

**PUBLIC NOTICE**

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT**

**TUESDAY, JUNE 25, 2013, AT 9:00 A.M.**

**BREWSTER COUNTY COURTHOUSE, COUNTY COURTROOM  
DOWNSTAIRS - OLD COURTHOUSE**

**6<sup>TH</sup> & AVE E  
ALPINE, TEXAS**

At 11:33 p'clock AM  
Date 6-21-2013

**FILED**

**AGENDA**

**BERTA RIOS-MARTINEZ  
County Clerk, Brewster County, TX**

To discuss and take action as appropriate on the following By: [Signature] Deputy

**1. Minutes / additions / corrections / approval**

**2. Treasurer**

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

**B. Financial Reports / Updates, Discussion, Review and appropriate action concerning the following:**

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

**Payroll Reports  
Check Register  
Transfers  
Other Financial Reports as  
Requested by Commissioners**

**C. HIDTA FY 2013 Grant Award (G13SW0004) / Award of remaining funds**

**D. PILT Funds**

**1. Deposit of PILT and County Judge's request to ratify transfer of balance in excess of secured deposit limits at County Depository / Discussion and appropriate action**

**2. County Judge's request to make customary disbursements to San Vicente ISD & Terlingua CSD / Discussion and appropriate action**

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

**3. Officials' Monthly Reports / Discussion and appropriate action**

**4. 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; emergency management issues related to communications & public information; emergency management issues related to County insurance coverage; personnel issues related to emergency response, exercises & drills; matters related to pending & future Homeland Security & FEMA Grants and other funding; and matters related to 911 & 911 addressing / Discussion and appropriate action**

**B. Acknowledge Anonymous Donation to the Alpine Volunteer Fire Department**

**C. Upcoming TEEEX Hazmat Training set for June 28<sup>th</sup>, 29<sup>th</sup> & 30<sup>th</sup>, 2013 / Update**

**D. Big Bend Amateur Radio Club / Field Day Report**

**E. Burn Ban / Consideration of renewal / Discussion and appropriate action**

**F. Lack of Adequate Cell Phone Tower Coverage in Brewster County / Judge's request to adopt resolution in support of improving cell phone coverage in Brewster County/ Discussion and appropriate action**

**G. Discussion and appropriate action for general administrative work of the Emergency Management Department to go forward**

## **5. 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. Cooperative Project / Report on Terlingua CSD Track Construction**

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

**6. Pending Infrastructure Grant Matters**

**A. 2011/2012 Texas Department of Rural Affairs Grant Program (R.O. facility for Study Butte Water Corp.) / Discussion and appropriate action to complete & closeout this grant project**

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

**1. Update and announce approval of funding**

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

**7. Pending Renovation Projects**

**A. Old Library Building Renovations**

**1. Discussion and appropriate action to complete interior part of Project**

**2. Update on additional work to be done on exterior of building**

**B. Annex Renovations**

**1. Update on progress of work**

**2. Discussion and appropriate action to go forward with renovations**

**3. Public Seating for Renovated Commissioners Courtroom / Update**

**C. Review new locations and recently moved offices in Old Courthouse & Annex**

**8. Jail Plumbing Renovation Capital Improvement Project / Commissioner, Pct. 1, Cookie Stone**

**A. Report on Commissioner's inspection of jail plumbing & review of needed plumbing renovation and repairs and Commissioner's proposed plan for repairs / Discussion**

**B. Proposal to address most pressing plumbing needs by utilizing local Plumber, to be paid for from Jail Infrastructure Fund / Discussion and appropriate action**



**C. Proposal to address less pressing plumbing repair needs by utilizing County “in house” Personnel (Road & Bridge Maintenance)**

- 1. Discussion of less pressing issues / Discussion and appropriate action**
- 2. Need to rebuild inventory of most needed plumbing parts / supplies and related items / Discussion and appropriate action**
- 3. Discussion of need for carefully structuring “in house” maintenance programs to account for time and costs, so as not to deplete the Road & Bridge Budget / Discussion and appropriate action**
- 4. Means of reimbursing Road & Bridge Department Maintenance for time expended in making repairs / Budget Transfers**

**D. Proposal to acquire large Capital equipment parts and supplies and compensation of labor for plumbing renovation from Jail Infrastructure Fund/ Discussion and appropriate action**

**9. Pending Revision of Personnel Policies**

- A. “Workshop”/ Review of Draft II Policies, as discussed at previous meeting**
- B. Judge’s request to adopt and promulgate Draft II Policies, upon completion of final clerical, format, and legal reviews**

**10. Matters related to Brewster County Tourism Council / Confer with Legal Counsel concerning duties of Commissioners Court and Tourism Board, including appointments, matters related to Real Estate and matters related to retaining, compensating and duties related to supervising personnel**

**A. Executive Session Pursuant to Section § 551.071, to confer with legal Counsel about:**

- (A) pending or contemplated litigation; or (B) a settlement offer; or**
- (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. (Privileged (Matters) and,**

**Section § 551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee and,**

**Sec. 551.072, Deliberation regarding Real Property; to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person**

**Reconvene in Open Session**





**B. Discussion and appropriate action resulting from Executive Session**

**C. Marathon Visitor Contact Center / Recommendation to establish working group including legal counsel, Tourism Council Members and two members of Commissioners Court to consider and make recommendations to Commissioners Court concerning relocation of Visitor Contact Center / Discussion and appropriate action**

**11. Personnel Matters / Review Duties & Compensation of Clerks,' Treasurer's and Tax Office employees with special consideration of cross training**

**A. Personnel 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**

**B. Discussion and appropriate action resulting from Executive Session**

**12. 2014 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**

**13. Duties & Responsibilities of Department Heads and Treasurer's Office as related to credit cards and updates on new credit cards / Discussion & appropriate action**

**14. EDAP Counties & Electrical Certificates of Compliance issued by County Judge's Office / Review of procedures and why it is necessary**

**15. Veteran's Transportation Initiative**

**A. Presentation by Bob Schwab**

**B. Discussion and appropriate action**

**FILED**  
At 11:35 o'clock AM  
Date 6-21-2013  
BERTA RIOS-MARTINEZ  
County Clerk, Brewster County, TX  
By [Signature] Deputy

