

**PUBLIC NOTICE**

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT  
WEDNESDAY, JULY 10, 2019, AT 9:00 A.M.  
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM  
ALPINE, TEXAS**

**Judge Cano called the meeting to order at 9:04 a.m., the following Elected Officials were present:**

<b>Eleazar R. Cano</b>	<b>County Judge</b>
<b>Betse Esparza</b>	<b>Commissioner Pct. 1</b>
<b>Sara Allen Colando</b>	<b>Commissioner Pct. 2</b>
<b>Ruben Ortega</b>	<b>Commissioner Pct. 3</b>
<b>Mike "Coach" Pallanez</b>	<b>Commissioner Pct. 4</b>
<b>Julie Morton</b>	<b>County Treasurer</b>
<b>Betty Jo Rooney</b>	<b>County Tax-Assessor</b>
<b>Berta Rios-Martinez</b>	<b>County Clerk</b>

**1. Invocation, Pledge of Allegiance**

Invocation and Pledge were led by Judge Cano.

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

No action.

**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**

J.D. Newsom with Big Bend Conservation Alliance invited the court to the 3<sup>rd</sup> Annual Water Symposium next Thursday in Marfa at 8:45 a.m. He said the main focus this year is on the Rio Grande and they are partnered with Pronatura Noreste, a conservation group out of northern Mexico, Audubon Texas and Rio Grande Joint Venture.

**4. Recognitions & Announcements**

**A. Recognize Texas Historical Commissions' 2018 Distinguished Service Award to Brewster County Historical Commission**

Travis Roberts introduced some board members of the Texas Historical Commission. He gave an update on the Texas Historical Commission. Judge Cano presented the 2018 Distinguished Service Award to the Brewster County Historical Commission.

**B. County Judge / Update on FORMA Presentation on June 21, 2019, in Van Horn, Texas by Ricardo Armendariz, Managing Partner Business**

**Operations, Marisa Marquez, Partner State Government Lead, & Carlos Hisa, Partner Small Government Lead**

Judge Cano gave a brief update on the FORMA presentation on June 21, 2019, in Van Horn, TX.

Ricardo Armendariz, Managing Partner Business Operation, Marisa Marquez, Partner State Government Lead, & Carlos Hisa, Partner Small Government Lead gave a presentation on FORMA.

**5. Brewster County Tourism Council**

**A. Brewster County Tourism Council to present a donation to the Archives of the Big Bend**

Robert Alvarez with Brewster County Tourism Council and Travis Roberts with Texas Historical Commission presented a \$5,000 donation to the Archives of the Big Bend.

**B. Presentation of the 2020 Budget / Discussion and appropriate action**

Robert Alvarez gave a presentation of the 2020 Budget. He said his budget was reduced by \$80,000 with a slight increase on the TV/Media/Radio Advertising. Mr. Alvarez said he added \$24,000 for an Information Technology contract person which is Aaron Rodriguez and reduced half of the travel shows. He also added a new full-time county position, if approved by the court, and a part-time seasonal employee. The part-time employee will work 20 hours a week or until the job is done.

Commissioner Ortega moved to approve the presentation and budget for the Big Bend Tourism Council. Commissioner Pallanez seconded the motion; motion passed unanimously.

Court recessed at 10:35 a.m.

Court reconvened at 10:50 a.m.

**6. Treasurer's Office**

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

**Combined Statement of Revenues & Expenses  
Check Register  
Personnel/Overtime Reports  
Other Financial Report as Requested  
by Commissioners**

**Payroll Reports  
Receipt File Listings  
Cash Reports  
Grants Reports**

Julie Morton, County Treasurer, said she will present the June monthly reports along with the Quarterly Investment Report at the next meeting.

She presented the payroll for pay period June 24<sup>th</sup>-July 5<sup>th</sup>, 2019 and the Quarterly 941 report for 2019. Commissioner Ortega moved to approve payroll as presented.

Commissioner Esparza seconded the motion; motion passed unanimously. Treasurer Morton said she has two new employees. She said the Sheriff is going to hire Ryan Skelton as a part-time deputy at \$17.94 per hour and will start today. She also said Judge Gonzales from Marathon hired a temporary employee until she gets caught up with her work.

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

Treasurer Morton said Mark Zollitsch, Brewster County Wellness Consultant will be here for the next meeting to do a presentation for county employees on the new Rewards Based County Incentive Program that will be offered until 2020 fiscal year. She scheduled three employee workshops for the courthouse, Road & Bridge Department and jail.

**7. Texas Association of Counties /TAC HEBP Basic Retiree Life Quote for 2020 / Discussion and appropriate action**

Treasurer Morton discussed the TAC HEBP Basic Retiree Life Quote for 2020. She recommended to increase the Retiree Life Term from \$5k to \$10k. Commissioner Ortega moved to increase the life insurance from \$5k to \$10k for retirees. Commissioner Esparza seconded the motion; motion passed unanimously. Treasurer Morton said it is an increase from \$365 to \$2,700.13 for retirees.

**8. Brewster County Auditor**

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

Paty Saenz presented the General Bills. Commissioner Ortega moved to approve bills as presented. Commissioner Pallanez seconded the motion; motion passed unanimously.

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

Treva Watson, County Auditor, said she has one request for a line item transfer from Juvenile Probation. She said they want to transfer their JCMS funds into their Communication line item which is \$2,250. She also mentioned Lora Nussbaum, Election Administrator, contacted ES&S Programming and she would like to give the final payment on the program by October when the new budget starts to save interest. Commissioner Ortega moved to approve both line item transfers of \$2,250 for the Juvenile Probation. Commissioner Esparza seconded the motion; motion passed unanimously.

**9. Officials' Monthly Reports**

Berta Rios-Martinez, County Clerk, presented the Officials' Monthly Reports. Commissioner Esparza read the Officials' Monthly Reports into record. Commissioner Ortega moved to approve as read. Commissioner Pallanez seconded the motion; motion passed unanimously.

## **10. 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**

Superintendent Causey gave an update on the Road & Bridge Department.

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

No action.

## **11. Community Facilities Report**

### **A. General Report**

Judge Cano gave a brief report on the Community Facilities on behalf of Johnny Valencia.

### **B. Discussion and appropriate action for general work of Community Facilities to go forward**

No action.

## **12. 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, emergency management issues related to public and private insurance coverage, personnel issues related to emergency response, matters related to pending & future Homeland Security & FEMA Grants / Discussion and appropriate action**

Stephanie Elmore gave an update on the Emergency Management Department.

**B. Discussion and appropriate action for work of Emergency Management Department to go forward**

No action.

**13. Big Bend Telephone / Telecommunications Services Agreement Renewal of Firewall / Discuss and approve the Telecommunications Service Agreement (36 Month Renewal of Firewall) entered into between Big Bend Telecom and Brewster County / Discussion and appropriate action**

Commissioner Ortega moved to approve the renewal of the Telecommunications Services Agreement of Firewall in the amount of \$2,755.18 for a 36 months. Commissioner Esparza seconded the motion; motion passed unanimously.

**14. Presentation by Local Government Solutions (LGS) software for the District Clerk's Office and District Judge's Office / Discussion and appropriate action**

Sandy Randall, Vice President of Operations with Local Government Solutions software, gave a presentation for the District Clerk's Office and District Judge's Office.

**15. 2020 Budget Workshop (3<sup>rd</sup> 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. 2020 Budget Presentations from Elected Officials & Department Heads on 2020 Budget Requests / Discussion only**

Judge Cano said this item was on the agenda due to anticipating Sandy Wilson, Brewster County District Attorney, to give a presentation on her budget. He said the rest of the Elected Officials have already made their presentations.

**B. Review of budget request forms from Department Heads & Elected Officials / Discussion and appropriate action**

Judge Cano said he had provided the budget request forms in the past meetings to the commissioners. He said before they vote on the proposed budget for 2020 he will provide the commissioners an updated draft version that is going to be considered to be filed as a proposed budget. Judge Cano said they will have a week to review the

budget before filing.

**C. Review of Elected Officials salaries and newspaper ad for 2019-2020 / Discussion and appropriate action**

Judge Cano and Commissioners reviewed the Elected Officials salaries and newspaper ad for 2019-2020. Commissioner Pallanez voiced his concern on the commissioners salaries and feels all commissioners should be getting paid the same salary. Commissioner Esparza moved to approve the salaries as presented. Commissioner Ortega seconded the motion; Commissioner Pallanez opposed 4 to 1.

**D. 2020 Budget Policies and Pay Grade Scale for County Employees / Discussion and appropriate action**

Treasurer Morton discussed the 2020 budget policies and pay grade scale for county employees. Commissioner Ortega moved to table the agenda item budget policies and pay grade scale for county employees. Commissioner Esparza seconded the motion; motion passed unanimously.

**E. Review of Employee Salaries / Discussion and appropriate action**

Commissioner Ortega moved to table for the next meeting. Commissioner Pallanez seconded the motion; motion passed unanimously.

**F. Review of preliminary budget and revenue projections / Discussion only**

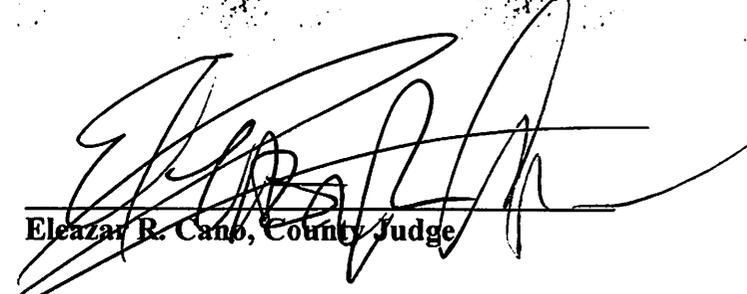
No action.

- 16. Schedule next Special Commissioners Court Meeting on July 16, 2019, at 10:00 A.M. at Marathon Community Center in Marathon, Texas**  
**Schedule next Commissioners Court Regular Meeting on July 24, 2019, at 9:00 A.M.**

Judge Cano said the next Special Commissioners Court Meeting will be on July 16, 2019, at 10:00 a.m. at the Marathon Community Center in Marathon, Texas. He said the next regular meeting will be July 24, 2019 at 9:00 a.m.

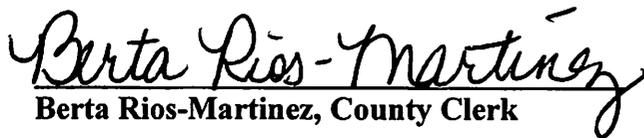
**17. Adjourn**

Commissioner Ortega moved to adjourn. Commissioner Esparza seconded the motion; motion passed unanimously.



**Eleazar B. Cano, County Judge**

**ATTEST:**



**Berta Rios-Martinez, County Clerk**