**PUBLIC NOTICE**

**MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT**

**TUESDAY, AUGUST 23, 2022, AT 9:30 A.M.**

**BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM**

**201 W AVE E**

**ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:39 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

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.

**PUBLIC HEARING ON PROPOSED 2023**

**BREWSTER COUNTY BUDGET**

**1. Review of FY 2023 Proposed Budget**

**2. Public Comment regarding FY 2023 Proposed Budget**

Frontier CASA requested an increase in the County’s contribution from $2,500 to $5,000 via letter.

**3. Discussion among member of Commissioners Court and Public**

Judge Cano and Commissioners discussed the Proposed FY23 Brewster County Budget.

**4. Adjourn**

Commissioner Ortega moved to adjourn the Public Hearing on Proposed FY2023 Brewster County Budget.. Commissioner Colando seconded the motion; motion passed 5-0. Public Hearing adjourned at 10:00 AM.

**PUBLIC HEARING REGARDING**

**TAX YEAR 2022 TAX RATE AND RELATED MATTERS**

**1. Public Hearing regarding the Proposed Tax Year 2022 Tax Rate**

**Maintenance & Operation 0.372951**

**Interest & Sinking 0.022594**

**Total Rate Proposed 0.395545**

**A. Opportunity for Public Comment**

No comments.

**B. Discussion among Members of Commissioners Court and Public**

**2. Adjourn**

Commissioner Ortega moved to adjourn the Public Hearing regarding Tax Year 2022 Tax Rate and related matters. Commissioner Pallanez seconded the motion; motion passed 5-0. Public Hearing adjourned at 10:03 AM.

**SPECIAL MEETING AGENDA**

**1. Matters concerning adoption of FY 2023 Budget**

**A. Discussion and Adoption regarding Amendment or other appropriate action concerning FY 2023 Budget, including, Elected County, Precinct Officers, Employee salaries, expenses and other allowances (Adopt budget or hold 2nd budget hearing, if not adopted at this hearing)**

Commissioner Colando movedto adopt the proposed FY 23 Budget as amended including elected county, precinct officers’ salaries and allowances. Commissioner Ortega seconded the motion. Record vote:

Commissioner Pallanez- Aye;

Commissioner Ortega- Aye;

Judge Cano - Aye;

Commissioner Colando - Aye;

Commissioner Westermann - Aye.

Motion passed.

**B. Discussion and action to ratify increase in property tax revenue**

Commissioner Colando moved to ratify the increase in property tax revenue of $279,126 that is reflected in the adopted budget. Commissioner Ortega seconded the motion; motion passed 5-0.

**2. Matters concerning adoption of Tax Year 2022 Tax Rate**

**A. Discussion and action to Adopt the Proposed Tax Year 2022 Tax Rate as set below: (Adopt tax rate or old 2nd tax rate hearing, if not adopted at this hearing)**

**Maintenance & Operation 0.372951**

Commissioner Ortega moved that the property tax rate for maintenance and operations be set at $0.372951. Commissioner Pallanez seconded the motion. Record vote:

Commissioner Pallanez- Aye;

Commissioner Ortega- Aye;

Judge Cano - Aye;

Commissioner Colando - Aye;

Commissioner Westermann - Aye.

Motion passed.

**Interest & Sinking 0.022594**

Commissioner Pallanez moved that the property tax rate for debt service be set at $0.022594. Commissioner Ortega seconded the motion. Record vote:

Commissioner Pallanez- Aye;

Commissioner Ortega- Aye;

Judge Cano - Aye;

Commissioner Colando - Aye;

Commissioner Westermann - Aye.

Motion passed.

 **Total Rate Proposed 0.395545**

Commissioner Ortega moved that the property tax rate be increased by the adoption of a tax rate of $0.395545, which is effectively a 4.74 percent increase in the tax rate. Commissioner Pallanez seconded the motion. Record vote:

Commissioner Pallanez- Aye;

Commissioner Ortega- Aye;

Judge Cano - Aye;

Commissioner Colando - Aye;

Commissioner Westermann - Aye.

Motion passed.

**Adopt Tax Rate Order**

Judge Cano moved that the property tax rate be increased by the adoption of a tax rate of $0.395545, which is effectively a 4.74 percent increase in the tax rate. Commissioner Ortega seconded the motion. Record vote:

Commissioner Pallanez- Aye;

Commissioner Ortega- Aye;

Judge Cano - Aye;

Commissioner Colando - Aye;

Commissioner Westermann - Aye.

Motion passed.

**3. Discussion and appropriate action to set alternate hearing and or adoption dates if necessary**

None.

**COMMISSIONERS COURT REGULAR AGENDA continued**

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

No minutes.

**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.**

No comments.

**4. Recognitions & Announcements**

Judge Cano announced Alpine ISD schools started today, August 23, 2022.

Commissioner Colando announced Terlingua CSD and San Vicente ISD started school yesterday, August 22, 2022.

Commissioner Ortega recognized the Festival 1888 on their successful event the past weekend, August 20, 2022.

**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: 282 probable active cases in Brewster County. Texas has 1,283 confirmed cases of monkeypox statewide.

**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 necds), 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**

Superintendent Frenchie Causey presented the Road and Bridge Department general report.

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

**7. Presentation by Marathon Public Library**

Erin Albright, Marathon Public Library Board Member, presented the current activities and future plans for the Marathon Public Library.

**A. Discussion and appropriate action on Lease of Library Study Club Building**

Ms. Albright presented a proposed Lease Agreement between the Marathon Public Library and Brewster County for the Study Club building adjacent to the Library. Commissioner Ortega moved to approve the Lease Agreement as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**8. Community Facilities Report**

**A. General Report**

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

**9. 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 Grant Reports**

**by Commissioner**

No reports.

**B. Approve the local procurement and procedures statement / Discussion and appropriate action**

Commissioner Ortega moved to approve the local procurement and procedures statement as presented. Commissioner Colando seconded the motion; motion passed 5-0.

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

None.

**10. 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. Commissioner Pallanez seconded the motion; motion passed 5-0. Commissioner Ortega abstained from Pinnacle Propane.

**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 a Line Item Transfer. Commissioner Colando moved to approve the Line Item Transfer as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**11. Approve the local procurement and procedures statement / Discussion and appropriate action**

Duplicate of Agenda Item #9B.

**12. Presentation by Mike Bozich, with Granicus, on their company's delinquent Hotel Occupancy Tax proposal / Discussion and appropriate action**

Mike Bozich, Granicus representative, presented a delinquent Hotel Occupancy Tax proposal. No action.

**13. Sheriff's Office / 2022 Sheriffs' & Constables' Fees / Discussion and appropriate action**

Commissioner Ortega moved to approve no change in the Sheriffs’s & Constables’ Fees for 2022. Commissioner Pallanez seconded the motion; motion passed 5-0.

**14. 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**

Sarah Fellows-Martinez, District Clerk, and Greg Harris, COO of iDocket, presented the contractual agreement with iDocket. Commissioner Ortega moved to approve the contractual agreement with iDocket. Commissioner Pallanez seconded the motion; motion passed 5-0.

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

District Clerk Fellows-Martinez and Mr. Harris presented the contractual agreement with OCA. Commissioner Ortega moved to approve the contractual agreement with iDocket. Commissioner Pallanez seconded the motion; motion passed 5-0.

**15. Holiday Schedule for 2022 - 2023 (Fiscal Year - October 1, 2022 - September 30, 2023) / Discussion and appropriate action to adopt Holiday Schedule**

Commissioner Ortega moved to approve the Holiday Schedule for 2022-2023 as amended. Judge Cano seconded the motion; motion passed 5-0.

**16. Officials' Monthly Reports**

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

**17. Schedule next Commissioners Court Meeting on September 13, 2022 at 9:30 AM**

Judge Cano announced the next Commissioners Court Meeting on September 13, 2022, at 9:30 A.M.

**18. Adjourn**

Commissioner Ortega moved to adjourn. Commissioner Pallanez seconded the motion; motion passed 5-0. Meeting adjourned at 12:18 PM.

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**Eleazar R. Cano, County Judge**

**ATTEST:**

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**Sarah Vasquez, County Clerk**