

PUBLIC NOTICE

**CALLED MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
MONDAY, DECEMBER 17, 2012, AT 9:00 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
6TH & AVE E
ALPINE, TEXAS**

AGENDA

To discuss and take action as appropriate on the following:

1. Minutes / additions / corrections / approval
2. Recognitions

A. Pilot Club & Chamber of Commerce / December 6, 2012 Christmas Parade & Tree Lighting

B. Brewster County Courthouse Decorations / John Milan, Road & Bridge Crew, B.J. Gallego et.al

3. Presiding Officer's comments re conduct of and procedures followed before and during Commissioners Court meetings / Discussion and appropriate action

4. Treasurer

A. General Bills / Discussion and appropriate action

B. Financial Reports / Updates, Discussion, Review and appropriate action

Specified Activity Report
Cash Flow Predictions
Budget Analysis Usage Report
Receipt File Listings

Cash Report
Payroll Reports
Check Register
Other Financial Reports as Requested
by Commissioners

C. Matters related to 2012 End of Year Closeout

1. Treasurer's Workshop / General discussion regarding end of year closeout matters, financial reports, budget line item transfers and amendments, general discussion regarding projected end of year financial status

2. Line item transfers & Budget amendments for all County Departments:

County Judge
County Clerk
County Veteran's Office
Non-Departmental
Contracting Agencies

County Attorney
County Treasurer
Tax Assessor-Collector
Courthouse
County Jail

At 4:00 o'clock PM
Date 12-13-2012
By BERTARIOS-MARTINEZ
County Clerk, Brewster County, TX
Deputy

**Community Facilities
Emergency Management
County Court
District Clerk
District Court
Justice of the Peace 1, 2, & 3**

**Constable Pct. 1, 2, & 3
Sheriff
Extension Officer
Exten. Serv. (Home Agent)
Road & Bridge Department
Records Management**

Discussion and appropriate action concerning above transfers & amendments and end of year closeout

3. Projections concerning financial status at End of 2012 / Discussion and appropriate action

D. County Judge's request to delegate Treasurer & Judge to pay any bills which must be paid in interim, before first 2013 meeting

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

5. Officials' Monthly Reports / Discussion and appropriate action

6. County Emergency Management Office

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; emergency management issues related to burn bans, insurance coverage, personnel issues related to emergency response, exercises & drills, matters related to pending & future Homeland Security & FEMA Grants and matters related to 911 & 911 addressing / Discussion and appropriate action

B. Current Hazardous Wildfire Conditions in County / Review recent assessment of conditions by Texas Forest Service and others

1. Recommendation to Reinstate Burn Ban / Recommendation to Limit Outdoor Burning to Closed Containers / Discussion and appropriate action

2. Recommendation to Restrict Fireworks Sales, prohibiting certain aerial fireworks / Discussion and appropriate action

**C. Discussion and appropriate action for general administrative work of
Emergency Management Office to go forward**

7. Road & Bridge Department / Community Facilities

A. Road & Bridge Superintendent's Report

General updates on maintenance and repairs for all county roads & state of County Roads System; road materials including, fuel, supplies including usage & inventories & future needs; budgetary matters, 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) cattle guards, fences and other means of containing livestock, safety issues and equipment and community facilities (assistance with maintenance and other related issues); assistance to other governmental entities and emergency responders; personnel issues, (vacancies, new hires, discipline, performance, safety and other general personnel matters); permits for boring or trenching for utilities across County Roads / Discussion and appropriate action

B. TxDot Border Colonia Access Paving Grant / Administrative Matters related to concluding Project / Discussion and appropriate action

8. Pending Infrastructure Grant Matters

A. 2011/2012 Texas Department of Rural Affairs Grant Program (R.O. facility for Study Butte Water Corp.)

1. Update on progress after award of bid

2. Discussion and appropriate action to go forward with grant project

B. 2013-2014 TXCDBG Application Process / Marathon Water Supply Corp. improvements

1. Update

2. Discussion and appropriate action to go forward with application

9. General County Personnel Matters / Review of Policy Adopted on August 28, 2012, (Freeze on addition of more County Employees & procedures for review of vacancies in larger county departments)

10. DPS CJIS Disposition Completeness Reporting (State Mandated Criminal History Reporting)

A. Update & review of significance of 90% disposition completeness requirement

B. Personnel Matters / Duties & Performance of County Department Heads and County Employees and duties of non County Department Heads who are required to make CJIS reports to DPS

1. Executive Session Pursuant to Section § 551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee

Reconvene in Open Session

2. Discussion and appropriate action resulting from Executive Session

C. Discussion concerning means of improving reporting / appropriate action to improve CJIS disposition completeness reporting

11. HIDTA Grant Southbound Interdiction Position (Border Patrol / Sheriff's Office Position)

A. Review of Presentation on August 13, 2012

B. Personnel Matters

1. Executive Session Pursuant to Section § 551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee

Reconvene in Open Session

2. Discussion and appropriate action resulting from Executive Session

C. Update & Discussion of issues raised on August 13, 2012, and other issues related to this possible HIDTA program

D. Discussion and appropriate action concerning this HIDTA grant

12. Issues related to Overtime & Comp time compensation to County Employees / General Discussion (No action)

13. 2012 Audit / Selection of Auditor / Discussion concerning means of selection of Auditor and discussion and appropriate action concerning selecting auditor for 2012

14. Renovations (“In House” work by County Road & Bridge Crew) / County Offices

A. Update / Old Library Project

B. Dry walling in relocated Justice of the Peace, Pct. 1 offices, in portions of County Attorney’s offices, and other portions of Annex / Discussion and appropriate action

C. Commissioners Courtroom Renovation & Update / Discussion and appropriate action

1. Update / Discussion concerning goals of renovation

2. Tech Committee for Commissioners Courtroom Electronic Updates / Judge’s request to Delegate Commissioner, Pct. 2, PIO, Judge’s Administrative Assistant & Judge to work with Nectar Computers, and if necessary make preliminary purchases of electronic equipment from 2012 Budget

3. Discussion and appropriate action to go forward with “in house” renovation

15. Upcoming 2013 Legislative Session / General Discussion of issues & challenges in next Session

16. Public Comment

17. County & County Community Facilities Review

a. Courthouse Grounds / Early 2013 update / County Judge

b. Marathon Community Facilities & Post Park, Commissioner, Pct. 3 Ortega

c. Pattillo Community Center & S. County ERC, Commissioner, Pct. 2 Killingsworth

18. Announce 2013 Swearing In Ceremonies

19. Merry Christmas!