

**BREWSTER COUNTY  
Commissioners Court**

**JIM WESTERMANN**  
Commissioner, Pct. 1

**RUBEN ORTEGA**  
Commissioner, Pct. 3



**SARA COLANDO**  
Commissioner, Pct. 2

**MO MORROW**  
Commissioner, Pct. 4

**GREG P. HENINGTON**  
County Judge

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**Regular Commissioners Meeting: November 12, 2024, at 9:30 AM**

**Brewster County Courthouse, Commissioners Courtroom  
201 W. Ave. E Alpine, Texas 79830**

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**AGENDA**

- 1. Call to Order**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Discuss and take action to approve previous meeting minutes**
  - A. Commissioners Court Meeting of October 29, 2024**
- 5. Public Comment - Comments are limited to 5 minutes per person. Members of the public are also welcome to participate in public comment by calling 432-244-6663**
- 6. Recognition & Announcements**
- 7. County Judge Report - for informational purposes only; no action required**
- 8. Report from City of Alpine representative; discussion only, no action required**
- 9. Discuss and take action on Brewster County Project List**
  - A. Project Allocation Tracker Report**

- 10. Discuss and take action to approve FY2025-2026 Administrative Cost Agreement for the Far West Texas Water Plan**
  - A. Cost Agreement for the Far West Texas Water Plan**
- 11. Discuss and take action to declare the following items as salvage and available for auction or donation to another governmental entity or non-profit**
  - A. 13 iPads and carrying cases**
- 12. Brewster County Elections Department**
  - A. Elections Administrator Report; discussion only, no action required.**
  - B. Discuss and take action to purchase battery replacement for all Express Vote and DS200 machines**
  - C. Discuss and take action to purchase two Express Vote Machines**
- 13. Brewster County Road & Bridge Department**
  - A. Superintendent's Report; discussion only, no action required**
  - B. Discuss and take action for general work/ permits/ contract of Road & Bridge Department**
- 14. Brewster County Emergency Management Department**
  - A. Emergency Management Coordinator Report; discussion only, no action required**
- 15. Brewster County Treasurer**
  - A. Treasurer's Report; discussion only, no action required**
  - B. Financial Reports - discussion and action**
  - C. Discuss and take action on the 2025 Proposed Brewster County Retirement Plan**
    - 1. 2025 Proposed Retirement Plan Details**
  - D. Discuss and take action regarding the payroll and organizational structure of the Road & Bridge department**
    - 1. Road & Bridge Payroll Compensation Analysis**
- 16. Discuss and take action regarding conceptual designs for the following projects:**
  - A. Proposed Visitor Center - Terlingua**

**B. Proposed dormitory facility - Terlingua**

**17. Brewster County Comptroller**

**A. Comptroller's Report; discussion only, no action required**

**B. Discussion and action related to:**

- 1. Accounts Payable/Invoices**
- 2. Budget Amendments**
- 3. Line-Item Adjustments**

**C. Discuss and take action to amend the 2025 budget related to tourism:**

- 1. Create a contingency reserve of \$500,000 within the Tourism Fund**
- 2. Create two new capital expenditure funds, each with a beginning balance of \$250,000 for the purposes of tracking the development and construction of two visitor centers in Marathon and Terlingua, respectively.**
- 3. Discuss and take action to approve \$1,250 in invoices to Level 5 Architecture for Pre-Design Services related to Marathon Visitor Center; approval requested for immediate payment**
- 4. Discuss and take action to approve \$11,500 in invoices to Level 5 Architecture for Pre-Design and Schematic Design Services related to the proposed Terlingua Visitor Center; approval requested for immediate payment.**

**D. Discuss and take action to amend the 2025 budget as follows:**

- 1. Establish a new capital expenditures fund in the amount of \$50,000 for the purposes of designing and constructing a new dormitory facility located at the South Brewster County Emergency Services Building, Terlingua, Texas.**
- 2. Discuss and take action to approve \$10,500 in invoices to Level 5 Architecture for Pre-Design and Schematic Design Services related to the proposed dormitory project at the South Brewster County Emergency Services building; approval requested for immediate payment**

**E. Discuss and take action to approve the following annual charges to the Tourism Fund; such charges to remain effect unless modified by the Commissioners Court:**

- 1. 10% of actual annual Hotel Occupancy Tax to be transferred to the Brewster County Historic Fund (as derived from Texas Tax Code 352.102.3) calculated in November of each year based on the prior fiscal year's collections**

- F. Discuss and take action to increase the 2025 budget for Indigent Defense (line item 010-409-411) from zero to \$50,000 to cover indigent defense costs outside the Far West Texas Public Defenders' budget.

**18. Brewster County Clerk**

- A. County Clerk's report; discussion only, no action required
- B. Discuss and take action for the eRecording Partners Network (ePN) Memorandum of Understanding Agreement for eRecordings within the Brewster County Clerks Land Records
- C. Discuss and take action for the Simplifile eRecording Memorandum of Understanding Agreement for eRecordings within the Brewster County Clerks Land Records.

**19. Brewster County Tourism**

- A. Brewster County Tourism Executive Director's Report; discussion only, no action required
- B. Discuss and take action to approve contact between Brewster County Tourism and TicketStock
- C. Discuss and take action to approve contact between Brewster County Tourism and Texas Independence Jam
- D. Discuss and take action to approve contact between Brewster County Tourism and Travel & Adventure Show

**20. Discuss and take action regarding selection of grant administrator for 2025-2026 Community Block Grant**

**21. Discuss and take action regarding the scoring and selection of grant administrator for the 2025-2026 Colonia Grant**

**22. Closed session of Commissioners Court, if necessary**

- A. **CLOSED SESSION** – An closed session meeting will be held pursuant to section 551.072 of the Texas Government Code (deliberation regarding real property) for the Commissioners Court to deliberate the purchase, exchange, lease, and/or value of certain real property located in Brewster County, Texas because deliberation of those matters in an open meeting would have a detrimental effect on the position of the Commissioners Court in negotiations with a third person.

**23. Schedule next Regular Commissioners Court Meeting on November 26, 2024, at 9:30 A.M.**

24. Adjourn

ATTEST:



Greg P. Henington  
Brewster County Judge

FILED  
At 9:16 o'clock A M  
Date November 8, 2024

SARAH VASQUEZ  
County Clerk, Brewster County, TX  
By:  Deputy

**PLEASE NOTE THE FOLLOWING:** The Brewster County Commissioners Court reserves the right to conduct an executive/closed meeting session to discuss and deliberate any of the items listed on the agenda instrument posted for this meeting, as permitted by law, including all applicable open meeting exceptions recognized by Chapter 551 of the Texas Government Code ("Chapter 551," the Texas Open Meetings Act), or other applicable statute, including without limitation the following Chapter 551 exceptions: §§ 551.071 and 551.129 (consultation with attorney); § 551.072 (deliberation regarding real property); § 551.0725 (deliberation regarding contract being negotiated); § 551.073 (deliberation regarding prospective gift); § 551.074 (deliberation regarding personnel matters); § 551.0745 (deliberation regarding personnel matters affecting county advisory board); § 551.076 (deliberation regarding security devices or security audits); § 551.0785 (deliberations involving medical or psychiatric records of individuals); and § 551.087 (deliberation regarding economic development negotiations).