

THE STATE OF TEXAS

COMMISSIONERS COURT

COUNTY OF SAN PATRICIO

NOTICE OF OPEN MEETING

IN ACCORDANCE WITH GOVERNMENT CODE CHAPTER 551 NOTICE IS HEREBY GIVEN THAT REGULAR MEETING OF THE COMMISSIONERS COURT WILL BE HELD ON MONDAY, MARCH 25, 2024, AT 9:00 A.M. IN THE SAN PATRICIO COUNTY ADMINISTRATIVE ANNEX AT 1301 E. SINTON STREET SUITE C, COMMISSIONERS COURTROOM, AT WHICH TIME THE FOLLOWING SUBJECTS WILL BE DISCUSSED, CONSIDERED, PASSED OR ADOPTED .

1. **CALL TO ORDER, PLEDGES AND PUBLIC INVOLVEMENT**

- 1.1. Call meeting to order
- 1.2. Pledge of allegiance
- 1.3. Citizens to be heard
- 1.4. Report from Judge, Commissioner or Department concerning an item/report of community interest.

2. **DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

- 2.1. Approval of minutes
- 2.2. **Financial Agenda:**
 - 2.2.a. Examination, consideration, and action on approval of all claims against San Patricio County Pursuant to section 113.064, Texas Local Government Code.
 - 2.2.b. Consideration and action on Budget Line Items, Transfers, and Amendments.
 - 2.2.c. Consideration and action on accepting bank reconciliation, investment reports, and related matters by County Treasurer.
- 2.3. **Consent Agenda:** All Consent Agenda items listed are considered to be routine by the Commissioners Court. Members of the Commissioners Court have been furnished documentation on each item, and all such items may be acted upon by one vote without being discussed separately unless requested by County Judge or a Commissioner:
 - 2.3.a. Accept and record Tax Abatement compliance for GCGV (aka ExxonMobil Corporation) for 2023 and audit of same by Corpus Christi Regional Economic Development Corporation.
 - 2.3.b. Accept and record Oath and Deputation for Maria (Bel) Sanchez, Deputy County Clerk
 - 2.3.c. Consideration and action to record 16 hours of educational training for Thomas Yardley during the 66th Annual VG Young School for County Commissioners Courts, February 20-22, 2024.

- 2.3.d. Consideration and action to record 4 hours of educational training for Thomas Yardley County Budgeting: Administrative Training during the 66th Annual VG Young School for County Commissioners Courts on February 20, 2024.
- 2.3.e. Accept and record Continuing Education hours for David Krebs, County Judge for 12 hours from 66th Annual VG Young School for County Commissioners Court, Bryan, TX 20-22 February 2024.
- 2.4. **Individual Action Agenda:**
 - 2.4.a. Discussion, consideration, and possible action on the Employee Benefits Committee (EBC) request to go back to calculating San Patricio County Service Awards as previously calculated. Where each employee starts over in Service calculations when they re-start with the County and previous time worked at the County is not included in the calculation.
 - 2.4.b. Consideration and action on property, boiler, and machinery insurance renewal proposal and alternatives submitted by McGriff Insurance Services Inc.
 - 2.4.c. Consideration and action on request from Kimberly Watson Public Health Emergency Preparedness (PHEP) Manager, to enter into a contract with Homeland Preparedness. This contract is for the Medical Reserve Corps (MRC) that has been approved. This grant is no cost to the County and is 100% grant funded.
 - 2.4.d. Consideration and action on a request from John Hernandez, County Engineer, on accepting Road Bond Project 19-3 Rancho Chico:
 - a. Including Final Release of Retainage payment in the amount of \$215,769.09
 - b. Executing Change Order #4 - Rectifying of final bid items for a credit of \$40,632.28
 - c. Begin warranty period beginning 12/7/2023
 - 2.4.e. Discussion, consideration and action on AIA Document G704-2017 Certificate of Substantial Completion of San Patricio County Tornadic & Hurricane Resistant Safe Room (aka Emergency Operations Center <EOC> Project).
 - 2.4.f. Consideration and action on request from John Hernandez, San Patricio County Engineer, for proposal from Tolunay-Wong Engineers, Inc. to perform "In-Place Soil Compaction (Nuclear Method)" in the amount of \$22,505.00. This soil compaction testing is for the Justice Center's building footprint.
 - 2.4.g. Consideration and action on a request from Lilly Wilkinson, Commissioner of Precinct #3 for an Interlocal Agreement between San Patricio County, Precinct #3 and the Odem Little League concerning improving and reconstructing areas of One Owl Square, Little League Park in Odem, TX.
 - 2.4.h. Consideration and action on renewing the existing debris removal contract for 2024-2025 with Crowder Gulf.
 - 2.4.i. Consideration and action on allowing the Auditor's Office to issue an RFP for Ventilation for the Sheriff and JV facilities.
 - 2.4.j. Consideration and action on allowing the Auditor's Office to issue an RFP for Data Remediation for the transition from 911 to the next generation.

- 2.4.k. Consideration and action on allowing the Auditor's Office to award RFP2024-003 for **GIS**/Enterprise Software to Environmental System Research Institute, Inc (esri) for \$89,900.00 with ARPA Funds.
- 2.4.l. Consideration of the **Grant Committee** recommendations for the following applications in the March meeting:
 - 1. TDA- Colonia Fund Construction Program – Application 2024
 - 2. TDHCA-HOME - Homeowner Reconstruction Assistance (HRA)
 - 3. TDHCA-HOME - Tenant-Based Rental Assistance (TBRA)
 - 4. TDHCA- Amy Young Barrier Removal Program (AYBR) Disabilities
 - 5. TxDOT- STEP - Sheriff
- 2.4.m. Consideration and action on San Patricio Grant Department's request to Apply to the Texas Department of Community Affairs (TDHCA) Amy Young Barrier Removal (AYBR) Program funded through the Texas Housing Trust Fund
- 2.4.n. Consideration and action on allowing the Auditor's Office to issue an **RFP** for a Grant Administrator for Texas Department of Community Affairs (TDHCA) HOME Investment Partnership programs and Amy Young Barrier Removal (AYBR).
- 2.4.o. Consideration and action on San Patricio Grant Department's request to Apply to the Texas Department of Agriculture for the Texas Community Development Block Grant Program Colonia Fund and approve Resolution for the application.
- 2.4.p. Consideration and action on allowing the Auditor's Office to issue an RFP for a Grant Administrator for the Texas Department of Agriculture, Community Development Block Grant Program Colonia Fund.
- 2.4.q. Consideration and action on San Patricio Grant Department's request to Apply to the Texas Department of Community Affairs (TDHCA) HOME Investment Partnership program Homeowner Reconstruction Assistance (HRA).
- 3. **PERSONNEL**-Employment and current employee status changes in accordance with the current personnel policies, County Budget, and State law with notification of such changes to the payroll division of the Treasurer's office.
 - 3.1. Deliberate and consider action employee salary:
 - 3.1.a. Spencer Timberlake - Resignation - Crewman/Road and Bridge #3 full time regular, non-exempt grade 104 at \$2,916.97 per month (\$16.83 hr.) effective March 14, 2024.
 - 3.1.b. Edward Moreno - Employment - Crewman/Road and Bridge #3 full time regular, non-exempt grade 104 step 1 at \$2,738.94 per month (\$15.80 hr.) effective April 2, 2024. Request by Elected Official is step 1+ at \$2,773.33 per month (\$16.00 hr.).

3.2. Accept and record employee status changes:

4. **EXECUTIVE SESSION**

PUBLIC NOTICE is given that the San Patricio Commissioners Court may elect to go into Executive Session anytime during the meeting to discuss matters listed on the Agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. To the extent there has been a past practice of distinguishing items for public deliberation and those for executive session, the public is advised that the Court is departing from that practice, and reserves the right to discuss any listed agenda items in executive session when authorized by law to do so. In the event the Commissioners Court elects to go into Executive Session regarding an agenda item the section or sections of the Open Meetings Act authorizing the Executive Session will be publicly announced by the presiding officer. In accordance with the authority of the Government Code, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.0725 (Contract being Negotiated), 551.073 (Prospective Gift), 551.074 (Personnel Matters), 551.0745 (Personnel Matters Affecting County Advisory Body), 551.076 (Security Devices), 551.086 (Public Utilities Competitive Matters), 551.087 (Economic Development Negotiations) the Commissioners Court will hold an Executive Session to consult with attorney(s) including matters related to litigation; deliberate regarding real property; prospective gift(s); personnel matter(s), including termination; security devices, and/or economic development negotiations and other matters that may be discussed in an Executive Session. Upon completion of the Executive Session, the Commissioners' Court may in an open session take such action as appropriate on items discussed in Executive Session.

5. **RECONVENE:** Regular Commissioners Court Session

6. Consideration and action on all items discussed in the Executive Session.

7. **ADJOURN**

SIGNED THIS THE 21ST DAY OF MARCH, 2024.

POSTED THIS THE 21ST DAY OF MARCH, 2024.

A handwritten signature in cursive script, reading "David R. Krebs", is written over a horizontal line.

Judge David R. Krebs

PERSONS WITH DISABILITIES PLANNING TO ATTEND THIS MEETING WHO MAY NEED AUXILIARY AIDS OR SERVICES ARE ASKED TO CONTACT THE COUNTY JUDGE'S OFFICE AT (361) 364-9301.

Commissioners Court Agenda

2.3.a.

Meeting Date: 03/25/2024

Brief Title: GCGV Compliance Confirmation from CCREDC

From: Debbie Sanders, County Judge Court Administrator

SUBJECT:

Accept and record Tax Abatement compliance for GCGV (aka ExxonMobil Corporation) for 2023 and audit of same by Corpus Christi Regional Economic Development Corporation.

Attachments

GCGV Exxon Tax Abatement Compliance 2023

Commissioners Court Agenda

2.3.b.

Meeting Date: 03/25/2024

Brief Title: Oath and Deputation for Maria (Bel) Sanchez, Deputy County Clerk

Submitted For: Gracie Gonzales, County Clerk

From: Gracie Gonzales, County Clerk

SUBJECT:

Accept and record Oath and Deputation for Maria (Bel) Sanchez, Deputy County Clerk

Attachments

Deputation Maria (Bel) Sanchez.pdf

Commissioners Court Agenda

2.3.c.

Meeting Date: 03/25/2024

Brief Title: Certificate of Completion of Educational Training

Submitted For: Tom Yardley, Commissioner PCT 2

From: Gwen Duhart, Administrative Assistant PCT 2

SUBJECT:

Consideration and action to record 16 hours of educational training for Thomas Yardley during the 66th Annual VG Young School for County Commissioners Courts, February 20-22, 2024.

Attachments

CEU Certificate

Commissioners Court Agenda**2.3.d.****Meeting Date:** 03/25/2024**Brief Title:** Certificate of Completion of Educational Training**Submitted For:** Tom Yardley, Commissioner PCT 2**From:** Gwen Duhart, Administrative Assistant PCT 2

SUBJECT:

Consideration and action to record 4 hours of educational training for Thomas Yardley County Budgeting: Administrative Training during the 66th Annual VG Young School for County Commissioners Courts on February 20, 2024.

AttachmentsCEU Certificate

Commissioners Court Agenda

2.3.e.

Meeting Date: 03/25/2024

Brief Title: Continuing Education for County Judge David Krebs 20 Feb 2024

From: Debbie Sanders, County Judge Court Administrator

SUBJECT:

Accept and record Continuing Education hours for David Krebs, County Judge for 12 hours from 66th Annual VG Young School for County Commissioners Court, Bryan, TX 20-22 February 2024.

Attachments

Certificate D Krebs Cty Judge VG Young School for County Commissioners Feb 2024

Commissioners Court Agenda**2.4.a.****Meeting Date:** 03/25/2024**Brief Title:** Employee Benefits Committee Request To Calculate Service Awards as Previously Calculated**From:** Tricia Astin, County Judge Court Coordinator

SUBJECT:

Discussion, consideration, and possible action on the Employee Benefits Committee (EBC) request to go back to calculating San Patricio County Service Awards as previously calculated. Where each employee starts over in Service calculations when they re-start with the County and previous time worked at the County is not included in the calculation.

Commissioners Court Agenda

2.4.b.

Meeting Date: 03/25/2024

Brief Title: McGriff Insurance

From: Alonzo Arce, Assist Co Auditor 1

SUBJECT:

Consideration and action on property, boiler, and machinery insurance renewal proposal and alternatives submitted by McGriff Insurance Services Inc.

Commissioners Court Agenda**2.4.c.****Meeting Date:** 03/25/2024**Brief Title:** Homeland Preparedness Contract request**From:** Debbie Sanders, County Judge Court Administrator

SUBJECT:

Consideration and action on request from Kimberly Watson Public Health Emergency Preparedness (PHEP) Manager, to enter into a contract with Homeland Preparedness. This contract is for the Medical Reserve Corps (MRC) that has been approved. This grant is no cost to the County and is 100% grant funded.

Attachments

San Pat Public Health Volunteer

Commissioners Court Agenda

2.4.d.

Meeting Date: 03/25/2024

Brief Title: Road Bond Project - 19-3 for Rancho Chico

From: Tricia Astin, County Judge Court Coordinator

SUBJECT:

Consideration and action on a request from John Hernandez, County Engineer, on accepting Road Bond Project 19-3 Rancho Chico:

- a. Including Final Release of Retainage payment in the amount of \$215,769.09
 - b. Executing Change Order #4 - Rectifying of final bid items for a credit of \$40,632.28
 - c. Begin warranty period beginning 12/7/2023
-

Attachments

Contract 19-3 Closeout Packet

PA_Final Payment Application

Commissioners Court Agenda**2.4.e.****Meeting Date:** 03/25/2024**Brief Title:** Certificate of Substantial Completion for EOC Project**Submitted For:** John Hernandez, Engineer**From:** Debbie Sanders, County Judge Court Administrator

SUBJECT:

Discussion, consideration and action on AIA Document G704-2017 Certificate of Substantial Completion of San Patricio County Tornadic & Hurricane Resistant Safe Room (aka Emergency Operations Center <EOC> Project).

Attachments

Certificate of Substantial Completion EOC

Punchlist attachment for Cert of Substantial Completion EOC

Commissioners Court Agenda**2.4.f.****Meeting Date:** 03/25/2024**Brief Title:** Engineers for In-place Soil Compaction Justice Ctr**Submitted For:** John Hernandez, Engineer**From:** Debbie Sanders, County Judge Court Administrator

SUBJECT:

Consideration and action on request from John Hernandez, San Patricio County Engineer, for proposal from Tolunay-Wong Engineers, Inc. to perform "In-Place Soil Compaction (Nuclear Method)" in the amount of \$22,505.00. This soil compaction testing is for the Justice Center's building footprint.

Attachments

Proposal for In Place Soil Compaction Justice Ctr

Commissioners Court Agenda

2.4.g.

Meeting Date: 03/25/2024

Brief Title: Interlocal Agreement between San Patricio County, TX and Odem Little League

Submitted For: Lilly Wilkinson, Commissioners PCT 3

From: Rachel Covarrubias, Administrative Assistant

SUBJECT:

Consideration and action on a request from Lilly Wilkinson, Commissioner of Precinct #3 for an Interlocal Agreement between San Patricio County, Precinct #3 and the Odem Little League concerning improving and reconstructing areas of One Owl Square, Little League Park in Odem, TX.

Commissioners Court Agenda

2.4.h.

Meeting Date: 03/25/2024

Brief Title: Disaster Debris Removal Contract Renewal

Submitted For: Sara Williams, Emergency Mgmt

From: Shanna Owens, Deputy EMC

SUBJECT:

Consideration and action on renewing the existing debris removal contract for 2024-2025 with Crowder Gulf.

Attachments

2024-2025 Crowder Gulf Contract Renewal

Commissioners Court Agenda

2.4.i.

Meeting Date: 03/25/2024

Brief Title: ARPA-SLFRF RFP

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on allowing the Auditor's Office to issue an RFP for Ventilation for the Sheriff and JV facilities.

Commissioners Court Agenda

2.4.j.

Meeting Date: 03/25/2024

Brief Title: ARPA-SLFRF RFP

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on allowing the Auditor's Office to issue an RFP for Data Remediation for the transition from 911 to the next generation.

Commissioners Court Agenda

2.4.k.

Meeting Date: 03/25/2024

Brief Title: ARPA-SLFRF RFP 2024-003

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on allowing the Auditor's Office to award RFP2024-003 for **GIS**/Enterprise Software to Environmental System Research Institute, Inc (esri) for \$89,900.00 with ARPA Funds.

BACKGROUND:

RFP2024-003 CC Approved on 01/16/2024 and re-advertised CC Approved on 02/26/2024.

Commissioners Court Agenda

2.4.1.

Meeting Date: 03/25/2024

Brief Title: Grant Committee Applications Recommendations

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration of the **Grant Committee** recommendations for the following applications in the March meeting:

1. TDA- Colonia Fund Construction Program – Application 2024
2. TDHCA-HOME - Homeowner Reconstruction Assistance (HRA)
3. TDHCA-HOME - Tenant-Based Rental Assistance (TBRA)
4. TDHCA- Amy Young Barrier Removal Program (AYBR) Disabilities
5. TxDOT- STEP - Sheriff

BACKGROUND:

The Committee met on 03/20/2024 and recommended approval of the listed grant applications.

Commissioners Court Agenda

2.4.m.

Meeting Date: 03/25/2024

Brief Title: TDHCA-HOME- AYBR

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on San Patricio Grant Department's request to Apply to the Texas Department of Community Affairs (TDHCA) Amy Young Barrier Removal (AYBR) Program funded through the Texas Housing Trust Fund

BACKGROUND:

Grant Committee approved the application at the 03/20/2024 meeting. No match requirements were identified at this time.

Commissioners Court Agenda

2.4.n.

Meeting Date: 03/25/2024

Brief Title: TDHCA-HOME-AYBR-RFP

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on allowing the Auditor's Office to issue an **RFP** for a Grant Administrator for Texas Department of Community Affairs (TDHCA) HOME Investment Partnership programs and Amy Young Barrier Removal (AYBR).

Commissioners Court Agenda**2.4.o.****Meeting Date:** 03/25/2024**Brief Title:** TDA-TxCDBG Colonia**Submitted For:** Melanie Cooper, County Judge**From:** Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on San Patricio Grant Department's request to Apply to the Texas Department of Agriculture for the Texas Community Development Block Grant Program Colonia Fund and approve Resolution for the application.

Attachments

Resolution_TDA-CDBG-ColoniaFund_FY24

Commissioners Court Agenda

2.4.p.

Meeting Date: 03/25/2024

Brief Title: CC/TDA-TxCDBG Colonia RFP

Submitted For: Melanie Cooper, County Judge

From: Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on allowing the Auditor's Office to issue an RFP for a Grant Administrator for the Texas Department of Agriculture, Community Development Block Grant Program Colonia Fund.

Commissioners Court Agenda**2.4.q.****Meeting Date:** 03/25/2024**Brief Title:** TDHCA-HOME- HRA**Submitted For:** Melanie Cooper, County Judge**From:** Melanie Cooper, Grant Writer

SUBJECT:

Consideration and action on San Patricio Grant Department's request to Apply to the Texas Department of Community Affairs (TDHCA) HOME Investment Partnership program Homeowner Reconstruction Assistance (HRA).

BACKGROUND:

Match requirements for this program could be up to 15% and an average of up to \$22,500.00 local costs per eligible applicant. If the eligible applicant is considered a person with a disability, then no match is required.

Commissioners Court Agenda

3.1.a.

Meeting Date: 03/25/2024

Brief Title: Resignation - S. Timberlake

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Spencer Timberlake - Resignation - Crewman/Road and Bridge #3 full time regular, non-exempt grade 104 at \$2,916.97 per month (\$16.83 hr.) effective March 14, 2024.

Attachments

PA - Resign - S. Timberlake

Commissioners Court Agenda

3.1.b.

Meeting Date: 03/25/2024

Brief Title: Employment - E. Moreno

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Edward Moreno - Employment - Crewman/Road and Bridge #3 full time regular, non-exempt grade 104 step 1 at \$2,738.94 per month (\$15.80 hr.) effective April 2, 2024. Request by Elected Official is step 1+ at \$2,773.33 per month (\$16.00 hr.).

Attachments

PA - Empl - E. Moreno
