



## **MINUTES**

**AUGUST 5, 2025**

### **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, August 5, 2025 with the following members of the Court present:

Kyle Kacal, Acting County Judge, Presiding;  
Bentley Nettles, Commissioner of Precinct 1;  
Chuck Konderla, Commissioner of Precinct 2;  
Fred Brown, Commissioner of Precinct 3;  
Wanda J. Watson, Commissioner of Precinct 4;  
Karen McQueen, County Clerk;

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

1. Invocation and Pledge of Allegiance

- U.S. and Texas Flag - Commissioner Watson

2. Call for Citizen input and/or concerns

Cathie Viens, resident of Precinct 4, addressed the Court concerning Elections, the tax rate, and the County website.

Christine Shimek, resident of Precinct 2, addressed the Court in favor of evidence based and fiscally responsible transportation improvements.

Cynde Wiley, resident of Precinct 1, addressed the Court concerning Elections. Ms. Wiley provided a copy of her statement for the record, it is attached hereto.

Kyle Greenwood, resident of Precinct 2, addressed the Court in favor of the action taken

to cancel the East Loop Project.

Chris Barnes, resident of Precinct 2, addressed the Court concerning cancellation of the East Loop Project and public engagement.

Marie Wood, resident of Precinct 1, addressed the Court concerning the health of Judge Peters and Elections.

**Consider and take action on agenda items: 3 - 29**

3. Approval of Resolution 25-007 naming the JJAEP training room at Juvenile Services the Joel M. Hein Juvenile Justice Training Room in honor of his contributions to our juvenile justice system.

The Court voted unanimously to adopt Resolution 25-007, naming the JJAEP training room at Juvenile Services the Joel M. Hein Juvenile Justice Training Room. Acting County Judge Kacal read aloud the Resolution and thanked Mr. Hein's family of his years of service and dedication to Brazos County.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

4. Approval of the following appointments to the Brazos County Public Defender's Office Oversight Board with a term of August 16, 2025 - August 15, 2026.
  - a. Michele Esparza
  - b. Fran Duane
  - c. Jamie Martin

The Court approved as submitted the list of appointments to the Brazos County Public Defender's Office Oversight Board. A copy is attached.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Bentley Nettles. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

5. Approval requested from Human Resources for acceptance of donated funds in the amount of \$8,863.09, from the Texas Association of Counties to be used for Employee Safety Equipment. Funds must be used through the TACRMP website.

A copy of the donation form is attached.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

6. Approval of the Order of Special Election for the November 4, 2025 Constitutional



Amendment Election.

A copy of the Order is attached.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Fred Brown. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

7. Permission to advertise an auction of surplus property.

Motion: Approve, Moved by Commissioner Bentley Nettles, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

8. Approval of Interlocal Cooperation Contract between Brazos County and The Texas Department of Public Safety (DPS) for the expedited analysis of drugs.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

9. Approval requested from Information Technology to pay out accumulated compensatory time to a part-time employee.

Commissioner Brown and Commissioner Nettles asked for clarification. Chief Information Officer Eric Caldwell and Human Resources Director Jennifer Salazar provided clarification.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

10. Approval to write off outstanding accounts receivable in the amount of \$238,707 owed by CapRock Hospital to the Local Provider Participation Fund for FY25.

Commissioner Brown explained that this is a budget neutral item.

Cynde Wiley, resident Precinct 1, addressed the Court concerning the LPPF.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Fred Brown. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

11. Approval of service fees for the offices of the Sheriff and Constables to be effective January 1, 2026.

Commissioner Nettles and Commissioner Brown noted additional information was needed before this could be approved.

On a motion to table from Commissioner Nettles, with a second from Commissioner Konderla, the Court voted unanimously to table this item.

Motion: Table, Moved by Commissioner Bentley Nettles, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

12. Approval of Agreement #25-085 Post-Adjudication Secure Residential Treatment of Juveniles with Harris County.

A copy of the agreement is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

13. Approval of Agreement #25-147 Tax Statements with VariVerge, LLC in the amount of \$73,319.35.

Cynde Wiley, resident of Precinct 1, addressed the Court concerning the approval of Agreement #25-147.

A copy of the agreement is attached.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

14. Approval of Contract #25-148 Cellphone Texting Archive Services with SMARSH Inc.

Commissioner Brown shared concerns with the contract renewal process.

Cathie Viens, resident of Precinct 4, addressed the Court concerning the approval of contract #25-148.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Bentley Nettles. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

15. Permission to Advertise RFP #25-151 Legal Representation of Juveniles.

Commissioner Watson expressed her desire to see the best legal representation for Brazos County juveniles.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

16. Approval of the following evaluation committee for RFP #25-151 Legal Representation of Juveniles.
- a. Commissioner Bentley Nettles - Precinct 1
  - b. Commissioner Chuck Konderla - Precinct 2
  - c. Commissioner Fred Brown - Precinct 3
  - d. Commissioner Wanda J. Watson - Precinct 4
  - e. Judge Kyle Hawthorne - 85th District Court
  - f. Judge John Brick - 272nd District Court
  - g. Judge David Hilburn - 361st District Court
  - h. Judge Jerrell Wise - 472nd District Court
  - i. Judge Amanda Matzke - County Court at Law 1
  - j. Judge Roy Brantley - County Court at Law 2
  - k. Judge Dana Zachary - Misdemeanor Associate Court
  - l. Judge Misty Sawn - Felony Associate Court/Juvenile Court Referee
  - m. Judge Kyle Kacal- County Judge

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

17. Approval of Contract #25-152 Secure Long-Term and Short-Term Residential Services with Hays County.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

18. Permission to Advertise RFP #CIP 25-527 Road & Bridge Office Building Renovations.

Commissioner Brown asked for clarification.  
Budget Officer Nina Payne provided clarification.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

19. Approval of the following evaluation committee for RFP #CIP 25-527 Road & Bridge Office Building Renovations.

- a. Trevor Lansdown - Director - Project Management
- b. William "Bill" Hadley - Capital Project Manager - Road & Bridge
- c. Prarthana Banerji - County Engineer - Road & Bridge
- d. Legal - Non-Voting
- e. Purchasing - Non-Voting

Commissioner Nettles moved to amend the main motions to add "f. Wyatt Hahn with Tom Green and Company Engineers". Commissioner Konderla seconded the motion

and the Court voted unanimously to approve the amendment.

Motion: Approve, Moved by Commissioner Bentley Nettles, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

The Court voted unanimously to approve the amended evaluation committee for RFP #CIP 25-527 Road and Bridge Office Building Renovations, as follows:

- a. Trevor Lansdown - Director - Project Management
- b. William "Bill" Hadley - Capital Project Manager - Road & Bridge
- c. Prarthana Banerji - County Engineer - Road & Bridge
- d. Legal - Non-Voting
- e. Purchasing - Non-Voting
- f. Wyatt Hahn - Tom Green and Company Engineers

Motion: Approve w/ Conditions, Moved by Commissioner Bentley Nettles, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

20. Approval of Contract #CIP 25-607 Records Archival Project - Probate Records with Kofile Technologies Inc.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Bentley Nettles. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

21. Approval of Contract #26-008 for Copier Maintenance with Texas Document Solutions.

A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

22. Approval of the Final Plat of Hunters Crossing Estates Phase 2, Lots 1 - 40; 52.03 Acres; G. H. Coleman Survey, A-10, Francis Henderson Survey, A-20; City of Bryan ETJ, Brazos County, Texas. Site is located in Precinct 2. Request was previously tabled during Commissioners Court Meeting held 7/29/2025.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

23. Approval of the Treasurer's Report for May 2025.

The Court voted unanimously to receive, approve and order filed as submitted the

Treasurer's report for May 2025. A copy is attached and made a part of these minutes.

Motion: Approve, Moved by Commissioner Wanda J. Watson, Seconded by Commissioner Chuck Konderla. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

24. Tax Refund Applications for the following:

**Overpayments**

- a. Douglas Morse - \$20.00
- b. Penelope Davis Munroe - \$6.00
- c. Ahyaan Enterprises - \$3,266.00

**Payment in Error**

- d. Denise & Herman Shirley - \$180.14

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

25. Budget Amendments.

- FY 24/25 Budget Amendments 40.01 - 40.02

40.01 - Reallocate funds for Capital Improvement Fund.

40.02 - Reallocate funds for Road and Bridge.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Bentley Nettles. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

26. Personnel Change of Status.

- Approval of Personnel Change of Status

A copy of the Personnel Change of Status is attached.

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Wanda J. Watson. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

27. Payment of Claims.

Approval of Payment of Claims

- a. 8211033 - 8211195
- b. 9205158 - 9205236

Motion: Approve, Moved by , Seconded by . Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

28. Convene into Executive Session pursuant to the following:

- a. Texas Government Code §551.071 to consult with attorney about pending or contemplated litigation and/or a settlement offer.
- b. Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated.
- c. Texas Government Code §551.0785 for deliberations involving medical or psychiatric records of a county employee.

At this point, the Acting County Judge announced the Court would consider items 30 through 33 and then return to convene into Executive Session.

Having considered the previously noted agenda items, General Counsel Bruce Erratt submitted a written determination that deliberation in an open meeting would have a detrimental effect on the position of the Court in negotiations with a third party. A motion was offered by Commissioner Konderla to meet in closed Executive Session as per Mr. Erratt's recommendation. The motion was seconded by Commissioner Brown and motion passed unanimously. At 10:59 a.m. the Acting County Judge announced the meeting closed to the public, so the Court could convene into Executive Session pursuant Texas Government Code to deliberate business and financial issues related to a contract being negotiated.

Convene into Executive Session pursuant to the following:

- a. Texas Government Code §551.071 to consult with attorney about pending or contemplated litigation and/or a settlement offer. The following individuals were asked to stay for this session.  
Aubrey Leggett, Executive Assistant  
Ed Bull, Chief of Staff/Civil Counsel  
Bruce Erratt, General Counsel  
Allison Lindblade, Assistant General Counsel  
Katie Conner, Auditor  
Marci Turner, First Assistant Auditor  
John Raggio, Nachawati Law Group (Via Video)
- b. Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated. The following individuals were asked to stay for this session.  
Aubrey Leggett, Executive Assistant  
Ed Bull, Chief of Staff/Civil Counsel  
Bruce Erratt, General Counsel  
Allison Lindblade, Assistant General Counsel  
Nina Payne, Budget Officer  
Charles Wendt, Purchasing Agent  
Prathana Banerji, County Engineer

Motion: Approve, Moved by Commissioner Chuck Konderla, Seconded by Commissioner Fred Brown. Passed. 5-0. Ayes: Brown, Kacal, Konderla, Nettles, Watson.

29. Consider and possible action on Executive Session.

At 11:40 a.m. the Acting County Judge announced the meeting open to the public and announced that no action would be taken on the Closed Executive Session.

30. Acknowledgement of the FY 2024-2025 Budget to Actuals by Fund as of July 30, 2025. Acknowledgement of the FY 2024-2025 Contingency Budget to Actuals by Fund as of July 30, 2025.

The Court acknowledged receipt of the 2024-2025 Budget to Actuals by Fund and Contingency Fund Budget to Actuals as of July 30, 2025.

31. Juvenile director's report on detention population.

Juvenile Director Linda Ricketson reported there are 23 juveniles in the detention center, 18 are male, 5 are female, and 25 have electronic monitors.

32. Sheriff's report on inmate population.

Sheriff Wayne Dicky reported there were 745 inmates in jail, 642 inmates are male, 103 are female, and 33 have electronic monitors.

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

Commissioner Nettles announced that a Precinct 1 Town Hall Meeting will be held on August 9, 2025 at 11:00am, at the Millican Community Center.

He also invited the community to come to the MPO meeting on August 6, 2025 at 9:30am, in the Commissioners Courtroom.

Commissioner Konderla expressed his appreciation for the service and dedication of both Ruth McLeod and Joel Hine.

Commissioner Brown shared that former Commissioner Steve Aldrich is recovering well from health issues and he thanked everyone for the prayers.

34. Adjourn.



**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 AUGUST 5, 2025 AT 10:00 AM IN THE  
COMMISSIONERS COURTROOM OF THE BRAZOS COUNTY  
ADMINISTRATION BUILDING, 200 S. TEXAS AVENUE, SUITE 106,  
BRYAN, TX 77803**

**THE PUBLIC MAY WATCH THE MEETING LIVE ON THE BRAZOS  
COUNTY COMMISSIONERS COURT YOUTUBE CHANNEL AT:  
[HTTPS://WWW.YOUTUBE.COM/@BRAZOSCOUNTY3227](https://www.youtube.com/@BRAZOSCOUNTY3227).**

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

**Consider and take action on agenda items: 3 - 29**

3. Approval of Resolution 25-007 naming the JJAEP training room at Juvenile Services the Joel M. Hein Juvenile Justice Training Room in honor of his contributions to our juvenile justice system.
4. Approval of the following appointments to the Brazos County Public Defender's Office Oversight Board with a term of August 16, 2025 - August 15, 2026.
  - a. Michele Esparza
  - b. Fran Duane
  - c. Jamie Martin
5. Approval requested from Human Resources for acceptance of donated funds in the amount of \$8,863.09, from the Texas Association of Counties to be used for Employee Safety Equipment. Funds must be used through the TACRMP website.
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9. Approval requested from Information Technology to pay out accumulated compensatory time to a part-time employee.
10. Approval to write off outstanding accounts receivable in the amount of \$238,707 owed by CapRock Hospital to the Local Provider Participation Fund for FY25.
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14. Approval of Contract #25-148 Cellphone Texting Archive Services with SMARSH Inc.
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16. Approval of the following evaluation committee for RFP #25-151 Legal Representation of Juveniles.
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  - b. Commissioner Chuck Konderla - Precinct 2
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  - d. Commissioner Wanda J. Watson - Precinct 4
  - e. Judge Kyle Hawthorne - 85th District Court
  - f. Judge John Brick - 272nd District Court
  - g. Judge David Hilburn - 361st District Court
  - h. Judge Jerrell Wise - 472nd District Court
  - i. Judge Amanda Matzke - County Court at Law 1
  - j. Judge Roy Brantley - County Court at Law 2
  - k. Judge Dana Zachary - Misdemeanor Associate Court
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  - m. Judge Kyle Kacal- County Judge
17. Approval of Contract #25-152 Secure Long-Term and Short-Term Residential Services with Hays County.
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19. Approval of the following evaluation committee for RFP #CIP 25-527 Road & Bridge Office Building Renovations.
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21. Approval of Contract #26-008 for Copier Maintenance with Texas Document Solutions.
22. Approval of the Final Plat of Hunters Crossing Estates Phase 2, Lots 1 - 40; 52.03 Acres; G. H. Coleman Survey, A-10, Francis Henderson Survey, A-20; City of Bryan

ETJ, Brazos County, Texas. Site is located in Precinct 2. Request was previously tabled during Commissioners Court Meeting held 7/29/2025.

23. Approval of the Treasurer's Report for May 2025.

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**Overpayments**

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- FY 24/25 Budget Amendments 40.01 - 40.02

26. Personnel Change of Status.

- Approval of Personnel Change of Status

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- a. 8211033 - 8211195
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Acknowledgement of the FY 2024-2025 Contingency Budget to Actuals by Fund as of July 30, 2025.

31. Juvenile director's report on detention population.

32. Sheriff's report on inmate population.

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

34. 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. Public participation sign-up sheets must be submitted at least five (5) minutes prior to the start of the posted meeting time. 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 81.023 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court. Those members of the public who are inappropriately attired and/or who do not conduct themselves in an orderly and appropriate manner will be ordered to leave the meeting. Refusal to abide by the Court's Order and/or continued disruption of the meeting may result in a Contempt of Court Citation.

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

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

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

## **INVOCATION**

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

The Commissioners Courtroom of the Brazos County Administration Building, 200 S. Texas Avenue, Suite 106, Bryan, TX 77803 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

5 DAY OF August, 20 25  
10:00 AM/PM, Regular

Name

(PLEASE PRINT)

Delia Sandoval

Aubrey Leggett

Sharyl Lowe

Nina Payne

Karen McQueen

Ahlie Peters-Bowman

Christina Shimelt

Cathy Viens

Sandra Meadows

Linda A Ricketson

BRANDON GRIMES

ERIC CALDWELL

Presley Nelson

Kathryn Battles

WM. Charles Wendt

Organization

(PLEASE PRINT)

Comm Court

Comm Court

Comm Court

Budget Office

Co. Clerk

Co Clerks Off

Brazos County Resident

taxpayer

Citizen

Juvenile

citizen /

BCIT

Purchasing

I

# BRAZOS COUNTY COMMISSIONER'S COURT

5<sup>th</sup> DAY OF August, 2025  
10:00 (AM)PM, Regular

**Name**

(PLEASE PRINT)

ANN Bone

Tavis Parsons

Charles Krepler

Joe Southern

Hannah Sivinski

Kimberly Gonzalez

Ed Bull

Stacey Kasberg

Andrew Lang

Joseph Tracy

Marc Alford

John LaGrange

Billy Melzou

Jennifer Salazar

Ignacio Contreras Jr

**Organization**

(PLEASE PRINT)

NAAOP

DA office

IT

The Eagle

Brazos Transit District

CD Judge

comm court

Juvenile

Gessner Engineering

Risk

self

debt

IT

HR

BCSO

# BRAZOS COUNTY COMMISSIONER'S COURT

5 DAY OF August, 2025  
10:00 ~~AM~~PM, Regular

Name

(PLEASE PRINT)

Victoria McElroy  
Marsha Anderson  
Mike Street  
Nick Philpotts Jr  
Luther & Alice Price  
Mary Hein  
Carol Jackson  
Randy Brissett  
Katie Collins  
Cherie Sivits  
Norman Sivits  
Melissa White  
Clyde Garland  
Cynde Wiley  
Katie Conner

Organization

(PLEASE PRINT)

Co. Clerk  
Co. Judge  
Self  
Citizen  
Citizens  
Citizen  
Juvenile  
Juvenile  
Juvenile  
Juvenile  
Self  
Self  
Andison

# BRAZOS COUNTY COMMISSIONER'S COURT

5 DAY OF August, 2025  
1000 AM/PM, Regular

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

Bruce Erratt

Paul Martinez

Bob Lamkin

Katherine Brandhuber

Kathy Brandhuber

Beverly Greenwood

Kyle Greenwood

Mary O Prince

Kevin Stuart

Brian Baker

Melissa Leonard

Wayne Dick

Chris Barnes

Donald Lampo

Marc Turner

Co Judge

S.O.

Project Mgmt

Citizen

Citizen

Citizen

Citizen

Texas AgriLife

BCSO

BCDA

tax office

S.O.

Self

Const. Pct 2

county auditor

BRAZOS COUNTY  
COMMISSIONER'S COURT

5 DAY OF August, 2025  
10:00 AM PM, Regular

Name

(PLEASE PRINT)

Tanya Skinner

Adam Pando

Mick White

Ceslie Contreras

Trudy Hancock

Prarthana Banerji

Dana Caehany

Wayland Van Ness

Organization

(PLEASE PRINT)

Collections

Citizen

Citizen

Risk

Elections

R4 B

Indigent Defense Assoc Gr. 1

Assoc. Court # 1



BRAZOS COUNTY  
COMMISSIONER'S COURT

5<sup>th</sup> DAY OF August, 2025  
10:00 (AM) PM, Regular

Name

(PLEASE PRINT)

David HilbornKaren JoynerCristian Villarreal

Organization

(PLEASE PRINT)

361<sup>st</sup> District CtITTreas

## 8.5.25 Cynde Wiley

---

Good Morning

You may be aware of whats happening in 28<sup>th</sup> Congressional Dist. in South Texas, Laredo area.

I summarized an article from Gateway Pundit and an individual involved.

Prior to and during the Nov. 2024 election, Congressman Henry Cuellar (D) was serving his 11<sup>th</sup> term in U.S. House Of Representatives and was under DOJ indictment on multiple charges for allegedly taking over \$600k from foreign entities between 2014-2021.

Cuellar remained on the ballot and “won” his seat in the Nov. 2024 race and his opponent, Jay Furman, contested the results. Trump (R) won this district by 7 points, Cuellar (D) won this same district by 5 points. Voting took place using a Texas SOS approved Electronic Voting System, ... same district, same election, same place, same MACHINES... Really ... opposite parties!!!!

**Furman submitted more than 80 affidavits and hundreds of legal declarations from voters who were claiming that Furmans name was not on their ballot, so they were denied the ability to choose.** Focus is on Webb County.

The Court of Appeals ordered an “immediate” forensic review of the ballots for Furman. Information from a participant in the process, ... the review process was interrupted and they were unable to complete copying the ballots. If you cannot complete the task ... you are denied the final results .. i.e. the evidence to determine a conclusion!!

And, if his name was missing ... The people would have been denied the right to choose their representative, therefore **“a selection”** was made using the Electronic Voting System (approved by Tx SoS), as the tool of choice to “select the winner” who will carry out someone else’s agenda. I really do not think this can be seen any other way. 9 months into this mess. **No**

**evidence seen ... does not indicate the absence of evidence, especially with using machines to record our precious votes. The treasure trove of evidence re election machine manipulations and dirty voter rolls being used to pick winners and losers is overwhelming.**

Texas Election departments can be run by either an election administrator or a county clerk. The county clerk is voted in by the people. An election administrator is appointed by an Election Commission, which consists of your county judge (chair), county clerk (vice chair), tax assessor, and each party chair. Together those 5 will make that choice for the entire county. The county commissioners court, at any time, can choose the process of how their county will conduct elections. If a county commissioners court chooses to participate in having an appointed election administrator then they share in the success or failure of that persons tasks. If the county commissioners court chooses to participate in having a county clerk then the success or failure of that person is carried on the shoulders of the people.

Texas County Wide Polling Program (CWPP) is flawed. It can allow ones ballot to be traced back to a voter. The reaction to this revelation by our SoS has compounded this issue by now making the results, unauditale by citizens. Vote total manipulations have been identified re the Electronic Voting Systems. The lack of accurate Voter roll maintenance has been identified. We need to honestly look at the foregoing issues and deal with the problems per Trumps EO 14248.... Just as you did re the East Loop. Eliminate CWPP, dump the machines, hand mark our ballots, tabulate our ballots using tabulators and verified by hand counting of the people.



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Juvenile Services

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Resolution 25-007 naming the JJAEP training room at Juvenile Services the Joel M. Hein Juvenile Justice Training Room in honor of his contributions to our juvenile justice system.

TO: Commissioners Court

FROM: Linda Ricketson

DATE: 07/17/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Approval

**ATTACHMENTS:**

**File Name**

[Resolution - Joel M. Hein.pdf](#)

**Description**

Resolution - Joel M. Hein

**Type**

Cover Memo



## **RESOLUTION**

***NAMING THE JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM  
TRAINING ROOM AT BRAZOS COUNTY JUVENILE SERVICES,  
1904 STATE HIGHWAY 21 WEST,  
THE JOEL M. HEIN JUVENILE JUSTICE TRAINING ROOM***

**WHEREAS**, Joel M. Hein dedicated 32 years to the Brazos County Juvenile Services Department in Detention, Intake, Placement and as the Deputy Director of Community Services and served the youth and families of Brazos County, and

**WHEREAS**, Deputy Director Heins' humor, warm smile, generosity, and encouragement touched the lives; both in the department and throughout the community, and

**WHEREAS**, Deputy Director Hein was an inspiration to us all, leaving behind a legacy of compassion, leadership and unwavering support for others, and

**WHEREAS**, Deputy Director Hein forged many relationships with this community and loved working with those community partners such as the Reality Education for Driver's Program (RED), the Art for Life Program, the Federal Prison Let's Talk Program, and many volunteers, mentors and interns, and

**WHEREAS**, Deputy Director Heins' coworkers characterized him as exuberant, devoted, entertaining, altruistic, constant compassion, inspirational, Godly, noble, genuine, hilarious and steadfast, and

**WHEREAS**, Deputy Director Hein will never be able to be replaced, we will honor him and continue to encourage the juveniles and families as he did, and

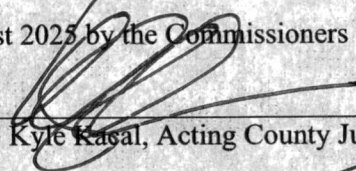
**WHEREAS**, Deputy Director Hein made our lives so much better because he was a part of them, and

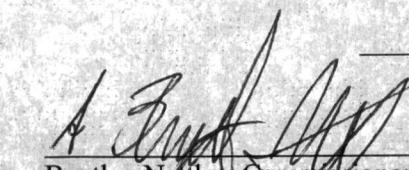
**WHEREAS**, the Commissioners Court and the Brazos County Juvenile Services Department wish to express appreciation for Deputy Director Hein's dedication.

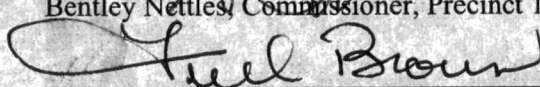
**NOW, THEREFORE**, the Commissioners Court of Brazos County do hereby declare the name of the training room in the Juvenile Justice Alternate Education Program at Brazos County Juvenile Services, 1904 Highway 21 West, to be the

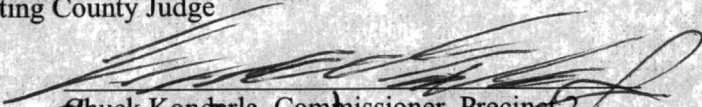
### **JOEL M. HEIN JUVENILE JUSTICE TRAINING ROOM**

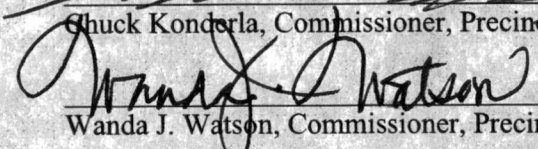
**RESOLVED** this 5th day of August 2023 by the Commissioners Court of Brazos County, Texas.

  
\_\_\_\_\_  
Kyle Rasal, Acting County Judge

  
\_\_\_\_\_  
Bentley Nettles, Commissioner, Precinct 1

  
\_\_\_\_\_  
Fred Brown, Commissioner, Precinct 3

  
\_\_\_\_\_  
Chuck Konderla, Commissioner, Precinct 2

  
\_\_\_\_\_  
Wanda J. Watson, Commissioner, Precinct 4



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

8/5/2025

ITEM:

Approval of the following appointments to the Brazos County Public Defender's Office Oversight Board with a term of August 16, 2025 - August 15, 2026.

- a. Michele Esparza
- b. Fran Duane
- c. Jamie Martin

TO:

Commissioners Court

DATE:

07/29/2025

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

**ATTACHMENTS:****File Name****Description****Type**

[EMAIL -  
\\_PDO\\_Board\\_Member\\_Approvals.pdf](#)  
[Board\\_Approvals\\_6-25.pdf](#)  
[Approval\\_Form- Michele\\_Esparza.pdf](#)  
[Approval\\_Form-Fran\\_Duane.pdf](#)  
[Approval\\_Form- Jamie\\_Martin.pdf](#)

EMAIL - PDO Board Member Approvals  
Board Approvals 6-25  
Appt Certificate - Michele Esparza  
Appt Certificate - Fran Duane  
Appt Certificate - Jamie Martin

Cover Memo  
Cover Memo  
Cover Memo  
Cover Memo  
Cover Memo

**From:** [Natalie K. Hays](#)  
**To:** [Melissa L. Bouis](#); [Marsha D. Anderson](#)  
**Cc:** [Nathaniel T. Wood](#)  
**Subject:** PDO Board Member Approvals  
**Date:** Tuesday, July 29, 2025 9:32:43 AM  
**Attachments:** [Board Approvals 6-25.pdf](#)  
[Approval Form- Michelle Esparza.pdf](#)  
[Approval Form-Fran Duane.pdf](#)  
[Approval Form- Jamie Martin.pdf](#)

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Good morning,

Please find attached the approval forms of oversight board member terms for August 16, 2025-August 15, 2026. Can we have these placed on the agenda for 8/5/2025 Commissioner's Court for approval? If you need any further information, please let me know.

*Natalie Daniel*

Brazos County Public Defender's Office  
Office Manager  
200 S Texas Avenue, Suite 126  
Bryan, Texas 77803  
M|979-361-4581  
F|979-361-4583  
[Public Defender's Office](#)



# BRAZOS PUBLIC DEFENDER

EQUAL JUSTICE FOR ALL

**Date: June 6, 2025**

**RE: Nomination of Board Member Appointment**

**Approval Item:**

The position for which Michelle Esparza serves as a Member of the Public Defender Oversight Board is scheduled to expire August 1, 2025. This position is currently scheduled for nomination.

**Recommendation:**

It is my recommendation that Michelle Esparza be (re)appointed to the position of Public Defender Oversight Board Member to serve a term of 1 years, from 8/16/25 - 8/15/26.

  
Nathan Wood, Chief Public Defender

6/6/25  
Date

**Board Approval:**

  
Oversight Board Member

6/6/25  
Date

  
Oversight Board Member

6/6/25  
Date

  
Oversight Board Member

6/6/25  
Date

\_\_\_\_\_  
Oversight Board Member

\_\_\_\_\_  
Date





## BRAZOS PUBLIC DEFENDER

EQUAL JUSTICE FOR ALL

**Date: June 6, 2025**

**RE: Nomination of Board Member Appointment**

**Approval Item:**

At the First Quarter Oversight Board Meeting, Fran Duane was nominated and approved unanimously to serve on the Oversight Board. The approval form that was signed by the Board Members did not include term limits.

**Recommendation:**

It is my recommendation that Fran Duane serve a term of 1 years from

8/16/25 - 8/15/26

Dates of Term

Nathan Wood  
Nathan Wood, Chief Public Defender

6/6/25  
Date

**Board Approval:**

Nancy Watson  
Oversight Board Member

6/6/25  
Date

Michele Egan  
Oversight Board Member

6/6/25  
Date

Willie Blackner  
Oversight Board Member

6/6/25  
Date

\_\_\_\_\_  
Oversight Board Member

\_\_\_\_\_  
Date



## BRAZOS PUBLIC DEFENDER

EQUAL JUSTICE FOR ALL

**Date: June 6, 2025**

**RE: Nomination of Board Member Appointment**

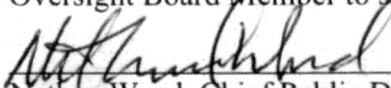
**Approval Item:**

At the Fourth Quarter Oversight Board Meeting of 2024, two new positions were added to the Oversight Board. This nomination is for one of the two positions.

**Recommendation:**

It is my recommendation that Jamie Martin be appointed to the position of Public Defender Oversight Board Member to serve a term of 1 years from 8/16/25 - 8/15/26.

Dates of Term

  
Nathan Wood, Chief Public Defender

6/6/25  
Date

**Board Approval:**

  
Oversight Board Member

6/6/25  
Date

  
Oversight Board Member

6/6/25  
Date

  
Oversight Board Member

6/6/25  
Date

\_\_\_\_\_  
Oversight Board Member

\_\_\_\_\_  
Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

## **APPOINTMENT**


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

***Michele Esparza***

to the

**Brazos County Public Defender's Office Oversight Board**

The term of this appointment is August 16, 2025 - August 15, 2026.

  
\_\_\_\_\_  
Kyle Kacal  
Acting County Judge

8/5/25  
\_\_\_\_\_  
Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

## **APPOINTMENT**


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

***Fran Duane***

to the

**Brazos County Public Defender's Office Oversight Board**

The term of this appointment is August 16, 2025 - August 15, 2026.

  
\_\_\_\_\_  
Kyle Kacal  
Acting County Judge

8/5/25

Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

## **APPOINTMENT**

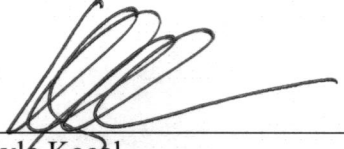
The Commissioners Court of Brazos County does hereby approve the appointment of

***Jamie Martin***

to the

**Brazos County Public Defender's Office Oversight Board**

The term of this appointment is August 16, 2025 - August 15, 2026.

  
\_\_\_\_\_  
Kyle Kaal  
Acting County Judge

8/5/25  
\_\_\_\_\_  
Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Human Resources

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval requested from Human Resources for acceptance of donated funds in the amount of \$8,863.09, from the Texas Association of Counties to be used for Employee Safety Equipment. Funds must be used through the TACRMP website.

TO: Commissioners Court

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: The Human Resources department is requesting approval to accept a donation through the TACRMP Safety Program. These funds will be directed towards the purchase of safety items for the Road and Bridge, Facilities, and Fleet departments. This donation is not accounted for in the current year's budget, as it will not impact county funds. Approval of this agenda item will enable the department to enhance safety measures across these areas, ensuring compliance with safety standards and improving overall operational efficiency without additional cost to the County.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[TAC\\_RMP\\_Acceptance\\_of\\_Donation\\_-\\_2025.pdf](#)

Approval requested from Human Resources for acceptance of donated funds in the amount of \$8,863.09, from the Texas Association of Counties to be used for Employee Safety Equipment. Funds must be used through the TACRMP website.

Backup Material



**BRAZOS COUNTY, TEXAS**  
**ACCEPTANCE OF DONATED/AWARDED PROPERTY**  
**DONATION OF COUNTY PROPERTY**

Date: 07/30/2025

☒ Acceptance of Donated/Awarded Property  
(Awarded property requires signed court documentation)

☐ Donation of County Property

☐ Acceptance of Donated Inmate Property  
(Requires signed inmate documentation – NO VALUE ASSESSED)

Item Description: Various Employee Safety Equipment

Please provide all information requested below as applicable to the property being accepted or donated. Forms containing any blank fields will be returned for completion.

Make: NA Model: NA Year: NA SN/VIN #: NA

☐ Functional ☐ Non-Functional. Explain if Non-Functional NA

Additional Description/Information: TAC Risk Management Pool Employee Safety Equipment Program. Funds must be used through TACRMP storefront.

Estimated Value: \$ 8,863.09

Check box if the donated property is in possession of the County department.

<b>Acceptance of Donated Property</b>	<b>Donation of County Property</b>
<p>Check the appropriate account based on estimated value of property being accepted:</p> <p><input type="checkbox"/> 61235000 (Donation - Other)*</p> <p><input checked="" type="checkbox"/> 60010000 (Minor Property - \$1 - \$4999)</p> <p><input type="checkbox"/> 80010000 (Capital Property - Over \$5000)</p> <p><i>For Budget use only</i></p>	<p>Check the appropriate entity property being donated to:</p> <p>Government Entity: _____</p> <p style="text-align: right;">Organization Name</p> <p>Other (Due to Statutory requirements prior approval is required by Purchasing: _____)</p> <p style="text-align: right;">Organization Name</p>

**\*Donation – Other account 61235000 is to be used ONLY for cash/check funds donated to Brazos County.**

I certify that the above-mentioned item has been donated or awarded to Brazos County. This item has been received in good faith and upon approval by Commissioner's Court will become a part of the General Fixed Asset Account of Brazos County. The determination to accept or reject the donation will be made at the sole discretion of Commissioners Court based upon such things as usefulness, projected operating, maintenance, and insurance costs.

Requesting Department: 15000100  
Division

Human Resources  
Department Name

Authorized Signature

Organization Receiving Donated Property: \_\_\_\_\_  
Authorized Signature

Approved by Commissioners Court on this 5<sup>TH</sup> day of August 2025

Commissioners Court Approval

<b>For Treasurer's Use Only</b>	
Division:	<u>15000100</u>
Account:	<u>46023000</u>



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of the Order of Special Election for the November 4, 2025 Constitutional Amendment Election.

TO: Commissioners Court

DATE: 07/31/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Order of Election November 2025.docx](#)

ORder

Cover Memo

[november-2025-ballot-language-17.pdf](#)

Exhibit A English

Cover Memo

[november-2025-ballot-language-17-sp.pdf](#)

Exhibit A Spanish

Cover Memo



## ORDER OF SPECIAL ELECTION

(ORDEN DE ELECCION ESPECIAL)

An election is hereby ordered to be held on November 4, 2025, in Brazos County, Texas for voting in a special election to adopt or reject the proposed Constitutional Amendments as submitted by the 89<sup>th</sup> Legislature, Regular and Special Sessions, of the State of Texas. Exhibit "A" attached.

*(Por la presente se ordena que se lleve a cabo una elección el día 4 de Noviembre, 2025 en el Condado de Brazos County, Texas, con el para votar en la Elección Especial para adoptar o rechazar las enmiendas a la constitución propuestas tal como fueron presentadas por la 89<sup>a</sup> Legislatura Sesión Regular y Especial del Estado de Texas. Prueba "A" adjunta.)*

Early voting by personal appearance will be conducted at:

*(La votación adelantada en persona se llevará a cabo de lunes a viernes en:)*

Brazos County Elections Administration, 300 E Wm J Bryan Pkwy, Suite 100, Bryan

Galilee Baptist Church, 804 N. Logan Street, Bryan

Arena Hall, 2906 Tabor Road, Bryan

MSC, TAMU Campus, Room L526, College Station

College Station Utilities Meeting & Training Facility, 1603 Graham Rd, College Station

Monday-Friday, October 20-24, 2025, 8:00 a.m. – 5:00 p.m.; Saturday, October 25<sup>th</sup>, from 7:00 am to 7:00 pm; Sunday, October 26<sup>th</sup>, from 10:00 am – 4:00 pm; Monday-Friday, October 27 – October 31<sup>st</sup>, from 7:00 a.m. – 7:00 p.m.

*(Lunes a viernes, del 20 al 24 de octubre de 2025, de 8:00 a. m. a 5:00 p. m.; sábado 25 de octubre, de 7:00 a 7:00 pm; domingo 26 de octubre, de 10:00 a 4:00 pm; Lunes a viernes, 27 de octubre 3 de octubre 31, de 7:00 a. m. a 7:00 p. m.)*

Applications for ballot by mail shall be mailed to:

*(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)*

Trudy R. Hancock, REO, CERA, Early Voting Clerk  
300 E Wm J Bryan Pkwy, Suite 100  
Bryan, Texas 77803

Fax to (979) 361-5779 or email to [brazosvotes@brazoscountytexas.gov](mailto:brazosvotes@brazoscountytexas.gov)

**IF YOU FAX OR EMAIL THE APPLICATION, THE ORIGINAL MUST BE RECEIVED IN THE OFFICE WITHIN FOUR DAYS**

*(Si envía la solicitud por fax o correo electrónico, la oficina debe recibir el original dentro de los cuatro días)*

Applications for ballots by mail must be received no later than the close of business on: October 24, 2025

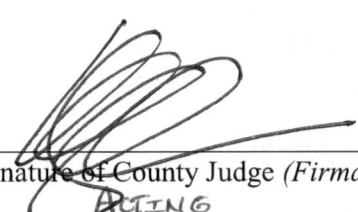
*(Las solicitudes para boletas que se votaran adelantada por correo deberán recibirse no más tardar de las horas de negocio el: 24 de Octubre, 2025)*

Federal postcard applications must be received no later than the close of business on: October 24, 2025

*(La tarjeta Federal de solicitud deberán recibirse no más tardar de las horas de negocio el: 24 de Octubre, 2025)*

Issued this the 5<sup>th</sup> day of August, 2025.

*(Emitada este día 5<sup>th</sup> de Agosto, 2025)*

  
\_\_\_\_\_  
Signature of County Judge (Firma del Juez del Condado)

ACTING

## EXHIBIT A

### Ballot Language for the November 4, 2025 Constitutional Amendment Election

#### **Proposition 1 - SJR 59**

"The constitutional amendment providing for the creation of the permanent technical institution infrastructure fund and the available workforce education fund to support the capital needs of educational programs offered by the Texas State Technical College System."

#### **Proposition 2 - SJR 18**

"The constitutional amendment prohibiting the imposition of a tax on the realized or unrealized capital gains of an individual, family, estate, or trust."

#### **Proposition 3 - SJR 5**

"The constitutional amendment requiring the denial of bail under certain circumstances to persons accused of certain offenses punishable as a felony."

#### **Proposition 4 - HJR 7**

"The constitutional amendment to dedicate a portion of the revenue derived from state sales and use taxes to the Texas water fund and to provide for the allocation and use of that revenue."

#### **Proposition 5 - HJR 99**

"The constitutional amendment authorizing the legislature to exempt from ad valorem taxation tangible personal property consisting of animal feed held by the owner of the property for sale at retail."

#### **Proposition 6 - HJR 4**

"The constitutional amendment prohibiting the legislature from enacting a law imposing an occupation tax on certain entities that enter into transactions conveying securities or imposing a tax on certain securities transactions."

#### **Proposition 7 - HJR 133**

"The constitutional amendment authorizing the legislature to provide for an exemption from ad valorem taxation of all or part of the market value of the residence homestead of the surviving spouse of a veteran who died as a result of a condition or disease that is presumed under federal law to have been service-connected."

#### **Proposition 8 - HJR 2**

"The constitutional amendment to prohibit the legislature from imposing death taxes applicable to a decedent's property or the transfer of an estate, inheritance, legacy, succession, or gift."

#### **Proposition 9 - HJR 1**

"The constitutional amendment to authorize the legislature to exempt from ad valorem taxation a portion of the market value of tangible personal property a person owns that is held or used for the production of income."

**Proposition 10 - SJR 84**

"The constitutional amendment to authorize the legislature to provide for a temporary exemption from ad valorem taxation of the appraised value of an improvement to a residence homestead that is completely destroyed by a fire."

**Proposition 11 - SJR 85**

"The constitutional amendment authorizing the legislature to increase the amount of the exemption from ad valorem taxation by a school district of the market value of the residence homestead of a person who is elderly or disabled."

**Proposition 12 - SJR 27**

"The constitutional amendment regarding the membership of the State Commission on Judicial Conduct, the membership of the tribunal to review the commission's recommendations, and the authority of the commission, the tribunal, and the Texas Supreme Court to more effectively sanction judges and justices for judicial misconduct."

**Proposition 13 - SJR 2**

"The constitutional amendment to increase the amount of the exemption of residence homesteads from ad valorem taxation by a school district from \$100,000 to \$140,000."

**Proposition 14 - SJR 3**

"The constitutional amendment providing for the establishment of the Dementia Prevention and Research Institute of Texas, establishing the Dementia Prevention and Research Fund to provide money for research on and prevention and treatment of dementia, Alzheimer's disease, Parkinson's disease, and related disorders in this state, and transferring to that fund \$3 billion from state general revenue."

**Proposition 15 - SJR 34**

"The constitutional amendment affirming that parents are the primary decision makers for their children."

**Proposition 16 - SJR 37**

"The constitutional amendment clarifying that a voter must be a United States citizen."

**Proposition 17 - HJR 34**

"The constitutional amendment to authorize the legislature to provide for an exemption from ad valorem taxation of the amount of the market value of real property located in a county that borders the United Mexican States that arises from the installation or construction on the property of border security infrastructure and related improvements."

**Textos de la boleta electoral para la Elección de Enmiendas Constitucionales  
del 4 de noviembre de 2025**

**Número de propuesta 1 - SJR 59**

“La enmienda constitucional que dispone la creación del fondo permanente de infraestructura de instituciones técnicas y el fondo de educación de la fuerza laboral disponible para apoyar las necesidades de capital de los programas educativos ofrecidos por el Sistema de Universidades Técnicas del Estado de Texas”.

**Número de propuesta 2 - SJR 18**

“La enmienda constitucional que prohíbe la imposición de un impuesto sobre las ganancias de capital realizadas o no realizadas de un individuo, familia, patrimonio o fideicomiso”.

**Número de propuesta 3 - SJR 5**

“La enmienda constitucional que exige la denegación de la libertad bajo fianza en determinadas circunstancias a las personas acusadas de ciertos delitos sancionables como delito grave”.

**Número de propuesta 4 - HJR 7**

“La enmienda constitucional para destinar al fondo de agua de Texas parte de los ingresos derivados de los impuestos estatales sobre las ventas y sobre el uso, así como para estipular la asignación y el uso de esos ingresos”.

**Número de propuesta 5 - HJR 99**

“La enmienda constitucional que autoriza a la legislatura a eximir de impuestos *ad valorem* los bienes muebles tangibles consistentes en alimento para animales en poder del propietario del bien para su venta al por menor”.

**Número de propuesta 6 - HJR 4**

“La enmienda constitucional que prohíbe a la legislatura promulgar una ley que imponga un impuesto ocupacional a determinadas entidades que realicen transacciones de transmisión de valores o que imponga un impuesto a determinadas transacciones de valores”.

**Número de propuesta 7 - HJR 133**

“La enmienda constitucional que autoriza a la legislatura a establecer una exención de impuestos *ad valorem* de la totalidad o parte del valor de mercado de la residencia familiar del cónyuge sobreviviente de un veterano fallecido como resultado de una condición o enfermedad que se presupone, según la ley federal, haber estado relacionadas con el servicio”.

**Número de propuesta 8 - HJR 2**

“La enmienda constitucional para prohibir que la legislatura imponga impuestos sucesorios aplicables a la propiedad de un difunto o a la transferencia de un patrimonio, herencia, legado, sucesión o donación”.

**Número de propuesta 9 - HJR 1**

“La enmienda constitucional para autorizar a la legislatura a eximir de impuestos *ad valorem* una parte del valor de mercado de los bienes muebles tangibles que posea una persona y que se mantengan o utilicen para la producción de ingresos”.

**Número de propuesta 10 - SJR 84**

“La enmienda constitucional para autorizar a la legislatura a prever una exención temporal de impuestos *ad valorem* del valor tasado de una mejora a una residencia familiar que haya sido completamente destruida por un incendio”.

**Número de propuesta 11 - SJR 85**

“La enmienda constitucional que autoriza a la legislatura a aumentar el monto de la exención de impuestos *ad valorem* por un distrito escolar del valor de mercado de la residencia familiar de una persona de edad avanzada o discapacitada”.

**Número de propuesta 12 - SJR 27**

“La enmienda constitucional relativa a la composición de la Comisión Estatal de Conducta Judicial, la composición del tribunal para revisar las recomendaciones de la comisión, y la autoridad de la comisión, el tribunal y la Corte Suprema de Texas para sancionar más eficazmente a los jueces y magistrados por mala conducta judicial”.

**Número de propuesta 13 - SJR 2**

“La enmienda constitucional para aumentar el monto de la exención de impuestos *ad valorem* de las residencias familiares por un distrito escolar de \$100,000 a \$140,000”.

**Número de propuesta 14 - SJR 3**

“La enmienda constitucional que prevé la creación del Instituto de Prevención e Investigación de la Demencia de Texas, estableciendo el Fondo de Prevención e Investigación de la Demencia para destinar dinero para la investigación, prevención y tratamiento de la demencia, la enfermedad de Alzheimer, la enfermedad de Parkinson y trastornos relacionados en este estado, y transfiriendo a dicho fondo \$3 mil millones de los ingresos generales del estado”.

**Número de propuesta 15 - SJR 34**

“La enmienda constitucional que afirma que los padres son los principales responsables de la toma de decisiones para sus hijos”.

**Número de propuesta 16 - SJR 37**

“La enmienda constitucional que aclara que un votante debe ser ciudadano de los Estados Unidos”.

**Número de propuesta 17 - HJR 34**

“La enmienda constitucional para autorizar a la legislatura a establecer una exención de impuestos *ad valorem* del monto del valor de mercado de los bienes inmuebles ubicados en un condado fronterizo con los Estados Unidos Mexicanos que surja de la instalación o construcción en la propiedad de infraestructura de seguridad fronteriza y mejoras relacionadas”.



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Permission to advertise an auction of surplus property.

TO: Commissioners Court

FROM: Bobby Espinoza

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Surplus property is accumulated and sold in an online public auction pursuant to the Texas Local Government Code 263.152 and the Court's permission is sought to provide notice as provided in LGC 263.153.

**ATTACHMENTS:**

**File Name**

[Request to Advertise.pdf](#)

**Description**

Permission to Advertise and Proprietary

**Type**

Backup Material



# Brazos County Purchasing Department

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

## BRAZOS COUNTY AUCTION DOCUMENTATION SHEET

The Purchasing Department would like to request Commissioner's Court approval to advertise the following:

DATE: August 5, 2025

AUCTION RUN DATES: Start August 15, 2025 – August 29, 2025

REQUESTING DEPARTMENT: Purchasing

TYPES OF ITEMS BEING AUCTIONED: Furniture, Computers, Equipment, Misc. Items

APPROVAL SIGNATURE: \_\_\_\_\_

*[Handwritten Signature]*  
ACTING County Judge

DATE APPROVED: \_\_\_\_\_

August 5, 2025



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: District Attorney

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Interlocal Cooperation Contract between Brazos County and The Texas Department of Public Safety (DPS) for the expedited analysis of drugs.

TO: Commissioners Court

FROM: Jennifer Jansen

DATE: 07/29/2025

FISCAL IMPACT: True

BUDGETED: True

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Brazos County has a need for assistance in expedited testing of Seized Drug Analysis of evidence and requests that DPS provide Seized Drug analysis of evidence submitted by Brazos County. This contract provides for two (2) DPS Forensic Scientist's salary, equipment and operational costs. The term of the contract lasts through August 31, 2029.

**ATTACHMENTS:**

**File Name**

[DPS.CONTRACT.2025.pdf](#)

**Description**

DPS contract

**Type**

Cover Memo



# **INTERLOCAL COOPERATION CONTRACT**

## **I. CONTRACTING PARTIES AND AUTHORITY**

The Department of Public Safety (DPS) and Brazos County are contracting under the authority of Texas Government Code Chapter 791 (the Interlocal Cooperation Act).

Brazos County certifies that it has the authority to contract for the services by authority granted in Chapter 262, Local Government Code (County Purchasing Act), and Texas Code of Criminal Procedure art. 2.17.

DPS certifies that it has authority to perform the services contracted for by authority granted in Texas Government Code Chapter 411.

## **II. BACKGROUND AND PURPOSE**

Brazos County has a need for assistance in testing of Seized Drug Analysis of evidence and requests that DPS provide Seized Drug analysis of evidence submitted by Brazos County .

DPS has the ability to assist in this regard and agrees to provide this Seized Drug analysis of evidence submitted by Brazos County.

## **III. STATEMENT OF SERVICES TO BE PERFORMED**

DPS will perform the following services.

- A. The DPS Crime Laboratory will analyze evidence submitted by Brazos County requesting Seized Drug analysis.
- B. At its discretion, DPS will assign the services of two full time equivalent (FTE) to perform analysis under this Contract. Each FTE will be a DPS employee.
- C. DPS will attempt to provide a thirty-calendar-day or less turn-around time, from the date of submission to the DPS Laboratory, for seized drug cases with two items or less tested. Case submissions with more than two items tested could exceed thirty calendar days for analysis. Case submissions with additional requests for testing outside the scope of the contract (like but not limited to friction ridge development on seized drugs cases) will delay the completion of the case. Cases will be expedited but the total analysis time will exceed 30 days.
- D. The assigned DPS FTE will work on Brazos County cases awaiting seized drug analysis up until the monthly contract amounts are tested before examining evidence from other agencies as long as this Contract is in place.
- E. At its discretion, DPS will assign the FTE other work after the monthly contract amounts are tested under this Contract, within the parameters of DPS Crime Laboratory policies

and procedures. Case submissions by Brazos County will not exceed 70 cases per month seized drug or 182 items tested, whichever is reached first under this Contract.

- F. If under this contract, the Brazos County does not submit the monthly contract amounts, DPS will assign the FTE other backlogged work.
- G. DPS will provide Brazos County a Certificate of Analysis and worksheet for each case submitted under this contract.
- H. Evidence submitted to DPS prior to this Contract's execution date will be processed in the same manner as case submissions from other agencies not having an Interlocal Cooperation Contract with DPS. In other words, the turn-around time defined in this Contract applies only to evidence submitted after the Contract's execution date.

Brazos County understands or will perform the following.

- A. Brazos County understands that DPS is solely responsible for the employment and management of the DPS personnel. Brazos County understands that it will have no input into DPS's decisions regarding management or work of DPS personnel.
- B. Brazos County will continue to follow all laboratory policies and procedures outlined in DPS's Laboratory Customer's Handbook, unless otherwise noted.
  - a. For seized drugs analysis contracts – misdemeanor evidence analysis is permitted at discretion of Brazos County but the testing will count toward the 70 cases and 182 items tested per month. No additional testing (such as friction ridge analysis) will be included on misdemeanor cases submitted.
  - b. For seized drugs analysis contracts - if all items submitted require testing, this must be communicated via Brazos County DA's office in a letter accompanying the evidence submission.
- C. Brazos County will not be responsible for paying any testimony fees associated with testimony given in any judicial proceeding in connection with services provided by DPS pursuant to the provisions of this Contract. If testimony is required by former or retired DPS employees, DPS is not responsible for the associated travel costs; the county may be responsible for per diem including travel expenses. Testimony fees are not included in this expectation.
- D. Brazos County understands that DPS cannot compel testimony of former or retired employees who provided work under the contract.
- E. Brazos County understands that if testimony is needed for a case previously worked by a former or retired employee, it will work with the appropriate entity to:
  - a. Evaluate whether a peer review affidavit by a current employee can serve in place of testimony
  - b. Encourage the use of video testimony as authorized by statute

- c. Submit the evidence for re-analysis only using the current Expedite Analysis / Re-analysis Request form after all other options have been exhausted. Cases requiring re-analysis will not count toward the monthly number of cases submitted or items tested. Additionally, the evidence may be worked by any qualified DPS employee, not necessary the individual hired under this contract.

- F. Brazos County understands DPS provides standard litigation packets upon request. If discovery material beyond a litigation packet is required for every case completed under this Contract, additional personnel resources must be included.

#### **IV. CONTRACT AMOUNT AND BASIS FOR CALCULATING COSTS**

The total amount of this contract will not exceed \$952,636.96. This amount is intended to cover the actual cost of having two DPS Forensic Scientist available to Brazos County during its business hours and it includes salary, equipment, and operational costs (see Exhibit A). Brazos County will remit to DPS by check all costs for performing the services as identified. To accomplish the stated goals of the agreement, DPS may invoice for more than the annual amount stated in Exhibit A for any given year. The cumulative total of those invoices will not exceed the total of the contract as stated in Section IV.

The Contract allows for analysis of up to 140 cases per month (seized drug) or 364 items, whichever is reached first under this Contract. If more than 140 cases per month (seized drug) or 364 items are submitted, they will be processed in the same manner as case submissions from other agencies, not having an Interlocal Cooperation Contract with DPS.

#### **V. TERM OF CONTRACT AND AMENDMENTS**

This Contract is effective on signing by both parties. The Contract will terminate four years from signing on August 31<sup>st</sup> of the fourth year, or upon written request of either party with 30 calendar days' written notice, whichever occurs earlier. This Contract may only be amended by mutual written agreement of the parties.

#### **VI. NOTICE**

The respective party will provide any required notice as noted in this section. Either party may change its information in this section by giving the other party written notice and the date upon which the change will become effective.

If to DPS: Brady Mills, Chief, Crime Laboratory Division, 5800 Guadalupe, Austin TX 78752. Email: [Brady.Mills@dps.texas.gov](mailto:Brady.Mills@dps.texas.gov). Phone 512-424-7151.


If to County: Brazos County, Duane Peters, County Judge, 200 S. Texas Ave. Suite 332, Bryan, TX 77803. [DPeters@brazoscountytexas.gov](mailto:DPeters@brazoscountytexas.gov). Phone 979-361-4102.

With a copy to: Brazos County, Jarvis Parsons, District Attorney, 300 E. 26<sup>th</sup> St. Suite 310, Bryan, TX 77803. [JParsons@brazoscountytexas.gov](mailto:JParsons@brazoscountytexas.gov) Phone 979-361-4320.

## VII. CERTIFICATIONS

The Parties certify that (1) the Contract is authorized by the governing body of each party; (2) the purpose, terms, rights, and duties of the Parties are stated within the Contract; and (3) each Party will make payments for the performance of governmental functions or services from current revenues available to the paying party.

The undersigned signatories have full authority to enter into this Contract on behalf of the respective Parties.

<b>Brazos County</b> <b>KYLE KACAL</b> <b>ACTING County Judge</b>

<b>Signature of Authorized Representative</b> <b>Date:</b> 8/5/25

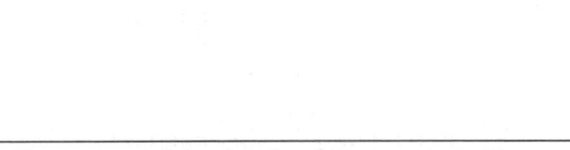
<b>Texas Department of Public Safety</b> <b>Brady Mills</b> <b>Chief, Crime Lab Division</b>

<b>Signature of Authorized Representative</b> <b>Date:</b>

EXHIBIT A						
		Year 1	Year 2	Year 3	Year 4	
<b>SALARY AND BENEFITS</b>						
Forensic Scientist_ salary	/mo.	\$ 7,179.18	\$ 7,179.18	\$ 7,179.18	\$ 7,667.37	
Forensic Scientist_ salary	/mo.	\$ 5,133.87	\$ 5,458.91	\$ 6,110.98	\$ 6,526.52	
<b>SALARY SUBTOTAL</b>	/yr.	\$ 147,756.60	\$ 151,657.08	\$ 159,481.92	\$ 170,326.68	
Benefits @ 32% of salary	/yr.	\$ 47,282.11	\$ 48,530.27	\$ 51,034.21	\$ 54,504.54	
<b>SALARY AND BENEFITS TOTAL</b>	/yr.	\$ 195,038.71	\$ 200,187.35	\$ 210,516.13	\$ 224,831.22	
<b>OPERATING</b>						
Operating and equipment	/yr.	\$ 23,531.76	\$ 23,531.76	\$ 23,531.76	\$ 23,531.76	
Training	/yr.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
Licensing fee	/yr.		\$ 409.50		\$ 409.50	
<b>OPERATING SUBTOTAL</b>	/yr.	\$ 24,531.76	\$ 24,941.26	\$ 24,531.76	\$ 24,941.26	
Administrative fees (2.5%)	/yr.	\$ 5,464.26	\$ 5,592.98	\$ 5,851.20	\$ 6,209.07	
<b>OPERATING TOTAL</b>	/yr.	\$ 29,996.02	\$ 30,534.24	\$ 30,382.96	\$ 31,150.33	
<b>ANNUAL TOTAL</b>		\$ 225,034.73	\$ 230,721.58	\$ 240,899.09	\$ 255,981.55	
<b>CONTRACT TOTAL</b>					\$ 952,636.96	



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval requested from Information Technology to pay out accumulated compensatory time to a part-time employee.

TO: Commissioners Court

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Funding is available in the FY25 Information Technology M&O budget because of position vacancies.

As required by the Treasurer's office, I am requesting that accumulated compensatory time be paid out to the employee in Position B1228-1.

NOTES/EXCEPTIONS: This part-time employee is normally scheduled to work twenty (20) hours per week. For the two pay periods between June 7 and July 4, while on summer break from Texas A&M, the employee worked the equivalent of forty (40) hours per week to cover for another full-time employee who was out on FMLA leave.

The employee accumulated seventy-two (72) hours of Comp Time at straight time. There is sufficient money in the IT Department's operating budget because of vacancies.

ACTION REQUESTED OR  
ALTERNATIVES: Review and approve.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[HR - Comp Time Memo.pdf](#)

HR - Comp Time Memo

Backup Material

[CompTime Payout Request - B1228-1.pdf](#)

Commissioners Court Memo

Backup Material




**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 8/5/2025  
ITEM: Approval requested from Information Technology to pay out accumulated compensatory time to a part-time employee.  
TO: Commissioners Court  
DATE: 07/30/2025  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00  
SOURCE OF FUNDS: Funding is available in the FY25 Information Technology M&O budget because of position vacancies.  
As required by the Treasurer's office, I am requesting that accumulated compensatory time be paid out to the employee in Position B1228-1.  
NOTES/EXCEPTIONS: This part-time employee is normally scheduled to work twenty (20) hours per week. For the two pay periods between June 7 and July 4, while on summer break from Texas A&M, the employee worked the equivalent of forty (40) hours per week to cover for another full-time employee who was out on FMLA leave.  
The employee accumulated seventy-two (72) hours of Comp Time at straight time. There is sufficient money in the IT Department's operating budget because of vacancies.  
ACTION REQUESTED OR ALTERNATIVES: Review and approve.

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
HR_-_Comp_Time_Memo.pdf	HR - Comp Time Memo	Backup Material
CompTime_Payout_Request_-_B1228-1.pdf	Commissioners Court Memo	Backup Material

**APPROVED**

  
KYLE RACAL  
ACTING County Judge

8/5/25

Date



BRAZOS COUNTY  
HUMAN RESOURCES DEPARTMENT  
200 SOUTH TEXAS AVE., SUITE 206 BRYAN, TX 77803  
PHONE (979) 361-4114 FAX (979) 823-6993

MEMORANDUM

**TO:** County Judge Kyle Kacal  
Commissioner Precinct 1 Bently Nettles  
Commissioner Precinct 2 Chuck Konderla  
Commissioner Precinct 3 Fred Brown  
Commissioner Precinct 4 Wanda Watson

**FROM:** Raeanna McConathy, Assistant HR Director

**DATE:** July 31, 2025

**SUBJECT:** Human Resources Memorandum – Explanation of Compensatory Time Accrual and Payout for IT Employee

---

In accordance with the structure of the Oracle payroll system, hours worked by the employee in excess of his standard twenty (20) hours per week were automatically recorded in his compensatory time bank. These hours were accrued at a straight-time rate and are eligible for payout at the employee's regular hourly wage.

Although these hours were applied to the employee's compensatory time bank due to their comp time status, they represent time physically worked beyond the standard schedule and will be compensated at the employee's regular hourly rate.

The department is therefore requesting approval to compensate the employee for seventy-two (72) hours of accrued compensatory time at straight time, consistent with the applicable payroll and departmental guidelines.



ERIC V. CALDWELL  
CHIEF INFORMATION OFFICER

Brazos County Maxwell Building  
205 East 27<sup>th</sup> Street  
Bryan, TX 77803  
ecaldwell@brazoscountytexas.gov

PHONE: (979) 361-4310  
FAX: (979) 361-4408

MEMORANDUM

**TO:** County Judge Kyle Kacal  
Commissioner Precinct 1 Bently Nettles  
Commissioner Precinct 2 Chuck Konderla  
Commissioner Precinct 3 Fred Brown  
Commissioner Precinct 4 Wanda Watson

**CC:** Treasurer Cristian Villarreal

**FROM:** Eric V. Caldwell, Chief Information Officer

**DATE:** July 30, 2025

**SUBJECT:** Payout of Comp Time

As required by the Treasurer's office, I am requesting that accumulated compensatory time be paid out to the employee in Position B1228-1.

This part-time employee is normally scheduled to work twenty (20) hours per week. For the two pay periods between June 7 and July 4, while on summer break from Texas A&M, the employee worked the equivalent of forty (40) hours per week to cover for another full-time employee who was out on FMLA leave.

The employee accumulated seventy-two (72) hours of Comp Time at straight time. There is sufficient money in the IT Department's operating budget because of vacancies.





**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: County Auditor NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval to write off outstanding accounts receivable in the amount of \$238,707 owed by CapRock Hospital to the Local Provider Participation Fund for FY25.

TO: Commissioners Court

FROM: Marci Tiurner

DATE: 07/21/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: CapRock Hospital was originally billed \$318,276 for the FY25 Local Provider Participation Fund on October 1, 2025, payable in quarterly installments. Payment for the first installment was received November 14, 2024. CapRock ceased operations on December 13, 2024. Attempts at collections have proven unsuccessful. Counsel has determined that the remaining \$238,707 due is uncollectible.

ACTION REQUESTED OR ALTERNATIVES: Permission requested to write off the \$238,707 due from CapRock Hospital as uncollectible. Failure to approve the write off inflates revenues recognized within LPPF Fund.

**ATTACHMENTS:**

**File Name**

[Caprock Closure KBTX.pdf](#)

[Email Counsel CapRock.pdf](#)

**Description**

CapRock closure

Email Counsel

**Type**

Cover Memo

Cover Memo



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: County Auditor NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval to write off outstanding accounts receivable in the amount of \$238,707 owed by CapRock Hospital to the Local Provider Participation Fund for FY25.

TO: Commissioners Court

FROM: Marci Turner

DATE: 07/21/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: CapRock Hospital was originally billed \$318,276 for the FY25 Local Provider Participation Fund on October 1, 2025, payable in quarterly installments. Payment for the first installment was received November 14, 2024. CapRock ceased operations on December 13, 2024. Attempts at collections have proven unsuccessful. Counsel has determined that the remaining \$238,707 due is uncollectible.

ACTION REQUESTED OR ALTERNATIVES: Permission requested to write off the \$238,707 due from CapRock Hospital as uncollectible. Failure to approve the write off inflates revenues recognized within LPPF Fund.

**ATTACHMENTS:**

**File Name**

Caprock\_Closure\_KBTX.pdf  
Email\_Counsel\_CapRock.pdf  
2024-2025\_CapRock\_Invoice.pdf

**Description**

CapRock closure  
Email Counsel  
CapRock Invoice

**Type**

Cover Memo  
Cover Memo  
Cover Memo

**APPROVED**

  
KYLE RACAL

8/5/25  
Date

ACTING County Judge

# Bryan-College Station health system closure highlights broader challenges in healthcare access

CapRock Health System is closing both its hospital in Bryan and 24-hour emergency center in College Station on or before December 13.

Close

KBTX News 3 at Ten(Recurring)

By Donnie Tuggle

*Published: Nov. 19, 2024 at 10:46 PM CST*

BRYAN-COLLEGE STATION, Texas (KBTX) - CapRock Health System, a fixture in Bryan-College Station healthcare for the past decade, is set to close its hospital in Bryan and 24-hour emergency center in College Station on December 13.

In a statement, CapRock leadership cited financial and market factors as the primary reasons for the closure.

*"It has been our privilege to provide patients with the highest quality emergency and hospital care. Due to a combination of economic and market factors, it is no longer feasible for CapRock to continue our operations."*

## *CapRock Health System*

Leaders emphasized the decision does not reflect the quality of care provided by CapRock staff, and thanked employees and patients for their trust. Currently, it is the only 100% locally owned healthcare system and is known for patient-centered care and community involvement.

An internal memo shared with KBTX outlined plans for severance packages for staff and resources to assist with the transition. Patients have been advised to visit [CapRock's website](#) to access medical records and account information.

## **Community Impact**

The closure of the CapRock Health System raises concerns about healthcare access in the region. Elena Andreyeva, an assistant professor at Texas A&M's School of Public Health and a health economist, explained how Bryan-College Station sits in a unique position—neither fully rural nor urban—but still faces challenges when providers shut down.

"Bryan-College Station lies somewhere between the challenges faced by Houston suburbs and deep rural counties," she explained. "Closure of providers could have a larger effect here than in larger metro areas like Austin or Dallas."

## **Mixed effects of hospital closures in general**

Dr. Andreyeva pointed to mixed findings in healthcare research regarding hospital closures. In rural areas, closures often lead to increased mortality and worse outcomes for time-sensitive conditions like heart attacks and strokes due to longer travel times. However, she noted the effects vary depending on the circumstances.

“Hospitals that close have often gone through several stages of financial distress,” said Dr. Andreyeva. “Some studies suggest these hospitals may already provide lower-quality care, which can mitigate the impact of their closure.”

While CapRock’s closure is significant, Dr. Andreyeva pointed out that Bryan-College Station has additional healthcare capacity through St. Joseph Health and Baylor Scott & White.

“The impact remains to be seen, but it will likely be less severe here than in areas with no alternative providers,” Dr. Andreyeva offered.

## **A broader statewide trend**

The challenges faced by CapRock Health System mirror a growing trend in Texas and across the nation. Between 2010 and 2021, 136 rural hospitals closed nationwide, with 19 shutting down in 2020 alone, according to the American Hospital Association. As of 2023, over 600 rural hospitals are at risk of closure due to financial losses and low patient volumes.

Texas leads the nation in rural hospital closures, with 26 facilities shutting down since 2010, per the Texas Organization of Rural and Community Hospitals. This trend leaves many communities with fewer healthcare options, forcing residents to travel farther or delay treatment. Financial challenges, such as low Medicaid reimbursement rates, and staffing shortages, are key contributors.

Recent closures, like St. Mark’s Medical Center in La Grange last year, highlight the ongoing impact. Policymakers are exploring solutions, including financial support and telehealth, but experts say more needs to be done to protect access to care in these vulnerable areas.

“Hospitals are expensive to run, and personnel costs account for half of those expenses,” detailed Dr. Andreyeva. “In rural areas, many hospitals rely heavily on Medicare, and the reimbursement rates are often insufficient.”

Dr. Andreyeva suggested while Medicare reimbursement policies are set federally, Texas could work to ensure robust outpatient and preventive care options in areas where hospitals close, “If Medicare reimbursements are really the reason rural hospitals close, then it is more of a national problem than Texas only problem. I think making sure that a community still has robust preventive and outpatient care, even if a hospital is forced to close because they are financially insolvent, they cannot find a buyer, and they don’t have enough patient population to sustain their operations.”

She continued, "I think making sure that the area, the county - whatever it is - has enough primary care and outpatient providers that at least could help patients on a day-to-day basis to make sure they take care of their chronic conditions; to make sure that they get their annual evaluations, annual exams, to make sure that no disease is being missed, no underlying condition is being missed. I think that's a potential part of the solution to the issues with healthcare delivery in rural areas."

For Bryan-College Station residents, Dr. Andreyeva offered reassurance.

"Again, Bryan-College Station, not being a deep rural Texas county, does have other healthcare capacities with St. Joe's and Baylor, Scott and White. So, how exactly the closure of CapRock will affect Bryan-College Station remains to be seen, and it is probably something that we will not be able to determine at least until a few months to a year in," Dr. Andreyeva added.

"However, as of right now, I would say not to panic because, again, they were not the only healthcare provider in Bryan-College Station, and they were not the largest healthcare provider. So, their effect on the capacity of healthcare resources probably will not be as large as if we lost St. Joseph's or Baylor Scott & White."

#### **Official statement on the closing of CapRock Hospital and freestanding emergency center**

*"After 10 years of dedicated service to Bryan/College Station and the surrounding communities, it is with a heavy heart that we share CapRock Health System is closing both our hospital in Bryan and our 24-hour emergency center in College Station on or before December 13, 2024.*

*It has been our privilege to provide patients with the highest quality emergency and hospital care. Due to a combination of economic and market factors, it is no longer feasible for CapRock to continue our operations.*

*We sincerely thank every patient for trusting us with their care, and we especially thank every member of our medical team and business associates for their commitment to our organization and gift of service to the community.*

*Until further notice, patients may continue to obtain account information and medical records by following instructions on the CapRock website at <https://caprockhealthsystem.com/resources/important-links/>. "*

*Dr. Lon Young, MD FAAEM Chief Medical Officer, CapRock Health System*

## Marci Turner

---

**From:** Bruce L. Erratt  
**Sent:** Wednesday, July 16, 2025 8:55 AM  
**To:** Marci Turner  
**Cc:** Katie D. Conner  
**Subject:** Re: CapRock Hospital FY 25 LPPF writeoff

I met with the representatives of the Local Providers when we amended the tax rate last month. It was their opinion that the taxes were NOT collectible. According to them, CapRock was completely out of business and had no known assets.

Bruce L. Erratt  
General Counsel  
Brazos County, Texas

[Get Outlook for iOS](#)

---

**From:** Marci Turner <MTurner@brazoscountytexas.gov>  
**Sent:** Wednesday, July 16, 2025 8:50:43 AM  
**To:** Bruce L. Erratt <BErratt@brazoscountytexas.gov>  
**Cc:** Katie D. Conner <KConner@brazoscountytexas.gov>  
**Subject:** CapRock Hospital FY 25 LPPF writeoff

Bruce,

With CapRock Hospital ceasing operation in December 2024, there exists a \$238,707 delinquency for their FY25 assessment, \$159,138 of which is over 90 days past due. CapRock contacts are not responding to our requests.

I would like to request the \$238,707 be written off at an upcoming Commissioners Court meeting. These revenues are within the LPPF. I would appreciate your comment on the collectability of this receivable.

Thanks!

Marci Turner, CPA  
First Assistant Auditor  
Brazos County  
200 S. Texas Ave, Suite 218  
Bryan, TX 77803  
979-361-4354



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of service fees for the offices of the Sheriff and Constables to be effective January 1, 2026.

TO: Commissioners Court

DATE: 07/24/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[2026 Sheriff Constable Fees.pdf](#)

2026 Sheriff and Constable Fees

Cover Memo



**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Agreement #25-085 Post-Adjudication Secure Residential Treatment of Juveniles with Harris County.

TO: Commissioners Court

FROM: Bobby Espinoza

DATE: 07/31/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: This contract provides secure residential services to juvenile offenders with long term care. Failure to approve will delay necessary treatment. This contract is fully budgeted by Juvenile Services. This contract expires August 31, 2027.

**ATTACHMENTS:**

**File Name**

[Partially Executed Agreement.pdf](#)

**Description**

Partially Executed Agreement

**Type**

Backup Material



**BRAZOS COUNTY COMMISSIONERS COURT ON BEHALF OF THE BRAZOS COUNTY JUVENILE  
PROBATION DEPARTMENT  
and  
THE HARRIS COUNTY JUVENILE BOARD ON BEHALF OF THE HARRIS COUNTY JUVENILE  
PROBATION DEPARTMENT**

**THE STATE OF TEXAS                   §**

**COUNTY OF HARRIS                   §**

***Post-Adjudication Secure Correctional Facility Residential Treatment Services***

This Interlocal Cooperation Agreement ("Agreement") is made and entered into by and between the Brazos County Commissioners Court on behalf of the Brazos County Juvenile Probation Department (collectively referred to as "Sending County"), a political subdivision of the State of Texas, and the Harris County Juvenile Board on behalf of the Harris County Juvenile Probation Department (collectively referred to as "Receiving County"), a political subdivision of the State of Texas. This Agreement is entered into by the parties pursuant to authority granted under the Interlocal Cooperation Act, Texas Government Code, Chapter 791. The Sending or Receiving Board, and Sending or Receiving Department are herein collectively as the "Parties" and individually as "Party."

WHEREAS, the Texas Juvenile Justice Department (TJJD) has made grant funds available to Receiving County to improve the region's ability to treat children locally, improve outcomes, and decrease the likelihood of commitment to the TJJD; and

WHEREAS, the goal of the grant fund is to support regions in their ability to provide an array of rehabilitative services for children and their families to include evidence-based, intensive community-based, residential, re-entry and aftercare programs; and

WHEREAS, Sending County is seeking secure post-adjudication correctional residential treatment services for children under the supervision of its juvenile probation department who are at risk of commitment to the TJJD; and

WHEREAS, Receiving County has the ability to provide said services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements stated herein, the parties agree as follows:

**ARTICLE I  
PURPOSE**

- 1.01 The purpose of this Agreement is to provide Sending County with secure post-adjudication correctional treatment services for children under the probation supervision of Sending County who have been accepted by the Harris County Chief Juvenile Probation Officer (Harris County Chief) or his/her designee for placement at the Harris County Leadership Academy (HCLA), a secure post-adjudication correctional facility that provides a comprehensive behavioral and mental health therapeutic services through its Quest Program. Sending County intends to utilize

the residential treatment programs of the HCLA on an "as space is available" basis.

**ARTICLE II**  
**DEFINITIONS**

2.01 For purposes of this Agreement, the following definitions apply:

- A. "Child/Children": Any child/children under juvenile probation supervision of Sending County who have been accepted by the Harris County Chief for placement at the HCLA.
- B. "Child's Probation Officer": A juvenile probation officer of the Sending County who is assigned to a Child.
- C. "Detention Center": Harris County Juvenile Detention Center, a secure pre-adjudication detention facility located at 1200 Congress Street, Houston, Texas 77002.
- D. "Facilities": Collectively refers to the Detention Center and the Harris County Leadership Academy.
- E. "Facility Administrator": The individual designated by the Harris County Juvenile Board or the Harris County Chief who has ultimate responsibility for managing and operating the HCLA. This definition includes the certified juvenile supervision officer who is designated in writing as the acting Facility Administrator during the absence of the Facility Administrator.
- F. "Harris County Chief": Harris County Chief Juvenile Probation Officer.
- G. "HCLA": Harris County Leadership Academy, a secure post-adjudication correctional facility located at 9120 Katy Hockley Road, Katy, Texas 77493.
- H. "HIPAA": Health Insurance Portability and Accountability Act of 1996 (Public Law 104-191).
- I. "ITP": Individualized Treatment Plan.
- J. "PREA": Prison Rape Elimination Act of 2003 (28 CFR §115).
- K. "Quest Program": A 36-week comprehensive and therapeutic treatment program for youth who commit serious offenses.
- L. "Regional Diversion Coordinator": Receiving County's staff designated to serve as the liaison and primary point of contact for Sending Counties.
- M. "Treatment Team": Multidisciplinary team comprised of, at minimum, probation, residential and treatment staff directly involved with a child's treatment and programming in the HCLA.

**ARTICLE III**  
**TERM**

3.01 This Agreement shall become effective upon the signing hereof by both parties ("the Effective Date") and expire on August 31, 2027, subject to continued funding by either party.

**ARTICLE IV**  
**OPERATIONAL AUTHORITY**

- 4.01 Receiving County operates a pre-adjudication secure detention facility and post-adjudication secure correctional facilities. The HCLA is a secure post-adjudication correctional facility, and the Detention Center is a secure pre-adjudication detention facility. These facilities are registered with the TJJD and certified by the Harris County Juvenile Board.

**ARTICLE V**  
**ACCEPTANCE & PLACEMENT OF CHILD**  
**BY RECEIVING COUNTY**

- 5.01 The HCLA Quest Program placement objectives are to provide:
- 5.01.1 Effective programming and therapeutic services for children placed in the HCLA.
- 5.01.2 Skills and techniques to self-manage behaviors, and improve decision-making.
- 5.01.3 A successful transition and re-entry for children returning to their community.
- 5.02 Acceptance or denial shall adhere to the following process: 1) Sending County will email the Receiving County's Regional Diversion Coordinator at the email listed in Article 5.03; 2) Receiving County's Regional Diversion Coordinator will request the "Interagency Placement Application" and other relevant documents from Sending County; 3) If the Receiving County's Regional Diversion Coordinator makes an initial determination for program candidacy; 4) Receiving County's Regional Diversion Coordinator will forward the "Interagency Placement Application" and other relevant documents to the HCLA Clinical Director for final review and approval. 5) Once a final decision is made, the Receiving County Regional Diversion Coordinator will send a letter to Sending County concerning youth's acceptance or denial.
- 5.03 Prior to admission, Receiving County shall receive from Sending County the TJJD "Interagency Placement Application" and any other pre-admission records pertaining to a child as currently listed, or subsequently amended, in 37 Texas Administrative Code, Sec. 343.600. All documents shall be sent by email to the Regional Diversion Coordinator, [Regionalizationapplication@hcjpd.hctx.net](mailto:Regionalizationapplication@hcjpd.hctx.net).

Regional Diversion Coordinator  
Harris County Juvenile Probation Department  
1200 Congress Street  
Houston, Texas 77002  
713-222-4250 (Telephone)

**ARTICLE VI**  
**RESPONSIBILITIES AND OBLIGATIONS**  
**OF RECEIVING COUNTY**

- 6.01 Level of Care. Receiving County's programs all meet or exceed "specialized" level of care standards as outlined by TJJD.

6.02 HCLA Quest Program. Services to be provided include:

6.02.1 Routine supervision, intervention, and therapeutic services to provide for a child's safety, involvement in age-appropriate structured activities, educational and rehabilitative services, and guidance from professionals and paraprofessionals to help attain or improve functioning appropriate to a child's age and functioning/development.

6.02.2 A full range of treatment and rehabilitative interventions including educational, social, recreational, psycho-educational, as well as behavioral and mental health services.

6.02.3 Specialized treatment of children in need of comprehensive and intensive behavioral and mental health therapeutic treatment. This treatment may be offered within the general HCLA program and would be tailored to effectively stabilize, manage, and treat the specialized needs of these children in a developmentally appropriate manner. In addition, specialized family focused treatment to include chaperone training as a program component for those children receiving therapeutic interventions in the Quest Program.

6.02.4 Appropriately licensed medical and mental health professionals to manage and facilitate ongoing treatment, to include crisis intervention, as needed.

6.02.5 Monthly Treatment Team meetings to develop and refine Individualized Treatment Plans (ITPs), monitor the progress of children, and plan each child's transition back to the community.

6.03 Education. Within the limits of state and federal law, all children will have access to, at a minimum, appropriate public education and related services through the Excel Academy Charter School (Excel Academy) while residing at the HCLA.

6.04 Basic Medical Care. Medical health care services that can be provided at the HCLA.

6.05 Written Reports. Receiving County shall provide the Child's Probation Officer with a written report of the child's progress toward, or achievement of goals/objectives contained in the ITP on a monthly basis.

6.06 Emergency Notification. Receiving County will ensure that the child's parent/legal guardian/custodian, Child's Probation Officer, and any person specifically designated by an authorized agent of Sending County are promptly notified if a child makes an unauthorized departure, becomes seriously ill, is involved in a serious accident or incident, or has been transported to a hospital or emergency care facility.

**ARTICLE VII**  
**RESPONSIBILITIES AND OBLIGATIONS**  
**OF SENDING COUNTY**

7.01 Transportation. Sending County shall be responsible for all transportation needs of a child, a Child's Probation Officer, and a child's family to and from Receiving County, except for the child's transportation needs within Harris County, Texas.

- 7.02 Probation Supervision. A child's probation supervision shall remain under the jurisdiction of Sending County while the child is receiving services under this Agreement.
- 7.03 Case Plan/Case Plan Review. The Child's Probation Officer is responsible for completing the Case Plan and ongoing Case Plan Reviews, and for providing copies to the Regional Diversion Coordinator upon child's placement in the HCLA. All Case Plans and Case Plan Reviews shall be conducted in accordance with 37 Texas Administrative Code Chapter 341 or Section 341.506.
- 7.04 Service of Summons and Petition. The Sending County shall serve all necessary court orders, including but not limited to, summons, petitions, and motions, on the child's parent/legal guardian as requested by the Receiving County.
- 7.05 Child's Parent and Probation Officer Participation. The parties acknowledge that a significant part of a child's rehabilitation process is parental involvement. The ISC program requires a child's parent/legal guardian/custodian to participate in treatment planning, family services, and transition planning, either in person or remotely. If a child's parent/legal guardian/custodian is unable to attend in person, arrangements may be made for participation via a variety of means including HIPAA compliant audio/visual technology, which may include utilizing the internet. The ISC program requires that a Child's Probation Officer participate in treatment planning, multi-disciplinary team progress reviews, and transition planning. A Child's Probation Officer shall conduct monthly visits, either in person or virtually, with a child from a Sending County.

#### **ARTICLE VIII**

##### **SEPARATION OR DISCHARGE FROM THE ISC**

- 8.01 When a child's separation from the HCJPD Quest Program is required due to disciplinary issues or concerns for the safety and security of the child, other children, or staff, the child may be transferred to the Detention Center for temporary housing. The child may remain separated from the program until the Facility Administrator or designee deems it appropriate for the child to return to the program or to be discharged from the HCLA in accordance with Sec. 8.02 below.
- 8.02 If a child commits a new offense or a violation of probation while residing at the HCLA, the child may be transferred to the Detention Center or to the Harris County Jail depending on the child's age and offense level. Receiving County will promptly contact Sending County to determine the next course of action for the child. If Receiving County elects to discharge the child from the HCLA, Sending County shall pick up the child at the Detention Center promptly within 24 hours, excluding weekends and holidays. Parties acknowledge that the sole purpose for placing the child in the Detention Center is for Sending County to promptly pick up their child. The Detention Center will not be considered an alternative placement location. Receiving County will only release a child to a person or agency specifically designated by an authorized agent of Sending County.
- 8.03 Receiving County reserves the right to discharge a child from placement at the HCLA at its sole discretion and for any reason whatsoever. If the child is discharged, Sending County must send an authorized person or agency to pick up the child promptly within 24 hours, excluding weekends and holidays. In any event, Receiving County will only release a child to a person or agency specifically designated by an authorized agent of Sending County.

#### **ARTICLE IX**

#### POST-DISCHARGE COLLABORATION

- 9.01 Parties acknowledge that successful transition and re-entry into the community is a primary objective of the HCLA Quest Program. Provided a child remains under Sending County's supervision following successful discharge from the HCLA, parties agree and commit to maintaining collaborative contact for up to twelve (12) months or the extent of the child's probation term regarding the child's transition back to the community.
- 9.02 Post-discharge collaboration will: 1) promote successful transition and re-entry to benefit the child, family, and community; and 2) assist Receiving County in evaluating and potentially implementing programmatic changes to benefit other children, families, and communities in the future.

#### ARTICLE X COMPENSATION

- 10.01 Subject to available funding, payment for services provided under this Agreement shall initially be made from the grant fund maintained and designated for this purpose by the TJJD. Said funding will: 1) compensate Receiving County for the services performed under this Agreement; and 2) be made from current available TJJD grant funding. It is understood and agreed to by the parties that this Agreement is funded with state appropriated grant funds and shall be subject to termination without penalty, either in whole or in part, if funds are not available or are not appropriated by the Texas Legislature.
- 10.02 If grant funds are not available to compensate Receiving County for post-adjudication services performed under this agreement, Sending County Agrees to pay Receiving County the per diem rate of \$507.36 for such services per Section 10.06 below. Receiving County will promptly notify Sending County, in writing, when funds have been depleted and when Sending County's funding obligation will begin. If Sending County decides not to assume this financial responsibility, then Sending County must notify Receiving County and agree to pick up their child at the time the grant funds have been depleted.
- 10.03 The Parties agree that the portion of any day on which a child arrives at a Receiving County facility shall be computed as a full day under this Agreement.
- 10.04 Sending County shall be responsible for all medical service costs not included in the basic medical care provided in the HCLA Quest Program.
- 10.05 If any per diem or medical service costs are assessed, then Receiving County shall submit an invoice for payment to the Sending County within thirty (30) working days following the end of the invoiced month. Each invoice shall include information deemed necessary for adequate fiscal control including the child's initials, SID number, number of days the child was placed during the invoiced month, and the per diem rate at the time. Receiving County will send invoices to:

Brazos County Juvenile Probation Department  
Attn: 4904 W. State Hwy 21  
Bryan, Texas 77803

- 10.06 Invoices submitted by Receiving County shall be paid by Sending County within thirty (30) days of receipt. The check will reference the Receiving County's invoice number and will be made payable to "Harris County Juvenile Probation."

Payment will be sent to: Harris County Juvenile Probation Department  
Attn: Budget and Supportive Services Division  
1200 Congress Street, 8<sup>th</sup> Floor  
Houston, Texas 77002

- 10.07 Sending County will direct any inquiries regarding an invoice or other fiscal matter to Receiving County's Budget Director at (713) 222-4824. Sending County will not contact any other Receiving County employees regarding fiscal matters.

#### **ARTICLE XI** **REPRESENTATIONS**

- 11.01 Receiving County hereby represents and states the following:

- A. That it has all necessary right, title, license, and authority to enter into this Agreement.
- B. That it is qualified to do business in the State of Texas; that it holds all necessary licenses and staff certifications to provide the type(s) of services being contracted for; that it is in compliance with all statutory and regulatory requirements for the operation of its business; and that there are no taxes due and owing to the State of Texas, the County of Harris, or any political subdivision thereof.
- C. That it will adhere to all federal, state, county and city laws, ordinances, regulations, and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Agreement.
- D. That all its employees, interns, volunteers, and other individuals providing services to children under the auspices of Receiving County will report and investigate any incident or allegation of abuse, neglect, exploitation, death, or other serious incident involving a child in its Facilities in accordance with Chapter 261, Texas Family Code, and Title 37, Texas Administrative Code, Chapter 358, or successor provisions, and PREA. Additionally, all incidents and allegations, including sexual abuse, serious physical abuse, and death will be faxed or emailed to Sending County's Chief Juvenile Probation Officer or other authorized designee, within 24 hours of the initial report.
- E. That it prominently posts in all public and staff areas in all its office and facility areas, both the English and Spanish language versions of the following official notice forms: TJJD Notice to Public Regarding Abuse, Neglect and Exploitation; and TJJD Notice to Employees Regarding Abuse, Neglect and Exploitation.
- F. That it will permit Sending County to examine and evaluate its program of services provided under the terms of this Agreement and/or to review the records of an individual child in accordance with Sec. 58.0052, Family Code. Receiving County agrees to maintain any childcare records, treatment records, and any documents connected with the provision of childcare and



special treatment services for a minimum of seven (7) years after the child's final discharge or until any pending litigation, claim, audit or review, and all questions arising therefrom have been resolved. Sending County's examination and evaluation of the ISC program may include site visitation, observation of programs in operation, interviews, and the administration of questionnaires to staff, as well as children, when deemed necessary.

- G. That it will cooperate with and testify in any formal, informal, administrative, or judicial proceeding or hearing regarding any matter Sending County considers necessary for the investigation of abuse, neglect, or exploitation allegations, complaints, financial, and programmatic audits, or any other matter under its authority. Compliance with this provision is not intended as, nor does it constitute, a contractual waiver of the privilege against self-incrimination or any other right or privilege guaranteed under law.
  - H. That it will maintain strict confidentiality of all information and records relating to children from Sending County and will not re-disclose the information except as required to perform the services to be provided pursuant to this Agreement, or as may be required by law.
  - I. That it will respect and protect the civil and legal rights of all children and their parents. It will not unlawfully discriminate against any employee, prospective employee, child, parent/legal guardian/custodian on the basis of age, race, color, sex/gender, religion, disability, military status, sexual orientation, national origin, or other legally protected categories, classes, or characteristics.
- 11.02 Receiving County has adopted and will comply with PREA, which establishes a zero-tolerance standard against sexual assault and sexual harassment of incarcerated persons, including juveniles, and addresses the prevention, detection, elimination, and reporting of sexual assault in juvenile facilities. Pursuant to the PREA standards, Receiving County will:
- A. Permit Sending County to monitor its facilities and records as necessary to ensure that Receiving County is in compliance with said standards. Receiving County will make available to Sending County a copy of its most recent PREA audit. Receiving County will be responsible for the financial cost associated with any PREA audit.
  - B. Collect accurate, uniform data for every allegation of sexual abuse at its facilities, using the most recent version of the Survey of Sexual Violence issued by the Department of Justice, and will provide all incident-based sexual abuse data and aggregated sexual abuse data for the previous calendar year to Sending County no later than October 31<sup>st</sup> of each year.
  - C. Ensure that all its employees, interns, volunteers, and other individuals working under the auspices of Receiving County who provide goods or services directly to children in a Facility undergo the requisite background checks, child abuse registry checks, and training certification explaining their responsibilities under Receiving County's sexual abuse and sexual harassment prevention, detection, and response policies and procedures.

## **ARTICLE XII**

### **DEFAULT**

- 12.01 An event of default will occur under the following circumstances:



- A. Receiving County defaults by failing to perform the services or any of the other responsibilities and obligations called for by this Agreement and, after receiving notice of default by Sending County, does not cure such default within a period of thirty (30) days.
- B. Sending County defaults by failing to pay for any services in accordance with the provisions of Article XI herein and, after receiving notice of default by Receiving County, does not cure such default within a period of thirty (30) days.

**ARTICLE XIII**  
**TERMINATION**

13.01 This Agreement may be terminated:

- A. In an event of default as defined in Article XII herein above;
- B. By either party upon thirty (30) days' written notice to the other party of the intention to terminate; or,
- C. Upon exhaustion of available funds by either party.

**ARTICLE XIV**  
**CONFIDENTIALITY**

14.01 The Receiving and Sending Counties may obtain protected health information related to the child under Chapter 58, Texas Family Code, which must be kept confidential. The Receiving and Sending Counties must comply with all applicable state or federal laws or regulations requiring confidential information to be safeguarded, used, or disclosed only for authorized purposes by authorized users, including but not limited to: HIPAA privacy, security, and breach notification regulations; relevant Texas Family Code provisions; Sec. 159.005, Texas Occupations Code; and Sec. 129.001, Texas Civil Practice and Remedies Code.

**ARTICLE XV**  
**MISCELLANEOUS**

- 15.01 Receiving County may not assign or subcontract any of its rights, duties and/or obligations arising out of this Agreement without the prior written consent of the Sending County.
- 15.02 Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the actions of the other party. The parties expressly acknowledge and agree that no provision of this Agreement is in any way intended to constitute a waiver by either party of any immunities from suit or from liability to which either party otherwise may be entitled, nor will it be so construed.
- 15.03 Within five (5) business days of receiving notice of any claim, demand, suit, or any action made or brought against either party, arising out of the activities conducted pursuant to this Agreement, the party will give written notice to the other party of such claim, demand suit or other action. The notice must include: (a) the name and address of the claimant; (b) the basis of the claim, action or proceeding; (c) the court, if any, where such claim, action, or proceeding was instituted;

and (d) the name or names of any person(s) against whom such claim is being made.

- 15.04 This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Harris County, Texas.
- 15.05 Exclusive venue for any litigation arising from this Agreement shall be in Harris County, Texas.
- 16.06 By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, the parties do not intend to create any rights in any third party by virtue of this Agreement.
- 15.07 In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceable provision shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained therein.
- 15.08 This Agreement constitutes the sole and only Agreement of the parties hereto and supersedes any prior understandings or written or oral Agreement between the parties respecting the subject matter hereof.
- 15.09 No amendment, modification, or alteration of the terms hereof shall be binding unless the same be in writing, be dated subsequent to the date hereof, and be duly executed by the parties hereof.
- 15.10 The Harris County Chief may amend, suspend, give notice, or terminate this Agreement on behalf of the Board.
- 15.11 A waiver by either party of a breach or violation of any provision of the Agreement shall not be deemed or construed to be a waiver of any subsequent breach.
- 15.12 This Agreement may be executed in several counterparts. Each counterpart is deemed an original and all counterparts together constitute one and the same instrument. In addition, each party warrants that the undersigned is a duly authorized representative with the power to execute the Agreement.

**ARTICLE XVI**  
**EXECUTION**


- 16.01 Each person signing this Agreement warrants that they have power and authority to bind the party for which they sign to all of the terms and conditions of this Agreement.

ON \_\_\_\_\_, 202\_\_\_\_ FULLY EXECUTED IN DUPLICATE, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL.

**HARRIS COUNTY JUVENILE BOARD**

**BRAZOS COUNTY COMMISSIONERS COURT**

\_\_\_\_\_

  
\_\_\_\_\_  
Kyle Koral, Acting County Judge

JUDGE LINA HIDALGO, CHAIR  
Harris County Juvenile Board

JUDGE Kyle Kacal, CHAIR  
Brazos County Commissioners Court

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Henry Gonzales,  
Chief Juvenile Probation Officer  
Harris County Juvenile Probation Department

Linda Ricketson  
LINDA RICKETSON  
Chief Juvenile Probation Officer  
Brazos County Juvenile Probation Department

APPROVED AT TO FORM:  
CHRISTIAN D. MENEFE  
Harris County Attorney

By: \_\_\_\_\_  
\_\_\_\_\_  
Assistant County Attorney  
C.A. File No, 25GEN \_\_\_\_\_



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Agreement #25-147 Tax Statements with VariVerge, LLC in the amount of \$73,319.35.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 07/29/2025

FISCAL IMPACT: True

BUDGETED: True

DOLLAR AMOUNT: \$73,319.35

NOTES/EXCEPTIONS: The vendor prints and mails the 2025 Tax Statements and Levy Roll for the Tax Office, based on the electronic file provided to them and as required by statute. Failure to approve will delay printing and may cause the statements to miss a mailing deadline. This agreement is fully budgeted by the Tax Office.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Partly\\_Executed\\_Agreement.pdf](#)

Partly Executed Agreement

Backup Material

[List\\_of\\_Vendors.pdf](#)

List of Vendors

Backup Material

[Letter\\_from\\_Department.pdf](#)

Letter from Department

Backup Material

[Bid\\_Specifications.pdf](#)

Bid Specifications

Backup Material

## MASTER SERVICES AGREEMENT

This Master Services Agreement (“**Agreement**”) is made as of ~~August 5~~ **5**, 2025 (the “**Effective Date**”) by and between VARIVERGE, LLC, a Texas limited liability company (“**VariVerge**”) having an office at 920 SW 9<sup>th</sup> Ave., Amarillo, TX 79101 and 8949 Diplomacy Row, Dallas, TX 75247 and BRAZOS COUNTY TAX ASSESSOR/COLLECTOR, (“**Customer**”), having its principal place of business at 4151 County Park Ct., Bryan, TX 77802. For purposes of this Agreement, Customer or VariVerge may be referred to individually as “**Party**” or collectively as the “**Parties**”.

WHEREAS, VariVerge is the owner and operator of a print and mail service company with locations in Amarillo, Texas and Dallas, Texas; and

WHEREAS, Customer agrees to use certain services provided by VariVerge and VariVerge agrees to provide certain services to Customer as set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Services.** Customer agrees to engage VariVerge to provide the following services (the “**Services**”):
  - 1.1 VariVerge agrees to provide a Secure File Transfer Protocol (SFTP) site for the transmission of confidential documents to VariVerge.
  - 1.2 VariVerge agrees to process, print and mail tax statements and any other requested documents on behalf of Customer.
  - 1.3 VariVerge agrees to provide Customer with the lowest qualified United States Postal Services Automated First-Class Commercial Letter Rates.
  - 1.4 VariVerge agrees to provide automated email notifications to Customer as its jobs are completed.
  - 1.5 VariVerge agrees to reprint damaged pieces internally from the original print file provided by Customer.
  - 1.6 Subject to conditions outside of the control of VariVerge, VariVerge agrees to complete the Services, as requested by Customer, and deliver to the United States Postal Service on the appropriate delivery date as designated by Customer. However, it is understood that the ability of VariVerge to satisfy this condition is subject to Customer providing all data to VariVerge with a lead time of at least three (3) business days after all proofs have been approved by Customer. Failure to provide all requisite data to VariVerge with the lead time specified in this paragraph may result in Customer’s delivery date being adjusted by VariVerge.
  - 1.7 Should Customer provide VariVerge with any information that is reasonably considered personal information, should VariVerge become aware of any misuse, breach, compromise or other unauthorized disclosure of the personal information, VariVerge will notify Customer immediately.
  - 1.8 The Services will also include any other tasks which the Parties may agree on from time to time, as evidenced in writing, signed by both Parties.
2. **Terms of Payment.** In consideration of VariVerge’s satisfactory performance of the Services, as described above, Customer agrees as follows:
  - 2.1 To pay VariVerge for the Services according to the estimate of services attached hereto as Exhibit “A”.

- 2.2 To remit payment for any invoice received within thirty (30) days of the date of said invoice for Services rendered by VariVerge in accordance with this Agreement.
  - 2.3 In the event Customer fails to timely pay an invoice for the full amount stated therein, a late fee equal to ten percent (10%) shall be added to the amount due and interest shall accrue from the calendar day following the date of the invoice.
  - 2.4 With respect to the prices that are specified on Exhibit "A", Customer acknowledges that VariVerge may adjust pricing on raw materials that are outside of VariVerge's control, including the price of paper, envelopes and postage. Notice of any price adjustment will be submitted to Customer with no less than thirty (30) days written notice along with supporting documentation for such price adjustment. Furthermore, other than price adjustments for postage, VariVerge agrees that it will not adjusting pricing during the Initial Term of this Agreement.
  - 2.5 Should it become necessary to amend the pricing specified on Exhibit "A", Customer agrees that said pricing may be modified by either (1) written amendment to Exhibit "A" or (2) Customer's written approval of any quotation or estimate submitted by VariVerge as to said pricing changes.
3. **Taxes.** Customer, if applicable, shall pay, all sales, use, or other taxes, levied or imposed by reason of the Services performed, except those taxes based on the net income or gross receipts of VariVerge.
4. **Ownership.** With respect to any ideas, concepts, know-how, techniques, inventions, discoveries or improvements (and associated goodwill), including but not limited to computer software, whether in object code or source code, that originated and/or were provided from Customer and relate to the Services ("**Work Product**"), shall be treated as follows:
  - 4.1 All Work Product compiled and/or prepared by VariVerge under this Agreement shall be Customer's sole property. Variverge acknowledges that all Work Product created pursuant to this Agreement is "Work made for hire" and as such Customer is deemed to be the owner. Notwithstanding the above, nothing contained in this Agreement shall be deemed to prohibit VariVerge from providing similar services to third parties or from using derivatives of the Work Product created under this Agreement (except for Customer's proprietary information) for other purposes without requirement for notification or compensation to Customer.
  - 4.2 Notwithstanding the foregoing, Customer shall retain all rights, title, and interest to all of its respective Confidential Information, as defined in Section 7.1 below, independently developed by Customer before commencement of the Services.
5. **Indemnification and Insurance.**
  - 5.1 **EXCEPT TO THE EXTENT PAID IN SETTLEMENT FROM ANY APPLICABLE INSURANCE POLICIES, AND TO THE EXTENT PERMITTED BY APPLICABLE LAW, EACH PARTY HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS THE OTHER PARTY, AND ITS RESPECTIVE AFFILIATES, OFFICERS, AGENTS, EMPLOYEES AND PERMITTED SUCCESSORS AND ASSIGNS AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, LIABILITIES, PENALTIES, PUNITIVE DAMAGES, EXPENSES, REASONABLE LEGAL FEES AND COSTS OF ANY KIND OR AMOUNT WHATSOEVER, WHICH RESULT FROM OR ARISE OUT OF ANY ACT OR OMISSION OF THE INDEMNIFYING PARTY, ITS RESPECTIVE AFFILIATES, OFFICERS, AGENTS, EMPLOYEES AND PERMITTED SUCCESSORS AND ASSIGNS THAT OCCURS IN CONNECTION WITH THIS AGREEMENT. THIS INDEMNIFICATION WILL SURVIVE THE TERMINATION OF THIS AGREEMENT.**

**5.2** VariVerge shall maintain the following commercial general liability insurance, including the following limits and coverages during the term of this Agreement:

**A. Limits**

- (1) \$1,000,000 per occurrence
- (2) \$2,000,000 general aggregate
- (3) \$500,000 products/completed operations aggregate
- (4) \$1,000,000 cyber risk aggregate limit

**B. Coverages**

- (1) Premises/operations
- (2) Products/completed operations
- (3) Blanket contractual, specifically covering the indemnity contained in this contract
- (4) Broad form property damage
- (5) Independent Contractors
- (6) Personal Injury
- (7) Cyber Risk / Data Compromise / Computer Attack

**5.3** All policies of insurance maintained by VariVerge shall:

**5.3.1** require thirty (30) days' prior notice of cancellation, non-renewal, or material changes in coverage (including, without limitation, in the case of nonpayment of premiums) to be delivered to Customer, and any such cancellation, termination or material change shall not be effective until thirty (30) days after receipt of such notice by Customer; and

**5.3.2** provide that the insurance is primary without right of contribution from any other insurance which might otherwise be available to the insured party.

**6. Term & Termination.**

**6.1 Term.** This Agreement shall commence on the Effective Date and shall continue thereafter for a period of one (1) year (the “**Initial Term**”), or unless earlier terminated as set forth in this Agreement. If either party fails to provide notice of termination at least thirty (30) days prior to the expiration of the Initial Term, this Agreement shall continue for an additional one (1) year, unless earlier terminated as set forth in this Agreement.

**6.2 Termination upon Breach.** VariVerge or Customer may terminate this Agreement if the other party breaches its obligations under this Agreement, provided that the breaching party is given 30 days written notice prior to the proposed termination during which the breaching party shall be given the opportunity to cure the breach to the reasonable satisfaction of the other or, if the default cannot reasonably be cured within 30 days, commence remedial steps, reasonably satisfactory to the non-breaching party, to cure the default.

**6.3 Immediate Termination.**

**6.3.1** Any party may terminate this Agreement immediately upon notice to the other party because of (a) termination or cessation of the business of the other party, (b) the filing of a voluntary or involuntary bankruptcy, receivership, or similar proceeding with respect to the other party, (c) the other party becomes insolvent or makes an assignment for the benefit of its creditors, or (d) change in control, such as but not limited to acquisition or merger.

**6.3.2** In addition, Customer may terminate this Agreement immediately if VariVerge or any of its representatives (a) is convicted of a felony or crime of moral turpitude, (b) commits any dishonest or fraudulent act in the course of performance under this Agreement, (c) violates any of Customer's policies applicable to VariVerge, including safety and security, or any law or regulation pertaining to the business of Customer, or (d) breaches or threatens to breach any of the provisions of Section 7 of this Agreement.

**6.4 Termination Without Cause.** Notwithstanding the provisions of Sections 6.1, 6.2, and 6.3, either party may terminate this Agreement at any time, with or without cause, by providing 120 days prior written notice to the non-terminating party of its desire to terminate this Agreement (the "**Termination Date**").

**6.5 General.** In the event of termination by either party for any reason, Customer shall pay VariVerge for all Services performed up to the Termination Date, provided that if Customer terminates this Agreement under subsection 6.2 above because of a breach by VariVerge, then Customer shall not be required to pay VariVerge for any Services performed that is the subject of a dispute between the Parties until such time as the dispute is resolved. Sections 2, 4, 5, 7 and 10 shall survive the termination of this Agreement.

## **7. Confidentiality.**

**7.1** VariVerge shall maintain the confidentiality of all information received or secured from Customer or its designee as a result of this Agreement (collectively "**Confidential Information**"), during the effectiveness of this Agreement and thereafter. Such confidential information includes, but is not limited to, the terms and conditions of this Agreement, bank account information, records, books, financial data, customer, employee and vendor information furnished by Customer, together with any analyses, compilations, studies, reports or other documents based in whole or in part upon such information. All Confidential Information and all copies of Confidential Information remain the sole property of the Customer.

**7.2** Each party acknowledges that in the performance of any Services it may be supplied with Confidential Information of the other party. Each party shall treat, protect, and safeguard as proprietary and confidential this Agreement and all Confidential Information disclosed to the other under this Agreement using at least as great a degree of care as used to maintain the confidentiality of its own Confidential Information, but in no event less than a reasonable degree of care. Except with specific prior written authorization, neither party shall use any of the other party's Confidential Information other than for the purpose for which it has been disclosed in connection with the performance of the Services. Each party agrees that it will disclose the other party's Confidential Information only to its employees who need to know such information, provided that such employees are bound by terms and conditions protecting such Confidential Information substantially similar to those of this Agreement.

**7.3** Each party acknowledges that the disclosure of any Confidential Information, except as expressly permitted by this Agreement, will cause irreparable injury for which the injured party may not have an adequate remedy at law. Accordingly, either party may obtain injunctive relief against the breach or threatened breach of any of the foregoing undertakings in addition to any other legal remedies that may be available, and each party hereby consents to the obtaining of such injunctive relief.

**7.4** The above restrictions will not apply to any Confidential Information that (a) is rightfully known or is in the rightful possession of the receiving party as of the date of its disclosure by the disclosing party, (b) is in the public domain or generally distributed or made available to others by the disclosing party following the date of its disclosure by the disclosing party without restriction as to use or disclosure, (c) lawfully becomes known or available to the receiving party from third parties who are not under a



similar agreement directly or indirectly with the disclosing party regarding disclosure, or (d) independently developed by the receiving party. If VariVerge is or could be legally compelled to make disclosure, VariVerge will notify Customer prior to making such disclosure and take all available steps to limit the effects of such disclosure and, if possible, require the parties to whom the information is disclosed to maintain the confidentiality of such information.

7.5 The provisions of this Section 7 shall remain in effect for a period of three (3) years from the date of the termination of this Agreement.

7.6 Upon either party's demand, or upon the termination of this Agreement, subject to applicable law and record retention policies, the Parties shall comply with each other's reasonable instructions regarding the disposition of Confidential Information that may include return of any and all Confidential Information (including any copies or reproductions thereof). Such compliance shall be certified in writing, including a statement that no copies of confidential information have been kept.

8. **Obligations of Customer.** In order to ensure the integrity and safety of all data provided to VariVerge by Customer, Customer agrees to the following:

8.1 Customer agrees to monitor its data and ensure that any data transferred to VariVerge via its Secured File Transfer Protocol (SFTP) is free of any virus, malware or any other form of corruption prior to the receipt of said data by VariVerge;

8.2 Customer is responsible for understanding and implementing encryption protocols to protect data during transfer to VariVerge;

8.3 Customer shall ensure that any user ID and/or password information given to Customer in order to access any application provided by VariVerge is kept in a secure manner and only used by authorized employees;

8.4 Should an employee of Customer have authorization rights revoked to any VariVerge application by Customer, Customer shall immediately notify VariVerge;

8.5 Customer shall immediately notify VariVerge of any actual or suspected information security breaches, including compromised user accounts and/or passwords;

8.6 Customer shall notify VariVerge of changes made to technical or administrative contact information in a timely manner;

8.7 If applicable, Customer agrees to monitor, understand and properly manage its data storage requirements to ensure efficient data exchange between Customer and VariVerge;

8.8 Customer shall promptly notify VariVerge of any regulatory issues that may affect the Services provided by VariVerge; and

8.9 In the event data sent to VariVerge by Customer corrupts, damages or otherwise impairs the network operated by VariVerge as well as any machine connected to that network, Customer agrees to reimburse VariVerge for all reasonable costs related to the repair, restoration or replacement of its network, system, and machines connected to said network as a result of the corrupted or otherwise compromised data provided to VariVerge by Customer.

8.10 Customer agrees to send VariVerge test data which encompasses all variable components of a document including, but not limited to, fields, logic, language, or designs that are expected to be output in live production documents. Customer agrees to review the output of the test dataset for

accuracy and approval to proceed with production. Furthermore, should Customer modify their document design or data format after VariVerge has processed Customer's sample data, Customer agrees to notify VariVerge and provide VariVerge with revised test data a minimum of fifteen (15) business days prior to scheduled production time in order to avoid possible delays in production.

**8.11** In the event Customer requires special font(s) that require licenses prior to use, Customer shall notify VariVerge of said font(s) and provide VariVerge with a license to use said font(s) or reimburse VariVerge for the cost of acquiring the font(s) for use.

- 9. Warranty.** During the Initial Term, as extended in accordance with Section 6, herein, VariVerge warrants that any Services rendered by VariVerge during such time shall be performed with the care and skill ordinarily used by other members of VariVerge's profession practicing under similar conditions at the same time and in the same locality. If, however, in Customer's reasonable opinion any of VariVerge's personnel fail to carry out the Services competently, Customer may notify VariVerge and VariVerge shall promptly rectify the situation by devoting additional or alternative manpower to the Services at no additional charge to Customer. In addition, VariVerge warrants that (a) it has all right and authority necessary to enter into this Agreement, (b) it has all necessary licenses, permits, and registrations required to provide the Services, and (c) it is in compliance with and will maintain compliance with all applicable Workers' compensation and wage laws, and (d) it will be responsible for action(s) of subcontractors or affiliates it engages to perform obligations under this Agreement.
- 10. Limitation of Liability.** Notwithstanding any other provisions of this Agreement, neither party shall be liable to the other party for any special, incidental, indirect or consequential damages whatsoever, including lost profits or loss of business, arising out of, resulting from or in any way related to the Services or this Agreement from any cause or causes, even if advised of the possibility of such damages.
- 11. Audit Rights and Financial Statements.** Customer, at its own expense, may inspect VariVerge's operating facilities with notice during normal business hours and will adhere to the VariVerge required procedures implemented under SSAE 18. Customer, its internal auditors, hired third party auditors, and governing regulatory agencies shall be entitled, at its own expense, to audit those records relating to duties of VariVerge and its obligations under this Agreement. Customer shall provide VariVerge with reasonable notice prior to the audit. Any audit conducted pursuant to this subparagraph shall be conducted during VariVerge's regular business hours in a manner that does not interfere with its normal business activities, and shall be conducted in accordance with such security procedures as the VariVerge may reasonably impose and subject to such limitations as may be required under applicable law. Notwithstanding any restriction on the limitation of an audit, either party may conduct any audits upon the showing of proof that an issue has arisen under this Agreement or as required by law.
- 12. Dispute Resolution.**
- 12.1** In the event a dispute arises out of or in connection with this Agreement, the Parties agree to first attempt to settle the dispute between each other prior to bringing any outside third party into the situation.
- 12.2** If the dispute is not resolved within a reasonable period then any or all outstanding issues shall be submitted to mediation in accordance with any statutory rules of mediation, including, but not limited to the Texas Civil Practice and Remedies Code.
- 13. Independent Contractor.** Both parties agree and acknowledge that VariVerge is an independent contractor in relation to Customer, and shall not be considered an agent or servant of Customer. It is agreed that VariVerge shall have the right to control the details of its Services. VariVerge and Customer agree that in no respect shall any employee of VariVerge be deemed to be an employee of Customer. VariVerge's personnel will not be eligible for any employee benefits of Customer. Customer will not make deductions

from the fees it pays to VariVerge for employment taxes, FICA contributions, insurance or other amounts with respect to persons performing Services under this Agreement, such obligations being the acknowledged obligations of VariVerge. VariVerge is and will be at all times an independent contractor, and is not an agent or employee of Customer. This Agreement shall not be construed to give Customer any right to exercise any control over the business or operations of VariVerge or to direct in any respect the manner in which such business or operations shall be conducted, it being understood and agreed that the control and direction of such activities shall be and remain with VariVerge. Nothing contained in this Agreement shall be construed as constituting a joint venture or partnership between Customer and VariVerge.

14. **Non-Solicitation of Employees.** Both Parties agree that during the Term of this Agreement, as defined herein, and through the third anniversary of the expiration or termination of this Agreement, whichever shall occur first, neither Party shall, acting alone or in conjunction with others, directly or indirectly, induce, solicit or otherwise attempt to influence, any employee of either Party or its affiliates, to terminate his or her employment with either Party.
15. **Entire Agreement/Severability.** This Agreement, including all exhibits, schedules and addenda, is the exclusive statement of the terms and conditions between the parties with respect to the matters set forth herein, and supersede all prior agreements, negotiations, representations, and proposals, written and oral. Variance from, or additions to, the terms and conditions of this Agreement in any purchase order or other written notification from VariVerge or Customer shall be of no effect. If any provision of this Agreement is held unenforceable or inoperative by any court of law, either in whole or in part, the remaining provisions shall be given full force and effect to the extent not inconsistent with the original terms of this Agreement.
16. **Amendment; Waiver.** All modifications to this Agreement and, if applicable, to any SOW, must be in writing and signed by both parties. Failure or delay of either party to exercise any right or remedy hereunder shall not constitute a waiver of rights or remedies under this Agreement.
17. **Governing Law, Forum & Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, excluding its rules for conflicts of laws, regardless of where any action may be brought. Any and all claims arising out of or relating to this Agreement will be filed in and heard by the courts with jurisdiction to hear such suits located in Brazos County, Texas, and each Party consents to the jurisdiction of such courts and irrevocably waives any objections thereto.
18. **Assignment.** No assignment of this Agreement or any right accruing hereunder may be made, in whole or in part, by either party, without the prior written consent of the other party.
19. **Force Majeure.** Neither party shall be liable for failure to perform any of its obligations hereunder when such performance is prevented by riots, wars or hostilities between any nations, acts of God, fires, storms, floods, earthquakes, strikes, shortages or curtailments of raw materials, power or other utility services, and other causes beyond the reasonable control of the parties hereto, provided that the party suffering the disability acts reasonably and prudently in light of the circumstances. This provision shall not be construed as relieving either party from its obligation to pay any sums due the other party.
20. **Notices.** Notices and communications required by this Agreement shall be in writing and shall be delivered or mailed to the respective parties as follows:
  - 20.1 Any such notice, request or other communication required or permitted by or pertaining to this Agreement shall be in writing and addressed as first set forth below.
  - 20.2 Any such notice, request, or other communication shall be delivered (i) by prepaid certified mail or nationally recognized courier or messenger service with confirmed delivery, in which case it shall be deemed served as of the date of mailing; (ii) in person, by an authorized agent or manager of Customer or VariVerge, in which case it shall be deemed served as the date of the receipt; or (iii) except as may otherwise be required by applicable law, by facsimile or other electronic

communication system used by VariVerge or Customer, in which case it shall be deemed served as of the date of transmission.

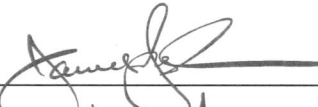
If to Customer: Brazos County Tax Assessor / Collector  
Attn: Melissa Leonard, PCAC  
4151 County Park Ct.  
Bryan, TX 77802  
Phone: (979) 775-9930  
Email: [MLeonard@brazoscountytexas.gov](mailto:MLeonard@brazoscountytexas.gov)

If to VariVerge: VariVerge, LLC  
Attn: Luke Austin  
920 SW 9<sup>th</sup> Ave  
Amarillo, TX 79101  
Phone: (806) 731-6850  
Email: [lukea@variverge.com](mailto:lukea@variverge.com)

21. **Attorneys' Fees.** Except as otherwise described in this Agreement, if any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing Party shall be entitled to recover from the other Party its reasonable attorneys' fees, expert witness fees, and all other related costs in addition to any other relief to which that party may be entitled.
22. **Counterparts.** This Agreement may be exercised in counterparts. All counterparts together constitute one agreement binding on all the Parties even if not all the Parties have signed the original or the same counterparts.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the Effective Date stated above.

**Variverge, LLC,**  
a Texas limited liability company

By:   
Name: JAMES AUSTIN  
Title: VP + General Counsel

**Brazos County Judge**

By:   
Name: KYLE KACAL  
Title: ACTING COUNTY JUDGE



variverge  
data + print + mail

variverge.com  
1.888.288.6693

**Corporate Office**  
920 SW 9th Avenue + Amarillo, TX 79101  
**Dallas Location**  
8949 Diplomacy Row + Dallas, TX 75247

## Estimate

### ADDRESS

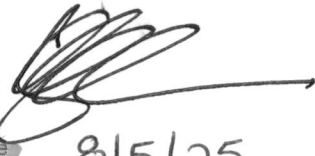
Melissa Leonard  
Brazos County Tax Office  
Tax Assessor/Collector  
300 E. William J. Parkway  
Bryan, TX 77803

ESTIMATE 2196  
DATE 04/10/2025

QTY	DESCRIPTION	RATE	AMOUNT
2025 Tax Statement Estimate			
124,000	Data Processing Fee	0.005	620.00
248,000	Laser Printing (Duplex Tax Statement)	0.04	9,920.00
88,000	Rendering (Fold/Insert/Meter)	0.05	4,400.00
124,000	Double Perf Paper	0.035	4,340.00
88,000	#10 Window Envelope	0.036	3,168.00
88,000	Postage Estimate	0.545	47,960.00
1	Freight Estimate for Materials	300.00	300.00
			Subtotal: 70,708.00
2025 Levy Roll Estimate			
36,540	Laser Printing (Duplex Levy Roll)	0.04	1,461.60
18,650	8.5x11 White Paper	0.015	279.75
52	FastBack Binding	10.00	520.00
1	Shipping Estimate to Brazos County	100.00	100.00
			Subtotal: 2,361.35
1	VariTrack Basic Plan Annual Fee	250.00	250.00
SUBTOTAL			73,319.35
TAX			0.00
TOTAL			<b>\$73,319.35</b>

Please pay online! Or mail check to:  
920 SW 9th Ave  
Amarillo, TX 79101

Accepted By



Accepted Date

8/5/25

Please pay online! Or mail check to:  
920 SW 9th Ave  
Amarillo, TX 79101

## Tax Statement Bid Vendors

AMG Printing  
ATTN: Aaron Gonzales  
Sales & Marketing  
4606 N Stahl Park, #106  
San Antonio, TX 78217  
[aaron@amgprnting.com](mailto:aaron@amgprnting.com)  
210-832-8850

CSI Documents Services  
ATTN: Kim Gibson  
Sales & Marketing  
2627 E I-44 Service Road  
Oklahoma City, OK 73111  
405-478-9000  
404-915-3203

Laser Printers  
ATTN: Sales & Marketing  
8701 Perrin Beitel Rd  
San Antonio, TX 78217  
[info@lmpsi.com](mailto:info@lmpsi.com)  
210-590-6565

DATA INTEGRATORS, INC  
1190 INTERNATIONAL PKWY SUITE 109  
FREDERICKSBURG, VA 22406  
[mthornton@dataintegrators.com](mailto:mthornton@dataintegrators.com)

The Master's Touch, LLC  
ATTN: Melonie Chapman  
Sales & Marketing  
1405 N. Ash St  
Spokane, WA 99201  
[sales@themasterstouch.com](mailto:sales@themasterstouch.com)  
509-326-7475

Variverge  
ATTN: McKenzie Parker  
Sales & Marketing  
8949 Diplomacy Row  
Dallas, TX 75247  
[Mckenziep@variverge.com](mailto:Mckenziep@variverge.com)  
888-288-6693

**Melissa Leonard, PCAC**  
**Brazos County Tax Assessor/Collector**  
4151 County Park Court  
Bryan, Texas 77802  
979-775-9930  
979-775-9938 fax

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July 22, 2025

Subject: Justification for Vendor Selection for the 2025 Tax Statements

This letter serves to provide an explanation of the selection for the printing and mailing of the 2025 Tax Statements.

We requested bids from 6 vendors:

AMG Printing – No response  
CSI Documents Services – No response  
Data Integrators, INC – No references for software compatibility, no turnaround time  
Laser Printers – No Response  
The Master's Touch LLC – No 3-day turnaround time  
Variverge – meet all the requirements

Variverge was the lowest vendor that meets all the required specifications.

Since Brazos County participates in the Split Pay option to pay your taxes, this shortens the time to have the statements printed and mailed. Taxpayers must make the first half payment on or before November 30<sup>th</sup> to qualify for the Split Pay Option. If this deadline isn't met the full tax amount is due on or before January 31. This is why we have a 3-day turnaround time for processing the Tax Statement file for the printers.

The timing and requirements for the Tax Statements are a critical part of the tax collection process. We need a vendor that will meet the unique needs of Brazos County.

Respectfully,

Melissa Leonard  
Brazos County Tax Assessor Collector



## SPECIFICATIONS

### *Project 1: Tax Statements*

Approximately 124,000 statements

A sample 2024 form (Ex. A) is included. This form is preprinted on the front and back and is pre-perforated. Upon contract, the vendor will be supplied with a corrected form outlining 2025 required changes. Please note the Brazos County Tax Office reserves the right to alter the form in order to comply with legislative, appraisal district, or tax office requirements until the approved vendor has received the data file. The format of the form may not be changed by the vendor unless agreed to or directed by the tax office. PDF examples of the statement are available.

The file will include all information necessary to create the owner statements, the mortgage company statements, and the agent statements. Brazos County sends duplicate statements to mortgage companies and agents.

#### Requirements:

Forms are to be pre-printed with text front and back and perforated between the payment stubs. Bar-coded property ID numbers shall be added to each payment stub.

Each statement must include a QR code that directly links to the Brazos County Tax Office website for each specific property.

Each payment stub should include an OCR line in the specified format and location including both the half and full payment amounts for the property.

Vendor must provide preprinted form proof.

Upon receipt of statement file, vendor will be required to email or fax a representative sampling of completed statements for verification, **within 3 days**. Print production must be **within 3 days of proof approval**.

Tax Statement bid includes the following:

1. Folding of Alpha sort-all taxpayers.
2. Inserting of folded statements.
3. Pre-sorting, Bar-coding, OCR and QR code.
4. **Estimated cost of bulk postage/mailing costs (paid separately in advance of mailing). Any overage of postage provided must be returned to the county and not applied to the printing expenses.**

NOTE: No more than 5 (five) #10 envelopes to one owner (Estimated 20 statements). Statements for property owners w/higher statement count may be returned to the Brazos County Tax Office for mailing, or mailing of large statement groups may be included in bid.

***Project 2: # 10 Window Envelopes***

Pre-printed # 10 window Envelopes for tax statement mailing.

Return address information printed in black – additional statement in red to right of window:

TAX STATEMENT ENCLOSED

OPEN IMMEDIATELY

Estimated number of envelopes needed is 75,000 – to allow for multiple property owner  
Statement mailing – any excess is to be shipped to Brazos County Tax Office.

NOTE: If bulk statements are to be mailed by printer, a quote for large envelopes should be included.

***Project 3: Levy Roll***

Approximately 37,000 numbered pages  
(or 18,250 sheets of paper).

Alphabetical order must be maintained.

Must be delivered within 2 months of delivery of tax statements.

A separate file of the levy roll will be provided.

**Specifications:**

Paper Weight: 24# bond

Paper Size: 8 ½" x 11" (letter size)

Paper Color: White

Binding: Cerlox – 2" Comb; approximately 350 sheets per book (other binding options will be considered)

Binder Color: To be determined by client at print date

Binder Type: Dependent upon approved binding process

Comb Label: According to content

**INDEX TO ATTACHMENTS**

***Project #1***

- A) 2024 Completed Tax Statement

***Project #2***

- A) Pre-printed #10 Window Envelopes (Examples are actual returned envelopes)

***Project #3***

- A) Sample Levy Roll – front and back

## SPECIFICATIONS

### REFERENCES

Provide a listing of *only* your customers that utilize the **Harris Govern PACs Collections** software in Texas. Please include the following information:

1. Contact Name and phone number
2. Number of year's customer has utilized your services



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:  
DATE OF COURT MEETING: 8/5/2025  
ITEM: Approval of Contract #25-148 Cellphone Texting Archive Services with SMARSH Inc.  
TO: Commissioners Court  
FROM: Celina Nava  
DATE: 07/30/2025  
FISCAL IMPACT: True  
BUDGETED: True  
DOLLAR AMOUNT: \$45,864.20

**NOTES/EXCEPTIONS:**

This contract is for Brazos County to be in compliance with Texas Public Information Act (PIA). Local governments in Texas are required to archive text messages that constitute public information under the Texas Public Information Act (PIA), specifically under Texas Government Code Chapter 552. This contract will meet those requirements. SMARSH is a archiving platform that Brazos County can manage mobile text messages and extract them when needed. Funds have been requested by IT department during yearly budget under their operation funds and are in place. All departments that have county issued cellphone benefit from this contract. We currently have approximately 400 cellphone and other electronic devices that are being managed by SMARSH. Failure to approve such contract can cause an overlap of service and can potentially lead us to be non complaint with PIA regulations. Cost for this contract is \$45,864.20 yearly cost current term for this August 19, 2024. This would extend contract from August 20, 2025- August 19, 2026.

**ATTACHMENTS:**

**File Name**

[Proposal.pdf](#)

[Terms and Conditions.pdf](#)

**Description**

Proposal

Terms and Conditions

**Type**

Backup Material

Backup Material



Order Form (#Q-97589) (Service Account Number: 302832 )

## Renewal - Brazos County, TX

Account Rep      Bethany Cloutier  
Email              bethany.cloutier@smarsh.com

Customer              Brazos County, TX  
Service Address      300 E 26th St  
                             Bryan, Texas 77803-5359

Company              Smarsh Inc.  
Prepared on          28-May-2025  
Valid until            20-Aug-2025  
Start Date            20-Aug-2025  
Renewal Date        20-Aug-2026  
Billing Frequency    Annual  
Order Type          Renewal

Billing Contact        Amanda Adams  
Contact Phone  
Contact Email        acadams@brazoscountytexas.gov  
Technical Contact    Eric Caldwell

Services	Unit Price	Minimum Quantity	Minimum Commitment
Unified		1	
Platform - Professional Archive - SMG	\$701.39	1	\$701.39
AT&T Mobile Message - Professional Archive Capture	\$113.19	399	\$45,162.81
Annual Recurring Service Fees Subtotal			\$45,864.20
One-Time Fees Subtotal			\$0.00
Contract Total			\$45,864.20

### Notes

All prices quoted are before tax. Applicable taxes will be added at time of invoicing. If you are tax exempt, please send a current copy of your tax-exempt certificate to [accounting@smarsh.com](mailto:accounting@smarsh.com)



## Terms & Conditions

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The Services are subject to the terms and conditions of this Order Form and (i) the Smarsh Service Agreement available at [www.smarsh.com/legal/ServiceAgreement](http://www.smarsh.com/legal/ServiceAgreement) (ii) the Service Specific Terms referenced in or attached to this Order Form, and (iii) any exhibits or attachments to this Order Form that may amend, supersede, or append the terms referenced herein (collectively "Agreement"):

### SERVICE SPECIFIC TERMS

- The Professional Archive Service Specific Terms available at <https://www.smarsh.com/legal/SSTProfessionalCloud>;
- Mobile Channels Service Specific Terms available at <https://www.smarsh.com/legal/SSTMobilityChannels>;

### TERM

The Term of the Services will begin on the Start Date set forth on the first page of this Order Form, or if no Start Date is stated, the execution date of this Order Form, and will continue for the Subscription Term specified on the first page of this Order Form. For Services added during Client's existing Term, the Term of the Services will sync to and co-terminate upon Client's Renewal Date set forth above. Renewal of the Services is subject to the terms of the Agreement.

### INVOICING

The Recurring Service Fees and One-Time Fees ("Fees") will be invoiced at the billing frequency set forth on the first page of this Order Form. For usage overages, Smarsh will invoice Client for any usage over the minimum quantities at the same per unit rate as indicated in the first page of this Order Form on a regular basis in arrears. Client agrees that the Recurring Services Fees set forth in this Order Form are Client's minimum commitment for the Term.

### DATA MANAGEMENT FEES – PROFESSIONAL ARCHIVE

If not priced above or set forth on a separate Order Form between Smarsh and the Client for the applicable data management services requested by the Client, the following standard data import, conversion (if applicable), and storage Fees for data imports Client's Professional Archive shall apply to data imports during the Client's term:

Data Imports - One-time Fee (25 GB Minimum)	\$10.00/GB
Import Data Conversion Fee (25 GB Minimum)	\$3.00/GB
Data Storage – Annual	\$2.50/GB

## Amendment to the Smarsh Service Agreement

This Amendment ("**Amendment**") amends the Smarsh Service Agreement located at <https://www.smarsh.com/legal/ServiceAgreement> between Smarsh Inc. ("Smarsh") and Brazos County, TX Client") ("**Agreement**"). This Amendment is effective as of the date last signed below, or on the date (i) the Client signs the Order Form to which this Amendment is attached. Capitalized terms not defined in this Amendment have the meaning provided in the Agreement.

**WHEREAS**, Client has requested certain modifications to the Agreement, and Smarsh has agreed to such modifications as set forth below;

**THEREFORE**, Client and Smarsh agree as follows:

- 1) **Conflict.** In the event of a conflict between this Amendment and the Agreement, the terms of this Amendment shall control with respect to the clauses and language modified by this Amendment.

- 2) Section 6.3 of the Agreement is hereby deleted and replaced with the following language:

**6.3. Renewals & Non-Renewal – Limited Term.** The Services that are provided on a recurring basis will not renew automatically for an additional, successive 12-month Service Term. The Services may be renewed by Client for an additional, successive 12-month Service Term (each a "Renewal Term") upon the execution of a renewal Order Form prior to the expiration of the then current Service Term. Smarsh may elect not to renew a Service by providing no less than 30 days written notice to the Client prior to the end of the then current Service Term.

- 3) Section 7.7 of the Agreement is hereby deleted and replaced with the following language:

**7.7 Taxes.** All Fees payable by Client under this Agreement are exclusive of taxes and similar assessments. Smarsh acknowledges that Client is tax-exempt.

- 4) Section 8.2 of the Agreement is hereby deleted and replaced with the following language:

**8.2. Obligations with Respect to Confidential Information.** Each party agrees: (a) that it will not disclose to any third party, or use for the benefit of any third party, any Confidential Information disclosed to it by the other party except as expressly permitted by this Agreement; and (b) that it will use reasonable measures to maintain the confidentiality of Confidential Information of the other party in its possession or control but no less than the measures it uses to protect its own confidential information. Either party may disclose Confidential Information of the other party: (i) pursuant to the order or requirement of a court, administrative or regulatory agency, or other governmental body, provided that the receiving party, if feasible and legally permitted to do so, gives reasonable notice to the disclosing party to allow the disclosing party to contest such order or requirement; (ii) to the parties' agents, representatives, subcontractors or service providers who have a need to know such information provided that such party shall be under obligations of confidentiality at least as restrictive as those contained in this Agreement ("Agents"); or (iii) pursuant to a public records request under those laws applicable to the Client and only to the extent that such confidential information is not subject to an exemption from such public record request, provided that the Client gives notice to Smarsh in a reasonable amount of time to allow Smarsh the opportunity to seek a protective order preventing such disclosure. Each party will promptly notify the other party in writing upon becoming aware of any unauthorized use or disclosure of the other party's Confidential Information.

- 5) Section 11.1 of the Agreement is hereby deleted and replaced with the following language:

**11.1. Client Indemnification.** To the extent permitted by those laws applicable to the Client, and without in any manner waiving its rights to sovereign immunity or increasing the limits of liability thereunder, Client will defend and indemnify Smarsh, its officers, directors, employees, and agents,

from and against all third party claims, losses, damages, liabilities, demands, and expenses (including fines, penalties, and reasonable attorneys' fees), arising from or related to (i) Client Data and Client's use of Client Data, (ii) Smarsh's use of Client Data in accordance with this Agreement, and (iii) Client's use of the Services in violation of this Agreement or applicable laws, rules, and regulations. Smarsh will (a) provide Client with prompt written notice upon becoming aware of any such claim; except that Client will not be relieved of its obligation for indemnification if Smarsh fails to provide such notice unless Client is actually prejudiced in defending a claim due to Smarsh's failure to provide notice in accordance with this Section ; (b) allow Client sole and exclusive control over the defense and settlement of any such claim; and (c) if requested by Client, and at Client's expense, reasonably cooperate with the defense of such claim.

6) Section 13.5 of the Agreement is hereby deleted and replaced with the following language:

**13.5. Governing Law.** This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without regard to conflict/choice of law principles.

7) Section 13.11 of the Agreement is hereby deleted and replaced with the following language:

**13.11. Amendments.** This Agreement may only be modified, or any rights under it waived, by a written document executed by both parties.

8) The following language is added to the Agreement as Section 14 – SLED Additional Terms.

**14.1 Insurance.** Smarsh shall, on a primary basis and at its sole expense, maintain in full force and effect at all times during the life of this Agreement, insurance coverage and limits, including endorsements, necessary and appropriate to provide the Services under this Agreement. Smarsh agrees to provide, once every 12 months and upon written request by the Client, a summary of Smarsh's insurance coverage for review by the Client. In addition, Smarsh agrees to use commercially reasonable efforts to provide at least 30 days prior written notice of any material adverse changes to Smarsh's insurance coverage.

9) Except as otherwise set forth in this Amendment, the Agreement will remain unchanged and in full force and effect. This Amendment, together with the Agreement is the entire agreement between the parties, and supersedes all prior agreements between them, whether written or oral in nature





## Purchase Order Information

**Client to Complete:**

Is a Purchase Order (PO) required for the purchase of the Services on this Order Form?

☐ No

☒ Yes – Please complete below

Upon signature by Client and submission to Company, this Order Form shall become legally binding unless Company rejects this Order Form for any of the following reasons: (i) changes have been made to this Order Form (other than completion of the purchase order information and the signature block); or (ii) the requested purchase order information or signature is incomplete; or (iii) the signatory does not have authority to bind Client to this Order Form.

Client authorized signature

By

Name:

KYLE KACAL

Date:

8/5/25

Title:

ACTING COUNTY JUDGE

## Service Specific Terms – Professional Archive

These Service Specific Terms – Professional Archive apply only to Client's purchase and use of the Connected Archive Professional Archive Service. Unless expressly stated otherwise, capitalized terms contained in these Service Specific Terms have the meaning given them in the Smarsh Service Agreement - General Terms.

1. **Descriptions.** The “**Professional Archive**” is a Service that captures data from the Client's Third Party Services and archives it as Client Data. The Professional Archive includes a supervision module for compliance review and a discovery module for managing collection and export of communications for litigation holds, eDiscovery, and regulatory audits. To enable the Professional Archive to receive Client Data, Client must purchase a bundle of Connections. A “**Connection**” means one of the following, as applicable to the specific Channel: (a) a user account such as an email mailbox; (b) an instant message account or screen name; (c) a social media page or profile; or (d) a mobile device phone number.
2. **Data Retention.** Smarsh will retain Client Data captured by the Professional Archive during the Term of the Agreement for a default retention period of up to 7 years at no additional charge. If Client requires Client Data captured by the Professional Archive to be retained for longer than 7 years, Client must purchase extended data retention. Client may implement retention policies within the Professional Archive. Client is solely responsible for ensuring that the default retention period or any other retention policies implemented by Client within the Professional Archive comply with any applicable legal, regulatory, or Client internal requirements. Data that Client sends on removable media to Smarsh for import into the Professional Archive as Client Data will be subject to import fees and additional storage fees, as specified in the applicable Order Form. Data that is sent from Connected Capture or any other external capture service to the Professional Archive as Client Data will be subject to additional storage fees, as specified in the applicable Order Form. Following termination or expiration of the Agreement, Smarsh will retain Client Data for a minimum of six (6) months to allow time for Client to make alternative arrangements for long-term data storage. Thereafter, Smarsh may delete Client Data in its sole discretion.
3. **Data Exports.** During the Term, Client may complete self-service exports of Client Data at no additional charge by logging into the Professional Archive. Client may also engage Smarsh to perform exports of Client Data on Client's behalf by signing a separate Order Form and paying the associated Professional Services Fees. Following termination or expiration of the Agreement, Client may maintain access to the Professional Archive and the ability to complete self-service exports by executing a separate historical access agreement. In the alternative, Client may engage Smarsh to perform an export on Client's behalf of all or a portion of the Client Data remaining in the Professional Archive by signing a separate Order Form and paying the associated Professional Services Fees.
3. **Client Obligations.** Client is responsible for configuring applicable third-party platforms or systems to transmit Client Data to the Professional Archive. If Client wishes to ingest its historical data into the Professional Archive, Client must provide such data in a format acceptable to Smarsh. No later than the second business day of each month, Client shall submit to Smarsh usage reports for the prior month in a format specified by Smarsh.
4. **Client-Side Software Terms.** Certain Channels may require Client to install software (“**Client-Side Software**”) to allow the Professional Archive to receive Client Data. If Client-Side Software is provided to Client by Smarsh, upon delivery of the Client-Side Software Smarsh grants Client a limited, non-exclusive, non-sublicensable license to download and install the applicable Client-Side Software onto Client's end user's computer, laptop, or mobile device (as applicable), for which Client has purchased a Connection, or on Client owned or controlled servers, plus one copy for backup or archival purposes. Smarsh, and its licensors retain all rights in and to the Client-Side Software that are not expressly granted to Client in this Section 4.

5. **Datacenters.** The Professional Archive is hosted on Smarsh-managed infrastructure in the United States.
6. **Service Level Agreement.** The Service Level Agreement applicable to the Professional Archive is available at <https://www.smarsh.com/legal/ConnectedArchiveSLA>.

## Service Specific Terms – Mobile Channels

These Service Specific Terms – Mobile Channels apply when Client uses the Professional Archive or a Connected Capture Service to capture or archive text messages from a mobile telecommunications provider or from the CellTrust SL2 app. Unless expressly stated otherwise, capitalized terms contained in these Service Specific Terms have the meaning given them in the Smarsh Service Agreement - General Terms.

Client is only permitted to actively capture and archive text messages for Client's current employees or contractors. Client is not permitted to actively capture or archive text messages for any individual who is not a Client employee or contractor. Client agrees to (i) notify Smarsh immediately when any employee's employment or contractor's service is terminated; and (b) provide each employee and contractor with clear and conspicuous notice of policies regarding the receipt, transmission, storage, and use of employee's or contractor's text messages. Client is responsible for ensuring that each employee and contractor has agreed to such policies and that each employee has been made aware that such employee has no reasonable expectation of privacy in such employee's text messages. Each telecommunications carrier may have a different implementation process. The implementation process is dependent on actions to be completed by Client and the applicable telecommunications carrier. Smarsh is not responsible for delays in implementation caused by a telecommunications carrier, CellTrust, Client, or Client employees or contractors.

Certain telecommunications carriers (e.g. AT&T, Verizon and Rogers) require Smarsh to pass through certain additional terms ("Additional Text Service Terms"). Such Additional Text Service Terms are subject to modification by the applicable carrier and such modifications shall be incorporated into the Agreement upon notice to Client. The current Additional Text Service Terms follow.

**EACH OF I-III THAT FOLLOW ARE AGREEMENTS MADE BETWEEN CLIENT AND THE APPLICABLE TELECOMMUNICATION CARRIER DIRECTLY. SMARSH IS NOT A PARTY TO THESE TERMS.**

[TERMS BEGIN ON THE NEXT PAGE]

## **I. AT&T Mobile Archiving Terms. These Terms are made between Client and AT&T Mobility.**

This agreement is between you as our subscriber ("You") and the affiliate of AT&T Mobility National Accounts, LLC providing wireless service to You ("AT&T"), and it sets forth the terms and conditions ("Terms and Conditions") under which You agree to use and AT&T agrees to provide access to Archived Messages through the Archived Messages Service (as such terms are defined below). By using the Archived Messages Service, You accept these Terms and Conditions, which AT&T may modify from time to time.

### **1. DEFINITIONS.**

- 1.1. Archived Messages means a Participating Employee's Messages that AT&T has made available to SMARSH for retrieval through use of SMARSH's Archived Messages Service.
- 1.2. Archived Messages Service means SMARSH's service that provides You access to Archived Messages.
- 1.3. Customer Liable MDNs means a Mobile Directory Number (MDN) for AT&T wireless service that is established under Your corporate account and corporate name and for which You are financially responsible to AT&T for an AT&T service.
- 1.4. Employee Liable MDN means a MDN for AT&T wireless service that is established in the name of an individual employee of Your company or other authorized individual and for which such individual is financially responsible to AT&T for AT&T services.
- 1.5. Messages means messages sent or received by any Participating Employee via short message service (SMS), multimedia message service (MMS) and/or AT&T Business Messaging Service.
- 1.6. Participating Employee means Your employee or other authorized user of a mobile device with a Customer Liable MDN whose Customer Liable MDN(s) is subscribed to the Archived Messages Service.

### **2. ARCHIVED MESSAGES SERVICE.**

- 2.1. You authorize AT&T to make the Messages available to Smarsh for use solely in connection with SMARSH's Archived Messages Services.
- 2.2. You will only access, use, copy, store or disclose Archived Messages in accordance with these Terms and Conditions. You will not access, use, copy, store or disclose Archived Messages for any other purpose.
- 2.3. SMARSH. You will enter into an agreement with SMARSH Inc. ("SMARSH") for the Archived Messages Service, and You will pay all of SMARSH's charges for such Archived Messages Service in accordance with that agreement and these Terms and Conditions.

- 2.4. Customer Liable MDNs Only. You will enroll only Customer Liable MDNs in the Archived Messages Service. You may not enroll any Employee Liable MDNs in the Archived Messages Service.
- 2.5. Notice and Consent. Prior to enrolling any individual's device in the Archived Messages Service and accessing, using, storing, copying or disclosing any Participating Employee's Archived Messages, You will provide advance disclosure to each such individual containing clear and conspicuous notice of the terms and conditions of the Archived Messages Service, including how You and SMARSH will access, use, copy, retain, protect or disclose such individual's Archived Messages, as well as the duration and purpose of such access, use, copying or retention. You will also obtain all lawfully required consents for those uses of such individual's Messages. You agree to maintain the currency of such consent at all times.
- 2.6. Transferring a Mobile Device or Customer Liable MDN to Another Employee. Prior to transferring a mobile device or Customer Liable MDN that is enrolled in the Archived Messages Service to another person, you will disenroll or notify SMARSH to disenroll the then-current Participating Employee and the Customer Liable MDN on that mobile device from the Archived Messages Service.
- 2.7. Acknowledgement and Agreement. You acknowledge that AT&T will make the Archived Messages available to SMARSH for use in connection with the Archived Messages Service and that AT&T will have no further control for the Archived Messages after they are provided to SMARSH. You further agree that AT&T will have no responsibility or liability to You with respect to the Archived Messages after they are provided to SMARSH.
- 2.8. Limitations and Restrictions. You may access a Participating Employee's Archived Messages only with that Participating Employee's express knowledge and consent. You must maintain records of each Participating Employee's express, informed consent for You to collect and use his or her Archived Messages. If a Participating Employee revokes such consent at any time, then you must immediately cease initiating requests for that individual's Archived Messages.
- 2.9. Customer Business Records. You agree to maintain full, complete and accurate records related to Your performance under these Terms and Conditions, and You agree to preserve such records for five (5) years from the date of preparation; provided, however, that You agree to retain for at least five (5) years following Your latest access to Archived Messages Service records that are sufficient to demonstrate each Participating Employee's consent to Your access to and use of his or her Archived Messages. Such records shall be available for inspection and copying by AT&T during Your normal business hours, upon five (5) days' notice, but not more than once per quarter, unless otherwise required by applicable law, rule or regulation. If You fail to comply with the obligations set forth in this Section, or if AT&T's review of such records reveals that You are in violation of any of these Terms and Conditions, then, in addition to its other remedies under these Terms and Conditions, Your account agreement with AT&T or at law or in equity, AT&T may terminate your access to the Archived Messages.
- 2.10. Compliance with Laws, Policies and Practices. You agree to comply with all applicable laws, rules and regulations, including all applicable consumer protection, marketing, data security, export and privacy laws and Federal Trade Commission privacy initiatives. You are solely responsible for making any

disclosures required by law, rule, regulation, or otherwise regarding the nature, accuracy, effectiveness, or limitations of the Archived Messages Service.

- 2.11. Indemnification. You agree to indemnify and hold AT&T, its officers, directors, employees and agents harmless from and against any claim, damage or loss that is related to or arising out of Your failure to comply with any of these Terms and Conditions, including reasonable attorney's fees.

## II. Verizon Mobile Archiving Terms.

This agreement is between you as our subscriber and Verizon Wireless ("VZW") and it sets forth the terms and conditions under which you agree to use, and we agree to provide access to, Archived Messages through the Archived Messages Service (as such terms are defined below). By using the Archived Messages Service, you accept these Terms and Conditions, which may be modified by us from time to time.

### 1. DEFINITIONS.

- 1.1. **Archived Messages** means the Participating Employee's Messages available for retrieval by SMARSH from VZW.
- 1.2. **Archived Messages Service** means SMARSH's service that provides Archived Messages to you.
- 1.3. **Customer Liable MDNs** means a VZW Mobile Directory Number (MDN) that is established under your corporate account and corporate name for which you are financially responsible for the payment to VZW for VZW service.
- 1.4. **Employee Liable MDN** means a VZW MDN that is established in the name of an individual employee of your company and such individual employee is financially responsible for the payment to VZW for VZW services.
- 1.5. **Messages** means messages sent or received by the Participating Employee via the short message service (SMS) or the multimedia message service (MMS).
- 1.6. **Participating Employee** means your employee who has opted into the Archived Messages Service via your Customer Liable MDN.

### 2. ARCHIVED MESSAGES SERVICE.

- 2.1. You will only access, use, copy, store or disclose Archived Messages in accordance with these Terms and Conditions. Customer will not access, use, copy, store or disclose Archived Messages for any other purpose.
- 2.2. **SMARSH.** You will enter into an agreement with SMARSH Inc. ("SMARSH") for the Archived Messages Service and you will pay all of SMARSH's charges for such Archived Messages Service in accordance with such agreement and these Terms and Conditions.
- 2.3. **Customer Liable MDNs Only.** You will enroll only Customer Liable MDNs in the Archived Messages Service. You will not enroll any Employee Liable MDNs in the Archived Messages Service.
- 2.4. **Notice and Consent.** Prior to enrolling any employee in the Archived Messages Service and accessing, using, storing, copying or disclosing any Participating Employee's Archived Messages, you will provide advance disclosure to each employee containing clear and conspicuous notice of the terms and conditions of the Archived Messages Service, including how you and SMARSH will access, use, copy, retain, protect or disclose such employee's Archived Messages, as well as the



duration and purpose of such access, use, copying or retention. Prior to enrolling any employee in the Archived Messages Service, VZW will send a free to end user text message, pre-approved by you, to each employee containing a notice to opt-in to the Archived Messages Service, and you will not access, use, store, copy or disclose any employee's Archived Messages until such consent has been obtained.

- 2.5. **Revocation of Consent.** You will ensure that each Participating Employee may immediately revoke consent through readily available mechanisms to the Participating Employee. You will immediately notify SMARSH of any such revocation of consent so that SMARSH can notify VZW of such revocation. If consent is revoked, then you will not access, retrieve, use, store, copy or disclose such employee's Archived Messages dated after the revocation date. You may access, use, store, copy or disclose such employee's Archived Messages retrieved by you prior to such revocation date.
- 2.6. **Transferring Mobile Device or Customer Liable MDN to Another Employee.** Prior to transferring a mobile device or Customer Liable MDN enrolled in the Archived Messages Service to another employee, you will disenroll or notify SMARSH to disenroll from the Archived Messages Service the Participating Employee and the Customer Liable MDN on that mobile device.
- 2.7. **Periodic Reminders.** VZW will provide periodic reminders to each Participating Employee of its enrollment in the Archived Messages Service, if Company enables such option in SMARSH's portal.
- 2.8. **Acknowledgement.** You acknowledge that VZW will make available to SMARSH the Archived Messages for use in connection with the Archived Messages Service and VZW will have no further control or responsibility for the Archived Messages once they are provided to SMARSH.
- 2.9. **Limitations and Restrictions.** You may access the Participating Employee's Archived Messages only with that Participating Employee's express knowledge and consent. You must maintain records of each employee's express, informed consent for you to collect such Participating Employee's Archived Messages. If a Participating Employee revokes such consent at any time, then you must immediately cease initiating requests for that employee's Archived Messages.

3. **CUSTOMER BUSINESS RECORDS.** You will maintain full, complete and accurate records related to your performance under these Terms and Conditions and shall preserve such records for five (5) years from the date of preparation; provided, however, that you will retain, for at least five (5) years following the latest access to Archived Messages, records sufficient to demonstrate each employee's consent to access and use its Archived Messages. Such records shall be available for inspection and copying by VZW during your normal business hours, upon five (5) days' notice, but no more than once per quarter, unless otherwise required by applicable law, rule or regulation. If you refuse to comply with the obligations set forth in this Section or if VZW's review of such records reveals that you are in violation of any of these Terms and Conditions, then, in addition to its other remedies under these Terms and Conditions, your account agreement with VZW or at law or in equity, VZW may terminate your access to the Archived Messages.

4. **COMPLIANCE WITH LAWS, POLICIES AND PRACTICES.** You will comply with all applicable laws, rules and regulations, including all applicable consumer protection, marketing, data security, export and privacy laws and Federal Trade Commission privacy initiatives. You are solely responsible for making any disclosures required by law, rule, regulation, or otherwise regarding the nature, accuracy, effectiveness, or limitations of the Archived Messages Service.

**Updated 11/24/15**

### III. Rogers Mobile Archiving Terms.

Where Client purchases Rogers Archiving Service, Client will be required to sign this Data Release Direction and Consent directly with Rogers Communications Canada Inc. This serves as notice of the foregoing requirement.

#### DATA RELEASE DIRECTION & CONSENT

**WHEREAS** Rogers Communications Canada Inc. ("**Rogers**") provides telecommunications services (including SMS/MMS messaging services), to \_\_\_\_\_ ("**Customer**");

**AND WHEREAS** the Customer has executed an agreement with Smarsh Inc. ("**Smarsh**") for the archiving of the Customer's SMS/MMS messages associated with the listed Customer CTNs, as provided by Smarsh;

**AND WHEREAS** the Customer has directed Rogers to send copies of the SMS/MMS messages associated with the listed Customer CTNs to Smarsh in order to facilitate the archiving of those messages;

**NOW**, for valuable consideration, the receipt and sufficiency of which are acknowledged, Customer agrees as follows:

Customer hereby directs Rogers to send copies of all of the Customer's incoming and outgoing SMS/MMS messages for those corporate lines that the Customer has indicated, as communicated through Smarsh, and consents to the transmission/disclosure of such Customer data and confidential information (including personal information) from Rogers to Smarsh. The Customer acknowledges that the Customer data will be sent outside of Canada as part of this direction and consent.

Customer (which term includes its parent, predecessor, subsidiary, affiliated and related companies and organizations, associated and related partnerships, and each of the present and former directors, officers, employees, agents, representatives, and employees of each of them and their successors, heirs, executors, administrators and assigns) thereby, for itself, its administrators and agents releases and forever discharges Rogers (along with its affiliates, present and former directors, officers, and employees) from any action or cause of action in relation to: (i) the Customer's data that is sent to Smarsh; and, (ii) Smarsh's services to the Customer. The Customer accepts and assumes all of the risks of directing Rogers to send the Customer's data to Smarsh to enable Smarsh to provision the archiving services contracted for by the Customer directly with Smarsh and further agrees not to make any claim, threaten to institute or take or continue any proceedings whatsoever against any person or corporation or entity with respect to the matters herein released, nor to make any claim, threaten to institute or take or continue any proceedings against any person or corporation or entity in respect of which any claim could arise against Rogers in relation thereof. In the event such proceedings are commenced, Customer agrees that this data release direction and consent may be raised as an estoppel and as a complete defence and reply to any such proceedings and may be submitted to the court as Customer's consent to an order dismissing such proceedings on a summary basis.



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Permission to Advertise RFP #25-151 Legal Representation of Juveniles.

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS:

Brazos County is asking to solicit to contract with one group of attorneys (Contract Attorneys) to provide legal representation to Juveniles. The Contract Attorneys selected to provide Juvenile representation must meet or exceed the Minimum Qualifications and be approved by the Judges of the District Courts and County Courts at Law. The Commissioners Court of Brazos County may enter into a Contract with the selected Firm to provide the majority of all legal representation for Juvenile offender cases that are appointed by the Juvenile Court based upon the Juvenile's need for representation as required by the Texas Juvenile Justice Code. The Contract Attorneys shall agree to make the representation of Juveniles to which they have been appointed under this Contract a priority in their practice and file few, if any, motions for continuance on the grounds of a conflicting setting in another court in non-juvenile cases. The Contract Attorneys shall agree to meet or exceed the IJA-ABA Standards for Juvenile Justice relating to the quality of service provided by court-appointed attorneys to Juveniles. The Contract Attorneys selected will be solely responsible for all routine expenses associated with the representation of Juveniles to which they are appointed under the Contract. Routine expenses include paralegal and secretarial services, library expense, office supply and equipment expenses, telephone services, facsimile transmission services, copying expenses, postage and parcel delivery expenses, transportation expenses incurred within Brazos County and the counties contiguous to Brazos County, and expenses associated with serving subpoenas and contacting witnesses. If chosen as the Contract Attorneys, they will be asked to sign a Professional Services Agreement. During the term of such Contract, the Contract Attorneys shall be appointed to represent any Juvenile offenders determined to be in need of representation as required by the Juvenile Justice Code, except: (1) Contract Attorneys shall not be appointed or obligated under the Contract to provide representation to Juvenile charged with delinquent conduct arising from the criminal offense of Capital Murder; (2) Contract Attorneys shall not be appointed or obligated under the Contract to provide representation to Juveniles when the Contract Attorneys or Firm is disqualified from such representation or has a conflict of interest under the Texas Disciplinary Rules of Conduct.

**ATTACHMENTS:**

**File Name**

[Request to Advertise.pdf](#)

**Description**

Request to Advertise

**Type**

Backup Material



# Brazos County Purchasing Department

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

## BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

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

DATE: August 5, 2025

RFP NUMBER: 25-151

TITLE: Legal Representation of Juveniles

REQUESTING DEPARTMENT: Multiple Departments

APPROVAL SIGNATURE: \_\_\_\_\_

  
Acting County Judge

DATE APPROVED: \_\_\_\_\_

August 5, 2025



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of the following evaluation committee for RFP #25-151 Legal Representation of Juveniles.

- a. Commissioner Bentley Nettles - Precinct 1
- b. Commissioner Chuck Konderla - Precinct 2
- c. Commissioner Fred Brown - Precinct 3
- d. Commissioner Wanda J. Watson - Precinct 4
- e. Judge Kyle Hawthorne - 85th District Court
- f. Judge John Brick - 272nd District Court
- g. Judge David Hilburn - 361st District Court
- h. Judge Jerrell Wise - 472nd District Court
- i. Judge Amanda Matzke - County Court at Law 1
- j. Judge Roy Brantley - County Court at Law 2
- k. Judge Dana Zachary - Misdemeanor Associate Court
- l. Judge Misty Sawn - Felony Associate Court/Juvenile Court Referee
- m. Judge Kyle Kacal- County Judge

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Per the Brazos County Indigent Defense Plan, this evaluation committee will evaluate all proposals to establish a contract with one group of attorneys (Contract Attorneys) to provide legal representation to Juveniles. The Contract Attorneys selected to provide Juvenile representation must meet or exceed the Minimum Qualifications and be approved by the Judges of the District Courts and County Courts at Law. The Commissioners Court of Brazos County may enter into a Contract with the selected Firm to provide the majority of all legal representation for Juvenile offender cases that are appointed by the Juvenile Court based upon the Juvenile's need for representation as required by the Texas Juvenile Justice Code. The Contract Attorneys shall agree to make the representation of Juveniles to which they have been appointed under this Contract a priority in their practice and file few, if any, motions for continuance on the grounds of a conflicting setting in another court in non-juvenile cases. The Contract Attorneys shall agree to meet or exceed the IJA-ABA Standards for Juvenile Justice relating to the quality of service provided by court-appointed attorneys to Juveniles. The Contract Attorneys selected will be solely responsible for all routine expenses associated with the representation of Juveniles to which they are appointed under the Contract. Routine expenses include paralegal and secretarial services, library expense, office supply and equipment expenses, telephone services, facsimile transmission services, copying expenses, postage and parcel delivery expenses, transportation expenses incurred within Brazos County and the counties contiguous to Brazos County, and expenses associated with serving subpoenas and contacting witnesses. If chosen as the Contract Attorneys, they will be asked to sign a Professional Services Agreement. During the term of such Contract, the Contract Attorneys shall be

appointed to represent any Juvenile offenders determined to be in need of representation as required by the Juvenile Justice Code, except: (1) Contract Attorneys shall not be appointed or obligated under the Contract to provide representation to Juvenile charged with delinquent conduct arising from the criminal offense of Capital Murder: (2) Contract Attorneys shall not be appointed or obligated under the Contract to provide representation to Juveniles when the Contract Attorneys or Firm is disqualified from such representation or has a conflict of interest under the Texas Disciplinary Rules of Conduct.



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of the following evaluation committee for RFP #25-151 Legal Representation of Juveniles.

- a. Commissioner Bentley Nettles - Precinct 1
- b. Commissioner Chuck Konderla - Precinct 2
- c. Commissioner Fred Brown - Precinct 3
- d. Commissioner Wanda J. Watson - Precinct 4
- e. Judge Kyle Hawthorne - 85th District Court
- f. Judge John Brick - 272nd District Court
- g. Judge David Hilburn - 361st District Court
- h. Judge Jerrell Wise - 472nd District Court
- i. Judge Amanda Matzke - County Court at Law 1
- j. Judge Roy Brantley - County Court at Law 2
- k. Judge Dana Zachary - Misdemeanor Associate Court
- l. Judge Misty Sawn - Felony Associate Court/Juvenile Court Referee
- m. Judge Kyle Kacal- County Judge

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS:

Per the Brazos County Indigent Defense Plan, this evaluation committee will evaluate all proposals to establish a contract with one group of attorneys (Contract Attorneys) to provide legal representation to Juveniles. The Contract Attorneys selected to provide Juvenile representation must meet or exceed the Minimum Qualifications and be approved by the Judges of the District Courts and County Courts at Law. The Commissioners Court of Brazos County may enter into a Contract with the selected Firm to provide the majority of all legal representation for Juvenile offender cases that are appointed by the Juvenile Court based upon the Juvenile's need for representation as required by the Texas Juvenile Justice Code. The Contract Attorneys shall agree to make the representation of Juveniles to which they have been appointed under this Contract a priority in their practice and file few, if any, motions for continuance on the grounds of a conflicting setting in another court in non-juvenile cases. The Contract Attorneys shall agree to meet or exceed the IJA-ABA Standards for Juvenile Justice relating to the quality of service provided by court-appointed attorneys to Juveniles. The Contract Attorneys selected will be solely responsible for all routine expenses associated with the representation of Juveniles to which they are appointed under the Contract. Routine expenses include paralegal and secretarial services, library expense, office supply and equipment expenses, telephone services, facsimile transmission services, copying expenses, postage and parcel delivery expenses, transportation expenses incurred within Brazos County and the counties contiguous to Brazos County, and expenses associated with serving subpoenas and contacting witnesses. If chosen as the Contract Attorneys, they will be asked to sign a Professional Services Agreement. During the term of such Contract, the Contract Attorneys shall be appointed to represent any Juvenile offenders determined to be in need of representation as required by the Juvenile Justice Code,



except: (1) Contract Attorneys shall not be appointed or obligated under the Contract to provide representation to Juvenile charged with delinquent conduct arising from the criminal offense of Capital Murder: (2) Contract Attorneys shall not be appointed or obligated under the Contract to provide representation to Juveniles when the Contract Attorneys or Firm is disqualified from such representation or has a conflict of interest under the Texas Disciplinary Rules of Conduct.

**ATTACHMENTS:**

**File Name**

No Attachments Available

**Description**

**Type**

**APPROVED**



8/5/25

**Date**

ACTING County Judge



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Contract #25-152 Secure Long-Term and Short-Term Residential Services with Hays County.

TO: Commissioners Court

FROM: Bobby Espinoza

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: This contract provides secure long-term and short-term residential services for juvenile offenders. The provided treatment is required by their probation. This agreement is between Juvenile Services and Hays County. This contract is fully budgeted by Juvenile Services. The term of this contract September 1, 2025 through August 31, 2026.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Hays County Pre and Post Program AutoRenew.pdf](#)

Partly Executed Agreement-25-152

Backup Material

STATE OF TEXAS

COUNTY OF HAYS

§  
§  
§

**CONTRACT AND AGREEMENT FOR SECURE  
LONG-TERM AND SHORT-TERM  
RESIDENTIAL SERVICE OF JUVENILE OFFENDERS**

This Agreement is entered into by and between the **Hays County Juvenile Board**, at the request of and on behalf of the **Hays County Juvenile Center** (collectively referred to as "Service Provider") and the County of **BRAZOS**, (hereinafter referred to as the "Placing County") acting by and through its duly authorized representative, as indicated by their signatures below.

**ARTICLE I**  
**PURPOSE**

- 1.01 The purpose of this Residential Services Agreement is to provide Placing County with residential care for children alleged or adjudicated to have committed delinquent conduct or conduct indicating a need for supervision. The placement facility to be utilized, **Hays County Juvenile Center**, is owned and operated by Service Provider and is located at **2250 Clovis Barker Road, San Marcos, Texas 78666**. The business office address of Service Provider is also **2250 Clovis Barker Road, San Marcos, Texas 78666**.

**ARTICLE II**  
**TERM**

- 2.01 The term of this Agreement is for **twelve (12)** months, commencing **September 1, 2025**, and ending **August 31, 2026**. It shall be automatically renewed for one year terms thereafter, commencing September 1<sup>st</sup> and ending August 31<sup>th</sup>, unless one party notifies the other in writing, at least thirty (30) days prior to the expiration of said term, of its intention to not renew this Agreement.
- 2.02 The terms of this Agreement shall be extended until such time as all services which have been requested by Placing County, and are pending on the termination date in section 2.01 above, have been performed.

**ARTICLE III**  
**SERVICES**

- 3.01 Service Provider will provide the appropriate levels of care for the behavioral levels of service as described in the Texas Administrative Code (TAC) Chapter 700, Service Level Descriptions. Levels of Care requires the facility meet all applicable standards under Title 37 Texas Administrative Code, as approved by TJJD, and if secure, be certified by the local juvenile board to qualify.

**Levels of Care:**

Detention – Pre-Adjudication

Specialized - Post-Adjudication

3.02 Service Provider will perform the following services:

- A. Provide basic residential child care services, including: standard supervision by qualified adults, food and snacks, clothing, recreation, personal hygiene items, haircuts, transportation, school supplies, educational and vocational activities, medically necessary health services, and miscellaneous, as requested by Placing County.
- B. Special treatment services, including behavior management, diagnostic services, therapeutic counseling and psychiatric consultation.
- C. Ensure that the child's parent(s) or legal guardian(s), and Placing County's placement officer is notified immediately if a child in placement makes an unauthorized departure, becomes seriously ill, or is involved in a serious accident. In the event of serious illness or accident and for any required follow-up care, Service Provider shall be responsible for having the child transported to the nearest hospital or emergency care facility.
- D. Work with Placing County's placement officer to create a written **Individualized Treatment/Case Plan** developed in concert with the client and mutually agreed upon by the appropriate Service Provider staff and the Probation Officer within thirty (30) days of placement. Said Individualized Treatment/Case Plan shall include measurement of progress toward goals in the following nine (9) domains: medical; safety and security; recreational; educational; mental/behavioral health; relationship; socialization; permanence; parent and child participation.
- E. Coordinate and document meetings to review the **Individualized Treatment Plan** with the child and the assigned probation placement officer at reasonable intervals, not to exceed ninety (90) days, to assess the child's progress toward meeting goals set forth, making modifications when necessary, and determining the need for continued placement outside of the child's natural home. The Individualized Treatment Plan shall contain the reasons why the placement may benefit the client; shall specify behavioral goals and objectives being sought for each client; shall state how the goals and objectives are to be achieved in the placement; shall state how the parent(s), guardian(s), and, where possible, grandparents and other extended family members will be involved in the program plan to assist in preventing or controlling the child's objectionable behavior.
- G. Provide the probation placement officer with a written report of the child's progress on a monthly basis in a Monthly Progress Report.

ARTICLE IV  
**EVALUATION CRITERIA**

4.01 The Individual Treatment Plan for each child must contain specific behavior **goals** and services that are appropriate to the child and enable the child to develop to his/her fullest potential. This

development will be through the provision of a safe, drug-free environment in which counseling services are utilized as tools for educational, emotional and behavioral catharsis.

A. **Output measures** may include, but are not limited to:

1. Average length of stay.
2. Average daily population.
3. Average number of counseling hours provided each child daily, weekly or monthly.
4. Average number of educational hours provided each child daily, weekly or monthly.

B. **Outcome measures** may include, but are not limited to:

1. 80% of children in placement will complete their placement as a successful discharge.
2. 80% of children in placement will report improved family communication/functioning while in placement.
3. 80% of children in placement will demonstrate progress in a majority of goals outlined in the Individual Treatment Plan.

- 4.02 Service Provider shall report on a monthly basis to Placing County as to each of the foregoing output and outcome measures. These reports will be reviewed by Placing County in order to monitor Service Provider for programmatic compliance with this Agreement.

#### ARTICLE V COMPENSATION

- 5.01 For and in consideration of the above-mentioned services, Placing County agrees to pay Service Provider not more than the per diem rates based upon the Level of Care provided, in accordance with schedule of rates for 24-Hour Residential Child Care set by the Texas Health and Human Services Commission as currently effective or subsequently amended with the exception of Detention services. The Service Provider will send notice to the Placing County the new Level of Care rates prior to September 1.
- 5.02 The Placing County agrees to pay Service Provider the sum of **\$325.00** per day for each space utilized in **Detention services**. The Placing County agrees to pay Service Provider the sum of **\$350.00** per day for each space utilized in the Specialized **Post-Adjudication programs**. The daily cost being based on the projected actual cost of care for children in the facility.
- 5.03 The rate fee will be paid only for those children specifically authorized to be placed by Placing County through its Fiscal Officer or other designated official.
- 5.04 Service Provider will submit an invoice for payment of services to the Placing County Fiscal Officer on a monthly basis. Said invoice shall be submitted within ten (10) working days following the end of the invoiced month and shall include information deemed necessary for adequate fiscal control, including but not limited to: hours worked, to be attributed to specific clients if appropriate, date service was rendered, hourly rate, total daily cost, and total monthly cost. Each invoice received for payment will be reviewed by Placing County in order to monitor Service Provider for financial compliance with this Agreement. Invoices submitted by Service Provider in proper form shall be paid by Placing County in a timely manner.
- 5.05 Service Provider must use its best efforts to seek and obtain all benefits available from other sources for eligible children. It must initiate and complete any appropriate Medicaid application and complete all necessary documentation to obtain reimbursement for children who may be

eligible for Medicaid. Any income received by Service Provider toward the support of a child from sources other than this Agreement, including but not limited to Medicaid, Social Security, medical insurance coverage, or contributions from parents or others must be documented as to each child for whom a billing is submitted and deducted from the invoice submitted to Placing County. Documentation must include the name(s) of the parties receiving the services, the dates and times services were provided and such other information deemed necessary for adequate fiscal control.

- 5.06 Placing County recognizes that part of a client's rehabilitation program may include time away from the residential setting of Service Provider, such as weekends and holidays, and that Service Provider must retain space for the client until his/her return. To this end, Placing County agrees to pay Service Provider the full amount due for such regularly scheduled days away from the residential setting or its program, provided they do not exceed four (4) days per month per client and that prior approval has been obtained by Placing County. Furloughs will not be authorized for the first ninety (90) days of placement, or until the completion of the first Individualized Program Plan Review, whichever comes first, except in only highly unusual situations. Unoccupied bed space constitutes days away from the facility. Individual Treatment Plans may warrant additional days away from the residential setting if approved in writing by Placing County; however, any additional days away from the residential setting will not be charged to Placing County.
- 5.07 The child's parent(s) or guardian(s) shall bear the primary responsibility for payment of any medical or dental needs, by personal payment, health insurance, or Medicaid coverage, as well as clothing or other expenses not provided for in Service Provider's program. Medical or dental care not covered by other funding sources must be submitted for written approval by Placing County for payment prior to the expenditures being incurred.
- 5.08 Services provided that effect payment that are not directly addressed by this Agreement must have prior written approval from Placing County.

#### ARTICLE VI EXAMINATION OF PROGRAM AND RECORDS

- 6.01 Service Provider agrees that it will permit Placing County to examine and evaluate its program of services provided under the terms of this Agreement and/or to review its records periodically. This examination and evaluation of the program may include site visitation, observation of programs in operation, interview and the administration of questionnaires to the staff of Service Provider and the children when deemed necessary.
- 6.02 Service Provider shall provide to Placing County such descriptive information on contracted children as requested on forms provided by Placing County.
- 6.03 For purposes of evaluation, inspection, auditing or reproduction, Service Provider agrees to maintain and make available to an authorized representative of the State of Texas or Placing County any and all books, documents or other evidence pertaining to the costs and expenses of this Agreement.
- 6.04 Service Provider shall retain and make available to Placing County all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a minimum of seven (7) years, or until any pending litigation, claim, audit or review and all questions arising there from have been resolved, and shall make available for Placing County's

inspection, all contractual agreements with Service Provider's subcontractors for services related to this Agreement.

- 6.05 Service Provider understands that acceptance of funds under this Agreement acts as acceptance of the authority of the State Auditor's Office, or any successor agency, to conduct an audit or investigation in connection with those funds. Service Provider further agrees to cooperate fully with the State Auditor's Office or its successor in the conduct of the audit or investigation, including providing all records requested. Service provider will ensure that the foregoing clauses concerning the authority of the State of Texas to audit and the requirement to cooperate is included in any subcontract or arrangement Service Provider enters into in which funds received under this Agreement form all or part of the consideration.

#### ARTICLE VII CONFIDENTIALITY OF RECORDS

- 7.01 Service Provider shall maintain strict confidentiality of all information and records relating to children involved in Placing County, and shall not re-disclose the information except as required to perform the services to be provided pursuant to this Agreement, or as may be required by law.

#### ARTICLE VIII PRISON RAPE ELIMINATION ACT OF 2003 (PREA)

- 8.01 **The Service Provider has a zero tolerance towards all forms of sexual abuse and sexual harassment in accordance with the provisions of the Prison Rape Elimination Act of 2003 that provides for administrative and/or criminal disciplinary sanctions.** The Service Provider shall adopt policies and comply with the Prison Rape Elimination Act of 2003 (28 CFR §115) standards and shall permit the Placing County to monitor its facility and records as necessary to ensure that the Service Provider is complying with said standards.
- 8.02 Service Provider shall adopt and comply with all federal, state, county and city laws, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this contract, including PREA which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.
- 8.03 Under PREA, Service Provider shall make available to the Chief Juvenile Probation Officer of the Placing County all incident-based aggregated data reports for every allegation of sexual abuse at its facility, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30 (PREA Sec. 115.387(e) and (f)). The Service Provider shall report to the Placing County in writing within 15 days any positive findings by a court or governmental agency that the Service Provider has violated a relevant federal statute or rule.
- 8.04 Service Agency shall be responsible for the financial cost associated with any PREA audit.

#### ARTICLE IX REPORTING ABUSE REQUIREMENTS

- 9.01 Service Provider shall ensure that all of its employees, interns, volunteers, subcontractors, agents and/or consultants that have contact with juveniles in a juvenile justice facility or juvenile justice

program will be properly trained to recognize and shall report all suspected or alleged incidents of abuse, neglect, exploitation, death or serious incidents involving a juvenile under the supervision of Placing County in accordance with the requirements of Texas Family Code Chapter 261 and any applicable Texas Juvenile Justice Department administrative rules regarding abuse, neglect, exploitation, death or serious incident.

- 9.02 Service Provider shall notify Placing County immediately of any abuse, neglect, exploitation, death or serious incidents involving a juvenile under the supervision of Placing County.

#### ARTICLE X DISCLOSURE OF INFORMATION

- 10.01 Service Provider warrants that, prior to entering this contract, it has verified and disclosed the following information to Placing County, and agrees that it shall have an ongoing affirmative duty under this Agreement to promptly ascertain and disclose in sufficient detail this same information to Placing County:
- A. any and all corrective action required by any of Service Provider's licensing authorities;
  - B. any and all litigation filed against Service Provider, or against its employees, interns, volunteers, subcontractors, agents and/or consultants that have direct unsupervised contact with juveniles; and
  - C. any pending or initiated criminal or governmental investigations and results/findings related to Service Provider, or against its employees, interns, volunteers, subcontractors, agents and/or consultants that have direct unsupervised contact with juveniles.

#### ARTICLE XI EQUAL OPPORTUNITY

- 11.01 Service Provider agrees to respect and protect the civil and legal rights of all children and their parents. It will not unlawfully discriminate against any employee, prospective employee, child, childcare provider, or parent on the basis of age, race, sex, religion, disability or national origin. Service Provider shall abide by all applicable federal, state and local laws and regulations.

#### ARTICLE XII ASSIGNMENT & SUBCONTRACT

- 12.01 Service Provider may not assign or subcontract any of its rights, duties and/or obligations arising out of this Agreement without the prior written consent of Placing County.

#### ARTICLE XIII OFFICIALS NOT TO BENEFIT

- 13.01 No officer, employee or agent of Service Provider and no member of its governing body and no other public officials of the governing body of the locality or localities in which the project is situated or being carried out who exercise any functions or responsibilities in the project, shall participate in any decision relating to this Agreement which affects or conflicts with his/her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.



ARTICLE XIV  
DEFAULT

- 14.01 Placing County may, by written notice of default to Service Provider, terminate the whole or any part of this Agreement, as it deems appropriate, in any one of the following circumstances:
- A. If Service Provider fails to perform the work called for by this Agreement within the time specified herein or any extension thereof; or
  - B. If Service Provider fails to perform any of the other material provisions of this Agreement, including failure to achieve the defined goals, outcomes, and outputs, or so fails to prosecute the work as to endanger the performance of this Agreement in accordance with its terms, and
  - C. In either of these two circumstances after receiving notice of default, Service Provider does not cure such failure within a period of ten (10) days.
- 14.02 Any default by Service Provider, regardless of whether the default results in termination, will jeopardize Service Provider's ability to contract with Placing County in the future, and may result in the refund of compensation received under this Agreement.

ARTICLE XV  
TERMINATION

- 15.01 This Agreement may be terminated:
- A. By either party upon ten (10) days written notice to the other party of the intention to terminate; or
  - B. Upon expenditure of available funds.
- 15.02 If at any time during the term of this agreement Placing County, in its sole discretion, determines that the safety of children being served under this Agreement may be in jeopardy, Placing County may immediately suspend the effect of this Agreement, including but not limited to the obligation to pay, upon giving notice to the Service Provider.
- 15.03 Service Provider must not release a client to any person or agency other than Placing County without the express written consent of an authorized agent of Placing County.

ARTICLE XVI  
WAIVER OF SUBROGATION

- 16.01 Service Provider expressly waives any and all rights it may have of subrogation to any claims or rights of its employees, agents, owners, officers, or subcontractors against Placing County. Service Provider also waives any rights it may have to indemnification from Placing County.

ARTICLE XVII  
INDEMNIFICATION

- 17.01 The Service Provider shall indemnify, save and hold harmless the Placing County, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing all expenses of litigation, court costs, and attorney's fees for injury or of the foregoing all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of the Service Provider, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract.
- 17.02 In the event that any claim, suit, or other action is made or brought by any person, firm, corporation, or other entity against the Service Provider or County, the Service Provider shall give written notice to the Placing County of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof.

ARTICLE XVIII  
SOVEREIGN IMMUNITY

- 18.01 This Agreement is expressly made subject to **Hays** County's Sovereign Immunity, Title 5 of the Texas Civil Practices and Remedies Code, and all applicable federal and state law. The parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver or any immunities from suit or from liability that **Hays** County has by operation of law. Nothing in this Agreement is intended to benefit any third party beneficiary.

ARTICLE XIX  
REPRESENTATIONS & WARRANTIES

- 19.01 Service Provider hereby represents and warrants the following:
- A. that it has all necessary right, title, license and authority to enter into this Agreement;
  - B. that it is qualified to do business in the State of Texas; that it holds all necessary licenses and staff certifications to provide the type(s) of services being contracted for; that it is in compliance with all statutory and regulatory requirements for the operation of its business; and that there are no taxes due and owing to the State of Texas, the County of **Hays**, or any political subdivision thereof;
  - C. that it carries sufficient insurance to provide protection to **Hays** County and Placing County under the indemnity provisions, as well as for any potential liabilities that arise from or related to this Agreement;
  - D. that it shall provide Placing County with documentation confirming that Service Provider's license is currently in good standing with the licensing entity and shall not provide services under this agreement unless its license is in good standing; and
  - E. that Service Provider is a vendor in good standing with Texas Comptroller of Public Accounts, if applicable.

ARTICLE XX  
TEXAS LAW TO APPLY

- 20.01 This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in **Hays** County, Texas.

ARTICLE XXI  
VENUE

- 21.01 Exclusive venue for any litigation arising from this Agreement shall be in **Hays** County, Texas.

ARTICLE XXII  
ADDITIONAL TERMS AND AGREEMENTS

- 22.01 Service Provider shall comply with all applicable federal and state laws and regulations, Placing County policies, procedures, and administrative rules, and Texas Juvenile Justice Department standards pertinent to services provided under this Agreement.
- 22.02 Pursuant to Section 231.006 of the Texas Family Code, the Service Provider certifies that it is not ineligible to receive the state-funded grant, loan, or payment and acknowledges that this Agreement may be terminated and payment may be withheld if the certification is inaccurate.
- 22.03 Service Provider is hereby notified that state funds are used to pay for services rendered to Placing County. For this reason, Service Provider shall account separately for the receipt and expenditure of all funds received from Placing County, and shall adhere to Generally Accepted Accounting Principles (GAAP) in the accounting, reporting and auditing of such funds.
- 22.04 Service Provider has not, and will not boycott Israel during the term of this Agreement. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

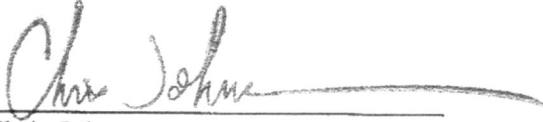
ARTICLE XXIII  
LEGAL CONSTRUCTION

- 23.01 In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceable provision shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained therein.

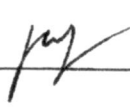
ARTICLE XXIV  
PRIOR AGREEMENTS SUPERSEDED

- 24.01 This Agreement constitutes the sole and only Agreement of the parties hereto and supersedes any prior understandings or written or oral Agreement between the parties respecting the within subject matter.

Executed this the 30th day of JUNE, 2025 each copy  
hereof shall be considered an original copy for all purposes.



Chris Johnson  
Chairman, Hays County Juvenile Board  
Hays County Justice Center, Room 177  
San Marcos, Texas 78666



Joel Ware Jr  
Administrator, Hays County Juvenile Center  
2250 Clovis Barker Rd.  
San Marcos, Texas 78666



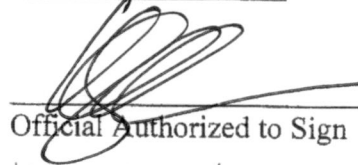
Official Authorized to Sign

Linda Ricketson

Printed Name

Title: Executive Director

Brazos COUNTY



Official Authorized to Sign

Kyle Kacal

Printed Name

ACTING  
Title: County Judge / Juvenile Board  
Brazos COUNTY Chair



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:  
DATE OF COURT MEETING: 8/5/2025  
ITEM: Permission to Advertise RFP #CIP 25-527 Road & Bridge Office Building Renovations.  
TO: Commissioners Court  
FROM: Kaitlyn Battles  
DATE: 07/30/2025  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

This multi-phased project includes renovations to the existing Road & Bridge Office & Fleet Shop building and the stand-alone office building that was the old Ag Extension Building. Phase 1 of this project includes the renovation of the office, a 3,250 Square Foot, one-story building (which used to be the old Ag Extension Building). Renovations include a new roof and windows, mold abatement, new entry vestibule, and interior finishes including millwork, data cabling, and lighting. The entire facility will be thoroughly cleaned and repainted. Upon completion of Phase 1, existing Road & Bridge employees will relocate to this facility from the adjacent Road & Bridge Office building in preparation for Phase 2.

**NOTES/EXCEPTIONS:**

Phase 2 includes the renovation of the existing Road & Bridge Office and Fleet Shop building, a 23,3000 Square Feet building including a two-story office space approximately 8,500 square feet. The build-out of the existing office space will be demolished and rebuilding with a new plan configuration including new stairs, elevator, restrooms, offices, and break room. The balance of the ground floor space under the second-floor office will be dedicated to storage. Other renovations include the demolition of an existing one-store addition, new windows and window openings, new entry canopy, new doors, and asbestos abatement. The interior will receive new finishes, millwork, lighting, and data cabling. The exterior will be thoroughly cleaned and repainted. The interior of the shop will be cleaned and repainted. As part of the Phase 2, a temporary office space is to be constructed in the shop to allow for continued operations during construction. Additional exterior improvements include new fencing, gates, and controls at two (2) existing entries.

**ATTACHMENTS:**

**File Name**

[Request to Advertise.pdf](#)

**Description**

Request to Advertise

**Type**

Backup Material



# Brazos County Purchasing Department

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

## BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

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

DATE: August 5, 2025

RFP NUMBER: CIP 25-527

TITLE: Road & Bridge Office Building Renovations

REQUESTING DEPARTMENT: Road & Bridge

APPROVAL SIGNATURE: \_\_\_\_\_

  
ACTING County Judge

DATE APPROVED: \_\_\_\_\_

August 5, 2025



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of the following evaluation committee for RFP #CIP 25-527 Road & Bridge Office Building Renovations.

- a. Trevor Lansdown - Director - Project Management
- b. William "Bill" Hadley - Capital Project Manager - Road & Bridge
- c. Prarthana Banerji - County Engineer - Road & Bridge
- d. Legal - Non-Voting
- e. Purchasing - Non-Voting

TO: Commissioners Court

FROM: Kaitlyn Battles

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

This evaluation committee is to evaluate the multi-phased project that includes renovations to the existing Road & Bridge Office & Fleet Shop building and the stand-alone office building that was the old Ag Extension Building. Phase 1 of this project includes the renovation of the office, a 3,250 Square Foot, one-story building (which used to be the old Ag Extension Building). Renovations include a new roof and windows, mold abatement, new entry vestibule, and interior finishes including millwork, data cabling, and lighting. The entire facility will be thoroughly cleaned and repainted. Upon completion of Phase 1, existing Road & Bridge employees will relocate to this facility from the adjacent Road & Bridge Office building in preparation for Phase 2.

NOTES/EXCEPTIONS: Phase 2 includes the renovation of the existing Road & Bridge Office and Fleet Shop building, a 23,300 Square Feet building including a two-story office space approximately 8,500 square feet. The build-out of the existing office space will be demolished and rebuilding with a new plan configuration including new stairs, elevator, restrooms, offices, and break room. The balance of the ground floor space under the second-floor office will be dedicated to storage. Other renovations include the demolition of an existing one-store addition, new windows and window openings, new entry canopy, new doors, and asbestos abatement. The interior will receive new finishes, millwork, lighting, and data cabling. The exterior will be thoroughly cleaned and repainted. The interior of the shop will be cleaned and repainted. As part of the Phase 2, a temporary office space is to be constructed in the shop to allow for continued operations during construction. Additional exterior improvements include new fencing, gates, and controls at two (2) existing entries.



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of the following evaluation committee for RFP #CIP 25-527 Road & Bridge Office Building Renovations.

- a. Trevor Lansdown - Director - Project Management
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- e. Purchasing - Non-Voting

TO:

Amended to add Wyatt Hahn - Tom Green Engineering  
Commissioners Court **APPROVED**

FROM:

Kaitlyn Battles

DATE:

07/30/2025

FISCAL IMPACT:


False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

  
**KYLE KACAL** 8/5/25  
Date  
ACTING County Judge

NOTES/EXCEPTIONS:

This evaluation committee is to evaluate the multi-phased project that includes renovations to the existing Road & Bridge Office & Fleet Shop building and the stand-alone office building that was the old Ag Extension Building. Phase 1 of this project includes the renovation of the office, a 3,250 Square Foot, one-story building (which used to be the old Ag Extension Building). Renovations include a new roof and windows, mold abatement, new entry vestibule, and interior finishes including millwork, data cabling, and lighting. The entire facility will be thoroughly cleaned and repainted. Upon completion of Phase 1, existing Road & Bridge employees will relocate to this facility from the adjacent Road & Bridge Office building in preparation for Phase 2.

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**ATTACHMENTS:**

**File Name**

**Description**

**Type**

No Attachments Available





**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:  
DATE OF COURT MEETING: 8/5/2025  
ITEM: Approval of Contract #CIP 25-607 Records Archival Project - Probate Records with Kofile Technologies Inc.  
TO: Commissioners Court  
FROM: Celina Nava  
DATE: 07/30/2025  
FISCAL IMPACT: True  
BUDGETED: True  
DOLLAR AMOUNT: \$337,781.88

NOTES/EXCEPTIONS: This is a project that was approved by Commissioners' Court in November 2021, and was estimated it to be a 5-year project based on the total cost. By approving this contact, we will be able to move forward with the preservation, imaging and indexing of the older Probate records. As soon as the contract is approved, the work can begin on the permanent records. Delay or lack of approval of this contract will lead to records will not be preserved, imaged or indexed. In the event of the space flooding or catching fire, these documents could be lost. The contract is fully budgeted by the funds collected by the County Clerk's Office in accordance with Local Government Code, Section 118.011 and general fund money is not used. Pricing for this proposal is from TXMAS Contract No. TXMAS-23-92001. TXMAS is the state of Texas CO-OP.

**ATTACHMENTS:**

**File Name**

[Proposal.pdf](#)

**Description**

Proposal

**Type**

Backup Material



6300 Cedar Springs Road, Dallas , TX, 75235

QUOTE DATE: 6/12/2025  
EXPIRATION DATE: 9/10/2025

QUOTE: Q-00071  
PO #:  
SALES ORDER #: 11919352  
OPPORTUNITY #: P321511

## Kofile Proposal

### Customer Information

Customer: Brazos County Clerk | TX

Billing Terms: Kofile will invoice 50% of the total proposed estimate upon first pickup of any inventory. The remaining balance will be invoiced upon the earlier of thirty (30) days after completion or delivery. Proposal pricing from Kofile is a good-faith estimate based upon information provided to or understood by Kofile. Actual pricing may vary based upon the actual quantity or condition of records.

Billing Address: 300 E. 26th St Ste. 120 Bryan, Texas 77803

Shipping Address: 300 E. 26th St Ste. 120 Bryan, Texas 77803

Primary Contact	
<u>Name</u>	Karen McQueen
<u>Title</u>	County Clerk
<u>Telephone</u>	9793614124
<u>Email</u>	kmcqueen@brazoscountytexas.gov

Kofile Sales Rep	
<u>Name</u>	Billy Gerwick
<u>Address</u>	6300 Cedar Springs Road, Dallas , TX, 75235
<u>Telephone</u>	(832) 373-9124
<u>Email</u>	billy.gerwick@kofile.com

Dear Karen McQueen,

This proposal addresses Brazos County Clerk | TX's critical records and is presented by Kofile Technologies, Inc. {Kofile}. Note that prices for the inventory herein are good for 90 days from the date of this proposal. Critical Records Management is a modern approach to addressing diverse public records requirements. Kofile is trusted by over 3,000 government agencies as a consultant and partner and is the only supplier that offers this full suite of products and services. Kofile performs all services in accordance with the Code of Ethics & Guidelines for Practice of the American Institute Conservation (AIC).

## SCOPE OF SERVICES

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

Record Series	Service	Part No.	NIGP	Scope of Work
Probates				
Probates	Standard Indexing	IND705	92021	• Key and blind re-key verify documents. • Formatting of metadata (indexes) per the requirements of the client's record keeping vendor. • If requested, Kofile can provide a Disaster Recovery electronic offsite backup of metadata. • Indexing fields, as applicable, and identified here: •
Probates	Trifold Imaging			• Flatten sheets using tacking irons, heat presses, or an Ultrasonic Humidification Chamber. • Capture images at 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and legibility. Gray-scale ensures optimum resolution for each page. • Images accumulate as bi-tonal images in a format to load to the client's record-keeping system. (Please note that uploading to a system incurs an additional charge.) • Capture verification. • IMAGE PERFECT, Kofile's proprietary software, ensures the optimum image quality with custom image clean up and enhancements such as deskew, despeckle, character repair, polarity reversal, and zonal processing. • Crop excess blank space around image. This may involve manual cropping to ensure best quality image. • Documents for one case file are group, and the images are named (tagged for the directory file structure) by case file number. • Client receives a master in a medium suitable to the project size (e.g., SFTP, USB). • Kofile can hold a security copy of all images for safekeeping, if requested. • Files are placed in labeled banker boxes.
Probates	Trifold Preservation with Binder	PRV703	96272	

## PROJECT PRICING

This project is presented via TXMAS Contract No. TXMAS-23-92001. Please reference this number on the P.O. Without a signed agreement, prices are good for 90 days. All pricing is based on estimated page counts and condition. Final billing occurs on actual page counts and condition per mutually agreed upon pricing; not to exceed the P.O. without written authorization.

Record Series	Volume(s)	Unit Price	Total # of Inventory	UOM	Total Estimated Quantity	Service	Estimated Total
Probates	1696-2200	\$0.00	505		1		\$0.00
Probates	1696-2200	\$3.21	505	Per Doc	505	Standard Indexing	\$1,616.76
Probates	1696-2200	\$1.09	505	Per Image	27,264	Trifold Imaging	\$29,717.76
Probates	1696-2200	\$11.24	505	Per Page	27,264	Trifold Preservation with Binder	\$306,447.36
<b>TOTAL:</b>							<b>\$337,781.88</b>

Net Total: \$337,781.88

Terms and Conditions: TXMAS - This project is presented via TXMAS Contract No. TXMAS-23-92001. Please reference Contract No. TXMAS-23-92001 directly on the P.O. Kofile can prepare a 'Shopping Cart' in TxSmartBuy so Brazos County Clerk | TX can complete this purchase. This proposal shall be governed by the terms of use found at <https://kofile.com/termsandconditions>

Billing Terms: Kofile will invoice 50% of the total proposed estimate upon first pickup of any inventory. The remaining balance will be invoiced upon the earlier of thirty (30) days after completion or delivery. Proposal pricing from Kofile is a good-faith estimate based upon information provided to or understood by Kofile. Actual pricing may vary based upon the actual quantity or condition of records.

Customer Acceptance	Kofile Acceptance
<hr/>	<i>Billy Gerwick</i> <hr/>
Signature of Authorized Official	Signature of Authorized Official
<hr/>	<b>Billy Gerwick</b> <hr/>
Print Name of Authorized Official	Print Name of Authorized Official
<hr/>	<b>Account Executive</b> <hr/>
Title of Authorized Official	Title of Authorized Official
<hr/>	<b>7/24/25</b> <hr/>
Date	Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Contract #26-008 for Copier Maintenance with Texas Document Solutions.

TO: Commissioners Court

FROM: Presley Nelson

DATE: 07/28/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: This contract is necessary to maintain the Texas Document Solutions copiers owned by the county. The vendor provides break/fix services, and toner cartridges for each machine. This contract benefits multiple departments and is fully budgeted by those individual departments. Failure to approve could result in a lapse of service provided by the vendor, the current contract expires September 30, 2025.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Partly Executed Agreement.pdf](#)

Maintenance Agreement

Backup Material

[Partly Executed Service Contract.pdf](#)

Service Contract

Backup Material

**BRAZOS COUNTY COPIER MAINTENANCE  
SERVICE CONTRACT**

**BRAZOS COUNTY PURCHASING DEPT.**  
200 S. Texas Ave., Ste. 352  
Bryan, Texas 77803  
Telephone (979) 361-4292

Contract No. 26-008  
Page 1 of 11 Pages

**GENERAL REQUIREMENT FOR CONTRACT**

I, KINZE STORM as a duly authorized representative of Texas Document Solutions "Contractor" willingly attest to perform (or deliver) as per **Exhibit A** for Brazos County. I further agree to all of the provisions and specifications contained in this contract.

**TERM**

The term of this contract will be for one (1) year, beginning October 1, 2025 through September 30, 2026.

**ASSIGNMENT**

The successful offeror may not assign, sell or otherwise transfer this contract without written permission of Brazos County Commissioners Court. Should there be a change in ownership or management; the contract shall be terminated unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices.

**AWARD**

Brazos County reserves the right to award this contract on the basis of LOWEST AND BEST OFFER in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one offeror, to reject any or all bids. The County reserves the right to accept or reject in part or in whole, any IQs submitted, and to waive any technicalities for the best interest of the County.

**BIDDERS RESPONSIBILITY**

It is the bidder's sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda, and special notices. The Certification of Bid Form must be completed to include full firm name, mailing address, telephone number, email address, Vendor Tax Identification number and signed by an authorized representative of the firm. Failure to provide signature on the Certification of Bid Form renders bid non-responsive. Failure to complete the submission of all required forms, including but not limited to the Reference Page, Legislative Certification & Debarment Verification form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents may be grounds for rejection of entire bid. By submitting a response to this solicitation, the bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Brazos County the "Certificate of Interested Parties", Form 1295 as required, pending award, renewal, amended or extended contract. Visit [https://ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://ethics.state.tx.us/whatsnew/elf_info_form1295.htm) for more information. In the event of a needed change in the specifications sent to the bidder, it is understood that all the foregoing terms shall apply to the addendum or addenda.

**CONTRACT OBLIGATION**

Brazos County Commissioners Court must award the contract and Brazos County Judge, or other person authorized by Brazos County Commissioners Court must sign the contract before it becomes binding on Brazos County or the offerors. Department heads are NOT authorized to sign contracts for Brazos County. Binding contracts shall remain in effect until all products and/or services covered by this purchase have been satisfactorily delivered and accepted.

**QUANTITIES**

The quantities specified in this contract are estimates only. Brazos County does not guarantee to purchase any minimum quantities or services other than those listed on a purchase order.

**HOLD HARMLESS AGREEMENT**

Contractor, the successful offeror, shall indemnify and hold Brazos County harmless from all claims for personal injury, death and/or property damage resulting directly or indirectly from contractor's performance. Contractor shall procure and maintain, with respect to the subject matter of this bid, appropriate insurance coverage including, as a minimum, public liability and property damage with adequate limits to cover contractor's liability as may arise directly or indirectly from work performed under terms of this contract. Certification of such coverage must be provided to Brazos County upon request.

**INSPECTIONS & TESTING**

Acceptance of merchandise, work, and/or equipment provided shall be made by Brazos County at the sole discretion of the Commissioners Court when all terms and conditions of the contract and specifications have been met to its satisfaction, including the submission to Brazos County of any and all documentation as may be required. Title and Risk of Loss of the goods shall not pass to Brazos County until the County actually accepts and takes possession of the goods at the point or points of delivery.

**ADDITION/MODIFICATION OF LOCATIONS OR SERVICES**

Brazos County reserves the right to add locations as these additional locations may be required. Locations to be added may include, but not limited to, expansions or additions to existing facilities and acquisition or construction of new properties. In the event that Brazos County makes significant structural changes to an existing facility that impacts the contractor's cost in providing the services anticipated by this contract such change may be treated as a new facility and the procedures provided for in this section may be followed in determining an appropriate price.

In the event Brazos County wishes to add other locations to a group under the contract, a quotation will be solicited from the incumbent contractor in good standing for the group in which the new location is appropriately situated.

In the event Brazos County shall sell, vacate, abandon, or otherwise dispose or terminate a location to which the contract applies, all existing contracts for services applicable to such location, the portion of this contract that applies to such locations is terminated. All remaining portions of the contract will remain intact. Brazos County will endeavor to give the contractor written notice of such termination of locations a minimum of thirty (30) days in advance.



### **SUBCONTRACTING**

Any subcontracting must be approved prior to commencement of the Contract by Brazos County.

### **INVOICES & PAYMENTS**

Payments to contractors will not be made if the contractor cannot produce a Brazos County Purchase Order. Contractor shall submit an original invoice on each purchase order or purchase release after each delivery, indicating the purchase order number. Invoices must be itemized. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, shall be corrected by the contractor. Brazos County will only be required to pay for materials actually received and/or services actually provided. Brazos County shall not be required to pay for materials or services described in the contract that are not used or provided by the contractor in completion of the contract. This term supersedes any contradicting terms throughout the contract and/or any attachments.

When multiple deliveries and/or services are required, the contractor may invoice following each delivery or performance of service and Brazos County will pay on invoice within thirty (30) days upon receipt of invoice. Contracts providing for a monthly charge will be billed and paid on a monthly basis only. The contractor will provide an invoice for each month in which Brazos County is responsible for payment, during the duration of the contract. Prior to any and all payments made for goods and/or services provided under this contract, the contractor should provide their Taxpayer Identification Number or Social Security number as applicable. This information must be on file with Brazos County Auditor's office. Failure to provide this information may result in a delay in payment and/or back-up withholding as required by the Internal Revenue Service.

### **PRICING**

Prices for all goods and/or services shall be firm for the duration of this contract and shall be stated on the Pricing/Delivery Information form. **Prices shall be all inclusive: No price changes, additions, or subsequent qualifications will be honored during the course of the contract.** All prices must be written in ink or typewritten. Pricing on all transportation, freight, drayage and other charges are to be prepaid by the contractor and included in the bid prices. If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, offeror **MUST** indicate the items required and attendant costs or forfeit the right to payment for such items. Where unit pricing and extended pricing differ, unit pricing prevails.

### **TAXES**

Brazos County is exempt from all federal excise, state and local taxes unless otherwise stated in this contract. Brazos County claims exemption from all sales and/or use taxes under Texas Tax Code §151.309, as amended. Texas Limited Sales Tax Exemption Certificates will be furnished upon written request to Brazos County Purchasing Agent.

### **GOVERNING FORMS**

In the event of any conflict of interpretation of any part of this overall contract, Brazos County's interpretation shall govern. In the event of a conflict between the terms, conditions, provisions, and specifications of this contract and any other terms, conditions, provisions, and specifications provided by the contractor; the terms of this contract shall supersede.

**GOVERNING LAW AND VENUE**

This bid solicitation is governed by the laws of the State of Texas, specifically, the competitive bidding requirements of the County Purchasing Act, Texas Local Government Code, §262.021 *et seq.*, as amended. Offerors shall comply with all applicable federal, state and local laws and regulations. Offeror is further advised that these requirements shall be fully governed by the laws of the State of Texas and that Brazos County may request and rely on advice, decisions and opinions of the Attorney General of Texas and Brazos County Attorney concerning and portion of these requirements. Potential vendors are advised they may have disclosure requirement pursuant to Texas Local Government Code, Chapter 176. This law requires persons desiring to do business with the County to disclose any gifts that have an aggregate value in excess of \$250.00 given to any employee of the County, County Official to the County Official's family members or employment of any employee of the County, County Official or the County Official's family members during the preceding twelve (12) month period. The disclosure questionnaire must be filed with the Brazos County Clerk. Refer to Texas Local Government Code, Chapter 176 for the details of this law. Bidder understands that Brazos County is a government subject to Texas State and Federal public information statutes. Venue shall lie exclusively in Brazos County, Texas, notwithstanding anything to the contrary.

**COMPLIANCE WITH LAW**

The Contractor's work and materials shall comply with all state and federal laws, municipal ordinances, regulations, and directions of inspectors appointed by proper authorities having jurisdiction.

The Contractor shall perform and require all subcontractors to perform the work in accordance with applicable laws, codes, ordinances, and regulations of the State of Texas and the United States and in compliance with OSHA and other laws as they apply to its employees. In the event any of the conditions of the specifications violate the code for any industry, then such code conditions shall prevail.

The Contractor shall follow all applicable state and federal laws, municipal ordinances, and guidelines concerning soil erosion and sediment control throughout the Project and warranty term.

**DISQUALIFICATION OF OFFEROR**

Upon signing this contract, an offeror offering to sell supplies, materials, services, or equipment to Brazos County certifies that the offeror has not violated the antitrust laws of this state codified in Texas Business and Commerce Code §15.01, *et seq.*, as amended, or the federal antitrust laws, and has not communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business. Any or all bids may be rejected if Brazos County believes that collusion exists among the offerors. Bids in which the prices are obviously unbalanced may be rejected. Requests to withdraw a submitted bid or proposal are subject to the approval of the Purchasing Agent.

**SEVERABILITY**

If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or the specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have been included in these requirements and the specifications as though the invalid portion had been omitted.

**SILENCE OF SPECIFICATIONS**

The apparent silence of specifications as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of the finest quality are to be used. All interpretations of specifications shall be made on the basis of this statement. The items furnished under this contract shall be new, unused of the latest product in production to commercial trade and shall be of the highest quality as to materials used and workmanship. Manufacturer furnishing these items shall be experienced in design and construction of such items and shall be an established supplier of the item bid.

**TERMINATION**

Brazos County reserves the right to terminate the contract for default if offeror breaches any of the terms therein, including warranties of offeror or if the offeror becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which Brazos County may have in law or equity. Default may be construed as, but not limited to, failure to deliver the proper goods and/or services within the proper amount of time, and/or to properly perform any and all services required to Brazos County's satisfaction and/or to meet all other obligations and requirements. Brazos County may terminate the contract without cause upon thirty (30) days written notice

**POLICY REQUIREMENTS FOR CERTIFICATE OF INSURANCE****CONTRACTOR'S INSURANCE**

The contractor(s) before starting work for Brazos County, must furnish Brazos County a Certificate of Insurance or other acceptable evidence from a reputable insurance company or companies with an A.M. Best Rating of AA (such companies to be acceptable to Brazos County) licensed to write insurance in the state of Texas, showing that the contractor is covered by the insurance as follows:

- (1) Statutory Workers Compensation Insurance with Employers Liability Insurance in the amount of \$1,000,000. In the event any work is sublet, the contractor shall require the subcontractor similarly to provide the same coverage and shall himself acquire evidence of such coverage on behalf of the subcontractor. Waiver of subrogation is required. (TLC Sec. 401.011)
- (2) Commercial General Liability Insurance with a \$ 1,000,000 Combined Single Limit. The policy shall be on the Comprehensive General Liability 1986/90 occurrence form, and shall include coverage for acts of independent contractors, and shall name Brazos County as an additional insured. Waiver of subrogation is required. No claims made policies will be acceptable without prior approval by the Commissioners Court/Risk Management.
- (3) Automobile Public Liability Insurance with a \$1,000,000 Combined Single Limit, in all self-propelled vehicles used in connection with the contract, whether owned, non-owned or hired.

The Certificate of Insurance furnished to Brazos County shall contain a provision that coverage under such policies shall not be canceled or materially changed until at least 30 days prior written notice has been given to Brazos County.

**LIMITATIONS**

The parties are aware that there are constitutional and statutory limitations on the authority of Brazos County to enter into certain terms and conditions of the contract, including, but not limited to, authorizations of the placement of liens on Brazos County property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys' fees; dispute resolution; indemnities; and confidentiality (collectively, the "Limitations"). Any contract terms and conditions related to the Limitations will not be binding on Brazos County except to the extent authorized by the laws and Constitution of the State of Texas.

**COVERAGES/WAGES**

Nothing in this contract shall be construed as making Brazos County responsible for the payment of compensation and/or any benefits for contractor including health, property, motor vehicle, workers' compensation, disability, death, and dismemberment insurance for the contractor's employees and/or equipment. Nothing in the contract shall be construed as making Brazos County responsible for wages, materials, logistical support, equipment, and related travel expenses incurred by the contractor.

**SOVEREIGN IMMUNITY**

The parties understand that Brazos County does not waive or relinquish any immunity or defense on behalf of itself, officers, employees, agents, and volunteers as a result of its execution of this contract and the performance of the covenants contained herein. Further, Brazos County is not responsible for any civil liability that arises from any act or omission made within the course and scope of this contract. The parties understand and agree that Brazos County does not assume civil liability under any theory of law for the actions of the contractor in providing services hereunder.

**NOTICES**

Notices shall be mailed to the addresses designated herein or as may be designated in writing by the parties from time to time and shall be deemed received when sent postage prepaid U.S. Mail to the following addresses:

**BRAZOS COUNTY:  
Brazos County, Texas  
Duane Peters, Brazos County Judge  
200 South Texas Avenue, Suite 332  
Bryan, Texas 77803**

**CONTRACTOR:**

Sales Contract Name:

Phone Number:

Billing Info:

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KINZ STORM      979 775 5500      2151 Harvey Mitchell Pkwy S #101  
College Station, Tx 77840

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**FISCAL FUNDING CLAUSE**

Notwithstanding any provisions contained herein, the obligations of Brazos County are expressly contingent upon the availability of funding for the obligations contained herein for the term of the contract and any extensions and renewals thereto.

**WAIVERS**

No waiver by either party hereto of any term or condition of this contract shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.

**ENTIRE CONTRACT**

This contract represents the entire and integrated agreement between Brazos County and the contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This contract may only be amended by written instrument approved and executed by the parties.

**AVAILABILITY AND RETENTION OF RECORDS**

All records relating to the service provided under this contract and supporting documentation for invoices submitted to Brazos County by the contractor shall be retained and made available by the contractor for audit by Brazos County, its duly authorized representatives, the State of Texas (including, but not limited to the Auditor of the State of Texas, Inspector General or duly appointed law enforcement officials) and agencies of the United States Government. Such records shall be returned by contractor and made available for any time period required by state or federal law. If changes occur in the governing state or federal law, regarding retention records, contractor shall comply with such changes. If an audit is initiated before the expiration of such time periods required by state or federal law regarding retention of records, the contractor shall retain such records until the audit is concluded and all issues resolved. Contractor shall provide Brazos County with copies of such audits that be conducted with respect to the contract. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter. This provision is mandatory and may not be altered or deleted, as required by Sec. 552.372(b) of the Texas Government Code.

**AUDIT RESPONSIBILITY**

The contractor shall be responsible for receiving, replying to and/or complying with any audit exception by appropriate federal, state or local audit directly related to the provision of this contract.

The contractor shall repay to Brazos County the full amount received for duplicate billings, erroneous billings, false or deceptive claims. The contractor recognizes and agrees that Brazos County may withhold any money due and recover through any appropriate method any money erroneously paid under this contract if evidence exists of less than full compliance with this contract.

**INDEMNIFICATION**

The contractor shall defend, indemnify and save harmless Brazos County and all its officers, agents, and employees from all suits, actions, or claims of any character, name and description including attorney's fees expenses brought for or on account of any injuries or damages received or sustained by any person or persons or property, by or from the said contractor or his employees or by or in consequence of any negligence in safeguarding the work, or through the use of unacceptable materials in construction of the work, or by or on account of any act of omission, the Worker Compensation Law or any other law, ordinance, order or decree, and so much of the money due the said contractor under and by virtue of his contract as shall be considered necessary by Brazos County may be retained for the use of Brazos County, or in case no money is due, his sureties shall be held until suit or suits, action or actions, claim or claims for injury or damages as aforesaid shall have been settled and satisfactory evidence to that effect furnished Brazos County. Contractor shall defend, indemnify and save harmless Brazos County, its officers, agents and employees in accordance with this indemnification clause regardless of whether the injury or damage is caused in part by Brazos County, its officers, agents or employees.



## V.T.C.A. LOCAL GOVERNMENT CODE §262.0276

**THIS SECTION MUST BE COMPLETED. FAILURE TO COMPLETE THIS SECTION WILL DISQUALIFY THE BID.**

**Brazos County shall refuse to enter into a contract or other transaction with a person who owes a debt to the County per V.T.C.A Local Government Code §262.0276.**

- a. This refusal to award a contract to or enter into a transaction with a person, pertains to an apparent low bidder or successful proposer that is indebted to the County;
- b. "Person" includes an individual, sole proprietorship, corporation, nonprofit corporation, partnership, joint venture, limited liability company, and any other entity that proposes or otherwise seeks to enter into a contract or other transaction with the County requiring approval by the Commissioner's Court;
- c. "Debt shall include delinquent taxes, fines, fees, or delinquencies arising from written agreements with the County.
- d. Prior to award of a contract by the Commissioners' Court, the Purchasing Department will request a statement of account from the Brazos County Tax Office.
- e. Any "debt" as defined above, that is reflected on the statement of account, will be documented and placed in the bid file. The bid or proposal from the person with the debt shall be considered "non-responsive" and "not responsible", eliminating it from any further consideration of award.
- f. These provisions shall apply to any "person" owned, partially owned, managed, operated or represented by a "person" indebted to the County.

Please list all the names of the individuals that have ownership, officers, managers, and board of directors that you have associated with your entity below.

Name	Title (Owner, Officer, Director, Manager, Etc.)
Bereryl Wray	Managing Director
Elizabeth Davidson	Managing Director

**LEGISLATIVE CERTIFICATIONS**

Brazos County is federally mandated to adhere to the directions provided in the President's Executive Order (EO) 13224, Executive Order on Terrorist Financing – Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism, effective 9/24/2001 and any subsequent changes made to it via cross-referencing respondents/vendors with the Federal General Services Administration's Excluded Parties List System (EPLS, <https://www.sam.gov>), which is inclusive of the United States Treasury's Office of Foreign Assets Control (OFAC) Specially Designated National (SDN) list. Respondent certifies that the responding entity and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state or local governmental entity and that Respondent is in compliance with the State of Texas statutes and rules relating to procurement and that Respondent is not listed on the federal government's terrorism watch list as described in Executive Order 13224. Entities ineligible for federal procurement are listed at <https://www.sam.gov>. The undersigned affirms the non-debarment statement above, that they are duly authorized to execute this contract. The company representative below further affirms, that the company submitting this proposal, under the provisions of Subtitle F, Title 10, Government Code Chapter 2271:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, and 2274.002 Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.
3. If Respondent is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Respondent verifies that Respondent does not boycott energy companies and will not boycott energy companies during the term of the Contract. If Respondent does not make that verification, Respondent must so indicate in its Response and state why the certification is not required.
4. If Respondent is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Respondent verifies that it (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. If Respondent does not make that verification, Respondent must so indicate in its Response and state why the verification is not required.

Company Name: Texas Document Solutions

Authorized Company Representative: KINZE STORM

Address: 2151 Harvey Mitchell Pkwy S #101  
College Station, Tx 77840

Signature: K. Storm

Date: 7/25/25

Contract #: 26-008



**CERTIFICATION OF BID**

The undersigned further affirms the non-debarment statement above, that they are duly authorized execute this contract, that this bid has not been prepared in collusion with any other vendor, and that the contents of this bid have not been communicated to any other vendor prior to the official opening of this bid.

Signed By: K Storm Title: Manager

Typed Name: KINZE STORM

Company Name: Texas Document Solutions Phone Number: 979 775 5500

Email Address: Kstorm@texasdocsol.com

Mailing Address: 2151 Harvey Mitchell Pkwy S #101 College Station Tx 77840  
P.O. Box or Street City State Zip

Employer Identification Number: 1-75-2909451-2

Approved by Commissioners' Court on this 5<sup>TH</sup> day of AUGUST 2025 by

[Signature] Holding the position of ACTING COUNTY JUDGE

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

- ☐ V.T.C.A. Local Government Code §262.0276 for Tax Verification (PAGE 9)
- ☐ Legislative Certification & Debarment Verification (PAGE 10)
- ☐ Certification of Bid (PAGE 11)

# TEXAS DOCUMENT SOLUTIONS

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Austin, TX 78758  
College Station, TX 77845  
Lufkin, TX 75901  
Tyler, TX 75703  
Waco, TX 76712

• 2800 Longhorn Blvd #101  
• 2151 Harvey Mitchell Pkwy #100  
• 2003 Atkinson Drive  
• 4619 Troup Highway  
• 6807 Woodway Drive

• 512-886-4100 (Fax) 512-886-4101  
• 979-775-5500 (Fax) 979-775-5900  
• 936-699-2800 (Fax) 936-699-4299  
• 903-509-9900 (Fax) 903-509-9905  
• 254-881-7500 (Fax) 254-754-0555

CUSTOMER NO.	ORDER DATE 10/1/2025	INSTALL DATE	TECH REP.	SALES REP. Kinze Storm
--------------	-------------------------	--------------	-----------	---------------------------

<b>BILL TO:</b>	<b>SHIP TO (if other than Bill To):</b>
NAME Brazos County Purchasing Department	NAME
ADDRESS 200 South Texas Ave #352	ADDRESS
CITY Bryan	CITY
STATE Tx	STATE
ZIP 77803	ZIP
CONTACT Presley	CONTACT
PHONE 979-361-4291	PHONE
FAX 979-361-4293	FAX
ADDITIONAL COMMENTS <p style="text-align: center;"><a href="mailto:pnelson@brazoscountytexas.gov">pnelson@brazoscountytexas.gov</a></p>	

<input type="checkbox"/> New Customer <input checked="" type="checkbox"/> Existing Customer	<b>CUSTOMER STATUS:</b> <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract	<input type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease	<b>TYPE ACTION REQUEST:</b> <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:	<b>SHIP VIA:</b>  P.O. NO.
--	--	--	---	----------------------------------

QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
1		Monthly Maintenance				\$1,075.00
		Effective October 1, 2025 - September 30, 2026				
		Includes 100,000 Black & White copies per month. Black & White overages billed at .0055 each monthly. Also Includes 3,000 Color with Overages Billed at .05 Each. Includes toners, drums, fusers, developers, staples, parts, labor and travelttime. <b>**Excludes Paper**</b>				
		All Copies to be divided between the following equipment:				
	M3540idn	Justice Ministries	ID #31714			
	MX-M564N	District Attorney	ID #31717			
	MX-M314N	JP PCT 4	ID #31718			
	MX-M364N	CSCD #2	ID #31719			
	MX-M464N	Juvenile	ID # 31720			
	MX-M314N	Facilities Services	ID #31721			
	MX-M464N	District Clerk	ID #31722			
	MX-M314N	Associate Court #2	ID #31723			
	MX-M314N	Constable PCT 3	ID #31726			
	MX-M623N	County Clerk	ID #31965			
	M3540idn	Associate Court #1	ID # 32000			
	M3540idn	HR	ID #32109			

# TEXAS DOCUMENT SOLUTION

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• 903-509-9900 (Fax) 903-509-9905  
• 254-881-7500 (Fax) 254-754-0555

CUSTOMER NO.	ORDER DATE 10/1/2025	INSTALL DATE	TECH REP.	SALES REP. Kinze Storm		
<b>BILL TO:</b>		<b>SHIP TO (if other than Bill To):</b>				
NAME Brazos County Purchasing Department		NAME				
ADDRESS 200 South Texas Ave #352		ADDRESS				
CITY Bryan	STATE Tx	ZIP 77803	CITY	STATE ZIP		
CONTACT Presley		CONTACT				
PHONE 979-361-4291	FAX 979-361-4293	PHONE		FAX		
ADDITIONAL COMMENTS <p style="text-align: center;"><a href="mailto:pnelson@brazoscountytexas.gov">pnelson@brazoscountytexas.gov</a></p>						
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> New Customer  <input checked="" type="checkbox"/> Existing Customer         </div> <div> <b>CUSTOMER STATUS:</b>  <input type="checkbox"/> CGEM/NJPA Account  <input type="checkbox"/> State Contract         </div> <div> <input type="checkbox"/> Rental  <input type="checkbox"/> Sale/Lease         </div> <div> <b>TYPE ACTION REQUEST:</b>  <input type="checkbox"/> Trial Dates:  <input type="checkbox"/> Other:         </div> <div> <b>SHIP VIA:</b>            P.O. NO.         </div> </div>						
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER	UNIT PRICE	TOTAL
	MX-M314N	Constable Precinct 4	ID #32110			
	MX-M6051	Public Defender	ID #32929			
	BP-50M31	Expo Center	ID #33430			
	BP-50M55	JP PCT 1	ID #33431			
	BP-50M55	Records Management	ID #33432			
	BP-50M36	Risk Manangement	ID #33433			
	BP-50C55	County Attorney	ID #33434			
	BP-50M55	JP PCT 2	ID #33435			
	BP-50C55	85th District Court	ID #33436			
	BP-50M55	CCL	ID #33437			
	BP-50M55	361st District Court	ID #33438			
	BP-50M55	Auditors Office	ID #33439			
	BP-50M55	JP PCT 3	ID #33440			
	BP-50M55	472nd District Court	ID #33441			
	BP-70M75	Sheriff	ID #33442			
	BP-70M75	Constable Precinct 2	ID #33443			
	BP-70M75	Collections	ID #33444			
	BP-70M75	Jail Admin	ID #33445			
	BP-70M75	CSCD #1	ID #33446			
	M2640IDW	Information Technology	ID #33451			

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BILL TO:			SHIP TO (if other than Bill To):	
NAME Brazos County Purchasing Department			NAME	
ADDRESS 200 South Texas Ave #352			ADDRESS	
CITY Bryan	STATE Tx	ZIP 77803	CITY	STATE ZIP
CONTACT Presley			CONTACT	
PHONE 979-361-4291	FAX 979-361-4293	PHONE	FAX	
ADDITIONAL COMMENTS <p style="text-align: center;"><a href="mailto:pnelson@brazoscountytexas.gov">pnelson@brazoscountytexas.gov</a></p>				
<div><div><input type="checkbox"/> New Customer <input checked="" type="checkbox"/> Existing Customer</div><div>CUSTOMER STATUS: <input type="checkbox"/> CGEM/NJPA Account <input type="checkbox"/> State Contract</div><div><input type="checkbox"/> Rental <input type="checkbox"/> Sale/Lease</div><div>TYPE ACTION REQUEST: <input type="checkbox"/> Trial Dates: <input type="checkbox"/> Other:</div><div>SHIP VIA: P.O. NO.</div></div>				
QTY.	PROD. NO.	DESCRIPTION	SERIAL NO.	METER UNIT PRICE TOTAL
Page 3				
SALES MANAGER			DATE	Subtotal
SERVICE MANAGER			DATE	Sales Tax N/A
CUSTOMER ACCEPTANCE 			DATE 8/5/25	TOTAL \$1,075.00

# TEXAS DOCUMENT SOLUTIONS

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## SERVICE / SUPPLY PLATINUM USER AGREEMENT

### Terms and Conditions

1. This Agreement shall remain in full force and effect, unless cancelled by either party in writing. This Agreement may be terminated or changed at any time, by either party on thirty (30) days written notice. Customer's obligation to pay all charges, which have accrued, shall survive any termination of this Agreement, the prorated portion of any amount prepaid will be refunded.
2. Monthly and Quarterly Base costs are payable in advance based on the Copy Volume Level and specification provided on the reverse side of this agreement, whereas the excess cost per copy changes are payable in the arrears.
3. Texas Document Solutions, Inc. shall provide inspections during the contract period at appropriate intervals. Inspections may be made in conjunction with regular or emergency service calls. Inspections, as well as all service calls, shall be made during normal business hours.
4. Texas Document Solutions, Inc. will provide parts, which have been broken or worn through normal use and are necessary for servicing and maintenance adjustments. Parts damaged by misuse or carelessness will be charged to the customer in accordance with the Texas Document Solutions, Inc. parts list price. Photoreceptive Drums are included, except for facsimile systems and cartridge type copiers and printers.
5. All service calls under this Agreement will be made during normal business hours at the customer's address as shown on the reverse side hereof. Should the equipment be moved to a location in a more distant zone, there may be an increase in the annual maintenance charge. Should the equipment be moved out of the Company's authorized serving area, this contract shall be terminated. Relocation of equipment is not covered by this agreement and will be billed at the agreed upon rate.
6. This Agreement shall not apply to repairs made necessary by accident, misuse, abuse, neglect, theft, riot, vandalism, electrical power failure, or surges, acts of God, fire, water, unauthorized supplies, or other repairs made necessary by service personnel other than those of Texas Document Solutions, Inc. Charges for repairs or replacement due to the foregoing shall be borne by the Customer.
7. This Agreement does not include applicable taxes. All taxes levied or imposed, now or hereafter, by any governmental authority shall be paid by the Customer, in accordance with the law.
8. This Agreement covers only the equipment described and does not include any accessories not listed thereon, nor does it include third party add-on devices, such as accounting software and hardware, coin-op box, etc.
9. This Agreement does not cover the Customer's network or problems related to or from the connected network. There are no warranties or guarantees regarding problems associated with the operation of the Customer's software or operating systems. Texas Document Solutions, Inc. will not be held responsible for any down time at the client's location.
10. This Agreement is not transferable by the Customer, except with the written consent of Texas Document Solutions, Inc.
11. This Agreement includes all toner and developer used under normal use, unless otherwise noted. However, it does not include excess usage attributable to theft, misuse or sky copies.
12. ~~This Agreement constitutes the entire agreement between the Customer and Texas Document Solutions, Inc. with respect to furnishing of Texas Document Solutions, Inc. service.~~ ☒ KJK ☒ (KS)
13. Optimum performance of the equipment covered by this Agreement can be expected only if supplies provided by, or meeting the specifications of Texas Document Solutions, Inc. are used.
14. ~~The initial term of this Agreement shall commence on the date of equipment installation. This Agreement shall be automatically renewed upon expiration of the initial period, for successful renewal terms at the standard published service rates, in effect at the time of applicable renewal.~~ ☒ KJK ☒ (KS)
15. Texas Document Solutions, Inc. would setup and configure a total of 5 stations at the time of the initial sale installation. Additional charges will be billed at the standard hourly rate for a minimum of one hour for each additional work station or computer upgrade (hardware, hard drive, CPU, operating system software change, etc.).
16. ~~Shipping charges for consumable supplies will be billed separately; plastic waste toner bottles are a permanent part of your machine and are to be reused. The customer will be charged for replacement bottles.~~ ☒ KJK ☒ (KS)



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2025-Hunters Crossing Estates  
Ph 2 - Resubmitted

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of the Final Plat of Hunters Crossing Estates Phase 2, Lots 1 - 40; 52.03 Acres; G. H. Coleman Survey, A-10, Francis Henderson Survey, A-20; City of Bryan ETJ, Brazos County, Texas. Site is located in Precinct 2. Request was previously tabled during Commissioners Court Meeting held 7/29/2025.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 07/31/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS:

1. Department requesting Agenda Item: Road and Bridge
2. Department impacted by Agenda Item: Road and Bridge
3. Brief explanation of Agenda Item and whether or not it is in the current year's budget: This plat represents a subdivision development intended for residential home site purposes and has no impact on the current year's budget.
4. Consequences for failing to approve Agenda Item:
5. Deadline for Item Approval: 8/05/2025
6. Site of work being performed, if applicable: Property is located off Wilcox Lane, Precinct 2.

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">Hunters Crossing Estates Ph 2 Final Plat Surface C3D (1).pdf</a>	Plat	Backup Material
<a href="#">Hunters Crossing Estates Ph 2 Plat Application.pdf</a>	Application for Development	Backup Material
<a href="#">Memorandum - Plat Review Process.pdf</a>	Memorandum - Plat Review Process	Backup Material



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: CC2025-Hunters Crossing Estates  
Ph 2 - Resubmitted

DATE OF COURT MEETING: 8/5/2025

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NOTES/EXCEPTIONS:

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6. Site of work being performed, if applicable: Property is located off Wilcox Lane, Precinct 2.

**ATTACHMENTS:**

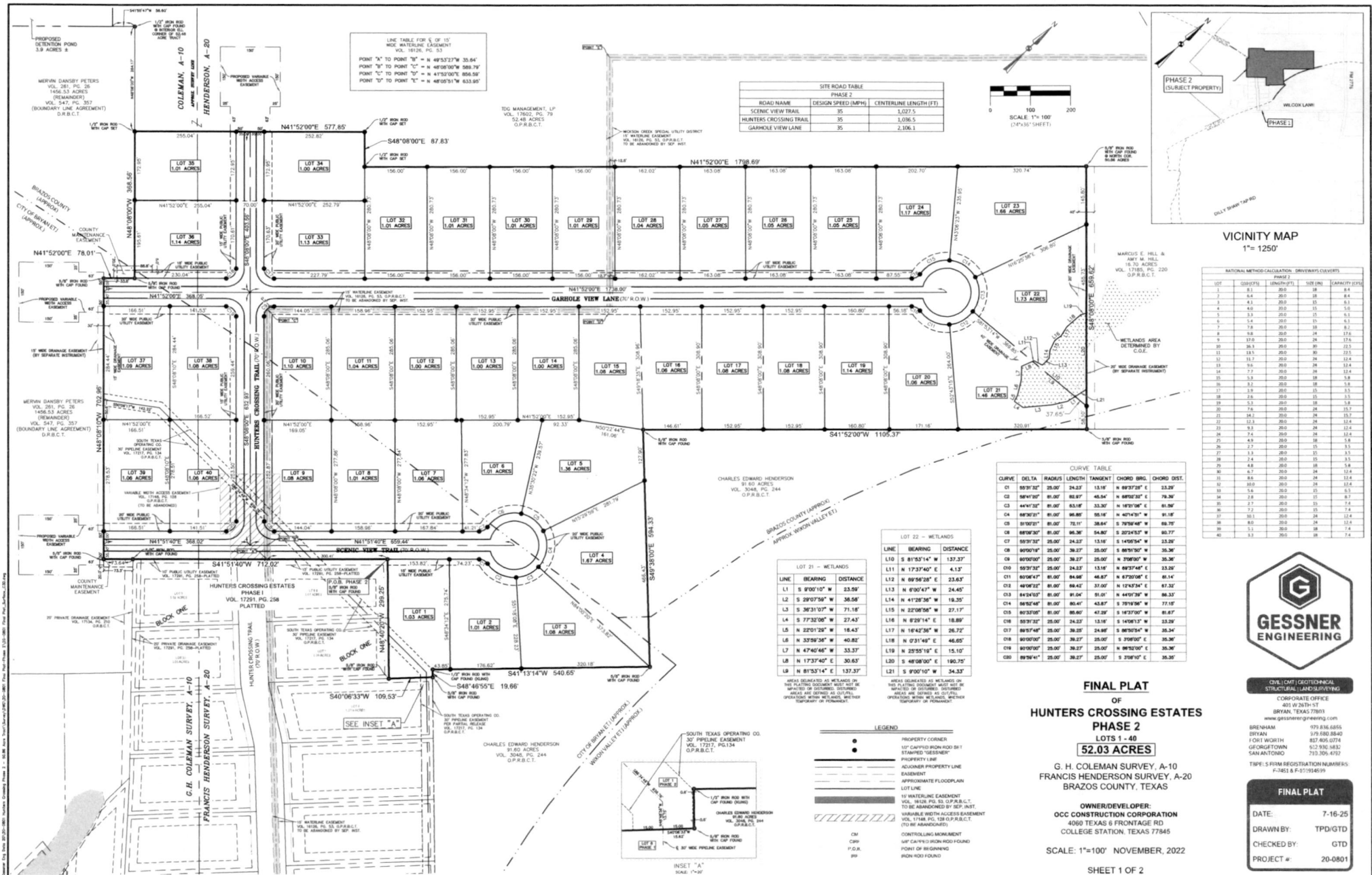
<u>File Name</u>	<u>Description</u>	<u>Type</u>
Hunters_Crossing_Estates_Ph_2_Final_Plat_Surface_C3D_(1).pdf	Plat	Backup Material
Hunters_Crossing_Estates_Ph_2_Plat_Application.pdf	Application for Development	Backup Material
Memorandum_-_Plat_Review_Process.pdf	Memorandum - Plat Review Process	Backup Material

**APPROVED**

  
\_\_\_\_\_  
KYLE KACAL  
Acting County Judge

8/5/25  
\_\_\_\_\_  
Date





1. The plat was prepared by GESSNER ENGINEERING, P.C., a professional engineering firm, under the supervision of a Professional Engineer, and the plat is subject to the provisions of the Texas Professional Engineering Act, Chapter 901, Texas Occupations Code, and the Texas Engineering Board, Chapter 1701, Texas Occupations Code.



---



**Brazos County Road & Bridge Office**  
2617 SH 21 West  
Bryan, TX 77803  
Telephone: (979) 822-2127  
Fax: (979) 775-0456  
Email: [plats@brazoscountytexas.gov](mailto:plats@brazoscountytexas.gov)

## PLAT APPLICATION

SUBJECT PROPERTY INFORMATION	
APPLICATION DATE *: 03/20/2025	RESUBMITTAL: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PROJECT / SUBDIVISION NAME: Hunters Crossing Estates Phase II, Lots 1-40	
PROJECT ADDRESS OR LOCATION: 6692 Wilcox Lane	
LEGAL DESCRIPTION: 52.03 acres V. 16127, P. 184, a portion of 1456.53 acres V. 2161, P. 18	
IF RESUBMITTAL, PROJECT FORMERLY KNOWN AS:	
NUMBER OF LOTS: 40	TOTAL ACREAGE 52.03 acres
JURISDICTION: <input checked="" type="checkbox"/> City of Bryan ETJ <input type="checkbox"/> CITY LIMITS <input type="checkbox"/> 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 checked="" type="checkbox"/> FINAL PLAT	<input type="checkbox"/> AMENDING PLAT	<input type="checkbox"/> REPLAT

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

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

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

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

**APPLICANT INFORMATION**

FIRM NAME: Gessner Engineering

CONTACT: Andrew Lange

ADDRESS: 401 W. 26th Street

CITY: Bryan

STATE: TX

ZIP: 77803

PHONE: 979-680-8840

FAX:

EMAIL: alange@gessnereng.com

**PROPERTY OWNER INFORMATION**

FIRM NAME: Oakwood Custom Homes Group, LTD

CONTACT: Alton Ofczarak

ADDRESS: 4060 Highway 6 Frontage Rd

CITY: College Station

STATE: TX

ZIP: 77845

PHONE: 979-690-1504

FAX:

EMAIL: Alton@oakchb.com

**ENGINEER INFORMATION**

FIRM NAME: Gessner Engineering

CONTACT: Andrew Lange

ADDRESS: 401 W. 26th Street

CITY: Bryan

STATE: TX

ZIP: 77803

PHONE: 979-680-8840

FAX:

EMAIL: alange@gessnereng.com

**SURVEYOR INFORMATION**

FIRM NAME: Gessner Engineering

CONTACT: Glenn Dial

ADDRESS: 401 W. 26th Street

CITY: Bryan

STATE: TX

ZIP: 77803

PHONE: 979-680-8840

FAX:

EMAIL: survey@gessnereng.com

**OTHER INFORMATION**

FIRM NAME:

CONTACT:

ADDRESS:

CITY:

STATE:

ZIP:

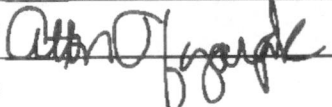
PHONE:

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.

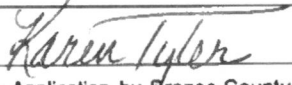
SIGNATURE: 	PRINTED NAME: <u>Alton Ofczarzak</u>	DATE: <u>03/20/2025</u>
SIGNATURE:	PRINTED NAME:	DATE:

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

#### CALCULATIONS OF FEES

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

#### RECEIPT BY BRAZOS COUNTY (Official Use Only)

DATE APPLICATION RECEIVED: <u>7 / 31 / 2025</u>	DATE APPLICATION RECEIVED / REJECTED: <u>    </u> / <u>    </u> / <u>    </u>
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):

- NA - ☒ 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.



**BRAZOS COUNTY**  
**ROAD AND BRIDGE DEPARTMENT**  
*Prarthana P. Banerji, P.E., C.F.M., Brazos County Engineer*

## Memorandum

To: Brazos County Commissioners' Court

From: Prarthana Banerji, PE, CFM

Date: July 31, 2025

Subject: Subdivision Plat of Hunters Crossing Estates Phase 2

---

I have reviewed the subject document to ensure all applicable requirements are in compliance with the Brazos County Subdivision Regulations, approved July 5, 2016, by the Commissioners' Court of Brazos County, Texas. In addition, I affirm the following:

- Plat Application received, signed and dated
- Plat review fees have been paid
- Copy(s) of the plat provided to Health District, 911, Water District/Company for review
- Confirmation was received from the Health District for On-Site Sewage evaluation
- Confirmation was received from Brazos County 911 for road names
- Confirmation was received from Water District/Company stating water availability, etc.
- ETJ Approval notification was received from City of Bryan

I recommend Hunters Crossing Estates Phase 2 be submitted to the next available Commissioners' Court agenda.



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT:	NUMBER:
DATE OF COURT MEETING:	8/5/2025
ITEM:	Approval of the Treasurer's Report for May 2025.
TO:	Commissioners Court
DATE:	07/30/2025
FISCAL IMPACT:	False
BUDGETED:	False
DOLLAR AMOUNT:	\$0.00
ACTION REQUESTED OR ALTERNATIVES:	Approval

<b><u>ATTACHMENTS:</u></b>		
<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">Treasurer s Report May 2025.pdf</a>	Treasurer's Report May 2025	Backup Material
<a href="#">Treasurer s Report Approval May 2025.pdf</a>	Treasurer Report Approval	Backup Material



**MAY 2025 TREASURER'S REPORT**

<b>FUND NUMBER &amp; NAME</b>	<b>CASH BALANCE 4/30/2025</b>	<b>INCOMING</b>	<b>INVESTED INTEREST</b>	<b>SUB-TOTAL</b>	<b>DISBURSED</b>	<b>CASH BALANCE 5/31/2025</b>	<b>INVESTED</b>	<b>CK.ACCT.BAL. 5/31/2025</b>
0100 - GENERAL FUND	210,438,745.62	5,555,765.52	675,703.31	216,670,214.45	13,625,422.26	203,044,792.19	149,572,147.43	53,472,644.76
1100 - HOTEL OCCUPANCY TAX	8,301,595.42	461,000.87		8,762,596.29	323,585.11	8,439,011.18		8,439,011.18
1200 - STATE LATERAL ROAD	133,735.47	577.84		134,313.31	0.00	134,313.31		134,313.31
1300 - UNCLAIMED FUNDS	539,400.45	2,330.63		541,731.08	221.81	541,509.27		541,509.27
1500 - LAW LIBRARY	214,132.07	13,887.42		228,019.49	4,844.89	223,174.60		223,174.60
1800 - LEOSE FUND	122,328.31	0.00		122,328.31	0.00	122,328.31		122,328.31
1900 - COUNTY RECORDS MANAGEMENT	702,725.05	0.00		702,725.05	702,725.05	0.00		0.00
2000 - COUNTY CLERK MGMT.FUND	1,371,534.35	34,206.10		1,405,740.45	25,643.86	1,380,096.59		1,380,096.59
2001 - COUNTY CLERK ARCHIVAL FUND	1,692,801.42	34,219.22		1,727,020.64	20.00	1,727,000.64		1,727,000.64
2200 - COURTHOUSE SECURITY FUND	218,105.68	11,572.01		229,677.69	1,538.43	228,139.26		228,139.26
2201 - JUSTICE COURT SECURITY FUND	283,378.77	1,969.06		285,347.83	0.00	285,347.83		285,347.83
2300 - DISTRICT CLERK MANAGEMENT FUND	377,991.68	719,603.60		1,097,595.28	9,315.92	1,088,279.36		1,088,279.36
2301 - DISTRICT CLERK ARCHIVAL FUND	1,693.28	7.32		1,700.60	0.00	1,700.60		1,700.60
2400 - JUSTICE @ PEACE - TECHNOLOGY FUND	89,302.69	2,661.88		91,964.57	43.28	91,921.29		91,921.29
2401 - CO.& DIST.COURT TECHNOLOGY FUND	143,204.19	1,348.75		144,552.94	0.00	144,552.94		144,552.94
2500 - SPECIAL FORFEITURE FUND	79,693.45	451.34		80,144.79	351.60	79,793.19		79,793.19
2600 - D/A HOT CHECK COLLECT FEES	5,566.45	24.05		5,590.50	0.00	5,590.50		5,590.50
2700 - BAIL BOND BOARD FEES	118,538.65	512.18		119,050.83	0.00	119,050.83		119,050.83
2900 - VIT INTEREST FUND	426,270.87	2,726.38		428,997.25	0.00	428,997.25		428,997.25
3000 - COUNTY GRANTS	(902,043.24)	118,438.46		(783,604.78)	773,400.22	(1,557,005.00)		(1,557,005.00)
3100 - AMERICAN RESCUE PLAN ACT	32,205,494.55	0.00	62,624.04	32,268,118.59	84,887.07	32,183,231.52	17,485,047.38	14,698,184.14
3200 - SB 22 2023 RURAL	804,984.48	3,478.16		808,462.64	86,809.75	721,652.89		721,652.89
3400 - D/A CRIME FUND	168,800.53	729.35		169,529.88	13,000.68	156,529.20		156,529.20
3500 - PRIMARY ELECTION SERVICES	36,762.34	158.84		36,921.18	221.55	36,699.63		36,699.63
3901 - BC HOUSING FINANCE CORP	528,793.09	2,284.80		531,077.89	0.00	531,077.89		531,077.89
4320 - CO 2020	4,329,208.91	1,215.98	15,181.49	4,345,606.38	253,597.63	4,092,008.75	4,062,965.29	29,043.46
4323 - ON SYSTEM ROAD BOND-TXDOT	13,118,549.00	3,528.28	46,139.32	13,168,216.60	113,780.54	13,054,436.06	12,348,104.38	706,331.68
43231 - OFF SYSTEM ROAD BOND	5,424,286.53	2,388.03	18,271.26	5,444,945.82	0.00	5,444,945.82	4,889,873.57	555,072.25
43232 - 2023 CERTIFICATES OF OBLIGATIONS	10,797,391.25	5,147.07	36,028.53	10,838,566.85	162,203.00	10,676,363.85	9,642,183.56	1,034,180.29
4500 - GEN.PERMANENT IMPV.	14,768,720.26	0.00		14,768,720.26	54,437.48	14,714,282.78		14,714,282.78
5000 - HEALTH & LIFE INSURANCE	14,546,129.79	1,841,669.14		16,387,798.93	1,869,174.72	14,518,624.21		14,518,624.21
5800 - COUNTY ATTORNEY OPERATING FUND	64,686.08	282.81		64,968.89	0.00	64,968.89		64,968.89
6000 - PAYROLL	1,845,477.46	9,968,544.44		11,814,021.90	9,263,106.66	2,550,915.24		2,550,915.24
9100 - HEALTH DEPARTMENT	3,839,777.18	288,935.83		4,128,713.01	433,089.57	3,695,623.44		3,695,623.44
9300 - REGIONAL MOBILITY AUTHORITY	45,148.60	195.08		45,343.68	0.00	45,343.68		45,343.68
9700 - COMMUNITY SUPERVISION	1,305,351.08	204,863.04		1,510,214.12	498,809.45	1,011,404.67		1,011,404.67
<b>TTL.OF ACCTS.IN POOL</b>	<b>328,188,261.76</b>	<b>19,284,723.48</b>	<b>853,947.95</b>	<b>348,326,933.19</b>	<b>28,300,230.53</b>	<b>320,026,702.66</b>	<b>198,000,321.61</b>	<b>122,026,381.05</b>
1600 - LOCAL PROVIDER PARTICIPATION	33,844,798.87	227,163.26		34,071,962.13	1,200,088.50	32,871,873.63		32,871,873.63
4100 - GEN.OBLIG.DEBT SVC.	14,669,159.73	79,364.31	15,296.77	14,763,820.81	0.00	14,763,820.81	4,093,818.81	10,670,002.00
<b>TOTAL</b>	<b>376,702,220.36</b>	<b>19,591,251.05</b>	<b>869,244.72</b>	<b>397,162,716.13</b>	<b>29,500,319.03</b>	<b>367,662,397.10</b>	<b>202,094,140.42</b>	<b>165,568,256.68</b>

This report is submitted as true and correct to Commissioners Court by Cristian T. Villarreal, Brazos County Treasurer, on August 5, 2025.

The State of Texas, County of **BRAZOS**

We, the undersigned, as County Commissioners within and for Brazos County, and Kyle Kacal, Acting County Judge of Brazos County, constituting the entire Commissioners' Court of Brazos County, during a regular meeting of said Court have examined the foregoing report and have caused an order to be entered upon the Minutes of the Commissioners' Court of Brazos County approving said Report as presented and submitted as true and correct by Cristian Villarreal, Treasurer of Brazos County, as provided for in the Revised Statutes of the State of Texas. (*Texas Local Government Code, 114.026*)


Witness my hand this 5<sup>TH</sup> day of AUGUST A.D. 2025




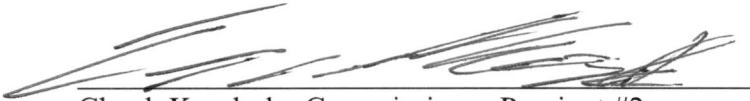
Karen McQueen

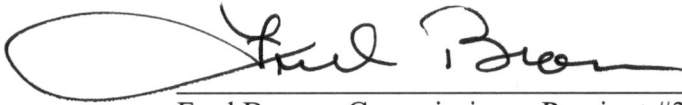
County Clerk, County of BRAZOS, State of Texas


Examined and approved in open Commissioners' Court this 5<sup>TH</sup> day of  
AUGUST 2025.

  
Kyle Kacal, Acting County Judge

  
Bentley Nettles, Commissioner Precinct #1

  
Chuck Konderla, Commissioner Precinct #2

  
Fred Brown, Commissioner Precinct #3

  
Wanda J. Watson, Commissioner Precinct #4

Treasurer's Report for the **MONTH MAY 2025**





**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

8/5/2025

ITEM:

**Overpayments**

- a. Douglas Morse - \$20.00
- b. Penelope Davis Munroe - \$6.00
- c. Ahyaan Enterprises - \$3,266.00

**Payment in Error**

- d. Denise & Herman Shirley - \$180.14

TO:

Commissioners Court

DATE:

07/30/2025

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

**Overpayments or Erroneous Payments (Tax Code Section 31.11)**

If a taxpayer applies for a refund, the collector must determine whether the payment was erroneous or excessive. If the collector determines the payment was erroneous or excessive and the auditor agrees, the collector refunds the payment from available current tax collections or from funds appropriated for making refunds.

**Governing Body Approval (Tax Code Section 31.11(a)(1) and (a)(2))**

Certain refunds require approval from the taxing unit's governing body. If a collector collects taxes for a single taxing unit, refunds exceeding \$500 must receive approval from the taxing unit's governing body. If a collector collects taxes for more than one taxing unit, refunds exceeding \$2,500 must receive approval from the taxing unit's governing body.

As general practice the County Auditor has chosen to present all tax refunds to the Commissioner's Court , even those that do not require approval from the Court.

NOTES/EXCEPTIONS:

**ATTACHMENTS:**

**File Name**

[CC Refunds 07292025 \(002\).pdf](#)

**Description**

Tax Refund Applications

**Type**

Backup Material

**Melissa Leonard, PCAC**  
**Brazos County Tax Assessor/Collector**  
4151 County Park Ct  
Bryan TX 77802  
979-775-9930  
979-775-9938 Fax

**REFUNDS PENDING 07/29/2025**

<b>REQUESTOR</b>	DOUGLAS MORSE
<b>ADDRESS</b>	12714 STILLWOOD PARK CT CYPRESS TX 77433
<b>OWNER NAME</b>	DOUGLAS & CLAIRE MORSE
<b>PROP ID #</b>	110280
<b>REFUND AMOUNT</b>	\$ 20.00

<b>REQUESTOR</b>	PENELOPE DAVIS MUNROE
<b>ADDRESS</b>	1113 PATRIOT DR COLLEGE STATION TX 77845
<b>OWNER NAME</b>	PENELOPE DAVIS MUNROE
<b>PROP ID#</b>	444426
<b>REFUND AMOUNT</b>	\$ 6.00

<b>REQUESTOR</b>	AHYAAN ENTERPRISES
<b>ADDRESS</b>	3800 S COLLEGE AVE BRYAN TX 77801
<b>OWNER NAME</b>	S DHUKA
<b>PROP ID#</b>	393406
<b>REFUND AMOUNT</b>	\$ 3266.00

<b>REQUESTOR</b>	DENISE & HERMAN SHIRLEY
<b>ADDRESS</b>	820 PETRIG ST TRACY CA 95376-9097
<b>OWNER NAME</b>	MARY SMITH ESTATE
<b>PROP ID#</b>	20856
<b>REFUND AMOUNT</b>	\$ 180.14

<b>REQUESTOR</b>	
<b>ADDRESS</b>	
<b>OWNER NAME</b>	
<b>PROP ID#</b>	
<b>REFUND AMOUNT</b>	

<b>REQUESTOR</b>	
<b>ADDRESS</b>	
<b>OWNER NAME</b>	
<b>PROP ID#</b>	
<b>REFUND AMOUNT</b>	

<b>REQUESTOR</b>	
<b>ADDRESS</b>	
<b>OWNER NAME</b>	
<b>PROP ID#</b>	
<b>REFUND AMOUNT</b>	

<b>REQUESTOR</b>	
<b>ADDRESS</b>	
<b>OWNER NAME</b>	
<b>PROP ID#</b>	
<b>REFUND AMOUNT</b>	

## 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

MORSE DOUGLAS C & CLAIRE H

12714 STILLWOOD PARK CT

CYPRESS TX 77433-1283

### PROPERTY DESCRIPTION

Legal: OAK MEADOW PH 1, BLOCK 1, LOT 9

Address: 2709 DARWOOD CT ,

Account # 110280

### TAX PAYMENT INFORMATION

Name of Taxing Unit

ZREFUND

Tax Year of Refund

2024

Payment Date

12/31/2024

Amount Paid

\$5688.28

Refund Amount Requested

\$20.00

Taxpayer's reason for refund: OP-Overpayment

### REFUND TO:

MORSE DOUGLAS

12714 STILLWOOD PARK CT

CYPRESS TX 77433-1283

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."

Douglas C. Morse  
Signature

281 513-9340  
Phone #

7-19-2025  
Date

MORSE12714@gmail.com  
Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

### TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

ACTING COUNTY JUDGE  
Authorized Officer Signature

8/5/25  
Date

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

\_\_\_\_\_  
Authorized Officer Signature

\_\_\_\_\_  
Date

# TAX RECEIPT

01/09/2025 02:27PM

MELISSA LEONARD, PCAC PH# (979) 775-9930  
BRAZOS COUNTY TAX ASSESSOR COLLECTOR  
4151 COUNTY PARK CT  
BRYAN, TX 77802

Receipt Number

**3427244**

Date Posted	12/31/2024
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$5,688.28

**PAID BY:**

MORSE DOUGLAS  
12714 STILLWOOD PARK COURT  
CYPRESS, TX 77433

Property ID	Geo	Legal Acres	Owner Name and Address								
110280	472000-0101-0090	0.0000	MORSE DOUGLAS C & CLAIRE H 12714 STILLWOOD PARK CT CYPRESS, TX 77433-1283								
Legal Description											
OAK MEADOW PH 1, BLOCK 1, LOT 9											
Situs	DBA Name										
2709 DARWOOD CT											
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	150414	N	20.00	0.00	0.00	0.00	0.00	20.00
BRAZOS COUNTY	2024	0.41970	284,753	93338	N	1,195.10	0.00	0.00	0.00	0.00	1,195.10
CITY OF BRYAN	2024	0.62400	284,753	93338	N	1,776.86	0.00	0.00	0.00	0.00	1,776.86
BRYAN ISD	2024	0.94690	284,753	93338	N	2,696.32	0.00	0.00	0.00	0.00	2,696.32
											5,688.28

Balance Due As Of 12/31/2024: -20.00

Tender	Details	Description	Amount
Check	100061		5688.28
			5688.28

Operator Batch  
tmoore 54683 (01/09/2025TM)

Total Paid  
5,688.28

## 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

MUNROE PENELOPE DAVIS

1113 PATRIOT DR

COLLEGE STA TX 77845-2194

### PROPERTY DESCRIPTION

Legal: SOUTHERN POINTE SEC 201, BLOCK 27, LOT 18

Address: 1113 PATRIOT DR ,

Account # 444426

### TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	07/11/2025	\$852.27	\$6.00

Taxpayer's reason for refund: OP-Overpayment

### REFUND TO:

MUNROE PENELOPE DAVIS

1113 PATRIOT DR

COLLEGE STA TX 77845-2194

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."

*Penelope Davis Munroe*

Signature

*808 758 1127*

Phone #

*7/18/25*

Date

*AV PANTHERS 1969 C*

Email Address

*gmail.com*

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

### TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

*[Signature]*  
Authorized Officer Signature

*ACTING COUNTY JUDGE*

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

*8/5/25*

Date

Authorized Officer Signature

Date

# TAX RECEIPT

07/11/2025 09:19AM

MELISSA LEONARD, PCAC PH# (979) 775-9930  
BRAZOS COUNTY TAX ASSESSOR COLLECTOR  
4151 COUNTY PARK CT  
BRYAN, TX 77802

Receipt Number

**3469628**

Date Posted 07/11/2025  
Payment Type P  
Payment Code Over/Refund  
Total Paid \$852.27

PAID BY:

MUNROE PENELOPE DAVIS  
1113 PATRIOT DR  
COLLEGE STA, TX 77845-2194

Property ID	Geo	Legal Acres	Owner Name and Address								
444426	579510-2127-0180	0.0000	MUNROE PENELOPE DAVIS 1113 PATRIOT DR COLLEGE STA, TX 77845-2194								
Legal Description											
SOUTHERN POINTE SEC 201, BLOCK 27, LOT 18											
Situs	DBA Name										
1113 PATRIOT DR ,											
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	150959	N	6.00	0.00	0.00	0.00	0.00	6.00
EMG SVCS DIST #1	2024	0.05135	335,380	94022	N	42.76	0.00	0.00	0.00	0.00	42.76
COLLEGE STATION											
ISD	2024	0.97290	220,380	94022	N	532.24	0.00	0.00	0.00	0.00	532.24
BRAZOS COUNTY	2024	0.41970	260,380	94022	N	271.27	0.00	0.00	0.00	0.00	271.27
											852.27

Balance Due As Of 07/11/2025: -6.00

Tender	Details	Description	Amount
Check	296		852.27
			852.27

Operator Batch  
lmoore 57502 (07/11/2025TM)

Total Paid  
852.27

Special Condition Exists for this Property  
Page: 1

Receipt issued in Accordance with Section 31.075 of the Texas Property Tax Code

True Automation, Inc.

## 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

S DHUKA LLC

3800 S COLLEGE AVE

BRYAN TX 77801-4517

### PROPERTY DESCRIPTION

Legal: MINI PLAZA, LOT 1

Address: 3800 S COLLEGE AVE ,

Account # 393406

### TAX PAYMENT INFORMATION

Name of Taxing Unit	Tax Year of Refund	Payment Date	Amount Paid	Refund Amount Requested
ZREFUND	2024	07/30/2025	\$3266.00	\$3266.00

Taxpayer's reason for refund: OP-Overpayment

### REFUND TO:

AHYAAN ENTERPRISES

3800 S COLLEGE AVE

BRYAN TX 77801-4517

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

979-422-6661

Phone #

Date

SADIQDHUKA@hotmail.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

Date

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

Authorized Officer Signature

Date

# TAX RECEIPT

07/09/2025 03:25PM

MELISSA LEONARD, PCAC- PH# (979) 775-9930  
BRAZOS COUNTY TAX ASSESSOR COLLECTOR  
4151 COUNTY PARK CT  
BRYAN, TX 77802

Receipt Number

**3469436**

Date Posted	06/30/2025
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$3,266.00

**PAID BY:**

AHYAAN ENTERPRISES INC DBA MINI MART  
3800 S COLLEGE AVE  
BRYAN, TX 77801

Property ID	Geo	Legal Acres	Owner Name and Address								
393406	419030-0000-0010	0.0000	S DHUKA LLC 3800 S COLLEGE AVE BRYAN, TX 77801-4517								
Legal Description											
MINI PLAZA, LOT 1											
Situs	DBA Name										
3800 S COLLEGE AVE	MINI-MART										
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	150955	N	3,266.00	0.00	0.00	0.00	0.00	3,266.00
											3,266.00

Balance Due As Of 06/30/2025: -3266.00

Tender	Details	Description	Amount
Check	10727		3266.00
			3266.00

Operator Batch  
imoore 57465 (07/09/2025TM)

Total Paid  
3,266.00



## APPLICATION FOR TAX REFUND

Collecting Office Name

Brazos County Tax Office

4151 County Park Court

Bryan, Texas 77802 Ph. 979-775-9930

Collecting Tax for: (taxing entities)

Brazos County, City of Bryan, City of College Station

Bryan ISD, College Station ISD, F1, F2, F3, F4,

City of Kurten, Navasota ISD

### OWNER'S NAME AND ADDRESS

SMITH MARY ESTATE

%MARILYN

366 S MARSHALL ST

PONTIAC MI 48342

### PROPERTY DESCRIPTION

Legal: CANDY HILL PH 1, BLOCK 3, LOT 9

Address: DALE ST ,

Account # 20856 -

### TAX PAYMENT INFORMATION

Name of Taxing Unit

Tax Year of Refund

Payment Date

Amount Paid

Refund Amount Requested

ZREFUND

2024

04/30/2025

\$180.14

\$180.14

Taxpayer's reason for refund: PAYMENT IN ERROR

### REFUND TO:

SHIRLEY DENISE E & HERMAN L

820 PETRIG ST

TRACY, CA 95376-9097

7413 Good  
7336 Need

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."

Denise E Shirley and Herman L Shirley

Signature

510-757-8266

Phone #

July 28<sup>th</sup> 2025

Date

Leon Shirley12@gmail.com

Email Address

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

### TAX REFUND DETERMINATION

The tax refund is ☒ Approved ☐ Disapproved

Authorized Officer Signature

Date

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

Authorized Officer Signature

Date

8/5/25

# TAX RECEIPT

07/29/2025 01:01PM

\*\* DUPLICATE \*\*

MELISSA LEONARD, PCAC PH# (979) 775-9930  
BRAZOS COUNTY TAX ASSESSOR COLLECTOR  
4151 COUNTY PARK CT  
BRYAN, TX 77802

## Receipt Number

3457645

Date Posted	04/30/2025
Payment Type	P
Payment Code	Over/Refund
Total Paid	\$180.14

## PAID BY:

SHIRLEY DENISE E & HERMAN L  
820 PETRIG ST  
TRACY, CA 95376-9097

Property ID	Geo	Legal Acres	Owner Name and Address								
20856	176000-0003-0090	0.0000	SMITH MARY ESTATE %MARILYN 366 S MARSHALL ST PONTIAC, MI 48342								
Legal Description											
CANDY HILL PH 1, BLOCK 3, LOT 9											
Situs	DBA Name										
DALE ST											

Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd
Z REFUND ENTITY	2024	0.00000	0	150769	N	165.08	0.00	0.00	0.00	0.00	165.08
BRAZOS COUNTY	2024	0.41970	18,100	123997	N	3.17	0.00	0.00	0.00	0.00	3.17
CITY OF BRYAN	2024	0.62400	18,100	123997	N	4.72	0.00	0.00	0.00	0.00	4.72
BRYAN ISD	2024	0.94690	18,100	123997	N	7.17	0.00	0.00	0.00	0.00	7.17
											180.14

Balance Due As Of 04/30/2025: -165.08

Tender	Details	Description	Amount
Check	7413		180.14
			180.14

Operator Batch  
mmoore 56517 (05/01/2025 MM)

Total Paid  
180.14

Special Condition Exists for this Property  
Page: 1

Receipt issued in Accordance with Section 31.075 of the Texas Property Tax Code

True Automation, Inc.



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Budget Office NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: • FY 24/25 Budget Amendments 40.01 - 40.02

TO: Commissioners Court

FROM: Nina Payne

DATE: 07/31/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Review and approve.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[40\\_Coversheet.pdf](#)

FY 25 Budget Coversheet 40.01 - 40.02

Cover Memo

[40.01 - 40.02.pdf](#)

FY 25 Budget Amendments 40.01 - 40.02

Budget Amendment

**BRAZOS COUNTY, TEXAS**

**BUDGET AMENDMENT(S) FOR THE 2024-2025 BUDGET YEAR**

**NO. 24/25 40.01 – 40.02**

On this the 5<sup>th</sup> day of August 2025 at a regular meeting of the Commissioners' Court, the following members were present:

- A. Kyle Kacal, Acting County Judge
- B. Bentley Nettles, Commissioner, Precinct 1
- C. Chuck Konderla, Commissioner, Precinct 2
- D. Fred Brown, Commissioner, Precinct 3
- E. Wanda Watson, Commissioner, Precinct 4
- F. Karen McQueen, County Clerk


The following proceedings were held:

**THAT WHEREAS**, on the 5<sup>th</sup> day of August 2025 the Court heard and approved a budget amendment(s) for the 2024-2025 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 10 September 2024, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

**ADOPTED AND APPROVED** this the 5<sup>th</sup> day of August 2025.

**THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.**

By: \_\_\_\_\_  
Kyle Kacal, Acting County Judge

Original: County Clerk's Office and  
Attached to the original budget

**BRAZOS COUNTY, TEXAS**  
**BUDGET AMENDMENTS**  
**No. 24/25 - 40.01**  
**8/5/2025**

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
Capital Improvement Fund	Road & Bridge Renovations	Capital Outlay	Expenditure		23,869.00
Capital Improvement Fund	County Clerk - Capital	Capital Outlay	Expenditure		257.65
Capital Improvement Fund	Health Department Support - Capital	Capital Outlay	Expenditure		11,249.00
Capital Improvement Fund	Brazos Center - Capital	Capital Outlay	Expenditure		200,649.00
Capital Improvement Fund	Fleet Shop - Light Equipment - Capital	Capital Outlay	Expenditure		10,832.35
Capital Improvement Fund	2619 West Highway 21 Renovations	Capital Outlay	Expenditure	246,857.00	

**Capital Improvement Fund**

Reallocation of funds to the proper account for the Former AgriLife Extension Building Renovation.

Date:

SAM  
7/30/2025

ACTING

County Judge Approval

Date

8/5/25

For Oracle Entry Only					
FUND	DIV	ACCT	Change in Budget	ACCOUNT NAME	
45000	63000511	80101000	(23,869.00)		
45000	63210001	80230000	(257.65)		
45000	63260020	80380000	(11,249.00)		
45000	63365001	80286000	(7,989.00)		
45000	63365001	80380000	(4,660.00)		
45000	63365001	80720000	(33,000.00)		
45000	63365001	80281000	(155,000.00)		
45000	63111000	80890000	(10,832.35)		
45000	63000510	80101000	246,857.00		



**BRAZOS COUNTY**  
REQUEST FOR BUDGET AMENDMENT

Budget  
Amendment  
Number

Budget Amendment Number

40.01

Agenda Date

8/5/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

45000 Capital Improvement Fun

From: Fund Number

DECREASE EXPENDITURE(S):

NOT LISTED

From: Division Name

DECREASE EXPENDITURE(S):

63000511 Road and Bridg

From: Unlisted Division Name

DECREASE EXPENDITURE(S):

80101000 Building Improvement

From: Account Number

From: Amount

\$  
23,869.00

AMOUNT OF DECREASE

From: Amount

DECREASE EXPENDITURE(S):

45000 Capital Improvement Fun

From: Fund Number

DECREASE EXPENDITURE(S):

63210001 County Clerk - Capita

From: Division Name

DECREASE EXPENDITURE(S):

80230000 Copiers

From: Account Number

\$  
257.65

AMOUNT OF DECREASE

From: Amount

DECREASE EXPENDITURE(S):

45000 Capital Improvement Fun

From: Fund Number

DECREASE EXPENDITURE(S):

63260020 Health Department Si

From: Division Name

DECREASE EXPENDITURE(S):

80380000 Improvements - Non E

From: Account Number

\$  
11,249.00

AMOUNT OF DECREASE

From: Amount

DECREASE EXPENDITURE(S):

45000 Capital Improvement Fun

From: Fund Number

DECREASE EXPENDITURE(S):

63365001 Brazos Center - Capit

From: Division Name

DECREASE EXPENDITURE(S):

80286000 Equipment - Other

From: Account Number

\$  
7,989.00

AMOUNT OF DECREASE

From: Amount

DECREASE EXPENDITURE(S):

45000 Capital Improvement Fun

From: Fund Number

DECREASE EXPENDITURE(S):

63365001 Brazos Center - Capit

From: Division Name

DECREASE EXPENDITURE(S):

80380000 Improvements - Non E

From: Account Number

\$  
4,660.00

AMOUNT OF DECREASE

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From Amount
45000 Capital Improvement Fund	63365001 Brazos Center - Capital	80720000 Security & Surveillance	\$ 33,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From Amount
45000 Capital Improvement Fund	63365001 Brazos Center - Capital	80281000 Equipment - Electronics	\$ 155,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From Amount
45000 Capital Improvement Fund	63111000 Fleet Shop-Light Equipment	80890000 Vehicles	\$ 10,832.35
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total \$ 246,857.00  
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):
45000 Capital Improvement Fund	NOT LISTED	63000510 - 2619 West Highway	80101000 Building Improvement
To: Fund Number	To: Division Name	To: Unlisted Division Name	To: Account Number

To Amount  
\$ 246,857.00  
AMOUNT OF INCREASE

Total \$ 246,857.00  
TOTAL AMOUNT OF INCREASE

## TO EXPLANATION AND SIGNATURE

Explanation Explanation to reclassify budget to proper accounts  
Reallocation of funds to the proper account for the Former AgriLife Extension Building Renovation.

## File and Documentation

File Upload Upload

Signature Initiator

Nina Payne

Department (?)

BUDGET OFFICE



Signature

Elected Official/Dept Head

*Nina Payne*

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

*Spencer A Mays*

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date will be captured on form submission

Comments

Commissioners Court Decision Comments



**No. 24/25 - 40.02**

**No. 24/25 - 40.02**

[illegible]

General Fund

Reallocation of funds to the proper account to complete a change order to purchase chain saws, pole saws, and trimmers.

Date:

SAM  
7/30/2025

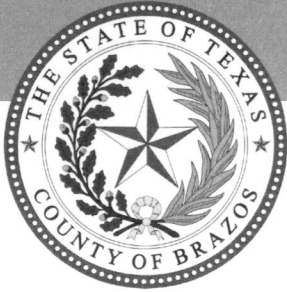
## ACTING

**County Judge Approval**

Date \_\_\_\_\_

8 | 5 | 25

[illegible]



**BRAZOS COUNTY**  
REQUEST FOR BUDGET AMENDMENT

Budget  
Amendment  
Number

Budget Amendment Number

40.02

Agenda Date

8/5/2025

Fiscal Year

October 1 - September 30 2025

Requesting Department

ROAD AND BRIDGE

Requestors Name

Shannon L. Zwernemann

DECREASE EXPENDITURE(S)

1000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S)

56001000 Road & Bridge - Admi

From: Division Name

DECREASE EXPENDITURE(S)

65660000 Road and Bridge - Fie

From: Account Number

From: Amount

\$

4,500.00

AMOUNT OF DECREASE

Total

\$ 4,500.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S)

1000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S)

56001000 Road & Bridge - Admi

To: Division Name

INCREASE EXPENDITURE(S)

60500000 Equipment & I.T. Enh

To: Account Number

To: Amount

\$

4,500.00

AMOUNT OF INCREASE

Total

\$ 4,500.00

TOTAL AMOUNT OF INCREASE

**TO EXPLANATION AND SIGNATURE**

Explanation

Explanation to reclassify budget to proper accounts:

Used incorrect account to purchase chain saws, pole saws and trimmers. Needs to move funds in order to do a change order and purchase from the correct account.

File and Documentation

File Upload

Upload

Signature

Initiator

*Shannon Zwernemann*

Department (?)

ROAD AND BRIDGE



Signature

Elected Official/Dept Head

*Prarthana Banerji*

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

*Spencer A Mays*

Budget Officer Comments

CC Approval Oracle Posted

Completion Date

Sign

Date will be captured on form submission

Comments

Commissioners Court Decision Comments



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Human Resources

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: • Approval of Personnel Change of Status

TO: Commissioners Court

DATE: 07/31/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS: Human Resources is requesting the approval of the following Personnel Action Forms (PAFs). A list of departments is included on the attached coversheet. All positions have been reviewed and verified that they fall within budget guidelines. Consequence of non-approval would be to the employee pay and/or position.

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">Employment Separations - Public - 08.05.25..pdf</a>	Cover Sheet	Cover Memo

# Personnel Change of Status

( Jul 31, 2025 )

Commissioners' Court Date: 08-05-2025  
Department Submitting Information: Human Resources  
Purpose of Submissions: Consider and Take Action on Change

## Employment

Department Name	Employee Name
Sheriff Office - Jail Administration	Daily, Abel

## Separations

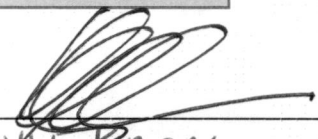
Department Name	Employee Name

## Personnel Action Forms

Department Name	Employee Name
County Attorney	Cintron, Victoria
County Attorney	Grisham, John

Approved in Commissioners' Court: 08-05-2025

County Judge's or Commissioner's Signature: \_\_\_\_\_

  
KYLE RACAL  
ACTING COUNTY JUDGE



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Payment of Claims  
• a. 8211033 - 8211195  
• b. 9205158 - 9205236

TO: Commissioners Court

DATE: 03/07/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Bill\\_List-Public\\_08.05.25.pdf](#)

Payment of Claims

Cover Memo



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Approval of Payment of Claims  
• a. 8211033 - 8211195  
• b. 9205158 - 9205236

TO: Commissioners Court

DATE: 03/07/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

Bill\_List-Public\_08.05.25.pdf  
Bill\_List-Internal\_08.05.25.pdf

**Description**

Payment of Claims  
Payment of Claims - Internal

**Type**

Cover Memo  
Cover Memo

ATTEST: Karen McQueen  
KAREN McQUEEN  
COUNTY CLERK

APPROVED

Kyle Bacal 8/5/25  
KYLE BACAL Date  
ACTING County Judge

# Bill List Commissioners Court

Time run: 8/1/2025 11:23:57 AM

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-00000000-20000100-00000-0000-000000	General Fund-No Value-Cash Advance \\- Subledger Total-No Value-No Value-No Value	Employee	Artis*****		TRVL000324768458	(480.90)
			Brian*****		TRVL000319948416	(654.65)
			Daphn*****		TRVL000322425849	(993.05)
			Edwar*****		TRVL000324000918	(931.20)
			Jeani*****		TRVL000322253816	(764.05)
			Josel*****		TRVL000322413514	(1,442.35)
			Kryst*****		ADV000324786844	1,278.95
			Linda*****		TRVL000324768426	(728.25)
			Paul *****		TRVL000325040609	(931.20)
			Stace*****		TRVL000324768372	(728.25)
			Star *****n		TRVL000319868791	(969.49)
			Trudy*****		ADV000324786824	750.00
			Vanes*****		ADV000324786876	1,278.95
			Victo*****ron		TRVL000325317842	(1,137.37)
01000-00000000-26930000-00000-0000-000000	General Fund-No Value-Prepaid Contracts-No Value-No Value-No Value	11714	Hart *****	250004589	INV003243**	1,300.00
01000-00000000-26940000-00000-0000-000000	General Fund-No Value-Prepaid Conference and Seminars-No Value-No Value-No Value	21410	Texas*****y	250004294	12280	500.00
01000-00000000-27140000-00000-0000-000000	General Fund-No Value-Dyed Diesel- No Value-No Value-No Value	97508	Fikes*****	250000502	INV-087494	3,570.70
01000-00000000-27150000-00000-0000-000000	General Fund-No Value-Diesel-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-087494	5,477.25
01000-00000000-27210000-00000-0000-000000	General Fund-No Value-Gasoline-No Value-No Value-No Value	97508	Fikes*****	250000502	INV-087494	10,321.78
01000-00000000-30009100-00000-0000-000000	General Fund-No Value-A/P Justice of the Peace \\- McCreary Veselka B-No Value-No Value-No Value	19432	McCre*****g & Allen		306224	2,208.86
					306225	2,618.62
					306226	2,735.18
					306227	180.10
01000-00000000-30090000-00000-0000-000000	General Fund-No Value-A/P Executions Pending-No Value-No Value-No Value	102115	Castl*****ociation Inc		1024-00666S - WRIT	1,961.72
01000-00000000-30340000-00000-0000-000000	General Fund-No Value-Deposits Payable \\- Brazos Center-No Value-No Value-No Value	101789	Brazo***** of Governments - Refund		18366	500.00
		103029	Erwin*****nd		19609	75.00
01000-00000000-30341000-00000-0000-000000	General Fund-No Value-Deposits Payable \\- Expo Center-No Value-No Value-No Value	103350	Winte*****c - Refund		I2738	1,000.00
01000-00000000-37100000-00000-0000-000000	General Fund-No Value-Deferred Revenue \\- Co Clerk-No Value-No Value-No Value	103363	Dragu*****ervantes - Refund		20250728000073	20.00
01000-00000000-37200100-00000-0000-000000	General Fund-No Value-Deferred Revenue \\- District Clerk-No Value-No Value-No Value	102863	Peque*****		AdLitemFee21-003196-cv-272	450.00
		103136	Benn *****		AdLitemFee22-000401-cv-361	450.00
		21052	Travi*****		TRAVIS PCT5JUNE2025	80.00
		801204	Bruch*****		AdLitem-Beddingfield, Jana	450.00
		96377	Willi*****		WILLIAMSON PCT1JUNE25	80.00
					WILLIAMSON PCT2JUNE25	70.00



Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-10000100-61620000-00000-0000-000000	General Fund-County Judge \- Administration-Subscriptions & Publications-No Value-No Value-No Value	96357	Eagle*****	250004511	780-0000166776872025	108.99
01000-10000100-65540000-00000-0000-000000	General Fund-County Judge \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	10.00
01000-10002000-65540000-00000-0000-000000	General Fund-Veteran Services- Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	22.00
01000-11000100-61801000-00000-0000-000000	General Fund-Commissioners Court \- Administration-Travel-No Value-No Value-No Value	Employee	Adria*****es		TRVL000325670904	682.00
			Wanda*****		TRVL000325670964	685.48
01000-11000100-65540000-00000-0000-000000	General Fund-Commissioners Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	40.00
01000-11000500-60620000-00000-0000-000000	General Fund-Non\ -Departmental-Postage & Shipping-No Value-No Value-No Value	7467	UPS	250001418	0000F6731X265	65.55
					0000F6731X285	16.96
					0000F6731X295	25.00
01000-11000500-61010000-00000-0000-000000	General Fund-Non\ -Departmental-Advertising \- Legal Notices-No Value-No Value-No Value	95234	Thryv*****	250000361	610063761553	93.00
01000-11000500-61740000-00000-0000-000000	General Fund-Non\ -Departmental-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	2,216.21
01000-11010000-61210000-00000-0000-000000	General Fund-Court Support \- Criminal-Court Costs-No Value-No Value-No Value	103004	Marti*****		2-1	3,675.50
		91994	Words*****		25007-2	683.50
01000-11010000-72201000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- County Court at Law #1-No Value-Adult Misdemeanor-No Value	100000	Law O*****Andreski, PC		2402539	650.00
		103131	Marti*****		2501210	650.00
					2501790	650.00
		103295	Rodri*****LLC		2201980	650.00
					2401702	650.00
					2404118	650.00
					2404119	75.00
					2404247	650.00
					2404617	650.00
					2500779	650.00
		801423	Davis*****		2300240*	650.00
		802205	Cune, *****		2502281	650.00
		91346	Flani*****d		2402617	650.00
					Flanigan Rejected 72925	0.00
		91523	Herna*****		2501620	0.00
		91624	James*****gelhauer & Ask		1502649	600.00
					2403474	650.00
01000-11010000-72202000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- County Court at Law #2-No Value-Adult Misdemeanor-No Value	101451	Navar*****rney at Law		2502122	650.00
		103131	Marti*****		2501008	650.00
					2501009	75.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-11010000-72202000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- County Court at Law #2-No Value-Adult Misdemeanor-No Value	103131	Marti*****		2502041	650.00
		103295	Rodri*****LLC		2401120	650.00
					2402857	650.00
					2502026	650.00
		800568	Lewis*****y		2301284	650.00
					2400055	650.00
		91346	Flani*****d		2501309	650.00
					2501508	75.00
		91523	Herna*****		2501620	650.00
					2501622	75.00
		95315	Law O*****Maltsberger		2500564	650.00
					2501277	650.00
					2501292	650.00
					2501407	650.00
					2501408	75.00
		95611	Law O*****helps, PC, The		2500575	650.00
01000-11010000-72203000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-Adult Felony-No Value	103295	Rodri*****LLC		Gimbert Refused 72925	1,000.00
		801423	Davis*****		Davis Unindicted 72925	1,000.00
					Davis Unindicted Felony 72925	1,000.00
01000-11010000-72203000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- Preindictment/Dismissal-No Value-Adult Misdemeanor-No Value	103179	Meece*****		Meece Rejected 72525	650.00
		91346	Flani*****d		Flanigan Rejected 72925	1,000.00
01000-11010000-72204000-00000-1100-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 472nd-No Value-Juvenile-No Value	801838	Gendr*****		504-J-23 72125	13,725.00
01000-11010000-72204000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 472nd-No Value-Adult Misdemeanor-No Value	103131	Marti*****		2501009	0.00
01000-11010000-72205000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 85th-No Value-Adult Felony-No Value	100598	McLai*****C		2501375	1,000.00
		103295	Rodri*****LLC		2502626	1,000.00
		91346	Flani*****d		2500878	1,000.00
01000-11010000-72205000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 85th-No Value-Adult Misdemeanor-No Value	100598	McLai*****C		2402536	75.00
		103295	Rodri*****LLC		2403051	650.00
					2501507	650.00
01000-11010000-72206000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Felony-No Value	100598	McLai*****C		2402971	1,000.00
		103131	Marti*****		2200814	1,000.00
		103179	Meece*****		2202544	1,000.00
					2203872	75.00
					2401199	1,000.00
					2401324	0.00
					2500510	1,000.00
					2500635	1,000.00
					2501357	1,000.00
		800568	Lewis*****y		2202507	1,000.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-11010000-72206000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Felony-No Value	801423	Davis*****		2502154	1,000.00
		805046	Gusti*****orney PLLC		2101025	1,000.00
		91346	Flani*****d		1900373	500.00
					2201851	1,000.00
					2202062	450.00
					2401869	1,000.00
					2404114	600.00
					2502301	400.00
		96368	Price*****		2302402	75.00
					2501139	1,000.00
01000-11010000-72206000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 272nd-No Value-Adult Misdemeanor-No Value	103131	Marti*****		2104638	650.00
		103179	Meece*****		2303666	75.00
					2304857	650.00
					2401324	650.00
		800568	Lewis*****y		2103554	650.00
		801423	Davis*****		2401958	650.00
					2402348	75.00
		91346	Flani*****d		2201089	450.00
					2201122	450.00
					2202690	650.00
					2303728	450.00
					2401303	650.00
					2403716	300.00
01000-11010000-72206100-00000-1102-000000	General Fund-Court Support \- Criminal-Investigator Fees \- 272nd-No Value-Adult Felony-No Value	92302	Turnb*****PLLC		2403411	1,072.50
01000-11010000-72207000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Felony-No Value	100000	Law O*****Andreski, PC		2500403	0.00
					2500522	1,000.00
					2501444	2,000.00
		100598	McLai*****C		1804387	1,000.00
					2300166	1,000.00
		103131	Marti*****		2501432	1,000.00
		103179	Meece*****		2201492	1,000.00
					2501732	1,000.00
					2501733	75.00
		800568	Lewis*****y		2203125	1,000.00
		801423	Davis*****		2101194	1,750.00
		805046	Gusti*****orney PLLC		2302940	800.00
					2500535	1,000.00
					2501686	750.00
		91346	Flani*****d		2003849*	500.00
					2104014	500.00
					2403408	766.00
					2403409	750.00
					2403410	725.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-11010000-72207000-00000-1102-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Felony-No Value	91624	James*****gelhauer & Ask		2201254	1,000.00
					2201255	75.00
					2201850	1,000.00
					2403964	1,000.00
		95315	Law O*****Maltsberger		2403797	1,100.00
		95611	Law O*****helps, PC, The		1700710**	1,000.00
					1705032**	10,050.00
					2300625	1,000.00
		96368	Price*****		2501848	1,450.00
		96520	Thoma*****		2404530	725.00
					2404531	675.00
01000-11010000-72207000-00000-1104-000000	General Fund-Court Support \- Criminal-Court Appointed Attorneys \- 361st-No Value-Adult Misdemeanor-No Value	100000	Law O*****Andreski, PC		2500403	400.00
		100598	McLai*****C		2203733	650.00
		103131	Marti*****		2500557	650.00
		800568	Lewis*****y		2303323	650.00
		801423	Davis*****		2100522	650.00
		805046	Gusti*****orney PLLC		2501422	170.00
					2501423	130.00
					2501424	100.00
		91346	Flani*****d		2402590	309.00
		91624	James*****gelhauer & Ask		2402954	650.00
		95315	Law O*****Maltsberger		2402877	600.00
		95611	Law O*****helps, PC, The		2501482	650.00
		96520	Thoma*****		2201381	150.00
					2303216	250.00
01000-11010000-72207200-00000-1102-000000	General Fund-Court Support \- Criminal-Expert Witness Fees \- 361st-No Value-Adult Felony-No Value	95611	Law O*****helps, PC, The		1705032**	153.85
01000-11010000-72209000-00000-0000-000000	General Fund-Court Support \- Criminal-Court Appointed Interpreter-No Value-No Value-No Value	103358	Zapat*****ona		201	689.00
		92425	Zaval*****		25-0706	482.50
01000-11020000-61020000-00000-0000-000000	General Fund-Court Support \- Civil-Autopsy-No Value-No Value-No Value	21052	Travi*****		3300009731	8,170.00
					3300009742	16,340.00
					3300009749	24,510.00
01000-11020000-61210000-00000-0000-000000	General Fund-Court Support \- Civil-Court Costs-No Value-No Value-No Value	19997	Foste*****		3603	1,935.00
					3604	900.00
01000-11023610-72110000-00000-1001-000000	General Fund-Court Support \- Child Protective Svc \- 361st-Attorney Fees-No Value-Custodial Parents-No Value	101623	Buck *****		2500184 71825 360	360.00
01000-11024720-72110000-00000-1001-000000	General Fund-Court Support Child Protective Svc \- 472nd-Attorney Fees-No Value-Custodial Parents-No Value	101281	McKer*****		23003262 72325 670	670.00
					25000377 72425 360	360.00
01000-11024720-72110000-00000-1002-000000	General Fund-Court Support Child Protective Svc \- 472nd-Attorney Fees-No Value-Non Custodial Parents-No Value	101281	McKer*****		24001789 72425 130	130.00
					25000567 72425 630	630.00
01000-11024720-72110000-00000-1005-000000	General Fund-Court Support Child	101281	McKer*****		25000269 72425 750	750.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-11024720-72110000-00000-1005-000000	General Fund-Court Support Child Protective Svc \- 472nd-Attorney Fees-No Value-Children-No Value	97403	Naeem*****		23003262 71825 920	920.00
					23003280 71825 5903	5,903.00
01000-11040000-72204000-00000-0000-000000	General Fund-Court Support \- Child Support Enforcement-Court Appointed Attorneys \- 472nd-No Value-No Value-No Value	95968	Forem*****LC		24001142	987.50
01000-11100000-65540000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	5.00
01000-11100000-65720000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Shop Supplies-No Value-No Value-No Value	11682	Napa *****	250001948	420310	101.88
01000-11100000-65850000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Tires-No Value-No Value-No Value	10804	The G*****ubber Company	250004343	224-1033059	3,224.12
01000-11100000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Vehicle Maintenance-No Value-No Value-No Value	102326	BDS T***** LP	250000066	67089	95.00
				250004433	67170	95.00
					67359	95.00
		21268	Brazo*****	250000013	276900-25	7.50
					280871-25	7.50
					280880-25	7.50
					281714-25	7.50
					282209-25	7.50
					282492-25	7.50
					282571-25	7.50
					283363-25	7.50
		3354	O'Rei*****	250004006	2016-358980	481.40
					2016-359712	189.90
					2016-359713	94.95
		91345	CC C*****	250004349	n835054	350.00
01000-11100000-71512000-00000-0000-000000	General Fund-Fleet Shop \- Light Equipment \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000101	2960140193	23.22
					2960141070	23.22
					2960141971	23.22
01000-11200200-60170000-00000-0000-000000	General Fund-Collections \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250004567	375306	1,823.49
01000-11210020-60500000-00000-0000-000000	General Fund-Elections Administrator-Equipment & I.T. Enhancement-No Value-No Value-No Value	11714	Hart *****	250003635	INV003313	1,564.25
		93424	ULINE*****	250004166	194860360	292.11
01000-11210020-61740000-00000-0000-000000	General Fund-Elections Administrator-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	169.28
01000-11210020-65540000-00000-0000-000000	General Fund-Elections Administrator-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	35.00
01000-12000100-60170000-00000-0000-000000	General Fund-County Treasurer \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004362	6037660304	450.49
01000-12000100-60600000-00000-0000-000000	General Fund-County Treasurer \-	1229	Alpha*****	250004489	70075	324.74

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-12000100-60600000-00000-0000-000000	General Fund-County Treasurer \- Administration-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004336	6037660300	178.84
01000-12000100-65540000-00000-0000-000000	General Fund-County Treasurer \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	22.00
01000-12500100-65010000-00000-0000-000000	General Fund-Risk Management \- Administration-Accidents & Claims-No Value-No Value-No Value	101512	Ace F*****	250003986	16432	1,415.00
		801553	City *****	250004361	10541	2,418.54
01000-13000100-60170000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	9728	Wילו*****Ltd	250004482	375235	830.90
01000-13000100-61880000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000600	2337093 0725	2,383.82
01000-13000100-65540000-00000-0000-000000	General Fund-Tax Assessor \- Collector \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	190.00
01000-14000006-60500000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Equipment & I.T. Enhancement-No Value-No Value-No Value	97596	Amazo*****	250004469	1PXM-RQ4M-7T4M	43.25
01000-14000006-65150000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Computer Maintenance-No Value-No Value-No Value	11497	South*****ehouse	250004422	INV00845604	407.00
01000-14000006-65440000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Network Maintenance-No Value-No Value-No Value	94874	GovCo*****	250004443	76674247	94.22
01000-14000006-71020000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Computer Contracts-No Value-No Value-No Value	95888	Civic*****	250004484	343026	158.00
01000-14000006-71025000-00000-0000-000000	General Fund-Information Technology \- Non Capital-Contract Services-No Value-No Value-No Value	102136	Minne*****	250004197	134	140.00
01000-15000100-61040000-00000-0000-000000	General Fund-Human Resources \- Administration-Awards & Recognitions-No Value-No Value-No Value	91345	CC Cr*****	250002996	N833688	2,130.80
01000-15000100-61110000-00000-0000-000000	General Fund-Human Resources \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	95956	Diner*****	250004506	TWC Conference 8.22.25	200.00
01000-15000100-61520000-00000-0000-000000	General Fund-Human Resources \- Administration-Recruiting-No Value-No Value-No Value	95956	Diner*****	250004609	TAMU - Job Fair - 8.22.25	50.00
01000-15000100-61680000-00000-0000-000000	General Fund-Human Resources \- Administration-Training-No Value-No Value-No Value	16490	Wal-M*****c	250004601	TR# 01721	48.26
01000-15000100-61801000-00000-0000-000000	General Fund-Human Resources \- Administration-Travel-No Value-No Value-No Value	Employee	Jonat*****		TRVL000324787200	144.20
			Paula*****		TRVL000323679731	631.90
01000-15000100-65540000-00000-0000-000000	General Fund-Human Resources \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	25.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-16000100-61010000-00000-0000-000000	General Fund-County Auditor \- Administration-Advertising \- Legal Notices-No Value-No Value-No Value	96357	Eagle*****	250004593	QKUUU6S7-0002	41.93
01000-16000100-71025000-00000-0000-000000	General Fund-County Auditor \- Administration-Contract Services-No Value-No Value-No Value	101724	The G*****	250000837	000217	4,000.00
01000-16500006-71025000-00000-0000-000000	General Fund-Purchasing Administration \- Non Capital-Contract Services-No Value-No Value-No Value	102961	Tom G***** Engineers Inc	250002497	1200496	9,110.00
01000-16500100-60600000-00000-0000-000000	General Fund-Purchasing \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilton*****Ltd	250004559	375290	16.35
01000-16500100-65540000-00000-0000-000000	General Fund-Purchasing \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	14.20
01000-17000006-72030000-00000-0000-000000	General Fund-Facility Services \- Non Capital-Architectural Services-No Value-No Value-No Value	101555	Goodw*****	250001032	5017	2,500.00
01000-17000100-60440000-00000-0000-000000	General Fund-Facilities Services \- Administration-Janitorial Supplies-No Value-No Value-No Value	97596	Amazo*****	250004496	1XFT-4JX3-C9HL	29.98
01000-17000100-61501000-00000-0000-000000	General Fund-Facilities Services \- Administration-Radio Service-No Value-No Value-No Value	800912	Skyli*****s	250000043	48179	412.50
01000-17000100-61740000-00000-0000-000000	General Fund-Facilities Services \- Administration-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	84.64
01000-17000100-65050000-00000-0000-000000	General Fund-Facilities Services \- Administration-Building Maintenance-No Value-No Value-No Value	11869	Lowes*****	250004251	989578	277.03
					993784	59.28
		16490	Wal-M*****c	250000076	TR00937	11.35
		644	Laneh*****nc	250004365	13926	89.00
		93186	Batte*****	250003862	P84249751	55.90
01000-17000100-65051000-00000-0000-000000	General Fund-Facilities Services \- Administration-Air Conditioning/Heating Maintenance-No Value-No Value-No Value	97596	Amazo*****	250004490	1C94-6PQJ-HKLY	26.48
		100728	Texas*****	250003496	PTINV00160181	184.00
		15561	Capit*****ce of Austin Inc	250003455	06047019	104.54
		21688	Carri*****C	250000217	15213783-00	48.89
		7141	Baker*****mpany LLC	250003458	GA44472	16.12
					GA78235	496.46
					GA78690	54.57
		97431	Johns*****lllege Station	250003809	5002836	182.36
					5002867	9.45
					5002895	34.64
		97596	Amazo*****	250004379	1LK3-JWFM-6NRX	1,261.18
01000-17000100-65052000-00000-0000-000000	General Fund-Facilities Services \- Administration-Carpentry & Building Repair-No Value-No Value-No Value	95001	Sherw*****nc	250003317	2779-7	19.17
					2970-9	111.83
					2996-4	42.17
					8593-7	123.40
01000-17000100-65053000-00000-0000-000000	General Fund-Facilities Services \- Administration-Electrical System	97596	Amazo*****	250004472	1M63-L79D-HXJJ	31.23
				250004540	1RTX-6C9G-C34Q	31.23

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-17000100-65053000-00000-0000-000000	General Fund-Facilities Services \- Administration-Electrical System Maintenance-No Value-No Value-No Value	97596	Amazo*****			
01000-17000100-65056000-00000-0000-000000	General Fund-Facilities Services \- Administration-Plumbing Maintenance-No Value-No Value-No Value	103144	Carso*****n Ltd	250004568	S5490689.001	2,161.24
		494	Valle*****upply Co Inc	250003742	413564	158.76
					413734	409.56
		92196	Fergu*****Inc	250003748	2285343	271.83
01000-17000100-65058000-00000-0000-000000	General Fund-Facilities Services \- Administration-Appliance Maintenance-No Value-No Value-No Value	328	Kesco*****	250002866	154861	127.00
01000-17000100-65320000-00000-0000-000000	General Fund-Facilities Services \- Administration-Equipment Maintenance-No Value-No Value-No Value	11682	Napa *****	250000070	418273	215.88
		97596	Amazo*****	250004534	1HQY-Y4TC-9MK9	65.18
01000-17000100-71206000-00000-0000-000000	General Fund-Facilities Services \- Administration-Maintenance-No Value-No Value-No Value	101512	Ace F*****	250004030	16433	2,000.00
		103343	Simmo*****	250004327	12799	632.08
01000-17000100-71206600-00000-0000-000000	General Fund-Facilities Services \- Administration-Grease Trap Services-No Value-No Value-No Value	100953	Liqui*****Solutions of Texas LLC	250000035	SVC2827253	1,196.00
01000-17000100-71206700-00000-0000-000000	General Fund-Facilities Services \- Administration-HVAC Control Contract-No Value-No Value-No Value	5645	Texas*****icensing & Regulation	250004553	10196474	260.00
01000-17000100-71512000-00000-0000-000000	General Fund-Facilities Services \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000036	2960139193	177.02
					2960140196	14.28
					2960140205	103.42
					2960140210	10.96
					2960140212	9.67
					2960141072	14.28
					2960141079	103.42
					2960141081	10.96
					2960141082	9.67
					2960141973	14.28
					2960141978	103.42
					2960141981	10.96
					2960141982	9.67
01000-17000200-65320000-00000-0000-000000	General Fund-Landscaping-Equipment Maintenance-No Value-No Value-No Value	7002	Unite*****	250000056	14096763	895.71
					14096905	116.85
				250003723	13975340	732.93
01000-17000200-65400000-00000-0000-000000	General Fund-Landscaping-Grounds Maintenance-No Value-No Value-No Value	102996	Harre*****	250003938	INV02064338	558.64
		11869	Lowe*****	250000046	979926	126.21
		95228	SiteO*****ply Holding	250003755	156400005-001	279.00
				250004255	155682602-001	707.31
01000-17000200-71512000-00000-0000-000000	General Fund-Landscaping-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000036	2960139193	2.86
					2960140205	2.86
					2960141079	2.86
					2960141978	2.86



Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-18000100-61280000-00000-0000-000000	General Fund-County Attorney \- Administration-Dues-No Value-No Value	Employee	Georg*****		TRVL000325040536	258.00
01000-18000100-61801000-00000-0000-000000	General Fund-County Attorney \- Administration-Travel-No Value-No Value	Employee	Victo*****ron		TRVL000325317842	1,137.37
01000-18000100-65540000-00000-0000-000000	General Fund-County Attorney \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	55.00
01000-19000100-60211000-00000-0000-000000	General Fund-District Attorney \- Administration-Software \- No Tag-No Value-No Value-No Value	11978	SHI G*****ons Inc	250004453	GB00565563	43.22
01000-19000100-60500000-00000-0000-000000	General Fund-District Attorney \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	94806	Perry	250004524	IN-1586890	83.20
01000-19000100-60600000-00000-0000-000000	General Fund-District Attorney \- Administration-Office Supplies-No Value-No Value-No Value	94806	Perry	250004524	IN-1586890	50.00
01000-19000100-61110000-00000-0000-000000	General Fund-District Attorney \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	3745	Texas*****ty Attorneys Association	250004542	270627	500.00
				250004544	270635	100.00
01000-19000100-61210000-00000-0000-000000	General Fund-District Attorney \- Administration-Court Costs-No Value-No Value-No Value	95956	Diner*****	250004307	0711MCOMOLWXL*	56.00
01000-19000100-61330000-00000-0000-000000	General Fund-District Attorney \- Administration-Grand Jury Expense-No Value-No Value-No Value	16490	Wal-M*****c	250000883	00495	126.24
				250001136	03923	61.85
				250004283	01901	126.29
01000-19000100-61500000-00000-0000-000000	General Fund-District Attorney \- Administration-Printing-No Value-No Value-No Value	1229	Alpha*****	250004508	70098	95.00
01000-19000100-61890000-00000-0000-000000	General Fund-District Attorney \- Administration-Victim Assistance-No Value-No Value-No Value	16490	Wal-M*****c	250001136	03923	61.86
01000-19000100-65540000-00000-0000-000000	General Fund-District Attorney \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	55.00
01000-20000100-60170000-00000-0000-000000	General Fund-District Clerk \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	103186	World*****plies	250004268	48683	494.80
01000-20000100-60600000-00000-0000-000000	General Fund-District Clerk \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250004527	375263	254.81
01000-20000100-65540000-00000-0000-000000	General Fund-District Clerk \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	30.00
01000-20010000-61801000-00000-0000-000000	General Fund-District Clerk \- Jury Services-Travel-No Value-No Value-No Value	Employee	Saman*****		TRVL000325335041	12.00
01000-20010000-65540000-00000-0000-000000	General Fund-District Clerk \- Jury Services-Copier/Printer/Fax	9038	Xerox*****ons Southwest	250001160	IN5739468	10.00

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	Maintenance-No Value-No Value-No Value					
01000-21000100-65540000-00000-0000-000000	General Fund-County Clerk \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	55.00
01000-22000100-61490000-00000-0000-000000	General Fund-85th District Court \- Administration-Petit Jury Expense-No Value-No Value-No Value	16490	Wal-M*****c	250002407	TR# 03083	136.30
01000-22100100-65540000-00000-0000-000000	General Fund-272nd District Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	12.00
01000-22200100-60600000-00000-0000-000000	General Fund-361st District Court \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilton*****Ltd	250004510	375252	243.01
01000-22300100-61620000-00000-0000-000000	General Fund-472nd District Court \- Administration-Subscriptions & Publications-No Value-No Value-No Value	3187	West *****ration	250004380	6167999129	981.00
01000-22600100-61110000-00000-0000-000000	General Fund-Misdemeanor Associate Court \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	92512	Sam H*****iversity	250001134	2252025	255.00
01000-22600100-65540000-00000-0000-000000	General Fund-Misdemeanor Associate Court \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	26.00
01000-23000100-65540000-00000-0000-000000	General Fund-County Court at Law #1 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	26.00
01000-24201100-61060000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 2 \- Administration-Bonds-No Value-No Value-No Value	8494	Old R*****roup		W150356998-2025	50.00
01000-24301100-61740000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 3 \- Administration-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	113.88
01000-24401100-61801000-00000-0000-000000	General Fund-Justice of Peace \- Precinct 4 \- Administration-Travel-No Value-No Value-No Value	Employee	Darre*****		TRVL000325773919	730.13
01000-26001000-61740000-00000-0000-000000	General Fund-Community Supervision \- Support-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	176.28
01000-26002000-61740000-00000-0000-000000	General Fund-Health Department \- Support-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	103.14
01000-28000100-60170000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004221	6037660276	817.79
				250004461	6037660290	320.89
01000-28000100-60400000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Investigation Supplies-No Value-No Value-No Value	95956	Diner*****	250004562	34FMPPK	10.00
01000-28000100-60500000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Equipment & I.T.	91018	Stapl*****mmercial Inc	250004221	6037660293	11.79
				250004298	6037660286	19.47

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-28000100-60500000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	91018	Stapl*****mmercial Inc			
01000-28000100-60600000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004097	6037660281	20.99
					6037660291	36.59
				250004298	6037660286	39.22
				250004461	6037660290	59.32
				250004522	6037660296	65.08
01000-28000100-61110000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	Employee	Carro*****		TRVL000325040429	375.00
01000-28000100-61740000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	249.92
01000-28000100-61801000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Travel-No Value-No Value-No Value	Employee	Brian*****		TRVL000319948416	654.65
			Carro*****		TRVL000325040429	1,330.30
			Edwar*****		TRVL000324000918	931.20
			Paul *****		TRVL000325040609	931.20
01000-28000100-65350000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Gasoline Expenditure-No Value-No Value-No Value	7176	Colle*****	250001467	2025028	1,029.58
					2025029	974.86
01000-28000100-65540000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	55.00
01000-28000100-71020000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Computer Contracts-No Value-No Value-No Value	3187	West *****ration	250000423	852161896	1,658.10
01000-28000100-72157000-00000-0000-000000	General Fund-Sheriff Office \- Administration-Counseling Services-No Value-No Value-No Value	801917	Luepn*****	250004293	07242025	400.00
01000-28002000-60080000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Clothing/Uniforms-No Value-No Value-No Value	103296	Custo***** Bea	250004180	Hardeman7.22.25	25.00
		7800	Award*****	250000271	52851	13.00
01000-28002000-60170000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250003914	6037660282	150.02
					6037660288	34.99
					6037660289	320.15
					6037660292	578.23
					6037660295	418.89
01000-28002000-60350000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Food and Food Supplements-No Value-No Value-No Value	101854	Hilan*****mpany LLC	250004183	0540721259039012	2,100.00
		10500	US Fo*****	250004042	3859894	5,457.00
				250004412	4625813	6,518.83
		3691	Flowe*****y	250004186	5038741149	1,929.62
		6151	Perfo*****ce Temple	250004409	2756240	5,225.20
		91168	Ruffi*****Service	250004410	1749785	1,871.10
				250004611	1749782-2	4,114.54
		96384	Best *****p	250004612	27349	14,750.70
		96957	Sysco*****	250004411	867891411	8,073.27

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-28002000-60440000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Janitorial Supplies-No Value-No Value-No Value	94806	Perry	250004573	IN-1587314	12.94
01000-28002000-60600000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250001686	6037660277	31.17
					6037660287	35.80
					6037660298	162.59
01000-28002000-61390000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Inmate \- Clothing-No Value-No Value-No Value	97064	Victo*****	250000436	INV104715	5,161.60
					INV105315	4,022.88
				250001629	INV107515	5,816.60
01000-28002000-61500000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Printing-No Value-No Value-No Value	91345	CC Cr*****	250004625	N825462-2	10.00
01000-28002000-61801000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Travel-No Value-No Value-No Value	Employee	Star *****n		TRVL000319868791	969.49
01000-28002000-61806000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Travel \- Inmate Transport-No Value-No Value-No Value	97395	US Co*****	250003291	244022	4,527.00
01000-28002000-65540000-00000-0000-000000	General Fund-Sheriff Office \- Jail Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	495.00
01000-28002006-65051000-00000-0000-000000	General Fund-Sheriff Office \- Jail \- Non Capital-Air Conditioning/Heating Maintenance-No Value-No Value-No Value	102961	Tom G***** Engineers Inc	250001374	1200494	1,120.00
01000-28003000-61395000-00000-0000-000000	General Fund-Jail Medical Services-Inmate \- Health Care-No Value-No Value-No Value	90071	CLIA *****am	250004577	45D2323931	248.00
01000-28003000-65540000-00000-0000-000000	General Fund-Jail Medical Services-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	150.00
01000-28003000-72590000-00000-0000-000000	General Fund-Jail Medical Services-Professional Fees \- Other-No Value-No Value-No Value	103114	Acro *****	250003536	2538990	1,728.00
01000-28004000-61801000-00000-0000-000000	General Fund-Sheriff Office \- CSISD School Security-Travel-No Value-No Value-No Value	95956	Diner*****	250004317	98466071	991.67
				250004319	98465884	991.67
		Employee	Josel*****		TRVL000322413514	1,442.35
			Tracy*****		TRVL000325040642	370.00
01000-30101100-65540000-00000-0000-000000	General Fund-Constable Precinct 1 \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	10.00
01000-30201100-60080000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Clothing/Uniforms-No Value-No Value-No Value	3486	GT Di*****	250004048	UNIV0076355	357.92
01000-30201100-60600000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Office Supplies-No Value-No Value-No Value	94806	Perry	250000471	IN-1587043	6.23
		97596	Amazo*****	250004537	16L7-Y47P-9CYX	129.64
01000-30201100-61750000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Telephone/Data \- Cellular-No Value-No Value-No Value	97548	Veriz*****	250000144	6117836418	394.74

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-30201100-65550000-00000-0000-000000	General Fund-Constable Precinct 2 \- Administration-Radio Maintenance-No Value-No Value-No Value	95528	Bearc*****	250003706	5922753	138.28
01000-30401100-60170000-00000-0000-000000	General Fund-Constable Precinct 4 \- Administration-Copier/Printer/Fax Supplies-No Value-No Value-No Value	94806	Perry	250004575	IN-1587318	162.76
01000-30401100-60320000-00000-0000-000000	General Fund-Constable Precinct 4 \- Administration-Firearms Readiness-No Value-No Value-No Value	10805	Champ*****poration	250001015	0000338160	40.00
01000-30401100-60600000-00000-0000-000000	General Fund-Constable Precinct 4 \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wילו*****Ltd	250000518	375241	13.83
01000-31000100-60600000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004295	6037660283	16.92
					6037660284	126.44
					6037660285	21.73
01000-31000100-61465000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Polygraph Tests-No Value-No Value-No Value	101226	Texas*****ces	250003985	07082025J	825.00
01000-31000100-61801000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Travel-No Value-No Value-No Value	Employee	Artis*****		TRVL000324768458	480.90
			Jeani*****		TRVL000322253816	764.05
			Linda*****		TRVL000324768426	728.25
			Stace*****		TRVL000324768372	728.25
01000-31000100-65540000-00000-0000-000000	General Fund-Juvenile Services \- Administration Probation-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	60.00
01000-31000110-61740000-00000-0000-000000	General Fund-Juvenile Services \- Administration Court-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	1,519.47
01000-31000130-60170000-00000-0000-000000	General Fund-Juvenile Services \- Administration Community Based-Copier/Printer/Fax Supplies-No Value-No Value-No Value	94806	Perry	250004526	IN-1586889	144.70
01000-31000140-61110000-00000-0000-000000	General Fund-Juvenile Services \- Administration Community Based Mental Health-Conference & Seminar Fees-No Value-No Value-No Value	Employee	Daphn*****		TRVL000322425849	265.00
01000-31000140-61801000-00000-0000-000000	General Fund-Juvenile Services \- Administration Community Based Mental Health-Travel-No Value-No Value-No Value	Employee	Daphn*****		TRVL000322425849	728.05
01000-31000220-60080000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Clothing/Uniforms-No Value-No Value-No Value	802008	Monog*****	250004371	N092200	376.00
01000-31000220-60240000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Detention Supplies-No Value-No Value-No Value	4792	ICS J*****	250004536	INV809981	575.66
01000-31000220-60260000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Education Supplies-No Value-No Value-No Value	96821	Saddl*****I Inc	250004535	INV16729	376.04
01000-31000220-60350000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Food and Food Supplements-No Value-No Value-No Value	101854	Hilan*****mpany LLC	250002895	0540728259093718	162.50
		102244	Broth*****	250003493	00096575	317.85
		96917	Gordo*****nc	250003879	9025063186	1,802.52

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-31000220-60440000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Janitorial Supplies-No Value-No Value-No Value	94806	Perry	250002646	IN-1586888	248.16
01000-31000220-61395000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Inmate \- Health Care-No Value-No Value-No Value	93814	Henry*****	250003768	44558576	236.04
01000-31000220-65540000-00000-0000-000000	General Fund-Juvenile Services \- Detention-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	100.00
01000-31000330-60080000-00000-0000-000000	General Fund-Academy \- Community Based-Clothing/Uniforms-No Value-No Value-No Value	802008	Monog*****	250004340	N092209	506.00
01000-31000330-60260000-00000-0000-000000	General Fund-Academy \- Community Based-Education Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc		6022346976	(34.48)
01000-31000330-61390000-00000-0000-000000	General Fund-Academy \- Community Based-Inmate \- Clothing-No Value-No Value-No Value	802008	Monog*****	250004330	N092155	585.00
01000-31000330-65540000-00000-0000-000000	General Fund-Academy \- Community Based-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	70.00
01000-36000100-41011000-00000-0000-000000	General Fund-Exposition Center \- Administration-Fees \- Expo Center-No Value-No Value-No Value	103350	Winte*****c - Refund		I2738	112.79
01000-36000100-60315000-00000-0000-000000	General Fund-Exposition Center \- Administration-Event Supplies/Services-No Value-No Value-No Value	97473	Diamo*****	250004604	4912	18,000.00
		97545	Queen*****f Texas	250004043	13707-M	4,840.00
01000-36000100-60600000-00000-0000-000000	General Fund-Exposition Center \- Administration-Office Supplies-No Value-No Value-No Value	93424	ULINE*****	250004191	194924097	163.58
01000-36000100-65250000-00000-0000-000000	General Fund-Exposition Center \- Administration-Diesel Expenditure-No Value-No Value-No Value	97508	Fikes*****	250000501	INV-088085	1,050.14
01000-36000100-65540000-00000-0000-000000	General Fund-Exposition Center \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	30.00
01000-36500100-61740000-00000-0000-000000	General Fund-Brazos Center \- Administration-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	84.64
01000-36500100-61880000-00000-0000-000000	General Fund-Brazos Center \- Administration-Utilities Expenditure-No Value-No Value-No Value	60	Atmos*****	250000635	3061319194 0725	2,299.13
01000-36500100-65540000-00000-0000-000000	General Fund-Brazos Center \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	30.00
01000-37000100-60600000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250004543	375277	206.86
01000-37000100-61801000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Travel-No Value-No Value-No Value	Employee	Chadd*****ton		TRVL000325429685	596.23
					TRVL000325982068	805.14

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-37000100-61801000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Travel-No Value-No Value-No Value	Employee	Emily*****		TRVL000325982098	138.25
01000-37000100-61880000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Utilities Expenditure-No Value-No Value-No Value	20	Bryan*****	250000636	2222726 0725	1,008.41
01000-37000100-65540000-00000-0000-000000	General Fund-County Agriculture Extension \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	40.00
01000-38000100-60080000-00000-0000-000000	General Fund-Child Protective Services \- Administration-Clothing/Uniforms-No Value-No Value-No Value	103311	Villa*****		FY25-S-MAEJV	521.49
		16490	Wal-M*****c		07102025A	500.00
					07102025B	500.00
					07102025C	500.00
01000-38000100-61320006-00000-0000-000000	General Fund-Child Protective Services \- Administration-Foster Care \- Summer Camp-No Value-No Value-No Value	100321	Rojo,*****		203105-10	90.00
01000-38000100-61320009-00000-0000-000000	General Fund-Child Protective Services \- Administration-Foster Care \- Rainbow Room-No Value-No Value-No Value	16490	Wal-M*****c	250000856	03921	287.91
01000-50000100-61801000-00000-0000-000000	General Fund-County Records Management \- Administration-Travel-No Value-No Value-No Value	Employee	Desmo*****		TRVL000325670889	247.00
01000-56001000-60500000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Equipment & I.T. Enhancement-No Value-No Value-No Value	100252	McCoy*****ly	250004516	3429064*	1,319.96
01000-56001000-61110000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Conference & Seminar Fees-No Value-No Value-No Value	103210	Unive*****t Arlington	250003242	V0039769	415.00
01000-56001000-61740000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	0.31
01000-56001000-61880000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Utilities Expenditure-No Value-No Value-No Value	1038	Wicks***** Utility District	250000334	107194 0625	69.11
		4582	Wellb*****ity District	250000335	102-4480-00 0625	37.69
01000-56001000-65540000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	28.00
01000-56001000-65660000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road and Bridge \- Field Supplies-No Value-No Value-No Value	100252	McCoy*****ly	250004516	3429064*	31.00
		11869	Lowes*****	250004456	983204	92.24
		91809	R & R*****	250004389	695763	873.60
01000-56001000-65670000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road and Bridge \- Maintenance\-General-No Value-No Value	102380	BPI M*****	250004136	0725-71	995.15
		103248	White*****	250003894	50031892438	471.84
		103259	Wayne*****	250004352	279	42,546.00
		5493	Vulca*****any	250003925	4001201	23,375.55
		96264	Brzo*****	250002235	0725-107	520.29
		97043	Texas***** Management Fund	250000851	07102025	300.00



Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-56001000-65690000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Bridge Maintenance-No Value-No Value-No Value	101555	Goodw*****	250001295	5028	1,100.00
				250001297	5033	1,250.00
				250001298	5034	1,250.00
				250001299	5035	1,250.00
				250001300	5040	1,250.00
				250001301	5036	1,000.00
				250001302	5037	1,250.00
				250001303	5038	1,250.00
				250001304	5039	1,250.00
01000-56001000-65700000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Road Signs-No Value-No Value-No Value	8236	Vulca*****	250004174	R61856	249.00
01000-56001000-71512000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250000135	2960140182	192.28
					2960141062	192.28
					2960141963	192.28
01000-56001000-80715000-00000-0000-000000	General Fund-Road & Bridge \- Administration-Roads \- Capital-No Value-No Value-No Value	101555	Goodw*****	250001640	5032	8,070.00
				250001641	5031	2,625.00
				250001643	5030	1,750.00
01000-56002000-65320000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Equipment Maintenance-No Value-No Value-No Value	102949	Holt ***** Texas LLC	250003140	X303050053:01	65.42
					X303050053:02	126.14
					X303050084:01	(191.56)
		11682	Napa *****	250003602	418378	(799.85)
					418420	190.95
					418531	38.19
					418715	52.52
					420163	14.66
		1639	Bryan*****nc	250004079	208777	30.70
		7002	Unite*****	250003278	14071424	83.60
					14078045	67.07
					14082367	52.38
					14086355	145.31
					14102428	76.89
					14102697	629.70
		73	Musta*****	250003663	14105596	125.54
					PART7002642	65.57
		97596	Amazo*****	250004528	PART7005910	(59.01)
					1YVV-C6V9-9691	890.98
01000-56002000-65850000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Tires-No Value-No Value-No Value	94243	South*****C	250004425	4590163119	167.50
01000-56002000-65950000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Vehicle Maintenance-No Value-No Value-No Value	11682	Napa *****	250003624	418530	130.88
					419346	65.71
01000-56002000-71512000-00000-0000-000000	General Fund-Fleet Shop \- Heavy Equipment-Rental \- Uniforms-No Value-No Value-No Value	19837	Unifi*****	250002596	2960141068	30.55
					2960141968	29.23
					2960142934	29.23



Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
01000-56005000-61740000-00000-0000-000000	General Fund-Environmental Protection-Telephone-No Value-No Value-No Value	101833	Brigh*****	250000169	313741992-07162025	71.80
		96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	414.23
01000-56005000-61880000-00000-0000-000000	General Fund-Environmental Protection-Utilities Expenditure-No Value-No Value-No Value	1038	Wicks***** Utility District	250000334	102464 0725	47.38
					115970 0625	33.67
		4582	Wellb*****ity District	250000335	104-2580-00 0625	37.69
					202-1420-00 0725	38.58
					306-0720-00 0725	38.13
27000-12006000-60170000-00000-0000-000000	Bail Bond Board Fund-Bail Bond Board Fund-Copier/Printer/Fax Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004521	6037660297	978.69
		94806	Perry	250004520	IN-1586891	14.58
30000-00000000-26930000-00000-0000-000000	Brazos County Grant Fund-No Value-Prepaid Contracts-No Value-No Value-No Value	100856	Zoom *****ions Inc	250004047	INV314479480	128.81
30000-272300-60211000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\212\25\C03-Software \- No Tag-No Value-No Value-No Value	11978	SHI G*****ons Inc	250004403	GB00565104	21.02
30000-272300-61500000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\212\25\C03-Printing-No Value-No Value-No Value	1229	Alpha*****	250004459	70074	60.00
30000-272300-61801000-00000-0000-000000	Brazos County Grant Fund-Texas Indigent Defense Commission Grant\212\25\C03-Travel-No Value-No Value-No Value	Employee	Robbi***** McClung		TRVL000323151080	479.00
30000-283700-61110000-00000-0000-000000	Brazos County Grant Fund-BV Human Trafficking Task Force Development-Conference & Seminar Fees-No Value-No Value-No Value	102778	Inter*****tion of Human Trafficking Investigators	250004501	07092025-001	1,198.00
30000-424100-65540000-00000-0000-000000	Brazos County Grant Fund-Metropolitan Planning \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	10.00
30000-424100-71020000-00000-0000-000000	Brazos County Grant Fund-Metropolitan Planning \- Administration-Computer Contracts-No Value-No Value-No Value	100856	Zoom *****ions Inc	250004047	INV314479480	31.09
30000-424100-71119000-00000-0000-000000	Brazos County Grant Fund-Metropolitan Planning \- Administration-Janitorial Services-No Value-No Value-No Value	102594	H&R C*****	250000744	29557	53.00
31000-116001-71025000-00000-0000-000000	American Rescue Plan Act-American Rescue Plan Act \- General Government-Contract Services-No Value-No Value-No Value	100997	Gary *****ciates Inc	230010919	10877	8,919.85
31000-340500-80100000-00000-0000-000000	American Rescue Plan Act-ARPA \- Medical Examiner's Office-Buildings-No Value-No Value-No Value	102624	Vaugh*****	250002358	Pay App #11	1,469,067.75
31000-63340510-80100000-00000-0000-000000	American Rescue Plan Act-Medical Examiner \- Non Grant Capital-Buildings-No Value-No Value-No Value	102373	Broad*****	250001082	2391500-22	52,861.00
		102961	Tom G***** Engineers Inc	250001172	1200491	33,040.00
32000-281002-80890000-00000-0000-000000	SB 22 2023 Rural Law Enforcement Salary Assistance Program-Sheriff's Office - Rural Law Enforcement Grant Program-Vehicles-No Value-No Value-	16692	Motor*****c	250003902	8282151116	6,050.61

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
	No Value					
34000-19200100-60350000-00000-0000-000000	District Attorney Crime Fund-District Attorney Crime Fund \- Administration-Food and Food Supplements-No Value-No Value-No Value	97440	Rosa'*****a Factory Ltd	250004473	028	177.94
34000-19200100-61801000-00000-0000-000000	District Attorney Crime Fund-District Attorney Crime Fund \- Administration-Travel-No Value-No Value-No Value	Employee	Jenni*****en		TRVL000325705355	30.86
43200-63432020-80101000-00000-0000-000000	2020 Certificates of Obligation-R&B Renovations-Building Improvements-No Value-No Value-No Value	102961	Tom G***** Engineers Inc	250001171	1200492	21,518.75
43200-63432600-80715000-00000-0000-000000	2020 Certificates of Obligation-Road Reconstruction-Roads \- Capital-No Value-No Value-No Value	101555	Goodw*****	250003292	5018	7,000.00
				250003462	5029	2,125.00
45000-00000000-30302000-00000-0000-000000	Capital Improvement Fund-No Value-Contract Pay \- Retainages-No Value-No Value-No Value	102624	Vaugh*****	250002358	Pay App #11	(73,453.39)
45000-63270000-80101000-00000-0000-000000	Capital Improvement Fund-County Administration Building-Building Improvements-No Value-No Value-No Value	102961	Tom G***** Engineers Inc	250001525	1200493	1,040.00
50000-64005000-71112000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Medical Claims \- County-No Value-No Value-No Value	6313	Texas*****Counties		2177252025072500	319,818.05
50000-64005000-71113000-00000-0000-000000	Health and Life Insurance Fund-Group Insurance \- Administration-Dental Claims \- County-No Value-No Value-No Value	6313	Texas*****Counties		2177252025072500	13,746.23
50000-64005100-61740000-00000-0000-000000	Health and Life Insurance Fund-Health & Wellness Clinic-Telephone-No Value-No Value-No Value	96844	Front*****ns of Texas	250001115	210-188-0806-111695-5 0725	84.64
50000-64005100-65540000-00000-0000-000000	Health and Life Insurance Fund-Health & Wellness Clinic-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	10.00
60000-00000000-31120000-00000-0000-000000	Payroll Fund-No Value-Deferred Compensation \- Nationwide-No Value-No Value-No Value	3382	Natio***** Solutions		07.25.25	8,020.18
60000-00000000-31125000-00000-0000-000000	Payroll Fund-No Value-Deferred Compensation \- Secur Benefit-No Value-No Value-No Value	6165	Secur***** Insurance Co		07.25.25	1,175.00
60000-00000000-31128000-00000-0000-000000	Payroll Fund-No Value-Deferred Compensation \- VALIC-No Value-No Value-No Value	10789	Varia***** Insurance Co Inc		07.25.25	3,986.35
60000-00000000-31150000-00000-0000-000000	Payroll Fund-No Value-County Property Tax Payable-No Value-No Value-No Value	21268	Brazo*****		07.25.25-GH	100.00
60000-00000000-31204100-00000-0000-000000	Payroll Fund-No Value-Withholding \- Child Care-No Value-No Value-No Value	101387	Peder*****		DCA 07.25.25 ZP	875.00
60000-00000000-31204200-00000-0000-000000	Payroll Fund-No Value-Withholding \- Unreimb. Medical-No Value-No Value-No Value	100504	Salaz*****		FSA 07.25.25 JS	41.64
		101955	Garci*****		FSA 07.25.25 DG	28.00
		103361	Brown*****		FSA 07.25.25 PB	304.14

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
60000-00000000-31244000-00000-0000-000000	Payroll Fund-No Value-Withholding \- Levy\ -Bankruptcy-No Value-No Value-No Value	94674	Peake*****		07.25.25-GM	618.47
60000-00000000-31600000-00000-0000-000000	Payroll Fund-No Value-Withholding \- United Way-No Value-No Value-No Value	3395	Unite*****zos Valley		07.25.25	25.15
91000-53000100-65540000-00000-0000-000000	Health \- County Health District-Health Department \- Administration-Copier/Printer/Fax Maintenance-No Value-No Value-No Value	9038	Xerox*****ons Southwest	250001160	IN5739468	165.00
		97315	UBEO *****	250004428	39681324	155.00
91000-53001000-60380000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Health Supplies-No Value-No Value-No Value	11146	Baile*****& Thermometers LLC	250004427	25.10589	252.00
91000-53001000-60600000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250004565	375295	105.15
91000-53001000-60620000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Postage & Shipping-No Value-No Value-No Value	95832	UPS S*****	250003697	39522	17.53
					43427	18.76
					90042	18.76
91000-53001000-61801000-00000-0000-000000	Health \- County Health District-Environmental Services Administration-Travel-No Value-No Value-No Value	97494	RMA T*****	250003594	100108726100	42.12
91000-53003000-60380000-00000-0000-000000	Health \- County Health District-Lab Administration-Health Supplies-No Value-No Value-No Value	96434	Bioly*****es Inc	250004512	060010	1,322.30
91000-531000-60380000-00000-0000-000000	Health \- County Health District-Immunization-Health Supplies-No Value-No Value-No Value	93814	Henry*****	250004488	44465879	638.63
91000-531000-60600000-00000-0000-000000	Health \- County Health District-Immunization-Office Supplies-No Value-No Value-No Value	9728	Wilto*****Ltd	250004437	375210.1	319.92
91000-533200-60600000-00000-0000-000000	Health \- County Health District-Texas A&M Health Science Center Vaccination Project-Office Supplies-No Value-No Value-No Value	91018	Stapl*****mmercial Inc	250004029	6037660278	218.97
91000-539000-61500000-00000-0000-000000	Health \- County Health District-Tuberculosis-Printing-No Value-No Value-No Value	1229	Alpha*****	250004434	70041	192.90
97000-00000000-20000100-00000-0000-000000	CSCD \- Community Supervision-No Value-Cash Advance \- Subledger Total-No Value-No Value-No Value	Employee	Darin*****		ADV000321227511	681.15
			Rusti*****		TRVL000322274601	(75.00)
					TRVL000322274641	(72.00)
					TRVL000322274733	(36.00)
97000-551100-69100100-00000-0000-000000	CSCD \- Community Supervision-Basic Supervision-Travel \- Per Diem-No Value-No Value-No Value	Employee	Valer*****		TRVL000324767832	(483.99)
			Rusti*****		TRVL000322274601	75.00
					TRVL000322274641	72.00
					TRVL000322274733	36.00
97000-551100-69601000-00000-0000-000000	CSCD \- Community Supervision-Basic Supervision-Telephone \- Cellular-No Value-No Value-No Value	97548	Veriz*****	250004394	6114224096	146.99

Account	Account Description	Supplier Number	Party Name	PO	Invoice Number	Invoice Line Amount
97000-556300-53330000-00000-0000-000000	CSCD \- Community Supervision- Specialty Court Program \- Administration-CSCD Medical Health Benefit-No Value-No Value-No Value	10022	Texas*****riminal Justice		070125-073125	1,249.64
Grand Total						2,383,073.57



**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Convene into Executive Session pursuant to the following:

- a. Texas Government Code §551.071 to consult with attorney about pending or contemplated litigation and/or a settlement offer.
- b. Texas Government Code §551.0725 to deliberate business and financial issues related to a contract being negotiated.
- c. Texas Government Code §551.0785 for deliberations involving medical or psychiatric records of a county employee.

TO: Commissioners Court

DATE: 07/29/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

§ COUNTY OF BRAZOS

§ STATE OF TEXAS

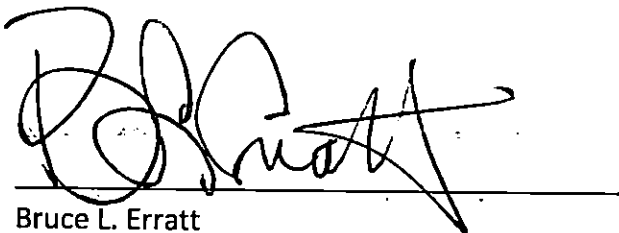
COMMISSIONERS COURTS: DELIBERATION REGARDING A CONTRACT BEING NEGOTIATED;  
CLOSED MEETING.

The Commissioners Court ("Court") has proposed to deliberate the negotiation of a contract in closed session. The Court wishes to deliberate the business and financial issues of the proposed contract.

Texas Government Code §551.0725 provides that the Court may deliberate the business and financial issues of this contract in closed session if, before conducting the closed meeting:

- (1) The Court votes unanimously that deliberation in an open meeting would have a detrimental effect on the position of the Court in negotiations with a third person; and
- (2) The attorney advising the Commissioners Court issues a written determination that deliberation in an open meeting would have a detrimental effect on the position of the Commissioners Court in negotiations with a third person.
- (3) Notwithstanding Section 551.103(a), Government Code, the Commissioners Court must make a tape recording of the proceedings of a closed meeting to deliberate the information.

It is my determination that deliberation in an open meeting would have a detrimental effect on the position of the Court in negotiations with a third person.

A handwritten signature in black ink, appearing to read 'B. Erratt', is written over a horizontal line.

Bruce L. Erratt

Brazos County General Counsel

Date: 08/05/2025

**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 8/5/2025

ITEM: Acknowledgement of the FY 2024-2025 Budget to Actuals by Fund as of July 30, 2025.  
Acknowledgement of the FY 2024-2025 Contingency Budget to Actuals by Fund as of July 30, 2025.

TO: Commissioners Court

FROM: Nina Payne

DATE: 07/30/2025

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

<u><b>File Name</b></u>	<u><b>Description</b></u>	<u><b>Type</b></u>
<a href="#"><u>Budget to Actuals FY 2025.pdf</u></a>	FY 2024-2025 Budget to Actuals by Fund as of 7/30/2025	Backup Material
<a href="#"><u>FY 25 Contingency Budget to Actuals Fund.pdf</u></a>	FY 2024-2025 Contingency Budget to Actuals by Fund as of 7/30/2025	Backup Material

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

Fund: 01000 General Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
<b>Taxes</b>	<b>119,608,263</b>	<b>131,167,122</b>	<b>139,852,629</b>	<b>132,102,707</b>	<b>94%</b>
Charges for Services	14,373,002	13,985,011	13,624,275	11,597,559	85%
<b>Interest Income</b>	<b>8,311,341</b>	<b>12,656,049</b>	<b>10,275,000</b>	<b>8,785,208</b>	<b>86%</b>
Other Revenue	1,265,902	2,820,246	1,086,700	1,267,564	117%
<b>Reserves</b>	<b>-</b>	<b>0</b>	<b>101,741,160</b>	<b>-</b>	<b>-</b>
Intergovernmental	8,218,468	968,398	857,002	680,244	79%
<b>Other Financing Sources</b>	<b>215,777</b>	<b>190,452</b>	<b>210,000</b>	<b>119,354</b>	<b>57%</b>
<b>Total Revenue</b>	<b>\$151,992,753</b>	<b>\$161,787,279</b>	<b>\$267,646,766</b>	<b>\$154,552,636</b>	<b>58%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
<b>Salaries and Wages</b>	<b>49,486,058</b>	<b>57,114,903</b>	<b>65,886,023</b>	<b>50,077,318</b>	<b>76%</b>
<b>Outside Labor Costs</b>	<b>104,348</b>	<b>177,763</b>	<b>163,000</b>	<b>108,225</b>	<b>66%</b>
<b>Benefits</b>	<b>27,183,091</b>	<b>31,575,201</b>	<b>37,844,757</b>	<b>27,547,536</b>	<b>73%</b>
<b>Supplies and Other Charges</b>	<b>9,058,121</b>	<b>9,412,807</b>	<b>12,861,535</b>	<b>8,169,273</b>	<b>64%</b>
<b>Contingency</b>	<b>-</b>	<b>-</b>	<b>7,173,793</b>	<b>-</b>	<b>-</b>
<b>Repairs and Maintenance</b>	<b>4,532,190</b>	<b>9,794,592</b>	<b>21,788,638</b>	<b>8,968,158</b>	<b>41%</b>
<b>Contractual Services</b>	<b>9,372,616</b>	<b>8,872,895</b>	<b>10,745,147</b>	<b>8,125,994</b>	<b>76%</b>
<b>Professional Services</b>	<b>6,379,393</b>	<b>7,516,511</b>	<b>14,152,695</b>	<b>5,135,188</b>	<b>36%</b>
<b>Community Contracts</b>	<b>4,716,979</b>	<b>5,616,842</b>	<b>7,570,308</b>	<b>5,270,521</b>	<b>70%</b>
<b>Capital Outlay</b>	<b>7,260,102</b>	<b>7,220,517</b>	<b>12,168,102</b>	<b>1,532,106</b>	<b>13%</b>
<b>Other Financing Uses</b>	<b>20,917,731</b>	<b>478,638</b>	<b>77,292,768</b>	<b>16,033,221</b>	<b>21%</b>
<b>Total Expense</b>	<b>\$139,010,628</b>	<b>\$137,780,669</b>	<b>\$267,646,766</b>	<b>\$130,967,539</b>	<b>49%</b>



**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

Fund: 11000 Hotel Occupancy Tax Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Taxes	3,689,821	4,087,515	3,780,000	3,068,872	81%
Interest Income	119,177	318,887	250,000	308,061	123%
Other Revenue	1,500	2,750	-	-	-
Reserves	-	-	2,340,838	-	-
Other Financing Sources	246,080	46,707	-	-	-
<b>Total Revenue</b>	<b>\$4,056,579</b>	<b>\$4,455,859</b>	<b>\$6,370,838</b>	<b>\$3,376,933</b>	<b>53%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	84,744	75,019	170,364	96,927	57%
Benefits	41,481	36,337	76,620	43,747	57%
Supplies and Other Charges	30,866	32,748	139,175	56,148	40%
Contingency	-	-	548,989	-	-
Repairs and Maintenance	-	-	2,502,500	-	-
Contractual Services	347,894	175,950	187,690	153,224	82%
Professional Services	24,960	5,300	5,500	5,300	96%
Community Contracts	1,370,205	1,110,866	1,050,000	639,455	61%
Capital Outlay	554,303	563,572	440,000	39,903	9%
Other Financing Uses	-	1,250,000	1,250,000	1,250,000	100%
<b>Total Expense</b>	<b>\$2,454,451</b>	<b>\$3,249,791</b>	<b>\$6,370,838</b>	<b>\$2,284,704</b>	<b>36%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 12000 State Lateral Road Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	5,056	13,763	11,000	6,232	57%
Reserves	-	-	244,000	-	-
Intergovernmental	30,347	29,508	29,000	29,502	102%
<b>Total Revenue</b>	<b>\$35,403</b>	<b>\$43,271</b>	<b>\$284,000</b>	<b>\$35,735</b>	<b>13%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Repairs and Maintenance	-	-	284,000	165,000	58%
<b>Total Expense</b>	<b>-</b>	<b>-</b>	<b>\$284,000</b>	<b>\$165,000</b>	<b>58%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 13000 Unclaimed Property Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	9,140	23,062	15,000	20,547	137%
Reserves	-	-	94,000	-	-
Total Revenue	\$9,140	\$23,062	\$109,000	\$20,547	19%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	-	-	21,800	-
Contingency	-	-	87,200	-
Total Expense	-	-	\$109,000	-

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 15000 Law Library Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	164,116	105,074	95,000	86,177	91%
Interest Income	1,942	8,101	5,000	8,014	160%
Reserves	-	-	167,500	-	-
<b>Total Revenue</b>	<b>\$166,057</b>	<b>\$113,175</b>	<b>\$267,500</b>	<b>\$94,190</b>	<b>35%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	62,593	65,385	267,500	33,459	13%
<b>Total Expense</b>	<b>\$62,593</b>	<b>\$65,385</b>	<b>\$267,500</b>	<b>\$33,459</b>	<b>13%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 16000 Local Provider Participation  
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Taxes	31,728,216	40,008,694	38,000,000	47,343,164	125%
Interest Income	433,637	1,392,213	1,000,000	970,162	97%
Other Revenue	397,231	487,494	480,000	318,276	66%
Reserves	-	-	23,000,000	-	-
<b>Total Revenue</b>	<b>\$32,559,083</b>	<b>\$41,888,401</b>	<b>\$62,480,000</b>	<b>\$48,631,603</b>	<b>78%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	134,246	-	-	-	-
Community Contracts	26,044,743	37,357,270	62,460,000	40,576,665	65%
Other Financing Uses	20,000	20,000	20,000	20,000	100%
<b>Total Expense</b>	<b>\$26,198,989</b>	<b>\$37,377,270</b>	<b>\$62,480,000</b>	<b>\$40,596,665</b>	<b>65%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 18000 Law Enforcement Education  
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
<b>Reserves</b>	-	-	<b>82,738</b>	-	-
Intergovernmental	14,872	37,584	36,900	42,779	116%
<b>Total Revenue</b>	<b>\$14,872</b>	<b>\$37,584</b>	<b>\$119,638</b>	<b>\$42,779</b>	<b>36%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
<b>Supplies and Other Charges</b>	<b>12,741</b>	<b>25,911</b>	<b>119,638</b>	<b>4,762</b>	<b>4%</b>
<b>Total Expense</b>	<b>\$12,741</b>	<b>\$25,911</b>	<b>\$119,638</b>	<b>\$4,762</b>	<b>4%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 19000 Court Records Preservation  
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Charges for Services	623	410	400	0
<b>Interest Income</b>	<b>15,192</b>	<b>36,545</b>	<b>30,000</b>	<b>0</b>
<b>Reserves</b>	<b>-</b>	<b>-</b>	<b>699,000</b>	<b>-</b>
<b>Total Revenue</b>	<b>\$15,815</b>	<b>\$36,955</b>	<b>\$729,400</b>	<b>\$0</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
<b>Supplies and Other Charges</b>	<b>-</b>	<b>-</b>	<b>30,400</b>	<b>-</b>	<b>-</b>
<b>Contractual Services</b>	<b>-</b>	<b>-</b>	<b>699,000</b>	<b>-</b>	<b>-</b>
<b>Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>702,725</b>	<b>-</b>
<b>Total Expense</b>	<b>-</b>	<b>-</b>	<b>\$729,400</b>	<b>\$702,725</b>	<b>96%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 20000 County Clerk Records  
Management Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	364,311	305,258	300,000	237,429	79%
Interest Income	31,036	69,629	60,000	54,383	91%
Reserves	-	-	1,268,000	-	-
<b>Total Revenue</b>	<b>\$395,347</b>	<b>\$374,888</b>	<b>\$1,628,000</b>	<b>\$291,812</b>	<b>18%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	104,059	124,374	134,033	107,404	80%
Benefits	56,889	62,648	84,743	54,391	64%
Supplies and Other Charges	725	17,345	8,500	6,695	79%
Contingency	-	-	1,074,884	-	-
Repairs and Maintenance	-	-	500	-	-
Contractual Services	327,291	133,123	325,340	30,544	9%
Capital Outlay	-	22,822	-	-	-
<b>Total Expense</b>	<b>\$488,964</b>	<b>\$360,313</b>	<b>\$1,628,000</b>	<b>\$199,035</b>	<b>12%</b>



**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 20010 County Clerk Archival Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	290,550	280,855	275,000	222,195	81%
Interest Income	30,786	74,394	66,000	65,071	99%
Reserves	-	-	1,440,000	-	-
<b>Total Revenue</b>	<b>\$321,336</b>	<b>\$355,249</b>	<b>\$1,781,000</b>	<b>\$287,266</b>	<b>16%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Contingency	-	-	1,206,000	-	-
Contractual Services	253,734	220,953	575,000	92,686	16%
<b>Total Expense</b>	<b>\$253,734</b>	<b>\$220,953</b>	<b>\$1,781,000</b>	<b>\$92,686</b>	<b>5%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 22000 Courthouse Security Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	115,046	89,005	90,800	77,534	85%
Interest Income	5,325	6,601	-	7,950	-
Reserves	-	-	161,000	-	-
Other Financing Sources	294,951	-	-	-	-
<b>Total Revenue</b>	<b>\$415,322</b>	<b>\$95,606</b>	<b>\$251,800</b>	<b>\$85,484</b>	<b>34%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	375,202	-	-	-	-
Benefits	155,455	0	-	-	-
Supplies and Other Charges	4,033	2,936	2,510	1,092	43%
Contingency	-	-	168,131	-	-
Repairs and Maintenance	13,633	4,633	20,000	1,243	6%
Contractual Services	-	-	50,000	450	1%
Community Contracts	1,011	1,062	1,159	1,158	100%
Capital Outlay	-	6,263	10,000	-	-
<b>Total Expense</b>	<b>\$549,334</b>	<b>\$14,895</b>	<b>\$251,800</b>	<b>\$3,943</b>	<b>2%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 22010 Justice Court Security Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	33,424	35,820	34,800	19,123	55%
Interest Income	4,523	12,673	11,000	11,077	101%
Reserves	-	-	256,000	-	-
<b>Total Revenue</b>	<b>\$37,947</b>	<b>\$48,492</b>	<b>\$301,800</b>	<b>\$30,200</b>	<b>10%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Repairs and Maintenance	-	-	64,800	-
Contractual Services	-	-	30,000	-
Professional Services	-	-	57,000	-
Capital Outlay	-	-	150,000	-
<b>Total Expense</b>	<b>-</b>	<b>-</b>	<b>\$301,800</b>	<b>-</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 23000 District Clerk Records  
Management Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	84,461	126,480	120,000	112,757	94%
Interest Income	5,326	14,174	12,000	42,307	353%
Reserves	-	-	297,000	-	-
Other Financing Sources	-	-	-	702,725	-
<b>Total Revenue</b>	<b>\$89,788</b>	<b>\$140,653</b>	<b>\$429,000</b>	<b>\$857,789</b>	<b>200%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	19,979	60,195	77,300	52,269	68%
Benefits	1,553	4,718	19,304	12,955	67%
Contractual Services	149,231	-	312,396	-	-
Professional Services	-	-	20,000	-	-
<b>Total Expense</b>	<b>\$170,763</b>	<b>\$64,914</b>	<b>\$429,000</b>	<b>\$65,224</b>	<b>15%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 23010 District Clerk Archival Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	595	320	200	75	38%
Interest Income	131	75	65	67	103%
Reserves	-	-	1,500	-	-
Total Revenue	\$726	\$395	\$1,765	\$142	8%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Salaries and Wages	18,345	-	-	-
Benefits	1,426	-	-	-
Professional Services	-	-	1,765	-
Total Expense	\$19,771	-	\$1,765	-

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

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

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	28,209	30,068	29,200	21,245	73%
Interest Income	4,324	10,515	10,000	3,353	34%
Reserves	-	-	82,000	-	-
<b>Total Revenue</b>	<b>\$32,534</b>	<b>\$40,584</b>	<b>\$121,200</b>	<b>\$24,599</b>	<b>20%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	10,166	13,388	17,800	346	2%
Contingency	-	-	97,200	-	-
Contractual Services	889	-	6,200	-	-
Capital Outlay	-	148,938	-	-	-
<b>Total Expense</b>	<b>\$11,055</b>	<b>\$162,326</b>	<b>\$121,200</b>	<b>\$346</b>	<b>0%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 24010 County and District Court  
Technology Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	10,059	8,304	8,400	6,204	74%
Interest Income	2,647	6,831	6,000	5,651	94%
Reserves	-	-	134,000	-	-
<b>Total Revenue</b>	<b>\$12,706</b>	<b>\$15,135</b>	<b>\$148,400</b>	<b>\$11,855</b>	<b>8%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	-	-	148,400	-
<b>Total Expense</b>	<b>-</b>	<b>-</b>	<b>\$148,400</b>	<b>-</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 25000 Forfeiture Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	5,329	304	-	43,282	-
Interest Income	918	1,965	-	2,997	-
Reserves	-	-	37,827	-	-
<b>Total Revenue</b>	<b>\$6,247</b>	<b>\$2,269</b>	<b>\$37,827</b>	<b>\$46,279</b>	<b>122%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	2,563	235	17,636	3,878	22%
Contingency	-	-	20,191	-	-
Capital Outlay	5,133	-	-	-	-
<b>Total Expense</b>	<b>\$7,696</b>	<b>\$235</b>	<b>\$37,827</b>	<b>\$3,878</b>	<b>10%</b>



**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

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

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	113	277	100	222	222%
Other Revenue	150	75	150	225	150%
Reserves	-	-	5,300	-	-
Total Revenue	\$263	\$352	\$5,550	\$447	8%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Contingency	-	-	5,550	-
Total Expense	-	-	\$5,550	-

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 27000 Bail Bond Board Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	2,428	5,975	5,000	4,717	94%
Other Revenue	2,500	2,500	2,500	1,000	40%
Reserves	-	-	114,000	-	-
Total Revenue	\$4,928	\$8,475	\$121,500	\$5,717	5%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	321	-	4,001	-	-
Benefits	113	-	1,011	-	-
Supplies and Other Charges	-	419	6,660	725	11%
Contingency	-	-	109,828	-	-
Total Expense	\$433	\$419	\$121,500	\$725	1%

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 28000 Voter Registration Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Intergovernmental	16,804	-	-	-
<b>Total Revenue</b>	<b>\$16,804</b>	<b>-</b>	<b>-</b>	<b>-</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date
Supplies and Other Charges	1,071	-	-	-
Contractual Services	15,733	-	-	-
<b>Total Expense</b>	<b>\$16,804</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 29000 Vehicle Inventory Interest  
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Taxes	8,389	2,465	2,500	2,335	93%
Interest Income	23,620	53,643	48,000	42,822	89%
Reserves	-	-	378,266	-	-
Total Revenue	\$32,009	\$56,108	\$428,766	\$45,157	11%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	-	-	11,100	-	-
Benefits	-	-	2,805	-	-
Supplies and Other Charges	5,117	2,196	26,750	3,461	13%
Contingency	-	-	357,611	-	-
Repairs and Maintenance	240	-	1,000	-	-
Contractual Services	-	-	2,000	-	-
Professional Services	-	-	7,500	-	-
Capital Outlay	-	-	20,000	-	-
Total Expense	\$5,357	\$2,196	\$428,766	\$3,461	1%

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 30000 Brazos County Grant Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Public Health Revenue	0	60,000	-	-	-
Other Revenue	32	-	-	-	-
Intergovernmental	2,603,804	4,272,026	4,261,239	3,487,343	82%
Other Financing Sources	336,489	478,638	1,148,482	189,301	16%
<b>Total Revenue</b>	<b>\$2,940,325</b>	<b>\$4,810,663</b>	<b>\$5,409,721</b>	<b>\$3,676,644</b>	<b>68%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	1,748,464	2,794,329	3,394,634	2,625,183	77%
Benefits	813,685	1,211,302	1,461,116	1,097,716	75%
Supplies and Other Charges	106,792	176,139	115,324	144,237	125%
Contingency	-	-	303,192	-	-
Repairs and Maintenance	5,186	3,637	4,900	4,656	95%
Contractual Services	116,713	403,012	110,055	205,004	186%
Professional Services	-	2,500	2,500	5,350	214%
Capital Outlay	158,206	377,396	18,000	248,162	1,379%
<b>Total Expense</b>	<b>\$2,949,047</b>	<b>\$4,968,314</b>	<b>\$5,409,721</b>	<b>\$4,330,309</b>	<b>80%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 31000 American Rescue Plan Act

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Intergovernmental	7,495,180	1,509,822	20,884,000	-	-
<b>Other Financing Sources</b>	-	-	<b>15,784,000</b>	<b>15,610,777</b>	<b>99%</b>
<b>Total Revenue</b>	<b>\$7,495,180</b>	<b>\$1,509,822</b>	<b>\$36,668,000</b>	<b>\$15,610,777</b>	<b>43%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Expenditures Budgeted in Excess of Actual	7,299,824	(478,903)	-	-	-
Supplies and Other Charges	-	(5,180)	-	-	-
Contractual Services	132,000	813,154	1,668,000	-	-
Capital Outlay	63,356	1,180,752	35,000,000	8,305,307	24%
<b>Total Expense</b>	<b>\$7,495,180</b>	<b>\$1,509,822</b>	<b>\$36,668,000</b>	<b>\$8,305,307</b>	<b>23%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 32000 SB 22 2023 Rural Law  
Enforcement Salary Assistance Program

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	-	22,969	-	35,190	-
Intergovernmental	-	1,026,255	1,050,000	1,050,000	100%
<b>Total Revenue</b>	-	<b>\$1,049,224</b>	<b>\$1,050,000</b>	<b>\$1,085,190</b>	<b>103%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	-	446,978	439,118	342,907	78%
Benefits	-	110,487	110,880	84,523	76%
Supplies and Other Charges	-	105,586	67,000	71,083	106%
Contingency	-	-	2	-	-
Repairs and Maintenance	-	40,000	-	-	-
Contractual Services	-	-	100,000	-	-
Capital Outlay	-	346,174	333,000	63,679	19%
<b>Total Expense</b>	-	<b>\$1,049,224</b>	<b>\$1,050,000</b>	<b>\$562,191</b>	<b>54%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

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

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	1,599	4,597	4,300	3,078	72%
Other Revenue	8,000	60	-	-	-
Reserves	-	-	116,311	-	-
<b>Total Revenue</b>	<b>\$9,599</b>	<b>\$4,657</b>	<b>\$120,611</b>	<b>\$3,078</b>	<b>3%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	4,796	3,237	63,100	1,397	2%
Contingency	-	-	23,511	-	-
Repairs and Maintenance	1,369	-	4,000	-	-
Capital Outlay	7,608	-	30,000	-	-
<b>Total Expense</b>	<b>\$13,773</b>	<b>\$3,237</b>	<b>\$120,611</b>	<b>\$1,397</b>	<b>1%</b>



**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 34000 District Attorney Crime  
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	32,611	11,242	20,000	37,516	188%
Interest Income	5,816	12,302	11,000	7,374	67%
Reserves	-	-	215,900	-	-
Total Revenue	\$38,427	\$23,544	\$246,900	\$44,891	18%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	20,383	27,105	84,512	58,122	69%
Benefits	9,588	10,539	39,520	29,356	74%
Supplies and Other Charges	11,007	18,986	20,649	22,110	107%
Contingency	-	-	82,219	-	-
Contractual Services	360	360	20,000	360	2%
Other Financing Uses	-	9,000	-	-	-
Total Expense	\$41,339	\$65,990	\$246,900	\$109,948	45%

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 35000 Election Contracts Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	70,904	14,088	25,000	11,368	45%
Interest Income	1,264	3,591	2,500	1,780	71%
Reserves	-	-	64,000	-	-
<b>Total Revenue</b>	<b>\$72,167</b>	<b>\$17,679</b>	<b>\$91,500</b>	<b>\$13,149</b>	<b>14%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	5,479	7,163	11,700	5,925	51%
Contingency	-	-	53,800	-	-
Repairs and Maintenance	-	5,620	10,000	6,400	64%
Contractual Services	13,414	14,166	16,000	27,131	170%
<b>Total Expense</b>	<b>\$18,893</b>	<b>\$26,949</b>	<b>\$91,500</b>	<b>\$39,456</b>	<b>43%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 39010 Brazos County Housing  
Finance Corporation

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Charges for Services	402,125	5,334	5,000	-	-
Interest Income	5,259	27,592	0	21,149	-
Reserves	-	-	104,000	-	-
<b>Total Revenue</b>	<b>\$407,384</b>	<b>\$32,926</b>	<b>\$109,000</b>	<b>\$21,149</b>	<b>19%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	-	174	4,735	-	-
Professional Services	-	-	104,265	6,500	6%
<b>Total Expense</b>	<b>-</b>	<b>\$174</b>	<b>\$109,000</b>	<b>\$6,500</b>	<b>6%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 93000 Regional Mobility Authority

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	494	497	500	1,622	324%
Other Revenue	-	30,000	10,000	10,000	100%
Reserves	-	-	37,436	-	-
Total Revenue	\$494	\$30,497	\$47,936	\$11,622	24%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	12,120	-	-	-	-
Benefits	2,949	-	-	-	-
Supplies and Other Charges	557	-	-	-	-
Contingency	-	-	40,436	-	-
Contractual Services	25	-	-	-	-
Professional Services	7,875	7,500	7,500	3,744	50%
Total Expense	\$23,527	\$7,500	\$47,936	\$3,744	8%

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 41000 General Obligation Debt  
Service Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Taxes	9,799,037	11,772,533	10,607,305	11,288,117	106%
Interest Income	345,490	541,787	450,000	372,011	83%
Reserves	-	-	2,500,000	-	-
Other Financing Sources	-	1,250,000	1,250,000	1,250,000	100%
<b>Total Revenue</b>	<b>\$10,144,527</b>	<b>\$13,564,320</b>	<b>\$14,807,305</b>	<b>\$12,910,128</b>	<b>87%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Debt Service	9,028,173	11,864,575	14,807,305	1,775,930	12%
<b>Total Expense</b>	<b>\$9,028,173</b>	<b>\$11,864,575</b>	<b>\$14,807,305</b>	<b>\$1,775,930</b>	<b>12%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 43200 2020 Certificates of  
Obligation

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	515,615	411,956	482,000	162,872	34%
Other Revenue	2,929	-	-	949	-
Reserves	-	-	5,600,000	-	-
Other Financing Sources	-	-	-	233,143	-
<b>Total Revenue</b>	<b>\$518,544</b>	<b>\$411,956</b>	<b>\$6,082,000</b>	<b>\$396,964</b>	<b>7%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Supplies and Other Charges	54,447	0	-	480,657	-
Contingency	-	-	782,000	-	-
Contractual Services	2,656,302	2,398,009	-	-	-
Capital Outlay	1,891,648	632,060	5,300,000	2,777,237	52%
<b>Total Expense</b>	<b>\$4,602,397</b>	<b>\$3,030,069</b>	<b>\$6,082,000</b>	<b>\$3,257,894</b>	<b>54%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 43230 On System Road Bond -  
TXDOT

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	212,288	1,070,010	1,040,000	493,081	47%
Reserves	-	-	16,298,000	-	-
Other Financing Sources	20,009,102	-	-	-	-
Total Revenue	\$20,221,390	\$1,070,010	\$17,338,000	\$493,081	3%

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Contractual Services	-	5,741,125	17,338,000	3,876,331	22%
Debt Service	203,216	-	-	-	-
Total Expense	\$203,216	\$5,741,125	\$17,338,000	\$3,876,331	22%

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 43231 Off System Road Bond

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	109,492	500,363	263,000	218,686	83%
Reserves	-	-	5,788,000	-	-
Other Financing Sources	10,307,719	-	-	-	-
<b>Total Revenue</b>	<b>\$10,417,211</b>	<b>\$500,363</b>	<b>\$6,051,000</b>	<b>\$218,686</b>	<b>4%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Capital Outlay	81,700	3,929,511	6,051,000	2,044,992	34%
Debt Service	102,830	-	-	-	-
<b>Total Expense</b>	<b>\$184,530</b>	<b>\$3,929,511</b>	<b>\$6,051,000</b>	<b>\$2,044,992</b>	<b>34%</b>



**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 43232 2023 Certificates of  
Obligation

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Interest Income	106,296	561,066	540,000	372,180	69%
Reserves	-	-	10,420,000	-	-
Other Financing Sources	10,165,860	-	50,040,000	-	-
<b>Total Revenue</b>	<b>\$10,272,156</b>	<b>\$561,066</b>	<b>\$61,000,000</b>	<b>\$372,180</b>	<b>1%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Capital Outlay	61,762	98,459	61,000,000	810,376	1%
Debt Service	163,164	-	-	-	-
<b>Total Expense</b>	<b>\$224,926</b>	<b>\$98,459</b>	<b>\$61,000,000</b>	<b>\$810,376</b>	<b>1%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 45000 Capital Improvement Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date
Other Revenue	102,356	(37,500)	-	34,000
<b>Reserves</b>	-	0	18,090,000	-
<b>Other Financing Sources</b>	20,893,118	4,180,663	10,320,286	-
<b>Total Revenue</b>	<b>\$20,995,474</b>	<b>\$4,143,163</b>	<b>\$28,410,286</b>	<b>\$34,000</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Contingency	-	-	1,945,000	-	-
Capital Outlay	5,391,415	9,905,434	26,465,286	3,790,547	14%
<b>Total Expense</b>	<b>\$5,391,415</b>	<b>\$9,905,434</b>	<b>\$28,410,286</b>	<b>\$3,790,547</b>	<b>13%</b>

**Brazos County, Texas**  
**FY 2024-2025 Budget to Actuals -**  
**Revenue and Expenditure**  
**Categories Report by Fund**  
**(Unaudited)**

**Fund:** 50000 Health and Life Insurance  
Fund

Description	2022-2023 Actual Revenue	2023-2024 Actual Revenue	2024-2025 Adopted Budget	2024-2025 Actual Revenue To Date	Percent Received
Other Revenue	23,006,476	27,567,563	23,136,458	20,076,277	87%
<b>Reserves</b>	-	-	10,500,000	-	-
<b>Total Revenue</b>	<b>\$23,006,476</b>	<b>\$27,567,563</b>	<b>\$33,636,458</b>	<b>\$20,076,277</b>	<b>60%</b>

Description	2022-2023 Actual Expenditures	2023-2024 Actual Expenditures	2024-2025 Adopted Budget	2024-2025 Expenditures to Date	Percent Spent
Salaries and Wages	227,069	221,846	613,622	191,849	31%
Benefits	133,569	106,496	255,837	102,260	40%
Supplies and Other Charges	53,669	58,937	124,895	55,527	44%
Contingency	-	-	5,524,827	-	-
Repairs and Maintenance	75	65	125	90	72%
Contractual Services	21,346,651	23,176,197	26,691,952	19,148,966	72%
Professional Services	379,176	372,198	425,200	311,735	73%
<b>Total Expense</b>	<b>\$22,140,208</b>	<b>\$23,935,739</b>	<b>\$33,636,458</b>	<b>\$19,810,427</b>	<b>59%</b>

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 01000 General Fund - Contingency**

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Pre-Trial Bond Supervision Contingency - 10003000 *	10,000.00	-	10,000.00
Commissioner's Court Contingency - 11001500	7,093,741.00	(3,400,418.66)	3,693,322.34
Voter Registration - 13005000 *	3,152.00	(2,300.00)	852.00
District Attorney - Child Protective Services Contingency - 19010000 *	1,900.00	-	1,900.00
Vital Statistics/Preservation - 21010000 *	5,000.00	-	5,000.00
County Specialty Court Program Contingency - 22700100 *	20,000.00	-	20,000.00
Court Facility - Administration - 54001410 *	40,000.00	(15,524.99)	24,475.01
<b>Total General Fund Contingency</b>	<b>7,173,793.00</b>	<b>(3,418,243.65)</b>	<b>3,755,549.35</b>

\* Can only be used for that program or division

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 11000 HOT Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
HOT Fund Contingency - 11002500	548,989.00	(50,000.00)	498,989.00
<b>Total HOT Fund Contingency</b>	<b>548,989.00</b>	<b>(50,000.00)</b>	<b>498,989.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 13000 Unclaimed Property Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 12005000	87,200.00	-	87,200.00
<b>Total Unclaimed Property Fund Contingency</b>	<b>87,200.00</b>	<b>-</b>	<b>87,200.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 20000 County Clerk Records Management Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 21005000	1,074,884.00	-	1,074,884.00
<b>Total Count Clerk Records Management Fund Contingency</b>	<b>1,074,884.00</b>	<b>-</b>	<b>1,074,884.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 20010 County Clerk Archival Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 21006000	1,206,000.00	(2,200.00)	1,203,800.00
<b>Total Count Clerk Archival Fund Contingency</b>	<b>1,206,000.00</b>	<b>(2,200.00)</b>	<b>1,203,800.00</b>

\* Can only be used for this fund



**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 22000 Courthouse Security Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 51000100	168,131.00	-	168,131.00
<b>Total Courthouse Security Fund Contingency</b>	<b>168,131.00</b>	<b>-</b>	<b>168,131.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

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

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
JP Technology Administration - 24005000	77,200.00	-	77,200.00
JP Technology - JP #1 - 24005100	5,000.00	-	5,000.00
JP Technology - JP #2 - 24005200	5,000.00	-	5,000.00
JP Technology - JP #3 - 24005300	5,000.00	-	5,000.00
JP Technology - JP #4 - 24005400	5,000.00	-	5,000.00
<b>Total Justice of the Peace Technology Fund Contingency</b>	<b>97,200.00</b>	<b>-</b>	<b>97,200.00</b>

\* Can only be used for this fund and specific divisions

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 25000 Forfeiture Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Sheriff Forfeiture Fund - 2801000	20,191.00	-	20,191.00
<b>Total Forfeiture Fund Contingency</b>	<b>20,191.00</b>	<b>-</b>	<b>20,191.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

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

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 19006000	5,550.00	-	5,550.00
<b>Total District Attorney Hot Check Collections Fund - Contingency</b>	<b>5,550.00</b>	<b>-</b>	<b>5,550.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 27000 Bail Bond Board Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 12006000	109,828.00	-	109,828.00
<b>Total Bail Bond Board Fund - Contingency</b>	<b>109,828.00</b>	<b>-</b>	<b>109,828.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 29000 Vehicle Inventory Interest Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 13006000	357,611.00	-	357,611.00
<b>Total Vehicle Inventory Interest Fund - Contingency</b>	<b>357,611.00</b>	<b>-</b>	<b>357,611.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 30000 Grant Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Texas Indigent Defense Commission - 272200	191,075.00	(191,075.00)	-
BV Human Trafficking Task Force Development - 283700	93,101.00	(79,783.76)	13,317.24
Metropolitan Planning - 424100	19,016.00	-	19,016.00
<b>Total Grant Fund Contingency</b>	<b>303,192.00</b>	<b>(270,858.76)</b>	<b>32,333.24</b>

\* Can only be used for this fund and specific divisions

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

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

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 28050000	23,511.00	-	23,511.00
<b>Total Sheriff's Office Crime Fund Contingency</b>	<b>23,511.00</b>	<b>-</b>	<b>23,511.00</b>

\* Can only be used for this fund



**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 34000 District Attorney Crime Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 19200100	82,219.00	(14,958.30)	67,260.70
<b>Total District Attorney Crime Fund Contingency</b>	<b>82,219.00</b>	<b>(14,958.30)</b>	<b>67,260.70</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 35000 Primary Election Services Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 21130000	53,800.00	(35,400.00)	18,400.00
<b>Total Primary Election Services Fund Contingency</b>	<b>53,800.00</b>	<b>(35,400.00)</b>	<b>18,400.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 43200 2020 Certificates of Obligation - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Commissioner's Court Contingency - 11001500	782,000.00	(782,000.00)	-
<b>Total 43200 2020 Certificates of Obligation Contingency</b>	<b>782,000.00</b>	<b>(782,000.00)</b>	<b>-</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 45000 General Permanent Improvement Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Commissioner's Court Contingency - 63110001	1,945,000.00	(1,945,000.00)	-
<b>Total General Permanent Improvement Fund Contingency</b>	<b>1,945,000.00</b>	<b>(1,945,000.00)</b>	<b>-</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 50000 Health and Life Insurance Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Group Insurance - Administration - 64005000	5,504,827.00	(2,000.00)	5,502,827.00
Health and Wellness Clinic - 64005100	20,000.00	(40.00)	19,960.00
<b>Total Health and Life Insurance Fund Contingency</b>	<b>5,524,827.00</b>	<b>(2,040.00)</b>	<b>5,522,787.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 55000 Jail Commissary Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Jail Commissary - 28006000	346,688.00	-	346,688.00
<b>Total Jail Commissary Fund Contingency</b>	<b>346,688.00</b>	<b>-</b>	<b>346,688.00</b>

\* Can only be used for this fund

**Brazos County, Texas  
FY 2024-2025 Contingency  
Budget to Actuals by Fund  
(Unaudited)**

**Fund: 58000 County Attorney Operating Fund - Contingency \***

Department	2024-2025 Adopted Budget	2024-2025 Contingency	2024-2025 Remaining to Date
Contingency - 18006000	64,000.00	(4,978.27)	59,021.73
<b>Total County Attorney Operating Fund Contingency</b>	<b>64,000.00</b>	<b>(4,978.27)</b>	<b>59,021.73</b>

\* Can only be used for this fund