



MINUTES

MARCH 26, 2024

BRAZOS COUNTY COMMISSIONERS COURT

REGULAR MEETING

A regular meeting of the Commissioners' Court of Brazos County, Texas was held in the Brazos County Commissioners Courtroom in the Administration Building, 200 South Texas Avenue, in Bryan, Brazos County, Texas, beginning at 10:00 a.m. on Tuesday, March 26, 2024 with the following members of the Court present:

Duane Peters, County Judge, Presiding;
Steve Aldrich, Commissioner of Precinct 1;
Chuck Konderla, Commissioner of Precinct 2;
Nancy Berry, Commissioner of Precinct 3;
Wanda J. Watson, Commissioner of Precinct 4;
Karen McQueen, County Clerk.

The attached sheets contain the names of the citizens and officials that were in attendance.

1. Invocation and Pledge of Allegiance

- U.S. and Texas Flag - Commissioner Berry

2. Call for Citizen input and/or concerns

Cathy Viens expressed her concern over a grant application that was approved on a previous agenda. She noted that the Commissioner Court has the authority to revise voting systems. Mrs. Viens then requested that the Sheriff's Office provide citizen status on inmates in the county jail as part of their weekly report.

3. Presentations and/or Discussions

- Presentation of the Horticulture Extension Agent for Brazos County by Eric Zimmerman.

Eric Zimmerman introduced Horticulture Extension Agent Stephen Brueggerhoff. Mr. Brueggerhoff has a Bachelor of Science in Horticulture from Sam Houston State University and a Masters of Urban Horticulture and Botanic Garden Administration. Mr. Zimmerman said Mr. Brueggerhoff has worked as an Extension Agent in Galveston and Brazoria Counties and is a Master Gardener. Mr. Brueggerhoff stated he is looking forward to serving the community. The Court welcomed Mr. Brueggerhoff to Brazos County.

Consider and take action on agenda items: 4 - 31

4. Proclamation 24-011 declaring March 29, 2024 as Sheriff Leonard E. Morehead Day in recognition of his service and selfless sacrifice to the citizens of Brazos County, Texas.

The Court voted unanimously to adopt Proclamation 24-011 proclaiming March 29, 2024 as Sheriff Leonard E. Morehead Day. Sheriff Dicky said that this proclamation is a sad reminder of the dangerous job law enforcement officers perform daily. Sheriff Dicky thanked his wife, Vicky for the research on Sheriff Morehead's life and he invited the community to attend the remembrance ceremony on Friday, March 29, 2024 at 10:00 a.m. at the Bryan City Cemetery. A copy of the proclamation is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

5. Appointment of Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County.

Commissioner Aldrich asked how the supervisory committee works with the donation coordinator. Emergency Manager Michele Meade explained that when donations are raised the committee meets to determine where the funds should be distributed.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

6. Approval of appointments and reappointments of the following to the Homeland Security Advisory Committee. Term of appointments and reappointments will be April 1, 2024 – March 31, 2025

Appointments:

- a. Tom Kettle, Associate Director, TAMU Emergency Management
- b. Jason Ware, Deputy EMC, Brazos County

Reappointments:

- c. Eric Buske, Police Chief, City of Bryan
- d. Curtis Darby, Assistant Police Chief, City of Bryan
- e. Rich Giusti, Fire Chief, City of Bryan
- f. Jeanelle Johnson, EMC, City of Bryan
- g. Scott Smith, CISO, City of Bryan
- h. Tradd Mills, EMC, City of College Station
- i. Katie Reiter, Lieutenant, Police Department, City of College Station
- j. Leslie Lutz, Assistant Director, TAMU Emergency Management
- k. Amanda Fox, Emergency Management Specialist, TAMU Emergency

Management

- l. Paul Martinez, Chief Deputy, Brazos County Sheriff's Office
- m. Michele Meade, EMC, Brazos County
- n. Steve Aldrich, Commissioner Pct. 1, Brazos County
- o. Rick Wagner, Brazos County Firefighters Association, President
- p. Santos Navarette, Director, Brazos County Health District
- q. Arthur Davila, Public Health Emergency Preparedness Coordinator, Brazos County Health District
- r. Patrick Corley, Executive Director, Brazos County 9-1-1 District
- s. David Dibello, Senior Systems Administrator, Brazos County 9-1-1 District
- t. Peggi Goss, President and CEO, United Way

Commissioner Berry asked Commissioner Aldrich, who serves on the committee, how often the Board meets. Commissioner Aldrich answered they meet monthly or more often if needed.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

7. Approval of reappointment of Mark Carrabba to the Bryan and Brazos County Economic Development Foundation Board. Term of appointment is January 1, 2024 - December 31, 2025.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Steve Aldrich. Other. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

8. Approval requested from the Public Defender's Office (PDO) to submit a grant modification to TIDC which will allow the PDO to begin accepting misdemeanor and felony appeals. This request has no effect on the current FY budget.

A copy of the grant request is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

9. Approval requested from Risk Management for property renewal with Texas Association of Counties to include buildings, mobile equipment and unmanned aircraft and fine arts.

A copy of the renewal is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

10. Approval of Change Order #1 to CIP #23-599 Roof Access Stair Project for the cost of a RAS review of the contract documents and assessments of all three sites in the amount of \$625.00, making the total amount of the contract \$18,965.00.

A copy of the change order is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner

Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

11. Approval of IQ #24-097 Concrete Delivery to Contractor Site. Recommended Award - BPI Materials, LLC.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded Contract IQ #24-097 Concrete Delivery to Contractor Site to BPI Materials, LLC. A copy of the contract and bid tabulation is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

12. Approval of Amendment #1 to Contract #24-110R, Psychological Evaluations of Applicants for Brazos County to increase price and to renew for another year.

A copy of the amended contract and renewal with Dr. Roy Luepnitz, Ph.D. is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

13. Approval of the following committee for RFP CIP #24-608 Jail Shower Renovations.
 - a. Abigail Belangeri
 - b. Matt Mayo
 - c. Bob Lamkin
 - d. Purchasing - Non-Voting
 - e. Legal - Non-Voting
 - f. Burditt (Architect) - Non-Voting

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

14. Permission to Advertise CIP #24-608 Jail Shower Renovations.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

15. Approval of the following committee for RFP CIP #24-618 Harpers Ferry Road & Cricket Pass Reconstruction.
 - a. Prarthana Banerji
 - b. Fred Paine
 - c. Jimmy LeFlore
 - d. Purchasing - Non-Voting
 - e. Legal - Non Voting
 - f. GLS (Engineer) - Non- Voting

Commissioner Aldrich commented he has received positive feedback from a meeting that took place with the residents of Nantucket and the Road and Bridge Department.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

16. Permission to Advertise CIP #24-618 Harpers Ferry Road & Cricket Pass Reconstruction.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

17. Approval of CIP #24-632 for Critical Records Management with Kofile.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

18. Approval of Contract CIP #24-636 Courthouse Elevator Replacement with Kone Inc.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

19. Request for approval of the Final Plat of Breedlove Subdivision; 18.07 Acres; William Dunn Survey, Abstract 108; City of College Station ETJ, Brazos County, Texas. Site is located in Precinct 1.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

20. Consider and take action to close, vacate and abandon a portion of the 20-foot alleyway located in Block 35 between Lots 3,4 and 5 of the town of Millican. Alleyway was never built and there is no public interest served by retaining the original right-of-way. Site is located in Precinct 1.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

21. Consider and take action to close, vacate and abandon a portion of the 20-foot alleyway located in Block 35 between Lots 6,7 and 8 of the town of Millican. Alleyway was never built and there is no public interest served by retaining the original right-of-way. Site is located in Precinct 1.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

22. Consider and take action on the Wellborn SUD utility permit to install an 80 foot road

bore for a 1.5-inch service line to be installed for BTU Control building located on Kathy Fleming Road. Site is located in Precinct 1.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

23. Consider and take action on the Frontier Communication utility permit to lay fiber optic cable for high speed internet service along Chick Lane. Site is located in Precinct 4.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Nancy Berry. Other. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

24. Consider and take action on the Wellborn SUD utility permit to construct 40 foot road bore for a 1-inch service line to be installed at 11670 River Road. Site is located in Precinct 4.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

25. Approval of the Treasurer's Report for January 2024.

The Court voted unanimously to receive, approve and order filed as submitted the Treasurer's report for January 2024. A copy is attached and made a part of these minutes.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

26. Tax Refund Applications for the following:

Overpayments

- a. John & Katherine Jahnke - \$190.08
- b. Roger Witt Bearie - \$64.20
- c. Wildfire Energy Operating - \$44.54
- d. Alma Yolanda Alvarado - \$69.01
- e. Maria Serrato - \$1,555.40

Payment in Error

- f. Corelogic - \$2,057.02

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

27. Budget Amendments.

- FY 23/24 Budget Amendments 24.01 - 24.06

24.01 Reallocate General Permanent Improvement Funds.

24.02 Transfer funds from 472nd District Court to Health Department, Sheriff's Office, and Road and Bridge Department.

24.03 Reallocate Facility Services Funds.

24.04 Transfer funds from Contingency to Facility Services.

24.05 Reallocate American Rescue Plan Revenue Replacement Funds.

24.06 Reallocate FY 2023-2024 - SB 22 Rural Law Enforcement Salary Assistance Program Grant Funds.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

28. Personnel Change of Status.

- a. Personnel Action Forms
- b. Employment & Separations

A copy of the Personnel Change of Status requests is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

29. Payment of Claims.

Claims

8201639 - 8201817

9200656 - 9200705

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Aldrich, Berry, Konderla, Peters, Watson.

30. Convene into Executive Session pursuant to the following:

- a. Texas Government Code §551.071 to consult with attorney about pending litigation and/or a settlement offer.
- b. Texas Government Code §551.072 to deliberate the purchase, exchange, lease, or value of real property.
- c. Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated.
- d. Texas Government Code §551.087 for deliberation regarding economic development negotiations.

At this point, the County Judge announced the Court would consider items 32 through 37 and then return to convene into Executive Session.

Having considered the previously noted agenda items, General Counsel Bruce Erratt submitted a written determination that deliberation in an open meeting would have a detrimental effect on the position of the Court in negotiations with a third party. A motion was offered by Commissioner Berry to meet in closed Executive Session as per Mr. Erratt's recommendation. The motion was seconded by Commissioner Konderla and the motion passed unanimously by a show of hands. At 10:28 a.m. the County Judge announced the meeting closed to the public, so the Court could convene into Executive Session as stated above.

The following individuals were asked to attend session Executive Session (a):

Cheryl Coffman, Executive Assistant
Bruce Erratt, General Counsel
Allison Lindblade, Assistant General Counsel
Ed Bull, Chief of Staff
Jennifer Salazar, Human Resources Director
Raeanna McConathy, Human Resources Assistant Director

The following individuals were asked to attend session Executive Session (b):

Cheryl Coffman, Executive Assistant
Bruce Erratt, General Counsel
Allison Lindblade, Assistant General Counsel
Ed Bull, Chief of Staff
Charles Wendt, Purchasing Agent

The following individuals were asked to attend session Executive Session (c):

Cheryl Coffman, Executive Assistant
Bruce Erratt, General Counsel
Allison Lindblade, Assistant General Counsel
Ed Bull, Chief of Staff

The following individuals were asked to attend session Executive Session (d):

Cheryl Coffman, Executive Assistant
Bruce Erratt, General Counsel
Allison Lindblade, Assistant General Counsel
Ed Bull, Chief of Staff
Kimberly Roach, Intergovernmental Liaison

31. Consider and possible action on Executive Sessions.

At 11:25 a.m. the County Judge announced the meeting open to the public and announced that no action would be taken on the Closed Executive Sessions.

32. Acknowledgement of FY 2023-2024 Budget to Actuals by Fund as of March 20, 2024.
Acknowledgement of FY 2023-2024 Contingency Budget to Actuals by Fund as of March 20, 2024.

The Court acknowledged receipt of the 2023-2024 Budget to Actuals by Fund and Contingency Fund Budget to Actuals as of March 20, 2024.

33. Acknowledgement of the 2023 Annual Report for Amber Alert Network Brazos Valley.

The Court acknowledged receipt of the 2023 Annual Report for Amber Alert Network Brazos Valley.

34. Acknowledgement of monthly reports submitted in March 2024.

The Court acknowledged receipt of the Extension Service reports submitted in March 2024 and acknowledged receipt of reports from the County Clerk and Constable, Precinct 2 office showing revenues collected and remitted to the County Treasurer.

35. Juvenile director's report on detention population.

Juvenile Director Linda Ricketson reported there are 32 juveniles in the detention center, 23 are male and 9 are female, and 47 have electronic monitors.

36. Sheriff's report on inmate population.

Sheriff Wayne Dicky stated there are 797 inmates in jail, 677 are male and 120 are female, and 42 have electronic monitors.

37. Announcement of interest items and possible future agenda topics.

There were no announcements.

38. Adjourn.



The foregoing minutes of the Commissioners Court Meeting held March 26, 2024, have been examined and are approved in open Court this 9th day of April 2024, in Bryan, Brazos County, Texas .

A blue ink signature of Duane Peters, written in a cursive style.

Duane Peters
County Judge

A blue ink signature of Steve Aldrich, written in a cursive style.

Steve Aldrich
Commissioner, Precinct 1

A blue ink signature of Chuck Konderla, written in a cursive style.

Chuck Konderla
Commissioner, Precinct 2

A blue ink signature of Nancy Berry, written in a cursive style.

Nancy Berry
Commissioner, Precinct 3

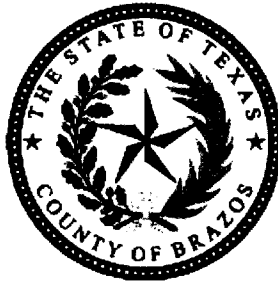
A blue ink signature of Wanda J. Watson, written in a cursive style.

Wanda J. Watson
Commissioner, Precinct 4

Attest:

A blue ink signature of Karen McQueen, written in a cursive style.

Karen McQueen
County Clerk



FILED FOR RECORD

DATE 3-22-2024

AT 2:29 O'CLOCK P. M

KAREN MCQUEEN

BRAZOS COUNTY CLERK

By Karen McQueen

**BRAZOS COUNTY
BRYAN, TEXAS**

NOTICE OF MEETING AND AGENDA

BRAZOS COUNTY COMMISSIONERS COURT

**THE COMMISSIONERS COURT OF BRAZOS COUNTY WILL MEET
IN REGULAR SESSION ON MARCH 26, 2024 AT 10:00 AM IN THE
COMMISSIONERS COURTROOM OF THE BRAZOS COUNTY
ADMINISTRATION BUILDING, 200 S. TEXAS AVENUE, SUITE 106,
BRYAN, TX 77803, THE PUBLIC MAY WATCH THE MEETING LIVE
AT [FACEBOOK.COM/BRAZOSCOUNTYTX](https://www.facebook.com/brazoscountytexas)**

-
1. Invocation and Pledge of Allegiance
 - U.S. and Texas Flag - Commissioner Berry
 2. Call for Citizen input and/or concerns
 3. Presentations and/or Discussions
 - Presentation of the Horticulture Extension Agent for Brazos County by Eric Zimmerman.

Consider and take action on agenda items: 4 - 31

4. Proclamation 24-011 declaring March 29, 2024 as Sheriff Leonard E. Morehead Day in recognition of his service and selfless sacrifice to the citizens of Brazos County, Texas.
5. Appointment of Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County.
6. Approval of appointments and reappointments of the following to the Homeland Security Advisory Committee. Term of appointments and reappointments will be April 1, 2024 – March 31, 2025.

Appointments:

- a. Tom Kettle, Associate Director, TAMU Emergency Management
- b. Jason Ware, Deputy EMC, Brazos County

Reappointments:

- c. Eric Buske, Police Chief, City of Bryan

- d. Curtis Darby, Assistant Police Chief, City of Bryan
 - e. Rich Giusti, Fire Chief, City of Bryan
 - f. Jeanelle Johnson, EMC, City of Bryan
 - g. Scott Smith, CISO, City of Bryan
 - h. Tradd Mills, EMC, City of College Station
 - i. Katie Reiter, Lieutenant, Police Department, City of College Station
 - j. Leslie Lutz, Assistant Director, TAMU Emergency Management
 - k. Amanda Fox, Emergency Management Specialist, TAMU Emergency Management
 - l. Paul Martinez, Chief Deputy, Brazos County Sheriff's Office
 - m. Michele Meade, EMC, Brazos County
 - n. Steve Aldrich, Commissioner Pct. 1, Brazos County
 - o. Rick Wagner, Brazos County Firefighters Association, President
 - p. Santos Navarette, Director, Brazos County Health District
 - q. Arthur Davila, Public Health Emergency Preparedness Coordinator, Brazos County Health District
 - r. Patrick Corley, Executive Director, Brazos County 9-1-1 District
 - s. David Dibello, Senior Systems Administrator, Brazos County 9-1-1 District
 - t. Peggi Goss, President and CEO, United Way
7. Approval of reappointment of Mark Carrabba to the Bryan and Brazos County Economic Development Foundation Board. Term of appointment is January 1, 2024 - December 31, 2025.
 8. Approval requested from the Public Defender's Office (PDO) to submit a grant modification to TIDC which will allow the PDO to begin accepting misdemeanor and felony appeals. This request has no effect on the current FY budget.
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 12. Approval of Amendment #1 to Contract #24-110R, Psychological Evaluations of Applicants for Brazos County to increase price and to renew for another year.
 13. Approval of the following committee for RFP CIP #24-608 Jail Shower Renovations.
 - a. Abigail Belangeri
 - b. Matt Mayo
 - c. Bob Lamkin
 - d. Purchasing - Non-Voting
 - e. Legal - Non-Voting
 - f. Burditt (Architect) - Non-Voting
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 - a. Prarthana Banerji
 - b. Fred Paine
 - c. Jimmy LeFlore

- d. Purchasing - Non-Voting
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16. Permission to Advertise CIP #24-618 Harpers Ferry Road & Cricket Pass Reconstruction.
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 22. Consider and take action on the Wellborn SUD utility permit to install an 80 foot road bore for a 1.5-inch service line to be installed for BTU Control building located on Kathy Fleming Road. Site is located in Precinct 1.
 23. Consider and take action on the Frontier Communication utility permit to lay fiber optic cable for high speed internet service along Chick Lane. Site is located in Precinct 4.
 24. Consider and take action on the Wellborn SUD utility permit to construct 40 foot road bore for a 1-inch service line to be installed at 11670 River Road. Site is located in Precinct 4.
 25. Approval of the Treasurer's Report for January 2024.
 26. Tax Refund Applications for the following:

Overpayments

- a. John & Katherine Jahnke - \$190.08
- b. Roger Witt Bearie - \$64.20
- c. Wildfire Energy Operating - \$44.54
- d. Alma Yolanda Alvarado - \$69.01
- e. Maria Serrato - \$1,555.40

Payment in Error

- f. Corelogic - \$2,057.02

27. Budget Amendments.
 - FY 23/24 Budget Amendments 24.01 - 24.06
28. Personnel Change of Status.
 - a. Personnel Action Forms
 - b. Employment & Separations
29. Payment of Claims.

30. Convene into Executive Session pursuant to the following:
 - a. Texas Government Code §551.071 to consult with attorney about pending litigation and/or a settlement offer.
 - b. Texas Government Code §551.072 to deliberate the purchase, exchange, lease, or value of real property.
 - c. Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated.
 - d. Texas Government Code §551.087 for deliberation regarding economic development negotiations.
31. Consider and possible action on Executive Sessions.
32. Acknowledgement of FY 2023-2024 Budget to Actuals by Fund as of March 20, 2024.
Acknowledgement of FY 2023-2024 Contingency Budget to Actuals by Fund as of March 20, 2024.
33. Acknowledgement of the 2023 Annual Report for Amber Alert Network Brazos Valley.
34. Acknowledgement of monthly reports submitted in March 2024.
35. Juvenile director's report on detention population.
36. Sheriff's report on inmate population.
37. Announcement of interest items and possible future agenda topics.
38. Adjourn.

PUBLIC COMMENTS

Public Comment during the Commission Meeting may be for all matters, both on and off the agenda, and be limited to four minutes per person. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment at the Commission meeting. Members of the public are reminded that the Brazos County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Brazos County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court. Those members of the public who are inappropriately attired and/or who do not conduct themselves in an orderly and appropriate manner will be ordered to leave the meeting. Refusal to abide by the Court's Order and/or continued disruption of the meeting may result in a Contempt of Court Citation.

It is not the intention of the Brazos County Commissioners Court to provide a public forum for the demeaning of any individual or group. Neither is it the intention of the Court to allow a member (or members) of the public to insult the honesty and/or integrity of the Court, as a body, or any member or members of the Court, or County employees, individually or collectively. Accordingly, profane, insulting or threatening language directed toward the Court and/or any person in the Court's presence and/or racial, ethnic or gender slurs or epithets will not be tolerated. Violation of these rules may result in the following sanctions:

1. cancellation of a speaker's time;
 2. removal from the Commissioners Court;
 3. a Contempt Citation; and/or
 4. such other and/or criminal sanctions as may be authorized
- under the Constitution, Statutes and Codes of the State of Texas.

The County Commissioners Court can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Commissioners Court. However, responses from the County Judge or Commissioners to unlisted public comment topics could become deliberation on a matter without notice to the public. To ensure the public has notice of all matters the Commissioners Court will consider, the County Judge and/or Commissioners may choose not to respond to public comments, except to correct factual inaccuracies, recite existing policy in response to an inquiry or to ask that a matter be listed on a future agenda. See Texas Open Meetings Act Section 551.042.

INVOCATION

Any invocation that may be offered before the official start of the Court meeting shall be to and for the benefit of the Court. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Court and do not necessarily represent the religious beliefs or views of the Court in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Court.

The Commissioners Courtroom of the Brazos County Administration Building, 200 S. Texas Avenue, Suite 106, Bryan, TX 77803, THE PUBLIC MAY WATCH THE MEETING LIVE AT [FACEBOOK.COM/BRAZOSCOUNTYTX](https://www.facebook.com/brazoscountytexas) is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive services must be made two working days before the meeting. To make arrangements, please call (979) 361-4102.

BRAZOS COUNTY COMMISSIONER'S COURT

26th DAY OF March, 2024
10:00 (AM)/PM, Regular

Name

(PLEASE PRINT)

Karen McQueen
Ashlie Peters-Bowman
NICK PHILIPPELLO
Wanda Stuart
Edward Stuart
Cheryl Whitham
Aubrey Leggett
Katia Balza
Bentley Nettles
B. ERRAIT
Cathie Viles
Kathy Leland
Floza Williams
Paul Beetham
AND Boney

Organization

(PLEASE PRINT)

Co. Clerk
Co. Clerk's Off.
C1+12th
Brazos County Master Gardeners
—
Comm.
comm.
Comm.
Self
Co. Judge
taxpayer
BEMG
AgriLife
DCMG
WHAFC

BRAZOS COUNTY COMMISSIONER'S COURT

26th DAY OF March, 2024
10:00 AM/PM, Regular

Name

(PLEASE PRINT)

Allison Lindblade
Nina Payne
Linda Rickatson
Vicki Smith Dicky
Wendy Dicky
Cynde Wiley
Celina Nava
William Wendt
Kaitlyn Battle
Anne Prescott
Cherie Frazier
Janet Taylor
Spencer Mays
Kevin Stora
Chadd Caperton

Organization

(PLEASE PRINT)

BCJ
Budget
Juvenile
So
Self
Purchasing
Purchasing
Purchasing
BCMGA
AABV
BCMGA
Budget.
Bcs
Extension

BRAZOS COUNTY COMMISSIONER'S COURT

26th DAY OF March, 20 24
10:00 (AM/PM, Regular)

Name

(PLEASE PRINT)

Stephen Brueggerhoff
Dustin Adkins
Eric Zimmerman
Lara Jorgensen
Amy Leigh Sugg
Mike Stree
Katie Mock
Riley Fisher
Kimberly Ruel
Ed Bull
Charles Coats
Paul Martin
Nichole Meade
Sason Wan

Organization

(PLEASE PRINT)

T&M Extension
BCMG's
Texas A&M Ag. Life Extension
Texas A&M Ag. Life
Texas A&M Extension
BTD
Texas A&M Agr. Life
Co Judge
Co Judge
B/CS HFH
BCDA
BCSO
BCFM
BCFM

BRAZOS COUNTY COMMISSIONER'S COURT

26th DAY OF March, 20 24
10:00 (AM)/PM, Regular

Name

(PLEASE PRINT)

Brian Pratt
Jesse Myers
Marilyn Myers
Soc Allen
MELISSA BOWIS
Marlene Anderson
Cristian Villarreal
Raeanna McConathy
Jennifer Salazar
Leslie Contreras
Jerad Solether
Prarthana Boney
Donald Lampo
Dan Hillman
Jennifer Lewis

Organization

(PLEASE PRINT)

BC Auditor
Master Gardener
master gardener
BUCOG
Co. Judge
Capt. C. J. Galt
Treas
HR
HR
RISK
B+A
R & B
Constable Pct. 2
361st
True Texas Project



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Proclamation 24-011 declaring March 29, 2024 as Sheriff Leonard E. Morehead Day in recognition of his service and selfless sacrifice to the citizens of Brazos County, Texas.

TO: Commissioners Court

DATE: 03/21/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Proclamation - Sheriff Leonard E. Morehead.pdf](#)

Proclamation - Sheriff Leonard E. Morehead

Backup Material



PROCLAMATION

NAMING MARCH 29, 2024 AS SHERIFF LEONARD E. MOREHEAD DAY IN RECOGNITION OF HIS SERVICE AND SELFLESS SACRIFICE TO THE CITIZENS OF BRAZOS COUNTY, TEXAS

WHEREAS, Sheriff Leonard E. Morehead served as the Sheriff of Brazos County for six years from 1918 through March 29, 1924; and served the Citizens of Brazos County in many capacities; and

WHEREAS, On March 29, 1924, Sheriff Leonard Morehead was attending a traveling road show being staged at the Steep Hollow School House when a man fired a shotgun through a window, killing him instantly. The suspect was arrested the same evening and confessed to the murder. At his trial, he was found to be mentally insane and sentenced to a mental facility.

WHEREAS, the funeral of Sheriff Morehead was held in the courtroom of the Brazos County Courthouse and it was reported that roughly 4,000 people came to pay their respects to the fallen officer.

WHEREAS, Lila Belle Morehead, was appointed to fulfill her husband's term three days after his murder and went on to serve for nine months. And as of 2024, she remains Brazos County's only female sheriff.

NOW, THEREFORE, the Commissioners Court of Brazos County do hereby proclaim Friday, March 29, 2024 as Sheriff Leonard E. Morehead Day in Brazos County, Texas.

PROCLAIMED this the 26th day of March 2024.

A blue ink signature of Duane Peters, County Judge, written over a horizontal line.

Duane Peters
County Judge

A blue ink signature of Commissioner Steve Aldrich, Precinct 1, written over a horizontal line.

Commissioner Steve Aldrich
Precinct 1

A blue ink signature of Commissioner Nancy Berry, Precinct 3, written over a horizontal line.

Commissioner Nancy Berry
Precinct 3

A blue ink signature of Commissioner Chuck Konderla, Precinct 2, written over a horizontal line.

Commissioner Chuck Konderla
Precinct 2

A blue ink signature of Commissioner Wanda J. Watson, Precinct 4, written over a horizontal line.

Commissioner Wanda J. Watson
Precinct 4



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Emergency Management NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Appointment of Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County.

TO: Commissioners Court

FROM: Michele Meade

DATE: 03/21/2024

FISCAL IMPACT: False

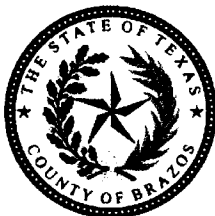
BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR ALTERNATIVES: Appointment of Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Salvation Army Letter - Donations Coordinator - Captain Villanueva.pdf	Salvation Army Letter - Donations Coordinator	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Emergency Management NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Appointment of Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County.

TO: Commissioners Court

FROM: Michele Meade

DATE: 03/21/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR ALTERNATIVES: Appointment of Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County.

ATTACHMENTS:

File Name

Salvation_Army_Letter_-_
_Donations_Coordinator_-_
_Captain_Villanueva.pdf

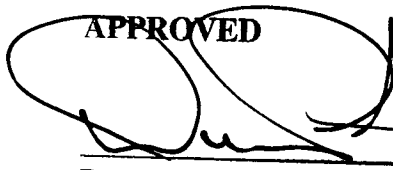
Description

Salvation Army Letter - Donations Coordinator

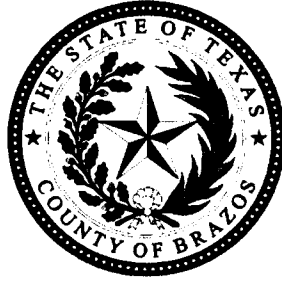
Type

Backup Material

APPROVED


Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

March 26, 2024

Greetings,


Effective this date, I have appointed Captain Luis Villanueva of The Salvation Army as the Donations Coordinator for Brazos County. Captain Villanueva will supervise the Donations Management Program for Brazos County using the guidance of Chief Elected Officials and the recommendations of the Donations Steering Group.

The Donations Coordinator will provide additional guidance, direction, and supervision to all functions of the County's Donations Management Program, which are activated during and after a major emergency or disaster and fall under the jurisdiction of this County.

The Donations Coordinator will additionally work closely and collaborate with all recognized voluntary agencies in the County that will be helping victims during and after a disaster.

This appointment will remain in force until terminated by either party.

Best regards,



Duane Peters
County Judge



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Emergency Management

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of appointments and reappointments of the following to the Homeland Security Advisory Committee. Term of appointments and reappointments will be April 1, 2024 – March 31, 2025

Appointments:

- a. Tom Kettle, Associate Director, TAMU Emergency Management
- b. Jason Ware, Deputy EMC, Brazos County

Reappointments:

- c. Eric Buske, Police Chief, City of Bryan
- d. Curtis Darby, Assistant Police Chief, City of Bryan
- e. Rich Giusti, Fire Chief, City of Bryan
- f. Jeanelle Johnson, EMC, City of Bryan
- g. Scott Smith, CISO, City of Bryan
- h. Tradd Mills, EMC, City of College Station
- i. Katie Reiter, Lieutenant, Police Department, City of College Station
- j. Leslie Lutz, Assistant Director, TAMU Emergency Management
- k. Amanda Fox, Emergency Management Specialist, TAMU Emergency Management
- l. Paul Martinez, Chief Deputy, Brazos County Sheriff's Office
- m. Michele Meade, EMC, Brazos County
- n. Steve Aldrich, Commissioner Pct. 1, Brazos County
- o. Rick Wagner, Brazos County Firefighters Association, President
- p. Santos Navarette, Director, Brazos County Health District
- q. Arthur Davila, Public Health Emergency Preparedness Coordinator, Brazos County Health District
- r. Patrick Corley, Executive Director, Brazos County 9-1-1 District
- s. David Dibello, Senior Systems Administrator, Brazos County 9-1-1 District
- t. Peggi Goss, President and CEO, United Way

TO: Commissioners Court

FROM: Michele Meade

DATE: 03/21/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR
ALTERNATIVES: Approval of appointments and reappointments of the following to the Homeland Security Advisory Committee. Term of appointments and reappointments will be April 1, 2023 - March 31, 2024.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Appointment Cert - Homeland Security Advisory Committee - Tom Kettle.pdf	Appointment Cert - HSAC - Tom Kettle	Backup Material
Appointment Cert - Homeland Security Advisory Committee - Jason Ware.pdf		Backup Material

Reappointment Cert - Homeland Security Advisory Committee - Eric Buske.pdf	Appointment Cert - HSAC - Jason Ware	
Reappointment Cert - Homeland Security Advisory Committee - Curits Darby.pdf	Reappointment Cert - HSAC - Eric Buske	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Rich Giusti.pdf	Reappointment Cert - HSAC - Curtis Darby	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Jeanelle Johnson.pdf	Reappointment Cert - HSAC - Rich Giusti	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Scott Smith.pdf	Reappointment Cert - HSAC - Jeanelle Johnson	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Tradd Mills.pdf	Reappointment Cert - HSAC - Scott Smith	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Katie Reiter.pdf	Reappointment Cert - HSAC - Tradd Mills	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Leslie Lutz.pdf	Reappointment Cert - HSAC - Katie Reiter	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Amanda Fox.pdf	Reappointment Cert - HSAC - Leslie Lutz	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Paul Martinez.pdf	Reappointment Cert - HSAC - Amanda Fox	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Michele Meade.pdf	Reappointment Cert - HSAC - Paul Martinez	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Steve Aldrich.pdf	Reappointment Cert - HSAC - Michele Meade	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Rick Wagner.pdf	Reappointment Cert - HSAC - Steve Aldrich	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Santos Navarette.pdf	Reappointment Cert - HSAC - Rick Wagner	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Arthur Davila.pdf	Reappointment Cert - HSAC - Santos Navarette	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Patrick Corley.pdf	Reappointment Cert - HSAC - Arthur Davila	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - David Dibello.pdf	Reappointment Cert - HSAC - Patrick Corley	Backup Material
Reappointment Cert - Homeland Security Advisory Committee - Peggi Goss.pdf	Reappointment Cert - HSAC - David Dibello	Backup Material
	Reappointment Cert - HSAC - Peggi Goss	Backup Material



BRAZOS COUNTY
BRYAN, TEXAS

APPOINTMENT


The Commissioners Court of Brazos County does hereby approve the appointment of

Tom Kettle

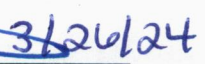
to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.



Duane Peters
County Judge



Date



BRAZOS COUNTY
BRYAN, TEXAS

APPOINTMENT

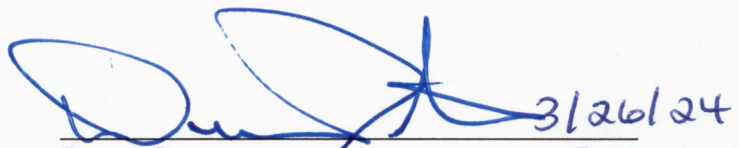
The Commissioners Court of Brazos County does hereby approve the appointment of

Jason Ware

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.


Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Eric Buske

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

A handwritten signature in blue ink, appearing to read "Duane Peters", is written over a horizontal line. To the right of the signature, the date "3/26/24" is handwritten in blue ink.

Duane Peters
County Judge

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Curtis Darby

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

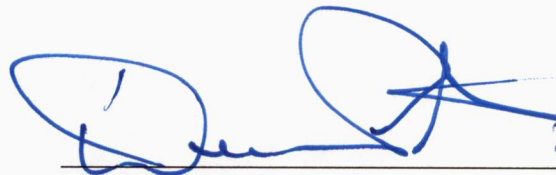
The Commissioners Court of Brazos County does hereby approve the reappointment of

Rich Giusti

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.


Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Jeanelle Johnson

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

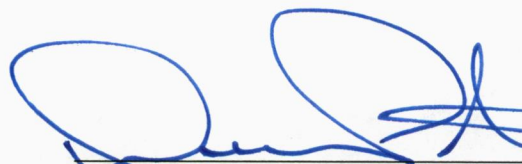
The Commissioners Court of Brazos County does hereby approve the reappointment of

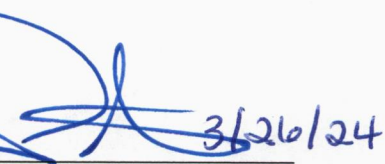
Scott Smith

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.


Duane Peters
County Judge

 3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Tradd Mills

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT


The Commissioners Court of Brazos County does hereby approve the reappointment of

Katie Reiter

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.



Duane Peters
County Judge

3/26/24

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Leslie Lutz

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

A handwritten signature in blue ink, appearing to read "Duane Peters", is written over a horizontal line. To the right of the signature, the date "3/26/24" is handwritten in blue ink.

Duane Peters
County Judge

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Amanda Fox

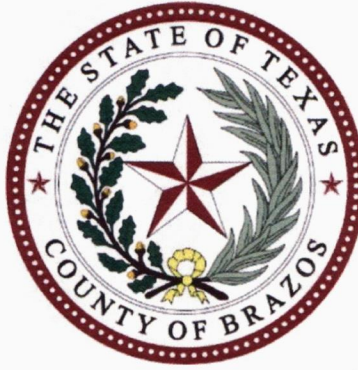
to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Paul Martinez

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Michele Meade

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Steve Aldrich

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

A handwritten signature in blue ink, appearing to read "Duane Peters", is written over a horizontal line. To the right of the signature, the date "3/26/24" is handwritten in blue ink.

Duane Peters
County Judge

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Rick Wagner

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Santos Navarette

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Arthur Davila

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Patrick Corley

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

A handwritten signature in blue ink, appearing to read "Duane Peters", is written over a horizontal line. To the right of the signature, the date "3/26/24" is handwritten in blue ink.

Duane Peters
County Judge

Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

David Dibello

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

Duane Peters
County Judge

3/26/24
Date



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT

The Commissioners Court of Brazos County does hereby approve the reappointment of

Peggi Goss

to the

Homeland Security Advisory Committee

The term of this appointment is April 1, 2024 – March 31, 2025.

A handwritten signature in blue ink, appearing to read "Duane Peters", is written over a horizontal line.

Duane Peters
County Judge

3/26/24
Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of reappointment of Mark Carrabba to the Bryan and Brazos County Economic Development Foundation Board. Term of appointment is January 1, 2024 - December 31, 2025.

TO: Commissioners Court

DATE: 03/21/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Reappointment Cert - Mark Carrabba - BBCEDF.pdf](#) Reappointment Certificate - Mark Carrabba - BBCEDF Backup Material



BRAZOS COUNTY
BRYAN, TEXAS

REAPPOINTMENT


The Commissioners Court of Brazos County does hereby approve the reappointment of

Mark Carrabba

to the

Bryan and Brazos County Economic Development Foundation

The term of this appointment is January 1, 2024 – December 31, 2025.


Duane Peters
County Judge

3/26/24
Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval requested from the Public Defender's Office (PDO) to submit a grant modification to TIDC which will allow the PDO to begin accepting misdemeanor and felony appeals. This request has no effect on the current FY budget.

TO: Commissioners Court

DATE: 03/21/2024

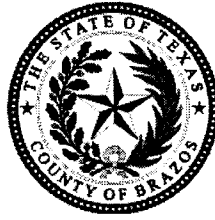
FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
2024-03-21_TIDC_Grant_Budget_Adjustment_Request.pdf	TIDC Grant Budget Adjustment Request	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/26/2024

ITEM:

Approval requested from the Public Defender's Office (PDO) to submit a grant modification to TIDC which will allow the PDO to begin accepting misdemeanor and felony appeals. This request has no effect on the current FY budget.

TO:

Commissioners Court

DATE:

03/21/2024

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Description

Type


2024-03-

21_TIDC_Grant_Budget_Adjustment_Request.pdf

TIDC Grant Budget Adjustment Request

Backup Material

APPROVED


Duane Peters
County Judge


Date

TIDC Grant Budget Adjustment Request

RE: FY2024 Budget Adjustment Request - Grant Number PB-22-021

Brazos County requests a budget adjustment for the *Brazos County Public Defender's Program*. The details of the request are indicated in the table below:

	Current Approved Budget	Requested Line-Item Change	Requested Adjusted Budget
Direct Costs			
1) Personnel	\$1,238,301	\$0	\$1,238,301
2) Fringe Benefits	534,172	\$0	534,172
3) Travel and Training	24,700	\$0	24,700
4) Equipment	36,000	\$0	36,000
5) Supplies	12,000	\$0	12,000
6) Contract Services	92,200	\$0	92,200
7) Indirect Costs	0.00	\$0	0.00
Total Proposed Costs	1,937,372	\$0	1,937,372
Less Cash from Other Sources	(12,907)	\$0	(12,907)
Total Amount Funded by Commisison	\$1,924,465	\$0	\$1,924,465

1. **Rationale for Adjustment – Explain in detail the proposed changes to the budget and why they are needed. Be specific and use statistics, if possible. Use as much space as necessary to fully explain why the changes are necessary. Attach more detailed “before and after” budget category breakout as needed to fully explain changes.**

This is a request to change the scope of the work done by the Public Defender's Office without any impact on the current budget. We are requesting to increase the scope of our work in Brazos County to include adult appeals.

Brazos County has a need for qualified criminal defense attorneys. Currently, there are only two attorneys taking appellate appointments in Brazos County. The Chief Public Defender has spoken with Judge K. Hawthorne who agrees that there is an immediate need for an increase in the number of attorneys taking appeals. Many aggravated and/or serious cases which were delayed due to Covid are coming up for trial, and many of those cases will require appellate appointments.

The PDO also represents many clients for trial, and as an increasing number of those cases reach trial and are disposed of through a jury trial, the PDO will be forced to withdraw from representing clients on appeal merely because the scope of our work is restricted by the grant. The same justification for appointing the grant funded PDO to the case for trial purposes apply to the PDO's continued representation of our clients on appeal.

The PDO has also hired Lane Thibodeaux to work as an attorney in the PDO. Mr. Thibodeaux starts on April 18, 2024. He is board certified in criminal law as well as in criminal appeals. Mr. Thibodeaux is currently appointed on a number of appellate matters for Brazos County, and he would like to continue taking appeals for Brazos County.

" The Advisory Board has also approved this request and recommends that the PDO move forward and request permission to begin taking appellate appointments.


2. Detail any proposed changes to the staffing model and why they are needed.

There are no changes to the staffing model. One misdemeanor defender, Lane Thibodeaux, will be accepting appointments to write appeals for the county. Depending on FY '25 budget and grant funds availability, an appellate defender position will be created and Mr. Thibodeaux will fill that position.

3. Explain any proposed change in program Scope or Program Activities

The only change in program scope or activities is the appointment of the PDO on adult appeals.

Sincerely,



County Judge Signature

3-21-24

Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Risk Management NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval requested from Risk Management for property renewal with Texas Association of Counties to include buildings, mobile equipment and unmanned aircraft and fine arts.

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 03/19/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[Renewal_Questionnaire_-_Court.pdf](#)

Description

Renewal Questionnaire

Type

Backup Material



TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2024 - 07/01/2025

Property Renewal Schedule

Member Name: Brazos County

Pool Coordinator: Ms. Jennifer Salazar

Email: jsalazar@brazoscountytexas.gov

Instructions for Completion

- 1) Review each tab and update as needed.
 - 2) Include Declarations page for any National Flood Insurance Program coverage in force.
 - 3) Email completed questionnaire by April 1, 2024 to: TACRMP@county.org or nellyc@county.org
- All entries are subject to approval, further information may be requested upon review.

If this schedule is not received by April 1, 2024, coverage will be renewed as it currently stands with any requested changes handled by endorsement.

Your Member Services Representative is available to assist you with any questions or concerns and can be reached at 1-800-456-5974.

Property Renewal Questions

Yes or No

1. Do you have any property in the course of construction or plan to undergo any major construction for buildings reported?

If yes, please provide us with the building item #, cost of project and estimated project completion date.

Yes - See Attached Sheet

2. Are any owned buildings currently vacant?

If yes, please identify the building item # and is the building being maintained and secured?

Yes - See Attached Sheet

3. Are any loss payees applicable to any properties?

If yes, please identify the building item # or mobile equipment item # and provide the loss payee contact information

No

Unreported Claims

Yes or No

1. Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future?

If yes, please describe:

No

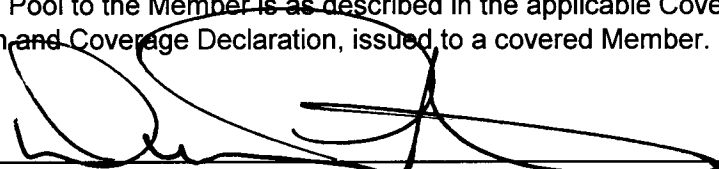
2. Has the situation been reported to TAC Claims Department?

N/A

Acknowledgement and Acceptance

Member Name: Brazos County

Member acknowledges that the information submitted in this questionnaire is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.



Signature of County Judge or presiding official of the Political Subdivision

3/26/24

Date

Construction Renovation Projects

Site #	Building #	Buidling Name	Description of Construction	Estimated Construction Costs
1	1	Courthouse	Security Entrance Upgrade/Remodel	\$ 1,100,000
2	1	Administration Building	North Wing and Sactuary Renovation/Remodel - Will be adding Office space and potentially new floors/office space - Adding Square footage	\$ 7,500,000
3	1	Maintenance Shop	Complete Renovation of 1st and 2 Floor of office spaces	\$ 2,500,000
4	1	Old Ag Extension Building	Renovation/Remodel	\$ 300,000
6	1	Brazos County Jail	Plumbing and Shower Renovation	\$ 1,000,000
8	1	Pct 3 Main Office Building	Addition of Evidence Room/sq footage	\$ 100,000

New Building Construction Projects

Site #	Building #	Buidling Name	Description of Construction	Estimated Construction Costs
New	New	Medical Examiners Office	New Build on County owned land - Will start Summer of 2024	\$ 17,000,000

Vacant Buildings

Site #	Building #	Buidling Name	Notes	
6	5	Residential Building	This buidling scheduled for demolition	
8	2	Pct. 3 Old Office Building	<i>Keeping this buidling but vacant</i>	
9	2	Training Annex	This building scheduled for demolition	
9	3	JAEP Academy	This building scheduled for demolition	
29	1	Old BISD	This building scheduled for demolition	

Property Renewal Schedule

Member: Brazos County
Coverage Period: 07/01/2024 - 07/01/2025
Building & Contents

Date Sold or Demolished	Change	Comments	Item #	Site Number	Site Name	Bldg Number	Building Name	Address	City	State	Zip	Flood Zone	Coverage Basis	Construction Type	Year Built	Stories	Sq. Ft.	Building Value	Content Value	Site Improvement	Total Value
			284	1	BRAZOS COUNTY COURTHOUSE	001	BRAZOS COUNTY COURTHOUSE	300 EAST 26TH STREET	BRYAN	TX	77801	X	RCV	ISO - 4	1955	4	143,969	\$39,491,600	\$7,655,760	\$0	\$47,147,360
			334	1	BRAZOS COUNTY COURTHOUSE	002	COMMUNICATION TOWER	300 EAST 26TH STREET	BRYAN	TX	77801	X	RCV	ISO - 3	2005	1	1	\$21,700	\$0	\$0	\$21,700
			968	1	BRAZOS COUNTY COURTHOUSE	999	SITE IMPROVEMENTS	300 EAST 26TH STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0	\$0	\$0	\$34,550	\$34,550
			239	2	BRAZOS COUNTY ADMINISTRATION	001	ADMINISTRATION OFFICES	200 SOUTH TEXAS AVENUE	BRYAN	TX	77801	X	RCV	ISO - 4	1980	3	87,540	\$18,285,250	\$4,241,500	\$0	\$22,526,750
			976	2	BRAZOS COUNTY ADMINISTRATION	999	SITE IMPROVEMENTS	200 SOUTH TEXAS AVENUE	BRYAN	TX	77801		RCV	ISO - 3	2040		0	\$0	\$0	\$87,700	\$87,700
			312	3	ROAD/BRIDGE MAINTENANCE COMPLEX	001	MAINTENANCE SHOP	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	1982	2	30,562	\$3,935,860	\$2,092,570	\$0	\$6,028,430
			292	3	ROAD/BRIDGE MAINTENANCE COMPLEX	002	VEHICLE STORAGE PAVILION 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2008	1	8,288	\$559,300	\$0	\$0	\$559,300
			244	3	ROAD/BRIDGE MAINTENANCE COMPLEX	003	OIL STORAGE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	1980	1	128	\$11,490	\$5,730	\$0	\$17,220
			238	3	ROAD/BRIDGE MAINTENANCE COMPLEX	004	STORAGE CONTAINER 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	1990	1	160	\$2,550	\$0	\$0	\$2,550
			253	3	ROAD/BRIDGE MAINTENANCE COMPLEX	005	FUEL STORAGE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	120	\$15,320	\$2,560	\$0	\$17,880
			231	3	ROAD/BRIDGE MAINTENANCE COMPLEX	006	FUEL PAVILION	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	1985	1	2,438	\$177,500	\$0	\$0	\$177,500
			325	3	ROAD/BRIDGE MAINTENANCE COMPLEX	007	VEHICLE STORAGE PAVILION 2	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	1980	1	3,710	\$169,350	\$0	\$0	\$169,350
			237	3	ROAD/BRIDGE MAINTENANCE COMPLEX	008	PAVILION 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	360	\$14,830	\$0	\$0	\$14,830
			240	3	ROAD/BRIDGE MAINTENANCE COMPLEX	009	PAVILION 2	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	360	\$14,830	\$0	\$0	\$14,830
			337	3	ROAD/BRIDGE MAINTENANCE COMPLEX	010	PAVILION 3	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	360	\$14,830	\$0	\$0	\$14,830
			315	3	ROAD/BRIDGE MAINTENANCE COMPLEX	011	EQUIPMENT STORAGE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	1980	1	5,050	\$490,990	\$96,970	\$0	\$587,960
			234	3	ROAD/BRIDGE MAINTENANCE COMPLEX	012	OFFICE BUILDING	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	336	\$44,090	\$15,200	\$0	\$59,290
			243	3	ROAD/BRIDGE MAINTENANCE COMPLEX	013	STORAGE BUILDING 1	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	336	\$30,300	\$15,750	\$0	\$46,050
			233	3	ROAD/BRIDGE MAINTENANCE COMPLEX	014	STORAGE BUILDING 2	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	1980	1	70	\$6,270	\$3,300	\$0	\$9,570
			341	3	ROAD/BRIDGE MAINTENANCE COMPLEX	015	TRUCK SCALE OFFICE	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	120	\$15,770	\$5,400	\$0	\$21,170
			251	3	ROAD/BRIDGE MAINTENANCE COMPLEX	016	TRUCK SCALE PAVILION	2617 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	336	\$13,790	\$0	\$0	\$13,790
			981	3	ROAD/BRIDGE MAINTENANCE COMPLEX	999	SITE IMPROVEMENTS	2617 WEST HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0	\$0	\$0	\$692,300	\$692,300
			324	4	AGRI LIFE EXTENSION GARDEN	001	OLD AGRILIFE EXTENSION OFFICE - ROAD	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 6	1982	1	3,932	\$876,430	\$0	\$0	\$876,430
			296	4	AGRI LIFE EXTENSION GARDEN	004	PAVILION 2	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2005	1	143	\$6,480	\$0	\$0	\$6,480
			294	4	AGRI LIFE EXTENSION GARDEN	005	STORAGE BUILDING 1	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2007	1	108	\$9,720	\$5,070	\$0	\$14,790
			270	4	AGRI LIFE EXTENSION GARDEN	006	PAVILION	2619 WEST HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2008	1	910	\$41,580	\$0	\$0	\$41,580
			974	4	AGRI LIFE EXTENSION GARDEN	999	SITE IMPROVEMENTS	2619 WEST HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0	\$0	\$0	\$33,220	\$33,220
			260	5	BRAZOS COUNTY EXPO CENTER	001	EXHIBIT HALL	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	80,421	\$10,337,080	\$2,020,270	\$0	\$12,357,350
			335	5	BRAZOS COUNTY EXPO CENTER	002	CHILLER/BOILER ROOM	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2009	1	392	\$44,690	\$6,410	\$0	\$51,100
			246	5	BRAZOS COUNTY EXPO CENTER	003	EAST PAVILION	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	64,880	\$3,970,610	\$628,520	\$0	\$4,599,130
			326	5	BRAZOS COUNTY EXPO CENTER	004	SOUTHEAST PAVILION	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2010	1	64,880	\$3,970,610	\$628,520	\$0	\$4,599,130
			329	5	BRAZOS COUNTY EXPO CENTER	005	STORAGE PAVILION 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1980	1	12,000	\$432,110	\$25,410	\$0	\$457,520
			338	5	BRAZOS COUNTY EXPO CENTER	006	WEST PAVILION	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1980	1	64,880	\$3,970,610	\$722,940	\$0	\$4,693,550
			267	5	BRAZOS COUNTY EXPO CENTER	007	STORAGE PAVILION 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2010	1	12,000	\$360,520	\$0	\$0	\$360,520
			322	5	BRAZOS COUNTY EXPO CENTER	008	NORTH ARENA	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	104,864	\$5,540,380	\$2,511,510	\$0	\$8,051,890
			282	5	BRAZOS COUNTY EXPO CENTER	009	SOUTH ARENA	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	106,256	\$5,613,860	\$2,544,480	\$0	\$8,158,340
			319	5	BRAZOS COUNTY EXPO CENTER	010	SOUTH ARENA RESTROOM BUILDING	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	2,274	\$494,960	\$0	\$0	\$494,960
			340	5	BRAZOS COUNTY EXPO CENTER	011	SOUTH ARENA CONCESSIONS 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	2	4,284	\$670,010	\$104,100	\$0	\$774,110
			330	5	BRAZOS COUNTY EXPO CENTER	012	CONCESSIONS BUILDING 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	240	\$23,300	\$5,510	\$0	\$28,810
			297	5	BRAZOS COUNTY EXPO CENTER	013	COVERED ARENA 1 RESTROOM 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 4	2000	1	937	\$249,010	\$2,560	\$0	\$251,570
			331	5	BRAZOS COUNTY EXPO CENTER	014	COVERED ARENA 1 RESTROOM 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 4	2000	1	1,012	\$207,900	\$2,200	\$0	\$210,100
			286	5	BRAZOS COUNTY EXPO CENTER	015	COVERED ARENA 1 RESTROOM 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 4	2000	1	1,356	\$303,430	\$0	\$0	\$303,430
			274	5	BRAZOS COUNTY EXPO CENTER	016	COVERED ARENA 1 RESTROOM 4	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 2	2000	1	2,545	\$469,540	\$30,940	\$0	\$500,480
			275	5	BRAZOS COUNTY EXPO CENTER	017	ARENA 1 PRESS BOX 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	126	\$67,680	\$1,290	\$0	\$68,970
			281	5	BRAZOS COUNTY EXPO CENTER	018	ARENA 1 CONCESSIONS BUILDING 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$9,720	\$2,970	\$0	\$12,690
			259	5	BRAZOS COUNTY EXPO CENTER	019	ARENA 1 CONCESSIONS BUILDING 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$17,880	\$1,290	\$0	\$19,170
			333	5	BRAZOS COUNTY EXPO CENTER	020	ARENA 1 PRESS BOX 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	126	\$67,680	\$1,290	\$0	\$68,970
			305	5	BRAZOS COUNTY EXPO CENTER	021	ARENA 1 CONCESSIONS BUILDING 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$17,880	\$1,290	\$0	\$19,170
			327	5	BRAZOS COUNTY EXPO CENTER	022	ARENA 1 CONCESSIONS BUILDING 4	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	128	\$17,880	\$1,290	\$0	\$19,170
			255	5	BRAZOS COUNTY EXPO CENTER	023	EQUESTRIAN BARN	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	8,800	\$359,930	\$85,280	\$0	\$445,210
			245	5	BRAZOS COUNTY EXPO CENTER	024	PORTABLE RESTROOM/OFFICE	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 1	2000	1	364	\$51,500	\$4,410	\$0	\$55,910
			310	5	BRAZOS COUNTY EXPO CENTER	025	PAVILION 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
			248	5	BRAZOS COUNTY EXPO CENTER	026	PAVILION 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
			290	5	BRAZOS COUNTY EXPO CENTER	027	PAVILION 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
			258	5	BRAZOS COUNTY EXPO CENTER	028	PAVILION 4	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
			328	5	BRAZOS COUNTY EXPO CENTER	029	PAVILION 5	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540

242	5	BRAZOS COUNTY EXPO CENTER	030	PAVILION 6	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
252	5	BRAZOS COUNTY EXPO CENTER	031	PAVILION 7	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
264	5	BRAZOS COUNTY EXPO CENTER	032	PAVILION 8	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
266	5	BRAZOS COUNTY EXPO CENTER	033	PAVILION 9	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
287	5	BRAZOS COUNTY EXPO CENTER	034	PAVILION 10	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
299	5	BRAZOS COUNTY EXPO CENTER	035	PAVILION 11	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
276	5	BRAZOS COUNTY EXPO CENTER	036	PAVILION 12	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
250	5	BRAZOS COUNTY EXPO CENTER	037	PAVILION 13	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
285	5	BRAZOS COUNTY EXPO CENTER	038	PAVILION 14	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
314	5	BRAZOS COUNTY EXPO CENTER	039	TICKET BOOTH 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	80	\$6,380	\$1,290	\$0	\$7,670
298	5	BRAZOS COUNTY EXPO CENTER	040	TICKET BOOTH 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	80	\$6,380	\$1,290	\$0	\$7,670
272	5	BRAZOS COUNTY EXPO CENTER	041	TICKET BOOTH 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	80	\$6,380	\$1,290	\$0	\$7,670
277	5	BRAZOS COUNTY EXPO CENTER	042	PAVILION 15	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
307	5	BRAZOS COUNTY EXPO CENTER	043	PAVILION 16	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
323	5	BRAZOS COUNTY EXPO CENTER	044	PAVILION 17	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
283	5	BRAZOS COUNTY EXPO CENTER	045	PAVILION 18	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	135	\$5,540	\$0	\$0	\$5,540
930	5	BRAZOS COUNTY EXPO CENTER	046	WARM UP ARENA	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2018	1	12,544	\$392,000	\$0	\$0	\$392,000
1128	5	BRAZOS COUNTY EXPO CENTER	047	STORAGE CONTAINER 1	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	160	\$4,170	\$1,590	\$0	\$5,760
1131	5	BRAZOS COUNTY EXPO CENTER	048	STORAGE CONTAINER 2	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	160	\$4,170	\$1,590	\$0	\$5,760
1126	5	BRAZOS COUNTY EXPO CENTER	049	STORAGE CONTAINER 3	5827 LEONARD ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2007	1	160	\$4,170	\$1,590	\$0	\$5,760
971	5	BRAZOS COUNTY EXPO CENTER	999	SITE IMPROVEMENTS	5827 LEONARD ROAD	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$706,920	\$706,920
278	6	BRAZOS COUNTY JAIL	001	BRAZOS COUNTY JAIL	1835 SANDY POINT ROAD	BRYAN	TX	77801	X	RCV	ISO - 6	2000	2	206,605	\$83,810,690	\$4,954,980	\$0	\$88,765,670
320	6	BRAZOS COUNTY JAIL	002	LOW RISK JAIL	1835 SANDY POINT ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2008	1	8,490	\$2,403,810	\$322,920	\$0	\$2,726,730
316	6	BRAZOS COUNTY JAIL	003	WAREHOUSE BUILDING	1835 SANDY POINT ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1970	1	3,360	\$268,680	\$127,810	\$0	\$396,490
332	6	BRAZOS COUNTY JAIL	004	STORAGE BUILDING	1835 SANDY POINT ROAD	BRYAN	TX	77801	X*	RCV	ISO - 1	2000	1	240	\$21,630	\$11,230	\$0	\$32,860
249	6	BRAZOS COUNTY JAIL	005	RESIDENTIAL HOUSE	1835 SANDY POINT ROAD	BRYAN	TX	77801	X*	RCV	ISO - 2	1980	1	1,200	\$141,660	\$21,920	\$0	\$163,580
303	6	BRAZOS COUNTY JAIL	006	COMMUNICATION TOWER	1835 SANDY POINT ROAD	BRYAN	TX	77801	X*	RCV	ISO - 3	2000	1	1	\$61,290	\$0	\$0	\$61,290
978	6	BRAZOS COUNTY JAIL	999	SITE IMPROVEMENTS	1835 SANDY POINT ROAD	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$483,680	\$483,680
271	7	BRAZOS CENTER	001	BRAZOS CENTER	3232 BRIARCREST DRIVE	BRYAN	TX	77801	X	RCV	ISO - 4	1978	1	48,047	\$11,314,100	\$1,165,380	\$0	\$12,479,480
266	7	BRAZOS CENTER	002	PAVILION	3232 BRIARCREST DRIVE	BRYAN	TX	77801		MORE IN RCV	ISO - 3	1978	1	2,091	\$85,870	\$7,710	\$0	\$93,580
289	7	BRAZOS CENTER	003	PAVILION 2	3232 BRIARCREST DRIVE	BRYAN	TX	77801		MORE IN RCV	ISO - 3	2000	1	200	\$10,220	\$0	\$0	\$10,220
295	7	BRAZOS CENTER	004	RESTROOM BUILDING	3232 BRIARCREST DRIVE	BRYAN	TX	77801		MORE IN RCV	ISO - 4	1978	1	200	\$41,060	\$1,100	\$0	\$42,160
262	7	BRAZOS CENTER	005	EQUIPMENT STORAGE 1	3232 BRIARCREST DRIVE	BRYAN	TX	77801	AE	RCV	ISO - 3	1970	1	1,320	\$107,080	\$62,120	\$0	\$169,200
311	7	BRAZOS CENTER	006	EQUIPMENT STORAGE 2	3232 BRIARCREST DRIVE	BRYAN	TX	77801		MORE IN RCV	ISO - 3	1995	1	1,200	\$97,370	\$56,390	\$0	\$153,760
293	7	BRAZOS CENTER	007	STORAGE BUILDING	3232 BRIARCREST DRIVE	BRYAN	TX	77801		MORE IN RCV	ISO - 1	1980	1	120	\$10,860	\$5,620	\$0	\$16,480
972	7	BRAZOS CENTER	999	SITE IMPROVEMENTS	3232 BRIARCREST DRIVE	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$253,800	\$253,800
261	8	PRECINCT 3 MAINTENANCE COMPLEX	001	OFFICE BUILDING	1500 GEORGE BUSH DRIVE	COLLEGE STAT	TX	77840	X	RCV	ISO - 4	2006	1	5,962	\$1,114,030	\$283,480	\$0	\$1,397,510
313	8	PRECINCT 3 MAINTENANCE COMPLEX	002	OLD OFFICE BUILDING	1500 GEORGE BUSH DRIVE	COLLEGE STAT	TX	77840	X	RCV	ISO - 4	1980	1	2,640	\$409,270	\$50,720	\$0	\$459,990
254	8	PRECINCT 3 MAINTENANCE COMPLEX	003	COMMUNICATION TOWER	1500 GEORGE BUSH DRIVE	COLLEGE STAT	TX	77840	X*	RCV	ISO - 3	2000	1	1	\$10,220	\$0	\$0	\$10,220
967	8	PRECINCT 3 MAINTENANCE COMPLEX	999	SITE IMPROVEMENTS	1500 GEORGE BUSH DRIVE	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$9,300	\$9,300
339	9	BRAZOS COUNTY JUVENILE DETENTION CENTE	001	JUVENILE DETENTION CENTER	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	1997	1	75,961	\$30,608,130	\$1,895,860	\$0	\$32,503,990
236	9	BRAZOS COUNTY JUVENILE DETENTION CENTE	002	TRAINING ANNEX	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2008	1	4,920	\$597,430	\$0	\$0	\$597,430
279	9	BRAZOS COUNTY JUVENILE DETENTION CENTE	003	JAEP ACADEMY BUILDING	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 1	2008	1	4,514	\$548,180	\$0	\$0	\$548,180
1123	9	BRAZOS COUNTY JUVENILE DETENTION CENTE	004	NEW JAEP ACADEMY	1904 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2021	1	7,118	\$1,439,710	\$310,800	\$0	\$1,750,510
970	9	BRAZOS COUNTY JUVENILE DETENTION CENTE	999	SITE IMPROVEMENTS	1904 HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$184,700	\$184,700
321	10	BRAZOS COUNTY SHERIFF'S OFFICE	001	BRAZOS COUNTY SHERIFF'S OFFICE	1700 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 4	2006	2	33,972	\$9,885,310	\$2,434,960	\$0	\$12,320,270
956	10	BRAZOS COUNTY SHERIFF'S OFFICE	002	STORAGE BUILDING 1	1700 HIGHWAY 21	BRYAN	TX	77801	X	RCV	ISO - 3	2018	1	288	\$5,260	\$10,950	\$0	\$16,210
977	10	BRAZOS COUNTY SHERIFF'S OFFICE	999	SITE IMPROVEMENTS	1700 HIGHWAY 21	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$310,930	\$310,930
308	11	BRAZOS COUNTY ARENA HALL	001	BRAZOS COUNTY ARENA HALL	2704 TABOR ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	1955	1	4,689	\$554,340	\$2,239,310	\$0	\$2,793,650
273	11	BRAZOS COUNTY ARENA HALL	002	STORAGE BUILDING	2704 TABOR ROAD	BRYAN	TX	77801	X	RCV	ISO - 3	2000	1	120	\$35,750	\$0	\$0	\$35,750
982	11	BRAZOS COUNTY ARENA HALL	999	SITE IMPROVEMENTS	2704 TABOR ROAD	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$1,330	\$1,330
317	12	BRAZOS COUNTY HEALTH DEPARTMENT	001	HEALTH DEPARTMENT OFFICES/CLINIC	201C NORTH TEXAS AVENUE	BRYAN	TX	77801	X	RCV	ISO - 4	1970	1	18,320	\$4,614,010	\$963,030	\$0	\$5,577,040
973	12	BRAZOS COUNTY HEALTH DEPARTMENT	999	SITE IMPROVEMENTS	201C NORTH TEXAS AVENUE	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$42,520	\$42,520
302	13	RECORDS STORAGE BUILDING	001	RECORDS STORAGE BUILDING	302 EAST 24TH STREET	BRYAN	TX	77801	X	RCV	ISO - 4	1960	1	5,278	\$917,940	\$250,940	\$0	\$1,168,880
985	13	RECORDS STORAGE BUILDING	999	SITE IMPROVEMENTS	302 EAST 24TH STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$7,980	\$7,980
263	14	MAINTENANCE COMPLEX	001	MAINTENANCE SHOP	206 NORTH WASHINGTON STRI	BRYAN	TX	77801	X	RCV	ISO - 3	1936	1	10,983	\$1,599,560	\$522,080	\$0	\$2,121,640
301	14	MAINTENANCE COMPLEX	002	COMMUNICATION TOWER	200 NORTH WASHINGTON STRI	BRYAN	TX	77801	X	RCV	ISO - 3	1980	1	1	\$10,220	\$0	\$0	\$10,220
984	14	MAINTENANCE COMPLEX	999	SITE IMPROVEMENTS	200 NORTH WASHINGTON STRI	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$5,310	\$5,310
304	15	TECHNOLOGY OFFICE	001	TECHNOLOGY OFFICE	205 EAST 27TH STREET	BRYAN	TX	77801	X	RCV	ISO - 4	1965	1	10,180	\$2,077,150	\$1,678,950	\$0	\$3,756,100
969	15	TECHNOLOGY OFFICE	999	SITE IMPROVEMENTS	205 EAST 27TH STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$104,980	\$104,980
280	16	EMPLOYEE CLINIC/ELECTIONS	001	EMPLOYEE CLINIC/ELECTIONS	300 WILLIAM J BRYAN PARKWA	BRYAN	TX	77801	X	RCV	ISO - 3	1985	1	12,240	\$1,722,680	\$582,260	\$0	\$2,304,940
942	17	BRAZOS COUNTY FLEET MAINTENANCE	001	FLEET MAINTENANCE SHOP	1601 LOUIS STREET	BRYAN	TX	77801	X	RCV	ISO - 3	2015	1	6,324	\$778,140	\$421,070	\$0	\$1,199,210
975	17	BRAZOS COUNTY FLEET MAINTENANCE	999	SITE IMPROVEMENTS	1601 LOUIS STREET	BRYAN	TX	77801		RCV	ISO - 3	2040		0		\$0	\$55,810	\$55,810
788	18	BRAZOS COUNTY TAX OFFICE	001	BRAZOS COUNTY TAX OFFICE	4151 COUNTY PARK COURT	BRYAN	TX	77802	X	RCV	ISO - 3	2015	2	23,980	\$5,940,520	\$1,139,860	\$0	\$7,080,380
979	18	BRAZOS COUNTY TAX OFFICE	999	SITE IMPROVEMENTS	4151 COUNTY PARK COURT	BRYAN	TX	77802		RCV	ISO - 3	2040		0		\$0	\$89,030	\$89,030
789	19	BOONVILLE CEMETERY	001	TURNER PETERS LOG CABIN	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	1841	1	1,000	\$261,130	\$36,260	\$0	\$297,390
941	19	BOONVILLE CEMETERY	002	LOG CABIN 2	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	256	\$28,630	\$4,630	\$0	\$33,460
947	19	BOONVILLE CEMETERY	003	LOG CABIN 3	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	288	\$32,490	\$5,290	\$0	\$37,780
940	19	BOONVILLE CEMETERY	004	LOG CABIN 4	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	144	\$16,190	\$2,640	\$0	\$18,830

946	19	BOONVILLE CEMETERY	005	PAVILION	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 1	2015	1	484	\$21,630	\$0	\$0	\$21,630	
1110	19	BOONVILLE CEMETERY	006	RESTROOM BUILDING	2421 BOONVILLE ROAD	BRYAN	TX	77802	X	RCV	ISO - 2	2020	1	300	\$56,300	\$0	\$0	\$56,300	
983	19	BOONVILLE CEMETERY	999	SITE IMPROVEMENTS	2421 BOONVILLE ROAD	BRYAN	TX	77802		RCV	ISO - 3	2040		0		\$0	\$196,660	\$196,660	
986	20	PCT. 1 CITIZEN COLLECTION SITE	001	OFFICE BUILDING	12303 KATHY FLEMMING ROAD	COLLEGE STAT	TX	77845	X	RCV	ISO - 1	2017	1	120	\$9,630	\$5,740	\$0	\$15,370	
1133	20	PCT. 1 CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	12303 KATHY FLEMMING ROAD	COLLEGE STAT	TX	77845		RCV	ISO - 3	2017		0		\$0	\$45,780	\$45,780	
949	21	PCT. 2A CITIZEN COLLECTION SITE	001	OFFICE BUILDING	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 1	2017	1	80	\$6,350	\$3,830	\$0	\$10,180	
1124	21	PCT. 2A CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	12722 COPPERHEAD ROAD	BRYAN	TX	77808		RCV	ISO - 3	2017		0		\$0	\$46,370	\$46,370	
955	22	PCT. 2B CITIZEN COLLECTION SITE	001	OFFICE BUILDING	10940 SH 30	COLLEGE STAT	TX	77845	X	RCV	ISO - 1	2017	1	80	\$6,350	\$3,830	\$0	\$10,180	
1127	22	PCT. 2B CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	10940 SH 30	COLLEGE STAT	TX	77845		RCV	ISO - 3	2017		0		\$0	\$42,110	\$42,110	
951	23	PCT. 4A CITIZEN COLLECTION SITE	001	OFFICE BUILDING	9125 MUMFORD ROAD	BRYAN	TX	77807	X	RCV	ISO - 1	2017	1	120	\$9,630	\$5,740	\$0	\$15,370	
1129	23	PCT. 4A CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	9125 MUMFORD ROAD	BRYAN	TX	77807		RCV	ISO - 3	2017		0		\$0	\$47,270	\$47,270	
959	24	PCT. 4B CITIZEN COLLECTION SITE	001	OFFICE BUILDING	1495 SILVER HILL ROAD	BRYAN	TX	77807	X	RCV	ISO - 1	2017	1	80	\$6,350	\$3,830	\$0	\$10,180	
1134	24	PCT. 4B CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	1495 SILVER HILL ROAD	BRYAN	TX	77807		RCV	ISO - 3	2017		0		\$0	\$46,770	\$46,770	
954	25	PCT. 4C CITIZEN COLLECTION SITE	001	OFFICE BUILDING	7250 RAYMOND STOTZER PARK	COLLEGE STAT	TX	77845	X	RCV	ISO - 1	2017	1	80	\$6,350	\$3,830	\$0	\$10,180	
1125	25	PCT. 4C CITIZEN COLLECTION SITE	999	SITE IMPROVEMENTS	7250 RAYMOND STOTZER PARK	COLLEGE STAT	TX	77845		RCV	ISO - 3	2017		0		\$0	\$47,760	\$47,760	
950	26	COPPERHEAD YARD	001	STORAGE BUILDING 1	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	4,960	\$378,200	\$48,060	\$0	\$426,260	
965	26	COPPERHEAD YARD	002	STORAGE BUILDING 2	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	936	\$86,080	\$9,040	\$0	\$95,120	
962	26	COPPERHEAD YARD	003	STORAGE BUILDING 3	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	2,005	\$141,490	\$57,100	\$0	\$198,590	
960	26	COPPERHEAD YARD	004	STORAGE BUILDING 4	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	160	\$4,170	\$1,590	\$0	\$5,760	
953	26	COPPERHEAD YARD	005	STORAGE BUILDING 5	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 1	2005	1	4,032	\$204,840	\$0	\$0	\$204,840	
1136	26	COPPERHEAD YARD	006	STORAGE CONTAINER 2	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	320	\$5,360	\$3,080	\$0	\$8,440	
1130	26	COPPERHEAD YARD	007	STORAGE CONTAINER 3	12722 COPPERHEAD ROAD	BRYAN	TX	77808	X	RCV	ISO - 3	2005	1	160	\$4,170	\$1,590	\$0	\$5,760	
1135	26	COPPERHEAD YARD	999	SITE IMPROVEMENTS	12722 COPPERHEAD ROAD	BRYAN	TX	77808		RCV	ISO - 3	2005		0		\$0	\$29,630	\$29,630	
980	27	FACILITY SERVICES ANNEX	001	FACILITY SERVICES ANNEX	4801 WEST STATE HIGHWAY 21	BRYAN	TX	77803	X	RCV	ISO - 3	1983	1	11,970	\$841,980	\$229,780	\$0	\$1,071,760	
1132	27	FACILITY SERVICES ANNEX	999	SITE IMPROVEMENTS	4801 WEST STATE HIGHWAY 21	BRYAN	TX	77803		RCV	ISO - 3	2020		0		\$0	\$23,090	\$23,090	
1097	28	AGRILIFE BUIDLING	001	AGRILIFE BUILDING	4153 COUNTY PARK COURT	BRYAN	TX	77802	X	RCV	ISO - 3	2021	1	9,979	\$2,388,920	\$474,440	\$0	\$2,863,360	
1109	29	OLD BISD BUILDING	001	OLD BISD BUILDING	101 NORTH TEXAS AVENUE	BRYAN	TX	77803	X	RCV	ISO - 6	1964	2	30,100	\$8,811,990	\$0	\$0	\$8,811,990	
1108	29	OLD BISD BUILDING	999	SITE IMPROVEMENTS	101 NORTH TEXAS AVENUE	BRYAN	TX	77803		RCV	ISO - 3	2020		0		\$0	\$65,400	\$65,400	
1205	30	BRAZOS COUNTY PRECINCT 1 JUSTICE OF THE PEACE & CONSTABLE	001	NEW BUILDING - BRAZOS COUNTY PRECINCT 1 JUSTICE OF THE PEACE &	412 WILLIAM D FITCH PARKWA	COLLEGE STAT	TX	77845		RCV	ISO - 3	2023	1	5,260	\$1,795,160	\$265,830		\$2,060,990	
1204	30	BRAZOS COUNTY PRECINCT 1 JUSTICE OF THE PEACE & CONSTABLE	999	SITE IMPROVEMENTS	412 WILLIAM D FITCH PARKWA	COLLEGE STAT	TX	77845		RCV	ISO - 3	2023		0		\$0	\$198,180	\$198,180	
Building & Contents Total:																\$278,407,730	\$44,168,510	\$3,893,080	\$326,469,320

NEW ADDITIONS

Vehicle Storage Pavilion	Comments	Bldg	Building Name - Address	Flood Zone	Coverage Basis	Construction	Year Bt	Storl	Sq. Ft.	Building Value	Content Value	Site Improvem	Total Value
	Site 3 Building 17	Site 3 Building 17 Vehicle Storage Pavillion 3	2617 WEST HIGHWAY 21	X	RCV	ISO - 1	2024	1	9300	\$284,554	\$0	\$0	\$284,554

Construction Type	Coverage Basis	Special Flood Hazard Zones:		
ISO 1 – F, Frame	RCV – Replacement Cost Value	A	A99	AR/AH
ISO 2 – JM, Joisted Masonry	HIST – Historical Reconstruction Cost Value	AO	AR	AR/AO
ISO 3 – NC, Light Noncombustible		AH	AR/A	V
ISO 4 – MNC, Masonry Noncombustible	ACV – Actual Cash Value	A1 – A30	AR/AE	V1 – V30
ISO 5 – MRF, Modified Fire Resistive	ENC – Excluded from Coverage	AE	AR/A1 – A30	VE
ISO 6 – FR, Fire Resistive				



TEXAS ASSOCIATION of COUNTIES
RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County
Coverage Period: 07/01/2024 - 07/01/2025
Mobile Equipment

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value
			335	2021	HYSTER	H50XT FORKLIFT	A380V11664V	FS1664	\$25,183
Items Scheduled Total - 1								All Other Departments - Total	\$25,183

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value
			251	2009	JOHN DEERE	4720 LOADER	LV4720H670911	A001001914	\$28,824
			252		JOHN DEERE	TRACTOR 508E	1LV5085EKDY210137	EQP0000036	\$32,900
			253		JOHN DEERE	5525 UTILITY TRACTOR	LV5525R355513	A001001095	\$41,393
			254		BOBCAT	SKID STEER LOADER	ASGP20526	A001001090	\$28,422
			287	2017	JOHN DEERE	TRACTOR 5075E	1PY5075EHGG100832	EQP0000054	\$28,732
			305	2017	CATERPILLAR	DP35N5 FORKLIFT	AT14G050115	EQP0000057	\$47,891
			308	1999	JOHN DEERE	5510 TRACTOR	LV55105152917	5600100822	\$21,080
			309	2007	MANITOU	FORKLIFT MSI30	239120	A001000989	\$43,680
			311	2007	HYSTER	FORKLIFT/ELECTRIC J35ZT	J160N03530E	A001001220	\$31,193
			312	2011	GENIE	TELEHANDLER GTH5519	GTH551911-21125	CAP0000038	\$44,625
			334	2021	CATERPILLAR	TH255C TELEHANDLER	JK204742	EX4742	\$72,400
			340	2024	BOBCAT	576	B4CD23451		\$60,925
		Serial # Corrected serial	341	2024	JOHN DEERE	5100E	1P05100EJP5074316		\$53,236
Items Scheduled Total - 13								Expo Center - Total	\$535,301

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value
			307	1999	JOHN DEERE	SHREDDER 1518	W01518E009310	5600100885	\$10,148
Items Scheduled Total - 1								Jail - Total	\$10,148

Sold or Demolished	Change	Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value
			297	2013	KUBOTA	L3200HST	72862	EQP0000032	\$23,464

265	2003	JOHN DEERE	TRACTOR 4X4	LV5520C350008	RB829	\$29,832
267	2001	JOHN DEERE	SHREDDER	W01518E012282	RB891	\$9,944
268	2003	JOHN DEERE	SHREDDER	W0HX15E001630	RB892	\$10,650
269	2003	JOHN DEERE	SHREDDER	W0HX15E001377	RB893	\$10,650
274	2013	BOBCAT	COMPACT	A3NR12938	RB1013	\$36,343
277	2001	CATERPILLAR	PNEUMATIC ROLLER	3XR00501	RB1017	\$52,660
278	2001	CATERPILLAR	PADFOOT ROLLER	9ZW00403	RB1018	\$108,200
280	1985	ETNYER	CHIPSPREADER	K4764	RB1020	\$56,033
293	1999	JOHN DEERE	TRACTOR 5510	LV5510S152916	5600100821	\$21,080
317	2019	CATERPILLAR	12M3 MOTORGRADER	0N9F01105	RB941	\$268,300
318	2019	CATERPILLAR	12M3 MOTORGRADER	0N9F01168	RB942	\$268,300
319	2019	CATERPILLAR	12M3 MOTORGRADER	EN9F01220	RB943	\$268,300
320	2020	CATERPILLAR	12M3 MOTORGRADER	TN9F01222	RB944	\$268,300
321	2019	CATERPILLAR	12M3 MOTORGRADER	N9F01231	RB945	\$268,300
322	2019	CATERPILLAR	420 FIT BACKHOE	0HWD03645	RB958	\$113,346
323	2018	CATERPILLAR	320EL TRACKHOE	0HEX10046	RB978	\$189,076
324	2019	CATERPILLAR	930M WHEEL LOADER	KTG05223	RB979	\$180,000
325	2018	CATERPILLAR	CW16 PNEUMATIC ROLLER	0TL500371	RB1035	\$93,640
326	2018	BROCE	RJT350 BROOM SWEEPER	410741	RB1036	\$53,991
327	2020	CATERPILLAR	CP54 PADFOOT ROLLER	CATCP54BTP5400247	RB1038	\$124,300
328	2020	CATERPILLAR	CS54 SMOOTH DRUM ROLLER	CS500836	RB1039	\$119,100
329	2019	BROCE	RJT350 BROOM SWEEPER	411745	RB1040	\$57,240
330	2019	CATERPILLAR	930M WHEEL LOADER	KTG05422	RB980	\$180,000
331	2019	CATERPILLAR	SMOOTH DRUM ROLLER CS54B	CS500607	RB1037	\$119,100
332	2021	HYSTER	H50XT FORKLIFT	A380V11706V	RB1052	\$25,183
333	2019	CATERPILLAR	WHEEL LOADER 930M	KTG05223	RB979	\$180,000
336	2022	ATMAX	MOWERMAX BOOM	MMB22055-24	RB833	\$199,506
338		CATERPILLAR	308 HYDTH EXCAVATOR W/BUCK	0FJX10776/A4201BK22437	RENTAL	\$160,000
339		CATERPILLAR	320/323 EXCAVATOR W/BUCKET	0XCF10477/9407503	RENTAL	\$275,000

Items Scheduled Total - 63	Road & Bridge - Total	\$7,609,504
Items Scheduled Total - 80	Mobile Equipment Total -	\$8,217,090

NEW ADDITIONS:

Comments	Item	Year	Make	Model	Serial Number	Inventory ID	Total Value
NEW - Brazos Center		2022	John Deere	Gator Utility Vehicle	1M04X2SJJNM172207	BC2207	\$ 8,200.00
NEW - Expo Complex		2023	Kawaski	Mule - KAF400JPFNN	JK1AFEJ15PB509095	EX9095	\$ 8,200.00
NEW - Expo Complex		2024	Elite	8' Arena Drag	24AW8EliteRTBBLBBBR0	EX003	\$ 21,240.00
NEW - Expo Complex		2024	Elite	10' Arena Drag	24AW10EliteRTBBLBBBR	EX004	\$ 21,240.00

NEW - Expo Complex	2013 Kawaski	Mule - 4010 - 2013	JK1AFDF14DB506428	EX6428	\$ 10,785.29
NEW - Expo Complex	2016 Kawaski	Mule - KATOOE - 2016	JKA AFCE12GB500286	EX0286	\$ 11,330.96
New - Facility Service	2014 Genie	GS-1930 Scissor Lift	GS3015A-141660	FS1660	\$ 10,975.00



TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2024 - 07/01/2025

Unmanned Aircraft- Only report Unmanned Aircraft valued above \$100,000

NEW ADDITIONS:

Item	Year	Make	Model	Serial Number	Effective Date	Expiration Date	Total Value
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TEXAS ASSOCIATION *of* COUNTIES

RISK MANAGEMENT POOL

Property Renewal Schedule

Member: Brazos County

Coverage Period: 07/01/2024 - 07/01/2025

Fine Arts- Only report Fine Arts valued above \$250,000

NEW ADDITIONS:

Item	Address	Fine Arts Description	Effective Date	Expiration Date	Total Value	Comments
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**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of Change Order #1 to CIP #23-599 Roof Access Stair Project for the cost of a RAS review of the contract documents and assessments of all three sites in the amount of \$625.00, making the total amount of the contract \$18,965.00.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 03/19/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Partly Executed Change Order #1.pdf](#)

Change Order #1

Backup Material

AIA® Document G701® – 2017

Change Order

PROJECT:
Brazos County Roof Access Stair

CONTRACT INFORMATION:
Contract For: General Construction
Date:

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: 03/19/2024

OWNER:
Brazos County
200 S. Texas Avenue, Suite 352, Bryan,
Texas 77803

ARCHITECT:
Burditt Consultants
105 N. Main Street, Suite 123, Bryan,
Texas 77803

THE CONTRACT IS CHANGED AS FOLLOWS:

Change Order is for the Cost for a RAS review of the Contract Documents and Site Assessment of all three Roof Access Stairs

The original Contract Sum was	\$	18,340.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	18,340.00
The Contract Sum will be increased by this Change Order in the amount of	\$	625.00
The new Contract Sum including this Change Order will be	\$	18,965.00
The Contract Time will be increased by Zero (0) days.		
The new date of Substantial Completion will be		

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Burditt Consultants
ARCHITECT (Firm name)

SIGNATURE

Mark Goulas, AIA, Director of Design

PRINTED NAME AND TITLE

3.19.24

DATE

Brazos County
OWNER (Firm name)

SIGNATURE

Duane Peters, County Judge

PRINTED NAME AND TITLE

3/26/24

DATE



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of IQ #24-097 Concrete Delivery to Contractor Site. Recommended Award - BPI Materials, LLC.

TO: Commissioners Court

FROM: Beth Martinez

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
IQ# 24-097 Concrete Delivery to Contractor Site.pdf	Contract	Backup Material
Concrete Delivery to Contractor Site Bid Tabulation.xlsx	Bid Tabulation	Backup Material



REQUEST FOR INFORMAL QUOTE

IQ NO. 24-097

Concrete Delivery to Contractor Site

INFORMAL QUOTES TO BE SUBMITTED BEFORE:

Tuesday, March 08, 2024 2:00pm CST

**TO THE:
BRAZOS COUNTY
PURCHASING DEPARTMENT**

200 S. Texas Ave. Suite 352

Bryan, TX 77803

Phone: (979) 361-4290

Fax: (979) 361-4293

Respondents, their employees and/or representatives are prohibited from contacting any official or employee of Brazos County, except the Purchasing Agent, regarding this informal quote from the issuing date of the solicitation until the date the Brazos County Commissioners Court meets to consider award of the quote. Any such contact will be grounds for rejection of the Respondent's quote.

In compliance with this solicitation, the undersigned Respondent(s) having examined the solicitation and specifications and being familiar with the conditions to be met, hereby submits the following quote for furnishing the material and/or services listed on the attached quote form and agrees to deliver said items at the locations and for the prices set forth on the quote form.

Company Name: BPI Materials, LLC

By (Print): Billy Prewitt Title: Sr. Vice President

Physical Address: 7601 Hwy 21 W. Bryan TX 77807

Mailing Address: P.O. Box 714, Bryan, TX 77806

Telephone: 979-822-2605 Fax: 979-823-2659 E-Mail: b.prewitt@bpitx.com

Quotes will be received at the Brazos County Administration Building, Purchasing Department, 200 South Texas Ave Suite 352, Bryan, Texas prior to **2:00 p.m., Tuesday, March 08, 2024**, at which time quotes will be publicly opened and read aloud.

A. SCOPE OF QUOTE

Brazos County is soliciting proposals for a Contract for the sale of broken concrete. Brazos County has obtained several piles of broken-up concrete from driveways removed by Brazos County personnel. The broken-up concrete shall be sold and removed from Brazos County's property. This contract shall be for a two (2) year period, starting on March 21, 2024 through March 20, 2026, with an option for renewal for three (3) additional one (1) year periods.

B. CONDITIONS OF BIDDING

1. The following instructions apply to all quotes and become a part of terms and conditions of any quote submitted to the Brazos County Purchasing Office, unless otherwise specified elsewhere in this quote request. All Respondent(s) are required to be informed of these Terms and Conditions and will be held responsible for having done so:
2. Definitions: In order to simplify the language throughout this quote, the following definitions shall apply:
 - a. **BRAZOS COUNTY** - Same as County.
 - b. **COMMISSIONERS' COURT** - The elected officials of Brazos County, Texas given the authority to exercise such powers and jurisdiction of all county business as conferred by the State Constitution and Laws.
 - c. **CONTRACT** - An agreement between the County and a Supplier to furnish supplies and/or services over a designated period of time during which repeated purchases are made of the commodity specified.
 - d. **CONTRACTOR** - The successful bidder(s) of this quote request.
 - e. **COUNTY** - The government of Brazos County, Texas and its authorized representative.
 - f. **SUB-CONTRACTOR** - Any Contractor hired by the Contractor or Supplier to furnish materials and services specified in this quote request.
 - g. **RESPONDENT** - Any supplier or Contractor responding to the quote request.
3. Upon acceptance and approval by the Commissioners' Court, this quote effects a working contract between Brazos County and the Contractor for the period designated.
4. Quotes must be received by the Purchasing Office prior to the time and date specified. The mere fact that the quote was dispatched will not be considered; the Respondent(s) must have the quote actually delivered to and received by the Purchasing Department.
5. The County reserves the right to accept or reject in part or in whole, any quotes submitted, and to waive any technicalities for the best interest of the County.
6. Brazos County shall not be responsible for any verbal communication between any employee of the County and any Respondent(s). Only written specifications and written price quotations will be considered. Contractors with questions regarding the quote

should submit them in writing via the Brazos Valley Online Bidding System at <https://brazosbid.ionwave.net>.

7. Brazos County reserves the right to reject any quote that does not fully respond to each specified item.
8. Respondent(s) must include Tax Identification Number for the quote to be valid.
9. Should there be a change in ownership or management; the contract shall be canceled unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices. This contract is nontransferable and may not be reassigned by either party.
10. The County may cancel this contract at any time for any reason, provided a thirty-day written notice is given.
11. The quote award shall be based on, but not necessarily limited to, the following factors:
 - a. Unit price
 - b. Extended price
 - c. Special needs and requirements of Brazos County
 - d. Results of testing samples (if required by Brazos County)
 - e. Delivery
 - f. References
 - g. Brazos County's experience with products quoted
 - h. Contractor's past performance record with Brazos County.
12. Although the cost of products to be provided is an essential part of the quote, Brazos County is not obligated to award a contract on the sole basis of cost but will award to the Respondent considered to be the best value to Brazos County.
13. Acceptance of merchandise, work, and/or equipment provided shall be made by the County at the sole discretion of the Commissioners Court when all terms and conditions of the contract and specifications have been met to its satisfaction, including the submission to the County of any and all documentation as may be required.
14. Title and risk of loss of the goods shall not pass to Brazos County until the County actually accepts and takes possession of the goods at the point or points of delivery.
15. This agreement shall be governed by the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this agreement, when applicable.
16. Quotes must be submitted on quantities and units of measure specified by the quote documents. In the event of errors in extended prices the unit price shall govern. Any suggested change in quantity on the part of the bidder to secure better price or delivery is welcomed and may be given consideration provided that the bidder also quotes on the quantity specified.
17. Quotes must specify the number of consecutive calendar days required to deliver the commodities under normal conditions. Failure to specify delivery time will be considered

reason enough to cause the quote to be disregarded. Delivery time quoted will be given consideration in awarding orders. If delivery is not made within a reasonable time of the specified delivery in the quote, the entire order or contract may be canceled, and the Respondent barred from bidding in future solicitations.

18. Quotes cannot be altered after receiving time. No quote may be withdrawn after opening time without acceptable reason and with the approval of the Purchasing Agent.
19. Quotes must be submitted on this form and returned in a sealed envelope clearly marked with Contractor Name and Quote Number to ensure proper recognition upon its arrival. Quotes will not be considered if submitted by telephone, fax or any other means of rapid dispatch, nor will a quote be considered if submitted to any other person or department other than specifically instructed. Quotes not received prior to the expressed date and time listed in this quote will be rejected or returned unopened to the Contractor. Quotes submitted by any other person or department other than the Brazos County Purchasing Department will not be accepted.
20. It is the Respondent's sole responsibility to print and review all pages of the quote document, attachments, questions and responses, addenda, and special notices. The Certification of Quote Form must be completed to include full firm name, mailing address, telephone number, email address, Contractor Tax Identification number and signed by an authorized representative of the firm. Failure to provide signature on the Certification of Quote Form renders quote non-responsive. Failure to complete the submission of all required forms, including but not limited to the Reference Page, House Bill 89 & Debarment Verification form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents may be grounds for rejection of entire quote. By submitting a response to this solicitation, the bidder agrees to comply with HB 1295, Government Code 2252.908. Respondent(s) agrees to provide Brazos County the "Certificate of Interested Parties, "Form 1295 as required, pending award, renewal, amended or extended contract.
Visit https://ethics.state.tx.us/whatsnew/elf_info_form1295.htm for more information.
21. In the event of a needed change in the specifications sent to the bidder, it is understood that all the foregoing terms shall apply to the addendum or addenda. Any interpretation, corrections or changes to these specifications will be made by addenda. Sole issuing authority of addenda shall be vested in the Brazos County Purchasing Agent, authorized to do so by the Commissioner's Court. Addenda will be made available using the same distribution method used to post or make available the original solicitation. Bidders shall acknowledge receipt of all addenda. In the event of a needed change in the specifications sent to the bidder, it is understood that all the foregoing terms shall apply to the addendum or addenda.
22. It is our policy not to furnish quote results over the phone. Informal Quote results and tabulation sheets will be posted on the Brazos Valley Online Bidding System (<https://brazosbid.ionwave.net>) after quote award by Commissioner's Court.
23. Brazos County reserves the right to extend this contract annually for a maximum of three (3) additional, one (1) year, periods with no changes in the terms or conditions of this contract, if agreed upon by both parties.

24. The Contractor agrees to extend prices and terms to all entities that has entered or will enter into joint purchasing inter-local cooperation agreement(s) with Brazos County.
25. Three (3) references are to be provided by the Respondent. Failure to submit references may result in disqualification of quote. Brazos County department references will not be accepted.
26. Contractor shall observe and comply with all federal, state and local laws, safety, and health regulations, ordinances, and all regulations which in any manner effect conduct of the work or services being performed.
27. Any subcontracting must be approved prior to commencement of the contract by Brazos County.
28. Any variation from the specifications in this quote document must be indicated on the quote or on a separate attachment to the quote and labeled as such.
29. Any brand name, or manufacturer's reference used is considered to be descriptive – not restrictive – and is indicative of the type and quality the County desires to purchase. Quotes on similar items of like quality will be considered only if it is noted in the quote documents and accompanied by fully descriptive product literature. All substitutions will contain the same active ingredients in the same percentages or quantity of the items listed in the quote. If notation of substitution in not made, it is assumed the Contractor is quoting the item specified.
30. The County does not guarantee to purchase any minimum or maximum quantities. If any quantities are listed in the quote, they are estimated quantities used for calculating purposes only.
31. In the event the Contractor is unable to furnish any item within a reasonable time after order is placed due to strikes, war or any reason beyond the Contractor's control, the County reserves the right to purchase these items from any source, without causing this contract to be canceled.
32. Brazos County will only be required to pay for materials actually received and/or services actually provided. Brazos County shall not be required to pay for materials or services described in the contract that are not used or provided by the Contractor in completion of the contract. This term supersedes any contradicting terms throughout the contract and/or any attachments.
33. The Contractor should submit itemized invoices with clearly marked remittance copies to the following address:

Brazos County
ATTN: Auditors
200 South Texas Ave, Suite 218
Bryan, TX 77803

Statements of accounts will not be sufficient to warrant payment. Unless other arrangements have been made; all invoices to be paid in full within 30 days after

satisfactory delivery of commodities and or services and receipt of invoice at the listed address. Checks will be made payable to the Contractor only, and shall not include sub-Contractors, assignees, or any other party.

34. As a governmental subdivision, Brazos County is exempt from most types of taxes, including but not limited to sales tax, excise tax, and import duties. Such costs must not be included in quote prices. Tax Exemption Certificates can be obtained upon request from County.
35. Upon award of contract for any commodity or materials purchased by Brazos County, the Contractor agrees to protect the county from any claim involving patent right infringement, copyright infringement and/or sales franchise disputes.
36. Unless otherwise specified, all items ordered from the Contractor must be new, unused, and in first class condition. Products usually packaged for commercial sale shall be furnished in proper container so as to facilitate storage and handling.
37. This quote shall be governed by the laws of the State of Texas and Potential Contractors are advised they may have disclosure requirement pursuant to Texas Local Government Code, Chapter 176. This law requires persons desiring to do business with the County to disclose any gifts that have an aggregate value in excess of \$250.00 given to any employee of the County, County Official to the County Official's family members or employment of any employee of the County, County Official or the County Official's family members during the preceding twelve (12) month period. The disclosure questionnaire must be filed with the Brazos County Clerk. Refer to Texas Local Government Code, Chapter 176 for the details of this law. Venue shall lie exclusively in Brazos County, Texas, notwithstanding anything to the contrary.
38. The Respondent(s) understands that Brazos County is a government subject to Texas State and Federal public information statutes.
39. Notwithstanding any provisions contained herein, the obligations of Brazos County are expressly contingent upon the availability of funding for the obligations contained herein for the term of the contract and any extensions and renewals thereto.

C. INSURANCE REQUIREMENTS

1. The Contractor shall instruct his insurance agent or carrier to furnish to the County a Certificate of Insurance attesting to the issuance of the following parts of this section. Please note that such Certificates of Insurance and any required bonds must be issued and then approved by Brazos County Risk Management. The Certificate of Insurance must be approved by Risk Management before any deliveries can be made.
2. The Contractor shall furnish and keep in full force the following insurance during the term of this Contract:
 - a. Statutory Workmen's Compensation or \$1,000,000 Employer's Liability Insurance with waiver of subrogation.
 - b. General Liability with limits for bodily injury and for property damages of not less than \$2,000,000 aggregate, \$1,000,000 each occurrence with Brazos County named as an additional insured and waiver of subrogation.

- c. Commercial Automotive Liability with \$1,000,000 CSL for Bodily Injury and Property Damage Liability.
 - d. Cargo Insurance to sufficiently cover materials transported.
- 3. All the aforementioned policies and Certificates of Insurance should be issued immediately after the Contractor receives notification of award.
 - 4. The Contractor agrees to release and hold harmless Brazos County from any and all claims and liability due to the acts of the Contractor's employees and the operation of his equipment. The Contractor also agrees to hold harmless Brazos County from any and all expenses, including attorney fees, incurred by Brazos County in litigation or otherwise resisting such claims or liabilities as a result of the Contractor's employees' activities. Further, the Contractor agrees to protect, indemnify and hold harmless Brazos County from and against all claims, demands and causes of action of every kind and character brought by any employees of the Contractor against Brazos County due to personal injuries and/or death to such employee resulting from any neglect act, by either commission or omission on the part of the Contractor or Brazos County.

D. SPECIAL PROVISIONS

- 1. Brazos County Road and Bridge Department will deliver broken up concrete to Contractor location.
- 2. Concrete will be delivered and dumped at the site where Contractor has a crusher. Contractor must have a crusher in order to process concrete.
- 3. Brazos County will notify Contractor when load of concrete is on it's way to the Contractor's drop off site. Contractor must accept the loads as they come or may be disqualified for the next drop off available to Contractor.
- 4. Drop offs to Contractor site could be any time Monday through Saturday. **Contractor must include hours of operation in the submitted proposal.**
- 5. The amount of broken concrete delivered to Contractor will vary depending on how much the County acquired that day. **Contractor must specify how much concrete can be delivered to Contractor location each day.**
- 6. Brazos County will not do any weighing or scale receipts. Road and Bridge personnel will only deliver and dump the load. Each delivery truck may be detained for no more than ten (10) minutes.
- 7. All dump sites must be pre-approved by Brazos County, and are subject to prior and periodic inspections for contract compliance and the safety of county delivery personnel and equipment.
- 8. Contractor must currently have and maintain throughout the term of contract, current permits in order to store and crush broken concrete., from the necessary federal, state and local agencies.

9. Contents of concrete are unknown and or may or may not have rebar, river gravel, limestone, wire mesh, etc. There is no guarantee of the inclusion or exclusion of any materials, expressed or implied.
10. Contractor must propose a dollar amount that they are willing to pay Brazos County for concrete and delivery.
11. All payments will be made by check to Brazos County at PO Box 914 Bryan, TX 77803. Payment shall include a report that states the number of loads and the delivery dates of each load. Payment terms are net 30 days from each delivery.

E. SPECIFICATIONS

The following is an estimate of our anticipated purchases and will be used ONLY for tabulation purposes. The specified estimates are not guaranteed minimums. Fill in the blanks with the unit price that is firm for the contract period.

Item#	Questions	Response
1	Contractor's Site Location:	7601 Hwy 21 W., Bryan, TX 77807
2	Directions to the Contractor Site:	From Brazos Co. Road & Bridge office. Go West on Hwy 21 Approximately 3.5 miles. Entrance on the left across from Sometana Rd
3	Primary Point of Contact for each delivery:	Earnest Alvarado - 979-412-5137
4	Secondary Point of Contact for each delivery:	Esteban Alvarado - 979-412-0432
5	Contractor's Site Hours of Operation:	7am - 5:30pm
6	Amount Contractor is willing to pay Brazos County for the haul and delivery of concrete per load:	\$1.- / LOAD
7	How much concrete can Contractor receive per day?	Unlimited

F. REFERENCES

Respondent(s) shall provide a list of at least three (3) references, where work comparable in quality and scope to that specified has been performed within the past five (5) years. This list should include the names, phone number and email of the company/entity for which the prior work was performed to contact these references. A negative reference may be grounds for disqualification of quote. Respondent(s) are not allowed to use Brazos County as a reference.

Company/Entity: Brazos Co. Road & Bridge

Contact: John Jones

Phone: 979-822-2127

Email: j.jones@brazoscountytexas.gov

Company/Entity: Greens Prairie Investors

Contact: Wallace Phillips

Phone: 979-255-4466

Email: wsp Phillips3@gmail.com

Company/Entity: Albo Demolition

Contact: Allan Boegner

Phone: 979-574-3026

Email: allan@albo LLC.com

G. CERTIFICATION OF QUOTE

By signing the certification below, the Respondent verifies that all plans and specifications have been reviewed and are considered in the pricing attached. Prior to award, the Respondent also completes the Verification of No Delinquent Taxes or Fees form (V.T.C.A. LOCAL GOVERNMENT CODE §262.0276), Legislative Certification Form, and the Disclosure of Interested Parties (1295). These are available on the Brazos County Purchasing website. The undersigned affirms that they are duly authorized execute this contract, that this quote has not been prepared in collusion with any other Contractor, and that the contents of this quote have not been communicated to any other Contractor prior to the official opening of this quote.

Signed By: _____

Typed Name: Billy Prewitt Title: Sr. Vice President

Company Name: BPI Materials, LLC

Phone: 979-822-7605

Mailing Address: P.O. Box 714

Bryan, Tx 77806

Email Address: b.prewitt@bpitx.com

Contractor Tax Identification #: 47-1303016

END OF INFORMAL QUOTE REQUEST NO. 24-097

By signing below, Brazos County agrees that this quote, 24-097, will be awarded as dictated on the associated quote tabulation sheet, to the Contractor whose name appears above and both parties agree to the terms and conditions contained herein.

By: _____

Brazos County Commissioner's Court: DUANE PETERS, COUNTY JUDGE

Date: MARCH 26, 2024

Attest: Karen McQueen

Brazos County Clerk: KAREN McQUEEN

The following items should be completed and included in your bid submission. Failure to include these items will disqualify your bid.

- ☒ References (Section F)
- ☒ All Addendums (if applicable)
- ☒ Certification of Bid (Section G)

BID TABULATION
24-097 Concrete Delivery to Contractor Site
March 21, 2024 - March 20, 2026

BPI Materials LLC

Questions

Answers

1 Contractor's Site Location:

7601 W. Hwy 21, Bryan, TX 77807

2 Directions to the Vendor Site:

From Brazos Co. Road & Bridge office. Take a left on Hwy 21 going West. At approximately 3.5 miles BPI entrance will be on the left across from Smetana Rd

3 Primary Point of Contact for each delivery:

Earnest Alvarado - 979-412-5137

4 Secondary Point of Contact for each delivery:

Estaban Alvarado- 979-412-0432

5 Contractor's Site Hours of Operation:

7am - 5:30pm

Amount Contractor is willing to pay Brazos County
6 for the haul and delivery of concrete per load:

\$1.00/load

7 How much concrete can Contractor receive per day?

Unlimited

Recommend award to: BPI Materials LLC

Approved by Commissioner's Court on this 26 day of MARCH, 2024 by

 holding the position of COUNTY JUDGE



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of Amendment #1 to Contract #24-110R, Psychological Evaluations of Applicants for Brazos County to increase price and to renew for another year.

TO: Commissioners Court

FROM: Beth Martinez

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[24-110R_Amendment_#1.pdf](#)

Amendment #1 To 24-110R Psychological Evaluations
Of Applicants For Brazos County

Backup Material

[Fully Executed Contract - Dr Roy R Luepnitz.pdf](#)

Contract

Backup Material

**AMENDMENT #1 TO 24-110R PSYCHOLOGICAL EVALUATIONS OF APPLICANTS FOR
BRAZOS COUNTY**

THIS AMENDMENT TO 24-110R also known as 22-116 Psychological Evaluations Of Applicants for Brazos County ("Amendment") is entered into and effective this 26th day of March, 2024 ("Effective Date") through March 25, 2025 ("Expiration Date") by and between **Brazos County** ("Customer"), and Dr. Roy Luepnitz Ph.D. ("Provider") each of which may alternatively be referred to herein as a "Party" and collectively as the "Parties". All capitalized terms in this Amendment shall have the same meaning as in the Agreement (as defined below) unless otherwise stated herein.

RECITALS

WHEREAS, the Parties entered into that certain original contract # 22-116 ("Agreement") for purposes of Dr. Roy Luepnitz Ph.D. to provide of the service for Psychological Evaluations Of Applicants; and

WHEREAS, the Parties desire to amend the pricing as set forth in original contract # 22-116.

AGREEMENT

NOW THEREFORE, in consideration of the above premises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree to amend the Agreement as follows:

1. Increase pricing from \$250 to \$300 per psychological evaluation and re-evaluation of applicants.
2. Exercising the option to renew an additional one (1) year period starting March 26, 2024 through March 25, 2025.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be signed by their authorized representatives as of the Effective Date. This Amendment may be executed in counterparts, all of which taken together shall constitute one instrument. Electronic or facsimile signatures are acceptable forms of execution of this Amendment and shall be binding on all Parties hereto.

BRAZOS COUNTY

Signature

DUANE PETERS

Name

COUNTY JUDGE

Title

3/26/2024

Date

Dr. Roy Luepnitz Ph.D.

Signature

Roy R. Luepnitz

Name

03/06/2024

Title

03/06/2024

Date

**PROFESSIONAL SERVICES CONTRACT # 22-116 - PSYCHOLOGICAL
EVALUATIONS OF APPLICANTS**

AGREEMENT BETWEEN BRAZOS COUNTY AND DR. ROY R. LUEPNITZ, Ph.D.

THIS AGREEMENT is between the Brazos COUNTY, Texas, ("the COUNTY") and Dr. Roy Luepnitz (the "vendor"), whereby the VENDOR agrees to provide the COUNTY with certain professional services as described herein and the COUNTY agrees to pay the VENDOR for those services. The term of this contract shall be for a two (2) year period starting March 26, 2022 through March 25, 2024 with the option to renew three (3) additional one (1) year periods.

Between the **COUNTY:** BRAZOS COUNTY, TEXAS
c/o Brazos County Commissioners' Court
Attention: Purchasing
200 South Texas Ave., Ste. 352
Bryan, Texas 77803

and the **VENDOR:** Roy R. Luepnitz, Ph.D.
4444 Carter Creek Parkway, Suite 202
Bryan, TX 77802

for the following **SERVICES:** Evaluate potential candidates for employment, and promotions.

The COUNTY and VENDOR agree as set forth below.

ARTICLE I
VENDOR'S RESPONSIBILITY

- 1.1 VENDOR'S SERVICE
- 1.2 The VENDOR shall furnish psychological evaluations, in accordance with regulations set forth in the Texas Commission on Law Enforcement (TCOLE), for peace officer, jailer and communications officer applications and other employees as referred by COUNTY. The VENDOR will maintain the appropriate current licenses and/or certifications required by Federal and State and local jurisdictions, to complete the work provided by the Agreement.
- 1.3 Each evaluation will include (1) a thorough clinical interview (2) an appropriate global measure of personality/psychosocial functioning, and (3) additional specific measure(s) of behavioral style or cognitive functioning as indicated by other evaluation measures or referral questions posed by COUNTY.
- 1.4 VENDOR shall schedule evaluations within 10 working days after receiving written or verbal phone request from COUNTY to conduct such evaluations.
- 1.5 VENDOR agrees to provide verbal feedback to COUNTY and make available, for mailing or personal pick-up, the TCOLE 1-3 (LICENSEE PSYCHOLOGICAL AND

EMOTIONAL HEALTH DECLARATION) form within 3 working days of completion of testing.

- 1.6 VENDOR shall make available the psychological evaluation report generated on persons served under the Agreement for mailing to, or personal pick-up by, COUNTY within 14 working days after the scheduled evaluation.
- 1.7 VENDOR agrees to discuss via phone or email with COUNTY situations that alter these scheduling-testing report expectations as soon as either party becomes aware of the need to change expectation for a given referral.
- 1.8 VENDOR agrees that payment will be based on the timely submission of evaluation reports as stated above.
- 1.9 VENDOR shall provide COUNTY with an invoice by the 10th of each month for services rendered during the previous month.
- 1.10 VENDOR shall accept, as full compensation, the sum of \$250.00 per psychological evaluation.
- 1.11 Upon request by the COUNTY, VENDOR shall accept, as full compensation, the sum of \$250.00 per psychological re-evaluation. VENDOR understands and agrees that the COUNTY will not be liable for the payment of any re-evaluation fee. VENDOR further understands that the applicant is liable for the re-evaluation fee.
- 1.12 Upon request by the COUNTY, VENDOR shall provide a copy of the current professional credentials of all individuals involved with the evaluation. VENDOR shall also provide a current certificate of insurance, reflecting the contractually required insurance coverage.
- 1.13 VENDOR ACKNOWLEDGES THAT ALL INFORMATION AND RECORDS RELATED TO THIS AGREEMENT ARE CONFIDENTIAL. VENDOR SHOULD RELEASE INFORMATION AND RECORDS ONLY TO THE COUNTY. VENDOR ACKNOWLEDGES THAT NO INFORMATION OR RECORDS MAY BE RELEASED TO APPLICANTS.

ARTICLE II COUNTY'S RESPONSIBILITY

- 2.1 COUNTY shall assign a liaison per department requiring services to VENDOR for purposes of communication.
- 2.2 COUNTY shall provide VENDOR a written request for evaluation.
- 2.3 COUNTY shall provide VENDOR with a completed Release of Information signed by each person being evaluated prior to the scheduled evaluation.
- 2.4 COUNTY agrees to discuss via phone or email with VENDOR situations that alter the scheduling-testing-report timeline expectations, as stated in the VENDOR RESPONSIBILITIES section above, as soon as either party becomes aware of the need to

change expectations for a given referral.

- 2.5 COUNTY shall pay, as full compensation, the sum \$250.00 per psychological evaluation. COUNTY shall provide payment upon timely submission of evaluation reports as agreed to above.
- 2.6 COUNTY shall pay as full compensation, the sum of \$250.00 per psychological re-evaluation. COUNTY shall provide payment upon timely submission of evaluation reports as agreed to above.
- 2.7 COUNTY shall pay VENDOR for services in full within 30 days after satisfactory receipt of services, evaluations and reports unless otherwise specified or mutually agreed upon before orders are placed. COUNTY will not be liable for payment of invoices received six (6) months after order completion. Invoices must be submitted by VENDOR to the COUNTY department requesting service, to that department's accounts payable contact.
- 2.8 Other Direct Costs: The COUNTY will only pay the amount per completed evaluation or re-evaluation as specified in previous section. The number of evaluations will vary over the months in which this contract is in effect. The cost of each evaluation or re-evaluation includes other direct costs which could be used by vendor for supplies: photo-reproductions, books, journals, recordings, software, equipment, professional dues, travel expenses, and other directly related costs. This Agreement is a fixed-cost contract.

ARTICLE III

TERMINATION, SUSPENSION OR ABANDONMENT

- 3.1 This Agreement may be terminated by either party upon not less than thirty (30) days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating the termination. In the event that a notice of termination is provided by either party, any COUNTY candidates scheduled for evaluations, prior to the termination date will be allowed to complete their evaluation, provided that the cancellation was requested by VENDOR. In the event this agreement is canceled, VENDOR will be paid only for the evaluation completed, provided the required evaluation reports are presented to COUNTY within three weeks of the cancellation of this Agreement.
- 3.2 VENDOR acknowledges that COUNTY is the client and all privity of contract exists between VENDOR and COUNTY, and no third parties.

ARTICLE IV

MISCELLANEOUS PROVISIONS

- 4.1 Governing Law: The terms and conditions of this Agreement and performance hereunder shall be construed in accordance with the laws of the State of Texas. Venue shall be in a court of competent jurisdiction in Brazos County, Texas.
- 4.2 Neither the COUNTY nor the VENDOR shall assign this Agreement without the express written consent of the other party.

- 4.3 This Agreement represents the entire integrated agreement between the COUNTY and the VENDOR and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the COUNTY and the VENDOR.
- 4.4 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the COUNTY or the VENDOR.
- 4.5 COMPLIANCE AND STANDARDS. The VENDOR agrees to perform the work hereunder in accordance with generally accepted professional standards applicable thereto and shall use that degree of care and skill commensurate with the profession to comply with all applicable state, federal and local laws, ordinances, rules and regulations relating to the work to be performed hereunder and the VENDOR'S performance.
- 4.6 INDEMNIFICATION: VENDOR shall save and hold harmless the COUNTY from and against any and all claims and liability due to activities of the VENDOR, its agents or employees, performed under this Agreement and which result from any negligent act, error, or omission of the VENDOR, or of any person employed by the VENDOR. The VENDOR shall also save harmless the COUNTY from and against any and all expenses, including attorney's fees which might be incurred by the COUNTY in litigation, or otherwise, resisting said claims or liabilities which might be imposed on the COUNTY as the result of such activities by the VENDOR, its agents or employees.
- 4.7 Nothing in this Agreement shall be construed as a waiver of the COUNTY'S Governmental Immunity.
- 4.8 SEVERABILITY: In the event that any provisions or portion of this Agreement is held to be unenforceable or invalid, the validity and enforceability of the remaining provisions or portions shall not be affected.

ARTICLE V **OTHER CONDITIONS OR SERVICES**

- 5.1 INSURANCE: The VENDOR shall instruct his insurance agent or carrier to furnish to the County a Certificate of Insurance attesting to the issuance of the following parts of this section. The Certificate of Insurance must be approved by Risk Management before any services are rendered.

The Bidder shall furnish and keep in full force the following insurance during the term of this Contract:

- a. Professional Liability Insurance: VENDOR shall obtain and maintain at all times during the performance of the work under this Agreement professional liability insurance. Limits of liability shall be \$1,000,000.00 per claim, \$2,000,000.00 aggregate.

Failure to maintain the required insurance shall be deemed to be a material breach of this Agreement.

AUTHORITY TO CONTRACT:

The undersigned officers and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolution extending said authority have been duly passed and are now in force and effect.

BRAZOS COUNTY, TEXAS



Duane Peters, County Judge

VENDOR



by: Dr. Roy R. Luepnitz, Ph.D.

Acting by and through the authority of
the Brazos County Commissioners Court

Attest:


County Clerk

Approved as to Form:


Assistant County Attorney



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of the following committee for RFP CIP #24-608 Jail Shower Renovations.

- a. Abigail Belangeri
- b. Matt Mayo
- c. Bob Lamkin
- d. Purchasing - Non-Voting
- e. Legal - Non-Voting
- f. Burditt (Architect) - Non-Voting

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
No Attachments Available		



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of the following committee for RFP CIP #24-608 Jail Shower Renovations.

- a. Abigail Belangeri
- b. Matt Mayo
- c. Bob Lamkin
- d. Purchasing - Non-Voting
- e. Legal - Non-Voting
- f. Burditt (Architect) - Non-Voting

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available

APPROVED

Duane Peters
County Judge

Date

3/26/24



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Permission to Advertise CIP #24-608 Jail Shower Renovations.

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Request to Advertise.pdf](#)

Request to Advertise

Backup Material



Brazos County Purchasing Department

200 S. TX AVE., SUITE 352 BRYAN, TX 77803
PHONE (979) 361-4290 FAX (979) 361-4293

BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

The Purchasing Department would like to request Commissioner's Court approval to advertise and go out for Bid on the following:

DATE: March 26, 2024

RFP NUMBER: CIP 24-608

TITLE: Jail Shower Renovations

REQUESTING DEPARTMENT: Detention Center

APPROVAL SIGNATURE: _____

A handwritten signature in black ink, appearing to read "Duane Peters", is written over a horizontal line.

Duane Peters, County Judge

DATE APPROVED: _____

MARCH 26, 2024



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of the following committee for RFP CIP #24-618 Harpers Ferry Road & Cricket Pass Reconstruction.

- a. Prarthana Banerji
- b. Fred Paine
- c. Jimmy LeFlore
- d. Purchasing - Non-Voting
- e. Legal - Non Voting
- f. GLS (Engineer) - Non- Voting

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

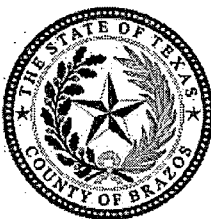
ATTACHMENTS:

File Name

Description

Type

No Attachments Available



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Approval of the following committee for RFP CIP #24-618 Harpers Ferry Road & Cricket Pass Reconstruction.

- a. Prarthana Banerji
- b. Fred Paine
- c. Jimmy LeFlore
- d. Purchasing - Non-Voting
- e. Legal - Non Voting
- f. GLS (Engineer) - Non- Voting

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available

APPROVED

Duane Peters
County Judge

Date

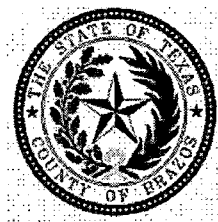
3/26/24



ATTACHMENTS:

Type

Backup Material



Brazos County Purchasing Department

200 S. TX AVE., SUITE 352 BRYAN, TX 77803

PHONE (979) 361-4290 FAX (979) 361-4293

BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

The Purchasing Department would like to request Commissioner's Court approval to advertise and go out for Bid on the following:

DATE: March 26, 2024

RFP NUMBER: CIP 24-618

TITLE: Harpers Ferry Road & Cricket Pass Reconstruction

REQUESTING DEPARTMENT: Road and Bridge

APPROVAL SIGNATURE: _____

Duane Peters, County Judge

DATE APPROVED: _____

MARCH 26, 2024



ATTACHMENTS:

Backup Material

February 23, 2024

**Honorable Karen McQueen
Brazos County Clerk**

Critical Records Management

Probates – Phase 3

SUBMITTED BY:

Billy Gerwick
Account Executive
billy.gerwick@kofile.com
(832) 373-9124

Kofile 

6300 Cedar Springs Road, Dallas, TX 75235
p: 214.442.6668 | f: 214.442.6669
info@kofile.com | www.kofile.com

Dear Honorable Karen McQueen,

This proposal addresses Brazos County Clerk's historical records and is presented by Kofile Technologies, Inc. (Kofile). Quoted services include conservation treatments, rehousing, imaging, and indexing. Archival rehousing includes encapsulation and loose-leaf binding into Archival Recorder Binders. Note that prices for the inventory herein are good for 90 days from the date of this assessment.

Kofile Technologies, Inc. (Kofile) is uniquely qualified to complete Brazos County Clerk's modernization goals by taking an innovative approach to this project to ensure a successful outcome. Kofile's basis for success is decades of experience, realistic solutions, and professional analysis. Each project is unique and deserves special attention. Our team provides realistic solutions, professional analysis, and innovative archival products to equip records stewards with the information and resources needed to preserve collections.

Kofile performs all services in accordance with the Code of Ethics & Guidelines for Practice of the American Institute for Conservation (AIC).

Preservation minimizes the chemical and physical deterioration of the page which prolongs the existence and useful life of the original format. Preservation can include removal of the original from public access, creating a security copy, treatment, stabilization, preventative care, digitization - or any maintenance or repair of the existing resource.

Areas Of Concern

Sound preservation ensures accessibility to these irreplaceable and permanent documents forever.

Acidic Paper

Past papermaking utilized bleach to obtain white sheets. As a result, this paper becomes increasingly acidic as evidenced by embrittlement and yellowish-brown discoloring. Paper also embrittles when relative humidity drops or fluctuates.

Acidic Ink

Acidic inks can "eat" or "burn" through a sheet. Unmonitored temperature and relative humidity (RH) accelerate this process. Inks can also fade with exposure to UV light. Historically, iron gall inks were the standard. These inks contain sulfuric acid - which fades with time. With proper treatments, chemical breakdowns (such as acid hydrolysis) are remedied.

Mechanical Damage (Use & Abuse)

Everyday use greatly affects collections. Sheets bear signs of grime and the natural oils of hands. Exposed sheets are susceptible to damage and loss. Dirt and other pollutants can serve as ignition sources and weaken exposed paper. Exposed fragments become abused even with careful use.

Binding Margin

The binding margins of many volumes are compromised due to guillotining. In order to rebind and protect these sheets, encapsulation is the only solution. If a volume were rebound as is, without encapsulation, vital information would be lost in the binding margin.

Always question vendors if they recommend power cutters (guillotining) to dismantle sewn books. Kofile never attempts any procedure that could result in a loss of text or weaken the integrity of the paper. A sheet's binding margin should never be compromised.

Broken Book Block

Once a binding fails, damage escalates. Sheets are free to drift from the protection of the book block. With exposure, fragments become abused and susceptible to loss.

Failing Index Stacks

Index Books sustain the most use. Thus, they suffer greater risks of text loss and sheet deterioration. Paper strength is completely depleted from continuous use. Eventually, tabs and sheet fragments are lost. Immediate attention is required.

Tape & Non-Archival Adhesives

The Library of Congress warns about the culprits of "pressure sensitive tapes—such as scotch, masking, 'invisible,' quick-release, cellophane, and even so-called 'archival' tapes"—all are unstable. These tapes and adhesives "will stain the paper and may cause inks and colors to 'bleed.' Many lose their adhesive properties and fall off with age, leaving behind a residue that is unsightly, damaging to the item and difficult to remove."

Adhesive stains lead to issues during imaging. Awarding a low-bid imaging and microfilm project may result in illegible images. To enhance image quality, conservation is essential. A conservator can remove water-based, synthetic, and pressure sensitive adhesives.

Page extenders are an inappropriate "quick fix" to a prevailing problem. To save this collection, the underlying issues causing the deterioration of the sheets' margins need correcting. The acid content of the sheet extenders only adds to the chemical breakdown of the paper's fibers.

Lamination Removal

Kofile conservators address the "Laminate" process to the fullest extent possible. Conservators reverse the process and remove the laminate using a proprietary solvent solution. The possibility of removing the "Laminate" depends on careful testing at our conservation lab. In a small percentage of cases, the adhesive is resistant to the solvent solution and cannot be removed safely. Conservators will not attempt removal if the removal process will damage either the document's paper or ink. If conservators cannot remove the laminate safely, Kofile will contact Brazos County Clerk directly to discuss alternatives.

Non-Archival Quality Materials

The off gasses of deteriorating metals contribute to the chemical breakdown of paper. Major culprits include the metal content of book spines, the surrounding physical environment, and non-archival fasteners (such as binder clips, paper clips, and staples). These off gasses eventually destroy the fabric of the volume. Another symptom of metal oxidation is foxing, or foxlike (reddish and brown color) stains or blotches on paper.

TEMPERATURE & HUMIDITY MONITORING

While temperature and limited air circulation are crucial to a document's longevity, humidity and water are the most destructive threats.

Relative Humidity (RH) refers to the amount of water vapor present in the air. Maintaining a set point of 40-45% RH is optimal, but costly. The maximum acceptable total RH variation, or operating range, is 5% on either side of this set point. RH should never exceed 55% or drop below 30%.

Temperatures above 75° F and RH higher than 60% encourage mold and other bacteria growth within 48—72 hours.

Even slight changes in temperature can double the natural aging rate of paper. In reality, temperature and RH are not consistent in a local courthouse (especially on weekends).

Red inks
smear first,
then blue
inks, and
lastly,
black inks.

After exposure to water, pages adhere to one another when in a compressed environment. Separation without loss of text and water soluble inks (such as signatures) is vital. These records are extremely fragile.

The mitigation of mold or micro-organics (which can result with the introduction of water or humidity fluctuations), should only be attempted by a trained professional. Water damage can also lead to other issues such as binding failure. The necessary treatments are time consuming and require a highly skilled conservator.

Visit the Image Permanence Institute (IPI) at www.dpcalc.org to explore the correlation of temperature and RH on natural aging, mechanical damage, mold risk, and metal corrosion (as exemplified above). The image above is property of IPI.

Treatment Specifications

Kofile regularly addresses historical and permanent documents, including manuscripts, typescripts, negative Photostats, tri-folds, blueprints, re-creations, plats, and maps. No treatment, repair, or maintenance is used that is not 100% reversible.

Dismantle

Original binding materials, such as threads and adhesive residues, are carefully removed. Old manuscripts often have protein-based binding adhesives such as fish, bone, or rabbit skin glues. The application of steam with specialized equipment can soften the materials that are otherwise difficult to remove. Guillotine cutters are never employed. If trimming is necessary, it is accomplished with handheld scissors or specialized shears designed for trimming fragile sheets carefully and accurately. One document is cut at a time to ensure no text is lost.

Surface Cleaning

Surface cleaning sheets removes materials and deposits including dust, soot, airborne particulate, sediment from water damage, mold/mildew residue, active micro-organic growth, insect detritus, or biological or mineral contaminants. Tools include a microspatula, soft dusting brush, latex sponge, powdered vinyl eraser, or soft block eraser.

Removal of Fasteners

Kofile removes fasteners, page markers, and any metal mechanisms. Fasteners, such as binder clips, staples, paper clips, string ties, rubber bands, brads, straight pins, etc., cause damage in short periods. This includes physical damage (decreased paper strength due to punctures or distortion) and chemical damage (rust).

Removal of Tape, Adhesives, Varnish, or Old Repairs

Varnish, tape, and adhesive residue are reduced as much as possible without further degrading the original. When possible, peelers and tape are removed with two primary mechanical techniques: Heat Removal or Peeling. Heat removal is used when adhesive is loose, old, or brittle. Peeling is used when removal by heat is unnecessary. Solvents are a last resort, and local application occurs only after testing.

A microspatula (sometimes heated) coaxes threads, tape, and glue from the paper. A Hot Tools remover can soften adhesive for removal. Dial-Temp controls the transfer of heat and guards against scorching. Remaining adhesive is treated with a gum compound eraser.

Adhesive reduction begins with the most benign process. If mechanical tape removal is unsuccessful, the next alternative is chemical. This is either a local or spot treatment or immersion in a solvent bath. Kofile ensures that its laboratories are equipped to process chemical treatments correctly and safely. Previous repairs that cannot be removed safely will remain.

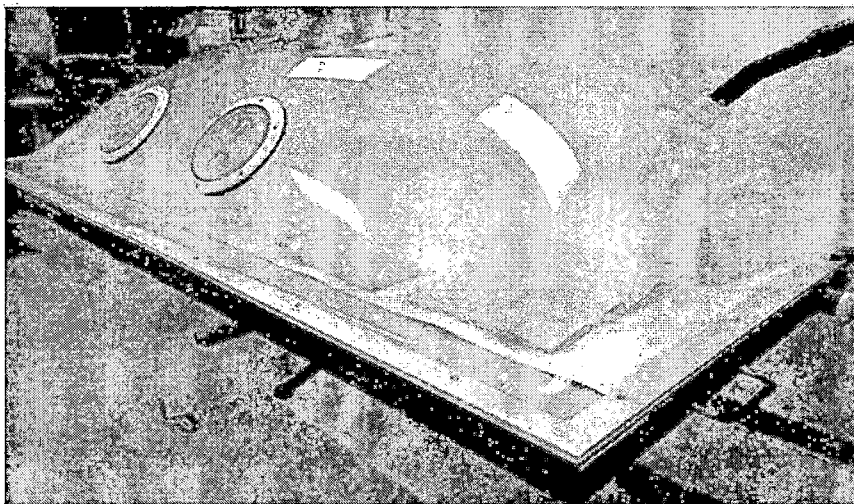
If possible, water-soluble repairs are removed with water or steam. Only fully-trained, experienced, and supervised staff attempt removal of water-soluble repairs. While iron gall ink is safe for aqueous treatment, many inks may fade and compromise legibility. Extensive testing is required.



Flattening and Humidification

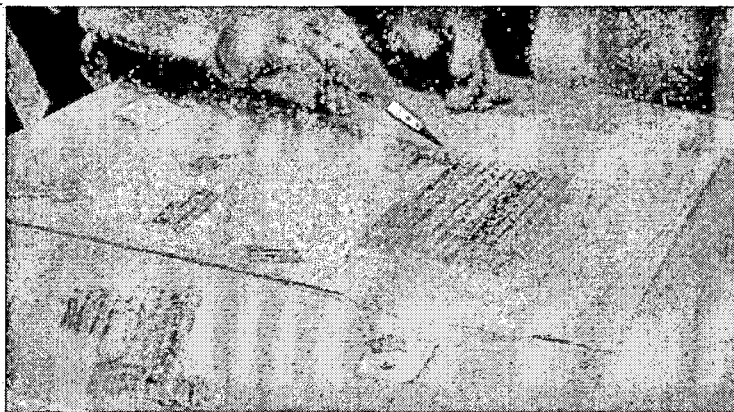
Improperly stored paper becomes inflexible and retains a memory of the storage position. Kofile's technicians are experienced with all methods and tools to "flatten" paper including the use of tacking irons, heat presses, and an Ultrasonic Humidification Chamber.

After careful testing, the Ultrasonic Humidification Chamber is used to correct the most fragile documents folds and bends. This significant investment, with which other private labs are rarely equipped, represents Kofile's foresight and commitment to offering the best available technology.

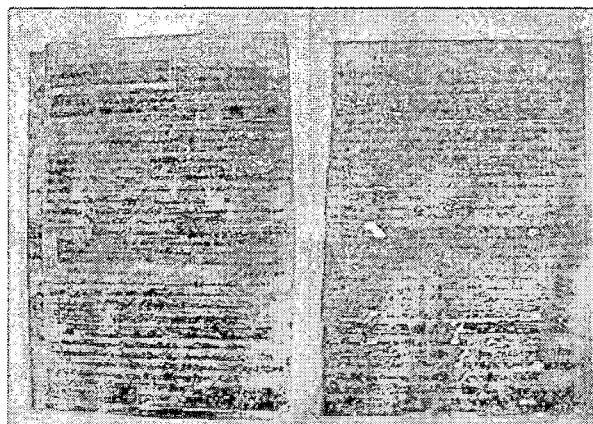


Mending torn paper is an art form and requires a variety of materials depending on the paper's color, tone, condition, and weight. The length of the tear(s) and the degree of embrittlement or fragmentation are also concerns. Kofile generally mends tears greater than 1/2" if the document is going to be encapsulated.

A specialized paper and paste is commonly used and all mending materials are acid free and reversible. Mending strips are cut so the edge of the paper visually integrates with the page without clashing aesthetically or historically. Fragmented edges, folds, tears, cracks, voids, and losses are all mended in this fashion. The mending paper used is strong and is transparent after application and while visible to the trained eye, it does not distract from the document.



A low-temperature, acrylic adhesive that bonds to the paper may also be used for reinforcement of damaged sheets. Kofile also constructs its own version with acid-free tissue paper and liquid acrylic adhesive. An 1848 Probate Record before and after treatment. The image to the right shows the page after deacidification, tape removal, and mending with archival tissue.



Deacidification

Deacidification is only performed after careful pH and compatibility testing. Kofile is equipped with multiple custom-built spray exhaust booths. All are routed through a HVAC system for optimum performance.

A commercially-prepared buffer solution is applied to both sides of the sheet with compressed air sprayer equipment (see right picture). The solution is non-flammable and non-toxic. The active ingredient, magnesium oxide, neutralizes acid and provides an alkaline reserve. This chemical is inert, safe, and does not degrade the sheet.



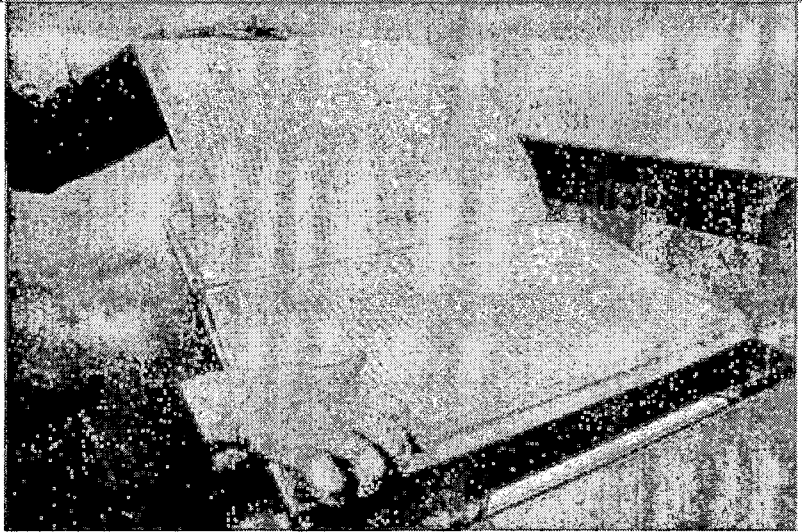
Once the buffer is applied, the paper's pH alters slowly. After deacidification, random testing ensures an 8 pH with a deviation of no more than 2-4%.

Encapsulation

In archival encapsulation, the document floats freely and is not taped or glued to the pocket. Kofile uses SKC SH725 polyester (Polyethylene Terephthalate - PET) which is the most inert, rigid, dimensionally stable (dimstab), and strongest plastic film. Otherwise known as Mylar® Type D or

Melinex® 516, it is crystal clear, smooth, odorless, and is resistant to distorting or melting in case of fire.

Each sheet is encapsulated in a 2 mil patented polyester pocket: Lay Flat Archival Polyester Pocket™, US Patent #7,943,220 B1, 5/17/2011. This pocket is welded closed on three sides, and a Reemay® strip, or spunbond polyester, statically seals out atmospheric pollutants while allowing off-gassing on the fourth side. This provides easy access to the original document without cutting the pocket (some companies weld all four sides).



This construction allows for a flat book block and reinforces the binding edge for added strength and years of service. Available in custom sizes, the Pocket dimensions will match the 'book block' dimensions with a 1½" or 1¼" binding margin.

Archival Recorder Binders

Volumes are hand-cased at 250 pages or less and pockets are punched (on the binding edge). Books with large capacities may be split to account for the weight of the Mylar. Kofile punches pockets to any hole specifications and can repair/replace index tabs.

Kofile manufactures binder components at 1/4" incremental capacities on a per-book basis. Kofile punches sheets to any hole specifications and repair/replace index tabs as necessary. Kofile can manufacture custom binder sizes, shapes, spines, colors, and lettering. Each binder features durable cover boards and a spine to support the pages' weight. All materials, including the cover boards and adhesives, are acid free.

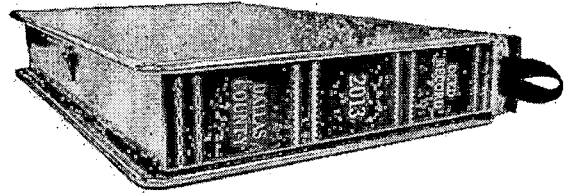
Stamping

Title stamping can follow the same format/style of the originals. A stamping sheet is sent for approval. If any titling, dates, or other information from an original volume is noted in error, Brazos County Clerk is notified. Any changes are approved by Brazos County Clerk. Tooling is performed with 23-karat gold foil.



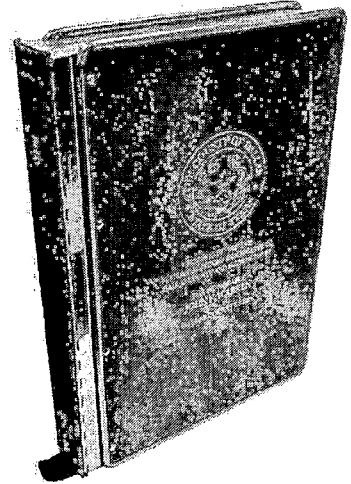
Disaster Safe Binder™ (DSB)

The DSB provides unparalleled protection and storage. Developed after Hurricane Katrina to address the devastation of the Orleans Parish archives, it protects sheets from water, fire, and physical disruption. The primary problem in 2005 was 100% relative humidity. With weeks of no power, mold was rampant. A hard lesson, the DSB addresses what went wrong in that disaster.



The DSB enables the encapsulated sheets to hang from the binder's posts—much like a hanging vertical plat cabinet. This feature allows collections to return in a smaller storage footprint with 4Post™ Shelving.

Any product that fails to operate properly or maintain its original integrity is replaced at no cost to Brazos County Clerk. This is Kofile's commitment of value and service to its customers.



The DSB provides functionality and access ease while offering the highest rate of return on the client's investment. It is a portable vault for housing records of enduring value. It provides progressive protection from exposure to fire, water, Relative Humidity (RH), atmospheric pollutants, ultraviolet (UV) light, impact, and drops. The DSB also features a lifetime warranty against rust.

Other DSB Features Include:

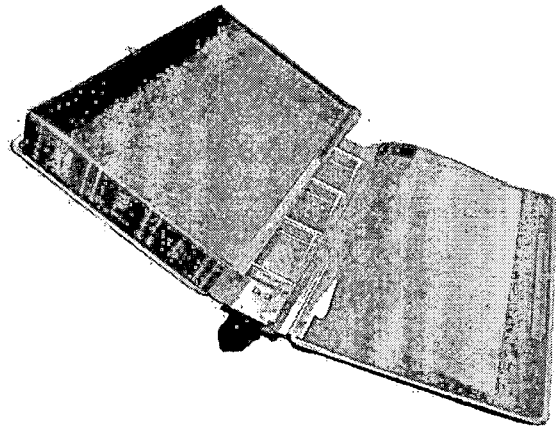
Stainless Steel—The metal mechanism and book block apron are constructed of stable, corrosion-proof 316 stainless steel, which does not emit harmful gaseous pollutants like cold roll steel.

Support to the Book Block—The DSB is equipped with a Polyester Foam Insert, which ensures physical support to the book block and allows library-style storage.

Microclimate—The DSB creates a Microclimate, an independent, stable environment separating sheets from the external atmosphere.

Security Lock—A security lock hinge protects from theft.

Nonflammable & Self-Extinguishing—With nonflammable cover boards and materials, the DSB is self-extinguishing. These proprietary features protect the contained pages in extreme temperatures.



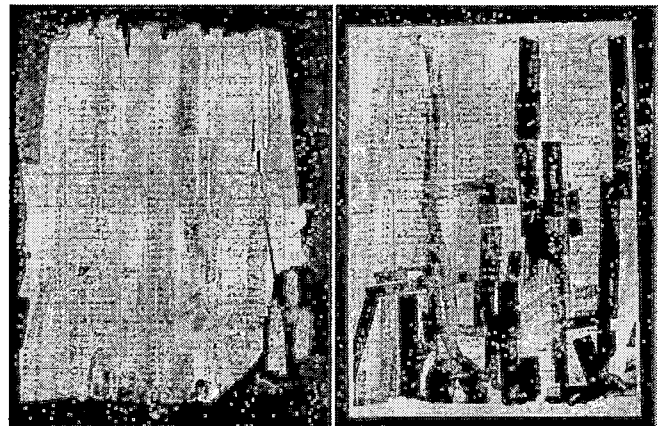
ARCHIVAL DIGITIZATION

Imaging a document and digitizing a collection creates an electronic representation of the original archival record. This process is not meant to replace the archival record, but to aid in its preservation. The image serves as a reference tool and is a back-up if the original is damaged or destroyed.

Archival digitization includes capture and processing (custom image enhancement and cleanup) and optimization for access.

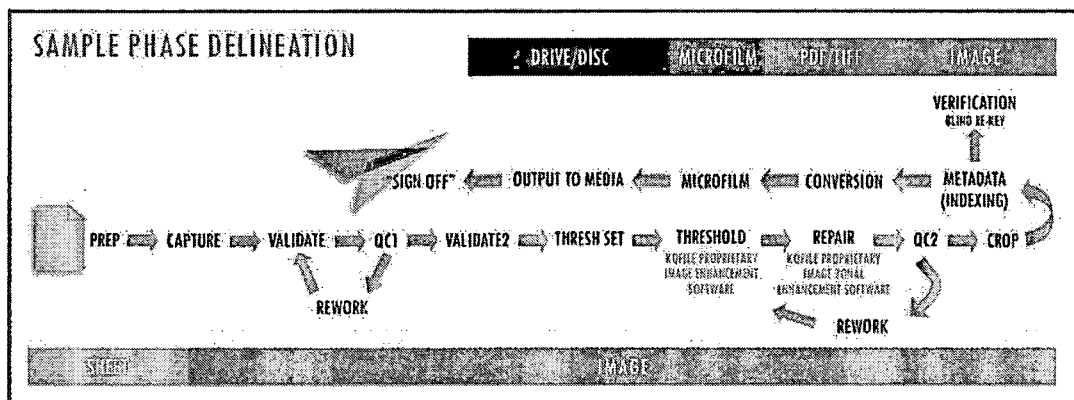
Kofile's services are unique because materials are addressed according to their conditions and fold endurences without blind, automatic scanner feeds. Technicians are trained to handle fragile and historical documents and use the best hardware and software available. Many projects involve re-work for collections already imaged or indexed by low-bid vendors. With Kofile, images are the highest quality and are free of distortion and loss of information due to image capture.

Kofile always defaults to U.S. National Archives and Records Administration (NARA) technical guidelines for digitization. Upon request, Kofile stores an electronic security back up of all images in case of loss, damage, or destruction by fire or natural disaster.



What would this image look like if scanned "AS IS?"

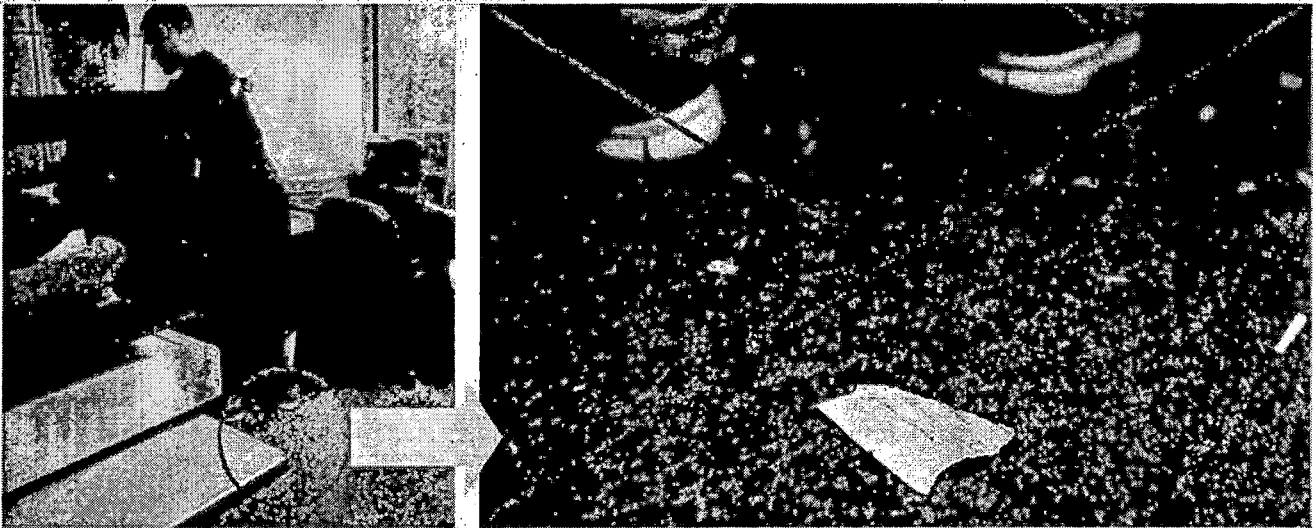
Imaging WITHOUT Conservation



Imaging Overview

Operators observe each page during capture. For faint or illegible pages, the operator marks the page, readjusts the scanner, and employs contrast tools. If unsuccessful, the operator indicates and inserts a review form for the quality assurance team to assess. The page is marked with a "Best Possible Image Indicator" or treated with further enhancements.

Images are captured at a minimum of 300 dpi at 256 bi-tonal or gray levels. This ensures the highest image quality for documents with poor contrast and difficult-to-read information. Images accumulate as Group IV bi-tonal images in a standard TIFF or PDF format. Images are optimized and scaled for system output.



The article implies that partial document destruction is normal. This is unacceptable and contrary to any preservation standard. Kofile has the experience and expertise to handle fragile documents and address the physical preservation of the source document.

Source: Higgins, Jessie. "Recorder's Office Preserving Oldest County Records by Digitizing Them: Some Century-Old Pages Crumble When Touched." Evansville Courier & Press, August 21, 2013.

Image Processing and Enhancement

IMAGEPERFECT is Kofile's proprietary digital SLR-based software which utilizes proprietary algorithms, critical for capturing different densities and quality levels in a collection, to provide optimal quality and uniform images. Image Perfect measures each image at a minimum for the following attributes:

- White-on-white images
- Synchronizing images from different scanners
- Floating page cropping & segmentation
- Rotating & de-skewing images
- Tone correction
- Resolution adjustments
- Metadata Normalization

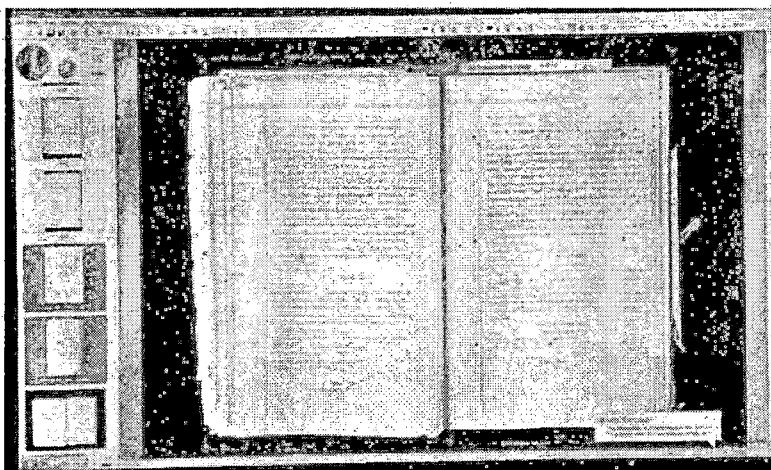
Kofile utilizes the Microsoft® SQL database as the underpinning for its production systems and IMAGEPERFECT allows operators to interactively build and edit image processing scripts, which can be saved for batch processing. Progress tracking capabilities can identify exceptions enabling supervisors to quickly and efficiently correct problems. This software automatically detects and compensates for a scanner(s) variances. The Assured Image delivers consistent, high-quality output.

IMAGEPERFECT enables repair of the currently displayed image without rescanning which could compromise image integrity, and uses custom image clean-up and enhancements such as deskew, despeckle, character repair, and zonal processing to improve legibility. Kofile maintains 100% document integrity and image control with exclusive image locking capabilities. The processing procedures will not allow for information from rescanned pages to cut and paste accidentally into the incorrect page.

Quality Targets permit operators to view image quality at scan. Images, even those scanned on different devices, are "normalized." Rather than using ad-hoc algorithms and tricks, this software measures image quality and propagates this data through the imaging chain. Quality Targets serve as the foundation for quality assurance analysis.

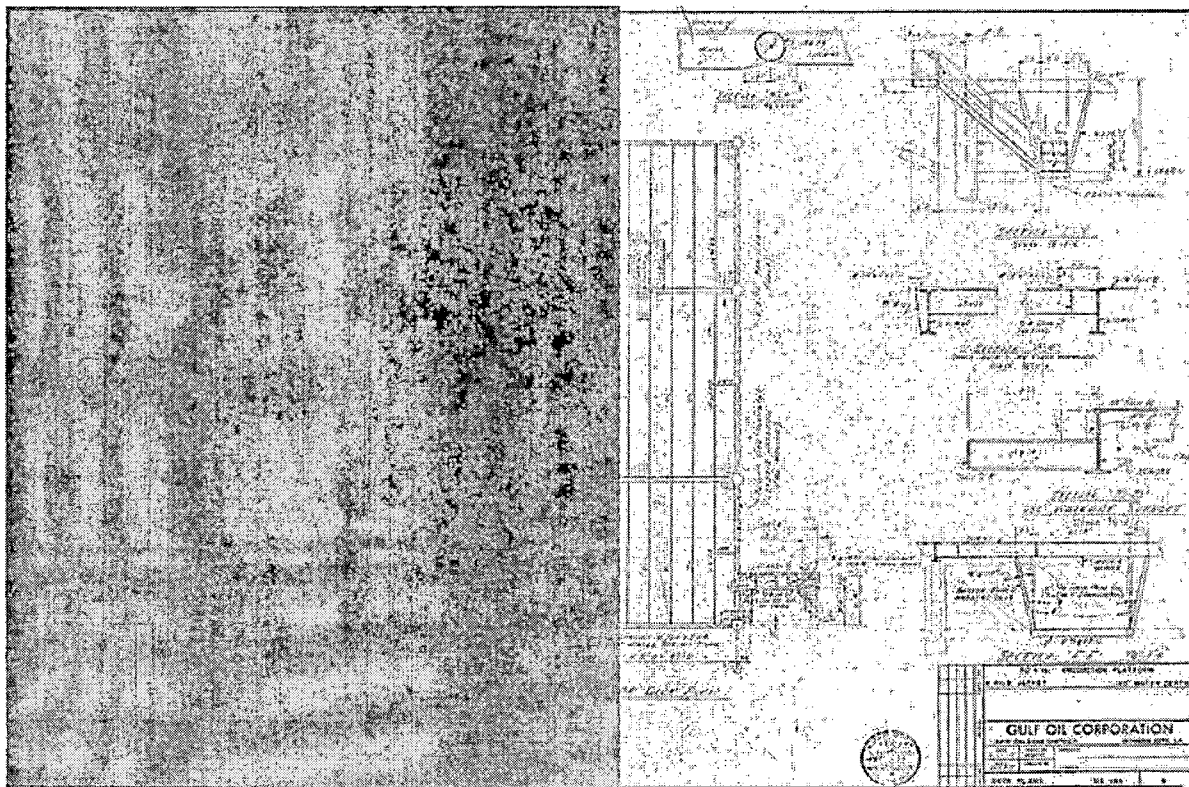
Quality Targets (pictured herein) establish the baseline digital capture quality of the scanner during scanning. Therefore, Kofile can measure the digitization physics at the time of capture. IMAGEPERFECT measures each image at a minimum for:

- Target dpi
- Target Tone scale & correction
- Color Management
- Brightness/Contrast Correction
- Gamma Adjustment
- White Balancing
- Page Orientation
- Exposure uniformity
- Color reproduction data



If applicable to the project, Kofile performs negative Photostat polarity reversal (so that all characters are black on a positive background). The document certification strip (file strip) is inverted to match the polarity of the final image.

If requested, annotations are supported to allow the addition of Name, Book Type, Volume, and Page on the image. Image quality metadata is captured as part of the image header along with a secured digital signature that certifies the fidelity and integrity of every image scanned.



Examples of imaging before (L) and after (R) advanced image cleanup and enhancements.

Quality Control (QC)

Our Quality Control (QC) process ensures that all images are certified. **Each image is sight checked during QC.** Each page is checked to ensure there are no missing pages, double feeds, or "A" pages, which may have been added. Every image is inspected and a statistical, random, batch-based review of 8% of the inventory is conducted before delivery. Brazos County Clerk can receive an image log noting the steps employed.

Advanced Equipment

Kofile can scan mixed-sized and large-format documents. Kofile employs a range of scanners to tailor imaging services to the document that requires imaging. All of scanners employ page detection to adjust for varying sizes of paper and, more importantly, thicknesses to reduce "pull-throughs" on thin papers following thick bond. Fragile documents are imaged by hand and not fed through an automated Document feeder. Kofile's technicians are trained to handle fragile documents.

ARCHIVAL INDEXING

Data integrity is essential. Kofile's proprietary indexing software and keying procedures is proven 99.25% accuracy.

Prior to indexing, Kofile conducts a comprehensive assessment of Brazos County Clerk's indexing specifications to ensure accurate and consistent indexes, guaranteeing quick searches for users.

During the assessment, Kofile documents established methods of indexing specific instruments, clarifying terminology, and the standards used to enter names, dates, and other basic required information. This analysis differentiates the following:

- Cross-indexed documents
- Differentiation between individual names & corporation names
- Government departments & agencies
- Alternate & alias names
- Abbreviations, titles, & naming consistency (e.g., hyphens, nos., spaces, & suffixes)

Kofile's quality control procedures (QC) ensure that managers and supervisors internally research and answer questions about any problematic process. Kofile will contact Brazos County Clerk for any clarification and/or decisions needed. Client involvement demonstrates Kofile's pride in building successful professional relationships.

Data Entry Procedures

Consistently keyed fields will improve document retrieval and build a dependable, searchable database. To accomplish this, two technicians separately key the same entry for every field. Software is then utilized to ensure those separate entries match. Fields that do not match are sent to a supervisor to determine the issue, after which the entry is sent to a third technician to key a final time. With this methodology, each field is blind-keyed at least twice, and up to three times.

Any amendments are communicated with Brazos County Clerk via an exception list. Some exceptions are to be expected as not all records contain all fields noted. Kofile will establish rules for these abnormalities once the project commences.

SCOPE OF SERVICES

General treatments and services are outlined in the following. Services are tailored to the needs of the specific item.

Preservation—Conservation Treatments, Deacidify, Encapsulate, & Bind (PRV)

- Kofile creates a permanent log (noting condition, page order, characteristics, and treatments) for each item upon receipt. Items are inspected and control numbered as necessary. A final quality check references this log.
- Dismantle volumes by hand (if applicable).
- Surface clean sheets. Tools include a microspatula, soft dusting brush, latex sponge, powdered vinyl eraser, or soft block eraser. Surface cleaning removes materials and deposits—e.g., dust, soot, airborne particulate, sediment from water damage, mold/mildew residue, active micro-organic growth, insect detritus, or biological or mineral contaminants.
- Remove any non-archival repairs, adhesives, residual glues, or fasteners to the extent possible without causing damage to paper and inks.
- Mend tears and guard burns on back side of sheets with acid free and reversible mending materials.
- Deacidify sheets (each side of each sheet) after careful testing with Bookkeepers®. This commercial solution of magnesium oxide, which neutralizes acidic inks and paper by providing an alkaline reserve (after pH and compatibility testing). Random testing ensures an 8.5 pH with a deviation of no more than $\pm .5$.
- Encapsulate each sheet in a Lay Flat Archival Polyester Pocket™. Each custom envelope is composed of Skyroll SH72S® Mylar and includes a patented lay flat design. Dimensions match the "book block" dimensions, with a 1¼" binding margin.
- Re-bind in custom-fitted and stamped archival quality binder. Each binder is manufactured on a per-book basis and sized to 1/4" incremental capacities. This binder is available with four hubs, a gold-tooled spine, and is roller shelf-compatible. A volume may return split due to the added weight of the Mylar, depending on page count.
- A dedication/treatment report is included in each binder.

Image—Archival Image Capture, Image Processing, Clean Up, & Enhancements (IM)

- Capture images at a minimum of 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and legibility. Gray-scale ensures optimum resolution for each page.
- Images accumulate as bi-tonal images in a format to load to the County's record management system.
- IMAGE PERFECT, Kofile's proprietary software, ensures the optimum image quality with custom image clean up and enhancements such as deskew, despeckle, character repair, polarity reversal, and zonal processing.
- Crop excess blank space around image. This may involve manual cropping to ensure best quality image.
- Images are named (tagged for the directory file structure) at case level by book, volume, and page.
- Images are grouped (stapled) together to form documents. Cases are grouped and indexed to form documents by case number.
- If applicable, images are optimized and scaled for system output.
- Annotations are supported to enable the electronic addition (either custom or Book/Volume/Page) on the digital image to assist in recording keeping.

-
- When multiple documents (Deeds, Birth Record, etc.) exist on a single page, images are split so that each document is viewable individually. In the case of Vitals, this service incurs additional charges.
 - STITCHING: If identified, images receive stitching where necessary, such as entries that horizontally span the length of more than one page. Amendments are stitched to the appropriate Certificate and indexed in place of the original Certificate.
 - Brazos County Clerk receives a MASTER in a medium suitable to the project size (e.g., SFTP, USB).
 - Kofile can hold a security copy of all images for safekeeping.

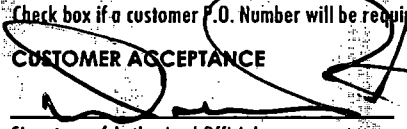
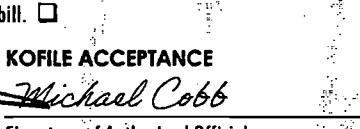
Archival Indexing (ID)

- Key and blind re-key verify documents.
- Formatting of metadata (indexes) per the requirements of Brazos County Clerk's System vendor.
- If requested, Kofile can provide a Disaster Recovery electronic offsite backup of metadata.
- Indexing fields, as applicable, and identified here:
 - Name
 - Case Number
 - Date.

PROJECT PRICING

Without a signed agreement, prices are good for 90 days. All pricing is based on estimated page counts and condition. Final billing occurs on actual page counts and condition per mutually agreed upon pricing; not to exceed the P.O. without written authorization.

Brazos County Clerk			
Probate Case Files Project Overview Preservation, Imaging, and Indexing			
Case Range	Page Count	Doc. Count	Estimated Total
1367-1446	3,408	79	\$40,078.32
1447-1473	3,408	26	\$39,963.84
1475-1556	3,408	81	\$40,082.64
1557-1644	3,408	87	\$40,095.60
1645-1695	3,408	46	\$40,007.04
PROJECT TOTAL			\$200,227.44

This proposal shall be governed by the terms of use found at https://kofile.com/termsandconditions .	
Payment Terms: Pay 50% upon inventory pick-up with the balance due upon project completion.	
Check box if a customer P.O. Number will be required for Kofile to bill. <input type="checkbox"/>	
CUSTOMER ACCEPTANCE	KOFILE ACCEPTANCE
	
Signature of Authorized Official	Signature of Authorized Official
DUANE PETERS	Michael Cobb
Print Name of Authorized Official	Print Name of Authorized Official
COUNTY JUDGE	Regional Vice President
Title of Authorized Official	Title of Authorized Official
3/26/2024	03/21/2024
Date	Date

**PURCHASING
VEHICLES**

Purchasing
Via TXMAS
Please
reference
Contract No.
**TXMAS-23-
92001** directly
on the

STATE OF TEXAS CO-OP MEMBER LISTING FOR Brazos County Clerk	
LINK	https://www.txsmartbuy.com/membership_details?memberid=448
CO-OP #	C0211
Contact	Wm. Charles Wendt; cwendt@brazoscountytexas.gov
Expiration	7/28/2024

P.O. Kofile can prepare a 'Shopping Cart' in TxSmartBuy so Brazos County Clerk can complete this purchase.

Brazos County Clerk is billed using the following TXMAS line items:

TXMAS BILLING LINE ITEMS						
Part No	NICP	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	LINE TOTAL
PRV703	96272	Case File Preservation by Page	Page	\$10.81	17,040	\$184,202.40
IND705	92021	Backfile Archival Indexing of Case Files	Doc.	\$2.16	319	\$689.04
IMGP705	92030	Archival Imaging of Case File / Manuscript or Tri-Fold	Page	\$0.90	17,040	\$15,336.00
TOTAL						\$200,227.44

ACCESSIBILITY OF RECORDS

Records held at Kofile are maintained as private and confidential material. Brazos County Clerk is guaranteed access to records via email or toll-free fax at our expense. Upon receipt of a records request, Kofile will flag the requested record and verify inventory control, pull supporting paperwork, and email/fax a response to the approved requester or alternate. The turnaround time for a records request will meet or exceed requirements.

Please note that all records (including volumes, documents, digital images, metadata or microfilm) serviced by Kofile shall remain the property of Brazos County Clerk. This policy applies to any agreement, verbal or written, between Brazos County Clerk and Kofile.

The records are not used by Kofile other than in connection with providing the services pursuant to any agreement between Kofile and Brazos County Clerk. The records are not commercially exploited by or on behalf of Kofile, its employees, officers, agents, invitees or assigns, in any respect.

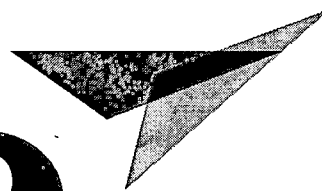
Please let me know if you have any questions. We look forward to serving Brazos County Clerk and to working together for the preservation and access of its public and historical assets.

Sincerely,

Billy Gerwick
Billy Gerwick
c: (832) 373-9124
e: billy.gerwick@kofile.com

lgs

Kofile



Solutions ▾

The Kofile Way

Resources

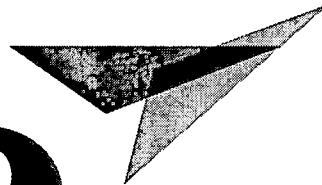
Stories

Company

Contact



Kofile



Terms & Conditions

Last Revised Date May 25, 2022

Welcome to Kofile Technologies, Inc., (“**KOFILE**”). Kofile is a Delaware corporation with a business address of 6300 Cedar Springs Road, Dallas, Texas 75235.

These Standard Terms and Conditions (“Terms”) are incorporated into and a part of the contract between Kofile and the Customer under which Kofile provides services or products (collectively “Services”) to a Customer. A Customer is the governmental entity or company which has executed an Agreement with Kofile for Services. Customer and Kofile may each be referred to as a “Party” and together the “Parties.”

1. Agreement

The Agreement means the contract between a Customer and Kofile consisting of these Terms and any proposal, purchase order, or sales order (“Proposal”) signed by a Customer which incorporates these Terms. Except as agreed to in writing by the Parties, the Agreement does not include any other terms and conditions included in any purchase orders or other documents related to the Proposal made or accepted by the Customer. In the event there are conflicting terms between the Terms and Proposal, these Terms will control unless expressly provided for otherwise in the Proposal.

2. Scope and Timing of Services

During the term of the Agreement, Kofile will provide Customer with Services outlined and set forth in the Proposal. Unless otherwise specified in the Proposal, Kofile will arrange for the transportation of the Customer records for Service as necessary and Kofile may use third parties to provide certain portions of the Services. Kofile will use reasonable efforts to complete the Services within the time-period(s) indicated in a Schedule or as otherwise agreed to by the parties.

3. Term

The Agreement will become effective on the date (“Effective Date”) the Proposal is fully signed by an authorized representative of both parties and will remain in effect for the term identified in the Proposal (“Initial Term”). If no term is identified in the Proposal, the Agreement will remain in effect until any of the following occurs: a) delivery of product(s)

or completion and acceptance by Customer of Services; b) or is terminated by either party.

4. Termination

This Agreement is subject to termination for convenience and without penalty by either party with no less than thirty (30) days written notice to the other party. Either party may terminate this Agreement for a material breach of the other party if such breach remains uncured after ten (10) days written notice to the other party. Kofile will use reasonable efforts not to incur additional fees upon notice of termination. Customer will be responsible for payment of all Services performed through the termination date.

5. Payment Terms

- a. Fees. Customer will timely pay all undisputed amounts required under the Agreement. Kofile's Proposal pricing is provided as good faith estimate of cost based upon information about the project provided to or understood by Kofile. Actual pricing may vary based upon the actual quantity and condition of records as determined after a full assessment performed by Kofile once it receives the Records. As a result, actual price may vary from an estimated price listed in a Proposal. Kofile will notify Customer within a reasonable period of time from when it determines actual price will exceed an estimated price.
- b. Invoicing and Payment. Unless otherwise provided for in the Proposal: a) payment of all fees is due in full upon the Effective Date of the Agreement; and b) Customer will pay all invoiced amounts due within 30 days of the date on the applicable invoice. Customer is responsible for providing complete and current billing and contact information.
- c. Taxes. Fees do not include any taxes, levies, duties, or similar assessments of any kind including value-added, sales, use or withholding taxes ("Taxes"). Unless indicated otherwise in the Proposal, Customer is exempt from Taxes and can provide an exemption certificate or citation to legal authority outlining Customer's tax-exempt status. Kofile is responsible for taxes assessed against Kofile based on its income, property, or employees.
- d. Suspension. Kofile may suspend provision of Services to Customer if Customer does not pay in full any undisputed balance within sixty (60) days of the date of an invoice until Customer satisfies any undisputed.

6. Appropriation

The obligations of Customer under the Agreement are expressly contingent upon the availability of funding. In the event Customer is unable to fulfill its obligations under this Agreement as a result of lack of sufficient funding, Customer may terminate this Agreement by written notice to Kofile. Notwithstanding the foregoing, Customer is responsible for and shall pay for all Services performed up through and including the date of termination.

7. Indemnification

Kofile shall defend, indemnify, and hold harmless the Customer and its officers, agents, and employees, from any and all losses, claims, demands, damages, injuries, causes of action, assessments, penalties, costs, expenses, judgments, or other liabilities (collectively "Claims") arising directly out of Kofile's negligent performance of any Services provided pursuant to this Agreement. Kofile's indemnification obligation shall only exist for the Term of this Agreement. Nothing in this Agreement shall be construed to require Kofile to provide indemnification for Claims (a) arising out of or otherwise related to, in whole or in part, the negligence or willful misconduct of the Customer or (b) concerning or otherwise related to the accuracy or inaccuracy, content, or omission of any information provided by, or on behalf of, Customer to Kofile.

8. Limitation of Liability

a. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY CLAIMS, PENALTIES OR DAMAGES, WHETHER IN CONTRACT, TORT, OR BY WAY OF INDEMNIFICATION, IN AN AMOUNT EXCEEDING THE FEES PAID BY CUSTOMER TO KOFIL IN THE MOST RECENT TWELVE (12) MONTHS.

b. UNDER NO CIRCUMSTANCES WILL EITHER PARTY TO THIS AGREEMENT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, INTRINSIC VALUE, OR SPECIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, HOWEVER CAUSED AND BASED ON ANY THEORY OF LIABILITY. THE PROVISIONS OF THIS SECTION SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.

9. Insurance

Kofile shall maintain in full force and effect, for the term of this Agreement, the following types of insurance: (a) Commercial General Liability insurance of not less than \$2,000,000.00 each occurrence, and \$2,000,000.00 in the aggregate, (b) Automobile Liability insurance of not less than \$2,000,000.00 combined single limit, (c) Errors and

Omissions Liability insurance of not less than \$5,000,000.00, and (d) Workers' Compensation insurance meeting or exceeding the statutory requirements, and Cyber/Privacy insurance of not less than \$5,000,000.00. A Certificate of Insurance confirming these coverages and limits will be provided to the Customer upon request. Customer will be listed as an additional insured on the commercial general liability and automobile coverage policies solely to the extent (a) of the required insurance limits and (b) of the risks and liabilities assumed by Kofile in this Agreement. Kofile shall cause insurer to furnish to Customer future certificate(s) evidencing the insurance described herein at any time upon request. Kofile will provide Customer with no less than thirty (30) days' notice of any material change, notice of non-renewal or cancellation.

10. Confidentiality

a. Subject to legal process and any public records request laws, information disclosed by or otherwise obtained from a party ("Disclosing Party") to or by the other party ("Receiving Party"), designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure, will be maintained in confidence by the Receiving Party. Customer will provide Kofile sufficient notice of any public records request pertaining to Kofile information to allow Kofile time to identify to Customer any applicable exemptions to disclosure for Customer's consideration.

b. Confidentiality Safeguards. Kofile will maintain appropriate physical, administrative and technical safeguards to protect Confidential Information constituting non-public personal information provided to it by Customer. Kofile will only use and disclose non-public information to its employees, agents, or subcontractors for the purpose of providing Service subject to the terms of the Agreement. Kofile will be permitted to compile and use aggregated or anonymized data from certain Services for Kofile's business purposes provided Customer is not identified as the source of such data. Upon creation, Kofile will be the owner of any aggregated or anonymized data and may copy, comingle, and use such data for analytics, improving our services, or any other lawful purpose.

c. Healthcare Information. Personal healthcare information (PHI) and other healthcare information may be subject to regulations including the Health Insurance Portability and Accountability Act ("HIPAA"). HIPAA may require the parties to enter into a business associate agreement ("BAA") regarding PHI. Unless indicated otherwise in the Proposal, Customer represents it is not a covered entity as defined by HIPAA and will not

provide healthcare records subject to HIPAA without prior notice to Kofile so the parties may determine whether a BAA is required.

11. Customer Property

All Customer property, including Records, sent to Kofile by Customer will remain the property of Customer. Upon written request, Kofile will return to Customer any Customer property it may possess or control. Kofile may destroy any electronic images or copies of Customer property ninety (90) days after the completion of the Services unless otherwise agreed upon by the parties. Kofile will provide Customer reasonable access to, or copies of, Records upon request while in the custody or control of Kofile.

12. Service Warranty

Kofile warrants to the Customer that all Services provided under this Agreement will be performed in a manner consistent with or greater than that degree of care, qualification, and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the time the Services were performed. If any work is reasonably determined by Customer to be less than professional quality, Kofile will correct such work without charge. This warranty extends for ninety (90) business days past termination or expiration of this Agreement. This warranty is limited to reworking of the unsatisfactory product without change to the original specifications and without regard to the amount of effort expended on the original work product.

THE GOODS AND SERVICES ARE PROVIDED ON AN "AS-IS" AND "AS AVAILABLE" BASIS. EXCEPT FOR THE SERVICE WARRANTY PROVIDED HEREIN, KOFIL AND ITS AFFILIATES AND AGENTS: 1) EXPRESSLY DISCLAIM ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT, FITNESS FOR A PARTICULAR PURPOSE, TITLE, QUALITY, ACCURACY, AND ANY WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE; 2) DO NOT WARRANT THAT ACCESS TO GOODS AND SERVICES WILL BE UNINTERRUPTED, ERROR-FREE OR SECURE, OR THAT ANY INFORMATION, SOFTWARE, OR OTHER MATERIAL ACCESSIBLE OR PROVIDED THROUGH SERVICES IS ACCURATE, COMPLETE OR FREE OF VIRUSES OR OTHER HARMFUL CONTENTS OR COMPONENTS; 3) SHALL IN NO EVENT BE LIABLE FOR ANY INACCURACY, ERROR, OMISSION, OR LOSS, INJURY OR DAMAGE (INCLUDING LOSS OF DATA) CAUSED IN WHOLE OR IN PART BY FAILURES, DELAYS, OR INTERRUPTIONS OF CUSTOMER.

13. General

- a. No Actions, Suits, Proceedings, or Debarment. Kofile warrants there are no actions, suits, or proceedings, pending or threatened, that will have a material adverse effect on Kofile's ability to fulfill its obligations under this Agreement. Kofile certifies as of the date of the Agreement, Kofile is not on the federal government's list of suspended, ineligible, or debarred contractors.
- b. Relationship. The parties are independent contractors, and this Agreement does not create a partnership, franchise, joint venture, agency, or employment relationship between the parties.
- c. Assignment. Kofile will not assign, transfer, or convey its interest in this Agreement without the prior written consent of Customer, which will not be unreasonably withheld. Notwithstanding the foregoing, Kofile may freely assign this Agreement to a corporate affiliate or in the event of the sale of all, or substantially all, of its assets.
- d. Notices. All notices to Customer will be sent to the address identified on the Proposal. Notices to Kofile will be sent to the following address:

Kofile Technologies, Inc.
6300 Cedar Springs Road
Dallas, Texas 75235
Attention: Legal Department
Legal@Kofile.com

All notices must be made either via email, conventional mail, or overnight courier. Notice sent via conventional mail, using registered mail, is deemed received four (4) business days after mailing. Notice sent via email or overnight courier is deemed received twenty-four (24) hours after having been sent.

- e. Force Majeure. Except for payment obligations for Services, any delay in or failure by either party in performance of this Agreement will be excused if and to the extent the delay or failure is caused by conditions beyond its control including but not limited to war, riot, strike, lock-out, fire, flooding, natural disasters, pandemics, force majeure events of subcontractors, or any other cause beyond the reasonable control of the party whose performance is affected.
- f. Waiver. The waiver by either party of any breach of any provision of this Agreement does not waive any other breach. The failure of any party to insist on strict

performance of any obligation in accordance with this Agreement will not be a waiver of the party's right to demand strict compliance in the future.

g. **Survival.** Unless otherwise provided elsewhere in the Agreement, the following provisions shall survive termination or expiration of the Agreement: 4 Payment Terms, 6 Indemnification, 7 Limitation of Liability, 9 Confidentiality, 10 Customer Property, 11 Service Warranty, and 12 General.

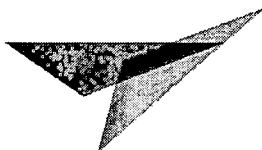
h. **Severability.** If any provision of this Agreement is determined to be illegal or invalid, they will be severed from the remainder of this Agreement without affecting the enforceability of the remaining portions.

i. **Governing Law.** This Agreement and all matters arising out of or relating to this Agreement, shall be governed by the laws of the state of Customer's primary place of business without reference to the principles of conflicts laws.

j. **Modification of Terms.** The Agreement may not be amended or modified except in writing and signed by both parties to the Agreement.

k. **Authority and Signatures.** The individual signing the Agreement on behalf of each party represents they have authority to enter into the Agreement on behalf of their respective entities and the execution of the Agreement is an act of the entities and constitutes legal, valid, and binding obligations of the parties. Each party agrees the Agreement may be electronically signed, (digital or encrypted) and electronic signatures have the same force and effect as manually written signatures.

l. **Entire Agreement.** The Proposal and these Terms constitute the entire Agreement between the parties regarding the provision of Services and supersedes all prior agreements, representations, arrangements, and understandings, whether oral or written, express or implied, with respect to the subject matter.



Kofile Headquarters

6300 Cedar Springs RD

Dallas, TX 75235

Call us at (833) 563-4533

QuickLink support: websupport@kofile.com

NEW TO KOFIL?

[What is Critical Records Management?](#)

[Preservation Solutions](#)

[Digitization Solutions](#)

[Access Solutions](#)

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[Terms and Conditions](#)

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[The Kofile Way](#)

[Leadership](#)

[Careers](#)

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[Resources](#)

[Contact](#)



ATTACHMENTS:

Original Contract

Backup Material

KONE Care™ Passenger Safety

RISK MITIGATION SOLUTIONS



February 13, 2024

Shelley Turek
Brazos County Auditor's Office

Re: Brazos Co. Courthouse - Elev. B Jack Replacement

KONE
Houston
15800 International Plaza Dr., Suite
150
Houston, TX 77032
Phone: +18329953491
Fax:
michael.nabors@kone.com

Dear Shelley Turek:

As your elevator service provider, we would like you to know that safety is a top priority. We strive to provide safe vertical transportation for our customers, your passengers, and a safe working environment for our technicians. Because of this, we want to inform you of an important safety issue.

KONE has reviewed your elevator, after additional research, we believe your elevator(s) were most likely installed using what is known as a single bottom hydraulic cylinder. While in some cases it is difficult to be absolutely certain, based on our experience, inspection, and other information we have reviewed, it is our opinion that this conclusion is accurate.

In 1971, the elevator industry began manufacturing cylinders with safety bulkheads, also referred to as double-bottom cylinders. With age, in-ground cylinders are increasingly susceptible to corrosion and leaks. Such leaks in a single-bottom cylinder can lead to an uncontrolled descent of the elevator cab, and under certain circumstances, a catastrophic failure with the car descending uncontrolled into the pit. If this were to occur there is a potential for serious and/or fatal injuries to your elevator passengers. Additionally, leaking hydraulic fluid is a significant environmental concern that can cause severe damage to equipment and contamination of the surrounding subsurface.

Double-bottom cylinders have been required by elevator code, ASME A17.1, since the 1970's, help to prevent such catastrophic failures. Therefore, KONE strongly recommends your organization replace the single bottom hydraulic cylinder units as soon as possible. Replacement of the cylinder is the only way to truly eliminate the potential risks associated with a single bottom hydraulic cylinder. KONE believes the risk associated with a single bottom hydraulic cylinder are not acceptable and we strongly encourage you to take action immediately.

We have enclosed a proposal for the work necessary to replace the single bottom hydraulic cylinder with a code-approved double bottom cylinder to eliminate the risks described above. We urge you to immediately review, sign, and return this proposal to KONE so we can order the necessary materials and schedule labor to complete this work.

KONE is committed to partnering with you to provide ongoing safe operation of your vertical transportation equipment. If you need additional clarification, we will gladly assist you. We look forward to hearing from you.

Very Truly Yours,

Mike Nabors
Senior SEB Sales Consultant
KONE Inc.

cc: KONE Risk Management



February 13, 2024

Brazos County Auditor's Office

ATTN: Shelley Turek

Re: Brazos Co. Courthouse - Elev. B Jack Replacement

KONE

Houston

15800 International Plaza Dr., Suite 150

Houston, TX 77032

Phone: +18329953491

Fax:

michael.nabors@kone.com

Description of Work

We propose to furnish and install the labor, materials, tools and supervisions to perform the following work on the B Service Elevator located at BRAZOS COUNTY COURTHOUSE.

We will remove the existing hydraulic cylinder and furnish and install a new hydraulic cylinder.

We will secure the elevator to the rails at the top of the hoistway, then will drain the hydraulic oil from the system and remove the complete hydraulic cylinder assembly. After removal of the complete hydraulic cylinder assembly, we will verify the plumpness of the existing hole. Once verified, a Polyvinyl Chloride (PVC) casing will be installed. The PVC enclosed casing is installed to help provide adequate cathodic protection from any future electrolysis and to provide an environmentally safe system.

Once the PVC enclosed casing is installed, the new hydraulic cylinder will be installed. The hydraulic cylinder is made of heavy seamless steel and fitted with a steel end cap. The end cap is a dished seamless steel construction and is equipped with a safety bulkhead.

Upon installation of the hydraulic cylinder, the existing hydraulic plunger will be inserted. We will then fill the hydraulic system with new hydraulic oil and attach the elevator cab back to the hydraulic plunger. A full-load safety test will be performed to confirm proper operation of the elevator system.

NOTE: KONE assumes no responsibility for unusual conditions such as hole cave in and/or a complete hydraulic cylinder assembly embedded in concrete. The excavation of the hole to accommodate the hydraulic cylinder assembly is based on encountering soil free of rocks, boulders, building construction members, sand, water, quicksand, underground caves and/or any other obstructions or unusual conditions. Should such obstructions or unusual conditions be encountered, additional time above or beyond the estimated number of working days to complete this project may be required. KONE will proceed on this portion of the repair on a time and material basis, billing you at our normal rates.

We warranty the complete job, labor, and material, for one (1) year after completion of work. Warranty of damage to the material only, caused by electrolysis of corrosion, for a period of five (5) years after completion of work.

Work By Others

If special drilling or excavation is required, purchaser will be responsible for all building protection and alterations to bring this equipment in building, during use and to remove equipment from building. Purchaser is responsible to provide power required for the duration of the project. Purchaser will provide full, unrestricted access to the work area for the contractor's workers and their agents at all times during the agreed upon working hours for the duration of the project. Purchaser will provide all necessary permits for welding, gas, burning and cutting in the elevator hoistway. Purchaser is responsible for deactivation and reactivation of fire, smoke and/or combustion sensors in the work area that may be activated by the effects of the operation required to complete this work.

Hydraulic Cylinder Replacement

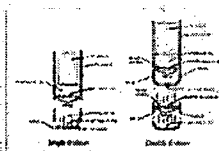
Single-bottom cylinders were installed in hydraulic elevators prior to 1972 (US) and 1976 (Canada). Current code requires that single bottom cylinders be replaced with double bottom cylinders.

Underground corrosion can cause catastrophic failure of a single-bottom cylinder. The sudden loss of oil will cause the elevator to rapidly descend into the pit. Whereas a double-bottom cylinder protects against this failure by limiting the speed of the elevator descent through a double-bottom safety bulkhead and relief valve.

Sealed PVC casing is also installed to further prevent corrosion and provide additional protection to the double-bottom cylinder.

Benefits of double bottom

- Create a safer operating environment
- Reduce likelihood of a catastrophic failure, minimizing the chance of cylinder-related injury or death
- Required by current code
- Reduce unplanned downtime that can occur when your single bottom cylinder fails, resulting in your elevator being out of service for several weeks
- Allows for proactive planning in advance, which reduces overall downtime and allows an owner to schedule repair to minimize operation interruption



Price

Our total price to perform the above-mentioned work amounts to: \$337,000.00 plus applicable taxes.

Our price includes applicable labor, material and permit fees. This proposal is not binding on KONE until approved by an authorized KONE representative. Pricing is subject to KONE's attached Terms and Conditions for tendered repairs and, by signing below, Purchaser hereby agrees to these Terms and Conditions. Price is valid for 30 days from the date of this proposal.

THE CUSTOMER UNDERSTANDS THAT THIS IS A FIXED PRICE PROPOSAL. SUPPORTING DOCUMENTATION FOR MATERIALS AND/OR LABOR SHALL NOT BE A CONDITION PRECEDENT IN ORDER FOR PAYMENT IN FULL TO BE MADE TO KONE.

The agreed delivery times for the project may need to be extended because of delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, such as mandatory holiday extensions and transportation restrictions imposed by authorities in China and other countries, and the availability of personnel, logistics providers and supply chains, due to the epidemic.

Down Payment

The above quoted price is based on a \$84,250.00 down payment, due before the order will be processed. Once the proposal is signed and loaded into our system a down payment invoice will be issued. KONE reserves the right to delay ordering of material or commencing work until down payment is received. In the event the order is cancelled by the Customer, Customer shall reimburse KONE for all work performed and materials ordered as of the date of cancellation and Customer shall pay KONE a cancellation fee of 50% of the order value.

ACCEPTANCE: The foregoing Agreement is hereby signed and accepted in duplicate on behalf of Brazos County Auditor's Office

(Signature)

DUANE PETERS

(Print Name)

COUNTY JUDGE

(Print Title)

3/26/2024

Date

Respectfully submitted by,
KONE Inc.

Mike Nabors
Mike Nabors, Senior SEB Sales Consultant

B.J. Tyler
(Approved by) Authorized Representative

General Manager
(Title)

3/19/2024
Date

TERMS AND CONDITIONS

This proposal is subject to the following terms and conditions, all of which are hereby agreed to:

KONE shall submit invoices for the value of material delivered and/or labor performed, less the down payment paid at the time of proposal acceptance. A final invoice shall be issued by KONE upon completion of the work and shall include all balances due. Purchaser agrees to pay the amount of any tax imposed by any existing law, or by any law enacted after the date of this Agreement, based upon the transfer, use, ownership or possession of the equipment involved in the services rendered herein. KONE reserves the right to discontinue our work at anytime until we have assurance, satisfactory to us, that payments will be made as agreed. Final payment shall become due and payable upon completion of the work described in this Agreement. KONE imposes a surcharge for payment made via credit card that is not greater than our cost of acceptance. The surcharge that we impose for this type of transaction is a percentage of the amount paid via credit card, which will be notified to the customer at the payment portal. Failure to pay any sum due to KONE within thirty (30) days of the invoice will be a material breach. A delinquent payment charge calculated at the rate of 1½ % per month, or if such rate is usurious then at the maximum rate under applicable law, shall be applied to the delinquent payments. In the event of default on the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, all attorney fees, collection cost or court costs in connection therewith. The machinery, implements and apparatus furnished hereunder remain KONE's personal property and KONE retains title thereto until final payment is made, with right to retake possession of the same at the cost of the Purchaser if default is made in any of the payments, irrespective of the manner of attachment to the realty, the acceptance of notes, or the sale, mortgage or lease of the premises.

The states requiring notice prior to filing a lien, this notice requirement is hereby complied with.

A party is not liable for failure to perform its obligations under the Agreement if such failure results from Acts of God, fire, flood, unusual delay in deliveries, unavoidable casualties, terrorist activities, government sanction, blockage, embargo, labor dispute, strike, or lockout, concealed conditions, shortage or unavailability of materials, supplies, labor, equipment or systems, interruption or failure of electricity or telephone service or any other causes beyond the party's control. The non-performing party must promptly notify the other party in writing of the force majeure event and resume performance immediately upon cessation of the event.

Purchaser agrees to provide safe access to the equipment and machine room areas. Should conditions develop beyond KONE's control, making the building or premises in which KONE's personnel are working unsafe, KONE reserves the right to discontinue work until such unsafe conditions are corrected. Should damage occur to KONE's material or work on the premises, by fire, theft or otherwise, Purchaser shall compensate us therefore.

Any asbestos removal necessitated by work described in this Proposal will be the Purchaser's responsibility. Purchaser shall provide documentation that the asbestos has been abated from the KONE work area and air clearance reports shall be made available upon request. Purchaser is responsible for all costs of oil disposal should it be determined that oil from Purchaser's equipment is contaminated.

KONE undertakes to perform this work in conformity with the usual applied codes and standards, however, no guarantee can be made that all code violations or defects have been found. This work is not intended as a guarantee against failure or malfunction of equipment at any future time.

It is agreed and understood that KONE is not responsible for damages, either to the vertical transportation equipment or to the building, or for any personal injury or death, arising from or resulting from any code required safety tests performed on this equipment.

Nothing in this agreement shall be construed to mean that KONE assumes any liability of any nature whatsoever arising out of, relating to or in any way connected with the use or operation of the equipment described above. Purchaser shall be solely responsible for the use, repair and maintenance of the equipment and for taking such steps including but not limited to providing attendant personnel, warning signs and other controls necessary to ensure the safety of the user or safe operation of the equipment. Neither KONE nor its affiliates, subsidiaries or divisions shall be responsible or liable for any damages, claims, suits, expenses and payments on account of or resulting from any injury, death or damage to property arising or resulting from the misuse, abuse or neglect of the equipment herein named or any other device covered by this contract. Purchaser shall at all times and at Purchaser's own cost, maintain a commercial general liability policy covering bodily injury and property damage with the limits of liability Purchasers customarily carry (naming KONE as additional insured) arising out of the services provided under this Authorization and/or the ownership, maintenance, use or operation of the equipment described herein.

It is agreed and understood that Purchaser is solely responsible for ongoing maintenance and care of the equipment described above. IT IS EXPRESSLY UNDERSTOOD, IN CONSIDERATION OF OUR PERFORMANCE OF THIS WORK THAT PURCHASER ASSUMES ALL LIABILITY FOR THE USE, MAINTENANCE OR OPERATION OF THE EQUIPMENT DESCRIBED ABOVE AND FOR ANY INJURY, INCLUDING DEATH, TO ANY PERSON OR PERSONS AND FOR DAMAGE TO PROPERTY OR LOSS OF USE THEREOF, ON ACCOUNT OF OR RESULTING FROM THE PERFORMANCE OF THE WORK TO BE DONE HEREIN, AND AGREES TO THE EXTENT PERMITTED BY LAW TO DEFEND, INDEMNIFY AND HOLD HARMLESS KONE, ITS OFFICERS, DIRECTORS AND EMPLOYEES FROM ALL DAMAGES, CLAIMS, SUITS, EXPENSES AND PAYMENTS ON ACCOUNT OF OR RESULTING FROM ANY SUCH INJURY, DEATH OR DAMAGE TO PROPERTY, EXCEPT THAT RESULTING FROM THE SOLE NEGLIGENCE OF KONE INC. Purchaser hereby waives any and all rights of recovery, arising as a matter of law or otherwise, which Purchaser might now or hereafter have against KONE Inc. Provided however, that nothing herein shall constitute a waiver of the County's right to assert sovereign immunity.

KONE warrants the materials and workmanship of the equipment for 1 year after completion. Purchaser's remedy is limited to repair or replacement of a defective part, in KONE's sole discretion. The warranty is limited to the replacement or repair of the part itself, and excludes labor. In no event shall KONE be responsible for damage due to normal wear and tear, vandalism, abuse, misuse, neglect, work or repairs or modifications by others, or any other cause beyond the control of KONE. KONE disclaims any other warranty of any kind, either expressed or implied, including without limitation the implied warranties of merchantability or fitness for a particular purpose, or noninfringement.

Unless otherwise agreed, it is understood that the work shall be performed during regular working hours of regular working days of the elevator trade. If overtime work is mutually agreed upon and performed, the additional price, at KONE's usual rates for such work, shall be added to the contract price herein named.

It is expressly understood and agreed all prior agreements written or verbal regarding the subject matter herein are void and the acceptance of this Agreement shall constitute the contract for the material and work specified in this Agreement. Any changes to this Agreement must be made in writing and signed by both parties.

The terms and conditions set forth herein shall constitute the complete agreement for any work performed, AND shall prevail over and supersede any terms and conditions contained in any documents provided by the Purchaser.

The Purchaser does hereby agree the exclusive venue for any dispute between the parties shall be in the county of Brazos County, TX.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2024 Breedlove Subd Final Plat

DATE OF COURT MEETING: 3/26/2024

ITEM: Request for approval of the Final Plat of Breedlove Subdivision; 18.07 Acres; William Dunn Survey, Abstract 108; City of College Station ETJ, Brazos County, Texas. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 03/21/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

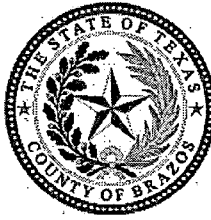
[Prelim Plan Application Brazos.pdf](#)
[Breedlove Final Plat_030724.pdf](#)

Description

Application for Development
Plat

Type

Backup Material
Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2024 Breedlove Subd Final Plat

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FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Prelim_Plan_Application_Brazos.pdf

Breedlove_Final_Plat_030724.pdf

Description

Application for Development

Plat

Type

Backup Material

Backup Material

APPROVED

Duane Peters
County Judge

Date

**Brazos County Road & Bridge Office**

2617 SH 21 West

Bryan, TX 77803

Telephone: (979) 822-2127

Fax: (979) 775-0456

Email: plats@brazoscountytexas.gov**PLAT APPLICATION**

SUBJECT PROPERTY INFORMATION	
APPLICATION DATE *: March 27, 2023	RESUBMITTAL: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PROJECT / SUBDIVISION NAME: Breedlove Subdivision	
PROJECT ADDRESS OR LOCATION: R48413 at 10566 North Dowling Rd and R48415 at 10608 North Dowling Rd	
LEGAL DESCRIPTION: PT OF Lot 1, WHITE CANYON ESTATES	
IF RESUBMITTAL, PROJECT FORMERLY KNOWN AS:	
NUMBER OF LOTS: 13	TOTAL ACREAGE 18.07 acres
JURISDICTION: <input type="checkbox"/> CITY LIMITS <input checked="" type="checkbox"/> College Station ETJ <input type="checkbox"/> OUTSIDE ALL CITY LIMITS AND ETJs	

* Notification of Application completeness will be given within 10 days of Application date. All incomplete Applications will be rejected. This Application shall expire five (5) years from the Application date of the project.

TYPE OF APPLICATION		
<input type="checkbox"/> MASTER PLAN	<input type="checkbox"/> SIMPLIFIED PLAT	<input checked="" type="checkbox"/> PRELIMINARY PLAN
<input checked="" type="checkbox"/> FINAL PLAT	<input type="checkbox"/> AMENDING PLAT	<input type="checkbox"/> REPLAT

APPLICATION PURPOSE		
<input checked="" type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> MANUFACTURED HOME RENTAL COMMUNITY	<input type="checkbox"/> COMMERCIAL
<input type="checkbox"/> OTHER (Please explain):		

FLOODPLAIN	
IS ANY OF THE PROPERTY LOCATED IN A FLOODPLAIN OR FLOOD HAZARD AREA?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Acknowledgment: The flood hazard boundary maps and other flood data used by Brazos County in evaluating flood hazards to proposed Developments are considered reasonable and accurate for regulatory purposes and are based on the best available scientific and engineering data. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. Issuance of a Floodplain Permit in accordance with the Brazos County Flood Damage Prevention Ordinance does not imply that Development outside the areas of special flood hazard will be free from flooding or flood damage. Issuance of a permit shall not create liability on the part of Brazos County or any officer or employee of Brazos County in the event flooding or flood damage does occur.	

TxDOT RIGHT-OF-WAY	
WILL ANY CONSTRUCTION OCCUR IN TxDOT RIGHT-OF-WAYS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

DIGITAL FILE SUBMISSION		
COUNTY ENGINEER	<input checked="" type="checkbox"/> ADOBE (.pdf file) <input type="checkbox"/> AutoCAD (.dwg file)	(Email To: plats@brazoscountytexas.gov)
911 ADDRESSING	<input checked="" type="checkbox"/> ADOBE (.pdf file) <input type="checkbox"/> AutoCAD (.dwg file)	(Email To: gis@brazoscountytexas.gov)

CONTACT INFORMATION	
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APPLICANT INFORMATION			
FIRM NAME: Beamon Engineering			
CONTACT: Daniel Beamon			
ADDRESS: 16172 Bench Lane			
CITY: Bryan	STATE: TX	ZIP: 77807	
PHONE: 979-571-2407		FAX:	
EMAIL: daniel@beamonengineering.com			

PROPERTY OWNER INFORMATION			
FIRM NAME: EXQUISITE DEVELOPMENT LLC			
CONTACT: Craig Breedlove			
ADDRESS: 1645 GREENS PRAIRIE RD W STE 401A			
CITY: College Station	STATE: TX	ZIP: 77845	
PHONE: 979-777-7953		FAX:	
EMAIL: craig.breed28@gmail.com			

ENGINEER INFORMATION			
FIRM NAME: Beamon Engineering			
CONTACT: Daniel Beamon			
ADDRESS: 16172 Bench Lane			
CITY: Bryan	STATE: TX	ZIP: 77807	
PHONE: 979-571-2407		FAX:	
EMAIL: daniel@beamonengineering.com			

SURVEYOR INFORMATION			
FIRM NAME: Kerr Surveying			
CONTACT: Brett Lawler			
ADDRESS: 409 N Texas Ave			
CITY: Bryan	STATE: TX	ZIP: 77803	
PHONE: (979) 268-3195		FAX:	
EMAIL: brett@kerrsurveying.net			

OTHER INFORMATION			
FIRM NAME:			
CONTACT:			
ADDRESS:			
CITY:	STATE:	ZIP:	
PHONE:		FAX:	
EMAIL:			

PROPERTY OWNER CONSENT / AGENT AUTHORIZATION

By my signature, I hereby affirm that I am the property Owner of record, or if the Applicant is an organization or business entity, that authorization has been granted to represent the Owner, organization or business in this Application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the Development/Subdivision of this property.

SIGNATURE:

PRINTED NAME:

CRAIG A BREEDLOVE

DATE:

3-27-23

SIGNATURE:

PRINTED NAME:

DATE:

By signing this form, the Owner of the property authorizes Brazos County to begin proceedings in accordance with the process for this type of Application indicated on page one of this Application. The Owner further acknowledges that submission of an Application does not in any way obligate the County to approve the Application and that although County staff may make certain recommendations regarding this Application, the Commissioner's Court may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.

CALCULATIONS OF FEES

MASTER PLAN:	No charge	SIMPLIFIED PLAT:	\$100	PRELIMINARY PLAN:	\$150 + \$10 per lot
FINAL PLAT:	\$200 + \$20 per lot	AMENDING PLAT:	\$100	REPLAT:	\$200

RECEIPT BY BRAZOS COUNTY (Official Use Only)

DATE APPLICATION RECEIVED: ____ / ____ / ____

DATE APPLICATION RECEIVED / REJECTED: ____ / ____ / ____

SIGNATURE:

SIGNATURE:

Receipt of this Application by Brazos County does not provide confirmation or acceptance of a complete Application, nor does it waive requirements for any additional information not contained as part of this Application which may also be needed as a part of the review process.

Application Check List:

Copies of finished plat with corrections (if any):

- ☐ Three (3) hard copies to Brazos County
- ☒ One (1) .pdf copy to Brazos County
- ☐ One (1) .dwg copy to Brazos County
- ☒ One (1) hard copy to Brazos County Health District
- ☒ One (1) hard copy to Brazos County 911
- ☒ One (1) hard copy to local Water District or Company

Letters of approval (to be sent by the approving institution directly to Brazos County Engineering):

- ☐ Letter from Brazos County Health District - For On-site sewage evaluation.
- ☐ Letter from Brazos County 911 - For Road names.
- ☒ Letter from Water District or Company. - Stating water availability, etc.

If property is within an Extraterritorial Jurisdiction (ETJ) of a City:

- ☐ Approval notification from appropriate City.

Applicant attests that they have signed this Application in the capacity designated, if any, and further attests that they have read document and the statement contained herein and any attached are true and factual. All Applicants are encouraged to review the County Regulations prior to any plat submittal. It is understood that this Application is not finished or dated until all documents listed above are filed at the Brazos County Engineering Office and all applicable blanks are filled in the Application above.

SIMPLIFIED FINAL PLAT REQUIREMENTS

Every Simplified Plat shall include all of the following:

- ☒ Title Block with the following information:
 - ☒ Name, address, telephone and email address of Subdivider, recorded Owner, Engineer and surveyor.
 - ☒ Proposed name of Subdivision. (Subdivision name & Street names will be approved through the Brazos County 911.) (Replats need to retain original Subdivision name.)
 - ☒ Date of preparation. (Include the date of any revisions on the plat.)
 - ☒ Engineer's scale in feet.
 - ☒ Total area intended to be developed.
 - ☒ Proposed number of Lots to be developed.
 - ☒ Re-plat or Amending Plat, existing Lot and Block description or Abstract name and number.
- ☒ North arrow.
- ☒ Drawn on 24" x 36" sheet to scale of 100-feet per inch or larger.
- ☒ Subdivision boundary indicated by heavy lines. Boundary must include all of Parent Tract.
- ☒ All horizontal control and vertical elevations depicted on the plat shall be tied to NAD83 and NAVD 1988 Datum.
- ☒ A vicinity map, drawn at a scale appropriate to show all nearby major Roadways and sufficient in detail to identify the location of the proposed plat.
- ☒ All adjacent property Owner's names, deed record, or Subdivision name, Block and Lot number, and existing use.
- ☒ All parcels within the boundary of the Subdivision shall have a Block and Lot number shown on the face of the plat drawing.
- ☒ County boundaries, City limits, Extraterritorial Jurisdiction (ETJ) boundaries, school district boundaries and Subdivision section and/or phase boundaries.
- ☒ Road names and Right-of-Way width for all Roads. (Existing and proposed)
- ☒ All existing and proposed plat boundary lines, phase/section lines, and Lot lines with bearings and dimensions.
- ☒ Utility Services. (Water, wastewater, electrical, natural gas, cable, phone, etc.)
- ☒ Pipelines: label company with volume and page.
- ☒ All certification language as found in Appendix C.
- ☒ Easements and rights-of-way shall be dedicated to the public. The dedication of all Easements and rights-of-way shall be accomplished free of liens. The dedication shall be accompanied by the Certificate of Ownership and Dedication language found in Appendix C. The Owner's and any lien holder's dedication, and restrictions if any duly acknowledged in the manner required for acknowledgement of deeds, shall also be provided.
- ☒ All proposed Easements and existing Easements of record that have a designated route shall be shown on the plat with bearings and dimensions. The Owner shall be responsible for coordinating with all Utility Providers the location of all utility Easements that are shown on the Final Plat.
- ☒ Building Setback Lines for each proposed Lot as defined herein. For Subdivisions located within an Extraterritorial Jurisdiction (ETJ), this may be shown on the drawing or included as a plat note.
- ☒ Metes and bounds description of the property to be subdivided shall be certified by a Registered Professional Land Surveyor (RPLS), describing a beginning point and reciting bearings and

distances to a corner of the original land grant survey of which the Subdivision is a part, according to the best available data. (Shown on drawing; not separate description)

- ☒ All Subdivision external corners, angle points, points of curvature and points of tangency shall be set by a Registered Professional Land Surveyor (RPLS) before the plat is recorded and shall be a TxDOT "Light Duty Setting" monument with an aluminum or bronze disk as specified in Appendix C of the TxDOT Survey Manual of April 2011. Alternately, Bernsten® Standard Aluminum Base monument (or equivalent as approved by the County Engineer) embedded and backfilled with compacted sand may be used. All Daughter Lots, Blocks and rights-of-way within the Subdivision shall be fully monumented in compliance with the Texas Board of Professional Land Surveying Act and the Board Rules set by a Registered Professional Land Surveyor (RPLS) before the plat is recorded.
- ☒ Primary control points or descriptions and ties to such control points, to which, later, all dimensions, angles, bearings, Block numbers, and similar data shall be referred. The plat shall be located with respect to a corner of the surveyor tract, or an original corner of the original survey of which it is a part. All boundaries shall be tied to a County control monument.
- ☒ The plat note regarding Owner's responsibilities as found in Appendix G.4, if not contained in the Owner's dedication.
- ☒ The On-site Sewage Facility (OSSF) setback as required by the Brazos County Health District.
- ☒ The location, zone classification and panel Effective Date of the 100-Year Floodplain as identified on the most current Brazos County Flood Insurance Rate Map (FIRM), published by the Federal Emergency Management Agency (FEMA).
- ☒ If there are any areas within the plat that include a FEMA-mapped Floodplain with a Zone A classification, or if there exists within or adjacent to the plat any water courses whose upstream drainage basin is larger than 64 acres, the plat shall also show the extent of the 100-Year Floodplain as determined by an engineering study under the seal of a Registered Professional Engineer. This study shall be sufficient in scope to determine and establish a BFE for all points within the plat.
- ☒ BFE's shall be shown for all points within the plat, as determined by the results of an engineering study. For plats where a FEMA-mapped Floodplain with a Zone AE classification exists within the plat, the BFE established by the accompanying FEMA- published flood study may be substituted for the engineering study.
- ☒ A minimum lowest finished floor elevation (FFE) for Buildings shall be established for each Lot within the plat. This minimum FFE shall be twelve (12) inches higher than the highest spot elevation that is located within five (5) feet outside the perimeter of the Building, or two-feet above the BFE, whichever is higher.
- ☒ If any areas within the plat include a 100-Year Floodplain (as determined by the results of an engineering study or as established by FEMA), a benchmark shall be established by the Owner within or immediately adjacent to the boundary of the plat. The location, description and elevation of the benchmark are required to be identified on the face of the plat. The elevation of this benchmark shall utilize the same vertical datum as that used in the engineering study to determine the FFE.
- ☒ A separate drawing containing both existing and proposed topographic information at 2-FT contour intervals along with the plat boundaries, Easement locations (existing & proposed), and culverts (existing & proposed).
- ☒ The certification language as found in Appendix C for both the Commissioner's Court approval and the County Clerk's filing certificate shall be located on the face of the plat. These signatures shall be obtained after approval by the Brazos County Commissioner's Court.
- ☒ If any Lot within the plat will be served by a well or an On-site Sewage Facility (OSSF), a letter must be provided by the Brazos County Health District stating they have examined the plat and that it is in compliance with the Brazos County On-site Sewage Facility (OSSF) Regulations, Construction Standards for On-site Sewage Facility (OSSF) Regulations as published by the Texas Commission on Environmental Quality (TCEQ). This letter must be signed by a representative of the District prior to Final Plat approval.

- ☒ If the plat contains a water well site, there shall be a depiction of the TCEQ separation requirements per Title 30, Part 1, Chapter 290, Subchapter D Rule §290.41.
- ☒ If rural route mailboxes are proposed, the plat note as found in Appendix G.2 for placement of such mailboxes shall be shown on the face of the plat.
- ☒ If any areas of the plat are located outside of all incorporated areas, the plat note as found in Appendix G.1 regarding the requirement to obtain a unique Development Permit from the Brazos County Floodplain Administrator prior to locating or altering a structure or land shall be placed on the plat.
- ☒ It is the responsibility of the Owner to assure that the proposed name of the Subdivision is not duplicated. Subdivisions with different sections are considered unique. The Owner shall check with the County Clerk's records for verification.
- ☒ Driveway culverts for all Lots shall be designed by a Licensed Professional Engineer.
- ☒ If entrances or driveways are proposed fronting Texas Department of Transportation (TxDOT) controlled highways, farm-to-market Roads, or others, copies of correspondence with TxDOT are required to be submitted with the Preliminary Plan stating that the general entrance or driveway configuration is within TxDOT's guidelines. Formal approval of the layout from TxDOT is required prior to approval of Final Plat.
- ☒ The diameter and length for each driveway culvert shall be shown on a table on the plat. This information shall also be placed in the deed restrictions for the Lots in the Subdivision.
- ☒ The Owner shall provide a letter of serviceability from an entity or entities providing water service or a letter stating that no service is available within 300 feet of the Subdivision and certifying that the Lots are suitable for private wells.
- ☒ Any Improvements proposed within the Right-of-Way including, but not limited to, irrigation, landscaping, sidewalks, Subdivision identification signs, etc. shall be maintained in accordance with an executed license agreement between the County and the Owner.
- ☒ This check list along with the required copies of the plat shall be submitted to the County Engineer for approval.
- ☒ Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property and detention basins, if needed.
- ☒ All existing and proposed water courses or manmade drainage channels shall be located within a Common Area to be maintained by Owner.

MASTER PLAN / PRELIMINARY PLAN REQUIREMENTS

Every Master Plan / Preliminary Plan shall include all of the following:

- ☒ Title Block with the following information:
 - ☒ Name, address, telephone and email address of Subdivider, recorded Owner, Engineer and surveyor.
 - ☒ Proposed name of Subdivision. (Subdivision name & Street names will be approved through the Brazos County 911.)
 - ☒ Date of preparation. (Include the date of any revisions on the plan.)
 - ☒ Engineer's scale in feet.
 - ☒ Total area intended to be developed.
 - ☒ Proposed number of Lots to be developed.
 - ☒ Abstract name and number.
- ☒ The Preliminary Plan shall carry the legend "PRELIMINARY PLAN FOR REVIEW PURPOSES ONLY".
- ☒ North arrow.
- ☒ Drawn on 24" x 36" sheet to scale of 100-feet per inch or larger.
- ☒ Subdivision boundary indicated by heavy lines. Boundary must include all of Parent Tract.
- ☒ All horizontal control and vertical elevations depicted on the plan shall be tied to NAD83 and NAVD 1988 Datum.
- ☒ A vicinity map, drawn at a scale appropriate to show all nearby major Roadways and sufficient in detail to identify the location of the proposed plan.
- ☒ All adjacent property Owner's names, deed record, or Subdivision name, Block and Lot number, and existing use.
- ☒ All parcels within the boundary of the Subdivision shall have a Block and Lot number shown on the face of the plan drawing.
- ☒ County boundaries, City limits, Extraterritorial Jurisdiction (ETJ) boundaries, school district boundaries and Subdivision section and/or phase boundaries.
- ☒ Road names and Road designation (whether the Road will be public or privately owned), pavement width and Right-of-Way width for all proposed Roads within and all existing Roads abutting the plan. (Proposed and existing)
- ☒ All existing and proposed plan boundary lines, phase/section lines, and Lot lines with bearings and dimensions.
- ☒ Utility Services. (Water, wastewater, electrical, natural gas, cable, phone, etc.) (Existing and proposed.)
- ☒ Pipelines: label company with volume and page.
- ☒ The Preliminary Plan (including the entire Parent Tract if only a portion of that tract is to be subdivided) shall be shown on a single sheet, regardless of its acreage. The Preliminary Plan may also be shown on multiple sheets if necessary to show all detail and required information as required by this section.
- ☒ Size, in acres, of all Daughter Tracts.
- ☒ Centerline tangent lengths and curve data for all proposed Roads.
- ☒ Easements and rights-of-way shall be dedicated to the public. The dedication of all Easements and rights-of-way shall be accomplished free of liens.

- ☒ All proposed Easements and existing Easements of record that have a designated route shall be shown on the plan with bearings and dimensions. The Owner shall be responsible for coordinating with all Utility Providers the location of all utility Easements that are shown on the Final Plat.
- ☒ Building Setback Lines for each proposed Lot as defined herein. For Subdivisions located within an Extraterritorial Jurisdiction (ETJ), this may be shown on the drawing or included as a plan note.
- ☒ Metes and bounds description of the property to be subdivided shall be certified by a Registered Professional Land Surveyor (RPLS), describing a beginning point and reciting bearings and distances to a corner of the original land grant survey of which the Subdivision is a part, according to the best available data. (Shown on drawing; not separate description)
- ☒ Primary control points or descriptions and ties to such control points, to which, later, all dimensions, angles, bearings, Block numbers, and similar data shall be referred. The plat shall be located with respect to a corner of the surveyor tract, or an original corner of the original survey of which it is a part. All boundaries shall be tied to a County control monument.
- ☒ The plat note regarding Owner's responsibilities as found in Appendix G.4, if not contained in the Owner's dedication.
- ☒ The On-site Sewage Facility (OSSF) setback as required by the Brazos County Health District.
- ☒ The location, zone classification and panel Effective Date of the 100-Year Floodplain as identified on the most current Brazos County Flood Insurance Rate Map (FIRM), published by the Federal Emergency Management Agency (FEMA).
- ☒ If there are any areas within the plat that include a FEMA-mapped Floodplain with a Zone A classification, or if there exists within or adjacent to the plat any water courses whose upstream drainage basin is larger than 64 acres, the plat shall also show the extent of the 100-Year Floodplain as determined by an engineering study under the seal of a Registered Professional Engineer. This study shall be sufficient in scope to determine and establish a BFE for all points within the plat.
- ☒ BFE's shall be shown for all points within the plat, as determined by the results of an engineering study. For plats where a FEMA-mapped Floodplain with a Zone AE classification exists within the plat, the BFE established by the accompanying FEMA- published flood study may be substituted for the engineering study.
- ☒ A minimum lowest finished floor elevation (FFE) for Buildings shall be established for each Lot within the plat. This minimum FFE shall be 12-inches higher than the highest spot elevation that is located within five feet outside the perimeter of the Building, or two-feet above the BFE, whichever is higher.
- ☒ If any areas within the plat include a 100-Year Floodplain (as determined by the results of an engineering study or as established by FEMA), a benchmark shall be established by the Owner within or immediately adjacent to the boundary of the plat. The location, description and elevation of the benchmark are required to be identified on the face of the plat. The elevation of this benchmark shall utilize the same vertical datum as that used in the engineering study to determine the FFE.
- ☒ A drawing containing both existing and proposed topographic information at 2-FT contour intervals along with the plat boundaries, Easement locations (existing & proposed), and culverts (existing & proposed).
- ☒ If the plat contains a water well site, there shall be a depiction of the TCEQ separation requirements per Title 30, Part 1, Chapter 290, Subchapter D Rule §290.41.
- ☒ It is the responsibility of the Owner to assure that the proposed name of the Subdivision is not duplicated. Subdivisions with different sections are considered unique. The Owner shall check with the County Clerk's records for verification.
- ☒ The Owner shall provide a letter of serviceability from an entity or entities providing water service or a letter stating that no service is available within 300 feet of the Subdivision and certifying that the Lots are suitable for private wells.

- ☒ If entrances or driveways are proposed fronting Texas Department of Transportation (TxDOT) controlled highways, farm-to-market Roads, or others, copies of correspondence with TxDOT are required to be submitted with the Preliminary Plan stating that the general entrance or driveway configuration is within TxDOT's guidelines. Formal approval of the layout from TxDOT is required prior to approval of Final Plat.
- ☒ For Road widening and drainage purposes the Owner shall dedicate the Right-of-Way. In the case of drainage that is provided for the Lots, it shall be located outside of the Right-of-Way in a private drainage Easement. In the case of drainage that is provided for the Roadway, it shall be located within the Right-of-Way.
- ☒ Indicate the centerline length of each Road in the proposed Subdivision and its design speed.
- ☒ If the Roads within the Subdivision will be privately maintained, include the appropriate note(s) per the requirements of Article 8 of these Regulations.
- ☒ Locations of existing and proposed private alleys.
- ☒ Locations of existing and proposed public areas.
- ☒ Locations of other public Improvements, including but not limited to parks, schools and other public facilities.
- ☒ The location of proposed cluster mailboxes, as required.
- ☒ All proposed Off-site Easements for infrastructure construction must be shown on the Preliminary Plan.
- ☒ Proposed phasing. Each phase must be able to stand alone to meet requirements of these Regulations.
- ☒ Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property and detention basins, if needed.
- ☒ If the proposed Preliminary Plan is to be a Private Subdivision (containing privately maintained Roads), the title of the plan shall contain the phrase, "A Private Subdivision". Refer to Article 8 for additional requirements.
- ☒ This check list along with the required copies of the plan shall be submitted to the County Engineer for approval.
- ☒ Include a description of contributing drainage to the proposed Subdivision. The submittal shall include the area, slope and type of Development in the contributing area.
- ☒ Drainage narrative in compliance with the BCEDG.
- ☒ Clearly indicate the method of sanitary sewage treatment and/or disposal such as, but not limited to, municipal sewer service, private sewage disposal system and On-site sewage facilities including the size and location of all proposed sewer mains and manholes. Preliminary grades for each main between manholes and the depth at each manhole shall also be shown.
- ☒ All existing and proposed water courses or manmade drainage channels shall be located within a Common Area to be maintained by Owner.

FINAL PLAT APPLICATION REQUIREMENTS

Every Final Plat must include all of the items provided on the Simplified Plat checklist as well as the following:

- ☒ For Road widening and drainage purposes the Owner shall dedicate the Right-of-Way. In the case of drainage that is provided for the Lots, it shall be located outside of the Right-of-Way in a private drainage Easement. In the case of drainage that is provided for the Roadway, it shall be located within the Right-of-Way.
- ☒ If public Roadways are to be built as part of the plat, the plat note regarding the responsibility for construction of Roadways as found in Appendix G.3 shall be placed on the face of the plat.
- ☒ The plat note regarding Owner's responsibilities as found in Appendix G.4, if not contained in the Owner's dedication.
- ☒ Indicate the centerline length of each Road in the proposed Subdivision and its design speed.
- ☒ If more than four mailboxes are to be provided within the Subdivision, cluster mailboxes shall be provided and the location of such shall be indicated on the plat.
- ☒ If the Roads within the Subdivision will be privately maintained, include the appropriate note(s) per the requirements of Article 8 of these Regulations.
- ☒ Locations of existing and proposed private alleys.
- ☒ Locations of existing and proposed public areas.
- ☒ Locations of other Public Improvements, including but not limited to parks, schools and other public facilities.
- ☒ All Off-site Easements for infrastructure construction must be shown on the Final Plat with a volume and page listed to indicate where the separate instrument Easements were filed. Separate instrument Easements must be filed prior or concurrently with Final Plat.
- ☒ Proposed phasing. All phasing shall be in accordance with the approved Master Plan and/or Preliminary Plan and each phase must be able to stand alone to meet requirements of these Regulations. Infrastructure costs should be separate for each phase of the Subdivision.
- ☒ Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property.
- ☒ If the proposed Final Plat is to be a Private Subdivision (containing privately maintained Roads), the title of the plat shall contain the phrase, "A Private Subdivision". Refer to Article 8 for additional requirements.
- ☒ In the case of an On-site Sewage Facility (OSSF), the Developer shall be responsible for providing a Development Plan, as performed by a Professional Sanitarian, a Licensed Professional Engineer, or person certified as required by TCEQ Title 30 TAC Chapter 285. The sewage disposal plan shall be performed according rules and regulations established by the Brazos County On-site Sewage Facility (OSSF) Order and TCEQ Title 30 TAC Chapter 285.

BRAZOS COUNTY NOTES:

G.1 DEVELOPMENT NOTE:
NO STRUCTURE OR LAND WITHIN THIS PLAT SHALL HEREAFTER BE LOCATED OR ALTERED WITHOUT FIRST OBTAINING A DEVELOPMENT PERMIT FROM THE BRAZOS COUNTY FLOODPLAIN ADMINISTRATOR. THE MINIMUM LOWEST FINISHED FLOOR ELEVATION SHALL BE ONE (1) FOOT HIGHER THAN THE HIGHEST SPOT ELEVATION THAT IS LOCATED WITHIN FIVE (5) FEET OUTSIDE THE PERIMETER OF THE BUILDING, OR TWO (2) FEET ABOVE THE BASE FLOOD ELEVATION ("BFE"), WHICHEVER IS HIGHER.

G.2 MAILBOXES
RURAL MAILBOXES SHALL BE SET FIVE (5) FEET FROM THE EDGE OF THE PAVEMENT OR BEHIND CURBS, WHEN USED. ALL MAILBOXES WITHIN COUNTY ARTERIAL RIGHT OF WAY SHALL MEET THE CURRENT TPOOT STANDARDS. ANY MAILBOX THAT DOES NOT MEET THIS REQUIREMENT MAY BE REMOVED BY BRAZOS COUNTY. FOR SINGLE-FAMILY RESIDENTIAL DEVELOPMENTS, MULTI-UNIT RESIDENTIAL DEVELOPMENTS OR MANUFACTURED HOME COMMUNITIES, NEIGHBOR DELIVERY AND COLLECTION BOX UNITS ("NDBUS"), OR COMMUNITY MAILBOXES, SHALL BE REQUIRED, IF POSSIBLE. THESE MAILBOX UNITS SHOULD BE INSTALLED ON LOW VOLUME INTERSECTING ROADWAYS OR ON PRIVATE PROPERTY. LOCATIONS FOR THE NDBUS SHALL BE SHOWN ON THE CONSTRUCTION PLANS.

G.3 ROADWAY CONSTRUCTION
IN APPROVING THIS PLAT BY THE COMMISSIONER'S COURT OF BRAZOS COUNTY, TEXAS, IT IS UNDERSTOOD THAT THE BUILDING OF ALL ROADS, AND OTHER PUBLIC THOROUGHFARES AND ANY BRIDGES OR CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IS THE RESPONSIBILITY OF THE OWNER(S) OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONER'S COURT OF BRAZOS COUNTY, TEXAS. SAID COMMISSIONER'S COURT ASSUMES NO OBLIGATION TO BUILD ANY OF THE ROADS, OR OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, OR OF CONSTRUCTING ANY OF THE BRIDGES OR DRAINAGE IMPROVEMENTS IN CONNECTION THEREWITH. THE COUNTY WILL ASSUME NO RESPONSIBILITY FOR DRAINAGE WAYS OR EASEMENTS IN THE SUBDIVISION, OTHER THAN THOSE DRAINING OR PROTECTING THE ROAD SYSTEM.

G.4 OWNER'S RESPONSIBILITIES
IT IS THE RESPONSIBILITY OF THE OWNER, NOT THE COUNTY, TO ASSURE COMPLIANCE WITH THE PROVISIONS OF ALL APPLICABLE STATE, FEDERAL AND LOCAL LAWS AND REGULATIONS RELATING TO THE PLATTING AND DEVELOPMENT OF THIS PROPERTY. THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF REPRESENTATIONS BY THE OTHER PARTIES IN THIS PLAT. FLOODPLAIN DATA, IN PARTICULAR, MAY CHANGE IS FURTHER UNDERSTOOD THAT THE OWNERS OF THE TRACT OF LAND COVERED BY THIS PLAT MUST INSTALL AT THEIR OWN EXPENSE ALL TRAFFIC CONTROL DEVICES AND SIGNAGE THAT MAY BE REQUIRED BEFORE THE ROADS IN THE SUBDIVISION HAVE FINALLY BEEN ACCEPTED FOR MAINTENANCE BY THE COUNTY.

CERTIFICATE OF OWNERSHIP AND DEDICATION

STATE OF TEXAS }
BRAZOS COUNTY }

I, (WE), EB EXQUISITE DEVELOPMENT LLC, THE OWNER(S) AND DEVELOPER(S) OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS THE BREEDLOVE SUBDIVISION, TO THE CITY OF COLLEGE STATION, TEXAS, AND WHOSE NAME(S) IS/ARE SUBSCRIBED HEREIN, HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, GREENWAYS, INFRASTRUCTURE, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED. ALL SUCH DEDICATIONS SHALL BE IN FEE SIMPLE UNLESS EXPRESSLY PROVIDED OTHERWISE.

CRAIG BREEDLOVE
MANAGER

DATE

WILLIAM MARTEL EASTERLING
MANAGER

DATE

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED

_____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING DOCUMENT, AND ACKNOWLEDGE TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATIONS STATED HEREON. GIVEN UNDER

MY HAND AND SEAL ON THIS _____ DAY OF _____, 2024.

MY COMMISSION EXPIRES: _____
NOTARY PUBLIC, BRAZOS COUNTY, TEXAS

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED

_____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING DOCUMENT, AND ACKNOWLEDGE TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATIONS STATED HEREON. GIVEN UNDER

MY HAND AND SEAL ON THIS _____ DAY OF _____, 2024.

MY COMMISSION EXPIRES: _____
NOTARY PUBLIC, BRAZOS COUNTY, TEXAS

CERTIFICATE OF SURVEYOR:

I, NATHAN PAUL KERR, REGISTERED PROFESSIONAL LAND SURVEYOR (RPLS) NO. 6834, IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT, WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

NATHAN PAUL KERR
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6834

DATE

CERTIFICATE OF THE ENGINEER:

I, DANIEL BEAMON, REGISTERED ENGINEER, CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THE IMPROVEMENTS DESCRIBED HEREON.

DANIEL BEAMON
REGISTERED PROFESSIONAL ENGINEER

DATE

CERTIFICATE OF APPROVAL:

THIS SUBDIVISION PLAT WAS DULY APPROVED BY THE COMMISSIONER'S COURT OF BRAZOS COUNTY, TEXAS, AS THE FINAL PLAT OF MEIER SUBDIVISION ON THE _____ DAY OF _____, 2024.

COUNTY JUDGE
BRAZOS COUNTY, TEXAS

DATE

CERTIFICATE OF THE COUNTY CLERK:

I, COUNTY CLERK OF BRAZOS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THIS PLAT, WITH ITS CERTIFICATES OF AUTHENTICATION WAS FILED FOR RECORD ON THE _____ DAY OF _____, 2023, AND DULY RECORDED IN VOLUME _____ PAGE _____, OFFICIAL PUBLIC RECORDS OF BRAZOS COUNTY, TEXAS.

COUNTY CLERK
BRAZOS COUNTY, TEXAS

DATE

COUNTY REGULATION SETBACK NOTES

ACCORDING TO THE BRAZOS COUNTY SUBDIVISION REGULATIONS DATED 7-5-2016, THIS LOT IS SUBJECT TO THE FOLLOWING BUILDING SETBACKS (R) FROM EDGE OF EASEMENT AS SHOWN HEREON:

FRONT SETBACK ~ 25 FEET
SIDE SETBACK (INTERIOR) ~ 10 FEET
REAR SETBACK ~ 20 FEET

CERTIFICATE OF CITY ENGINEER

I, _____, CITY ENGINEER OF THE CITY OF COLLEGE STATION, TEXAS, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO THE REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY OF COLLEGE STATION.

CITY ENGINEER
CITY OF COLLEGE STATION

DATE

CERTIFICATE OF PLANNING AND ZONING COMMISSION

I, _____, CHAIRMAN OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF COLLEGE STATION, HEREBY CERTIFY THAT THE ATTACHED PLAT WAS DULY APPROVED BY THE COMMISSION ON THE _____ DAY OF _____, 20 ____.

CHAIRMAN(S)

DRIVEWAY CULVERTS:

LOTS 2 THROUGH 13 SHALL PROVIDE A MINIMUM 18" CULVERT TO MAINTAIN ACCEPTABLE STORMWATER FLOW IN THE DITCH ALONG BREEDLOVE DRIVE.

LOT 1 IS AN EXISTING SINGLE FAMILY HOME AND WILL REMAIN

DRIVEWAY NOTE:

NEW DRIVEWAYS ARE NOT ALLOWED ON NORTH DOWLING ROAD AND MUST ACCESS BREEDLOVE ROAD. EXISTING DRIVEWAYS MAY REMAIN.

Curve Table						
Line	Length	Radius	Chord Length	Chord Bearing	Delta	
C1	52.62'	440.00'	52.59'	N26°37'23"W	6°51'06.8"	
C2	28.97'	335.00'	28.96'	N25°40'29"W	4°57'39.4"	
C3	106.63'	510.00'	106.44'	S29°11'13"E	11°58'46.8"	
C4	9.28'	265.00'	9.28'	N47°11'39"W	2°00'21.4"	
C5	19.68'	25.00'	19.17'	N70°37'40"W	45°05'56.9"	
C6	19.68'	25.00'	19.17'	S25°31'43"E	45°05'56.9"	
C7	21.41'	440.00'	21.41'	N46°41'02"W	2°47'17.3"	

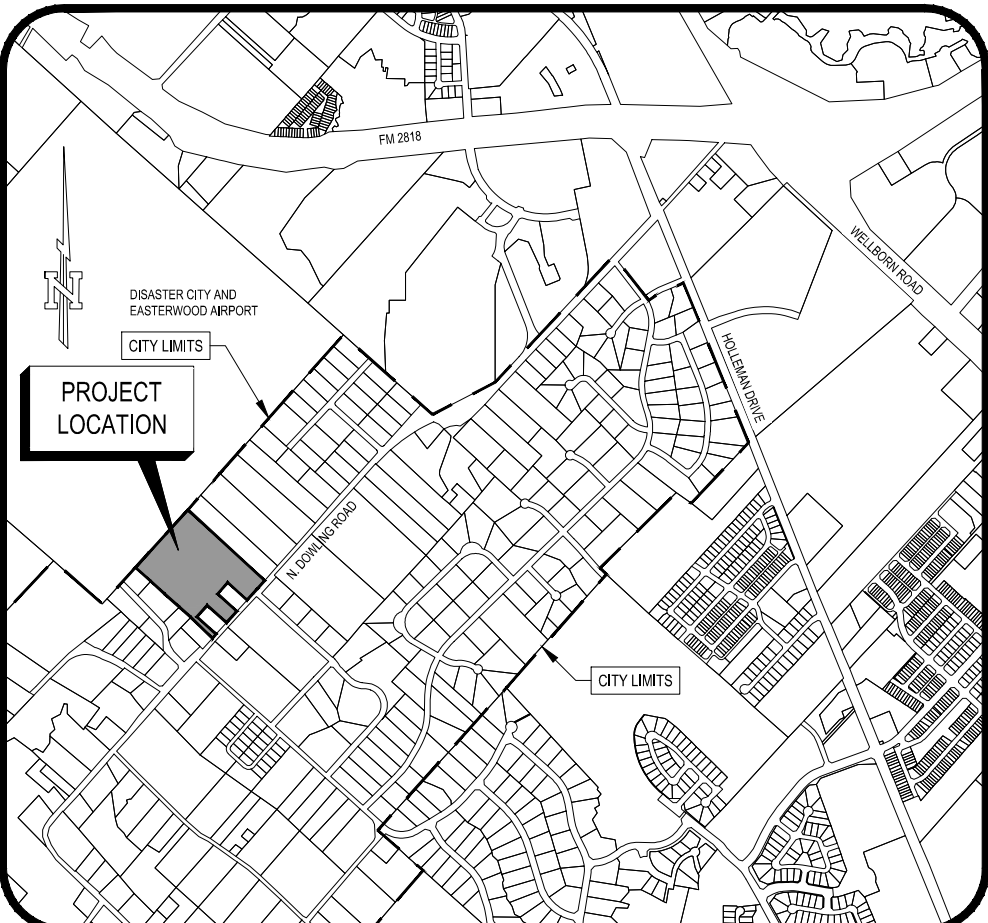
Line Table		
Line	Distance	Bearing
L1	60.29'	N48° 04' 04"W
L2	23.80'	S84° 39' 57"W
L3	68.85'	S20° 37' 06"W
L4	27.13'	S35° 31' 31"W
L5	30.57'	S51° 33' 06"E
L6	20.22'	S86° 59' 37"W
L7	17.07'	S64° 21' 22"W
L8	26.65'	N88° 42' 43"W
L9	50.62'	S15° 57' 34"W
L10	10.33'	S58° 48' 34"W
L11	21.73'	S13° 53' 23"W
L12	20.25'	S42° 17' 03"W
L13	16.48'	S9° 49' 39"W
L14	28.04'	S25° 25' 15"W
L15	13.19'	S55° 02' 16"W
L16	27.02'	S23° 11' 50"E
L17	27.26'	N20° 26' 09"E
L18	50.54'	N53° 41' 16"E
L19	25.52'	S89° 10' 00"E
L20	14.66'	N48° 22' 06"E
L21	19.68'	N23° 39' 42"E
L22	35.57'	N83° 45' 12"E
L23	17.39'	N17° 11' 30"E
L24	11.02'	N70° 35' 49"E
L25	19.41'	S87° 21' 29"E
L26	12.63'	N52° 32' 04"E
L27	22.30'	N21° 15' 55"E
L28	18.22'	N34° 26' 36"W
L29	32.37'	N29° 13' 43"E
L30	36.10'	N57° 43' 12"E

Line Table		
Line	Distance	Bearing
L31	34.05'	N23° 11' 50"W
L32	11.24'	N23° 11' 50"W
L33	57.98'	S64° 06' 13"W
L34	78.09'	S40° 41' 28"W
L35	23.58'	S33° 38' 49"W
L36	47.01'	S27° 11' 27"W
L37	42.56'	S46° 20' 50"W
L38	16.28'	S1° 33' 17"W
L39	17.34'	S37° 47' 22"W
L40	17.04'	S2° 20' 02"E
L41	18.96'	S28° 44' 07"W
L42	25.89'	S2° 42' 03"E
L43	34.89'	S72° 49' 04"W
L44	20.00'	S37° 42' 05"W
L45	12.30'	S76° 05' 43"W
L46	73.23'	S48° 04' 41"E
L47	78.68'	N56° 02' 00"E
L48	26.72'	N7° 07' 20"E
L49	35.09'	N32° 56' 57"E
L50	70.41'	N35° 50' 02"E
L51	31.94'	N37° 42' 16"E
L52	78.09'	N27° 06' 42"E
L53	25.66'	N27° 32' 42"E
L54	46.31'	N24° 50' 39"E
L55	41.37'	N37° 25' 27"E
L56	19.85'	N41° 24' 04"E
L57	1.09'	S48° 15' 03"E

PROPOSED LEGEND	
	PROPERTY BOUNDARY
	ROW BOUNDARY
	LOT LINE
	EASEMENT LINE
	EXISTING EASEMENT LINE
	CITY LIMITS LINE
	APPROXIMATE SURVEY LINE
	CORNER MONUMENTATION TO BE SET UNLESS OTHERWISE NOTED
	ROW DEDICATION

OSSF NOTES

- ALL LOTS SERVED BY AN ON-SITE SEWAGE FACILITY (OSSF) MUST COMPLY WITH COUNTY AND STATE MINIMUM LOT SIZING REQUIREMENTS.
- ALL OSSF CONSTRUCTION REQUIRES AN APPLICATION FORM, FEE AND PLANNING MATERIALS BE SUBMITTED FOR REVIEW AND APPROVAL BY THE BOLD AND NO OSSF CONSTRUCTION MAY OCCUR PRIOR TO THE "AUTHORIZATION TO CONSTRUCT" PERMIT BEING ISSUED BY THE BOLD. THIS PERMIT ENSURES COMPLIANCE WITH THE COUNTY ORDER ADOPTED BY THE COMMISSIONERS COURT OF BRAZOS COUNTY, PURSUANT TO THE PROVISIONS OF SECTION 21.084 OF THE TEXAS WATER CODE.
- A SITE EVALUATION IS REQUIRED FOR EACH LOT WHERE AN OSSF IS PROPOSED. THE SITE EVALUATION MUST BE PERFORMED BY A STATE LICENSED SITE EVALUATOR OR PROFESSIONAL ENGINEER WHO VISITS THE PROPERTY AND CONDUCTS THE ANALYSIS REQUIRED IN SECTION §285.30. AND PRODUCES THE SITE DRAWING REQUIRED BY §285.5(A).
- NO OSSF DISPOSAL FIELD IS TO ENROACH ON THE 100- OR 150- FEET SANITARY ZONE OF PRIVATE WATER WELLS OR PUBLIC WATER WELLS RESPECTIVELY. THE REQUIRED SANITARY ZONE MUST BE CLEARLY DELINEATED AROUND ALL EXISTING PRIVATE OR PUBLIC WELLS LOCATED ON THE SUBDIVISION PLAT OR WELLS LOCATED WITHIN 150 FEET OF A SUBDIVISION BOUNDARY ON ADJACENT PROPERTIES
- NO OSSF TANK OR DISPOSAL FIELD MAY ENROACH ON THE SEPARATION DISTANCE TO SURFACE WATERS INCLUDING STREAMS, PONDS, LAKES, RIVERS, CREEKS, OR ANY OTHER SETBACK FEATURES INDICATED IN 30 TEXAS ADMINISTRATIVE CODE CHAPTER §285.91. (10) TABLE X.
- NO OSSF TREATMENT, DISTRIBUTION AND COLLECTION LINES, OR DISPOSAL FIELD MAY ENROACH INTO A PUBLIC UTILITY EASEMENTS (PUE). ENROACHMENT INTO ANY UNDERGROUND OR OVERHEAD PIPELINE OR UTILITY EASEMENT WILL NOT BE ALLOWED WITHOUT THE WRITTEN PERMISSION OF ALL EASEMENT HOLDERS. ALL UNDERGROUND AND OVERHEAD EASEMENTS MUST BE CLEARLY DELINEATED ON THE SUBDIVISION PLAT.
- AREAS OF GROUND WITH >30 PERCENT SLOPE ARE NOT SUITABLE FOR INSTALLATION OF OSSF TANKS OR DISPOSAL FIELDS (>15 PERCENT SLOPE FOR SURFACE APPLICATION). 30 TEXAS ADMINISTRATIVE CODE §285.4(C) REVIEW OF SUBDIVISION PLANS SPECIFY SUBDIVISION PLANNING MATERIALS (1) MUST INCLUDE INFORMATION ON (B) TOPOGRAPHY, (C) FLOODPLAIN, AND (G) SURFACE DRAINAGE. AREAS OF UNSUITABLE SLOPE, AREAS WITHIN SFHA ZONES A (FLOODPLAIN) OR COMPLEX DRAINAGE FEATURES AND DRAINAGE EASEMENTS SHOULD BE INDICATED ON THE SUBDIVISION PLAT FOR ANY PROPOSED LOTS WHERE THESE CONDITIONS EXIST AND MAY INTERFERE WITH CONSTRUCTION OF AN OSSF.



VICINITY MAP
1" = 200'

A FIELD NOTES DESCRIPTION OF 18.37 ACRES IN THE WILLIAM DUNN SURVEY, ABSTRACT 108, BRAZOS COUNTY, TEXAS, BEING ALL OF THE REMAINDER OF A CALLED 20 ACRE TRACT OF LAND CONVEYED TO DANNY JOE SUSTARE IN VOLUME 17063, PAGE 171 OF THE OFFICIAL PUBLIC RECORDS OF BRAZOS COUNTY, TEXAS (OPRBC) AND 18.37 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A POINT IN THE NORTHWEST LINE OF NORTH DOWLING ROAD (RIGHT-OF-WAY APPEARS TO BE PRESCRIPTIVE IN NATURE) FOR THE SOUTH CORNER OF THE SAID REMAINDER OF 20 ACRES AND BEING THE SOUTH CORNER HEREOF; FROM WHICH THE CITY OF COLLEGE STATION MONUMENT CSA-114.8485 S 28° 02' 00" W, A DISTANCE OF 4.408.8 FEET.

THENCE, WITH THE SOUTHWEST LINE OF THE SAID REMAINDER OF 20 ACRES, N 48° 48' 41" W, PASSING AT A DISTANCE OF 28.15 FEET A 12 INCH IRON ROD WITH A BLUE PLASTIC CAP STAMPED "KERR SURVEYING" FOUND BEING THE EAST CORNER OF OAKHURST ADDITION RECORDED IN VOLUME 388, PAGE 185, DEED RECORDS OF BRAZOS COUNTY, TEXAS (DRBC) AND CONTINUING WITH THE COMMON LINE OF THE SAID REMAINDER OF 20 ACRES AND OAKHURST ADDITION FOR A TOTAL DISTANCE OF 169.26 FEET TO A POINT WITHIN A 6 INCH CEDAR FENCE POST FOUND ON THE SOUTHEAST LINE OF A CALLED 10 ACRE TRACT OF LAND CONVEYED TO THE TEXAS A&M UNIVERSITY SYSTEM IN VOLUME 81, PAGE 180 (DRBC), FOR THE NORTH CORNER OF OAKHURST ADDITION; THENCE, BEING THE WEST CORNER OF THE SAID REMAINDER OF 20 ACRES AND THE SOUTH CORNER HEREOF;

THENCE, WITH THE COMMON LINE OF THE SAID REMAINDER OF 20 ACRES AND SAID 10 ACRES, N 41° 40' 48" E, FOR A DISTANCE OF 795.30 FEET TO A POINT WITHIN A 6 INCH CEDAR FENCE POST FOUND FOR THE NORTHWEST CORNER OF A CALLED 5.800 ACRE TRACT OF LAND CONVEYED TO 10468 DOWLING, LLC IN VOLUME 1825, PAGE 247 (OPRBC) AND BEING THE NORTH CORNER OF THE SAID REMAINDER OF 20 ACRES AND THE NORTH CORNER HEREOF;

THENCE, WITH THE COMMON LINE OF SAID 5.800 ACRES AND THE SAID REMAINDER OF 20 ACRES, S 48° 44' 48" E, FOR A DISTANCE OF 1.081.68 FEET TO A POINT WITHIN A 6 INCH CEDAR FENCE POST FOUND FOR THE NORTHWEST CORNER OF A CALLED 0.88 ACRE TRACT OF LAND CONVEYED TO DANNY JOE SUSTARE IN VOLUME 17063, PAGE 171 (OPRBC);

THENCE, ALONG THE NORTHWEST LINE OF NORTH DOWLING ROAD AND WITH THE SOUTHWEST LINE OF THE SAID REMAINDER OF 20 ACRES, S 41° 48' 48" W, FOR A DISTANCE OF 274.8 FEET TO A POINT FOR THE EAST CORNER OF A CALLED 0.88 ACRE TRACT OF LAND CONVEYED TO DANNY JOE SUSTARE IN VOLUME 17063, PAGE 171 (OPRBC);

THENCE, WITH THE COMMON LINE OF THE SAID REMAINDER OF 20 ACRES AND SAID 0.88 ACRE FOR THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- N 48° 11' 59" W, PASSING AT A DISTANCE OF 18.87 FEET A 1 INCH IRON PIPE FOUND BENT AND CONTINUING FOR A TOTAL DISTANCE OF 271.50 FEET TO A 4X4 INCH WOOD FENCE POST;
- S 44° 44' 44" W, FOR A DISTANCE OF 107.48 FEET TO A POINT FROM WHICH A 12 INCH IRON ROD FOUND BEARS S 48° 11' 59" E, A DISTANCE OF 100 FEET;
- S 48° 11' 59" E, PASSING AT A DISTANCE OF 255.65 FEET A 1 INCH IRON PIPE FOUND BENT AND CONTINUING FOR A TOTAL DISTANCE OF 270.6 FEET TO A POINT ON THE NORTHWEST LINE OF NORTH DOWLING ROAD, FOR THE SOUTH CORNER OF SAID 0.88 ACRES.

THENCE, ALONG THE NORTHWEST LINE OF NORTH DOWLING ROAD AND WITH THE SOUTHWEST LINE OF THE REMAINDER OF SAID 20 ACRES, S 41° 48' 48" W, FOR A DISTANCE OF 161.09 FEET TO A POINT FOR THE EAST CORNER OF A CALLED 1.08 ACRE TRACT OF LAND CONVEYED TO BRANT D. BUCHE AND CYNTHIA BUCHE IN VOLUME 1155, PAGE 302 (OPRBC).

THENCE, WITH THE COMMON LINE OF SAID 1.08 ACRES AND THE SAID REMAINDER OF 20 ACRES FOR THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- N 48° 11' 59" W, PASSING AT A DISTANCE OF 15.04 FEET A 5/8 INCH IRON ROD FOUND AND CONTINUING FOR A TOTAL DISTANCE OF 282.7 FEET TO A 12 INCH IRON ROD WITH A BLUE PLASTIC CAP STAMPED "KERR SURVEYING" FOUND;
- N 48° 11' 59" W, FOR A DISTANCE OF 18.87 FEET TO A 12 INCH IRON PIPE FOUND BENT AND CONTINUING FOR A TOTAL DISTANCE OF 271.50 FEET TO A 4X4 INCH WOOD FENCE POST;
- S 44° 44' 44" W, FOR A DISTANCE OF 107.48 FEET TO A POINT FROM WHICH A 12 INCH IRON ROD FOUND BEARS S 48° 11' 59" E, A DISTANCE OF 100 FEET;
- S 48° 11' 59" E, PASSING AT A DISTANCE OF 255.65 FEET A 1 INCH IRON PIPE FOUND BENT AND CONTINUING FOR A TOTAL DISTANCE OF 270.6 FEET TO A POINT ON THE NORTHWEST LINE OF NORTH DOWLING ROAD, FOR THE SOUTH CORNER OF SAID 0.88 ACRES.

THENCE, ALONG THE NORTHWEST LINE OF NORTH DOWLING ROAD AND WITH THE SOUTHWEST LINE OF THE SAID REMAINDER OF 20 ACRES, S 41° 48' 48" W, FOR A DISTANCE OF 161.09 FEET TO THE POINT OF BEGINNING HEREON AND CONTAINING 18.37 ACRES, MORE OR LESS.

GENERAL NOTES

1. BEARING SYSTEM SHOWN HEREON IS BASED ON THE TEXAS STATE PLANE CENTRAL ZONE GRID NORTH AS ESTABLISHED FROM GPS OBSERVATION USING THE LEICA SMARTNET NAD83 (NAD2011) EPOCH 2010 MULTI-YEAR CORS SOLUTION 2 (MYC2S).

2. DISTANCES SHOWN HEREON ARE SURFACE DISTANCES UNLESS OTHERWISE NOTED. TO OBTAIN GRID DISTANCES (NOT AREAS) DIVIDE BY A COMBINED SCALE FACTOR OF 1.00010150997406 (CALCULATED USING GEOID12B).

3. (CM) INDICATES CONTROLLING MONUMENT FOUND AND USED TO ESTABLISH PROPERTY BOUNDARIES.

- ITEM 10a: 20" WIDE ELECTRICAL EASEMENT TO THE CITY OF BRYAN RECORDED IN VOLUME 141, PAGE 394 (DRBC) DOES AFFECT THIS TRACT. THIS EASEMENT IS BLANKET IN NATURE AND NOT PLOTTABLE.
- ITEM 10b: 5' WIDE PIPELINE EASEMENT TO WELBORN WATER SUPPLY CORPORATION RECORDED IN VOLUME 303, PAGE 367 (DRBC) DOES CROSS THIS TRACT AS SHOWN.
- ITEM 10c: BOUNDARY LINE AGREEMENT RECORDED IN VOLUME 8815, PAGE 145 (OPRBC) DOES AFFECT THIS TRACT AND IS SHOWN HEREON.
- ALL OTHER ITEMS ARE NOT SURVEY ITEMS AND/OR ARE NOT ADDRESSED BY THIS PLAT.

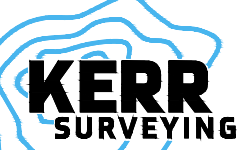
5. THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOODPLAIN IDENTIFIED IN FEMA FIRM MAP 48041C0305F, DATED APRIL 2, 2014.

6. COMMON AREAS WILL BE OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION (HOA). HOA DOCUMENTS WILL BE PROVIDED WITH THE FINAL PLAT IN ACCORDANCE WITH UDO SECTION 8.4.5 OWNERS ASSOCIATIONS FOR COMMON AREAS AND FACILITIES.

7. NO CONSTRUCTION, LANDSCAPING, GRADING, OR STRUCTURES SHALL IMPED, CONSTRICT, OR BLOCK THE FLOW OF WATER IN ANY PRIVATE DRAINAGE EASEMENTS.

8. THE WATER SUPPLIER FOR THIS DEVELOPMENT IS WELBORN, SUD. THE WATERLINES WILL BE DESIGNED AND CONSTRUCTED TO CITY OF COLLEGE STATION SPECIFICATIONS AND STANDARDS. THESE WATERLINES WILL PROVIDE THE REQUIRED FLOW TO FIRE HYDRANTS TO MEET FIRE PROTECTION REQUIREMENTS.

**FINAL PLAT
OF THE
BREEDLOVE SUBDIVISION**
BLOCK 1, LOTS 1-6
BLOCK 2, LOTS 1-7
COMMON AREAS 1 AND 2
AN 18.07 ACRE TRACT
BEING THE REMAINDER OF A CALLED 20 ACRES
VOLUME 17063, PAGE 171 OPRBC
WILLIAM DUNN SURVEY, ABSTRACT 108
BRAZOS COUNTY, TEXAS



"When one person stands to gain over another, the facts must be uncovered"

SCALE: 1" INCH = 80 FEET
SURVEY DATE: 12-21-2022 | PLAT DATE: 04-04-2023
JOB NUMBER: 21-1010 | CAD NAME: 22-1010-TITLE
POINT FILE: 21-1010 (CONT); 22-1010 (JOB)
DRAWN BY: MS CHECKED BY: NPK

PREPARED BY: KERR SURVEYING, LLC
TBPELS FIRM#0018500
409 N. TEXAS AVENUE, BRYAN, TEXAS 77803
PHONE: (979) 268-3195
SURVEYS@KERRSURVEYING.NET | KERRLANDSURVEYING.COM

PLAT PREPARED BY:



**BEAMON
ENGINEERING**
16172 BENCH LANE, BRYAN, TEXAS 77807
PH. (979) 571-2407
TBPE FIRM NO. F-21588

OWNER:
EB EXQUISITE DEVELOPMENT LLC
1645 GREENS PRAIRIE RD W STE 401 A
CRAIG.BREED2@gmail.com
PH. (979) 771-7853



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

CC 2024 - Right of Way
Abandonment - Millican Townsite -
20" Alley - Block 35; Lots 3,4,5

DATE OF COURT MEETING:

3/26/2024

ITEM:

Consider and take action to close, vacate and abandon a portion of the 20-foot alleyway located in Block 35 between Lots 3,4 and 5 of the town of Millican. Alleyway was never built and there is no public interest served by retaining the original right-of-way. Site is located in Precinct 1.

TO:

Commissioners Court

FROM:

Joe Salvato

DATE:

03/19/2024

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

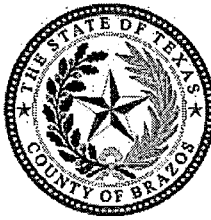
[Abandonment-Millican Block 35-Quintero.pdf](#)

Description

Abandonment-Millican-Block 35-Quintero

Type

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

CC 2024 - Right of Way
Abandonment - Millican Townsite -
20" Alley - Block 35; Lots 3,4,5

DATE OF COURT MEETING: 3/26/2024

ITEM: Consider and take action to close, vacate and abandon a portion of the 20-foot alleyway located in Block 35 between Lots 3,4 and 5 of the town of Millican. Alleyway was never built and there is no public interest served by retaining the original right-of-way. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Joe Salvato

DATE: 03/19/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Abandonment-Millican_Block_35-Quintero.pdf	Abandonment-Millican-Block 35-Quintero	Backup Material
Abandonment-Quintero-CAD.pdf	Abandonment-Quintero-CAD	Backup Material

APPROVED

Duane Peters
County Judge

Date

3/26/24

**ORDER VACATING ROAD
("Order")**

STATE OF TEXAS §

COUNTY OF BRAZOS §

WHEREAS, the Brazos County Commissioners Court desires to close, abandon, and vacate a public road upon the following tract:

All that certain, lot, tract or parcel of land lying and being situated in the ELLIOT M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas, and being a portion of the undeveloped 20-foot wide alley as depicted in Block 35 of the TOWN OF MILLICAN, according to the plat recorded in Volume "P", Page 484, of the Deed Records of Brazos County Texas (DRBCT) and this tract being more particularly described by metes and bounds in **Exhibit A**, attached hereto and incorporated herein by reference;

WHEREAS, Texas Transportation Code §251.001 defines "abandon" as to "relinquish the public's right of way in and use of the road" and defines "vacate" as to "terminate the existence of the road by direct action of the commissioners court of a county". TEXAS TRANSPORTATION CODE §251.001 (1) and (3); and

WHEREAS, Texas Transportation Code §251.051(a)(1) states "the commissioners court of a county shall order that public roads be laid out, opened, discontinued, closed, abandoned, vacated or altered." TEXAS TRANSPORTATION CODE §251.051 (a) (1); and

WHEREAS, Texas Transportation Code §251.051(b)(1) states "a unanimous vote of the commissioners court is required to close, abandon, or vacate a public road." TEXAS TRANSPORTATION CODE §251.051(b)(1); and

WHEREAS, no person that owns property that abuts the public road being closed, abandoned and vacated has attempted to enjoin the entry or enforcement of this order. TEXAS TRANSPORTATION CODE §251.058(a)(1); and

WHEREAS, the public road being closed, abandoned and vacated does not provide the only ingress or egress to any property adjacent to it. TEXAS TRANSPORTATION CODE §251.058 (a) (2); and

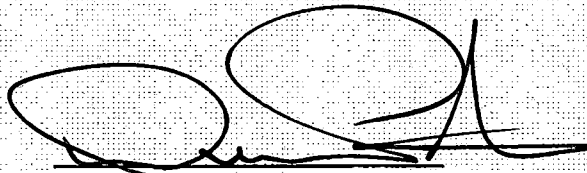
WHEREAS, title to the public road being closed, abandoned and vacated to the center line of the road will vest on the date this order is signed by the county judge in the owner of the property that abuts the road being closed, abandoned and vacated, and a copy of this order shall be filed in the deed records of the county and serves as the official instrument of conveyance from the county to the owner of the abutting property. TEXAS TRANSPORTATION CODE §251.058 (b).

NOW, THEREFORE, IT IS ORDERED, upon proper notice and announcement as required by law, and upon motion duly made and seconded, and passed by a unanimous vote, as indicated by the signatures of the County Commissioners below, the public road upon the following tract is hereby closed, abandoned and vacated:

All that certain, lot, tract or parcel of land lying and being situated in the ELLIOT M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas, and being a portion of the undeveloped 20-foot wide alley as depicted in Block 35 of the TOWN OF MILLICAN, according to the plat recorded in Volume "P", Page 484, of the Deed Records of Brazos County, Texas (DRBCT) and this tract being more particularly described by metes and bounds in **Exhibit A**, attached hereto and incorporated herein by reference;

FURTHERMORE, BE IT ORDERED that this Order serves as the official instrument of conveyance of the property described in **Exhibit A**, from the Grantor, Brazos County, Texas, to the owner of property abutting the road closed, abandoned and vacated, said owner being FRANCISCO QUINTERO; the dimensions of the property being conveyed are described in **Exhibit A**, attached hereto and incorporated for all purposes herein.

Issued by authority of the Commissioners Court of Brazos County, Texas, this 26 day of March, 2024.



Duane Peters
County Judge



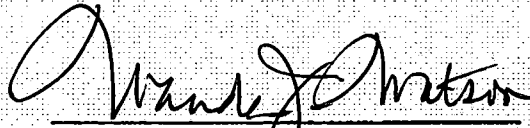
Commissioner Steve Aldrich
Precinct 1



Commissioner Chuck Konderla
Precinct 2



Commissioner Nancy Berry
Precinct 3

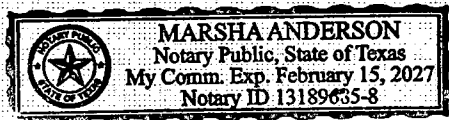


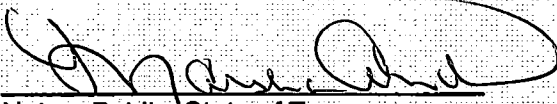
Commissioner Wanda J. Watson
Precinct 4

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Duane Peters, County Judge of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

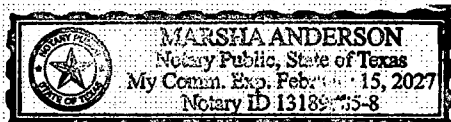




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Steve Aldrich, Commissioner Pct. 1 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

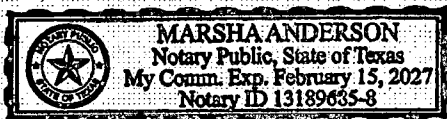




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Chuck Konderla, Commissioner Pct. 2 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

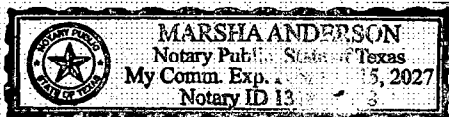


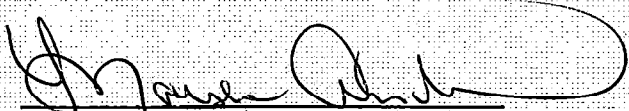

Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Nancy Berry, Commissioner Pct. 3 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

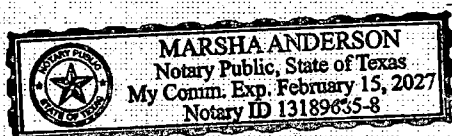



Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Wanda J. Watson, Commissioner Pct. 4 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.



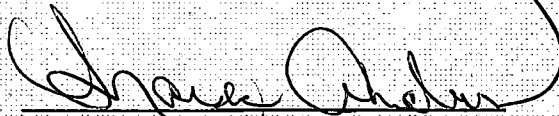
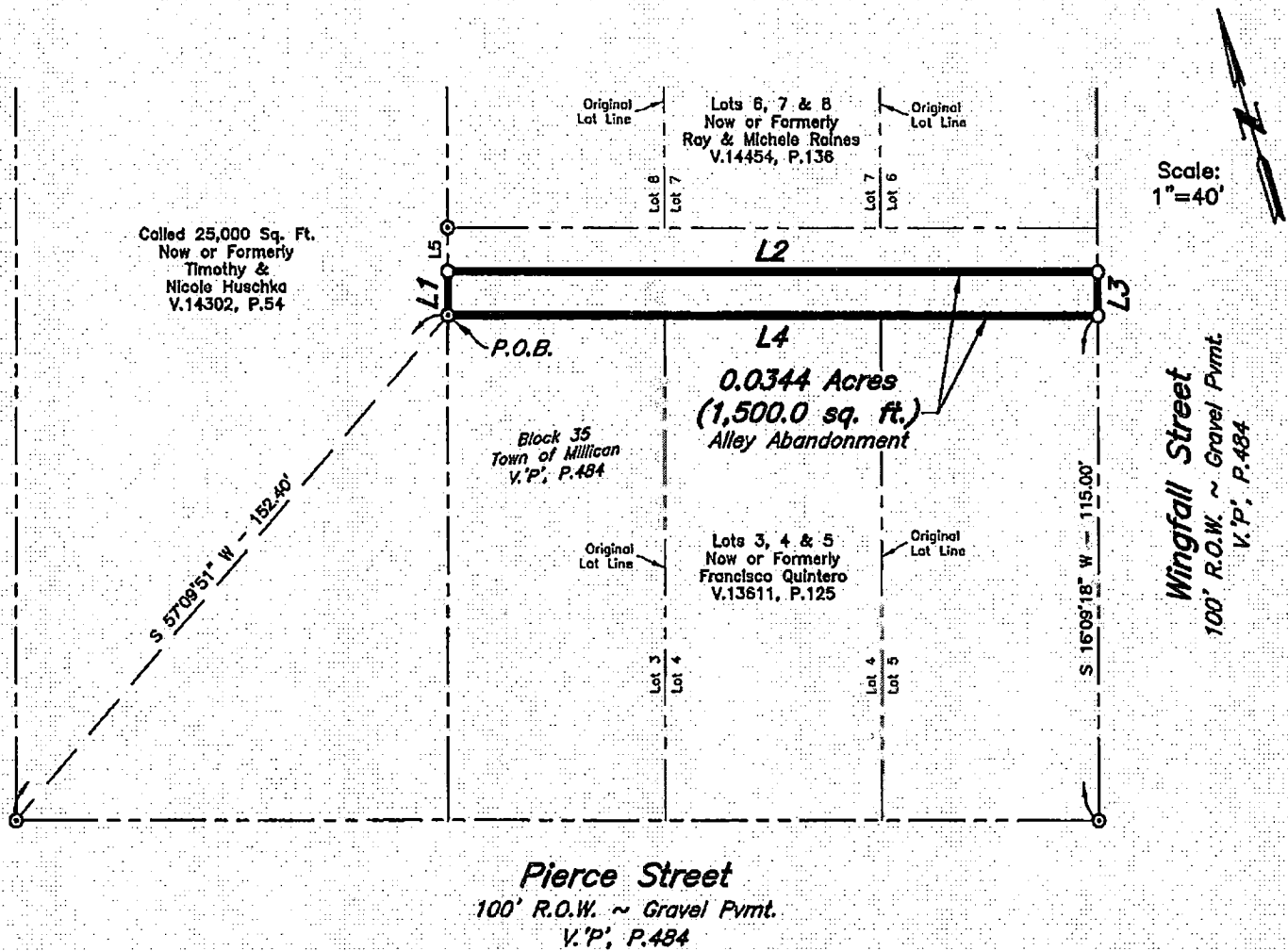

Notary Public, State of Texas

EXHIBIT A

McCLURE & BROWNE ENGINEERING/SURVEYING, INC • 1008 Woodcreek Drive, Suite 103 • College Station, Texas 77845 • (979) 693-3838
 Alley Abandonment Lots 3, 4 & 5 Block 35 Texas Firm Registration No. 10103300

Page 1 of 2



LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 16°09'18" E	10.00'
L2	S 73°50'42" E	150.00'
L3	S 16°09'18" W	10.00'
L4	N 73°50'42" W	150.00'
L5	N 16°09'18" E	10.00'

LEGEND

- ⊙ - 1/2" Iron Rod Found (CM)
- - 1/2" Iron Rod Set
- CM - Controlling Monument
- P.O.B. - Point of Beginning

ORIGIN OF BEARINGS:

The bearing system is Grid North, Texas State Plane Coordinate System, Central Zone, NAD83 per GPS observations. The actual measured distances shown hereon is consistent with the plat recorded in Volume 'P', Page 484, Brazos County Deed Records.

See Page 2 of 2 for metes and bounds description prepared with this survey plat.

EXHIBIT A

Page 2 of 2

FIELD NOTES 0.0344 ACRES

Being all that certain tract or parcel of land lying and being situated in the ELLIOT M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas and being part of the 20-foot wide Alley as depicted in Block 35, TOWN OF MILLICAN according to the Final Plat recorded in Volume "P", Page 484 of the Brazos County Deed Records (B.C.D.R.) and being more particularly described by metes and bounds as follows:

BEGINNING: at a found 1/2-inch iron rod marking the west corner of this herein described tract, said iron rod also marking the north corner of Lot 3, Block 35 of said TOWN OF MILLICAN and being in the east line of the called 25,000 Sq. Ft. Timothy A. Huschka and Nicole L. Huschka tract recorded in Volume 14302, Page 54 of the Official Public Records of Brazos County, Texas (O.P.R.B.C.), from whence a found 1/2-inch iron rod marking the west corner of the called 25,000 Sq. Ft. Huschka tract bears S 57° 09' 51" W at a distance of 152.40 feet for reference;

THENCE: N 16° 09' 18" E along the common line of this tract and the called 25,000 Sq. Ft. Huschka tract for a distance of 10.00 feet to a 1/2-inch iron rod set for the north corner of this tract, from whence a found 1/2-inch iron rod marking the west corner of Lot 8, Block 35 of said TOWN OF MILLICAN bears N 16° 09' 18" E at a distance of 10.00 feet for reference;

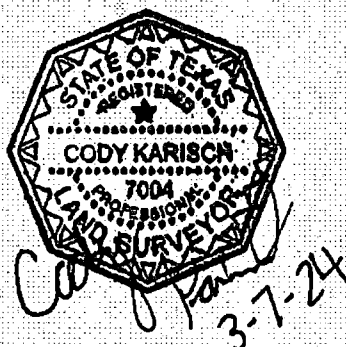
THENCE: S 73° 50' 42" E into and through the called 20-foot wide Alley for a distance of 150.00 feet to a 1/2-inch iron rod set for the east corner of this herein described tract, said iron rod also being in the northwest right-of-way line of Wingfall Street (based on a 100-foot width);

THENCE: S 16° 09' 18" W along the northwest right-of-way line of said Wingfall Street for a distance of 10.00 feet to a 1/2-inch iron rod set for the south corner of this tract, said iron rod also marking the east corner of Lot 5, Block 35 of said TOWN OF MILLICAN, from whence a found 1/2-inch iron rod marking the south corner of said Lot 5, Block 35 bears S 16° 09' 18" W at a distance of 115.00 feet for reference;

THENCE: N 73° 50' 42" W along the common line of this tract, said Lot 5, Block 35, Lot 4, Block 35 of said TOWN OF MILLICAN and said Lot 3, Block 35 for a distance of 150.00 feet to the POINT OF BEGINNING and containing 0.0344 acres of land.

I, Cody Karisch, Registered Professional Land Surveyor No. 7004, State of Texas, do hereby certify to the best of my knowledge, information and belief, and in my professional opinion, that this survey is true and correct and agrees with a survey made on the ground under my supervision on March 7, 2024.

See survey plat on Page 1 of 2
for additional information





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

CC 2024 - Right of Way
Abandonment - Millican Townsite-
20' Alley-Block 35; Lots 6, 7 & 8

DATE OF COURT MEETING:

3/26/2024

ITEM:

Consider and take action to close, vacate and abandon a portion of the 20-foot alleyway located in Block 35 between Lots 6,7 and 8 of the town of Millican. Alleyway was never built and there is no public interest served by retaining the original right-of-way. Site is located in Precinct 1.

TO:

Commissioners Court

FROM:

Joe Salvato

DATE:

03/19/2024

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

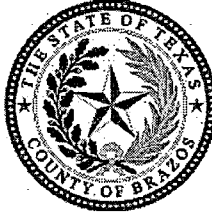
Description

Type

[Abandonment-Millican_Block_35-Raines.pdf](#)

Abandonment-Millican Block 35-Raines

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

CC 2024 - Right of Way
Abandonment - Millican Townsite-
20' Alley-Block 35; Lots 6, 7 & 8

DATE OF COURT MEETING: 3/26/2024

ITEM: Consider and take action to close, vacate and abandon a portion of the 20-foot alleyway located in Block 35 between Lots 6,7 and 8 of the town of Millican. Alleyway was never built and there is no public interest served by retaining the original right-of-way. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Joe Salvato

DATE: 03/19/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Abandonment-Millican_Block_35-Raines.pdf	Abandonment-Millican Block 35-Raines	Backup Material
Abandonment-Raines-CAD.pdf	Abandonment-Raines-CAD	Backup Material

APPROVED

Duane Peters
County Judge

3/26/24
Date

**ORDER VACATING ROAD
("Order")**

STATE OF TEXAS §

COUNTY OF BRAZOS §

WHEREAS, the Brazos County Commissioners Court desires to close, abandon, and vacate a public road upon the following tract:

All that certain, lot, tract or parcel of land lying and being situated in the ELLIOT M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas, and being a portion of the undeveloped 20-foot wide alley as depicted in Block 35 of the TOWN OF MILLICAN, according to the plat recorded in Volume "P", Page 484, of the Deed Records of Brazos County Texas (DRBCT) and this tract being more particularly described by metes and bounds in **Exhibit A**, attached hereto and incorporated herein by reference;

WHEREAS, Texas Transportation Code §251.001 defines "abandon" as to "relinquish the public's right of way in and use of the road" and defines "vacate" as to "terminate the existence of the road by direct action of the commissioners court of a county". TEXAS TRANSPORTATION CODE §251.001 (1) and (3); and

WHEREAS, Texas Transportation Code §251.051(a)(1) states "the commissioners court of a county shall order that public roads be laid out, opened, discontinued, closed, abandoned, vacated or altered." TEXAS TRANSPORTATION CODE §251.051 (a) (1); and

WHEREAS, Texas Transportation Code §251.051(b)(1) states "a unanimous vote of the commissioners court is required to close, abandon, or vacate a public road." TEXAS TRANSPORTATION CODE §251.051(b)(1); and

WHEREAS, no person that owns property that abuts the public road being closed, abandoned and vacated has attempted to enjoin the entry or enforcement of this order. TEXAS TRANSPORTATION CODE §251.058(a)(1); and

WHEREAS, the public road being closed, abandoned and vacated does not provide the only ingress or egress to any property adjacent to it. TEXAS TRANSPORTATION CODE §251.058 (a) (2); and


WHEREAS, title to the public road being closed, abandoned and vacated to the center line of the road will vest on the date this order is signed by the county judge in the owner of the property that abuts the road being closed, abandoned and vacated, and a copy of this order shall be filed in the deed records of the county and serves as the official instrument of conveyance from the county to the owner of the abutting property. TEXAS TRANSPORTATION CODE §251.058 (b).

NOW, THEREFORE, IT IS ORDERED, upon proper notice and announcement as required by law, and upon motion duly made and seconded, and passed by a unanimous vote, as indicated by the signatures of the County Commissioners below, the public road upon the following tract is hereby closed, abandoned and vacated:

All that certain, lot, tract or parcel of land lying and being situated in the ELLIOT M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas, and being a portion of the undeveloped 20-foot wide alley as depicted in Block 35 of the TOWN OF MILLICAN, according to the plat recorded in Volume "P", Page 484, of the Deed Records of Brazos County, Texas (DRBCT) and this tract being more particularly described by metes and bounds in **Exhibit A**, attached hereto and incorporated herein by reference;

FURTHERMORE, BE IT ORDERED that this Order serves as the official instrument of conveyance of the property described in **Exhibit A**, from the Grantor, Brazos County, Texas, to the owner of property abutting the road closed, abandoned and vacated, said owner being RAY & MICHELE RAINES; the dimensions of the property being conveyed are described in **Exhibit A**, attached hereto and incorporated for all purposes herein.

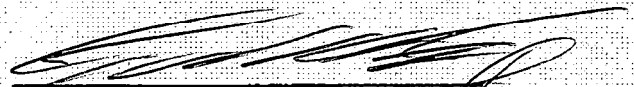
Issued by authority of the Commissioners Court of Brazos County, Texas, this 26 day of March, 2024.



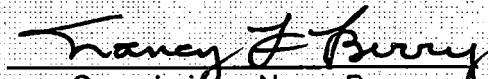
Duane Peters
County Judge



Commissioner Steve Aldrich
Precinct 1



Commissioner Chuck Kondra
Precinct 2



Commissioner Nancy Berry
Precinct 3

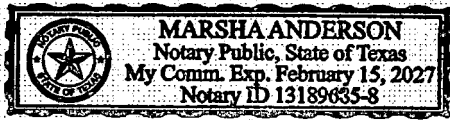


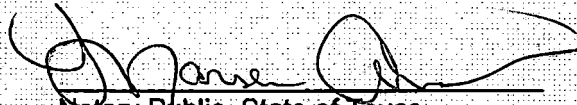
Commissioner Wanda J. Watson
Precinct 4

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Duane Peters, County Judge of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

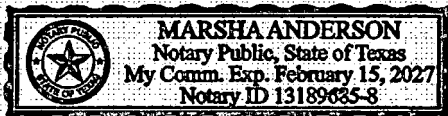


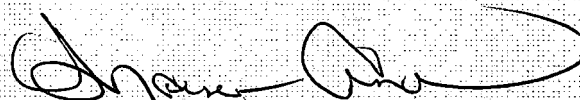

Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Steve Aldrich, Commissioner Pct. 1 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

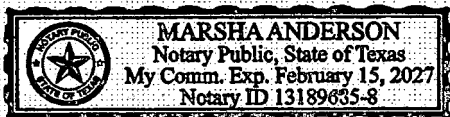




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Chuck Konderla, Commissioner Pct. 2 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.

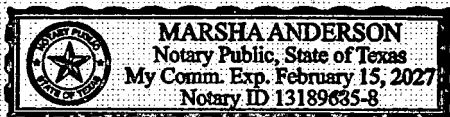




Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Nancy Berry, Commissioner Pct. 3 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.





Notary Public, State of Texas

STATE OF TEXAS

COUNTY OF BRAZOS

This instrument was acknowledged before me on MARCH 26, 2024, by Wanda J. Watson, Commissioner Pct. 4 of the County of Brazos, Texas, a Political Subdivision of the State of Texas.



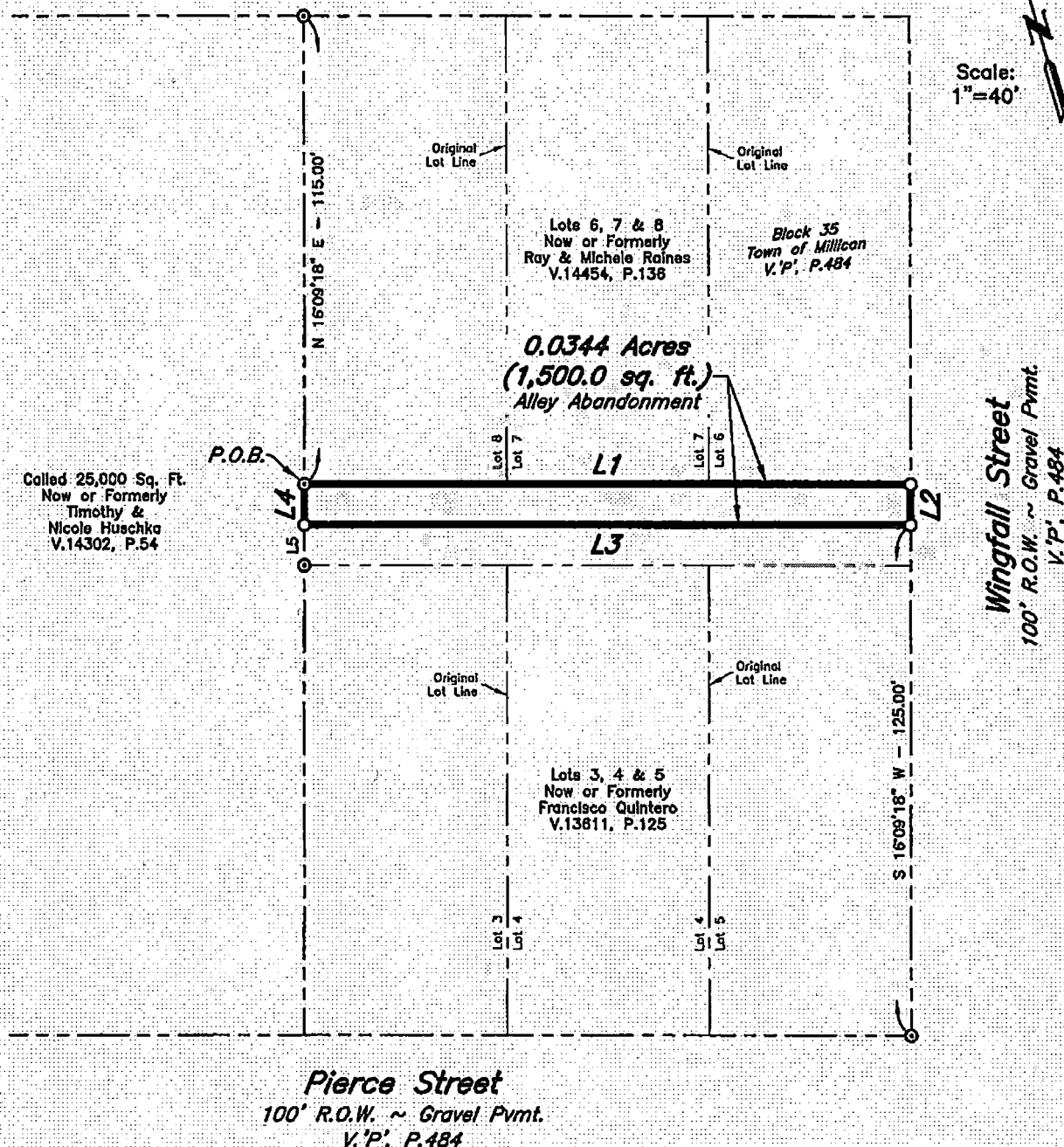

Notary Public, State of Texas

McCLURE & BROWNE ENGINEERING/SURVEYING, INC • 1008 Woodcreek Drive, Suite 103 • College Station, Texas 77845 • (979) 693-3838
 Alley Abandonment Lots 6, 7 & 8 Block 35 Texas Firm Registration No. 10103300

Page 1 of 2

Webster Street
80' R.O.W. ~ Gravel Pvmnt.
V.P. P.484

Scale:
1"=40'



LINE	BEARING	DISTANCE
L1	S 73°50'42" E	150.00'
L2	S 16°09'18" W	10.00'
L3	N 73°50'42" W	150.00'
L4	N 16°09'18" E	10.00'
L5	S 16°09'18" W	10.00'

LEGEND

- © - 1/2" Iron Rod Found (CM)
 O - 1/2" Iron Rod Set
 CM - Controlling Monument
 P.O.B. - Point of Beginning

ORIGIN OF BEARINGS:

The bearing system is Grid North, Texas State Plane Coordinate System, Central Zone, NAD83 per GPS observations. The actual measured distances shown hereon is consistent with the plat recorded in Volume 'P', Page 484, Brazos County Deed Records.

See Page 2 of 2 for metes and bounds
description prepared with this survey plat.

EXHIBIT A

Page 2 of 2

FIELD NOTES 0.0344 ACRES

Being all that certain tract or parcel of land lying and being situated in the ELLIOT M. MILLICAN SURVEY, Abstract No. 40, Brazos County, Texas and being part of the 20-foot wide Alley as depicted in Block 35, TOWN OF MILLICAN according to the Final Plat recorded in Volume "P", Page 484 of the Brazos County Deed Records (B.C.D.R.) and being more particularly described by metes and bounds as follows:

BEGINNING: at a found 1/2-inch iron rod marking the north corner of this herein described tract, said iron rod also marking the west corner of Lot 8, Block 35 of said TOWN OF MILLICAN and being in the east line of the called 25,000 Sq. Ft. Timothy A. Huschka and Nicole L. Huschka tract recorded in Volume 14302, Page 54 of the Official Public Records of Brazos County, Texas (O.P.R.B.C.), from whence a found 1/2-inch iron rod marking the north corner of said Lot 8, Block 35 and the east corner of the called 25,000 Sq. Ft. Huschka tract bears N 16° 09' 18" E at a distance of 115.00 feet for reference;

THENCE: S 73° 50' 42" E along the common line of this tract, said Lot 8, Block 35 and Lots 7 and 6, Block 35 of said TOWN OF MILLICAN for a distance of 150.00 feet to a 1/2-inch iron rod set for the east corner of this herein described tract, said iron rod also marking the south corner of said Lot 6, Block 35 and being in the northwest right-of-way line of Wingfall Street (based on a 100-foot width);

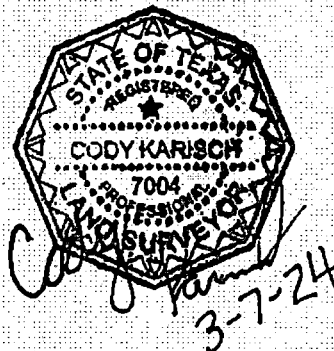
THENCE: S 16° 09' 18" W along the northwest right-of-way line of said Wingfall Street for a distance of 10.00 feet to a 1/2-inch iron rod set for the south corner of this herein described tract, from whence a found 1/2-inch iron rod marking the south corner of Lot 5, Block 35 of said TOWN OF MILLICAN bears S 16° 09' 18" W at a distance of 125.00 feet for reference;

THENCE: N 73° 50' 42" W into and through the called 20-foot wide Alley for a distance of 150.00 feet to a 1/2-inch iron rod set for the west corner of this tract, said iron rod also being in the east line of the called 25,000 Sq. Ft. Huschka tract, from whence a found 1/2-inch iron rod marking the north corner of Lot 3, Block 35 of said TOWN OF MILLICAN bears S 16° 09' 18" W at a distance of 10.00 feet for reference;

THENCE: N 16° 09' 18" E along the common line of this tract and the called 25,000 Sq. Ft. Huschka tract for a distance of 10.00 feet to the POINT OF BEGINNING and containing 0.0344 acres of land.

I, Cody Karisch, Registered Professional Land Surveyor No. 7004, State of Texas, do hereby certify to the best of my knowledge, information and belief, and in my professional opinion, that this survey is true and correct and agrees with a survey made on the ground under my supervision on March 7, 2024.

See survey plat on Page 1 of 2
for additional information





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER: CC-2024-Wellborn SUD-Kathy
Fleming-BTU

DATE OF COURT MEETING: 3/26/2024

ITEM: Consider and take action on the Wellborn SUD utility permit to install an 80 foot road bore for a 1.5-inch service line to be installed for BTU Control building located on Kathy Fleming Road. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Joe Salvato

DATE: 03/19/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

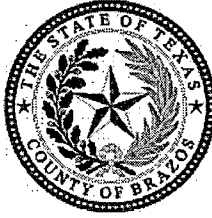
[Permit-Wellborn_SUD-Kathy_Fleming-BTU.pdf](#)

Description

Utility Permit - Wellborn SUD - Kathy Fleming - BTU

Type

Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

CC-2024-Wellborn SUD-Kathy
Fleming-BTU

DATE OF COURT MEETING: 3/26/2024

ITEM: Consider and take action on the Wellborn SUD utility permit to install an 80 foot road bore for a 1.5-inch service line to be installed for BTU Control building located on Kathy Fleming Road. Site is located in Precinct 1.

TO: Commissioners Court

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BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

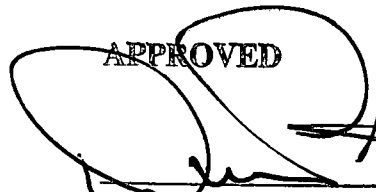
Type

Permit-Wellborn_SUD-Kathy_Fleming-
BTU.pdf

Utility Permit - Wellborn SUD - Kathy Fleming - BTU

Backup Material

APPROVED


Duane Peters
County Judge


Date

APPLICATION FOR WATER UTILITY PERMIT
DESIGNATING PLACEMENT OF UTILITY IN COUNTY RIGHT OF WAY

TO: THE COUNTY ENGINEER OF BRAZOS COUNTY, TEXAS

Pursuant to the Texas Utility Code, Section 181.024, comes now Wellborn SUD [company name], hereinafter referred to as "Company" a Texas [state] Corporation, with authority to transact business in Texas, acting by and through its duly authorized representative, and hereby petitions the County Engineer for the right to lay, construct, maintain, repair and/or operate a gas facility under, over, across and/or along certain County Roads as shown on drawings and diagrams attached hereto and said location described as follows:

Facility to Cross Road

Road Name & Block Number	Length of Crossing	TYPE OF CONSTRUCTION (CHECK ONE)			
		Bored	Jacked	Driven	Cased
Kathy Fleming Road	80'	X			X

Facility to Parallel County Road Within Right-Of-Way

Road Name and Block Number	From	To	Depth	Distance

CONSTRUCTION TYPE

1.5" Diameter .10" Wall Thickness 4" Encasement Pipe

Material Specification PVC Pipe

Maximum Operation Pressure 200 psi

The location and description of the proposed installation and appurtenances must be fully shown on the attached detailed drawings.

The Company shall commence actual construction/work in good faith within 60 days from the date of said permit and shall complete said construction /work within 60 working days. (COMPANY MUST FILL IN). If such construction is not begun by the 60th day, Company will be required to apply for a new permit.

Company declares that prior to filing this application, it has ascertained the location of all existing utilities, both aerial and underground, and the filing of this application is prima facie evidence that the proposed installation will not conflict with any existing utility.

A copy of this permit shall be kept at the job site any time work is being performed.

It is expressly stipulated that this Permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the holder and the holder will at all times assume risk of and indemnify, defend and save harmless Brazos County from and against any and all loss, damages, cost or expense arising in any manner on account of the exercise or attempted exercise by said holder of the aforesaid rights and privileges.

Any deviation from these specifications must be approved by Brazos County Engineer's Office or its designated representative.

Approval of County Engineer's Office may take as long as two weeks after complete application is received.

Applicant agrees to comply with all rules of the County Commissioners and the County Engineer in construction of said installation attached hereto as **BRAZOS COUNTY DESIGN STANDARDS AND SAFETY PRECAUTION REQUIREMENTS FOR WORK CONDUCTED IN BRAZOS COUNTY RIGHTS OF WAY** and incorporated herein for reference.

In the event Company fails to obtain a permit prior to the installation or does not install utilities in compliance with installation requirements set forth herein (i.e. depth, location, etc), Company assumes all financial responsibility for damages and/or destruction of lines, cables, etc. based upon its failure to comply with Brazos County requirements.

Applicant agrees that if Brazos County demonstrates a violation of the terms of this policy, Applicant stipulates that requisites for injunctive relief exist and that Brazos County is entitled to relief enjoining any conduct by applicant which is contrary to the policies.

This permit is a revocable permit. Brazos County reserves the right to revoke this permit at any time, in the sole discretion of Brazos County, for interests of public health, safety or welfare, or for failure to repair any damages upon demand, or for any other reason deemed sufficient by Brazos County.

In the event Company fails to comply with any or all of the requirements as set forth herein, the County may take such action as it deems appropriate to compel compliance. The County Engineer further retains the right to revoke this Permit by verbal notification to the Applicant/Company.

Failure to obtain this permit and/or notify the County Engineer's Office within 24 hours of beginning construction shall constitute grounds for job shutdown.

By signing below, I certify that I am authorized to represent the Company listed below, and that the Company agrees to the conditions/provisions included in this permit.

Wellborn SUD

Company Name

Campbell Young

By:

Signature
General Manager

Title
6785 Victoria Ave

Address
College Station TX 77845

City State Zip
979-690-9799

Telephone Number

cyoung@wellbornsud.com

Email:

WATER UTILITY APPROVAL

Brazos County offers no objection to the proposed location of the utility in the County right of way as shown by accompanying drawings and notice dated MARCH 20, 2024 except as noted below:

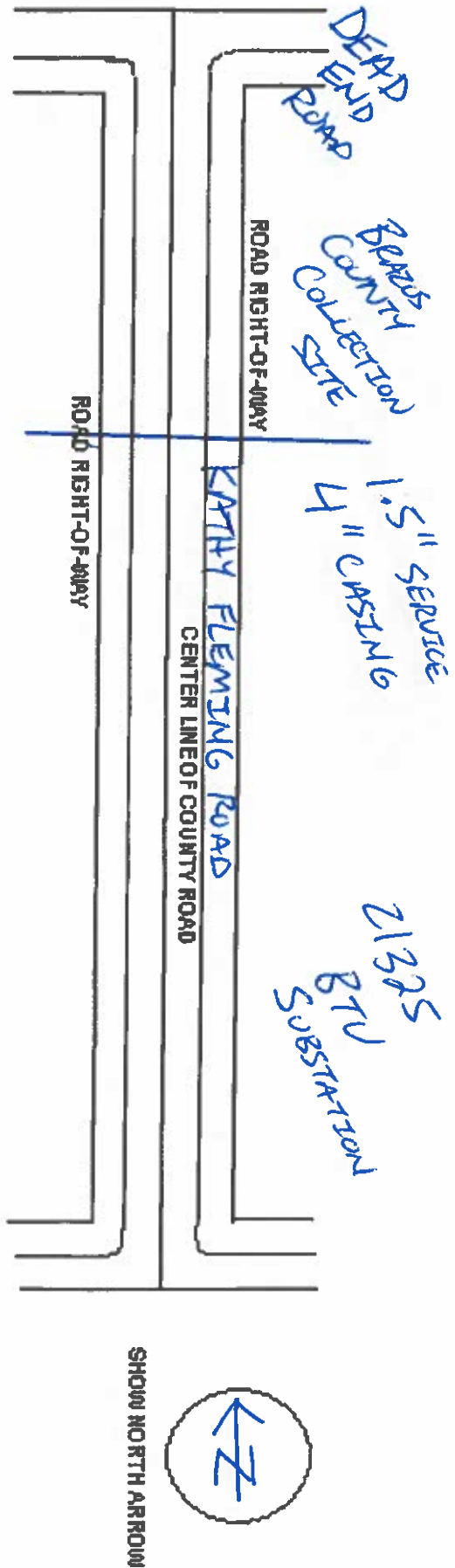
(Month/Day/Year)

EXCEPTIONS:

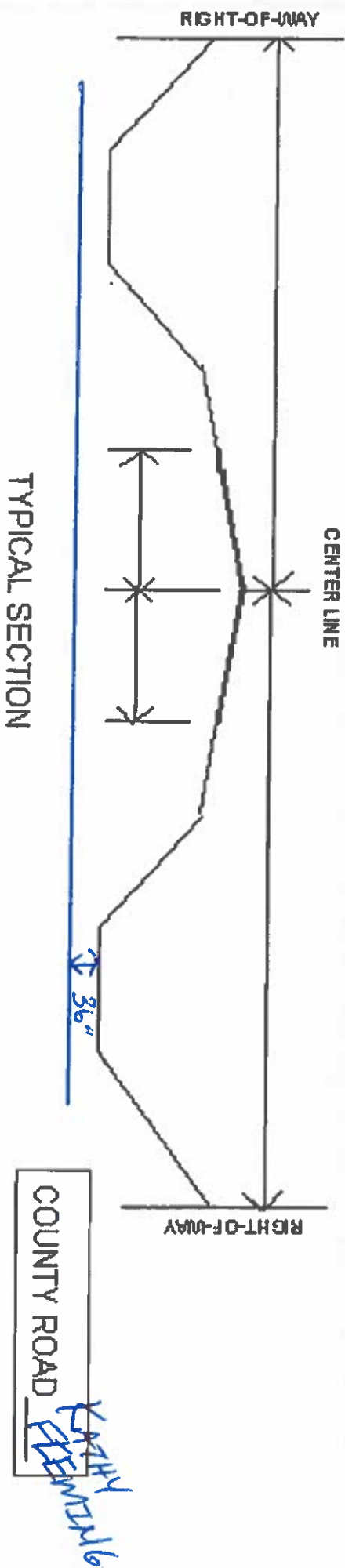
NONE

For 

Brazos County Engineer



PLAN VIEW



TYPICAL SECTION

1. IN CROSSING ROAD OR GOING ALONG RIGHT-OF-WAY, SHOW DEPTH & LOCATION OF CONSTRUCTION IN TYPE SECTION & PLAN
2. IN PLAN VIEW SHOW DISTANCE FROM YOUR CONSTRUCTION TO NEAREST INTERSECTION
3. IF ABOVE PLAN VIEW AND/OR TYPE SECTION IS NOT APPLICABLE, THEN SHOW APPLICABLE PLAN AND/OR SECTION

VICINITY MAP

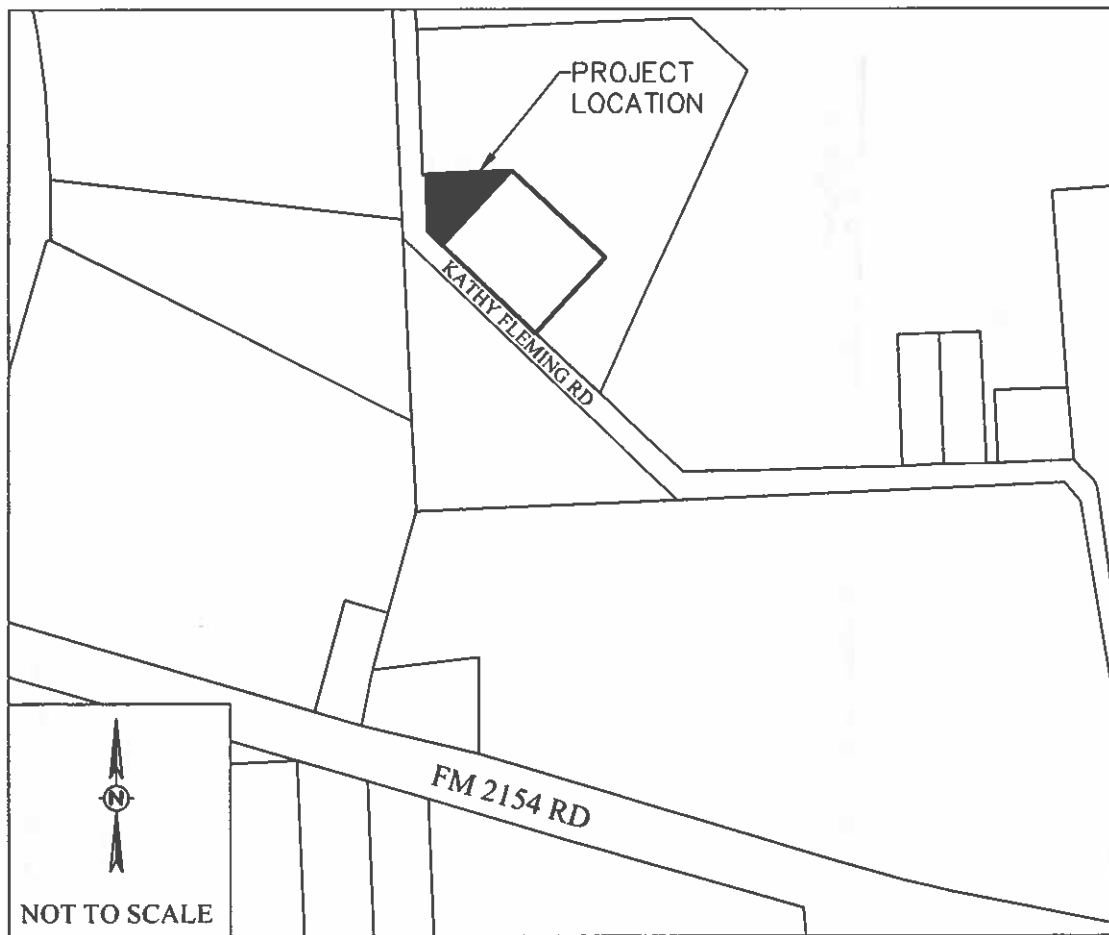



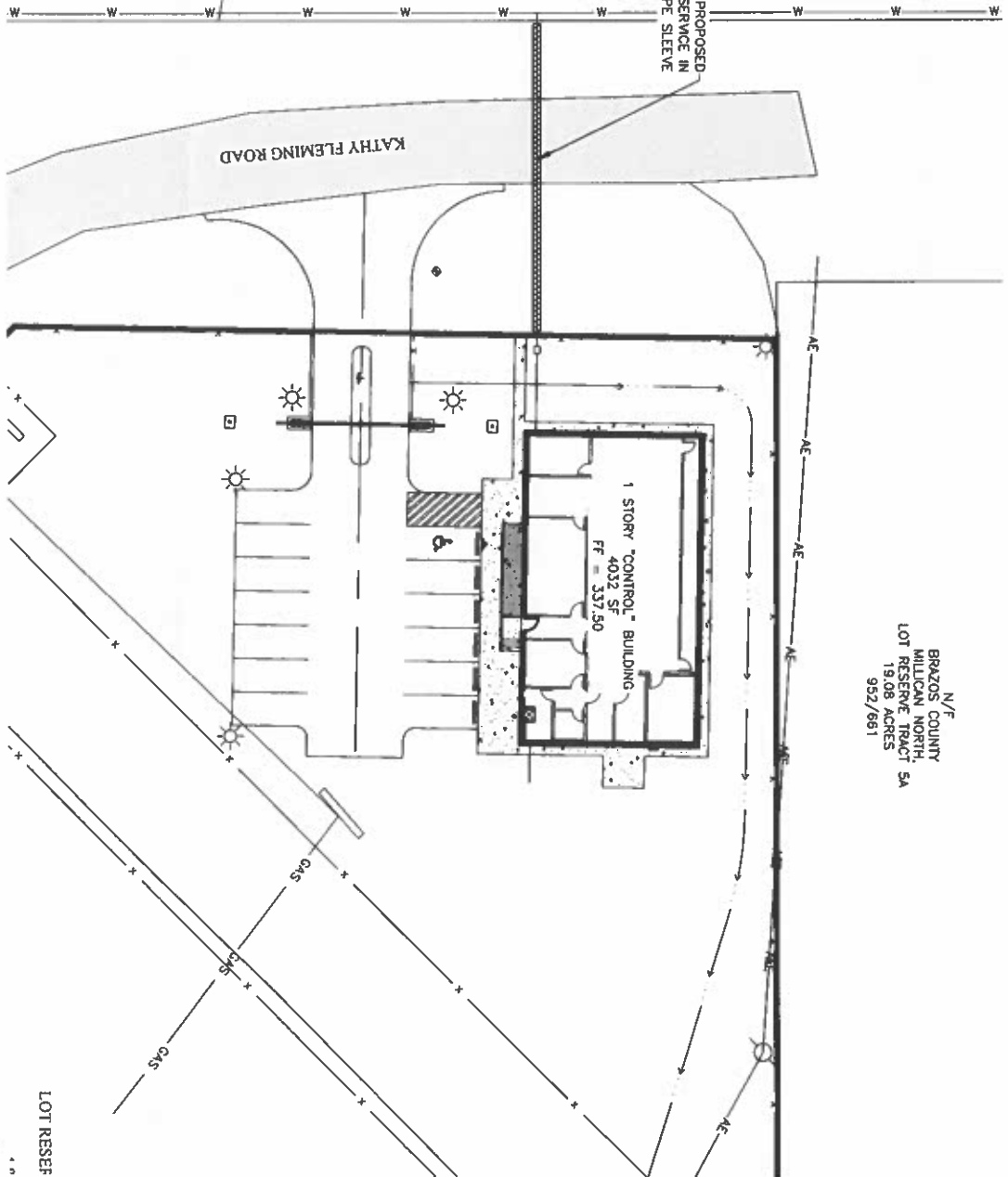
EXHIBIT A



0 15 30
SCALE IN FEET

WET BORE PROPOSED-
1.5" WATER SERVICE IN
4" HDPE PIPE SLEEVE

N/F
BRAZOS COUNTY
MILLICAN NORTH,
LOT RESERVE TRACT 5A
19.08 ACRES
952/661

[illegible]

BTU CONTROL CENTER
MILICAN, TEXAS

WATER SERVICE
EXHIBIT

SCALE

W/RTN/IN VA

REQD/RTN/IN 1"=20'

PLACING X IN 1 1

FILE NO. 1-11

EXHIBIT
B

LOT RESEF

**BRAZOS COUNTY ROADWAY SAFETY AND ROAD
PRESERVATION STANDARDS FOR WORK CONDUCTED IN
BRAZOS COUNTY RIGHTS OF WAY**

A. General Requirements

1. Adequate drainage shall be maintained in ditches at all times.
2. Permittee will use best management practices ("BMP") (EPA and TCEQ both provide lists of examples of BMPs) to minimize erosion and sedimentation resulting from the proposed installation.
3. The permittee shall take precautions to avoid damage to property. All County Right of Way and property shall be restored to its original condition, as far as practical, in the opinion of the County Engineer or appointed representative.
4. The construction and maintenance of such utility shall not interfere with the property or rights of a prior occupant.
5. Permittee shall not interfere with other utilities located in the right of way. In the event damages occur, permittee will be liable to the County or other utilities running through the right of way.
6. County Engineer shall determine whether or not permittee's plans shall inconvenience the public. If it is determined that inconvenience to the public exists, then the County Engineer will decide whether such project will be allowed or if an alternative exists so as not to inconvenience the public.

B. Safety Requirements

1. Proper traffic control measures must be put in place prior to beginning work and remain in place during the duration of the job. All traffic control measures must follow the Texas Manual of Uniform Traffic Control Devices (TMUTCD). See Traffic Control Requirements below.
2. During construction, all safety regulations of the Texas Department of Transportation shall be observed.
3. Permittee must take such precautions and measures, including placing and displaying safety devices, as may be necessary, in order to safely conduct the public through the project area. Company shall provide flagmen, signs, signals or devices necessary to provide complete safety to the public.
4. Adequate provisions must be made to cause minimum inconveniences to traffic and adjacent property owners.
5. No cable, conduit and/or pole line shall be laid, constructed, maintained and/or repaired so as to constitute a danger or hazard of any kind to persons or vehicles using such road. Any poles placed in the Right of Way for future installation shall be placed at the back of the Right of Way. Exceptions may be approved by the County Engineer.

C. Traffic Control Plan

1. A traffic control plan, pursuant to the TMUTCD or Engineered Traffic Control Plan must be provided for the following:
 - a. Any construction (i.e. pit, excavation, hole) left open overnight, requires specific nighttime traffic control measures pursuant to the TMUTCD;

- b. If construction is within ten (10) feet of the roadway; or
 - c. Any work performed in the road right-of-way;
2. Plan must be attached to the permit and kept at the job site any time work is being performed.
 3. Plan must set forth the time of completion for the job.

D. Design Standards

1. All overhead installations shall conform to clearance standards of the Texas Department of Transportation and the pole be placed in the designated area for power specified as set forth in the *Texas Utilities Code, Section 181.045*.
2. All pole installation (including lighting) shall be placed at the backside of the Right of Way to ensure safety to the public. Any pole placed in violation of this requirement will be required to be moved to the appropriate location at the company's expense. Exceptions may be approved by the County Engineer.
3. All underground installations shall (these are minimum depths – utility may place deeper):
 - a. be placed at a minimum depth of forty-eight (48) inches below the top of the pavement;
 - b. be at least thirty-six (36) inches below ditch flow line when installation is within the area measured from top of bank to top of bank;
 - c. be at least forty-eight (48) inches below ditch flow line if low pressure gas or petroleum lines. For high pressure gas and petroleum lines, see High Pressure Pipelines requirements listed below;
 - d. not be closer than ten (10) feet from the edge of pavement. Exceptions may apply in rights of way of less than 60 feet.
4. Water Lines: All water lines must be a minimum 36-inches below the ditch flow line and cased. Waterlines shall be cased if crossing under the roadway.
5. Utilities in all new developments that have 60 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The locations shall be as follows: (measured from back of right-of-way).
 - Power – 0 to 2 feet, nominally 1'
 - Phone – 2 to 4 feet, nominally 3'
 - Gas – 4 to 6 feet, nominally 5'
 - Cable – 6 to 8 feet, nominally 7'
6. Utilities with less than 60 feet right-of-way in all new developments shall install the utility in a similar manner as referenced in No. 3 above; however, the County Engineer or its designated representative will provide final approval of each utility location.
7. The length of any trench to be opened in advance of the pipe, conduit or ducts may not be longer than 400' if left open over night or unattended.
8. Crossings under a county road shall:
 - a. be bored or jacked. ABSOLUTELY NO OPEN CUTS WITHIN COUNTY ROAD PAVEMENT;
 - b. be pressure grouted for the full length of the crossing *if* the annular space between pipe and casing and soil exceeds one (1) inch. Brazos County must be given 24 hours notice of pressure grouting operations and have the opportunity to have an inspector on site to observe pressure grouting operations;

- c. TxDOT Standard Specification Item 476 shall be followed for all boring, jacking, tunneling and joints.
9. Bore Pits:
- a. no pits shall remain open longer than 2 days;
 - b. all pits shall have proper traffic control measures in place. See Traffic Control Plan listed above.
 - c. pits shall NOT be located within ten (10) feet from the edge of pavement without prior approval from the County Engineer or his representative;
 - d. when pits are to remain open for more than 8 hours, due diligence will be used in protecting the spoil pile to prevent drainage problems;
 - e. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity;
 - f. based upon soil conditions, the County Engineer or his representative may require pits be placed further from the edge of road.
10. Any installation within ten (10) feet of edge of pavement shall meet the following:
- a. location must be approved by the County Engineer or his representative
 - b. backfilled with cement stabilized material.
 - c. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity.
 - d. all excess water and mud shall be removed from the trench prior to backfilling. Any backfill placed during a rainy period or at other times where excess water cannot be prevented from entering the trench will be considered TEMPORARY and shall be replaced with PERMANENT cement stabilized material as soon as weather permits;
 - e. all disturbed base and pavement materials shall be removed and restored to the satisfaction of the County Engineer or his representatives.
 - f. no side or lateral tamping to fill voids under the base and pavement materials is allowed.
11. Company must be careful to not jeopardize the slope or integrity of the shoulder of the road. In the event Company damages the slope, shoulder or any other portion of the right-of-way, Company will be responsible for repairing the damage and replacing the right-of-way to the condition it was prior to commencing construction.
12. Operation of construction and/or maintenance equipment on the traveled surface of any improved County road will not be permitted, except in an instance whereby the laying, construction, maintenance and/or repair of cables, conduits and/or pole lines cannot be accomplished by any other method and in this event all such equipment shall be of the rubber tire variety. Appropriate traffic control shall be provided meeting TMUTCD requirements.
13. In the event said construction and/or maintenance and/or repair requires Company to remove, cut or jeopardize any section of the road (asphalt, cement, road base, etc.), Company will be required to provide a performance bond or letter of credit securing necessary repairs. Said bond amount will be determined by the County Engineer.
14. The applicant shall submit a letter of "No Objection" from the Army Corps of Engineers for all designated wetlands and environmentally sensitive lands.

E. Emergency work

- 1. In the event Company is required to perform emergency services, that requires excavation in a County Right of Way, and unable to notify the County Engineer prior to conducting emergency repairs, Company

shall notify County Engineer within 24 hours of beginning construction/repairs. This will allow the County Engineer's Office an opportunity to inspect the site to ensure the integrity of the County Right of Way and traffic safety controls used.

F. Repairs to existing facilities

1. Maintenance and/or repair to existing cables, conduits, and/or pole lines which require disturbance of the soil, shall not be performed until plans describing such maintenance and/or repair have been approved by the County Engineer or its designated representative and a permit has been obtained.

G. Relocation of utilities

1. When and if the County Engineer determines that it is necessary for the construction, repair, improvement, alteration or relocation of all or any portion of said road, any or all poles, wires, pipes, cables or other facilities and appurtenances authorized hereunder, shall be removed from said road, or reset or relocated thereon, as required by the County Engineer within a reasonable time as determined by the County Engineer and Utility Company, and at the expense of the Utility Company.

H. High Pressure Pipelines

1. All utility Permits for high pressure pipelines (generally 60 PSI or greater), whether pertaining to controlled access or non-controlled access installations, should contain the following additional information in the description of the permit.
 - diameter
 - wall thickness
 - material specification
 - minimum yield strength
 - maximum operation pressure of the pipeline
2. With the exception of the maximum operation pressure of the pipeline, this information is to be supplied for both the carrier pipe and the casing.
3. Assurance must also be given that the installation material and design meet the minimum Federal Safety Standards for Liquid and Gas Pipe Lines. Assurance must be provided on company letterhead and signed by an authorized representative of the company.

4. Petroleum Pipelines:

<u>Type of Pipeline</u>	<u>Depth (below deepest ditch grade)</u>	<u>Special Requirements</u>
Encased Pipe	Less than 10'	Must be covered with concrete pad at least 36" deep
Encased Pipe	Greater than 10'	No concrete pad required
Non-Cased Pipe	Less than 10'	Must be covered with concrete pad at least 48" deep
Non-Cased Pipe	Greater than 10'	No concrete pad required

Concrete pad shall be minimum of 3" thick and width shall be pipe diameter plus 18" minimum.

5. Under no circumstances will a pipeline be installed parallel to a County Road within the Right-of-Way. Transmission lines have been determined to be petroleum pipelines (which includes natural gas lines) and shall not be parallel to a County Road.
6. Natural Gas Distribution is a line that serves the final customer.

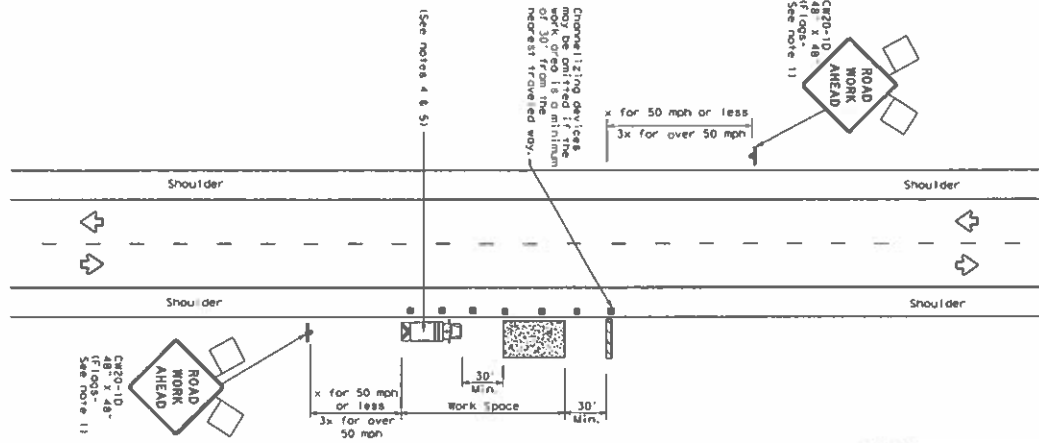
DISCLAIMER:
The use of this standard is governed by the "Texas Engineering Practice Act". No warranty of any kind is made by TxDOT for any purpose whatsoever. TxDOT assumes no responsibility for the conversion of this standard to other formats or for incorrect results or damages resulting from its use.

DATE:
FILE:

WORK SPACE NEAR SHOULDER

Conventional Roads

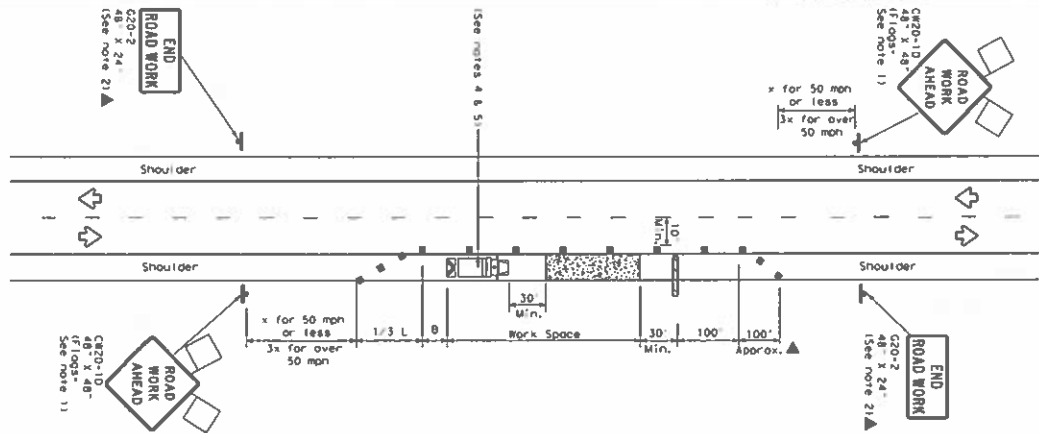
TCP (2-10)



WORK SPACE ON SHOULDER

Conventional Roads

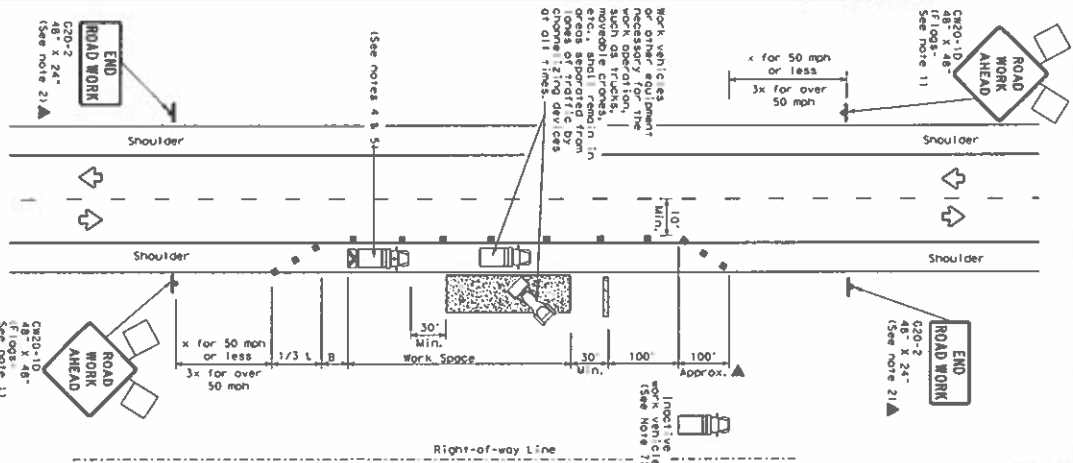
TCP (2-1b)



WORK VEHICLES ON SHOULDER

Conventional Roads

TCP (2-1c)



Right-of-way Line

GENERAL NOTES

- Flags attached to a pole where shown, are required.
- All traffic control devices illustrated are REQUIRED, except those denoted with the 'X' device symbol may be omitted when stored in place.
- Stockpiled material should be placed a minimum of 30 feet from the work space.
- Shoulder vehicle with TMA and high intensity lighting, flashing, oscillating or strobe lights, a shadow vehicle with a TMA should be used only if it can be demonstrated to be safe in advance of the work space. If the use of a shadow vehicle is not demonstrated, but road or work conditions require the traffic control to remain in place, Type 3 Barricade or other channelizing devices may be substituted for the shadow vehicle and TMA, and placed off the paved shoulder next to those shown in order to protect a wider work space.
- See TCP(5-1) for shoulder work on divided highways, expressways and freeways.
- Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
- See TCP(5-1) for shoulder work on conventional roads.
- 'ROAD WORK AHEAD' signs for shoulder work on conventional roads.

* Conventional Roads Only
** Tower lengths have been rounded off.
L-Length of Tower (ft) W-Width of Offset (ft) S-Peaked Speed (mph)

MOBILE	SHOULDER	SHOULDER	INTERMEDIATE	LONG TERM
DEVIATION	SHOULDER	SHOULDER	INTERMEDIATE	LONG TERM
10'	10'	10'	10'	10'
15'	15'	15'	15'	15'
20'	20'	20'	20'	20'
25'	25'	25'	25'	25'
30'	30'	30'	30'	30'
35'	35'	35'	35'	35'
40'	40'	40'	40'	40'
45'	45'	45'	45'	45'
50'	50'	50'	50'	50'
55'	55'	55'	55'	55'
60'	60'	60'	60'	60'
65'	65'	65'	65'	65'
70'	70'	70'	70'	70'
75'	75'	75'	75'	75'
80'	80'	80'	80'	80'
85'	85'	85'	85'	85'
90'	90'	90'	90'	90'
95'	95'	95'	95'	95'
100'	100'	100'	100'	100'

LEGEND	Channelizing Devices
1. Type 3 Barricade	2. Truck Mounted Attenuator (TMA)
3. Heavy Work Vehicle	4. Portable Traffic Control Device (PTCD)
5. Trailer Mounted Flashed Arrow Board	6. Portable Traffic Control Device (PTCD)
7. Sign	8. Traffic Flow
9. Flag	10. Flag

Texas Department of Transportation

TRAFFIC CONTROL PLAN

CONVENTIONAL ROAD

SHOULDER WORK

TCP(2-1)-18

DATE: 10-11-2011

FILE: 10-11-2011

PROJECT: 10-11-2011

DESIGNER: 10-11-2011

CHECKER: 10-11-2011

APPROVER: 10-11-2011

DATE: 10-11-2011

FILE: 10-11-2011

PROJECT: 10-11-2011

DESIGNER: 10-11-2011

CHECKER: 10-11-2011

APPROVER: 10-11-2011

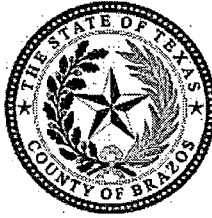


**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:	NUMBER:	CC-2024-Frontier-Chick Lane
DATE OF COURT MEETING:	3/26/2024	
ITEM:	Consider and take action on the Frontier Communication utility permit to lay fiber optic cable for high speed internet service along Chick Lane. Site is located in Precinct 4.	
TO:	Commissioners Court	
FROM:	Joe Salvato	
DATE:	03/21/2024	
FISCAL IMPACT:	False	
BUDGETED:	False	
DOLLAR AMOUNT:	\$0.00	

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Permit-Frontier-Squan-Chick_Lane.pdf	Utility Permit - Frontier - Chick Lane	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

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DATE OF COURT MEETING: 3/26/2024

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TO: Commissioners Court

FROM: Joe Salvato

DATE: 03/21/2024

FISCAL IMPACT: False


BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Permit-Frontier-Squan-Chick_Lane.pdf	Utility Permit - Frontier - Chick Lane	Backup Material

APPROVED


Duane Peters
County Judge

3/26/24
Date

**NOTIFICATION OF PROPOSED INSTALLATION AND/OR REPAIRS
OF TELEPHONE FACILITIES AND DESIGNATING
PLACEMENT OF UTILITY IN COUNTY RIGHT OF WAY
TO: THE COUNTY ENGINEER OF BRAZOS COUNTY, TEXAS**

Comes now Frontier Communications [company name], hereinafter referred to as "Company" a Texas [state] Corporation, with authority to transact business in Texas, acting by and through its duly authorized representative, and hereby notifies the County Engineer of its intent to lay, construct, maintain, repair and/or operate a telephone facility under, over, across and/or along certain County Roads as shown on drawings and diagrams attached hereto and said location described as follows:

Frontier proposes to place buried fiber along the East ROW of Chick LN, placing a HH at the intersection with FM 1688, buried south 734', placing a HH continuing south APROX 395' and exiting Brazo County ROW into PUE, exiting PUE, continuing in Brazo County East ROW placing a bore pit, buried 104', placing a HH, buried 1,341', and placing a HH at the intersection with Autumn Lake Dr, for high speed internet distribution within Brazo County.

The location and description of the proposed installation and appurtenances must be fully shown on detailed drawings attached to this Notification.

The Company shall commence actual construction/work in good faith within 60 days from the date of said permit and shall complete said construction /work within 60 working days. (COMPANY MUST FILL IN). If such construction is not begun by the 60th day, Company will be required to provide a new notice.

Company declares that prior to filing this application, it has ascertained the location of all existing utilities, both aerial and underground, and the filing of this application is prima facie evidence that the proposed installation will not conflict with any existing utility.

A copy of this notice shall be kept at the job site any time work is being performed.

In the event of deviation from this notice, the Brazos County Engineer's Office or its designated representative will be notified as soon as practicable.

Approval of County Engineer's Office may take as long as two weeks after complete application is received.

By signing below, I certify that I am authorized to represent the Company listed below, and that the Company agrees to the conditions/provisions included in this notification.

Destiny Willis
By:

Permitting PM Assistant
Title

Destiny Willis

Email: dwillis@squan.com

ACCEPTANCE OF NOTIFICATION

Brazos County offers no objection to the proposed location of the utility in the County right of way as shown by accompanying drawings and notice dated MARCH 20, 2024 except as noted below: (Month/Day/Year)

EXCEPTIONS:

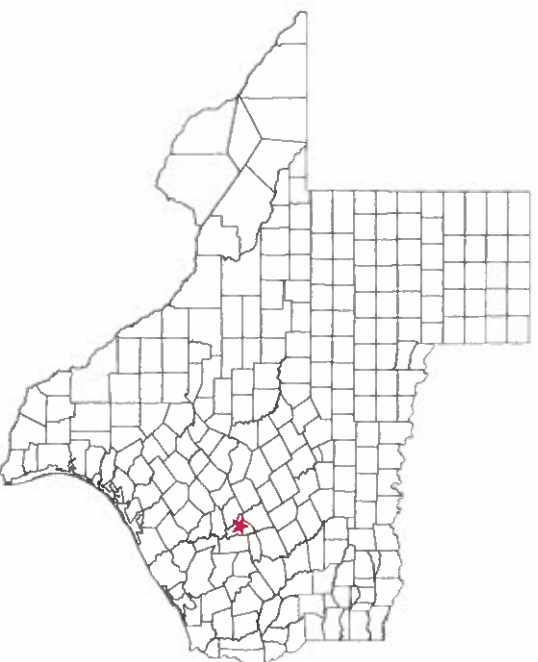
NONE

For Joe J. Salts
Brazos County Engineer

Frontier

COMMUNICATIONS

BRAZOS COUNTY BRYAN MAIN EXCHANGE FEEDER 3B PROPOSED FTTH

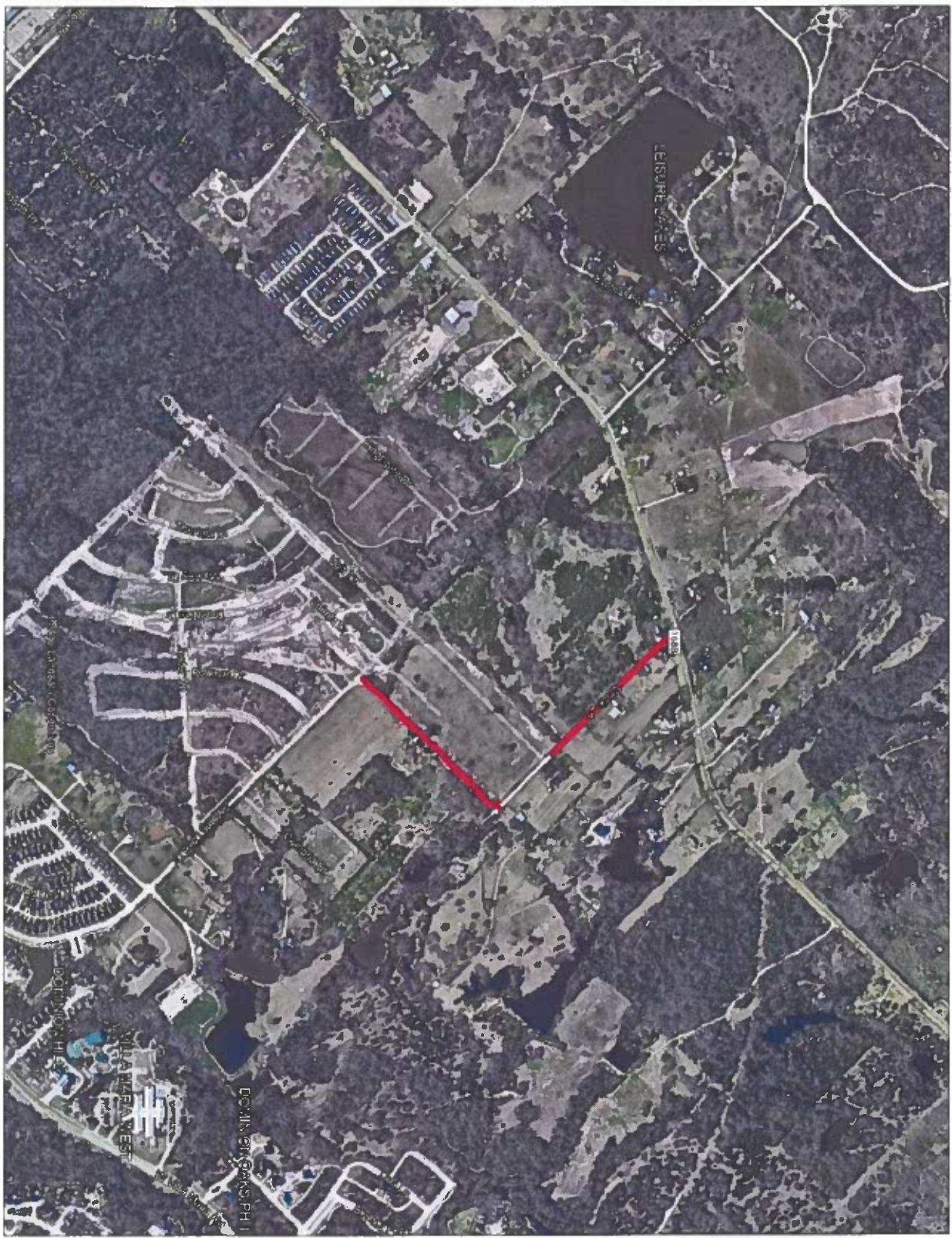



PREPARED BY

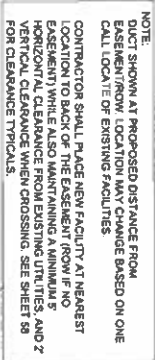
SQUAN

465 PRINCETON DR
CONWAY, AR 72034
501-932-0800

SITE LOCATION
MAP



 Frontier COMMUNICATIONS	
5294685 FEEDER 3B	
BRAZOS COUNTY	
PROJECT NUMBER	5294685
OWNER	DR. SOUM
DATE	01/24/2023
SCALE	1"=134.4'
THICKNESS	1/8"
DATE	01/24/2023
BY	1/24/2023
CHK	1/24/2023
APP	1/24/2023
SEC	1/24/2023



SEE SHEET 2

MIN D.O.C.
35'

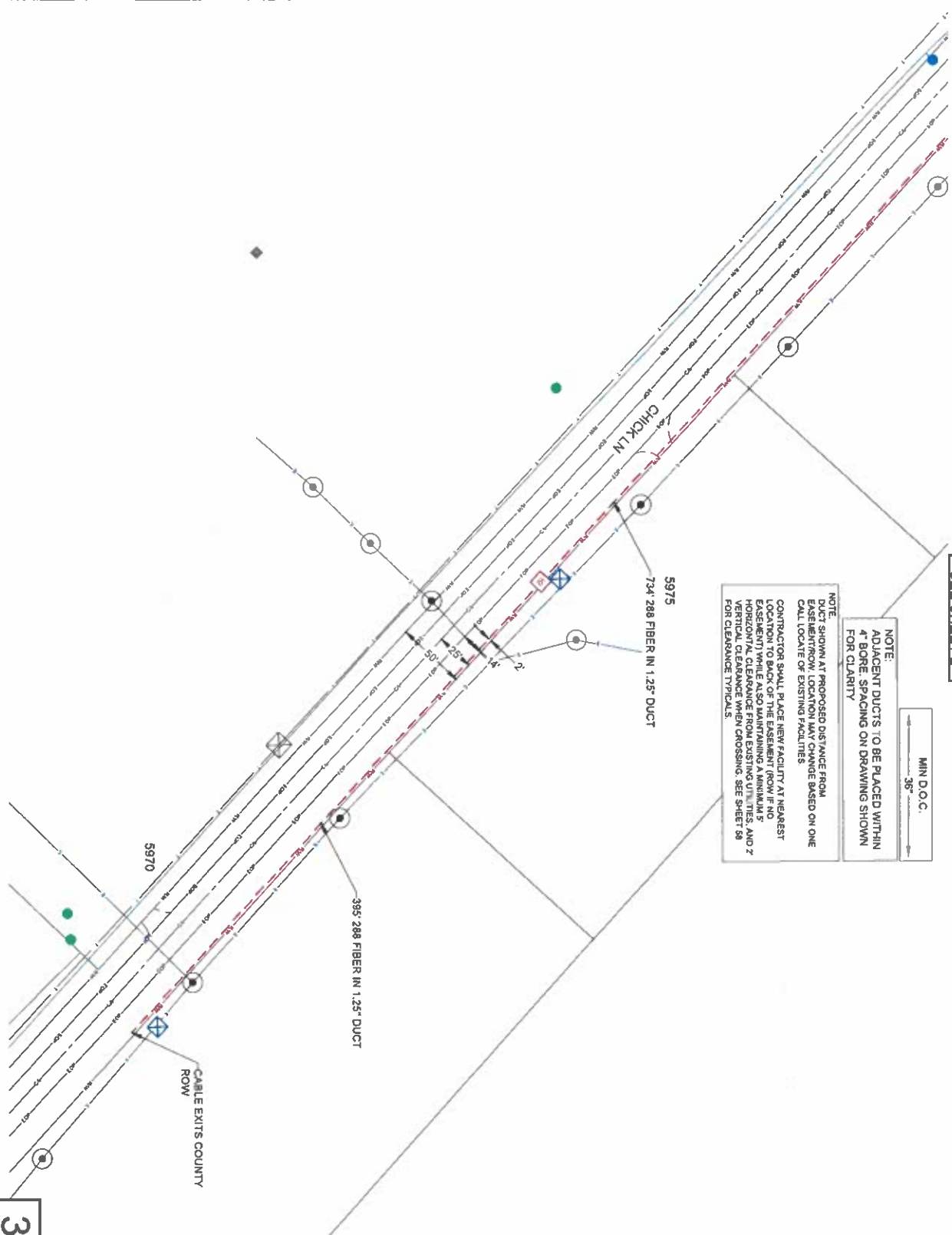
NOTE:
ADJACENT DUCTS TO BE PLACED WITHIN
4" BORE SPACING ON DRAWING SHOWN
FOR CLARITY

NOTE:
DUCT SHOWN AT PROPOSED DISTANCE FROM
EASEMENT ROW. LOCATION MAY CHANGE BASED ON ONE
CALL LOCATE OF EXISTING FACILITIES.
CONTRACTOR SHALL PLACE NEW FACILITY AT NEAREST
LOCATION TO BACK OF THE EASEMENT (ROW IF NO
EASEMENT) WHILE ALSO MAINTAINING A MINIMUM 5'
HORIZONTAL CLEARANCE FROM EXISTING UTILITIES AND 2'
VERTICAL CLEARANCE WHEN CROSSING. SEE SHEET 88
FOR CLEARANCE TYPICALS.

5975
734' 288 FIBER IN 1.25" DUCT

5970
395' 288 FIBER IN 1.25" DUCT

CABLE EXITS COUNTY
ROW



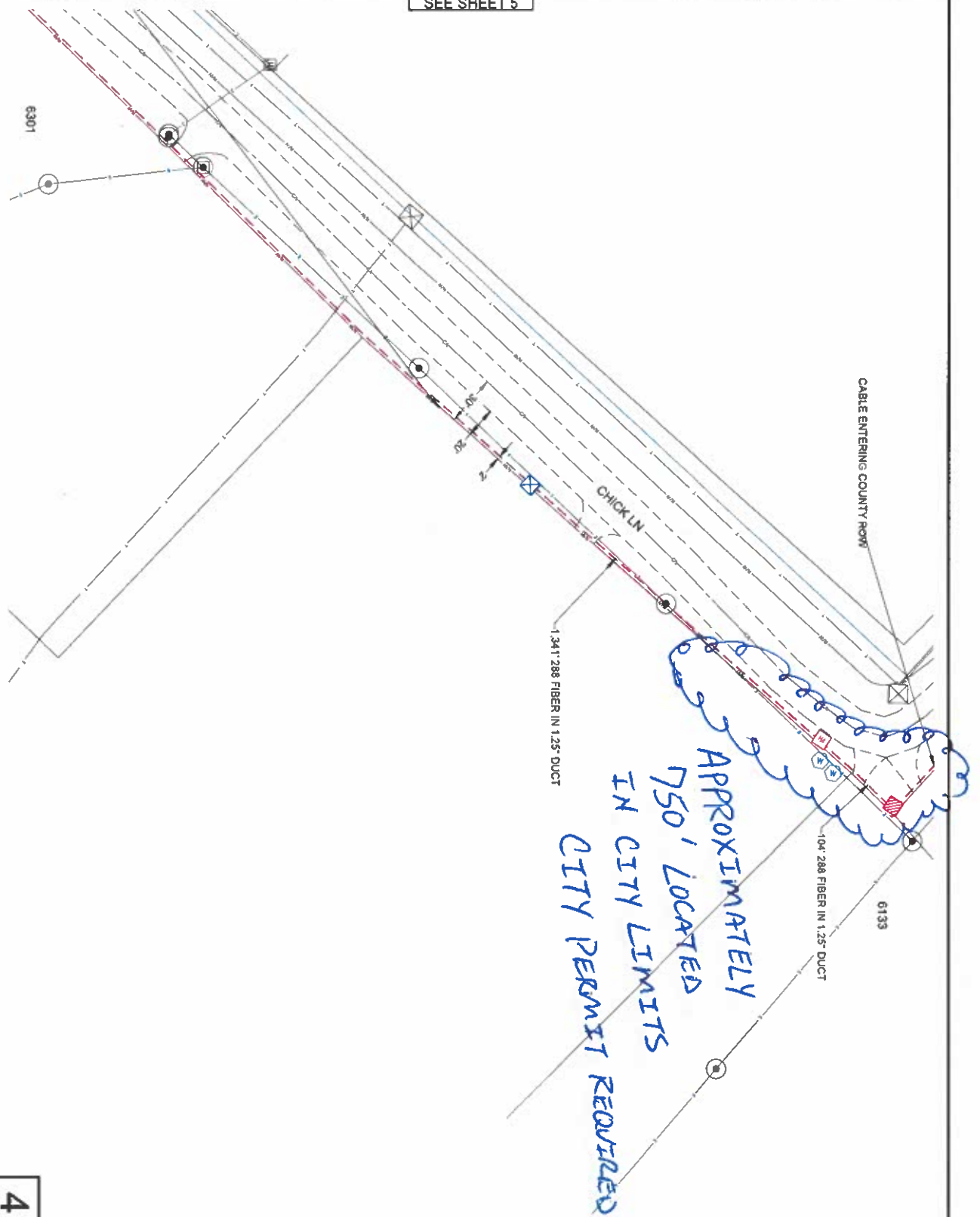
LEGEND

- PROPOSED BURIED FIBER DUCT
- PROPOSED AERIAL FIBER
- EXISTING FRONTIER UTILITIES
- EXISTING COB FIBER
- RIGHT-OF-WAY LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- ROAD CENTERLINE
- SIDE WALK
- BTU OVERHEAD
- BTU UNDERGROUND
- WATER
- STORM DRAIN
- GAS
- SEWER
- RAIL ROAD
- EXAMIN HOLE
- FLOWER POT
- 17X30-HANDHOLE
- 37X3-HANDHOLE
- 27X3-HANDHOLE
- EX-HANDHOLE
- BORE PIT
- EX PED
- FRONTIER POLE
- WATER HYDRANT
- STORM PIPE FEATURE
- SANITARY MANHOLE
- GAS MANHOLE
- SHRUB
- COILS
- AERIAL SPAN
- OTHER EASEMENTS
- P.U.E.
- TREE
- ENCLOSURE
- V. VAULT
- TRANSFORMER
- TOWER
- SWITCH GEAR
- PULL BOX
- BTU PED
- PAID
- MANHOLE
- LIGHT
- JUNCTION BOX
- BTU POLE

EXISTING UTILITIES SHOWN FOR
REFERENCE ONLY
CONSTRUCTION CONTRACTOR TO
LOCATE ALL BURIED FACILITIES
PRIOR TO CONSTRUCTION



5294685 FEEDER 3B			
BRAZOS COUNTY			
PROJECT	5294685	CD AREA	BRINIA LUK
NUMBER	5294685	BOOK	SOUM
DATE	1/25/2023	DATE	02/01/2023
SCALE	1:60	SCALE	1:60
THICK	0.003	THICK	0.003
SEC	0.002	SEC	0.002



LEGEND

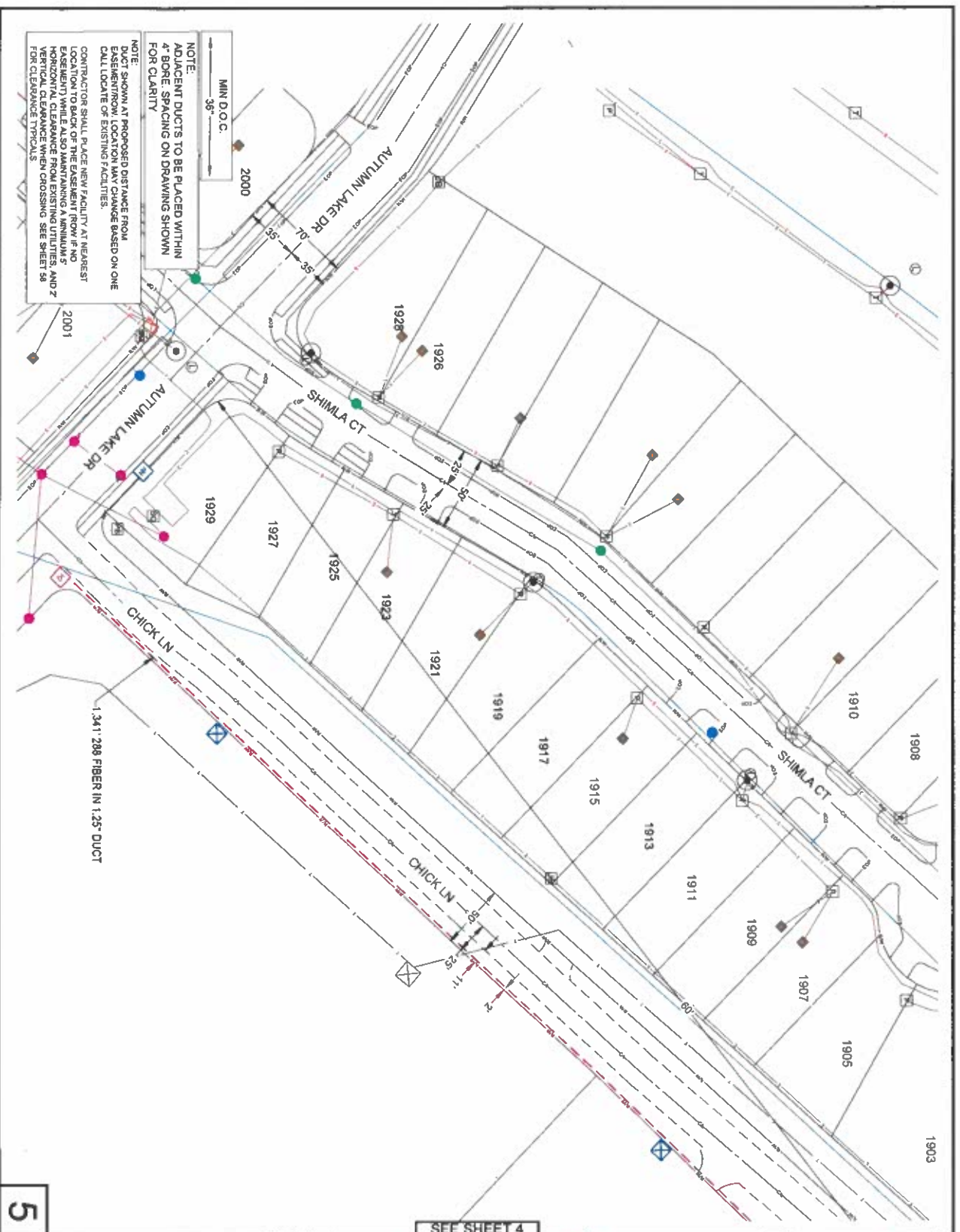
- PROPOSED BURIED FIBER DUCT
- PROPOSED AERIAL FIBER
- EXISTING FRONTIER UTILITIES
- EXISTING COB FIBER
- RIGHT-OF-WAY LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- ROAD CENTERLINE
- SIDE WALKS
- BTU OVERHEAD
- BTU UNDERGROUND
- WATER
- STORM DRAIN
- GAS
- SEWER
- RAIL ROAD

- EXAMIN HOLE
- FLOWER POT
- 17350-HANDHOLE
- 3735-HANDHOLE
- 7333-HANDHOLE
- EX-HANDHOLE
- BORE PIT
- EX-PED
- FRONTIER POLE
- WATER HYDRANT
- STORM PIPE FEATURE
- SANITARY MANHOLE
- GAS MANHOLE
- SHRUB
- COILS
- AERIAL SPAN
- OTHER EASEMENTS
- BTU POLE
- JUNCTION BOX
- LIGHT
- MANHOLE
- PAD
- BTU PED
- PULL BOX
- SWITCH GEAR
- TOWER
- TRANSFORMER
- VAULT
- ENCLOSURE
- TREE
- P.U.E.

EXISTING UTILITIES SHOWN FOR REFERENCE ONLY
CONSTRUCTION CONTRACTOR TO LOCATE ALL BURIED FACILITIES PRIOR TO CONSTRUCTION



PROJECT NUMBER	5294685	CITY	BRANDEN
DATE	12/5/2023	SCALE	1" = 40'
SCALE	1" = 40'	DATE	12/5/2023
SCALE	1" = 40'	DATE	12/5/2023



LEGEND

- PROPOSED BURIED FIBER DUCT
- PROPOSED AERIAL FIBER
- EXISTING FRONTIER UTILITIES
- EXISTING COB FIBER
- RIGHT-OF-WAY LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- ROAD CENTERLINE
- SIDE WALKS
- BTU OVERHEAD
- BTU UNDERGROUND
- WATER
- STORM DRAIN
- GAS
- SEWER

EXISTING UTILITIES SHOWN FOR REFERENCE ONLY

CONSTRUCTION CONTRACTOR TO LOCATE ALL BURIED FACILITIES PRIOR TO CONSTRUCTION

- RAIL ROAD
- EXAMIN HOLE
- FLOWER POT
- 173-30" HANDHOLE
- 313-30" HANDHOLE
- 273-30" HANDHOLE
- EXAMIN HOLE
- BONE PIT
- EX PED
- FRONTIER POLE
- WATER HYDRANT
- STORM PIPE FEATURE
- SANITARY MANHOLE
- GAS MARKER
- SHRUB
- COLLS
- AERIAL SPAN
- TREE
- ENCLOSURE
- VAULT
- TRANSFORMER
- SWITCH GEAR
- PULL BOX
- BTU PED
- MARKER
- LIGHT
- BTU POLE
- JUNCTION BOX

OTHER EASEMENTS

P.U.E.

Frontier COMMUNICATIONS

5294685 FEEDER 3B

BRAZOS COUNTY

PROJECT NUMBER: 5294685

DESIGNER: BGR, SOUL

DATE: 1/25/2023

SCALE: 1"=50'

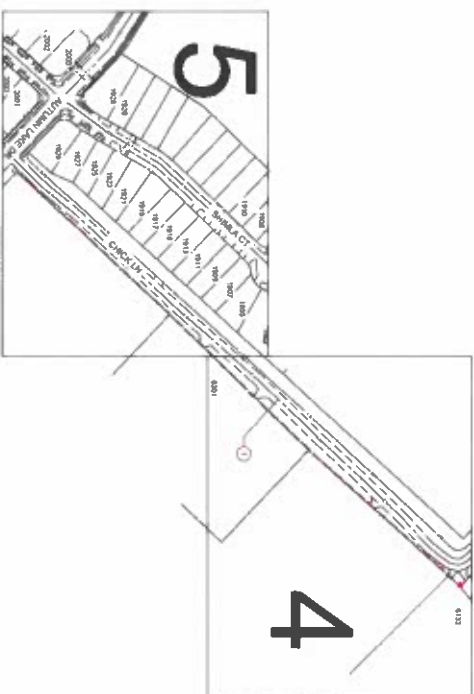
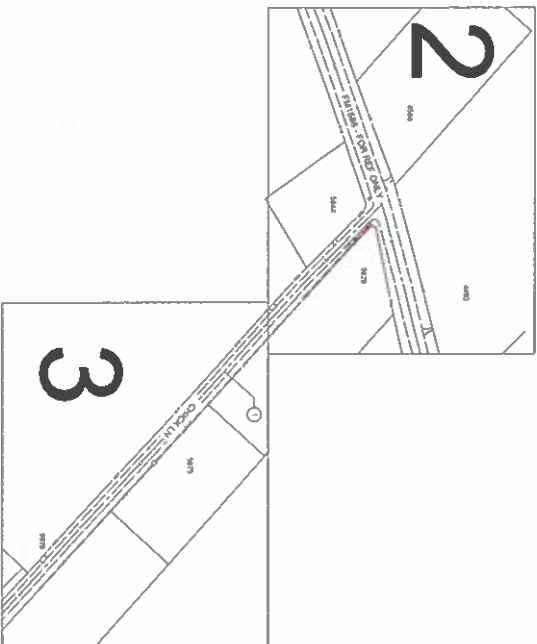
PROJECT: 5294685

DATE: 1/25/2023

SCALE: 1"=50'

5

TRAFFIC CONTROL PLAN REFERENCE MAP



STREET
CHICK LN

LOCATION
FROM AUTUMN LAKE DR TO FM 1688

TC SHEET
TC 2

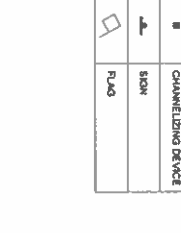
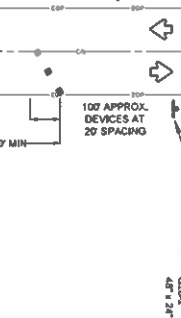
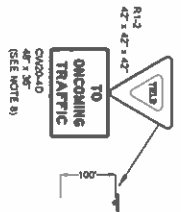
TC1

PROJECT NUMBER	5294685	CD AREA	BRAZOS
DATE	01/25/2023	CD CODE	BRN00A
SCALE	N.T.S.	DATE	01/25/2023
SCALE	N.T.S.	DATE	01/25/2023
SCALE	N.T.S.	DATE	01/25/2023



5294685 FEEDER 3B
BRAZOS COUNTY

WARNING SIGN SEQUENCE
IN OPPOSITE DIRECTION
SHALL BE BELOW



TC2 ROADS: CHICK LN

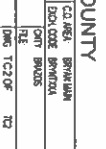
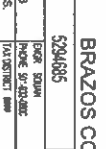
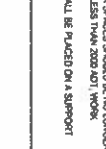
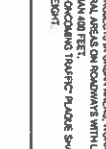
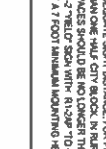
LEGEND	
	SHADOW VEHICLE
	HEAVY EQUIPMENT
	HEAVY WORK VEHICLE
	TRAFFIC FLOW
	POSSIBLE EXCEPTION (SEE NOTE 8)
	CHANNELIZING DEVICE
	SIGN
	FLAG

Posted Speed	Taper Length		Max Channelizing		Buffer
	12' per ft. 11' offset 12' offset	12' per ft. 11' offset 12' offset	12' per ft. 11' offset 12' offset	12' per ft. 11' offset 12' offset	
20	150'	150'	150'	150'	150'
30	225'	225'	225'	225'	225'
35	280'	280'	280'	280'	280'
40	335'	335'	335'	335'	335'
45	390'	390'	390'	390'	390'
50	445'	445'	445'	445'	445'
55	500'	500'	500'	500'	500'
60	555'	555'	555'	555'	555'
65	610'	610'	610'	610'	610'
70	665'	665'	665'	665'	665'
75	720'	720'	720'	720'	720'
80	775'	775'	775'	775'	775'

GENERAL NOTES

1. PLANS ATTACHED TO SIGNS WHERE SHOWN ARE REQUIRED.
2. ALL SIGNS MUST BE MAINTAINED IN EXCELLENT CONDITION EXCEPT THOSE EXEMPTED WITH THE MAINTENANCE SYMBOL WHEN APPLICABLE.
3. THE CHICK LN PREPARED TO STOP SIGN SHALL BE MAINTAINED.
4. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.
5. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.
6. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.
7. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.
8. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.
9. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.
10. SHADOW VEHICLE SYMBOLS SHALL BE MAINTAINED.

ONE LANE TWO-WAY CONTROL WITH YIELD SIGNS (LESS THAN 2000 ADT - SEE NOTE 7)



TRAFFIC CONTROL PLAN 2

5294685 FEEDER 3B
BRAZOS COUNTY

PROJECT NUMBER: 5294685
DRAWN BY: [blank]
CHECKED BY: [blank]
DATE: 01/25/2023
SCALE: N.T.S.
TYPED: [blank]

CD: [blank]
CITY: [blank]
COUNTY: [blank]
STATE: [blank]
ZIP: [blank]

DATE: 01/25/2023
SCALE: N.T.S.
TYPED: [blank]



**BRAZOS COUNTY ROADWAY SAFETY AND ROAD
PRESERVATION STANDARDS FOR WORK CONDUCTED IN
BRAZOS COUNTY RIGHTS OF WAY**

A. General Requirements

1. Adequate drainage shall be maintained in ditches at all times.
2. Permittee will use best management practices ("BMP") (EPA and TCEQ both provide lists of examples of BMPs) to minimize erosion and sedimentation resulting from the proposed installation.
3. The permittee shall take precautions to avoid damage to property. All County Right of Way and property shall be restored to its original condition, as far as practical, in the opinion of the County Engineer or appointed representative.
4. The construction and maintenance of such utility shall not interfere with the property or rights of a prior occupant.
5. Permittee shall not interfere with other utilities located in the right of way. In the event damages occur, permittee will be liable to the County or other utilities running through the right of way.
6. County Engineer shall determine whether or not permittee's plans shall inconvenience the public. If it is determined that inconvenience to the public exists, then the County Engineer will decide whether such project will be allowed or if an alternative exists so as not to inconvenience the public.

B. Safety Requirements

1. Proper traffic control measures must be put in place prior to beginning work and remain in place during the duration of the job. All traffic control measures must follow the Texas Manual of Uniform Traffic Control Devices (TMUTCD). See Traffic Control Requirements below.
2. During construction, all safety regulations of the Texas Department of Transportation shall be observed.
3. Permittee must take such precautions and measures, including placing and displaying safety devices, as may be necessary, in order to safely conduct the public through the project area. Company shall provide flagmen, signs, signals or devices necessary to provide complete safety to the public.
4. Adequate provisions must be made to cause minimum inconveniences to traffic and adjacent property owners.
5. No cable, conduit and/or pole line shall be laid, constructed, maintained and/or repaired so as to constitute a danger or hazard of any kind to persons or vehicles using such road. Any poles placed in the Right of Way for future installation shall be placed at the back of the Right of Way. Exceptions may be approved by the County Engineer.

C. Traffic Control Plan

1. A traffic control plan, pursuant to the TMUTCD or Engineered Traffic Control Plan must be provided for the following:
 - a. Any construction (i.e. pit, excavation, hole) left open over night, requires specific nighttime traffic control measures pursuant to the TMUTCD;
 - b. If construction is within ten (10) feet of the roadway; or
 - c. Any work performed in the road right-of-way;

2. Plan must be attached to the permit and kept at the job site any time work is being performed.
3. Plan must set forth the time of completion for the job.

D. Design Standards

1. All overhead installations shall conform to clearance standards of the Texas Department of Transportation and the pole be placed in the designated area for power specified as set forth in the *Texas Utilities Code, Section 181.045*.
2. All pole installation (including lighting) shall be placed at the backside of the Right of Way to ensure safety to the public. Any pole placed in violation of this requirement will be required to be moved to the appropriate location at the company's expense. Exceptions may be approved by the County Engineer.
3. All underground installations shall (these are minimum depths – utility may place deeper):
 - a. be placed at a minimum depth of forty-eight (48) inches below the top of the pavement;
 - b. be at least thirty-six (36) inches below ditch flow line when installation is within the area measured from top of bank to top of bank;
 - c. be at least forty-eight (48) inches below ditch flow line if low pressure gas or petroleum lines. For high pressure gas and petroleum lines, see High Pressure Pipelines requirements listed below;
 - d. not be closer than ten (10) feet from the edge of pavement. Exceptions may apply in rights of way of less than 60'.
4. Water Lines: All water lines must be a minimum 36-inches below the ditch flow line and cased. Waterlines shall be cased if crossing under the roadway.
5. Utilities in all new developments that have 60 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The locations shall be as follows: (measured from back of right-of-way).
 - Power – 0-2 feet, nominally 1'
 - Phone – 2-4 feet, nominally 3'
 - Gas – 4-6 feet, nominally 5'
 - Cable – 6-8 feet, nominally 7'
6. Utilities with less than 60 feet right-of-way in all new developments shall install the utility in a similar manner as referenced in No. 3 above, however, the County Engineer or its designated representative will provide final approval of each utility location.
7. The length of any trench to be opened in advance of the pipe, conduit or ducts may not be longer than 400' if left open over night or unattended.
8. Crossings under a county road shall:
 - a. be bored or jacked. ABSOLUTELY NO OPEN CUTS WITHIN COUNTY ROAD PAVEMENT;
 - b. be pressure grouted for the full length of the crossing *if* the annular space between pipe and casing and soil exceeds one (1) inch. Brazos County must be given 24 hours notice of pressure grouting operations and have the opportunity to have an inspector on site to observe pressure grouting operations;
 - c. TxDOT Standard Specification Item 476 shall be followed for all boring, jacking, tunneling and joints.
9. Bore Pits
 - a. no pits shall remain open longer than 2 days;

- b. all pits shall have proper traffic control measures in place. See Traffic Control Plan listed above.
 - c. pits shall NOT be located within ten (10) feet from the edge of pavement without prior approval from the County Engineer or his representative;
 - d. when pits are to remain open for more than 8 hours, due diligence will be used in protecting the spoil pile to prevent drainage problems;
 - e. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity;
 - f. based upon soil conditions, the County Engineer or his representative may require pits be placed further from the edge of road.
10. Any installation within ten (10) feet of edge of pavement shall meet the following:
- a. location must be approved by the County Engineer or his representative
 - b. backfilled with cement stabilized material.
 - c. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity.
 - d. All excess water and mud shall be removed from the trench prior to backfilling. Any backfill placed during a rainy period or at other times where excess water cannot be prevented from entering the trench will be considered TEMPORARY and shall be replaced with PERMANENT cement stabilized material as soon as weather permits;
 - e. All disturbed base and pavement materials shall be removed and restored to the satisfaction of the County Engineer or his representatives.
 - f. No side or lateral tamping to fill voids under the base and pavement materials is allowed.
11. Company must be careful to not jeopardize the slope or integrity of the shoulder of the road. In the event Company damages the slope, shoulder or any other portion of the right-of-way, Company will be responsible for repairing the damage and replacing the right-of-way to the condition it was prior to commencing construction.
12. Operation of construction and/or maintenance equipment on the traveled surface of any improved County road will not be permitted, except in an instance whereby the laying, construction, maintenance and/or repair of cables, conduits and/or pole lines cannot be accomplished by any other method and in this event all such equipment shall be of the rubber tire variety. Appropriate traffic control shall be provided meeting TMUTCD requirements.
13. In the event said construction and/or maintenance and/or repair requires Company to remove, cut or jeopardize any section of the road (asphalt, cement, road base, etc), Company will be required to provide a performance bond or letter of credit securing necessary repairs. Said bond amount will be determined by the County Engineer.
14. The applicant shall submit a letter of "No Objection" from the Army Corps of Engineers for all designated wetlands and environmentally sensitive lands.

E. Emergency work

- 1. In the event Company is required to perform emergency services, that requires excavation in a County Right of Way, and unable to notify the County Engineer prior to conducting emergency repairs, Company shall notify County Engineer within 24 hours of beginning construction/repairs. This will allow the County Engineer and Road & Bridge Office an opportunity to inspect the site to ensure the integrity of the County Right of Way and traffic safety controls used.

F. Repairs to existing facilities

1. Maintenance and/or repair to existing cables, conduits, and/or pole lines which require disturbance of the soil, shall not be performed until plans describing such maintenance and/or repair have been approved by the County Engineer or designated representative and a permit has been obtained.

G. Relocation of utilities:

1. When and if the County Engineer determines that it is necessary for the construction, repair, improvement, alteration or relocation of all or any portion of said road, any or all poles, wires, pipes, cables or other facilities and appurtenances authorized hereunder, shall be removed from said road, or reset or relocated thereon, as required by the County Engineer within a reasonable time as determined by the County Engineer and Utility Company, and at the expense of the Utility Company.

H. High Pressure Pipelines

1. All utility Permits for high pressure pipelines (generally 60 PSI or greater), whether pertaining to controlled access or non-controlled access installations, should contain the following additional information in the description of the permit.
 - diameter
 - wall thickness
 - material specification
 - minimum yield strength
 - maximum operation pressure of the pipeline
2. With the exception of the maximum operation pressure of the pipeline, this information is to be supplied for both the carrier pipe and the casing.
3. Assurance must also be given that the installation material and design meet the minimum Federal Safety Standards for Liquid and Gas Pipe Lines. Assurance must be provided on company letterhead and signed by an authorized representative of the company.

4. Petroleum Pipelines:

Type of Pipeline	Depth (below deepest ditch grade)	Special Requirements
Encased Pipe	Less than 10'	Must be covered with concrete pad at least 36" deep
Encased Pipe	Greater than 10'	No concrete pad required
Non-Cased Pipe	Less than 10'	Must be covered with concrete pad at least 48" deep
Non-Cased Pipe	Greater than 10'	No concrete pad required

The Concrete pad shall be minimum of 3" thick and width shall be pipe diameter plus 18" minimum.

5. Under no circumstances will a pipeline be installed parallel to a County Road within the Right-of-Way. Transmission lines have been determined to be petroleum pipelines (which includes natural gas lines) and shall not be parallel to a County Road.
6. Natural Gas Distribution is a line that serves the final customer.

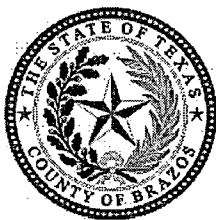


**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:	NUMBER:	CC-2024-Wellborn SUD-11670 River Road
DATE OF COURT MEETING:	3/26/2024	
ITEM:	Consider and take action on the Wellborn SUD utility permit to construct 40 foot road bore for a 1-inch service line to be installed at 11670 River Road. Site is located in Precinct 4.	
TO:	Commissioners Court	
FROM:	Joe Salvato	
DATE:	03/19/2024	
FISCAL IMPACT:	False	
BUDGETED:	False	
DOLLAR AMOUNT:	\$0.00	

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Permit-Wellborn SUD-11670 River Road.pdf	Utility Permit - Wellborn SUD - 11670 River Road	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

CC-2024-Wellborn SUD-11670
River Road

DATE OF COURT MEETING:

3/26/2024

ITEM:

Consider and take action on the Wellborn SUD utility permit to construct 40 foot road bore for a 1-inch service line to be installed at 11670 River Road. Site is located in Precinct 4.

TO:

Commissioners Court

FROM:

Joe Salvato

DATE:

03/19/2024

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Permit-Wellborn_SUD-
11670_River_Road.pdf


Description

Utility Permit - Wellborn SUD - 11670 River Road

Type

Backup Material

APPROVED


Duane Peters
County Judge

3/26/24
Date

APPLICATION FOR WATER UTILITY PERMIT
DESIGNATING PLACEMENT OF UTILITY IN COUNTY RIGHT OF WAY

TO: THE COUNTY ENGINEER OF BRAZOS COUNTY, TEXAS

Pursuant to the Texas Utility Code, Section 181.024, comes now Wellborn SUD [company name], hereinafter referred to as "Company" a Texas [state] Corporation, with authority to transact business in Texas, acting by and through its duly authorized representative, and hereby petitions the County Engineer for the right to lay, construct, maintain, repair and/or operate a gas facility under, over, across and/or along certain County Roads as shown on drawings and diagrams attached hereto and said location described as follows:

Facility to Cross Road

Road Name & Block Number	Length of Crossing	TYPE OF CONSTRUCTION (CHECK ONE)			
		Bored	Jacked	Driven	Cased
River Road	40'	X			X

Facility to Parallel County Road Within Right-Of-Way

Road Name and Block Number	From	To	Depth	Distance

CONSTRUCTION TYPE

1" Diameter .10" Wall Thickness 2" Encasement Pipe

Material Specification PVC Pipe

Maximum Operation Pressure 200 psi

The location and description of the proposed installation and appurtenances must be fully shown on the attached detailed drawings.

The Company shall commence actual construction/work in good faith within 60 days from the date of said permit and shall complete said construction /work within 15 working days. **(COMPANY MUST FILL IN)**. If such construction is not begun by the 60th day, Company will be required to apply for a new permit.

Company declares that prior to filing this application, it has ascertained the location of all existing utilities, both aerial and underground, and the filing of this application is prima facie evidence that the proposed installation will not conflict with any existing utility.

A copy of this permit shall be kept at the job site any time work is being performed.

It is expressly stipulated that this Permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the holder and the holder will at all times assume risk of and indemnify, defend and save harmless Brazos County from and against any and all loss, damages, cost or expense arising in any manner on account of the exercise or attempted exercise by said holder of the aforesaid rights and privileges.

Any deviation from these specifications must be approved by Brazos County Engineer's Office or its designated representative.

Approval of County Engineer's Office may take as long as two weeks after complete application is received.

Applicant agrees to comply with all rules of the County Commissioners and the County Engineer in construction of said installation attached hereto as **BRAZOS COUNTY DESIGN STANDARDS AND SAFETY PRECAUTION REQUIREMENTS FOR WORK CONDUCTED IN BRAZOS COUNTY RIGHTS OF WAY** and incorporated herein for reference.

In the event Company fails to obtain a permit prior to the installation or does not install utilities in compliance with installation requirements set forth herein (i.e. depth, location, etc), Company assumes all financial responsibility for damages and/or destruction of lines, cables, etc. based upon its failure to comply with Brazos County requirements.

Applicant agrees that if Brazos County demonstrates a violation of the terms of this policy, Applicant stipulates that requisites for injunctive relief exist and that Brazos County is entitled to relief enjoining any conduct by applicant which is contrary to the policies.

This permit is a revocable permit. Brazos County reserves the right to revoke this permit at any time, in the sole discretion of Brazos County, for interests of public health, safety or welfare, or for failure to repair any damages upon demand, or for any other reason deemed sufficient by Brazos County.


In the event Company fails to comply with any or all of the requirements as set forth herein, the County may take such action as it deems appropriate to compel compliance. The County Engineer further retains the right to revoke this Permit by verbal notification to the Applicant/Company.

Failure to obtain this permit and/or notify the County Engineer's Office within 24 hours of beginning construction shall constitute grounds for job shutdown.

By signing below, I certify that I am authorized to represent the Company listed below, and that the Company agrees to the conditions/provisions included in this permit.

Wellborn SUD
Company Name

Campbell Young
By:


Signature

General Manager
Title

P.O. Box 250
Address

Wellborn Tx 77881
City

State Zip
979-690-9799

Telephone Number

julia@wellbornsud.com
Email:

WATER UTILITY APPROVAL

Brazos County offers no objection to the proposed location of the utility in the County right of way as shown by accompanying drawings and notice dated MARCH 19, 2024 except as noted below:

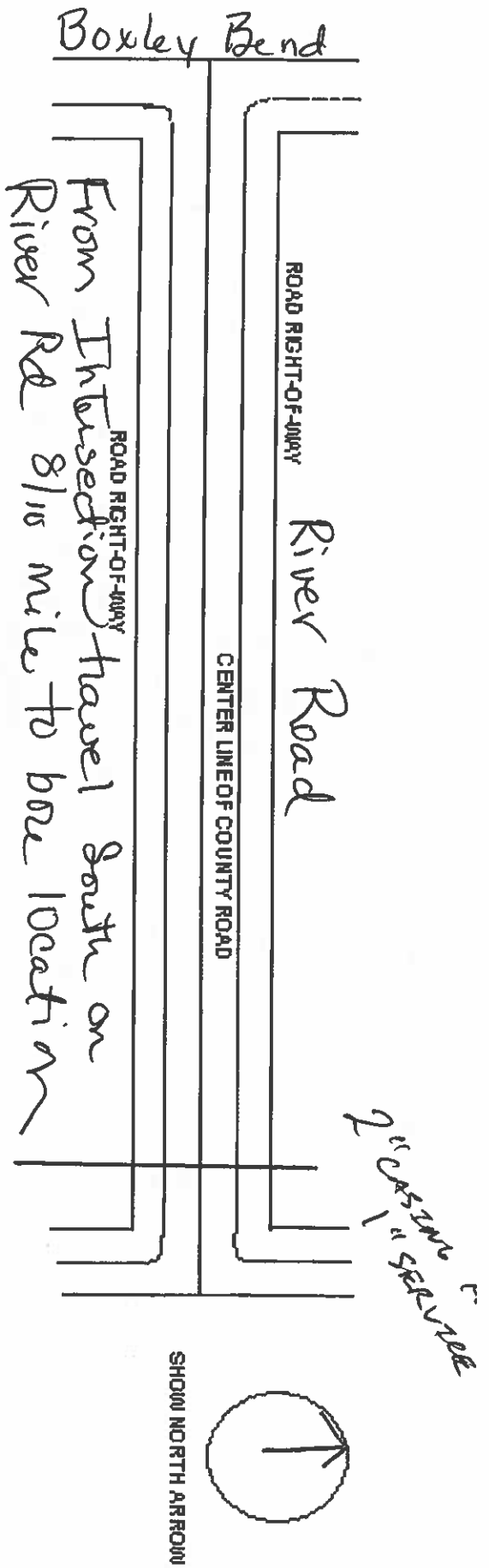
(Month/Day/Year)

EXCEPTIONS:

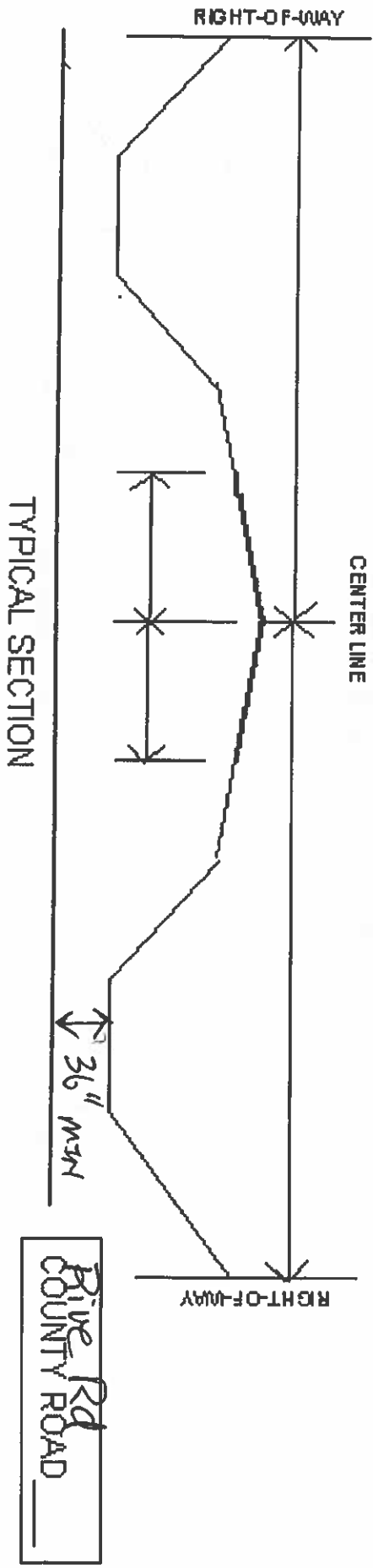
NONE

For 

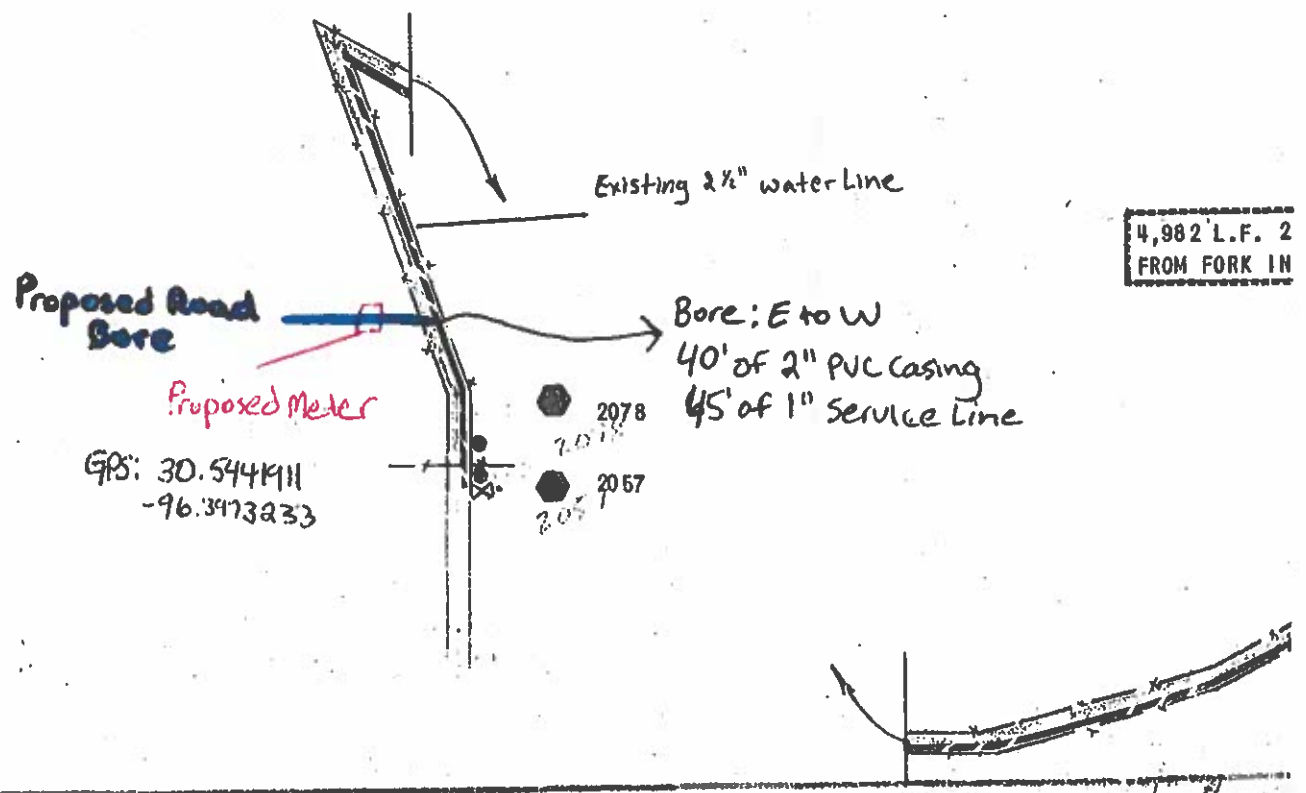
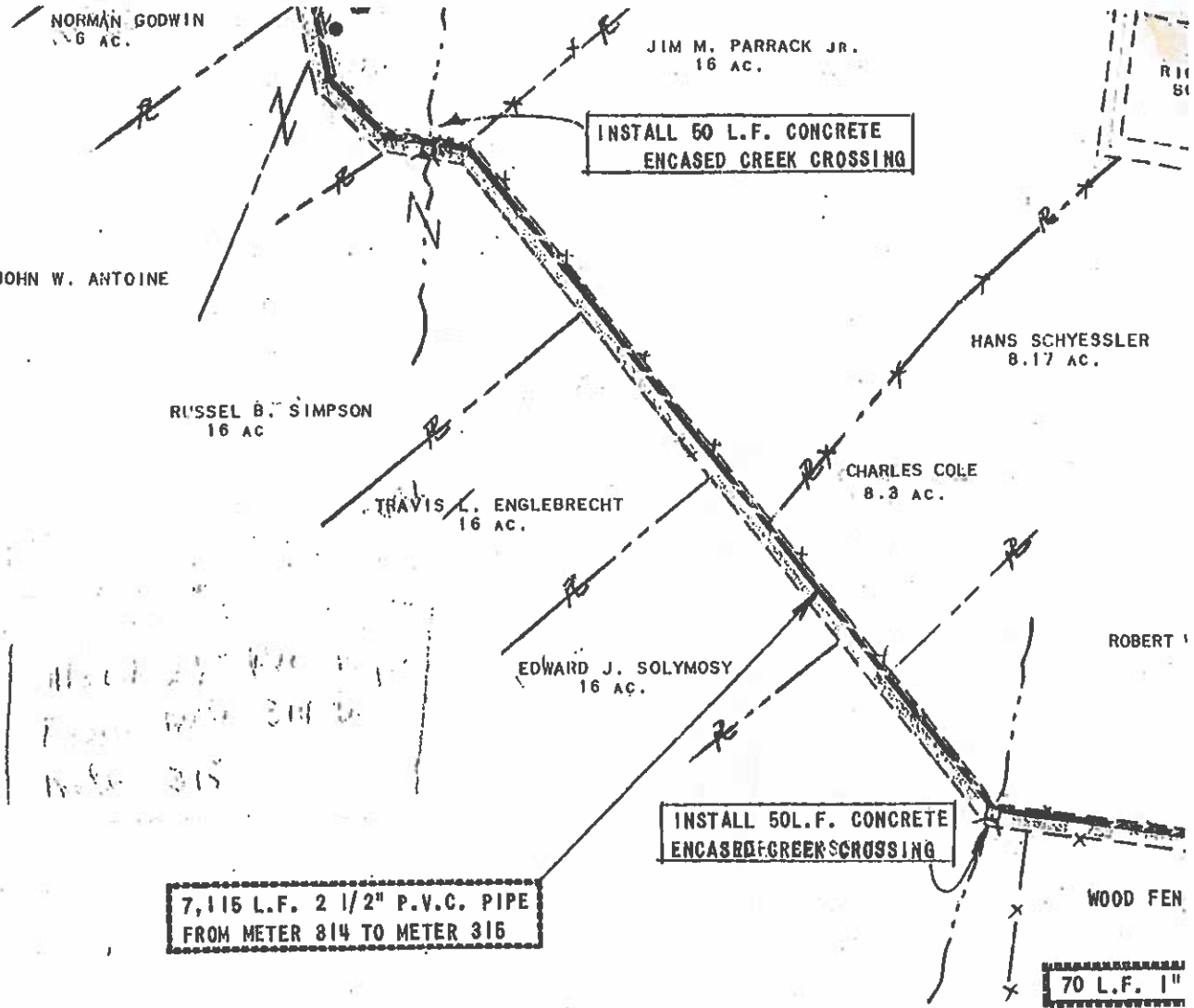
Brazos County Engineer



PLAN VIEW



1. IN CROSSING ROAD OR GOING ALONG RIGHT-OF-WAY, SHOW DEPTH & LOCATION OF CONSTRUCTION IN TYPE SECTION & PLAN
2. IN PLAN VIEW SHOW DISTANCE FROM YOUR CONSTRUCTION TO NEAREST INTERSECTION
3. IF ABOVE PLAN VIEW AND/OR TYPE SECTION IS NOT APPLICABLE, THEN SHOW APPLICABLE PLAN AND/OR SECTION



Brazos CAD Web Map



3/20/2024, 5:25:30 PM

☐

Abstracts

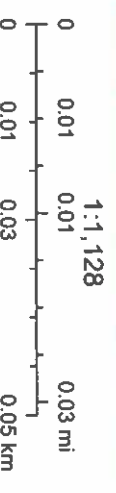
☐

Parcels

☐

Lot Lines

11670 River Road



© OpenStreetMap (and) contributors, CC-BY-SA

**BRAZOS COUNTY ROADWAY SAFETY AND ROAD
PRESERVATION STANDARDS FOR WORK CONDUCTED IN
BRAZOS COUNTY RIGHTS OF WAY**

A. General Requirements

1. Adequate drainage shall be maintained in ditches at all times.
2. Permittee will use best management practices ("BMP") (EPA and TCEQ both provide lists of examples of BMPs) to minimize erosion and sedimentation resulting from the proposed installation.
3. The permittee shall take precautions to avoid damage to property. All County Right of Way and property shall be restored to its original condition, as far as practical, in the opinion of the County Engineer or appointed representative.
4. The construction and maintenance of such utility shall not interfere with the property or rights of a prior occupant.
5. Permittee shall not interfere with other utilities located in the right of way. In the event damages occur, permittee will be liable to the County or other utilities running through the right of way.
6. County Engineer shall determine whether or not permittee's plans shall inconvenience the public. If it is determined that inconvenience to the public exists, then the County Engineer will decide whether such project will be allowed or if an alternative exists so as not to inconvenience the public.

B. Safety Requirements

1. Proper traffic control measures must be put in place prior to beginning work and remain in place during the duration of the job. All traffic control measures must follow the Texas Manual of Uniform Traffic Control Devices (TMUTCD). See Traffic Control Requirements below.
2. During construction, all safety regulations of the Texas Department of Transportation shall be observed.
3. Permittee must take such precautions and measures, including placing and displaying safety devices, as may be necessary, in order to safely conduct the public through the project area. Company shall provide flagmen, signs, signals or devices necessary to provide complete safety to the public.
4. Adequate provisions must be made to cause minimum inconveniences to traffic and adjacent property owners.
5. No cable, conduit and/or pole line shall be laid, constructed, maintained and/or repaired so as to constitute a danger or hazard of any kind to persons or vehicles using such road. Any poles placed in the Right of Way for future installation shall be placed at the back of the Right of Way. Exceptions may be approved by the County Engineer.

C. Traffic Control Plan

1. A traffic control plan, pursuant to the TMUTCD or Engineered Traffic Control Plan must be provided for the following:
 - a. Any construction (i.e. pit, excavation, hole) left open overnight, requires specific nighttime traffic control measures pursuant to the TMUTCD;

- b. If construction is within ten (10) feet of the roadway; or
 - c. Any work performed in the road right-of-way;
2. Plan must be attached to the permit and kept at the job site any time work is being performed.
 3. Plan must set forth the time of completion for the job.

D. Design Standards

1. All overhead installations shall conform to clearance standards of the Texas Department of Transportation and the pole be placed in the designated area for power specified as set forth in the *Texas Utilities Code, Section 181.045*.
2. All pole installation (including lighting) shall be placed at the backside of the Right of Way to ensure safety to the public. Any pole placed in violation of this requirement will be required to be moved to the appropriate location at the company's expense. Exceptions may be approved by the County Engineer.
3. All underground installations shall (these are minimum depths – utility may place deeper):
 - a. be placed at a minimum depth of forty-eight (48) inches below the top of the pavement;
 - b. be at least thirty-six (36) inches below ditch flow line when installation is within the area measured from top of bank to top of bank;
 - c. be at least forty-eight (48) inches below ditch flow line if low pressure gas or petroleum lines. For high pressure gas and petroleum lines, see High Pressure Pipelines requirements listed below;
 - d. not be closer than ten (10) feet from the edge of pavement. Exceptions may apply in rights of way of less than 60 feet.
4. **Water Lines:** All water lines must be a minimum 36-inches below the ditch flow line and cased. Waterlines shall be cased if crossing under the roadway.
5. Utilities in all new developments that have 60 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The locations shall be as follows: (measured from back of right-of-way).
 - Power – 0 to 2 feet, nominally 1'
 - Phone – 2 to 4 feet, nominally 3'
 - Gas – 4 to 6 feet, nominally 5'
 - Cable – 6 to 8 feet, nominally 7'
6. Utilities with less than 60 feet right-of-way in all new developments shall install the utility in a similar manner as referenced in No. 3 above; however, the County Engineer or its designated representative will provide final approval of each utility location.
7. The length of any trench to be opened in advance of the pipe, conduit or ducts may not be longer than 400' if left open over night or unattended.
8. Crossings under a county road shall:
 - a. be bored or jacked. **ABSOLUTELY NO OPEN CUTS WITHIN COUNTY ROAD PAVEMENT;**
 - b. be pressure grouted for the full length of the crossing *if* the annular space between pipe and casing and soil exceeds one (1) inch. Brazos County must be given 24 hours notice of pressure grouting operations and have the opportunity to have an inspector on site to observe pressure grouting operations;

- c. TxDOT Standard Specification Item 476 shall be followed for all boring, jacking, tunneling and joints.
9. Bore Pits:
- a. no pits shall remain open longer than 2 days;
 - b. all pits shall have proper traffic control measures in place. See Traffic Control Plan listed above.
 - c. pits shall NOT be located within ten (10) feet from the edge of pavement without prior approval from the County Engineer or his representative;
 - d. when pits are to remain open for more than 8 hours, due diligence will be used in protecting the spoil pile to prevent drainage problems;
 - e. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity;
 - f. based upon soil conditions, the County Engineer or his representative may require pits be placed further from the edge of road.
10. Any installation within ten (10) feet of edge of pavement shall meet the following:
- a. location must be approved by the County Engineer or his representative
 - b. backfilled with cement stabilized material.
 - c. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity.
 - d. all excess water and mud shall be removed from the trench prior to backfilling. Any backfill placed during a rainy period or at other times where excess water cannot be prevented from entering the trench will be considered TEMPORARY and shall be replaced with PERMANENT cement stabilized material as soon as weather permits;
 - e. all disturbed base and pavement materials shall be removed and restored to the satisfaction of the County Engineer or his representatives.
 - f. no side or lateral tamping to fill voids under the base and pavement materials is allowed.
11. Company must be careful to not jeopardize the slope or integrity of the shoulder of the road. In the event Company damages the slope, shoulder or any other portion of the right-of-way, Company will be responsible for repairing the damage and replacing the right-of-way to the condition it was prior to commencing construction.
12. Operation of construction and/or maintenance equipment on the traveled surface of any improved County road will not be permitted, except in an instance whereby the laying, construction, maintenance and/or repair of cables, conduits and/or pole lines cannot be accomplished by any other method and in this event all such equipment shall be of the rubber tire variety. Appropriate traffic control shall be provided meeting TMUTCD requirements.
13. In the event said construction and/or maintenance and/or repair requires Company to remove, cut or jeopardize any section of the road (asphalt, cement, road base, etc.), Company will be required to provide a performance bond or letter of credit securing necessary repairs. Said bond amount will be determined by the County Engineer.
14. The applicant shall submit a letter of "No Objection" from the Army Corps of Engineers for all designated wetlands and environmentally sensitive lands.

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- 1. In the event Company is required to perform emergency services, that requires excavation in a County Right of Way, and unable to notify the County Engineer prior to conducting emergency repairs, Company

shall notify County Engineer within 24 hours of beginning construction/repairs. This will allow the County Engineer's Office an opportunity to inspect the site to ensure the integrity of the County Right of Way and traffic safety controls used.

F. Repairs to existing facilities

1. Maintenance and/or repair to existing cables, conduits, and/or pole lines which require disturbance of the soil, shall not be performed until plans describing such maintenance and/or repair have been approved by the County Engineer or its designated representative and a permit has been obtained.

G. Relocation of utilities

1. When and if the County Engineer determines that it is necessary for the construction, repair, improvement, alteration or relocation of all or any portion of said road, any or all poles, wires, pipes, cables or other facilities and appurtenances authorized hereunder, shall be removed from said road, or reset or relocated thereon, as required by the County Engineer within a reasonable time as determined by the County Engineer and Utility Company, and at the expense of the Utility Company.

H. High Pressure Pipelines

1. All utility Permits for high pressure pipelines (generally 60 PSI or greater), whether pertaining to controlled access or non-controlled access installations, should contain the following additional information in the description of the permit.
 - diameter
 - wall thickness
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 - minimum yield strength
 - maximum operation pressure of the pipeline
2. With the exception of the maximum operation pressure of the pipeline, this information is to be supplied for both the carrier pipe and the casing.
3. Assurance must also be given that the installation material and design meet the minimum Federal Safety Standards for Liquid and Gas Pipe Lines. Assurance must be provided on company letterhead and signed by an authorized representative of the company.

4. Petroleum Pipelines:

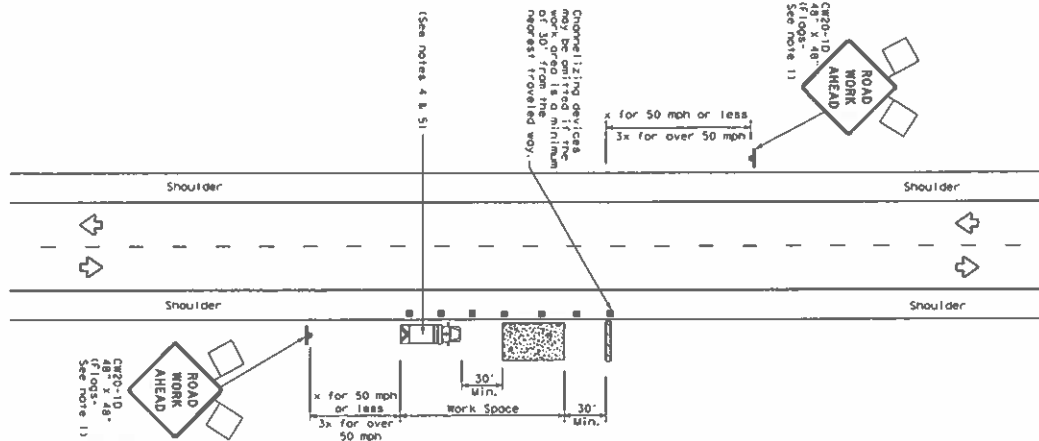
<u>Type of Pipeline</u>	<u>Depth (below deepest ditch grade)</u>	<u>Special Requirements</u>
Encased Pipe	Less than 10'	Must be covered with concrete pad at least 36" deep
Encased Pipe	Greater than 10'	No concrete pad required
Non-Cased Pipe	Less than 10'	Must be covered with concrete pad at least 48" deep
Non-Cased Pipe	Greater than 10'	No concrete pad required

Concrete pad shall be minimum of 3" thick and width shall be pipe diameter plus 18" minimum.

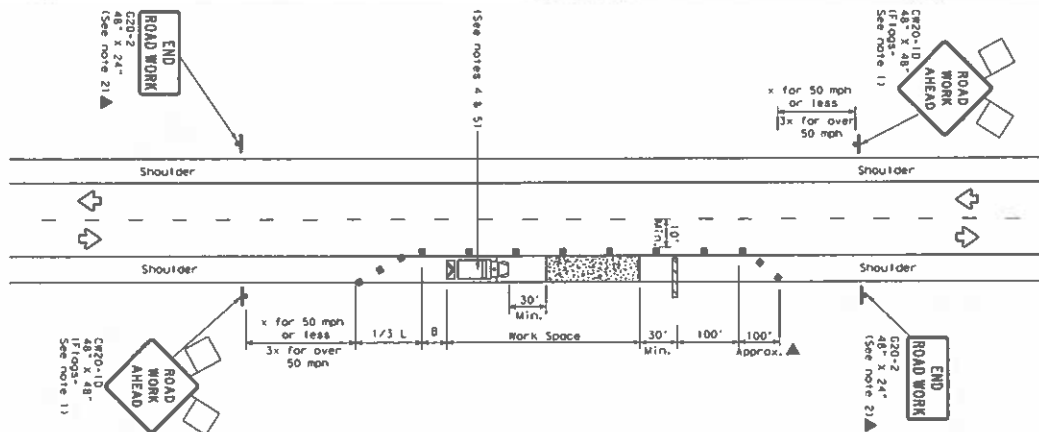
5. Under no circumstances will a pipeline be installed parallel to a County Road within the Right-of-Way. Transmission lines have been determined to be petroleum pipelines (which includes natural gas lines) and shall not be parallel to a County Road.
6. Natural Gas Distribution is a line that serves the final customer.

DATE:
FILE:

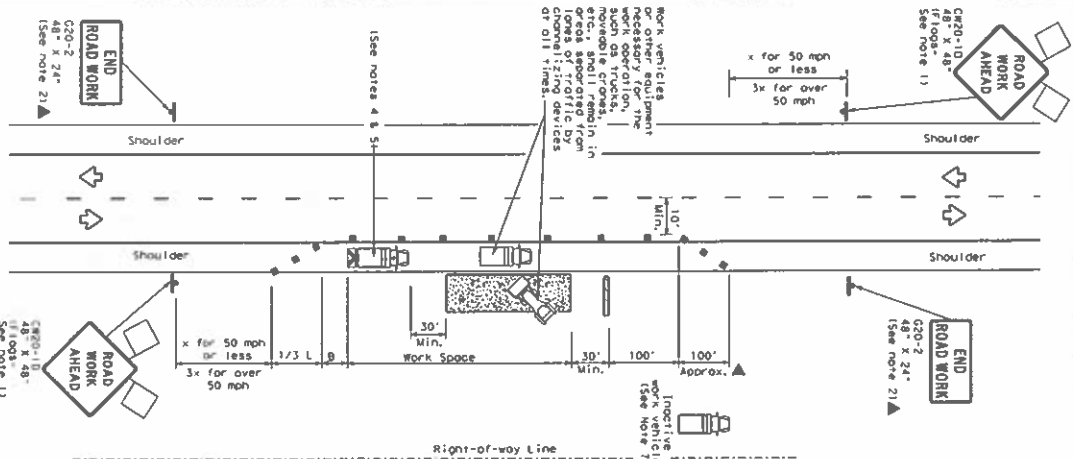
WORK SPACE NEAR SHOULDER Conventional Roads













WORK SPACE ON SHOULDER Conventional Roads



WORK VEHICLES ON SHOULDER



Right-of-way Line

LEGEND	
	Type 3 Bertracode
	Heavy work vehicle
	Trailer mounted flagging arrow board
	Sign
	Fluo
	Chemicalizing Device
	Truck mounted attenuator (TMA)
	Mobile electronic beacon (S-1, S-2)
	Traffic flow
	Flagger

Passing Seed %	Formula	Desired/Actual Total/1000 gms	Suggested Seedling Counting Interval	Upland Seedling Distance	Suggested Seedling Distance
		10" 11" 12"	On 6" On 6"		
30	$\frac{150}{100} = 1.5$	180	30	60	120
35	$\frac{150}{100} = 1.5$	180	30	60	120
40	$\frac{150}{100} = 1.5$	180	30	60	120
45	$\frac{150}{100} = 1.5$	180	30	60	120
50	$\frac{150}{100} = 1.5$	180	30	60	120
55	$\frac{150}{100} = 1.5$	180	30	60	120
60	$\frac{150}{100} = 1.5$	180	30	60	120
65	$\frac{150}{100} = 1.5$	180	30	60	120
70	$\frac{150}{100} = 1.5$	180	30	60	120
75	$\frac{150}{100} = 1.5$	180	30	60	120
80	$\frac{150}{100} = 1.5$	180	30	60	120
85	$\frac{150}{100} = 1.5$	180	30	60	120
90	$\frac{150}{100} = 1.5$	180	30	60	120
95	$\frac{150}{100} = 1.5$	180	30	60	120
100	$\frac{150}{100} = 1.5$	180	30	60	120

* Conventional Roads Only

L=Length of Taper (ft) W=Width of Off

Length of Taper (FT)	Width of Offset (FT)	Spotted Specimen
10	10	10
20	20	20
30	30	30
40	40	40
50	50	50
60	60	60
70	70	70
80	80	80
90	90	90
100	100	100

TYPICAL USAGE			
	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
MOBILE	✓		
SHORT DURATION	✓	✓	✓

GENERAL NOTES

1. Flots of colored to silver where areas, or **REQUIRED**.
2. All traffic control devices illustrated on **REQUIRED**, except those shown in the diagram, shall be installed in the same manner as shown in the diagram, or for the maintenance work, when approved by the Engineer.
3. Stocked material should be placed a minimum of 30 feet from the nearest traveled way.
4. Shoulder vehicles with tall and high intensity rotating, flashing, or flashing lights should be placed a minimum of 30 feet from the traveled way. Vehicles with flashing lights should be placed a minimum of 30 to 100 feet in advance of the area of work exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Stocked vehicle and tall.
5. Additional Shoulder vehicle with tall may be positioned on the paved shoulder, provided that the vehicle is not so positioned as to obstruct a view of the work area, or to impede the flow of traffic. The vehicle should be equipped with flashing lights, or divided flagging, stop signs and cones.
7. Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
6. **CR2-10** - **SHOULDER MARK** - Signs may be used in place of **CR2-10** **SHOULDER MARK** signs for shoulders with conventional roadways.





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:
DATE OF COURT MEETING: 3/26/2024
ITEM: Approval of the Treasurer's Report for January 2024.
TO: Commissioners Court
DATE: 03/20/2024
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00
ACTION REQUESTED OR
ALTERNATIVES: Approval

<u>ATTACHMENTS:</u>		
<u>File Name</u>	<u>Description</u>	<u>Type</u>
Treasurer Report January 2024.PDF	Treasurer Report for January 2024	Backup Material
Treasurer Report Approval January 2024.pdf	Treasurer Report Approval	Backup Material

JANUARY 2024 TREASURER'S REPORT

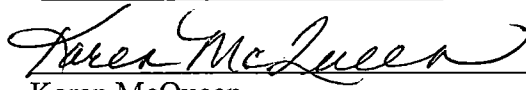
	CASH BALANCE 12/31/2023	INCOMING	INVESTED INTEREST	SUB-TOTAL	DISBURSED	CASH BALANCE 1/31/2024	INVESTED	CK.ACCT.BAL. 1/31/2024
0100 - GENERAL FUND	152,773,756.87	47,223,674.13	641,621.65	200,639,052.65	13,520,839.96	187,118,212.69	142,572,365.31	44,545,847.38
1100 - HOTEL OCCUPANCY TAX	6,047,984.48	422,403.41		6,470,387.89	316,978.14	6,153,409.75		6,153,409.75
1200 - STATE LATERAL ROAD	252,364.60	671.06		253,035.66	-	253,035.66		253,035.66
1300 - UNCLAIMED FUNDS	394,301.39	1,991.06		396,292.45	-	396,292.45		396,292.45
1500 - LAW LIBRARY	138,324.87	8,481.74		146,806.61	3,910.89	142,895.72		142,895.72
1800 - LEOSE FUND	69,059.88	-		69,059.88	-	69,059.88		69,059.88
1900 - COUNTY RECORDS MANAGEMENT	669,455.25	1,820.07		671,275.32	-	671,275.32		671,275.32
2000 - COUNTY CLERK MGMT.FUND	1,288,654.64	27,801.67		1,316,456.31	27,092.42	1,289,363.89		1,289,363.89
2001 - COUNTY CLERK ARCHIVAL FUND	1,341,851.70	25,318.12		1,367,169.82	22,005.77	1,345,164.05		1,345,164.05
2200 - COURTHOUSE SECURITY FUND	96,636.24	6,695.93		103,332.17	313.89	103,018.28		103,018.28
2201 - JUSTICE COURT SECURITY FUND	219,420.95	3,472.61		222,893.56	-	222,893.56		222,893.56
2300 - DISTRICT CLERK MANAGEMENT FUND	238,613.10	11,507.04		250,120.14	5,294.31	244,825.83		244,825.83
2301 - DISTRICT CLERK ARCHIVAL FUND	1,285.70	23.35		1,309.05	-	1,309.05		1,309.05
2400 - JUSTICE @ PEACE - TECHNOLOGY FUND	200,374.18	2,979.66		203,353.84	43.24	203,310.60		203,310.60
2401 - CO.& DIST.COURT TECHNOLOGY FUND	122,301.84	1,021.79		123,323.63	-	123,323.63		123,323.63
2500 - SPECIAL FORFEITURE FUND	36,034.21	95.82		36,130.03	-	36,130.03		36,130.03
2600 - D/A HOT CHECK COLLECT FEES	5,018.49	88.34		5,106.83	-	5,106.83		5,106.83
2700 - BAIL BOND BOARD FEES	108,091.85	787.43		108,879.28	-	108,879.28		108,879.28
2800 - VOTER REGISTRATION	-	-		-	-	-		-
2900 - VIT INTEREST FUND	346,146.66	4,264.21		350,410.87	-	350,410.87		350,410.87
3000 - COUNTY GRANTS	(101,119.63)	139,989.93		38,870.30	323,478.30	(284,608.00)		(284,608.00)
3100 - AMERICAN RESCUE PLAN ACT	22,032,981.25	-	98,394.60	22,131,375.85	132,056.41	21,999,319.44	22,020,817.94	(21,498.50)
3400 - D/A CRIME FUND	242,498.47	944.83		243,443.30	3,115.07	240,328.23		240,328.23
3500- PRIMARY ELECTION SERVICES	64,784.98	172.27		64,957.25	200.86	64,756.39		64,756.39
3901 - BC HOUSING FINANCE CORP	496,941.10	1,321.42		498,262.52	173.74	498,088.78		498,088.78
4320 - CO 2020	8,082,865.61	1,066.30	36,124.82	8,120,056.73	186,639.16	7,933,417.57	7,717,990.30	215,427.27
4323 - ON SYSTEM ROAD BOND-TXDOT	20,291,497.13	2,959.66	90,188.87	20,384,645.66	-	20,384,645.66	19,268,658.81	1,115,986.85
43231 - OFF SYSTEM ROAD BOND	10,367,056.30	2,610.84	44,134.94	10,413,802.08	610,179.50	9,803,622.58	9,429,343.62	374,278.96
43232 - 2023 CERTIFICATES OF OBLIGATIONS	10,178,774.69	3,195.23	42,216.07	10,224,185.99	-	10,224,185.99	9,019,372.21	1,204,813.78
4500- GEN.PERMANENT IMPV.	23,268,171.40	-		23,268,171.40	873,920.18	22,394,251.22		22,394,251.22
5000 - HEALTH & LIFE INSURANCE	11,239,225.76	2,032,263.93		13,271,489.69	3,454,909.34	9,816,580.35		9,816,580.35
5800 - COUNTY ATTORNEY OPERATING FUND	68,787.98	104.28		68,892.26	-	68,892.26		68,892.26
6000 - PAYROLL	2,293,800.95	5,893,396.50		8,187,197.45	6,501,337.37	1,685,860.08		1,685,860.08
9100 - HEALTH DEPARTMENT	2,759,054.01	693,047.94		3,452,101.95	301,729.99	3,150,371.96		3,150,371.96
9300 - REGIONAL MOBILITY AUTHORITY	14,958.17	39.78		14,997.95	-	14,997.95		14,997.95
9700 - COMMUNITY SUPERVISION	1,282,322.10	241,031.63		1,523,353.73	332,334.17	1,191,019.56		1,191,019.56
TTL OF ACCTS. IN POOL	276,932,277.17	56,755,241.98	952,680.95	334,640,200.10	26,616,552.71	308,023,647.39	210,028,548.19	97,995,099.20
1600 - LOCAL PROVIDER PARTICIPATION	24,678,861.26	4,311,642.83		28,990,504.09	594,525.99	28,395,978.10		28,395,978.10
4100 - GEN.OBLIG.DEBT SVC.	6,952,049.55	4,731,261.68	17,923.84	11,701,235.07	-	11,701,235.07	3,829,389.35	7,871,845.72
TOTAL	308,563,187.98	65,798,146.49	970,604.79	375,331,939.26	27,211,078.70	348,120,860.56	213,857,937.54	134,262,923.02

This report is submitted as true and correct to Commissioners Court by Christa Villanar, Brazos County Treasurer, on 3/26/2024.

The State of Texas, County of **BRAZOS**

We, the undersigned, as County Commissioners within and for Brazos County, and the Honorable Duane Peters, County Judge of Brazos County, constituting the entire Commissioners' Court of Brazos County, during a regular meeting of said Court have examined the foregoing report and have caused an order to be entered upon the Minutes of the Commissioners' Court of Brazos County approving said Report as presented and submitted as true and correct by Cristian Villarreal, Treasurer of Brazos County, as provided for in the Revised Statutes of the State of Texas. (*Texas Local Government Code, 114.026*)

Witness my hand this 26 day of MARCH A.D. 2024



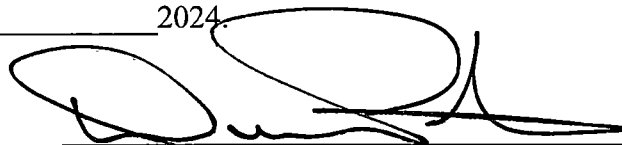
Karen McQueen

County Clerk, County of BRAZOS, State of Texas

Examined and approved in open Commissioners' Court this 26 day of

MARCH

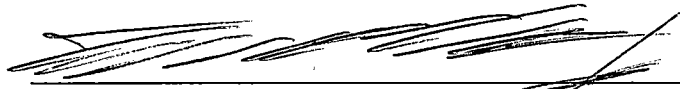
2024



Duane Peters, County Judge



Steve Aldrich, Commissioner Precinct #1



Chuck Konderla, Commissioner Precinct #2



Nancy Berry, Commissioner Precinct #3



Wanda J. Watson, Commissioner Precinct #4

Treasurer's Report for the **MONTH JANUARY 2024**



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM:

- Overpayments**
 - a. John & Katherine Jahnke - \$190.08
 - b. Roger Witt Bearrie - \$64.20
 - c. Wildfire Energy Operating - \$44.54
 - d. Alma Yolanda Alvarado - \$69.01
 - e. Maria Serrato - #1,555.40
- Payment in Error**
 - f. Corelogic - \$2,057.02

TO: Commissioners Court

DATE: 03/19/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
CC Refund Request- 03 19 2024 (002).pdf	Tax Refund Applications	Cover Memo

Kristeen Roe, CTA, PCC
Brazos County Tax Assessor/Collector
4151 County Park Ct
Bryan TX 77802
979-775-9930
979-775-9938 Fax

REFUNDS PENDING 03/19/2024

REQUESTOR	JOHN & KATHERINE JAHNKE
ADDRESS	16546 WOODLAKE DR COLLEGE STATION TX 77845
OWNER NAME	JOHN & KATHERINE JAHNKE
PROP ID#	49669
REFUND AMOUNT	\$ 190.08

REQUESTOR	ROGER WITT BEARRIE
ADDRESS	2842 FORESTWOOD DR ARLINGTON TX 76006
OWNER NAME	ROGER WITT BEARRIE
PROP ID#	30516
REFUND AMOUNT	\$ 64.20

REQUESTOR	WILDFIRE ENERGY OPERATING
ADDRESS	920 MEMORIAL CITY WAY AVE STE 1400 HOUSTON TX 77024
OWNER NAME	ROSIE LUCAS
PROP ID#	398759
REFUND AMOUNT	\$ 44.54

REQUESTOR	ALVARADO ALMA YOLANDA
ADDRESS	920 CLEARLEAF DR TRL 213, BRYAN, TX 77803
OWNER NAME	ALVARADO ALMA YOLANDA
PROP ID#	105100
REFUND AMOUNT	\$69.01

REQUESTOR	CORELOGIC
ADDRESS	3001 HACKBERRY RD IRVING TX 75063
OWNER NAME	RRAG FAMILY TRUST
PROP ID#	90756
REFUND AMOUNT	\$ 2057.02

REQUESTOR	MARIA SERRATO
ADDRESS	11173 TRAILWOOD DR BRYAN TX 77808
OWNER NAME	JUAN SERRATO
PROP ID#	35149
REFUND AMOUNT	\$ 1555.40

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

JAHNKE JOHN & KATHERINE

16546 WOODLAKE DR

COLLEGE STATION TX 77845-8268

PROPERTY DESCRIPTION

Legal: WOODLAKE PH 2, LOT 89, ACRES 1.35

Address: 16546 WOODLAKE DR ,

Account # 49669

TAX PAYMENT INFORMATION

Name of Taxing Unit

Tax Year of Refund

Payment Date

Amount Paid

Refund Amount Requested

ZREFUND

2023

02/29/2024

\$903.03

\$190.08

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

JAHNKE JOHN & KATHERINE

16546 WOODLAKE DR

COLLEGE STATION TX 77845-8268

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."

Katherine Jahnke
Signature

979-255-7610
Phone #

March 12, 2024
Date

jahnkeshome@gmail.com
Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

[Signature]
Authorized Officer Signature

3/26/24
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

03/18/2024 10:47AM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3347188	
Date Posted	02/29/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$903.03

PAID BY:

JAHNKE JOHN & KATHERINE
16546 WOODLAKE DR
COLLEGE STATION, TX 77845-8268

Property ID		Geo	Legal Acres			Owner Name and Address						
49669		670200-0200-0890		1.3500			JAHNKE JOHN & KATHERINE 16546 WOODLAKE DR COLLEGE STATION, TX 77845-8268					
Legal Description												
WOODLAKE PH 2, LOT 89, ACRES 1.35												
Situs			DBA Name									
16546 WOODLAKE DR												

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2023	0.00000	0	149063	N	190.08	0.00	0.00	0.00	0.00	190.08
EMG SVCS DIST #1	2023	0.02071	363,556	66103	N	14.72	0.00	0.00	0.00	0.00	14.72
COLLEGE STATION											
ISD	2023	0.96220	248,556	66103	N	467.25	0.00	0.00	0.00	0.00	467.25
BRAZOS COUNTY	2023	0.40970	288,556	66103	N	230.98	0.00	0.00	0.00	0.00	230.98
											903.03

Balance Due As Of 02/29/2024: -190.08

Tender	Details	Description	Amount
Check	ECK		903.03
			903.03

Operator	Batch	Total Paid
Iemerson	50284 (JETPAYC_03042024_LE)	903.03

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

BEARRIE ROGER WITT

2842 FORESTWOOD DR

ARLINGTON, TX 76006

PROPERTY DESCRIPTION

Legal: THE KNOLL, BLOCK 7, LOT 3

Address: 1102 WINDING RD ,

Account # 30516

TAX PAYMENT INFORMATION

Name of Taxing Unit
ZREFUND

Tax Year of Refund
2023

Payment Date
03/06/2024

Amount Paid
\$500.00

Refund Amount Requested
\$64.20

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

BEARRIE ROGER WITT

2842 FORESTWOOD DR

ARLINGTON, TX 76006

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."

Signature

Phone #

Date

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

Authorized Officer Signature

Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

KRISTEEN ROE, CTA PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number

3347536

Date Posted	03/06/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$500.00

PAID BY:

BEARRIE ROGER WITT
 2842 FORESTWOOD DR
 ARLINGTON, TX 76006-2791

Property ID	Geo	Legal Acres	Owner Name and Address
30516	373000-0007-0030	0.0000	BEARRIE ROGER WITT 2842 FORESTWOOD DR ARLINGTON, TX 76006-2791
Legal Description		DBA Name	
THE KNOLL, BLOCK 7, LOT 3			
Situs			
1102 WINDING RD			

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2023	0.00000	0	149075	N	64.20	0.00	0.00	0.00	0.00	64.20
BRAZOS COUNTY	2023	0.40970	324,207	10281	N	86.90	0.00	7.82	0.00	0.00	94.72
CITY OF COLL.											
STAT.	2023	0.51309	324,207	10281	N	108.83	0.00	9.80	0.00	0.00	118.63
COLLEGE STATION											
ISD	2023	0.96220	324,207	10281	N	204.08	0.00	18.37	0.00	0.00	222.45
											500.00

Balance Due As Of 03/06/2024: -64.20

Tender	Details	Description	Amount
Check	2306		500.00
			500.00

Operator	Batch	Total Paid
Iemerson	50332 (03062024_LE)	500.00

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

LUCAS ROSIE

SAME ADDR ON 22 DOI

PROPERTY DESCRIPTION

Legal: TORTUGA 50004105-000 WILDFIRE ENERG/AGUILA VADO (EAGLEFORD .0003462500 R

Address:

Account # -398759

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2023	01/31/2024	\$328.63	\$44.54

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

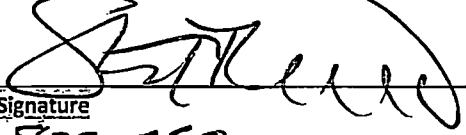
WILDFIRE ENERGY OPERATING LLC

920 MEMORIAL CITY WAY, STE 1400

HOUSTON, TX 77024

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."


Signature

832.558.0093

Phone #

3/12/24
Date

stuart@wildfire-energy.com
Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved


Authorized Officer Signature

3/26/24
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

03/04/2024 03:04PM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3347306	
Date Posted	01/31/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$328.63

PAID BY:

WILDFIRE ENERGY OPERATING LLC
920 MEMORIAL CITY WAY
SUITE 1400
HOUSTON, TX 77024

Property ID	Geo	Legal Acres	Owner Name and Address
398759	50-004105-000-R-050004105000R021558	0.0000	LUCAS ROSIE SAME ADDR ON 22 DOI
Legal Description			
TORTUGA 50004105-000 WILDFIRE ENER/AGUILA VADO (EAGLEFORD .0003462500 R			
Situs	DBA Name		

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
EMG SVCS DIST #4	2016	0.03000	1,010	70621	N	0.30	0.00	0.29	0.09	0.00	0.68
BRAZOS COUNTY	2016	0.48500	1,380	70621	N	6.70	0.00	6.44	1.97	0.00	15.11
BRYAN ISD	2016	1.35000	1,380	70621	N	18.63	0.00	17.88	5.48	0.00	41.99
EMG SVCS DIST #4	2017	0.05777	1,053	72097	N	0.60	0.00	0.50	0.17	0.00	1.27
BRAZOS COUNTY	2017	0.48500	1,439	72097	N	6.98	0.00	5.86	1.93	0.00	14.77
BRYAN ISD	2017	1.34000	1,439	72097	N	19.28	0.00	16.19	5.32	0.00	40.79
EMG SVCS DIST #4	2018	0.05535	1,006	72519	N	0.56	0.00	0.41	0.15	0.00	1.12
BRAZOS COUNTY	2018	0.48500	1,375	72519	N	6.67	0.00	4.80	1.72	0.00	13.19
BRYAN ISD	2018	1.34000	1,375	72519	N	18.43	0.00	13.27	4.76	0.00	36.46
EMG SVCS DIST #4	2019	0.04736	1,001	74704	N	0.47	0.00	0.29	0.11	0.00	0.87
BRYAN ISD	2019	1.27000	1,368	74704	N	17.37	0.00	10.42	4.17	0.00	31.96
BRAZOS COUNTY	2019	0.49750	1,368	74704	N	6.80	0.00	4.08	1.63	0.00	12.51
EMG SVCS DIST #4	2020	0.04779	695	77497	N	0.33	0.00	0.16	0.07	0.00	0.56
BRAZOS COUNTY	2020	0.49500	949	77497	N	4.70	0.00	2.25	1.04	0.00	7.99
BRYAN ISD	2020	1.23250	949	77497	N	11.70	0.00	5.61	2.60	0.00	19.91
BRYAN ISD	2021	1.22680	562	78152	N	6.90	0.00	2.48	1.41	0.00	10.79
BRAZOS COUNTY	2021	0.49350	562	78152	N	2.78	0.00	1.00	0.57	0.00	4.35
EMG SVCS DIST #4	2022	0.05504	580	78839	N	0.32	0.00	0.08	0.06	0.00	0.46
BRAZOS COUNTY	2022	0.42941	792	78839	N	3.40	0.00	0.82	0.63	0.00	4.85
BRYAN ISD	2022	1.13960	792	78839	N	9.03	0.00	2.16	1.68	0.00	12.87
BRYAN ISD	2023	0.94920	829	79947	N	7.87	0.00	0.00	0.00	0.00	7.87
EMG SVCS DIST #4	2023	0.05206	607	79947	N	0.32	0.00	0.00	0.00	0.00	0.32
BRAZOS COUNTY	2023	0.40970	829	79947	N	3.40	0.00	0.00	0.00	0.00	3.40
Z REFUND ENTITY	2023	0.00000	0	149070	N	44.54	0.00	0.00	0.00	0.00	44.54
											328.63

Balance Due As Of 01/31/2024: -44.54

Tender	Details	Description	Amount
Check	548053		328.63
			328.63

Operator	Batch	Total Paid
lemerson	50283 (03042024_LE)	328.63

APPLICATION FOR TAX REFUND

Collecting Office Name
Brazos County Tax Office
4551 County Park Court
Bryan, Texas 77802
Ph. 979-775-0930
City of Killeen, Navasota ISD
Bryan ISD, College Station ISD, Ft. F2, F3, F4
Brazos County, City of Bryan, City of College Station

OWNER'S NAME AND ADDRESS

ALVARADO ALMA YOLANDA
920 CLEARLEAF
TRLR 213

PROPERTY DESCRIPTION

Legal: OAKWOOD MHC SPACE 243, SER# A401987216A, HUD# P550495371
Address: 920 CLEARLEAF (PVT) DR 213
Account #: 105100

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
REFUND	2023	10/26/2023	\$395.84	\$69.01

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

ALVARADO ALMA YOLANDA
920 CLEARLEAF DR TRL 213
BRYAN TX 77803

Sign below and return form to the Brazos County Tax Office.
I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct.

Signature

Date

APPROVED

Duane Peters
County Judge

Date

3/20/24

TAX RECEIPT

10/26/2023 03:18PM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number
3266530
Date Posted 10/26/2023
Payment Type P
Payment Code
Total Paid Over/Refund
\$386.84

PAID BY:

ALVARADO ALMA Y
1806 WOODSMAN DR APT B
COLLEGE STATION, TX 77840

Property ID	Geo	Legal Acres	Owner Name and Address								
105100	702021-0000-0230	0.0000	ALVARADO ALMA YOLANDA 920 CLEARLEAF TRLR 213 BRYAN, TX 77803-3533								
Legal Description											
OAKWOOD MHC, SPACE 213, SER# AH01987216A, HUD# PFS0495371											
Situs	DBA Name										
920 CLEAR LEAF (PVT) DR 213											
Entity	Year	Rate	Taxable Value	Stmnt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2023	0.00000	0	148370	N	69.01	0.00	0.00	0.00	0.00	69.01
BRYAN ISD	2023	0.94920	7,251	3594	N	52.14	0.00	0.00	0.00	0.00	52.14
CITY OF BRYAN	2023	0.62400	33,931	3594	N	160.39	0.00	0.00	0.00	0.00	160.39
BRAZOS COUNTY	2023	0.40970	33,931	3594	N	105.30	0.00	0.00	0.00	0.00	105.30
											386.84

Balance Due As Of 10/26/2023: -69.01

Tender	Details	Description	Amount
Check	REPOST	2023 ESCROW	386.84
			386.84

Operator Batch
Iemerson 48107 (2023 MH Escrow Payments) Total Paid
386.84

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

RRAG FAMILY TRUST

ATTN: ROY SAUSEDA TRUSTEE

1300 W 24TH ST

BRYAN TX 77803-1404

PROPERTY DESCRIPTION

Legal: OAK GROVE PARK, BLOCK 50, LOT 5

Address: 410 ASH ST

Account # 90756

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2019-2022	09/18/2023	\$1742.92	\$1742.92
ZREFUND	2023	12/18/2023	\$314.10	\$314.10

Taxpayer's reason for refund: Payment in Error

REFUND TO:

CORELOGIC

3001 HACKBERRY RD

IRVING TX 75063

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."

Maria A. Hall

Signature

03/16/2024

Date

Phone #

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

Authorized Officer Signature

Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

03/18/2024 08:16AM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3265716	
Date Posted	09/18/2023
Payment Type	P
Payment Code	Full
Total Paid	\$1,742.92

PAID BY:

CORELOGIC
3001 HACKBERRY ROAD
IRVING, TX 75063

Property ID	Geo	Legal Acres	Owner Name and Address	
90756	459000-0050-0050	0.0000	RRAG FAMILY TRUST	
Legal Description			ATTN: ROY SAUSED A TRUSTEE	
OAK GROVE PARK, BLOCK 50, LOT 5			1300 W 24TH ST	
Situs			BRYAN, TX 77803-1404	
DBA Name				
410 ASH ST				

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
BRAZOS COUNTY	2019	0.49750	8,970	106045	N	44.63	0.00	25.00	10.44	0.00	80.07
CITY OF BRYAN	2019	0.62999	8,970	106045	N	56.51	0.00	31.65	13.22	0.00	101.38
BRYAN ISD	2019	1.27000	8,970	106045	N	113.92	0.00	63.79	26.66	0.00	204.37
CITY OF BRYAN	2020	0.62900	10,340	110212	N	65.03	0.00	28.61	14.05	0.00	107.69
BRYAN ISD	2020	1.23250	10,340	110212	N	127.44	0.00	56.07	27.53	0.00	211.04
BRAZOS COUNTY	2020	0.49500	10,340	110212	N	51.18	0.00	22.52	11.06	0.00	84.76
CITY OF BRYAN	2021	0.62900	14,465	110889	N	90.99	0.00	29.12	18.02	0.00	138.13
BRYAN ISD	2021	1.22680	14,465	110889	N	177.46	0.00	56.79	35.14	0.00	269.39
BRAZOS COUNTY	2021	0.49350	14,465	110889	N	71.38	0.00	22.84	14.13	0.00	108.35
CITY OF BRYAN	2022	0.62400	14,465	111738	N	90.26	0.00	18.05	16.25	0.00	124.56
BRAZOS COUNTY	2022	0.42941	14,465	111738	N	62.11	0.00	12.42	11.18	0.00	85.71
BRYAN ISD	2022	1.13960	14,465	111738	N	164.84	0.00	32.96	29.67	0.00	227.47
											1,742.92

Balance Due As Of 09/18/2023: .00

Tender	Details	Description	Amount
Check	411926279		1742.92
			1742.92

Operator	Batch	Total Paid
tmooore	47692 (09/18/2023 TM)	1,742.92

TAX RECEIPT

03/18/2024 08:17AM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3302039	
Date Posted	12/18/2023
Payment Type	P
Payment Code	Full
Total Paid	\$314.10

PAID BY:

CORELOGIC
3001 HACKBERRY ROAD
IRVING, TX 75063

Property ID	Geo	Legal Acres	Owner Name and Address
90756	459000-0050-0050	0.0000	RRAG FAMILY TRUST ATTN: ROY SAUSEDA TRUSTEE 1300 W 24TH ST BRYAN, TX 77803-1404
Legal Description			
OAK GROVE PARK, BLOCK 50, LOT 5			
Situs	DBA Name		
410 ASH ST			

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
BRAZOS COUNTY	2023	0.40970	15,840	113636	N	64.90	0.00	0.00	0.00	0.00	64.90
BRYAN ISD	2023	0.94920	15,840	113636	N	150.36	0.00	0.00	0.00	0.00	150.36
CITY OF BRYAN	2023	0.62400	15,840	113636	N	98.84	0.00	0.00	0.00	0.00	98.84
											314.10

Balance Due As Of 12/18/2023: .00

Tender	Details	Description	Amount
Check	MULT		314.10
			314.10

Operator	Batch	Total Paid
ahines	49149 (Corelogic Inc_ MTG Payment File_12282023_anh)	314.10

APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

OWNER'S NAME AND ADDRESS

SERRATO JUAN C

1403 N SIMS AVE

BRYAN TX 77803-2745

PROPERTY DESCRIPTION

Legal: OAK GROVE PARK PH 2, LOT 4, PTS OF 2 & 3 & S HLF OF 5

Address: 1403 N SIMS AVE ,

Account # 35149

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	01/30/2024	1555.40	\$1555.40	\$1555.40

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

SERRATO MARIA


1403 N SIMS AVE

BRYAN TX 77803-2745

11173 Trailwood DR
Bryan TX 77808

Sign below and return form to the Brazos County Tax Office.

"I hereby apply for the refund of the above-described taxes and certify that the information on this form is true and correct."


Signature

3-18-24
Date

Phone #

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved


Authorized Officer Signature

3/26/24
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

02/01/2024 01:35PM

KRISTEEN ROE, CTA PH# (979) 775-9930
BRAZOS COUNTY TAX ASSESSOR COLLECTOR
4151 COUNTY PARK CT
BRYAN, TX 77802

Receipt Number	
3338171	
Date Posted	01/30/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$1,555.40

PAID BY:

SERRATO MARIA
1403 N SIMS
BRYAN, TX 77803

Property ID	Geo	Legal Acres	Owner Name and Address	
35149	460000-0000-0040	0.0000	SERRATO JUAN C 1403 N SIMS AVE BRYAN, TX 77803-2745	
Legal Description				
OAK GROVE PARK PH 2, LOT 4, PTS OF 2 & 3 & S HLF OF 5				
Situs	DBA Name			
1403 N SIMS AVE				

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2023	0.00000	0	148907	N	1,555.40	0.00	0.00	0.00	0.00	1,555.40
BRYAN ISD	2023	0.94920	194,432	119187	N	0.00	0.00	0.00	0.00	0.00	0.00
CITY OF BRYAN	2023	0.62400	194,432	119187	N	0.00	0.00	0.00	0.00	0.00	0.00
BRAZOS COUNTY	2023	0.40970	194,432	119187	N	0.00	0.00	0.00	0.00	0.00	0.00
										1,555.40	

Balance Due As Of 01/30/2024: -1555.40

Tender	Details	Description	Amount
Credit Card	CC XX-2401 Conv.Charge 0.00		1555.40
			1555.40

Operator	Batch	Total Paid
tmoore	49769 (PMT Internet CC 01312024)	1,555.40



ATTACHMENTS:

Cover Memo

Budget Amendment

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENT(S) FOR THE 2023-2024 BUDGET YEAR

NO. 23/24 24.01-24.06

On this the 26th day of March 2024 at a regular meeting of the Commissioners' Court, the following members were present:

- A. Duane Peters, County Judge, Presiding
- B. Steve Aldrich, Commissioner, Precinct 1
- C. Chuck Konderla, Commissioner, Precinct 2
- D. Nancy Berry, Commissioner, Precinct 3
- E. Wanda Watson, Commissioner, Precinct 4
- F. Karen McQueen, County Clerk

The following proceedings were held:

THAT WHEREAS, on 26th day of March 2024 the Court heard and approved a budget amendment(s) for the 2023-2024 budget year for Brazos County, Texas; and

WHEREAS, expenditure is necessary due to the necessity to meet unusual and unforeseen conditions which could not be reasonably included in the original budget adopted 19 September 2023, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

ADOPTED AND APPROVED this the 26th day of March 2024.

THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.

By: 

Duane Peters, County Judge

Original: County Clerk's Office and
Attached to the original budget

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 23/24 - 24.01
3/26/2024**

[illegible]

General Permanent Improvement Plan

Reallocation of funds to the correct accounts for design services for the Brazos County Administration Building regarding building envelope. Amendment #3 to CIP 23-601 Architect Design Contract for Brazos County Administration Building for additional services was approved by Commissioner's Court on March 19, 2024.

Date: 3/20/2024

County Judge Approval Date 3/26/24

[illegible]

3/26/2024

General Fund

Reallocation of funds to the correct accounts for additional body cameras that were added to the Axon Enterprise contract for FY 2024.

SAM
3/20/2024

Date _____

[illegible]

3/26/2024

[illegible]**General Fund**

Reallocation of funds to the correct accounts for architecture design for the Roof Access Stair Project (CIP 22-509)

Date: 3/20/2024

County Judge Approval Date 3/26/24

[illegible]

No. 23/24 - 24.04

3/26/2024

[illegible]**General Fund**

Reallocation of funds to the correct accounts to repair Elevator B at the Courthouse.

Date: SAM
3/20/2024

County Judge Approval _____ Date 3/26/24

[illegible]

3/26/2024

General Fund - American Rescue Plan Revenue Replacement



To correct the American Rescue Plan Act Revenue loss for CY (calendar year) 2022. The December 2022 interest had not been entered into Oracle at the time of reporting. Correction to Budget Amendment 23.05 that was approved on March 19, 2024. Revenue account should've been 47036000 (Restricted-American Rescue Plan Act) instead of 48036100 (SLFRF Revenue Replacement Funds).

County Judge Approval Date 3/26/13

[illegible]

3/26/2024

Reallocation of funds to the correct accounts to increase revenue and expenditures for the FY 23-24 SB 22 Rural Law Enforcement Salary Assistance Program.
Agreement signed by Court on 3/19/2024.

County Judge Approval
 Date 3/26/24

[illegible]



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM:

- a. Personnel Action Forms

TO: Commissioners Court

DATE: 03/21/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[PAF_03-26-2024.pdf](#)

Description

Cover Sheet

Type

Cover Memo

**PERSONNEL
CHANGE OF STATUS REQUESTS**

Commissioner Court Date: 03-26-2024
 Department Submitting Information: Human Resources
 Purpose of Submissions: Consider and Take Action on Change Requests

Department Submitting Request(s)	Employee Request Applies To	Action Requested
District Attorney	Baker, Brian	Change of Status
	Burns, Kristin	Change of Status
	Capps, Kevin	Change of Status
	Carter, Melissa	Change of Status
	Comte, Kara	Change of Status
	Cooks, Melva	Change of Status
	Davis, Tonika	Change of Status
	Escue, Jessica	Change of Status
	Golden, Ryan	Change of Status
	Goodman, Abigail	Change of Status
	Graves, Tiffany	Change of Status
	Harris, Angelica	Change of Status
	Hebert, Jennifer	Change of Status
	Helmuth, Gretchen	Change of Status
	Houghton, Eric	Change of Status
	Howell, Douglas	Change of Status
	James, Mandie	Change of Status
	Johse, Michael	Change of Status
	Kaldas, David	Change of Status
	Logsdon, Joshua	Change of Status
	Love, Claire	Change of Status
	McLemore, Philip	Change of Status
	Pittman, Kindale	Change of Status
	Porter, Rachel	Change of Status
	Price, Brian	Change of Status
	Stahman, Mark	Change of Status
	Tapia, Savina	Change of Status

District Attorney	Thane, Dennis	Change of Status
	Whitcomb, Jennifer	Change of Status
	Woodward, James	Change of Status

Road & Bridge	Wallin, Keith	Change of Status
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Sheriff's Office - Admin.	Arredondo, Guadalupe	Change of Status
	Leeth, Clayton	Change of Status
	Lopez-Felix, Monica	Change of Status
	Nance, Ricky	Change of Status
	Re, Brittany	Change of Status
	Register, Katlyn	Change of Status
	Romine, Tatum	Change of Status
	Vaughn, Christopher	Change of Status

Sheriff's Office - CSISD	Williams, John	Change of Status
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Approved in Commissioners' Court: 03-26-2024:

County Judge's or Commissioner's Signature:
(This Copy to be attached to minutes)





**BRAZOS COUNTY
BRYAN, TEXAS**

ITEM: • b. Employment & Separations

File Name

Description

Type

Cover Memo

Personnel Change of Status

(Mar 21, 2024)

Commissioners' Court Date: 03-26-2024
Department Submitting Information: Human Resources
Purpose of Submissions: Consider and Take Action on Change

Employment

Department Name	Employee Name
Road & Bridge - Administration	Rico-Sanchez, Jerardo
County Auditor - Administration	Turner, Marcille

Separations

Department Name	Employee Name
Justice of Peace - Precinct 1 - Administration	Giles, Karen
County Records Management - Administration	Hartfield, Joshua

Approved in Commissioners' Court: 03-26-2024

County Judge's or Commissioner's Signature: _____



(This Copy to be attached to minutes)



BRAZOS COUNTY
BRYAN, TEXAS

CLAIMS

COMMISSIONERS COURT MEETING: **March 26, 2024**

CLAIMS TO BE PAID BY BRAZOS COUNTY:

CLAIM # 8201639 Thru CLAIM # 8201817

CLAIM # 9200656 Thru CLAIM # 9200705

The Court voted unanimously to approve these Claims as submitted.

A handwritten signature in black ink, appearing to read "Duane Peters", is written over a horizontal line.

Duane Peters
County Judge

A handwritten signature in black ink, appearing to read "Karen McQueen", is written over a horizontal line.

Karen McQueen
County Clerk



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/26/2024

ITEM:

Convene into Executive Session pursuant to the following:

- a. Texas Government Code §551.071 to consult with attorney about pending litigation and/or a settlement offer.
- b. Texas Government Code §551.072 to deliberate the purchase, exchange, lease, or value of real property.
- c. Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated.
- d. Texas Government Code §551.087 for deliberation regarding economic development negotiations.

TO:

Commissioners Court

DATE:

03/20/2024

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available

§ COUNTY OF BRAZOS

§ STATE OF TEXAS

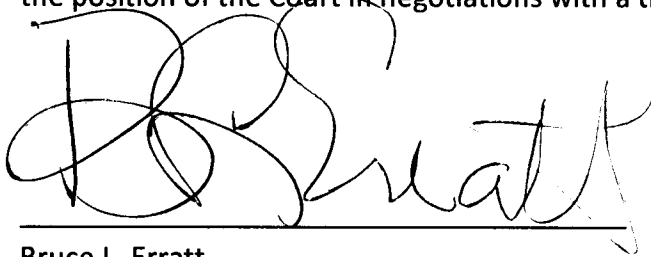
COMMISSIONERS COURTS: DELIBERATION REGARDING A CONTRACT BEING NEGOTIATED;
CLOSED MEETING.

The Commissioners Court ("Court") has proposed to deliberate the negotiation of a contract related to a professional services agreement in closed session. The Court wishes to deliberate the business and financial issues of the proposed contract.

Texas Government Code §551.0725 provides that the Court may deliberate the business and financial issues of this contract in closed session if, before conducting the closed meeting:

- (1) The Court votes unanimously that deliberation in an open meeting would have a detrimental effect on the position of the Court in negotiations with a third person; and
- (2) The attorney advising the Commissioners Court issues a written determination that deliberation in an open meeting would have a detrimental effect on the position of the Commissioners Court in negotiations with a third person.
- (3) Notwithstanding Section 551.103(a), Government Code, the Commissioners Court must make a tape recording of the proceedings of a closed meeting to deliberate the information.

It is my determination that deliberation in an open meeting would have a detrimental effect on the position of the Court in negotiations with a third person.

A handwritten signature in black ink, appearing to read "B. Erratt", written over a horizontal line.

Bruce L. Erratt
General Counsel
March 26, 2024



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Acknowledgement of FY 2023-2024 Budget to Actuals by Fund as of March 20, 2024.
Acknowledgement of FY 2023-2024 Contingency Budget to Actuals by Fund as of March 20, 2024.

TO: Commissioners Court

FROM: Nina Payne

DATE: 03/20/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
FY_24_Actuals.pdf	FY 2023-2024 Budget to Actuals by Fund as of 3/20/24	Backup Material
FY_24_Contingency_Budget_to_Actuals_Fund.pdf	FY 2023-2024 Contingency Budget to Actuals by Fund as of 3/20/24	Backup Material

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 01000 General Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Taxes	116,116,899	119,608,263	134,330,000	106,676,212	79%
Charges for Services	14,007,731	14,373,002	11,221,037	4,615,691	41%
Interest Income	1,233,588	8,311,341	5,780,000	4,254,836	74%
Other Revenue	2,105,454	1,265,902	961,750	543,496	57%
Reserves	-	-	44,859,588	-	-
Intergovernmental	9,344,605	8,218,468	836,002	608,931	73%
Other Financing Sources	1,565,379	215,777	210,000	106,504	51%
Total Revenue	\$144,373,655	\$151,992,753	\$198,198,377	\$116,805,670	59%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	44,652,228	49,486,058	59,656,913	23,744,751	40%
Outside Labor Costs	186,676	104,348	163,000	127,850	78%
Benefits	27,150,252	27,183,091	35,508,750	14,335,326	40%
Discretionary Spending	-	-	1,821,590	-	-
Supplies and Other Charges	7,681,618	9,058,121	19,318,410	4,534,844	23%
Repairs and Maintenance	2,354,842	4,532,190	7,477,493	1,245,562	17%
Contractual Services	8,721,285	9,372,616	12,151,132	4,107,043	34%
Professional Services	4,303,755	6,379,393	13,050,445	2,499,392	19%
Community Contracts	4,615,488	4,716,979	6,382,870	3,186,286	50%
Capital Outlay	5,302,428	7,260,102	21,033,500	4,668,662	22%
Other Financing Uses	4,709,639	20,917,731	21,634,274	-	-
Total Expense	\$109,678,212	\$139,010,628	\$198,198,377	\$58,449,717	29%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 02000 County Health Endowment
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date
Interest Income	1,390	0	-	-
Intergovernmental	101,339	0	-	-
Total Revenue	\$102,730	\$0	-	-

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Other Financing Uses	1,010,633	-	-	-
Total Expense	\$1,010,633	-	-	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 11000 Hotel Occupancy Tax Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Taxes	3,360,758	3,689,821	3,250,000	1,321,152	41%
Interest Income	12,820	119,177	50,000	69,318	139%
Other Revenue	454	1,500	-	1,750	-
Reserves	-	-	1,000,000	-	-
Other Financing Sources	-	246,080	-	-	-
Total Revenue	\$3,374,031	\$4,056,579	\$4,300,000	\$1,392,220	32%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	98,264	84,744	164,093	31,605	19%
Benefits	45,799	41,481	75,055	16,435	22%
Supplies and Other Charges	178,495	30,866	572,049	19,994	3%
Repairs and Maintenance	21,600	-	500,000	-	-
Contractual Services	127,582	347,894	185,490	97,590	53%
Professional Services	5,300	24,960	5,300	5,300	100%
Community Contracts	914,481	1,370,205	910,000	275,013	30%
Capital Outlay	20,704	554,303	638,013	517,214	81%
Other Financing Uses	1,165,715	-	1,250,000	-	-
Total Expense	\$2,577,941	\$2,454,451	\$4,300,000	\$963,150	22%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 12000 State Lateral Road Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	276	5,056	3,000	2,947	98%
Reserves	-	-	218,000	-	-
Intergovernmental	30,417	30,347	30,000	29,508	98%
Total Revenue	\$30,693	\$35,403	\$251,000	\$32,455	13%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Capital Outlay	-	-	251,000	-
Total Expense	-	-	\$251,000	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 13000 Unclaimed Property Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	387	9,140	3,000	4,600	153%
Reserves	-	-	68,000	-	-
Total Revenue	\$387	\$9,140	\$71,000	\$4,600	6%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Supplies and Other Charges	-	-	71,000	-
Total Expense	-	-	\$71,000	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 15000 Law Library Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	28,463	164,116	67,500	44,555	66%
Interest Income	48	1,942	0	1,590	-
Reserves	-	-	10,000	-	-
Total Revenue	\$28,511	\$166,057	\$77,500	\$46,145	60%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	59,063	62,593	77,500	27,212	35%
Total Expense	\$59,063	\$62,593	\$77,500	\$27,212	35%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 16000 Local Provider Participation
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Taxes	36,793,246	31,728,216	39,176,878	39,700,219	101%
Interest Income	50,392	433,637	200,000	293,719	147%
Other Revenue	460,822	397,231	487,494	487,494	100%
Reserves	-	-	19,000,000	-	-
Total Revenue	\$37,304,461	\$32,559,083	\$58,864,372	\$40,481,432	69%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	134,246	-	-	-
Community Contracts	26,568,700	26,044,743	58,844,372	17,521,134	30%
Other Financing Uses	20,000	20,000	20,000	20,000	100%
Total Expense	\$26,588,700	\$26,198,989	\$58,864,372	\$17,541,134	30%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 18000 Law Enforcement Education
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Reserves	-	-	69,360	-	-
Intergovernmental	14,928	14,872	14,500	37,584	259%
Total Revenue	\$14,928	\$14,872	\$83,860	\$37,584	45%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	11,984	12,741	83,860	500	1%
Total Expense	\$11,984	\$12,741	\$83,860	\$500	1%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 19000 Court Records Preservation
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	23,569	623	500	190	38%
Interest Income	935	15,192	0	7,845	-
Reserves	-	-	300,000	-	-
Other Financing Sources	42,545	-	-	-	-
Total Revenue	\$67,049	\$15,815	\$300,500	\$8,035	3%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Salaries and Wages	35,086	-	-	-
Benefits	21,497	-	-	-
Supplies and Other Charges	87	-	300,500	-
Contractual Services	524	-	-	-
Total Expense	\$57,194	-	\$300,500	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20000 County Clerk Records
Management Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	454,677	364,311	350,000	121,078	35%
Interest Income	5,390	31,036	20,000	15,090	75%
Reserves	-	-	1,230,000	-	-
Total Revenue	\$460,067	\$395,347	\$1,600,000	\$136,167	9%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	105,859	104,059	128,285	51,852	40%
Benefits	72,410	56,889	83,311	26,673	32%
Supplies and Other Charges	21,476	725	1,263,064	918	0%
Contractual Services	103,091	327,291	125,340	45,263	36%
Total Expense	\$302,836	\$488,964	\$1,600,000	\$124,706	8%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20010 County Clerk Archival Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	387,387	290,550	315,000	104,645	33%
Interest Income	5,682	30,786	10,000	15,615	156%
Reserves	-	-	1,293,000	-	-
Total Revenue	\$393,069	\$321,336	\$1,618,000	\$120,260	7%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	-	1,118,000	-	-
Contractual Services	299,991	253,734	500,000	97,115	19%
Total Expense	\$299,991	\$253,734	\$1,618,000	\$97,115	6%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22000 Courthouse Security Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	105,826	115,046	106,050	40,632	38%
Interest Income	180	5,325	0	1,069	-
Reserves	-	-	64,000	-	-
Other Financing Sources	442,325	294,951	0	-	-
Total Revenue	\$548,331	\$415,322	\$170,050	\$41,701	25%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	318,556	375,202	-	-	-
Benefits	132,453	155,455	-	2,838	-
Supplies and Other Charges	5,352	4,033	56,987	242	0%
Repairs and Maintenance	16,733	13,633	62,000	4,633	7%
Contractual Services	-	-	50,000	-	-
Community Contracts	-	1,011	1,063	599	56%
Capital Outlay	7,100	-	-	323	-
Total Expense	\$480,194	\$549,334	\$170,050	\$8,635	5%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22010 Justice Court Security Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	33,291	33,424	31,500	14,419	46%
Interest Income	236	4,523	2,500	2,552	102%
Reserves	-	-	208,000	-	-
Total Revenue	\$33,527	\$37,947	\$242,000	\$16,971	7%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Repairs and Maintenance	7,821	-	30,000	-
Contractual Services	-	-	30,000	-
Professional Services	8,129	-	57,000	-
Capital Outlay	-	-	125,000	-
Total Expense	\$15,950	-	\$242,000	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23000 District Clerk Records
Management Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	61,726	84,461	60,000	49,438	82%
Interest Income	334	5,326	4,000	2,658	66%
Reserves	-	-	200,000	-	-
Total Revenue	\$62,060	\$89,788	\$264,000	\$52,096	20%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	-	19,979	73,600	26,662	36%
Benefits	-	1,553	5,764	2,071	36%
Contractual Services	-	149,231	173,000	-	-
Professional Services	-	-	11,636	-	-
Total Expense	-	\$170,763	\$264,000	\$28,733	11%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23010 District Clerk Archival Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date
Charges for Services	5,670	595	-	130
Interest Income	69	131	-	15
Total Revenue	\$5,739	\$726	-	\$145

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Salaries and Wages	28,569	18,345	-	-
Benefits	2,233	1,426	-	-
Professional Services	3,522	-	-	-
Total Expense	\$34,324	\$19,771	-	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24000 Justice of the Peace
Technology Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	28,441	28,209	26,000	12,111	47%
Interest Income	276	4,324	2,000	2,332	117%
Reserves	-	-	193,000	-	-
Total Revenue	\$28,717	\$32,534	\$221,000	\$14,443	7%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	39,945	10,166	67,061	262	0%
Contractual Services	798	889	5,000	-	-
Capital Outlay	-	-	148,939	-	-
Total Expense	\$40,743	\$11,055	\$221,000	\$262	0%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24010 County and District Court
Technology Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	9,750	10,059	10,000	3,597	36%
Interest Income	146	2,647	0	1,425	-
Reserves	-	-	119,000	-	-
Total Revenue	\$9,896	\$12,706	\$129,000	\$5,023	4%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Supplies and Other Charges	-	-	129,000	-
Total Expense	-	-	\$129,000	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 25000 Forfeiture Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	7,821	5,329	0	-	-
Interest Income	58	918	0	421	-
Reserves	-	-	33,000	-	-
Total Revenue	\$7,879	\$6,247	\$33,000	\$421	1%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	2,563	33,000	235	1%
Capital Outlay	-	5,133	-	-	-
Total Expense	-	\$7,696	\$33,000	\$235	1%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 26000 District Attorney Hot Check
Collections Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	7	113	50	59	118%
Other Revenue	75	150	0	75	-
Reserves	-	-	4,900	-	-
Total Revenue	\$82	\$263	\$4,950	\$134	3%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Supplies and Other Charges	-	-	4,950	-
Total Expense	-	-	\$4,950	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 27000 Bail Bond Board Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	151	2,428	1,500	1,264	84%
Other Revenue	2,000	2,500	2,000	1,000	50%
Reserves	-	-	105,000	-	-
Total Revenue	\$2,151	\$4,928	\$108,500	\$2,264	2%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	304	321	4,001	-	-
Benefits	144	113	1,011	-	-
Supplies and Other Charges	274	-	103,488	5	0%
Total Expense	\$722	\$433	\$108,500	\$5	0%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 28000 Voter Registration Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date
Interest Income	13	-	-	-
Intergovernmental	33,460	16,804	-	-
Total Revenue	\$33,473	\$16,804	-	-

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Supplies and Other Charges	1,461	1,071	-	-
Contractual Services	20,201	15,733	-	-
Professional Services	20,500	-	-	-
Total Expense	\$42,162	\$16,804	-	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 29000 Vehicle Inventory Interest
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Taxes	3,624	8,389	2,500	2,465	99%
Interest Income	4,142	23,620	15,000	17,735	118%
Reserves	-	-	331,000	-	-
Total Revenue	\$7,767	\$32,009	\$348,500	\$20,199	6%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	11,100	-	-
Benefits	-	-	2,805	-	-
Supplies and Other Charges	5,438	5,117	304,095	751	0%
Repairs and Maintenance	-	240	1,000	-	-
Contractual Services	-	-	2,000	-	-
Professional Services	-	-	7,500	-	-
Capital Outlay	-	-	20,000	-	-
Total Expense	\$5,438	\$5,357	\$348,500	\$751	0%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 30000 Brazos County Grant Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Public Health Revenue	-	0	60,000	60,000	100%
Other Revenue	-	32	-	-	-
Reserves	-	-	6	-	-
Intergovernmental	5,175,775	2,603,804	4,749,019	2,070,795	44%
Other Financing Sources	300,769	336,489	711,264	-	-
Total Revenue	\$5,476,543	\$2,940,325	\$5,520,289	\$2,130,795	39%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	1,328,022	1,748,464	2,861,531	1,123,997	39%
Benefits	640,754	813,685	1,327,727	514,396	39%
Supplies and Other Charges	233,515	106,792	436,145	43,479	10%
Repairs and Maintenance	937,236	5,186	3,150	404	13%
Contractual Services	2,055,371	116,713	396,244	161,730	41%
Professional Services	3,840	-	200,000	2,500	1%
Capital Outlay	322,412	158,206	295,492	122,250	41%
Total Expense	\$5,521,150	\$2,949,047	\$5,520,289	\$1,968,757	36%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 31000 American Rescue Plan Act

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date
Interest Income	(1,392)	-	-	-
Intergovernmental	8,445,192	7,495,180	20,000,000	-
Total Revenue	\$8,443,800	\$7,495,180	\$20,000,000	-

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Discretionary Spending	8,445,192	7,299,824	-	-	-
Contractual Services	-	132,000	1,800,000	-	-
Capital Outlay	-	63,356	18,200,000	203,527	1%
Total Expense	\$8,445,192	\$7,495,180	\$20,000,000	\$203,527	1%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 33000 Sheriff's Office Crime Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	267	1,599	500	1,053	211%
Other Revenue	1,600	8,000	0	-	-
Reserves	-	-	113,000	-	-
Total Revenue	\$1,867	\$9,599	\$113,500	\$1,053	1%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date
Supplies and Other Charges	85	4,796	79,500	-
Repairs and Maintenance	-	1,369	4,000	-
Capital Outlay	-	7,608	30,000	-
Other Financing Uses	10,000	-	-	-
Total Expense	\$10,085	\$13,773	\$113,500	-

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 34000 District Attorney Crime
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	80,558	32,611	20,000	300	2%
Interest Income	341	5,816	2,000	2,862	143%
Reserves	-	-	249,000	-	-
Total Revenue	\$80,899	\$38,427	\$271,000	\$3,162	1%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	14,390	20,383	80,376	9,373	12%
Benefits	7,935	9,588	14,686	4,477	30%
Supplies and Other Charges	24,089	11,007	155,938	11,525	7%
Contractual Services	314	360	20,000	180	1%
Capital Outlay	5,782	-	-	-	-
Total Expense	\$52,509	\$41,339	\$271,000	\$25,554	9%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 35000 Primary Election Services
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	38,109	70,904	25,000	6,364	25%
Interest Income	67	1,264	-	759	-
Reserves	-	-	65,000	-	-
Total Revenue	\$38,176	\$72,167	\$90,000	\$7,123	8%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	8,563	5,479	79,100	579	1%
Repairs and Maintenance	-	-	1,000	-	-
Contractual Services	65,448	13,414	9,900	2,605	26%
Total Expense	\$74,011	\$18,893	\$90,000	\$3,184	4%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 39010 Brazos County Housing
Finance Corporation

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Charges for Services	-	402,125	5,000	5,334	107%
Interest Income	1,004	5,259	0	6,049	-
Reserves	-	-	104,000	-	-
Total Revenue	\$1,004	\$407,384	\$109,000	\$11,382	10%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	323	-	4,735	174	4%
Professional Services	-	-	104,265	-	-
Total Expense	\$323	-	\$109,000	\$174	0%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 41000 General Obligation Debt
Service Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Taxes	10,766,578	9,799,037	10,910,000	10,604,605	97%
Interest Income	89,607	345,490	170,000	100,230	59%
Reserves	-	-	500,000	-	-
Other Financing Sources	1,165,715	-	1,250,000	-	-
Total Revenue	\$12,021,900	\$10,144,527	\$12,830,000	\$10,704,835	83%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Debt Service	17,009,447	9,028,173	12,830,000	2,365,769	18%
Total Expense	\$17,009,447	\$9,028,173	\$12,830,000	\$2,365,769	18%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43200 2020 Certificates of
Obligation

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	105,757	515,615	120,000	191,503	160%
Other Revenue	-	2,929	-	-	-
Reserves	-	-	8,400,000	-	-
Total Revenue	\$105,757	\$518,544	\$8,520,000	\$191,503	2%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	54,447	3,038,134	1,200	0%
Contractual Services	1,130,456	2,656,302	487,000	1,172,590	241%
Capital Outlay	1,940,552	1,891,648	4,994,866	156,723	3%
Total Expense	\$3,071,008	\$4,602,397	\$8,520,000	\$1,330,513	16%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43230 On System Road Bond -
TXDOT

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	-	212,288	-	454,513	-
Reserves	-	-	19,800,000	-	-
Other Financing Sources	-	20,009,102	-	-	-
Total Revenue	-	\$20,221,390	\$19,800,000	\$454,513	2%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Contractual Services	-	-	19,800,000	265,965	1%
Debt Service	-	203,216	-	-	-
Total Expense	-	\$203,216	\$19,800,000	\$265,965	1%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43231 Off System Road Bond

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	-	109,492	-	225,268	-
Reserves	-	-	10,100,000	-	-
Other Financing Sources	-	10,307,719	-	-	-
Total Revenue	-	\$10,417,211	\$10,100,000	\$225,268	2%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Capital Outlay	-	81,700	10,100,000	1,398,513	14%
Debt Service	-	102,830	-	-	-
Total Expense	-	\$184,530	\$10,100,000	\$1,398,513	14%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43232 2023 Certificates of
Obligation

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	-	106,296	-	220,697	-
Reserves	-	-	9,908,000	-	-
Other Financing Sources	-	10,165,860	-	-	-
Total Revenue	-	\$10,272,156	\$9,908,000	\$220,697	2%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Capital Outlay	-	61,762	9,908,000	4,803	0%
Debt Service	-	163,164	-	-	-
Total Expense	-	\$224,926	\$9,908,000	\$4,803	0%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 45000 General Permanent
Improvement Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date
Other Revenue	95,799	102,356	-	-
Reserves	-	-	23,839,123	-
Other Financing Sources	5,473,504	20,893,118	19,923,010	-
Total Revenue	\$5,569,303	\$20,995,474	\$43,762,133	-

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Discretionary Spending	-	-	6,162,654	-	-
Supplies and Other Charges	-	-	4,000,000	-	-
Capital Outlay	11,813,336	5,391,415	33,568,379	2,076,817	6%
Debt Service	-	-	31,100	-	-
Other Financing Uses	24,942	-	-	-	-
Total Expense	\$11,838,278	\$5,391,415	\$43,762,133	\$2,076,817	5%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 50000 Health and Life Insurance
Fund

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	11,448	0	-	-	-
Other Revenue	20,909,742	23,006,476	20,841,700	11,548,132	55%
Reserves	-	-	4,500,000	-	-
Other Financing Sources	-	-	1,000,000	-	-
Total Revenue	\$20,921,190	\$23,006,476	\$26,341,700	\$11,548,132	44%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	215,192	227,069	461,901	99,197	21%
Benefits	60,911	133,569	200,280	47,342	24%
Supplies and Other Charges	50,614	53,669	968,719	24,392	3%
Repairs and Maintenance	93	75	100	25	25%
Contractual Services	17,991,568	21,346,651	24,276,500	10,088,910	42%
Professional Services	289,964	379,176	434,200	169,154	39%
Total Expense	\$18,608,343	\$22,140,208	\$26,341,700	\$10,429,021	40%

Brazos County, Texas
FY 2023-2024 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 93000 Regional Mobility Authority

Description	2021-2022 Actual Revenue	2022-2023 Actual Revenue	2023-2024 Adopted Budget	2023-2024 Actual Revenue To Date	Percent Received
Interest Income	88	494	-	175	-
Reserves	-	-	13,992	-	-
Total Revenue	\$88	\$494	\$13,992	\$175	1%

Description	2021-2022 Actual Expenditures	2022-2023 Actual Expenditures	2023-2024 Adopted Budget	2023-2024 Expenditures to Date	Percent Spent
Salaries and Wages	10,755	12,120	-	-	-
Benefits	2,503	2,949	-	-	-
Supplies and Other Charges	1,362	557	0	-	-
Repairs and Maintenance	12	-	0	-	-
Contractual Services	42	25	0	-	-
Professional Services	7,500	7,875	13,992	7,500	54%
Total Expense	\$22,174	\$23,527	\$13,992	\$7,500	54%

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 01000 General Fund - Contingency

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Pre-Trial Bond Supervision Contingency - 10003000 *	10,000.00	-	10,000.00
Commissioner's Court Contingency - 11001500	6,000,000.00	(619,860.98)	5,380,139.02
Voter Registration - 13005000 *	3,152.00	-	3,152.00
District Attorney - Child Protective Services Contingency - 19010000 *	1,900.00	-	1,900.00
Vital Statistics/Preservation - 21010000 *	5,000.00	-	5,000.00
County Specialty Court Program Contingency - 22700100 *	20,000.00	-	20,000.00
Road and Bridge Contingency - 56001000 *	1,257,800.00	-	1,257,800.00
Total General Fund Contingency	7,297,852.00	(619,860.98)	6,677,991.02

* Can only be used for that program or division

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 11000 HOT Fund Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
HOT Fund Contingency - 11002500	526,974.00	-	526,974.00
Total HOT Fund Contingency	526,974.00	-	526,974.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 13000 Unclaimed Property Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingeny - 12005000	49,200.00	-	49,200.00
Total Unclaimed Property Fund Contingency	49,200.00	-	49,200.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 20000 County Clerk Records Management Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 21005000	1,219,564.00	(124,000.00)	1,095,564.00
Total Count Clerk Records Management Fund Contingency	1,219,564.00	(124,000.00)	1,095,564.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 20010 County Clerk Archival Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 21006000	1,118,000.00	(75,000.00)	1,043,000.00
Total Count Clerk Archival Fund Contingency	1,118,000.00	(75,000.00)	1,043,000.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 22000 Courthouse Security Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 51000100	48,977.00	(6,264.00)	42,713.00
Total Courthouse Security Fund Contingency	48,977.00	(6,264.00)	42,713.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 24000 Justice of the Peace Technology Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
JP Technology Administration - 24005000	22,161.00	-	22,161.00
JP Technology - JP #1 - 24005100	5,000.00	-	5,000.00
JP Technology - JP #2 - 24005200	5,000.00	-	5,000.00
JP Technology - JP #3 - 24005300	5,000.00	-	5,000.00
JP Technology - JP #4 - 24005400	5,000.00	-	5,000.00
Total Justice of the Peace Technology Fund Contingency	42,161.00	-	42,161.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 25000 Forfeiture Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Sheriff Forfeiture Fund - 2801000	17,502.00	-	17,502.00
Total Forfeiture Fund Contingency	17,502.00	-	17,502.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 26000 District Attorney Hot Check Collections Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 19006000	4,950.00	-	4,950.00
Total District Attorney Hot Check Collections Fund - Contingency	4,950.00	-	4,950.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 27000 Bail Bond Board Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 12006000	96,828.00	-	96,828.00
Total Bail Bond Board Fund - Contingency	96,828.00	-	96,828.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 29000 Vehicle Inventory Interest Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 13006000	277,345.00	-	277,345.00
Total Vehicle Inventory Interest Fund - Contingency	277,345.00	-	277,345.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 30000 Grant Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Texas Indigent Defense Commission - 272200	22,298.00	-	22,298.00
BV Human Trafficking Task Force Development - 283700	173,744.00	6,830.36	180,574.36
Metropolitan Planning - 424100	15,000.00	-	15,000.00
Total Grant Fund Contingency	211,042.00	6,830.36	217,872.36

* Can only be used for this fund and specific divisions

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 33000 Sheriff's Office Crime Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 28050000	15,900.00	-	15,900.00
Total Sheriff's Office Crime Fund Contingency	15,900.00	-	15,900.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 34000 District Attorney Crime Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 19200100	135,289.00	(9,000.00)	126,289.00
Total District Attorney Crime Fund Contingency	135,289.00	(9,000.00)	126,289.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 35000 Primary Election Services Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 21130000	71,900.00	-	71,900.00
Total Primary Election Services Fund Contingency	71,900.00	-	71,900.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 43200 2020 Certificates of Obligation - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Commissioner's Court Contingency - 11001500	3,038,134.00	(1,430,236.18)	1,607,897.82
Total 43200 2020 Certificates of Obligation Contingency	3,038,134.00	(1,430,236.18)	1,607,897.82

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 45000 General Permanent Improvement Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Commissioner's Court Contingency - 63110001	3,988,000.00	(1,589,871.50)	2,398,128.50
Total General Permanent Improvement Fund Contingency	3,988,000.00	(1,589,871.50)	2,398,128.50

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 50000 Health and Life Insurance Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Group Insurance - Admiration - 64005000	842,228.00	-	842,228.00
Health and Wellness Clinic - 64005100	3,157.00	-	3,157.00
Total Health and Life Insurance Fund Contingency	845,385.00	-	845,385.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 55000 Jail Commissary Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Jail Commissary - 28006000	961,453.00	-	961,453.00
Total Jail Commissary Fund Contingency	961,453.00	-	961,453.00

* Can only be used for this fund

**Brazos County, Texas
FY 2023-2024 Contingency
Budget to Actuals by Fund**

Fund: 58000 County Attorney Operating Fund - Contingency *

Department	2023-2024 Adopted Budget	2023-2024 Contingency Used	2023-2024 Remaining to Date
Contingency - 18006000	65,000.00	-	65,000.00
Total County Attorney Operating Fund Contingency	65,000.00	-	65,000.00

* Can only be used for this fund



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/26/2024

ITEM: Acknowledgement of the 2023 Annual Report for Amber Alert Network Brazos Valley.

TO: Commissioners Court

DATE: 03/15/2024

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[2023 AANBV Annual Report.pdf](#)

Description

2023 AANBV Annual Report

Type

Backup Material



ANNUAL REPORT 2023



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EXECUTIVE DIRECTOR'S STATEMENT



The Amber Alert Network Brazos Valley completed our 3rd year of full-time operations in 2023, and as an organization we are very proud of the work that we continue to do, every day, providing for the missing and those who seek them.

During the past year, we became involved in a record number of support cases on behalf of local law enforcement and family members of the missing, with an increase of over 20% as compared to the previous year. This support included flyer creation and distribution, alerting assistance, on-site response, and investigative and search consultation. Since moving to full-time operations in October 2020, we have initiated assistance in 166 missing child and adult cases.

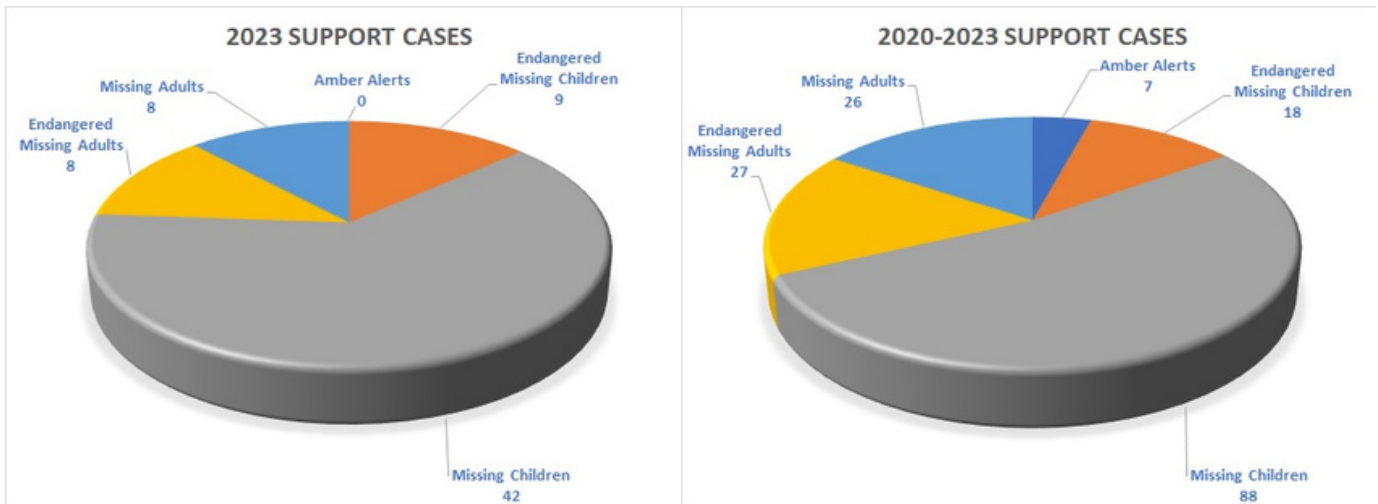
We continued our efforts aimed at public education and raising awareness about issues related to missing children and adults here in the Brazos Valley through our social media platforms, appearing at public events, conducting training for law enforcement and other responders, as well as through our partnership with local media.

As we begin 2024, we continue to advocate for, and support the missing from our communities on a 24/7 basis. We stand ready to assist in the future during any missing child or adult incident. Finally, we thank you for your support and hope that this report shows our commitment to our mission statement "...Protecting Children, Preparing Responders, Educating Communities..."!

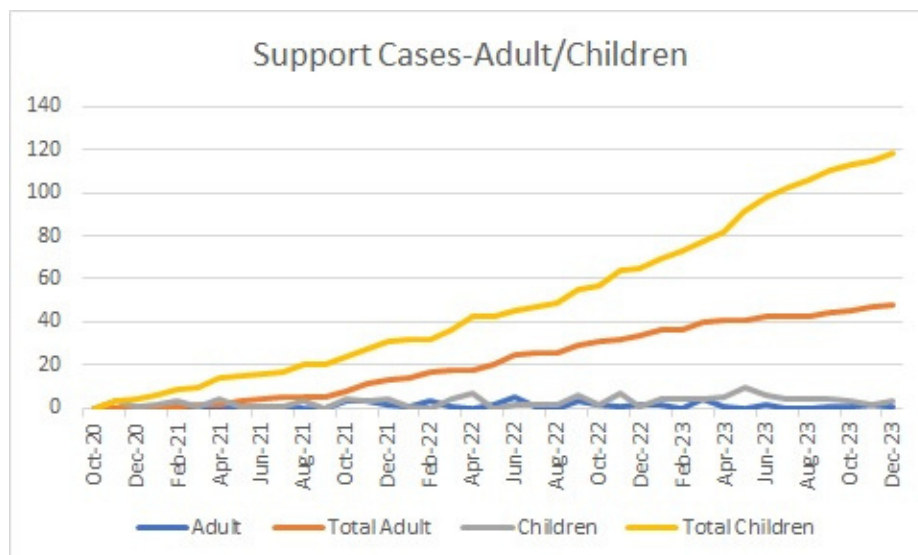
CHUCK FLEEGER
EXECUTIVE DIRECTOR, AMBER
ALERT NETWORK BRAZOS VALLEY

SUPPORT CASES

During 2023, we were able to provide direct assistance in a total of 67 support cases on behalf of local law enforcement or families of the missing. This total represents an increase of 21.8% as compared to 2022. These cases involved incidents related to 51 missing children under the age of 18, and 16 cases involving a missing person aged 18 or older.



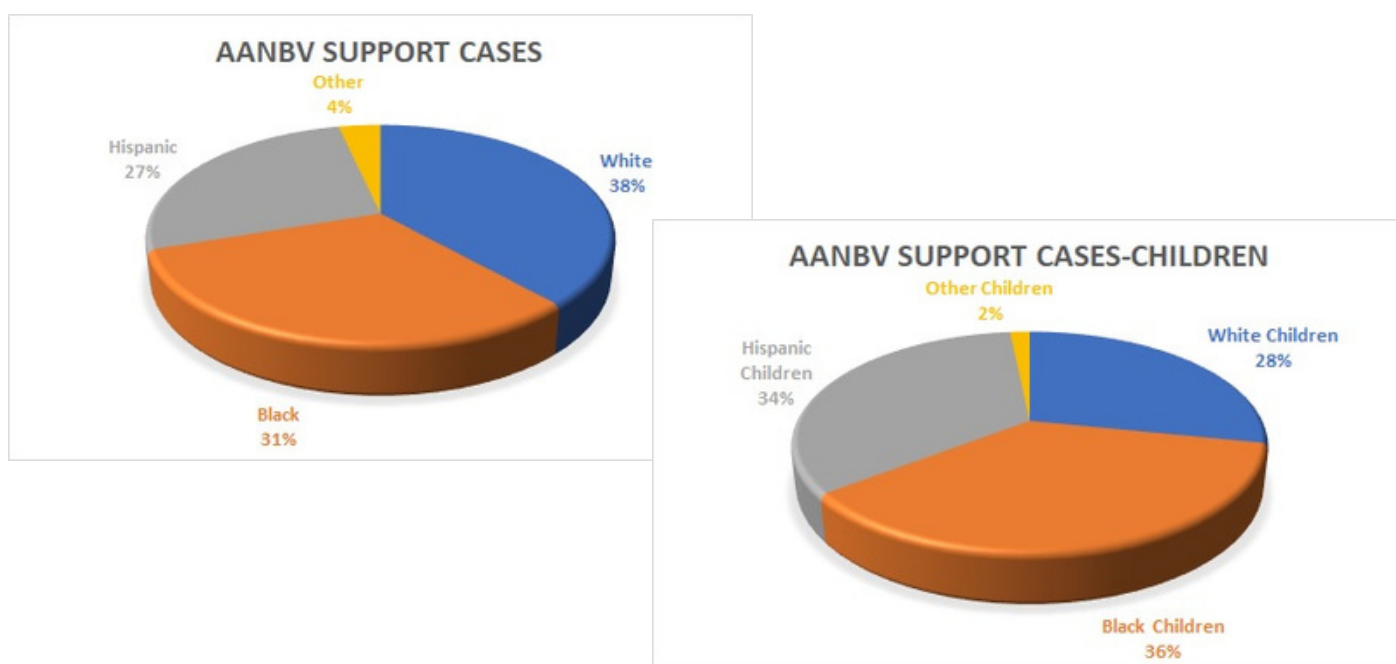
Between October 2020 and December 31, 2023, our staff initiated a total of 166 support cases. Overall, these cases involved 113 cases related to a missing child and another 53 for missing adults. Of note is that the number of missing child support cases increased over 54% as compared to 2022 (51 to 33). It is not believed that represents a rise in the total number of missing children reported to law enforcement, but rather this is an indication of increased awareness and attention focused on these critical cases.



RACIAL DEMOGRAPHICS

Across the country, statistics show that persons of color are reported missing at a rate disproportionate to their demographics in the population. African Americans yearly account for over 33% of missing person reports, while representing only about 13% of the US population.

According to Black and Missing Foundation co-founder Derrica Wilson, *"It's not a white issue, it's not a black issue. It's an American issue, it's a human issue"*.



This trend is reflected in missing person statistics in the Brazos Valley. Since 2015, African Americans have accounted for 33.4% of all missing person incidents in the Brazos Valley and African American children represent 36.7% of missing children cases during that same time period.

Our support case work is reflective of these trends as missing persons of color (Black, Hispanic, Other) account for 62% of our overall support case effort and 72% of our missing child case support. We routinely partner with the Black & Missing Foundation and local Spanish speaking media outlets to help distribute the word about our missing children of color.

PUBLIC AWARENESS

In addition to our support case work, we actively seek opportunities to inform and educate our communities about issues related to missing children and adults.

In 2023, we hosted our annual Brazos Valley Missing Children's Day Poster contest for area 5th graders. This year one of our regional entries was chosen as the winner for the State of Texas for the 5th time since we began hosting this effort in 2011.

To help reach out to the public, we routinely host tables at community events such as 1st Friday in Downtown Bryan!





PUBLIC SUPPORT

The Amber Alert Network Brazos Valley is a regional non-profit that is able to provide services for any law enforcement agency or family of a missing child or adult in the Brazos Valley. We are able to do so, in part, through local governmental funding, but we also rely heavily on public support from local businesses and community members. In April 2023, we hosted our 2nd annual "Drive For The Missing" fundraiser, and in November we were very fortunate to be selected as one of Santa's Wonderland's "Cocoa For A Cause" nights! Your financial support helps us in our work to find the missing!



TRAINING

An area that we are very proud of is our continued commitment to providing high quality training on best practices related to all aspects of response to, and investigation of missing person incidents.

We are able to provide this training throughout the region FREE of charge to local law enforcement and other responders, as well as the general public. In 2023, we hosted 12 different training classes on topics such as Alerting Resources & Processes and Child Abduction Response Team readiness.

This training impacted over 220 attendees, and since October 2020, we have provided 56 training classes to over 890 participants!



TESTIMONIALS

This annual report provides our organization an opportunity to highlight activity during 2023. We do so with statistics, charts, and photos in an effort to paint a picture of who we are, and what we are working so very hard every day to provide to the Brazos Valley.

As we conclude, we would like to provide you a glimpse into the impact that our work is having on people and families, right here in our communities. This impact is why we exist and drives us to continue to provide for the missing and those who seek them!

“The overwhelming emotions and sense of loss and despair when you wake up to find your child missing can only truly be known if you have had the misfortune of experiencing such an event. In April of 2023 our family experienced exactly such an event. The unthinkable had happened and our daughter was missing.

In the minutes, hours and even days that pass after you have experienced a child going missing, you quickly realize that it is an event for which you are not prepared. You can’t think clearly, you don’t know what to do and a feeling of helplessness sets in that quickly consumes you.

Within 30 minutes of our daughter being discovered missing, we were put in touch with Amber Alert Network Brazos Valley. Within 15-20 minutes of that, a flyer had been created that we could distribute and had been posted and shared via social media. A little later that morning they met with us personally and provided us with invaluable guidance and advice on the best things we could do to get our daughter safely back home.

They connected us with helpful resources and followed up with us daily until she was found and were genuinely interested in our wellbeing as we navigated this incredibly difficult time. Even after our daughter was found, they continued to follow up and see how our family was doing.

I don’t want to think about what traversing that situation would have been like without the Amber Alert Network Brazos Valley. We are eternally grateful.”

-R.B. and A.B. when their daughter, F.G. went missing

“When my daughter was missing I was desperate not knowing where she was or what to do, so I asked a friend of mine to help me and she said to reach out to the Amber Alert Network Brazos Valley. When I called, they answered and came to my house in a matter of minutes.

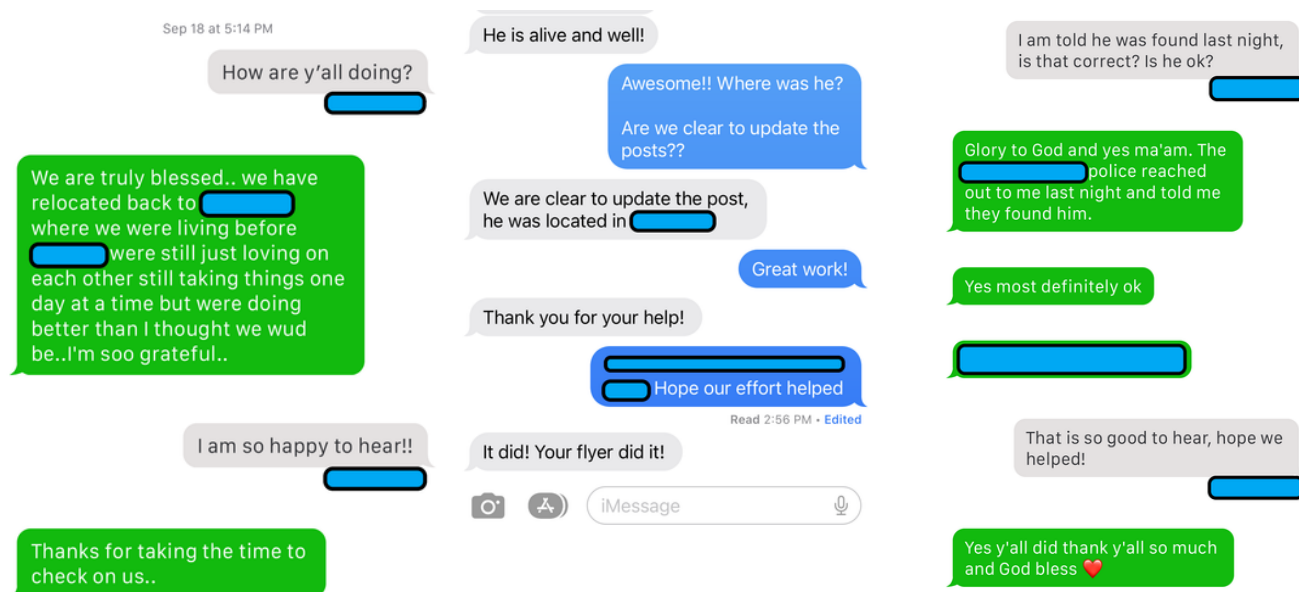
I will always be grateful because they gave me hope and that was what I needed the most. Thanks to God for people like them and all their team.”

-M.H. when her daughter, Mi.H. went missing

“I’ve never been so grateful!! The AANBV played a MAJOR part in the return of my daughter. The genuine concern, compassion, support, but most of all the dedication was just breath taking!!

Not knowing where my child was became too much to bear but with the help of AANBV my daughter was returned home safely after 3 months of being gone. I will forever be grateful. My daughter and I are blessed. The healing journey has begun . It warms my heart when the AANBV calls and checks on us. They are absolutely the best.”

-N.B. when her daughter, Z.B. went missing



“The Amber Alert Network was instrumental in the successful recovery of my 16-year-old daughter when she was enticed to run away with a stranger she met online. I would not wish the terrifying experience of a missing child on my worst enemy. Not knowing where she was, if she was safe, whether I would ever see her again - these questions tore my heart out every minute of every day of the five days she was missing.

After she was returned, the good people of the Amber Alert Network have checked in with me periodically and have shared the happiness I now enjoy as my daughter grows and matures through individual and family therapy. I am so thankful for the Amber Alert Network and hope that the work of this organization can continue helping other parents through the terrible experience of a missing child.”

-C.B. when her daughter, L.E. went missing



WWW.AANBV.ORG
FACEBOOK @AANBVTX
TWITTER @AANBVTX
INSTAGRAM @AANBVTXAS



NUMBER:

3/26/2024

Acknowledgement of monthly reports submitted in March 2024.

Commissioners Court

12/28/2023

False

False

\$0.00

ATTACHMENTS:

File Name

Description

Type

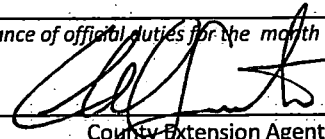
[2024-03-22 Monthly Reports submitted for the Month of March.pdf](#) Monthly Reports submitted for the Month of March Backup Material

Texas A&M AgriLife Extension Service
The Texas A&M University System
MONTHLY SCHEDULE OF TRAVEL AND COMMISSIONERS COURT REPORT

Name: Chadd Caperton		Title: CEA AG/NR		
County: Brazos		Month: Feb-24		
DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
2/1/2024	Brazos Valley Board mtg.	20.9		
2/2/2024	Annual Leave	0		
2/5/2024	Meeting with intern and BCYLS Vice Chair to help w/project	0		
2/6/2024	Parasite Resistant training/Horse Committee mtg/ Equine Evening	38.6		
2/7/2024	Sick Leave	0		
2/8/2024	ANR Advisory mtg/ Agrilife State Conf. planning mtg./Sick Leave	0		
2/9/2024	Brazos Bottom Field Day planning mtg.	0		
2/12/2024	San Antonio Livestock Show, helping 4-H Families	179		
2/13/2024	San Antonio Livestock Show, helping 4-H Families	15		
2/14/2024	San Antonio Livestock Show, helping 4-H Families	186		
2/15/2024	Office Management/ Warfrin Training via Teams	0		
2/16/2024	Office Management/ Write article for NOCS Magazine	0		
2/19/2024	Office Management	0		
2/20/2024	COG Break Session Host	20.9		
2/21/2024	Office Management/Prep for Thursday Program/ Dr. Appointment	0		
2/22/2024	2024 Market Outlook Program	0		
2/23/2024	Office Management	0		
2/26/2024	Office Management/ Office Conference	0		
2/27/2024	Speaker @ New Landowner Program in Montgomery Co./ Speaker for New Agent Training	140		
2/28/2024	Visit with Polish Farmers for Program @ JRG Farms' Office with Extension Personnel	30.1		
2/29/2024	Office Management	0		
GRAND TOTAL OF MILES, MEALS AND LODGING		630.5	0	0

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

3/1/24
Date


County Extension Agent

**Texas A&M AgriLife Extension Service
The Texas A&M University System**

MONTHLY SCHEDULE OF TRAVEL AND COMMISSIONERS COURT REPORT

Name: Matt Pfeifer		Title: CEA- 4-H		
County: Brazos		Month: Feb. 2024		
DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
2/1/2024	Fort Worth- steers			
2/2/2024	Fort Worth- steers/ travel home			
2/4/2024	Travel to San Angelo (200 W. 43rd Street, San Angelo, TX)			
2/5/2024	San Angelo- lambs			
2/6/2024	San Angelo- steers/ travel home			
2/7/2024	Office mgmt.; D-9 updates			
2/8/2024	Work on reports; BCYLS meeting at 6:00			
2/9/2024	Office mgmt.			
2/12/2024	San Antonio- market lambs/ heifers (100 Frost Bank Center Drive, San Antonio)	170	2	1
2/13/2024	San Antonio- market lambs/ heifers		2	1
2/14/2024	San Antonio- market lambs/ heifers		2	1
2/15/2024	San Antonio- market lambs/ heifers (100 Frost Bank Center Drive, San Antonio)	170	1	
2/16/2024	Office mgmt.			
2/19/2024	Office mgmt..			
2/20/2024	County Judge's and Commissioners Conference			
2/21/2024	SALE steers/ barrow (100 Frost Bank Center Drive, San Antonio)- one way	170	2	1
2/22/2024	SALE steers/ barrow		2	1
2/23/2024	SALE steers/ barrow (100 Frost Bank Center Drive, San Antonio)- one way	170	1	
2/24/2024	Murdoch's Grand Opening			
2/26/2024	Office mgmt.; Office conference			
2/27/2024	Office mgmt.; Roundup meeting			
2/28/2024	HLSR Breeding Ewe show (3 NRG Pkwy, Houston)- round trip	202		
GRAND TOTAL OF MILES, MEALS AND LODGING		882	12	5

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

Date

County Extension Agent

Name: Flora Williams

Title: County Extension Agent

County: Brazos

Month: February 2024

Date	Monthly Activities/Travel	MILES	MEALS	LODGING
1	SUSD class 4 (10 contacts)*; day camp prep			
2	Connections Academy speaker*; Dr. appt; day camp prep/shopping	13.6		
3	Fashion Day camp (17 contacts)*			
5	Cottage food business class (11 contacts)*; dentist			
6	FPM class (1 contact*)			
7	KBTX noon show; staff updates	8.7		
8	SUSD class 5 (10 contacts)*			
9	WAT prep/shopping	14.4		
10	WAT kick off (82 contacts)*			
12	WAT management			
13	Parenting class (2 contacts)*			
14	Fashion show prep/shopping			
15	SUSD class 6 (10 contacts)*; fashion show (23 contestants)*	13.6		
16	Judged Grimes County Round Up	53		
19	St. Thomas child provider training (24 contacts)*, reports, write classes for CDM	11.6		
20	Office management; judges and commissioners conference	19.9		
21	WAT workout			
22	SUSD 7*			
23	Office management			
26	WAT newsletter*, WAT Taskforce			
27	WAT management; NEAFCS diversity committee meeting			
28	WAT workout*			
29	SUSD in person			
GRAND TOTAL OF MILEAGE, MEALS & LODGING		134.8		

Other expenses (list) _____

CURRENT MONTHS CONTACTS							
Extension Office Visits by Clientele	Site Visits Farm, Home, Project Ranch, Business, Etc.	Telephone	Mail	Total Individual Contacts	Total Contact Hours in Group Methods	Media News Articles, TV/Radio, Etc	Newsletters Written

DATE/ACTIVITY
I Office staff development; prep for CDM and quiz bowl
4 CDM Training at district office; CDM and Quiz Bowl contest
5 Prep for cooking school; write WAT newsletters
6 Living Well cooking school; Wat workout; meeting with ELT
7 Step Up Scale Down class 9
8 Leave
11 WAT newsletter
12 Judge Rodeo Houston food challenge; TruFit WAT workout
13 Cancer update training
14 Step Up Scale Down
15 Leadership Advisory Board
18 WAT newsletter
19 Office management
20 WAT workout
21-22 Health summit in Fredericksburg
22 Step up Scale Down virtual
23 Parenting class
26 Office conference
27 WAT newsletter
28 WAT workout
29 SUSD

PAGE 2 of 2

I hereby certify this is a true and correct report of activities, travel, and other expenses incurred by me in performance of official duties for the month shown.

Date: 3/7/2024

Signed: Flora Williams

Texas AgriLife Extension Service * The Texas A&M University System * Rick Avery, College Station, Texas

Submit

BRAZOS COUNTY
MONTHLY REPORT RECAPITULATION
CONSTABLE DONALD LAMPO - PRECINCT 2
FOR THE MONTH OF February, 2024

RECEIPTS:

Fees Received	\$	525.00
Execution Judgements:		
Constable fees / Expenses		525.00
Constable Commissions		
Due to Attorneys		
Other	\$	525.00
Other	\$	
Beginning Balance		
Cash On Hand	\$	
GRAND TOTAL OF RECEIPTS	\$	525.00


DISBURSEMENTS:

Remitted to Treasurer		
Constable Fees		525.00
Executions / Judgements		
Other	\$	525.00
Ending Balance		
Cash on Hand	\$	
GRAND TOTAL DISBURSEMENTS	\$	525.00

Papers Served:

Type	#of

Prepared By: Stephanie Wendt SJ

Approved BY: 
Constable Donald Lampo - Precinct 2

BRAZOS COUNTY CLERK
MONTHLY REPORT RECAPITULATION
FOR THE MONTH OF
February 2024

ODYSSEY						Total Daily Deposit		KOFILE													
															Escrow			A/R			
Date	Chase Closed Batch Report	Odyssey (Efile)	Cash	POS	Checks/MO	Deposit	Hot Ck Fee	Cash	Checks/ MO	Direct Deposit & IRS	POS	CSC	EPN	SMP/ Erx	Escrow Draws	Permitium Draws	Pay	Charged	A/R pymt	Trust Deposit	Total Kofile
2/1/2024	1,370.00	1,370.00	12.00			983.00		586.00	385.00	120.00	777.00	778.00	1,613.00	1,575.00	34.00	130.00		194.00			6,192.00
2/2/2024	325.00	325.00		12.00		959.00		565.00	394.00		831.00	1,191.00	472.00	2,175.00	66.00	185.00		45.00			5,924.00
2/3/2024						-															-
2/4/2024						-															-
2/5/2024	48.00	48.00	12.00	360.00		2,270.00		264.00	1,994.00		638.00	894.00	334.00	1,421.00	19.90	100.00		72.00	126.00		5,610.90
2/6/2024	96.00	96.00				773.00		347.00	426.00		987.00	1,488.00	1,039.00	2,509.00	81.00	51.00		25.00		625.00	7,578.00
2/7/2024	742.00	742.00		38.00	38.00	352.00		170.00	144.00	30.00	646.00	1,529.00	682.00	1,927.00	8.00	183.00		351.00		500.00	6,170.00
2/8/2024	895.00	895.00				592.00		258.00	334.00		810.00	981.00	629.00	2,074.00	176.00	113.00		144.00			5,519.00
2/9/2024	921.00	921.00		360.00		826.00		296.00	530.00		745.00	785.00	739.00	1,967.00	40.00	51.00	150.00				5,003.00
2/10/2024						-															-
2/11/2024						-															-
2/12/2024	35.00	35.00			12.00	1,049.00		265.00	772.00		1,025.00	653.00	798.00	1,392.00	6.00	252.00			125.00		5,038.00
2/13/2024	1,019.00	1,019.00				599.00		357.00	242.00		556.00	798.00	1,558.00	1,563.00	29.00	155.00				16,007.68	21,265.68
2/14/2024	528.00	528.00				530.00		271.00	259.00		959.00	677.00	1,329.00	2,897.00	13.00	199.00		1,000.00			7,604.00
2/15/2024	1,074.00	1,074.00			12.00	544.00		239.00	293.00		993.00	606.00	1,663.00	2,301.00	33.00	49.00		491.00			6,668.00
2/16/2024	548.00	548.00				828.00		418.00	410.00	120.00	1,084.00	909.00	533.00	1,797.00	20.00	88.00		291.00			5,670.00
2/17/2024						-															-
2/18/2024						-															-
2/19/2024	330.00	330.00				788.00		189.00	599.00		600.00	144.00	751.00	212.00	26.00	252.00		144.00		500.00	3,417.00
2/20/2024	351.00	351.00			24.00	1,790.00		324.00	1,442.00	30.00	604.00	764.00	913.00	2,507.00	48.00	53.00	401.00		122.00		6,162.00
2/21/2024	731.00	731.00				783.00		366.00	417.00		535.00	645.00	1,134.00	2,709.00	40.00	58.00	100.00	72.00			5,876.00
2/22/2024	579.00	579.00			12.00	1,715.00	30.00	221.00	1,482.00		805.00	608.00	501.00	2,505.00	8.00	86.00	1,200.00			1,385.00	6,431.00
2/23/2024	1,047.00	1,047.00				1,396.50		385.50	1,011.00		703.00	661.00	797.00	2,875.00	148.20	144.00		269.00	933.00	500.00	6,560.70
2/24/2024						-															-
2/25/2024						-															-
2/26/2024	893.00	893.00		360.00		1,546.00		273.00	1,273.00	30.00	1,064.00	751.00	721.00	2,160.00	-	171.00			575.00		5,868.00
2/27/2024	633.00	633.00		12.00		325.00		178.00	147.00		561.00	824.00	1,128.00	2,179.00	103.00	168.00		291.00		500.00	6,079.00
2/28/2024	789.00	789.00				812.00		309.00	503.00	150.00	481.00	962.00	669.00	2,143.00	27.00	146.00				500.00	5,890.00
2/29/2024	1,329.00	1,329.00				934.00		240.00	694.00		1,176.00	1,168.00	1,400.00	1,483.00	189.00	137.00			300.00		6,187.00
						-															-
						-															-
TOTAL	14,283.00	14,283.00	24.00	1,142.00	98.00	20,394.50	30.00	6,521.50	13,751.00	480.00	16,580.00	17,816.00	19,403.00	42,371.00	1,115.10	2,771.00	1,851.00	3,389.00	2,181.00	20,517.68	140,713.28

TOTAL REPORT ODYSSEY	15,547.00	15,547.00
TOTAL REPORT KOFILE	140,713.28	140,713.28
GRAND TOTAL	156,260.28	

Total Fees (Revenue)	-
	-

Diff.
Diff.


KAREN MCQUEEN, COUNTY CLERK


ASHLIE PETERS-BOWMAN, CHIEF DEPUTY

3/8/2024
DATE