



## **MINUTES**

**SEPTEMBER 5, 2017**

### **BRAZOS COUNTY COMMISSIONERS COURT**

### **REGULAR MEETING**

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A regular meeting of the Commissioners' Court of Brazos County, Texas was held in the Brazos County Commissioners Courtroom in the Administration Building, 200 South Texas Avenue, in Bryan, Brazos County, Texas, beginning at 10:00 a.m. on Tuesday, September 5, 2017 with the following members of the Court present:

Duane Peters, County Judge, Presiding;  
Steve Aldrich, Commissioner of Precinct 1;  
Sammy Catalena, Commissioner of Precinct 2;  
Nancy Berry, Commissioner of Precinct 3;  
Irma Cauley, Commissioner of Precinct 4;  
Karen McQueen, County Clerk.

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

1. Invocation and Pledge of Allegiance

- U.S. and Texas Flag - Chaplain G.H. Jones and Commissioner Cauley

2. Call for Citizen input and/or concerns

There was no citizen's input.

**Consider and take action on agenda items 3-18:**

3. Sheriff and Constables' fees to become effective January 1, 2018.

A list of the approved fees is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

4. Reappointment of the following to the Child Welfare Board; term of appointments are 8/28/17 through 8/27/20:
  - a. Gail Bradbury
  - b. Suzanne Phelps

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

5. Payment authorization to West Payment Center in amount of \$687.32 for monthly/annual billing for Texas Vernon Statutes subscription for the County Attorney's Office; a purchase order was not obtained in advance.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

6. Request authorization to wire transfer to the Texas Health and Human Services Commission (HHSC) \$7,014,936.55 from the Local Provider Participation Fund.

Judge Peters stated that these funds come from the hospital and not the tax payers.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

7. Approve contract with Texas Voting System, Inc for the November 2017 Election  
A copy of the contract is attached.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

8. Approval of County roadway/lane closures to accommodate the Three Drinks 4 the Win 5K event scheduled for Sunday, September 10, 2017 from 7:00am to 11am; event route will affect Hickory Road, Walnut Road, North Dowling Road and Rock Prairie Road West. Area Wide Protective (formerly N-Line) will provide traffic control assistance during this event. Site is located in Precinct 1.

Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Sammy Catalena. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

9. Consider and take action on the Wickson Creek Special Utility District utility permit to construct a road bore for a 1 inch water line crossing under Steep Hollow Road 265 feet

northeast of Green Branch Loop. Crossing will be encased and be a minimum of 36 inches under the bottom of the ditch. Line will provide service to customer at 9238 Steep Hollow Road. Site is located in Precinct 2.

Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

10. Expenditure Journal Entry 080141

A copy is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

11. Tax Refund Applications for the following:

- a. Ocwen Loan Servicing LLC Escrow Disbursement Account - Overpayment \$428.62
- b. Oakwood MHC LP % Anderson Pat - Overpayment \$22.74
- c. Fargos Pit Bar-B-Que % Wells Belender - Overpayment \$16.12
- d. Margaret Buckley E McChrystal - Overpayment \$107.71

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

12. Budget Amendments.

Budget Amendments FY 16/17 49.1 - 49.8

- 49.1 Transfer funds from General Capital Projects to Information Technology.
- 49.2 Transfer funds from Non-Departmental to Facility Services.
- 49.3 Reallocate funds for District Attorney.
- 49.4 Transfer funds from Contingency Fund to Brazos Center.
- 49.5 Transfer funds from Non-Departmental to Information Technology.
- 49.6 Reallocate funds for Road and Bridge Department.
- 49.7 Transfer funds from Non-Departmental to Fleet Services.
- 49.8 Reallocate funds for Juvenile Services.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

13. Resolution 17-019 levying a tax rate for Brazos County for the Tax Year 2017.

At this point, the County Judge announced the Court would consider item 14 then return to item 13.

Having considered the previously noted agenda item, the Court proceeded to adopt the Resolution setting the tax rate for the year 2017.

Judge Peters made a motion that the property tax rate be increased by the adoption of a tax rate of 0.4850, which will effectively increase the tax rate by 6.35 percent. Commissioner Cauley seconded the motion and it passed unanimously.

Motion: Approve, Moved by County Judge Duane Peters, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

The County Judge made a motion that the rate for maintenance and operations be 0.4290. Commissioner Aldrich seconded the motion and it passed unanimously.

Motion: Approve, Moved by County Judge Duane Peters, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

The County Judge made a motion that the rate for payment of county debt be 0.0560. Commissioner Aldrich seconded the motion and it passed unanimously.

A copy of the Resolution Levying A Tax Rate for 2017 is attached.

Motion: Approve, Moved by County Judge Duane Peters, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

14. Adoption of the County Budget for fiscal year ending September 30, 2018.

The Court voted on the proposed amendments 1 through 28 before approving the final budget.

Amendment 1

Metropolitan Planning Organization - MPO Board approved the FY 2018 Budget after the FY 2018 Brazos County Budget was proposed. This entry will adjust the budget as approved by MPO Board and will have a net increase of \$22,022.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

Amendment 2

General Fund Reserve Fund Balance and Exposition Complex - To correct the merit award for Facility Operations Assistant, Class Code 0831 position 5, from Group 12 Step 2 to Group 12 Step 4. This will increase the Exposition Complex's salary and benefits by \$1,982.00 and increase use of General Fund Reserve Balance by the same amount.



Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 3

General Fund Contingency and Court Support - Decrease Court Appointed Attorney-Capital by \$14,000.00 and increase 2nd Administration Appeal by the same amount. The increase is due to the Second Administrative Judicial Region of Texas being split into two districts which decrease the number of members in the district and increase the shared expense to each of the remaining districts.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 4

General Capital Improvement Fund and General Fund - Decrease of \$500,000.00 as a result of notice by the Appraisal District of an error in the certified tax rolls.

Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 5

General Fund Reserve Fund Balance and Jail - The Atmos gas rate was calculated incorrectly and as a result of the adjustment the Sheriff Administration - Jail budget will increase \$24,000.00.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 6

Brazos County Grant Fund - Decrease revenue account Department of Homeland Security-Domestic Preparedness in the of amount of \$20,000.00 and increase revenue account Office of the Attorney General-Web EOC by the same amount. The Emergency Management Grant will be funded by the Office of Attorney General.

Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 7

General Fund Contingency and Tax Office - Funding for a project that was not completed in FY 17 will be rolled over to FY 18 and will decrease General Fund Contingency and increase the Tax Office budget by \$55,709.00.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 8

General Fund Contingency and Election Administration - Funding for a project that was not completed in FY 17 will be rolled over to FY 18 and will decrease General Fund Contingency and increase the Election Administration budget by \$15,000.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 9

Health and Life Fund - Decreasing Contractual Services account by \$11,650.00 and increasing Professional Services account by the same amount. This change will have no effect on the FY 18 Budget.

#### Amendment 10

Law Enforcement Education (LEOSE) Fund - Reallocate funds to the appropriate account by decreasing revenue and adjusting departmental support which will decrease the LEOSE budget by \$2,000.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 11

County Records Management - Reallocate funds to the appropriate account by decreasing revenue and minor acquisitions which will decrease the Records Management budget by \$4,000.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 12

Courthouse Security Fund and General Fund Contingency - Adjustment to recognize additional revenue not anticipated at the time of the proposal of the FY 18 Budget. This correction will increase the Courthouse Security Fund and General Fund Contingency \$28,000.00 each.

Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 13

General Fund Reserve Fund Balance and County Support - An increase to the Brazos County Health District of 10 percent due to cost will increase the Community Support budget by \$32,650.00.

Commissioner Aldrich mentioned that this is the first time in 5 years that an increase has been requested. He also noted that both the City of Bryan and the City of College Station will be contributing to the increase.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 14

County Clerk Archival Fund - An added increase of \$200,00.00 to the County Clerk's budget for the construction, supplies, and contingency issues for the building next to the Arena Hall.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 15

County Auditor - Create Assistant County Auditor IV, Class Code 0315 Position 2, Biweekly Rate \$2,473.50, Pay Code 013 . Delete Assistant County Auditor I, Class Code 0318 Position 2, Hourly Rate \$23.52, Pay Code 014. Decrease Assistant County Auditor III, Class Code 0316 Position 1, Biweekly Rate \$2,473.50 to \$1,967.20, Pay Code 013. Decrease Assistant County Auditor II, Class Code 0317 Position 2, Hourly Rate \$24.59 to \$23.52, Pay Code 014. This amendment will have no change to the County Auditor's FY 18 Budget. This change was approved by the District Judges on August 30, 2017.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner

Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 16

General Fund Reserve Fund Balance and Non-Departmental - Funding for a project that was not completed in FY 17 will be rolled over to FY 18 and will increase the Non-Departmental budget by \$95,000.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 17

Hotel Occupancy Tax (HOT) Fund - Adjustment of accounts to cover expenditures not anticipated before the FY 18 Budget proposal. The correction will have no effect on the HOT budget.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 18

General Capital Improvement Fund - Adjustment of accounts to cover expenditures not anticipated before the FY 18 Budget proposal. The correction will decrease the 2015 Certificates of Obligation budget by \$965,000.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 19

General Capital Improvement Fund - Adjustment of accounts to cover expenditures not anticipated before the FY 18 Budget proposal. The correction will decrease the Justice of the Peace, Precinct 1 and Constable, Precinct 1 Building budget and General Capital Improvement budget by \$1,000,000.00 each.

Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 20

General Fund Reserve Fund Balance and County Attorney - Create cell phone allowance for Civil Attorney-County Attorney, Class Code 0508 Position 2. This will increase the County Attorney's budget by \$601.00 and the General Fund Reserve Fund

Balance by the same amount.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 21

Medical Services - Change the division title of Medical Services to Health & Wellness Clinic.

Motion: Approve, Moved by Commissioner Sammy Catalena, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 22

Medical Services - Increase Nurse, Class Code 0284 Position 1, Group 19 Step 3 to Group 19 Step 10, Pay Code 014 (Hourly) to Pay Code 013 (Salary), and add cell phone allowance; add cell phone allowance to the Nurse Practitioner, Class Code 0282 Position 1; decrease Medical Director, Class Code 0280 Position 1, Group NA Step NA, Biweekly Rate \$5,275.23 to \$4,353.73, Pay Code 012. This will decrease Medical Service's salary & benefits in the amount of \$17,269, increase Medical Service's departmental support by \$3,000 and increase Group Insurance by \$14,269. This position was approved to be increased by Commissioners Court on August 15, 2017 after the FY 2018 proposed budget.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 23

Grant Fund-2017 JAG - To set up new 2017 JAG Grant awarded by Department of Justice. This will move funds to FY 2018 county budget year and will have a net increase of \$7,174.00 to the 2017 JAG budget.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 24

District Clerk Archival Fund - To create Clerk-Temporary, Class Code TBD Position 1, Group 7 Step 2, Pay Code 017 and Clerk-Temporary, Class Code TBD Position 2, Group 7 Step 2, Pay Code 017. This will decrease District Clerk Archival Fund - Professional Fees in the amount of \$26,320.00 and increase salary and benefits in the

same amount. This change will have no effect to the District Clerk Archival budget.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 25

Non-Departmental - This request was for \$25,000.00 for Strategic Planning.

Judge Peters commented that while the County does not have a current written strategic plan, we do have a space study that was done and has been followed as the county moved forward with building the Sheriff's Office, purchasing the Administration Building, remodeling the Courthouse, as well as several other projects. Judge Peters said he is concerned about spending \$25,000.00 on a plan that may not be put into action by the next Court.

Commissioner Catalena agrees saying he feels the Court has ideas on what they would like to do moving forward and does not need to spend the money.

Commissioner Berry said she disagrees and stated she believes it is important to have a written strategic plan.

On a motion offered by Commissioner Berry, seconded by Commissioner Cauley this amendment failed by a vote of two (2) for and three (3) against allocating \$25,000.00 for a Strategic Plan.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Failed. 2-3. Ayes: Aldrich, Berry. Nays: Catalena, Cauley, Peters.

#### Amendment 26 - Original Motion

General Fund Reserve Fund Balance, Non-Departmental, Constable Pct. #3 and General Capital Improvement Fund - Creation of Constable Deputy, Precinct 3 with salary and benefits which total \$77,241. This will also include Vest \$800.00, Taser \$1,100.00, Body Camera \$1,000.00, Hand Held Radio \$3,871.00 and a Radar \$2,500.00. This will increase the Constable, Precinct 3 budget by \$77,241.00, Non-Departmental budget by \$9,271.00 and General Capital Improvement budget by \$53,000.00.

Commissioner Aldrich stated there is no need for a vehicle and this amount includes a vehicle. Judge Peters stated it wouldn't be the first time a department said they could utilize a reserve deputy vehicle and then ask for one the following year.

Commissioner Cauley called for the question.

Judge Peters said first he wanted to explain his process when considering the personnel requests. The County Judge said he did not include several positions that he

felt were justified and needed because at some point you have to cut it down. He said that based on his experience as a constable and the work load at that time, he does not feel that the request from Constable, Precinct 3 is justified and is opposed to adding the position. He added that he feels this is the wrong thing to do for the tax payers. Judge Peters then called for the vote.

On motion by Commissioner Berry, seconded by Commissioner Cauley, this amendment passed by a vote of three (3) for and two (2) against.

There was then more discussion on whether a vehicle was needed and exactly what amount was approved for this amendment.

Commissioner Cauley said she understands this to only be for a deputy and approves that.

Commissioner Catalena stated he does not think it is right to take away from the Sheriff's Office that works 24/7. He said he does not think this is taking care of the tax dollars.

Commissioner Cauley said that the elected Constable has come to them with this request for additional personnel and feels it is needed.

At this point Commissioner Aldrich stated he is only voting for the added position with salary and benefits, not a vehicle.

Commissioner Cauley agreed that this is also what she is approving.

Constable Ingram agreed that a vehicle was not needed. The only addition to the salary and benefits needed is \$1,000 for a body camera.

County Auditor stated that she needs to know the exact amount the Court is approving.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 3-2. Ayes: Aldrich, Berry, Cauley. Nays: Catalena, Peters.

Amendment 26 - Rescind Original Motion

A motion was then offered by Judge Peters to rescind the vote. The motion was seconded by Commissioner Aldrich and passed unanimously.

Motion: Approve, Moved by County Judge Duane Peters, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

Amendment 26 - Amended Motion

At this point a motion was offered by Commissioner Berry, seconded by Commissioner

Cauley to approve the creation of a Precinct 3 Constable Deputy with salary and benefits which total \$77,241 plus a Body Camera \$1,000.00 for a total of \$78,241.00.

Judge Peters stated that he still does not agree with adding this position.

Commissioner Berry said she disagrees with Judge Peters.

Commissioner Cauley said she also disagrees and feels that the added truancy cases in Precinct 3 justifies the position.

Judge Peters said that when Precinct 3 took on the truancy cases a deputy was added at that time.

Commissioner Aldrich commented that he spent several hours discussing this with Constable Ingram, Judge Peters and Budget Officer Irene Jett. He said it is his desire for all the constables to come together to the Budget Hearing with uniform requests in the future.

The motion passed with a vote of three (3) for and two (2) against for the additional position to Constable, Precinct 3.

Motion: Approve w/ Conditions, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 3-2. Ayes: Aldrich, Berry, Cauley. Nays: Catalena, Peters.

#### Amendment 27

General Fund Contingency, Non-Departmental, Sheriff Administration and General Capital Improvement Fund - Creation of Deputy-Sheriff with salary and benefits which total \$77,241.00. This also includes: Vest \$800.00, Taser \$1,100.00, Body Camera \$1,000.00, Hand Held Radio \$3,871.00, and Radar \$2,500.00.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

#### Amendment 28

General Fund Reserve Fund Balance and Indigent Health Care - Decrease departmental support to Indigent Health Care budget by \$40,000.00.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by County Judge Duane Peters. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

Commissioner Aldrich moved to adopt the 2017-2018 total budget including amendments of \$249,986,538. Commissioner Cauley seconded the motion and it passed unanimously.



Motion: Approve, Moved by Commissioner Steve Aldrich, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

15. Ratification of the property tax increase due to the adoption of a budget that will require more revenue from property taxes than in the previous year.

Judge Peters stated that the Fiscal Year 2018 Budget will raise more total property taxes than last year's budget by \$6,864,697.00 or 9.77%, and of that amount \$3,466,785.17 is tax revenue to be raised from new property added to the tax roll this year.

Motion: Approve, Moved by County Judge Duane Peters, Seconded by Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

16. Adoption of the Brazos County Salary Schedule for Fiscal Year 2018.

The Court approved as submitted the salary schedule for FY 2018. A copy is attached.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by Commissioner Steve Aldrich. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

17. Personnel Change of Status.

Personnel Action Forms

A copy of the Personnel Change of Status requests is attached.

Motion: Approve, Moved by Commissioner Irma Cauley, Seconded by County Judge Duane Peters. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

18. Payment of Claims.

Claims 7159003-7159182

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

19. Acknowledgement of account upgrades to the following Lexis Nexis contracts:

- a. Contract # 144KMR for County Attorney - Investigators
- b. Contract # 113CTB for County Attorney - Attorneys
- c. Contract # 113CBZ for Judges

A copy of the contracts is attached.

Motion: Approve, Moved by Commissioner Nancy Berry, Seconded by Commissioner

Irma Cauley. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

20. Acknowledgement of monthly reports submitted in August 2017.

The Court acknowledged receipt of the Extension Service reports submitted in August 2017 and acknowledged receipt of reports from the following County and Precinct Offices showing revenues collected and remitted to the County Treasurer:

County Clerk  
District Clerk  
Justice of the Peace Precinct 1  
Justice of the Peace Precinct 2  
Justice of the Peace Precinct 4  
Constable Precinct 1  
Constable Precinct 2  
Constable Precinct 3  
Constable Precinct 4

21. Sheriff's report on inmate population.

Sheriff Chris Kirk stated there were 741 inmates in jail, 628 inmates are male and 113 are female, 42 have electronic monitors and 5 are pending for monitors. Sheriff Kirk also stated that 76 of the Aransas County federal inmates have been moved to Robstown, and 68 inmates will remain here until water and electricity is restored.

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

Commissioner Aldrich announced The Texas Aggies Go To War Exhibit is on display at the Stark Gallery located in the Memorial Student Center from September 1, 2017 through December 16, 2017.

23. Call for Citizen input and/or concerns

There was no citizen's input.

24. Adjourn.

The foregoing minutes of the Commissioners Court meeting held September 5, 2017  
have been examined and are approved in open Court this 10th day of October, 2017, in  
Bryan, Brazos County, Texas .



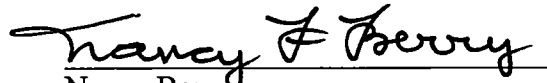
Duane Peters  
County Judge



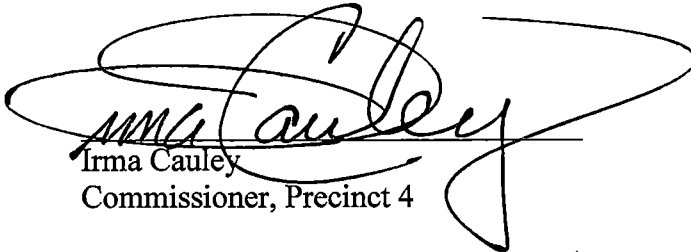
Steve Aldrich  
Commissioner, Precinct 1

Absent

Sammy Catalena  
Commissioner, Precinct 2



Nancy Berry  
Commissioner, Precinct 3

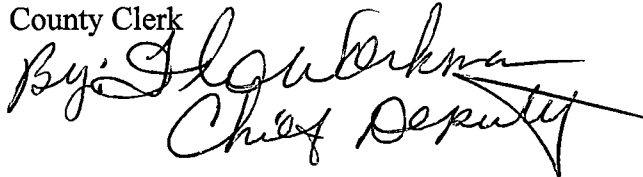


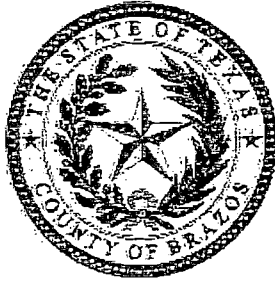
Irma Cauley  
Commissioner, Precinct 4

Attest:



Karen McQueen  
County Clerk

By:   
Chief Deputy



**BRAZOS COUNTY  
BRYAN, TEXAS**

**FILED**

2017 SEP -1 P 1:30

KAREN MCQUEEN, COUNTY CLERK  
BRAZOS COUNTY, BRYAN, TEXAS  
BY *John R. Ramey* DEPUTY

**NOTICE OF MEETING AND AGENDA**

**BRAZOS COUNTY COMMISSIONERS COURT**

**THE COMMISSIONERS COURT OF BRAZOS COUNTY WILL MEET  
IN REGULAR SESSION ON SEPTEMBER 5, 2017 AT 10:00 AM IN  
THE COMMISSIONERS COURTROOM OF THE COUNTY  
ADMINISTRATION BUILDING, 200 SOUTH TEXAS AVE., SUITE 106,  
BRYAN, TX 77803**

- 
1. Invocation and Pledge of Allegiance  
- U.S. and Texas Flag - Chaplain G.H. Jones and Commissioner Cauley
  2. Call for Citizen input and/or concerns

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  - c. Fargos Pit Bar-B-Que % Wells Belender - Overpayment \$16.12
  - d. Margaret Buckley E McChrystal - Overpayment \$107.71
12. Budget Amendments.  
Budget Amendments FY 16/17 49.1 - 49.8
13. Resolution 17-019 levying a tax rate for Brazos County for the Tax Year 2017.
14. Adoption of the County Budget for fiscal year ending September 30, 2018.
15. Ratification of the property tax increase due to the adoption of a budget that will require more revenue from property taxes than in the previous year.
16. Adoption of the Brazos County Salary Schedule for Fiscal Year 2018.
17. Personnel Change of Status.  
Personnel Action Forms
18. Payment of Claims.
19. Acknowledgement of account upgrades to the following Lexis Nexis contracts:
  - a. Contract # 144KMR for County Attorney - Investigators
  - b. Contract # 113CTB for County Attorney - Attorneys
  - c. Contract # 113CBZ for Judges
20. Acknowledgement of monthly reports submitted in August 2017.
21. Sheriff's report on inmate population.
22. Announcement of interest items and possible future agenda topics.
23. Call for Citizen input and/or concerns
24. Adjourn.

### **PUBLIC COMMENTS**

Public Comment during the Commission Meeting may be for all matters, both on and off the agenda, and be limited to four minutes per person. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment at the Commission meeting. Members of the public are reminded that the Brazos County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Brazos County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court. Those members of the public who are inappropriately attired and/or who do not conduct themselves in an orderly and appropriate manner will be ordered to leave the meeting. Refusal to abide by the Court's Order and/or continued disruption of the meeting may result in a Contempt of Court Citation.

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

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

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

### **INVOCATION**

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

The Commissioners Courtroom of the County Administration Building, 200 South Texas Ave., Suite 106, Bryan, TX 77803 is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive services must be made two working days before the meeting. To make arrangements, please call (979) 361-4102.

# BRAZOS COUNTY COMMISSIONER'S COURT

5<sup>th</sup> DAY OF September, 2017  
10:00 AM/~~PM~~, \_\_\_\_\_

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

KAREN McQUEENCo. ClerkIrene JeffBudgetNina MeansBudgetCHARLITA GILKESChairmanShoshorkmaCounty Clerk's OfficeWayne DickeySheriff's OfficeStae ManchesterMFE LLCIsaac Butler JrConstable Pct 4WM. CHARLES WENDTPURCHASINGMegan MasonAuditorB. ERSTCo. AttyEd BullCABill OLIVERWTHWJim StewartSheriff's OfficeDavis VillaverdeSecy's Office

# BRAZOS COUNTY COMMISSIONER'S COURT

5th DAY OF September, 2017  
10:00 AM/~~PM~~, \_\_\_\_\_

Name

(PLEASE PRINT)

Organization

(PLEASE PRINT)

PE M L Paul Martinez

BLSD

JOHN CAMPBELL

CONSTABLE ACT 1

Trudy Hancock

EA

Kate Conn

Auditor

Jeff Reeves

BC Pct 1

DOUG VANCE

JUL

ERIC CALDWELL

BCIT

Kristeen Roe

Top A/C

Nicholas Brackley

SEAN MCCORMACK

STC

LAURA T. DAVIS

Treas

Jennifer Salazar

HK

J.P. Ingram

Beo # 3

ALAN MONGER

R & B

Chris Kirk

Sheriff



BRAZOS COUNTY  
COMMISSIONER'S COURT

5th DAY OF September, 2017  
10:00 AM/~~PM~~, \_\_\_\_\_

Name  
(PLEASE PRINT)

Organization  
(PLEASE PRINT)

James Edge

Comm. Focus

Paul Switzer

Patrick Gentron

Citizen

Clay Falls

KBTX-TV

Candy Gallego

Comm. Court



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Sheriff and Constables' fees to become effective January 1, 2018.  
TO: Commissioners Court  
DATE: 09/01/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

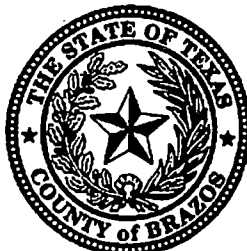
[Sheriff-Constable fees 2017.pdf](#)

**Description**

Fee Chart

**Type**

Cover Memo



**BRAZOS COUNTY**  
**BRYAN, TEXAS**  
**AMENDED**

Whereas, Subchapter F, §118.131 of the Local Government code, authorizes the Commissioners Court of each County to set reasonable fees to be charged for certain services by the office of Sheriff and Constable; and

Whereas, the Brazos County Commissioners court has determined the fees listed below are required to recoup the costs to Brazos County for the services;

Therefore, the commissioners Court is of the opinion that the following fees are reasonable and should be established for these services in Brazos County effective January 1, 2018, and to remain in effect until further orders of the court.

These fees will be for the District Courts, County Courts, Justice of the Peace Courts and Small Claims Courts.

**NOTICES:**

SUBPOENAS	\$70.00
SUMMONS	\$70.00
WRIT OF ATTACHMENT	\$125.00 (Plus \$50.00/hr per deputy after 2 hrs.)
WRIT OF GARNISHMENT	\$125.00 (Plus \$50.00/hr per deputy after 2 hrs.)
WRIT OF SEQUESTRATION	\$125.00 (Plus \$50.00/hr per deputy after 2 hrs.)
ORDER OF SALE	\$125.00
WRIT OF POSSESSION	\$125.00 (Plus \$50.00/hr per deputy after 2 hrs.)
FORCIBLE DETAINER	\$100.00
WRIT OF RETRIEVAL	\$125.00 (Plus \$50.00/hr per deputy after 2 hrs.)

**SERVICE FEES:**

SMALL CLAIMS CITATION	\$70.00
JUSTICE COURT CITATION	\$70.00
ALL OTHER COURTS' CITATIONS	\$70.00

**OTHER SERVICE FEES:**


ALL CITATIONS	\$70.00
ALL WRITS	\$125.00 (unless fee mandated by State)
POSTING OF PUBLIC NOTICE OF SALE	\$30.00 (each location)
PRECEPTS	\$70.00
SHOW CAUSE	\$70.00
EXECUTING A DEED FOR REAL PROPERTY	\$70.00
EXECUTING A BILL OF SALE FOR REAL PROPERTY	\$70.00
RESTRAINING ORDER	\$125.00
DISTRESS WARRANT	\$125.00
TURNOVER ORDER WITH EXECUTION	\$125.00
COMMITMENT (FROM CIVIL SUITS)	\$125.00
CITATION/TEMPORARY PROTECTIVE ORDER	\$30.00
NOTICE OF APPLICATION/PROTECTIVE ORDER	\$30.00
JUDGMENT NISI	\$20.00

**ESTRAY FEES:**

LIVESTOCK COLLECTION FEE, per head	\$25.00
IMPOUNDMENT FEE	\$150.00
BOARDING & FEEDING	
Per day, small animal (sheep, goat, swine)	\$6.00
Per day, large animal (cattle, horse, mule, donkey)	\$10.00

**SERVICE COMMISSION FOR EXECUTIONS AND ORDER OF SALE:**

FOR ALL SUMS \$0 - \$200 .....	10%
FOR ALL SUMS \$200 - \$1000 .....	6%
FOR ALL SUMS \$1000 - \$5000 .....	3%
FOR ALL SUMS \$5000 - UP. ....	2%

**APPROVED**  
  
Duane Peters  
County Judge  
9/5/17  
Date

First \$200 a fee of 10%, and additional 6% for the next \$800, and additional 3% for the next \$4,000 and an additional 2% for any amounts over \$5,000.

If the above sums are collected without sale, one-half (1/2) of the foregoing rates shall apply.



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Reappointment of the following to the Child Welfare Board; term of appointments are 8/28/17 through 8/27/20:

- a. Gail Bradbury
- b. Suzanne Phelps

TO: Commissioners Court

DATE: 09/01/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

No Attachments Available



**BRAZOS COUNTY**  
**BRYAN, TEXAS**

**COMMITTEE/BOARD REAPPOINTMENT**

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

**Gail Bradbury**


as a

**Board Member**

to the

**Brazos County Child Welfare Board**

**\*\*Term of appointment is 8/28/17-8/27/20.**

  
\_\_\_\_\_  
Duane Peters  
County Judge

9/5/17  
\_\_\_\_\_  
Date



**BRAZOS COUNTY**  
**BRYAN, TEXAS**

**COMMITTEE/BOARD REAPPOINTMENT**

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

**Suzanne Phelps**

as a

**Board Member**

to the

**Brazos County Child Welfare Board**

\*\*Term of appointment is 8/28/17-8/27/20.

A handwritten signature of Duane Peters, written in black ink, is positioned above a horizontal line. To the right of the signature, the date "9/5/17" is handwritten.

Duane Peters  
County Judge

Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT: County Attorney NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Payment authorization to West Payment Center in amount of \$687.32 for monthly/annual billing for Texas Vernon Statutes subscription for the County Attorney's Office; a purchase order was not obtained in advance.

TO: Commissioners Court

FROM: Rodney W Anderson

DATE: 08/30/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: Funds already budgeted in appropriate account for FY2017

ACTION REQUESTED OR  
ALTERNATIVES: Request the approval of payment authorization to West Payment Center in amount of \$687.32 for monthly/annual billing for Texas Vernon Statutes subscription. Purchase order was not obtained in advance to process remaining billings for FY2017.

**ATTACHMENTS:**

**File Name**

[DOC000.pdf](#)

**Description**

Payment authorization and invoices

**Type**

Backup Material

**Vendor #:** 3187 **Division:** 18000100

**Pay to:** West Payment Center **Today's Date:** 30-Aug-17

**Address:** \_\_\_\_\_

Attach **ALL** supporting data such as invoices, meal and hotel receipts, airline tickets, seminar brochure(s) or syllabus, brochure(s) or syllabus, registration forms, etc.

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
8/4/2017	836654992	Monthly billing for Library plan charges			276.29
		for Texas Vernon Statutes subscription			
8/4/2017	836654993	Annual/Monthly billing for Library plan charges			411.03
		for Texas Vernon Statutes subscription			
		PURCHASE ORDER WAS NOT OBTAINED			
		IN ADVANCE FOR THIS MONTHLY BILLING.			
				FREIGHT TOTAL	687.32

"I, the requisitioner, hereby certify that the item(s) and/or service(s) on this requisition have been or will be used exclusively for the benefit of Brazos County. They have been purchased in compliance with Section 262.021 - Section 262.034 of the Local Government Code . I further certify that I am aware of the criminal penalties resulting from the violation of these State laws."

Theresa Turubartus  
Requisitioned By  
Approved/County Judge

[illegible]

**TOTAL \$ 687.32**

**Approved/County Auditor**





**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT: Budget NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Request authorization to wire transfer to the Texas Health and Human Services Commission (HHSC) \$7,014,936.55 from the Local Provider Participation Fund.

TO: Commissioners Court

FROM: Irene Jett

DATE: 08/31/2017

FISCAL IMPACT: True

BUDGETED: False

DOLLAR AMOUNT: \$0.00

BUDGET DETAIL: See attached.

SOURCE OF FUNDS: Local Participation Fund 1600

REQUIREMENTS: Funds must be transferred using the TexNet system as required by HHSC.

NOTES/EXCEPTIONS: Pursuant to Section 296.003 of the Health and Safety Code, the Commissioners Court of Brazos County has authorized the county to participate in the county health care provider participation program and establish a Local Provider Participation Program.

IGT amounts are determined after all participating providers submit commitment levels. Then HHSC does a "haircut" or adjustment which indicates the maximum that may be contributed for each provider. The County may only submit to HHSC amounts determined after this calculation for each individual participating provider.

ACTION REQUESTED OR ALTERNATIVES: Request approval to wire transfer funds to HHSC using the TexNet.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[DY6 Final UC Allocation Form Brazos County 8.25.17.pdf](#) Brazos County IGT September 2017

Backup Material

6

**BRAZOS COUNTY  
BRYAN, TEXAS**


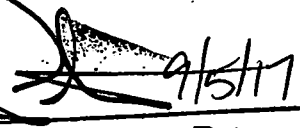
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DEPARTMENT:	Budget	NUMBER:
DATE OF COURT MEETING:	9/5/2017	
ITEM:	Request authorization to wire transfer to the Texas Health and Human Services Commission (HHSC) \$7,014,936.55 from the Local Provider Participation Fund.	
TO:	Commissioners Court	
FROM:	Irene Jett	
DATE:	08/31/2017	
FISCAL IMPACT:	True	
BUDGETED:	False	
DOLLAR AMOUNT:	\$0.00	
BUDGET DETAIL:	See attached.	
SOURCE OF FUNDS:	Local Participation Fund 1600	
REQUIREMENTS:	Funds must be transferred using the TexNet system as required by HHSC.  Pursuant to Section 296.003 of the Health and Safety Code, the Commissioners Court of Brazos County has authorized the county to participate in the county health care provider participation program and establish a Local Provider Participation Program.	
NOTES/EXCEPTIONS:	IGT amounts are determined after all participating providers submit commitment levels. Then HHSC does a "haircut" or adjustment which indicates the maximum that may be contributed for each provider. The County may only submit to HHSC amounts determined after this calculation for each individual participating provider.	
ACTION REQUESTED OR ALTERNATIVES:	Request approval to wire transfer funds to HHSC using the TexNet.	

**ATTACHMENTS:**

<u>File Name</u>	<u>Description</u>	<u>Type</u>
DY6_Final_UC_Allocation_Form_Brazos_County_8.25.17.pdf	Brazos County IGT September 2017	Backup Material

**APPROVED**

Duane Peters  
County Judge

Date

## DY6 UC Allocation Form

TRACE Number:

*The Trace Number is in the receipt you receive from the Comptroller once you have submitted your IGT into TexNet.*

**The Trace Sheet and Allocation Form must be submitted together in the same email. All Trace Sheet submissions must be accompanied by an Allocation Form.**

[illegible]



**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Approve contract with Texas Voting System, Inc for the November 2017 Election  
TO: Commissioners Court  
DATE: 08/29/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">Texas Voting Contract.pdf</a>	Texas Voting Contract	Cover Memo

**THE STATE OF TEXAS §**

**COUNTY OF BRAZOS §**

This contract made and entered into this the 5<sup>th</sup> day of September, 2017, by and between TEXAS VOTING SYSTEMS, INC., a Texas Corporation, BRAZOS COUNTY and the BRAZOS COUNTY ELECTION ADMINISTRATOR, as Contracting Officer for the CITY OF BRYAN, CITY OF COLLEGE STATION, BRYAN INDEPENDENT SCHOOL DISTRICT, COLLEGE STATION INDEPENDENT SCHOOL DISTRICT and the NAVASOTA INDEPENDENT SCHOOL DISTRICT.

**WITNESSETH:**

Whereas, Texas Voting Systems, Inc. is the business of selling election services and supplies; and

Whereas, BRAZOS COUNTY and the BRAZOS COUNTY ELECTION ADMINISTRATOR is desirous of employing the services of TEXAS VOTING SYSTEMS, INC. in connection with the BRAZOS COUNTY SPECIAL, CITY OF BRYAN MUNICIPAL GENERAL, CITY OF BRYAN SPECIAL, CITY OF COLLEGE STATION MUNICIPAL GENERAL, BRYAN INDEPENDENT SCHOOL DISTRICT GENERAL, COLLEGE STATION INDEPENDENT SCHOOL DISTRICT GENERAL, and NAVASOTA INDEPENDENT SCHOOL DISTRICT SECIAL ELECTIONS to be held on November 7, 2017 in Brazos County, Texas;

Now, Therefore, in consideration of the premises and mutual promises and obligations herein set forth, it is agreed that:

**I**

TEXAS VOTING SYSTEMS, INC. will provide the following supplies:

- (a) Thirty-three (33) custom gathered election sets (26 for Election Day, 5 for Early Vote, 1 for Early Voting Ballot Board and 1 for Central Counting).
- (b) Two thousand (2,000) sample ballots
- (c) All required numbered seals for eSlates and JBC's and transfer cases
- (d) Vote center supply packs (pens, tape, paper clips, tacks, and highlighters ) as required

**II**

TEXAS VOTING SYSTEMS, INC. will provide the following services:

- (a) Programming for the elections.
- (b) Pre-define voting equipment (250 eSlates, 30 JBCs for Election Day, 48 eSlates, 5 JBCs for Early Vote, 2 eSlates, 2 JBCs for Public Test)
- (c) Transport and set up equipment at 5 Early Voting locations, tear down and pick up equipment and return to warehouse
- (d) Transport equipment to 21 vote centers and return to the warehouse after the election (5 vote centers are to be picked up and returned by the election judges.)
- (e) Back up of the equipment after the election
- (f) Provide assistance on Election Day as required to include Central Counting
- (g) Clear equipment after retention period
- (h) Provide consulting services before and after the election

### III

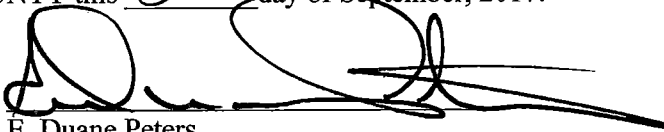
The BRAZOS COUNTY ELECTION ADMINISTRATOR, shall be responsible for and hereby assumes the following duties and obligations in regard to the BRAZOS COUNTY SPECIAL, CITY OF BRYAN MUNICIPAL GENERAL, CITY OF BRYAN SPECIAL, CITY OF COLLEGE STATION MUNICIPAL GENERAL, BRYAN INDEPENDENT SCHOOL DISTRICT GENERAL, COLLEGE STATION INDEPENDENT SCHOOL DISTRICT GENERAL, and NAVASOTA INDEPENDENT SCHOOL DISTRICT SPECIAL ELECTIONS to be held on November 7, 2017:

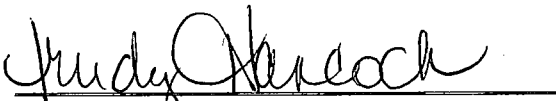
- (a) Payment of Election Judges and Clerks
- (b) Payment of Central Counting staff, Early Voting Ballot Board, and Signature Verification Committee
- (c) Furnish Texas Voting Systems, Inc. a complete list of all candidates for all races and all propositions to be considered in the above mentioned election
- (d) All reports, expense accounts, canvass of the election, conduct of the election at the individual polling places and any other statutory requirements as required by the Texas Election Code and/or the Federal Voting Rights Act.
- (e) Payment of the TEXAS VOTING SYSTEMS, INC. contract

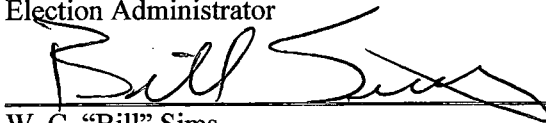
### IV

The consideration to be paid by BRAZOS COUNTY to TEXAS VOTING SYSTEMS, INC. for services rendered and supplies provided by said corporation for the BRAZOS COUNTY SPECIAL, CITY OF BRYAN MUNICIPAL GENERAL, CITY OF BRYAN SPECIAL, CITY OF COLLEGE STATION MUNICIPAL GENERAL, BRYAN INDEPENDENT SCHOOL DISTRICT GENERAL, COLLEGE STATION INDEPENDENT SCHOOL DISTRICT GENERAL, and NAVASOTA INDEPENDENT SCHOOL DISTRICT SPECIAL ELECTIONS to be held on November 7, 2017 is THIRTY-NINE THOUSAND NINE HUNDRED DOLLARS AND NO CENTS (\$39,900.00)

APPROVED by BRAZOS COUNTY this 5<sup>th</sup> day of September, 2017.

  
E. Duane Peters  
County Judge

  
Trudy R. Hancock  
Election Administrator

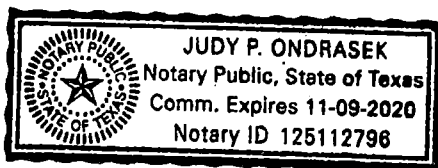
  
W. C. "Bill" Sims  
Vice President, Texas Voting Systems, Inc.

THE STATE OF TEXAS §

COUNTY OF BRAZOS §

BEFORE ME, the undersigned Notary Public in and for said County and State, on this day personally appeared W. C. "Bill" Sims, known to be to be the person and officer whose name is subscribed tot he foregoing instrument and acknowledged to me the same was the act of the said Texas Voting Systems, Inc., a corporation, and that he executed the same as the act of such corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 29 day of August 2017



J. Ondrasek  
Notary Public in and for Brazos County, Texas



**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT: Road and Bridge                      NUMBER: CC2017-Three Drinks 4 the Win  
5K-road/lane closures

DATE OF COURT MEETING: 9/5/2017

ITEM: Approval of County roadway/lane closures to accommodate the Three Drinks 4 the Win 5K event scheduled for Sunday, September 10, 2017 from 7:00am to 11am; event route will affect Hickory Road, Walnut Road, North Dowling Road and Rock Prairie Road West. Area Wide Protective (formerly N-Line) will provide traffic control assistance during this event. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 08/30/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">Cover Letter - Race Texas to Brazos County.pdf</a>	Request Letter	Backup Material
<a href="#">2017 3Drinks 5K - Route.pdf</a>	Route Description	Backup Material
<a href="#">Contingency Plan - County.pdf</a>	Contingency Plan	Backup Material



8

BRAZOS COUNTY  
COMMISSIONERS' COURT ACTION FORM

DEPARTMENT Fleet Services

DEPT. NUMBER 56002000

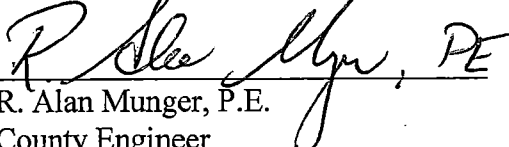
DATE OF COURT MEETING: September 5, 2017

ITEM: Consider and take action on county roadway/lane closures to accommodate the Three Drinks 4 the Win 5K event scheduled for Sunday, September 10, 2017 from 7:00a.m. to 11a.m.; event route will affect Hickory Road, Walnut Road, North Dowling Road and Rock Prairie Road West. Area Wide Protective (formerly N-Line) will provide traffic control assistance during this event. Site is located in Precinct 1.

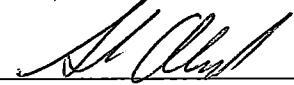
SOURCE OF FUNDS: N/A

NOTES/EXCEPTIONS:

SUBMITTED BY:


  
R. Alan Munger, P.E.  
County Engineer  
CC2017

ACKNOWLEDGED BY:

  
Steve Aldrich  
Commissioner, Precinct 1

This Request is Approved   /   (or) Denied    by Commissioners' Court

Date: 9-5-17

  
E. Duane Peters, County Judge

Thursday, August 3, 2017

Ms. Megan Lott  
Brazos County Road & Bridge Department

RE: Three Drinks 4 the Win 5K

Dear Ms. Lott:

Attached you will find a draft Temporary Traffic Control Plan (TTCP) for the 2017 Three Drinks 4 the Win 5K event to be held on Sunday, September 10, 2017. This running event will begin and end at the Aggieland Micro District at 11405 N. Dowling Rd. in College Station. The attached plan is a draft for review and was prepared by a Licensed Professional Engineer. It takes into consideration the safety of our event participants and all roadway users. One lane closure will be necessary.

I will be working with Area Wide Protective (AWP, formerly N-Line) with the implementation of this traffic control plan on the day of the event. Their personnel are fully experienced and certified in the deployment of temporary traffic control, as per TxDOT Item 7.2.6.5, and if you should need copies of those certifications, I can have them provide that to you.

We will work with Brazos Valley Police Services the day of the event to secure the intersections where licensed officers are required as outlined by the traffic control plan.

Flaggers will be given a tutorial on proper methods the week before the event and also the day of the event individually when they are dropped off at their specific location. Flaggers will all be required to bright white, Race Texas volunteer shirts so to be seen easily.

Also, as mentioned, this event will require one lane closure on Rock Prairie West. The closure will be from approximately 7am to 11am, and a full detour plan is included in the attached plan. Race Texas will provide as much public notification as possible prior to the event through the use of the printed flyers for every home located on the closed lane. The attached plan also calls for the deployment of one (1) Portable Changeable Message Signs on Old

Reliance Road at least 72 hours prior to the event to provide advance notice of the closure for those using this roadway and those that live in this area.

I hope this satisfies the requirements of Brazos County. I look forward to working with you and receiving any feedback you may have regarding this event.

Please contact me if you have any questions.

Thank you!

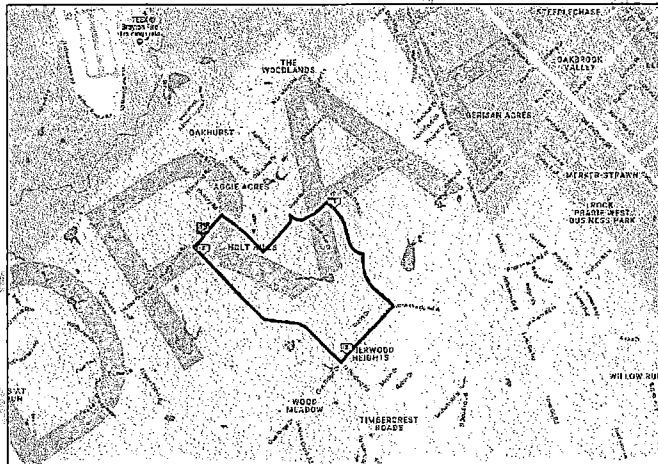
Samantha Matush  
Race Texas Sports  
Race Director  
[sam@racetx.com](mailto:sam@racetx.com)  
254-760-7443

CCourt Agenda

**Tempo** **Plan**  
**2017 THREE DRINKS & THE WIN 5K**  
**College Station, Texas**  
**September 9, 2017**

BEER WHISKEY WINE  
**THREE DRINKS**  
4 THE WIN 5K

SHEET #	ROUTE LOCATION
1	RACE START & FINISH LINE
X	X
X	X
X	X



SITE LOCATION MAP  
(NTS)

**PREPARED BY:**

DALE L. PICHA, P.E.  
1430 GREY OAK DR  
SAN ANTONIO, TX 78213  
PHONE: (210) 668-0627

FIRM REGISTRATION  
NUMBER  
F-12490

This document is  
released for the purpose  
of interim review only,  
under the authority of  
Dale L. Picha, P.E. 85552  
on August 1, 2017

EVENT DATE: SEP 9, 2017 EVENT START TIME: 0700  
TRAFFIC CONTROL SETUP TIME: START AT 0400; SET BY 0600



- Symbol Legend**
- ▲ Temporary Sign
  - Channelizing Devices
  - ▬ Type III Barricade
  - ➡ Arrow Board
  - Ⓜ Portable CMS
  - 👮 Police Officer
  - ⬆ Volunteer
  - ➡ Runner Direction
  - ➡ Vehicle Direction

MATCH LINE "A"

Dale L. Picha, P.E.  
1430 Grey Oak Dr.  
San Antonio, TX 78213  
Phone: (210) 668-0627

Firm Registration  
Number  
F-12490

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Dale L. Picha, P.E. 85552  
on August 1, 2017

THREE DRINKS  
1st 5K

**Temporary Traffic Control Plan**  
**2017 Three Drinks 4 The Win 5K**  
**September 9, 2017**



1 inch = 200 feet

PAGE 01 of xx



- Symbol Legend**
- ▲ Temporary Sign
  - Channelizing Devices
  - ▬ Type III Barricade
  - ▬ Arrow Board
  - Ⓜ Portable CMS
  - Ⓜ Police Officer
  - ▲ Volunteer
  - ↔ Runner Direction
  - Vehicle Direction

Dale L. Picha, P.E.  
1430 Grey Oak Dr  
San Antonio, TX 78213  
Phone: (210) 668-0627

Firm Registration  
Number  
F-12490

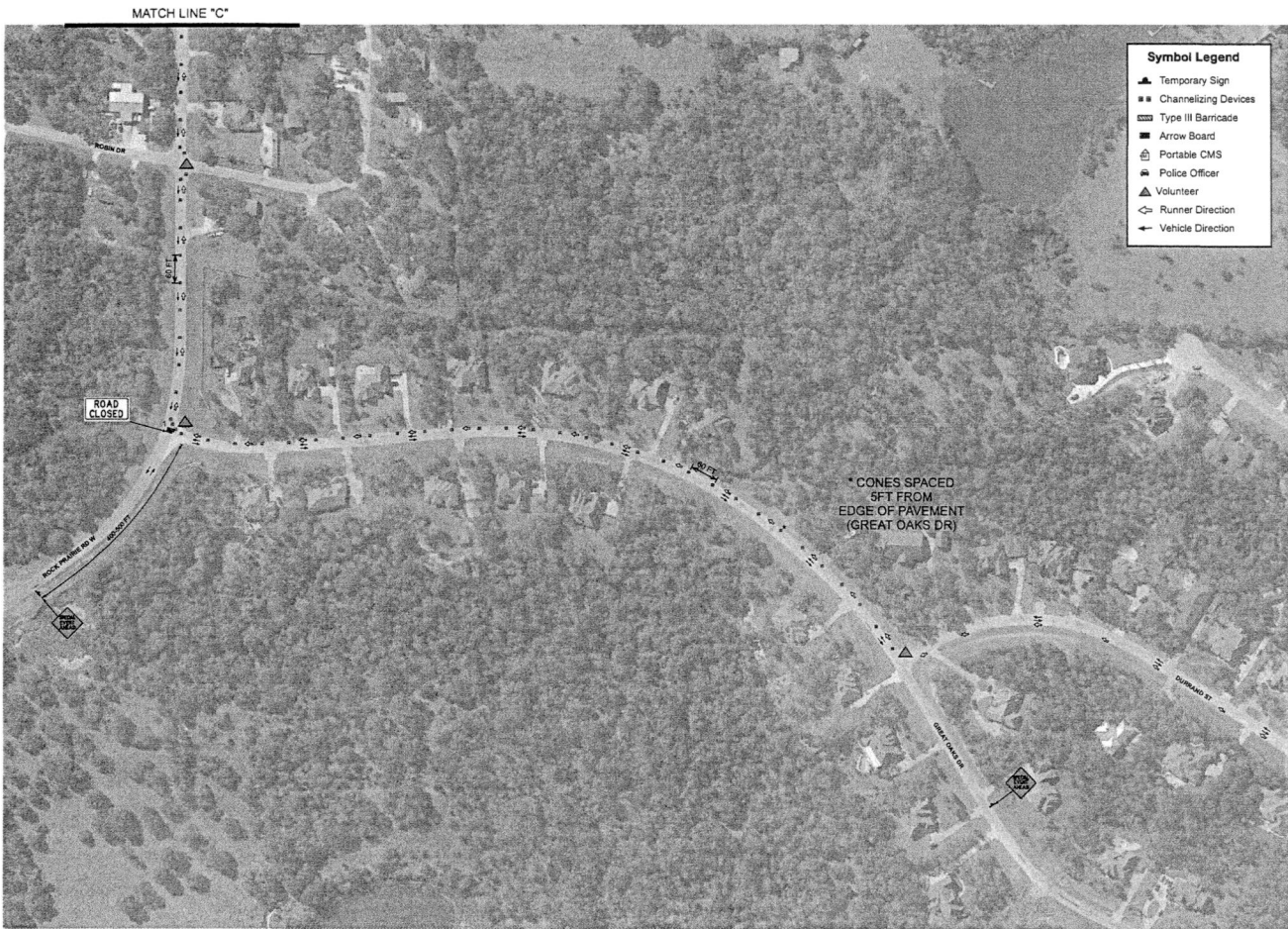
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**Temporary Traffic Control Plan**  
**2017 Three Drinks 4 The Win 5K**  
**September 9, 2017**



1 inch = 200 feet



Dale L. Picha, P.E.  
1430 Grey Oak Dr  
San Antonio, TX 78213  
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THREE DRINKS  
THE WIN 5K

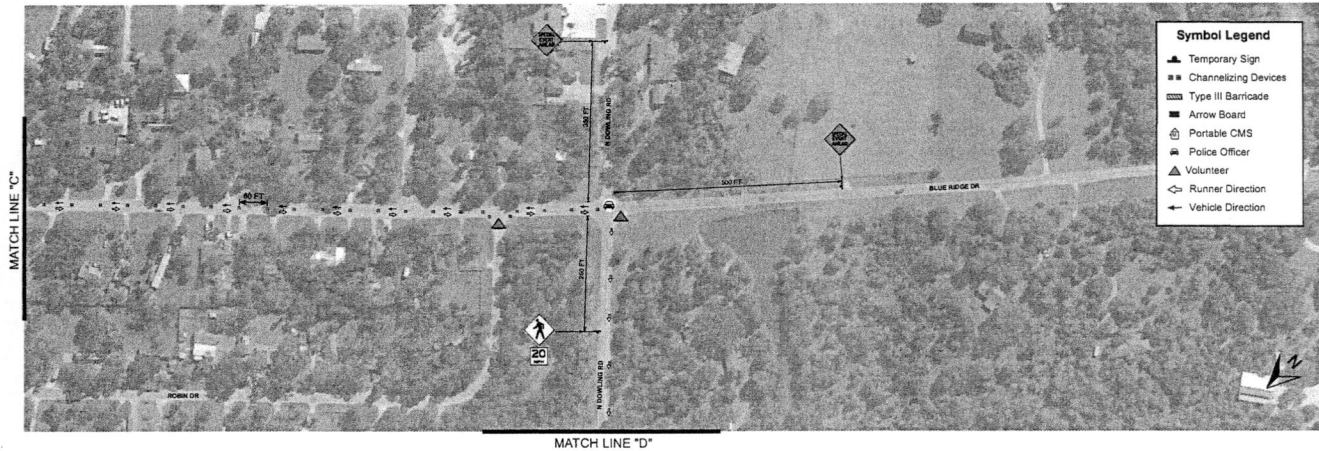
Temporary Traffic Control Plan  
2017 Three Drinks 4 The Win 5K  
September 9, 2017



1 inch = 200 feet

PAGE 03 of xx





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San Antonio, TX 78213  
Phone: (210) 668-0627

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THREE DRINKS  
1 THE WINE

**Temporary Traffic Control Plan**  
**2017 Three Drinks 4 The Win 5K**  
**September 9, 2017**

1 inch = 200 feet

PAGE 04 of xx





## **Contingency Plan**

### **1. Weather related issues:**

- The event will be canceled if bad weather is forecasted. Runners will be notified by email and Facebook posts.
- If there is a sudden onset of severe weather after the event has started, Race Texas vehicles will be used to pick up runners.
- New Republic Brewing Co. will be the place of safe refuge in case of a tornado.

### **2. Medical Issues:**

- An ambulance will be able to access Aggieland Micro District from the main entrance off N. Dowling Rd.
- The Race Director and staff will conduct crowd control in the event of an emergency.
- A first aid station will be at the event site in the parking lot for Aggieland Micro District.
- New Republic Brewing Co., Perrine Winery, and Rio Brazos Distillery buildings will be open in case of severe heat. Water and gatorade will be provided at the finish line.
- Brazos Valley Police Services, Race Staff, and Race Volunteers will man barricades and intersections as outlined by the Traffic Control Plan.
- Race Staff will work the entry gates as needed.

### **3. Security:**

- Volunteers and Race Staff will all have phone numbers for the Race Director. The Race Director and Brazos Valley Police Services will have contact information for EMS and Fire Department during the event.
- Portable radios will be carried by the Race Director, EMS, Officer in Charge, and key race staff on the course.

### **4. Event Logistics:**

- There will be an information booth with Race Staff to answer participate questions.
- The crowd will begin dispersing at 10:00am and majority will be dispersed by 10:30am.
- The Race Director, Samantha Matush, will take responsibility for the event. She will be located at Aggieland Micro District and can be contacted by radio and/or cell phone (254.760.7443).



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Road and Bridge      NUMBER: CC 2017 - Utility Permit - Wickson Creek SUD - Steep Hollow Road - 265' of Green Branch Loop

DATE OF COURT MEETING: 9/5/2017

ITEM: Consider and take action on the Wickson Creek Special Utility District utility permit to construct a road bore for a 1 inch water line crossing under Steep Hollow Road 265 feet northeast of Green Branch Loop. Crossing will be encased and be a minimum of 36 inches under the bottom of the ditch. Line will provide service to customer at 9238 Steep Hollow Road. Site is located in Precinct 2.

TO: Commissioners Court

FROM: Darrell Kolwes

DATE: 08/30/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Utility Permit - Wickson Creek SUD - Steep Hollow Road - 265' northeast of Green Branch Loop.pdf](#)

Utility Permit - Wickson  
Creek SUD - Steep Hollow  
Road - 265' northeast of  
Green Branch Loop      Backup  
Material

9

**BRAZOS COUNTY  
COMMISSIONERS' COURT  
ACTION FORM**

---


DEPARTMENT: Road & Bridge

MEETING DATE: September 5, 2017

SUBJECT: Utility Permit – Wickson Creek Special Utility District

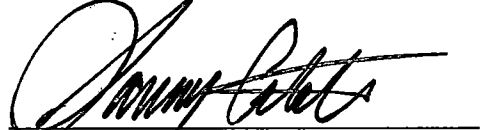
Consider and take action on the Wickson Creek Special Utility District utility permit to construct a road bore for a 1 inch water line crossing under Steep Hollow Road 265 feet northeast of Green Branch Loop. Crossing will be encased and be a minimum of 36 inches under the bottom of the ditch. Line will provide service to customer at 9238 Steep Hollow Road. Site is located in Precinct 2.

SUBMITTED BY:



Darrell W. Kolwes  
Right of Way Agent

ACKNOWLEDGED BY:



Sammy Catalena  
Commissioner Precinct 2

This request is ☒ **APPROVED** / ☐ **DENIED** by Commissioners' Court



Duane Peters, County Judge

DATE: 9/5/17

**APPLICATION FOR WATER UTILITY PERMIT**  
**DESIGNATING PLACEMENT OF UTILITY IN COUNTY RIGHT OF WAY**

TO: THE COUNTY ENGINEER OF BRAZOS COUNTY, TEXAS

Pursuant to the Texas Utility Code, Section 181.024, comes now WICKSON CREEK SPECIAL UTILITY  
DISTRICT [company name], hereinafter referred to as "Company" a TEXAS [state]  
Corporation, with authority to transact business in Texas, acting by and through its duly authorized representative, and hereby petitions the County Engineer for the right to lay, construct, maintain, repair and/or operate a gas facility under, over, across and/or along certain County Roads as shown on drawings and diagrams attached hereto and said location described as follows:

Facility to Cross Road

Road Name & Block Number	Length of Crossing	TYPE OF CONSTRUCTION (CHECK ONE)			
		Bored	Jacked	Driven	Cased
STEEP HOLLOW RD	70'	X			X

Facility to Parallel County Road Within Right-Of-Way

Road Name and Block Number	From	To	Depth	Distance

CONSTRUCTION TYPE

1" Diameter                      Wall Thickness

1 ½" Encasement Pipe

Material Specification PVC

Maximum Operation Pressure 80 PSI

The location and description of the proposed installation and appurtenances must be fully shown on the attached detailed drawings.

The Company shall commence actual construction/work in good faith within 60 days from the date of said permit and shall complete said construction /work within 1 working days. (**COMPANY MUST FILL IN**). If such construction is not begun by the 60<sup>th</sup> day, Company will be required to apply for a new permit.

Company declares that prior to filing this application, it has ascertained the location of all existing utilities, both aerial and underground, and the filing of this application is prima facie evidence that the proposed installation will not conflict with any existing utility.

A copy of this permit shall be kept at the job site any time work is being performed.

It is expressly stipulated that this Permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the holder and the holder will at all times assume risk of and indemnify, defend and save harmless Brazos County from and against any and all loss, damages, cost or

expense arising in any manner on account of the exercise or attempted exercise by said holder of the aforesaid rights and privileges.

Any deviation from these specifications must be approved by Brazos County Engineer's Office or its designated representative.

Approval of County Engineer's Office may take as long as two weeks after complete application is received.

Applicant agrees to comply with all rules of the County Commissioners and the County Engineer in construction of said installation attached hereto as **BRAZOS COUNTY DESIGN STANDARDS AND SAFETY PRECAUTION REQUIREMENTS FOR WORK CONDUCTED IN BRAZOS COUNTY RIGHTS OF WAY** and incorporated herein for reference.

*In the event Company fails to obtain a permit prior to the installation or does not install utilities in compliance with installation requirements set forth herein (i.e. depth, location, etc), Company assumes all financial responsibility for damages and/or destruction of lines, cables, etc. based upon its failure to comply with Brazos County requirements.*

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

*This permit is a revocable permit. Brazos County reserves the right to revoke this permit at any time, in the sole discretion of Brazos County, for interests of public health, safety or welfare, or for failure to repair any damages upon demand, or for any other reason deemed sufficient by Brazos County.*

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

*Failure to obtain this permit and/or notify the County Engineer's Office within 24 hours of beginning construction shall constitute grounds for job shutdown.*

By signing below, I certify that I am authorized to represent the Company listed below, and that the Company agrees to the conditions/provisions included in this permit.

WICKSON CREEK SUD  
Company Name  
Kerry B. Watson  
By: [Signature]  
Signature  
GENERAL MANAGER  
Title  
P.O. Box 4756  
Address  
Bryan, TX 77805  
City State Zip  
(979) 589-3030  
Phone Number  
watson@wicksoncreek.com  
Email:

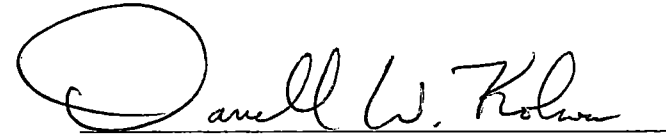
## WATER UTILITY APPROVAL

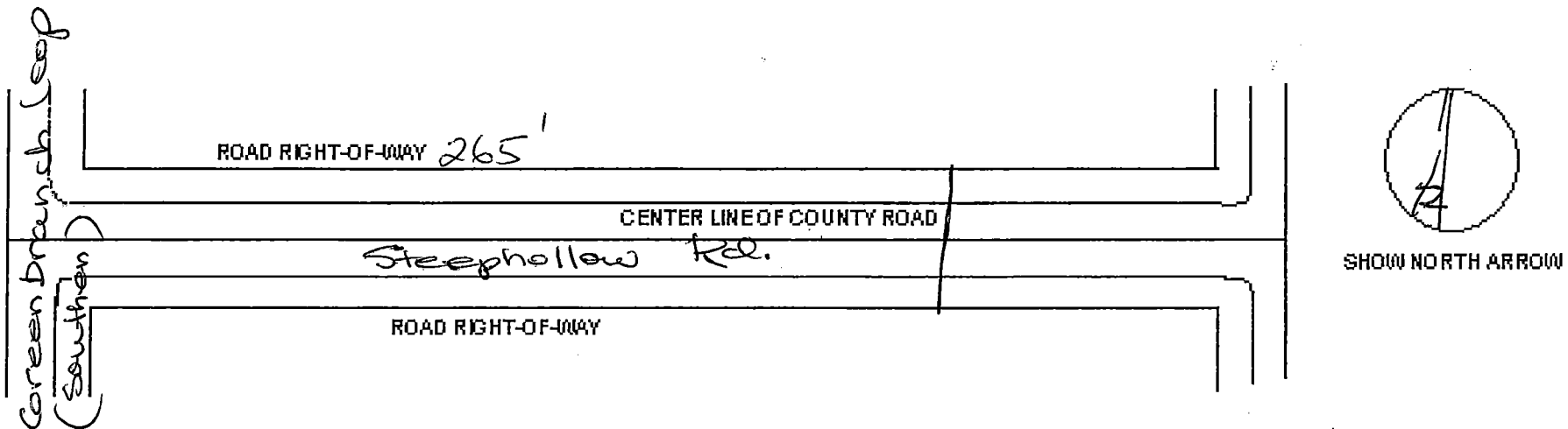
Brazos County offers no objection to the proposed location of the utility in the County right of way as shown by accompanying drawings and notice dated 8-17-17 except as noted below:

(Month/Day/Year)

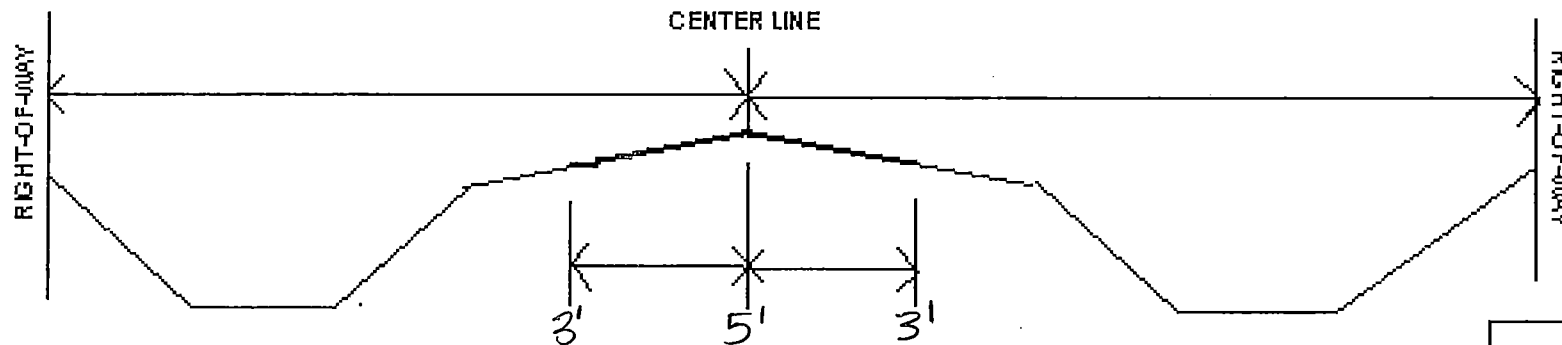
EXCEPTIONS:

None

  
for Brazos County Engineer



PLAN VIEW

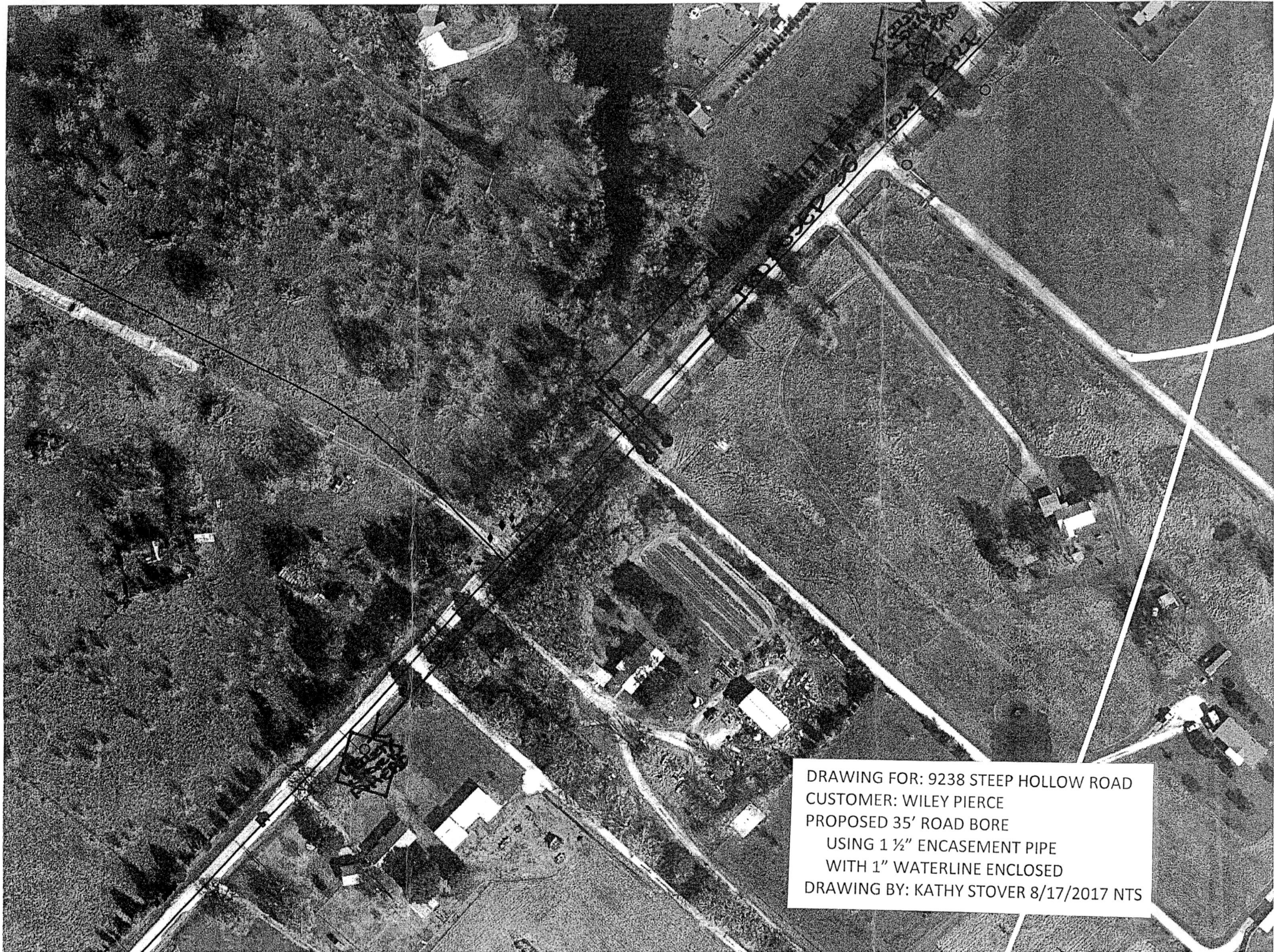


TYPICAL SECTION

COUNTY ROAD Steep Hollow R.

1. IN CROSSING ROAD OR GOING ALONG RIGHT-OF-WAY, SHOW DEPTH & LOCATION OF CONSTRUCTION IN TYPE SECTION & PLAN
2. IN PLAN VIEW SHOW DISTANCE FROM YOUR CONSTRUCTION TO NEAREST INTERSECTION
3. IF ABOVE PLAN VIEW AND/OR TYPE SECTION IS NOT APPLICABLE, THEN SHOW APPLICABLE PLAN AND/ OR SECTION





DRAWING FOR: 9238 STEEP HOLLOW ROAD  
CUSTOMER: WILEY PIERCE  
PROPOSED 35' ROAD BORE  
USING 1 ½" ENCASEMENT PIPE  
WITH 1" WATERLINE ENCLOSED  
DRAWING BY: KATHY STOVER 8/17/2017 NTS

**BRAZOS COUNTY ROADWAY SAFETY AND ROAD  
PRESERVATION STANDARDS FOR WORK CONDUCTED IN  
BRAZOS COUNTY RIGHTS OF WAY**

**A. General Requirements**

1. Adequate drainage shall be maintained in ditches at all times.
2. Permittee will use best management practices ("BMP") (EPA and TCEQ both provide lists of examples of BMPs) to minimize erosion and sedimentation resulting from the proposed installation.
3. The permittee shall take precautions to avoid damage to property. All County Right of Way and property shall be restored to its original condition, as far as practical, in the opinion of the County Engineer or appointed representative.
4. The construction and maintenance of such utility shall not interfere with the property or rights of a prior occupant.
5. Permittee shall not interfere with other utilities located in the right of way. In the event damages occur, permittee will be liable to the County or other utilities running through the right of way.
6. County Engineer shall determine whether or not permittee's plans shall inconvenience the public. If it is determined that inconvenience to the public exists, then the County Engineer will decide whether such project will be allowed or if an alternative exists so as not to inconvenience the public.

**B. Safety Requirements**

1. Proper traffic control measures must be put in place prior to beginning work and remain in place during the duration of the job. All traffic control measures must follow the Texas Manual of Uniform Traffic Control Devices (TMUTCD). See Traffic Control Requirements below.
2. During construction, all safety regulations of the Texas Department of Transportation shall be observed.
3. Permittee must take such precautions and measures, including placing and displaying safety devices, as may be necessary, in order to safely conduct the public through the project area. Company shall provide flagmen, signs, signals or devices necessary to provide complete safety to the public.
4. Adequate provisions must be made to cause minimum inconveniences to traffic and adjacent property owners.
5. No cable, conduit and/or pole line shall be laid, constructed, maintained and/or repaired so as to constitute a danger or hazard of any kind to persons or vehicles using such road. Any poles placed in the Right of Way for future installation shall be placed at the back of the Right of Way. Exceptions may be approved by the County Engineer.

**C. Traffic Control Plan**

1. A traffic control plan, pursuant to the TMUTCD or Engineered Traffic Control Plan must be provided for the following:
  - a. Any construction (i.e. pit, excavation, hole) left open overnight, requires specific nighttime traffic control measures pursuant to the TMUTCD;

- b. If construction is within ten (10) feet of the roadway; or
  - c. Any work performed in the road right-of-way;
2. Plan must be attached to the permit and kept at the job site any time work is being performed.
  3. Plan must set forth the time of completion for the job.

**D. Design Standards**

1. All overhead installations shall conform to clearance standards of the Texas Department of Transportation and the pole be placed in the designated area for power specified as set forth in the *Texas Utilities Code, Section 181.045*.
2. All pole installation (including lighting) shall be placed at the backside of the Right of Way to ensure safety to the public. Any pole placed in violation of this requirement will be required to be moved to the appropriate location at the company's expense. Exceptions may be approved by the County Engineer.
3. All underground installations shall (these are minimum depths – utility may place deeper):
  - a. be placed at a minimum depth of forty-eight (48) inches below the top of the pavement;
  - b. be at least thirty-six (36) inches below ditch flow line when installation is within the area measured from top of bank to top of bank;
  - c. be at least forty-eight (48) inches below ditch flow line if low pressure gas or petroleum lines. For high pressure gas and petroleum lines, see High Pressure Pipelines requirements listed below;
  - d. not be closer than ten (10) feet from the edge of pavement. Exceptions may apply in rights of way of less than 60 feet.
4. Water Lines: All water lines must be a minimum 36-inches below the ditch flow line and cased. Waterlines shall be cased if crossing under the roadway.
5. Utilities in all new developments that have 60 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The locations shall be as follows: (measured from back of right-of-way).
  - Power – 0 to 2 feet, nominally 1'
  - Phone – 2 to 4 feet, nominally 3'
  - Gas – 4 to 6 feet, nominally 5'
  - Cable – 6 to 8 feet, nominally 7'
6. Utilities with less than 60 feet right-of-way in all new developments shall install the utility in a similar manner as referenced in No. 3 above; however, the County Engineer or its designated representative will provide final approval of each utility location.
7. The length of any trench to be opened in advance of the pipe, conduit or ducts may not be longer than 400' if left open over night or unattended.
8. Crossings under a county road shall:
  - a. be bored or jacked. ABSOLUTELY NO OPEN CUTS WITHIN COUNTY ROAD PAVEMENT;
  - b. be pressure grouted for the full length of the crossing *if* the annular space between pipe and casing and soil exceeds one (1) inch. Brazos County must be given 24 hours notice of pressure grouting operations and have the opportunity to have an inspector on site to observe pressure grouting operations;

- c. TxDOT Standard Specification Item 476 shall be followed for all boring, jacking, tunneling and joints.
9. Bore Pits:
- a. no pits shall remain open longer than 2 days;
  - b. all pits shall have proper traffic control measures in place. See Traffic Control Plan listed above.
  - c. pits shall NOT be located within ten (10) feet from the edge of pavement without prior approval from the County Engineer or his representative;
  - d. when pits are to remain open for more than 8 hours, due diligence will be used in protecting the spoil pile to prevent drainage problems;
  - e. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity;
  - f. based upon soil conditions, the County Engineer or his representative may require pits be placed further from the edge of road.
10. Any installation within ten (10) feet of edge of pavement shall meet the following:
- a. location must be approved by the County Engineer or his representative
  - b. backfilled with cement stabilized material.
  - c. based upon soil conditions, the County Engineer or his representative may require shoring to protect pavement integrity.
  - d. all excess water and mud shall be removed from the trench prior to backfilling. Any backfill placed during a rainy period or at other times where excess water cannot be prevented from entering the trench will be considered TEMPORARY and shall be replaced with PERMANENT cement stabilized material as soon as weather permits;
  - e. all disturbed base and pavement materials shall be removed and restored to the satisfaction of the County Engineer or his representatives.
  - f. no side or lateral tamping to fill voids under the base and pavement materials is allowed.
11. Company must be careful to not jeopardize the slope or integrity of the shoulder of the road. In the event Company damages the slope, shoulder or any other portion of the right-of-way, Company will be responsible for repairing the damage and replacing the right-of-way to the condition it was prior to commencing construction.
12. Operation of construction and/or maintenance equipment on the traveled surface of any improved County road will not be permitted, except in an instance whereby the laying, construction, maintenance and/or repair of cables, conduits and/or pole lines cannot be accomplished by any other method and in this event all such equipment shall be of the rubber tire variety. Appropriate traffic control shall be provided meeting TMUTCD requirements.
13. In the event said construction and/or maintenance and/or repair requires Company to remove, cut or jeopardize any section of the road (asphalt, cement, road base, etc.), Company will be required to provide a performance bond or letter of credit securing necessary repairs. Said bond amount will be determined by the County Engineer.
14. The applicant shall submit a letter of "No Objection" from the Army Corps of Engineers for all designated wetlands and environmentally sensitive lands.

**E. Emergency work**

- 1. In the event Company is required to perform emergency services, that requires excavation in a County Right of Way, and unable to notify the County Engineer prior to conducting emergency repairs, Company

shall notify County Engineer within 24 hours of beginning construction/repairs. This will allow the County Engineer's Office an opportunity to inspect the site to ensure the integrity of the County Right of Way and traffic safety controls used.

**F. Repairs to existing facilities**

1. Maintenance and/or repair to existing cables, conduits, and/or pole lines which require disturbance of the soil, shall not be performed until plans describing such maintenance and/or repair have been approved by the County Engineer or its designated representative and a permit has been obtained.

**G. Relocation of utilities**

1. When and if the County Engineer determines that it is necessary for the construction, repair, improvement, alteration or relocation of all or any portion of said road, any or all poles, wires, pipes, cables or other facilities and appurtenances authorized hereunder, shall be removed from said road, or reset or relocated thereon, as required by the County Engineer within a reasonable time as determined by the County Engineer and Utility Company, and at the expense of the Utility Company.

**H. High Pressure Pipelines**

1. All utility Permits for high pressure pipelines (generally 60 PSI or greater), whether pertaining to controlled access or non-controlled access installations, should contain the following additional information in the description of the permit.
  - diameter
  - wall thickness
  - material specification
  - minimum yield strength
  - maximum operation pressure of the pipeline
2. With the exception of the maximum operation pressure of the pipeline, this information is to be supplied for both the carrier pipe and the casing.
3. Assurance must also be given that the installation material and design meet the minimum Federal Safety Standards for Liquid and Gas Pipe Lines. Assurance must be provided on company letterhead and signed by an authorized representative of the company.

4. Petroleum Pipelines:

<b><u>Type of Pipeline</u></b>	<b><u>Depth (below deepest ditch grade)</u></b>	<b><u>Special Requirements</u></b>
Encased Pipe	Less than 10'	Must be covered with concrete pad at least 36" deep
Encased Pipe	Greater than 10'	No concrete pad required
Non-Cased Pipe	Less than 10'	Must be covered with concrete pad at least 48" deep
Non-Cased Pipe	Greater than 10'	No concrete pad required

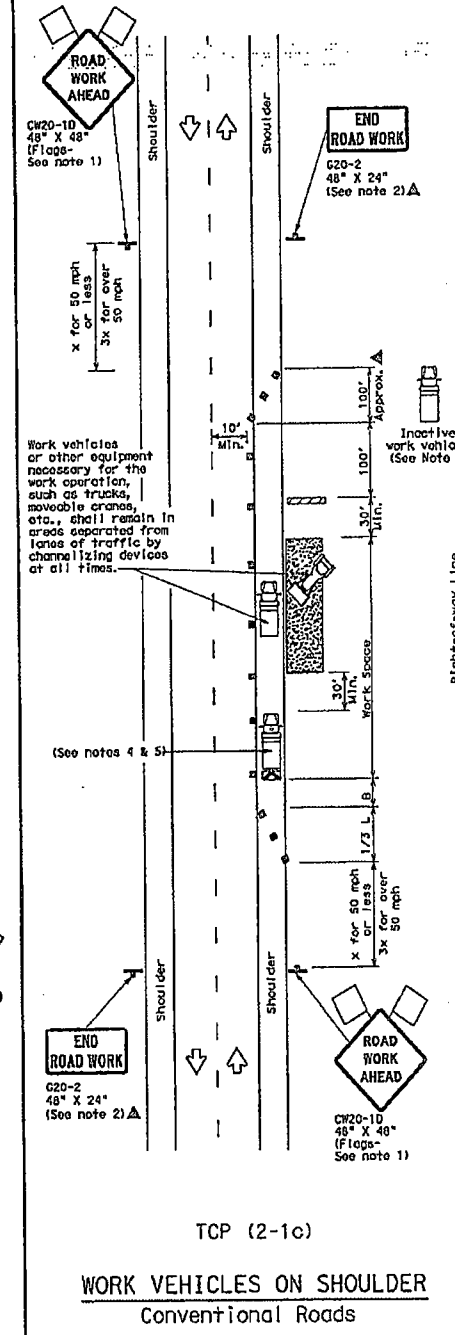
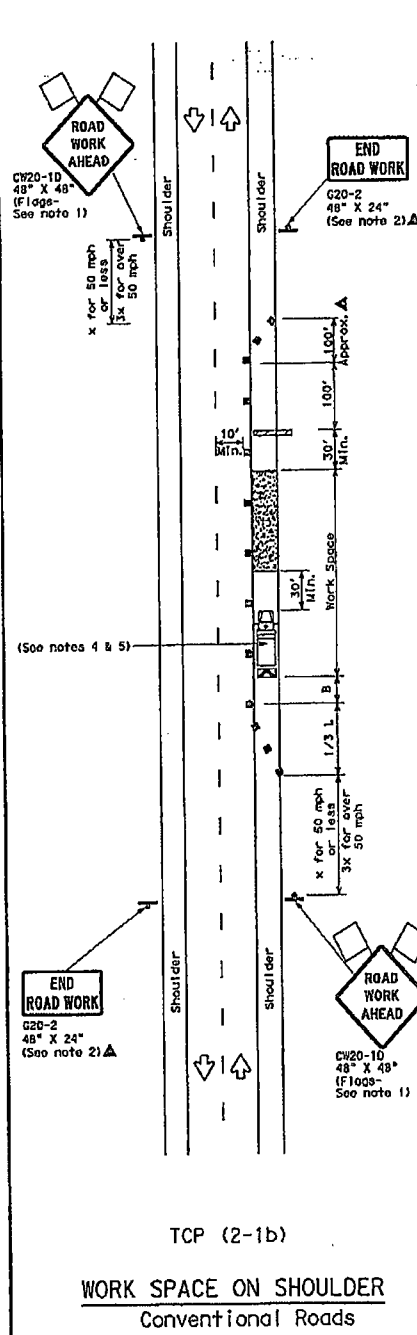
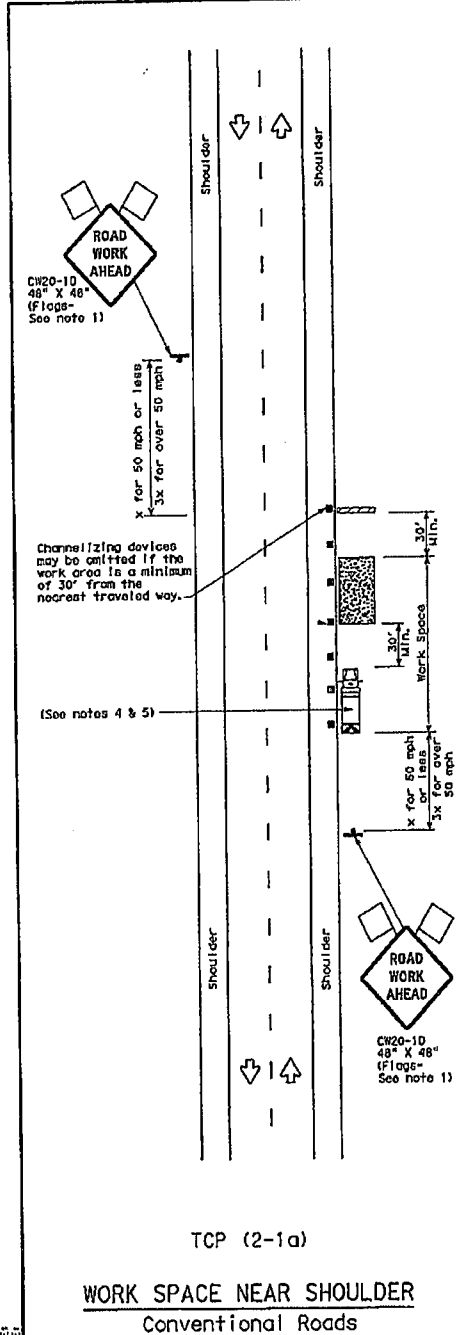
Concrete pad shall be minimum of 3" thick and width shall be pipe diameter plus 18" minimum.

5. Under no circumstances will a pipeline be installed parallel to a County Road within the Right-of-Way. Transmission lines have been determined to be petroleum pipelines (which includes natural gas lines) and shall not be parallel to a County Road.
6. Natural Gas Distribution is a line that serves the final customer.



DISCLAIMER: The use of this standard is governed by the Texas Engineering Practice Act. No warranty of any kind is made by the Texas Department of Transportation for any consequences resulting from its use.

DATE: FILE:



LEGEND			
	Type 3 Barricade		Channelizing Device
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed %	Formula	Minimum Detachable Taper Lengths ft			Suggested Maximum Spacing of Channelizing Devices		Minimum Stagger Spacing ft	Suggested Longitudinal Buffer Space ft
		10' Offset	11' Offset	12' Offset	On a Taper	On a Tangent		
30	L = WS/60	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40	L = WS	265'	295'	320'	40'	80'	240'	155'
45		450'	495'	540'	45'	90'	320'	195'
50	L = WS	500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60	L = WS	600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70	L = WS	700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

\* Conventional Roads Only  
\*\* Taper lengths have been rounded off.  
L = Length of Taper (FT) W = Width of Offset (FT) S = Posted Speed (MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY

#### GENERAL NOTES

- Flags attached to signs where shown, are REQUIRED.
- All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated in the plans, or for routine maintenance work, when approved by the Engineer.
- Stockpiled material should be placed a minimum of 30 feet from nearest traveled way.
- Shadow Vehicle with TMA and high intensity rotating, flashing, oscillating or strobe lights. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
- Additional Shadow Vehicles with TMA may be positioned off the paved surface, next to those shown in order to protect a wider work space.
- See TCP (5-1) for shoulder work on divided highways, expressways and freeways.
- Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
- CW21-5 "SHOULDER WORK" signs may be used in place of CW21-10 "ROAD WORK AHEAD" signs for shoulder work on conventional roadways.

For construction or maintenance contract work, specific project requirements for shadow vehicles can be found in the project GENERAL NOTES for Item 502, Barricades, Signs and Traffic Handling.

Texas Department of Transportation  
Traffic Operations Division

#### TRAFFIC CONTROL PLAN CONVENTIONAL ROAD SHOULDER WORK

TCP (2-1)-12

© 1987 December 1985		DATE	BY	DATE	BY	DATE	BY
REVISIONS		DATE	BY	DATE	BY	DATE	BY
2-94	2-12						
8-95							
1-97							
4-98							
161							



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Expenditure Journal Entry 080141  
TO: Commissioners Court  
DATE: 08/31/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Batch Journal Entry.pdf](#)

**Description**

Journal Entry

**Type**

Backup Material

10

**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT:	NUMBER:
DATE OF COURT MEETING:	9/5/2017
ITEM:	Expenditure Journal Entry 080141
TO:	Commissioners Court
DATE:	08/31/2017
FISCAL IMPACT:	False
BUDGETED:	False
DOLLAR AMOUNT:	\$0.00

**ATTACHMENTS:****File Name**Batch Journal Entry.pdf**Description**

Journal Entry

**Type**

Backup Material

**APPROVED**A handwritten signature in black ink, appearing to read "Duane Peters", is written over the word "APPROVED" and extends to the right.

9/5/17  
Duane Peters  
County Judge

Date



08/31/17  
ACCOUNTING PERIOD: 11/17

BRAZOS COUNTY, TX  
BATCH JOURNAL ENTRY EDIT LIST

PAGE 1

CONTROL NUMBER RECORD	J E NUMBER FUND	DESCRIPTION DIV/FUND	ACCOUNT	PERIOD/YR PROJECT	HOLD ACCOUNT	ITEM DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT
08/31/17		080141	Trvl Reimb-C Johnson	11/17	Y			
323261	0100	31000100	61801000	LCBMH170	61801000	SA 8.16-19.17	888.09	
323262	0100	0100	20440300			SA 8.16-19.17		888.09
TOTAL JOURNAL ENTRY							888.09	888.09
TOTAL CONTROL NUMBER							888.09	888.09
TOTAL REPORT							888.09	888.09



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM:

- a. Ocwen Loan Servicing LLC Escrow Disbursement Account - Overpayment \$428.62
- b. Oakwood MHC LP % Anderson Pat - Overpayment \$22.74
- c. Fargos Pit Bar-B-Que % Wells Belender - Overpayment \$16.12
- d. Margaret Buckley E McChrystal - Overpayment \$107.71

TO: Commissioners Court

DATE: 08/29/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Tax Refund Applications 9-05-17.pdf](#)

**Description**



Tax Refund Applications

**Type**

Cover Memo

# APPLICATION FOR TAX REFUND

# 7092271944

Collecting Office Name <b>Brazos County Tax Office</b> <b>4151 County Park Court</b> <b>Bryan Texas 77802</b>		Phone Number <b>979-775-9930</b>	Collecting tax for: (taxing units) <b>Brazos County, City of Bryan, City of College Station</b> <b>Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten</b> <b>Navasota ISD</b>	
To apply for a tax refund, the taxpayer must complete the following:				
Step 1:				
Owner's name and address	<b>MIDDLETON ARTHUR RAY &amp; BARBARA</b>			
	<b>2107 MANNING WAY</b>			
	<b>BRYAN, TX 77803-7418</b>			
Step 2:				
Describe the property	Legal	<b>EAST PARK, BLOCK 1, LOT 10</b>		
	Address	<b>2107 MANNING WAY</b>		
	Acct.#	<b>26407</b>	or	Tax Receipt #
Step 3:				
Give the tax payment information	Name of Taxing unit	Tax Year	Date of	Amount
		of refund	Payment	Paid
				Requested
	<b>Zrefund</b>	<b>2016</b>	<b>8/7/2017</b>	<b>\$863.03</b>
				<b>\$428.62</b>
	<b>TOTAL</b>			<b>\$428.62</b>
Taxpayer's reason for refund: <b>OVERPAYMENT</b>				
Refund to: <b>OCWEN LOAN SERVICING LLC ESCROW DISBURSEMENT ACCOUNT</b>				
<b>1661 WORTHINGTON RD STE 100, WEST PALM BEACH, FL 33409</b>				
Step 4:				
Sign the form and Return	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."			
	sign here >			date > <b>8-21-17</b>
If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.				
Step 5:				
Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved			
	Authorized officer			
	sign here >			date > <b>9/5/17</b>
Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code				
	sign here >			date >



# APPLICATION FOR TAX REFUND

Collecting Office Name <b>Brazos County Tax Office</b> <b>4151 County Park Court</b> <b>Bryan Texas 77802</b>		Phone Number <b>979-775-9930</b>	Collecting tax for: (taxing units) <b>Brazos County, City of Bryan, City of College Station</b> <b>Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten</b> <b>Navasota ISD</b>		
To apply for a tax refund, the taxpayer must complete the following:					
Step 1:	<b>FARGOS PIT BAR-B-QUE</b>				
Owner's name and address	<b>% WELLS BELENDER</b>				
	<b>PO BOX 1515</b>				
	<b>BRYAN, TX 77806-1515</b>				
Step 2:					
Describe the property	Legal	<b>BUSINESS PERSONAL PROPERTY</b>			
	Address	<b>720 N TEXAS AVE</b>			
	Acct.#	<b>107856</b>	or	Tax Receipt #	
Step 3:					
Give the tax payment information	Name of Taxing unit	Tax Year	Date of	Amount	Refund amt
		of refund	Payment	Paid	Requested
	Zrefund	2016	5/18/2017	\$823.47	\$16.12
	<b>TOTAL</b>				<b>\$16.12</b>
Taxpayer's reason for refund: <b>OVERPAYMENT</b>					
Refund to: <b>FARGOS PIT BAR-B-QUE % WELLS BELENDER</b>					
<b>PO BOX 1515 BRYAN TX 77806</b>					
Step 4:	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."				
Sign the form	sign here > <i>Belinda S. Wells / Fargos Pit Bar-B-Que</i>				date > <i>12 August 2017</i>
	If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.				
Step 5:	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
Tax refund determination	Authorized officer <i>Belinda S. Wells</i>				
	sign here > <i>Belinda S. Wells</i>				date > <i>12 Aug 2017</i>
	Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code				
	sign here > <i>Belinda S. Wells</i>				date > <i>12 Aug 2017</i>

**APPROVED**

Duane Peters  
County Judge

Date

*9/5/17*

# APPLICATION FOR TAX REFUND

Collecting Office Name <b>Brazos County Tax Office</b> <b>4151 County Park Court</b> <b>Bryan Texas 77802</b>		Phone Number <b>979-775-9930</b>		Collecting tax for: (taxing units) Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten Navasota ISD	
To apply for a tax refund, the taxpayer must complete the following:					
Step 1:					
Owner's name	<b>BUCKLEY MARGARET E MCCHRYSTAL</b>				
and address	<b>1901 POST OAK BLVD APT 1202</b>				
	<b>HOUSTON, TX 77056-3893</b>				
Step 2:					
Describe the property	Legal	<b>COLE 1H 30025027-000 HALCON OPERATI/GIDDINGS</b>			
		<b>(BUDA) AB 63 /AUSTIN S F SUR .0060340000 R</b>			
	Address				
	Acct.#	<b>335548</b>	or	Tax Receipt #	
Step 3:					
Give the tax payment information	<u>Name of Taxing unit</u>	<u>Tax Year</u>	<u>Date of</u>	<u>Amount</u>	<u>Refund amt</u>
		<u>of refund</u>	<u>Payment</u>	<u>Paid</u>	<u>Requested</u>
	<b>Zrefund</b>	<b>2016</b>	<b>8/7/2017</b>	<b>\$107.71</b>	<b>\$107.71</b>
	<b>TOTAL</b>				<b>\$107.71</b>
	<b>Taxpayer's reason for refund: OVERPAYMENT</b>				
	<b>Refund to: BUCKLEY MARGARET E MCCHRYSTAL</b>				
	<b>1901 POST OAK BLVD APT 1202 HOUSTON, TX 77056-3893</b>				
Step 4:					
Sign the form and Return	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."				
	sign here >	<i>Margaret E. McChrystal Buckley</i>			date > <b>8/22/17</b>
	If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.				
Step 5:					
Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
	Authorized officer				
	sign here >	<i>[Signature]</i>			date > <b>9/5/17</b>
	Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code				
	sign here >				date >



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Budget Office NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Budget Amendments FY 16/17 49.1 - 49.8  
TO: Commissioners Court  
FROM: Irene Jett  
DATE: 08/31/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00  
SOURCE OF FUNDS: Individual budget amendments specifies sources.  
ACTION REQUESTED OR ALTERNATIVES: Request approval.

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">49_Coversheet.pdf</a>	49 Coversheet	Cover Memo
<a href="#">49.1.pdf</a>	49.1 IT	Backup Material
<a href="#">49.2.pdf</a>	49.2 Facilities Svcs	Backup Material
<a href="#">49.3.pdf</a>	49.3 Distrcit Attorney	Backup Material
<a href="#">49.4.pdf</a>	49.4 Brazos Center	Backup Material
<a href="#">49.5.pdf</a>	49.5 IT	Backup Material
<a href="#">49.6.pdf</a>	49.6 R & B	Backup Material
<a href="#">49.7.pdf</a>	49..7 Fleet Shop	Backup Material
<a href="#">49.8.pdf</a>	49.8 Juvenile	Backup Material

**BRAZOS COUNTY, TEXAS**

**BUDGET AMENDMENT(S) FOR THE 2016-2017 BUDGET YEAR**

**NO. 16/17 49.1 – 49.8**

On this the 5th day of September 2017 at a regular meeting of the Commissioners' Court, the following members were present:

- A. Duane Peters, County Judge, Presiding
- B. Steve Aldrich, Commissioner, Precinct 1
- C. Sammy Catalena, Commissioner, Precinct 2
- D. Nancy Berry, Commissioner, Precinct 3
- E. Irma Cauley, Commissioner, Precinct 4
- F. Karen McQueen, County Clerk

The following proceedings were held:

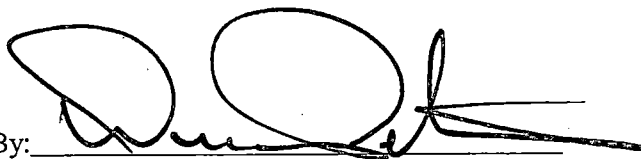
**THAT WHEREAS**, on 5th day of September 2017 the Court heard and approved a budget amendment for the 2016-2017 budget year for Brazos County, Texas; and

**WHEREAS**, expenditure is necessary due to the necessity to meet unusual and unforeseen conditions which could not be reasonably included in the original budget adopted 6 September 2016, the following amendment(s) to the original budget are hereby authorized, as described on the attached page(s).

**ADOPTED AND APPROVED** this the 5th day of September 2017.

**THE COMMISSIONERS COURT OF BRAZOS COUNTY, TEXAS.**

By: \_\_\_\_\_



Duane Peters, County Judge

Original: County Clerk's Office and  
Attached to the original budget



9/5/2017

### General Capital Improvement Projects and Information Technology

Reallocation of funds to the appropriate accounts to purchase (3) computers and (3) signature pads for the Paperless Courtroom Project in the 85th District Court.

8/30/2017

Date \_\_\_\_\_

Date \_\_\_\_\_

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
4500	63000500	80213500	CR	Software - Judicial		6,707.60
4500		91300000	DR	Transfer to General Fund	6,707.60	
0100		49015000	CR	Transfer from Capital Imp. Fund	6,707.60	
0100	14000200	60211000	DR	Software - No Tag	1,722.92	
0100	14000200	60500000	DR	Equipment & IT Enhancement	1,419.96	
0100	14000200	67203000	DR	Minor Computer Hardware	3,564.72	

9/5/2017

### Commissioners' Court and Facilities Services

Date:

8/30/2017

Date \_\_\_\_\_

Date \_\_\_\_\_

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
0100	11000500	65053000	CR	Electrical System Maint.		9,952.00
0100	17000100	65053000	DR	Electrical System Maint.	9,952.00	

**9/5/2017**

Reallocation of funds to the appropriate accounts to purchase a desk for an intern.

County Judge Approval \_\_\_\_\_ Date \_\_\_\_\_

[illegible]

**BRAZOS COUNTY, TEXAS  
BUDGET AMENDMENTS  
No. 16/17 - 49.4  
9/5/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase	Decrease
General Fund	Commissioners Court	Contingency	Departmental Support		5,000.00
General Fund	Brazos Center		Departmental Support	5,000.00	
<b>Commissioners' Court and Brazos Center</b>					

Reallocation of funds to the appropriate accounts to cover the cost of utilities for the remainder of FY 17.

Date: 8/30/2017

Department Approval \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ 9/5/17  
 County Judge Approval \_\_\_\_\_ Date \_\_\_\_\_

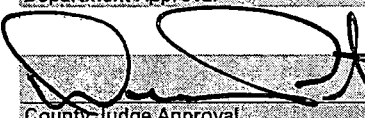

[illegible]

**BRAZOS COUNTY, TEXAS**  
**BUDGET AMENDMENTS**  
**No. 16/17 - 49.5**  
**9/5/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase	Decrease
General Fund	Commissioners Court	Non-Departmental	Minor Acquisitions		2,213.44
General Fund	Information Technology	IT Services	Departmental Support	696.37	
General Fund	Information Technology	IT Services	Minor Acquisitions	1,517.07	
Commissioners' Court and Information Technology					

Reallocation of funds to the appropriate accounts to purchase an aged laptop with docking station and software for the County Attorney's Department.

Date: nm  
8/30/2017

Department Approval Date  
  
County Judge Approval Date  
 9/5/17

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
0100	11000500	67203000	CR	Minor Computer Hardware		2,213.44
0100	14000200	60211000	DR	Software - No Tag	327.64	
0100	14000200	60500000	DR	Equipment & IT Enhancement	368.73	
0100	14000200	67203000	DR	Minor Computer Hardware	1,517.07	

**BRAZOS COUNTY, TEXAS  
BUDGET AMENDMENTS  
No. 16/17 - 49.6  
9/5/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase	Decrease
General Fund	Road & Bridge	Administration	Repairs & Maint		1,602.08
General Fund	Road & Bridge	Administration	Capital Outlay		2,713.92
General Fund	Road & Bridge	Administration	Minor Acquisitions	4,316.00	
<b>Road &amp; Bridge</b>					

## Road & Bridge

Reallocation of funds to the appropriate accounts to purchase two (2) 16' Pipe Top Trailers.

Date: 8/30/2017

Department Approval \_\_\_\_\_

Date \_\_\_\_\_

County Judge Approval \_\_\_\_\_

Date \_\_\_\_\_

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
0100	56001000	65050000	CR	Building Maint.		1,602.08
0100	56001000	80286000	DR	Equipment -Other		2,713.92
0100	56001000	67286000	DR	Equipment -Other	4,316.00	

**9/5/2017**

### Commissioners' Court and Fleet Shop - Light Equipment

Date:

0000

Date \_\_\_\_\_

Date \_\_\_\_\_

[illegible]

**BRAZOS COUNTY, TEXAS  
BUDGET AMENDMENTS  
No. 16/17 - 49.8  
9/5/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
General Fund	Juvenile Administration	Detention	Repair & Maint			145.00
General Fund	Juvenile Administration	Detention	Minor Acquisition		145.00	
<b>Juvenile Administration</b>						

Reallocation of funds to the appropriate accounts to cover the purchase of security cameras in the Juvenile Detention.

Date: 8/30/2017

Department Approval \_\_\_\_\_ Date \_\_\_\_\_

County Judge Approval \_\_\_\_\_ Date \_\_\_\_\_

[illegible]





**BRAZOS COUNTY  
BRYAN, TEXAS**

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DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Resolution 17-019 levying a tax rate for Brazos County for the Tax Year 2017.

TO: Commissioners Court

FROM: Irene Jett

DATE: 08/31/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Consideration and adoption of the maintenance & operations and debt service tax rates for  
FY 2017.

**ATTACHMENTS:**

**File Name**

[Adopted Resolution 18.pdf](#)

**Description**

FY 2018 Resolution

**Type**

Resolution Letter



**BRAZOS COUNTY**  
**RESOLUTION LEVYING A TAX RATE**  
**FOR THE COUNTY OF BRAZOS**  
**FOR THE TAX YEAR 2017**

**WHEREAS**, the Commissioners' Court is responsible for the levy for adoption of a tax rate for Brazos County.

**NOW, THEREFORE, BE IT RESOLVED** that the Commissioners' Court of Brazos County, Texas does hereby levy or adopt the tax rate on \$100 of valuation for the County of Brazos for the tax year 2017 as follows:


<b>\$0.4290</b>	for the purpose of maintenance and operations
<b><u>\$0.0560</u></b>	for the payment of principal and interest on county debt
<b><u>\$0.4850</u></b>	<b>Total Tax Rate</b>

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.35 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$3.20.**

**BE IT FURTHER RESOLVED** that the tax assessor/collector is hereby authorized to assess and collect the taxes of Brazos County in Accordance with the above set rate.

ADOPTED this the 5th day of Sept. 2017.

  
Duane Peters, County Judge

  
Steve Aldrich, Commissioner Precinct 1

  
Sammy Catalena, Commissioner Precinct 2

  
Nancy Berry, Commissioner Precinct 3

  
Irma Cauley, Commissioner Precinct 4

Attested:   
Karen McQueen, County Clerk



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Budget Office

NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Adoption of the County Budget for fiscal year ending September 30, 2018.

TO: Commissioners Court

FROM: Irene Jett

DATE: 08/31/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Consideration and adoption of FY 2018 proposed changes with possible amendments to be considered for approval.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

No Attachments Available



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Ratification of the property tax increase due to the adoption of a budget that will require more revenue from property taxes than in the previous year.

TO: Commissioners Court

DATE: 08/31/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

No Attachments Available



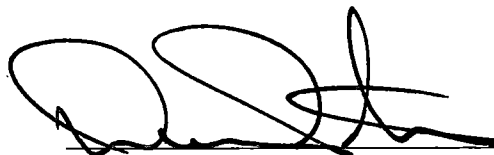
**BRAZOS COUNTY**  
**BRYAN, TEXAS**

## **Tax Increase**

Ratification of the property tax increase due to the adoption of a budget that will require more revenue from property taxes than in the previous year.

This budget will raise more total property taxes than last year's budget by \$6,864,697 or 9.77%, and of that amount \$3,466,785.17 is tax revenue to be raised from new property added to the tax roll this year.

**APPROVED:**

  
Duane Peters  
County Judge

9/5/17  
Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Budget Office NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Adoption of the Brazos County Salary Schedule for Fiscal Year 2018.  
TO: Commissioners Court  
FROM: Irene Jett  
DATE: 08/31/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00  
  
ACTION REQUESTED OR ALTERNATIVES: Request approval.

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">FY 2018 Adopted Salary Schedule - 3% COLA.pdf</a>	FY 2018 Adopted Salary Schedule	Cover Memo

BRAZOS COUNTY, TEXAS  
ADOPTED FISCAL YEAR 2018 SALARY SCHEDULE (260 WORKING DAYS)

16

STEP ↓	GROUP -->												
STEP	1	2	3	4	5	6	7	8	9	10	11	12	
1	8.50	8.93	9.38	9.85	10.35	10.88	11.43	12.01	12.62	13.26	13.93	14.64	1
ANNUAL (2080)	17,680.00	18,574.40	19,510.40	20,488.00	21,528.00	22,630.40	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	
ANNUAL (2184)	18,564.00	19,503.12	20,485.92	21,512.40	22,604.40	23,761.92	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	
ANNUAL (1040)	8,840.00	9,287.20	9,755.20	10,244.00	10,764.00	11,315.20	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	
2	8.71	9.15	9.61	10.10	10.61	11.15	11.72	12.31	12.94	13.59	14.28	15.01	2
ANNUAL (2080)	18,116.80	19,032.00	19,988.80	21,008.00	22,068.80	23,192.00	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	
ANNUAL (2184)	19,022.64	19,983.60	20,988.24	22,058.40	23,172.24	24,351.60	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	
ANNUAL (1040)	9,058.40	9,516.00	9,994.40	10,504.00	11,034.40	11,596.00	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	
3	8.93	9.38	9.85	10.35	10.88	11.43	12.01	12.62	13.26	13.93	14.64	15.39	3
ANNUAL (2080)	18,574.40	19,510.40	20,488.00	21,528.00	22,630.40	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	
ANNUAL (2184)	19,503.12	20,485.92	21,512.40	22,604.40	23,761.92	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	
ANNUAL (1040)	9,287.20	9,755.20	10,244.00	10,764.00	11,315.20	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	
4	9.15	9.61	10.10	10.61	11.15	11.72	12.31	12.94	13.59	14.28	15.01	15.77	4
ANNUAL (2080)	19,032.00	19,988.80	21,008.00	22,068.80	23,192.00	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	32,801.60	
ANNUAL (2184)	19,983.60	20,988.24	22,058.40	23,172.24	24,351.60	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	34,441.68	
ANNUAL (1040)	9,516.00	9,994.40	10,504.00	11,034.40	11,596.00	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	16,400.80	
5	9.38	9.85	10.35	10.88	11.43	12.01	12.62	13.26	13.93	14.64	15.39	16.16	5
ANNUAL (2080)	19,510.40	20,488.00	21,528.00	22,630.40	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	33,612.80	
ANNUAL (2184)	20,485.92	21,512.40	22,604.40	23,761.92	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	35,293.44	
ANNUAL (1040)	9,755.20	10,244.00	10,764.00	11,315.20	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	16,806.40	
6	9.61	10.10	10.61	11.15	11.72	12.31	12.94	13.59	14.28	15.01	15.77	16.56	6
ANNUAL (2080)	19,988.80	21,008.00	22,068.80	23,192.00	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	32,801.60	34,444.80	
ANNUAL (2184)	20,988.24	22,058.40	23,172.24	24,351.60	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	34,441.68	36,167.04	
ANNUAL (1040)	9,994.40	10,504.00	11,034.40	11,596.00	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	16,400.80	17,222.40	
7	9.85	10.35	10.88	11.43	12.01	12.62	13.26	13.93	14.64	15.39	16.16	16.97	7
ANNUAL (2080)	20,488.00	21,528.00	22,630.40	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	33,612.80	35,297.60	
ANNUAL (2184)	21,512.40	22,604.40	23,761.92	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	35,293.44	37,062.48	
ANNUAL (1040)	10,244.00	10,764.00	11,315.20	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	16,806.40	17,648.80	
8	10.10	10.61	11.15	11.72	12.31	12.94	13.59	14.28	15.01	15.77	16.56	17.39	8
ANNUAL (2080)	21,008.00	22,068.80	23,192.00	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	32,801.60	34,444.80	36,171.20	
ANNUAL (2184)	22,058.40	23,172.24	24,351.60	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	34,441.68	36,167.04	37,979.76	
ANNUAL (1040)	10,504.00	11,034.40	11,596.00	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	16,400.80	17,222.40	18,085.60	
9	10.35	10.88	11.43	12.01	12.62	13.26	13.93	14.64	15.39	16.16	16.97	17.82	9
ANNUAL (2080)	21,528.00	22,630.40	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	33,612.80	35,297.60	37,065.60	
ANNUAL (2184)	22,604.40	23,761.92	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	35,293.44	37,062.48	38,918.88	
ANNUAL (1040)	10,764.00	11,315.20	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	16,806.40	17,648.80	18,532.80	
10	10.61	11.15	11.72	12.31	12.94	13.59	14.28	15.01	15.77	16.56	17.39	18.27	10
ANNUAL (2080)	22,068.80	23,192.00	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	32,801.60	34,444.80	36,171.20	38,001.60	
ANNUAL (2184)	23,172.24	24,351.60	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	34,441.68	36,167.04	37,979.76	39,901.68	
ANNUAL (1040)	11,034.40	11,596.00	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	16,400.80	17,222.40	18,085.60	19,000.80	
11	10.88	11.43	12.01	12.62	13.26	13.93	14.64	15.39	16.16	16.97	17.82	18.73	11
ANNUAL (2080)	22,630.40	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	33,612.80	35,297.60	37,065.60	38,958.40	
ANNUAL (2184)	23,761.92	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	35,293.44	37,062.48	38,918.88	40,906.32	
ANNUAL (1040)	11,315.20	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	16,806.40	17,648.80	18,532.80	19,479.20	
12	11.15	11.72	12.31	12.94	13.59	14.28	15.01	15.77	16.56	17.39	18.27	19.20	12
ANNUAL (2080)	23,192.00	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	32,801.60	34,444.80	36,171.20	38,001.60	39,936.00	
ANNUAL (2184)	24,351.60	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	34,441.68	36,167.04	37,979.76	39,901.68	41,932.80	
ANNUAL (1040)	11,596.00	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	16,400.80	17,222.40	18,085.60	19,000.80	19,968.00	
13	11.43	12.01	12.62	13.26	13.93	14.64	15.39	16.16	16.97	17.82	18.73	19.68	13
ANNUAL (2080)	23,774.40	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	33,612.80	35,297.60	37,065.60	38,958.40	40,934.40	
ANNUAL (2184)	24,963.12	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	35,293.44	37,062.48	38,918.88	40,906.32	42,981.12	
ANNUAL (1040)	11,887.20	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	16,806.40	17,648.80	18,532.80	19,479.20	20,467.20	
14	11.72	12.31	12.94	13.59	14.28	15.01	15.77	16.56	17.39	18.27	19.20	20.17	14
ANNUAL (2080)	24,377.60	25,604.80	26,915.20	28,267.20	29,702.40	31,220.80	32,801.60	34,444.80	36,171.20	38,001.60	39,936.00	41,953.60	
ANNUAL (2184)	25,596.48	26,885.04	28,260.96	29,680.56	31,187.52	32,781.84	34,441.68	36,167.04	37,979.76	39,901.68	41,932.80	44,051.28	
ANNUAL (1040)	12,188.80	12,802.40	13,457.60	14,133.60	14,851.20	15,610.40	16,400.80	17,222.40	18,085.60	19,000.80	19,968.00	20,976.80	
15	12.01	12.62	13.26	13.93	14.64	15.39	16.16	16.97	17.82	18.73	19.68	20.67	15
ANNUAL (2080)	24,980.80	26,249.60	27,580.80	28,974.40	30,451.20	32,011.20	33,612.80	35,297.60	37,065.60	38,958.40	40,934.40	42,993.60	
ANNUAL (2184)	26,229.84	27,562.08	28,959.84	30,423.12	31,973.76	33,611.76	35,293.44	37,062.48	38,918.88	40,906.32	42,981.12	45,143.28	
ANNUAL (1040)	12,490.40	13,124.80	13,790.40	14,487.20	15,225.60	16,005.60	16,806.40	17,648.80	18,532.80	19,479.20	20,467.20	21,496.80	

STEP ↑ GROUP --&gt;

STEP	13	14	15	16	17	18	19	20	21	22	23	24
1	ANNUAL (2080)	32,011.20	33,612.80	35,297.60	37,065.60	38,968.40	40,934.40	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40
	ANNUAL (2184)	34,441.60	36,167.04	37,979.76	39,901.68	41,932.80	44,051.28	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60
2	ANNUAL (2080)	32,801.60	34,444.80	36,171.20	38,001.60	39,936.00	41,975.20	44,105.60	46,330.80	48,651.20	51,076.80	53,604.00
	ANNUAL (2184)	35,293.44	37,062.48	38,918.88	40,906.32	42,981.12	45,143.28	47,436.48	49,838.88	52,350.40	54,963.12	57,688.64
3	ANNUAL (2080)	33,612.80	35,297.60	37,065.60	38,968.40	40,934.40	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12
	ANNUAL (2184)	36,167.04	37,979.76	39,901.68	41,932.80	44,051.28	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08
4	ANNUAL (2080)	34,444.80	36,171.20	38,001.60	39,936.00	41,975.20	44,105.60	46,330.80	48,651.20	51,076.80	53,604.00	56,409.60
	ANNUAL (2184)	37,062.48	38,918.88	40,906.32	42,981.12	45,143.28	47,436.48	49,838.88	52,350.40	54,963.12	57,688.64	60,460.80
5	ANNUAL (2080)	35,297.60	37,065.60	38,968.40	40,934.40	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64
	ANNUAL (2184)	37,979.76	39,901.68	41,932.80	44,051.28	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00
6	ANNUAL (2080)	36,171.20	38,001.60	39,936.00	41,975.20	44,105.60	46,330.80	48,651.20	51,076.80	53,604.00	56,409.60	59,230.08
	ANNUAL (2184)	38,918.88	40,906.32	42,981.12	45,143.28	47,436.48	49,838.88	52,350.40	54,963.12	57,688.64	60,460.80	63,324.00
7	ANNUAL (2080)	37,065.60	38,968.40	40,934.40	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80
	ANNUAL (2184)	39,901.68	41,932.80	44,051.28	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00
8	ANNUAL (2080)	38,001.60	39,936.00	41,975.20	44,105.60	46,330.80	48,651.20	51,076.80	53,604.00	56,409.60	59,230.08	62,124.00
	ANNUAL (2184)	40,906.32	42,981.12	45,143.28	47,436.48	49,838.88	52,350.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00
9	ANNUAL (2080)	38,968.40	40,934.40	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00
	ANNUAL (2184)	41,932.80	44,051.28	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00
10	ANNUAL (2080)	39,936.00	41,975.20	44,105.60	46,330.80	48,651.20	51,076.80	53,604.00	56,409.60	59,230.08	62,124.00	65,064.00
	ANNUAL (2184)	42,981.12	45,143.28	47,436.48	49,838.88	52,350.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00
11	ANNUAL (2080)	40,934.40	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00
	ANNUAL (2184)	43,981.12	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00
12	ANNUAL (2080)	41,975.20	44,105.60	46,330.80	48,651.20	51,076.80	53,604.00	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00
	ANNUAL (2184)	44,051.28	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00
13	ANNUAL (2080)	42,993.60	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00
	ANNUAL (2184)	45,143.28	47,436.48	49,838.88	52,350.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00	72,200.00
14	ANNUAL (2080)	43,981.12	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00
	ANNUAL (2184)	46,278.96	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00	74,200.00
15	ANNUAL (2080)	45,177.60	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00	72,200.00
	ANNUAL (2184)	48,615.84	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00	74,200.00	77,400.00
16	ANNUAL (2080)	47,465.60	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00	72,200.00	75,400.00
	ANNUAL (2184)	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00	74,200.00	77,400.00	80,600.00
17	ANNUAL (2080)	49,857.60	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00	72,200.00	75,400.00	78,600.00
	ANNUAL (2184)	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00	74,200.00	77,400.00	80,600.00	83,800.00
18	ANNUAL (2080)	52,374.40	54,963.12	57,688.64	60,460.80	63,324.00	66,240.00	69,160.00	72,200.00	75,400.00	78,600.00	81,800.00
	ANNUAL (2184)	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00	74,200.00	77,400.00	80,600.00	83,800.00	87,000.00
19	ANNUAL (2080)	51,063.88	53,660.88	56,409.60	59,230.08	62,124.00	65,064.00	68,000.00	71,000.00	74,200.00	77,400.00	80,600.00
	ANNUAL (2184)	55,064.00	58,000.00	61,000.00	64,000.00	67,000.00	70,000.00	73,000.00	76,000.00	79,000.00	82,000.00	85,000.00
20	ANNUAL (2080)	50,000.00	53,000.00	56,000.00	59,000.00	62,000.00	65,000.00	68,000.00	71,000.00	74,000.00	77,000.00	80,000.00
	ANNUAL (2184)	54,000.00	57,000.00	60,000.00	63,000.00	66,000.00	69,000.00	72,000.00	75,000.00	78,000.00	81,000.00	84,000.00
21	ANNUAL (2080)	49,000.00	52,000.00	55,000.00	58,000.00	61,000.00	64,000.00	67,000.00	70,000.00	73,000.00	76,000.00	79,000.00
	ANNUAL (2184)	53,000.00	56,000.00	59,000.00	62,000.00	65,000.00	68,000.00	71,000.00	74,000.00	77,000.00	80,000.00	83,000.00
22	ANNUAL (2080)	48,000.00	51,000.00	54,000.00	57,000.00	60,000.00	63,000.00	66,000.00	69,000.00	72,000.00	75,000.00	78,000.00
	ANNUAL (2184)	52,000.00	55,000.00	58,000.00	61,000.00	64,000.00	67,000.00	70,000.00	73,000.00	76,000.00	79,000.00	82,000.00
23	ANNUAL (2080)	47,000.00	50,000.00	53,000.00	56,000.00	59,000.00	62,000.00	65,000.00	68,000.00	71,000.00	74,000.00	77,000.00
	ANNUAL (2184)	51,000.00	54,000.00	57,000.00	60,000.00	63,000.00	66,000.00	69,000.00	72,000.00	75,000.00	78,000.00	81,000.00
24	ANNUAL (2080)	46,000.00	49,000.00	52,000.00	55,000.00	58,000.00	61,000.00	64,000.00	67,000.00	70,000.00	73,000.00	76,000.00
	ANNUAL (2184)	50,000.00	53,000.00	56,000.00	59,000.00	62,000.00	65,000.00	68,000.00	71,000.00	74,000.00	77,000.00	80,000.00



BRAZOS COUNTY, TEXAS  
ADOPTED FISCAL YEAR 2018 SALARY SCHEDULE (260 WORKING DAYS)

STEP ↓ GROUP →

STEP	25	26	27	28	29	30	31	32	33	34	35	36	
1	27.80	29.21	30.69	32.25	33.89	35.61	37.41	39.31	41.30	43.39	45.58	47.89	1
ANNUAL (2080)	57,824.00	60,756.80	63,835.20	67,080.00	70,491.20	74,068.80	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	
ANNUAL (2184)	60,715.20	63,794.64	67,026.96	70,434.00	74,015.76	77,772.24	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	
ANNUAL (1040)	28,912.00	30,378.40	31,917.60	33,540.00	35,245.60	37,034.40	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	
2	28.50	29.94	31.46	33.06	34.74	36.50	38.35	40.29	42.33	44.47	46.72	49.09	2
ANNUAL (2080)	59,280.00	62,275.20	65,436.80	68,764.80	72,259.20	75,920.00	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	
ANNUAL (2184)	62,244.00	65,388.96	68,708.64	72,203.04	75,872.16	79,716.00	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	
ANNUAL (1040)	29,640.00	31,137.60	32,718.40	34,382.40	36,129.60	37,960.00	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	
3	29.21	30.69	32.25	33.89	35.61	37.41	39.31	41.30	43.39	45.58	47.89	50.32	3
ANNUAL (2080)	60,756.80	63,835.20	67,080.00	70,491.20	74,068.80	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	
ANNUAL (2184)	63,794.64	67,026.96	70,434.00	74,015.76	77,772.24	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	
ANNUAL (1040)	30,378.40	31,917.60	33,540.00	35,245.60	37,034.40	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	
4	29.94	31.46	33.06	34.74	36.50	38.35	40.29	42.33	44.47	46.72	49.09	51.58	4
ANNUAL (2080)	62,275.20	65,436.80	68,764.80	72,259.20	75,920.00	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	107,286.40	
ANNUAL (2184)	65,388.96	68,708.64	72,203.04	75,872.16	79,716.00	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	112,650.72	
ANNUAL (1040)	31,137.60	32,718.40	34,382.40	36,129.60	37,960.00	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	53,643.20	
5	30.69	32.25	33.89	35.61	37.41	39.31	41.30	43.39	45.58	47.89	50.32	52.87	5
ANNUAL (2080)	63,835.20	67,080.00	70,491.20	74,068.80	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	109,969.60	
ANNUAL (2184)	67,026.96	70,434.00	74,015.76	77,772.24	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	115,468.08	
ANNUAL (1040)	31,917.60	33,540.00	35,245.60	37,034.40	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	54,984.80	
6	31.46	33.06	34.74	36.50	38.35	40.29	42.33	44.47	46.72	49.09	51.58	54.19	6
ANNUAL (2080)	65,436.80	68,764.80	72,259.20	75,920.00	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	107,286.40	112,715.20	
ANNUAL (2184)	68,708.64	72,203.04	75,872.16	79,716.00	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	112,650.72	118,350.96	
ANNUAL (1040)	32,718.40	34,382.40	36,129.60	37,960.00	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	53,643.20	56,357.60	
7	32.25	33.89	35.61	37.41	39.31	41.30	43.39	45.58	47.89	50.32	52.87	55.54	7
ANNUAL (2080)	67,080.00	70,491.20	74,068.80	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	109,969.60	115,523.20	
ANNUAL (2184)	70,434.00	74,015.76	77,772.24	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	115,468.08	121,299.36	
ANNUAL (1040)	33,540.00	35,245.60	37,034.40	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	54,984.80	57,761.60	
8	33.06	34.74	36.50	38.35	40.29	42.33	44.47	46.72	49.09	51.58	54.19	56.93	8
ANNUAL (2080)	68,764.80	72,259.20	75,920.00	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	107,286.40	112,715.20	118,414.40	
ANNUAL (2184)	72,203.04	75,872.16	79,716.00	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	112,650.72	118,350.96	124,335.12	
ANNUAL (1040)	34,382.40	36,129.60	37,960.00	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	53,643.20	56,357.60	59,207.20	
9	33.89	35.61	37.41	39.31	41.30	43.39	45.58	47.89	50.32	52.87	55.54	58.35	9
ANNUAL (2080)	70,491.20	74,068.80	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	109,969.60	115,523.20	121,368.00	
ANNUAL (2184)	74,015.76	77,772.24	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	115,468.08	121,299.36	127,436.40	
ANNUAL (1040)	35,245.60	37,034.40	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	54,984.80	57,761.60	60,684.00	
10	34.74	36.50	38.35	40.29	42.33	44.47	46.72	49.09	51.58	54.19	56.93	59.81	10
ANNUAL (2080)	72,259.20	75,920.00	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	107,286.40	112,715.20	118,414.40	124,404.80	
ANNUAL (2184)	75,872.16	79,716.00	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	112,650.72	118,350.96	124,335.12	130,625.04	
ANNUAL (1040)	36,129.60	37,960.00	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	53,643.20	56,357.60	59,207.20	62,202.40	
11	35.61	37.41	39.31	41.30	43.39	45.58	47.89	50.32	52.87	55.54	58.35	61.31	11
ANNUAL (2080)	74,068.80	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	109,969.60	115,523.20	121,368.00	127,524.80	
ANNUAL (2184)	77,772.24	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	115,468.08	121,299.36	127,436.40	133,901.04	
ANNUAL (1040)	37,034.40	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	54,984.80	57,761.60	60,684.00	63,762.40	
12	36.50	38.35	40.29	42.33	44.47	46.72	49.09	51.58	54.19	56.93	59.81	62.84	12
ANNUAL (2080)	75,920.00	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	107,286.40	112,715.20	118,414.40	124,404.80	130,707.20	
ANNUAL (2184)	79,716.00	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	112,650.72	118,350.96	124,335.12	130,625.04	137,242.56	
ANNUAL (1040)	37,960.00	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	53,643.20	56,357.60	59,207.20	62,202.40	65,353.60	
13	37.41	39.31	41.30	43.39	45.58	47.89	50.32	52.87	55.54	58.35	61.31	64.41	13
ANNUAL (2080)	77,812.80	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	109,969.60	115,523.20	121,368.00	127,524.80	133,972.80	
ANNUAL (2184)	81,703.44	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	115,468.08	121,299.36	127,436.40	133,901.04	140,671.44	
ANNUAL (1040)	38,906.40	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	54,984.80	57,761.60	60,684.00	63,762.40	66,986.40	
14	38.35	40.29	42.33	44.47	46.72	49.09	51.58	54.19	56.93	59.81	62.84	66.02	14
ANNUAL (2080)	79,768.00	83,803.20	88,046.40	92,497.60	97,177.60	102,107.20	107,286.40	112,715.20	118,414.40	124,404.80	130,707.20	137,321.60	
ANNUAL (2184)	83,756.40	87,993.36	92,448.72	97,122.48	102,036.48	107,212.56	112,650.72	118,350.96	124,335.12	130,625.04	137,242.56	144,187.68	
ANNUAL (1040)	39,884.00	41,901.60	44,023.20	46,248.80	48,588.80	51,053.60	53,643.20	56,357.60	59,207.20	62,202.40	65,353.60	68,660.80	
15	39.31	41.30	43.39	45.58	47.89	50.32	52.87	55.54	58.35	61.31	64.41	67.67	15
ANNUAL (2080)	81,764.80	85,904.00	90,251.20	94,806.40	99,611.20	104,665.60	109,969.60	115,523.20	121,368.00	127,524.80	133,972.80	140,753.60	
ANNUAL (2184)	85,853.04	90,199.20	94,763.76	99,546.72	104,591.76	109,898.88	115,468.08	121,299.36	127,436.40	133,901.04	140,671.44	147,791.28	
ANNUAL (1040)	40,882.40	42,952.00	45,125.60	47,403.20	49,805.60	52,332.80	54,984.80	57,761.60	60,684.00	63,762.40	66,986.40	70,376.80	


## RANGE

STEP	1	Juv	2	DJ	3	DA	4	CONST	5	JP	6	CCLERK	7	TREA	8	COMMS	9	DC	10	TAX	11	CA	12	SHRF	13	CJ	14	CCL
1		1,200		16,800		18,000		73,780.20		73,780.20		79,789.32		79,789.32		79,789.32		79,789.32		79,789.32		95,123.86		119,627.04		103,062.44		174,246.28

STEP	15	272nd DJ
1		13,626

272 DIST JUDG

APPROVED



Duane Peters  
 County Judge

Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Human Resources NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Personnel Action Forms  
TO: Commissioners Court  
DATE: 08/31/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[PAF\\_09-05-17.doc](#)

**Description**

Cover Sheet

**Type**

Cover Memo

17

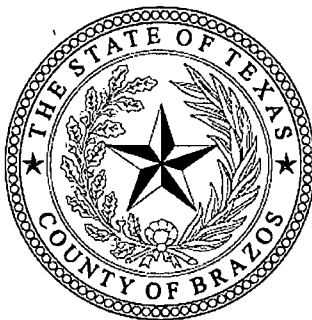
**PERSONNEL  
CHANGE OF STATUS REQUESTS**

Commissioner Court Date: September 05, 2017 Department Submitting Information: Human Resources Purpose of Submissions: Consider and Take Action on Change Requests
--

<b>Department Submitting Request(s)</b>	<b>Employee Request Applies To</b>	<b>Action Requested</b>
Brazos Center	Hare, Rhonda L. Stennis, Blessie J.	Change of Status Separation
Juvenile Services – Detention	Johnson, Rhonda A.	Employment
Sheriff's Office – Detention	Ellsworth, Tucker	Employment
Tax Office	Rios, Desiree	Employment

Approved in Commissioners' Court: September 05, 2017 :

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



**BRAZOS COUNTY**  
**BRYAN, TEXAS**

**CLAIMS**

COMMISSIONERS COURT MEETING: **September 5, 2017**

CLAIM TO BE PAID BY BRAZOS COUNTY:

CLAIM # **7159003**      *Thru*      CLAIM # **7159182**

The Court voted unanimously to approve these Claims as submitted.

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

Duane Peters  
County Judge

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

Karen McQueen  
County Clerk



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 9/5/2017

ITEM: Acknowledgement of account upgrades to the following Lexis Nexis contracts:

- a. Contract # 144KMR for County Attorney - Investigators
- b. Contract # 113CTB for County Attorney - Attorneys
- c. Contract # 113CBZ for Judges

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 08/31/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[113CTB.pdf](#)

[144KMR.pdf](#)

[113CBZ.pdf](#)

**Description**

Contract 113CTB

Contract 144KMR

Contract 113CBZ

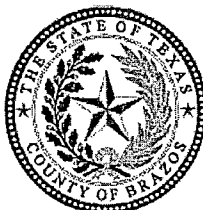
**Type**

Backup Material

Backup Material

Backup Material

19

**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Acknowledgement of account upgrades to the following Lexis Nexis contracts :


- a) Contract # 144KMR for County Attorney - Investigators
- b) Contract # 113CTB for County Attorney - Attorneys
- c) Contract # 113CBZ for Judges

  
TO: Commissioners Court  
FROM: Leslie Contreras  
DATE: 08/31/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

<u>File Name</u>	<u>Description</u>	<u>Type</u>
<a href="#">113CTB.pdf</a>	Contract 113CTB	Backup Material
<a href="#">144KMR.pdf</a>	Contract 144KMR	Backup Material
<a href="#">113CBZ.pdf</a>	Contract 113CBZ	Backup Material

**ACKNOWLEDGED**

  
Duane Peters  
County Judge

Date  
9/6/17



LexisNexis®

BRAZOS COUNTY ATTORNEYS OFFICE  
Account # 144KMR and 10000ZV3R  
300 E 26TH ST STE 1300  
BRYAN, TX 77803-3980

Attn: Leslie Contreras

August 1, 2017

Re: Upgrade to Lexis Advance® (online research platform)

Dear Subscriber:

This letter is in reference to the subscription plan amendment, dated 7/12/16 (the "Agreement") by and between LexisNexis, a division of RELX Inc. ("LN") and Brazos County Attorneys Office ("Subscriber" or "you"). As you may know, LN always looks to upgrade its technology platforms in order to deliver exceptional service and value to you - our customer. As a current LexisNexis customer, you will receive, at no additional cost to you, access to Lexis Advance as part of your Online Services as defined in the Agreement and subject to the terms and conditions set forth in the Agreement.

This letter is to notify you that your upgrade to Lexis Advance is expected to occur on or around 10/1/2017 and your access to lexis.com will end on 9/30/2017. After the upgrade process to Lexis Advance is complete, LN may discontinue providing access to, and support of, certain legacy technology platforms, such as lexis.com, as a result of this upgrade. For your convenience, selected information about Lexis Advance content and features to be made available to you in connection with this planned upgrade is included on the attached Exhibit A. For the avoidance of doubt, no terms or conditions in the Agreement will change or be amended by Subscriber's receipt of this letter.

If you have any questions, please contact your LN account representative Abbey Willis at 832.600.0874 or [abbey.willis@lexisnexis.com](mailto:abbey.willis@lexisnexis.com) or to schedule a training please contact your research consultant Tamara Snell at 281.865.7913 or [tamara.snell@lexisnexis.com](mailto:tamara.snell@lexisnexis.com).

Thank you for your time and attention and for your continued business with LexisNexis.

Abbey Willis



Exhibit A

## Lexis Advance – Selected Content & Features

During the Term (as defined in the Agreement, which is defined in the accompanying letter), Subscriber will have access to the Lexis Advance Content & Features listed below.

[illegible]

<input type="checkbox"/> See Attached Rider No.1 for additional Content & Features		
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SLG  
**SUBSCRIPTION PLAN AMENDMENT  
FOR STATE/LOCAL GOVERNMENT**

<b>"Subscriber":</b> BRAZOS COUNTY ATTORNEYS OFFICE	<b>"LN":</b> LexisNexis, a division of RELX Inc.
---	--

This Subscription Plan Amendment ("Amendment") amends and supplements the terms of the Subscription Agreement either previously entered into or executed simultaneously herewith between LN and Subscriber (the "Agreement"). This Amendment shall also serve as Subscriber's acceptance of the General Terms & Conditions for Use of the Online Services effective September 1, 2010 set forth at [www.lexisnexis.com/terms/general](http://www.lexisnexis.com/terms/general).

**1. TERM**

The term of this Amendment will begin (a) on the date Subscriber's billing account (a "Billgroup") is activated ("Activation") if Subscriber is a new LN customer, or (b) subject to Section 7, on the first day of the calendar month immediately following the execution of this Amendment and delivery of it to LN if Subscriber is an existing LN customer, and will continue until the last day of the final Commitment Period referenced in Section 5.1 (the "Term").

**2. AUTHORIZED USERS**

This Amendment relates only to the Subscriber's Billgroups and locations (the "Participating Billgroups") set forth below and the Authorized Users under the Participating Billgroups. "Authorized User" shall have the meaning set forth in the Agreement.

PARTICIPATING BILLGROUP #	LOCATION (CITY AND STATE)
144KMR	BRYAN, TX

**3. CERTIFICATION**

3.1 Subscriber certifies that the number of government professionals in Subscriber's organization is as set forth below. A "Government Professional User" is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

<b>Number of Government Professional Users:</b>	6
---	---

3.2 A "Support Staff User" is defined as a person who supports the Government Professional User, including, but not limited to: paralegals, interns, legal secretaries or other administrative support members. Up to 3 ID's will be issued to support staff for each Government Professional User accounted for above. Support Staff Users will receive access at no additional charge.

3.3 Each LN ID must be issued for individual use by the Government Professional User or Support Staff User.

3.4 If Subscriber, at the time of signing this Amendment has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.

3.5 Subscriber acknowledges that the pricing and menus provided to Subscriber in this Amendment depend in part on the number of Government Professional Users in Subscriber's organization. Subscriber certifies that as of the date Subscriber signs this Amendment there are the number of Government Professional Users in Subscriber's organization (the "Reference Number") as Subscriber has specified above.

- (i) At LN's request from time to time, Subscriber will certify in writing the then-current Reference Number.
- (ii) If there is a change in the Reference Number during the Term, LN may, in its sole discretion on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Commitment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.

#### 4. MONTHLY SUBSCRIPTION CHARGE

During the Term, the Monthly Subscription Charge in Section 3 of the then-current applicable price schedule (the "Price Schedule") will be waived.

#### 5. PREFERRED PRICING MATERIALS AND CHARGES

5.1 In consideration of Subscriber's payment to LN of the monthly commitment amounts specified below (the "Monthly Commitment"), the Participating Billgroups will be provided access to and use of certain Materials, products, services and features, identified below by source/menu number (the "Preferred Pricing Materials"). If Subscriber is an existing LN customer and this is a revision to Subscriber's Preferred Pricing Materials and Monthly Commitment, fees will be prorated for the month in which the change becomes effective if the change occurs other than on the first day of the month. At no additional charge, the Participating Billgroups may do offline printing, online printing and saving to disk of Preferred Pricing Materials.

PREFERRED PRICING MATERIALS	SOURCE/MENU NUMBER	SHEPARD'S
(a) Core Public Records + SmartLink	JLSPR1	
(b) Core Public Records + SmartLink	RK00SL	
(c) Core Public Records + SmartLink	SPR001	
(d)		
(e)		
(f)		
(g)		
(h)		
(i)		
(j)		
(k)		
(l)		
(m)		
(n)		
(o)		
<input type="checkbox"/> See attached Rider No. 1 for additional Preferred Pricing Materials		

COMMITMENT PERIOD(S)			MONTHLY COMMITMENT
Beginning	10/1/2016	to 9/30/2017	\$ 425.00
Beginning	10/1/2017	to 9/30/2018	\$ 438.00
Beginning	10/1/2018	to 9/30/2019	\$ 451.00
Beginning		to	\$
Beginning		to	\$
Beginning		to	\$
Beginning		to	\$

5.2 During the Term, the Monthly Commitment will be billed in lieu of the Information Charges specified in Section 1 of the Price Schedule for all access to and use of the Preferred Pricing Materials, except as otherwise provided in Section 5.3 and Section 6 (if elected) below.

5.3 The following Materials accessible from, but not included as part of the Preferred Pricing Materials, will be subject to monthly billing at the then-current standard undiscounted rates in accordance with the Price Schedule: (a) selected Images (those that include a charge in the Price Schedule); (b) Dun & Bradstreet Reports; and (c) Risk Solutions.

#### 6. ADDITIONAL CHARGES

The Participating Billgroups may have access to and use of the LN services and features not accessed through the Preferred Pricing Materials ("Alternate Pricing Materials"). If Subscriber so elects by initialing below, or by notifying LN at a later date, Subscriber will have access through the Alternate Pricing Materials at then-current undiscounted rates in accordance with the Price Schedule in addition to the Monthly Commitment.

**Subscriber elects access to the Alternate Pricing Materials**

(Initial)

#### 7. CLOSED OFFER

The offer of LN contained herein is valid until August 20, 2016. In order to implement this Amendment by the first day of a calendar month, LN must receive this signed Amendment by the 20th day of the preceding month.

## 8. CONFIDENTIAL INFORMATION

Subject to any state open records or freedom of information statutes, this Amendment contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN, and will receive and maintain this Amendment in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 8 will survive the termination or expiration of this Amendment.

## 9. SUPPORT AND TRAINING

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of the LN Online Services through:

- (a) Mandatory basic training in the use of the Online Services by LN for all Authorized Users;
- (b) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (c) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (d) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Amendment.

## 10. MISCELLANEOUS

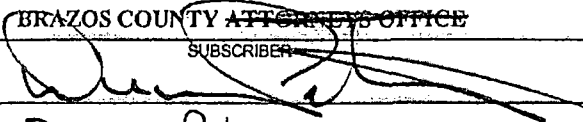
10.1 During the Term, use by and charges to the Participating Billgroups will not be eligible for other discounts or aggregation with the use of or charges for other billgroups.

10.2 UPON TERMINATION OR EXPIRATION OF THIS AMENDMENT, CONTINUED USE OF THE ONLINE SERVICES BY SUBSCRIBER IS GOVERNED BY THE AGREEMENT AND WILL BE BILLED IN ACCORDANCE WITH THE PRICE SCHEDULE.

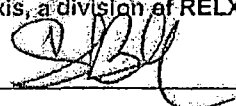
10.3 All capitalized terms not defined herein will have the meanings ascribed to them in the Agreement, including the Price Schedule.

10.4 Except as expressly modified by this Amendment, all other terms and conditions of the Agreement will remain in full force and effect and unaffected by this Amendment. In the event of a conflict or inconsistencies between the Agreement and this Amendment, this Amendment will control.

### AGREED TO AND ACCEPTED BY:

~~BRAZOS COUNTY ATTORNEY'S OFFICE~~  
SUBSCRIBER  
BY:   
NAME: Duane Peters  
TITLE: County Judge  
DATE: 7/12/16

LexisNexis, a division of RELX Inc.

BY:   
NAME: Sharon Black  
TITLE: Pricing Analyst  
DATE: 6/27/16

THIS AMENDMENT DOES NOT BIND EITHER PARTY UNTIL IT HAS BEEN ACCEPTED BY BOTH PARTIES. SUBSCRIBER MAY ACCEPT THIS AMENDMENT BY SIGNING ABOVE. LN MAY ACCEPT THIS AMENDMENT BY PERFORMING ACCORDING TO THIS AMENDMENT OR BY SIGNING ABOVE.



BRAZOS COUNTY

Account # 113CBZ and 424ZWYG83

202 E 27TH ST STE 102

BRYAN, TX 77803-3980

Attn: Leslie Contreras

August 1, 2017

Re: Upgrade to Lexis Advance® (online research platform)

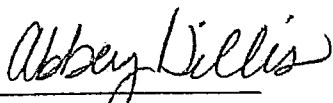
Dear Subscriber:

This letter is in reference to the subscription plan amendment, dated 7/12/16 (the "Agreement") by and between LexisNexis, a division of RELX Inc. ("LN") and Brazos County ("Subscriber" or "you"). As you may know, LN always looks to upgrade its technology platforms in order to deliver exceptional service and value to you - our customer. As a current LexisNexis customer, you will receive, at no additional cost to you, access to Lexis Advance as part of your Online Services as defined in the Agreement and subject to the terms and conditions set forth in the Agreement.

This letter is to notify you that your upgrade to Lexis Advance is expected to occur on or around 10/1/2017 and your access to lexis.com will end on 9/30/2017. After the upgrade process to Lexis Advance is complete, LN may discontinue providing access to, and support of, certain legacy technology platforms, such as lexis.com, as a result of this upgrade. For your convenience, selected information about Lexis Advance content and features to be made available to you in connection with this planned upgrade is included on the attached Exhibit A. For the avoidance of doubt, no terms or conditions in the Agreement will change or be amended by Subscriber's receipt of this letter.

If you have any questions, please contact your LN account representative Abbey Willis at 832.600.0874 or [abbey.willis@lexisnexis.com](mailto:abbey.willis@lexisnexis.com) or to schedule a training please contact your research consultant Tamara Snell at 281.865.7913 or [tamara.snell@lexisnexis.com](mailto:tamara.snell@lexisnexis.com).

Thank you for your time and attention and for your continued business with LexisNexis.

  
Abbey Willis

## Exhibit A

## Lexis Advance – Selected Content & Features

During the Term (as defined in the Agreement, which is defined in the accompanying letter), Subscriber will have access to the Lexis Advance Content & Features listed below.

[illegible]

Handwritten: *Brazos County contract # 2014-183*  
*Judges only*



LexisNexis®

SLG

**SUBSCRIPTION PLAN AMENDMENT  
FOR STATE/LOCAL GOVERNMENT**

"Subscriber": BRAZOS COUNTY

"LN": LexisNexis, a division of RELX Inc.

This Subscription Plan Amendment ("Amendment") amends and supplements the terms of the Subscription Agreement either previously entered into or executed simultaneously herewith between LN and Subscriber (the "Agreement"). This Amendment shall also serve as Subscriber's acceptance of the General Terms & Conditions for Use of the Online Services effective September 1, 2010 set forth at [www.lexisnexis.com/terms/general](http://www.lexisnexis.com/terms/general).

**1. TERM**

The term of this Amendment will begin (a) on the date Subscriber's billing account (a "Billgroup") is activated ("Activation") if Subscriber is a new LN customer, or (b) subject to Section 7, on the first day of the calendar month immediately following the execution of this Amendment and delivery of it to LN if Subscriber is an existing LN customer, and will continue until the last day of the final Commitment Period referenced in Section 5.1 (the "Term").

**2. AUTHORIZED USERS**

This Amendment relates only to the Subscriber's Billgroups and locations (the "Participating Billgroups") set forth below and the Authorized Users under the Participating Billgroups. "Authorized User" shall have the meaning set forth in the Agreement.

PARTICIPATING BILLGROUP #	LOCATION (CITY AND STATE)
113CBZ	BRYAN, TX

**3. CERTIFICATION**

3.1 Subscriber certifies that the number of government professionals in Subscriber's organization is as set forth below. A "Government Professional User" is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

Number of Government Professional Users:	14
--	----

3.2 A "Support Staff User" is defined as a person who supports the Government Professional User, including, but not limited to: paralegals, interns, legal secretaries or other administrative support members. Up to 3 ID's will be issued to support staff for each Government Professional User accounted for above. Support Staff Users will receive access at no additional charge.

3.3 Each LN ID must be issued for individual use by the Government Professional User or Support Staff User.

3.4 If Subscriber, at the time of signing this Amendment has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.

3.5 Subscriber acknowledges that the pricing and menus provided to Subscriber in this Amendment depend in part on the number of Government Professional Users in Subscriber's organization. Subscriber certifies that as of the date Subscriber signs this Amendment there are the number of Government Professional Users in Subscriber's organization (the "Reference Number") as Subscriber has specified above.

(i) At LN's request from time to time, Subscriber will certify in writing the then-current Reference Number.

(ii) If there is a change in the Reference Number during the Term, LN may, in its sole discretion on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Commitment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.



#### 4. MONTHLY SUBSCRIPTION CHARGE

During the Term, the Monthly Subscription Charge in Section 3 of the then-current applicable price schedule (the "Price Schedule") will be waived.

#### 5. PREFERRED PRICING MATERIALS AND CHARGES

5.1 In consideration of Subscriber's payment to LN of the monthly commitment amounts specified below (the "Monthly Commitment"), the Participating Billgroups will be provided access to and use of certain Materials, products, services and features, identified below by source/menu number (the "Preferred Pricing Materials"). If Subscriber is an existing LN customer and this is a revision to Subscriber's Preferred Pricing Materials and Monthly Commitment, fees will be prorated for the month in which the change becomes effective if the change occurs other than on the first day of the month. At no additional charge, the Participating Billgroups may do offline printing, online printing and saving to disk of Preferred Pricing Materials.

	PREFERRED PRICING MATERIALS	SOURCE/MENU NUMBER	SHEPARD'S
(a)	LEXIS only and Related Services	SB0LX0	Full
(b)	TEX Matthew Bender - Flat Rate	MBTX00	
(c)	NEWS -- LG Group	SUB625	
(d)	National Briefs, Pleadings and M	SLCTFL	
(e)	Tax Analyst: Current Awareness	TAXA01	
(f)	TXANGR Shadow	ZZYWLU	
(g)	Texas Jurisprudence	ZZYWVM	
(h)	All Law Reviews	SB0078	
(i)	AMJUR and ALR	ZZYWVI	
(j)	Moore's Federal Practice	MB0021	
(k)			
(l)			
(m)			
(n)			
(o)			
	<input type="checkbox"/> See attached Rider No. 1 for additional Preferred Pricing Materials		

	COMMITMENT PERIOD(S)		MONTHLY COMMITMENT
Beginning	10/1/2016	to 9/30/2017	\$ 528.00
Beginning	10/1/2017	to 9/30/2018	\$ 544.00
Beginning	10/1/2018	to 9/30/2019	\$ 560.00
Beginning		to	\$
Beginning		to	\$
Beginning		to	\$
Beginning		to	\$

5.2 During the Term, the Monthly Commitment will be billed in lieu of the Information Charges specified in Section 1 of the Price Schedule for all access to and use of the Preferred Pricing Materials, except as otherwise provided in Section 5.3 and Section 6 (if elected) below.

5.3 The following Materials accessible from, but not included as part of the Preferred Pricing Materials, will be subject to monthly billing at the then-current standard undiscounted rates in accordance with the Price Schedule: (a) selected Images (those that include a charge in the Price Schedule); (b) Dun & Bradstreet Reports; and (c) Risk Solutions.

#### 6. ADDITIONAL CHARGES

The Participating Billgroups may have access to and use of the LN services and features not accessed through the Preferred Pricing Materials ("Alternate Pricing Materials"). If Subscriber so elects by initialing below, or by notifying LN at a later date, Subscriber will have access through the Alternate Pricing Materials at then-current undiscounted rates in accordance with the Price Schedule in addition to the Monthly Commitment.

**Subscriber elects access to the Alternate Pricing Materials**

\_\_\_\_\_  
(Initial)

#### 7. CLOSED OFFER

The offer of LN contained herein is valid until August 20, 2016. In order to implement this Amendment by the first day of a calendar month, LN must receive this signed Amendment by the 20th day of the preceding month.

## 8. CONFIDENTIAL INFORMATION

Subject to any state open records or freedom of information statutes, this Amendment contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN, and will receive and maintain this Amendment in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 8 will survive the termination or expiration of this Amendment.

## 9. SUPPORT AND TRAINING

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of the LN Online Services through:

- (a) Mandatory basic training in the use of the Online Services by LN for all Authorized Users;
- (b) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (c) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (d) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Amendment.

## 10. MISCELLANEOUS


10.1 During the Term, use by and charges to the Participating Billgroups will not be eligible for other discounts or aggregation with the use of or charges for other billgroups.

10.2 UPON TERMINATION OR EXPIRATION OF THIS AMENDMENT, CONTINUED USE OF THE ONLINE SERVICES BY SUBSCRIBER IS GOVERNED BY THE AGREEMENT AND WILL BE BILLED IN ACCORDANCE WITH THE PRICE SCHEDULE.


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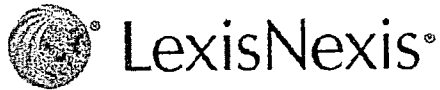
### AGREED TO AND ACCEPTED BY:

**BRAZOS COUNTY**  
SUBSCRIBER  
BY:   
NAME: Duane Peters  
TITLE: County Judge  
DATE: 7/12/16

LexisNexis, a division of RELX Inc.

BY:   
NAME: Sharon Black  
TITLE: Pricing Analyst  
DATE: 6/27/16

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BRAZOS COUNTY  
Account # 113CTB and 100015P92  
300 E 26th St Ste 310  
BRYAN, TX 77803-3980

Attn: Leslie Contreras

August 1, 2017

Re: Upgrade to Lexis Advance® (online research platform)

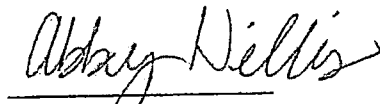
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This letter is to notify you that your upgrade to Lexis Advance is expected to occur on or around 10/1/2017 and your access to lexis.com will end on 9/30/2017. After the upgrade process to Lexis Advance is complete, LN may discontinue providing access to, and support of, certain legacy technology platforms, such as lexis.com, as a result of this upgrade. For your convenience, selected information about Lexis Advance content and features to be made available to you in connection with this planned upgrade is included on the attached Exhibit A. For the avoidance of doubt, no terms or conditions in the Agreement will change or be amended by Subscriber's receipt of this letter.

If you have any questions, please contact your LN account representative Abbey Willis at 832.600.0874 or [abbey.willis@lexisnexis.com](mailto:abbey.willis@lexisnexis.com) or to schedule a training please contact your research consultant Tamara Snell at 281.865.7913 or [tamara.snell@lexisnexis.com](mailto:tamara.snell@lexisnexis.com).

Thank you for your time and attention and for your continued business with LexisNexis.

  
Abbey Willis

**Exhibit A**

## Lexis Advance – Selected Content & Features

During the Term (as defined in the Agreement, which is defined in the accompanying letter), Subscriber will have access to the Lexis Advance Content & Features listed below.

[illegible]

Brazos County  
CA-Attorneys



SLG  
**SUBSCRIPTION PLAN AMENDMENT  
FOR STATE/LOCAL GOVERNMENT**

"Subscriber": BRAZOS COUNTY

"LN": LexisNexis, a division of RELX Inc.

This Subscription Plan Amendment ("Amendment") amends and supplements the terms of the Subscription Agreement either previously entered into or executed simultaneously herewith between LN and Subscriber (the "Agreement"). This Amendment shall also serve as Subscriber's acceptance of the General Terms & Conditions for Use of the Online Services effective September 1, 2010 set forth at [www.lexisnexis.com/terms/general](http://www.lexisnexis.com/terms/general).

**1. TERM**

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PARTICIPATING BILLGROUP #	LOCATION (CITY AND STATE)
113CTB	BRYAN, TX

**3. CERTIFICATION**

3.1 Subscriber certifies that the number of government professionals in Subscriber's organization is as set forth below. A "Government Professional User" is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

Number of Government Professional Users:	15
--	----

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	PREFERRED PRICING MATERIALS	SOURCE/MENU NUMBER	SHEPARD'S
(a)	LEXIS only and Related Services	SB0LX0	Full
(b)	TEX Matthew Bender - Flat Rate	MBTX00	
(c)	NEWS -- LG Group	SUB625	
(d)	National Briefs, Pleadings and M	SLCTFL	
(e)	Tax Analyst: Current Awareness	TAXA01	
(f)	TXANGR Shadow	ZZYWEE	
(g)	Texas Jurisprudence	ZZYWVM	
(h)	All Law Reviews	SB0078	
(i)	AMJUR and ALR	ZZYWVI	
(j)	Moore's Federal Practice	MB0021	
(k)			
(l)			
(m)			
(n)			
(o)			
	<input type="checkbox"/> See attached Rider No. 1 for additional Preferred Pricing Materials		

COMMITMENT PERIOD(S)			MONTHLY COMMITMENT
Beginning	10/1/2016	to 9/30/2017	\$ 1022.00
Beginning	10/1/2017	to 9/30/2018	\$ 1053.00
Beginning	10/1/2018	to 9/30/2019	\$ 1085.00
Beginning		to	\$
Beginning		to	\$
Beginning		to	\$
Beginning		to	\$

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5.3 The following Materials accessible from, but not included as part of the Preferred Pricing Materials, will be subject to monthly billing at the then-current standard undiscounted rates in accordance with the Price Schedule: (a) selected Images (those that include a charge in the Price Schedule); (b) Dun & Bradstreet Reports; and (c) Risk Solutions.

#### 6. ADDITIONAL CHARGES

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**Subscriber elects access to the Alternate Pricing Materials**

\_\_\_\_\_  
(Initial)

#### 7. CLOSED OFFER

The offer of LN contained herein is valid until August 20, 2016. In order to implement this Amendment by the first day of a calendar month, LN must receive this signed Amendment by the 20th day of the preceding month.

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- (a) Mandatory basic training in the use of the Online Services by LN for all Authorized Users;
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- (c) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
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### AGREED TO AND ACCEPTED BY:

**BRAZOS COUNTY**  
SUBSCRIBER  
BY:   
NAME: Duane Peters  
TITLE: County Judge  
DATE: 7/12/16

LexisNexis, a division of RELX Inc.

BY:   
NAME: Sharon Black  
TITLE: Pricing Analyst  
DATE: 6/27/16

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**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 9/5/2017  
ITEM: Acknowledgement of monthly reports submitted in August 2017.  
TO: Commissioners Court  
DATE: 09/01/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

<b><u>File Name</u></b>	<b><u>Description</u></b>	<b><u>Type</u></b>
<a href="#">Monthly Reports Submitted in August 2017.pdf</a>	Monthly Reports	Cover Memo





**BRAZOS COUNTY**  
**BRYAN, TEXAS**

**ACKNOWLEDGEMENT**

The Brazos County Commissioners Court hereby acknowledges receipt of all monthly reports that were submitted during the month of

**August 2017**

A handwritten signature in black ink, appearing to read "Duane Peters", is written over a horizontal line. To the right of the signature, the date "9/5/17" is handwritten.

Duane Peters  
County Judge

Date