BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.01
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Contingency	Departmental Support	Expenditure		8,328.00
General Fund	85th District Court - Administration	Departmental Support	Expenditure	694.00	
General Fund	272nd District Court - Administration	Departmental Support	Expenditure	694.00	
General Fund	361st District Court - Administration	Departmental Support	Expenditure	694.00	
General Fund	Associate Judge #1 - Administration	Departmental Support	Expenditure	694.00	
General Fund	Associate Judge #2 - Administration	Departmental Support	Expenditure	694.00	
General Fund	Juvenile Court Referee	Departmental Support	Expenditure	347.00	
General Fund	Associate Judge #2 - Administration	Departmental Support	Expenditure	347.00	
General Fund	County Court at Law #1 - Judicial Support	Departmental Support	Expenditure	694.00	
General Fund	County Court at Law #2 - Administration	Departmental Support	Expenditure	694.00	
General Fund	Justice of Peace - Precinct 1 - Administration	Departmental Support	Expenditure	694.00	
General Fund	Justice of Peace - Precinct 2 - Administration	Departmental Support	Expenditure	694.00	
General Fund	Justice of Peace - Precinct 3 - Administration	Departmental Support	Expenditure	694.00	
General Fund	Justice of Peace - Precinct 4 - Administration	Departmental Support	Expenditure	694.00	

District, County, Associate, and Justice Courts

To reallocate funds for the Lexis Nexis subscription fees due to decreased fees in the Law Library Fund.

BLP
Date: 10/12/2022

County Judge Approval **Date**

Brian L. Pratt

From: Nina Payne
Sent: Tuesday, October 11, 2022 7:47 AM
To: Brian L. Pratt
Subject: FY 23 Budget Amendment - Lexis Nexis

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Brian,

Please complete a budget amendment moving $8,328 from 01000-11001500-61130000 to the following departments to cover the **FY 2023** Lexis Nexis online subscriptions for the judge's. The Law Library Fund it is not able support this expense for FY 2023 due to the decrease in fees.

Department	Fund	Division	Account	Yearly Cost
85th District Judge	01000	22000100	61620000	$ 694.00
272nd District Judge	01000	22100100	61620000	$ 694.00
361st District Judge	01000	22200100	61620000	$ 694.00
Associate Judge #1	01000	22600100	61620000	$ 694.00
Associate Judge #2 - Family	01000	22800100	61620000	$ 694.00
Juvenile Referee - 50%	01000	22500100	61620000	$ 347.00
Associate Judge #2 - 50%	01000	22800100	61620000	$ 347.00
County Court at Law #1	01000	23000200	61620000	$ 694.00
County Court at Law #2	01000	23100100	61620000	$ 694.00
Justice of the Peace, Pct #1	01000	24101100	61620000	$ 694.00
Justice of the Peace, Pct #2	01000	24201100	61620000	$ 694.00
Justice of the Peace, Pct #3	01000	24301100	61620000	$ 694.00
Justice of the Peace, Pct #4	01000	24401100	61620000	$ 694.00
			Total	$ 8,328.00

Thanks,
Nina N. Payne
Budget Analyst, Brazos County
Brazos County Administration Building
200 South Texas Avenue, Suite 331
Brazos County, Texas 77803
tel. (979)361-4186
fax (979)361-4503

ATTENTION PUBLIC OFFICIALS (elected and/or volunteers): A "Reply to All" of this e-mail could lead to violations of the Texas Open Meetings Act. If replying, please reply only to the sender.

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.02
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Contingency	Departmental Support	Expenditure		5,000.00
General Fund	Elections Administrator	Contractual Services	Expenditure	5,000.00	

Elections Adminstrator

To reallocate budget for the Interlocal Agreement with Texas A&M for transportation services for early voting.

BLP

Date: 10/12/2022

County Judge Approval **Date**

Brian L. Pratt

From: Nina Payne
Sent: Wednesday, October 12, 2022 2:01 PM
To: Brian L. Pratt
Cc: Katie D. Conner; Trudy R. Hancock; Edward C. Bull
Subject: FY 23 Budget Amendment - ILA between Texas A&M for transportation services regarding early voting
Attachments: COJUDMXM363n_20221012_133313.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Brian,

Please prepare a budget amendment moving $5,000 from 01000-11001500-61130000 to 01000-11210020-71025000 (Elections Administrator) to cover the ILA between Texas A&M for reimbursement of transportation services provided for early voting.

Thanks,
Nina N. Payne
Budget Analyst, Brazos County
Brazos County Administration Building
200 South Texas Avenue, Suite 331
Brazos County, Texas 77803
tel. (979)361-4186
fax (979)361-4503

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-----Original Message-----
From: COJUDMXM363n@brazoscountytx.gov <COJUDMXM363n@brazoscountytx.gov>
Sent: Wednesday, October 12, 2022 1:33 PM
To: Nina Payne <npayne@brazoscountytx.gov>
Subject: Scanned image from Brazos County Judges Office

Reply to: COJUDMXM363n <COJUDMXM363n@brazoscountytx.gov> Device Name: Brazos County Judges Office Device Model: MX-M363N
Location: Room #332

File Format: PDF MMR(G4)
Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.
Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.
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http://www.adobe.com/

BRAZOS COUNTY
BRYAN, TEXAS

DEPARTMENT:	NUMBER:
DATE OF COURT MEETING:	10/11/2022
ITEM:	Consider and take action on an Interlocal Agreement between Texas A&M University for reimbursement of Transportation Services provided for Early Voting.
TO:	Commissioners Court
DATE:	10/05/2022
FISCAL IMPACT:	False
BUDGETED:	False
DOLLAR AMOUNT:	$0.00

ATTACHMENTS:

File Name	Description	Type
Interlocal_Agreement_Transporation_BC_and_TAMU.pdf	Interlocal Agreement Transportation BC and TAMU	Backup Material

Interlocal Agreement
Between Brazos County and Texas A&M University

This INTERLOCAL AGREEMENT ("Agreement") is made and entered into by and between Brazos County, hereinafter referred to as "County", a Texas Political Subdivision, and Texas A&M University, hereinafter referred to as "University", a Texas institution of higher education and Texas Political Subdivision.

WITNESSETH:

WHEREAS, the Interlocal Cooperation Act ("Act"), Chapter 791 of the Texas Government Code, provides for the County to contract with the University to perform Governmental functions and services under the terms of the Act; and

WHEREAS, the University has been requested to provide transportation to facilitate "Early Voting" for the November 2022 Election; and

WHEREAS, the transportation to be provided will be to and from the College Station campus of the University and the College Station City Hall, at times to be determined by the University and limited by funding; and

WHEREAS, the County believes that due to the change in location for early voting from the Memorial Student Center on the College Station campus of the University to College Station City Hall there is a need for this transportation and that it will serve a public purpose and be a government service to help the University with funding for this transportation.

NOW THEREFORE, THIS AGREEMENT is hereby made and entered into by the "**COUNTY**" and "**UNIVERSITY**", who have agreed to the following terms:

I.

The purpose of this Agreement is for the County to provide funding assistance to the University which will provide transportation to and from the College Station campus of the University and College Station City Hall for "Early Voting" for the November 2022 Election.

II.

The period of this Agreement shall be from October 24, 2022 through November 4, 2022.

III.

County will reimburse the University up to **$5,000.00** (Five Thousand Dollars AND NO/CENTS) for transportation to and from the College Station campus of the University and College Station City Hall for "Early Voting."

IV.

University will provide transportation to and from the College Station campus of the University and College Station City Hall during "Early Voting" (October 24, 2022 through November 4, 2022).

V.

Upon conclusion of this Agreement, or sooner if terminated, the University will invoice the County for payment up to the agreed upon amount in paragraph III by sending said invoice to:

Brazos County Auditor
PO BOX 914
Bryan, TX 77806

The amount due will be payable by the County within 30 days of invoice for payment.

VI.

Either party may immediately terminate this Agreement upon written notice. Any costs incurred by the University, up to the agreed upon amount in paragraph III, for providing transportation services at the time of termination will be due and payable by the County within 30 days of invoice for payment.

VII.

Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from furnishing those services or payments by the other party.

VIII.

SOVEREIGN IMMUNITY: This Agreement is expressly made subject to any Governmental Immunity, including, without limitation, Title 5 of the Texas Civil Practice and Remedies Code and all applicable State and federal laws. The parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability, or a waiver of any tort limitation that County or University has by operation of law or otherwise. Nothing in this Agreement is intended to benefit any third-party beneficiary.

XIV.

Any notice required or permitted to be delivered under this Agreement shall be deemed to have been given when personally delivered or if mailed, seventy-two (72) hours after deposit of the same in the United States Mail, postage prepaid, certified or registered, return receipt requested, properly addressed to the contact person shown at the respective addresses set forth below, or at any other addresses as shall be specified by written notice delivered in accordance herewith:

COUNTY

Duane Peters
County Judge
200 South Texas Ave. Suite 332
Bryan, TX 77803

UNIVERSITY

Peter Lange
Associate Vice President
1250 TAMU
College Station, TX 77843-1250

X.

This Agreement constitutes the entire agreement between the parties and supersedes any other agreements concerning the subject matter of this transaction, whether oral or written. No

modification, amendment, novation, renewal, or other alteration of the Agreement shall be effective unless mutually agreed upon in writing and executed by the parties.

XI.

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Words of any gender used in the Agreement shall be held and construed to include another other gender. Any words in the singular shall include the plural and vice versa unless the context clearly requires otherwise.

XII.

If any provision of this Agreement is construed to be illegal, invalid, void, or unenforceable, this construction will not affect the legality or validity or any of the remaining provision and they shall remain in full force and effect.

XIII.

Texas law shall govern this Agreement and venue shall lie exclusively in Brazos County, Texas.

XIV.

The creation and execution of this Agreement does not make either party an agent, subcontractor, or employee of the other, and each party shall be responsible for its own acts, forbearance, negligence, and deeds and for those of its agents or employees in conjunction with the performance of the work covered under this Agreement.

XV.

County and University represent that each has the full right, power, and authority to enter and perform this Agreement in accordance with all of the terms and conditions, and that the execution and delivery of this Agreement have been made by authorized representatives of the parties to validity and legally bind the parties to all terms, performances, and provision set forth in this Agreement.

XVI.

The above and foregoing Agreement expresses all terms by the County and University and may only be amended by written agreement of the parties.

EXECUTED THIS _____ DAY OF OCTOBER 2022.

BRAZOS COUNTY, TEXAS	TEXAS A&M UNIVERSITY
_____	_____
Duane Peters, County Judge	Peter Lange, Associate Vice President

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.03
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Contingency	Departmental Support	Expenditure		11,762.50
General Fund	Purchasing - Administration	Repairs and Maintenance	Expenditure	11,762.50	

Purchasing

To reallocate budget for repair work on the County fuel system.

BLP
Date: 10/12/2022

County Judge Approval **Date**

Brian L. Pratt

From: Nina Payne
Sent: Wednesday, October 12, 2022 9:55 AM
To: Brian L. Pratt
Subject: FY 2023 Budget Amendment
Attachments: Excell Fueling.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Brian,

Please complete a budget amendment for FY 2023 moving $11,762.50 from 01000-11001500-61130000 to 01000-16500100-65320000 for work to be completed on the fuel system.

Thanks,
Nina N. Payne
Budget Analyst, Brazos County
Brazos County Administration Building
200 South Texas Avenue, Suite 331
Brazos County, Texas 77803
tel. (979)361-4186
fax (979)361-4503

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From: Katie D. Conner <KConner@brazoscountytx.gov>
Sent: Thursday, October 6, 2022 2:27 PM
To: Nina Payne <npayne@brazoscountytx.gov>
Subject: FW: Fuel System

Will need a budget amendment to roll this one.

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

From: Beth Martinez <BMartinez@brazoscountytx.gov>
Sent: Thursday, October 6, 2022 2:00 PM
To: Katie D. Conner <KConner@brazoscountytx.gov>
Subject: Fuel System

Thank you,

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

Purchase Order 220008214

Order Date	AUG-24-2022
Change Order	0
Change Order Date	AUG-24-2022
Revision	0
Ordered	$11,762.50

Supplier: Excell Fueling Systems
PO Box 1675
Buda, TX 78610

Department Name: Purchasing

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

Ship To: Fleet - Heavy
2617 Highway 21 West
Bryan, Texas 77803

Contract No.

Approver: Summer Dubec
361-4290

Customer Account Number	Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
	95715	Net 30	Delivered	Brazos County	Best

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

Line	Item	Quantity	UOM	Unit Price	Extended Price
1	Parts With Trade Up Credit	0		7,812.50	$7,812.50

Notes Buy Board Contract# 673-22

-Removal and Replace existing TLS-300 to TLS -4 installed and programed
-(1) TLS4B Plus touch screen console with external printer and mounting bracket
-(1) TLS-4 Plus application software
-Shipping fee
All existing probes and sensors have a 1 year warranty with new console

Insurance Requirements

- 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
01000.16500100.65320000.00000.0000.000000	$7812.5

Project Number:

2	Labor	0		3,950.00	$3,950.00

PO Charge Account | Extended price

BRAZOS COUNTY IS EXEMPT FROM SALES TAX
Terms & Conditions are applicable to all purchases and can be found on www.brazoscountytx.gov under Departments, then Purchasing.

Purchase Order 220008214

Line	Item	Quantity	UOM	Unit Price	Extended Price
	01000.16500100.65320000.00000.0000.000000	$3950			
	Project Number:				
			Total	$11,762.50	

BRAZOS COUNTY IS EXEMPT FROM SALES TAX

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

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.04
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
Grant Fund	TJJD - Grant R - Regionalization	Intergovernmental	Revenue	0.73	
Grant Fund	TJJD - Grant R - Regionalization	Contractual Services	Expenditure	0.73	

TJJD - Grant R - Regionalization

To recognize funding for Juvenile Justice Grants from the State of Texas.

BLP
Date: 10/12/2022

County Judge Approval **Date**

Brian L. Pratt

From: Nina Payne
Sent: Wednesday, October 12, 2022 10:01 AM
To: Brian L. Pratt
Cc: Cheryl I. Rushing; Katie D. Conner
Subject: FY 2023 Budget Amendment - TJJD Grant R
Attachments: COJUDMXM363n_20221012_100052.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Brian,

Please add a budget amendment to recognize $0.73 for the TJJD Grant R. The grant amount was for $18,003.73, but only budgeted $18,000 for FY 23.

30000-313100-48055000 $0.73
30000-313100-71020000 $0.73

Thanks,
Nina N. Payne
Budget Analyst, Brazos County
Brazos County Administration Building
200 South Texas Avenue, Suite 331
Brazos County, Texas 77803
tel. (979)361-4186
fax (979)361-4503

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-----Original Message-----
From: COJUDMXM363n@brazoscountytx.gov <COJUDMXM363n@brazoscountytx.gov>
Sent: Wednesday, October 12, 2022 10:01 AM
To: Nina Payne <npayne@brazoscountytx.gov>
Subject: Scanned image from Brazos County Judges Office

Reply to: COJUDMXM363n <COJUDMXM363n@brazoscountytx.gov> Device Name: Brazos County Judges Office Device Model: MX-M363N
Location: Room #332

File Format: PDF MMR(G4)
Resolution: 200dpi x 200dpi

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http://www.adobe.com/

BRAZOS COUNTY, TEXAS
GRANT FUNDS
ADOPTED BUDGET
T. J. J. D. - REGIONALIZATION GRANT
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
Grant - T. J. J. D. - R	$ 100,779	$ 16,647	$ 17,146	$ 17,146	$ 18,003
TOTAL REVENUES	**$ 100,779**	**$ 16,647**	**$ 17,146**	**$ 17,146**	**$ 18,003**
EXPENDITURES (313100)					
Contract Services	$ 93,129	$ 16,647	$ 17,146	$ 17,146	$ 18,003
TOTAL EXPENDITURES	**$ 93,129**	**$ 16,647**	**$ 17,146**	**$ 17,146**	**$ 18,003**

* Just need to reconize $0.73, due to award being $18,003.73

BRAZOS COUNTY, TEXAS

REQUEST FOR BUDGET AMENDMENT TO INCREASE BUDGET

REQUESTING DEPARTMENT Juvenile

REVENUE BUDGET

FUND	DIVISION	ACCOUNT		ACCOUNT DESCRIPTION		DOLLAR AMOUNT
3000	313100	48055000		TJJD Grant R		$ 18,003.73
				TOTAL REVENUES		$ 18,003.73

EXPENSE BUDGET

FUND	DIVISION	ACCOUNT		ACCOUNT DESCRIPTION		DOLLAR AMOUNT
3000	313100	71020000		Computer Contracts		$ 18,003.73
				TOTAL EXPENSES		$ 18,003.73

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

- ☑ Grant
- ☐ Unanticipated Revenue
- ☐ Emergency

EXPLANATION

One time grant to purchase a validated risk and needs assessment tool for FY23

Linda Richter — 10/5/22

ELECTED OFFICIAL OR DEPARTMENT HEAD SIGNATURE — DATE

[illegible] — 10-5-22

CERTIFIED BY AUDITOR — DATE

TEXAS
JUVENILE JUSTICE
DEPARTMENT

July 22, 2022

Linda Ricketson
Chief Juvenile Probation Officer
Brazos County Juvenile Probation Department

RE: Risk & Needs 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:	Grant R
Funding Purpose:	Support the use of a validated risk and needs assessment
Amount of Funds:	$18,003.73
Beginning Date:	9/1/2022

This is a one-time grant to purchase a validated risk and needs assessment tool in fiscal year 2023. Under the terms of the state aid and general grant requirements contract in section 2.2.5, 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

Post Office Box 12757, Austin, Texas 78711
(Tel) 512.490.7130
WWW.TJJD.TEXAS.GOV

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.05
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Contingency	Departmental Support	Expenditure	100,543.00	
General Fund	Emergency Management - Administration	Salary and Wages	Expenditure		64,800.00
General Fund	Emergency Management - Administration	Benefits	Expenditure		32,743.00
General Fund	Emergency Management - Administration	Departmental Support	Expenditure		3,000.00

Emergency Management

To reallocate funds for position not awarded to Emergency Management for FY 2022-2023

BLP
Date: 10/12/2022

County Judge Approval **Date**

Brian L. Pratt

From: Nina Payne
Sent: Wednesday, October 12, 2022 4:31 PM
To: Brian L. Pratt
Cc: Katie D. Conner
Subject: FY 2023 Budget Amendment - Emergency Management

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Brian,

Please add the following budget amendment for FY 23. On Tuesday, October 12th, Court approved to move salary, benefits and operation expenses for the following position. Please move the $100,543 to 01000-11001500-61130000.

Emergency Management Planner – Emergency Management

Emergency Management Planner - B1906-1			
Allocated Fund	Allocated Division	Allocated Account	Budget Amount
01000	35500100	51610000 Hourly - Staff	64,800.00
01000	35500100	53300000 Employee Health Insurance	16,476.00
01000	35500100	53101000 Flex Benefit Administrative Fee Expenditure	66.00
01000	35500100	53800000 Worker's Compensation	369.00
01000	35500100	53100000 Social Security	4,958.00
01000	35500100	53200000 Retirement	10,854.00
01000	35500100	60500000 - Equipment & IT Enhancement	3,000.00
		Total Cost	100,543
		Salary and Benefits	97,543
		Departmental Support	3,000
			100,543

Thanks,
Nina N. Payne
Budget Analyst, Brazos County
Brazos County Administration Building
200 South Texas Avenue, Suite 331
Brazos County, Texas 77803
tel. (979)361-4186
fax (979)361-4503

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BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.06
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Contingency	Departmental Support	Expenditure	52,223.00	
General Fund	Elections Adminstrator	Salary and Wages	Expenditure		29,625.00
General Fund	Elections Adminstrator	Benefits	Expenditure		19,498.00
General Fund	Elections Adminstrator	Departmental Support	Expenditure		3,100.00

Elections Administrator

To reallocate funds for position not awarded to Elections Administrator for FY 2022-2023

BLP
Date: 10/12/2022

County Judge Approval **Date**

Brian L. Pratt

From: Nina Payne
Sent: Wednesday, October 12, 2022 4:32 PM
To: Brian L. Pratt
Cc: Katie D. Conner
Subject: FY 2023 Budget Amendment - Elections Administrator

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Brian,

Please add the following budget amendment for FY 23. On Tuesday, October 12th, Court approved to move salary, benefits and operation expenses for the following position. Please move the $52,223 to 01000-11001500-61130000.

Warehouse Manager – Elections Administrator

Warehouse Manager - B0175-1			
Allocated Fund	Allocated Division	Allocated Account	Budget Amount
01000	11210020	51610000 Hourly - Staff	29,625.00
01000	11210020	53300000 Employee Health Insurance	12,041.00
01000	11210020	53101000 Flex Benefit Administrative Fee Expenditure	49.00
01000	11210020	53800000 Worker's Compensation	178.00
01000	11210020	53100000 Social Security	2,267.00
01000	11210020	53200000 Retirement	4,963.00
01000	11210020	60500000 - Equipment & IT Enhancement	2,500.00
01000	11210020	61750000 - County Cell Phone	600.00
		Total Cost	52,223.00
		Salary and Benefits	49,123.00
		Departmental Support	3,100.00
			52,223.00

Thanks,
Nina N. Payne
Budget Analyst, Brazos County
Brazos County Administration Building
200 South Texas Avenue, Suite 331
Brazos County, Texas 77803
tel. (979)361-4186
fax (979)361-4503

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BRAZOS COUNTY
BRYAN, TEXAS

DEPARTMENT:	NUMBER:
DATE OF COURT MEETING:	10/11/2022
ITEM:	Discuss and approve to remove salary, benefits and operational cost from the following positions for Fiscal Year 2023 effective October 1, 2022. • a. System Analyst - IT, Position B1226-2 • b. Senior Services Manager - IT, Position B1248-1 • c. Warehouse Manager - Elections Administrator, Position B0175-1 • d. Emergency Management Planner - B1906-1
TO:	Commissioners Court
DATE:	10/05/2022
FISCAL IMPACT:	False
BUDGETED:	False
DOLLAR AMOUNT:	$0.00

ATTACHMENTS:

File Name	Description	Type
No Attachments Available		

APPROVED (ONLY C & D)

10/11/22

Duane Peters
County Judge

Date

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.07
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
County Records Management Fund	County Clerk Management Fund	Departmental Support	Expenditure		325,000.00
County Records Management Fund	County Clerk Management Fund	Contractual Services	Expenditure	325,000.00	

County Clerk Management Fund

To reallcate funds for imaging and indexing of historical marriage records.

BLP
Date: 10/12/2022

County Judge Approval **Date**

BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number: 2.07

Agenda Date: 10/18/2022

Fiscal Year: October 1 - September 30 2023

Requesting Department: COUNTY CLERK

Requestors Name: Karen McQueen

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
19000 County Records Manageme	21005000 County Clerk Managem	61130000 Contingency	$ 325,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total $ 325,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
19000 County Records Manageme	21005000 County Clerk Managem	71300000 Microfilming, Recording	$ 325,000.00
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE

Total $ 325,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclasify budget to proper accounts:

Imaging and Index of historical Marriage Records

File and Documentation

File Upload

Upload

image0677.pdf 764.88KB

Signature

Initiator

Karen McQueen

Department (?)

COUNTY CLERK

Signature

Elected Official/Dept Head

Karen McQueen

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Brian Pratt

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

Kofile

September 7, 2022

Honorable Karen McQueen
Brazos County Clerk
300 E. 26th St Ste. 120
Bryan, Texas 77803

RE: Imaging and Indexing of Historical Records

Dear Hon. Karen McQueen,

Please find a quote for the imaging and indexing of historical records for the Brazos County Clerk's office. Quoted services include image capture, processing, and enhancements. This proposal is presented by Kofile Technologies, Inc. (Kofile). Prices are good for 90 days from the date of this quote.

This project may be eligible for reimbursement under the American Rescue Plan Act of 2021 (ARPA) in support of Social Distancing for COVID-19 and pandemics for title researchers/attorneys by providing online access to digitized assets.

SCOPE OF SERVICES

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

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

- Capture images at a minimum of 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and illegibility. Gray-scale ensures optimum resolution for each page.
- Images accumulate as Group IV bi-tonal images in a standard PDF or TIFF format.
- If applicable, IMAGE PERFECT is Kofile's proprietary software, ensures the optimum image quality with custom image clean up and enhancements such as deskew, despeckle, character repair, polarity reversal, and zonal processing.
- Crop excess blank space around image. This may involve manual cropping to insure best quality image.
- If applicable, images are optimized and scaled for system output.
- Images are named (tagged for the directory file structure) by Book, Volume, and Page (or other identifiers).
- When multiple documents (Marriage Records, Deeds, Birth Record, etc.) exist on a single page, images are split so that each document is viewable individually. In the case of Vitals, this service incurs additional charges.
- Images are grouped (stapled) together to form documents. Cases are grouped and indexed to form documents by case number.
- If requested, annotations are supported to allow the electronic addition (either custom or Book/Volume/Page) on the re-created image to assist in recording keeping. This service is not applicable to Vitals.
- Effectiveness and minimum legibility are verified through rigorous and systematic quality control. Each image is certified and sight-checked to ensure there are no missing pages, double feeds, and to account for "A" pages (added to the original).
- The County receives a MASTER (e.g., CD, DVD, ftp, flash drive) in a medium suitable to the project size.

6300 CEDAR SPRINGS ROAD, DALLAS, TEXAS 75235
P: 214/442.6668 F: 214/442.6669 WWW.KOFILE.COM

Kofile

Archival Indexing (ID)

- Key and blind re-key verify documents.
- Formatting of metadata (indexes) per the requirements of the County's System vendor.
- If requested, Kofile can provide a Disaster Recovery electronic offsite backup of metadata.
- Indexing fields, as applicable, and identified below:
  - ◊ Bride
  - ◊ Groom
  - ◊ Date of Marriage
  - ◊ Recorded Date
  - ◊ Doc Number
  - ◊ Book
  - ◊ Volume
  - ◊ Page

PROJECT OVERVIEW

To utilize TXMAS, please reference Contract No. **TXMAS-18-3602** directly on the County's Purchase Order. Without a signed agreement, prices are good for 90 days. *All pricing is based on estimated page counts. Final billing occurs on actuals per mutually agreed upon pricing; not to exceed the P.O. without written authorization.*

Brazos County Clerk Project Overview							
Record Series	Volume	Total Volumes	Page Count	Doc. Count	Level of Service		Estimated Total
					IM	ID	
Marriage Records	1-56, A-Z	82	43,050	63,050	$44,838.50	$278,050.50	$322,889.00

This proposal shall be governed by the terms of use found at https://kofile.com/termsandconditions.
Payment Terms: Pay 25% upon executed agreement and two 25% payments at equal periods through the estimated production completion date, with the balance due upon project completion. Actual payment dates to be determined prior to work beginning.

CUSTOMER ACCEPTANCE

Signature of Authorized Official

Print Name of Authorized Official

Title of Authorized Official

Date

KOFILE ACCEPTANCE

Signature of Authorized Official

Print Name of Authorized Official

Title of Authorized Official

Date

Kofile

TXMAS BILLING LINE ITEMS

Upon purchase of a TXMAS project, the County reports the order on the TxSmartBuy System <www.txsmartbuy.com/>.

STATE OF TEXAS CO-OP MEMBER LISTING FOR BRAZOS COUNTY	
Link	https://comptroller.texas.gov/auto-data/purchasing/co-op/c0940.php
CO-OP #	C0940
Contact	WM. CHARLES WENDT, cwendt@brazoscountytx.gov
Expiration	25-JUN-2023

Kofile has prepare a 'Shopping Cart' in TxSmartBuy www.txsmartbuy.com/ so the County can complete this purchase – See Link:
https://852252.secure.netsuite.com/c.852252/checkout/login.ssp?&n=2&sc=1&cartid=16469347&sender=preserve@kofile.com&datetime=2022_9_7_7_42

Preservation projects are billed on average costs per page. Itemized pricing is included on the following pages. For this project, the County is billed using the following TXMAS line items as applicable:

TXMAS BILLING LINE ITEMS						
Part No.	NIGP	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	LINE TOTAL
IMGP702	92030	Archival Imaging of Unbound Positive / Manuscript	Page	$0.97	43,050	$41,758.50
IMGP713	92030	Image Splitting	Image	$0.15	20,000	$3,080.00
IND702	92021	Backfile Archival Indexing of Vitals / Manuscript	Doc.	$4.41	63,050	$278,050.50
					TOTAL	$322,889.00

All work is held to the highest possible standard of workmanship and quality. Please do not hesitate to contact us with any questions.

Sincerely,
Billy Gerwick

Billy Gerwick
Account Executive
Billy.Gerwick@kofile.com

rac

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.08
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Constable Precinct 1 - Administration	Contractual Services	Expenditure		1,510.00
General Fund	Constable Precinct 1 - Administration	Repairs and Maintenance	Expenditure	1,510.00	

Constable Precinct 1 - Administration

To reallocate funds to the appropriate account for the payment of computer maintenance.

BLP
Date: 10/12/2022

County Judge Approval **Date**

BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number
2.08

Agenda Date
10/18/2022

Fiscal Year
October 1 - September 30 2023

Requesting Department
CONSTABLE PCT. 1

Requestors Name
Mary Freeman

DECREASE EXPENDITURE(S):
NOT LISTED
From: Fund Number

DECREASE EXPENDITURE(S):
71020000
From: Unlisted Fund Number

DECREASE EXPENDITURE(S):
30101100 Constable Precinct 1 - A
From: Division Name

DECREASE EXPENDITURE(S):
71020000 Computer Contracts
From: Account Number

From: Amount
$
1,510.00
AMOUNT OF DECREASE

Total
$ 1,510.00
TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):
NOT LISTED
To: Fund Number

INCREASE EXPENDITURE(S):
6515000
To: Unlisted Funds Number

INCREASE EXPENDITURE(S):
30101100 Constable Precinct 1 - A
To: Division Name

INCREASE EXPENDITURE(S):
65150000 Computer Maintenance
To: Account Number

To: Amount
$
1,510.00
AMOUNT OF INCREASE

Total
$ 1,510.00
TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclasify budget to proper accounts:

Carried under 71020000 past 2 years changing to 65150000 this year

File and Documentation

File Upload

Upload

Invoice 130-131086 Tyler Tech.pdf 497.99KB

Signature

Initiator

Mary Freeman

Department (?)

CONSTABLE PCT. 1

Signature

Elected Official/Dept Head

Constable Jeff Reeves

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Brian Pratt

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
130-131086	10/01/2022	1 of 1

Questions:
Tyler Technologies- Public Safety
Phone: 1-800-772-2260 Press 2, then 5
Email: ar@tylertech.com

Bill To: Brazos County Constable PCT 1
Attn: Mary Freeman
12854 FM 2154 - Suite 140
College Station, TX 77845

Ship To: Brazos County Constable PCT 1
Attn: Mary Freeman
12854 FM 2154 - Suite 140
College Station, TX 77845

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
49454 - 12881 - 12881	21518		USD	NET30	10/31/2022

Date	Description	Units	Rate	Extended Price
Contract No.: Brazos County Constable P				
	Brazos Software Maintenance	4	319.54	1,278.16
	Maintenance: Start: 01/Oct/2022, End: 30/Sep/2023			
	Brazos Software Maintenance - Addl	1	319.48	319.48
	Maintenance: Start: 01/Oct/2022, End: 30/Sep/2023			

****ATTENTION****
Order your checks and forms from Tyler Business Forms at 877-749-2090 or tylerbusinessforms.com to guarantee 100% compliance with your software.

Subtotal	1,597.64
Sales Tax	0.00
Invoice Total	1,597.64

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 22/23 - 2.09
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Environmental Protection	Contractual Services	Expenditure		8,000.00
General Fund	Road and Bridge - Administration	Contractual Services	Expenditure	8,000.00	

Road and Bridge - Administration

To reallocate funds for portable toilet rentals for the county yards and projects.

BLP
Date: 10/12/2022

County Judge Approval **Date**

BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number

2.09

Agenda Date

10/18/2022

Fiscal Year

October 1 - September 30 2023

Requesting Department

ROAD AND BRIDGE

Requestors Name

Shannon L. Zwernemann

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
01000 General Fund	56005000 Environmental Protectio	71500000 Rental - Equipment	$ 8,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total $ 8,000.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
01000 General Fund	56001000 Road & Bridge - Adminis	71500000 Rental - Equipment	$ 8,000.00
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE

Total $ 8,000.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclasify budget to proper accounts:

Needed for portable toilet rental - county yards and county projects.

File and Documentation

File Upload

Upload

Signature

Initiator

Shannon Znernemann

Department (?)

ROAD AND BRIDGE

Signature

Elected Official/Dept Head

Prarthana Banerji

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Brian Pratt

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 - 2.10
10/18/2022

FUND NAME	DEPARTMENT NAME	CLASS DESCRIPTION	ACCOUNT CATEGORY	INCREASE	DECREASE
General Fund	Contingency	Departmental Support	Expenditure		19,564.00
General Fund	Sheriff's Office - Jail - Non Capital	Departmental Support	Expenditure		67,000.00
General Fund	Sheriff's Office - Jail - Non Capital	Repairs and Maintenance	Expenditure	86,564.00	

Sheriff's Office - Jail - Non Capital

To reallocate funds for replacement of the Security Key Management System at the Jail.

BLP
Date: 10/12/2022

County Judge Approval **Date**

BRAZOS COUNTY

REQUEST FOR BUDGET AMENDMENT

Budget Amendment Number: 2.10

Agenda Date: 10/18/2022

Fiscal Year: October 1 - September 30 2023

Requesting Department: SHERIFF - JAIL

Requestors Name: Abigail Belangeri

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
01000 General Fund	11001500 Contingency	61130000 Contingency	$ 19,564.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	DECREASE EXPENDITURE(S):	From: Amount
01000 General Fund	28002006 Sheriff Office - Jail - Nor	60500000 Equipment & I.T. Enhan	$ 67,000.00
From: Fund Number	From: Division Name	From: Account Number	AMOUNT OF DECREASE

Total $ 86,564.00

TOTAL AMOUNT OF DECREASE

INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	INCREASE EXPENDITURE(S):	To: Amount
01000 General Fund	28002006 Sheriff Office - Jail - Nor	65055000 Surveillance & Security I	$ 86,564.00
To: Fund Number	To: Division Name	To: Account Number	AMOUNT OF INCREASE

Total $ 86,564.00

TOTAL AMOUNT OF INCREASE

TO EXPLANATION AND SIGNATURE

Explanation

Explanation to reclasify budget to proper accounts:

Commissioners court approved CIP#22-555 Security Key management system on Tuesday 10/11/2022 in the amount of $86,564.00.

File and Documentation

File Upload

Upload

Signature

Initiator

Abigail Belangeri

Department (?)

SHERIFF - JAIL

Signature

Elected Official/Dept Head

Kevin Stuart

Comments

Elected Official/Dept Head Comments

Signature

Budget Officer Signature

Brian Pratt

Comments

Budget Officer Comments

CC Approval Oracle Posted

Sign

Completion Date

Date captured on form submission

Comments

Commissioners Court Decision Comments

F1/23

BRAZOS COUNTY
BRYAN, TEXAS

DEPARTMENT:	Purchasing	NUMBER:	
DATE OF COURT MEETING:	10/11/2022		
ITEM:	Award of Bid #CIP 22-555 Security Key Managment System. Recommended Award: KeyTrack.		
TO:	Commissioners Court		
FROM:	Celina Nava		
DATE:	10/06/2022		
FISCAL IMPACT:	False		
BUDGETED:	False		
DOLLAR AMOUNT:	$0.00		

ATTACHMENTS:

File Name	Description	Type
Bid_Tabulation.pdf	Bid Tabulation	Backup Material
Partially_Executed_Contract.pdf	Bid	Backup Material

01000-11001500-61130000 <$19,564>
01000-28002006-60500000 <$67,000>
01000-28002006-65055000 $86,564

* Commissioners Court approved on 10/11/22 and directed to use contingency to cover overage.
cf

Bid # CIP 22-555 Security Key Management System		
item #	**Description**	**KeyTrak**
1	Price for one (1) Key Box with twenty-four (24) security ring slots	$12,040.00 EA
2	Price for one (1) Key Box with forty (40) security ring slots	$14,324.00 EA
3	Specification and additional details	All systems prices include two years of warranty/support, supplies, tools needed as well as auto reports.
4	Provide cut sheets on all equipment and submit with your bid	attached
5	Provide a written narrative on your installation plan	attached site prep
6	Describe any limitations on distances between key boxes, transaction database storage, etc.	Included in documentation
	Totals:	**$86,564.00**

Recommended Award: KeyTrak

Approved by Commissioner's Court on this _____ day of _____, 2022 by _____ holding the position of _____