

10/11/2022

County Judge Approval		Date
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Nina Payne

From: Amy M. Bates
Sent: Thursday, September 22, 2022 12:45 PM
To: Nina Payne
Cc: Brian L. Pratt; Megan L. Conkel; Katie D. Conner
Subject: Salary and Benefits for Records Management

Hello.

While trying to post payroll this morning, County Records Management in Fund 01000 would not post. There were funds left in Fund 19000 for County Records Management. Please move the remaining budget in Fund 19000 Division 500000100 – County Records Management to Fund 01000 Division 500000100 – County Records Management. Katie gave permission for you to go ahead and post the BA so that we can post payroll.

From Fund 19000 – Division 500000100

51200000 – 13,0000.00
51610000 – 38,333.86
53100000 – 2,596.27
53101000 – 30.76
53200000 – 3,501.91
53300000 – 5,666.40
53800000 – 148.17

Please let me know if you have any questions.

Thank you.

Amy Bates

Asst. County Auditor
(979)361-4557

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 21/22 - 50.02
10/11/2022**

[illegible]

Commissioner's Court

To reallocate funds to cover the cost of retiree insurance for the remainder of FY 2022.

Date: nmp
10/3/2022

County Judge Approval		Date
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Nina Payne

FY22

From: Amy M. Bates
Sent: Tuesday, September 27, 2022 4:42 PM
To: Nina Payne
Cc: Brian L. Pratt; Megan L. Conkel
Subject: FY 22 Budget Amendment Needed for Commissioner's Court
Attachments: Estimated Budget Amendment for Commissioner's Court.xlsx

FY22

Hello.

While trying to post the expense for the retiree insurance for September 2022, the system is reflecting insufficient funds for benefits in Commissioner's Court. The estimated funds needed is \$10,000. Attached is backup for the estimated \$10,000 shortage. Please complete a budget amendment for \$10,000 in 01000-11000100-53310000. Please let us know when it goes to court and has been posted so that we can post the remaining retiree insurance JE.

Thank you.

Amy Bates

Asst. County Auditor
(979)361-4557

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 21/22 - 50.03
10/11/2022**

[illegible]

Court Support

To reallocate funds to cover the cost of court appointed attorneys for the remainder of FY 2022.

Date: 10/3/2022 nnp

County Judge Approval		Date
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Fy22

Nina Payne

From: Katie D. Conner
Sent: Friday, September 23, 2022 5:10 PM
To: Megan L. Conkel
Cc: Nina Payne; Brian L. Pratt; Beverly A. Murph
Subject: Re: Budget Amendment

I think there is money in either 11040000 or 11030000. Less likely to use those than 11010000.

Sent from my iPhone

On Sep 23, 2022, at 2:31 PM, Megan L. Conkel <MConkel@brazoscountytexas.gov> wrote:

I need to request a budget amendment/adjustment for \$5000 to increase 01000 – 11050000 – 722010000 to cover the expense for a guardianship court apptd attorneys. Can these funds be moved from 01000 – 11010000 – 722010000 (Court Support – Court Apptd Attys). If I need to submit a formal budget amendment/adjustment form, please advise.

Thank you

Megan Mason
Director of Accounting
Brazos County
979-361-4352

01000- 11040000- 72201000 <\$5,000>
01000- 11050000- 72201000 \$5,000

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 21/22 - 50.04

10/11/2022

[illegible]

Victim Assistance Coordinator

To reallocate funds to cover the cost of salary and wages for the remainder of FY 2022.

Date: 10/3/2022

County Judge Approval	Date
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**BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT**

PLEASE ADJUST THE FOLLOWING:

FROM		
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	
53101000	Flex Admin	\$ \$5.00
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
	TOTAL (B)	\$ \$5.00

Total (A) should equal Total (B)

Explanation: _____ To reclassify budget to proper accounts.

Payroll estimates that 51300000 will be short 5.00.

**ELECTED OFFICIAL OR DEPARTMENT
HEAD SIGNATURE**

9/23/22
DATE

Nina Payne

From: Amy M. Bates
Sent: Friday, September 23, 2022 9:50 AM
To: Cheryl I. Rushing
Cc: Nina Payne; Brian L. Pratt
Subject: RE: Estimated Budget shortage for the Victim Assistance Coordinator Grant - 192000

Good morning.

As of the 09.23.22, it appears the Victims Assistance Coordinator Grant (192000) will be short an estimated \$5.00 for the last payroll (accrual) of the FY. Please work with Nina and Brian to move \$5.00 from account 53101000 or account 53200000 to account 51300000.

Thank you.

Amy Bates

Asst. County Auditor
(979)361-4557

From: Amy M. Bates
Sent: Tuesday, September 13, 2022 2:15 PM
To: Cheryl I. Rushing <CRushing@brazoscountytexas.gov>
Cc: Nina Payne <npayne@brazoscountytexas.gov>; Brian L. Pratt <BPratt@brazoscountytexas.gov>
Subject: Estimated Budget shortage for the Victim Assistance Coordinator Grant - 192000

Good afternoon.

According to the payroll estimates for the remainder of FY 22, the Victim Assistance Coordinator Grant (192000) will be short an estimated \$5.00. Please work with Nina and Brian to move \$5.00 from account 53200000 to account 51300000.

Thank you.

Amy Bates

Asst. County Auditor
(979)361-4557

No. 21/22 - 50.05

No. 21/22 - 50.05

[illegible]

Sheriff's Administration

To recognize funds for a donation from Texas Association of Counties RMP Employee Safety Program that was previously approved on July 19, 2022.

Date: nnp
10/3/2022

County Judge Approval _____ Date _____



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

Date: 07/08/2022

☒ 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: Employee Safety Equipment from the Texas Association of Counties

Risk Management Worker's Compensation Program. Funds must be used through TACRMP website.

Estimated Value: \$ 7,277.25

Acceptance of Donated Property	Donation of County Property
<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 (No Asset Tag - Under \$500)</p> <p><input type="checkbox"/> 67010000 (Minor Property - \$500 - \$4999)</p> <p><input type="checkbox"/> 80010000 (Capital Property - Over \$5000)</p>	<p>Check the appropriate entity property being donated to:</p> <p>Government Entity: _____ Organization Name</p> <p>Other (Due to Statutory requirements prior approval is required by Purchasing: _____ 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 discretions of Commissioners Court based upon such things as usefulness, projected operating, maintenance and insurance costs.

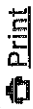
Requesting Department: Brazos County Sheriff's Office
Department Name

[Signature]
Authorized Signature

Organization Receiving Donated Property: [Signature]
Authorized Signature

Approved by Commissioners Court on this 19TH day of July 2022

[Signature]
Commissioners Court Approval



PRINT ALL LABELS EMAIL EXPORT

BCDC

Edit | Delete

Updated 08/22/2022

Lists are shared with all users on your punchout account.

9 Products

Subtotal:

\$7,223.12

Add a Location to List

Organize products by where they are used or shipped.

Add Products to List

Qty	Item #	Add
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Add Multiple Items to Lists

Sort By	Newest
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Select | Remove | Copy Selected to | Print Labels

11-11-11

Chat with an Agent

ADD DESCRIPTION TO CART

Item Your Price Ship To 75785 Qty Total Price

☐  Your Price \$10.19 / each Expected to arrive Tue. Oct 04. 30 \$305.70
Update Remove Item

Handcuffs and Restraints
TranZport Hood: Elastic

Item #:
13G493

JAIL RECIEVED

☐  Your Price \$289.23 / each Expected to arrive Tue. Oct 04. 2 \$578.46
Update Remove Item

Plastic Shelf & Utility
Carts
Utility Cart with Deep
Lipped & Flush Plastic
Shelves: 500 lb Load
Capacity, Black

Item #:
52TV61

JAIL RECIEVED

Chat with an Agent

Item Your Price Ship To 75785 ▼ Qty Total Price



CPR Mask Kits
Emergency CPR Pocket
Mask: Infant/Child/Adult,
0 Components, 1 People
Served, Hard Shell

Item #:
30LT77

Your
Price
\$9.84 /
each

Expected to arrive Tue. Oct 04.

30

Update

Remove Item

\$295.20

JAIL RECEIVED



Steel-Deck Platform
Trucks
Steel-Deck Platform
Truck: 3, 600 lb Load
Capacity, 60 in x 24 in x
11 in, Polyurethane

Item #:
49Y631

Your
Price
\$684.26
/ each

Ships from supplier. Expected to
arrive on or before Mon. Oct 17.

1

Update

Remove Item

\$684.26

JAIL RECEIVED

Chat with an Agent

Item Your Price Ship To 75785 ▼ Qty Total Price



Pallet Jacks
Fast-Lift Manual Pallet
Jack: 5, 500 lb Load
Capacity, 48 in x 6 1/4 in,
27 in, 14 3/8 in

Item #:
490Z06

Your
Price
\$647.18
/ each

Expected to arrive Wed. Oct 05.

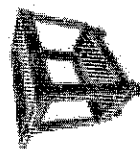
2

Update

Remove Item

\$1,294.36

JAIL RECIEVED



Plastic Shelf & Utility
Carts
Utility Cart with Deep
Lipped Plastic Shelves:
500 lb Load Capacity,
Gray, Flat

Item #:
5UTH9

Your
Price
\$193.14
/ each

Expected to arrive Tue. Oct 04.

2

Update


Remove Item


\$386.28

JAIL RECIEVED

Chat with an Agent

Item Your Price Ship To 75785 Qty Total Price

☐ 
 Forcible Entry Tools
Break-N-Rake Tool: 1
Pieces, 51 in Overall Lg,
Black
Item #: 14P365
Your Price \$355.09 / each
Expected to arrive by end of Nov, 2022.
4
Update
Remove Item
\$1,420.36

☐ 
 Forcible Entry Tools
Break-N-Rake Tool: 1
Pieces, 69 in Overall Lg,
Black
Item #: 14P395
Your Price \$335.25 / each
Ships from supplier. Expected to arrive by end of Oct, 2022.
2
Update
Remove Item
\$670.50

Item	Your Price Ship To 75785	Qty	Total Price
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☐



Expected to arrive by end of
Dec, 2022.

Your Price
\$397.00
/ each


4

Update
Remove Item

\$1,588.00

Forcible Entry Tools
Battering Ram: 1 Pieces,
25 in Overall Lg, Black

Item #:
14P403

Select ☒ Remove | Copy Selected to | Print Labels 

Add Selected to Cart

Update All

Subtotal: \$7,223.12

Note: Product availability is real-time basis and adjusted continuously. The product will be reserved for you when you complete your order. [More](#) 

 Chat with an Agent

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 21/22 - 50.06

10/11/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
Commissioners' Court - Non Capital	Information Technology - Non Capital	Departmental Support	Expenditure		169,511.13
Commissioners' Court - Non Capital		Other Financing Uses	Expenditure	169,511.13	
General Fund		Other Financing Sources	Revenue	167,177.13	
Health and Life Fund		Other Financing Sources	Revenue	2,334.00	
General Fund	County Judge	Departmental Support	Expenditure	4,482.85	
General Fund	Commissioners Court	Departmental Support	Expenditure	3,186.00	
General Fund	Fleet Services	Departmental Support	Expenditure	778.00	
General Fund	Collections	Departmental Support	Expenditure	1,556.00	
General Fund	Elections Administrator	Departmental Support	Expenditure	761.50	
General Fund	Treasurer	Departmental Support	Expenditure	778.00	
General Fund	Risk Management	Departmental Support	Expenditure	778.00	
General Fund	Tax Office	Departmental Support	Expenditure	2,576.00	
General Fund	Information Technology	Departmental Support	Expenditure	19,001.21	
General Fund	Human Resources	Departmental Support	Expenditure	778.00	
General Fund	County Auditor	Departmental Support	Expenditure	2,334.00	
General Fund	Purchasing	Departmental Support	Expenditure	778.00	
General Fund	Facilities Services	Departmental Support	Expenditure	3,355.67	
General Fund	County Attorney	Departmental Support	Expenditure	18,625.57	
General Fund	District Attorney	Departmental Support	Expenditure	4,021.50	
General Fund	District Clerk	Departmental Support	Expenditure	4,893.50	
General Fund	County Clerk	Departmental Support	Expenditure	3,857.00	
General Fund	85th District Court	Departmental Support	Expenditure	2,145.39	
General Fund	361st District Court	Departmental Support	Expenditure	778.00	
General Fund	Associate Court #2	Departmental Support	Expenditure	4,290.78	
General Fund	County Court at Law #1	Departmental Support	Expenditure	4,082.50	
General Fund	CSCD - County Support	Departmental Support	Expenditure	16,770.00	
General Fund	Sheriff's Office - Administration	Departmental Support	Expenditure	9,925.39	
General Fund	Sheriff's Office - Jail	Departmental Support	Expenditure	3,857.00	
General Fund	Constable Pct #1	Departmental Support	Expenditure	778.00	
General Fund	Constable Pct #3	Departmental Support	Expenditure	778.00	
General Fund	Juvenile Services - Administration Probation	Departmental Support	Expenditure	5,577.50	
General Fund	Juvenile Services - Administration Court	Departmental Support	Expenditure	5,503.50	
General Fund	Juvenile Services - Administration Community Based	Departmental Support	Expenditure	6,248.50	
General Fund	Juvenile Services - Administration Community Based Mental Health	Departmental Support	Expenditure	1,523.00	
General Fund	Juvenile Services - Detention	Departmental Support	Expenditure	4,893.50	
General Fund	Academy - Community Based	Departmental Support	Expenditure	12,690.00	
General Fund	JJAEP - Community Based	Departmental Support	Expenditure	1,539.50	
General Fund	Exposition Center	Departmental Support	Expenditure	6,969.00	
General Fund	Brazos Center	Departmental Support	Expenditure	1,556.00	
General Fund	Road & Bridge	Departmental Support	Expenditure	4,730.77	
Health and Life Fund	Employee Health Clinic	Departmental Support	Expenditure	2,334.00	

Brazos County Departments

To reallocate funds to cover the cost of aged computer replacements that were purchased for departments in FY 22.

Date: 10/3/2022 nnp

County Judge Approval _____ Date _____

COUNTY JUDGE	10000100	4,482.85	
COMMISSIONERS	11000100	3,186.00	
FLEET SERVICES	11100000	778.00	
COLLECTIONS	11200200	1,556.00	
ELECTIONS ADMIN	11210020	761.50	
TREASURER	12000100	778.00	
RISK	12500100	778.00	
TAX OFFICE	13000100	2,576.00	
IT	14000100	19,001.21	
PERSONNEL	15000100	778.00	
AUDITOR	16000100	2,334.00	
PURCHASING	16500100	778.00	
MAINTENANCE	17000100	3,355.67	
COUNTY ATTORNEY	18000100	18,625.57	
DISTRICT ATTORNEY	19000100	4,021.50	
DISTRICT CLERK	20000100	4,893.50	
COUNTY CLERK	21000100	3,857.00	
85TH	22000100	2,145.39	
361ST	22200100	778.00	
ASSOC COURT FAMILY	22800100	4,290.78	(ASSOC COURT #2)
CCL 1	23000100	4,082.50	
CSCD	26001000	16,770.00	
SO ADMIN	28000100	9,925.39	
SO JAIL	28002000	3,857.00	
CONSTABLE 1	30101100	778.00	
CONSTABLE 3	30301100	778.00	
JUVENILE	31000100	5,577.50	37,975.50
JUVENILE	31000110	5,503.50	
JUVENILE	31000130	6,248.50	
JUVENILE	31000140	1,523.00	
JUVENILE	31000220	4,893.50	
JUVENILE	31000330	12,690.00	
JUVENILE	31040030	1,539.50	37,975.50
EXPO CENTER	36000100	6,969.00	
BRAZOS CENTER	36500100	1,556.00	
ROAD AND BRIDGE	56001000	4,730.77	
EMPLOYEE HEALTH	64005100	2,334.00	Transfer

169,511.13

Nina Payne

From: Megan L. Conkel
Sent: Friday, September 30, 2022 9:14 AM
To: Nina Payne
Cc: Brian L. Pratt
Subject: Computer Rollout BA
Attachments: FY 2022 Computer purchases.xlsx

FY22

Nina,

Please find attached the computers equipment purchased from 06000 – 14000006 – 60500000. There is a tab “BA – to be done” that shows where the expenditures and amounts should move to. I will prepare a JE once the BA is posted.

Let me know if there are any questions or you need anything additional from me.

Thank you

Megan Mason
Director of Accounting
Brazos County
979-361-4352