

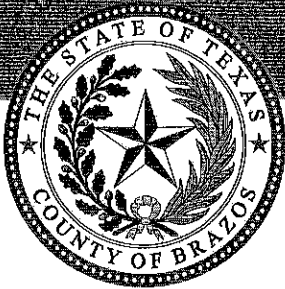
10/11/2022

Road & Bridge and Commissioner's Court

Date: _____

County Judge Approval

Date _____



BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

LF Store *

npayne@brazoscountytexas.gov

Budget Amendment Number

1.01

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

56000006 Road & Bridge - Non Ca

From: Division Name

DECREASE EXPENDITURE(S):

65670000 Road and Bridge - Mainl

From: Account Number

From: Amount

\$

4,200,000.00

AMOUNT OF DECREASE

Total

\$ 4,200,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

11001500 Contingency

To: Division Name

INCREASE EXPENDITURE(S):

59100000 Discretionary Department

To: Account Number

To: Amount

\$

4,200,000.00

AMOUNT OF INCREASE

Total

\$ 4,200,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Decrease funding that was budgeted for the ILA between City of College and Brazos County regarding Green Prairie Road since the invoice arrived on September 9, 2022.

File and Documentation

File Upload

Upload

Greens Prairie Backup.pdf

346.87KB

Signature

Initiator

Mina Payne

Signature

Elected Official/Dept Head

Mina Payne

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Mina Payne

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments



City of College Station
Attn: Accounts Receivable
P. O. Box 9973
College Station, TX 77842
(979) 764-3574

INVOICE

Invoice Date	Invoice No.
09/09/2022	3140
Customer Number	
174	
Invoice Total Due	
\$4,200,000.00	
Amount Paid	

BRAZOS COUNTY TEXAS
AUDITOR'S OFFICE
PO BOX 914
BRYAN, TX 77803

Due Upon Receipt

Invoice Date: 09/09/2022

Customer Number: 174

Page: 1 of: 1

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
2022 ILA COUNTY PORTION OF GREENS PRAIRIE RD ILA - EFFECTIVE 9/8/22	1	\$4,200,000.00	EACH	\$4,200,000.00	\$0.00	\$0.00	\$4,200,000.00

Make checks payable to: City of College Station
Please put invoice number on check.

Invoice Total:

\$4,200,000.00

Please detach and send this copy with remittance

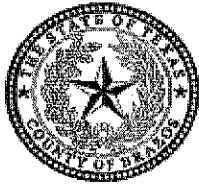
Customer Name BRAZOS COUNTY TEXAS
Customer Number 174
Invoice Number 3140
Invoice Total Due \$4,200,000.00

Remit Payment to:

City of College Station
P. O. Box 9973
College Station, TX 77842-9973

To make payment by VISA, Mastercard, or Discover, please call
(979) 764-3574 between 8 am and 5 pm, Monday through Friday

Purchase Order 220008266



Order Date	AUG-31-2022
Change Order	0
Change Order Date	AUG-31-2022
Revision	0
Ordered	\$4,200,000.00

Supplier City of College Station
Attn: Accounts Receivable
College Station, TX 77842

Department Name Commissioners' Court - Capital

Bill To Brazos County
P.O. Box 914
Bryan, TX 77803

Ship To Budget Office
200 S. Texas Avenue, Suite 331
Bryan, Texas 77803

Contract No.
Approver Beth Martinez

Customer Account Number	Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
	94564	Net 30	Delivered	Brazos County	Best

Deliver To Contact
Nina Payne
E-mail: npayne@brazoscountytexas.gov
Phone 1-979-361-4186

Line	Item	Quantity	UOM	Unit Price	Extended Price
1	Interlocal Agreement between City of College Station and Brazos County regarding Greens Prairie Road (between Long Creek Lane and Dalton Drive in College Station)	0		4,200,000.00	\$4,200,000.00

Notes Within 30 days of effective date of this agreement, the County must pay to College Station. Will attached the final ILA once all parties have signed.

PO Charge Account Extended price
45000.63110001.80715000.00000.00000.000000 \$4200000
Project Number:

**Invoiced on 9/9/2022 and submitted for payment*

Total \$4,200,000.00

-FY23 Complete Budget Amendment

-01000-560000006-65670000 <\$4,200,000>

-01000-11001500-59100000 \$4,200,000

BRAZOS COUNTY IS EXEMPT FROM SALES TAX

Terms & Conditions are applicable to all purchases and can be found on www.brazoscountytexas.gov under Departments, then Purchasing.

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 22/23 - 1.02

10/11/2022

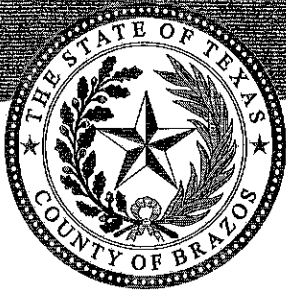
[illegible]

General Permanent Improvement Fund

To reallocate funds due to Invoice #3165 submitted by the City of College Station in the amount of \$1,200,000 on September 29, 2022 for the Interlocal Agreement regarding Rock Prairie Widening and paid using Fiscal Year 2022 budget. Funds were budgeted in Fiscal Year 2023, due to not knowing when the invoice would arrive.

Date: nnp
10/3/2022

County Judge Approval		Date
-----------------------	--	------



BRAZOS COUNTY

BUDGET RECORD BUDGET AMENDMENT

LF Store*

npayne@brazoscountytexas.gov

Budget Amendment Number

1.02

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

45000 General Permanent Improv

From: Fund Number

DECREASE EXPENDITURE(S):

83580001 Road & Bridge - Capital

From: Division Name

DECREASE EXPENDITURE(S):

80715000 Roads - Capital

From: Account Number

From: Amount

\$

1,200,000.00

AMOUNT OF DECREASE

Total

\$ 1,200,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

45000 General Permanent Improv

To: Fund Number

INCREASE EXPENDITURE(S):

83110001 Commissioners' Court

To: Division Name

INCREASE EXPENDITURE(S):

59100000 Discretionary Department

To: Account Number

To: Amount

\$

1,200,000.00

AMOUNT OF INCREASE

Total

\$ 1,200,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

City of College Station Invoiced Brazos County regarding the ILA agreement for Rock Prairie Widening on September 29, 2022 and will be expensed in FY 2022, instead of FY 23. (Invoice 3166)

File and Documentation

File Upload

Upload

Signature

Initiator

Nina Payne

Signature

Elected Official/Dept Head

Nina Payne

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Nina Payne

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

**Brazos County, Texas
Project Request Report
Fiscal Year 2022-2023**

Project 112 | 63560001 Road & Bridge - Capital | Working

Project Summary

	Project Title
63560001 Road & Bridge - Capital	Road & Bridge - Rock Prairie Rad West (ILA with Brazos County and City of College Station)

Project Text

	Input
1. Project Title:	Road & Bridge - Rock Prairie Rad West (ILA with Brazos County and City of College Station)
2. Project Manager	Prarthana Banjeri
4. Start Date	Oct 1, 2022
5. End Date	Sep 30, 2023
6. Submitted Date	Jun 6, 2022
7. Project Type	Expansion
8. Project Description and Scope	Brazos County entered into an Inter Local Agreement with City of College Station to rehabilitate and expand a portion Rock Prairie Road West. The scope of the City project also includes a County portion in middle of the length of the roadway that is being rehabilitated.
9. Purpose and Need Including Efficiencies and Savings	Moving forward, the City will take over the maintenance of the County portion of Rock Prairie Road West leading to savings in maintenance dollars for the County.
10. History and Current Status	The City of College Station notified the County that they finally have the agreement from UP and will take it to Council on 5/27/2021 for approval. The bidding for the project will start soon after. The construction is anticipated to start in fall 2021
11. Project Priority	Priority I: Imperative / Urgent
13. Select Requesting Department	560000 Road & Bridge
14. Enter the Purchasing Project ID if available:	CIP #22-530

Project Estimates

	Project Input						Justification
	Year 1	Year 2	Year 3	Year 4	Year 5	Total Years	
Capital Line 1	1,200,000	-	-	-	-	1,200,000	ILA Agreement
Capital Estimate	1,200,000	-	-	-	-	1,200,000	
Total Project Estimate	1,200,000	-	-	-	-	1,200,000	

Project Expenses

Fund	Division	Account	Year 1	Year 2	Year 3	Year 4	Year 5	Total Years
45000 General Permanent Improvement Fund	63560001 Road & Bridge - Capital	80715000 Roads - Capital	1,200,000	-	-	-	-	1,200,000
Total Expenses			\$1,200,000	-	-	-	-	\$1,200,000

F423

Nina Payne

From: Katie D. Conner
Sent: Thursday, September 29, 2022 10:23 AM
To: Nina Payne
Subject: FW: Brazos County ILA Payment (Rock Prairie Widening) - Invoice 3165
Attachments: 2018 Brazos County ILA - Rock Prairie Widening.pdf

Look what I got.

Katie Conner
Brazos County Auditor
200 S. Texas Ave., Suite 218
Bryan, TX 77803
(979) 361-4359

F423
45000-63560001- 80715 000 <\$1,200,000>

From: Michael D. Dehaven <mdehaven@cstx.gov>
Sent: Thursday, September 29, 2022 9:56 AM
To: Katie D. Conner <KConner@brazoscountytx.gov>
Cc: Christi Shreve <cshreve@cstx.gov>
Subject: Brazos County ILA Payment (Rock Prairie Widening) - Invoice 3165

Brazos County Disclaimer

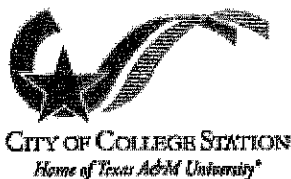
***** This is an email from an EXTERNAL source. DO NOT click links or open attachments unless you recognize the sender and have verified that the content is safe. Never enter USERNAME, PASSWORD or sensitive information on pages linked from this email. *****

Howdy Katie,

Attached find the Invoice to Brazos County for the \$1,200,000 ILA payment for Rock Prairie Widening. The back up documentation of Construction Draws and Design invoices were to large to attach to this email. You will be getting another email sharing a OneDrive folder specific to Kconner@brazoscountytx.gov for you to download the information. Let me know if you have any questions.

Thanks,

Michael DeHaven
Assistant Director of Finance
City of College Station
(979) 764-3852
mdehaven@cstx.gov





CITY OF COLLEGE STATION
Home of Texas A&M University*

CONTRACT & AGREEMENT ROUTING FORM

CONTRACT#: 18300571 PROJECT#: _____ BID#: _____ RFP#: _____

Project Name / Contract Description: Interlocal Agreement between the City of College Station and Brazos County for Improvements to Rock Prairie Rd

Name of Contractor: _____

CONTRACT TOTAL VALUE: \$ 1,200,000

Grant Funded ☐ Yes ☐ No
If yes, what is the grant number: _____

Debarment Check ☐ Yes ☐ No ☐ N/A
Section 3 Plan Incl. ☐ Yes ☐ No ☐ N/A

Davis Bacon Wages Used ☐ Yes ☐ No ☐ N/A
Buy America Required ☐ Yes ☐ No ☐ N/A
Transparency Report ☐ Yes ☐ No ☐ N/A

☒ NEW CONTRACT ☐ RENEWAL # _____ ☐ CHANGE ORDER # _____ ☐ OTHER _____

BUDGETARY AND FINANCIAL INFORMATION (Include number of bids solicited, number of bids received, funding source, budget vs. actual cost, summary tabulation)

The County will reimburse the City of College Station for an amount not to exceed \$1,200,000 for design and construction of the County's portion of the project. Budget in the amount of \$5,900,000 is included for the project in the Streets Capital Improvement Fund.

CRC Approval Date*: _____ (If required)* Council Approval Date*: 6/14/18 Agenda Item No*: _____

--Section to be completed by Risk, Purchasing or City Secretary's Office Only--

Insurance Certificates: N/A Performance Bond: N/A Payment Bond: N/A Form 1295: N/A

SIGNATURES RECOMMENDING APPROVAL

[Signature]
DEPARTMENT DIRECTOR/ADMINISTERING CONTRACT

Carla A. Robinson
LEGAL DEPARTMENT

[Signature]
ASST CITY MGR - CFO

APPROVED & EXECUTED

CITY MANAGER

[Signature]
MAYOR (If applicable)

[Signature]
CITY SECRETARY (If applicable)

6/5/2018

DATE

6/6/18

DATE

6-6-18

DATE

6/5/18

DATE

6-15-18

DATE

6-15-18

DATE

6-15-18

DATE

6-15-18

DATE

2 Original(s) sent to CSO on 6/15/18

Scanned into Laserfiche on 6/15/18

1 Original(s) sent to Fiscal on 6/15/18

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 1.03
10/11/2022**

[illegible]

Date: nnp
10/4/2022

County Judge Approval _____ Date _____

Nina Payne

From: Amy M. Bates
Sent: Friday, September 16, 2022 11:06 AM
To: William C. Wendt; Kaitlyn Battles; Nina Payne
Cc: Katie D. Conner
Subject: Accounting for ARPA funds

Follow Up Flag: Follow up
Flag Status: Flagged

For ARPA funds, please use the following accounting:

- 1.) Expense for Traylor – Fund 31000 Division 116001 American Rescue Plan Act – General Government – account 71025000 – Contract Services. A budget amendment will need to be completed to move funds from Discretionary Departmental to account 71025000. The budget amendment will need to be done for FY 2023 for either \$1,800,000.00 or the difference of what is paid in FY 2022 and the \$1,800,000. Do you think the County will receive a bill this Fiscal Year? If so, what is an estimate that needs to be moved from Discretionary to Contract Services? According to the contract, it looks like they could bill the County 10% for the Establishment of Recordkeeping which would be \$18,000.
- 2.) BISD Building Feasibility Study – Fund 01000 Division 116003 – American Rescue Plan Act Revenue Replacement – Justice – account 71025000 – Contract Services. This is a new division that Brian is creating. A budget amendment will need to be processed in FY 2023 for \$150,000 to move from 116002 - American Rescue Plan Act Revenue Replacement – General Government.
- 3.) Medical Examiner's Office – This will be split between revenue replacement and grant funding. We will need to work with Traylor to determine the amount to be charged to each program. Once we know that information, we will be able to do a budget amendment in FY 23. The accounting will be: 1) for revenue replacement funds, it will be fund 01000 – division 340500 – American Rescue Plan Act – Public Health; 2) for ARPA grant funds, it will be fund 31000 – division 340500 – American Rescue Plan Act – Public Health. Yes they are the same division just different funds. We will have to be careful when paying the bills to make sure the correct fund is being used.

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. 22/23 - 1.04

10/11/2022

[illegible]

American Rescue Plan Act

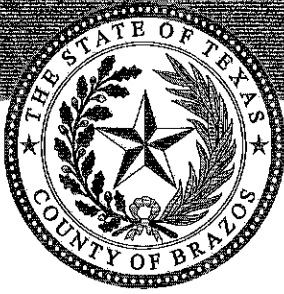
To reallocate funds to cover the cost for the feasibility study of the BISD Building.

Date: 10/4/2022

Date: 10/4/2022

County Judge Approval

Date _____



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

LF Store *

npayne@brazoscountytexas.gov

Budget Amendment Number

1.04

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

NOT LISTED

From: Division Name

DECREASE EXPENDITURE(S):

116002 - American Rescue

From: Unlisted Division Name

DECREASE EXPENDITURE(S):

59100000 Discretionary Department

From: Account Number

From: Amount

\$

150,000.00

AMOUNT OF DECREASE

Total

\$ 150,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

NOT LISTED

To: Division Name

INCREASE EXPENDITURE(S):

116003 - American Rescue

To: Unlisted Division Name

INCREASE EXPENDITURE(S):

71025000 Contract Services

To: Account Number

To: Amount

\$

150,000.00

AMOUNT OF INCREASE

Total

\$ 150,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

BISD Building Feasibility Study -- Fund 01000 Division 116003 -- American Rescue Plan Act Revenue Replacement -- Justice -- account 71025000 -- Contract Services.

File and Documentation

File Upload

Upload

Signature

Initiator

Mina Payne

Signature

Elected Official/Dept Head

Mina Payne

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Mina Payne

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments


Commissioners Court Decision Comments

Nina Payne

From: Amy M. Bates
Sent: Friday, September 16, 2022 11:06 AM
To: William C. Wendt; Kaitlyn Battles; Nina Payne
Cc: Katie D. Conner
Subject: Accounting for ARPA funds

Follow Up Flag: Follow up
Flag Status: Flagged

For ARPA funds, please use the following accounting:

- 1.) Expense for Traylor – Fund 31000 Division 116001 American Rescue Plan Act – General Government – account 71025000 – Contract Services. A budget amendment will need to be completed to move funds from Discretionary Departmental to account 71025000. The budget amendment will need to be done for FY 2023 for either \$1,800,000.00 or the difference of what is paid in FY 2022 and the \$1,800,000. Do you think the County will receive a bill this Fiscal Year? If so, what is an estimate that needs to be moved from Discretionary to Contract Services? According to the contract, it looks like they could bill the County 10% for the Establishment of Recordkeeping which would be \$18,000.
- 2.)  BISD Building Feasibility Study – Fund 01000 Division 116003 – American Rescue Plan Act Revenue Replacement – Justice – account 71025000 – Contract Services. This is a new division that Brian is creating. A budget amendment will need to be processed in FY 2023 for \$150,000 to move from 116002 - American Rescue Plan Act Revenue Replacement – General Government.
- 3.) Medical Examiner's Office – This will be split between revenue replacement and grant funding. We will need to work with Traylor to determine the amount to be charged to each program. Once we know that information, we will be able to do a budget amendment in FY 23. The accounting will be: 1) for revenue replacement funds, it will be fund 01000 – division 340500 – American Rescue Plan Act – Public Health; 2) for ARPA grant funds, it will be fund 31000 – division 340500 – American Rescue Plan Act – Public Health. Yes they are the same division just different funds. We will have to be careful when paying the bills to make sure the correct fund is being used.

Please let me know if you have any questions.

Thank you.

Amy Bates

Asst. County Auditor
(979)361-4557

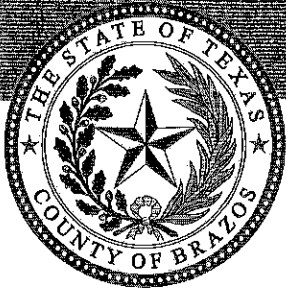
No. 22/23 - 1.05
10/11/2022

General Fund Contingency and Information Technology
To reallocate funds to cover the cost of radios in the IT department for the Regional Radio System (BVWACS).

To reallocate funds to cover the cost of radios in the IT department for the Regional Radio System (BVWACS).

Date: 10/4/2022

County Judge Approval _____ Date _____



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

LF Store *

npayne@brazoscountytexas.gov

Budget Amendment Number

1.06

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

11001500 Contingency

From: Division Name

DECREASE EXPENDITURE(S):

61130000 Contingency

From: Account Number

From: Amount

\$

1,853.40

AMOUNT OF DECREASE

Total

\$ 1,853.40

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

14000100 Information Technology

To: Division Name

INCREASE EXPENDITURE(S):

NOT LISTED

To: Account Number

INCREASE EXPENDITURE(S):

73650000 - Regional Radi

To: Unlisted Account Number

To: Amount

\$

1,853.40

AMOUNT OF INCREASE

Total

\$ 1,853.40

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

To cover the cost of radios for the Regional Radio System

File and Documentation

File Upload

Upload

Signature

Initiator

Mina Payne

Signature

Elected Official/Dept Head

Mina Payne

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Mina Payne

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

[illegible]

10/11/2022

Recognize a donation in the amount of \$800,00 from The Ranch Harley - Davidson to help cover the cost of food for K9 Diego.

Date _____



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

Date: 9/13/22

☒ 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: \$800 check from The Ranch Harley- Da

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: _____ Model: _____ Year: _____ SN/VIN #: _____

Functional _____ Non-Functional. Explain if Non-Functional _____

Additional Description/Information: Money donated to help cover food for K9 Diego for the FY23 budget.

Estimated Value: \$ 800.00

Acceptance of Donated Property	Donation of County Property
<p>Check the appropriate account based on estimated value of property being accepted:</p> <p><input checked="" type="checkbox"/> 61235000 (Donation - Other)*</p> <p><input 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: _____</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 discretions of Commissioners Court based upon such things as usefulness, projected operating, maintenance and insurance costs.

Requesting Department: _____

CONSTABLE-PCT. 3
Department Name

Authorized Signature

Organization Receiving Donated Property: _____

Authorized Signature

Approved by Commissioners Court on this _____ day of _____.

Commissioners Court Approval

No. 22/23 - 1.07

DESCRIPTION

[illegible]

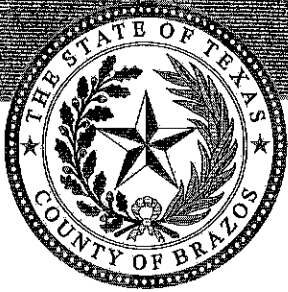
General Fund Contingency and Tax Office

To reallocate funds for the cost of CIP #22-541 -Cash Check Scan Unit (Jet-Scan) that did not arrive at the end of FY 2022.

Date: 10/4/2022

County Judge Approval

Date _____



BRAZOS COUNTY

BUDGET AMENDMENT

Budget Amendment Number

N/A

Agenda Date

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payno

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

11001500 Contingency

From: Division Name

DECREASE EXPENDITURE(S):

61130000 Contingency

From: Account Number

From: Amount

\$

3,912.82

AMOUNT OF DECREASE

Total

\$ 3,912.82

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

13000100 Tax Assessor - Collector

To: Division Name

INCREASE EXPENDITURE(S):

60600000 Equipment & I.T. Enhanc

To: Account Number

To: Amount

\$

3,912.82

AMOUNT OF INCREASE

Total

\$ 3,912.82

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

CIP #22-541 - Cash Check Scan Unit (Jet-Scan) that was approved in FY 2022 has yet to arrive, and funds were not budgeted in FY 2023.

File and Documentation

File Upload

Upload

Signature

Initiator

Mina Payne

Signature

Elected Official/Dept Head

Mina Payne

Comments

Elected Official/Dept Head Comments

Signature *

Budget Officer Signature

Sign

Comments

Budget Officer Comments

Nina Payne

From: Kristy Roe
Sent: Tuesday, September 20, 2022 9:51 AM
To: Nina Payne
Subject: Tax Office Capital Imp budget move
Attachments: Jet-Scan Quote 21-22 Capital Imp.pdf; 21-22 Capital Imp Budget - tax.pdf

fy23

Good Morning,

I have pulled the information for the Jetscan CIP request that we now know will not arrive within this budget year. The provider will accept an updated PO with no changes in the order price. The expected shipment date is late November or December of the 22-23 budget year. I have attached a copy of the adopted budget for capital improvements for this current budget. The requested \$4,640 is the revenue that will need to be transferred to the new year. A copy of the final quote is also attached.

Thanks for all your help!

Kristy

Kristeen Roe
Kristeen Roe, CTA, PCAC
Tax Assessor/Collector
Brazos County
4151 County Park Ct.
Bryan, TX 77802
979-775-9930

01000-11001500-61130000 <\$ 3912.82>
01000-13000100-60500000 \$3912.82



SOE - r21
852 Feehanville Drive
Mt. Prospect, Illinois
60056
Complete

CA Order No.	Reference No. JH670422007
Customer No. 22454	Date 4/14/2022

*Note: Terms page must be initialed & returned with signed order.

Bill To #: 22454
Brazos County Tax Assessor
300 E WM J Bryan Pkwy

Ship To ID: 22454 * 1
Brazos County Tax Assessor
300 E WM J Bryan Pkwy

Bryan ST TX ZIP 77803
Attn: Connie French
Phone: 979-775-9932
Email:

Bryan ST TX ZIP 77803
Attn: Connie French
Phone: 979-775-9932
Email:

<input checked="" type="checkbox"/> Tax Exempt # on file	Account Type:	Ship Method: Best Way	PO Number: Connie
Ship To: Branch	Ship Condition: P/P Add (PPA)	Services Needed: <input type="checkbox"/> Appointment Required <input checked="" type="checkbox"/> None <input type="checkbox"/> Liftgate Req'd (no dock) <input type="checkbox"/> Special Needs (see notes section) <input type="checkbox"/> Inside Delivery	
Order Type: Factory	Invoicing Options: Detail		
Sell Branch # 1567 Name: Houston	Sales Rep 1 # 338 Name: Hayden	Sales Rep 2 # Name:	Service Branch No. 1667
Install Br # Name:	Sales Rep 3 # Name:	Sales Rep 4 # Name:	Finder Fee #
O.R. Br # Name:	Sales Rep 5 # Name:	Sales Rep 6 # Name:	Amount

Part Number	Description	Serial #	Quantity	Requested Ship Date	CA Direct Price	Extended Price	Contract Y
1	480-9310-00 JETSCAN,1131,IFX3		1	asap	3210.00	3210.00	Y
2			1	asap	121.98	121.98	
3							
4			1	asap	534.00	534.00	
5							
6							
7							
8							
9							
10							
11							

SLS# CTD1 CTD2 CTD3 CTD4 CTD5 CTD6	Sub-Total Page 1:	\$3,865.98	\$3,865.98	Additional	
	Sub-Total All Pages:	\$3,865.98	\$3,865.98		
	Internal Comments:		Freight:	\$46.84	Additional
			Tax:		
	Special/Branch/Shipping Instructions:		Down Payment		
			Total:	\$3,912.82	

All orders are subject to acceptance by the Home Office. No agreement to change or modify any of the terms, conditions or prices set forth in this order shall be valid or binding unless such agreement be in writing and signed by an Executive Officer of Cummins Allison Corp. Payment to be made by ACH, Check or Money Order payable to the order of Cummins Allison Corp. This sale subject to the terms and conditions appearing on page 2. Unless specified otherwise, Freight and Tax are Additional.

Terms: 10 Days, Late charge of 1.5% per Month. Freight FOB Mt. Prospect.

Date: 4/14/2022 Customer's Signature

Sales Rep Signature James Hayden Printed Name Title:

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 1.08
10/11/2022

[illegible]**TJJD Grant - Pre/Post Adjudication**

To recognize the PREA Grant Award in the amount of \$6,000 from the Texas Juvenile Justice Department for FY 2023.

Date: hnp
10/4/2022

County Judge Approval _____ Date _____



TEXAS
JUVENILE ★ JUSTICE
DEPARTMENT

August 19, 2022

Linda Ricketson

Chief Juvenile Probation Officer
Brazos County Juvenile Probation Department

RE: PREA Grant Award Notice

Chief Ricketson,

This letter serves as notice that your department is being awarded grant funds in fiscal year 2023 as detailed below:

Grant Funding Source: PREA: Pre/Post Adjudication

Funding Purpose: PREA Audit Assistance

Amount of Funds: \$6,000.00

Beginning Date: 9/1/2022

Under the terms of the state aid and general grant requirements contract in section 2.2.4, this notice is incorporated by reference into the contract and acceptance of these funds binds your department to applicable conditions set forth in the contract.

The grants department is available to assist you in any matters related to the use of these or other grant funds. If you have questions or need additional information, please contact me directly via email at caitlyn.porterfield@tjjd.texas.gov.

Respectfully,

Caitlyn Porterfield
County Grants Fiscal Administrator

The Honorable Wes Ritchey, Chairman | Camille Cain, Executive Director
11209 Metric Blvd. Bldg. H, Ste. A, Austin, Texas 78758 | Post Office Box 12757, Austin, Texas 78711
(Tel) 512.490.7130
WWW.TJJJD.TEXAS.GOV

Nina Payne

FY23

From: Cheryl I. Rushing
Sent: Tuesday, August 23, 2022 4:47 PM
To: Katie D. Conner; Nina Payne; Megan L. Conkel
Subject: FW: Scanned from a Xerox Multifunction Printer
Attachments: Scanned from a Xerox Multifunction Printer.pdf

Please see the attached Grant award letter for FY23 PREA audit.

30000-312132-71025000
30000-312110-48064500

Cheryl Rushing
Brazos County
Asst. Auditor
979-361-4466
crushing@brazoscountytexas.gov

-----Original Message-----

From: Linda F. Ricketson <LRicketson@brazoscountytexas.gov>
Sent: Tuesday, August 23, 2022 1:00 PM
To: Cheryl I. Rushing <CRushing@brazoscountytexas.gov>
Cc: Melissa White <MWhite@brazoscountytexas.gov>; Stacey Kasberg <SKasberg@brazoscountytexas.gov>
Subject: FW: Scanned from a Xerox Multifunction Printer

This is our grant letter for our PREA audit. Linda

-----Original Message-----

From: JUVADMWC5875@co.brazos.tx.us [mailto:JUVADMWC5875@co.brazos.tx.us]
Sent: Tuesday, August 23, 2022 12:57 PM
To: Linda F. Ricketson <LRicketson@brazoscountytexas.gov>
Subject: Scanned from a Xerox Multifunction Printer

Brazos County Disclaimer

***** This is an email from an EXTERNAL source. DO NOT click links or open attachments unless you recognize the sender and have verified that the content is safe. Never enter USERNAME, PASSWORD or sensitive information on pages linked from this email.*****

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: Brazos County Juvenile Justice Center Multifunction Printer Name: JUVADMWC5875

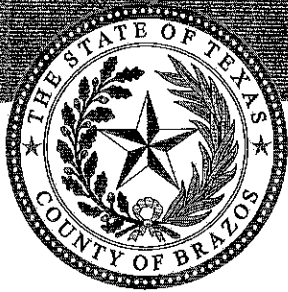
For more information on Xerox products and solutions, please visit <http://www.xerox.com>

No. 22/23 - 1.09
10/11/2022

General Fund Contingency and Sheriff's Office: Jail

To reallocate funds to cover the cost of a five (5) warranty for the HVAC unit being replaced at the Jail.

County Judge Approval	Date
------------------------------	-------------



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

Fiscal Year
October 1 - September 30 2023

Requesting Department
BUDGET OFFICE

Requestors Name
Nina Payne

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
01000 General Fund	11001500 Contingency	61130000 Contingency	\$ 17,418.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total \$ 17,418.00
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
01000 General Fund	28002006 Sheriff Office -	65051000 Air	\$ 17,418.00
To: Fund Number	Jail - Non Capital	Conditioning/Heating	AMOUNT OF INCREASE
	To: Division Name	Maintenance	
		To: Account Number	

Total \$ 17,418.00
TOTAL AMOUNT OF INCREASE

Discrepancy The DECREASE EXPENDITURE(S); and INCREASE EXPENDITURE(S); need to balance and = ZERO

TO EXPLANATION AND SIGNATURE

Explanation Explanation to reclassify budget to proper accounts:
To cover the corrected proposal to replace the HVAC Unit at the Jail. This cost will include a five year warranty.

File and Documentation

File Upload

Signature

Initiator

Nina Payne

Signature *

Elected Official/Dept Head

Mina Payne

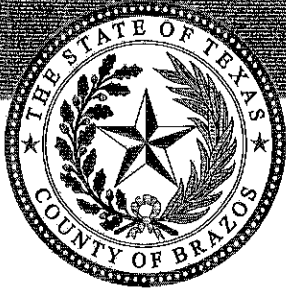
Comments

Elected Official/Dept Head Comments

10/11/2022

To reallocate funds to cover the cost of replacing the fence (CIP #22-588) at the County Clerk Storage Building. Project was not completed in FY 2022.

County Judge Approval _____ Date _____



BRAZOS COUNTY
REQUEST FOR BUDGET REAMENDMENT

Fiscal Year
October 1 - September 30 2023

Requesting Department
BUDGET OFFICE

Requestors Name
Nina Payne

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
01000 General Fund	11001500 Contingency	61130000 Contingency	\$ 9,251.11
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total \$ 9,251.11
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
01000 General Fund	21000006 County Clerk - Non Capital	65400000 Grounds Maintenance	\$ 9,251.11
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE

Total \$ 9,251.11
TOTAL AMOUNT OF INCREASE

Discrepancy The DECREASE EXPENDITURE(S); and INCREASE EXPENDITURE(S); need to balance and = ZERO

TO EXPLANATION AND SIGNATURE

Explanation Explanation to reclassify budget to proper accounts:
Reallocation of funds to the appropriate department's account to cover the cost of replacing the fence (CIP #22-588) at the County Clerk Storage Building. Project was not completed in FY 2022.

File and Documentation

File Upload

Signature

Initiator

Nina Payne

Department (?)

BUDGET OFFICE

Signature *

Elected Official/Dept Head

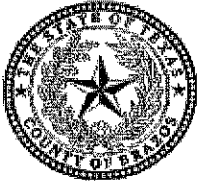
Nina Payne

Comments

Elected Official/Dept Head Comments

Purchase Order 220007945

F423



Order Date	AUG-03-2022
Change Order	0
Change Order Date	AUG-03-2022
Revision	0
Ordered	\$9,251.11

Supplier Lowes Companies Inc
PO Box 847516
Dallas, TX 75284

Department Name County Clerk - Non Capital

Bill To Brazos County
P.O. Box 914
Bryan, TX 77803

Ship To Facilities Services
206 North Washington Ave.
Bryan, Texas 77803

Contract No.
Approver Summer Dubec
361-4290

Customer Account Number	Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
	11869	Net 30	Delivered	Brazos County	Best

Deliver To Contact
Beth Martinez
E-mail: BMartinez@brazoscountytexas.gov
Phone

Line	Item	Quantity	UOM	Unit Price	Extended Price
1	Fence Replacement for County Clerk Storage Building	0		9,251.11	\$9,251.11

Notes Omnia Contract# R192006

- General Liability with limits for bodily injury and for property damages of not less than \$1,000,000 aggregate, \$500,000 each occurrence with Brazos County named as an additional insured. Waiver of subrogation is required in favor of Brazos County;
- Commercial Automotive Liability with \$500,000 CSL for Bodily Injury with Brazos County named as additional Insured;
- Statutory Worker's Compensation in the amount of \$500,000 with waiver of subrogation in favor of Brazos County.

PO Charge Account Extended price
06000.21000006.65400000.00000.00000.000000 \$9251.11
Project Number:

01000-11001500-41130000 <9,251.11>
01000-21000006-65400000 \$9,251.11

Total \$9,251.11

BRAZOS COUNTY IS EXEMPT FROM SALES TAX

Terms & Conditions are applicable to all purchases and can be found on www.brazoscountytexas.gov under Departments, then Purchasing.

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 22/23 - 1.11

10/11/2022

[illegible]

Roof Repair Constable Precinct 3 and Roof Repair Justice of the Peace Precinct 3

To reallocate funds to split the cost of replacing the roof on the Constable Pct #3 (27%) and Justice of the Peace Pct #3 (73%) building.

Date: 10/4/2022

County Judge Approval	Date
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BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 22/23 - 1.12

10/11/2022

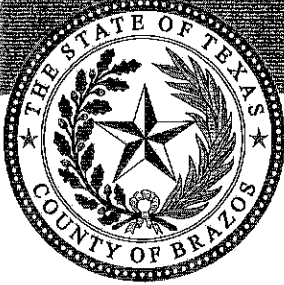
[illegible]

Road and Bridge Administration

To reallocate funds to cover the cost of contract services for FY 2023.

Date: rnp
10/4/2022

County Judge Approval		Date
-----------------------	--	------



BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

1.12

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

ROAD AND BRIDGE

Requestors Name

Shannon L. Zwernemann

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

56001000 Road & Bridge - Admini-

From: Division Name

DECREASE EXPENDITURE(S):

65690000 Bridge Maintenance

From: Account Number

From: Amount

\$

1,000,000.00

AMOUNT OF DECREASE

Total

\$ 1,000,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

56001000 Road & Bridge - Admini-

To: Division Name

INCREASE EXPENDITURE(S):

71025000 Contract Services

To: Account Number

To: Amount

\$

1,000,000.00

AMOUNT OF INCREASE

Total

\$ 1,000,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

to cover contract services costs such as hydroseeding, mowing, lane striping, seal coat, crack seal, etc.

File and Documentation

File Upload

Upload

Signature

Initiator

Sharon Ziesmann

Department (?)

FINANCIAL SERVICES

Signature

Elected Official/Dept Head

Prathana Banerji

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Mina Payne

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 22/23 - 1.13

10/11/2022

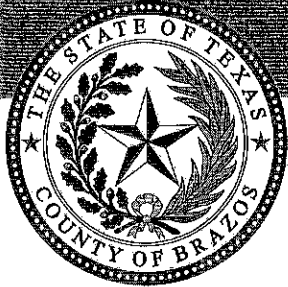
[illegible]

County Auditor

To reallocate funds to cover the cost of contracts services for grant writing and research. Funding will be reallocated from the Grant Writer (B0325-1) position that was approved for FY 2023.

Date: nnp
10/4/2022

County Judge Approval	Date
------------------------------	-------------



BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

N/A

Agenda Date

Fiscal Year

October 1 - September 30 2023

Requesting Department

COUNTY AUDITOR

Requestors Name

Brian L. Pratt

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

16000100 County Auditor - Admini

From: Division Name

DECREASE EXPENDITURE(S):

NOT LISTED

From: Account Number

DECREASE EXPENDITURE(S):

51610000

From: Unlisted Account Number

From: Amount

\$

48,000.00

AMOUNT OF DECREASE

Total

\$ 48,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

16000100 County Auditor - Admini

To: Division Name

INCREASE EXPENDITURE(S):

71025000 Contract Services

To: Account Number

To: Amount

\$

48,000.00

AMOUNT OF INCREASE

Total

\$ 48,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Due to concern about finding a qualified candidate and the need to get grant applications in immediately, we opted to contract for the services rather than hire an employee.

File and Documentation

File Upload

Upload

Contract.pdf

78.59KB

Signature

Initiator

Karen Connor

Signature

Elected Official/Dept Head

Sign

Comments

Elected Official/Dept Head Comments

Signature *

Budget Officer Signature

Sign

Comments

Budget Officer Comments

CONTRACT FOR GRANT WRITING SERVICES

This is an agreement between **Brazos County, Texas (Client)** and **The Grant Lab, L.L.C (Contractor)**.

I. Scope of Services: Contractor agrees to provide the following services for Client:

1. Develop a grant strategy and plan to identify public and private grant funding opportunities and advise client on eligibility.
2. Work specifically with Client to develop grant proposals for Brazos County.
3. Coordinate and work with appropriate staff to gather material and information necessary to complete approved grants for submission.
4. Write grant proposals, as requested, in time to meet deadlines, and prepare proposals for submission.
5. Manage and complete all necessary grant reports for any funding received.

II. Compensation: Client agrees to compensate Contractor at a flat rate of **\$4,000 per month for a twelve (12) month period beginning on August 23, 2022 and extending until August 23, 2023.**

1. Payments will be invoiced monthly for the term of the contract.
2. The Contractor is responsible for any costs associated with travel and phone expenditures.

III. Independent Contractor: Contractor acknowledges that services rendered under this agreement shall be performed by him as an Independent Contractor. Contractor is responsible for the payment of all federal taxes related to his fees for service.

IV. Confidentiality: Both parties agree to adhere to generally accepted confidentiality practices and to provide each other with their best efforts in fulfillment of this contract. Contractor agrees not to disclose private information about the organization and will use any information obtained from the Client for the sole purpose of completing grant applications or foundation proposals.

V. Guarantees: Contractor shall perform all services noted under (Section 11) of this contract. However, **the Contractor does not imply or promise any guarantee that grant proposals will be funded.** Payment is due even if Client does not submit proposal or receive a grant.

- VI. **Conflict of Interest:** Contractor will immediately report any conflict of interest to Client and give full disclosure of facts pertaining to any transaction or activity related to this Agreement that may be reasonably construed as a conflict of interest.
- VII. **Termination:** This contract may be terminated with 30 days written notice by Client or Contractor.
- VIII. **Insurance:** Contractor shall maintain insurance coverages listed below:


Professional Liability - If Consultant shall be performing licensed professional services, Consultant shall maintain for the term of this contract, professional liability insurance for licensed professionals performing work performed for Brazos County. Coverage shall be for licensed professionals' errors and omissions.

Automobile Liability - Consultant shall maintain Automobile liability that covers owned, non-owned or hired autos during the term of this contract to cover any injury or property damages.

CONTRACTOR

The Grant Lab, L.L.C
Gentry Woodard
3117 Camelot Drive
Bryan, TX 77802

Signature:

 8/18/2022

Gentry Woodard
Contractor

CLIENT

County of Brazos
Duane Peters
300 E. 26th Street
Bryan, TX 77803

Signature:

 8/23/22

Duane Peters
County Judge

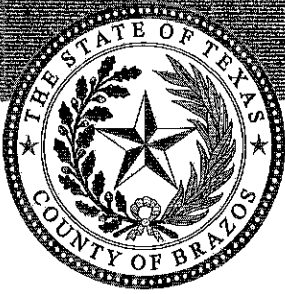
No. 22/23 - 1.14
10/11/2022

General Fund Contingency and County Auditor

To reallocate funds to 031, 2022 for FY 2023.

Date: 10/4/2022

Date



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

Fiscal Year
October 1 - September 30 2023

Requesting Department
BUDGET OFFICE

Requestors Name
Nina Payne

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
01000 General Fund	11001500 Contingency	61130000 Contingency	\$ 8,677.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total \$ 8,677.00
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):
01000 General Fund	16000100 County Auditor - Administration	NOT LISTED	51300000 Salary Staff
To: Fund Number	To: Division Name	To: Account Number	To: Unlisted Account Number

To: Amount
\$ 2,486.00
AMOUNT OF INCREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):
01000 General Fund	16000100 County Auditor - Administration	NOT LISTED	51610000 Hourly Staff
To: Fund Number	To: Division Name	To: Account Number	To: Unlisted Account Number

To: Amount
\$ 4,451.00
AMOUNT OF INCREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):
01000 General Fund	16000100 County Auditor - Administration	NOT LISTED	53100000 Social Security
To: Fund Number	To: Division Name	To: Account Number	To: Unlisted Account Number

To: Amount
\$ 533.00
AMOUNT OF INCREASE

INCREASE EXPENDITURE(S): 01000 General Fund To: Fund Number	INCREASE EXPENDITURE(S): 16000100 County Auditor - Administration To: Division Name	INCREASE EXPENDITURE(S): NOT LISTED To: Account Number	INCREASE EXPENDITURE(S): 53200000 Retirement To: Unlisted Account Number
---	--	--	--

To: Amount
\$ 1,164.00
AMOUNT OF INCREASE

INCREASE EXPENDITURE(S): 01000 General Fund To: Fund Number	INCREASE EXPENDITURE(S): 16000100 County Auditor - Administration To: Division Name	INCREASE EXPENDITURE(S): NOT LISTED To: Account Number	INCREASE EXPENDITURE(S): 53800000 Workers Comp To: Unlisted Account Number
---	--	--	--

To: Amount
\$ 43.00
AMOUNT OF INCREASE

Total	\$ 8,677.00 TOTAL AMOUNT OF INCREASE
Discrepancy	43 The DECREASE EXPENDITURE(S); and INCREASE EXPENDITURE(S); need to balance and = ZERO

TO EXPLANATION AND SIGNATURE

Explanation	Explanation to reclassify budget to proper accounts: Increase salary and benefits due to the Order Determining Compensation of County Auditor and Assistant County Auditors that was approved on August 31, 2022, for FY 2023.
-------------	--

File and Documentation

File Upload

Signature	Initiator 
-----------	--

Department (?)	BUDGET OFFICE
----------------	---------------

Signature *	Elected Official/Dept Head 
-------------	---

Comments	Elected Official/Dept Head Comments
----------	-------------------------------------



RECEIVED AND FILED
At 1:58 o'clock P M
AUG 31 2022
By GABRIEL GARCIA, DIST CLERK
Brazos County, Texas
Deputy

In the District Courts
of
Brazos County, Texas

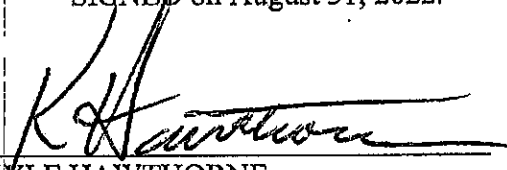
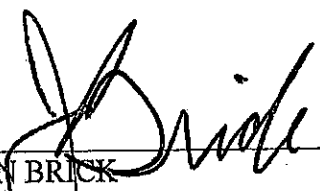

**ORDER DETERMINING COMPENSATION
OF
COUNTY AUDITOR AND ASSISTANT COUNTY AUDITORS**

On the 31st day of August, 2022, after a public hearing in accordance with the Texas Local Government Code, the undersigned Judges of the District Courts in Brazos County, Texas, determined the compensation to be paid to the County Auditor and Assistant County Auditors as set forth in this order.

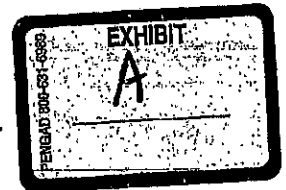
IT IS THEREFORE ORDERED that, effective October 1, 2022, the County Auditor and each Assistant County Auditor position shall be paid annual compensation in the amounts stated in the column identified as "Proposed Budget" set forth in the attached Exhibit "A" which is incorporated herein. Actual compensation amounts for each individual Assistant County Auditor will be submitted to the Brazos County Human Resources Department by the County Auditor and shall not exceed the position amount in the column identified as "Proposed Budget" in Exhibit "A". Additionally, the County Auditor and Assistant Auditors shall be paid longevity pay based on years of service at September 30, 2022, in accordance with the Brazos County Longevity Pay Policy and in the amount set forth by said policy.

IT IS FURTHER ORDERED that the District Clerk of Brazos County shall file this order in the minutes of the District Courts of Brazos County, Texas and shall certify this order to the Commissioners Court of Brazos County, Texas for its observance.

SIGNED on August 31, 2022.


KYLE HAWTHORNE
Presiding Judge
85th District Court
JOHN BRICK
Presiding Judge
272nd District Court
DAVID G. HILBURN
Presiding Judge
361st District Court

BRAZOS COUNTY, TEXAS
COMPARATIVE ANALYSIS OF COUNTY AUDITOR BUDGET REQUEST
For The Year Ending September 30, 2023



PARTICULARS	Proposed Budget 9/30/2023	Approved Budget 9/30/2022	Actual Expenditures 9/30/2021	Actual Expenditures 9/30/2020	Actual Expenditures 9/30/2019
Personnel					
Salary - Appointed Officials	\$ 144,050	\$ 134,002	\$ 118,139	\$ 115,861	\$ 115,188
Salary Staff	564,168	459,690	365,495	298,294	295,045
Hourly Staff	294,552	274,004	260,210	315,581	306,418
Longevity	7,500	6,300	6,300	7,200	5,700
Cell Phone Allowance	-	-	-	-	1,800
Accrued Salaries and Wages	-	3,000	28,247	-	-
Total Personnel	\$ 1,010,270	\$ 876,996	\$ 778,391	\$ 736,936	\$ 724,151
Benefits					
Social Security	77,290	67,095	52,080	50,839	56,163
Flex Benefit Fee	924	792	515	483	726
Retirement	169,225	146,899	117,253	111,195	106,453
Employee Health Insurance	230,664	190,944	158,932	147,147	141,636
Worker's Compensation	1,865	2,042	1,521	1,595	4,356
Unemployment Ins.	-	-	3,240	-	-
Accrued Benefits	-	1,426	6,458	-	-
Total Benefits	479,968	409,198	339,999	311,259	309,334
Total Personnel and Benefits	1,490,238	1,286,194	1,118,390	1,048,195	1,033,485
Departmental Support					
Copier/Printer Supplies	500	500	605	725	1,000
Software No tag	-	-	17	-	-
Furniture	3,000	-	-	-	-
Equipment/I.T.Enhancements	3,700	1,000	1,921	812	-
Office Supplies	1,000	1,000	1,231	1,297	1,300
Advertising	75	75	110	111	100
Bonds	275	275	271	367	275
Conferences/Seminars	3,000 *	2,000	1,305	482	4,000
Dues	1,775	1,775	2,105	2,105	1,775
Miscellaneous Expenditures	-	-	773	-	-
Printing	400	400	275	382	375
Subscriptions/Publications	9,200	9,200	650	615	550
Training	200	200	500	200	-
Telephone - LD	150	150	345	326	20
Travel	4,000 *	4,000 *	35	692	6,000
Total Departmental Support	27,275	20,575	10,143	8,114	15,395
Accidents & Claims-Roof	-	-	7,574	-	-
Copier Maintenance	375	375	367	367	375
Total Repairs and Maintenance	375	375	7,941	367	375
Minor Acquisitions	-	-	(700)	3,360	4,628
Total Minor Acquisitions	-	-	(700)	3,360	4,628
Employment Services	-	-	-	-	10,000
Total Contracts-Services	-	-	-	-	10,000
Totals	\$ 1,517,888	\$ 1,307,144	\$ 1,135,774	\$ 1,060,036	\$ 1,063,883
Percentage Increase (Decrease) Over Year Before	16.12%	15.09%	7.14%	-0.36%	10.60%

*Detailed Support Schedules Attached

1 - Due to leave expenditures, totals by line item are not correct but total classification is correct.

BRAZOS COUNTY, TEXAS
PROPOSED BUDGET REQUEST FOR SELECT ACCOUNTS
COUNTY AUDITOR'S OFFICE
For The Year Ending September 30, 2023

Employee	Conferences & Seminars 61110000	Travel 61801000
County Auditor		
County Auditor's Conference	\$ 350.00	\$ 550.00 3 nights - Denton
County Auditor's Institute	350.00	550.00 3 nights - Austin
Director of Accounting		
County Auditor's Institute	295.00	550.00 3 nights
On The Road Area Training	150.00	375.00 2 nights
Director of Internal Auditing		
County Auditor's Institute	295.00	550.00 3 nights
On The Road Area Training	150.00	375.00 2 nights
Assistant County Auditors		
On the Road Area Training	1,410.00	1,050.00 6 nights
Estimate	<u>3,000.00</u>	<u>4,000.00</u>
Budget Requested	<u>\$ 3,000.00</u>	<u>\$ 4,000.00</u>

Prices for courses are estimates. An assistant auditor may not go to the course indicated but will pick a more applicable, specific class in the same price range.

Subscriptions & Publications (61620000)	Proposed 9/30/2022
Oracle University	9,200.00

Dues Expense (61280000)	Actual 9/30/2022	Proposed 9/30/2023
GFOA - CAFR Review	910.00	580.00
GFOA - Membership	840.00	840.00
Texas Asso. Of County Auditors	355.00	355.00
	<u>\$ 2,105.00</u>	<u>\$ 1,775.00</u>

BRAZOS COUNTY, TEXAS
PROPOSED BUDGET REQUEST - PERSONNEL & BENEFITS
COUNTY AUDITOR'S OFFICE
For The Year Ending September 30, 2023

Account	Title	Position	Current Budget	Proposed Budget	% Change
Personnel - Salary/Wages					
51150000	Salary - Appointed Official		\$ 134,002	\$ 144,050	7.50%
51300000	Salary - Staff		459,690	566,653	
	First Assistant County Auditor - NEW		-	-	0.00%
	Director of Accounting	0313-1	92,501	101,924	10.19%
	Director of Internal Audit	0314-1	89,000	95,675	7.50%
	Asst. Auditor IV-DD	0315-1	69,501	74,714	7.50%
	Asst. Auditor IV-AB	0315-2	89,001	95,676	7.50%
	Asst. Auditor III	0316-1	57,288	61,585	7.50%
	Asst. Auditor III - CR	0316-2	62,399	67,079	7.50%
	Grant Writer	0325-1	-	70,001	0.00%
51610000	Hourly - Staff		274,004	299,000	
	Asst. Auditor II-TH	0317-1	55,505	61,173	10.21%
	Asst. Auditor II-Z	0317-2	56,997	62,816	10.21%
	Asst. Auditor II-L	0317-3	55,425	59,582	7.50%
	Asst. Auditor II-DT	0317-4	53,818	57,854	7.50%
			-	-	
	Accl. Asst. III	0327-1	52,259	57,575	10.17%
	Accrued Salaries and Wages		3,000	-	
51810000	Longevity		6,300	7,500	19.05%
Totals			\$ 876,996	\$ 1,017,203	
Personnel - Benefits					
53100000	Social Security		67,095	77,290	7.65%
531010	Flex Benefit Admin Fee		792	924	
532000	Retirement		146,899	169,225	16.75%
533000	Health Insurance		190,944	230,664	\$16542 per employee
538000	Workers Comp		2,042	1,865	0.18%
539000	Unemployment Insurance		-	-	
539900	Accrued Employer Benefits		1,426	-	
Totals			\$ 409,198	\$ 479,968	17.29%
Salary Limitation - LGC § 84.021, 111.044, 152.034 & 152.905:					
Total Dept Salary			\$ 876,996	\$ 1,017,203	
Less: County Auditor's			(134,002)	(144,050)	
			\$ 742,994	\$ 873,153	17.52%

* County Judge's Proposed budget includes 3% COLA and 1 % merit.

10/11/2022

[illegible]**JAG Grant**

To recognize revenue for JAG 2022 funding for FY 23.

Date: 10/4/2022

County Judge Approval _____ Date _____

BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT TO INCREASE BUDGET

REQUESTING DEPARTMENT

Sheriff Office

REVENUE BUDGET

FUND	DIVISION	ACCOUNT	ACCOUNT DESCRIPTION	DOLLAR AMOUNT
30000	289600	48047400	DOJ - JAG	\$ 7,407.60
TOTAL REVENUES				\$ 7,407.60

EXPENSE BUDGET

FUND	DIVISION	ACCOUNT	ACCOUNT DESCRIPTION	DOLLAR AMOUNT
30000	289600	60500000	Equipment - Other	\$ 7,407.60
TOTAL EXPENSES				\$ 7,407.60

SELECT REASON FOR EXCEPTION TO INCREASE BUDGET FROM BELOW (click in box to select)

- ☒ Grant
☐ Unanticipated Revenue
☐ Emergency

EXPLANATION

FY23 - recognize revenue for JAG 2022 funding

ELECTED OFFICIAL OR DEPARTMENT HEAD SIGNATURE

10.3-2022

DATE

CERTIFIED BY AUDITOR

10.3.22

DATE _____

BRAZOS COUNTY, TEXAS

No. 22/23 - 1.16

10/11/2022

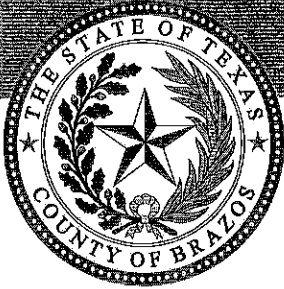
[illegible]

General Permanent Improvement Fund

To reallocate funds to cover the cost of tint and graphics for the truck that was purchased for Facilities Services in FY 2022, which arrived on September 28, 2022. (CIP #22-509)

Date: nnp
10/4/2022

County Judge Approval	Date
------------------------------	-------------



BRAZOS COUNTY
BUDGET OFFICE

Fiscal Year
October 1 - September 30 2023

Requesting Department
BUDGET OFFICE

Requestors Name
Nina Payne

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
45000 General Permanent	63110001 Commissioners'	61130000 Contingency	\$ 235.00
Improvement Fund	Court - Capital		
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total \$ 235.00
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
45000 General Permanent	63170001 Facility Services	80890000 Vehicles	\$ 235.00
Improvement Fund	- Capital		
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE

Total \$ 235.00
TOTAL AMOUNT OF INCREASE

Discrepancy The DECREASE EXPENDITURE(S); and INCREASE EXPENDITURE(S); need to balance and = ZERO

TO EXPLANATION AND SIGNATURE

Explanation Explanation to reclassify budget to proper accounts:
Reallocation of funds to the appropriate department's account to cover the cost of tint and graphics for the truck that was purchased for Facilities Services in FY 2022, which arrived on September 28, 2022. (CIP #22-509)

File and Documentation

File Upload

Signature

Initiator

Nina Payne

Department (?)

BUDGET OFFICE

Signature *

Elected Official/Dept Head

Maria F. Payne

Comments

Elected Official/Dept Head Comments

Nina Payne

FY23

From: Beth Martinez
Sent: Tuesday, October 4, 2022 1:35 PM
To: Nina Payne
Subject: CIP 22-509 Tint and Graphics

We received Facilities 21 Ford F250 truck on 9/28 and were not able to have the following services complete prior to the end of FY22

Tint with Ag Solar Guard \$200.00
Graphics with CC Creations \$35.00

Thank you,

Beth Martinez
Purchasing Department
Brazos County
200 S. Texas Ave
Bryan, TX 77803
979-361-4284

BRAZOS COUNTY, TEXAS

BUDGET AMENDMENTS

No. 22/23 - 1.17

10/11/2022

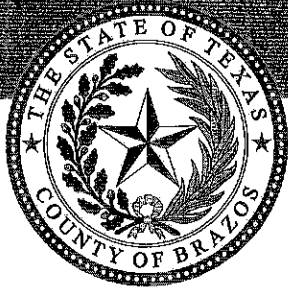
[illegible]

General Fund Contingency and Risk Management

To reallocate funds to cover the cost of CIP #22-565 - Administration Building Exterior Cameras due to items not arriving before September 30, 2022.

Date: 10/4/2022 mmp

County Judge Approval	Date
------------------------------	-------------



BRAZOS COUNTY

BUDGET OFFICE

Budget Amendment Number

N/A

Agenda Date

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

11001500 Contingency

From: Division Name

DECREASE EXPENDITURE(S):

61130000 Contingency

From: Account Number

From: Amount

\$

2,953.11

AMOUNT OF DECREASE

Total

\$ 2,953.11

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

12500100 Risk Management - Adm

To: Division Name

INCREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enhanc

To: Account Number

To: Amount

\$

2,953.11

AMOUNT OF INCREASE

Total

\$ 2,953.11

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocation of funds to the appropriate department's account to cover the cost of CIP #22-565 - Administration Building Exterior Cameras due to items not arriving before September 30, 2022.

File and Documentation

File Upload

Upload

Signature

Initiator

Mina Payne

Department (?)

BUDGET OFFICE

Signature

Elected Official/Dept Head

Mina Payne

Comments

Elected Official/Dept Head Comments

Signature *

Budget Officer Signature

Sign

Comments

Budget Officer Comments

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 1.18
10/11/2022

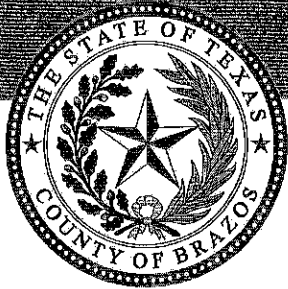
FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Commissioner's Court - Contingency	Departmental Support	Expenditure		53,332.50
General Fund	Information Technology - Non Capital	Professional Services	Expenditure	53,332.50	

General Fund Contingency and Information Technology

To reallocate funds to cover the cost of CIP #22-567 - Inform RMS Migration Project due to services not completed by September 30, 2022.

nnp
 Date: 10/4/2022

County Judge Approval Date



BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

1,18

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

11001500 Contingency

From: Division Name

DECREASE EXPENDITURE(S):

61130000 Contingency

From: Account Number

From: Amount

\$

53,332.50

AMOUNT OF DECREASE

Total

\$ 53,332.50

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

14000006 Information Technology

To: Division Name

INCREASE EXPENDITURE(S):

72590000 Professional Fees - Other

To: Account Number

To: Amount

\$

53,332.50

AMOUNT OF INCREASE

Total

\$ 53,332.50

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocation of funds to the appropriate department's account to cover the cost of CIP #22-567 - Inform RMS Migration Project due to services not completed by September 30, 2022.

File and Documentation

File Upload

Upload

Signature

Initiator

Mina Payne

Department (?)

BUDGET OFFICE

Signature

Elected Official/Dept Head

Mina Payne

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Mina Payne

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

PARTIAL

FY23



Order Date	APR-27-2022
Change Order	0
Change Order Date	APR-27-2022
Revision	0
Ordered	\$106,665.00

Paid 05-04-2022 Inv. 352511 \$53,332.50

Bill To Brazos County
P.O. Box 914
Bryan, TX 77803

Talked to Eric 9-2-2022 Software Systems
He's contacting the Project Manager for specifics.
The Go Live date is supposed to be 9-20-2022
with testing to follow however there may be the
training portion remaining that will be in October.
Eric will also check with Katie to see if we need to
pay this in full in FY22 or roll part of it to FY23.

Approver

Beth Mullins

Customer Account Number	Supplier Number	Payment
	96756	Net 30

To be rolled: \$53,332.50

Shipping Method

Delivered

Brazos County

Best

Deliver To Contact

Helen Cook

E-mail: HCCook@brazoscountytexas.gov

Phone 1-979-361-4520

Line	Item	Quantity	UOM	Unit Price	Extended Price
1	Migration of the Inform Records Management System to the Brazos County Datacenter.	0		106,665.00	\$106,665.00

Notes CIP #22-567 Inform RMS Migration
QUOTE No: Q-91509
RITM29145
Contact: Ashley Ainsworth
ashley.ainsworth@centralsquare.com

SERVICES INCLUDED PER QUOTE:

1. Public Safety Consulting Services -1,560.00
 2. Workshop Consulting - 20,280.00
 3. Public Safety Development Services - 14,820.00
 4. Public Safety GIS/Analytics Services - 780.00
 5. Public Safety Project Management Services - 11,115.00
 6. Workshop/Training Project Management - 6,630.00
 7. Public Safety Technical Services - 39,000.00
 8. Training 12,480.00
- Services Total: \$106,665.00

PO Charge Account

Extended price

06000.14000006.72590000.00000.0000.000000

\$106665

Project Number:

Total

\$106,665.00

BRAZOS COUNTY IS EXEMPT FROM SALES TAX

Terms & Conditions are applicable to all purchases and can be found on www.brazoscountytexas.gov under Departments, then Purchasing.

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 1.19
10/11/2022**

[illegible]

2020 Certificates of Obligation

To reallocate funds to cover the cost of the roof repair for the Sheriff's Office and Road & Bridge Building.

Date: _____

10/4/2022

County Judge Approval

Date _____



BRAZOS COUNTY
BUDGET AMENDMENT

Budget Amendment Number

N/A

Agenda Date

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

43200 2020 Certificates of Obligation

From: Fund Number

DECREASE EXPENDITURE(S):

11001500 Contingency

From: Division Name

DECREASE EXPENDITURE(S):

61130000 Contingency

From: Account Number

From: Amount

\$

2.00

AMOUNT OF DECREASE

Total

\$ 2.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

43200 2020 Certificates of Obligation

To: Fund Number

INCREASE EXPENDITURE(S):

63432280 Roof Repair Sheriff's Office

To: Division Name

INCREASE EXPENDITURE(S):

71025000 Contract Services

To: Account Number

To: Amount

\$

1.00

AMOUNT OF INCREASE

INCREASE EXPENDITURE(S):

43200 2020 Certificates of Obligation

To: Fund Number

INCREASE EXPENDITURE(S):

63432560 Roof Repair Road and Bridge Building

To: Division Name

INCREASE EXPENDITURE(S):

71025000 Contract Services

To: Account Number

To: Amount

\$

1.00

AMOUNT OF INCREASE

Total

\$ 2.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Reallocation of funds to the appropriate department's account to cover the cost of the roof repair for the Sheriff's Office and Road & Bridge Building.

File and Documentation

File Upload

Upload

Signature

Initiator

Mona Payne

Department (?)

BUDGET OFFICE

Signature

Elected Official/Dept Head

Mona Payne

Comments

Elected Official/Dept Head Comments

Signature *

Budget Officer Signature

Sign

Comments

Budget Officer Comments

Nina Payne

F4 23

From: Celina Nava
Sent: Tuesday, October 4, 2022 2:55 PM
To: Nina Payne
Subject: PO for R&B & SO Roofs
Attachments: Fully Executed Contract - Duro Last.pdf

Nina,

Can I create the PO's for SO \$523,833.34 and R&B \$304,814.06

Thank you,

Celina Nava

Buyer III
Brazos County
Purchasing Department
Desk: 979-361-4492
Cell: 979-446-9677
Fax: 979-361-4293
cnava@brazoscountytexas.gov

5. Duro-Last will issue a Notice to Proceed to the installing contractor after receiving the approved purchase order from TIPS.

If you have any questions regarding this proposal, please contact me at (989) 284-5391 or cplyler@duro-last.com. If this proposal is acceptable, please indicate the approved option(s), sign below and return with the aforementioned documents.

Best Regards,



Chenelle D. Plyler
 Cooperative Purchasing Administrator
 Duro-Last, Inc.

	Jaco Roofing & Construction	JGA Roofing Systems	Trumble Construction
JUVENILE DETENTION			
Material, Labor, Warranty, Fees, Permit, Bond	\$497,495.49	\$436,287.32	\$491,545.20
Material Contingency	\$44,060.00	\$38,607.00	\$43,529.30
Labor Contingency	\$44,060.00	\$38,607.00	\$43,529.30
Total Cost	<input type="checkbox"/> \$585,615.49	<input checked="" type="checkbox"/> \$513,501.32	<input type="checkbox"/> \$578,603.80
Estimated Days to Completion (After Receiving Materials)	35	35	35

	Jaco Roofing & Construction	JGA Roofing Systems	Trumble Construction
SHERIFF OFFICE			
Material, Labor, Warranty, Fees, Permit, Bond	\$505,188.04	\$519,843.51	\$445,109.94
Material Contingency	\$44,720.00	\$46,027.10	\$39,361.70
Labor Contingency	\$44,720.00	\$46,027.10	\$39,361.70
Total Cost	<input type="checkbox"/> \$594,628.04	<input type="checkbox"/> \$611,897.71	<input checked="" type="checkbox"/> \$523,833.34
Estimated Days to Completion (After Receiving Materials)	27	27	27

	Jaco Roofing & Construction	JGA Roofing Systems	Trumble Construction
ROADS & BRIDGES			
Material, Labor, Warranty, Fees, Permit, Bond	\$362,835.04	\$287,136.66	\$259,047.46
Material Contingency	\$32,140.00	\$25,388.54	\$22,883.30
Labor Contingency	\$32,140.00	\$25,388.54	\$22,883.30
Total Cost	<input type="checkbox"/> \$427,115.04	<input type="checkbox"/> \$337,913.74	<input checked="" type="checkbox"/> \$304,814.06
Estimated Days to Completion (After Receiving Materials)	25	25	25

10/11/2022

To reallocate funds due to the Victim Assistance Coordinator Grant not awarded for FY 2023 to cover the salary and benefits for the Victim Assistant Coordinator.

Date _____

Nina Payne

From: Katie D. Conner
Sent: Friday, September 16, 2022 3:24 PM
To: Jarvis Parsons; Megan L. Conkel; Nina Payne; Cheryl I. Rushing
Subject: FW: [QUARANTINE] CJD eGrants: Unfunded Notice for OOG Grant Number: 2862606
Importance: Low

Katie Conner
Brazos County Auditor
200 S. Texas Ave., Suite 218
Bryan, TX 77803
(979) 361-4359

From: eGrants@gov.texas.gov <eGrants@gov.texas.gov>
Sent: Friday, September 16, 2022 2:48 PM
To: Duane Peters <DPeters@brazoscountytexas.gov>; Jarvis Parsons <JParsons@brazoscountytexas.gov>; Katie D. Conner <KConner@brazoscountytexas.gov>
Cc: Cagan.Baldree@bvcog.org; rhill@bvcog.org; addison.walker@bvcog.org
Subject: [QUARANTINE] CJD eGrants: Unfunded Notice for OOG Grant Number: 2862606
Importance: Low

Brazos County Disclaimer

***** This is an email from an EXTERNAL source. DO NOT click links or open attachments unless you recognize the sender and have verified that the content is safe. Never enter USERNAME, PASSWORD or sensitive information on pages linked from this email. *****

Thank you for submitting grant application number 2862606, titled Victim Assistance Coordinator for funding consideration by the Office of the Governor (OOG). OOG appreciates your interest and effort but declines to fund your application at this time.

Please check the eGrants website at <https://eGrants.gov.texas.gov/fundopp.aspx> for future funding opportunities.

Public Safety Office (PSO)

Contact Us: <https://egrants.gov.texas.gov/contactpage.aspx>
Help Desk Email: eGrants@gov.texas.gov
Website: <https://eGrants.gov.texas.gov>
PSO Phone: (512) 463-1919

BRAZOS COUNTY, TEXAS
GRANT FUNDS
ADOPTED BUDGET
OFFICE OF ATTORNEY GENERAL - DISTRICT ATTORNEY
For The Year Ending September 30, 2023
With Comparative Data for the Year Ending as Indicated

REVENUES (30000)	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED BUDGET	FY 2022 YEAR-END ESTIMATE	FY 2023 ADOPTED BUDGET
OAG - District Attorney	\$ 181,899	\$ -	\$ -	\$ -	\$ -
Crime Against Women Prosecution - OAG Grant	-	146,439	150,000	150,000	84,000
Victim Assistance Coordinator - OAG Grant	-	45,000	45,000	45,000	45,000
General Fund Transfer	149,057	140,995	150,052	150,052	252,341
TOTAL REVENUES	\$ 330,956	\$ 332,434	\$ 345,052	\$ 345,052	\$ 381,341

92,620

EXPENDITURES					
Crime Against Women (191000)					
Salary and Wages	\$ 177,810	\$ 177,508	\$ 182,722	\$ 182,722	\$ 205,227
Benefits	71,406	72,952	77,200	77,200	83,494
	\$ 249,216	\$ 250,461	\$ 259,922	\$ 259,922	\$ 288,721
Victim Assistance Coordination (192000)					
Salary and Wages	\$ 54,123	\$ 53,918	\$ 55,411	\$ 55,411	\$ 61,080
Benefits	27,616	28,055	29,719	29,719	31,540
	\$ 81,740	\$ 81,973	\$ 85,130	\$ 85,130	\$ 92,620
TOTAL EXPENDITURES	\$ 330,956	\$ 332,434	\$ 345,052	\$ 345,052	\$ 381,341

-92,620

288,721

30000-192000-51300000 <60,180>
30000-192000-51810000 <900>
30000-192000-53100000 <4,673> → 01000-19000100
30000-192000-53101000 <66>
30000-192000-53200000 <10,231>
30000-192000-53300000 <16,476>
30000-192000-53800000 <94>
30000-00000000-49028000 <92,620>
01050-00000000-91320000 <92,620>

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 1.21
10/11/2022**

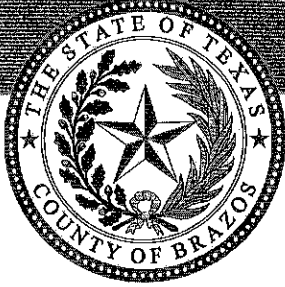
[illegible]

Information Technology and District Clerk

To reallocate funds to cover the cost of a replacement printer for the District Clerk's Office.

Date: mmp
10/6/2022

County Judge Approval _____ Date _____



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

1.21

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30, 2023

Requesting Department

INFORMATION TECHNOLOGY

Requestors Name

Helen D. Cook

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

14000000 Information Technology

From: Division Name

DECREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enhanc

From: Account Number

From: Amount

\$

680.00

AMOUNT OF DECREASE

Total

\$ 680.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

20000100 District Clerk - Administr

To: Division Name

INCREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enhanc

To: Account Number

To: Amount

\$

680.00

AMOUNT OF INCREASE

Total

\$ 680.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Printer replacement for District Clerk's Office - Victoria Limon
Service ticket RITM30251

File and Documentation

File Upload

Upload

RITM30251 - ITSavvy Quote.pdf

60.03KB

Signature

Initiator

Eric Calanelli, CCFD

Department (?)

INFORMATION TECHNOLOGY

Signature

Elected Official/Dept Head

Sign

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Mina Payne

Comments

Budget Officer Comments

I updated the District Clerk division from 20000006 to 20000100.

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments



IT PRODUCTS TECHNOLOGY SOLUTIONS PEACE OF MIND®

ITsavvy LLC
313 South Rohlwing Road
Addison, IL 60101
www.ITsavvy.com

Quote Details	
Quote #:	3653953
Date:	10/04/2022
Payment Method:	Net 30 Days
Client PO#:	
Cost Center:	
Shipping Method:	Ground

Quote

Bill To:

ACCT #: 524983
Brazos County
Accounts Payable
P.O. Box 914
Bryan, TX 77803
United States
979-361-4352

Ship To:

County of Brazos
Helen Cook
205 E 27th St
Bryan, TX 77803-3988
United States
999-999-9999

Client Contact:

IT Acquisitions
(P) 979-775-7400
ITAcquisitions@brazoscountytexas.gov

Client Executive:

Dan Page
(P) 630.396.6356
(F) 630.396.6322
dpag@itsavvy.com

Description: RITM30251

Item Description	Part #	Qty	Unit Price	Total
1 HP LaserJet Pro MFP 4101fdn Multifunction printer - B/W - laser - Legal (8.5 in x 14 in) (original) - A4/Legal (media) - up to 42 ppm (copying) - up to 42 ppm (printing) - USB 2.0, Gigabit LAN Manufacturer Part #: 2Z618F#BGJ Contract: 200105 - TIPS - Technology Solutions Products and Services / Expires: 05/31/2023	23314910	1	\$680.00	\$680.00

Subtotal: \$680.00

TOTAL: \$680.00

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 1.22
10/11/2022

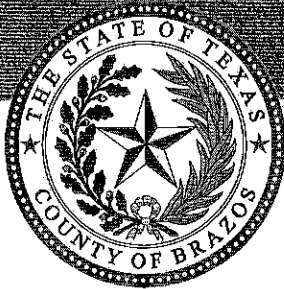
[illegible]

Information Technology and Sheriff's Office - Administration

To reallocate funds to cover the cost of a replacement printer for the Jail.

Date: nnp
10/5/2022

County Judge Approval		Date
-----------------------	--	------



BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

1.22

Agenda Date

10/11/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

INFORMATION TECHNOLOGY

Requestors Name

Helen D. Cook

DECREASE EXPENDITURE(S):

01000 General Fund

From: Fund Number

DECREASE EXPENDITURE(S):

14000006 Information Technology

From: Division Name

DECREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enhanc

From: Account Number

From: Amount

\$

717.12

AMOUNT OF DECREASE

Total

\$ 717.12

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

01000 General Fund

To: Fund Number

INCREASE EXPENDITURE(S):

28000100 Sheriff Office - Administ

To: Division Name

INCREASE EXPENDITURE(S):

60500000 Equipment & I.T. Enhanc

To: Account Number

To: Amount

\$

717.12

AMOUNT OF INCREASE

Total

\$ 717.12

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

Replace broken printer for the Sheriff's Office - Regina Guzman
Service Ticket RITM29664

File and Documentation

File Upload

Upload

Original ITSavvy Quote - RITM29664.pdf

351,16KB

Signature

Initiator

Sam J. Caldwell, CFP®

Department (?)

INFORMATION TECHNOLOGY

Signature

Elected Official/Dept Head

Sign

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Alma Payne

Comments

Budget Officer Comments

I changed the Sheriff's Office division from 28000006 to 28000100.

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments



IT PRODUCTS TECHNOLOGY SOLUTIONS PEACE OF MIND

ITSavvy LLC
313 South Rohlwing Road
Addison, IL 60101
www.ITSavvy.com

Quote Details	
Quote #:	3633773
Date:	08/04/2022
Payment Method:	Net 30 Days
Client PO#:	
Cost Center:	
Shipping Method:	Ground

Quote

Bill To:

ACCT #: 524983
Brazos County
Accounts Payable
P.O. Box 914
Bryan, TX 77803
United States
979-361-4352

Ship To:

County of Brazos
Helen Cook
205 E 27th St
Bryan, TX 77803-3988
United States
999-999-9999

Client Contact:

Bill Holland
(P) 979-361-4685
bholland@brazoscountytexas.gov

Client Executive:

Dan Page
(P) 630.396.6356
(F) 630.396.6322
dpage@itsavvy.com

Description: RITM29664

Item Description	Part #	Qty	Unit Price	Total
1 HP LaserJet Enterprise M554dn Printer - color - Duplex - laser - A4/Legal - 1200 x 1200 dpi - up to 35 ppm (mono) / up to 35 ppm (color) - capacity: 650 sheets - USB 2.0, Gigabit LAN, USB 2.0 host Manufacturer Part #: 7ZU81A#BGJ	22587447	1	\$717.12	\$717.12

Subtotal: \$717.12

TOTAL: \$717.12

10/11/2022

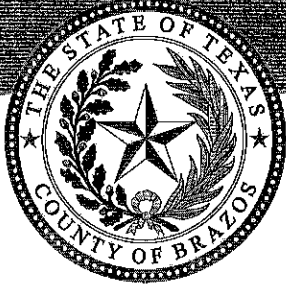
[illegible]

Health and Life Fund

To reallocate funds to cover the cost of the USI Southwest Contract for FY 2023.

Date: 10/5/2022

County Judge Approval		Date
-----------------------	--	------



BRAZOS COUNTY
REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

N/A

Agenda Date

Fiscal Year

October 1 - September 30 2023

Requesting Department

BUDGET OFFICE

Requestors Name

Nina Payne

DECREASE EXPENDITURE(S):

50000 Health and Life Insurance F

From: Fund Number

DECREASE EXPENDITURE(S):

64005000 Group Insurance - Admi

From: Division Name

DECREASE EXPENDITURE(S):

NOT LISTED

From: Account Number

DECREASE EXPENDITURE(S):

71112000 - Medical Claims

From: Unlisted Account Number

From: Amount

\$

110,000.00

AMOUNT OF DECREASE

Total

\$ 110,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):

50000 Health and Life Insurance F

To: Fund Number

INCREASE EXPENDITURE(S):

64005000 Group Insurance - Admi

To: Division Name

INCREASE EXPENDITURE(S):

72590000 Professional Fees - Oth

To: Account Number

To: Amount

\$

110,000.00

AMOUNT OF INCREASE

Total

\$ 110,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclassify budget to proper accounts:

To cover the USI Contract for FY 2023

File and Documentation

File Upload

Upload

Fully Executed Contract - USI.pdf

8.57MB

Signature

Initiator

Nina Payne

Department (?)

BUDGET OFFICE

Signature

Elected Official/Dept Head

Nina Payne

Comments

Elected Official/Dept Head Comments

Signature*

Budget Officer Signature

Sign

Comments

Budget Officer Comments