**BREWSTER COUNTY**

**COMMISSIONERS COURT**

**Regular Commissioners Meeting: September 26, 2023, at 9:30 A.M.**

**Brewster County Courthouse, Commissioners Courtroom 201 W. Ave. E Alpine, Texas 79830**

**AGENDA**

**1. Call to Order - Judge Greg P. Henington**

Judge Heningtion called the meeting to order at 9:32 a.m.; the following Elected Officials were present:

Greg Henington County Judge

Jim Westermann Commissioner Pct. 1

Sara Allen Colando Commissioner Pct. 2

William “Mo” Morrow Commissioner Pct. 4

Sarah Vasquez County Clerk

Ruben Ortega, Commissioner Pct. 3, was absent.

**2. Invocation**

Invocation by Judge Henington.

**3. Pledge of Allegiance**

The Pledge of Allegiance and Texas Pledge were led by Judge Henington.

**4. Review, discuss and take necessary action to approve previous meeting minutes**

Commissioner Morrow moved to approve the September 12, 2023 minutes. Commissioner Colando seconded the motion; motion passed 4-0.

**5. Public Comment-Comments are limited to 5 minutes per person. Members of the public are also welcome to participate in public comment by calling 432-244-6663.**

None.

**6. Recognition & Announcements**

Commissioner Westermann recognized the Road and Bridge Department for their great work on Rio Rancho Rd.

**7. Update on new Brewster County Website / Commissioner S. Colando / Discussion only**

Commissioner Colando presented an update on the website. She is awaiting the first mock up.

**8. County Judge Report – for informational purposes only / no action required**

Judge Henington gave an update.

**9. Review, discuss and take appropriate action on Brewster County Courthouse Survey to be recorded for Public Records with waived fees**

Sarah Vasquez, County Clerk, presented the survey of the Brewster County Courthouse to be approved to be recorded into the Plat Records with fees waived. Commissioner Morrow moved to approve the survey as presented and waive the filing fees. Commissioner Westermann seconded the motion; motion passed 4-0.

**10. Review, discuss and take possible action related to the 2021 Audit engagement letter from Gibson, Ruddock & Patterson, LLC, CPAs as follows:**

**A. Approve engagement letter as a discretionary waiver of bid for professional services under Local Government Code 262.024 (a) 4**

Commissioner Morrow moved to approve a discretionary waiver of the bid process for professional services. Commissioner Westermann seconded the motion; motion passed 4-0.

**B. Approve engagement letter for 2021 with County Judge signature authorization**

Judge Henington moved to approve the GRP engagement letter as presented. Commissioner Morrow seconded the motion; motion passed 4-0.

**11. Presentation by Melissa Harcrow for the Women Veteran's Program (WVP) / no action required**

Melissa Harcrow, Women Veterans Coordinator, gave a presentation on the services and assistance available to women veterans through the Texas Veterans Commission (TVC) Women Veterans Program (WVP).

**12. Road & Bridge Department**

**A. Superintendent's Report**

Superintendent Frenchie Causey gave the Road and Bridge Department report.

**B. Discussion and appropriate action for general work / permits / contract of Road & Bridge Department**

None.

**13. Emergency Management Department**

**A. General Report - Emergency Management Coordinator**

Stephanie Elmore, Emergency Management Coordinator, presented the General Report for the Emergency

Management Department.

**B. Review, discuss and take appropriate action on Brewster County Burn Ban**

EMC Elmore stated no change to the Burn Ban is needed at this time.

**14. Treasurer's Office**

**A. Financial Reports / Updates**

Julie Morton, County Treasurer, presented the August 2023 financial report. Judge Henington moved to approve the financial report as presented. Commissioner Morrow seconded the motion; motion passed 4-0.

**B. Discussion, review, and appropriate action related to financial reports, administration and policies**

None.

**C. County Audit update / Discussion only**

None.

**15. Brewster County Investment Related**

**A. Review and approve Brewster County Investment Policy for FY 2023 / Discussion and appropriate action**

Treasurer Morton presented the Brewster County Investment Policy for FY23. Commissioner Colando moved to approve as presented. Commissioner Morrow seconded the motion; motion passed 4-0.

**B. Appoint Brewster County Investment Officer(s) for FY 2023 / Discussion and appropriate action**

Treasurer Morton presented the Brewster County Investment Officer for FY23. Judge Henington moved to reappoint Treasurer Morton as County Investment Officer. Commissioner Morrow seconded the motion; motion passed 4-0.

**C. Review and approve Brewster County Investment strategies for each fund for FY 2023 / Discussion and appropriate action**

Treasurer Morton presented the Brewster County Investment strategies for FY23. Commissioner Morrow moved to approve as presented. Commissioner Colando seconded the motion; motion passed 4-0.

**D. Review and approve Brewster County Authorized List of Broker / Dealers / Discussion and appropriate action**

Treasurer Morton presented the Brewster County Authorized List of Broker / Dealers. Judge Henington moved to approve as presented. Commissioner Colando seconded the motion; motion passed 4-0.

**E. Review and approve authorized Public Funds Investment Act Trainings and Seminars from approved PFIA professional organizations and associations for FY 2023 / Discussion and appropriate action**

Treasurer Morton presented the trainings and seminars for FY23. Commissioner Colando moved to approve as presented. Commissioner Morrow seconded the motion; motion passed 4-0.

**F. Approve Quarterly Investment Reports for January-March 2023 and April- June 2023**

Treasurer Morton presented the Investment Reports for January-March 2023 and April-June 2023. Judge Henington moved to approve as presented. Commissioner Westermann seconded the motion; motion passed 4-0.

Court recessed at 10:23 AMs.

Court convened at 10:33 AM.

**16. Brewster County Auditor**

**A. General Bills / Discussion and appropriate action regarding to**

Patty Roach, County Auditor, presented the General Bills. Commissioner Colando moved to approve the

general bills as presented. Commissioner Morrow seconded the motion; motion passed 4-0.

**1. Budget Amendments**

Auditor Roach presented a budget amendment for the Public Defenders Office. Judge Henington moved to approve the budget amendment as presented. Commissioner Colando seconded the motion; motion passed 4-0.

**2. Line- Item Adjustments**

Auditor Roach presented Line Item Transfers. Commissioner Colando moved to approve the line item

transfers as presented. Commissioner Westermann seconded the motion; motion passed 4-0.

**B. Financial Reports / Updates**

None.

**C. Discussion, review, and appropriate action related to financial administration and Policies**

None.

**17. Official Monthly Reports**

Judge Henington announced for the Official Monthly Report to be reported to the second Commissioners Court Meeting of each month. Judge Henington moved to approve the Official Monthly Report as read. Commissioner Morrow seconded the motion; motion passed 4-0.

**18. Brewster County Tourism**

**A. Review, discuss and take possible action to approve the Grandscape Contract for Visit Big Bend in the amount of $45,000.**

Judge Henington presented the Grandscape Contract for advertising. Judge Henington moved to approve the contract subject to final review from the Auditor, Judge and Robert Alvarez. Commissioner Westermann seconded the motion; motion 4-0.

**19. Schedule Regular Commissioners Court Meeting on October 10, 2023, at 9:30 A.M.**

Judge Henington announced the next Commissioners Court Meeting on October 10, 2023, at 9:30 AM.

**20. Adjourn**

Commissioner Colando moved to adjourn. Commissioner Morrow seconded the motion; motion passed

4-0. Meeting adjourned at 11:11 AM.

**If necessary, following any closed or executive meeting the Commissioners Court will convene in open session to take any final action, decision, or vote on any matter deliberated in closed meeting which has properly been noticed in compliance with Chapter 551 Government Code of Texas.**

**If, during the course of the meeting covered by the notice, the Commissioners Court needs to meet in executive session, then such closed or executive meeting or session, pursuant to Chapter 551, Government Code of Texas, will be held by the Commissioners Court on the date, hour, and place given in the notice or as soon after the commencement of the meeting covered by this notice as the Court may conveniently meet in such closed or executive meeting or session convening and concerning any and all subjects and for any and all purposes permitted by Chapter 551 of said Government Code.**

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**Greg P. Henington**

**Brewster County Judge**

**ATTEST:**

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**Sarah Vasquez**

**Brewster County Clerk**