to the magistrate process during the weekend. This hinders our limited staff during the regular normal business hours of operation to provide effective, efficient and adequate services to indigent clients.

Solution: The acquisition of the grant funds will offset the Webb County personnel expenses for a period of four years and will provide adequate staffing for the weekend and our normal hours of operations.

Result: Webb County is required to be in compliance with all local and state legislative mandated concerning indigent defense in order to continue to receive the Formula Grant funding.

27. Discussion and possible action to approve a Resolution authorizing the submission of a grant application to the Texas Indigent Defense Commission for a 2nd year multi-year grant for budget year 2022-2023, Grant funding will further improve our indigent defense program. All necessary documents will be provided for consideration and to allow authorization to the county judge to act as the representative; and any other matters incident thereto.

Issue: Webb County has implemented a weekend magistrate process at our jail. Pre-Trial Services Department has been delegated to take change of the manpower needed to support the operations at the front-end of the magistrate process during the weekend. This has hindered our office to provide adequate services to indigent clients and the Courts during normal business operations.

Solution: Securing this 2nd year grant funding will offset the Webb County personnel expenses for a possible 3 years.

Result: Securing this grant will allow Webb County to be in compliance with all local and state legislative mandates concerning indigent defense.

Purchasing

28. Discussion and possible action to award Invitation to Bid (ITB) 2022-011 "Welch Road Culvert Improvements" to the second lowest and responsible bidder Gilmar Construction LTD for an amount not to exceed \$528,900.00 in accordance with the Texas Government Code; Section 2269.101 (Contracts for Facilities: Competitive Bidding) and to further authorize the County Judge to execute the construction contract and any other matters incident thereto.

Issue: Four (4) bids were submitted for this formal solicitation as authorized by Commissioners Court on January the 18, 2022. Final plans and specifications were later turned over to the Purchasing Agent on March the 7th, 2022, by Project Engineer Porrás Nance Engineering.

Solution: Consider awarding the bid to the lowest and responsible bidder, Gilmar Construction,

LTD for an amount not to exceed \$528,900.00.

Result: Proceed with execution of construction contract and Notice to Proceed upon securing all insurance and bonding requirements.

29. Discussion and possible action to award Invitation to Bid (ITB) 2022-009 "Self Help Center Home Reconstruction Program – TDHCA Contract No. 7220013" to the lowest and responsible bidder Clayton Homes for an amount not to exceed \$195,170.00 in accordance with the Texas Local Government Code; Sub-Chapter C. (Competitive Bidding in General), Section 262.021 (County Purchasing Act) and to further authorize the County Judge to execute the construction contract and any other matters incident thereto. **[Account #2529-6360-521-457015 (Self Help Reconstruction)]**

Issue: Two (2) bids were submitted for this competitive bid.

Solution: Award to the lowest and responsible bidder.

Result: Proceed with execution of contract and notice to proceed once all the insurance and bonding requirements are submitted.

30. Discussion and possible action to award Invitation to Bid (ITB) 2022-012 "Self Help Center Housing Rehabilitation Program – Texas Department of Housing and Community Affairs (TDHCA) Contract No. 7220013" to the lowest and responsible bidder Romo Contractors LLC, for an amount not to exceed \$66,690.00 in accordance with the Texas Local Government Code; Sub-Chapter C. (Competitive Bidding in General), Section 262.021 (County Purchasing Act) and to further authorize the County Judge to execute the construction contract and any other matters incident thereto. **[Account #2529-6360-521-457008-035 (Contractual Self Help Residential Rehab) and #2529-6360-521-457015 (Self Help Reconstruction)]**

Issue: One (1) bid was submitted for this formal solicitation.

Solution: Award to the lowest and responsible bidder (Sole Bidder).

Result: Proceed with execution of contract and notice to proceed once all the insurance and bonding requirements are submitted.

Risk Management

31. 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 April 11, 2022:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2319	Administrative Secretary	\$13.73-\$14.43 10 A/E

Issue: Slot #2319 became vacant on April 5, 2022.

Solution: Request is being made to post and fill vacant position.

Result: This action will allow the Risk Management Department to continue to function efficiently and effectively.

Water Utilities

32. Discussion and possible action to approve the closeout, release of final payment, and 5% retainage in the amount of \$109,582.00 to Trac-N-Trol., (Purchase Order 2019-00006638) for the Rio Bravo Water Treatment Plant Supervisory Control and Data Acquisition (SCADA) System upgrades Project; and authorize the County Judge to sign any relevant documents and any other matters incident thereto. **[Funded under the 2016 Bond #7220-7280-001-47401 (Construction in Progress)]**

Issue: Five percent (5%) of the construction project amount is held in retainage from the contractor for 30 days from the completion date of each project to ensure that any deficiencies which may arise are addressed by the contractor.

Solution: Approve and release retainage and final payment amount and close out project.

Result: Project has completed.

Commissioners Court Administrator

33. Discussion and possible action to enter into a Locum Tenens/Medical Services Agreement with PathCo Inc. for medical examiner services to be provided by Dr. Stuart M. Graham, M.D. for ninety (90) days, with an option to extend as mutually agreed by the parties, commencing on or about April 17, 2022 at the rate of Three Thousand Five Hundred Dollars (\$3,500.00) per day, Two Thousand Five Hundred Fifty Dollars (\$2,550.00) relocation costs and lodging costs and Ordering a budget amendment to fund the agreement any other matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Account #1001-1130-001432001 (Professional Services)]**
34. Discussion and possible action to pay a stipend to the Chief Deputy Constable, Precinct 1 for the performance of additional administrative duties while the Constable Precinct 1 office is vacant and any other matters incident thereto.
35. Discussion and possible action to reschedule a public hearing by order on the petition to create a Legacy Water Control and Improvement District (being approximately 11,306.376 acres, located generally east and west of IH-35 near the intersection with Texas 255) to be held on May 9, 2022 at 9:00 a.m. at the Webb County Courthouse, 1000 Houston Street, 78040.
36. Discussion and possible action to approve the terms and conditions of a lease agreement with the City of Laredo for the use of designated areas of the building and premises located at 1300 Chicago St., Laredo, Texas, as a detox facility and to submit the draft lease agreement to the City for negotiation and any matters incident thereto.
37. Discussion and possible action to approve the salary adjustments submitted in February for consideration to be effective April 1, 2022 as per county policy; with additional action to approve the budget amendment in the amount not to exceed \$27,000 to all payroll line items required; and any other matters incident thereto. **[Account #1001-1130-001-431005-0 (Wage Classification Study)]**

Issue: As per county policy, salary adjustments are submitted during budget and in February for consideration in April, which is mid fiscal year.

Solution: Request court to consider the salary adjustments submitted from departments.

Result: Positions adjusted to meet the discretionary steps allowed within their grade and/or positions that were pending to be re-evaluated.

Honorable Tano E. Tijerina, Webb County Judge

- 38. Discussion and possible action to consent to the sublease of office space at Casa Ortiz (915 Zaragoza Street, Laredo, Webb County, Texas 78040) between the Webb County Historical Commission and the Laredo Cultural District Inc. and any other matters incident thereto.

Closed Session/Executive Session

- 39. Status report by outside counsel with discussion and possible action regarding Abelardo G. Gonzalez v. Ponce Trevino, CIVIL ACTION NO. 5:20-cv-00052 in the United States District Court for the Southern District of Texas, Laredo Division. **[Closed Session/Executive Session may be requested pursuant to Texas Government Code §551.071, Consultation with Attorney, pending or contemplated litigation]**
- 40. Status report by outside counsel with discussion and possible action regarding Herrera et al v. Webb County, Texas et al; Cause No. 5:17-cv-00237 in the United States District Court for the Southern District of Texas, Laredo Division. **[Closed Session/Executive Session may be requested pursuant to Texas Government Code §551.071, Consultation with Attorney, pending or contemplated litigation]**

Line Item Transfers

- 41. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund. **[Requested by Constable Pct. 1]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-3150-001-443000-035	Repairs and Maintenance	\$400	\$150	\$400	\$250
To:	1001-3150-001-456005	Postage & Courier Service	\$150	\$150	\$7.69	\$157.69

Issue: We have had more out of town Civil documents to serve, henceforth have utilized more postage this year.

Solution: Transfer the monies needed in order to continue providing our services and operating.

Result: We will be able to continue to function properly for the remainder of the fiscal year.

- 42. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General Fund. **[Requested by Rafael Pena, Information Technology Director]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1280-001-444500	Equipment Rental	\$3,500	\$3,500	\$3,500	\$0
To:	1001-1280-001-443000-035	Repairs & Maint. Equip.	\$103,382	\$3,500	\$156.42	\$3,656.42

Issue: Funding will be available to cover Repairs & Maintenance Equipment for the remainder of the year.

Solution: Request approval from Commissioners Court for the line item transfer.

Result: The line item transfer will ensure sufficient funding for the remainder of the year.

43. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within the Water Utility fund. **[Requested by Tomas Sanchez, Water Utilities Director]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	7200-7060-001-443000-020	Repair & Maint. Building	\$700	\$650	\$700	\$50
	7200-7060-001-454000	Advertising	\$850	\$800	\$850	\$50
	7200-7060-001-456205	Training & Education	\$2,040	\$2,000	\$2,040	\$40
	7200-7060-001-456305	Uniform	\$1,300	\$1,200	\$1,300	\$100
	7200-7060-001-460000	Office Supplies	\$340	\$300	\$340	\$40
	7200-7060-001-461000	Materials & Supplies	\$10,750	\$7,350	\$10,750	\$3,400
	7200-7065-001-443000-020	Repair & Maintenance of Building	\$2,000	\$1,900	\$2,000	\$100
	7200-7065-001-454000	Advertising	\$850	\$800	\$850	\$50
	7200-7065-001-461000	Materials & Supplies	\$410,750	\$10,000	\$10,750	\$750
	7200-7050-001-443000-035	Repair & Maint. Equip.	\$199,000	\$30,000	\$93,106	\$63,106
				\$55,000		
To:	7200-7080-001-443000-035	Repair & Maint. Equip.	\$33,400	\$10,000	\$227	\$10,227
	7200-7080-001-443000-350	Repair & Maint. Pumps	\$52,000	\$10,000	\$6,785	\$16,785
	7200-7080-001-456205	Training & Education	\$4,500	\$5,000	\$540	\$5,540
	7200-7050-001-456205	Training & Education	\$15,000	\$2,000	\$8,759	\$10,759
	7200-7050-001-461000	Materials & Supplies	432,000	\$10,000	\$21,667	\$31,667
	7200-7050-001-443000-350	Repair & Maint. Pumps	\$50,050	\$10,000	\$20,382	\$30,382
	7200-7050-001-443000-020	Repair & Maint. Bldg.	\$30,000	\$8,000	\$5,843	\$13,843
				\$55,000		

Issue: The funds currently available in these account will not cover costs needed for the end of the budget year.

Solution: Approve the line item transfers.

Result: These accounts will have sufficient funds which will allow continuation of services without interruption.

44. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund. **[Requested by Dr. Pedro Alfaro, Director]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1180-001-452012	Property Casualty Premium	\$1,013,000	\$1,000	\$154,028.97	\$153,028.97
To:	1001-1180-001-443000-035	Repair & Maint. Equip.	\$3,000	\$1,000	\$1,602.47	\$2,602.47

Issue: Funding is needed for maintenance of equipment.

Solution: Court approval is necessary to proceed with payments for the rest of the fiscal year.

Result: Account will have sufficient funds to cover expenses for the remainder of the fiscal year.

45. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund. **[Requested by Patricia Barrera, Tax Assessor-Collector]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1320-001-460105-005	Minor Tools & Apparatus - OPF	\$5,100	\$1,214.42	\$5,046.19	\$3,831.77
To:	1001-1320-001-460105	Minor Tools & Apparatus	\$12,000	\$1,214.42	\$(1,214.42)	\$0.00

Issue: Expense were reduced from the Minor Tools & Apparatus OPF account instead of the main account for Minor Tools.

Solution: A transfer of \$1,214.42 from the OPF(460105-005) account to the Minor Tools & Apparatus (460105) to balance accounts.

Result: By transferring this amount it will help us balance our expense accounts.

46. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund. **[Requested by Pedro Alfaro, Risk Management Director]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1180-001-457502	Safety Fair	\$5,000	\$4,999	\$5,000	\$1.00
To:	1001-1180-001-461001	Loss Control Program	\$5,000	\$4,999	\$3,174	\$8,173

Issue: Safety Specialist would like to make purchases for urgently needed items that will help reduce loss that Webb County might incur. Some items that we need are signage for county buildings, mats for floors, PPE, and other items as needed for the mitigation of injures, and our employee's loss of work due to injuries or potential injuries.

Solution: By adequately funding the loss control program account, we will be able to invest these monies for needed materials to mitigate any injuries to our employees, and the public at large.

Result: We will be able to prevent Workers Comp. Claims by purchasing these items. We will also be able to prevent any liability claims by implementing these items within Webb County Buildings. This will help in the overall protection of our employees and the public.

47. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund. **[Requested by Martin Cuellar, Sheriff]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-4070-001-444500	Equipment Rental	\$50,000	\$20,000	\$32,446.70	\$12,446.70
To:	1001-4070-001-443000-020	Repair Maint. Building	\$80,000	\$20,000	\$20.67	\$20,020.67

Issue: Due to upcoming inspection we have quotes on hold due to low funds.

Solution: Seeking authorization to transfer funds to mentioned account.

Result: Transfer of funds will be available for future/needed purchases.

48. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund. **[Requested by Victor Villarreal, County Court at Law #2 Judge]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-2070-001-433001	Court Appointed Attorney	\$10,000	\$5,000	\$10,000	\$5,000.00
To:	1001-2070-001-451003	Court Interpreter/Reporter	\$7,000	\$5,000	\$43.75	\$5,043.75

Issue: The current balance in this account will be insufficient to cover invoices for court interpreter services for the remainder of the fiscal year.

Solution: Fund the account now to avoid delays in paying for future court interpreter services.

Result: The transfer of funds will cover expenses.

Presentations

49. Recognition and Presentation of plaque to Adriana Izaguirre, a local body builder representing Laredo, Webb County at the Republic of Texas by Rock Fitness Center and placing 1st place in 3 categories (True Novice, Novice and Open Class E) and also competed at NPC National Championship, where she also came in 1st Place - Class G. **[Requested by Jesse Gonzalez, Commissioner Pct. 1]**
50. Presentation of Certificate of Achievement to Ana Regina Guerra who captured the Miss Pre-Teen Texas International Crown on March 6th, 2022 in Arlington, Texas and who will be representing the State of Texas and Webb County at the International Pageant this July in Kingsport, Tennessee. **[Requested by Commissioner Rosaura "Wawi" Tijerina, Pct. 2]**
51. **Communications**
52. **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 8th DAY OF APRIL, 2022

By: Melinda Mata
Melinda Mata
Court Administrator

CERTIFICATION OF NOTICE AND POSTING

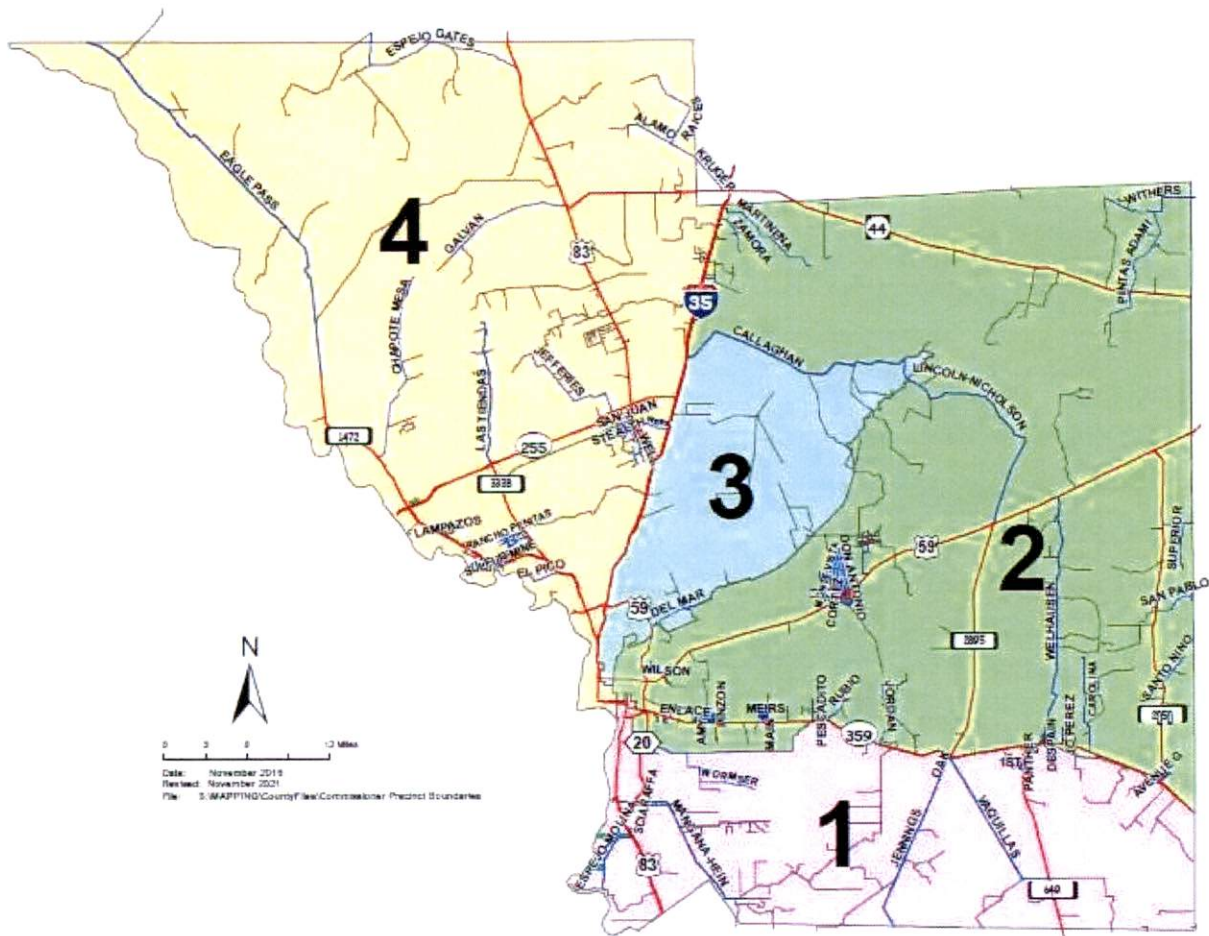
I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 8th day of April, 2022 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 8th DAY OF APRIL, 2022

MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS





BY: Gil Morales Jr.
For: Margie Ramirez-Ibarra, County Clerk
By: Gil Morales Jr.





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 Date: November 2019
 Revised: November 2021
 File: S:\MAPPING\CountyFiles\Commissioner Precinct Boundaries

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**