



WEBB COUNTY, TEXAS

COMMISSIONERS COURT

PUBLIC NOTICE
COMMISSIONERS COURT MEETING
WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
APRIL 8, 2024
9:00 a.m.

BY ME DEPUTY
2024 APR -4 PM 4:52
WEBB COUNTY, TEXAS
MARGIE R IBARRA
COUNTY CLERK
FILED

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 (Treasurer, Agri-Life Extension Office, Business Office, Human Resources, Judicial Collections; 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, a budget amendment from funds available by increasing the expenditure budget in the amount of \$15,000.00 from the U.S. Department of Justice in accordance with Texas Local Government Code, Section 111.0706 (Special Budget for Grant or Aid Money); and any other matters incident thereto. No financial impact to the general fund.
[Requested by Harold DeVally, Constable Pct. 4; Fund #2202]

	Acct. Number	Acct. Name	Amount
From:	2202-259700	Fund Balance	\$15,000
To:	2202-3170-001-456205	Training & Education	\$15,000

Issue: Proceeds from equitable shared funds from the U.S. Department of Justice may be spent after a budget for the expenditure of the proceeds has been submitted to the governing body.

Solution: Submit a breakdown of monies distributed to the governing body that clearly list and defines the categories of expenditures.

Result: These funds will be available for official use to meet the needs of the office.

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

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	2365-5360-521-410000	Payroll Cost	\$23,156.67	\$29,638.53	\$6,481.86
	2365-5360-521-421000	Health Life Insurance	\$1,717.87	\$2,853.85	\$1,135.98
	2365-5360-521-422000	FICA County Share	\$2,095.10	\$2,578.93	\$483.83
	2365-5360-521-423000	Retirement County Share	\$3,029.98	\$3,695.72	\$665.74

	2365-5360-521-425000	Unemployment Tax	\$107.71	\$141.64	\$33.93
	2365-5360-521-426000	Worker Compensation	\$7.42	\$16.95	\$9.53
	2365-5360-521-457900	Program Services Expenditures	\$46,137.98	\$49,527.98	\$3,390.00
			\$76,252.73		
To:	2365-5360-521-463804	Utility Assistance	\$76,252.73	\$37,996.12	\$114,248.85

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

Solution: Approve the line item transfer.

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

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

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	2365-5150-521-410000	Payroll Cost	\$34,874.41	\$39,441.60	\$4,567.19
	2365-5150-521-421000	Health Life Insurance	\$4,676.65	\$5,484.63	\$807.98
	2365-5150-521-422000	FICA County Share	\$2,642.10	\$2,982.27	\$340.17
	2365-5150-521-423000	Retirement County Share	\$3,025.85	\$3,491.53	\$465.68
	2365-5150-521-425000	Unemployment Tax	\$1,088.03	\$1,112.42	\$24.39
	2365-5150-521-426000	Worker Compensation	\$17.59	\$28.94	\$11.35
			\$46,324.63		
To:	2365-5360-521-463804	Utility Assistance	\$46,324.63	\$37,996.12	\$84,320.75

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

Solution: Approve the line item transfer.

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

6. Civil Legal Division

- a. Discussion and possible action to authorize the County Judge to issue a letter of concurrence to the Foreign-Trade Zones Board, U.S. Dept. of Commerce in support of establishing a usage driven FTZ designation (Minor Boundary Modification), City of Laredo Foreign Trade Zone (F.T.Z.) No. 94 for a 5,000 sq/ft portion of the LMS International Warehouse located at 6019 Riverside Drive, Del Mar Industrial Park for Laredo Moving and Storage, Inc. , and any matters incident thereto. **[Requested by Laredo Moving and Storage, Inc./City of Laredo]**
- b. Discussion and possible action to authorize the County Judge to issue a letter of concurrence to the Foreign Trade Zone Board, U.S. Dept. of Commerce in support of establishing a usage-driven FTZ designation Minor Boundary Modification, City of Laredo Foreign Trade Zone (F.T.Z.) No. 94 for a 36,885 sq/ft of warehouse space and 9,504sq/ft of yard space at 15421 Fatima Drive Laredo, Webb County, Texas for Eduardo E. Lozano & Co. Inc. and any matters incident thereto. **[Requested by Eduardo E. Lozano/City of Laredo]**

- c. Discussion and possible action to enter into a Consulting Services Agreement with Essential Elements, LLC, (for the benefit of Webb County Head Start) for collection of Community Assessment data at a cost of Nine Thousand Five Hundred Dollars (\$9,500.00) and any matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Requested by Aliza F. Oliveros, Director Head Start, Funding for Head Start is 100% federal]**
- d. Discussion and possible action to enter into a Thirty-Six (36) months (April 8, 2024, through April 7, 2027) Authorized Provider Agreement between Webb County and The American Red Cross for training courses for Webb County Employees, members and/or clients at a total cost not to exceed Ten Thousand (\$10,000.00) and authorizing the County Judge to execute all relevant documents, and any other matters incident thereto. **[Requested Risk Management; Account #6200-457502-010 (Training and Education) Safety Education Program]**
- e. Discussion and possible action to approve a Two Year (April 8, 2024 through April 7, 2026) Non-Surface Use Oil and Gas Lease with accompanying "Memorandum of Oil and Gas Lease" with Proven Energy, LLC involving a 3.5-acre tract owned by Webb County with the County to receive a one-quarter (1/4) royalty on production and a bonus of Two Thousand Five Hundred dollars (\$2,500) per acre (\$8,750 total) for the lease of the tract, authorizing the County Judge to execute all relevant documents and any other matters incident thereto. **[Receivable to the General Fund]**

Issue: On August 14, 2023, Webb County authorized the County's Purchasing Agent to solicit bids for the lease of a 3.5-acre tract located on Interstate 35 and just north of US 83 for mineral development.

Solution: On February 26, 2024, the Commissioners Court awarded Bid (ITB) 2024-002 to the sole bidder, Proven Energy LLC, for the mineral development of the 3.5-acre tract where Webb County are the sole owners of the mineral rights to said tract. The county employed the services of an oil and gas attorney, David Garcia Attorney-at-Law P.C., to negotiate the terms and conditions of the oil and gas lease.

Result: Approve the Non-Surface Use Oil and Gas Lease for a period of two years.

7. Honorable John C. Galo, Webb County Commissioner Pct. 3

- a. Discussion and possible action to appoint David Garcia as the new representative for Precinct 3 to the board of the Webb County-City of Laredo Regional Mobility Authority; effective April 8, 2024; and any other matters incident thereto.

8. Commissioners Court

- a. Discussion and possible action to direct the Purchasing Agent to solicit bids for a hunting and grazing lease for the Webb County School Land Penjamo and Llano pastures (Abstract 503 & 504, Survey Nos. 1383, 1384, containing approximately 8,829.57 acres) for one five (5) year initial term and one two (2) year option and any matter incident thereto.

9. Community Action Agency

- a. Discussion and possible action to appoint Jessica Palos as representative and Rolando Garza as alternate representative to the Webb County Community Action Agency Advisory Board as Representatives for County Attorney Marco Montemayor.

- b. Discussion and possible action to approve the filling of vacancy for the Webb County Community Action Agency Advisory Board Category "B" (Low-Income) Alma G. Castillo as representative for the Los Amores neighborhood. The election to fill current vacancy as per the Governing Regulations of the Advisory Board of the Webb County Community Action Agency was held on March 22, 2024, at the Lilia Perez Community Center. The Advisory Board shall be composed of membership that comply with the Community Services Block Grant-Texas Administrative Code Rule 5.215.

Issue: Approve Alma G. Castillo as representative for the Los Amores neighborhood for the WCCAA Advisory Board vacancy Category "B".

Solution: The Advisory Board shall be composed of membership that comply with the Community Services Block Grant - Texas, Administrative Code Rule 5.215.

Result: Once the representative is approved, CAA will comply with the Texas Administrative Code Rule 5.215.

- c. Discussion and possible action to approve the posting and filling of the following Slot for the Meals on Wheels program paid with Grant funds, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective April 8, 2024:

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
1213	Program Manager Nutrition Program	\$49,920 - \$52,000

Issue: The position will become vacant effective April 15, 2024.

Solution: Seek approval from the Court on posting and filling of position.

Result: Posting to fill in an effort to find a qualified candidate with ample time.

10. Economic Development

- a. Discussion and possible action to approve the acceptance of a Rural Law Enforcement Grant (Texas Senate Bill 22) award for the Webb County Sheriff's Office in the amount of \$500,000 from the Texas Comptroller of Public Accounts and as developed and submitted by Webb County Sheriff's Office Grant Writer in conjunction with the Webb County Judge's Office for the hiring of additional staff and purchase of equipment; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match; and, thus, there will be no impact to the general fund. All required documents were sent to the Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy. **[Requested by Martin Cuellar, Webb County Sheriff]**

Issue: Like other local law enforcement agencies across the United States, the Webb County Sheriff's Office utilizes limited financial, operational, and manpower resources to grapple with, prevent, deter, mitigate, and/or resolve various serious criminal justice matters that stem from a confluence of deeply rooted, difficult, and often highly complex societal problems.

Solution: Through the Texas Senate Bill 22 grant funds, the Webb County Sheriff's Office is able to hire additional staff and purchase supplemental equipment.

Result: The Webb County Sheriff's Office law enforcement efforts will be enhanced and supplemented by the additional grant-funded personnel, equipment, and supplies.

- b. Discussion and possible action to authorize the Economic Development Department to submit a grant application to the United States Department of Transportation – Federal Motor Carrier for up to \$200,000 Dollars and authorizing the County Judge to act as the County's Executive Officer and Authorized Signator in all matters pertaining to the County's participation in the Commercial Motor Vehicle Safety Training Program. This grant application does not require a county cash/in-kind match. All required documents were submitted to the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) policy and procedures.

Issue: Provide CDL training for certification to current or former members of the U.S. Armed Forces, including National Guard, Reservists, veterans, and their families.

Solution: Current or former members of the U.S. Armed Forces, including National Guard and Reservists, as well as certain family members, will obtain CDL certification.

Result: The development and submission of a US DOT Grant application to the FEDERAL Motor Carrier Administration Department. The Economic Development Department will assure compliance with requirements from funding agency.

- c. Discussion and possible action to adopt policy and resolution in support of Fair Housing Month as proclaimed for April 2024 and to authorize the County Judge to sign all relevant documents and any other matters thereto.

Issue: It is a federal requirement that Webb County adopt the Fair Housing Policy within its jurisdiction in order to continue to apply for grants.

Solution: The adoption of the Fair Housing Policy in Webb County and the designation for a week during April will help inform citizens of Webb County of their legal rights in housing discrimination.

Result: The federal requirement for Fair Housing will be met by promoting Fair Housing within Webb County's jurisdiction, thus allowing Webb County to continue applying for grants.

- d. Discussion and possible action to authorize the Economic Development Department to develop and submit a Fiscal Year 2024 Staffing for Adequate Fire and Emergency Response (SAFER) Grant application to the U.S. Department of Homeland Security for up to \$3,300,000.00, and authorizing the County Judge to act as the Authorized Representative in all matters pertaining to the County's request for funding. The purpose of the application is to supplement the Webb County Volunteer Fire Department with a minimum of twelve (12) frontline firefighters. This application does not require a cash match. 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 Fire Suppression & EMS Services]**

Issue: As the Webb County Volunteer Fire Department expands to insure the safety of Webb County residents, so does the demand for paid, certified, frontline firefighting personnel.

Solution: The acquisition of grant funds will offset Webb County personnel expenses for a three-year period.

Result: A healthy budgetary outlook for Webb County and the volunteer fire department.

11. **Honorable Esther Degollado, District Clerk**

- a. Discussion and possible action to enter into a historical civil and criminal file preservation project agreement between Webb County (for the District Clerks Office) and Kofile Technologies, Inc. for an amount not to exceed THIRTY THOUSAND SIX HUNDRED TWENTY-TWO DOLLARS AND TWENTY-EIGHT CENTS (\$30,622.28), pursuant to the Texas Local Government Code; Section 271.101, TXMAS-23-92001, and any other matters incident thereto: authorizing the Webb County Judge to execute all relevant documents. [**Account #2009-2290-001-460105 (Court Technology Fund-District Clerk-Administration - Minor Tools & Apparatus)**]

12. **Fire Suppression & EMS Services**

- a. Discussion and possible action to accept a donation from Howard Energy, as per Local Government Code 81.032, of equipment called Cubic Vocality to enhance communication in the County of Webb. The equipment amount is a total of \$6,588.46.

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

Solution: Aspect donation accordingly toward radio communications.

Result: Continue working relationship with Howard Energy, meet department needs, and have better radio communications.

13. **Planning & Physical Development**

- a. Discussion and possible action to issue a "Certificate of Compliance with Plat Requirements" to authorize a water and electrical service connection pursuant to Section 232.029(c)(2), Local Government Code., to an unplatted 4.7626 acre parcel, also known as Tract 21, Los Minerales Subdivision as described in Vol. 3324, Pgs. 009-013 of the Webb County Deed Records (ID 13386).

Issue: Item is a regulatory compliance issue regarding real property development provisions of state law and local regulations with particular emphasis on the Model Subdivision Rules enacted for residential subdivisions. Commissioners Court must certify to certain property conditions before utility service connections may be authorized.

Solution: As reflected in agenda backup, staff has verified compliance matters and recommends the Court's approval of this certificate.

Result: If approved, applicant may connect property to electrical utility services. If not approved, utility connection to property is prohibited.

14. **Public Health Services**

- a. Discussion and possible action to approve the internal posting and filling of the following slots as well as the resultant vacant slot created by promoting from within the department, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective April 8, 2024.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
1239	Case Manager	\$18.46 - \$20.14 16/A-H
4049	Caseworker	\$15.15 - \$15.93 12/A-E

17. **Risk Management**

- a. Discussion and possible action to approve the posting and filling of the following slots, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective April 8, 2024:

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
873	Administrative Coordinator	\$34,790.80 - \$36,563.23 (14/A-E)
2123	Liability Claims Coordinator	\$40,346.66 - \$44,012.18 (17/A-H)

Issue: Slot 873 became vacant 03/21/2024 and slot 2123 will become vacant 04/15/2024.

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

Result: This action will assist in allowing Risk Management to continue to function efficiently and effectively.

18. **Honorable Martin Cuellar, Sheriff**

- a. Discussion and possible action to approve a professional service agreement between Dr. Carlos Romero and Webb County for Inmate Dental Care for an initial term of seventeen (17) months effective May 1, 2024 through September 30, 2025 and authorize a discretionary exemption pursuant to the Texas Local Government Code; §262.024 (Discretionary Exemptions)(a).(4.) a personal or professional service and to further authorize General Counsel to negotiate the terms/conditions and associated fees of the professional service agreement and any other matters incident thereto. **[Account #1001-4070-001-432001 (General Fund-Sheriff Jail-Administration-Professional Services)]**

Issue: Currently the Webb County Sheriff's Office does not have a dental contract for services at the jail.

Solution: Consideration to authorize the discretionary exemption and award the professional service agreement for inmate dental services for the Webb County Jail to Dr. Carlos Romero.

Result: If approved, General Counsel will proceed with the preparation of the professional service agreement and return to Commissioners Court for final approval.

19. **Veteran's Service Office**

- a. Discussion and possible action to enter into a Memorandum of Understanding (M.O.U.) between Webb County and Serving Children and Adults in Need (SCAN) to integrate and coordinate mutual services that can improve participant care for male and female veteran residents of Webb County suffering from Mental Illness, Substance Use Disorders, or Co-occurring Disorders and authorizing the Webb County Judge to execute all relevant documents; any other matter incident thereto. The following M.O.U. will help in assisting qualifying Webb County Veterans for additional services that they may not have known were available to them. The M.O.U. will have no cost to Webb County.

Issue: The Webb County Veterans Service Office will enter into a Memorandum of Understanding (M.O.U.) with SCAN as part of both agencies referral systems. This partnership will assist in providing additional services to Webb County Veterans.

Solution: Approve MOU to provide additional services to Webb County Veterans.

Result: Webb County Veterans benefit from the services offered by both agencies.

20. Water Utilities

- 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 08, 2024:

Slot #	Title	Hourly Rate
2873	Maintenance Worker	\$15.15 - \$15.93 12/A-E

Issue: Position became vacant March 22, 2024.

Solution: Fill vacant position

Result: The filling of this position will alleviate work overload created by vacancy and allow for efficiency, effectiveness and production of the work within the department and to better serve the needs of the County.

21. Webb County Fairgrounds

- 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 8, 2023:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
4054	Maintenance Worker	\$15.15- \$15.93 (12 A-E)

Issue: Slot 4054 became vacant on March 22, 2024.

Solution: A request is being made to post and fill slot #4054.

Result: The filling of slot will allow the Webb County Fairgrounds Department to function effectively and efficiently.

22. Line Item Transfers

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

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	7200-7050-001-443000-020	Repairs & Maint. Buildings	\$30,000	\$15,000	\$24,344.95	\$9,344.95
	7200-7050-001-443000-075	Repairs & Maint. Vehicles	\$9,500	\$3,000	\$5,327.62	\$2,327.62
	7200-7050-001-456205	Training & Education	\$15,000	\$4,000	\$11,114.88	\$7,114.88
	7200-7050-001-456305	Uniforms	\$13,023	\$4,000	\$5,178.10	\$1,178.10
	7200-7050-001-460032	Chemicals	\$130,000	\$15,000	\$33,001.58	\$18,001.58
	7200-7050-001-461000	Materials & Supplies	\$32,000	\$10,000	\$20,371.18	\$10,371.18
	7200-7060-001-456205	Training & Education	\$2,040	\$1,750	\$1,865.00	\$115.00
	7200-7060-001-460032	Chemicals	\$9,350	\$6,000	\$7,005.15	\$1,005.15

	7200-7060-001-461000	Materials & Supplies	\$10,750	\$3,000	\$7,262.68	\$4,262.68
	7200-7065-001-443000-020	Repairs & Maintenance Buildings	\$2,000	\$1,950	\$2,000.00	\$50.00
	7200-7065-001-443000-060	Repairs & Maintenance Dispenser	\$10,950	\$4,700	\$9,754.00	\$5,054.00
	7200-7065-001-456205	Training & Education	\$1,500	\$1,200	\$1,375.00	\$175.00
	7200-7065-001-460032	Chemicals	\$9,350	\$8,000	\$9,350.00	\$1,350.00
	7200-7065-001-461000	Materials & Supplies	\$10,750	\$3,000	\$8,513.58	\$5,513.58
	7200-7080-001-443000-020	Repairs & Maint. Buildings	\$12,750	\$3,200	\$6,294.00	\$3,094.00
	7200-7080-001-443000-055	Repairs & Maint. Sewer Lines	\$13,500	\$3,700	\$7,754.13	\$4,054.13
	7200-7080-001-443000-075	Repairs & Maint. Vehicles	\$12,200	\$5,400	\$11,473.86	\$6,073.86
	7200-7080-001-443000-105	Repairs & Maint. Water Lines	\$4,250	\$4,100	\$4,250.00	\$150.00
	7200-7080-001-456205	Training & Education	\$7,000	\$6,000	\$6,700.00	\$700.00
	7200-7080-001-460105	Minor Tools & Apparatus	\$9,000	\$1,700	\$4,727.31	\$3,027.31
				\$104,700		
To:	7200-7050-001-443000-035	Repairs & Maint. Equipment	\$225,000	\$19,000	\$40,891.69	\$59,891.69
	7200-7050-001-443000-350	Repairs & Maint. Pumps & Motors	\$85,085	\$55,000	\$3,774.07	\$58,774.07
	7200-7050-001-444500	Equipment Rental	\$8,500	\$9,700	\$3,492.65	\$13,192.65
	7200-7050-001-456005	Postage & Courier Service	\$16,300	\$5,000	\$7,520.30	\$12,520.30
	7200-7060-001-443000-075	Repairs & Maint. Vehicles	\$19,750	\$6,000	\$4,371.17	\$10,371.17
	7200-7080-001-443000-350	Repairs & Maint. Pumps & Motors	\$151,000	\$10,000	\$53,034.86	\$63,034.86
				\$104,700		

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

Solution: Approve the line item transfer.

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

- b. Discussion and possible action to approve, by Order, the following budget amendment line item transfer from the County Clerk Vital Statistics fund balance. This action will not have an impact on the General Fund. **[Requested by Margie Ibarra, County Clerk]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2030-259700	County Clerk Vital Statistics - Fund Balance	Running Balance	\$5,000	\$38,607.51	\$33,607.51
To:	2030-2310-001-461000	Materials & Supplies	\$4,000	\$5,000	\$1,899.75	\$6,899.75

Issue: Funds are needed to purchase materials and supplies for our vital statistics records and to cover additional expenses. This includes birth and death certificate paper, marriage license paper, poly envelopes, etc.

Solution: To seek authorization to transfer funds from the County Clerk Vital Statistics fund balance to cover expenses.

Result: To ensure adequate funding for materials and supplies needed in the office for our vital statistics records. Any remaining balance will be transferred to the County Clerk Vital Statistics fund balance.

- c. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within the General fund. **[Requested by Economic Development]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-6010-001-460105	Minor Tools & Apparatus	\$5,000.00	\$1,240.03	\$4,840.03	\$3,600.00
	1001-6010-001-462605	Fuel & Lubricants	\$5,500.00	\$2,676.12	\$5,365.70	\$2,689.58
				\$3,916.15		
To:	1001-6010-001-461000	Materials & Supplies	\$2,500.00	\$3,916.15	\$2,019.93	\$4,118.08

Issue: Budget Line Item Transfer is needed to cover the remainder of the 2024 fiscal year for the Materials & Supplies account.

Solution: Approve Line Item Transfer.

Result: There will be sufficient funds to cover the 2024 Materials & Supplies account.

REGULAR AGENDA

Honorable Martin Cuellar, Sheriff

23. Discussion and possible action to transfer Nine Thousand Two Hundred Ninety-Three Dollars (\$9,293) from the current fiscal year Webb County General Fund to cover the wages and benefits payable to the grant-funded investigator/peace officer pursuant to the Webb County Collective Bargaining Agreement (CBA) that are not covered by the grant for the current fiscal year and in an amount not to exceed a total of Fifty-Five Thousand Seven Hundred Fifty-Six Dollars (\$55,756) for fiscal years (beginning October 1, 2023, thru March 31, 2027) subject to annual appropriations; and authorizing the Webb County Judge to sign all relevant documents and any other matters incident thereto. On October 10, 2023 Commissioners Court approved to accept the grant award and allocate the funds to cover the wages and benefits, as stated, that are not covered by the grant for the current and subsequent fiscal years. The investigator on this grant is to enhance investigations in all matters relating to domestic violence, sexual assault, stalking, and dating violence and to work with Casa de Misericordia Domestic Violence Shelter along with its Legal Advocate. **[Grant Fund #2604 (\$375,000.00) and General Fund #1001-1160-001-463907-010 (\$55,756.00)]**

Year	Cost per Year
Current Fiscal Year	\$9,293.00
Fiscal Year 2024-2025	\$18,591.00
Fiscal Year 2025-2026	\$18,591.00
Fiscal Year 2026-2027	\$9,293.00
Total Estimated for All Years	\$55,756.00

Issue: Since 2013, the Office on Violence Against Women (OVW) has continually funded a grant-funded domestic violence (DV) investigator for the Webb County Sheriff's Office and a legal advocate for the Casa Misericordia Domestic Violence Shelter through this grant program; due to the CBA additional funding is required to meet the pay rate for the Officer assigned to this work detail.

Solution: Fund the amount needed to cover the pay rate of the assigned Officer so that Casa de Misericordia Domestic Violence Shelter and the Webb County Sheriff's Office can continue their coordinated, collaborative efforts to assist victims of domestic violence in the local Laredo/Webb County Community.

Result: Victims of domestic violence, sexual assault, dating violence, and stalking in the Laredo/Webb County area will continue to receive improved, enhanced services from the Casa Misericordia Domestic Violence Shelter and the Webb County Sheriff's Office to assist them with needed recovery, restitution, privacy, justice, and dignity.

Casa Blanca Golf Course

24. Discussion and possible action to allow the County's current merchant provider for Casa Blanca golf course credit card services to process an application with CardConnect, a FiServ company, for the integration of credit card and POS services and allow the purchase of credit card equipment from the general operating account to be reimbursed with golf course funds; and any other matter incident thereto.

Issue: The golf course is currently using a credit card system which requires each sale to first be rung up into the point-of-sale system, then keyed into the credit card terminal. This is a customer service issue as well as prone to errors. CardConnect fully integrates into the Club Caddie point of sale system providing a seamless transaction experience.

Solution: Allow our current merchant provider to process application with CardConnect/FiServ which will allow a seamless integration with the Club Caddie POS system for credit card purchases.

Result: A point of sale system which will aid in customer service, sales, financial reporting to the Auditors department.

Fire Marshal

25. Discussion and possible action to transfer employee Slot #2876 from the Fire Marshal Department to the Emergency Management Department and to further transfer Slot #3017 from the Emergency Management Department to the Fire Marshal Department; and any other matters incident thereto.
26. 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 08, 2024:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
#3017	Administrative Coordinator	\$16.73 - \$17.58 14/A-E

Issue: Request to fill Slot #3017 that became vacant on March 13, 2024

Solution: Approval to post and fill Slot #3017.

Result: The filling of the slot will allow the Fire Marshal's Office to function efficiently and effectively.

Civil Legal Division

27. Discussion and possible action to enter into a Tax Abatement Agreement, pursuant to Webb County's Guidelines and Criteria under the Property Redevelopment and Tax Abatement Act, Chapter 312 of the Texas Tax Code, as requested by Cedro Hill Wind, LLC, for approximately \$141,000,000 in improvements related to the generation of electricity using wind turbines for a ten year period and being a 100% tax abatement of ad valorem taxes (maintenance and operation only), with payments in lieu of taxes (pilot payments) to be made annually to Webb County and any matters incident thereto; authorizing the County Judge to sign all relevant documents. **[No effect on current county budget]**

Elections

28. Discussion and possible action to reassess the Order of Joint Primary Election and Early Voting Sites for the May 28, 2024 Joint Primary Runoff Election and to authorize and establish the Main and Temporary Branch Early Voting Polling Sites for the May 28, 2024 Joint Primary Elections within Webb County, Texas pursuant to Chapter 85, Texas Election Code and any other matters incident thereto.

Pre-Trial Services

29. Discussion and possible action to approve the submission of a grant application as prepared and submitted by the Webb County Pre-Trial Services in the amount of \$4,520.00 (from the Texas Inidgent Defense Commission) and \$18,082.00 (Webb County Match) for a total amount of Twenty-Two Thousand Six Hundred Two Dollars (\$22,602) for pre-trial services to perform duties at the Webb County Jail on Saturday and Sunday; and authorizing the Webb County Judge to execute all relevant documents and any other matters incident thereto. Furthermore, this grant does require a cash match and will impact 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. **[Account #1001-1160-001-463910-005 (Grant Match Indigent Defense Commission)]**

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 man-power needed to support the appointment of attorneys for indigent offenders that qualify at the front-end of the magistrate process during the weekend. This will be the last year Webb County will qualify for this grant. Webb County may have to absorb the total salary and benefits for the 2025-2026 budget year.

Solution: The acquisition of the grant funding will offset the county personnel expenses for one year and will provide adequate staffing for the weekend.

Result: Webb County is required to be in compliance with all local and state legislative mandates concerning indigent defense.

Public Health Services

30. Discussion and possible action to authorize the Public Health Services Department to oversee the County Employee Clinic currently overseen by the Risk Management Department, including its approved budget, current staff, and any services currently being provided, and any matters incident thereto.

Issue: The Employee Clinic services hundreds of County employees and provides numerous health benefits to covered employees and their families. The Public Health Services Department shares the same commitment and has the ideal resources to better utilize the Employee Clinic and enhance its services.

Solution: Approval of the above stated item.

Result: This will allow for the Employee Clinic to be better staffed, maintain the efficiency of tracking the employee Wellness Program activities, obtain discounted rates on supplies and disposal services to possibly reduce expenses, and provide continuous expansion of the services offered to covered County employees and their families.

Purchasing

31. Discussion and possible action to award Invitation to Bid (ITB) 2024-005 "JP Pct. 1 PI. 2 Renovation Project" to sole bidder Midas Contractors, LLC, for an amount not to exceed \$69,950.00 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 sign all relevant documents and any other matters incident thereto. **[Account #1001-2150-001-470000 (JP Pct. 1 PI. 2 Capital Outlay)]**

Issue: The Webb County Commissioners Court authorized renovations to the Justice of the Peace, Precinct 1, Place 2 Courtroom and Office areas to include removal and replacement of Courtroom carpet, refurbishing all courtroom pews, reconstruction of customer service windows, and refurbishing customer lobby benches, to include all materials, labor, equipment and local building permits required to provide the requested scope of work.

Solution: Consideration to award to the sole bidder, Midas Contractors, LLC.

Result: If approved by Commissioners Court, proceed with execution of the construction contract and notice to proceed subject to submission of minimum insurance and P&P bonding requirements.

32. Discussion and possible action to accept the rankings and award to the highest ranking respondent Competitive Sealed Proposal (CSP) No. 2024-003 "Webb County Southern Fire Station – ARPA Project No. 2 for Total Base Bid/Allowances plus Alternates as presented by the Purchasing Agent and recommended by the scoring committee pursuant to the Texas Government Code; §2269.151 Contracts for Facilities: Competitive Sealed Proposals (CSP) and any other matters incident thereto. **[Account #2703-5205-001-474501-101 (American Rescue Plan Act of 2021-American Rescue Plan-Administration-Construction In Progress-Southern Fire Station)]**

Issue: The Purchasing Agent secured three (3) competitive sealed proposals.

Solution: Consideration to approve as presented and in accordance with the Government Code Chapter 2269, contracting and delivery procedures for construction projects.

Result: If approved, General Counsel will prepare a construction contract to include any federal contract provisions required in compliance with the ARPA.

33. Discussion and possible action to purchase one (1) new 2024 John Deere Compact Track Loader 325G from RDO Equipment Co. (Source-Well Contract #011723 - JDC in an amount not to exceed \$71,461.86 for the Webb County Road and Bridge Department and in accordance with the Texas Local Government Code, Sub-Chapter F. Cooperative Purchasing Program; Section 271.102 (Cooperative Purchasing Program Participation) and to further authorize the transfer of funds from the operational reserve account 1001-1130-001-431001-010 to the Road and Bridge - Road Maintenance Capital Outlay Account 2007-7150-001-470000 and any other matters incident thereto. **[Account #2007-7150-001-470000 (Road & Bridge Fund - Road Maintenance General - Administration - Capital Outlay)]**

Issue: Road and Bridge is requesting new heavy equipment for general road maintenance.

Solution: Use a reputable vendor with a cooperative contract for heavy equipment purchase. Utilizing cooperative contracts will meet the competitive bidding requirements of the state.

Result: The new equipment will help improve general road maintenance and improvements to county roads and will eliminate manual labor, making day-to-day operations more efficient.

Risk Management

34. Discussion and possible action to reclassify the Risk Management Director position, slot #317 grade 26, to a Risk Manager position grade 25 to oversee Risk Management's operations and functions and recruit to fill, subject to availability of payroll funds, review and confirmation of recommended title and grade, and any applicable Civil Service guidelines, effective April 8, 2024:

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
317	Risk Manager	\$76,670.47 - \$85,739.99 (Grade 25 A - J)

Issue: Effective October 30, 2023, the Risk Management Director retired from Webb County. Therefore, since November 13, 2023, the Human Resources Director has been overseeing the Risk Management Department and handling all duties related to the management of the same. Recommendation has been brought forward to reclassify the Risk Management Director position to a Risk Manager position.

Solution: Approval of the above stated item.

Result: Ability for the Risk Management Department to continue to enhance its operations and services for Webb County Employees.

Honorable Patricia Barrera, Tax-Assessor- Collector

- 35. Discussion and possible action to approve the modification of Job Description for the following slot position, subject to approval by the Civil Service Commission and any applicable civil service guidelines. No salary changes or pay grade will be changed.

Slot#	Title	Change
123	Passport Supervisor	Modify the minimum qualifications

Issue: Position currently requires a minimum of 2-year experience in processing passports, making the pull of applicants very limited.

Solution: Revised job description, minimum qualifications, to a 2-year experience, preferred, in order to increase the pull of applicants.

Result: The modifications will allow our department to increase the pull of applicants and be able to fill in the position as soon as possible and continue to provide customer service that the department needs.

Honorable Rosaura “Wawi” Tijerina, Webb County Commissioner Pct. 2

- 36. Discussion and possible action to approve a Resolution to recognize the month of April 2024 as World Autism Awareness Month and to commemorate World Autism Awareness Month in Webb County, Texas by lighting up the Webb County Courthouse in Blue for the month of April 2024, and any other matters incident thereto.

Honorable Tano E. Tijerina, Webb County Judge

- 37. Discussion and possible action to proclaim the month of April, 2024 as Sexual Assault and Awareness and Child Abuse Prevention month in Webb County.

Closed Session/Executive Session

- 38. Discussion regarding county enrollees in Certified Public Manager (CPM) program offered by Texas A&M International University and compliance with participation agreement, with possible action to authorize an exception for certain participants based on their employment scenarios; any other matters incident thereto. **[Executive Session may be requested pursuant to Texas Local Govt. Code Section 555.071 (1) (A) Consultation with Attorney, Pending or Contemplated litigation]** **[Requested by County Auditor]**
- 39. Discussion and possible action to enter into a Purchase and Sale Agreement with Fesco Ltd., for the purchase of four (4) tracts of land together with any improvements located in the Fesco Business Park Subdivision (Property ID Nos. 365118, 365119, 365114 & 207222) Webb County, City of Laredo, Texas and any matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Closed Meeting/Executive Session may be requested if needed pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.072 (Deliberations regarding valuation, terms for purchase and offer of sale of Real Property)]** **[Requested by Commissioners Court Administrator]**

Presentations

40. Recognition and Presentation of plaques to Cigarroa Middle School Coaches Ms. Marsha McDonald & Ms. Charmaine Heimes for their 40 years of Physical Education. **[Requested by Jesse Gonzalez, Commissioner Pct. 1]**
41. Recognition and presentation to the Barracudas Adapted Swim Team for their continued efforts promoting Autism Awareness and demonstrating the benefits of health and wellness for children (Autism Awareness Month). **[Requested by Ricardo Jaime, Commissioner Pct. 4]**
42. Recognition and presentation of plaque to Andrea Lizette Nunez from Alexander High School for achieving several awards in the track and field and volleyball areas. **[Sponsored by Rosaura "Wawi" Tijerina, Commissioner Pct. 2 and Co-Sponsored by Jesse Gonzalez, Commissioner Pct. 1]**
43. **Communications**
44. **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 4th DAY OF APRIL, 2024

By: Melinda Mata
Melinda Mata
Court Administrator

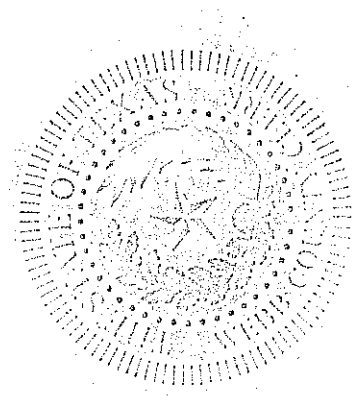
CERTIFICATION OF NOTICE AND POSTING

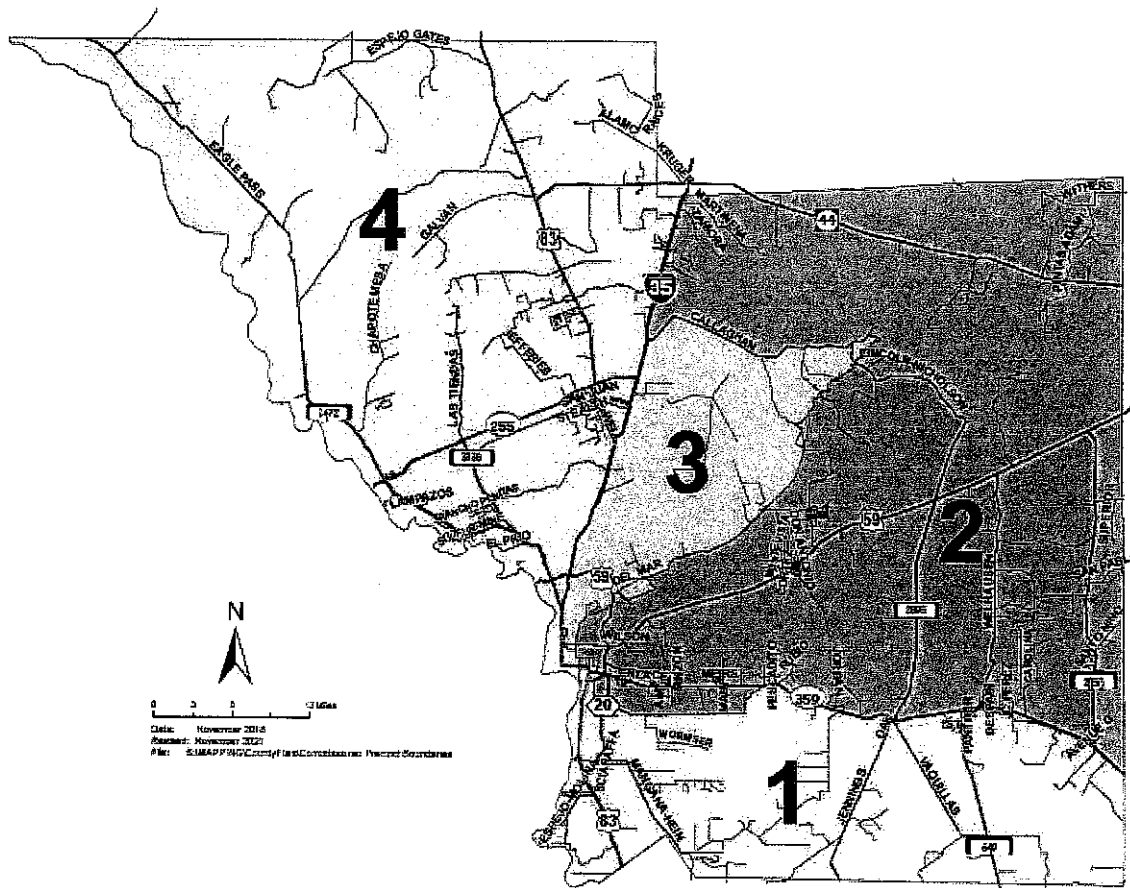
I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 4th day of April, 2024 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

DATED THIS 4th DAY OF APRIL, 2024

MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS





By: Margie Ramirez-Ibarra
For: Margie Ramirez-Ibarra, County Clerk
By: **Herlinda Flores, Senior Deputy Clerk**





Date: November 2016
 Reason: November 2022
 File: S:\MAPPING\County\GIS\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 Ricardo A. Jaime	Precinct 4

**Webb County, Texas
 Commissioner Precinct Boundaries**