**PUBLIC NOTICE**

**MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT**

**TUESDAY, JULY 26, 2022, AT 9:30 A.M.**

**BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM**

**201 W AVE E**

**ALPINE, TEXAS**

Commissioner Ortega called the meeting to order at 9:40 a.m.; the following Elected Officials were present:

Eleazar R. Cano County Judge

Jim Westermann Commissioner Pct. 1

Sara Allen Colando Commissioner Pct. 2

Ruben Ortega Commissioner Pct. 3

Mike “Coach” Pallanez Commissioner Pct. 4

Katrina Munoz, Deputy Clerk, was present on behalf of Sarah Vasquez, County Clerk.

**Members of the public who are not able to participate in person, are encouraged to watch the meetings live online, at www.brewstercountytx.com or Brewster County, Texas (County's Facebook page). Members of the public are also encouraged to participate in public comment by calling telephone number 432-538-2028. This temporary suspension will leave important Open Meetings Act (Section 551.043, Texas Government Code) protections in place.**

**AGENDA**

**1. Invocation, Pledge of Allegiance**

Invocation and Pledge were led by Judge Cano. Commissioner Westermann led the Pledge of Allegiance to the Texas Flag.

**2. Minutes / additions / corrections / approval**

Commissioner Ortega moved to approve the minutes for July 12, 2022. Commissioner Colando seconded the motion; motion passed 5-0.

**3. Public Comment - Comments are limited to 5 minutes per person. Pursuant to the Texas Open Meetings Act, the Court is limited in its ability to respond to comments.**

Steve Belardo, McElroy Ranch resident, recognized the Road and Bridge Department for a job well done on road paving. Mr. Belardo also commented on the need for installation of signs.

**4. Recognitions & Announcements - reminder to complete cyber security course**

Commissioner Colando announced a medical fundraiser for Juanita Mendoza to be held at Study Butte Community Center on August 6, 2022.

Judge Cano announced the passing of Susan Bentley’s mother. Ms. Bentley was the Executive Administrator for the Judge’s Office.

**5. Emergency Management Department**

**A. General Report including:**

**Recent emergency responses; emergency planning update; recent work with cooperating emergency responders: (ESD #1, all VFD's and EMS); update on needs, programs, training, recent work with other governmental entities; equipment for emergency response and updates regarding needs, maintenance, repairs, replacement and additions; burn bans, prohibiting fireworks, emergency management issues related to public and private insurance coverage, personnel issues related to emergency response, matters related to pending & future Homeland Security, FEMA Grant & updates on Coronavirus (COVID-19) / Discussion and appropriate action**

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

Management Department. Current Covid19 statistics: 279 probable active cases, and 31 local fatalities since the

onset of the pandemic.

**12. Brewster County District Clerk**

**A. Discuss and consider entering into a contractual agreement with iDocket for do the conversion relating to the UCMS for District Clerk's Office / Discussion and appropriate action**

District Judge Ferguson, District Clerk Sarah Fellows-Martnez, and CEO of iDocket, Amelia Balderrama, presented the contractual agreement with iDocket to do the conversion relating to the UCMS for District Clerk’s Office. Commissioner Ortega moved to table the item until the August 9th Commissioners Court meeting. Commissioner Pallnez seconded the motion; motion passed 5-0.

**B. Discuss and consider entering into a contractual agreement with OCA to provide the UCMS for District Clerk's Office / Discussion and appropriate action**

**6. Road & Bridge Department / Community Facilities**

**A. Road & Bridge Superintendent's Report**

**General updates on maintenance and repairs for all county roads; road materials including, fuel, supplies including usage & inventories & future needs; equipment including heavy equipment, (maintenance repairs, future needs, replacement and additions), pickups, trailers and other light vehicles and accessories, and small equipment, (usage, future needs), equipment rentals; facilities (yards in Alpine, Marathon and S. County) and community facilities (assistance with maintenance and other related issues); assistance to other governmental entities and emergency responders; personnel issues, (vacancies, new hires, performance and safety); permits for boring or trenching for utilities across County Roads**

Commissioner Ortega presented the Road and Bridge Department general report on behalf of Superintendent Frenchie Causey.

**B. Discussion and appropriate action for general work of Road & Bridge Department & Community Facilities to go forward**

**7. Community Facilities Report**

**A. General Report**

Judge Cano read the Community Facilities Report on behalf of Johnny Valencia.

**8. Treasurer's Office**

**A. Financial Reports / Updates, discussion, review, and appropriate action concerning the following:**

**Combined Statement of Revenues & Expenses Payroll Reports**

**Check Register Receipt File Listings**

**Personnel/Overtime Reports Cash Reports**

**Other Financial Report as Requested by Commissioners Grants Reports**

No reports.

**B. Other general administrative and procedural matters related to Treasurer's Office/ Discussion and appropriate action for work of Treasurer's Office to go forward**

**9. Brewster County Auditor**

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

Patty Roach, County Auditor, presented the general bills. Commissioner Ortega moved to approve general bills as presented. Judge Cano seconded the motion; motion passed 5-0. Commissioner Ortega abstained from Pinnacle Propane and his personal reimbursement.

**B. Financial Reports / Updates, discussion, review, and appropriate action concerning the following:**

**Budget Amendments Line Item Transfers**

**Other Financial Reports as Requested by Commissioners**

Auditor Roach presented Line Item transfers. Commissioner Ortega moved to approve line item transfers as presented. Commissioner Pallanez seconded the motion; motion passed 5-0.

**C. Discussion and appropriate action to designate County officer/employee to calculate and certify tax rates as per Tax Code 26.04(c).**

Commissioner Ortega moved to appoint Sylvia Vega as the County officer who will calculate and certify the tax rates. Commissioner Pallanez seconded the motion; motion passed 5-0.

**D. Discussion and appropriate action to approve lease agreements and related documents with First National Bank-Wichita Falls for Caterpillar pneumatic roller and mulcher attachment.**

Auditor Roach presented the lease agreement with First National Bank-Wichita Falls. Commissioner Ortega moved to approve the lease agreement as presented. Commissioner Pallanez seconded the motion; motion passed 5-0.

**E. Other general administrative and procedural matters related to Auditor's Office/Discussion and appropriate action for work of Auditor's Office to go forward**

None.

**10. Brewster County Tourism**

**A. Report from Robert Alvarez, Executive Director:**

**General update, travel shows, marketing, finances, visitation status, project Reports, personnel issues, (vacancies, new hires, and performance)**

Robert Alvarez, Executive Director, presented the general report for Brewster County Tourism.

**B. Discussion and appropriate action for general work, contracts, and agreements for Brewster County Tourism to go forward**

**11. Big Bend Chamber of Commerce / Information only**

**A. Sandy Price, President to present an update on Chamber activities and future plans to promote tourism**

Sandy Price, President of Big Bend Chamber of Commerce, presented an update on Chamber activities.

**13. Presentation by outside counsel Big Bend Law, to audit and collect unpaid HOT taxes due to Brewster County / Discussion and appropriate action**

Rod Ponton, Big Bend Law attorney, presented.

Court recessed at 11:58AM

Court reconvened at 12:14 PM

**14. Official Monthly Reports**

Commissioner Westermann read the Officials’ Monthly Reports. Commissioner Ortega moved to approve as read. Commissioner Colando seconded the motion; motion passed 5-0.

**15. FY 23 Budget Workshop / Discussion concerning all aspects of County revenues / expenditures and upcoming financial needs for all county departments and other entities funded by the County / Scheduling issues related to adoption of Budget and setting Tax Rate**

**A. Review FY 23 Budget and Tax Rate Planning Calendar / Discussion and appropriate action**

Julie Morton, County Treasurer, discussed the Budget and Tax, General Fund Expenditures, and Budget report for this year and next fiscal year.

**B. Presentations by Elected Officials and Department Heads concerning expenditures within their department for the FY 23 Budget / Discussion only**

**16. Schedule next Commissioners Court Meeting on August 9,2022 at 9:30 A.M**

Judge Cano announced the next Commissioners Court Meeting on August 9, 2022, at 9:30 A.M.

**17. Adjourn**

Commissioner Ortega moved to adjourn. Commissioner Colando seconded the motion; motion passed 5-0. Meeting adjourned at 12:57 p.m.

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**Eleazar R. Cano, County Judge**

**ATTEST:**

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**Sarah Vasquez, County Clerk**