



MINUTES

MARCH 21, 2023

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 21, 2023 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, Absent.

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 Aldrich

2. Call for Citizen input and/or concerns

There was no Citizen input.

Consider and take action on agenda items: 3 - 19

3. Consideration and Approval of Resolution 23-010 Authorizing Publication of Notice of Intention to Issue Certificates of Obligation.

The Court voted unanimously to adopt Resolution 23-010 Authorizing Publication of Notice of Intention to Issue Certificates of Obligation.

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

4. Approval of the following committee to determine the need to create a Veteran's Court and/or Mental Health Court with General Bentley Nettles as Chairman:
- a. Julie Anderson - Brazos County Health and Wellness
 - b. Jarvis Parson - District Attorney's Office
 - c. Elizabeth Zwiener - County Attorney's Office
 - d. Roy Brantley - Trial Court Judges of Brazos County
 - e. Jennifer Goerig - Community Supervision/Adult Probation
 - f. Nathaniel T. Wood - Public Defenders Office
 - g. Marty Thomas - American Legion
 - h. Heather Huhnke - Veterans of Foreign Wars (VFW)
 - i. Tiffany Love - Veterans Administration Clinic
 - j. Michelle Estes - TAMU Veterans Resource and Services
 - k. Nancy Fahrenwald - TAMU Veterans Resource and Services
- Other Members Recommended by Chairman Nettles:
- l. Haley Bennett - TAMU
 - m. Robert Reed - MHMR

Commissioner Konderla made a motion and was seconded by Commissioner Berry to approve the list with the following corrections:

- b. Jarvis Parsons
- f. Nathaniel T. Wood
- g. Thomas Marty

Mike Southerland requested that the Court consider adding a representative from the local VFW Chapter, as the VFW representative on the list of Committee members is from the Jewett Chapter. Mr. Southerland provided the Court with a recommendation letter from the Commander VFW Post 4692, Gary Heldenbrand nominating Mike Southerland as the VFW Post 4692 representative. Judge Peters stated that he feels the current Committee is balanced and an additional member is unnecessary. Commissioner Aldrich disagreed with Judge Peters' assessment and expressed his concern over how the Committee is progressing due to the delay in providing the Court with the list of Committee members, as required by Resolution 23-003. Commissioner Aldrich made a motion to add a representative from the Brazos County VFW Post in addition to the one given on the Committee list but the motion died due to lack of a second.

Judge Peters then called for a vote by show of hands on the original motion to approve the Committee list with the aforementioned corrections. The motion passed four to one. A copy of the letter presented by Mr. Southerland is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Nancy Berry. Passed. 4-1. Ayes: Berry, Konderla, Peters, Watson. Nays: Aldrich.

5. Approval of the following sections in the Employee Manual:

- a. Section 3.02.6: County Property - Information Resources
- b. Section 13.01: Use and Security of Information Resources

A copy is attached.

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

6. Approval of Memorandum for Law Enforcement Support Office (LESO) Program participating Law Enforcement Agency (LEA) Addendum amending the existing State Plan of Operation dated February 2021.

A copy is attached.

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

7. Approval of the First Amendment to the Interlocal Cooperative Agreement Providing for the Housing of Prisoners from the City of College Station in the Brazos County Jail.

A copy of the amended Interlocal Cooperative Agreement is attached.

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

8. Approval requested from Juvenile Services for State Aid for Southeast Texas Juvenile Chief's Association Grant Application.

A copy of the grant application 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 to issue a Diners Club credit card to Health Department employee, William Poland, with a limit of \$2,000.00 replacing the card for Kelly Curry.

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

10. Approval of Architect Proposal for JP & Constable Precinct #3 Building Feasibility Study with Burditt Consultants, LLC in the amount of \$24,253.00.

A copy 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 Change Order #2 to CIP #22-630 Replacement of Various Roofs - Phase IV in the amount of \$18,672.18 for the following with Durolast:
 - a. Road and Bridge Roof - additional wood nailer in the amount of \$1,538.22.
 - b. Road and Bridge Roof - installation of a new 22ga metal edge closure in the amount of \$17,133.96.

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.

12. Approval of Change Order #1 to RFP #23-643 Jack Manning Bridge Replacement for the following with Fuqua Construction Co. These revisions will not change contract pricing.
 - a. additional 67 days due to weather and materials delays
 - b. Item 404 8" crushed limestone base replaced with 6" cement stabilized reclaim base
 - c. Item 405 2" Type C HMA replaced with 12" concrete pavement.

A copy of the change order is attached.

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

13. Approval of the Final Plat of Whitecreek Subdivision Lot 16R and Right of Way Dedication; being a Minor Replat of Whitecreek Subdivision Lot 16 and Lot B; John H. Jones Survey, Abstract 144: 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.

14. Consider and take action on the Wickson Creek SUD utility permit to install a bore for a 1 inch service line crossing under Weedon Loop located 1,440 feet southwest of Hensarling Lane. Site is located in Precinct 2.

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

15. Consider and take action on the Wickson Creek SUD utility permit to construct a bore for a 1 inch water line under Orange Cove located 380 feet southwest of Shady Lane. Site is located in Precinct 2.

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

16. Tax Refund Applications for the following:

Overpayments

- a. Amy Lee Bradley Galloway - \$33.86
- b. Binding Corp. - \$39.45
- c. Brown Bear Real Estate & Financial Services - \$7.00

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

17. Budget Amendments.

- FY 22/23 Budget Amendments 24.01 - 24.10

24.01 Reallocate American Rescue Plan Act Grant funds.

24.02 Reallocate American Rescue Plan Act Grant funds.

24.03 Transfer funds from Courthouse Security to Sheriff's Office.

24.04 Reallocate Capital funds.

24.05 Transfer Capital Funds to Juvenile Services.

24.06 Transfer Capital funds to Constable, Precinct 3.

24.07 Transfer funds from Information Technology to Justice of the Peace, Precinct 3.

24.08 Transfer funds from Information Technology to Sheriff's Office - Jail.

24.09 Reallocate funds for Fleet Services.

24.10 Reallocate funds for Law Enforcement Education.

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

18. Personnel Change of Status.

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

A copy of the Personnel Change of Status is attached.

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

19. Payment of Claims.

Claims

8121107 - 8121243

9007069 - 9007119

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

20. Acknowledgement of FY 2022-2023 Budget to Actuals by Fund as of March 15, 2023.

Acknowledgement of FY 2022-2023 Contingency Budget to Actuals as of March 15, 2023.

The Court acknowledged receipt of the 2022-2023 Budget to Actuals by Fund and Contingency Fund Budget to Actuals as of March 15, 2023.

21. Juvenile director's report on detention population.

Juvenile Director Linda Ricketson reported there are 43 juveniles in the detention center, 29 are male and 14 are female, and 29 have electronic monitors.

22. Sheriff's report on inmate population.

Sheriff Wayne Dicky stated there were 678 inmates in jail, 592 inmates are male, 86 are female, and 34 have electronic monitors.

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

Commissioner Aldrich requested an agenda item be added to the March 28, 2023 meeting for the Chairman of the Veterans Court and Mental Health Court Committee to give an update. Judge Peters stated that he believes an update would be premature, as the Committee has just begun working. Commissioner Aldrich clarified that the update would pertain to the process of the Committee in gathering information and forming their presentation. Chairman Bentley Nettles asked that the Court consider a different date for the update, due to his lack of availability next Tuesday. Judge Peters stated that they would work with his schedule to determine the best date.

24. Call for Citizen input and/or concerns

There was no Citizen input.

25. Adjourn.



The foregoing minutes of the Commissioners Court Meeting held March 21, 2023, have been examined and are approved in open Court this 11th day of April 2023, in Bryan, Brazos County, Texas.

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

Duane Peters
County Judge

A handwritten signature in blue ink, appearing to read "Steve Aldrich", written over a horizontal line.

Steve Aldrich
Commissioner, Precinct 1

A handwritten signature in blue ink, appearing to read "Chuck Konderla", written over a horizontal line.

Chuck Konderla
Commissioner, Precinct 2

A handwritten signature in blue ink, appearing to read "Nancy Berry", written over a horizontal line.

Nancy Berry
Commissioner, Precinct 3

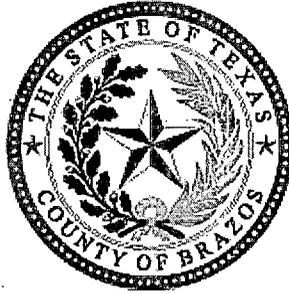
A handwritten signature in blue ink, appearing to read "Wanda Watson", written over a horizontal line.

Wanda Watson
Commissioner, Precinct 4

Attest:

A handwritten signature in blue ink, appearing to read "Karen McQueen", written over a horizontal line.

Karen McQueen
County Clerk



FILED

2023 MAR 17 P 3:06

CLERK OF COUNTY COURT
BRAZOS COUNTY, TEXAS
BY *Jeremy Remigio*

**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 21, 2023 AT 10:00 AM IN THE
COMMISSIONERS COURTROOM OF THE COUNTY
ADMINISTRATION BUILDING, 200 SOUTH TEXAS AVE., SUITE 106,
BRYAN, TX 77803, THE PUBLIC MAY WATCH THE MEETING LIVE
AT FACEBOOK.COM/BRAZOSCOUNTYTX**

-
1. Invocation and Pledge of Allegiance
 - U.S. and Texas Flag - Commissioner Aldrich
 2. Call for Citizen input and/or concerns.

Consider and take action on agenda items: 3 - 19

3. Consideration and Approval of Resolution 23-010 Authorizing Publication of Notice of Intention to Issue Certificates of Obligation.
4. Approval of the following committee to determine the need to create a Veteran's Court and/or Mental Health Court with General Bentley Nettles as Chairman:
 - a. Julie Anderson - Brazos County Health and Wellness
 - b. Jarvis Parson - District Attorney's Office
 - c. Elizabeth Zwiener - County Attorney's Office
 - d. Roy Brantley - Trial Court Judges of Brazos County
 - e. Jennifer Goerig - Community Supervision/Adult Probation
 - f. Nathaniel T. Wood - Public Defenders Office
 - g. Marty Thomas - American Legion
 - h. Heather Huhnke - Veterans of Foreign Wars (VFW)
 - i. Tiffany Love - Veterans Administration Clinic
 - j. Michelle Estes - TAMU Veterans Resource and Services
 - k. Nancy Fahrenwald - TAMU Veterans Resource and Services

Other Members Recommended by Chairman Nettles:

- I. Haley Bennett - TAMU
 - m. Robert Reed - MHMR
5. Approval of the following sections in the Employee Manual:
 - a. Section 3.02.6: County Property - Information Resources
 - b. Section 13.01: Use and Security of Information Resources
 6. Approval of Memorandum for Law Enforcement Support Office (LESO) Program participating Law Enforcement Agency (LEA) Addendum amending the existing State Plan of Operation dated February 2021.
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22. Sheriff's report on inmate population.

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

24. Call for Citizen input and/or concerns

25. 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 County Administration Building, 200 South Texas Ave., 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

21 DAY OF March, 2023
10:00 (AM/PM), Regular Meeting

Name
(PLEASE PRINT)

Organization
(PLEASE PRINT)

Cheryl Coffman

Commissioners

Aubrey Leggett

Commissioners

Bruce Erratt

General Counsel

Mila Sutherland

VFW 4692

LINDA Ricketson

Juvenile Svcs.

Shaw Workman

County Clerk

KATHY BATHUC

BC Purchasing

Kevin Stuart

BCSO

Marsha Anderson

Co. of Judge

3/2 gen Washington

WAYNE Dickey

SO

Nina Payne

Budget

Daniel Martinez

Winstead

Garrett Haze

BCSO

Michele Meade

BCOEM

BRAZOS COUNTY COMMISSIONER'S COURT

21st DAY OF March, 2023
10:00 AM/PM, Regular Meeting

Name
(PLEASE PRINT)

Organization
(PLEASE PRINT)

ERIC CALDWELL

BCIT

Kevin Toyner

BCIT

MELESSA BOWIS

Co. JUDGE

PATRICK BACA

MVPN/TVC

Silas Garrett Sr

Attn

Kenny Elliott

J.P.I

Colton Greer

Co. Judge

Josue Loyola

Purch.

TREVOR LANSDOWN

Co. JUDGE

Katie Conner

Auditor

LAURAT DAVIS

TREAS

Leslie Contreras

RISK

Prarthana Banerji

R&B

Barbara Smith

Co Judge

Kyle Hawthorne

8th 85th Cat Dist

Kelly Cunningham

IT



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Consideration and Approval of Resolution 23-010 Authorizing Publication of Notice of Intention to Issue Certificates of Obligation.

TO: Commissioners Court

DATE: 03/13/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[NOI_Resolution.pdf](#)

NOI Resolution

Backup Material

CERTIFICATE FOR RESOLUTION

We, the undersigned County Judge and County Clerk of Brazos County, Texas (the "County"), hereby certify as follows:

1. The Commissioners Court of the County (the "Commissioners Court") convened in regular session, open to the public, on March 21, 2023 (the "Meeting"), at the designated meeting place, and the roll was called of the duly constituted officers and members of said Commissioners Court, to wit:

Duane Peters, County Judge
Steve Aldrich, Precinct No. 1
Chuck Konderla, Precinct No. 2

Nancy Berry, Precinct No. 3
Wanda J. Watson, Precinct No. 4

and all of said persons were present, except _____, thus constituting a quorum. Whereupon among other business, the following was transacted at the Meeting: a written Resolution entitled:

RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

(the "Resolution") was duly introduced for the consideration of the Commissioners Court. It was then duly moved and seconded that the Resolution be finally passed and adopted; and after due discussion, such motion, carrying with it the adoption of the Resolution prevailed and carried by the following vote:

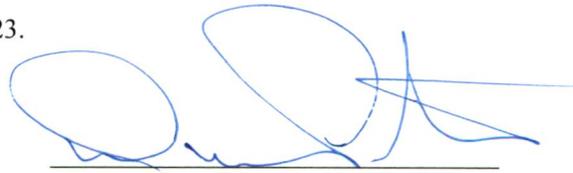
YES: 5 NOES: 0 ABSTENTIONS: 0

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Commissioners Court's minutes of the Meeting; the above and foregoing paragraph is a true, full, and correct excerpt from the Commissioners Court's minutes of the Meeting pertaining to the adoption of the Resolution; the persons named in the above and foregoing paragraph are duly chosen, qualified, and acting officers and members of the City Council as indicated therein; each of the officers and members of the Commissioners Court was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting, and that the Resolution would be introduced and considered for adoption at the Meeting and each of such officers and members consented, in advance, to the holding of the Meeting for such purpose; and the Meeting was open to the public, and public notice of the time, place, and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code, as amended.

3. Karen McQueen is the duly appointed and acting County Clerk of the County.

SIGNED AND SEALED this March 21, 2023.


County Clerk


County Judge

(COMMISSIONERS COURT SEAL)



**RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENTION
TO ISSUE CERTIFICATES OF OBLIGATION**

WHEREAS, the Commissioners Court (the “Commissioners Court”) of Brazos County, Texas (the “County”), finds that financing the design, planning, acquisition, construction, equipping, expansion, repair, renovation, and/or rehabilitation of the public property, as well as the payment of fees for professional services related thereto, described in Exhibit A hereto would be beneficial to the inhabitants of the County, and such property is needed to perform essential governmental functions; and the Commissioners Court has determined that certificates of obligation (the “Certificates”) should be issued pursuant to the provisions of the Certificate of Obligation Act of 1971, Section 271.041 *et seq.*, Texas Local Government Code (the “Act”), for such purposes;

WHEREAS, prior to the issuance of the Certificates, the County is required under the Act to publish notice of its intention to issue the Certificates in a newspaper of general circulation in the County and on the County’s website, the notice stating: (i) the time and place the Commissioners Court tentatively proposes to pass the order authorizing the issuance of the Certificates; (ii) the purpose of the Certificates proposed to be issued; (iii) the manner in which the Commissioners Court proposes to pay the Certificates, whether by taxes, revenues, or a combination of the two; (iv) along with the following: (A) the then-current principal of all outstanding debt obligations of the County, (B) the then-current combined principal and interest required to pay all outstanding debt obligations of the City on time and in full, which may be based on the County’s expectations relative to the interest due on any variable rate debt obligations, (C) the maximum principal amount of the Certificates to be authorized, and (D) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full; (v) the estimated interest rate for the Certificates to be authorized or that the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (vi) the maximum maturity date of the Certificates to be authorized;

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was passed, was open to the public and public notice of the time, place, and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS, THAT:

Section 1. Attached hereto and marked Exhibit A the “Notice of Intention to Issue Certificates of Obligation” (the “Notice”), the form and substance of which are hereby adopted and approved.

Section 2. The County Judge or the County Clerk shall cause the Notice to be published in a newspaper, as defined in Section 2051.044, Texas Government Code, of general circulation in the County for two consecutive weeks, the date of first publication to be at least 45 days prior to the date tentatively set for the order authorizing the issuance of the Certificates.

Section 3. That the County Clerk shall further cause said notice to be posted on the County’s internet website for at least 45 days before the date tentatively set for the passage of the order authorizing the issuance of the Certificates.

Section 4. The County Judge and the County Clerk are hereby authorized and directed to execute the Certificate to which this Resolution is attached on behalf of the Commissioners Court and to do any or all things proper and necessary to carry out the intent thereof.

Section 5. That this Resolution shall become effective immediately upon adoption.

* * *

EXHIBIT A

NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

NOTICE is hereby given that it is the intention of the Commissioners Court of Brazos County, Texas (the "County") to issue interest-bearing Certificates of Obligation of the County to be designated and known as the "BRAZOS COUNTY, TEXAS CERTIFICATES OF OBLIGATION, SERIES 2023" (the "Certificates") for the purpose of providing for the payment of contractual obligations to be incurred for the design, planning, acquisition, construction, furnishing, renovation and equipping of public property and designated infrastructure and for other public purposes, specifically being improvements to (1) the existing County Administration Building; (2) the County Courthouse; (3) the existing County BISO Building (including parking lot renovations) for public defender offices and other administrative services; (4) the Brazos County Dispatch and Emergency Operations Center; (5) County Sheriff Department facilities including a central receiving and storage facility; and (6) the payment of contractual obligations for professional services in connection with such projects (including, but not limited to, financial advisory, legal, architectural, and engineering). The Commissioners Court tentatively proposes to authorize the issuance of the Certificates at its regular meeting place in the Commissioners Court meeting room, Brazos County Administration Building, 200 South Texas Avenue, Suite 310, Bryan, Texas, at a Regular Meeting of the Commissioners Court to be commenced at 10:00 a.m., on the 9th day of May, 2023, in an amount not to exceed \$10,000,000. The Commissioners Court presently proposes to provide for payment of the Certificates by the pledge of an annual ad valorem tax levied upon all taxable property within the County, within the limits prescribed by law, and by a pledge of \$1,000 of certain of the revenues received by the County from the operation of the Brazos Center. The Certificates are to be issued, and this notice is given, pursuant to Section 271.041, *et seq.*, Texas Local Government Code.

The current principal of all outstanding debt obligations of the County is \$67,255,000.00, the combined principal and interest required to pay all currently outstanding debt obligations of the County on time and in full is \$79,931,671.83, the estimated combined principal and interest required to pay the Certificates on time and in full is \$16,177,888.89, the estimated interest rate for the Certificates is 5.00%, and the maximum maturity date of the Certificates will not exceed the maximum allowed by law. Market conditions affecting interest rates vary based on a number of factors beyond the control of the County, and the County cannot and does not guarantee a particular interest rate associated with the Certificates.

/s/ Duane Peters
County Judge, Brazos County, Texas



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/21/2023

ITEM:

Approval of the following committee to determine the need to create a Veteran's Court and/or Mental Health Court with General Bentley Nettles as Chairman:

- a. Julie Anderson - Brazos County Health and Wellness
- b. Jarvis Parson - District Attorney's Office
- c. Elizabeth Zwiener - County Attorney's Office
- d. Roy Brantley - Trial Court Judges of Brazos County
- e. Jennifer Goerig - Community Supervision/Adult Probation
- f. Nathaniel T. Wood - Public Defenders Office
- g. Marty Thomas - American Legion
- h. Heather Huhnke - Veterans of Foreign Wars (VFW)
- i. Tiffany Love - Veterans Administration Clinic
- j. Michelle Estes - TAMU Veterans Resource and Services
- k. Nancy Fahrenwald - TAMU Veterans Resource and Services

Other Members Recommended by Chairman Nettles:

- l. Haley Bennett - TAMU
- m. Robert Reed - MHMR

TO:

Commissioners Court

DATE:

03/17/2023

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/21/2023

ITEM:

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- a. Julie Anderson - Brazos County Health and Wellness
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Other Members:

- l. Haley Bennett - TAMU
- m. Robert Reed - MHMR

TO:

Commissioners Court

DATE:

03/17/2023

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Description

Type

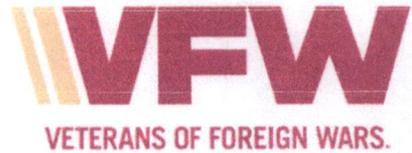
No Attachments Available

APPROVED



Duane Peters
County Judge

Date



POST 4692
Commander Gary Heldenbrand
794 N Harvey Mitchell Parkway
Bryan Texas 77807
Phone: 979 823 0550
Fax: 979 822 8907

March 20, 2023

Honorable Brazos County Judge Peters

This letter is to notify you that VFW Post 4692 is the only constituted VFW Post in Brazos County. There by the only VFW authority that can appoint representatives. I have appointed Mike Southerland as the VFW Post 4692 representative to the Veteran's Court and/or Mental Health Court committee because of his involvement with veterans, service to the community and he is a lifetime member of the VFW and this Post. Please add his name to you committee member list.

Thank you,

A handwritten signature in blue ink, which appears to read "Heldenbrand", is written over the typed name.

Gary Heldenbrand
Commander VFW Post 4692

POST 4692

794 N. Harvey Mitchell Parkway
Bryan, Texas 77807



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources

NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of the following sections in the Employee Manual:
• a. Section 3.02.6: County Property - Information Resources
• b. Section 13.01: Use and Security of Information Resources

TO: Commissioners Court

DATE: 03/16/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
3.02.6 - County IT Property Policy.pdf	Section 3.02.6: County Property - Information Resources	Backup Material
13 - Computer Use Policy.pdf	Section 13.01: Use and Security of Information Resources	Backup Material



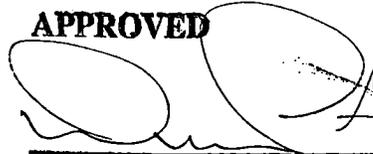
**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:
DATE OF COURT MEETING: 3/21/2023
ITEM: Approval of the following sections in the Employee Manual:
• a. Section 3.02.6: County Property - Information Resources
• b. Section 13.01: Use and Security of Information Resources
TO: Commissioners Court
DATE: 03/16/2023
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>3.02.6 - County IT Property Policy.pdf</u>	Section 3.02.6: County Property - Information Resources	Backup Material
<u>13 - Computer Use Policy.pdf</u>	Section 13.01: Use and Security of Information Resources	Backup Material

APPROVED

 3/21/23

Duane Peters
County Judge

Date

County Property Section

3.02.6 Policy on County Property – Information Resources

a. Introduction

Information Resources are strategic assets of Brazos County that are managed as a valuable resource. Misuse of Information Resources owned, managed, and/or operated by Brazos County exposes elected/appointed officials, department heads, and employees to civil, criminal and reputational sanctions and penalties and must be avoided.

b. Purpose

Damaged and misused equipment, lost and poorly managed data, and neglected systems lead to loss of productivity, damage to the County's reputation and exposes the County and/or affected parties to possible civil and criminal consequences.

Use of County Information Resources will be covered in Section 13 Policy on Computer Use

c. Scope

Information Resources are the devices, data, systems and access that Brazos County elected/appointed officials, department heads, and employees use to complete the mission of providing services to the citizens of Brazos County.

d. Training

Proper training is an important part of maintaining good stewardship of County Information Resources. The General Training policy is found in Section 13. Each department will be responsible for the specific training department employees will need to receive to complete their assigned duties.

e. Interruptions and Service Degradation

Interruptions to and Service Degradation of County Information Resources occur for a variety of reasons. These include but are not limited to hardware failures, software 'bugs,' incorrect configuration or use of systems, data corruption, accidents, and deliberate damage.

All Interruptions and Service Degradations will be reported to the Information Technology (IT) Helpdesk, unless there is a signed Service Level Agreement detailing other reporting requirements. Once an Interruption or Service Degradation is reported to IT, it is referred to as an Incident. Departments or their employees may be required to bear some or all of the cost associated with resolving the Incident. If it is discovered that malicious intent was used by an employee against County Information Resources, then that employee may face civil and/or criminal charges.

13.01 INFORMATION RESOURCES

13.01.1 Policy on Use and Security of Information Resources

I. Policy

- A. This policy governs the use of the Technology resources owned and operated by Brazos County by employees, and all other authorized users. Technology, called Information Resources includes, but is not limited to: desktops, laptops, mobile devices, networking equipment, networked devices, servers, software, email, phones, cellular phones, control systems, Internet, Intranet, and all other Enterprise electronic systems or devices. This policy is consistent with policy standards laid out in ISO 27002.
- B. This policy establishes specific rules and standards relating to the safe and secure operation of all devices and the storage of data while connected to County Information Resources. Adherence to these rules and standards is a requirement for all persons utilizing County-owned devices or storing and accessing data on County technology infrastructure. These rules and standards shall be amended as necessary to remain current with various needs and risks, and are included in this policy. Failure to comply with these rules and standards shall be considered an improper use and may result in disciplinary action up to and including termination. This policy shall be reviewed yearly by a committee set by the Chief Information Officer (CIO).
- C. Brazos County makes Information Resources available to employees that require them as a part of their normally assigned duties. The purpose of this policy is not to discourage the use of these Information Resources, but to provide a uniform approach to their use, safeguard County interests, meet all applicable laws, and to protect Information Resources from unauthorized access. Brazos County reserves the right to monitor all usage of County-owned and/or County network connected devices.
- D. This policy establishes procedures whose primary purpose is information Confidentiality, Integrity, and Availability.
 1. Confidentiality means that data, objects and resources are protected from unauthorized viewing and other access.
 2. Integrity means that data is protected from unauthorized changes to ensure that it is reliable and correct.
 3. Availability means that authorized users have access to the systems and the resources they need.
- E. Terms used in this document will be defined in the 'Security Policy Standard Definitions' document located [here](#).

II. Procedures

A. Applicability

1. This policy shall apply to all County employees, volunteers, vendors, contractors, and other authorized users as defined herein. Departments may develop departmental policies and procedures which provide more specific direction to their employees.

B. Authorized Use

1. County Information Resources are provided for the purpose of conducting County business. Personal usage is permitted, as long as the personal use is reasonable and prudent. Responsibility and accountability for the appropriate use of County Information Resources ultimately rests with the individual authorized user.
2. No authorized user shall use any County Information Resources in violation of any applicable law.
3. No authorized user shall use any County Information Resources to conduct personal for-profit business, political campaigning, or distribution of protected copyrighted works.

C. Exceptions

1. Exceptions to this policy which are deemed expedient and prudent, shall be documented as part of each information security audit undertaken by Brazos County. Known exceptions include, but are not necessarily limited to, declared states of emergency and other emergency management and law enforcement situations.

D. Privacy

1. No authorized user accessing or using Brazos County Information Resources has any expectation of privacy. Brazos County reserves the right to monitor, intercept, archive, view, or distribute any communications and/or content created with, modified with, stored on, or transmitted over the resources which it owns, leases, or operates subject to all applicable laws.
 - a) IT Staff may be required to access any and all material located on those resources. Examples include but are not limited to; computer forensics, technical support, supervision, open records requests.
 - b) Department Heads may monitor employee use of the Internet and email and may revoke an employee's access to the Internet and/or email by notifying the helpdesk.
 - c) Authorized users must be aware that any digital record residing on County Information Resources may be subject to lawful open records requests. In addition, any data regarding County business stored on a personal device or file sharing service is also subject to lawful open records requests.

E. Resource Access - Requirements, Restrictions, and Exceptions

1. Work Product

- a) No employee shall use the Internet or email to present his or her own personal views, ideas, questions, or actions, as representing the positions or policies of the County unless doing so in an official capacity and authorized by an elected official or his/her designee.
- b) When possible sensitive data must be encrypted when transmitted outside the County network or off County Information Resources.
- c) All work produced by an employee of Brazos County acting as an agent of the County is the property of Brazos County. All data stored on County Information Resources regardless of origin is considered property of Brazos County and is subject to review, modification and/or deletion, unless that data access and/or use is defined by state or federal law. Examples include but are not limited to Health Insurance Portability and Accountability Act (HIPAA) and Criminal Justice Information System (CJIS)
- d) Unless otherwise specified by contract, any work produced by a vendor, contractor, or other third party acting as an agent, consultant, or contractor to the County, is the property of the County, and employees shall take steps to ensure that such property is properly stored on County Information Resources to prevent loss.

2. Identity

- a) Each person authorized to access County Information Resources must do so using a unique username (login id) assigned by the IT Department. Authorized users shall not share their account information or permit others to log in using their credentials. The use of group accounts will be limited to only those circumstances deemed necessary and approved by IT, and these exceptions will be documented and maintained by IT.
 - b) Electronic communications authored by the employee must clearly originate from the authorized user's unique account, unless the employee is communicating on behalf of a department or the County as a part of their job duties.
 - c) Each authorized user's access to County Information Resources will only be as much as necessary to complete their assigned duties and no more.
3. Account Management
- a) It is the responsibility of each department to notify the IT Department prior to the start date of any new employee or authorized user who needs access to County Information Resources, so that appropriate access can be provided on a timely basis.
 - b) It is the responsibility of each department to immediately notify the IT Department in the event of a separation (defined in section 8.01 of Brazos County Personnel Policy Manual) of any employee within their department who previously had access to County Information Resources, so that such user accounts may be removed or disabled.
 - c) It is the responsibility of each department contracting with an outside agency to notify the IT Department at the conclusion of the contract, or anytime there is a change in contract personnel that would necessitate a change in login credentials.
4. Remote Access to Resources – The County maintains various systems to permit users to access internal systems from non-secured locations, like the Internet. These services are intended to augment the productivity of employees.
- a) Any device connected to County Information Resources needs antivirus software and a vendor supported Operating System with the latest security patches.
 - b) It is the responsibility of the Authorized User using remote access to ensure that unauthorized persons cannot utilize their account to gain access to County Information Resources. Employees are not to provide their passwords to anyone, including family members or coworkers.
 - c) Personally owned devices that are used to conduct official County business may be subject to Freedom of Information Act (FOIA) or other legally binding search and discovery requests.
5. Data Storage

- a) Employees should not store information exclusively on the local drive (C:, D:, etc.) of a PC or laptop or tablet. By storing the file outside of network or cloud storage provided by the County, the data is neither centrally searchable nor backed up. Employees are instead required to utilize network drives, County-provided cloud storage such as Microsoft OneDrive and SharePoint Online, or County-owned content management systems for the purposes of data storage.
 - b) County IT is not under any obligation to spend resources restoring data that is not stored on County provided data storage systems. This includes, but is not limited to, hard drive crashes or malware infestations of County supplied personal Information Resources, USB drives, and personally owned computing devices.
 - c) The department to whom an Information Resource has been issued is responsible for all costs associated with damage or loss of any device which has been issued by the IT department.
6. Training - Properly educating users about information security, best practices and risks serves to help reduce overall information security risks and probability of incidents.
- a) All County employees and County contractors are required to take security awareness training per House Bill 3834. The state mandated cyber security training will be managed by the Information Technology Department and the Information Security Officer (ISO). It is the ISO or designee's responsibility to track completion of the training. It is the employee's responsibility to complete the training assigned. It may not be delegated to another individual. The ISO or designee will report the status of the County's progress to the Texas Department of Information Resources as required by law.
 - b) For certain users, there are other training requirements which include but are not limited to CJIS, Department of State Health Services, HIPAA. These training requirements are implemented at the state and federal level and will be managed by the responsible department.
7. Internet and Email
- a) Bringing improper material into the work environment or workplace, or possessing any improper material at work to read, display, or view at work, or otherwise publicizing it in the work environment is prohibited.
 - b) No employee shall connect to any web site that contains improper material. The County reserves the right to block employee access to such web sites.
 - c) No employee shall operate or advertise any non-County business on the Internet using County Information Resources at any time.

- d) No employee shall send chain letters, pyramid schemes, or unsolicited bulk email using County Information Resources at any time. Non-IT employees are not to send warnings about viruses or technology related risks relating to County Information Resources to their co-workers. They are required to forward these to the ISO or designee, or the helpdesk for review.
- e) County Information Resources, including Internet and email, are to be used for County business. Incidental personal use of County Information Resources by County authorized users is permitted, provided such use does not result in direct costs to Brazos County, nor interfere with the employee's ability to fulfill their job requirements.
- f) All employees shall use only their County-assigned email address during the performance of their assigned job duties. All requests for exceptions to this policy must be approved by IT.
- g) Email received from citizens should be handled with the same seriousness as any other form of citizen contact. Employees should always maintain professional decorum in their responses, seek approval from supervisors where appropriate, and reply to messages promptly.
- h) Unless specifically approved by the CIO, all County email transmissions shall be routed through the official County email system. No department or employee shall operate within County networks any email servers, mail forwarding services, or other email transmission or reception services for use by any person or automated system.
- i) Internet traffic will be filtered to prevent access to inappropriate sites and those deemed detrimental to County business.
- j) Internet access for non-business use is a privilege. Use of streaming sites (for example YouTube, Pandora, etc.) should be kept to a minimum to prevent a negative impact on business-critical bandwidth. Failure to self-moderate (excessive use) can result in remediation including loss of internet access or termination.

F. Personal Device Usage

1. Personally owned devices may be used to connect to County provided Information Resources remotely and through County approved remote access methods only. County owned software will not be installed on personally owned devices, unless approved by CIO and requesting employee's department head
2. Brazos County will not provide technical support for any problems that may arise from use of a personally owned device to conduct County business. Brazos County will not provide material support for any loss of non-county data resulting from using a personally owned device to conduct County business.

3. Brazos County reserves the right to disconnect or prevent connection to County network resources of any device, by any user, at any time, for any reason, without any notice whatsoever.
4. The employee attaching their personal device remotely to a County Information Resource assumes full liability for any risks, including, but not limited to, partial or complete data loss, errors, bugs, hardware loss or damage, viruses, malware, or any other issue which may damage the device, in any way whatsoever.
5. The CIO, or designee, shall be solely responsible for determining which devices may be used to connect to County Information Resources. Employees should contact the IT helpdesk to determine whether their device is eligible, and to obtain proper user credentials for their device.
6. The IT department will provide limited support for network connectivity issues. However, hardware and software support for personal devices will not be provided.
7. Connection to County-owned network resources is provided to employees as a convenience only. The County will not reimburse any expense, partial or otherwise, for any usage of a personal device, including cell phones, regardless of purpose.
8. Personal Device Security
 - a) Rooted or “jailbroken” devices are not allowed to access County Information Resources, including email, messaging or online files. By making changes to the phones base operating system, the user is altering the phone in a way unsupported by the device manufacturer.
 - b) Employee-owned personal devices are not allowed to connect to County Information Resources unless given an exception in writing by their Department Head and the CIO or designee. Excluded from this provision are publicly accessible services including but not limited to Microsoft Office 365, Oracle, and VPN. The County provides a complementary wireless network for non-County owned devices to connect to the Internet. The County reserves the right to filter, moderate, monitor, and restrict internet traffic on this network without warning. The user accepts full responsibility for any damage done to a device because of online actions taken while connected to this network.

G. Communications Network

1. No employee or other person shall install, remove, or move any network device onto the County communications network under any circumstances unless they have received permission to perform such actions from the CIO or designee.

2. No authorized user may install any device or software intended to monitor, capture, or eavesdrop upon, any portion of data traversing the County Network, excepting employees of IT, and then only to conduct County business. Vendors may do this if done as a part of a contract with IT to provide necessary services (for example Security, auditing)
 3. Employees shall not attach any form of personal network equipment including, but not limited to, switches, routers, cellular repeaters/extenders, or access points to any County owned communications network.
 4. No employee will permit any third party to connect any device to any ethernet port or secure wireless service without the express permission of the CIO or designee.
 5. No employee shall install or operate any equipment, program, or service which has the effect of redirecting or proxying any network traffic to or from any other network, or with the purpose of disguising the source of any network transmission.
- H. Software - The County is committed to preventing copyright infringement. It is the policy of Brazos County to respect all computer software copyrights and to adhere to the terms of all software licenses to which the County is a party. The County is subject to all laws governing the use of copyrighted software and documentation. Unless expressly authorized by the software licensor/developer, Brazos County has no right to make copies of the software except for backup or archival purposes.
1. All software used on a County computer must be licensed to the County for that computer/user.
 2. Employees may not install any software not provided to them by the IT Department without specific authorization by the CIO or designee. Installing software necessary for holding meetings is allowed; this includes products like Zoom and GotoMeeting.
 3. County employees shall not duplicate, copy, or reproduce any software purchased by and/or licensed to the County, or any related documentation without prior written approval from the CIO. County employees shall not give County-purchased or licensed software to any non-employees, including, but not limited to clients, contractors, customers, family members, and others without prior written approval from the CIO.
 4. Software developed by employees on County time, on County-owned equipment, or for County projects shall be the property of Brazos County. Such software is for the exclusive use of the County, its officers, agents, and employees. Such software may not be sold, transferred, or given to any person without the prior written approval of the Commissioner's Court.
 5. Software must be registered in the name of Brazos County. Software shall not be registered in an individual employee's user ID or name.

6. Game software is an inappropriate use of County equipment and shall not be allowed on County Information Resources. Games discovered on County owned equipment will be removed.
- I. Security - It is the responsibility of every employee to operate all County Information Resources in such a way as to minimize the risk of unauthorized access to, or loss of, any County Information Resources, to ensure that County Information Resources are not misused by any other person, and to act so as to protect the integrity of the data and resources of the County.
 1. Each County authorized user must have a unique password. Passwords may not be written down where they can be found by unauthorized personnel or be shared with other individuals. It is the responsibility of the employee to maintain the secrecy of their passwords.
 2. All employees shall immediately report any unauthorized access or unauthorized access attempt, virus infection, spyware infection, or other unauthorized or illegal resource use to the IT helpdesk.
 3. Any County Information Resource that gets a virus or other form of malware must be turned over to IT immediately and retained for investigative purposes until it is no longer needed. A temporary replacement will be provided to the user until the original is returned or a permanent replacement is procured. Once the investigation is complete the device will be reimaged. All files on the infected device will be considered infected and will not be recovered. Only files stored on network storage will be considered for recovery efforts.
 - J. Technology Procurement
 1. Departments will coordinate all technology or software related purchase requests (including grant proposals, RFPs, bids, contracts, purchase orders, and County credit card purchases) with the CIO or designee in writing prior to purchase. The purpose of this review is:
 - a) To ensure that the product(s) obtained are compatible with County standards and existing infrastructure.
 - b) To avoid unnecessary and costly duplication of capabilities.
 - c) To minimize impacts on support personnel and assure proper staffing is maintained.
 - d) To ensure all costs are properly considered.
 - e) To ensure that the proposed equipment or software does not interfere with the operation of existing systems, or create any undue risk to County Information Resources.
 - f) To ensure that ongoing vendor support is acquired where applicable and necessary.

- g) To ensure that technology service providers are reviewed for appropriate security posture.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Brazos County Office of the Sheriff NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of Memorandum for Law Enforcement Support Office (LESO) Program participating Law Enforcement Agency (LEA) Addendum amending the existing State Plan of Operation dated February 2021.

TO: Commissioners Court

FROM: Sheriff Wayne Dicky

DATE: 03/02/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

REQUIREMENTS: Signature on addendum from Judge.

NOTES/EXCEPTIONS: Addendum to LESO Program State Plan of Operation. This document is an agreement to implement requirements found in Presidential Executive Order 14074. The most significant change requires the Sheriff's Office to notify the public if they intend to acquire specific property from the Defense Logistics Agency.

ATTACHMENTS:

File Name

[LESO Addendum 2023-0301.pdf](#)

Description

Addendum LESO 2023-0301

Type

Backup Material



**DEFENSE LOGISTICS AGENCY
DISPOSITION SERVICES
74 WASHINGTON AVENUE NORTH
BATTLE CREEK, MICHIGAN 49037-3092**

GPL

August 15, 2022

MEMORANDUM FOR LAW ENFORCEMENT SUPPORT OFFICE (LESO) PROGRAM
PARTICIPATING LAW ENFORCEMENT AGENCY (LEA)

SUBJECT: Addendum to LESO Program State Plan of Operation (SPO)

This addendum amends the existing State Plan of Operation (dated February 2021) between the State and Law Enforcement Agency (LEA) and is herein referred to as the SPO Addendum. The SPO Addendum implements requirements found within Presidential Executive Order (EO) 14074 (Section 12), signed on May 25, 2022. In accordance with current SPO-Paragraph 17, notice is being provided of a unilateral change to the SPO. Unless an LEA takes immediate action to terminate the current SPO, the modifications or amendments will become binding.

1) ROLES AND RESPONSIBILITIES The State Shall:

- a) Ensure each LESO Program participating Law Enforcement Agency (LEA) has signed the LESO-approved SPO Addendum no later than January 1, 2023. The SPO Addendum will be signed by the Chief Law Enforcement Official (CLEO) (or assigned designee), the Civilian Governing Body (CGB), and the current State Coordinator (SC) (or authorized State Point of Contact [SPOC]).
- b) Provide LESO with a comprehensive list of LEAs who do not sign the SPO Addendum by January 1, 2023. LESO will restrict the LEA to ensure LEA may not request or receive "controlled" property as defined within this addendum.

2) MODIFICATION TO DEFINITION OF "CONTROLLED" PROPERTY This SPO Addendum adds the below items to the "controlled" property definitions currently found in the 2021 SPO. These items are added pursuant to EO 14074 which reestablishes EO 13688. In 2017, the Law Enforcement Equipment Working Group (established by EO 13688), further added, deleted and refined the definitions of "controlled" items in their annual equipment list review. Provisions within the 2021 MOA applicable to "controlled" property apply to the items listed below (regardless of DEMIL and/or DEMIL Integrity Code). Title and ownership of the "controlled" property listed below remains with the DoD in perpetuity and will not be relinquished to the LEA (regardless of DEMIL and/or Integrity Code). The LESO retains final authority to determine what items qualify as "controlled" property. The below items listed in Section 1.2 of Law Enforcement Equipment Working Group (LEEWG) Recommendations (as modified in 2017), will be managed and issued as controlled property unless other restrictions or conditions are noted:

- a) *Manned Aircraft, Fixed Wing*: Powered aircraft with a crew aboard, such as airplanes, that use a fixed wing for lift. (Note: These items were previously listed as controlled in LESO Program. Any aircraft without commercial application are prohibited).
- b) *Manned Aircraft Rotary Wing*: Powered aircraft with a crew aboard, such as helicopters, that use a rotary wing for lift. (Note: These items were previously listed as controlled in LESO Program. Any aircraft without commercial application are prohibited).

c) *Unmanned Aerial Vehicles*: A remotely piloted powered aircraft without a crew onboard. (Note: These items are not currently issued in the LESO Program).

d) *Armored Vehicles, Wheeled*: Any wheeled vehicle either purpose-built or modified to provide ballistic protection to its occupants, such as a Mine-Resistant Ambush Protected (MRAP) vehicle or an Armored Personnel Carrier (APC). These vehicles are sometimes used by law enforcement personnel involved in dangerous operating conditions, including active shooter or similar high-threat situations. These vehicles often have weapon-firing ports. (Note: These vehicles were previously considered controlled due to DEMIL code and are now prohibited unless certification requirements in Section 3 are met).

e) *Tactical Vehicles, Wheeled*: A vehicle purpose-built to operate on- and off- road in support of military operations, such as a High Mobility Multi-purpose Wheeled Vehicle (HMMWV), 2.5-ton truck, 5-ton truck, or a vehicle with a breaching or entry apparatus attached. These vehicles are sometimes used by law enforcement in rough terrain or inclement weather for search and rescue operations, as well as other law enforcement functions. This excludes commercially available vehicles not tactical in nature, such as pick-up trucks or SUVs. (Note 1: This is LEEWG modified definition from 2017. Note 2: All tactical vehicles will now be considered controlled, and title will not pass. Note 3: Armored vehicles in this category will be considered prohibited unless certification requirements in Section 3 are met).

f) *Command and Control Vehicles*: Any wheeled vehicle either purpose-built or modified to facilitate the operational control and direction of public safety units responding to an incident. Command and control vehicles provide a variety of capabilities to incident Commander, including, but not limited to, the provision for enhanced communications and other situational awareness capabilities. Command and Control Vehicles are similar to a recreational vehicle and can accommodate multiple people at multiple workstations in the command center. This category does not include SUVs and is not intended for other types of vehicles that could serve as a command-and-control center. (Note 1: This is the LEEWG modified definition from 2017. Note 2: Armored vehicles in this category will be considered prohibited unless certification requirements in Section 3 are met).

g) *Specialized Firearms and Ammunition Under .50-Caliber (excludes firearms and ammunition designed for regularly assigned duties) and less lethal launchers*: Weapons and corresponding ammunition for specialized operations or assignment. This includes launchers specifically designed and built to launch less lethal projectiles. This excludes weapons such as service issued handguns, rifles or shotguns that are issued or approved by the agency to be used by all sworn officers/deputies during the course of regularly assigned duties. (Note 1: This is the LEEWG modified definition from 2017. Note 2: The LESO Program only issues weapons under .50 caliber that are designed for regularly assigned duties).

h) *Explosives and Pyrotechnics*: Includes “flash bangs” as well as explosive breaching tools often used by special operations units. (Note: These items were previously prohibited in the LESO Program and are now specifically prohibited in EO 14074).

i) *Breaching Apparatus*: Tools designed to provide rapid entry into a building or through a secured doorway. These tools may be mechanical in nature (a battering ram connected to a vehicle or a propellant), ballistic (slugs), or explosive. This category does not include dual purpose tools such as a sledgehammer or bolt cutter. (Note: This is the LEEWG modified definition from 2017).

j) *Riot/Crowd Control Batons*: Non-expandable of greater length (more than 24 inches) than service-issued types and are intended to protect its wielder during crowd control situations by providing distance from assailants. This category includes all batons with advanced features such as tear gas discharge, electronic or “stun” capabilities. (Note: This is the LEEWG modified definition from 2017).

k) *Riot Helmets*: Helmets designed to protect the wearer's face and head from injury during melees from projectiles including rocks, bricks, liquids, etc. Riot helmets include a visor which protects the face. (Note 1: The LEEWG removed these items from the controlled list in 2017. Note 2: LESO does not issue Kevlar helmets based on DoD policy).

l) *Riot/Crowd Control Shields*: Shields intended to protect wielders from their head to their knees in crowd control situations. Most are designed for the protection of the user from projectiles including rocks, bricks, and liquids. Some afford limited ballistic protection as well. (Note: This is the LEEWG modified definition from 2017).

3) PROHIBITED ITEMS THAT MAY BE ISSUED FOR LIMITED PURPOSES EO 14074 lists the below items as "prohibited" for issue under the LESO Program; however identifies specific authorized uses for these "prohibited" items if requested, utilized and annually certified as being used only in authorized manners. When utilized in an authorized manner (as indicated in the below example descriptions), the items are categorized as "controlled" property.

a) *Long Range Acoustic Devices (LRAD) that do not have commercial application*- Participating LEAs in the State of Texas, are not authorized to acquire LRAD devices. All requests for these devices, will be denied.

b) *Vehicles that do not have commercial application*- This includes all tracked and armored vehicles, such as a Mine-Resistant Ambush Protected (MRAP), Armored Personnel Carrier (APC), or Armored HMMWV. (Note: This category excludes vehicles with commercial application, such as pick-up trucks, non-armored HMMWVs, 2.5-ton trucks, 5-ton trucks, or SUVs. The LESO Program identifies/defines vehicles with "commercial application" as items with a DEMIL Code of "A" or DEMIL "Q" (with an Integrity Code of 6) that may be sold to the general public under DoD sales programs).

i) *Authorized uses*- EO 14074 allows limited transfer of vehicles that do not have commercial application if the LEA certifies that the vehicle will be used exclusively for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief. Any other use of these vehicles is not authorized.

ii) *Annual Certification Requirements*- During the LESO Program annual inventory, LEAs with these vehicles must certify that the vehicle(s) is utilized exclusively for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief. An LEAs signature on the SPO Addendum agreeing to these new terms will serve as initial certification.

iii) LEAs that do not have a current SPO Addendum on file by January 1, 2023 or who fail to annually certify that the vehicle(s) use is exclusively for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief must return vehicle(s) to DLA Disposition Services.

4) ACQUIRING (OR RETAINING) CONTROLLED PROPERTY The State shall:

a) Review, verify and only submit to LESO for approval, requests for controlled property by LEAs who have current SPO and SPO Addendum on file with the state.

b) Ensure LEAs return controlled property to DLA Disposition Services if the Department of Justice (DOJ) determines or a Federal, State, Tribal, local, or territorial court enters a final judgment finding that the LEA has engaged in a pattern or practice of civil rights violations.

c) Ensure that prior to requesting/acquiring any controlled property, the LEAs:

i) Provide written or electronic notification to the local community of its intent to request controlled property. The notification must be translated into appropriate languages to inform individuals with limited English proficiency. The LESO Program would *recommend* that LEAs provide a notice of intent to request controlled property to the local community on or before January 1, 2023 and at the beginning of each fiscal year (October 1st) thereafter. This notification should include a comprehensive list of any controlled property that may be requested throughout the year. If this notice of intent does not include a specific controlled property item, such item may not be requested in the LESO Program until 30-days after an updated notice is published.

ii) Provide written or electronic notification to the city council or appropriate local Civilian Governing Body (CGB) of its intent to request controlled property and allow “reasonable opportunity to review” (normally 30-days). The LESO Program would *recommend* that LEAs provide a notice of intent to the CGB on or before January 1, 2023 and at the beginning of each fiscal year (October 1st) thereafter. This notification should include a comprehensive list of any controlled property that may be requested throughout the year. If this notice of intent does not include a specific controlled property item, such item may not be requested in the LESO Program until 30-days after an updated notice is published. Requests for controlled property must comport with all applicable approval requirements of the CGB.

(1) The above requirement includes elected Sheriff’s who also shall notify their CGB or city or county government within their jurisdiction.

(2) In cases of disagreement between requesting LEAs and CGB, the Governor appointed LESO Program State Coordinator (SC) will obtain an advisory opinion from the States Attorney General’s Office on whether CGBs are authorized by state law to deny the request.

iii) *Campus LEAs operating in Institutions of Higher Education (IHE)*- LEAs operating in IHEs otherwise referred to as “Campus Police” or “Campus LEAs” must also adhere to the requirements identified below:

(1) Obtain the IHE Board of Governors (or an equivalent body) *explicit approval* for the acquisition of controlled property. Such approval must be evidenced in the Campus LEAs request submitted to the LESO Program. Silence or inaction by the Campus LEAs Board of Governors does not constitute evidence of approval, and the “reasonable opportunity to review” (normally 30-days) standard does not apply to Campus LEA applications.

(2) Certify that their policies and training include specific provisions on using controlled property in a way that does not chill speech, is not disruptive to the educational environment, and does not foster a hostile climate among students.

(3) Campus LEAs who receive controlled vehicles are required to remove the militaristic appearance (i.e., painting the vehicle a different color).

5) REGIONAL SHARING AGREEMENTS LESO Program participants who are part of a regional sharing agreement must also adhere to the following requirements.

a) Participating LEAs in the State of Texas, are not authorized to share or loan any assigned LESO program property to any other LEA, regardless of if they are part of an internal regional sharing agreement with the participating LEA.

6) POLICIES/PROCEDURES LEAs must establish policies/procedures that are consistent with the standards listed below, in order to request or maintain controlled property. LEAs must:

a) Adopt and comply with general policing standards.

i) *Community Policing*- LEA policies/procedures should reflect the concept that trust and mutual respect between police and the communities they serve are critical to public safety. Community policing fosters relationships between law enforcement and the local community which promotes public confidence in LEAs therefore increasing LEA ability to investigate crimes and keep the peace.

ii) *Constitutional Policing*- LEA policies/procedures must emphasize that all police work should be carried out in a manner consistent with the requirements of the U.S. Constitution and federal law. Policies/procedures must include First, Fourth, and Fourteenth Amendment principles in law enforcement activity, as well as compliance with Federal and State civil rights laws. LEA certified law enforcement officers receive training on the rights embodied by such Constitutional Amendments and how these amendments inform policing policies/procedures.

iii) *Community Input and Impact*- LEA policies/procedures must identify mechanisms that LEAs will use to engage the communities they serve to inform them and seek their input about LEAs actions, role in, and relationships with the community. LEAs should make particular efforts to seek the input of communities where controlled property is likely to be used so as to mitigate the effect that such use may have on public confidence in the police. This could be achieved through the LEAs regular interactions with the public through community forums, town halls, or meetings with the Chief, or community outreach divisions.

b) Adopt and comply with controlled property standards.

i) *Appropriate Use of Controlled Property*- LEA policies/procedures must define appropriate use of controlled property; officers who are authorized to use controlled property must be trained on these policies/procedures. LEAs should examine scenarios in which controlled property will likely be deployed, the decision-making processes that will determine whether controlled property is used, and the potential that both use and misuse of controlled property could create fear and distrust in the community. Policies/procedures should consider whether measures can be taken to mitigate that effect (i.e., keep armored vehicles at a staging area until needed) and any alternatives to the use of such property and tactics to minimize negative effects on the community, while preserving officer safety.

ii) *Supervision of Use*- LEA policies/procedures must specify appropriate supervision of personnel operating or utilizing controlled property. Supervision must be tailored to the type of controlled property being used and the nature of the engagement or operation during which the property will be used. Policies/procedures must describe when a supervisor of appropriate authority is required to be present and actively overseeing the property being used.

iii) *Effectiveness Evaluation*- LEA policies/procedures must articulate that the LEA will regularly monitor and evaluate the effectiveness and value of controlled property to determine whether continued deployment and use is warranted on operational, tactical, and technical grounds. LEAs should routinely review after-action reports and analyze any data on, for example, how often controlled property is used or whether controlled property is used more frequently in certain law enforcement operations or in particular locations or neighborhoods.

iv) *Auditing and Accountability*- LEA must establish policies/procedures that are designed to prevent misuse, unauthorized use and/or loss of controlled property. LEA will hold personnel accountable to agree and comply with State, local, Tribal and Federal controlled property use policies/procedures.

v) *Transparency and Notice*- LEA policies/procedures must articulate that LEA will engage the community regarding controlled property, policies/procedures governing its use, and review of “significant incidents” (as defined in Section 8), with the understanding that there are reasonable limitations on disclosures of certain information and law enforcement sensitive operations and procedures.

c) Must adopt and comply with record-keeping requirements for controlled property.

i) Upon LESO request, LEAs must provide a copy of the general policing standards and specific controlled property standards that were adopted, to include any related policies/procedures.

ii) *Record-Keeping Requirement*- LEAs must retain comprehensive training records, either in the personnel file of the officer who was trained or by the LEAs training division or equivalent entity, for a period of at least three (3) years, and must provide a copy of these records, upon LESO request.

7) TRAINING LEAs that request or have acquired controlled property via the LESO Program must establish written policies/procedures for controlled property use, and all personnel who are authorized to use the controlled property will be trained on these policies/procedures. LEAs must:

a) Provide annual training on general policing standards to personnel who may use the controlled property.

b) Provide annual training on property standards to personnel who may use the controlled property.

c) Provide controlled property operational and technical training to personnel and ensure personnel are proficient prior to using controlled property.

d) Provide scenario-based training to personnel that combines constitutional and community policing principles with controlled property specific training. LEA personnel authorizing or directing the use of controlled property should have enhanced scenario-based training to examine, deliberate, and review the circumstances in which controlled property should or should not be used.

8) DOCUMENTATION REQUIRED FOR “SIGNIFICANT INCIDENTS” LEAs must collect and retain the information (described below) when any law enforcement activity involves a “Significant Incident” which requires (or results in) the use of controlled property on the LEAs inventory. A “Significant Incident” is defined as any law enforcement operation or action that involves: 1) a violent encounter among civilians or between civilians and the police, 2) a use-of-force that causes death or serious bodily injury, 3) a demonstration or other public exercise of First Amendment rights, or 4) an event that draws, or could be reasonably expected to draw, a large number of attendees or participants, such as those where advanced planning is needed. LEAs must:

a) Collect and retain documentation for controlled property used in a “Significant Incident” for a minimum of three (3) years after the incident has occurred. The LEA must provide documentation to LESO upon request.

i) Documentation should also be made available to the community the LEA serves in accordance with applicable policies/procedures with exemptions made concerning the disclosure of any sensitive information.

b) No new report or format is required for "Significant Incident" reports so long as information is easily accessible and organized. The required information may already exist in a police report, operations plan, officer daily log, incident report, after-action report or described in a use-of-force report. If required information (annotated below) is contained in a pre-existing reports, the LEA must simply ensure that the report includes information that controlled property was used. Required information is listed below:

- i) Name and quantity of controlled property used, including relevant details such as make/model/serial number of controlled property used.
- ii) Description of the LEA action/operation involving the controlled property.
- iii) Identification of LEA personnel who used and directed the use of the controlled property.
- iv) Identify or describe civilians who were the subject or target of LEA action/operation. For large crowds or multiple persons, the LEA must provide general description of the civilians (i.e., a crowd of approximately 250 people).
- v) Result of the action/operation in which controlled property was used (i.e., arrests, citations, injuries or fatalities, use-of-force, victim extraction, or property damage).

9) ANNUAL CERTIFICATIONS By signing the SPO Addendum, the LEA agrees to the below certification statements. In addition, the LEA must annually certify compliance with the below certification statements during the Annual LESO Program Inventory. LEAs must:

- a) Certify they have authorization from their CGB to participate in the LESO Program.
- b) Certify they have provided their CGB and local community a comprehensive list of controlled property that may be requested through the LESO Program.
 - i) Notification may be made electronically or in writing and must be translated into appropriate languages to inform individuals with limited English proficiency. It is recommended this notification be done on an annual basis.
 - ii) If controlled property is not identified in the comprehensive list provided to the CGB and local community, an updated notification to CGB and local community must be made. The CGB and local community will be afforded 30-days to review what additional items are being requested.
- c) Certify the request for controlled property comports/complies with all applicable approval requirements of the CGB.
- d) Certify they have adopted and comply with controlled property standards (i.e., appropriate use, supervision of use, effectiveness evaluation, auditing/accountability of use, transparency/notice of use, and record-keeping requirements.
- e) Certify they have provided annual training to personnel on the maintenance, sustainment, and appropriate use of controlled property, including respect for the rights of citizens under the Constitution of the United States and de-escalation of force.
- f) Certify that LRAD devices are not authorized to be acquired by any participating LEAs in the State of Texas.

- g) Certify that controlled property vehicle(s) are utilized exclusively for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief.
- h) Certify that controlled property requiring a license (or other authorization), is only utilized by personnel who hold license (or other authorization) to operate such property.
- i) Certify that controlled property will be returned to DLA Disposition Services when no longer needed.
- j) Certify that they are abiding by the current LESO Program SPO and SPO Addendum, and maintain a signed copy of these documents on file.
- k) Certify the Application for Participation on-file with LESO Program is current and accurately reflects the number of officers in the agency when fully staffed. (Note: If Application for Participation is not accurate, LEA must provide an updated Application for Participation to State Coordinators Office).
- l) Certify they are compliant with LESO Program allocation limits. (Note: Property allocation limits are based on the number of officers at an LEA when fully staffed).
- m) Certify that they agree to return the controlled property if the Department of Justice (DOJ) determines or a Federal, State, Tribal, local, or territorial court enters a final judgment finding that the LEA has engaged in a pattern or practice of civil rights violations.
- n) *Campus LEAs (as described in Section 4)* must also certify that their policies and training include specific provisions on using controlled property in a way that does not chill speech, is not disruptive to the educational environment, and does not foster a hostile climate among students.
- o) *Program participants who are part of a regional sharing agreement (as described in Section 5)*, must also certify that the State of Texas does not authorize participating LEAs to share or loan any LESO assigned property to any other LEA, regardless of if they are part of an internal regional sharing agreement with the participating LEA.

10) SAVINGS CLAUSE/INTERPRETATION Nothing in this SPO Addendum shall be construed to impair or otherwise affect the requirements under the existing SPO between the State and LEA (dated February 2021), unless expressly amended herein. To the extent there is a disagreement concerning the interpretation of this SPO Addendum or the extent this SPO Addendum affects requirements under the existing SPO, the disagreement shall be resolved at the exclusive discretion of the LESO Program.

11) AGREEMENTS OF PARTIES By signing this SPO Addendum, the State and LEA acknowledges and accepts these changes. The SPO Addendum must be signed by LEAs no later than January 1, 2023 to remain eligible for LESO Program participation. The changes contained in this SPO Addendum are acknowledged and accepted by the following:

Governor-appointed State Coordinator State of Texas

Title (Print): Chief, Crime Records Division, Texas Dept of Public Safety

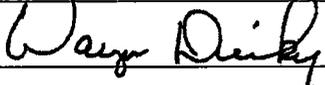
Name (Print): Michelle Farris

Signature (Sign):  Date (MM/DD/YYYY): 10/4/2022

Law Enforcement Agency Name: Brazos County Office of Sheriff

Chief Law Enforcement Official (CLEO) Title (Print): Sheriff

Name (Print): Wayne Dicky

Signature (Sign):  Date (MM/DD/YYYY): 03/01/2023

Civilian Governing Body (CGB) Title (Print): BRAZOS COUNTY JUDGE

Name (Print): DUANE PETERS

Signature (Sign):  Date (MM/DD/YYYY): 03/21/2023



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Brazos County Office of the Sheriff-Detention Ctr. NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of the First Amendment to the Interlocal Cooperative Agreement Providing for the Housing of Prisoners from the City of College Station in the Brazos County Jail.

TO: Commissioners Court

FROM: Chief Kevin Stuart, CJM

DATE: 02/15/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

REQUIREMENTS: Approval and signature on First amend ILA CSPD Agreement- (2) original copies for both parties with signatures.

NOTES/EXCEPTIONS: Changes from original agreement are adding \$5.00/day ea. inmate (\$55.00 to \$60.00) and Sheriff Wayne Dicky's name on authorized signatures

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
First Amend ILA CSPD Inmate Housing.doc.pdf	2023 First Amend ILA CSPD Inmate Housing	Backup Material

**FIRST AMENDMENT TO THE
INTERLOCAL COOPERATIVE AGREEMENT PROVIDING FOR THE HOUSING OF
PRISONERS FROM THE CITY OF COLLEGE STATION, TEXAS IN THE
BRAZOS COUNTY JAIL**

**THE STATE OF TEXAS §
COUNTY OF BRAZOS §**

THIS amendment to the INTERLOCAL AGREEMENT (Agreement) is between the City of College Station, a Texas Home Rule Municipal Corporation (City) and the County of Brazos (County), a political subdivision of the State of Texas is made pursuant to the provisions of the Interlocal Cooperation Act, V.T.C.A., Government Code, Chapter 791 which authorizes all local governments to contract with each other to provide a governmental function or service that each party to the contract is authorized to perform individually and in which the contracting parties are mutually interested; and

WHEREAS, the City and the County fully executed the Agreement on December 8, 2020; and

WHEREAS, the City and the County desire to amend the Agreement according to section 12.02 and increase the prisoner day rate by \$5.00; and

NOW THEREFORE, in consideration of the foregoing mutual promises, the covenants and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto, here agree to amend the Agreement as follows:

1. **10.01** The City agrees to pay the sum of **sixty DOLLARS AND NO CENTS (\$60.00)** per prisoner day for each City Prisoner in consideration of which the Sheriff will operate and maintain a County Jail and assuming responsibility for the City Prisoners' incarceration consistent with applicable statutes of the State of Texas and the laws of the United States of America for detention. The Sheriff will send the City a detailed invoice for the previous month. The City will pay any undisputed invoices no later than thirty (30) days after receiving the invoices.
2. This amendment becomes effective on October 1, 2023.
3. All other terms and conditions of the Agreement shall remain unchanged and in full force and effect.

CITY OF COLLEGE STATION

By: *[Signature]*
Mayor
Date: 3/16/2023

ATTEST:

[Signature]
City Secretary
Date: 3/17/2023

APPROVED:

[Signature]
City Manager
Date: 3/16/2023

[Signature]
Assistant City Manager/CFO
Date: 3/16/2023

APPROVED AS TO FORM:

[Signature]
City Attorney
Date: 3/16/2023

BRAZOS COUNTY

By: *[Signature]*
Duane Peters, County Judge
Date: 3/21/23

ATTEST: By: *[Signature]*
Chief Deputy
[Signature]
Karen McQueen, County Clerk
Date: 3/21/23

APPROVED AS TO FORM:

[Signature]
Bruce Erratt, Civil Counsel
Date: 3/21/23

ACKNOWLEDGED AND ACCEPTED:

[Signature]
Wayne Dicky, Brazos County Sheriff
Date: 3/21/23



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 3/21/2023
ITEM: Approval requested from Juvenile Services for State Aid for Southeast Texas Juvenile Chief's Association Grant Application.
TO: Commissioners Court
FROM: Josue Loyola
DATE: 03/16/2023
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Juvenile Grant Application- State Aid for Southeast Texas Juvenile Chief s Association.pdf	Grant Application	Backup Material



BRAZOS COUNTY, TEXAS
GRANT APPLICATION APPROVAL FORM

Date: 3/15/2023

Requesting Department: Juvenile Services

Grant Title: State Aid for Southeast Texas Juvenile Chief's Association

Granting Agency: Texas Juvenile Justice Department

Amount Requested: \$ 6,195.00

Grant Term (Beg/End): One time request

Project Description: Juvenile Services is needing three laptops for the counselors to use while conducting group sessions in detention. The laptops are also needed to perform telehealth services for individual and group programs to youth in the community. This will provide prompt and accessible services to youth and their families. The Information Technology Department provided a quote to assist Juvenile Services with this request.

Will this grant fund salary & benefits? Yes No

Is there County Match requirement? Yes No

Are there financial reporting requirements? Yes No

Who will do financial reporting? N/A

Are there programmatic reporting requirements? Yes No

Who will do programmatic reporting? N/A

*Please include all available backup documentation with the approval form. All grants are contracts between Brazos County and the granting agency and should be approved by Commissioners Court prior to the application submission.

Linda Ricketson

Authorized Signature

Approved by Commissioners Court on this 21 day of MARCH 2023.

[Signature]

Commissioners Court Approval



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Melissa White, Assistant Director

To: Brazos County Commissioners Court

From: Linda Ricketson, Executive Director

Date: March 15, 2023

RE: Southeast Texas Juvenile Chief's Association Supplemental and Emergent Funds for Juvenile Services in the amount of \$6,195.00.

The Brazos County Juvenile Services Department is requesting approval to accept supplemental and emergent funds distributed by the Southeast Texas Juvenile Chief's Association. These funds are available to departments in our region to provide services, supplies or other needs for youth involved in the Juvenile Justice System. Juvenile Service is requesting funds to purchase three laptops specifically for our counselors to use while performing duties for youth in detention as well as in the community. The laptops will accommodate lesson plan demonstrations and telehealth services for individual, family, and group counseling programs. These funds will be deposited with the Brazos County Treasurer, indicating the appropriate account and an explanation of how the funds have been requested to be used by the donor.

The Juvenile Services Department is not requesting Brazos County for any additional funds to support this initiative.



SOUTHEAST TEXAS JUVENILE CHIEF'S ASSOCIATION

Kyle Dobbs
Fort Bend
President

Kortney Estep
Austin
Vice-President

Carmen Thomas
Leon
Secretary

Members:

Mark Gorman, Angelina
Shantria Elmore, Chambers
Sherrie Barratt, Grimes
Tom Streetman, Houston

Kortney Estep, Austin
Earnest Jackson, Polk
Monica Kelley, Hardin
Edeska Barnes, Jasper

Kyle Teat, Brazoria
Glen Watson, Galveston
Henry Gonzales, Harris
Trey McConnell, Liberty

Daniella Nunez, Matagorda
Ed Cockrell, Jefferson
Jill Saumell, Walker
Kyle Dobbs, Ft. Bend

Sara Nacienceno, Madison
Craig Corder, Orange
Charleston Hardy, Waller
Bruce Gusler, Montgomery

Linda Ricketson, Brazos
Terry Allen, Tyler
Billie Jean Bram, Wharton
Carmen Thomas, Leon

Dear Southeast Texas Chief's Association,

Please complete the following form if you would like to apply for the Supplemental & Emergent Funds. Please attach all invoices or estimates for the purpose of the request.

Date of the Request: 3/13/2023

County Requesting Funds: Brazos County

Contact Person: LINDA Ricketson Contact Number: 979-361-1871

Purpose for the Funds: 3 laptops for counselors to use in detention,
(This does include cases)

Amount of Request: 6,195.00

When completed please email this form and all supporting information to Kyle Dobbs at Kyle.Dobbs@fortbendcountytx.gov

Thank you,

Kyle Dobbs
Southeast Texas Chief's Association, President



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval to issue a Diners Club credit card to Health Department employee, William Poland, with a limit of \$2,000.00 replacing the card for Kelly Curry.

TO: Commissioners Court

FROM: Summer Dubec

DATE: 03/16/2023

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: 3/21/2023

ITEM: Approval to issue a Diners Club credit card to Health Department employee, William Poland, with a limit of \$2,000.00 replacing the card for Kelly Curry.

TO: Commissioners Court

FROM: Summer Dubec

DATE: 03/16/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available

APPROVED

Duane Peters
County Judge

3/21/23
Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 3/21/2023
ITEM: Approval of Architect Proposal for JP & Constable Precinct #3 Building Feasibility Study with Burditt Consultants, LLC in the amount of \$24,253.00.
TO: Commissioners Court
FROM: Presley Nelson
DATE: 03/15/2023
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[20230310 Brazos County PO-23-02 JP-3 Feasibilty Study.pdf](#)

Description

Feasibility Study Proposal

Type

Backup Material

BRAZOS COUNTY MASTER ARCHITECTURE PROFESSIONAL SERVICES CONTRACT - 2022
PURCHASE ORDER No. 23-02 – JUSTICE OF THE PEACE, PRECINCT 3 BUILDING FEASIBILITY STUDY

This Purchase Order No. 23-02 ("Purchase Order") is entered into between Brazos County, Texas ("the County") and BURDITT CONSULTANTS LLC ("the Architect") on _____, 2023 under the terms and conditions established in the MASTER ARCHITECTURE PROFESSIONAL SERVICES CONTRACT between The County and The Architect dated September 20, 2022 (the "Agreement").

ARTICLE I PROJECT UNDERSTANDING

1.01 Feasibility Study to determine an acceptable location for Justice of the Peace Precinct 3 evidence storage and any other required accessory functions. Project locations are as follows:

- (A) Brazos County Precinct 3 Justice of the Peace – Unoccupied Storage Building ("Bldg. A")
100 Anderson St
College Station, TX 77840
- (B) Brazos County Precinct 3 Justice of the Peace – Occupied Court Building ("Bldg. B")
1500 George Bush Dr
College Station, TX 77840

During an initial site visit with the County, Bldg. A was unoccupied due to significant water damage likely originating from multiple roof leaks/failures. A detailed assessment of the building will be included to determine feasibility of mitigating, repairing, and reusing the building for evidence storage and any other accessory use deemed necessary by the County. No other intended uses were determined at this time.

If the Bldg. A is not economically feasible to salvage and continue use for storage, two exterior covered porch areas on Bldg. B will be assessed and determined if feasible to enclose one of the two areas to relocate the evidence storage. Conceptual plans and Opinions of Probable Costs will be provided to facilitate decision making as part of the Feasibility Study.

ARTICLE II SCOPE OF SERVICES

2.01 The Architect shall provide all applicable services described in the Agreement for the following Phases:

2.02 Design Phase

- (A) Conceptual Design – Feasibility Study will consist of the following sub-tasks indicated below:
 - (i) Building Assessment Report
 - 1) The Architect and relevant Sub-Consultant(s) shall conduct an assessment, based on visual observations, of the existing Justice of the Peace Precinct 3 Bldg. A and portions of Bldg. B identified by the County within the Scope of Work. The assessment shall summarize, in general terms,
 - a) the building's existing uses;
 - b) elements or components of the buildings that do not comply with applicable codes and regulations;
 - c) the building's predominant materials and their conditions;
 - d) the buildings' structural systems and their observable conditions;
 - e) the building's mechanical, electrical, and plumbing systems and their conditions;
 - f) potentially hazardous materials or substances in the buildings.
 - g) If necessary, the Architect shall recommend further investigation of any of the above.
 - (ii) Conceptual Drawings
 - 1) The Architect shall prepare Conceptual Drawings based on the County's development objectives. The drawings may show limited building floor plan layouts, indicating intended use, size, accessibility, and circulation.
 - (iii) Opinion of Probable Cost

- 1) Based on the Conceptual Drawings and other services provided, the Architect shall provide a conceptual Opinion of Probable Cost (OPC) using available cost data. A preliminary cost per square foot OPC for complete demolition of the unoccupied building and new construction of a similar size, construction type, and use (general office) building will be provided for comparison.

2.03 Feasibility Study Report

- (A) Draft reports of the feasibility study documents, drawings, and OPCs will be provided and/or presented to County for review and comment. Architect and consultants will make reasonable revisions to the document per County direction.
- (B) Final Report will be delivered in PDF format and reasonable quantities of paper copies in 8.5 x 11 format will be provide as requested by the County.

2.04 Supplemental Services:

- (A) Services include certain project requirements potentially necessary for the fulfillment of the Basic Services, but which are treated separately from Basic Services due to unknown need, timing, scope, and/or cost which are indeterminable at the outset of the project until preliminary design matters are determined.
- (B) Such requirements will be determined collaboratively between the County and the Architect throughout the project duration. Any of these services which the County determines should be addressed as Supplemental Services by the Architect will be followed by formal proposals from subconsultants to be approved by the City with costs reimbursed to the Architect plus applicable administrative markup fees.
- (C) A separate budget will be established in the Fee section as a limit for which any required and approved Supplemental Services will draw down from that limit. Services required beyond the original established limited that arise beyond the Architect's reasonable control will be scoped and negotiated with the County as Additional Services following applicable provisions in Article VI.
- (D) For this project, the potential supplemental project requirements anticipated to include:
 - (i) Mold Assessment: Due to initial limited observations, it is likely mold growth is present in Bldg. A. Services included in the mold assessment include:
 - 1) Visual assessment of apparent mold growth
 - 2) Tape and/or bulk samples for mold
 - 3) Measurements of temperature and relative humidity
 - 4) Moisture measurements in building materials
 - 5) Collection of air samples inside and outside of the building
 - 6) Written report documenting the assessment and recommendations for remediation.
 - (ii) Asbestos Survey: Should a renovation or demolition be required by County, an asbestos survey can be provided as required prior to any demolition work per federal and state requirements. This includes sampling and testing of suspect materials, and documentation of the findings in a written report by a State licensed consultant/inspector.

ARTICLE III DELIVERABLES

- 3.01 The Architect shall provide electronic plans, reports, and Opinions of Probable Cost as required for each applicable phase and as described in the Agreement. Paper copies may be provided upon request by the County, and within limited quantities agreed upon prior to printing.

ARTICLE IV SCHEDULE

- 4.01 The Architect shall complete the conceptual design/feasibility study phase (ARTICLE II of this Purchase Order) within 60 calendar days of notice to proceed (NTP) date, established upon acceptance of this Purchase Order by the County. Project Schedule is subject to modification due to changes in Scope or absence of required County approvals to complete the Project design documents.

ARTICLE V COMPENSATION

5.01 The total not-to-exceed amount payable by the County under this Purchase Order is **\$24,253.00** and shall be invoiced as hourly not-to-exceed (HNTE) according to the hourly fee rates set forth in the Agreement, Exhibit B, and as summarized below:

(A) Architecture

Principal	N/A
Program Manager	N/A
Project Manager	\$1,440
Project Architect/Coordinator	\$2,640
Senior Planner	N/A
Planning Associate	N/A
Architecture Project Designer	\$2,400
CAD/BIM Designer	\$800
Administrative Assistant	\$150
Subtotal Architecture	\$7,430.00

(B) Structural

Principal	\$1,920
Project Manager	\$2,100
Project Engineer/EIT	\$2,700
Technician/Inspector	N/A
Clerical/Administrative	\$300
Subtotal Structural	\$7,020.00

(C) Mechanical, Electrical, Plumbing (MEP)

Principal	N/A
Project Manager	\$490
Project Engineer/EIT	\$1,760
Technician/Inspector	\$300
Clerical/Administrative	\$240
Subtotal MEP	\$2,790.00

Supplemental Services Proposals for services below will be provided if use of Supplemental Services is approved by County, as required in coordination and communication with the Architect. Lump-sum fees by non-design related/specialty consultants will be invoiced as a percentage of completion basis.

(D) Mold Assessment Services – Lump Sum	\$3,988
(E) Asbestos Survey – Lump Sum	\$3,025

[CONTINUED FOLLOWING PAGE]

ARTICLE VI OTHER PROVISIONS

6.01 The parties agree to the following provisions with respect to this specific Purchase Order:

- (A) Any services rendered by the Architect beyond those described in ARTICLE II shall be compensated as Additional Services on the same basis set forth in ARTICLE V, or on a lump-sum basis if not appropriate or typical to estimate as an hourly fee.
- (B) All terms and conditions of the Agreement are incorporated herein and shall control in the event of a conflict with this Purchase Order. The County and the Architect hereby agree to the terms and conditions of this Purchase Order as of the date set forth above. The individuals signing this Purchase Order represent and warrant that they have the power and authority to enter into this Purchase Order and bind the parties for whom they sign.

THE COUNTY:

THE ARCHITECT:

By: 

By: 

Name: DUANE PETERS

Name: Nathan Brandt, AIA, RID, CSI, NCARB

Title: COUNTY JUDGE

Title: Director of Architecture



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of Change Order #2 to CIP #22-630 Replacement of Various Roofs - Phase IV in the amount of \$18,672.18 for the following with Durolast:

- a. Road and Bridge Roof - additional wood nailer in the amount of \$1,538.22.
- b. Road and Bridge Roof - installation of a new 22ga metal edge closure in the amount of \$17,133.96.

TO: Commissioners Court

FROM: Celina Nava

DATE: 03/14/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
3-8-2023 Brazos County Roads Bridges Change Order Request #4.pdf	change order	Backup Material
3-8-2023 Brazos County Roads Bridges Change Order Request #5docx.pdf	change order con.	Backup Material



March 8, 2023

Ms. Kaitlyn Battles
Buyer III
Brazos County
200 S. Texas Ave. Ste. 352
Bryan, TX 77803

Re: Wood Nailer Replacement to Gable/Rake Edge, North and South Edges of Roads and Bridges Building

Dear Ms. Kaitlyn Battles:

The purpose of this letter is to obtain approval for work performed outside of the original scope of work on this project. The original spec was to remove one (1) layer of vinyl coated metal edge and install new All-Term edge detail. Because there is no existing wood at the edge, a new wood nailer needs to be installed.

Jaco Roofing and Construction will be adding two (2) layers of 2"x4" wood nailer on 290 lineal feet of edge on the Roads and Bridges building.

The cost for the addition of wood nailer is \$1,538.22

If this change order is acceptable, please sign below and e-mail to me. Please feel free to contact me at (800) 248-0280 ext. 2219 or ktobias@duro-last.com if you have any questions.

Thank you for your business!

Best Regards,

Kelly Tobias
Cooperative Purchasing Representative
Duro-Last, Inc.

Roads and Bridges Change Order Request #4 Wood Nailer: \$1,538.22

Approved By: 

Title: COUNTY JUDGE

Date: 3/21/23

March 8, 2023

Ms. Kaitlyn Battles
Buyer III
Brazos County
200 S. Texas Ave. Ste. 352
Bryan, TX 77803

Re: Custom Metal Edge for Gable/Rake Edge, North and South Edges of Roads and Bridges Building

Dear Ms. Kaitlyn Battles:

The purpose of this letter is to obtain approval for work performed outside of the original scope of work on this project. The existing metal edge consists of an "L" metal edge piece, over the gable closure metal piece. This intersects a lower metal skirt that connects the gable closure to the building CMU wall. The fasteners at the CMU wall are missing and/or not connected to the CMU. There are fasteners missing that connect the lower metal skirt to the gable closure. The "L" metal is not connected to the gable closure.

Jaco Roofing and Construction will be installing a new custom metal edge piece at the gable edges and attaching new metal to the roof deck and CMU wall.

Work includes:

1. Removal/disposal of the existing "L" metal
2. Removal/disposal of 2 layers of 1" ISO at the edge
3. Cut, remove and dispose of the existing gable closure from the roof deck system
4. Remove and dispose of the existing lower metal skirt
5. Install a new 22ga metal edge closure. Screw new metal to existing CMU with masonry fasteners at 12" on center to secure the top of the new metal to the existing roof deck.
6. Install two (2) layers of 2"x4" wood nailer, fasteners 12" on center in a staggered pattern
7. The new 22ga metal edge closure will be attached with the wood nailer

The cost for the installation of the new 22ga metal edge closure is \$17,133.96

If this change order is acceptable, please sign below and e-mail to me. Please feel free to contact me at (800) 248-0280 ext. 2219 or ktobias@duro-last.com if you have any questions.

Thank you for your business!

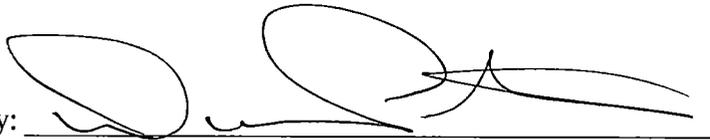
Best Regards,



Kelly Tobias
Cooperative Purchasing Representative
Duro-Last, Inc.

Roads and Bridges Change Order Request #5 22ga Metal Edge Closure Installation:
\$17,133.96

Approved By: _____



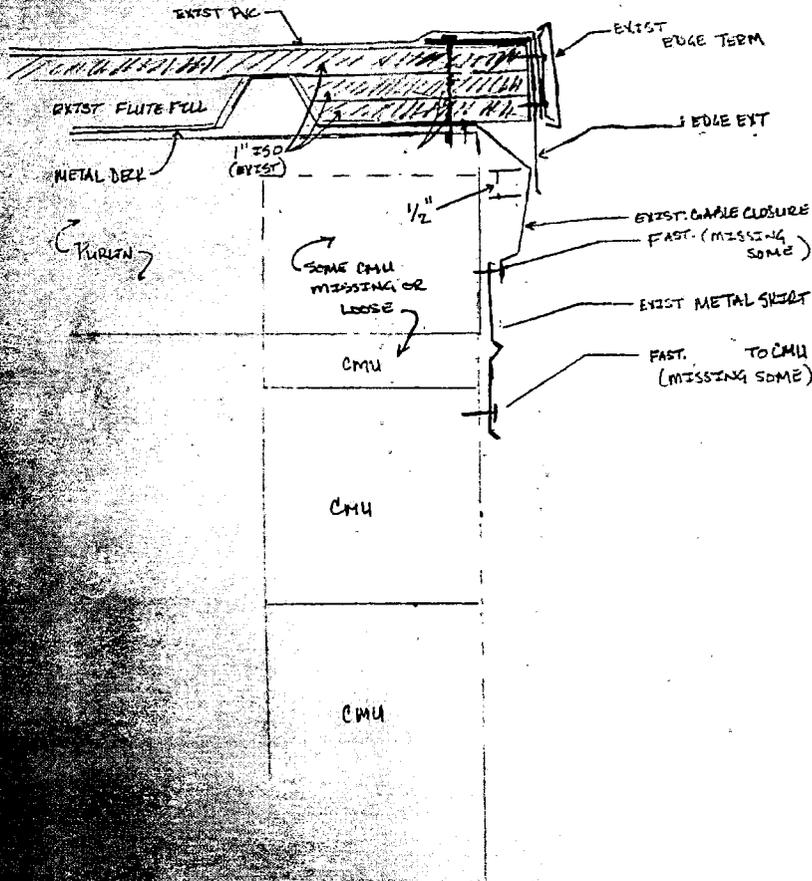
Title: _____

COUNTY JUDGE

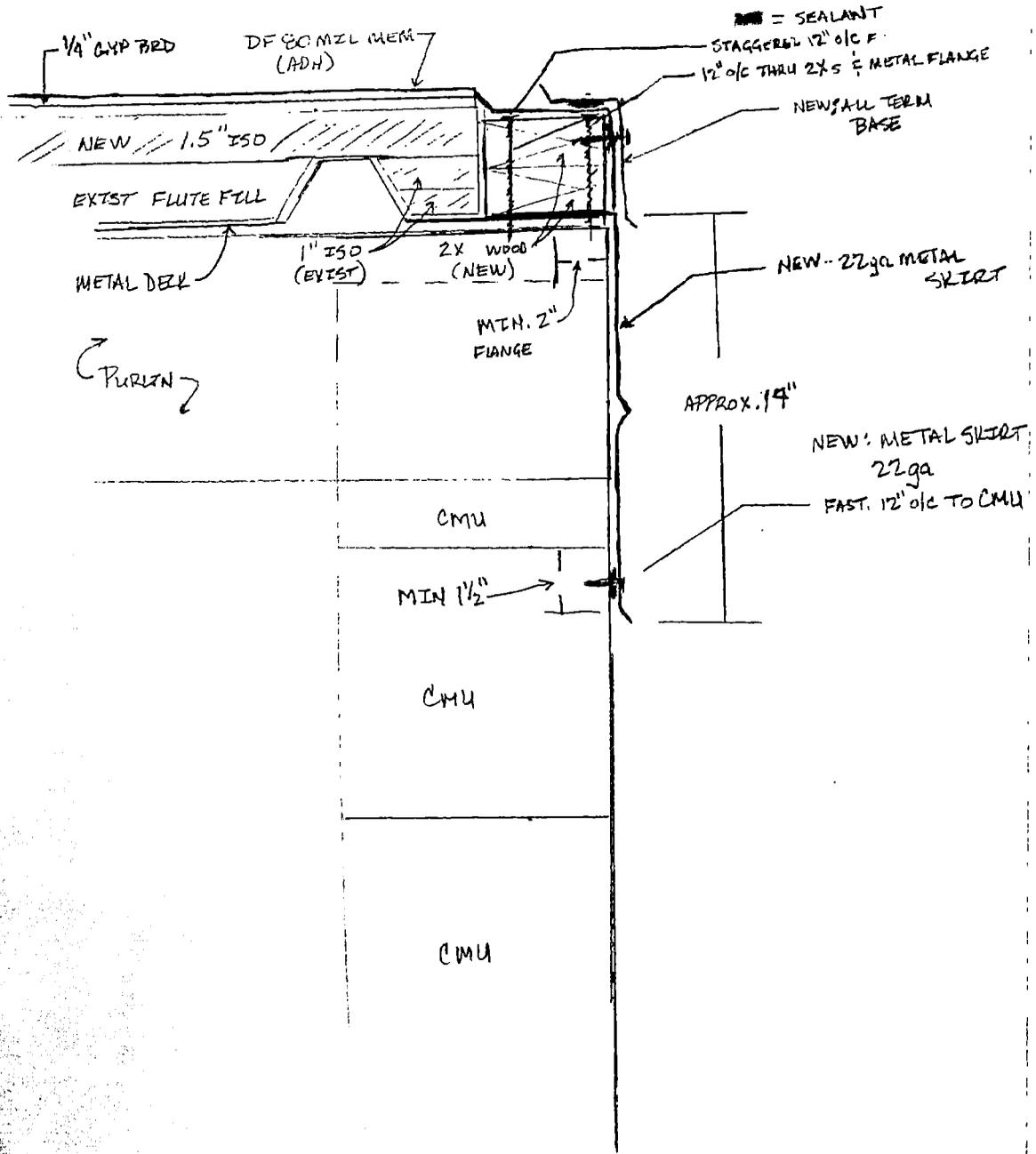
Date: _____

3/21/23

BRAZOS COUNTY - ROAD & BRIDGE
EXISTING TERMINATION



BRAZOS COUNTY - ROAD & BRIDGE
 SUGGESTED NEW GABLE TERMINATION - 03/4/23





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of Change Order #1 to RFP #23-643 Jack Manning Bridge Replacement for the following with Fuqua Construction Co. These revisions will not change contract pricing.

- a. additional 67 days due to weather and materials delays
- b. Item 404 8" crushed limestone base replaced with 6" cement stabilized reclaim base
- c. Item 405 2" Type C HMAC replaced with 12" concrete pavement.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 03/15/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[W2009-BRAZOS CO-JACK MANNING RD - CHANGE ORDER 1.pdf](#) Change Order

Backup Material

Date of Issuance: 3/13/23
 Owner: Brazos County Road & Bridge
 Contractor: Fuqua Construction Co., Inc.
 Project: Jack Manning Bridge Replacement

Effective Date:
 Owner's Contract No.: CIP 21-643
 Engineer's Project No.: 21-1546

The Contract is modified as follows upon execution of this Change Order:

Description: Updated substantial completion date due to weather and material delays for a total of 67 additional days. For constructability and schedule the Contractor, Gessner Engineering and Brazos County agreed upon that the approaches be changed to a 12" concrete pavement section with 6" cement stabilized reclaimed base in lieu of an 2" HMAC section with crushed limestone. The bid items below are updated as follows.

404	8" Crushed Limestone Base (Flex Base Type 1-2 (TxDOT Item 247), Complete in Place 6" Cement Stabilized Reclaimed Base	975	SY	\$ 18.76	\$ 18,291.00
405	2" Type C HMAC, Complete in Place 12" Concrete Pavement, complete in place	888	SY	\$ 154.00	\$ 136,752.00

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 1,107,139.00</u>	Original Contract Times: <u>70 Days</u> Substantial Completion: <u>December 1st 2022</u>
Change from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : <u>\$ 0.00</u>	Change from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : Substantial Completion: <u>0</u>
Contract Price prior to this Change Order: <u>\$ 1,107,139.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>December 1st 2022</u>
Decrease of this Change Order: <u>\$ 0.00</u>	Change of this Change Order: Substantial Completion: <u>67 days (February 6, 2023)</u> Final Completion: <u>March 8, 2023</u>
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders: Substantial Completion: <u>February 6, 2023</u> Final Completion: <u>March 8, 2023</u>

APPROVED:
 By: [Signature]
 Owner (Authorized Signature)

ACCEPTED:
 By: [Signature]
 Contractor (Authorized Signature)

Title: COUNTY JUDGE
 Date: 3/21/2023

Title: Project Manager
 Date: 3/13/2023

RECOMMENDED:
 By: [Signature]
 Title: Project Manager

Date: 3/13/2023



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2023 Whitecreek Subd Lot 16R and ROW Dedication-Replat

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of the Final Plat of Whitecreek Subdivision Lot 16R and Right of Way Dedication; being a Minor Replat of Whitecreek Subdivision Lot 16 and Lot B; John H. Jones Survey, Abstract 144: City of College Station ETJ, Brazos County, Texas. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 03/16/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Plat_Application-Lot_16R-Signed.pdf	Application for Development	Backup Material
Whitecreek-Lot_16R-Final_Plat.pdf	Plat	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2023 Whitecreek Subd Lot 16R and ROW Dedication-Replat

DATE OF COURT MEETING: 3/21/2023

ITEM: Approval of the Final Plat of Whitecreek Subdivision Lot 16R and Right of Way Dedication; being a Minor Replat of Whitecreek Subdivision Lot 16 and Lot B; John H. Jones Survey, Abstract 144: City of College Station ETJ, Brazos County, Texas. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 03/16/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Plat_Application-Lot_16R-Signed.pdf	Application for Development	Backup Material
Whitecreek-Lot_16R-Final_Plat.pdf	Plat	Backup Material

APPROVED

 3/21/23

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 *: January 6, 2023	RESUBMITTAL: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PROJECT / SUBDIVISION NAME: <u>Whitcreek - Lot 16R</u>	
PROJECT ADDRESS OR LOCATION: <u>5591 Raymond Stotzer Parkway</u>	
LEGAL DESCRIPTION: <u>Whitcreek - Lot 16 & Lot B</u>	
IF RESUBMITTAL, PROJECT FORMERLY KNOWN AS:	
NUMBER OF LOTS: <u>1</u>	TOTAL ACREAGE <u>2.993</u>
JURISDICTION: <input checked="" type="checkbox"/> <u>Brazos</u> CITY LIMITS <input checked="" type="checkbox"/> <u>College Sta</u> 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 type="checkbox"/> PRELIMINARY PLAN
<input type="checkbox"/> FINAL PLAT	<input type="checkbox"/> AMENDING PLAT	<input checked="" type="checkbox"/> REPLAT

APPLICATION PURPOSE		
<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> MANUFACTURED HOME RENTAL COMMUNITY	<input checked="" 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
<p>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.</p>	

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 checked="" 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: RME Consulting Engineers		
CONTACT: Rabon Metcalf		
ADDRESS: PO Box 9253		
CITY: College Station	STATE: TX	ZIP: 77842
PHONE: 979-764-0704	FAX:	
EMAIL: rabon@rmengineer.com		

PROPERTY OWNER INFORMATION		
FIRM NAME:		
CONTACT: Nahid Eklili		
ADDRESS: 2323 Lake Robbins Drive, Apt 530		
CITY: Spring	STATE: TX	ZIP: 77380
PHONE: 979-268-2000	FAX:	
EMAIL: daniel.powell@oldhamgoodwin.com		

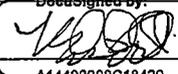
ENGINEER INFORMATION		
FIRM NAME: Same as applicant		
CONTACT:		
ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	
EMAIL:		

SURVEYOR INFORMATION		
FIRM NAME: Kerry Surveying, LLC		
CONTACT: Nathan Kerr		
ADDRESS: 409 N. Texas Avenue		
CITY: Bryan	STATE: TX	ZIP: 77803
PHONE: 979-268-3195	FAX:	
EMAIL: nathan@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: Nahid Eklili	DATE: 1/11/2023
SIGNATURE: A14490900C18429...	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
FINAL PLAT:	\$200 + \$20 per lot	AMENDING PLAT:	\$100
		PRELIMINARY PLAN:	\$150 + \$10 per lot
		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

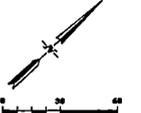
Every Simplified Plat shall include all of the following:

- 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.
- n/a 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)

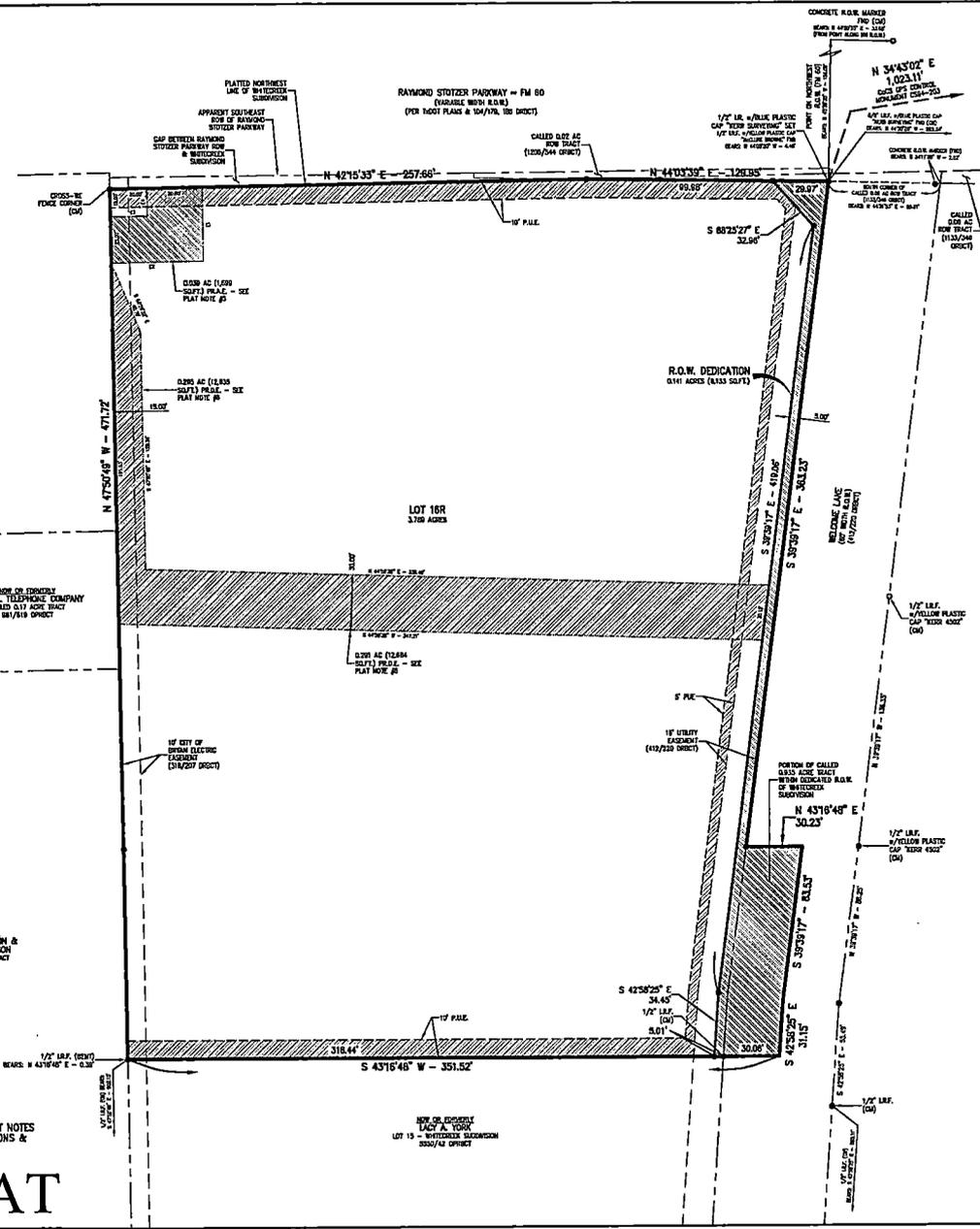
- All Subdivision external corners, angle points, points of curvature and points of tangency shall be set by a Registered Professional Land Surveyor (RPLS) before the plat is recorded and shall be a TxDOT "Light Duty Setting" monument with an aluminum or bronze disk as specified in Appendix C of the 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).
- n/a 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.
- n/a 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.
- n/a 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.
- n/a 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.

- n/a 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.
- n/a 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.
- n/a 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.
- n/a 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.
- n/a 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.
- n/a 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.
- n/a 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.
- n/a 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.



ABBREVIATIONS & LINE LEGEND

- DEED LINE
- EXISTING PROPERTY LINE
- NEW SUBDIVISION BOUNDARY LINE
- NEW LOT LINE
- EXISTING OR NEW UTILITY EASEMENT
- EXISTING OR NEW ACCESS EASEMENT
- EXISTING OR NEW DRAINAGE EASEMENT
- P.A.E. PUBLIC UTILITY EASEMENT
- P.A.E. PRIVATE ACCESS EASEMENT
- P.E.D. PRIVATE DRAINAGE EASEMENT
- L.S.T. LOT SIDE ROAD
- P.C. PAGE
- R.O.W. RIGHT-OF-WAY
- DEED RECORDS OF BRAZOS COUNTY, TEXAS
- ORBCT OFFICIAL RECORDS OF BRAZOS COUNTY, TEXAS
- O.P.R.B.C.T. OFFICIAL PUBLIC RECORDS OF BRAZOS COUNTY, TEXAS
- VOLUME AND PAGE FROM PUBLIC COUNTY RECORDS
- COMPILING INSTRUMENT - REFER & USED TO ESTABLISH PROPERTY LINES
- P.A.E. OR P.E.D. EASEMENTS DEDICATED BY THIS PLAN
- R.O.W. OF P.A.E. DEDICATED BY THIS PLAN



NEW OR EXISTING
OWNER (SHOWN)
CALLED 171 ACRES TRACT
10584/151 ORBCT

NEW OR EXISTING
GENERAL TELEPHONE COMPANY
CALLED 0.17 ACRES TRACT
881/818 ORBCT

NEW OR EXISTING
STEPHEN S. SIMPSON &
JEANNE C. SIMPSON
CALLED 180 ACRES TRACT
553/314 ORBCT

EASEMENT - LINE DATA

LINE	BEARING	DISTANCE
11	N 27°24'27\"/>	

NOTE: SEE SHEET #1 FOR PLAT NOTES
AND BRAZOS COUNTY REGULATIONS &
OSSF REQUIREMENTS.

REPLAT

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

CERTIFICATE OF CITY PLANNER
I, _____ CITY PLANNER 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 PLANNER
CITY OF COLLEGE STATION

APPROVAL BY BRAZOS COUNTY COMMISSIONER'S COURT
I, _____ COUNTY JUDGE OF BRAZOS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE ATTACHED PLAT WAS DULY APPROVED BY THE BRAZOS COUNTY COMMISSIONER'S COURT ON THE _____ DAY OF _____ 20____.

COUNTY JUDGE, BRAZOS COUNTY, TEXAS

CERTIFICATE OF THE COUNTY CLERK
STATE OF TEXAS
COUNTY OF BRAZOS

I, _____ COUNTY CLERK, IN AND FOR SAID COUNTY, DO HEREBY CERTIFY THAT THIS PLAT TOGETHER WITH ITS CERTIFICATES OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE THE _____ DAY OF _____ 20____ IN THE OFFICIAL RECORDS OF BRAZOS COUNTY, TEXAS, IN VOLUME _____ PAGE _____.

COUNTY CLERK
BRAZOS COUNTY, TEXAS

WITNESS MY HAND AND OFFICIAL SEAL, AT MY OFFICE IN COLLEGE STATION, TEXAS

CERTIFICATE OF SURVEYOR
STATE OF TEXAS
COUNTY OF BRAZOS
I, NATHAN PAUL KERR, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 8846, IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY AND THAT PROPERTY MARKERS AND MONUMENTS WERE PLACED UNDER MY SUPERVISION ON THE GROUND.

NATHAN PAUL KERR, RPLS NO. 8834

CERTIFICATE OF OWNERSHIP AND DEDICATION
STATE OF TEXAS
COUNTY OF BRAZOS
I, NATHAN PAUL KERR, INDEPENDENT EXECUTOR OF THE ESTATE OF MOSEEN EXLU AND DEVELOPER OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS THE INTERESTED SUBDIVISION, - LOT 16R TO THE CITY OF COLLEGE STATION, TEXAS, AND WHSE NAME IS 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.

NATHAN PAUL KERR, INDEPENDENT EXECUTOR OF THE ESTATE OF MOSEEN EXLU

STATE OF TEXAS
COUNTY OF BRAZOS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____ KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL ON THIS _____ DAY OF _____ 20____.

NOTARY PUBLIC, _____ COUNTY, STATE OF TEXAS

KERR SURVEYING, LLC
400 NORTH TEXAS AVENUE
BRYAN, TEXAS 77803
PHONE (979) 268-3195
TEPELS FIRM No. 10018500

FINAL PLAT OF WHITECREEK SUBDIVISION
LOT 16R (3.789 ACRES) & R.O.W. DEDICATION (0.141 AC)
A TOTAL OF 3.930 ACRES
BEING A MINOR REPLAT OF WHITECREEK SUBDIVISION LOT 16 & LOT B VOLUME 412, PAGE 220 (ORBCT) COMPRISED OF THE FOLLOWING:
TRACT 1 - CALLED 0.935 ACRES
TRACT 2 - CALLED 1.00 ACRES
TRACT 3 - CALLED 1.00 ACRES
TRACT 4 - CALLED 1.00 ACRES
VOLUME 3369, PAGE 256 (ORBCT) LESS 4 ACRES
A CALLED 0.02 ACRE TRACT VOLUME 1206, PAGE 544 (ORBCT) JOHN H. JONES SURVEY, ABSTRACT 144 COLLEGE STATION, BRAZOS COUNTY, TEXAS

RME CONSULTING ENGINEERS
LANDOWNER INFORMATION
MAYO DALE
2602 LAKE WOODROW DRIVE, APT. 630
SPRING, TX 77380
1/4 A. VICTOR COOPER (DAVE PORTER)
120 SOUTH TEXAS PARKWAY, SUITE 401
BRYAN, TX 77803
EMAIL: JAMES.P.WELLS@RMECONS.COM

POST OFFICE BOX 9253
COLLEGE STATION, TEXAS 77842
EMAIL: civill@rmeengineer.com
OWNER BY TITLE [CHECKED BY KERR]
KERR AND NO. 22-809
TEKSA FIRM REGISTRATION No. F-4693
RME CONSULTING ENGINEERS
CLIENT NO. _____ PROJECT NO. 362 - 0795

DATE: 12/22/21
SUBMITTED DATE: 12/22/21
PROGRAM: 12/22/21 3/16/23
DRAWN BY: [CHECKED BY KERR]
KERR AND NO. 22-809

SHEET 2 OF 2



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC 2023 - Utility Permit - Wickson Creek SUD - Weedon Loop - 1,440' SW of Hensarling Lane

DATE OF COURT MEETING: 3/21/2023

ITEM: Consider and take action on the Wickson Creek SUD utility permit to install a bore for a 1 inch service line crossing under Weedon Loop located 1,440 feet southwest of Hensarling Lane. Site is located in Precinct 2.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 03/15/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Utility Permit - Wickson Creek SUD - Weedon Loop - 1 440 SW of Hensarling Lane.pdf	Utility Permit - Wickson Creek SUD - Weedon Loop - 1,440' SW of Hensarling Lane	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC 2023 - Utility Permit - Wickson
Creek SUD - Weedon Loop -
1,440' SW of Hensarling Lane

DATE OF COURT MEETING: 3/21/2023

ITEM: Consider and take action on the Wickson Creek SUD utility permit to install a bore for a 1
inch service line crossing under Weedon Loop located 1,440 feet southwest of Hensarling
Lane. Site is located in Precinct 2.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 03/15/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>Utility_Permit_-_Wickson_Creek_SUD_-_Weedon_Loop_-_1_440_SW_of_Hensarling_Lane.pdf</u>	Utility Permit - Wickson Creek SUD - Weedon Loop - 1,440' SW of Hensarling Lane	Backup Material

APPROVED


3/21/23

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 WICKSON CREEK 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 water line 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
WEEDON LOOP	60'	X			X

Facility to Parallel County Road Within Right-Of-Way

Road Name and Block Number	From	To	Depth	Distance

CONSTRUCTION TYPE

1" Diameter Wall Thickness 1 1/2" Encasement Pipe

Material Specification PVC

Maximum Operation Pressure 80 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 1 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.

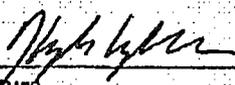
Applicant agrees that if Brazos County demonstrates a violation of the terms of this policy, Applicant stipulates that requisites for injunctive relief exist and that Brazos County is entitled to relief enjoining any conduct by applicant which is contrary to the policies.

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.

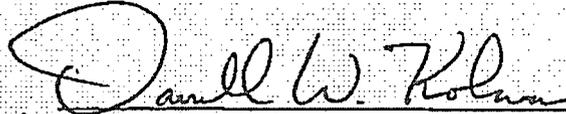
Wickson CREEK SUP
Company Name
Kyle Eppler
By:

Signature
GENERAL Manager
Title
8770 Hwy. 21E
Address
BRYAN Tx. 77808
City State Zip
979-589-3030
Telephone Number
Kyle@WicksonCREEK.com
Email:

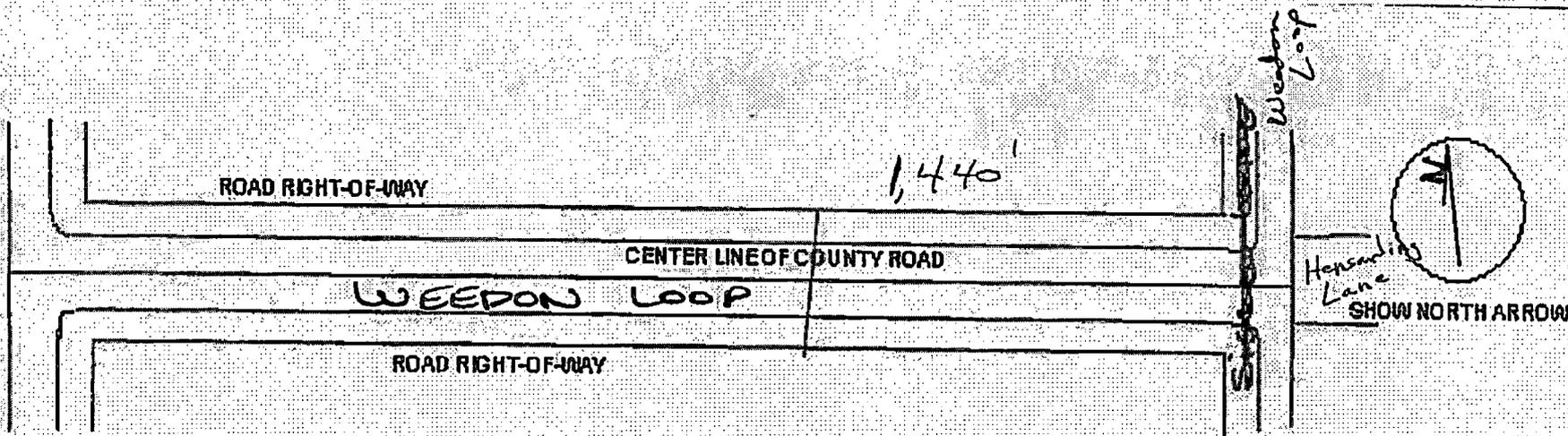
WATER UTILITY APPROVAL

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 3-8-23 except as noted below:
(Month/Day/Year)

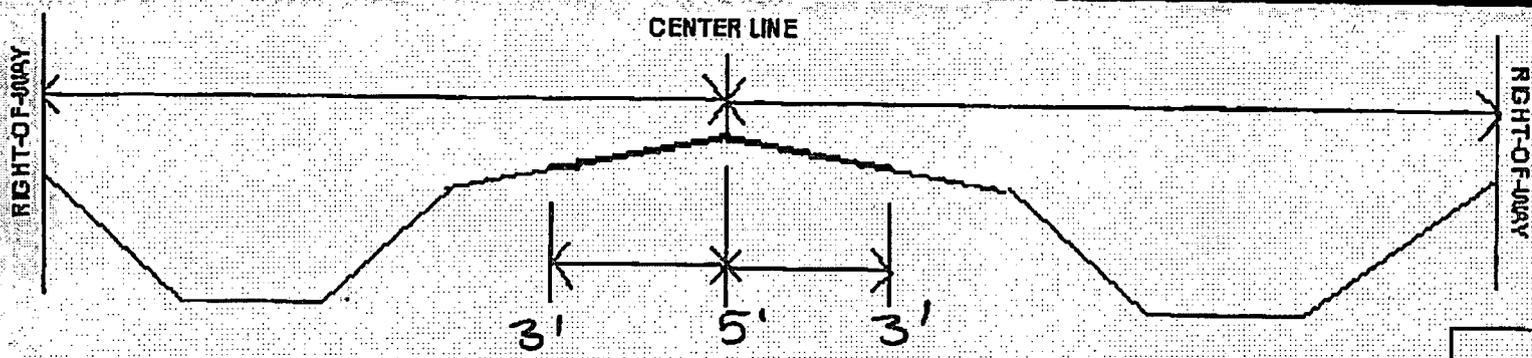
EXCEPTIONS:

None


for Brazos County Engineer



PLAN VIEW



TYPICAL SECTION

COUNTY ROAD Weedon Loop

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

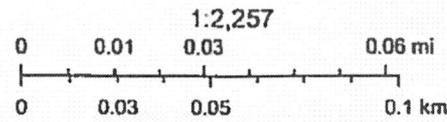
Brazos CAD Web Map



CUSTOMER: TIMOTHY METZER
DRAWING FOR :9836 WEEDON LOOP
PROPOSED 60' ROAD BORE
USING 1 1/2" ENCASEMENT PIPE
WITH 1" WATERLINE ENCLOSED
DRAWING BY: KATHY STOVER 3/8/2023

3/8/2023, 2:01:01 PM

-  Abstracts
-  Parcels



Source: Esri, Mazar, Earthstar Geographics, and the GIS User Community, Esri Community Maps Contributors, Baylor University, Texas Parks &

Brazos Central Appraisal District, BIS Consulting - www.bisconsulting.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

**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

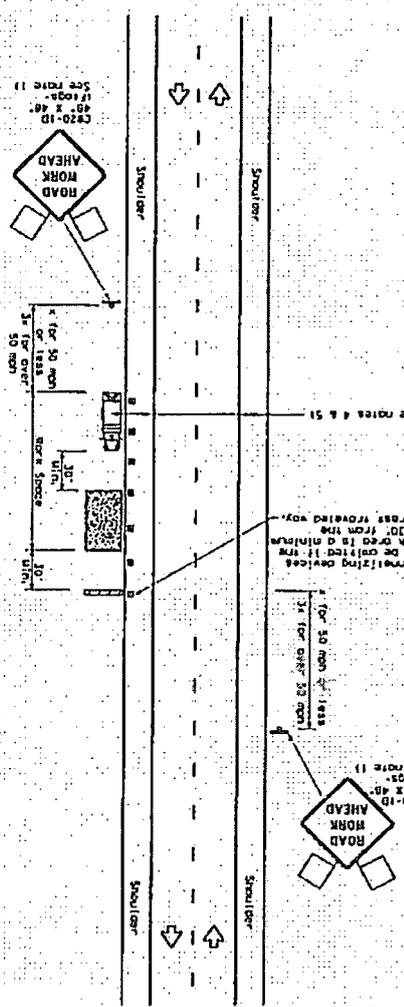
Concrete pad shall be minimum of 3" thick and width shall be pipe diameter plus 18" minimum.

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.

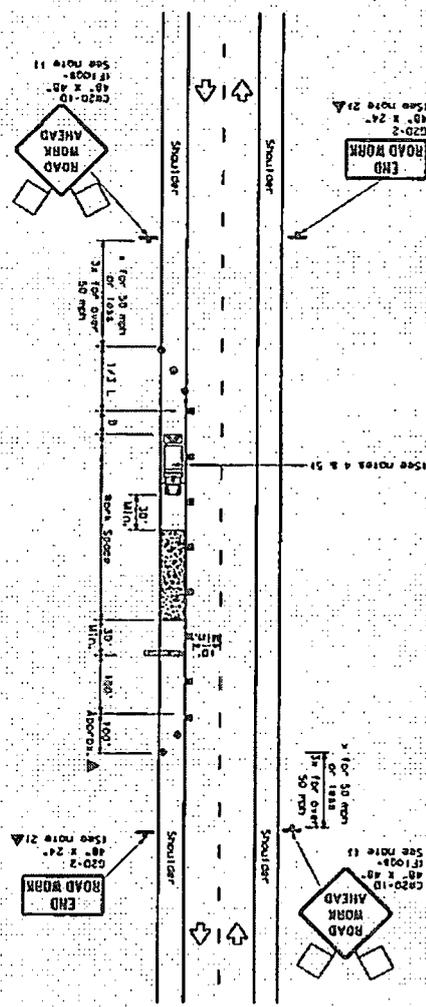
DATE: _____ FILE: _____

DISCLAIMER: Use of this program is governed by the Texas Engineering Experiment Station, Inc. No warranty of any kind is made by the program for the use of this program in any other form or for any other purpose. The user assumes all liability for any damage resulting from its use.

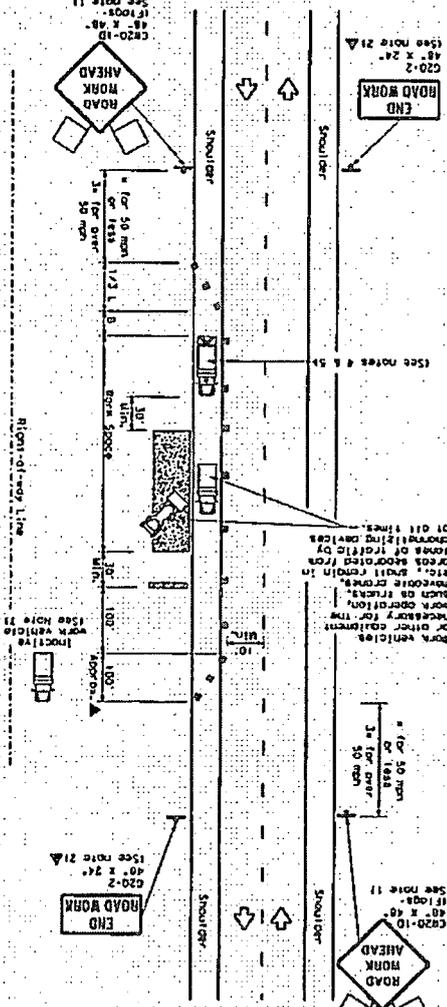
WORK SPACE NEAR SHOULDER
TCP (2-10)



WORK SPACE ON SHOULDER
TCP (2-1b)



WORK VEHICLES ON SHOULDER
TCP (2-1c)



TCP (2-1)-18
SHOULDER WORK
TRAFFIC CONTROL PLAN
Texas Department of Transportation
Traffic Department Standard

DATE	2-18-83
PROJECT	2-18-83
DESIGNER	2-18-83
CHECKER	2-18-83
APPROVED	2-18-83

GENERAL NOTES:

- Flags attached to signs where shown, one standard.
- Traffic control devices illustrated or detailed, except those shown, shall be placed a minimum of 10 feet from:
- Work vehicles with full frontal clearance, signaling, and flashing lights, a shadow vehicle with full frontal clearance or visibility of the work. If workers are no longer present, the road or work equipment shall be removed to remain in place. Type 3 barrier vehicle and flag.
- Additional shadow vehicles with full frontal clearance shall be placed as shown in order to protect a worker from the rear.
- See 12-15-11 for shoulder work on divided highways, expressways and freeways.
- Protective work vehicles or other equipment should be worked near the right-of-way line and not parked on the paved shoulder.
- CP-15 shoulder work signs may be used in place of CP-10.
- Hand work ahead signs for shoulder work on conventional roadways.

TYPICAL USAGE

MOBILE	SHORT TERM	INTERMEDIATE	LONG TERM
✓	✓	✓	✓

Recommended Minimum Spacing

Vehicle	150'	120'	90'
75	750'	825'	900'
70	700'	770'	840'
65	650'	715'	780'
60	600'	660'	720'
55	550'	605'	660'
50	500'	550'	600'
45	450'	495'	540'
40	400'	440'	480'
35	350'	385'	420'
30	300'	330'	360'

LEGEND

□	Flag
⇄	Traffic flow
⊠	Flashing Arrow Board
⊞	Flashing Arrow Board
⊞	Heavy Work Vehicle
⊞	Type 3 Barrier Vehicle
⊞	Warning Devices



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC 2023 - Utility Permit - Wickson Creek SUD - Orange Cove - 380 feet SW of Shady Lane

DATE OF COURT MEETING: 3/21/2023

ITEM: Consider and take action on the Wickson Creek SUD utility permit to construct a bore for a 1 inch water line under Orange Cove located 380 feet southwest of Shady Lane. Site is located in Precinct 2.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 03/16/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Utility Permit - Wickson Creek SUD - Orange Cove - 380 feet SW of Shady Lane.pdf	Utility Permit - Wickson Creek SUD - Orange Cove - 380 feet SW of Shady Lane	Backup Material



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC 2023 - Utility Permit - Wickson
Creek SUD - Orange Cove - 380
feet SW of Shady Lane

DATE OF COURT MEETING: 3/21/2023

ITEM: Consider and take action on the Wickson Creek SUD utility permit to construct a bore for a
1 inch water line under Orange Cove located 380 feet southwest of Shady Lane. Site is
located in Precinct 2.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 03/16/2023

FISCAL IMPACT: False

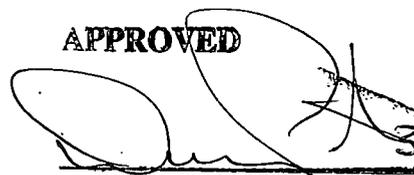
BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<u>Utility_Permit - Wickson_Creek_SUD - Orange_Cove - 380_feet_SW_of_Shady_Lane.pdf</u>	Utility Permit - Wickson Creek SUD - Orange Cove - 380 feet SW of Shady Lane	Backup Material

APPROVED



Duane Peters
County Judge

3/21/23

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 WICKSON CREEK 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 water line 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
ORANGE COVE	50'	X			X

Facility to Parallel County Road Within Right-Of-Way

Road Name and Block Number	From	To	Depth	Distance

CONSTRUCTION TYPE

1" Diameter Wall Thickness 1 1/2" Encasement Pipe

Material Specification PVC

Maximum Operation Pressure 80 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 1 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.

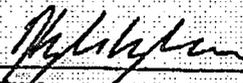
In the event Company fails to comply with any or all of the requirements as set forth herein, the County may take such action as it deems appropriate to compel compliance. The County Engineer further retains the right to revoke this Permit by verbal notification to the Applicant/Company.

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.

Wickson Creek S.U.D.
Company Name

Kyle Eppler
By:


Signature

GENERAL MANAGER
Title

P.O. Box 4756
Address

Bryan Tx. 77805
City State Zip

(979) 589-3030
Telephone Number

Kyle@wicksoncreek.com
Email:

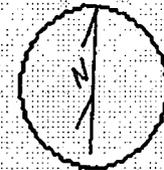
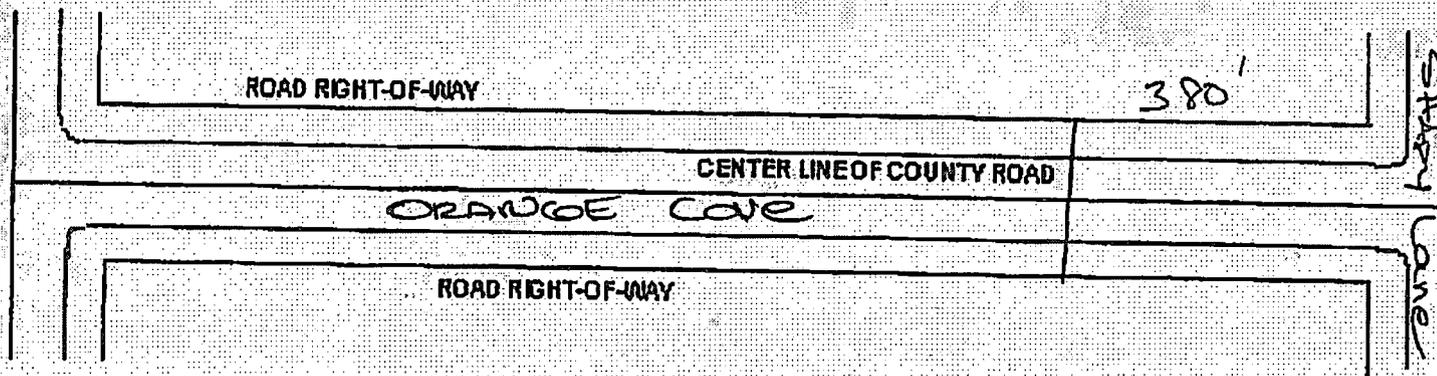
WATER UTILITY APPROVAL

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 3-15-23 except as noted below:
(Month/Day/Year)

EXCEPTIONS:

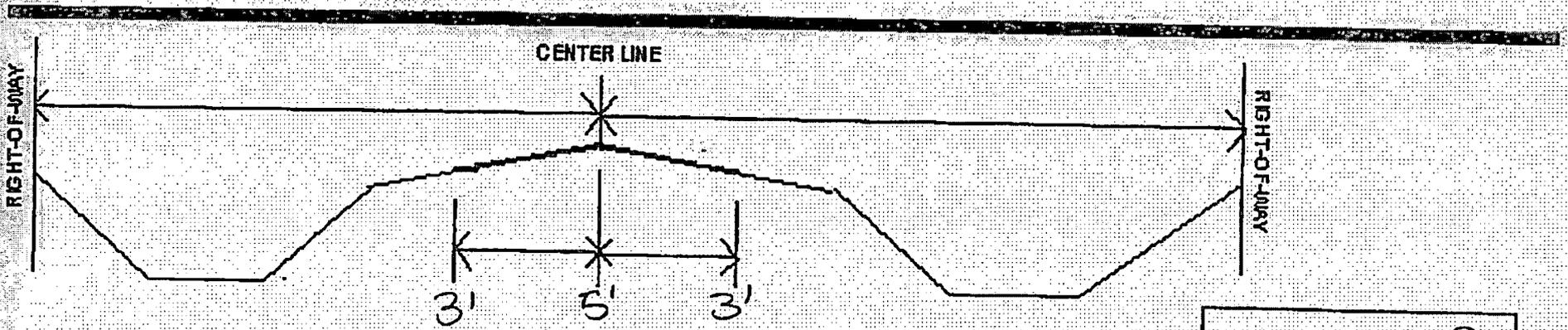
None


for Brazos County Engineer



SHOW NORTH ARROW

PLAN VIEW



TYPICAL SECTION

COUNTY ROAD Orange Cove

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

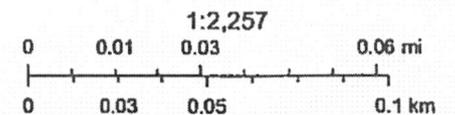
Brazos CAD Web Map



DRAWING FOR: 8657 ORANGE GROVE
CUSTOMER: MORENO
PROPOSED 50' ROAD BORE
USING 1 1/2" ENCASEMENT PIPE
WITH 1" WATERLINE ENCLOSED
DRAWING BY: KATHY STOVER 3/15/23

3/15/2023, 11:18:36 AM

Abstracts Parcels Lot Lines



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, Esri Community Maps Contributors, Baylor University, Texas Parks &

Brazos Central Appraisal District, BIS Consulting - www.bisconsulting.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

**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.

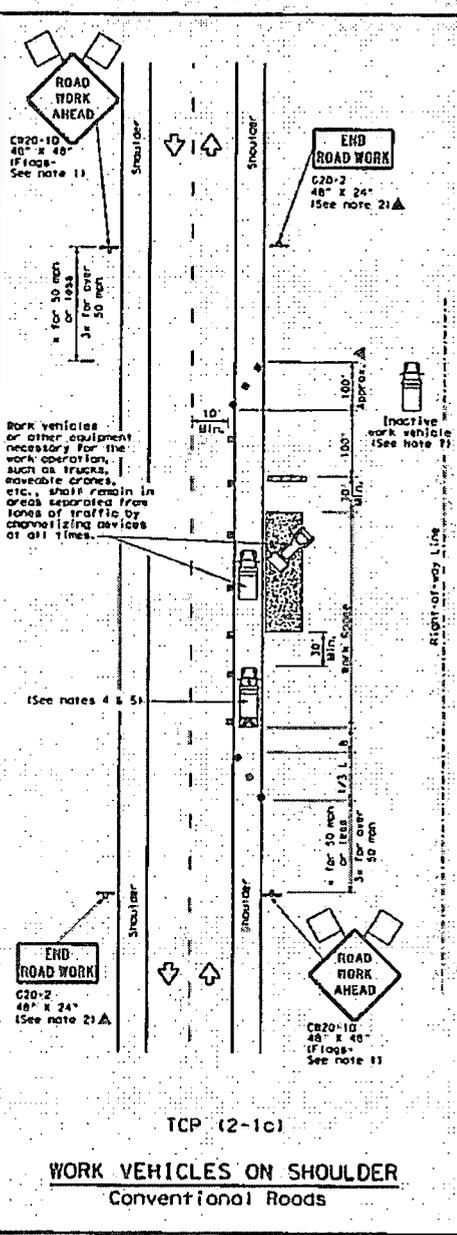
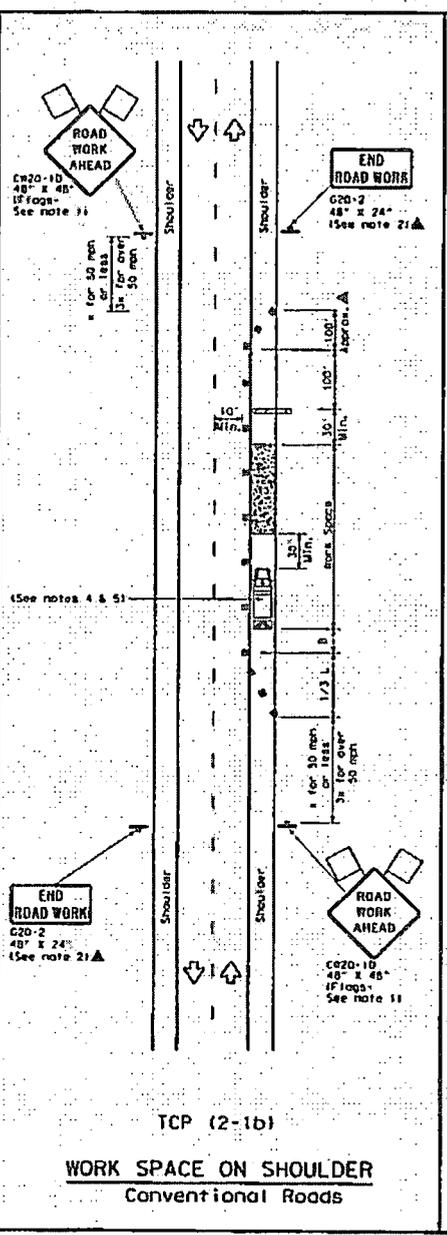
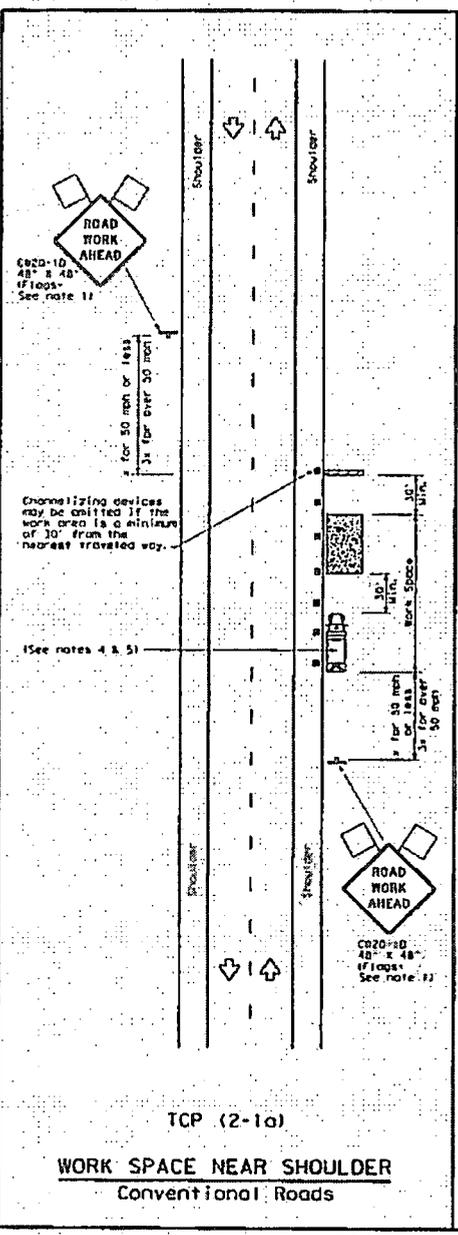
4. Petroleum Pipelines:

<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 manual is governed by the "Traffic Engineering Practices Act," the terms of which are printed on the back cover of this manual. No warranty of any kind is made by the Department of Transportation for incorrect results or consequences resulting from its use.



LEGEND			
	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Invert Mounted Attenuator (IMA)
	Trailer Mounted Flashing Arrow Board		Portable Electronic Message Sign (PEMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed MPH	Formula	Minimum Desirable Taper Lengths M			Suggested Maximum Spacing of Channelizing Devices		Minimum Sign Spacing ft	Suggested Longitudinal Buffer Space ft
		10' 11' 12'	On a Lower	On a Toproad	On a Lower	On a Toproad		
30	L = $\frac{95}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40	L = $\frac{85}{50}$	265'	295'	320'	40'	80'	240'	150'
45		350'	395'	440'	45'	90'	320'	195'
50	L = $\frac{75}{45}$	500'	550'	600'	50'	100'	400'	240'
55		650'	705'	760'	55'	110'	500'	295'
60	L = $\frac{65}{40}$	800'	860'	920'	60'	120'	600'	350'
65		950'	1015'	1080'	65'	130'	700'	410'
70	L = $\frac{55}{35}$	1200'	1275'	1350'	70'	140'	800'	475'
75		1500'	1575'	1650'	75'	150'	900'	540'

M - Conventional Roads Only
 MN - Taper lengths have been rounded off.
 L - Length of Taper (FT) = 0.618 x (Offset (FT) x S) - Posted Speed (MPH)

TYPICAL USAGE			
MODULE	SHORT DURATION	SHORT TERM STATIONARY	LONG TERM STATIONARY
	✓	✓	✓
	✓	✓	✓
	✓	✓	✓
	✓	✓	✓
	✓	✓	✓
	✓	✓	✓

- GENERAL NOTES**
- Flags attached to signs where shown, are REQUIRED.
 - All traffic control devices illustrated are REQUIRED, except those indicated with the triangle symbol may be omitted when stored in the plant, or for routine maintenance work, when approved by the Engineer.
 - Stockpiled material should be placed a minimum of 30 feet from nearest traveled way.
 - Shadow vehicle with IMA and high intensity rotating, flashing, oscillating or strobe lights. A Shadow Vehicle with a IMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present 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 IMA.
 - Additional Shadow Vehicles with IMAs may be positioned off the paved surface, next to those shown in order to protect a wider work zone.
 - See TCEP-11 for shoulder work on divided highway, expressway and freeways.
 - Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
 - C821-5 "SHOULDER WORK" signs may be used in place of C821-10 "ROAD WORK AHEAD" signs for shoulder work on conventional roadways.

Texas Department of Transportation
 Traffic Operations Division Standard

TRAFFIC CONTROL PLAN
CONVENTIONAL ROAD
SHOULDER WORK

TCP (2-1) - 18

Issue	8202-18-01	Rev	001	001	001
Effective Date	December 1995	Drawn	LEK	200	WJW
Checked		Checked			
2-88 4-88		2-89 2-89			
1-90 2-90		1-91 2-91			



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/21/2023

ITEM:

Overpayments

- a. Amy Lee Bradley Galloway - \$33.86
- b. Binding Corp. - \$39.45
- c. Brown Bear Real Estate & Financial Services - \$7.00

TO:

Commissioners Court

DATE:

03/15/2023

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

ATTACHMENTS:

File Name

Description

Type

[CC_Refund_Request_3_14_23_\(002\).pdf](#)

Tax Refund Applications

Backup Material

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 03/21/2023

REQUESTOR	AMY LEE BRADLEY GALLOWAY
ADDRESS	12631 LAUREL MEADOW WAY HOUSTON TX 77014
OWNER NAME	AMY LEE BRADLEY GALLOWAY
PROP ID#	420727
REFUND AMOUNT	\$ 33.86

REQUESTOR	BINDING CORP
ADDRESS	1100 TURKEY CREEK SUITE A BRYAN TX 77801
OWNER NAME	MALA FAMILY LIMITED PARTNERSHIP
PROP ID#	393628
REFUND AMOUNT	\$ 39.45

REQUESTOR	BROWN BEAR REAL ESTATE & FINANCIAL SERVICES
ADDRESS	PO BOX 2254 MISSOURI CITY TX 77459
OWNER NAME	BROWN BEAR REAL ESTATE & FINANCIAL SERVICES
PROP ID#	44713
REFUND AMOUNT	\$ 7.00

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

REQUESTOR	
ADDRESS	
OWNER NAME	
PROP ID#	
REFUND AMOUNT	

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

GALLOWAY AMY LEE BRADLEY
% MCMILLIAN LENORA
12631 LAUREL MEADOW WAY
HOUSTON TX 77014-2465

PROPERTY DESCRIPTION

Legal: SFA #9, BLOCK 29, LOT 25 (TR-313), Undivided Interest 25.0000000000%
Address: 1526 W MARTIN LUTHER KING JR ST ,
Account # 420727

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2022	01/31/2023	\$129.16	\$33.86

Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

GALLOWAY AMY LEE BRADLEY
% MCMILLIAN LENORA
12631 LAUREL MEADOW WAY
HOUSTON TX 77014-2465

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

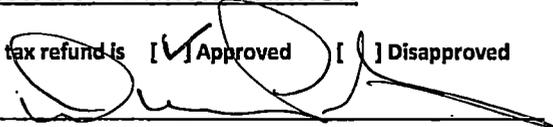
Phone #

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

3/21/23

Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

TAX RECEIPT

02/09/2023 10:48AM

KRISTEEN ROE, CTA PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number	
3244108	
Date Posted	01/31/2023
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$129.16

PAID BY:

GALLOWAY AMY LEE BRADLEY
 % MCMILLIAN LENORA
 12631 LAUREL MEADOW WAY
 HOUSTON, TX 77014-2465

Property ID	Geo	Legal Acres	Owner Name and Address
420727	555000-0029-0252	0.0000	GALLOWAY AMY LEE BRADLEY % MCMILLIAN LENORA 12631 LAUREL MEADOW WAY HOUSTON, TX 77014-2465
Legal Description			
SFA #9, BLOCK 29, LOT 25 (TR-313), Undivided Interest 25.000000000000%			
Situs		DBA Name	
1526 W MARTIN LUTHER KING JR ST			

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2022	0.00000	0	148222	N	33.86	0.00	0.00	0.00	0.00	33.86
BRAZOS COUNTY	2022	0.42941	20,585	47305	N	18.66	0.00	0.00	0.00	0.00	18.66
CITY OF BRYAN	2022	0.62400	20,585	47305	N	27.12	0.00	0.00	0.00	0.00	27.12
BRYAN ISD	2022	1.13960	20,585	47305	N	49.52	0.00	0.00	0.00	0.00	49.52
Balance Due As Of 01/31/2023: -33.86											129.16

Tender	Details	Description	Amount
Check	1826		129.16
			129.16

Operator	Batch		Total Paid
lemerson	44752 (02092023_LE)		129.16

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

MALA FAMILY LIMITED PARTNERSHIP
% SMITH MARK
5215 S SCOUT ISLAND CIR
AUSTIN TX 78731-3378

OR/ 1100 Turkey Creek
Suite A
Bryan, TX 77801

PROPERTY DESCRIPTION

Legal: KRENEK, SPACE 307, SER# L25768, HUD# NTA1658742
Address: 1602 FINFEATHER RD 307,
Account # 393628

TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2022	10/31/2022	\$593.06	\$39.45

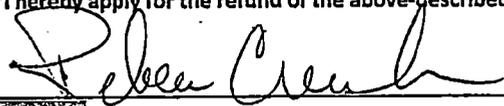
Taxpayer's reason for refund: OP-Overpayment

REFUND TO:

BINDING CORP
1100 TURKEY CREEK SUITE A
BRYAN, TX 77801

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

3/3/2023
Date

974-739-5641
Phone #

cheshawcreech@ymail.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

3/21/23
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

11/02/2022 09:25AM

** DUPLICATE **

KRISTEEN ROE, CTA PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number	
3167561	
Date Posted	10/31/2022
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$593.06

PAID BY:

BINDINGS CORP
 1100 TURKEY CREEK
 SUITE A
 BRYAN, TX 77801

Property ID	Geo	Legal Acres
393628	702018-0000-1113	0.0000
Legal Description		
KRENEK, SPACE 307, SER# L25768, HUD# NTA1658742		
Situs	DBA Name	
1602 FINFEATHER RD 307,		

Owner Name and Address
LOPEZ JORGE & ROSALINDA ROMERO 1602 FINFEATHER RD TRLR 307 BRYAN, TX 77801-1141

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd.
Z REFUND ENTITY	2022	0.00000	0	145309	N	39.45	0.00	0.00	0.00	0.00	39.45
BRAZOS COUNTY	2022	0.42941	25,244	78253	N	108.40	0.00	0.00	0.00	0.00	108.40
CITY OF BRYAN	2022	0.62400	25,244	78253	N	157.53	0.00	0.00	0.00	0.00	157.53
BRYAN ISD	2022	1.13960	25,244	78253	N	287.68	0.00	0.00	0.00	0.00	287.68
											593.06

Balance Due As Of 10/31/2022: -39.45

Tender	Details	Description	Amount
Check	REPOST	MH Escrow	593.06
			593.06

Operator	Batch	Total Paid
ahines	43099 (2022_MH Escrow)	593.06

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

BROWN BEAR REAL ESTATE &
FINANCIAL SERVICES INC * JAMES O CARTER
PO BOX 2254
MISSOURI CITY TX 77459-9254

PROPERTY DESCRIPTION

Legal: SUNSET PH 2, BLOCK 4, LOT 8
Address: 1014 W 16TH ST ,
Account # 44713

TAX PAYMENT INFORMATION

<u>Name of Taxing Unit</u>	<u>Tax Year of Refund</u>	<u>Payment Date</u>	<u>Amount Paid</u>	<u>Refund Amount Requested</u>
ZREFUND	2022	01/31/2023	\$1270.18	\$7.00

Taxpayer's reason for refund: DP-Overpayment

REFUND TO:

BROWN BEAR REAL ESTATE &
FINANCIAL SERVICES INC * JAMES O CARTER
PO BOX 2254
MISSOURI CITY TX 77459-9254

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

03/07/2023
Date

(713) 894-3843
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

3/21/23
Date

Authorized Officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code

Authorized Officer Signature

Date

TAX RECEIPT

02/09/2023 02:01PM

KRISTEEN ROE, CTA PH# (979) 775-9930
 BRAZOS COUNTY TAX ASSESSOR COLLECTOR
 4151 COUNTY PARK CT
 BRYAN, TX 77802

Receipt Number

3244214

Date Posted 01/31/2023
 Payment Type P
 Payment Code Over/Refund
 Total Paid \$1,270.18

PAID BY:

BROWN BEAR REAL ESTATE &
 FINANCIAL SERVICES INC * JAMES O CARTER
 PO BOX 2254
 MISSOURI CITY, TX 77459-9254

Property ID	Geo	Legal Acres	Owner Name and Address								
44713	591000-0204-0080	0.0000	BROWN BEAR REAL ESTATE & FINANCIAL SERVICES INC * JAMES O PO BOX 2254 MISSOURI CITY, TX 77459-9254								
			Legal Description								
			Situs	DBA Name							
			SUNSET PH 2, BLOCK 4, LOT 8								
			1014 W 16TH ST								
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage Amount Pd	
Z REFUND ENTITY	2022	0.00000	0	146249	N	7.00	0.00	0.00	0.00	7.00	
BRAZOS COUNTY	2022	0.42941	57,600	16826	N	247.34	0.00	0.00	0.00	247.34	
CITY OF BRYAN	2022	0.62400	57,600	16826	N	359.43	0.00	0.00	0.00	359.43	
BRYAN ISD	2022	1.13960	57,600	16826	N	656.41	0.00	0.00	0.00	656.41	
										1,270.18	

Balance Due As Of 01/31/2023: -7.00

Tender	Details	Description	Amount
Check	5863		1270.18
			1270.18

Operator Batch
 tmoore 44747 (02/09/2023TM)

Total Paid
 1,270.18



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office NUMBER:
DATE OF COURT MEETING: 3/21/2023
ITEM: • FY 22/23 Budget Amendments 24.01 - 24.10
TO: Commissioners Court
FROM: Nina Payne
DATE: 03/16/2023
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00
ACTION REQUESTED OR ALTERNATIVES: Request approval.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
24_Coversheet.pdf	24 Coversheet	Cover Memo
24.01 - 24.10.pdf	Budget Amendments 24.01 - 24.10	Backup Material

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENT(S) FOR THE 2022-2023 BUDGET YEAR

NO. 22/23 24.01 – 24.10

On this the 21st day of March 2023 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

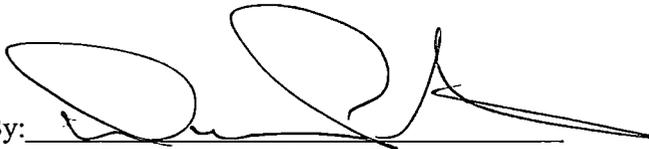
The following proceedings were held:

THAT WHEREAS, on 21st day of March 2023 the Court heard and approved a budget amendment(s) for the 2022-2023 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 6 September 2022, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

ADOPTED AND APPROVED this the 21st day of March 2023.

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
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:
DATE OF COURT MEETING: 3/21/2023
ITEM: • a. Employment & Separations
TO: Commissioners Court
DATE: 03/16/2023
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Employment Separations - Public - 03-21-2023.pdf	Employment & Separations Cover Sheet	Cover Memo



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: • b. Personnel Action Forms

TO: Commissioners Court

DATE: 03/16/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[PAF_03-21-2023.docx](#)

Description

Cover Sheet

Type

Cover Memo

Personnel Change of Status

(Mar 15, 2023)

Commissioners' Court Date: 03-21-2023
Department Submitting Information: Human Resources
Purpose of Submissions: Consider and Take Action on Change

Employment

Department Name	Employee Name
Tax Assessor - Collector - Administration	Becerra, Carolyn
County Attorney - Administration	Eyre, Jerry
Tax Assessor - Collector - Administration	Manchaca, Kristi
County Agriculture Extension - Administration	Montoya, Kellie
Tax Assessor - Collector - Administration	Rodríguez, Jessica
Sheriff Office - Administration	Romine, Tatum*

Separations

Department Name	Employee Name

Approved in Commissioners' Court: 03-21-2023

County Judge's or Commissioner's Signature:



(This Copy to be attached to minutes)

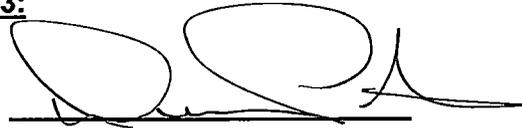
**PERSONNEL
CHANGE OF STATUS REQUESTS**

Commissioner Court Date: 03-21-2023
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
Sheriff Office – CSISD School Security	Price, Johnnie	Change of Status

Approved in Commissioners' Court: 03-21-2023:

County Judge's or Commissioner's Signature:
(This Copy to be attached to minutes)

A handwritten signature in black ink, appearing to be "Johnnie Price", written over a horizontal line.



BRAZOS COUNTY
BRYAN, TEXAS

CLAIMS

COMMISSIONERS COURT MEETING: **March 21, 2023**

CLAIMS TO BE PAID BY BRAZOS COUNTY:

CLAIM # **8121107**

Thru

CLAIM # **8121243**

CLAIM # **9007069**

CLAIM # **9007119**

The Court voted unanimously to approve these Claims as submitted.

Duane Peters
County Judge

Karen McQueen

By: Chief Deputy



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 3/21/2023

ITEM: Acknowledgement of FY 2022-2023 Budget to Actuals by Fund as of March 15, 2023.
Acknowledgement of FY 2022-2023 Contingency Budget to Actuals as of March 15, 2023.

TO: Commissioners Court

FROM: Nina Payne

DATE: 03/14/2023

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[FY_2023_Actuals.pdf](#)

FY 2022-2023 Budget to Actuals as of 3/15/2023

Backup Material

[Contingency_Actuals_FY_2023.pdf](#)

FY 2022-2023 Contingency Budget to Actuals as of
3/15/2023

Backup Material

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 01000 General Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	109,254,629	116,116,899	127,148,000	94,570,887	74%
Charges for Services	12,187,206	14,007,731	11,771,570	4,853,899	41%
Interest Income	851,666	1,233,588	2,440,000	1,991,083	82%
Other Revenue	2,310,582	2,105,454	1,698,700	371,160	22%
Reserves	-	-	51,760,370	-	-
Intergovernmental	7,384,631	9,344,605	8,916,000	7,680,286	86%
Other Financing Sources	630,708	1,565,379	210,000	20,102	10%
Total Revenue	\$132,619,422	\$144,373,655	\$203,944,640	\$109,487,417	54%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	43,230,879	44,652,228	54,453,426	20,953,703	38%
Outside Labor Costs	118,536	186,676	163,000	104,348	64%
Benefits	24,617,595	27,150,252	31,761,343	11,791,289	37%
Discretionary Spending	-	-	22,865,013	-	-
Supplies and Other Charges	6,699,037	7,681,618	16,208,929	3,980,110	25%
Repairs and Maintenance	4,054,859	2,354,842	14,599,252	1,053,767	7%
Minor Acquisitions	(4,884)	-	0	-	-
Contractual Services	6,143,699	8,721,285	6,899,835	3,108,909	45%
Professional Services	4,044,697	4,303,755	12,856,623	2,554,576	20%
Community Contracts	4,325,964	4,615,488	5,717,045	2,962,360	52%
Capital Outlay	5,352,256	5,302,428	16,496,639	2,956,573	18%
Other Financing Uses	1,212,114	4,709,639	21,923,535	294,951	1%
Total Expense	\$99,794,753	\$109,678,212	\$203,944,640	\$49,760,586	24%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 02000 County Health Endowment
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	7,694	1,390	-	-
Intergovernmental	86,174	101,339	-	-
Total Revenue	\$93,869	\$102,730	-	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Other Financing Uses	-	1,010,633	-	-
Total Expense	-	\$1,010,633	-	-

**Brazos County, Texas
 FY 2022-2023 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 06000 Non Capital

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	491,675	279,430	0	-
Repairs and Maintenance	368,095	192,199	0	-
Contractual Services	254,074	283,040	0	-
Professional Services	3,002	161,021	-	-
Other Financing Uses	197,928	-	-	-
Total Expense	\$1,314,774	\$915,691	\$0	-

**Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund**

Fund: 11000 Hotel Occupancy Tax Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	2,261,435	3,360,758	2,600,000	1,215,060	47%
Interest Income	21,684	12,820	3,000	17,431	581%
Other Revenue	750	454	0	1,500	-
Reserves	-	-	638,788	-	-
Total Revenue	\$2,283,870	\$3,374,031	\$3,241,788	\$1,233,990	38%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	134,904	98,264	161,033	35,590	22%
Benefits	64,780	45,799	75,879	18,294	24%
Supplies and Other Charges	34,570	178,495	155,930	19,912	13%
Repairs and Maintenance	224,439	21,600	855,000	-	-
Contractual Services	101,016	127,582	201,790	41,659	21%
Professional Services	5,300	5,300	95,319	5,300	6%
Community Contracts	397,979	914,481	800,000	565,710	71%
Capital Outlay	89,640	20,704	896,837	41,473	5%
Other Financing Uses	-	1,165,715	-	-	-
Total Expense	\$1,052,629	\$2,577,941	\$3,241,788	\$727,939	22%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 12000 State Lateral Road Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	1,381	276	300	902	301%
Intergovernmental	30,566	30,417	30,000	30,347	101%
Total Revenue	\$31,947	\$30,693	\$30,300	\$31,249	103%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Capital Outlay	-	-	30,300	-
Total Expense	-	-	\$30,300	-

**Brazos County, Texas
 FY 2022-2023 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 13000 Unclaimed Property Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	2,095	387	200	1,665	833%
Reserves	-	-	65,000	-	-
Total Revenue	\$2,095	\$387	\$65,200	\$1,665	3%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	-	65,200	-
Total Expense	-	-	\$65,200	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 15000 Law Library Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	52,755	28,463	34,000	7,565	22%
Interest Income	390	48	0	18	-
Reserves	-	-	22,000	-	-
Total Revenue	\$53,145	\$28,511	\$56,000	\$7,583	14%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	56,183	59,063	56,000	33,973	61%
Total Expense	\$56,183	\$59,063	\$56,000	\$33,973	61%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 16000 Local Provider Participation
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	12,418,831	36,793,246	35,500,000	31,090,650	88%
Interest Income	138,097	50,392	10,000	84,436	844%
Other Revenue	138,214	460,822	460,000	397,231	86%
Reserves	-	-	15,300,000	-	-
Total Revenue	\$12,695,142	\$37,304,461	\$51,270,000	\$31,572,317	62%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Community Contracts	27,192,927	26,568,700	51,250,000	10,972,049	21%
Other Financing Uses	20,000	20,000	20,000	20,000	100%
Total Expense	\$27,212,927	\$26,588,700	\$51,270,000	\$10,992,049	21%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 17000 Alternative Dispute
 Resolution Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Charges for Services	39,524	0	0	-
Other Financing Sources	25,000	0	0	-
Total Revenue	\$64,524	\$0	\$0	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Community Contracts	64,524	0	0	-
Total Expense	\$64,524	\$0	\$0	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 18000 Law Enforcement Education
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Reserves	-	-	65,854	-	-
Intergovernmental	16,866	14,928	14,350	14,872	104%
Total Revenue	\$16,866	\$14,928	\$80,204	\$14,872	19%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	5,780	11,984	80,204	11,871	15%
Total Expense	\$5,780	\$11,984	\$80,204	\$11,871	15%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 19000 County Records
Management Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Charges for Services	205,777	23,569	0	313
Interest Income	5,571	935	0	2,709
Reserves	-	-	673,000	-
Other Financing Sources	226,063	42,545	-	-
Total Revenue	\$437,410	\$67,049	\$673,000	\$3,022

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Salaries and Wages	150,276	35,086	-	-
Benefits	86,456	21,497	-	-
Supplies and Other Charges	6,097	87	673,000	-
Repairs and Maintenance	778	-	-	-
Contractual Services	3,023	524	-	-
Capital Outlay	14,014	-	-	-
Total Expense	\$260,644	\$57,194	\$673,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20000 County Clerk Records
Management Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	333,459	454,677	400,000	147,637	37%
Interest Income	10,710	5,390	1,000	5,837	584%
Reserves	-	-	1,362,000	-	-
Total Revenue	\$344,170	\$460,067	\$1,763,000	\$153,474	9%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	97,330	105,859	119,616	48,981	41%
Benefits	59,644	72,410	78,999	27,704	35%
Supplies and Other Charges	843	21,476	1,439,045	725	0%
Contractual Services	76,923	103,091	125,340	104,969	84%
Total Expense	\$234,740	\$302,836	\$1,763,000	\$182,379	10%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 20010 County Clerk Archival Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	381,325	387,387	390,000	114,620	29%
Interest Income	14,965	5,682	1,000	5,726	573%
Reserves	-	-	1,281,000	-	-
Total Revenue	\$396,290	\$393,069	\$1,672,000	\$120,346	7%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	-	1,172,000	-	-
Contractual Services	506,610	299,991	500,000	89,450	18%
Other Financing Uses	172,530	-	-	-	-
Total Expense	\$679,140	\$299,991	\$1,672,000	\$89,450	5%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22000 Courthouse Security Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	115,216	105,826	86,700	45,356	52%
Interest Income	2,093	180	0	1,734	-
Other Revenue	1,558	-	-	-	-
Reserves	-	-	247,000	-	-
Other Financing Sources	387,223	442,325	294,951	294,951	100%
Total Revenue	\$506,089	\$548,331	\$628,651	\$342,041	54%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	274,968	318,556	407,356	168,529	41%
Benefits	123,712	132,453	203,874	72,131	35%
Supplies and Other Charges	2,777	5,352	4,410	615	14%
Repairs and Maintenance	8,333	16,733	12,000	4,367	36%
Community Contracts	-	-	1,011	576	57%
Capital Outlay	-	7,100	-	-	-
Total Expense	\$409,790	\$480,194	\$628,651	\$246,218	39%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 22010 Justice Court Security Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	32,852	33,291	31,000	12,898	42%
Interest Income	1,233	236	0	746	-
Reserves	-	-	171,000	-	-
Total Revenue	\$34,085	\$33,527	\$202,000	\$13,643	7%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Repairs and Maintenance	-	7,821	10,000	-
Contractual Services	-	-	10,000	-
Professional Services	-	8,129	57,000	-
Capital Outlay	-	-	125,000	-
Total Expense	-	\$15,950	\$202,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23000 District Clerk Records
Management Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	18,782	61,726	27,000	32,814	122%
Interest Income	1,891	334	0	1,222	-
Reserves	-	-	240,000	-	-
Total Revenue	\$20,672	\$62,060	\$267,000	\$34,035	13%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	28,666	5,739	20%
Benefits	-	-	2,366	447	19%
Supplies and Other Charges	-	-	171,668	-	-
Contractual Services	-	-	23,000	19,989	87%
Professional Services	-	-	29,300	-	-
Capital Outlay	-	-	12,000	-	-
Total Expense	-	-	\$267,000	\$26,175	10%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 23010 District Clerk Archival Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	20,070	5,670	7,500	295	4%
Interest Income	499	69	0	64	-
Reserves	-	-	27,000	-	-
Total Revenue	\$20,569	\$5,739	\$34,500	\$359	1%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	34,348	28,569	28,666	10,185	36%
Benefits	2,900	2,233	2,238	792	35%
Professional Services	-	3,522	3,596	-	-
Total Expense	\$37,248	\$34,324	\$34,500	\$10,977	32%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24000 Justice of the Peace
 Technology Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	29,701	28,441	27,500	10,924	40%
Interest Income	1,535	276	-	734	-
Reserves	-	-	168,000	-	-
Total Revenue	\$31,236	\$28,717	\$195,500	\$11,658	6%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	6,014	39,945	169,505	717	0%
Contractual Services	-	798	1,875	889	47%
Professional Services	-	-	24,120	-	-
Total Expense	\$6,014	\$40,743	\$195,500	\$1,606	1%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 24010 County and District Court
 Technology Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	8,098	9,750	9,000	3,912	43%
Interest Income	824	146	0	454	-
Reserves	-	-	105,000	-	-
Total Revenue	\$8,922	\$9,896	\$114,000	\$4,366	4%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	-	114,000	-
Total Expense	-	-	\$114,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 25000 Forfeiture Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	1,777	7,821	0	3,233	-
Interest Income	329	58	0	155	-
Reserves	-	-	35,000	-	-
Total Revenue	\$2,106	\$7,879	\$35,000	\$3,388	10%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	1,762	-	35,000	725	2%
Total Expense	\$1,762	-	\$35,000	\$725	2%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 26000 District Attorney Hot Check
 Collections Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	40	7	0	20
Other Revenue	300	75	0	-
Reserves	-	-	4,650	-
Total Revenue	\$340	\$82	\$4,650	\$20

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	-	4,650	-
Total Expense	-	-	\$4,650	-

**Brazos County, Texas
 FY 2022-2023 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 27000 Bail Bond Board Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	897	151	0	429	-
Other Revenue	2,500	2,000	2,000	500	25%
Reserves	-	-	99,000	-	-
Total Revenue	\$3,397	\$2,151	\$101,000	\$929	1%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Salaries and Wages	727	304	4,001	-
Benefits	303	144	1,001	-
Supplies and Other Charges	-	274	95,998	-
Total Expense	\$1,031	\$722	\$101,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 28000 Voter Registration Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	82	13	0	-
Reserves	-	-	8,000	-
Intergovernmental	2,120	33,460	54,145	-
Total Revenue	\$2,202	\$33,473	\$62,145	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	621	1,461	60,345	796	1%
Contractual Services	-	20,201	1,800	15,733	874%
Professional Services	-	20,500	-	-	-
Total Expense	\$621	\$42,162	\$62,145	\$16,529	27%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 29000 Vehicle Inventory Interest
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	2,590	3,624	2,500	8,380	335%
Interest Income	8,670	4,142	1,250	8,382	671%
Reserves	-	-	312,000	-	-
Total Revenue	\$11,260	\$7,767	\$315,750	\$16,762	5%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	11,100	-	-
Benefits	-	-	2,777	-	-
Supplies and Other Charges	2,706	5,438	271,373	473	0%
Repairs and Maintenance	-	-	1,000	240	24%
Contractual Services	-	-	2,000	-	-
Professional Services	-	-	7,500	-	-
Capital Outlay	-	-	20,000	-	-
Total Expense	\$2,706	\$5,438	\$315,750	\$713	0%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 30000 Brazos County Grant Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Other Revenue	2,639	-	0	-	-
Reserves	-	-	61,000	-	-
Intergovernmental	5,930,595	5,175,775	3,645,058	1,429,988	39%
Other Financing Sources	489,915	300,769	685,584	-	-
Total Revenue	\$6,423,149	\$5,476,543	\$4,391,642	\$1,429,988	33%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	1,648,314	1,328,022	1,944,843	604,887	31%
Outside Labor Costs	15,452	-	-	-	-
Benefits	728,952	640,754	1,039,951	299,865	29%
Supplies and Other Charges	332,812	233,515	1,257,236	10,323	1%
Repairs and Maintenance	3,461	937,236	8,150	15	0%
Contractual Services	2,609,061	2,055,371	141,462	64,413	46%
Professional Services	-	3,840	-	-	-
Capital Outlay	1,084,853	322,412	-	127,469	-
Total Expense	\$6,422,905	\$5,521,150	\$4,391,642	\$1,106,973	25%

**Brazos County, Texas
 FY 2022-2023 Budget to Actuals -
 Revenue and Expenditure
 Categories Report by Fund**

Fund: 31000 American Rescue Plan Act

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	1,392	(1,392)	0	-	-
Reserves	-	-	29,503,000	-	-
Intergovernmental	6,582,430	8,445,192	0	7,299,824	-
Total Revenue	\$6,583,821	\$8,443,800	\$29,503,000	\$7,299,824	25%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	147,962	-	-
Benefits	-	-	52,875	-	-
Discretionary Spending	6,419,821	8,445,192	29,302,163	7,299,824	25%
Supplies and Other Charges	84,531	-	-	-	-
Contractual Services	78,078	-	-	132,000	-
Total Expense	\$6,582,430	\$8,445,192	\$29,503,000	\$7,431,824	25%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 33000 Sheriff's Office Crime Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	885	267	0	250
Other Revenue	330	1,600	0	-
Reserves	-	-	126,750	-
Total Revenue	\$1,215	\$1,867	\$126,750	\$250

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	9,211	85	92,750	2,842	3%
Repairs and Maintenance	-	-	4,000	1,369	34%
Capital Outlay	11,374	-	30,000	-	-
Other Financing Uses	-	10,000	-	-	-
Total Expense	\$20,585	\$10,085	\$126,750	\$4,211	3%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 34000 District Attorney Crime
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	77,337	80,558	20,000	9,651	48%
Interest Income	1,796	341	0	1,052	-
Reserves	-	-	243,000	-	-
Total Revenue	\$79,133	\$80,899	\$263,000	\$10,703	4%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	10,812	14,390	20,323	8,877	44%
Benefits	6,860	7,935	9,660	4,281	44%
Supplies and Other Charges	6,466	24,089	213,017	7,828	4%
Contractual Services	7,000	314	20,000	180	1%
Capital Outlay	-	5,782	-	-	-
Total Expense	\$31,138	\$52,509	\$263,000	\$21,165	8%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 35000 Primary Election Services
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	63,419	38,109	25,000	70,904	284%
Interest Income	141	67	0	-	-
Reserves	-	-	16,000	-	-
Total Revenue	\$63,560	\$38,176	\$41,000	\$70,904	173%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	6,188	8,563	37,600	-	-
Repairs and Maintenance	-	-	1,000	-	-
Contractual Services	2,439	65,448	2,400	7,324	305%
Total Expense	\$8,628	\$74,011	\$41,000	\$7,324	18%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 39010 Brazos County Housing
 Finance Corporation

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	2,853	-	5,000	2,500	50%
Interest Income	1,713	1,004	0	690	-
Reserves	-	-	104,000	-	-
Total Revenue	\$4,566	\$1,004	\$109,000	\$3,190	3%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Supplies and Other Charges	-	323	4,735	-
Professional Services	1,426	-	104,265	-
Total Expense	\$1,426	\$323	\$109,000	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 41000 General Obligation Debt
 Service Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Taxes	11,054,562	10,766,578	9,070,000	8,805,846	97%
Interest Income	113,026	89,607	91,000	37,895	42%
Reserves	-	-	100,000	-	-
Other Financing Sources	-	1,165,715	0	-	-
Total Revenue	\$11,167,588	\$12,021,900	\$9,261,000	\$8,843,741	95%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Debt Service	10,748,560	17,009,447	9,261,000	1,209,487	13%
Total Expense	\$10,748,560	\$17,009,447	\$9,261,000	\$1,209,487	13%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43170 2017 Certificates of
Obligation

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	31,353	0	0	4,522
Other Revenue	956	-	0	-
Total Revenue	\$32,308	\$0	\$0	\$4,522

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date
Capital Outlay	1,748,279	-	-	-
Other Financing Uses	2,021,092	-	-	-
Total Expense	\$3,769,371	-	-	-

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 43200 2020 Certificates of
Obligation

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Interest Income	212,534	105,757	120,000	146,070	122%
Reserves	-	-	12,115,000	-	-
Other Financing Sources	25,800,928	-	-	-	-
Total Revenue	\$26,013,461	\$105,757	\$12,235,000	\$146,070	1%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	71,109	-	987,592	-	-
Contractual Services	145,000	1,130,456	3,839,519	207,565	5%
Capital Outlay	8,630,076	1,940,552	7,407,889	770,944	10%
Debt Service	126,034	-	-	-	-
Other Financing Uses	10,041,833	-	-	-	-
Total Expense	\$19,014,052	\$3,071,008	\$12,235,000	\$978,509	8%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 45000 General Permanent
Improvement Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Other Revenue	-	95,799	-	-
Reserves	-	-	9,472,000	-
Other Financing Sources	12,883,886	5,473,504	20,943,000	-
Total Revenue	\$12,883,886	\$5,569,303	\$30,415,000	-

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	-	11,500,000	-	-
Capital Outlay	3,409,858	11,813,336	18,915,000	588,513	3%
Other Financing Uses	-	24,942	-	-	-
Total Expense	\$3,409,858	\$11,838,278	\$30,415,000	\$588,513	2%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 50000 Health and Life Insurance
Fund

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date	Percent Received
Charges for Services	60	-	-	-	-
Interest Income	57,755	11,448	8,000	40,783	510%
Other Revenue	21,501,083	20,909,742	20,212,700	9,780,865	48%
Reserves	-	-	5,800,000	-	-
Total Revenue	\$21,558,897	\$20,921,190	\$26,020,700	\$9,821,648	38%

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	177,068	215,192	392,736	94,881	24%
Benefits	75,361	60,911	162,470	45,488	28%
Supplies and Other Charges	54,080	50,614	876,694	15,081	2%
Repairs and Maintenance	93	93	100	-	-
Contractual Services	19,203,282	17,991,568	24,276,500	8,686,753	36%
Professional Services	187,433	289,964	312,200	165,657	53%
Total Expense	\$19,697,317	\$18,608,343	\$26,020,700	\$9,007,860	35%

Brazos County, Texas
FY 2022-2023 Budget to Actuals -
Revenue and Expenditure
Categories Report by Fund

Fund: 93000 Regional Mobility Authority

Description	2020-2021 Actual Revenue	2021-2022 Actual Revenue	2022-2023 Adopted Budget	2022-2023 Actual Revenue To Date
Interest Income	694	88	-	135
Reserves	-	-	31,510	-
Total Revenue	\$694	\$88	\$31,510	\$135

Description	2020-2021 Actual Expenditures	2021-2022 Actual Expenditures	2022-2023 Adopted Budget	2022-2023 Expenditures to Date	Percent Spent
Salaries and Wages	16,589	10,755	12,122	5,171	43%
Benefits	3,937	2,503	7,114	1,258	18%
Supplies and Other Charges	1,438	1,362	3,728	467	13%
Repairs and Maintenance	12	12	23	-	-
Contractual Services	42	42	1,023	16	2%
Professional Services	7,500	7,500	7,500	7,875	105%
Total Expense	\$29,518	\$22,174	\$31,510	\$14,787	47%

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 01000 General Fund - Contingency

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Pre-Trial Bond Supervision Contingency - 10003000 *	8,867.00	-	8,867.00
Commissioner's Court Contingency - 11001500	4,711,433.00	(353,065.96)	4,358,367.04
District Attorney - Child Protective Services Contingency - 19010000 *	1,900.00	-	1,900.00
Courty 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	6,000,000.00	(353,065.96)	5,646,934.04

* Can only be used for that program or division

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 11000 HOT Fund Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
HOT Fund Contingency - 11002500	30,000.00	-	30,000.00
Total HOT Fund Contingency	30,000.00	-	30,000.00

* Can only be used for this fund

**Brazos County, Texas
FY 2022-2023 Contingency
Budget to Actuals by Fund**

Fund: 13000 Unclaimed Property Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 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 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 20000 County Clerk Records Management Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 21005000	1,430,545.00	(325,000.00)	1,105,545.00
Total Count Clerk Records Management Fund Contingency	1,430,545.00	(325,000.00)	1,105,545.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 20010 County Clerk Archival Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 21006000	1,172,000.00	-	1,172,000.00
Total Count Clerk Archival Fund Contingency	1,172,000.00	-	1,172,000.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 23000 District Clerk Records Management - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 20005000	171,668.00	(149,231.20)	22,436.80
Total District Clerk Records Management Fund Contingency	171,668.00	(149,231.20)	22,436.80

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 24000 Justice of the Peace Technology Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
JP Technology Administration - 24005000	14,547.00	-	14,547.00
JP Technology - JP #1 - 24005100	5,000.00	-	5,000.00
JP Technology - JP #2 - 24005200	500.00	-	500.00
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	30,047.00	-	30,047.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 25000 Forfeiture Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 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 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 26000 District Attorney Hot Check Collections Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 19006000	4,650.00	-	4,650.00
Total District Attorney Hot Check Collections Fund - Contingency	4,650.00	-	4,650.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 27000 Bail Bond Board Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 12006000	89,338.00	-	89,338.00
Total Bail Bond Board Fund - Contingency	89,338.00	-	89,338.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund:28000 Voter Registration Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 13005000	54,645.00	(42,745.00)	11,900.00
Total Voter Registration Fund - Contingency	54,645.00	(42,745.00)	11,900.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 29000 Vehicle Inventory Interest Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 13006000	244,623.00	(2,500.00)	242,123.00
Total Vehicle Inventory Interest Fund - Contingency	244,623.00	(2,500.00)	242,123.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 30000 Grant Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
HAVA - General Compliance - 212100	55,000.00	-	55,000.00
Texas Indigent Defense Commission - 272200	1,063,320.00	-	1,063,320.00
Metropolitan Planning - 424100	25,570.00	-	25,570.00
Total Grant Fund Contingency	1,143,890.00	-	1,143,890.00

* Can only be used for this fund and specific divisions

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 33000 Sheriff's Office Crime Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 28050000	29,150.00	-	29,150.00
Total Sheriff's Office Crime Fund Contingency	29,150.00	-	29,150.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 34000 District Attorney Crime Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 19200100	195,182.00	-	195,182.00
Total District Attorney Crime Fund Contingency	195,182.00	-	195,182.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 35000 Primary Election Services Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 21130000	30,900.00	(30,300.00)	600.00
Total Primary Election Services Fund Contingency	30,900.00	(30,300.00)	600.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 43200 2020 Certificates of Obligation - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Commissioner's Court Contingency - 11001500	987,592.00	(2.00)	987,590.00
Total 43200 2020 Certificates of Obligation Contingency	987,592.00	(2.00)	987,590.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 45000 General Permanent Improvement Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Commissioner's Court Contingency - 63110001	11,500,000.00	(45,330.98)	11,454,669.02
Total General Permanent Improvement Fund Contingency	11,500,000.00	(45,330.98)	11,454,669.02

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 50000 Health and Life Insurance Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Group Insurance - Admiration - 64005000	748,272.00	-	748,272.00
Health and Wellness Clinic - 64005100	3,157.00	-	3,157.00
Total Health and Life Insurance Fund Contingency	751,429.00	-	751,429.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 55000 Jail Commissary Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Jail Commissary - 28006000	1,131,700.00	(15.00)	1,131,685.00
Total Jail Commissary Fund Contingency	1,131,700.00	(15.00)	1,131,685.00

* Can only be used for this fund

**Brazos County, Texas
 FY 2022-2023 Contingency
 Budget to Actuals by Fund**

Fund: 58000 County Attorney Operating Fund - Contingency *

Department	2022-2023 Adopted Budget	2022-2023 Contingency Used	2022-2023 Remaining to Date
Contingency - 18006000	57,000.00	-	57,000.00
Total County Attorney Operating Fund Contingency	57,000.00	-	57,000.00

* Can only be used for this fund