

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
TUESDAY, MAY 22, 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. 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. Law Enforcement Grant Reimbursements / Request for Pre-Submission Approval

**2009 Operation Stonegarden Grant
Operation Linebacker**

**HIDTA / Lonestar
Border Star JAG**

D. Other administrative & procedural matters related to Treasurer's Office

E. Discussion and appropriate action for work of Treasurer's Office to go forward

3. Officials' Monthly Report

4. Brewster County Tourism Council

A. General Update

B. Request for small space in Old Library for Tourism Board business office / Discussion and appropriate action

FILED
At 2:45 o'clock PM
Date 5-18-2012
By BERTARIOS-MARTINEZ
County Clerk, Brewster County, TX
Deputy

C. Review & update of 2012 Budget / Discussion and appropriate action concerning budget

D. Reappointment and Appointment of Board members / Discussion and appropriate action

5. 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; 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) 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 / Matters related to concluding Project / Discussion and appropriate action to complete Terlingua Springs paving project, including other appropriate action regarding construction matters, payments, inspections and concluding project

C. Maintenance & Repair Work performed by Road & Bridge Department for other County Departments / Discussion and appropriate action concerning procedures & permission for scheduling work

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; burn bans, emergency management issues related to public and private 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. Discussion and appropriate action concerning appropriate utilization of funds in upcoming Homeland Security Grant Cycles with emphasis on needs of Brewster County Emergency Management Department / Proposed uses including, additional equipment & fixtures for E.O.C., Emergency Management Staff and Vehicle for Department (4WD, 4 passenger, high clearance/used low mileage if available) computer hardware & software / Discussion and appropriate action regarding priorities and moving forward with grant applications and acquisitions including required bid processes, if any

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

7. Pending Infrastructure Grant Matters

A. Colonia Construction Fund Application / (2nd Septic Tank Replacement grant for S. Brewster County)

1. Update on Project & Application Process

2. General and administrative matters related to going forward with program including approval of additional applicants, bids & proposals, payments to contractors and professionals & other related matters / Discussion and appropriate action to go forward with grant project

B. 2011/2012 Texas Department of Rural Affairs Grant Program (R.O. facility for Study Butte Water Corp.) / Update / Discussion and appropriate action to go forward with grant

C. 2013-2014 TXCDBG Application Process / Discussion and appropriate action concerning submittal of application

8. Personnel / Realignment, interdepartmental transfers, reassignments & designation of new positions for current county employees for Emergency Management Department and County Judge's Office, Treasurer's Office

A. Executive Session Pursuant to Section § 551.074, Government Code, VTCA, to discuss the appointment, 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 including reassignments, designation of new positions, transfers within budget and other related matters

- 9. Employee Policy Manual / Comments on Draft Policies and Scheduling of workshop session on draft policies**
- 10. IT Update / Commissioner Killingsworth IT Chair / Discussion and appropriate action for IT transition to go forward**
- 11. Elections / May 29th Primaries**
 - A. Update**
 - B. Review of Courthouse Closure on Primary Election Day, May 29th (Courthouse Offices & Tax Office to be closed to the public, but County Employees remain on duty)**
 - C. Discussion and appropriate action regarding any general administrative matters related to May 29, 2012**
- 12. Commissioner Pct. 3, Ruben Ortega, consideration of an Amended Plat for the Anderson Addition to the town of Marathon, (September 17, 1908) to correct the North/South distance between the railroad and the South line of Anderson Addition, (be in common with the South Boundary Line of Sec. 25, Block 4 of the GC & SF Railway Company Surveys.) / Amend the width of South 7th Street from a platted 60 ft. wide right of way to the now existing 30 ft. width / Discussion and appropriate action**
- 13. Treasurer's and Commissioners Court Workshop, including**
 - A. Issues related to cash management strategies for June/July 2012 & related planning issues & procedures related to County finance**
 - B. Review & discussion of administrative procedures related to transfers between accounts**
 - C. General discussion concerning implementation of new financial procedures**
 - D. Duties of Treasurer's Staff as related to other Departments & performing work/duties for other County Departments**
 - E. Other general matters including Judge's comments re development of 2013 Budget and related matters**
- 14. Discussion and appropriate action resulting from discussion under Agenda item 11 B / Transfers between accounts**
- 15. Personnel / Matters related to Budgetary and Financial Responsibilities of County Treasurer and Commissioners Court**

A. If necessary, Executive Session Pursuant to § 551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee for the following Departments

Reconvene in Open Session

B. Discussion and appropriate action resulting from Executive Session

Note: Commissioners may take recesses during the course of the meeting.