

**Tom Green County Commissioners' Court  
February 8<sup>th</sup>, 2007**

The Commissioners' Court of Tom Green County, Texas, met for a Workshop Session February 8, 2007 in the Edd B. Keyes Building, with the following members present:

Ralph E. Hoelscher, Commissioner of Precinct #1  
 Aubrey de Cordova, Commissioner of Precinct #2  
 Steve Floyd, Commissioner of Precinct #3  
 Richard Easingwood, Commissioner of Precinct #4  
 Michael D. Brown, County Judge

1. County Judge Mike Brown called the meeting to order at 9:11 AM.

**6. Judge Brown moved to accept the PALS (Public Access to Library Service) Grant as presented and approve a Budget Amendment reflecting the following line item transfer to provide for the grant.**

**Fund: General Fund**

<u>Department</u>	<u>Account</u>	<u>Budget Increase</u>	<u>Budget Decrease</u>
699-355 Misc. Block Grant-Verizon	3343 Block Grant Revenue	43,000.00	
699-080 Misc. Block Grant-Verizon	0301 Office Supplies	5,145.00	
699-080 Misc. Block Grant-Verizon	0325 Printing Expense	305.00	
699-080 Misc. Block Grant-Verizon	0336 Audio/Visual Supplies	10,000.00	
699-080 Misc. Block Grant-Verizon	0365 Electronic Books	15,000.00	
699-080 Misc. Block Grant-Verizon	0435 Books	8,550.00	
699-080 Misc. Block Grant-Verizon	0528 Electronic Subscriptions	4,000.00	

**Commissioner Hoelscher seconded the motion. The motion passed 5-0. (Recorded with these minutes)**

**7. Judge Brown moved to approve the transfer of the Trolinger Funds, the Hughes Trust Fund and the Library Expansion funds into the Beacon of the Future funds in order to track the funds more efficiently and approve the following line item transfer and Budget amendments to allow for the transfers.**

**Funds: General Fund**

<u>Department</u>	<u>Account</u>	<u>Budget Increase</u>	<u>Budget Decrease</u>
680-390 Beacon for the Future	3980 Transfers In	609,736.00	
014-390 Library-Hughes	3980 Transfers Out		1,222.00
202-390 Trolinger Fund	3980 Transfers Out		169,759.00
203-390 Library Expansion Fund	3980 Transfers Out		438,755.00

680-370 Beacon for the Future	3701 Interest Earnings	2,800.00
680-080 Beacon for the Future	0105 Salary/Employees	20,583.00
680-080 Beacon for the Future	0201 FICA/Medicare	1,675.00
680-080 Beacon for the Future	0202 Insurance	4,488.00
680-080 Beacon for the Future	0203 Retirement	1,565.00
680-080 Beacon for the Future	0301 Office Supplies	1,300.00
680-080 Beacon for the Future	0325 Printing Expense	320.00
680-080 Beacon for the Future	0439 Consultant	27,325.00
680-080 Beacon for the Future	0675 Professional Fees	554,530.00
680-080 Beacon for the Future	0676 Supplies & Operating Exp.	750.00

**Commissioner Easingwood seconded the motion. The motion passed with 5-0. (Recorded with these minutes.)**

2. Steve Perry, Director of RBC Capital Markets, presented a summary of financial options for Tom Green County. **No Action was taken.**

3. The Human Resource Personnel explained their plan for possibly implementing a merit pay process, based on annual performance evaluations, for the 2008 Budget. **No Action was taken.**

Judge Brown recessed the meeting at 10:58 AM  
 Judge Brown reconvened the meeting at 11:06 AM.

The Human Resource Department also brought up the issue of reclassification for several Departments due to inaccurate information at the time of original classification. Judge Brown instructed them to write up a proposal and bring it back to the Court. **No action was taken at this time.**

4. There was discussion on the recent Attorney Generals opinion, the County Attorney's most recent communication with Mr. Allison, bonding, escrow accounts and 911 addressing.

**Commissioner Easingwood moved to obtain a proposal for an inter-local agreement with the City of San Angelo to utilize their Engineering Department to make recommendations on road specifications and to inspect completed roads, within a subdivision, and to certify that the roads meet the required specification that are required for Tom Green County roads. Judge Brown seconded the motion. The motion passed 5-0.**

Judge Brown recessed the meeting at 11:51 AM for lunch and announced that the workshop would reconvene at 1:30 PM.

Judge Brown reconvened the workshop at 1:35 PM with all of the Court members present.

5. Anne Bramble explained which office were utilizing the scanning and destruction schedule by the County wide records manager. The County Clerk, the District Clerk, The District Attorneys and the County Attorney each have their own Records Manager within their department and control their own schedules, but they all need more space. The County Clerk and the County Records Manager have their schedule on file with the State Library as required. Retention periods and destruction

schedules were discussed. Recommendations were made for creating individual departmental storage areas out of chain link fence in the basement of the Keyes Building. There was some discussion on the security issues and safety issues. Judge Brown instructed Ms. Bramble to have Don Killam to draw a schematic design. to contact the Department heads to determine the amount of space that might be required and then report back to the Court. The Human Resource Department will develop the job description for a Records Manager and a pay schedule.

**No Action was taken.**

4. There was discussion on some issues with Walling-Pecan Road, Abbott Lane and Sutton Road. TX Dot will help us with the language needed in our Sub-division Rules and Regulation. Judge Brown instructed the County Clerk to make corrections to the numbers 7 and 20 to correct the codes to reflect 232.004 (Bond Requirements) & 232.0045 (Financial Guarantee in Lieu of Bond) in our current Subdivision Rules, because code 232.005 was listed instead of 232.0045. Correction of wording on page 11, Section 3.01 A should read a 10' utility easement shall be provided on both sides of Roadway instead of ROW. There was discussion on adding easements 10' on each side, outside of the ROW on Arterial & Collector roads and 7' utility easements outside of ROW on residential roads. Commissioner Easingwood will draw up a proposal to present to the Court at next Tuesday's meeting. Commissioner Hoelscher left at 4:10 PM. Commissioner Easingwood requested a copy of the cross section of the road be included in the Subdivision rules and regulations. Commissioner Floyd left the meeting at 4:58 PM.

6. Announcements:

The Beacon of the Future Committee is continuing to raise funds from the public sector for the Library.

The Library will be moving to the schematic design phase.

7. Judge Brown adjourned the meeting at 5:01 PM.

As per HB 2931, Section 4:

**I, Elizabeth McGill, County Clerk of Tom Green County, Texas do hereby attest that this is an accurate accounting of the proceedings of the Commissioners' Court Workshop Meeting that met on February 8<sup>th</sup>, 2007.**

**I hereby set my hand and seal to this record February 8<sup>th</sup>, 2007.**

---

Elizabeth McGill, County Clerk and  
Ex-officio Clerk of the Commissioners' Court

# COMMISSIONERS' COURT TOM GREEN COUNTY



## Budget Amendment

Michael D. Brown  
County Judge

February 8, 2007

**Fund:** General Fund

<u>Department</u>	<u>Account</u>	<u>Budget Increase</u>	<u>Budget Decrease</u>
699-355 Misc. Block Grant - Verizon	3343 Block Grant Revenue	43,000.00	
699-080 Misc. Block Grant - Verizon	0301 Office Supplies	5,145.00	
699-080 Misc. Block Grant - Verizon	0325 Printing Expense	305.00	
699-080 Misc. Block Grant - Verizon	0336 Audio/Visual Supplies	10,000.00	
699-080 Misc. Block Grant - Verizon	0365 Electronic Books	15,000.00	
699-080 Misc. Block Grant - Verizon	0435 Books	8,550.00	
699-080 Misc. Block Grant - Verizon	0528 Electronic Subscriptions	4,000.00	

**Reason**

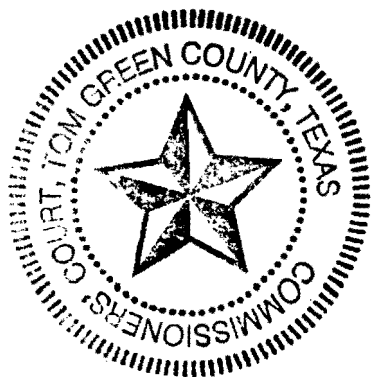
Establish budget to expend the Verizon Grant.

*[Signature]*  
\_\_\_\_\_  
Department Head

2-8-07  
\_\_\_\_\_  
Date Approved by Commissioners' Court

*[Signature]*  
\_\_\_\_\_  
Auditor

*[Signature]*  
\_\_\_\_\_  
County Judge



*[Signature]*  
\_\_\_\_\_  
Attest - County Clerk

# COMMISSIONERS' COURT TOM GREEN COUNTY



## Budget Amendment

Michael D. Brown  
County Judge

February 8, 2007

Fund: General Fund

<u>Department</u>	<u>Account</u>	<u>Budget Increase</u>	<u>Budget Decrease</u>
680-390 Beacon for the Future	3980 Transfers In	609,736.00	
014-390 Library - Hughes	3980 Transfers Out		1,222.00
202-390 Trolling Fund	3980 Transfers Out		169,759.00
203-390 Library Expansion Fund	3980 Transfers Out		438,755.00
680-370 Beacon for the Future	3701 Interest Earnings	2,800.00	
680-080 Beacon for the Future	0105 Salary/Employees	20,583.00	
680-080 Beacon for the Future	0201 FICA/Medicare	1,675.00	
680-080 Beacon for the Future	0202 Insurance	4,488.00	
680-080 Beacon for the Future	0203 Retirement	1,565.00	
680-080 Beacon for the Future	0301 Office Supplies	1,300.00	
680-080 Beacon for the Future	0325 Printing Expense	320.00	
680-080 Beacon for the Future	0439 Consultant	27,325.00	
680-080 Beacon for the Future	0675 Professional Fees	554,530.00	
680-080 Beacon for the Future	0676 Supplies & Operating Expense	750.00	

**Reason**

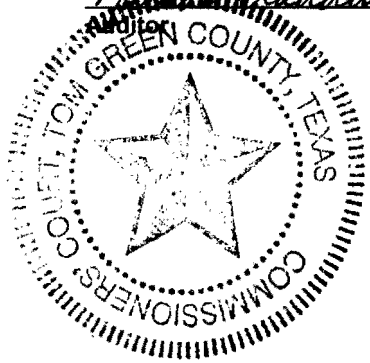
Consolidate funds 014, 202, and 203 into fund 680 and establish budget in 680 to expend.

*[Signature]*  
\_\_\_\_\_  
Department Head

2-8-07  
\_\_\_\_\_  
Date Approved by Commissioners' Court

*[Signature]*  
\_\_\_\_\_  
County Judge

*[Signature]*  
\_\_\_\_\_  
County Judge



*[Signature]*  
\_\_\_\_\_  
Attest - County Clerk